

dorset
C O U N C I L

Ordinary Agenda

Council Meeting

18 December 2023

Council Chambers

it's in the making

Qualified Persons Advice

The *Local Government Act 1993*, Section 65, provides (in part) as follows: -

- A general manager must ensure that any advice, information or recommendation given to the council is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- A council is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council and 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 with the general managers certification.

I therefore certify that with respect to all advice, information or recommendation provided to the council in or with this agenda:

- a. the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- b. where any advice is directly given by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.

Notification of Council Meeting

NOTICE¹ is given that the next Ordinary Meeting of the Dorset Council will be held on Monday, 18 December 2023 at the **Council Chambers, 3 Ellenor Street, Scottsdale** commencing at 6:00 pm.

Members of the public are invited to attend in person, however, if any member of the public is feeling unwell, **please do not attend**.

The audio recording of the Council Meeting, except for any part held in Closed Session, will be made available to the public as soon as practicable after the meeting via Council's website and social media.



JOHN MARIK
General Manager

¹ In accordance with the Local Government (Meeting Procedures) Regulations 2015

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Council Meeting Agenda 18 December 2023

Meeting Opened:

Present:

Apologies: General Manager: John Marik

Acknowledgement of Country

Dorset Council acknowledges the deep history and culture of the First People who were the traditional owners of the lands and waterways where we live and work. We acknowledge the clans-people who lived here for over a thousand generations on the Country where Scottsdale is built and throughout the area we know as the north east region.

Dorset Council acknowledge the present-day Aboriginal custodians and the inclusive contribution they make to the social, cultural and economic essence of the municipality.

Item 205/23 Confirmation of Ordinary Council Meeting Minutes – 20 November 2023

Ref: DOC/23/14288

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 20 November 2023 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

Recommendation

That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on 20 November 2023 having been circulated to the Commissioner, be confirmed as a true record.

Item 206/23 Confirmation of Agenda

Recommendation

That Council confirm the Agenda and order of business for the 18 December 2023 Council Meeting.

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and Council's adopted Code of Conduct, the Commissioner is requested to indicate whether he has, or is likely to have a pecuniary interest (any pecuniary interest or pecuniary detriment) or conflict of interest in any item on the Agenda.

INTEREST DECLARED**Commissioner Wardlaw's Calendar | 16 November 2023 – 13 December 2023****November 2023**

- 16 Meeting with City of Launceston Mayor, CEO and General Manager Infrastructure and Assets, with Dorset General Manager, Town Hall, Launceston
- 17 Scottsdale Show, Scottsdale Recreation Ground
- 20 Weekly meeting with Council management team
- 20 Informal Meet and Greet, Bridport
- 20 Dorset Council Annual General Meeting, Bridport
- 20 November Council Meeting, Bridport
- 22 General Manager's Performance Review Meeting with the General Manager, Launceston
- 22 TasWater Annual General Meeting with the General Manager, Launceston
- 22 Tas Councils and Healthy Resilient Communities Session with the General Manager, South Launceston
- 24 Northern Tasmania Development Corporation Annual General Meeting with the General Manager, Launceston
- 26 Book Launch 'Legerwood Days', Legerwood Hall
- 27 Weekly meeting with Council management team
- 27 Meeting with Health Consumers Tasmania with General Manager, Council Chambers
- 27 Branxholm Progress Association Meeting with Director – Infrastructure, Branxholm Hall
- 28 Dorset Wellbeing Network Meeting, Dorset Community House
- 29 Meeting with Bridport Pier Working Group with the General Manager, Assistant General Manager and MAST representatives, Council Chambers
- 29 Meeting with ratepayer with the General Manager, Council Chambers
- 30 Scottsdale High School Annual Presentation Bursary Selection Panel Meeting, Scottsdale High School
- 30 North East Tasmania Tourism Annual General Meeting, Council Chambers

December 2023

- 4 Offshore Wind Community Consultation Session, Bridport Hotel
- 4 North East Tasmania Chamber of Commerce Meeting with the General Manager and Director – Infrastructure, Scottsdale Art Gallery Café
- 5 December Briefing Workshop, Council Chambers

- 6 Meeting with Tasmania Police Inspector Nick Clark and Senior Sergeant Luke Moore with the General Manager, Council Chamber
- 11 Public jetty at Bridport site feasibility discussion with General Manager, Assistant General Manager and Director – Infrastructure, Council Chambers
- 12 Scottsdale Primary School Presentation Morning, Scottsdale Primary School
- 12 Catch up with Bridport Seaside Caravan Park Caretakers, Bridport
- 13 Ringarooma Primary School Presentation Assembly, Ringarooma Primary School
- 13 Bridport Primary School Presentation Assembly, Bridport Primary School

Item 209/23 Management Team Briefing Report

The purpose of this agenda item is to provide the Commissioner and the community with a briefing on matters of interest dealt with during the past month by Council’s Management Team.

PROJECT UPDATE: North East Rail Trail

The North East Rail Trail is, and will continue to be, a priority project for Dorset Council. It was recently included in the Priority Projects Plan for 2023-2025 and work is currently being undertaken across Council departments in order to ultimately bring the project to fruition.

Planning applications for development of the trail have been subjected to extensive public consultation and undergone rigorous assessment by the Tasmanian Civil and Administrative Tribunal, with planning permits now granted for the full length of the corridor from Scottsdale township through to Lilydale Falls Reserve. Since receipt of the permits, Council officers have commenced a full review of the project plan, including preparation of detailed design and construction plans, review of project costings and maintenance requirements in liaison with civil construction contracting firms, and review of the project business case to ensure its contemporaneousness. Discussions have also been held with all levels of government in relation to matters such as car parking construction works at the Lilydale Falls Reserve, environmental approval considerations, and legislative requirements relevant to the removal of former rail infrastructure.

Pending completion of the project plan review cycle (February/March 2024), Council will be in the position to commence formal proceedings under the *Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016* to request permission from the Minister for Infrastructure for removal of the former rail infrastructure from the recreational corridor. Tenders for the trail construction component of the project will also be sought at around this time. Subject to the awarding of the tender and Ministerial permission for rail infrastructure removal being granted, trail construction works will then be in a position to commence.

COUNCIL SUBMISSION: Draft Tasmania Fire and Emergency Services Bill

The State Government released the draft Tasmania Fire and Emergency Services Bill on 28 September 2023. The draft Bill establishes the Tasmanian Fire and Emergency Service (TFES) by combining Tasmania Fire Service and State Emergency Services. The Bill also proposes a new funding model which would see the current insurance-based fire levy abolished in favour of one of two proposed new property-based fire levy funding options. Proposed funding option A is a single set rate across Tasmania, and funding option B is a two-tiered rate across Tasmania depending on whether you live in a rural or urban area.

Preliminary modelling of the two funding options showed a significant shift in reliance onto properties used for commercial, industrial and primary production purposes. The anticipated average increase under the proposed funding models ranged from 584% to 659% for commercial and industrial properties and from 285% to 671% for primary production properties. Residential properties would also see average increases of between 121% to 260% under the proposed funding models.

There was a lack of data available for Council to properly analyse the potential impacts for the Dorset municipality and to support the State Government’s claims of a fairer funding model for the fire service levy. Both proposed funding options also appeared to result in unintended inequities and consequences instead of achieving a balanced and equitable result for property owners. For these reasons, Council has not offered support for either of the proposed funding models.

Submissions were invited regarding the draft Bill and Council’s submission can be found in the attachments.

CUSTOMER SERVICE REQUESTS

	Requests Received November	Comparison Requests November 2022	Received 2023	Comparison 2022
Animal	-	-	3	-
Bridges	-	-	-	-
Caravan Parks	-	-	3	1
Cemeteries	-	-	-	-
Community Development General	-	-	-	-
Corporate Services General	-	-	1	1
Customer Service	-	-	-	-
Emergency Services Enquiries	-	-	-	-
Environmental Management & Health	1	2	5	3
Government Relations	-	-	-	1
Licencing	-	-	-	-
Parks and Reserves	3	5	9	19
Planning & Building	-	1	3	2
Public Health	-	-	-	-
Public Online Enquiries	3	3	10	31
Public Amenities	-	-	2	7
Public Halls Buildings	-	-	5	3
Recreation Grounds	1	1	7	10
Roads	10	9	99	175
Swimming Pools	-	2	-	2
Waste Management	-	-	4	-
Total Requests	18	23	151	255

A detailed copy of the 2023 Customer Service Requests is included in the attachments.

APPROVED APPLICATIONS

	Approved November	Approved 2023 YTD	Approved 2022 YTD
Planning	22	135	146
Building²	11	91	122
Plumbing	4	55	59

See attachments for detailed information about applications approved in November 2023.

WASTE MANAGEMENT REQUESTS

	Requests Received November	Comparison November 2022	FYTD Received 2023/24	Comparison FYTD Received 2022/23
Feedback and Queries	1	-	9	6
Missed Bins – Council Fault	-	-	-	-
Request a New Service (Opt In)	-	-	-	-
Repair Bin	3	4	21	24
Replace Bin	1	1	22	19
Request a New Service	3	2	14	14
Remove Additional Bin	-	-	1	-
Request an Additional Bin	-	1	2	13
Request an Upsize/Downsize	4	3	24	17
Request to Opt Out (of Service)	-	-	2	-
Request a Collection	-	-	-	-
Total Requests	12	11	95	93

2023/24 CAPITAL WORKS PROGRAM

Ref: DOC/23/8447

	Complete 2023/24
	Completed in November 2023

PROJECT	PROJECT PHASE
BRIDGES	
Bridge 1507 Garibaldi Road, Pioneer - timber superstructure renewal (carried forward)	Beams Ordered
Bridge 1507 Garibaldi Road, Pioneer - timber renewal (additional works to carried forward)	Beams Ordered
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (flood related)	
Bridge 1514 Coffey Road / Carries Brook, Ringarooma – timber superstructure replacement	Completed
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	Carried Forward – 2024/25
Bridge 1550 Barnbogle Road, Jetsonville – timber re-deck	Completed

² From 15 March 2023, Dorset Council ceased providing Building Surveying services for any new building applications. Council is still providing Plumbing Surveyor services and continues to act as the Permit Authority, as required.

Bridge 1599 Nook Road, Nabowla – timber re-deck	Completed
Bridge 1515 Maurice Road, Ringarooma - upgrade to concrete (carried forward)	Completed
Bridge 1617 Duncraggen Road, Jetsonville - upgrade to concrete (carried forward)	Completed

ROADS - RESHEETING

Burns Road, Wyena	Completed
Boddingtons Road, Bridport	Commenced
Forsyth Hill Road, Ringarooma	Completed
New River Road, Ringarooma	Completed
West Maurice Road, Ringarooma	Commenced
Banca Link Road, Winnaleah	Commenced
Olivers Road, Winnaleah	Commenced
Rosier Road, Ringarooma	Commenced
Sledge Track, Springfield	Planning
Koomeela Road, West Scottsdale	Commenced
Duncraggen Road, Jetsonville (carried forward)	Commenced

ROADS - RESEALS

Banca Link Road, Winnaleah	Completed
Sledge Track, Briggs Road to Brid River, West Scottsdale	Completed
Legerwood Lane, Legerwood	Completed
Tomahawk Drive, Tomahawk	Completed
Murphy Place, Scottsdale	Completed
Golconda Road, Lietinna	Completed
Golconda Road, Lietinna	Completed
Golconda Road, Lietinna	Completed
Banca Road, Winnaleah	Completed
Racecourse Road, Winnaleah	Completed
Warrentinna Road, Winnaleah	Completed
Fenckers Road, Branxholm	Completed
Main Road, Musselroe Bay	Completed
Cairns Close, Tomahawk (carried forward)	
Telita Road, Telita (carried forward)	
Main Road, Pioneer (carried forward)	
Charles Street, Pioneer (carried forward)	
Moore Street, Pioneer (carried forward)	
Alfred Street, Pioneer (carried forward)	

STORMWATER

Joyce Street, Branxholm – renewal	Planning
Allan Street, Derby – renewal	Planning
William Street, Scottsdale (Incitec Pivot) – investigation	Planning
Northeast Park, Scottsdale – upgrade existing network	Planning
Murray Street, Bridport – upgrade	Commenced
William Street, Bridport – extend existing network from Richard Street	
South Street, Bridport – renew pipeline from Main Street to Thomas Street	Tender Awarded
Union Street, Scottsdale - upgrade existing pipeline lower end of Union Street (carried forward)	

Main Street, Bridport - upgrade existing 525 pipeline to 900 and install new side entry pits (carried forward)	Tender Awarded
Bentley Street, Bridport – upgrade existing 525 pipeline to 900 (carried forward)	Completed
Bridport - stormwater pit replacements in Walter Street and Richard Street (carried forward)	Commenced
Urban Stormwater Management Plan (carried forward)	
Victoria Street, Scottsdale – upgrade (carried forward)	Completed
ROADS - OTHER	
Golconda Road, Golconda – renew pavement from Denison River 1km east	Design
Golconda Road, Lietinna – renew pavement adjacent to Moores Road	Commenced
South Street, Bridport – replace kerb from Main Street to Thomas Street	Tender Awarded
Gillespies Road, Nabowla – upgrade	Planning
Cascade Dam Road, Derby – safety upgrade	
Carisbrook Lane, Legerwood - complete works McDougalls Road intersection (carried forward)	Awaiting property owner commitment
Carisbrook Lane, Legerwood - underpass contribution (carried forward)	Awaiting property owner commitment
Old Waterhouse Road, Waterhouse - safety improvements and upgrade (carried forward)	Commenced
Golconda Road, Golconda - straighten road alignment and upgrade culvert Lone Star Creek (carried forward)	Completed
FOOTPATHS	
Alfred Street, Scottsdale – replace kerb and footpath (Ellenor to Christopher Street)	Commenced
Smith Street, Scottsdale – new (Alice to Union Street)	Planning
Tomahawk Drive, Tomahawk – new (Morgan Esplanade to playground)	
BUILDINGS	
Branxholm Park – new BBQ upgrade	Ordered
Branxholm Hall – front disabled access upgrade and step handrail to side entrance	Commenced
Derby Town Hall – re-roof	Obtaining Quotes
Gladstone Hall – new hot water unit	Completed
Ringarooma Hall – new heat pumps	Planning
Ringarooma Public Toilets – replace cisterns	Planning
Scottsdale Sports Stadium – replace roller door	Commenced
Scottsdale Visitor Information Centre – repair additional windows	Commenced
Scottsdale Aquatic Centre – amenities upgrade	Completed
Scottsdale Depot – office renovation	
Scottsdale Depot – new storage sheds (carried forward)	Planning
Scottsdale Depot – earthworks for storage sheds (additional works to carried forward)	Planning
Scottsdale Depot – chemical spill trays	Completed
Bridport Girl Guides Building – planning and investigation	
Bridport Seaside Caravan Park – pin code upgrades to Main, Mattingleys Beach and Goftons Beach Amenities Blocks	Completed
Bridport Seaside Caravan Park – renewal of Eastmans Beach public toilets	Planning
Bridport Seaside Caravan Park – gas upgrade to Main amenities and Eastmans Beach shower block	Commenced
Winnaleah Hall – disabled access upgrade	Completed
Blue Derby Mountain Bike Trails – new trail crew storage shed	Awaiting engineering

Scottsdale Railway Station Restoration (carried forward)	Rotary Project
Building Renovations (Proposed Workers Accommodation) - 71 Main Street, Derby (carried forward)	Blue Derby Foundation Project
Bridport Football Club viewing deck (carried forward)	Planning
Scottsdale Sports Stadium - floor recoat (carried forward)	Planning
Sideling Toilets – additional solar panels	Completed
Gladstone Hall - new septic tank (carried forward)	Completed
WASTE MANAGEMENT	
Green Waste – storage / processing investigation and implementation	
Scottsdale Waste Transfer Station – spare bin area roof covering	Planning / Quotes
Branxholm and Gladstone Waste Transfer Stations – gates	Commenced
Branxholm Waste Transfer Station – recycle bin upgrade	
LAND IMPROVEMENTS	
Scottsdale Recreation Ground – new cricket pitch covers	Planning
Scottsdale Recreation Ground – upgrade lighting and reseal road at Show Office	Commenced
Scottsdale Aquatic Centre – shade cloth for external fence	Completed
Bridport Cemetery – new grave surrounds	Planning
Main Street, Derby (near Bank House) – retaining wall to stabilise access road	Planning
Legerwood Memorial Park – site works for new equipment	Commenced
Blue Derby Mountain Bike Trails – Relics trail bridge	Awaiting permits
Blue Derby Mountain Bike Trails – Rusty Crusty Bridge and trail rebuild (flood related)	Awaiting permits
Blue Derby Mountain Bike Trails – Hazy Days trail capping of stones	Awaiting permits
Blue Derby Mountain Bike Trails – network signage redesign	Commenced
Blue Derby Mountain Bike Trails – original trailhead redevelopment (south of Main Street)	Commenced
Blue Derby Mountain Bike Trails – Tunnel lights renewal	Planning
Blue Derby Mountain Bike Trails – Kumma Gutza re-route	Completed
Blue Derby Mountain Bike Trails – Turbo Tunnel re-route	Planning
Northeast Park - MTB Trails (carried forward)	Community Consultation
Rail Trail (carried forward)	Project planning commenced
Gladstone Pump Track (carried forward)	Planning

Recommendation

That Council:

1. receive and note the update on the North East Rail Trail project;
2. note the Dorset Council submission on the Draft Tasmania Fire and Emergency Services Bill; and
3. receive and note the Management Team Briefing Report.

