

dorset
C O U N C I L

Ordinary Agenda

Council Meeting

24 June 2024

COUNCIL CHAMBERS

it's in the making

General Manager's Certification

Qualified Persons Advice – Local Government Act 1993 – Section 65

Pursuant to Section 65 of the *Local Government Act 1993* I hereby certify, with respect to the advice, information and / or recommendation provided for the guidance of Council in this Agenda, that:

1. such advice, information and / or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and
2. where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person; and
3. a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice has been provided to the council.



JOHN MARIK
General Manager

Notification of Council Meeting

NOTICE¹ is given that the next Ordinary Meeting of the Dorset Council will be held on **Monday, 24 June 2024** 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*

Ordinary Meeting of Council

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Council Meeting Agenda 24 June 2024

Meeting Opened:

Present:

Apologies:

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.

PROCEDURAL ITEMS

Item 104/24 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

Item 105/24 Confirmation of Ordinary Council Meeting Minutes – 20 May 2024

Ref: DOC/24/6399

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 20 May 2024 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 May 2024 having been circulated to the Commissioner, be confirmed as a true record.

Item 106/24 Confirmation of Agenda

Recommendation

That Council confirm the Agenda and order of business for the 24 June 2024 Council Meeting.

Item 107/24 Public Question Time

The following questions have been **received on notice**:

Ms Louise Brooker, Bridport | 16 May 2024

Could Council provide an audit on the management of dogs on beaches over the summer? This might include:

- 1. The times Council Officers have been asked to respond to complaints from the public about dogs on beaches over the summer months.*

2. *The number and type of responses carried out by the dog Management Officer to these queries.*
3. *The number of dogs declared dangerous, number declared nuisance and the number seized.*

Response from Director – Community & Development, Rohan Willis:

Council's dog management service covers a large geographic area and responds to a range of enquiries and needs within its 12 distinct township and village areas. We are committed to encouraging responsible dog ownership. We do this through education, through providing numerous locations where people can responsibly exercise their dogs, through periodically providing incentives for microchipping of dogs, through providing an affordable registration and licence fee structure and, as a final resort, through disciplinary action undertaken in accordance with our statutory dog control powers.

Council will look into providing statistics that respond to the matters raised in your question at the July Council Meeting. Parallel to this, Council is currently in the process of obtaining approval from Parks and Wildlife Service for the erection of nine (9) dog advisory signs at various locations along the Bridport Foreshore.

Although we note your comments into alleged disregard of existing signage, several members of the community have contacted Council and reinforced that additional dog advisory signage, in particular at various entry and vantage points along the Bridport Foreshore, would expectedly improve awareness of dog control requirements in this area and discourage non-compliance. We acknowledge these perspectives and will be progressing the additional signage accordingly.

Mr Karl Willrath, Scottsdale | 13 June 2024

1. *Tas Parliament has recently introduced a system that allows constituents to ask questions of the government through their local Lower House member anonymously. Recently our Labor member for Bass, Janie Finlay MP, asked a question on behalf of a Greg of Dorset (copy attached)² as to when the board of enquiry report was going to be released. As the commissioner is in the position to make executive decisions, can he implement such a policy for Dorset so all constituents can have the same democratic benefits as Greg, with questions asked via their Councillor of choice?*

Response from Commissioner Andrew Wardlaw:

Unlike the system used in the House of Assembly, the *Local Government (Meeting Procedures) Regulations 2015* provides opportunities for members of the public to submit questions to the general manager seven days before an ordinary council meeting.

Given that local governments typically operate with closer and more direct interactions between constituents and their elected members, implementing an additional policy beyond the current regulation is unnecessary. The smaller scale and more intimate nature of local governance ensures that constituents already have ample opportunities to engage directly with their Councillors. The existing channels for public questions and participation in council meetings are usually sufficient to address constituents' concerns without the need for anonymity.

² The referred to correspondence is available in the [attachments](#)

If anonymity is required, members of the public can approach an elected member (or, in the current case, the Commissioner) to ask a question on their behalf as a question on notice and receive an answer in writing.

2. *Amongst all the Dorset employees, how many have now completed a mental health first aid course and are there at least two people in the office that could intervene with a senior member of staff if necessary, or is it the case that only senior members of staff have completed the appropriate training?*

Response from Acting Director – Corporate Services, Lauren Tolputt:

One employee has completed a Mental Health First Aid course in the course of their employment with Council, and others have attended training aimed at supporting employee wellbeing (e.g. Managers Supporting Mental Health and Wellbeing, Managing Psychosocial Risks). While Mental Health First Aid courses are designed to equip people with practical skills and the confidence to recognise, understand and respond to someone experiencing a mental health problem or crisis, it is important to note that the role of a Mental Health First Aider is voluntary and is simply to listen, provide initial support and promote support pathways. In addition to having an employee trained in Mental Health First Aid, Council also offers an Employee Assistance Program to all employees which is confidential and accessible 24/7.

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

Item 108/24 Deputations

Item 109/24 Commissioner Question Time

The following questions were received without notice from the Commissioner:

Item 110/24 Applications for Leave of Absence

Nil

Item 111/24 Notices of Motion by the Commissioner

PLANNING AUTHORITY MATTERS FOR DECISION

The Commissioner will now announce that Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* (LUPAA) when considering Item 112.

Council is required by Regulation 8(3) of the *Local Government (Meeting Procedures) Regulations 2015* to deal with items as a Planning Authority under the LUPAA in a sequential manner.

The following item is to be dealt with at the meeting of Council in its capacity as a Planning Authority.

Item 112/24 **Planning Application - Construction of a General Retail Building, and Buildings for Visitor Accommodation | 65 Main Street, Christopher Street, 3 Christopher Street, Derby**
Reporting Officers: Town Planner, Lily Hayes and Director – Community & Development, Rohan Willis
Ref: DOC/24/7987 | Assessment Report: DOC/24/7990 | PLA/2024/34

Recommendation

It is recommended that the proposal for the development and use of a general retail building, and buildings for visitor accommodation at the subject land, be approved subject to the following conditions:

1. Basis of Approval

The use and development is approved and must be undertaken in accordance with the Endorsed Plans, except where specified otherwise in this permit and documents lodged with this application PLA/2024/34. Any substantial variation from this application will require the further planning consent of the Council.

2. TasWater

The development must be in accordance with the conditions provided within the Submission to Planning Authority Notice issued by TasWater dated 9 April 2024 (Reference No. TWDA 2024/00353-DC, copy attached to this permit).

3. Stormwater Management

Stormwater generated by the development and discharged from the impervious areas (including vehicle areas, paving and building roofed areas) must be drained and directed to Council's stormwater network, to the satisfaction of the Council's Town Planner.