5 December | Briefing Workshop

- Proposed Variations to 2023/24 Annual Plan
- Review Policy No. 54 – Wood Encouragement
- Future of Local Government Review – Final Report Discussion
- Office of Local Government – Managing Conflicts of Interest of Councillors Framework Proposal
- State Grants Commission – Base Grant Submission Discussion
- 2024 Council Meeting Dates
- Briefing Reports and Question Time
 - Commissioners Communications
 - Correspondence
 - Management Team Updates

Item 211/23**Applications for Leave of Absence**

Nil

Item 212/23**Public Question Time**

The following question was **taken on notice** at the Annual General Meeting, held on 20 November:

Lawrence Archer, Bridport

On page 48 (2.1 Rates and Charges), the waste management charge income, it increased from \$1.49 million to \$2.23 million and there was no apparent expansion or improvement of the services. How does Council justify or explain that increase of \$740,000 or a 50% increase from the previous year?

Response from Administration Manager, Lauren Tolputt:

The Waste Charge income reported on page 48 (Note 2.1, Rates and Charges) of Council's 2022/23 Annual Report not only comprises of income received from Council's waste management charge but also income received from mobile garbage bin (MGB) charges. The waste management charge is applied to all rateable properties in Dorset as a contribution towards public waste collection costs, operational costs of Council's waste transfer stations, cartage of waste to Dulverton landfill facility and rehabilitation of Council's former tip sites. Mobile garbage bin charges are applied to all land to which Council supplies kerbside garbage or recycling collection services.

Of the \$2.223m waste charges reported for 2022/23, \$1.221m was attributed to the waste management charge and \$1.012m was attributed to MGB charges. Of the \$1.221m attributed to the waste management charge, \$595,760 related to the non-varied waste management charge and \$625,404 related to the varied waste management charge. Remissions of the varied waste management charge amounting to \$345,399 were provided in accordance with the policy position adopted by Council on 18 July 2022. These remissions are not shown as being offset against the reported 2022/23 waste income but rather are shown as being offset against the reported 2022/23 general rate income. Taking the remissions into account, the net waste income

for 2022/23 was \$1.887m or an increase of \$395,600 on the reported 2021/22 waste income. It is also important to note that 2022/23 waste expenditure was \$1.5m up from \$1.3m in 2021/22.

Key reasons for the increased waste income in 2022/23 include:

- Increases to the waste management charge and MGB charges to reflect increases to CPI and CCI, noting that the cost of plant, equipment and infrastructure has typically increased at more than double the CPI / CCI rates over recent years and therefore additional cash must be generated to fund future capital replacements
- A further increase to the standard waste management charge to assist in cost recovery relating to:
 - o The newly established State Landfill Levy
 - o Increased waste collection and cartage costs (particularly increased fuel costs, increased contractor costs for public waste management and increased disposal fees for various waste streams such as tyres)
 - o Increased employee costs
- Expanding the application of the varied waste management charge (which was previously only applied to commercial properties in Derby) to apply to commercial properties in Derby, Branxholm, Winnaleah, Bridport, Scottsdale and Tomahawk

In addition to ensuring cost recovery for the provision of waste services, Council must ensure that sufficient cash is generated to be able to fund future capital expenditure that is necessary to deliver Council's future Waste Management Strategy as per the 2023-2032 Strategic Plan. The development of Council's next Waste Management Strategy is underway and will be informed by the broader strategy currently being developed by the Northern Tasmanian Waste Management Program. Council's new Waste Management Strategy is anticipated to include planning for and delivery of the State Government Container Refund Scheme and Green Waste Disposal initiatives. Council will also be required to fund future capital investment including replacement of plant and equipment used for waste services, renewals / upgrades of waste transfer facilities, etc.

To summarise, there is generally a greater amount of waste income collected than reported waste expenditure on an annual basis. However, it is important to remember that Council is a long term asset manager and any income generated not only funds annual waste services operations and waste strategy initiatives, but will also contribute to funding future capital investment to ensure continued provision of quality waste services and initiatives to the municipality long term.

The following question was **taken on notice** at the 20 November Council Meeting:

Wendy McLennan, Bridport

When Council looked at the upgrade of Bentley Street, it was suggested because of the amount of stormwater that was going to run off due to the increased building going on, that it would be a good idea to take the outflow of the stormwater over the rocks. At the moment it just goes straight down over the beach causing major problems. So is there any way of reassessing this to redirect the stormwater somehow off Old Pier beach?

Response from Director – Infrastructure, Michael Buckley:

Council has a large stormwater network that staff proactively and reactively inspect to schedule maintenance including prioritising capital works expenditure for new areas, renewals and upgrades in accordance with asset management plans and processes.

Extensive design work was undertaken in 2018 by Council Officers for Bentley Street including a physical site assessment to look at multiple options including outfall on the southern side of the boat ramp. Due to the presence of hard rock previously encountered within the area of Bentley Street, estimated construction cost of approximately \$200,000 and competing ongoing priority stormwater issues within populated areas requiring funding this preferred option was not funded at the time. The foreshore plan for the new Jetty in Bridport will further review the cause of limited sand flow issues.

The following questions were received **on notice** from members of the public:

Karl Willrath, Scottsdale | 6 December 2023

Why wasn't there a link included with the draft version of the Dealing with Unreasonable Customer Conduct Policy that cited the NSW ombudsman's model so people could clearly see Dorset's version of their "before and after"?

Response from General Manager, John Marik:

The Unreasonable Conduct by a Complainant Model Policy that was developed by the NSW Ombudsman was clearly referenced in the 20 November 2023 Council Meeting agenda report, and is readily electronically accessible via the internet.

The following questions were received **without notice** from members of the public:

Item 213/23 Deputations

Item 214/23 Commissioner Question Time

The following questions were received **without notice** from the Commissioner:

Item 215/23 Notices of Motion by the Commissioner

Purpose

The purpose of this agenda item is to consider a motion passed at Council's Annual General Meeting held on 20 November 2023 to consider re-joining the Northern Tasmania Development Corporation.

Background

The following Motion was received from the floor at Council's 20 November 2023 Annual General Meeting. Moved by Mr Tony Scott and seconded by Mr Lawrence Archer, the following Motion was carried by all electors present:

"That Council, in the future, consider re-joining the Northern Tasmania Development Corporation."

Mr Scott stated the following when moving the motion:

"I thought it was an egregious move to get out of it for the sake of saving \$20,000 or something. It contributed to Dorset becoming a somewhat pariah in local government circles. To pick and choose what to be involved with, particularly after Northern Tasmania Development delivered, in my mind, the Derby trails on a platter for Dorset was just kicking sand in the face of the benefactor."

Mr Archer - as the seconder – stated the following when supporting the motion:

"I fully support the motion. I think it was a bad move and I notice it was a split decision of Council to get out of it. It is an organisation where all the councils can come together and I think the management can learn a lot from other councils, not only via networking. It is there to propose development for the whole area in the northern region, not just specific councils where you get competition for offering better rates in this municipality, subsidies and so on and so forth. It is absolute common sense that we have an organisation like that, and that we are involved with, to share experiences and to work together."

Planning, Environment and Statutory Requirements

Local Government Act 1993 - Section 72B(6) – Annual General Meeting:

A motion passed at an Annual General Meeting is to be considered at the next meeting of the council.

Strategic and Annual Plan

- 2023-2032 Strategic Plan – Imperative 9.2

Financial and Asset Management Implications

Full membership of the Northern Tasmania Development Corporation (NTDC) would have cost Council \$29,125 excluding GST for 2023/24. The NTDC offered Council a trial membership from 1 December 2023 through until 30 June 2024 at a value of \$15,000 excluding GST as part of the 20 November 2023 (Item 188/23) resolution. This was a good will gesture from the NTDC, offering one month free of charge, noting December will be a period of setting up deliverables within the relationship and is partially disrupted by Christmas holidays.

Community Considerations

See officer comments.

Officer's Comments

In the 20 November 2023 Council Meeting, the General Manager recommended a trial membership of the NTDC from 1 December 2023 to 30 June 2024, including a budget variation of \$15,000 excluding GST. This recommendation included a review, no later than 31 March 2024, on whether to continue membership with the NTDC post the 30 June 2024 trial period. Council passed a resolution at this meeting (item 188/23) supporting this recommendation.

The recommendation highlighted that NTDC membership could enhance resource sharing, improve planning and development, increase access to grant funding and enhanced advocacy. Councils collaborating regionally through the NTDC can foster synergy, efficiency, and effectiveness in addressing shared challenges and pursuing common goals. By working together, northern councils through the NTDC can achieve more substantial outcomes and provide better services for their communities while advocating for the resources and support they need at higher government levels.

Recommendation

That Council:

1. receive and note the motion received from Mr Tony Scott to consider re-joining the Northern Tasmania Development Corporation in the future, as approved at the 2023 Annual General Meeting; and
2. acknowledge that a resolution was passed at the 20 November 2023 Council Meeting (Item 188/23) that Council join the Northern Tasmania Development Corporation on a trial membership from 1 December 2023 to 30 June 2024, with a review of that membership to occur no later than 31 March 2024.

Purpose

The purpose of this agenda item is for Council to adopt a schedule of dates for Ordinary Council Meetings and Council Briefing Workshops in 2024.

Background

In 2023, Ordinary Council Meetings were held on the third Monday of each month, commencing at 6:00 pm at Scottsdale, with the exception of the February, March, October and November meetings which were held at Pioneer, Derby, Ringarooma and Bridport respectively.

Due to the risk of COVID-19 in our community, social distancing guidelines were in place from January to August, which restricted the number of members of the public able to attend. The Director of Public Health announced on 16 September that the COVID-19 risk level had been downgraded to low, with Council relaxing attendance restrictions for the September meeting, and subsequent meetings since.

Council Briefing Workshops were held on the first Tuesday of each month at the Council Chambers, with the exception January, where no Workshop was held due to the Christmas / New Year holiday period.

The draft 2024 schedule was discussed with the Commissioner at the 5 December Briefing Workshop with no changes recommended to the frequency or day.

Planning, Environment and Statutory Requirements

Local Government (Meeting Procedures) Regulations 2015 (the Regulations) - Regulation 4 (1) & (4), Regulation 6(1) & (2) and Regulation 7(2).

Strategic and Annual Plan

N/A

Risk Management

N/A

Financial and Asset Management Implications

N/A

Community Considerations

In accordance with the Regulations, once meeting dates are adopted, the General Manager is to publish in a daily newspaper circulating in the region – being The Examiner - a notice containing the times and places of the ordinary Council Meetings for the next 12 months. The General Manager must also make this notice publically available on the website of the Council for the period to which the notice applies. If there is any change in the time or place of an ordinary Council Meeting, as published, the General Manager is to publish a notice of the change in The Examiner, and ensure that the notice of the times and places for such meetings published on the website of the Council is updated.

It is proposed that Council continue to hold community Council Meetings at alternate locations in the municipality as has occurred in previous years. Historically, Council have found that the community meetings are well attended and allow community members to access their elected members without having to travel to Scottsdale. In 2024, it is proposed to hold the following meetings at alternate locations:

- February at Gladstone;
- March at Branhholm;
- October at Bridport; and
- November³ at Legerwood

Officer's Comment

It is proposed that Ordinary Council Meetings continue to be held on the third Monday of each month, predominately at the Council Chambers, Scottsdale, commencing at 6:00 pm with the following exceptions:

- January 2024 to be held on the fourth Monday due to the Christmas / New Year holiday period.
- April 2024 to be held on the fourth Monday of the month due to conflicts with Easter and preparation of meeting papers post Council's monthly Briefing Workshop.
- June 2024 to be held on the last Monday of the month to allow for budget estimates preparation.
- July 2024 to be held on the fourth Monday to allow for preparation of meeting papers post Council's monthly Briefing Workshop.

It is proposed that Council Briefing Workshops continue to be held on the first Tuesday of each month, with the following exceptions:

- January 2024 where no Workshop will be held.
- April 2024 to be held on the second Tuesday due to conflicts with Easter and preparation of meeting papers.
- July 2024 to be held on the second Tuesday due to the change in schedule to the June Council Meeting and conflict with preparation of meeting papers.

³ The Annual General Meeting is tentatively scheduled to be held in November.

Recommendation

That Council adopt the following Schedule of Council Meeting Dates for 2024:

Ordinary Council Meeting Schedule, commencing at 6:00pm:

Monday 22 January (Scottsdale)	Monday 22 July (Scottsdale)
Monday 19 February (Gladstone Hall)	Monday 19 August (Scottsdale)
Monday 18 March (Branxholm Hall)	Monday 16 September (Scottsdale)
Monday 22 April (Scottsdale)	Monday 21 October (Bridport)
Monday 20 May (Scottsdale)	Monday 18 November (Legerwood Hall)
Monday 24 June (Scottsdale)	Monday 16 December (Scottsdale)

Briefing Workshop Schedule, held at the Council Chambers:

<u>Nil for January</u>	Tuesday 9 July
Tuesday 6 February	Tuesday 6 August
Tuesday 5 March	Tuesday 3 September
Tuesday 9 April	Tuesday 1 October
Tuesday 7 May	Tuesday 5 November
Tuesday 4 June	Tuesday 3 December

Purpose

The purpose of this agenda item is to review Policy No. 54 – Wood Encouragement.

Background

A Notice of Motion (below) and background information was received from Councillor Howard on 8 October 2018:

“That Dorset Council adopt the Wood Encouragement Policy as presented and encourage the use of wood as a competitive building product within the Dorset Municipality.”

Along with agriculture and tourism, forestry continues to be one of the major drivers of the Dorset economy. Dorset has a large forest estate, both plantation and native forest which are owned by the State Government and both industrial and smaller private landowners.

Forestry provides significant employment in Dorset through silviculture, harvesting, transport and manufacturing operations with further scope for increase.

In recent years there have been huge advances in the ways that wood products are being used in the Australian construction industry. Recent technology has been developed to allow laminated beams and reconstructed wood products in particular, to be used in high rise buildings and for many other uses never previously thought possible. An 18 story building in Canada built almost exclusively from wood products highlights the potential scope.

As a way of supporting the industry in Dorset, this motion would bind the Council to a position of at least considering wood products as a material for use in our construction and building projects, where appropriate. It is acknowledged that there will be times when wood products will not meet the specifications of a project or building, or the wood option is not competitively priced. However there is substantial evidence available to suggest that not only are wood products competitive, but they have advantages in holding their form and strength longer in a fire, pose fewer risks during construction and have a positive effect on the wellbeing of staff when used in an office or factory environment.

Policy 54 was subsequently prepared and adopted by Council at its 15 October 2018 Council Meeting.

This is the first review of the Policy since its adoption.

Planning, Environment and Statutory Requirements

N/A

Strategic and Annual Plan

- 2023 – 2032 Strategic Plan – Imperative 10.1
- 2023/24 Annual Plan – Activity 25

Risk Management

Regular review of policies is important to evaluate the merits of individual policies and ensure ongoing compliance with current legislation and standards.

Financial and Asset Management Implications

N/A

Community Considerations

See officer's comments below.

Officer's Comments

Policy 54 is of particular consideration during Council's building construction and maintenance projects. Wood products are utilised where it is determined that it is the right material for the selected application and that there are long-term and life-cycle benefits for Council. The Policy is functioning effectively and no changes are recommended as part of this review cycle.

Recommendation

That Council adopt unchanged Policy No. 54 – Wood Encouragement.

Purpose

The purpose of this report is to update Council regarding new legislative requirements pursuant to the *Child and Youth Safe Organisations Act 2023* (the Act) and to present the proposed Policy 61 - Safeguarding Children and Young People.

Background

The Child and Youth Safe Organisations Framework (CYSOF) underpins the Act to bring to life key recommendations from the Royal Commission into Institutional Response to Child Sexual Abuse (the Royal Commission). The CYSOF requires that Local Government organisations (among other stakeholders) put measures in place to create child safe environments and workplaces. The elements of the CYSOF are:

- 1. Child and Youth Safe Standards** - a list of ten standards that organisations must put into practice when engaging with children and young people to protect the wellbeing and safety of those people. In putting the Child and Youth Safe Standards into practice, organisations must also give effect to a Universal Principle for Aboriginal Cultural Safety.
- 2. The Reportable Conduct Scheme** – a compulsory scheme that requires leaders to report and investigate concerns about conduct related to child abuse involving a worker to an independent regulator.
- 3. The Independent Regulator** – an independent regulatory body that is designed to oversee the CYSOF and ensure organisations have support, advice and education in relation to the CYSOF.
- 4. Information Sharing Provisions** – specific rules in the Act meaning leaders of organisations are permitted to share personal information in certain circumstances.

The overarching intent of the CYSOF is that organisations will demonstrate commitment to the safety and wellbeing of children and young people in Tasmania, even if they aren't legally required to do so. It is designed to encourage lasting cultural change within organisations and our wider society, thereby building communities where children and young people's rights to safety and wellbeing are respected and upheld.

In addition to the CYSOF, Recommendation 6.12 of the Royal Commission called on Local Government organisations to designate a Child Safety Officer. The Tasmanian Government accepted this recommendation in principle in the Tasmanian Government response to the Royal Commission. The Department of Premier and Cabinet is responsible for monitoring implementation of Recommendation 6.12 across Tasmania. Specifically, Recommendation 6.12 states that:

With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) The development of child safe messages in local government venues, grounds and facilities;*
- b) Assisting local institutions to access online child safe resources;*
- c) Providing child safety information and support to local institutions on a needs basis; and*
- d) Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware, and appropriate for children from diverse backgrounds.*

Strategic and Annual Plan

- 2023-2032 Strategic Plan - Imperatives 6 and 10.1.

Planning, Environment & Statutory Requirements

The Tasmanian Government has recently passed the Act which now requires local government organisations within Tasmania (among other stakeholders) to comply with the legislation by 1 January 2024.

Further information about the CYSOF can be found here:

<https://www.justice.tas.gov.au/carcru/child-and-youth-safe-organisations-framework>

The Act can be found here:

<https://www.legislation.tas.gov.au/view/html/asmade/act-2023-006>

Risk Management

The key risks identified at this time are as follows:

1. The absence of the Independent Regulator, which ultimately results in a lack of support and direction for Councils who are attempting to achieve compliance with the CYSOF. The absence of the Independent Regulator is also problematic in relation to Council's ability to comply with the Act from 1 January 2024 given that there are statutory requirements for Councils to report to the Independent Regulator in certain circumstances.
2. Potential lack of existing resources to fulfil Council's obligations in relation to the CYSOF. Without allocating necessary resources (existing or otherwise), Council may fail to comply with the CYSOF and be in breach of the Act.
3. The CYSOF resources that are currently available do not appear to have regard to the fact that various worksites have different levels of risk in relation to safety of children and young people. It is anticipated that Council will focus on ensuring that higher risk work units such as Scottsdale Aquatic Centre and Bridport Seaside Caravan Park are compliant first and foremost.

Financial & Asset Management Implications

There are significant financial risks should Council not be compliant with the Act, including:

1. A failure to report Reportable Conduct to the Independent Regulator by the General Manager within prescribed timeframes attracts a maximum penalty of 120 penalty units per offence (currently \$23,400); and
2. A breach of the Child and Youth Safe Standards attracts a maximum penalty of 360 penalty units per offence (currently \$70,200).

There will be financial implications associated with any independent investigation required to be undertaken in response to complaints received. An initial estimate from a service provider approached by the Local Government Association of Tasmania (LGAT) on behalf of Local Government organisations is:

1. A straightforward investigation (1-2 witnesses, single allegation, cooperative witnesses) – approximately \$2,500 to \$2,500 plus GST and disbursements; and

2. A complex investigation (5 or more witnesses, multiple / serious allegations) – approximately \$10,000 to \$15,000 plus GST and disbursements

There may be financial implications associated with resourcing of this function into the future. A position on this will be considered over the coming months and where any additional resources are to be proposed, this will be discussed with Council as part of the 2024/25 budget estimates process.

To date, the State Government has not announced whether it will assist Councils financially with the implementation of or compliance with the new legislative requirements.

Community Considerations

Council's compliance with the CYSOF will benefit children and young people in Tasmania by assisting to uphold and respect their rights, including their right to safety. Council's implementation of the CYSOF will aim to enhance awareness and knowledge of what keeps our children and young people safe, as well as risks to their safety.

Officer's Comments

In accordance with the Act, Council is legally required to comply with the CYSOF by 1 January 2024. As at the date of this report, the Independent Regulator who will oversee the CYSOF and assist Councils with support, advice and education around the implementation of the CYSOF is yet to be appointed. Accordingly, LGAT has been lobbying for the compliance date for the Local Government sector to be extended to 1 July 2024 to ensure implementation is not problematic. No extension has been granted to date so Council needs to be proactive in becoming as compliant as possible with the CYSOF from 1 January 2024.

LGAT and the General Managers from Northern Councils have agreed in principle to a unified approach to achieving best practice in relation to the CYSOF which will include the formation of a working group of representatives across the Northern Councils and some support from LGAT with developing standard templates that can be used by Councils to ensure a consistent and compliant approach.

To assist in meeting this obligation, it is recommended that Council adopts the attached Policy 61 – Safeguarding Children and Young People. The proposed Policy is based on a similar policy that was developed by Derwent Valley Council and endorsed by LGAT. The Policy defines Council's commitment to creating and maintaining a child safe organisation and describes:

- A statement of commitment by Council in relation to the safety and wellbeing of children and young people
- An overview of Tasmania's Child and Youth Safe standards and the Reportable Conduct Scheme which Council must comply with
- The policy functions that will be enacted (and need to be adequately resourced) once this Policy is adopted by Council
- The roles and responsibilities across Council in relation to the implementation of the proposed Policy, including the role of the proposed internal Child Safe Organisation Working Group
- Council's approach to Recommendation 6.12 of the Royal Commission which relates to designating a Child Safety Officer

The Policy has not been advertised for public consultation as Councils have been waiting for advice and support from an Independent Regulator, or to understand if an extension has been granted to the sector to comply with the CYSOF given the absence of the Independent Regulator. Council is therefore acting proactively to adopt the Policy before 1 January 2024 to confirm Council's commitment to becoming a child and youth safe organisation. It is anticipated that the Policy will be regularly reviewed in its infancy and the opportunities for public consultation will be considered during future reviews.

Implementing the proposed Policy is one of the first steps in becoming a child safe organisation. The proposed Policy alone does not mean Council meets its obligations under the CYSOF. Significant further work is still required including reviewing and updating a number of policies and procedures, delivering staff education, reviewing contractor arrangements for compliance, reviewing lease, licence and facility use arrangements for compliance and embedding child and youth safe practices and culture across all departments.

It is also recommended that the Administration Manager be appointed as Council's Child Safety Officer per Recommendation 6.12 of the Royal Commission in the short term. The long term resourcing of this function will need to be considered by a Working Group and Council's Management Team as the CYSOF can be likened to workplace health and safety, in that it represents ongoing best practice as opposed to a singular or temporary activity. Any proposed additional resources that are identified as being necessary to fulfil the function will be discussed with Council in more detail as part of the budget estimates process for 2024/25.

Recommendation

That Council:

1. adopts proposed Policy 61 - Safeguarding Children and Young People as part of its compliance with the *Child and Youth Safe Organisations Framework*;
2. notes the requirement to appoint a Child Safety Officer and appoints the Administration Manager to that role; and
3. a quarterly update report is provided regarding Council's implementation of the *Child and Youth Safe Organisations Framework* in March 2024, June 2024, September 2024 & December 2024.

Purpose

The purpose of this report is to propose variations to Council's 2023/24 Annual Plan.

Background

Council adopted its 2023/24 Annual Plan at the June 2023 Council Meeting. A Priority Action Plan is included within the Annual Plan, which provides details on additional goals, outcomes and objectives that Council seeks to undertake and complete – as 'priority activities' – in addition to its standard annual business.

The following variations are proposed:

- Activity 2 relating to the State Government container refund scheme is recommended to be deferred to the June 2024 quarter due to delays with the implementation by the State Government.
- Activity 9 relating to the Blue Derby transition reporting: varied to reflect the Notice of Motion from Commissioner Wardlaw relating to the timing of quarterly reports.
- Activity 26 relating to review of Policy No. 56 – Bridport Seaside Caravan Park (the Park) Annual Site is recommended to be deferred from the December 2023 quarter to the June 2024 quarter to align with the holistic review of the Park which is currently being undertaken.
- Inclusion of new Activity 28 relating to the Child and Youth Safe Organisations Framework and quarterly update reporting to Council.
- With the appointment of a Director – Infrastructure in late October, a review of projects and responsibilities has been undertaken, with some variations to the responsible teams.

Planning, Environment & Statutory Requirements

Section 71 of the *Local Government Act 1993* requires Council to prepare an annual plan for its municipal area for each financial year.

Strategic and Annual Plan

N/A

Risk Management

N/A

Financial & Asset Management Implications

Any budgetary impacts as per the Annual Plan variations will be presented as part of updates to Council.

Community Considerations

Addressed in the below comments.

Officer's Comments

The Tasmanian Government has committed to introduce a Container Refund Scheme (CRS), where approved beverage containers can be exchanged for a 10-cent refund at various refund points throughout the state. This is to align with similar programs in other jurisdictions and aims to reduce littering and increase rates of recycling of beverage containers. The *Container Refund Scheme Act 2022*, which is the legislation to enable the CRS, was passed by Tasmania's Parliament in March 2022. The State Government has stated that the Scheme is due to start sometime in 2023 and therefore it is recommended to defer to the June 2024 quarter.

The Blue Derby transition reporting has been altered slightly to reflect the Notice of Motion from Commissioner Wardlaw in September 2023 (with timeframes amended at the 16 October Council Meeting), requesting that Council be provided with a quarterly report in October 2023, February 2024, May 2024 and August 2024 on the costs and revenue streams of the Blue Derby mountain bike trails and any significant adverse events relating to the performance of the Memorandum of Understanding with the Blue Derby Foundation.

Council implemented a temporary hybrid operating model for the Park in October 2023 which sees relief Park Managers perform the administrative component (including call outs) and some grounds maintenance in the Park, with Council performing all amenities cleaning and most grounds maintenance. This temporary operating model was implemented in response to the previous Park Manager's feedback that despite significant adjustments to the park management contract over the past 4-5 years, it is untenable in its current state and is contributing to high park manager turnover. Officers will utilise the upcoming season to gain a better understanding of the labour hours required to run the Park and the outgoings necessary for consumables for amenities, fuel, repairs and maintenance of all park equipment. The intent is to utilise these learnings to create a sustainable operating model for both the Park managers and Council moving forward in order to limit Park manager turnover in the future. The Annual Site Policy is better reviewed once those learnings have been taken and it is therefore recommended to defer to the June 2024 quarter.

From 1 January 2024, Councils are required to be compliant with the newly established *Child and Youth Safe Organisations Act 2023* and associated Child and Youth Safe Organisations Framework (CYSOF). Initial steps have been taken to ensure that Council is being proactive in complying with the legislation in the form of the proposed Policy 61 – Safeguarding Children and Young people per Item 219 in this agenda. This Policy is just the beginning of a broad range of activities that will need to be undertaken to ensure that Council is compliant with best practice in accordance with the CYSOF. Accordingly, the Policy commits to the formation of a working group to develop, implement and monitor compliance with a CYSOF Action Plan and it is proposed that Council is provided with a quarterly update in March 2024, June 2024, September 2024 and December 2024 regarding the working group's progress and activities.

Minor amendments to the responsible teams are recommended due to internal appointments, project reviews and responsible teams.

A track changed version of the draft December Quarterly Update of the 2023/24 Annual Plan is provided in the agenda attachments.

Recommendation

That Council adopted the attached revised 2023/24 Annual Plan with the following variations:

- Activity 2 relating to the State Government container refund scheme is deferred to the June 2024 quarter.
- Activity 9 relating to the Blue Derby transition reporting is varied to reflect the Notice of Motion from Commissioner Wardlaw relating to the timing of quarterly reports.
- Activity 26 - review of Policy No. 56 – Bridport Seaside Caravan Park Annual Site is deferred to the June 2024 quarter.
- Inclusion of new Activity 28 relating to the Child and Youth Safe Organisations Framework and quarterly update reporting to Council.
- Administration changes to the responsible teams be undertaken due to internal team appointments and review.

Purpose

The purpose of this agenda report is to propose a variation to the 2023/24 Fees and Charges Schedule for camping at the area adjacent to the Derby car park and amenities.

Strategic and Annual Plan

- 2023-2032 Strategic Plan – Imperative 10.4

Planning, Environment & Statutory Requirements

Local Government Act 1993 – Part 12, Division 7 (Fees and Charges).

Financial & Asset Management Implications

Council are responsible for setting fees and charges for the use of any property or facility owned, controlled, managed or maintained by council under the *Local Government Act 1993*. The Blue Derby Foundation collect the revenue received from camping fees at Derby Park and, if approved, the area adjacent to the Derby car park and amenities to reinvest into the trail network as per the Memorandum of Understanding endorsed by Council in the March 2023 Council Meeting (Item 41/23). The Blue Derby Foundation members routinely inspect these areas to ensure compliance with required fees and charges is achieved and unauthorised camping in the new public car park is prevented.

Community Considerations

Council are committed to ensuring fees and charges reflect value for the Dorset community.

Officer's Comments

Camping in this area has been unavailable in recent years as a result of the restrictions imposed during the COVID-19 pandemic and the subsequent development of the new car park and amenities at the site. Construction works have since been completed and the area is now rehabilitated and available for camping during the 2023/24 summer season.