4. Construction of Internal Vehicle Access and Car Parking

Prior to the commencement of the approved visitor accommodation use, and to the satisfaction of Council's Town Planner, areas set aside for the parking of the visitor accommodation use vehicles, together with the aisles and access lanes, be:

- a) constructed, drained and maintained as necessary to minimise:
 - i. the formation of potholes and depressions according to the nature of the subgrade and vehicles which will use the areas; and
 - ii. the emission of dust or the discharge of uncontrolled drainage; and
- b) marked or provided with clear physical means to delineate vehicle parking spaces.

5. Works Within a Waterway Overlay

All works and development within the Waterway and Coastal Protection Overlay must comply with the environmental best practice guidelines as outlined in the Wetlands and Waterways Works Manual.

6. Hours of Operation

Without the prior approval of Council's Town Planner, operation of the approved retail use, including the loading and unloading of commercial vehicles associated with the use, must be confined to:

- (a) 7.00 am to 7.00 pm Monday to Friday; and
- (b) 8.00 am to 6.00 pm Saturday and Sunday.

Purpose

The purpose of this report is for Council to determine a planning application submitted by Lynden Jones Architect for the construction of a general retail building, and buildings for visitor accommodation with access via Christopher Street, located at 65 Main Street, Derby.

Background

Location

The land subject to the proposal is addressed as the following:

Subject Land	Owner	PID	Folio of the Register
65 Main Street, Derby	Bingley Property PTY LTD	6820579	173392/1
Christopher Street, Derby	Dorset Council	6819391	160305/1
3 Christopher Street, Derby	Dorset Council	7170598	160305/2
Christopher Street, Derby	Dorset Council	7170571	247979/1

Applicant

The applicant for the proposal is Lynden Jones Architect.

Planning Controls

The planning application is assessed against all applicable provisions of the *Tasmanian Planning Scheme* incorporating the *Dorset Local Provision Schedules* ('the Scheme').

Statutory Timeframes

Date Received as Valid:	9 April 2024 (Council Consent provided)
Section 54 Request for Further Information:	16 April 2024
Revised plans submitted:	23 April 2024
Section 54 Request for Additional Information satisfied:	23 April 2024
Advertised:	3 May 2024
Closing date for representations:	18 May 2024
Extension of time granted:	20 May 2024 (until 25 June 2024)
Decision due:	25 June 2024

An application was lodged under section 57 of the *Land Use Planning and Approvals Act 1993* (the LUPA Act), by Lynden Jones Architect, for:

- Construction of a general retail building, and buildings for visitor accommodation with access via Christopher Street

During the public advertisement period, two (2) representations were received.

The attached '*Planning Application PLA/2024/34 - Construction of a general retail building, and buildings for visitor accommodation with access via Christopher Street – Planning Application Assessment Report*' considers the submitted planning application and representations received during the statutory public advertising period against the *Tasmanian Planning Scheme - Dorset*.

Statutory Requirements

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993* (the LUPA Act) and the Council's Planning Scheme. The application is made in accordance with Section 57 of the LUPA Act.

Policy Implications

N/A

Financial & Asset Management Implications

N/A

Risk Management

Management of risk(s) is inherent in the conditioning of the permit.

Strategic and Annual Plans

N/A

Community Considerations

The application was advertised for the statutory period. During this period Council received two (2) representations.

Consideration of the representations is provided within the attached '*Planning Application PLA/2024/34 - Construction of a general retail building, and buildings for visitor accommodation with access via Christopher Street – Planning Application Assessment Report*'

Alternative Options

Council can either approve, with or without conditions, or refuse the application.

ITEMS FOR DECISION

Item 113/24

Endorsement of Scottsdale and Derby Structure Plans

Reporting Officer: Assistant General Manager, Rohan Willis

Ref: DOC/24/7920 | Scottsdale Structure Plan: DOC/24/7982 | Derby Structure Plan: DOC/24/7983

| Agricultural Assessment Report: DOC/24/7925 | Structure Plan Consultation Summary:

DOC/24/7926 | Stakeholder Engagement Responses: DOC/24/7980

Recommendation

That Council endorse (i) the Scottsdale Structure Plan 2024 - 2044 and (ii) the Derby Structure Plan 2024 - 2044, as provided at the Agenda Attachments.

Purpose

The purpose of this report is to present to Council the Scottsdale and Derby Structure Plans for endorsement.

Background

Residential land supply is required in Scottsdale and Derby to support their sustainable growth and land-use transition now and into the future. For Scottsdale, the need for additional supply is attributable to an existing lack of residentially-zoned land in feasible, unconstrained locations. In Derby, the changing economic and social trajectory of the settlement stemming from the inception of mountain bike tourism a decade ago has mobilised strong investment in visitor accommodation development and exhausted much of the viable vacant land supply that existed prior to this time.

Recognising the strategic imperative of identifying appropriate, feasible locations for future growth in each town, Council commenced the preparation of structure plans for both Scottsdale and Derby in late 2022. Structure plans are effectively strategic residential-growth blueprints for settlements; fundamentally acting as a framework to guide the growth and transition of settlements. In Tasmania they are a critical first step in the process councils must take to broadly identify and validate areas in settlements that are considered suitable for future residential (and / or other) rezoning. Importantly, structure plans themselves do not result in physical changes to zoning of land under a council's planning scheme, but rather act as a key strategic platform from which rezonings and other planning scheme amendments are identified and informed for future pursuit, as required.

Rezoning of land is a two-pronged process which preliminarily involves initiation from a respective council before being referred to the Tasmanian Planning Commission (TPC) for final assessment and approval. Approved changes are then made to the respective council's planning scheme (as amendments of the planning scheme) that are consistent with the decision made by the TPC. In the absence of an endorsed structure plan (effectively a local strategy) being in place that provides a compelling rationale in support of a particular residential rezoning application before it, the TPC will not be inclined to support such application. Noting there is no right of appeal available to contest the TPCs decision-making upon the merits of a rezoning application, it is crucial that the strategic rationale informing preferred zoning conversions and configurations identified within a structure plan are sufficiently robust and align

comprehensively with the extensive suite of policy imperatives outlined within Tasmania's broad planning policy and statutory frameworks.