Council consider that this site is situated in a premium location with direct access to the mountain bike trails, pump track and new amenities and thus recommend increasing the camping fee to \$40 per site/per night. The new fee would apply to area adjacent to the car park and amenities only (see Figure 1) and, if approved, would be rolled out once the required equipment is installed in mid to late January 2024. Camping fees at Derby Park and Branxholm Caravan Park will remain the same as approved in the June 2023 Council meeting (Item 90/23) at \$25 per site/per night and \$20 per site/per night respectively, continuing to offer suitable alternatives for lower cost camping in the area.



Figure 1: Location for proposed overnight camping adjacent to public car park and amenities

Recommendation

That Council adopts the amended 2023/24 Fees and Charges Schedule for Camping Fees as listed:

	Proposed Variation \$	26 June 2023 Approved \$	GST Inc.
CARAVAN PARK FEES			
Derby Park			
Camping Per Site/Per Night	-	25.00	Yes
Derby Car Park and Amenities Area			
Camping Per Site/Per Night	40.00	-	Yes
Branxholm Caravan Park			
Camping Per Site/Per Night	-	20.00	Yes

Recommendation

That the Meeting be closed to the public pursuant to Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, and that members of the public be required to leave the meeting room.

Time Meeting Closed to the Public:

CLOSED SESSION AGENDA ITEMS

Purpose

To confirm the Minutes of Proceedings of the Dorset Council Ordinary Meeting Closed Session held on 20 November 2023.

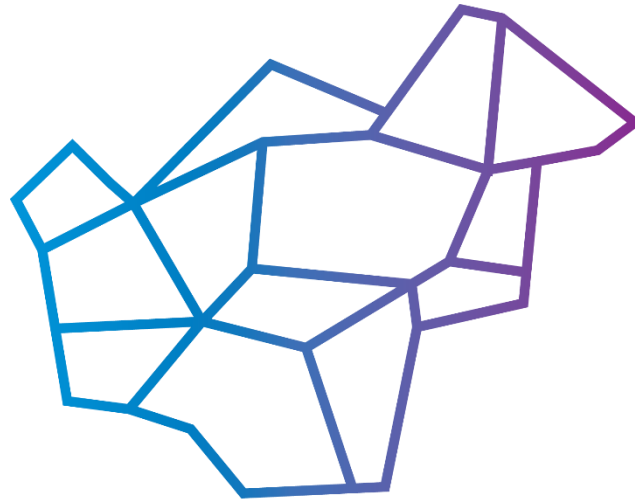
Purpose

The purpose of this agenda item is for Council to formalise the General Manager’s annual performance review and remuneration package.

This item is considered in closed session in accordance with Regulation 15 (2)(a) of the *Local Government (Meeting Procedures) Regulations 2015*

“15 (2)(a):
personnel matters.....”

Time Meeting Closed:



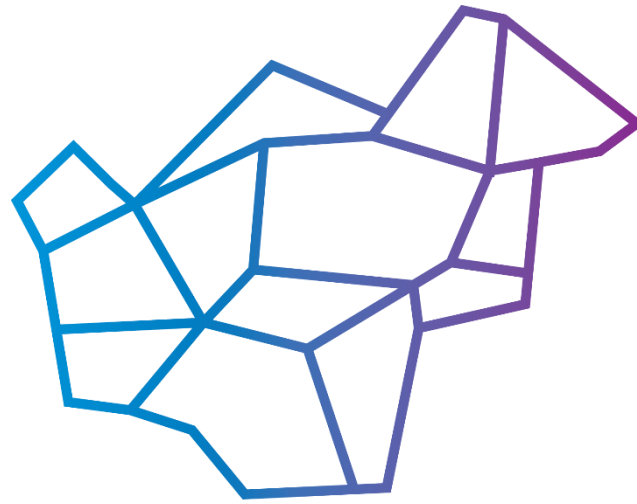
dorset
C O U N C I L

Ordinary Council Meeting

Agenda Attachments

18 December 2023

it's in the making



dorset
C O U N C I L

UNCONFIRMED

Minutes

Council Meeting

20 November 2023

MULTI-FUNCTION CENTRE, BRIDPORT

it's in the making

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Council Meeting Minutes 20 November 2023

Meeting Opened: 6:36pm

Present: Commissioner: Andrew Wardlaw

General Manager: John Marik, Assistant General Manager / Director – Community & Development: Rohan Willis, Director – Infrastructure: Michael Buckley, Finance Manager: Allison Saunders, Administration Manager: Lauren Tolputt, Executive Assistant: Sarah Forsyth

Apologies: Nil

Acknowledgement of Country

Dorset Council acknowledges the deep history and culture of the First People who were the traditional owners of the lands and waterways where we live and work. We acknowledge the clans-people who lived here for over a thousand generations on the Country where Bridport is built and throughout the area we know as the north east region.

Dorset Council acknowledge the present-day Aboriginal custodians and the inclusive contribution they make to the social, cultural and economic essence of the municipality.

Item 176/23 Confirmation of Ordinary Council Meeting Minutes – 16 October 2023

Ref: DOC/23/12849

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 16 October 2023 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on 16 October 2023 having been circulated to the Commissioner, be confirmed as a true record.

CARRIED: COMMISSIONER

Item 177/23 Confirmation of Agenda

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council confirm the Agenda and order of business for the 20 November 2023 Council Meeting.

CARRIED: COMMISSIONER

Item 178/23 Declaration of an Interest of the Commissioner or Close Associate

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and Council's adopted Code of Conduct, the Commissioner is requested to indicate whether he has, or is likely to have a pecuniary interest (any pecuniary interest or pecuniary detriment) or conflict of interest in any item on the Agenda.

INTEREST DECLARED - Nil

Item 179/23 Commissioner Communications

Commissioner Wardlaw's Calendar | 12 October 2023 – 15 November 2023

October 2023

- 14 North East Lions / Branxholm Progress Association – Back to Branxholm Event, Branxholm Hall
- 16 Meeting with Council management team
- 16 Informal Meet and Greet at Ringarooma with Management Team, Ringarooma Hall
- 16 October Council Meeting, Ringarooma Hall
- 16 North East Lions Club Meeting, Ringarooma Community Hub
- 17 LGAT Service Awards 2023 judging, via online meeting software
- 17 Blue Derby Shuttle Operator Policy discussion, Council Chambers
- 17 Meeting with ratepayer, Council Chambers
- 17 Meeting with Elizabeth Hadley regarding Legerwood Catering Group correspondence, Council Chambers
- 17 Meeting with ratepayers, Council Chambers
- 17 Mental Health Week 2023 – Fun, Family and Food in Dorset Event, Scottsdale Recreation Ground
- 18 Meeting with Bridport Golf Club, Bridport
- 18 Barnbogle Property visit with Richard Sattler and General Manager, Bridport
- 18 Meeting with ratepayers, Tomahawk
- 18 Future-Links Gladstone Meeting, Gladstone
- 19 Stakeholder Meeting, Shuttle Bus Operators with General Manager, Derby Hall
- 19 Briefing Session – Draft Tasmania Fire and Emergency Service Bill, via online meeting software
- 20 Seniors Week Event – Eating with Friends, Nugget Sellars Pavilion
- 23 Meeting with Legerwood Catering Group, Legerwood Hall
- 24 Meeting with ratepayers, Council Chambers
- 24 Dorset Audit Panel Meeting, Council Chambers
- 25 Meeting with Tassie Scallop Fiesta Committee with General Manager, Bridport

- 25 Meeting with MAST representatives with General Manager and Assistance General Manager, via online meeting software
- 25 Meeting with Health Consumers Tasmania with General Manager, Council Chambers
- 26 Meeting with ratepayer, Bridport
- 26 Dorset Municipal Emergency Management Committee Meeting, Council Chambers
- 26 Dorset Employment Connect – Careers and Education Expo, Scottsdale RSL Club
- 26 Visit Northern Tasmania (VNT) – Champions of Tourism 2023 Event, Sidmouth
- 30 Meeting with Council management team
- 31 Media event with North Eastern Advertiser, Playground Audit and Design Competition, Scottsdale Primary School

November 2023

- 1 LGAT General Meeting and Annual Conference, Devonport
- 2 LGAT Annual Conference, Devonport
- 7 Lions Club of Bridport Dinner Meeting, Bridport Bay Inn
- 8 Coffee Club, Northbourne Community Centre, Scottsdale
- 8 November Council Briefing Workshop, Council Chambers
- 9 Meeting with ratepayer, Council Chambers
- 10 Meeting with Andrei Norris, Department of Premier and Cabinet with the General Manager, via online meeting software
- 11 Ringarooma Show, Ringarooma Primary School
- 13 North East Tasmania Chamber of Commerce Meeting, Scottsdale Art Gallery Café
- 15 Meeting / tour of area with Director - Infrastructure
- 15 Future-Links Gladstone Meeting, Gladstone with Director - Infrastructure

Item 180/23 Management Team Briefing Report

The purpose of this agenda item is to provide the Commissioner and the community with a briefing on matters of interest dealt with during the past month by Council's Management Team.

Recommendation

That the Management Team Briefing Report be received and noted.

Amended Recommendation

That:

1. The unconfirmed Audit Panel Minutes, dated 24 October 2023, be received and noted.
2. The Management Team Briefing Report be received and noted.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That:

1. The unconfirmed Audit Panel Minutes, dated 24 October 2023, be received and noted.

2. The Management Team Briefing Report be received and noted.

CARRIED: COMMISSIONER

Item 181/23 Council Workshops Held Since Last Council Meeting

8 November | Briefing Workshop

Item 182/23 Applications for Leave of Absence

Nil

Item 183/23 Public Question Time

The following question was **taken on notice** at the 16 October Council Meeting:

Mary Schramm, Ringarooma

(question relates to the ownership of the disused Ringarooma tennis court)

Will the Council undertake the necessary inquiries to assist to progress my project?

Response from Administration Manager, Lauren Tolputt:

Officers have made preliminary enquiries with the Public Trustee and other key stakeholders in an attempt to identify the administrator of the relevant deceased estate and will keep you informed of any progress in locating the relevant owner or occupier of the land.

The following questions were received **on notice** from members of the public:

Karl Willrath, Scottsdale | 24 October 2023

1. *As GM Marik was directly appointed to his position by councillors that are currently suspended or were not re-elected; is GM Marik prepared to resign from his position and put the job on the open market and reapply along with competing candidates?*

Response from Commissioner, Andrew Wardlaw:

On December 6, 2022, the Council made a decision to appoint Mr John Marik as the General Manager. The appointment process strictly followed the pertinent legal and procedural requirements, thereby establishing a legally binding contract for Mr Marik in his current position.

The current suspension of councillors does not retrospectively affect the legitimacy of Mr Marik's appointment. His contract remains legally binding, and he is not obliged to resign or submit a new application for his current position.

2. *Will the commissioner put it to workshop to explore the possibility of making it compulsory for all Dorset employees to undergo mental health first aid training?*

Response from Administration Manager, Lauren Tolputt:

Council is committed to its duty of care as a person conducting a business or undertaking (PCBU) under the *Work Health and Safety Act 2012* to do everything reasonably practicable to ensure the

safety of staff, councillors and others and to provide a safe work environment. Council has an established Work, Health and Safety (WHS) Committee which develops and recommends new WHS initiatives to management where relevant. Your suggestion will be provided to the WHS Committee for consideration. Council currently has nominated, trained First Aid Officers in each work area and also provides an Employee Assistance Program (EAP) to employees which includes counselling services, critical incident management and specialist consultation services.

Response from Commissioner, Andrew Wardlaw:

In line with comments by the Administration Manager, the established WHS Committee plays a crucial role in developing and recommending new initiatives to enhance the well-being of our staff, councillors, and others associated with the Council. The merits of training mental health officers will be considered during their deliberations.

3. *Before the new Scottsdale pool opened, I asked Mayor Howard if the sale of obesogenic foodstuffs i.e. high GI/GL simple carb, kilojoule dense, nutrient poor ingestible items, would be banned from sale at the pool, from memory I think the Mayor said he would think about it. As GM Marik has a broader responsibility for health of the community and the obesity pandemic continues on unrelenting, has he banned the sale of obesogenic food stuffs at the pool?*

Jane Kilburn, Scottsdale Aquatic Centre Manager:

The kiosk at the Scottsdale Aquatic Centre has made a number of changes to the variety of snacks offered to users of the facility and are moving towards offering healthier alternatives. This season we have returned the Coke Fridge to its supplier and now offer drinks from a Tasmanian supplier, including water, juices and flavoured oat milks. We have also started to stock some healthier snack alternatives including nut bars, cheese and salami cracker packs, and a number of gluten free alternatives. In addition, on weekends we have introduced fresh sandwiches from the Cottage Bakery. We are limited in what we can offer by the food preparation area provided at the Aquatic Centre however are interested in understanding the requirements of the users of the facility and envisage continuing to improve the healthy options available to residents.

The following questions were received without notice from members of the public:

Karl Willrath, Scottsdale

Relating to my question on notice (No. 1 – General Manager appointment) answered above, as GM Marik is the most appropriate person to answer this question, why didn't he?

Response from Commissioner, Andrew Wardlaw:

The reason why I answered the question was that it is the Council that appoints a General Manager and therefore, it is my responsibility to answer any questions related to that appointment.

Relating to my question on notice (No. 3) and subsequent answer, I have the following further question. The Scottsdale pool received external funding and it was touted as an investment in the health of the community, can I please have an itemised breakdown of all food and drink sold at the kiosk, including quantity, since it opened by year?

Response from General Manager, John Marik:

Last month Council provided an answer to Mr Willrath as to the improvements the new Pool Manager has made to offerings available at the kiosk. Council can provide a breakdown of sales by year – we can make that publically available. I would add, that Council are very careful and need to balance the restriction of food and beverage options that are available at a public facility, and a person's right to self-management. I agree that we need to provide healthy options, but we must be careful how far we take that.

Jeff Jennings, Bridport

I wish ask 3 question in relation to \$600,000 grant to further planning and feasibility of the new river entrance and jetty at Bridport.

The questions are as follows:

Will the Council:

- 1. Do a due diligence assessment of the impact the new entrance and outer wharf will have on the current lower estuary with regard to its use by water skiers, boating and swimming activities, particularly for young families and the visual impact on the scenic nature of the estuary?*

Response from Assistant General Manager, Rohan Willis:

Yes, Council would absolutely looking at this as part of the scope of the grant deed of the \$600,000 that we have received. It would be remiss of us not to review these things and look at the impacts that a new river entrance would have on the recreational use of Trent Water as well as the visual aspects.

- 2. Prepare a detailed impact study on the nature of the new shoreline, with particular attention to the build-up of sand that will occur if rock walls are built along the new river entrance. Will these rock walls result in an extension seaward of the shoreline from the new entrance towards Goftons Beach, similar to what happened after the dredging of the existing river entrance and extension of the rock walls seaward 30 years ago? This resulted in a large area of land that effectively made access to the beach more difficult.*

Response from Assistant General Manager, Rohan Willis:

Yes, absolutely would look at that during the engineering design aspect of the project. Again it would be remiss if we didn't assess the impacts, in particular in terms of the geomorphological impacts of what that barrier represents.

- 3. In regard to that, will that report be made public?*

Response from Assistant General Manager, Rohan Willis:

Yes, it will be a public document.

- 4. In designing the extension of the old boat ramp and new jetty at Old Pier beach will the Council give consideration in the new design to create an effective sand trap that will help replenish the Old Pier Beach which has suffered considerable sand loss in the last 20 years due to increased storm water out flows and the building of the geobag structure at that beach? This used to be one the most popular*

beaches because of the wide beach and access without going through the caravan park. Council recognised this by installing facilities such as toilets, showers and steps.

Response from Assistant General Manager, Rohan Willis:

I will clarify in the first instance, that the jetty project is not a Council project. It will be managed by the Bridport Pier Working Group and Marine and Safety Tasmania (MAST) between them. That correspondence and requests are best directed to them. I don't want to pre-empt the item coming up this evening, but Council are having a meeting with the Pier Group and MAST next Wednesday, so we can start to have a conversation about these things and we would be more than happy to pass of images and information.

Wendy McLennan, Bridport

When Council looked at the upgrade of Bentley Street, it was suggested because of the amount of stormwater that was going to run off due to the increased building going on, that it would be a good idea to take the outflow of the stormwater over the rocks. At the moment it just goes straight down over the beach causing major problems. So is there any way of reassessing this to redirect the stormwater somehow off Old Pier beach?

QUESTION TAKEN ON NOTICE

Lawrence Archer, Bridport

My question relates to the right to information administration by the Council. I have had two bad experiences of seeking information from Council through the Right to Information Act. Is the Council going to provide right to information officers with proper training in the administration of the Right to Information Act?

Response from Commissioner, Andrew Wardlaw:

I am certainly aware of the two instances your refer to and have read the reports, and I have been in discussions with the General Manager and I would like to think that Council have got some learnings out of that going forward. Council will take on board what the Ombudsman said and going forward.

Response from General Manager, John Marik:

I don't want to go through all the disclosures, but the RTI is the final disclosure as far as it being assessed, so where I would go is that I am hoping that Council are being more transparent and open with those active disclosures and routine disclosures so it doesn't have to go down the assessed path. As far as the reports that have come back from the Ombudsman, I can say we have taken learnings out of it and will assess RTIs going forward based on legislation.

Item 184/23

Deputations

Nil

Item 185/23 **Commissioner Question Time**

The following questions were received without notice from the Commissioner:

Nil

Item 186/23 **Notices of Motion by the Commissioner**

Nil

Item 187/23 **Endorsement - Priority Projects Plan 2023 – 2025**

Reporting Officer: General Manager, John Marik

Ref: DOC/23/14229 | Plan: DOC/23/8099

Purpose

The purpose of this agenda item is to endorse the Priority Projects Plan 2023 – 2025.

Recommendation

That Council:

1. Endorse the Priority Projects Plan 2023 – 2025; and
2. Disseminate the Priority Projects Plan 2023 - 2025 to relevant Australian and State Government representatives and departments, as well as industry stakeholders including, but not limited to:
 - a. Northern Tasmania Development Corporation;
 - b. Regional Development Australia;
 - c. Office of Coordinator General;
 - d. State Political Parties.

Amended Recommendation

That Council:

1. Endorse the Priority Projects Plan 2023 – 2025; and
 2. Disseminate the Priority Projects Plan 2023 - 2025 to relevant Australian and State Government representatives and departments, as well as industry stakeholders including, but not limited to:
 - a. Northern Tasmania Development Corporation;
 - b. Regional Development Australia;
 - c. Office of Coordinator General;
 - d. State Political Parties;
 - e. State, regional and local Chamber of Commerce.
-

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council:

1. Endorse the Priority Projects Plan 2023 – 2025; and
2. Disseminate the Priority Projects Plan 2023 - 2025 to relevant Australian and State Government representatives and departments, as well as industry stakeholders including, but not limited to:
 - a. Northern Tasmania Development Corporation;
 - b. Regional Development Australia;
 - c. Office of Coordinator General;
 - d. State Political Parties;
 - e. State, regional and local Chamber of Commerce.

CARRIED: COMMISSIONER**Item 188/23****Northern Tasmania Development Corporation – Trial Membership**

Reporting Officer: General Manager, John Marik

Ref: DOC/23/14160 | NTDC Proposal: DOC/23/13721 | Sporting Facility Quote: DOC/23/14235

Purpose

The purpose of this agenda item is to recommend Council join the Northern Tasmania Development Corporation (NTDC) on a trial membership from 1 December 2023 to 30 June 2024.

Recommendation

That Council:

1. Join the Northern Tasmania Development Corporation on a trial membership from 1 December 2023 to 30 June 2024;
2. No later than 31 March 2024, conduct a review on whether to continue membership with the Northern Tasmania Development Corporation post 30 June 2024; and
3. Vary the 2023/24 Operational Budget Estimates by \$26,000 excluding GST, to be allocated as follows:
 - a. \$15,000 for the trial membership of the NTDC; and
 - b. \$11,000 for involvement in the Northern Tasmania Sports Facility Study.

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council:

1. Join the Northern Tasmania Development Corporation on a trial membership from 1 December 2023 to 30 June 2024;
2. No later than 31 March 2024, conduct a review on whether to continue membership with the Northern Tasmania Development Corporation post 30 June 2024; and

3. Vary the 2023/24 Operational Budget Estimates by \$26,000 excluding GST, to be allocated as follows:
 - a. \$15,000 for the trial membership of the NTDC; and
 - b. \$11,000 for involvement in the Northern Tasmania Sports Facility Study.

CARRIED: COMMISSIONER

Item 189/23 **Tabling of Minister Ferguson Correspondence - MAST Grant Funding Announcement**
 Reporting Officer: Assistant General Manager, Rohan Willis
 Ref: DOC/23/14187 | Correspondence: DOC/23/10384 & DOC/23/12974

Purpose

The purpose of this agenda item is to table correspondence received by Council, and the Bridport Pier Working Group, in relation to the State Government's 2021 Bridport election commitment.

Recommendation

That Council:

1. Acknowledge correspondence dated 22 August 2023 from Minister Ferguson - Deputy Premier and Minister for Infrastructure and Transport, provided to Dorset Council by the Bridport Pier Working Group; and
2. Note the correspondence received from Minister Ferguson – Deputy Premier and Minister for Infrastructure and Transport on the 22 August 2023.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

1. Acknowledge correspondence dated 22 August 2023 from Minister Ferguson - Deputy Premier and Minister for Infrastructure and Transport, provided to Dorset Council by the Bridport Pier Working Group; and
2. Note the correspondence received from Minister Ferguson – Deputy Premier and Minister for Infrastructure and Transport on the 22 August 2023.

CARRIED: COMMISSIONER

Item 190/23 **Tasmanian Government Support – Resident Crossings in Dorset**
 Reporting Officer: Director – Infrastructure, Michael Buckley
 Ref: DOC/23/14193 | Correspondence: DOC/23/14049 & DOC/23/14051

Purpose

The purpose of this agenda item is to provide Council with an update on the commitment in writing provided by the Deputy Premier, Michael Ferguson MP Minister for Infrastructure and Transport. The support is in relation to improving safety for residents crossing in Scottsdale.

Recommendation

That Council:

1. Receive and note the attached Letters from Michael Ferguson MP Minister for Infrastructure and Transport, and Craig Hoey Manager Road Safety, Department State Growth.
2. Subject to an approved budget allocation, Council Officers will work through Infrastructure Tasmania to find potential suitable locations and solutions that will improve pedestrian safety.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

1. Receive and note the attached Letters from Michael Ferguson MP Minister for Infrastructure and Transport, and Craig Hoey Manager Road Safety, Department State Growth.
2. Subject to an approved budget allocation, Council Officers will work through Infrastructure Tasmania to find potential suitable locations and solutions that will improve pedestrian safety.

CARRIED: COMMISSIONER

Item 191/23

New Management Plan for the Tasmanian Scalefish Fishery

Reporting Officer: Director – Infrastructure, Michael Buckley

Ref: DOC/23/14206 | Correspondence: DOC/23/14040 & DOC/23/14210

Purpose

The purpose of this agenda item is to provide Council with an update on the letter outlining the Management Plan for the Tasmanian Scalefish Fishery received from the Minister for Primary Industries and Water, Hon Jo Palmer MLC.

Recommendation

That Council:

1. Receive and note the attached letters outlining the Scalefish Fishery Rules from Minister for Primary Industries and Water, Hon Jo Palmer MLC.
2. Allocate Council resources to investigate the suitability for funding fish cleaning tables for priority locations within the municipality in accordance with the guidelines of the Tasmanian Government Better Fishing Grants Program.

Amended Recommendation

That Council:

1. Receive and note the attached letters outlining the Scalefish Fishery Rules from Minister for Primary Industries and Water, Hon Jo Palmer MLC.
2. Investigate the suitability for funding fish cleaning tables for priority locations within the municipality in accordance with the guidelines of the Tasmanian Government Better Fishing Grants Program and consider allocations during 2024/25 Annual Plan and Budget Estimates deliberations.

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council:

1. Receive and note the attached letters outlining the Scalefish Fishery Rules from Minister for Primary Industries and Water, Hon Jo Palmer MLC.
2. Investigate the suitability for funding fish cleaning tables for priority locations within the municipality in accordance with the guidelines of the Tasmanian Government Better Fishing Grants Program and consider allocations during 2024/25 Annual Plan and Budget Estimates deliberations.

CARRIED: COMMISSIONER

Item 192/23 Nomination of Municipal Coordinator – Emergency ManagementReporting Officer: General Manager, John Marik
Ref: DOC/23/14126

Purpose

The purpose of this agenda item is for Council to nominate a person for the position of Municipal Emergency Management Coordinator.

Recommendation

That Council appoint Mr Michael Buckley as the Dorset Municipal Emergency Management Coordinator for a term of 3 years.

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council appoint Mr Michael Buckley as the Dorset Municipal Emergency Management Coordinator for a term of 3 years.

CARRIED: COMMISSIONER

Item 193/23 2022/23 Audited Financial StatementsReporting Officer: Finance Manager, Allison Saunders
Ref: DOC/23/14208 | 2022/23 Audited Financial Statements: DOC/23/11523

Purpose

The purpose of this agenda item is to receive and note the audited financial statements for the 2022/23 financial year.

	Budget 2023 \$'000	Actual 2023 \$'000	Actual 2022 \$'000
Net result for the year	6,257	5,729	5,458
<i>Less non-operating income</i>			
Income received from the sale of property for unpaid rates	-	-	(10)
Capital grants and contributions	(5,923)	(4,273)	(4,568)
Financial assistance grants in advance	-	(1,186)	(1,137)
<i>Add non-operational expenses</i>			
Disaster relief and recovery expenditure	-	176	-
Loss on disposal of assets (unscheduled)	-	232	215
Underlying Surplus/(Deficit)	334	678	(42)

Recommendation

That Council receive, note and adopt the annual financial statements for the year ended 30 June 2023.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council receive, note and adopt the annual financial statements for the year ended 30 June 2023.

CARRIED: COMMISSIONER

Item 194/23

Quarterly Financial Report – Period Ended 30 September 2023

Reporting Officer: Finance Manager, Allison Saunders

Ref: DOC/23/14209

Purpose

The purpose of this agenda item is to present to Council and the community the financial performance for the 3 months ended 30 September 2023.

Recommendation

That Council receive the Financial Report for the period ended 30 September 2023.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council receive the Financial Report for the period ended 30 September 2023.

CARRIED: COMMISSIONER

Item 195/23

Audit Panel Composition and Tenure Review

Reporting Officer: Finance Manager, Allison Saunders

Ref: DOC/23/14207 | Tenure Review: DOC/23/12933

Purpose

The purpose of this agenda item is to present the findings of a review into Council's Audit panel composition and tenure.

Dorset Council | Ordinary Meeting of Council | Minutes | 20 November 2023

Ref: DOC/23/14288

Recommendation

That further discussions be held with Council following the completion of the Board of Inquiry to determine any required changes to the composition and tenure of Dorset Council's Audit Panel.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That further discussions be held with Council following the completion of the Board of Inquiry to determine any required changes to the composition and tenure of Dorset Council's Audit Panel.

CARRIED: COMMISSIONER

Item 196/23

Delegations

Reporting Officer: Assistant General Manager, Rohan Willis

Ref: DOC/23/14222 | Master Delegation Register: DOC/20/5649

Purpose

The purpose of this agenda item is to amend delegations from Council to the General Manager and Council Officers.

Recommendation

That Council:

1. Pursuant to Section 22 of the *Local Government Act 1993*, delegate the following powers and functions to the General Manager, with conditions and restrictions as shown:

Land Titles Act 1980

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Nil.

Place Names Act 2020

Provision	Function or Power	Conditions or Restrictions
S.11(2)	Naming of roads, streets, &c	Restricted to the naming of roads and/or streets approved under new subdivisions of land.

Traffic Act 1925

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Subject to definitions as listed.

2. Receive and note the reviewed Master Delegation Register, version November 2023.

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council:

1. Pursuant to Section 22 of the *Local Government Act 1993*, delegate the following powers and functions to the General Manager, with conditions and restrictions as shown:

Land Titles Act 1980

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Nil.

Place Names Act 2020

Provision	Function or Power	Conditions or Restrictions
S.11(2)	Naming of roads, streets, &c	Restricted to the naming of roads and/or streets approved under new subdivisions of land.

Traffic Act 1925

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Subject to definitions as listed.

2. Receive and note the reviewed Master Delegation Register, version November 2023.

CARRIED: COMMISSIONER**Item 197/23****Policy No. 7 – Contribution to Boundary Fences Review**

Reporting Officer: Director – Community & Development, Rohan Willis

Ref: DOC/23/14223 | Policy: 15/9889

Purpose

The purpose of this agenda item is to review Policy No. 7 - Contribution to Boundary Fences.

Recommendation

That Council adopt unchanged Policy No. 7 - Contribution to Boundary Fences.

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

That Council adopt unchanged Policy No. 7 - Contribution to Boundary Fences.

CARRIED: COMMISSIONER

Item 198/23**Policy No. 57 – Managed Grassland Fire Risk Abatement Review**

Reporting Officer: Director – Community & Development, Rohan Willis

Ref: DOC/23/14224 | Policy: DOC/20/13868

Purpose

The purpose of this agenda item is to review Policy No. 57 - Managed Grassland Fire Risk Abatement.

Recommendation

That Council adopt unchanged Policy No. 57 - Managed Grassland Fire Risk Abatement.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council adopt unchanged Policy No. 57 - Managed Grassland Fire Risk Abatement.

CARRIED: COMMISSIONER

Item 199/23**Policy No. 18 – Customer Service Charter Review**

Reporting Officer: Administration Manager, Lauren Tolputt

Ref: DOC/23/14202 | Revised Policy: DOC/18/557[v2] | Current Policy: DOC/18/557[v1]

Purpose

The purpose of this agenda item is to review Policy 18 – Customer Service Charter (the Charter).

Recommendation

That Council adopt the attached revised Policy 18 – Customer Service Charter.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council adopt the attached revised Policy 18 – Customer Service Charter.

CARRIED: COMMISSIONER

Item 200/23**Endorsement of Draft Policy No. 60 – Dealing with Unreasonable Customer Conduct for Community Consultation**

Reporting Officer: Administration Manager, Lauren Tolputt

Ref: DOC/23/14137 | Draft Policy: DOC/23/8099

Purpose

The purpose of this agenda item is to table Council’s draft Policy 60 – Dealing with Unreasonable Customer Conduct (the Policy) for endorsement by Council for community consultation to take place.

Recommendation

That Council endorse the draft Policy 60 – Dealing with Unreasonable Customer Conduct for a community consultation period of 14 days.

Amended Recommendation

That Council endorse the draft Policy 60 – Dealing with Unreasonable Customer Conduct for a community consultation period of 28 days.

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council endorse the draft Policy 60 – Dealing with Unreasonable Customer Conduct for a community consultation period of 28 days.

CARRIED: COMMISSIONER

Item 201/23 Closure of Meeting to the Public

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That the Meeting be closed to the public pursuant to Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, and that members of the public be required to leave the meeting room.

Time Meeting Closed to the Public: 7:54 pm

CARRIED: COMMISSIONER

Meeting Adjourned: 7:54 pm

Reason: *Tea break with the public*

Meeting Resumed: 8:11 pm

CLOSED SESSION ITEMS

The following matter was listed in the Closed Session Meeting section of the Council Agenda in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*:

Item 202/23 Confirmation of Ordinary Council Meeting Closed Session Minutes – 16 October 2023

Item 203/23 Contract 2023/24-03 | Westwood Street, Bridport – Kerb and Stormwater Upgrade Stage 2

The reports on these matter were listed in the Closed Meeting section of the Council Agenda in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015* as the detail covered in the respective reports relates to:

- Awarding of contract for kerb and stormwater upgrade works in Bridport.