In late 2022 Council engaged Launceston-based planning consultancy firm 6TY Degrees to undertake preparation of the structure plans for Scottsdale and Derby. At the same time, Council fortuitously secured a generous funding commitment of \$50,000 (via grant deed) from the State Planning Office, sending a strong signal that residential growth in the North East was a key population policy priority of the Tasmanian Government. Project inception commenced in early 2023, with confirmation of project objectives, methodology and work program being established. Parallel to this, desktop analyses of existing residential land supply and targeted site visitations to settlement areas were undertaken. Following establishment of preliminary data and governance arrangements, focus turned to a comprehensive information and data gathering exercise, including (i) contemporary residential demand / supply analyses, (ii) constraints analyses (including infrastructure, land capability, natural values and natural hazards), and (iii) review of relevant regional strategic and policy considerations (including alignment of the Northern Tasmania Regional Land Use Strategy). Preliminary zoning reconfigurations that delivered upon the project objectives were then compiled and discussed with Councillors at the May 2023 Council Workshop before then being released via a targeted stakeholder consultation process commencing in late May 2023. This process encompassed an approximate 4-week period (and extended by an additional 4-weeks for Scottsdale-relevant stakeholders owing to the broader suite of proposed zoning changes), involving direct engagement (in writing or in person) with key State agencies and individual landowners of land parcels recommended for zoning reconfigurations in the forthcoming draft structure plans. In all, in excess of 120 stakeholders were engaged through this process and provided opportunity to comment and / or discuss proposed reconfigurations with Council. Findings received during this process were then reviewed and utilised to inform further mapping refinements of respective settlement expansion areas that would feature in the draft structure plans, as well as development of an implementation strategy that guide the preferred sequenced rollout of rezoning reconfigurations to deliver growth expansion in a coherent and orderly manner.

Planning, Environment & Statutory Requirements

- *Land Use Planning and Approvals Act 1993*
- *Local Government Act 1993*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperatives 5.1, 5.2 and 7.2
- Dorset Council Annual Plan 2023/24, Activity 4

Risk Management

Council management has provided oversight of both projects to ensure preparation and completion occur in accordance with project objectives prescribed under the Department of Premier and Cabinet's grant deed (with Council) and within stipulated timeframes.

Financial & Asset Management Implications

A budget of \$110,000, comprising \$60,000 from Dorset Council and \$50,000 from the Tasmanian Department of Premier and Cabinet, has been allocated to delivery of the project. The project has been delivered accordingly and within budget.

Community Considerations

In early February 2024 draft structure plans for Scottsdale and Derby were placed on public exhibition for a 1-month period, with a 2 hour drop-in information session held at each of Scottsdale (at Council Chambers) and Derby (at the Derby Schoolhouse Museum) whereby members of the community could view project mapping, the draft documentation of the plans, and discuss any matters they sought in relation to the project with the project team. State agencies and various landowners were again notified in writing of the exhibition of the draft structure plans. Stemming from a submission received in consideration of additional land in Scottsdale suitable for identification of future residential growth opportunity, a supplementary two-week exhibition period of the draft Scottsdale Structure Plan was held in late May (through to early June).

Review of feedback received from both exhibition phases of the draft structure plans has now been completed, with minor refinements incorporated into each plan where necessary. The finalised structure plans – prepared consistent with the State Planning Office’s 2022 Structure Plan Guidelines – are now completed and are provided at the [attachments](#).

Consultation

A comprehensive community consultation process has been implemented throughout varying stages of the project. Consultation steps undertaken in the formation and delivery of the project have included the following:

Preliminary Targeted Stakeholder Engagement (May 2023 – July 2023)

- Tailored letters sent to all affected landowners advising of potential rezoning opportunities (as they relate to the subject land) and seeking feedback;
- Tailored letters sent to relevant infrastructure service agencies and public land owners/authorities and seeking feedback.

Through this process, 11 written submissions were received by Council – with seven of these comprising submissions from service agencies and public land authorities. Copies of submissions received from service agencies and public land authorities are provided at the [attachments](#).

Public Exhibition of Draft Scottsdale and Derby Structure Plans (February 2024 – March 2024)

- Letters sent to all affected landowners and relevant infrastructure service agencies and public land owners/authorities advising of the completion of draft structure plans and inviting feedback for a period commencing 3 February through to 4 March 2024.
- Drop-in information sessions conducted in Scottsdale (Friday, 16 February) and Derby (Friday, 23 February).

During the public exhibition period, two (2) written submissions were received in relation to the draft Scottsdale Structure Plan and three (3) written submissions were received in relation to the draft Derby Structure Plan. Summary of the respective submissions and recommended actions in relation to these are elaborated within the Scottsdale and Derby Structure Plan Consultation Summary, copy provided at the [attachments](#).

Supplementary Exhibition of Draft Scottsdale Structure Plan (late May 2024 – early June 2024)

- Tailored letters sent to applicable and adjoining landowners the subject of the proposed additional residential growth area to the east of the Union Street / Ringarooma Road intersection; and
- Tailored letters sent to applicable service agencies and public land authorities the subject of the proposed additional residential growth area to the east of the Union Street / Ringarooma Road intersection.

During the supplementary exhibition period, four (4) written submissions were received in relation to the amended draft Scottsdale Structure Plan. Summary of the respective submissions and recommended actions in relation to these are elaborated within the Scottsdale and Derby Structure Plan Consultation Summary, copy provided at the [attachments](#).

Officer's Comments

Preparation of structure plans for Scottsdale and Derby represents an exciting new chapter in the revitalisation of the North East. To have come from a place – less than a decade ago – whereby population growth in Scottsdale was stagnant and in Derby was in terminal decline, to now needing to advance solutions for a growing ambition for residential land growth, is a profound testament to the efforts and initiative of many parties in returning investment confidence to Dorset.

During preliminary conceptualising of the ambit of the structure plans in late 2022, emphasis was predominantly placed upon identifying residential land growth opportunities within Scottsdale and Derby. Although retaining its primacy as the key theme permeating throughout both plans, this tenet of the project evolved during the project inception and review / analysis stages leading into early 2023 and refined into a broader, more nuanced review of the distinct strategic planning needs of each settlement that ultimately ties back into supporting their projected population needs over the next two decades and beyond.

For Scottsdale, strategic review has delved into not only identifying suitable areas for residential expansion, but also examining existing underdeveloped residential land supply stocks; observing the constraints and other limitations that are deterring development of these parcels of land and advancing zoning rationalisation recommendations that would provide more feasible use of that land for residential purposes into the future. In addition, review of Scottsdale's extremely limited availability of light (lower-impact) industrial zoning for new developments – influenced and constrained by the individual operational needs of existing processing and storage facilities occupying the land – has reinforced the need for lower-impact industrial land supply provision elsewhere in proximity to the township where infrastructure needs and logistics can be accommodated. Commercial and retail land interchangeability opportunities within the activity centre of the township have also been reviewed, with recommendations canvassing the potential for rezoning of land to urban mixed use zoning in future and on an as-needs basis.

For Derby, the strategic review embarked preliminarily upon growth investigation and expansion opportunities for appropriate, underdeveloped and / or vacant parcels contiguous to the immediate village areas of the township. Recognising the interplay of Branxholm with Derby however, both through road and bike trail logistics and the role Branxholm has in-part come to play as a quasi-satellite settlement of Derby, the need to review Branxholm in conjunction with reviewing Derby was necessary and has therefore featured substantively in the content of the Derby Structure Plan.

Areas that have been identified in the structure plans as being capable of supporting additional residential growth are located within, and contiguous to, the established urban growth areas of each settlement. For Scottsdale, and based on implementation of the recommended zoning reconfigurations and concept subdivision plans that have been informed by comprehensive infrastructure and constraints analyses embodied within the structure plan, approximately 350 residential allotments and 24 lower-impact industrial allotments can be progressed over coming years. For Derby (and Branxholm), and again based on implementation of the recommended zoning reconfigurations and concept subdivision plans that have been informed by comprehensive infrastructure and constraints analyses embodied within the structure plan, approximately 106 residential allotments can be progressed (76 in Derby, 30 in Branxholm) over coming years.

Pending endorsement of the structure plans, pursuit of planning scheme amendments that deliver upon the recommended actions and implementation strategy provided within each respective structure plan will become a key strategic priority of Council.

Recommendation

That Council:

1. receive and note the Dorset Council Strategic Plan 2023 – 2032 progress report; and
2. amend activity 7.4 of the Dorset Council Strategic Plan 2023 – 2032 to *“Engage with the Northern Tasmania Development Corporation to develop a responsive regional settlement plan, population strategy and marketing plan aimed to attract and retain young families and entrepreneurs into the community.”*

Purpose

This purpose of this agenda item is for Council Officers to conduct an annual review and provide a progress report to Council and the community in relation to the Dorset Council Strategic Plan 2023 – 2032 (the Strategic Plan).

Background

Under Sections 66 - 69 of the *Local Government Act 1993* a Council is to prepare a Strategic Plan for the municipal area which includes:

- A strategic plan is to be in respect of at least a 10-year period;
- In preparing a proposed strategic plan, a council is to consult with the community in its municipal area and any authorities and bodies it considers appropriate;
- The general manager is to make a copy of a proposed strategic plan available for public inspection at the public office during ordinary office hours; and
- Invite and consider submissions prior to adopting the Plan.

As soon as practicable after a Council adopts a Strategic Plan, the General Manager is to:

- Make a copy of the Plan available for public inspection at the public office during ordinary business hours; and
- Provide the Director of Local Government with a copy of the Plan.

A new Dorset Council Strategic Plan 2023 - 2032 was developed by Councillors with the assistance of Council Management throughout various workshops during February - June 2023. During this time the Strategic Plan was put to the community for a 2-month period (18 March to 15 May 2023) to allow consultation and feedback.

The review process enabled Councillors to assess the current and future direction of Council and the accompanying priorities. The Dorset Council Strategic Plan 2023 – 2032 was adopted by Council in the June 2023 Council Meeting.

Planning, Environment & Statutory requirements

- *Local Government Act 1993* – Sections 66, 68, 69, 70E

Strategic and Annual Plan

- Dorset Council Annual Plan 2023/24, Activity 1

Note each year's Annual Plan during the respective 2023 – 2032 planning period is an annual representation of the overall 10-year Strategic Plan.

Risk Management

The Strategic Plan was developed alongside Council's Risk Management Framework which includes the assessment of proposed initiatives against Council's risk appetite and risk tolerance levels. Council's Risk Management Framework identifies, assesses, and prioritises risks and assists Council to make decisions on how those risks are best mitigated.

Financial & Asset Management Implications

The Strategic Plan initiatives are assessed against and aligned to Council's Financial Management Strategy and the Long-Term Financial Plan. Any new initiatives are assessed on a full lifecycle cost basis whereby up-front capital cost, along with on-going operational impacts are assessed per initiative.

Community Considerations

Council's Strategic Plan sets a very clear vision for the municipality to be an inclusive, thriving, and connected community.

Consultation

Council received 22 submissions on the draft Strategic Plan during the consultation period in 2023. The feedback was incorporated into the Plan where Councillors felt that feedback represented broader community sentiment. This Plan is also a representation of countless discussions that Councillors and Council Officers have had with the community including business organisations, not-for-profit organisations, sporting groups and individual discussions. These discussions have assisted Council to formulate the Strategic Plan initiatives, including the allocation of Council resources.

Officer's Comments

The Dorset Council Strategic Plan simply and easily defines what Council will be doing over the 2023 – 2032 term and why these initiatives are important to the municipality. The Strategic Plan centres on four key pillars - improving the liveability of the community, stimulating economic growth, improving service delivery, and reducing Council's environmental footprint.

The current Strategic Plan provides Council and Management with a clear strategic direction and serves as the basis for more detailed planning documents such as Annual Plans, Implementation Plans and Asset / Infrastructure Planning over the 10-year period. Since Council adopted the Strategic Plan in June 2023, Council has made the following progress:

- Of the 45 strategic imperatives, 84% are either in progress or complete, while 16% have not yet been started. The 31% of strategic imperatives that have been completed may be revisited or updated over the 2023 – 2032 strategic term. As an example, imperative 9.3 - the creation of a projects of significance report (referred to as the Priority Projects Plan) for 2023 -2025 - is a living document which will be reviewed and updated as required at regular intervals over the next 10 years.
- Of the 45 strategic imperatives, 76% have a green status whereby the project timeline and budget is on target. The 2023 -2032 strategic cycle green status activities have focused Council on long term municipal planning including Structure Planning, Regional Land Use Strategy Planning and Infrastructure Planning. Council have developed a Priority Projects Plan which highlights key projects that Council will advocate for, or where external funding is required.
- 4% of the strategic imperatives have an orange status whereby the project timeline has been extended by up to 12 months, or the budget has over-run by 10% - 20%. The two imperatives that are orange include the transfer of the Aminya Aged Care Facility to May Shaw (imperative 1.1) and the delivery of Council's Waste Strategy (imperative 14.2).
 - In relation to May Shaw, the Aminya facility is located on both Council and Crown titles. Council has been successful in adhering the Crown and Council titles into one title that can then be transferred to May Shaw. At this time of transfer a first mortgage will be finalised over Aminya to secure Council's loans to May Shaw. Council is yet to finalise the transfer of this one adhered title to May Shaw. Council is working through a solution with the State Revenue Office in relation to stamp duty on asset transfer from the Crown to Council, and for the land transfer from Council to May Shaw. The original intent was to finalise this project in 2023/24, however Council have been reliant on the State Revenue Office and the Crown in relation to timing.
 - With imperative 14.2 - Council's waste strategy - Circular North is currently working on a 5-year regional waste strategy. On completion of this strategy Council will leverage off this work and deliver a municipal specific waste strategy. Circular North are currently behind schedule on the delivery of the strategy which was originally intended to be delivered by the end of 2023. It must be noted that Council have developed a green waste strategy which will take effect from 1 July 2024.
- 4% of the strategic imperatives have a red status whereby the project timeline has extended greater than 12 months, or the budget over run is greater than 20%. The two red status projects include the successful delivery of the Rail Trail (imperative 8.2) and the Container Refund Scheme (imperative 14.4).
 - The Rail Trail business case has been updated, including the market demand analysis. This updated business case has been presented to the Commissioner in June, with further discussion at the July 2024 workshop. The next steps will be determined in the July workshop. Both the timing and the budget of this project have had significant over-runs. As the Rail Trail project spans across the Dorset and City of Launceston municipalities, development applications (DA) were required within both local government areas. Both DAs were appealed and heard in the Tasmanian Civil & Administrative Tribunal (TASCAT). While both DAs were upheld by TASCAT, these appeals have cost the community

considerable expense in relation to additional legal fees and consultant costs. The time elapsed during the appeals process has coincided with infrastructure costs rising at double the rate of general inflation during 2019 - 2023 which was predominantly caused by the COVID-19 pandemic.