Time Meeting Closed: 8:15 pm

Minutes Confirmed: 18 December 2023

Minute No:

.....
Commissioner Wardlaw



dorset
COUNCIL

Our Ref: DOC/23/15276
5 December 2023

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Felix Ellis MP
Minister for Police, Fire and Emergency Management
Tasmania Fire and Emergency Services Bill
GPO Box 123
HOBART TAS 7001

EMAIL: FES.Reform@dpfem.tas.gov.au

Dear Minister Ellis

DRAFT TASMANIA FIRE AND EMERGENCY SERVICES BILL AND PROPOSED FUNDING OPTIONS

Thank you for the opportunity to comment on the draft Tasmania Fire and Emergency Services Bill and associated proposed funding options. Dorset Council is pleased to provide the following feedback.

Proposed New Fire Levy Funding Models

Modelling

Council has modelled the potential impact of both proposed funding models and note that both proposed options collect significantly more revenue than the current fire levy model. A summary of that modelling is attached for your information.

There was a lack of data available for Council to properly analyse impacts for the Dorset municipality and to support the claim of a fairer funding model for the fire service levy. Council's modelling demonstrates a \$0.5m difference in the anticipated revenue yielded under each of the two proposed funding options which makes it difficult to identify whether there is a specific revenue objective to fund the TFES's activities and if so, what that objective is.

It is Council's position that both proposed funding options result in unintended inequities and consequences instead of achieving a balanced and equitable result for property owners. For these reasons, Council does not support either of the proposed funding models.

Shift in Reliance on Land Categories

Commercial and Industrial

Council's modelling demonstrates a significant shift in reliance on commercial and industrial properties with the average anticipated increase for these land categories being in the range of 584% to 659%, and the largest anticipated increase being over 1000%. Although this reliance currently somewhat exists in the form of the insurance-based levy, the Government has acknowledged that this form of levy is inefficient and may be deterring businesses from taking out appropriate insurance policies (effectively making the insurance-based levy voluntary in practice).

By more heavily relying on commercial and industrial properties through a mandatory property-based levy, there may be unintended outcomes such as impact to profits and inability to invest more into their businesses, impacting economic growth for the State (unless any proposed funding model will be completely or largely offset by a comparable reduction in the insurance-based fire levy).

Primary Production

Council's modelling also demonstrates a significant shift in the reliance on primary production properties under proposed funding model A, with no articulated logic supporting this shift. The average anticipated increase for primary production land under proposed funding model A is 671% with the largest anticipated increase being 785%. For context, this would equate to Dorset's single highest valued primary production property contributing an additional \$35,000 per annum.

The validity of this proposal is particularly questionable given the far less onerous reliance on the primary production category under proposed funding model B. If the shift in reliance on primary production land is going to be maintained in any future proposed funding models, the logic should be clearly articulated and consideration should be given to the large impact that a small change can make, given the scale of a typical primary production property.

Removal of Insurance-Based Fire Levy

It has not been articulated whether the proposed funding models will be offset by a comparable reduction in the insurance-based fire levy to allow Council to assess whether those property owners who are currently subject to an insurance-based fire levy will be better or worse off overall.

Without having access to the Government's modelling of the proposed funding options, Council cannot properly assess the potential impact of the proposed options at a ratepayer level. However, it is difficult to imagine that the increased fire levy will be completely offset by a comparable reduction in the insurance-based fire levy in all instances.

This information should be provided and should also form part of any future education campaigns about any new funding models.

Debt Collection

Council's modelling shows that residential households could expect an average increase of between 120% to 261% under the two proposed funding models. Once ratepayers see a significant increase to their overall rates and charges payable, ratepayers may be deterred from paying not only the fire levy but their entire rates account.

Any future proposed funding models should consider what support (financial or otherwise) will be provided to Councils in relation to debt collection and what the implications for Councils will be if debt can't be collected.

Administration Fee

A minimum of a 4% administration fee should be retained by Councils to administer the fire levy. This administration fee not only supports the administration of the levy but also responding to and managing queries and complaints about the levy, and any commission lost to external debt recovery agencies.

State Emergency Service (SES) Volunteer Unit Funding

Clarification should be provided regarding the future funding arrangements for the SES, and regarding the treatment of Council owned assets as SES units merge to the TFES. Council's view is that the SES should preferably be centrally funded as part of the TFES via a new funding model and via suitable appropriation by the Government. Failing that, any contributions made by Councils to SES volunteer units should be offset by a comparable reduction in the annual amount required to be collected by Councils through the fire levy.

The Dorset SES unit has been actively pursuing a Memorandum of Understanding (MoU) with Council whereby Council would commit a fixed funding amount to SES per annum and transfer two vehicles to SES. Given there is no defined approach for the future treatment and/or management of current funding and asset agreements between Councils and SES units, consideration should be given to SES units pausing MoU negotiations and maintaining status quo until the FES Reform is finalised.

Communication, Education and Feedback

It is critical that the Government communicates and consults often with key stakeholders, provides appropriate channels for feedback to be escalated beyond Council and implements a sustained education campaign regarding the FES Reform that:

- a) Clearly communicates that the fire levy is a State Government levy that is collected by Local Government
- b) Describes the need for a new funding model
- c) Describes how the funding model was determined, having regard to any significant shifts in methodology
- d) Offers transparency around what the revenue will be used for

It is important that the Government understands the potential impact that the absence of excellent communication, a sustained education campaign and a feedback mechanism about any changes to the fire levy and could have on the health and wellbeing of Council officers, given that in practice they will be subject to frustration and other difficult behaviours displayed by customers who are dissatisfied with increases to the levy.

Definitions

The terms *rural* and *urban* do not currently appear to be defined to allow for the proper implementation of proposed funding model B. If any future proposed funding models work on the basis of rural vs. urban, those terms should be clearly defined and ideally accompanied by boundary definitions or maps for each Council area to ensure the levy is applied consistently.

Timing

The determination of the prescribed rate and/or amount to be collected by Councils in respect of the fire levy should be determined as early as possible to allow Councils to prepare budget estimates in a timely manner.

Dorset Council is undergoing a Fresh Valuation which will come into effect on 1 July 2024. Consideration should be given to the Fresh Valuation Schedule for all Councils, including:

- a) The logistics of Councils trying to model and implement both a Fresh Valuation and new fire levy parameters in the same year
- b) The scale of the increases that some ratepayers may see as a result of a Fresh Valuation and a new approach to the fire levy in the same year

Other

Council acknowledges the announcement made on 11 November 2023 that a Fire and Emergency Services Working Group will be established to develop a model that Tasmanians support. Council welcomes this announcement and the prospect of increased consultation, engagement and education practices regarding any future proposed changes.

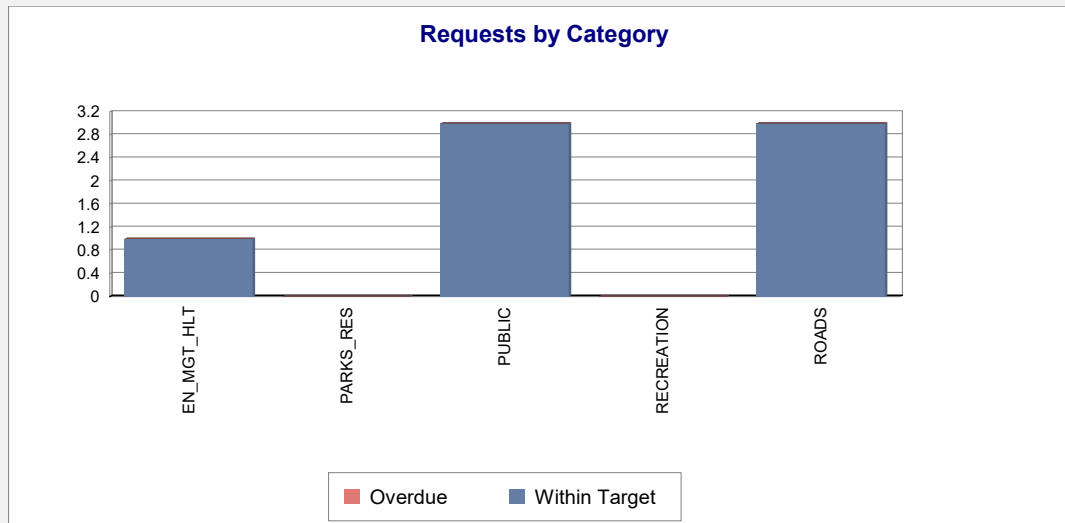
If you have any queries regarding this submission, please contact Lauren Tolputt: Administration Manager via phone: 03 6352 6500 or email: xxxxxxxxxxxx@ in the first instance.

Yours sincerely

A handwritten signature in black ink, appearing to be 'John Marik', with a horizontal line extending to the right.

John Marik
General Manager

Current Model	Commercial \$0.002889	Community Service \$0.002889	Industrial \$0.002889	Other \$0.002889	Primary Production \$0.002889	Residential -	Residential (Urban) \$0.002889	Residential (Rural) \$0.002712
Average Fire Levy	\$112.47	\$390.92	\$64.68	\$19.68	\$152.70		\$47.62	\$30.03
Median Fire Levy	\$52.98	\$110.27	\$36.66	\$3.73	\$87.63		\$40.56	\$38.64
Largest Fire Levy	\$3,640.02	\$18,850.73	\$995.26	\$52.00	\$4,918.23		\$190.67	\$231.47
Proposed Option A	Commercial 2.4%	Community Service 0.5%	Industrial 3.2%	Other 0.5%	Primary Production 2.4%	Residential 1.0%	Residential (Urban) -	Residential (Rural) -
Average Fire Levy	\$934.32	\$676.56	\$716.45	\$34.06	\$1,268.57	\$143.48		
Median Fire Levy	\$440.11	\$190.84	\$406.02	\$6.46	\$727.97	\$142.48		
Largest Fire Levy	\$30,239.04	\$32,625.00	\$11,024.00	\$90.00	\$40,857.60	\$853.50		
Average increase on current model	584%	-3%	614%	-30%	671%	169%		
Largest increase on current model	785%	84%	1080%	84%	785%	269%		
Proposed Option B	Commercial 2.6%	Community Service 0.6%	Industrial 3.4%	Other 0.6%	Primary Production 1.2%	Residential -	Residential (Urban) 1.2%	Residential (Rural) 0.6%
Average Fire Levy	\$1,012.18	\$811.87	\$761.23	\$40.87	\$634.28		\$197.78	\$66.44
Median Fire Levy	\$476.79	\$229.01	\$431.39	\$7.75	\$363.98		\$168.48	\$85.49
Largest Fire Levy	\$32,758.96	\$39,150.00	\$11,713.00	\$108.00	\$20,428.80		\$792.00	\$512.10
Average increase on current model	641%	17%	659%	-16%	285%		261%	120%
Largest increase on current model	859%	121%	1154%	121%	342%		342%	121%
Total Revenue Current Model	\$391,336.90							
Total Revenue Proposed Option A	\$1,941,956.28							
Total Revenue Proposed Option B	\$1,452,221.83							



Customer Request Summary by Category

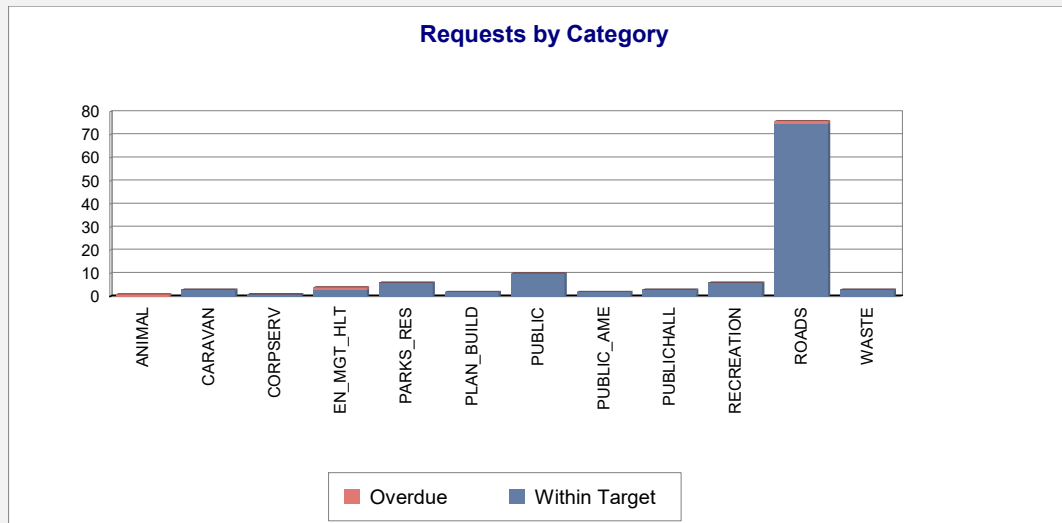
For period 01/11/2023 to 30/11/2023

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 11/12/2023 9:18:04AM

Major / Minor Category	New Requests Received	Total requests closed this period	Closed Within Target	%	Closed, but Over Target	%	Open Within Target	Open, but Over Target
Environmental Management and Health	1	1	1	100%	0	0%	0	0
Fire Hazards	1	1	1	100%	0	0%	0	0
Parks & Reserves	3	0	0	0%	0	0%	2	0
Parks & Reserves Maintenance	3	0	0	0%	0	0%	2	0
Public	3	3	3	100%	0	0%	0	0
Online Enquiries	3	3	3	100%	0	0%	0	0
Recreation Grounds	1	0	0	0%	0	0%	0	0
Recreation Grounds Maintenance	1	0	0	0%	0	0%	0	0
Roads	10	3	3	100%	0	0%	5	0
Roads Rural - Maintenance	3	1	1	100%	0	0%	0	0
Roads Rural - Potholes/Patching Maintenance	1	0	0	0%	0	0%	1	0
Roads Rural - Signage & Guide Posts Maintenance	1	0	0	0%	0	0%	1	0
Roads Rural - Spraying/Pest Plant Control	1	0	0	0%	0	0%	1	0
Roads Rural - Tree/Vegetation Maintenance	2	0	0	0%	0	0%	2	0
Roads Urban - Footpath Maintenance	1	1	1	100%	0	0%	0	0
Roads Urban - Maintenance	1	1	1	100%	0	0%	0	0
GRAND TOTAL	18	7	7	100%	0	0%	7	0



Customer Request Summary by Category

For period 01/01/2023 to 30/11/2023

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 11/12/2023 9:20:23AM

Major / Minor Category	New Requests Received	Total requests closed this period	Closed Within Target	%	Closed, but Over Target	%	Open Within Target	Open, but Over Target
Animals	3	1	0	0%	1	100%	2	2
Animal Enquiry	2	0	0	0%	0	0%	2	2
Animal Welfare	1	1	0	0%	1	100%	0	0
Caravan Parks	3	3	3	100%	0	0%	0	0
Bridport Holiday Park	2	2	2	100%	0	0%	0	0
Caravan Parks Maintenance	1	1	1	100%	0	0%	0	0
Corporate Services General	1	1	1	100%	0	0%	0	0
Right To Information	1	1	1	100%	0	0%	0	0
Environmental Management and Health	5	4	3	75%	1	25%	1	1
Fire Hazards	5	4	3	75%	1	25%	1	1
Parks & Reserves	9	6	6	100%	0	0%	2	0
Parks & Reserves Enquiries	1	1	1	100%	0	0%	0	0
Parks & Reserves Maintenance	7	4	4	100%	0	0%	2	0
Playground Maintenance	1	1	1	100%	0	0%	0	0
Planning & Building Services	3	2	2	100%	0	0%	1	1
Building Enquiries	1	1	1	100%	0	0%	0	0
Environmental Management Enquiries	1	1	1	100%	0	0%	0	0
Land Use & Economic Development Enquiries	1	0	0	0%	0	0%	1	1
Public	10	10	10	100%	0	0%	0	0