- The second red activity is the Container Refund Scheme (CRS) which is dependent on the State Government delivering the scheme. This project has been delayed multiple times and the anticipated timeline is unknown. Once the State Government finalise the scheme, Council will engage with the CRS administrators to maximise the diversion of containers from landfill.
- There are 7 imperatives, or 16% that have yet to be started and will be sequenced on completion of related projects.

The strategic planning process must balance a 4-year election cycle with legislation mandating a 10-year Strategic Plan requirement for councils. Council should be flexible in its strategic planning approach. When the Plan was adopted by Council in June 2023, it was determined the Plan would be reviewed annually, and post Local Government elections, to ensure it represents the changing needs of the community. The current Strategic Plan has proved effective, and the only change recommended by Council Officers is to update imperative 7.4 as follows, from:

“Develop a marketing plan aimed to attract young families and entrepreneurs into the community”

To the following:

“Engage with the Northern Tasmania Development Corporation to develop a responsive regional settlement plan, population strategy and marketing plan aimed to attract and retain young families and entrepreneurs into the community”

Northern Tasmania is poised for significant growth, driven by its potential in renewable energy resources and increasing investment interest in regional development. Identified investments include:

- **Sun Cable**, large scale production of undersea cable at Bell Bay;
- **Abel Energy**, a green hydrogen and green methanol production facility, to be built at Bell Bay Tasmania;
- **Northeast Wind** project wind farm project within the Dorset local government area (previously declared a Major Project pursuant to the *Land Use Planning and Approvals Act 1993*);
- **Bell Bay Wind Farm** project (pending declaration as a Major Project pursuant to the *Land Use Planning and Approvals Act 1993*);
- **Bass Strait Offshore Wind Area** (pending declaration by the Federal Minister for Climate Change and Energy);
- **Beaconsfield Gold Mine**, reinvigoration and recommencement of gold mining operations;
- **Translink Intermodal Facility**, relocating existing intermodal freight handling facilities from the centre of Launceston to a new location near Launceston Airport.

The advent of the above opportunities in major proposed developments in the northern region has led to a recognition that the significant increase in workforce during construction and operation will not be able to be accommodated with current supply. Further, current population forecasts and planning for the region have not yet considered the possibility of these increases at a strategic regional scale.

The provision of housing and services with optimum liveability is both an opportunity for the region, but also a risk in attracting the projects. Harnessing these projects for optimum contribution to the region requires a strategic approach. A plan for liveability through growth for the northern region is crucial for the sustainable growth and economic vitality of the region.

Dorset Council will partner with other northern councils through the Northern Tasmania Development Corporation to deliver a Responsive Regional Settlement Plan (RRSP), along with a regional population strategy / marketing plan which will focus on not only attracting a skilled workforce into the region, but on retaining that skilled workforce. Establishing a RRSP will ensure this population growth is managed effectively, supports economic development, and enhances the quality of life for residents, as these projects – collectively – shape and influence the northern Tasmanian region over the coming 20 years.

Critical to the success of the RRSP will be its integration in and adoption of priorities and responsibilities inherent within current plans for Dorset Council including:

- Northern Tasmania Regional Land Use Strategy (and its review)
- Greater Launceston Plan
- Dorset Structure Plans
- Aspirations and modelling of major investment partners (e.g. ACEN potentially resourcing on-site short-term accommodation during construction phase)
- Dorset Priority Projects Plan 2023 - 2025;
- Asset and Infrastructure Management Plans.

The correct sequencing of the above projects will be critical to maximise the presented opportunities for Dorset in relation to economic development, sustainable development, community well-being and equity along with appropriate infrastructure and resource management.

The Strategic Plan, and accompanying commentary for each of the strategic activities can be found in the [attachments](#).

Recommendation

That Council adopt the attached 2024/25 Annual Plan.

Purpose

The purpose of this agenda item is to adopt an Annual Plan for the 2024/25 financial year.

Background

Under Section 71 of the *Local Government Act 1993* a Council is to prepare an Annual Plan for the municipal area for each financial year which is to:

- Be consistent with the Strategic Plan; and
- Include a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan; and
- Include a summary of the Estimates adopted under Section 82; and
- Include a summary of the major strategies to be used in relation to the Council’s public health goals and objectives.

As soon as practicable after a Council adopts an Annual Plan, the General Manager is to:

- Make a copy of the Annual Plan available for public inspection at the public office during ordinary business hours; and
- Provide the Director of Local Government and the Director of Public Health with a copy of the Annual Plan.

Planning, Environment and Statutory Requirements

- *Local Government Act 1993* - Section 71

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 10.1

Financial and Asset Management Implications

Items in the Annual Plan are funded through Council’s Budget Estimates.

Community Considerations

Quarterly progress against the Annual Plan will include the status of works and commentary on tasks completed during each quarter.

Officer's Comments

The Annual Plan is directly linked to Council's Strategic Plan, Financial Management Strategy, Long Term Financial Plan and Long-Term Strategic Asset Management Plan and lists various actions Council is committed to undertaking in the forthcoming financial year to meet its commitments under these plans.

The key highlights of the 2024/25 Annual Plan are:

- Progress combined Scheme Amendment and development application for residential zoning of Council land at Austins Road, Scottsdale;
- Progress combined Scheme Amendment and development application for light industrial rezoning of Council land at 54 Ringarooma Road, Scottsdale (Scottsdale Depot balance land);
- Preparation of draft Bridport Structure Plan;
- Progress report of the Northern Tasmanian Alliance for Resilient Councils (NTARC) local government sector climate change initiatives;
- Commence planning including scope, plan and funding opportunities for a Derby Master Plan;
- Development of a Land Improvement Asset Management Plan;
- Review of Council's Road and Building Asset Management Plans;
- Review current Municipal Marketing Strategy and compare to regional Strategies including review and determination of responsibilities;
- Continued project status reporting on Council's Priority Projects Plan 2023 – 2025;
- Engage with Circular North in the development of a regional Waste Strategy, update Council on the State Government Container Refund Scheme implementation and on Council's Green Waste Strategy;
- Development and consultation with the community on a Municipal Weed Management Plan;
- Review the tenure and composition of Council's Audit Panel;
- Continued implementation and reporting on the Child and Youth Safe Organisations Framework;
- Review of multiple Council policies.

Progress assessment of Council's Annual Plan will include reviewing the status of items and activities, with a report tabled at a Council Meeting each quarter during the year (and made available publicly on Council's website).

A copy of the 2024/25 Annual Plan is included in the [attachments](#).

Recommendation

That Council approves and adopts the Long-Term Financial Plan for 2025 - 2034, pursuant to Section 70, 70E and 70F of the *Local Government Act 1993*.

Purpose

The purpose of this agenda item is to present to Council and the community the Long-Term Financial Plan (LTFP) for 2025-2034.

Background

The LTFP is prepared over a 10-year period and provides an indication of Council's financial capacity, rather than a prediction of future financial performance and overall position. It should be viewed as a guide to encourage the Community to think about the impact that decisions made today have on Council's long-term financial sustainability.

Planning, Environment and Statutory Requirements

Sections 70, 70E and 70F of the *Local Government Act 1993* and *Local Government (Content of Plans and Strategies) Order 2014*, Clause 5.

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperative 10.1

Risk Management

The LTFP mitigates financial risk and aids in decision-making when developing Council's Strategic Plan, Annual Plan and Budget Estimates. The LTFP guides decision-making and is reviewed every year as part of the budget estimates process.

Financial and Asset Management Implications

Please refer to the attached LTFP 2025-2034 for financial and asset management implications.

Community Considerations

The LTFP represents Council's cash flow over a 10-year period. Council must generate adequate cash flows from operations in order to meet community expectations in regards to service levels over 2025-2034.

Consultation

The LTFP was discussed in both the May 2024 and June 2024 Council workshops.

Officer's Comments

The LTFP shows that Council is in a healthy financial position based on stable cash reserves and manageable levels of debt across the 10- year plan. Council will continue to focus on re-building cash reserves to enable to attainment of 1:1 grant funding to assist with financing future projects within the municipality.

The LTFP has been developed in conjunction with the *Local Government (Content of Plans and Strategies) Order 2014*. The key elements of the LTFP for 2025-2034 include:

- Dorset Council is in a healthy financial position and is able to adequately fund all predicted operational and capital expenditure for the next 10 years. The assumptions used to determine Council's income base continue to be aligned to CPI across the life of the plan aside from the 2024/25 financial year, where rates and charges have been increased by 6.8% (comprised of a 5.7% increase to general rate income, 11.9% increase to waste income and 4.8% increase to fire service levy income). This increase is essential to ensure that the primary source of income in the LTFP is not diminished and will enable Council to keep pace with meeting the cost of current service levels and to maintain new and existing community assets to an acceptable standard.
- Council's cash balance is forecast to be \$8.6 million at 30 June 2025, increasing to \$12.3 million by 30 June 2034. The closing cash balance in all 10 years of the plan exceeds the \$3.0 million target as per Council's Financial Management Strategy (FMS) and provides an acceptable buffer for potential contingencies and future inflationary pressures. When factoring in the time value of money, the purchasing power of the cash balance in year 10 is eroded to \$8.2 million, still exceeding the targeted balance of \$3.0 million as per the FMS.
- Council will generate, on average, \$6.3 million of free cash flow per year over the 10-year period, which covers all capital renewals and any new or upgraded capital expenditure currently required in the plan. All capital expenditure is now indexed in the plan to ensure costs are reflective of expected inflation over the 10-year period.
- Capital spend on renewals and new and upgraded assets averages \$4.3 million and \$1.9 million per year respectively over the 10-year period. In the 2024/25 financial year, Council will update the Asset Management Plans (AMP's) for Road and Building asset classes and complete a new AMP for Land Improvements, which is likely to identify additional new and upgrade capital expenditure requirements not currently included in LTFP estimates.
- Council is extremely proactive in applying for grant funding and has a high success rate in the attainment of grant funding. The LTFP includes \$18.7 million of capital grant funding across the 10-year period. This figure has increased significantly from the previous LTFP as a result of the announcement from the Australian Government that the Roads to Recovery funding program would be progressively increased over the next 5 years to almost double the total funding allocated for the 2019-2024 program. This funding is made available to local governments to assist in completing local road priority projects and Dorset will receive a total of \$6.6 million for the 2025-2029 FY program. Council also have a number of unconfirmed funding opportunities which are yet to be included in LTFP estimates and if successful, will positively impact cash flows across the 10-year plan LTFP.
- Council will repay all existing and proposed debt funding in full by 30 June 2034.

- The current LTFP excludes any income or expenditure impacts from possible future major projects including Council subdivisions and the North East Wind Farm Project, however, the historical income and expenditure related to the Rail Trail Project (Scottsdale to Lilydale) is included as per previously approved budget estimates. Further updates and a new business case for this project will be presented to Council during the 2024/25 financial year.

Recommendation

That Council, by absolute majority, and pursuant to Section 82 of the *Local Government Act 1993*, approves and adopts the 2024/25 Budget Estimates.

Purpose

The purpose of this agenda item is to adopt the Budget Estimates for the 2024/25 financial year.

Background

The Budget Estimates have been prepared following a series of Council workshops commencing in April 2024. A copy of the Budget Estimates is attached to this report.

Planning, Environment and Statutory Requirements

- Section 82 of the *Local Government Act 1993*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperative 10.1

Risk Management

The 2024/25 Budget Estimates have been prepared in conjunction with Council's Strategic Plan, Financial Management Strategy (including the Long-Term Financial Plan) and Council's proposed 2024/25 Annual Plan.

Financial and Asset Management Implications

Please refer to the attached Dorset Council Budget Estimates 2024/25.

Community Considerations

In preparing the 2024/25 budget, Council has taken a long-term view to ensure adequate free cash flow is generated to cover any required capital expenditure over the next 10-year period through Council's Long-Term Financial Plan.

Consultation

Members of the community were encouraged to engage in the budget process by submitting ideas for projects or initiatives to be assessed against Council's strategic priorities and be considered for inclusion in the 2024/25 budget estimates. This consultation process was open for a month and pleasingly 27 submissions were received. All community members who made a submission will receive advice regarding the final outcome after the 24 June Council Meeting.

Community submissions can now be made at any time during the year either online, in writing, or in person at the Council office (see the Dorset Council website for further details). Any suggestions received but not included in the relevant budget estimates will be maintained in a register and used to help inform future budget discussions as well as future strategic, priority projects and asset management planning.

The 2024/25 Budget Estimates were also discussed internally in the April 2024, May 2024 and June 2024 Council Workshops.

Officer's Comments

OPERATIONAL BUDGET

Council's operating budget for the 2024/25 financial year estimates an underlying deficit of \$459,000 compared to a forecasted underlying surplus of \$153,000 expected in 2023/24. The key drivers of the underlying deficit include one off asset revaluation costs, implementing the inhouse processing and handling of green waste from September 2024 and increases to employee costs including an assumed 4.5% wage increase per Council's Enterprise Agreement and a 0.5% increase to the Superannuation Guarantee Contribution (SGC). Additionally, materials and services have increased to allow the infrastructure department to implement an increased proactive road maintenance program. These, and other material items have been discussed in further detail within the 2024/25 Budget Estimates book and the report below. Council is planning on returning to a surplus position within three years, as per the Long-Term Financial Plan 2025 – 2034.