Dorset A7 *live*

For period 01/01/2023 to 30/11/2023

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 11/12/2023 9:20:32AM

Major / Minor Category	New Requests Received	Total requests closed this period	Closed Within Target	%	Closed, but Over Target	%	Open Within Target	Open, but Over Target
Public	10	10	10	100%	0	0%	0	0
Online Enquiries	10	10	10	100%	0	0%	0	0
Public Amenities	2	2	2	100%	0	0%	0	0
Public Amenities General Enquiries	1	1	1	100%	0	0%	0	0
Public Amenities Maintenance	1	1	1	100%	0	0%	0	0
Public Halls Buildings	5	3	3	100%	0	0%	2	1
Public Halls Buildings Enquiries	1	1	1	100%	0	0%	0	0
Public Halls Buildings Maintenance	4	2	2	100%	0	0%	2	1
Recreation Grounds	7	6	6	100%	0	0%	0	0
Recreation Grounds Enquiries	1	1	1	100%	0	0%	0	0
Recreation Grounds Maintenance	6	5	5	100%	0	0%	0	0
Roads	99	76	75	99%	1	1%	21	4
Roads Enquiries	3	1	1	100%	0	0%	2	0
Roads Rural - Kerb & Gutter Maintenance	3	2	2	100%	0	0%	1	1
Roads Rural - Maintenance	16	12	12	100%	0	0%	2	0
Roads Rural - Potholes/Patching Maintenance	22	18	18	100%	0	0%	4	1
Roads Rural - Shoulder Maintenance	3	3	3	100%	0	0%	0	0
Roads Rural - Signage & Guide Posts Maintenance	3	1	1	100%	0	0%	2	1
Roads Rural - Spraying/Pest Plant Control	5	4	4	100%	0	0%	1	0
Roads Rural - Tree/Vegetation Maintenance	7	5	5	100%	0	0%	2	0
Roads Rural - Verge Mowing/Slashing	2	2	2	100%	0	0%	0	0
Stormwater Maintenance	1	1	1	100%	0	0%	0	0
Roads Urban - Footpath Maintenance	9	5	5	100%	0	0%	4	0
Roads Urban - Maintenance	17	14	13	93%	1	7%	3	1
Roads Urban - Spraying/Pest Plant Control	1	1	1	100%	0	0%	0	0
Roads Urban - Tree/Vegetation Maintenance	6	6	6	100%	0	0%	0	0
Roads Urban - Verge Mowing/Slashing	1	1	1	100%	0	0%	0	0
Waste Management	4	3	3	100%	0	0%	1	1
Littering	2	1	1	100%	0	0%	1	1
Waste Management Enquiries	2	2	2	100%	0	0%	0	0
GRAND TOTAL	151	117	114	97%	3	3%	30	10

DORSET COUNCIL

1 November 2023 to 30 November 2023

DEV-2023/81	S Group 37 Frances ST BRIDPORT	Lodged 14/07/2023 Value of Works - \$650,000	Demolition and Construction of Single Dwelling with relaxation of building envelope (side boundary) standards Determined APPD on 01/11/2023
SUB-2023/1295	Engineering Plus (Tas) Pty Ltd 4 Cascade Dam RD DERBY	Lodged 18/07/2023	Subdivision (1 Lot into 2 Lots) with relaxation of lot design and service standards Determined APPD on 24/11/2023
DEV-2023/86	TCP Building Design 54 Ringarooma RD SCOTTSDALE	Lodged 24/07/2023 Value of Works - \$30,000	Depot Shed with relaxation of electricity transmission corridor standards Determined APPD on 15/11/2023
DEV-2023/99	MDC Design and Drafting 29 Henry ST BRIDPORT	Lodged 23/08/2023 Value of Works - \$38,000	Garage with relaxation of building envelope standards Determined APPD on 01/11/2023
DEV-2023/104	Mrs M J Shaw Mr L A Shaw 95 Main RD MUSSELROE BAY	Lodged 24/08/2023 Value of Works - \$80,000	Single Dwelling Additions with relaxation of building envelope and privacy standards Determined APPD on 29/11/2023

PLANNING APPROVALS

SUB-2023/1299	D J McCulloch Surveying 12 Henry ST BRIDPORT	Lodged 25/08/2023	Subdivision (1 Lot into 2 Lots) with relaxation of lot design standards Determined APPD on 02/11/2023
DEV-2023/108	Mr I H Collings 57 Westwood ST BRIDPORT	Lodged 31/08/2023	Demolition of an existing dwelling and construction of 2 multiple dwellings (building envelope and car park construction) Value of Works - \$700,000 Determined APPD on 08/11/2023
DEV-2023/112	Mana Architects 20 Coplestone ST SCOTTSDALE	Lodged 08/09/2023	Construction of a deck and alterations to an existing wall of a building to include modified windows and glazed entry doors Value of Works - \$50,000 Determined APPD on 30/11/2023
DEV-2023/117	Mr N D Gerke Mrs Y R Gerke 19 Henry ST BRIDPORT	Lodged 20/09/2023	Additional Multiple Dwelling Value of Works - \$45,000 Determined APPD on 30/11/2023
DEV-2023/121	Tasbuilt Homes & Cabins 69 Burns RD WYENA	Lodged 26/09/2023	Construction of a replacement dwelling (Scenic Road Corridor) Value of Works - \$614,870 Determined APPD on 08/11/2023
DEV-2023/122	Tasbuilt Homes & Cabins 10 George ST SCOTTSDALE	Lodged 26/09/2023	Construction of a dwelling (Discretionary use and car parking variation) Value of Works - \$503,970 Determined APPD on 07/11/2023

PLANNING APPROVALS

DEV-2023/126	Mr P L Rodgers Ms A M Rodgers 545 Derby Back RD DERBY	Lodged 09/10/2023	Change of Use to Visitor Accommodation (Agricultural Zone Discretionary Use)
			Determined APPD on 16/11/2023
SUB-2023/1304	Chris Triebe & Associates Town Planning Services Ltd 278 Waterhouse RD BRIDPORT	Lodged 09/10/2023	2 Lot Subdivision (one lot into two lots)
			Determined APPD on 22/11/2023
DEV-2023/142	Mr C A Burr 20 East Minstone RD SCOTTSDALE	Lodged 27/10/2023	Construction of a shed
		Value of Works - \$10,000	Determined APPD on 20/11/2023
DEV-2023/145	Loop Architecture Pty Ltd 41 Mary ST SCOTTSDALE	Lodged 25/10/2023	Shade Structure
			Determined APPD on 27/11/2023
DEV-2023/138	Optimo Awnings 51 West Minstone RD SCOTTSDALE	Lodged 03/11/2023	Building Addition
		Value of Works - \$37,810	Determined APPD on 03/11/2023
DEV-2023/139	Stephen Hunter Property Pty Ltd 8 Edwards PL BRANXHOLM	Lodged 09/11/2023	Change of Use
			Determined APPD on 14/11/2023
DEV-2023/140	Mr B Jackson 38 Main ST RINGAROOMA	Lodged 10/11/2023	Change of Use (Residential to Visitor and Food Services Use) and Building Alterations
			Determined APPD on 13/11/2023

PLANNING APPROVALS

DEV-2023/143	Mr N I Midson 902 Sledge TRK SPRINGFIELD	Lodged 14/11/2023 Value of Works - \$150,000	Farm Building Determined APPD on 14/11/2023
DEV-2023/147	Mr L Hooper 78 Rosier RD RINGAROOMA	Lodged 16/11/2023	Construction of a rotary dairy including associated effluent treatment system and access roads Determined APPD on 16/11/2023
DEV-2023/148	Mr J E Unwin 91 Cuckoo RD CUCKOO	Lodged 16/11/2023 Value of Works - \$44,000	Straw Bale Storage Structure Determined APPD on 16/11/2023
DEV-2023/153	Mr S Smith 54 Richard ST BRIDPORT	Lodged 22/11/2023	Shipping containers for dwelling storage Determined APPD on 22/11/2023

DORSET COUNCIL

1 November 2023 to 30 November 2023

OTH-2023/101	Mr J M Randone Mrs C J Randone 65 Main ST WINNALEAH	Lodged 17/10/2023 Value of Works - \$585,000	New Dwelling Determined APPR on 13/11/2023
OTH-2023/96	Mr A M Herron 5 Philip ST SCOTTSDALE	Lodged 23/10/2023 Value of Works - \$45,000	Demolition & New Shed Determined APPR on 02/11/2023
OTH-2023/102	Mr S J Smart Ms T M Smart 12 John ST BRIDPORT	Lodged 07/11/2023 Value of Works - \$10,000	Deck Determined APPR on 07/11/2023
OTH-2023/103	Mr R G Monson 105 Main ST BRIDPORT	Lodged 07/11/2023 Value of Works - \$10,000	New Stairs Determined APPR on 07/11/2023
OTH-2023/106	Mr R D Dickinson Mrs T K Dickinson 69 Burns RD WYENA	Lodged 15/11/2023 Value of Works - \$34,314	Storage Shed Determined APPR on 15/11/2023

BUILDING APPROVALS

OTH-2023/107	Mr J Bryan- Brown Mrs I J Bryan- Brown 1 Heazlewood LANE SCOTTSDALE	Lodged 16/11/2023	Dwelling Addition	Value of Works - \$221,000	Determined APPR on 29/11/2023
OTH-2023/108	Mr P Hawkins Mrs K Hawkins Foreshore RES BRIDPORT	Lodged 23/11/2023	Caravan Annexe	Value of Works - \$11,500	Determined APPR on 23/11/2023
OTH-2023/109	Mr A Swain Mrs A Swain Foreshore RES BRIDPORT	Lodged 24/11/2023	Annexe	Value of Works - \$15,000	Determined APPR on 24/11/2023
OTH-2023/110	Mr T Whatley Mrs V Whatley Foreshore RES BRIDPORT	Lodged 24/11/2023	Caravan Annexe	Value of Works - \$15,000	Determined APPR on 24/11/2023
OTH-2023/111	Mrs C Martens Mr T Martens Foreshore RES BRIDPORT	Lodged 24/11/2023	Caravan Annexe	Value of Works - \$5,000	Determined APPR on 24/11/2023
OTH-2023/112	Mr D Sheppard Mrs F Sheppard Foreshore RES BRIDPORT	Lodged 24/11/2023	Caravan Annexe	Value of Works - \$15,000	Determined APPR on 24/11/2023

DORSET COUNCIL

1 November 2023 to 30 November 2023

OTH-2023/101	Mr J M Randone Mrs C J Randone 65 Main ST WINNALEAH	Lodged 17/10/2023 Value of Works - \$585,000	New Dwelling Determined APPR on 13/11/2023
OTH-2023/104	S Group 11 Bentley ST BRIDPORT	Lodged 08/11/2023 Value of Works - \$20,000	Demolition of Dwelling Determined APPR on 23/11/2023
SP-2023/105	My Build Collective 82 West Maurice RD RINGAROOMA	Lodged 14/11/2023 Value of Works - \$350,000	Alterations and Additions to Existing Dwelling Determined APPR on 27/11/2023
OTH-2023/107	Mr J Bryan- Brown Mrs I J Bryan- Brown 1 Heazlewood LANE SCOTTSDALE	Lodged 16/11/2023 Value of Works - \$221,000	Dwelling Addition Determined APPR on 29/11/2023



Policy 54 – Wood Encouragement

~~TRIM~~ Ref: **DOC/18/5058**

Adopted: **15 October 2018**
Minute 187/18

Version: **21**

Reviewed Date: **18 December 2023**

Council Minute No:

OBJECTIVE

- To stimulate sustainable economic development within the Dorset and Tasmanian timber and wood products industry and encourage value adding products within the timber industry.
- To encourage the use of wood in the construction and fit out of Council buildings and infrastructure.
- To recognise all of the benefits that can make wood a smart choice for Council buildings and infrastructure.
- To share information and encourage education regarding the benefits of using wood in construction and fit out of buildings and infrastructure.
- To demonstrate local and national leadership by enacting the Wood Encouragement Policy on Council buildings and infrastructure where appropriate.
- To encourage the use of wood in demonstration projects across the municipality.
- To align with opportunities for state and federal funding.
- To reinforce Council's preference for quality wood buildings in the development of briefs for projects.
- To promote the industry as a renewable resource, capturing the environmental benefits of the resource.

POLICY

Dorset Council will recognise the importance of the forest and wood products industry to both Dorset municipality and the broader Tasmanian region. Central to Council's commitment to job retention and creation is supporting significant local industry in order to secure jobs and leverage further investment.

Council will encourage the increased utilisation of wood in Council assets by:

1. Ensuring that all briefs for new Council projects incorporate the requirement to use wood as the preferred material for both construction and fit out purposes, where wood is deemed a suitable material for the proposed application and is cost competitive;
2. Seeking those who can find, practical, efficient, versatile and cost-effective building and design solutions using wood when sourcing design and architectural expertise;

3. Ensuring that all comparisons to the cost of building with other materials will take into account all long-term and life cycle benefits of using wood;
4. Where possible, sourcing locally produced wood products for construction and fit out purposes;
5. Being a champion of the forest and wood products industry, by establishing this policy and demonstrating commitment to the further development of the local forest and wood products industry.
6. Actively seeking demonstration projects that showcase the use of wood within the municipality.
7. Actively working to attract new, innovative wood products manufacturers to the Dorset municipality.

In using wood as a preferred construction material for Council infrastructure, Council will have regard to:

1. The utilisation of wood products that meet the Australian Forest Standard, Program for the Endorsement of Forest Certification and / or Forest Stewardship Council certifications. Maintenance required throughout the life of the project;
2. Pest and fungus protection; and
3. Using wood only when it is the right material for the selected application.

Policy 61 – Safeguarding Children and Young People



CM10 Ref: DOC/23/15416

Adopted: 18 December 2023

Minute XXX

Version: 1

Reviewed Date: N/A

N/A

Author Administration Manager

Responsible Officer Administration Manager

Statutory Authority *Child and Youth Safe*

Organisations Act 2023 (Tas)

OBJECTIVE

The purpose of the policy is to define Council's commitment to creating and maintaining a Child Safe Organisation. This policy outlines Council's position and responsibilities toward the safeguarding of children and young people in our physical and online environments.

SCOPE

This policy applies to all Council staff and representatives including:

- Elected members
- All employees including permanent and temporary employees performing work for Council, work experience students, apprentices, interns, and trainees
- Temporary and casual individuals engaged through an agency
- Staff on secondment from another role or another council
- Volunteers
- Contractors, or consultants directly engaged/renumerated by Council

This is irrespective of their involvement in child related work. There are no exclusions to the application of this policy.

DEFINITIONS

The definitions of terms used in this policy are set out below.

Term	Definition
Abuse	Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature.