Despite the deficit result predicted, Council continues to be in a healthy financial position with cash generated from operations estimated at \$5.1 million for the 2024/25 financial year, which adequately covers Council's proposed capital renewal program. The underlying result can be impacted by one off transactions, estimates and various accounting rules and as such, Council views the cash generated from operations as the critical financial measure to ensure sufficient cash flows are available to fund all future operational and capital expenditure.

Key drivers for the 2024/25 budget estimates are:

- Rates and charges income is expected to increase by \$673,000 (up 6.8%) on forecast actuals as a result of:
 - o A 5.7% increase to Council's general rate income, including the impacts of a 15% maximum increase cap to the general rate and application of differential rating for short stay visitor accommodation, primary production – forestry properties and the wind farm.
 - o An 11.9% increase to Council's waste management income, including the impacts of a 15.8% increase to the Waste Management Charge. This increase is necessary to ensure cost recovery of the Statewide Waste Levy which is due to increase from \$21.36 per

tonne in 2023/24 to \$44.88 per tonne in 2024/25, and to ensure cost recovery of software that Council is required to procure to be compliant with new EPA reporting requirements.

- A 4.8% increase to the Fire Service Levy which is set independently of Council by the State Fire Commission.
- Employee costs are estimated to increase by \$638,000 in the 2024/25 financial year as a result of a number of factors including the required 4.5% increase to wages as per Council's Enterprise Bargaining Agreement, the legislated 0.5% increase to the Superannuation Guarantee Contribution, an estimated 38.5% increase in insurance premiums for Workers Compensation. The increased employee costs also reflect any roles that were recruited or reclassified for part of 2023/24 and have now been budgeted for the full year, along with 2 new positions for management of the Bridport Seaside Caravan Park which was previously managed by contractors. Management contract expenses have been adjusted accordingly.
- Materials and services are expected to increase by \$212,000 as a result of an increased focus on proactive road maintenance with a view of prolonging the useful lives of these assets and creating additional savings through reduced capital renewal costs in future. Additional materials and services are also required to deliver one off operational projects during the 2024/25 financial year including the completion of Asset Management Plans for Roads, Buildings and Land Improvements asset classes and the development of a Residential Master Plan for Austins Road, Scottsdale. A further \$53,500 has also been included for additional maintenance of playgrounds, gardens and walking tracks within the municipality in response to multiple community budget submissions requesting further work in these areas.
- Depreciation is expected to increase by \$200,000 in the 2024/25 financial year, as a result of asset revaluations/indexation, revised useful life estimates and the addition of new and upgraded assets from Council's 2023/24 Capital Works program.
- Income received from user charges is expected to increase by \$156,000, largely as a result of an increase in waste disposal fees. Following a comprehensive evaluation and benchmarking exercise of the current waste fee structure, Council was required to introduce fees for inert landfill products and increase waste disposal fees for the 2024/25 financial year to ensure full cost recovery for these services can continue to be achieved. Additional legislative changes to the acceptable disposal of green waste also necessitated the inclusion of new fees for the disposal of green waste in all Waste Transfer Stations across the Municipality.
- Interest income is expected to remain high as a similar level of financial investment is likely for the 2024/25 financial year. A budget allocation of \$300,000 has been included for the 2024/25 financial year, which is an increase of \$7,000 on forecast actuals and \$69,000 on 2023/24 budget estimates.
- An estimate for gain/(loss) on disposal of assets has been included in budget estimates for the 2024/25 financial year. Historically, this figure has not been included in budget estimates due to the uncertainties surrounding expected proceeds from these sales, however, Council are aware of several assets to be disposed of in the 2024/25 financial year where the proceeds of sale (if applicable) can be estimated with a high level of certainty. These disposals include land to be transferred to May Shaw, various vehicles and plant items to be gifted to the State Emergency Service (as outlined in the Memorandum of Understanding approved in the May 2024 Council Meeting; Item 96/24) and the harvest of some of Council's pine plantations.

CAPITAL BUDGET

A Capital Works Program totalling \$8.8 million is recommended, comprising \$1.3 million for plant and equipment purchases, \$4.0 million for new and upgraded assets, and \$3.5 million for asset renewals inclusive of internal overheads and carry-forward amounts from 2023/24 budget estimates. Council will fund \$6.3 million of the total \$8.8 million capital budget, with the remaining \$2.6 million to be received from confirmed external funding. Further capital projects recommended for approval, subject to the receipt of external funding, total \$4.9 million. Of this amount \$4.0 million will be received from external grant funding and \$0.9 million will be funded by Council. If all external funding is received the Capital Works Program will total \$13.7 million for the 2024/25 financial year, of which Council will fund a total of \$7.2 million.

Major capital items in the 2024/25 financial year include an overall roads program totalling \$2.3 million to complete the annual re-sheeting and reseal program, new pedestrian crossings for Scottsdale and Bridport and the repair and reseal of Cape Portland Road, Gladstone.

A total of \$0.8 million is allocated for land improvements including works on the Blue Derby Mountain Bike Trails - Tunnel Stairs and Wotcha Upta rebuild, playground equipment renewals for Scottsdale, Branxholm and Winnaleah and improved safety access to Croquet Lawn Beach, Bridport in response to community budget submissions received.

\$3.3 million is expected to be carried forward from the 2023/24 Capital Works Program to complete outstanding projects including the safety improvements for Old Waterhouse Road, the Gladstone Community Park and Rail Trail – Scottsdale to Lilydale project.

Recommendation

1. That Council adopt the attached revised Policy No. 42 – Rates and Charges; and
2. That Council, by absolute majority, pursuant to Part 9 of the *Local Government Act 1993* (the Act), adopts the following rates and charges for the period 1 July 2024 to 30 June 2025:

1. GENERAL RATE

- 1.1 Council makes a general rate under Section 90 of the Act of 5.318 cents in the dollar on the assessed annual value of all rateable land (excluding land which is exempt pursuant to the provision of Section 87 in the Act) within the Dorset municipal area.
- 1.2 Council declares by absolute majority that pursuant to Section 107 of the Act and by reason of the following factors, the General Rate is varied as follows:
 - a) For all land which is used or predominantly used for short stay visitor accommodation, the General Rate is varied by increasing it by 5.318 cents in the dollar to 10.636 cents in the dollar on the assessed annual value of the land.
 - b) For all land which is used or predominantly used for primary production – forestry purposes, the General Rate is varied by increasing it by 0.874 cents in the dollar to 6.192 cents in the dollar on the assessed annual value of the land.
 - c) For all land which is used or predominantly used for utility services where the locality is 2205 Cape Portland Road at Cape Portland, the General Rate is varied by increasing it by 2.103 cents in the dollar to 7.421 cents in the dollar on the assessed annual value of the land.
- 1.3 Council sets a minimum amount payable in respect of the General Rate in accordance with Section 90(4) of the Act (including as varied pursuant to clause 1.2 of this resolution) of \$518.
- 1.4 Council declares by absolute majority, pursuant to Section 88A of the Act:
 - a) To set a maximum percentage increase in the General Rate at 15 per cent for land within the municipal area which is separately assessed; and
 - b) To qualify for the maximum increase cap in clause 1.4a) of this resolution, the rateable land must not have been subject to a supplementary valuation issued by the Valuer-General during the period 1 July 2023 to 30 June 2024.