	Types of abuse include physical, emotional, sexual abuse, and neglect.
Child/Children/Young Person	Any child or young person up to the age of 18.
Child Safe	For this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.
Child Safe Organisation	<p>Defined in the Royal Commission Final Report as an organisation that:</p> <ul style="list-style-type: none"> • creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions • places emphasis on genuine engagement with and valuing of children and young people • creates conditions that reduce the likelihood of harm to children and young people • creates conditions that increase the likelihood of identifying any harm • responds to any concerns, disclosures, allegations, or suspicions of harm (in the context of local governments, this would involve referring concerns to Independent Regulator and in the case of suspected criminal behaviour then to TAS Police to respond as appropriate). <p>Implementation of the CYSOF (which mirror the National Principles for Child Safe Organisations) give effect to the above.</p>
CYSOF	Means the Child and Youth Safe Organisations Framework.
Contractor	In the scope of this policy means a person or company used by Council to provide services directly to children and young people, or where the contract's activities will, or are likely to involve contact with children and young people that is a usual part of and more than incidental to, the services.
Council	Means Dorset Council.
Council Facilities	Properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.
Harm	Any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance, or a series or combination of acts, omissions, or circumstances.
Independent Regulator	An independent oversight body that exists to help organisations understand how to comply with Tasmania's CYSOF, provide guidance and advice, and monitor compliance.
Safeguarding	Taking the actions necessary to ensure children and young people feel safe and are safe. This also means that if children or young people don't feel safe, steps are taken to restore their safety.
Staff	Includes Council's employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of Council. This is regardless of their work related to

	children or young people.
The Scheme	Means the Reportable Conduct Scheme which requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse involving an adult worker, and conduct investigations.
The Standards	Means the Child and Youth Safe Standards which are ten standards that specific organisations in Tasmania (including Councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.
Universal Principle for Aboriginal Cultural Safety	This applies across all the Standards and means the right of Aboriginal and Torres Strait Islander children and young people to Cultural Safety must be respected.
Wellbeing	Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

STATEMENT OF COMMITMENT

- We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of our community.
- We have zero tolerance to child abuse and harm. Our people are obligated to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.
- We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.
- We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations.
- We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given opportunities to contribute to how we plan and deliver our services that affect them.
- We are committed to being a Child Safe Organisation.

POLICY

Council is committed to the safety of Children and Young People. We are legally required to comply with the CYSO, which aims to protect children from abuse and harm.

1 THE STANDARDS

The Standards outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse and harm. They require organisations to meet a benchmark that ensures children and young people's rights to safety and wellbeing are respected and upheld.

The Standards must be put into practice in accordance with a Universal principle for Aboriginal Cultural Safety. The Universal Principal says organisations must provide an environment that ensures that the right to Cultural Safety of Aboriginal and Torres Strait Islander children is respected.

The Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.

The Standards are as follows:

Standard	This means
<p>Standard One</p> <p>Child safety and wellbeing is embedded in organisational leadership, governance and culture.</p>	<p>All people in the organisation care about children and young people's safety and wellbeing above everything else, and make sure they act that way and lead others to act that way.</p>
<p>Standard Two</p> <p>Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.</p>	<p>Children and young people are told about their human rights, have a say in decisions and are taken seriously.</p>
<p>Standard Three</p> <p>Families and communities are informed and involved in promoting child safety and wellbeing.</p>	<p>Families, carers, and communities know about and are involved in the organisation's child and safety and wellbeing activities.</p>
<p>Standard Four</p> <p>Equity is upheld and diverse needs respected in policy and practice.</p>	<p>The rights of every child and young person are being met, and children and young people are treated with dignity, respect, and fairness</p>
<p>Standard Five</p> <p>People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.</p>	<p>People working with children and young people are safe to work with children and young people and are respectful of them. They are taught how to keep children safe and well.</p>
<p>Standard Six</p> <p>Processes to respond to complaints and concerns are child focused.</p>	<p>Children, young people, families, carers, staff, and volunteers are listened to and can share problems and concerns.</p>
<p>Standard Seven</p> <p>Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education</p>	<p>Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.</p>

and training.	
Standard Eight Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	Children and young people are safe in online and physical spaces.
Standard Nine Implementation of the Standards is regularly reviewed and improved.	The organisation keeps reviewing and improving its child safety and wellbeing practices.
Standard Ten Policies and procedures documents how the organisation is safe for children and young people.	The organisation writes down how it keeps children and young people safe and well, and makes sure that everyone can see these documents

2 THE SCHEME

The Scheme aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct involving children/young people, committed by their workers and volunteers.

The Scheme imposes legal obligations on the General Manager as head of the organisation to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations are brought to the attention of the appropriate persons for investigation and response.

Under the Scheme, reportable conduct is broader than suspected criminal behaviour, and includes:

- Sexual offences (against, with or in the presence of, a child)
- Sexual misconduct (against, with or in the presence of, a child)
- Physical violence (against, with or in the presence of, a child)
- Grooming of a child
- Behaviour that causes significant emotional or psychological harm
- Significant neglect
- Relevant offences such as failing to report child abuse.

3 ROLES AND RESPONSIBILITIES

Safeguarding children and young people is a shared responsibility across Council.

3.1 Working Group

The Working Group will meet as per the established Terms of Reference to provide overall governance and leadership related to the development and implementation of a CYSOF Action Plan.

The Working Group will be led by the Administration Manager and sponsored by the General Manager. The Working Group will consist of staff from across the organisation. The key functions of the Working Group will be to:

- Develop and implement a CYSOF Action Plan and monitor the implementation of this policy and the plan across departments
- Drive and monitor implementation of the CYSOF and this policy across all departments
- Advocate and educate people on the CYSOF and this policy

3.2 Roles and Responsibilities across Council

The following people have specific responsibilities in relation to this policy:

Role	Responsibility
Elected Members	<ul style="list-style-type: none"> • Model a culture of child safety and wellbeing • Understand and comply with their obligations in relation to child safety and wellbeing • Participate in training/education to identify, prevent, and report child abuse and harm • Report any concerns about child safety and wellbeing • Councillors also have a role in helping to promote Council as a Child Safe Organisation and to direct community members to appropriate information and resources
General Manager	<ul style="list-style-type: none"> • The 'head of an entity' under the Child and Youth Safe Organisations Act 2023 • Has legal obligations (including timeframes) around sharing of reportable conduct information which includes reporting to the Independent Regulator any allegations of misconduct involving children and young people by Council staff • Ensure adequate resources and support to enable Council to effectively deliver the Safeguarding Children and Young People Policy • Be the first point of contact in relation to the Scheme and investigations
Managers, Supervisors and Team Leaders	<ul style="list-style-type: none"> • Ensure a culture of safeguarding children and young people is embedded among their team • Ensure Safeguarding Children and Young People policies and procedures and any other relevant policies are implemented within the work areas they are responsible for • Provide team members with induction, support, supervision, and access to ongoing professional development around safeguarding children and young people relevant for each team member's role and duties • Conduct risk assessments, taking reasonable steps to identify any potential risks to the safety and wellbeing of children within the work remit of their team/s and remove or minimise the risks
Administration Manager	<ul style="list-style-type: none"> • Appointed as Council's Child Safety Officer

	<ul style="list-style-type: none"> • Ensure all recruitment, selection and on boarding processes meet the requirements of the CYSOF • Ensure appropriate safety and screening checks are undertaken prior to engagement and maintained according to Council HR policies • Ensure induction of new staff includes the provision of the Safeguarding Children and Young People Policy and Procedures and training to support them to understand their roles and responsibilities relating to child safety • Oversee the implementation of child safety training for new staff and refresher training for all staff on an ongoing basis and keep records of training completed • Manage disciplinary procedures as they relate to child safety and wellbeing • Responsible for providing training, capacity building and awareness-raising initiatives to ensure staff are appropriately equipped to recognise, respond to and report child abuse
Staff	<ul style="list-style-type: none"> • Understand and comply with their roles and responsibilities in keeping children safe • Report any concerns about the safety and wellbeing of a child or young person • Obtain and maintain a Working with Vulnerable People Check where required • Participate in training and education in relation to safeguarding children and young people as required • Provide environments for children and young people where they feel safe, empowered, and can participate • Behave safely and appropriately with children and young people
Contract Managers	<p>The management of contracts includes, but is not limited to, all agreements, leases, licences, grant recipients, funded partners, and labour hire. Anyone managing these contracts will ensure:</p> <ul style="list-style-type: none"> • All third-party operators are provided with a copy of Council's Child Safety Commitment Statement • Contracts contain the relevant child safe clauses, including the requirement for Working with Vulnerable People Checks where relevant and compliance with the CYSOF

3.3 Our Obligations with External Parties

Although Council is not legally responsible for providing oversight of compliance with child safe practices outside of this organisation, Council will take steps as far as reasonably practicable to encourage people who utilise Council's facilities to operate in alignment with this policy.

3.4 Our Approach to Royal Commission Recommendation 6.12

The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

“With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities*
- b) assisting local institutions to access online child safe resources*
- c) providing child safety information and support to local institutions on a needs basis*
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.”*

Tasmanian Councils have been working with LGAT to understand how to best implement recommendation 6.12 in the context of the legislation and resourcing constraints. LGAT continues to advocate to the national and state government for more support to Local Government organisations which has yet to be forthcoming.

We acknowledge that we have a leadership role in our community to support relevant organisations to be child safe and promote child safe practices, and will work towards the recommendations made where possible.

Our interim approach to working towards the desired outcomes from Recommendation 6.12 will be to appoint the Administration Manager as the organisation’s Child Safety Officer and to manage the workload through the Working Group.

It is anticipated that over time more resources may be made available to us from the State Government, or we may decide to dedicate more resources to this on our own accord in which case this policy should be reviewed and updated.

RELATED DOCUMENTS

It is anticipated that this policy and the implementation of a CYSOF Action Plan will have wide ranging impacts on a number of existing policies and procedures, and may result in the development of new policies and procedures. Currently Council recognises the following documents as being related to this document:

- Councillor Code of Conduct
- Operational Employee Conduct Policy
- Operational Disciplinary Policy

REVIEW

It is anticipated that this policy will continue to be reviewed and refined over the next 12 months by the Working Group. The Working Group should identify and recommend an appropriate prescribed review period for the policy.

DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/23/15416	18 December 2023	Lauren Tolputt	Policy established



dorset
C O U N C I L

2023/24

Annual Plan

DRAFT December Quarter Update

Introduction

Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

The Annual Plan outlines Council's high level actions for the year and is directly linked to Department Plans that identify tasks associated with meeting the Actions outlined in the Annual Plan and strategies identified in the Strategic Plan.

The Annual Plan Quarterly Update provides Council and the community with an update on progress with the Annual Plan. Where tasks have been identified for a quarter, a status of Achieved, In Progress or Not Achieved are assigned.

As at 31 December 2023, the following results were achieved:

	September Quarter	December Quarter
Achieved	4	
In Progress	-	
Not Achieved	-	
Compliance Score	100%	
Deferred	1	

Priority Action Plan

The following pages of the Annual Plan provide details on additional goals, outcomes and objectives that the Council is seeking to undertake and complete as priority activities in addition to its annual business.

No.	Activity	Strategic Plan #	30 September	31 December	31 March	30 June	Responsibility
1	Dorset Strategic Plan	-				Commence annual review of Strategic Plan	Governance
2	Waste Management	14.2, 14.4		Planning for State Government Container Refund Scheme	Prepare draft Green Waste Strategy	<u>Update to Council - Planning for State Government Container Refund Scheme</u>	Governance/ Infrastructure
DEC 1/4 NOTE:							
3	Asset Management	10.3			Review and update Stormwater Asset Management Plan		Infrastructure / Finance
4	Scottsdale and Derby Structure Plans	7.2			Finalise Structure Plans		Regulatory
5	Austins Road Residential Development	7.2				Preparation of Master Plan and Stage 1 Subdivision plan	Regulatory / Infrastructure
6	Scottsdale Light Industrial Rezoning	7.2				Complete draft Master Plan for industrial rezoning at Scottsdale Depot site	Regulatory / Infrastructure

No.	Activity	Strategic Plan #	30 September	31 December	31 March	30 June	Responsibility
7	Bridport Structure Plan	7.2				Prepare draft Structure Plan	Regulatory
8	Derby Master Plan	7.2				Commence draft Master Plan for Derby	Regulatory / Governance
9	Blue Derby Transition	9.4		<u>Update to Council Quarterly Report – October 2023</u>	<u>Quarterly Report – February 2024</u>	<u>Update to Council Quarterly Report – May 2024</u>	Governance
DEC 1/4 NOTE: <i>September Quarterly Report presented to Council at 16 October 2024 Council Meeting.</i>							
10	Municipal Revaluation	10.4				Application of new property valuations and review of Council's Rates Strategy	Administration
11	Rail Trail Project	8.2		Update to Council		Tender approved and project works commenced	Governance / Regulatory / Infrastructure
DEC 1/4 NOTE:							
12	Road and Footpath Representation Committee/Panel	9.2, 9.3		Establish a representative panel of industries to assist with future planning and review of Council's Road Plan			Governance / Infrastructure
DEC 1/4 NOTE:							

No.	Activity	Strategic Plan #	30 September	31 December	31 March	30 June	Responsibility
13	Projects of Significance	8.3, 9.3			Establish a Project of Significance report to ascertain grant funding / advocacy / election promise priorities		Governance
14	Payment of Councillors Expenses and Provision of Facilities (No.2)	10.1	Review, adopt and implement ACHIEVED				Finance / Governance
SEPT 1/4 NOTE: <i>The Policy was reviewed and adopted by Council at the 21 August 2023 Council Meeting.</i>							
15	On Street Dining, Vending & Signage Policy (No.3)	9.1, 10.1	Review, adopt and implement ACHIEVED				Regulatory
SEPT 1/4 NOTE: <i>The Policy was reviewed and adopted by Council at the 18 September 2023 Council Meeting.</i>							
16	Sponsorship of Sporting and Cultural Representatives Policy (No.4)	4.3, 10.1				Review, adopt and implement	Governance
17	Contribution of Boundary Fences Policy (No.7)	10.1		Review, adopt and implement			<u>Infrastructure</u> <u>Regulatory</u>
DEC 1/4 NOTE:							
18	Risk Management Policy (No.9)	10.1, 10.2				Review, adopt and implement Policy Review and implement Risk Management Framework	Administration
SEPT 1/4 NOTE: <i>This activity was deferred to the June 2024 quarter at the 18 September 2023 Council Meeting.</i>							
19	Electronic Communications Policy (No.16)	10.1, 13.1				Review, adopt and implement	Administration

No.	Activity	Strategic Plan #	30 September	31 December	31 March	30 June	Responsibility
20	Customer Service Charter (No. 18)	10.1, 13.4		Review, adopt and implement			Administration
DEC 1/4 NOTE:							
21	Code for Tenders and Contracts Policy (No.31)	9.1, 10.1	Review, adopt and implement ACHIEVED				Infrastructure / Administration
SEPT 1/4 NOTE: <i>The Policy was reviewed and adopted by Council at the 21 August 2023 Council Meeting.</i>							
22	Public Interest Disclosures Act 2002 Procedures (No.32)	10.1, 13.1				Review, adopt and implement Model Procedures as provided by Ombudsman Tasmania	Governance / Administration
23	Personal Information Protection Policy (No.36)	10.1	Review, adopt and implement ACHIEVED				Administration
SEPT 1/4 NOTE: <i>The Policy was reviewed and adopted by Council at the 21 August 2023 Council Meeting.</i>							
24	Social Media Policy (No.44)	5.1, 10.1			Review, adopt and implement		Governance / Administration
25	Wood Encouragement Policy (No.54)	9.1, 10.1		Review, adopt and implement			Governance
DEC 1/4 NOTE:							
26	Bridport Seaside Caravan Park – Annual Site Policy (No.56)	10.1		Review, adopt and implement		Review, adopt and implement	Governance / Administration
DEC 1/4 NOTE:							
27	Managed Grassland Fire Risk Abatement Policy (No.57)	10.1		Review, adopt and implement			Regulatory
DEC 1/4 NOTE:							

No.	Activity	Strategic Plan #	30 September	31 December	31 March	30 June	Responsibility
<u>28</u>	<u>Child and Youth Safe Organisations Framework</u>				<u>Update to Council on implementation - March 2024</u>	<u>Update to Council on implementation – June 2024</u>	<u>Administration</u>

APPROVED VARIATIONS TO THE 2023/24 ANNUAL PLAN

Item 126/23 – 18 September 2023 Council Meeting

That Council

1. *Defer Activity 18 “Risk Management Framework and Policy” to the June 2024 quarter.*