2. SERVICE RATES AND SERVICE CHARGES

- 2.1 That pursuant to sections 93, 93A and 94 of the Act, Council makes the following service rates and service charges on all rateable land in the municipal area (including land which is otherwise exempt from rates pursuant to section 87 of the Act but excluding land owned by the Crown to which the Council does not supply the relevant services) for the period commencing 1 July 2024 and ending on 30 June 2025, namely:

- a) A service charge of \$161 for waste management services on all rateable land for making available waste management facilities (including operational costs of Council's Waste Transfer Stations, cartage of waste to landfill, removal of town waste and rehabilitation of Council's former tip sites);
- b) Service charges for waste management in respect of all land to which Council supplies waste management services comprising the supply of a kerb-side garbage collection service and/or the supply of a kerb-side recycling collection service, as follows:
 - i. \$143 for a small (80 litre) mobile garbage bin;
 - ii. \$168 for a medium (120 litre) mobile garbage bin;
 - iii. \$327 for a large (240 litre) mobile garbage bin; and
 - iv. \$160 where Council supplies a recycling collection service.

2.2 If any land to which any of the waste management service charges in paragraphs 2.1a) or 2.1b) is applicable is the subject of separate rights of occupation, which are separately valued in the valuation list prepared under the *Valuation of Land Act 2001*, then the charges apply to each separate right of occupation.

2.3 Pursuant to section 93A of the Act, Council makes the following service rate in respect of the fire service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the municipal area of Dorset:

- a) for land within the Bridport and Scottsdale Volunteer Brigade Rating District, a service rate of 0.2344 cents in the dollar of assessed annual value; and
- b) for land within the General Land Rating District a service rate of 0.2631 cents in the dollar of assessed annual value.

Pursuant to section 93(3) of the Act, Council sets a minimum amount of \$49 payable for the service rate in respect of the fire service contributions it must collect under the *Fire Service Act 1979*.

3. SEPARATE LAND

That for the purposes of these resolutions the rates and charges shall separately apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

4. INSTALMENT PAYMENTS

That pursuant to section 124 of the Act, Council determined that ratepayers:

- a) may pay the rates and charges by one payment, in which case the due date for that payment is 30 September 2024; and
- b) may pay rates and charges by four (4) equal instalments, in which case Council determines that the dates by which the instalments are to be paid are as follows:
 - i. the first instalment on or before 30 September 2024; and
 - ii. the second instalment on or before 30 November 2024; and
 - iii. the third instalment on or before 31 January 2025; and
 - iv. the fourth instalment on or before 31 March 2025.

5. DEFAULT INTEREST ON LATE PAYMENT

Pursuant to section 128(1)(b) of the Act, if any rate or instalment is not paid in full within 14 days of the date it falls due, then there is payable a daily interest charge equal to the prescribed percentage calculated in accordance with section 128(2) of the Act in respect of the unpaid rate or instalment for the period during which the relevant amount remains unpaid.

6. ADJUSTED VALUES

That for the purpose of each of these resolutions, any reference to assessed annual value includes a reference to that value as adjusted pursuant to section 89 of the Act.

7. TERMS USED

Words and expressions used both in these resolutions and in the Act or the *Fire Service Act 1979* have in these resolutions the same respective meanings as they have in those statutes.

Purpose

The purpose of this agenda item is to present Council with the 2024/25 Rates Resolution and amended Policy No. 42 – Rates and Charges.

Background

Rates Strategy

Council's rates strategy is reviewed and set annually via the Rates Resolution which establishes the framework within which Council will levy rates and charges for the financial year.

Rates Policy

In accordance with the Act, Council must review its Rates and Charges Policy at the same time as making a variation of a rate or charge if that variation did not exist in the previous financial year.

Planning, Environment and Statutory Requirements

- *Local Government Act 1993* – Part 9, Rates and Charges

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperatives 10.1 and 10.4

Risk Management

The Rates Resolution establishes how Council's budgeted rates and charges are applied to each property in the municipality which contributes to Council's revenue for the 2024/25 financial year.

Financial and Asset Management Implications

Council is required to fund its operations sufficiently and sustainably. The total budgeted rates and charges income for 2024/25 is \$10,512,000 (up 6.8% on 2023/24) which accounts for 59% of Council's total income.

Community Considerations

Council's Policy No. 42 – Rates and Charges (the Policy) defines Council's commitment to levying rates and charges in a fair and equitable manner and provides the community and ratepayers with the underlying principles that Council uses in determining rates and charges.

Consultation

Any feedback or submissions received from the community in relation to rates and charges during the 2023/24 year have been considered during the development of the 2024/25 Rates Resolution.

Council's 2024/25 rates strategy was discussed with the Commissioner at the 4 June 2024 Briefing Workshop, the 11 June 2024 Special Briefing Workshop and in several rates strategy discussions. The Commissioner and Management Team also attended a presentation made by the Valuer-General, Guy Naish, regarding Dorset's Fresh Valuation on 14 May 2024.

Officer's Comments

Rates Strategy

General Rate Income

It is proposed that Council increases general rate revenue by 5.7% on forecast actuals for 2023/24 to align with Council's proposed Long Term Financial Plan and 2024/25 Budget Estimates. Council had originally committed to a rates increase of 6% for 2024/25 in Council's 2024-2033 Long Term Financial Plan which was adopted at the 26 June 2023 Council Meeting. The intent of committing to a 6% general rate increase for 2024/25 was to improve Council's cash position to enable Council to, among other things:

- Match external funding for priority projects (as a number of grant streams require 1:1 funding);
- Prepare for upcoming asset class revaluations and factor in materially increased asset build and maintenance costs driven by inflation for infrastructure assets tracking at double the rate of the general Hobart inflation figure post-COVID;
- Invest in new or upgrade capital projects and fund ongoing maintenance for those assets (including long term planning for sealing approximately 9kms of unsealed urban roads within the Dorset municipality).

Influencing factors to propose a 5.7% general rate revenue increase as opposed to a 6% increase include cost of living pressures and the impacts of Dorset's Fresh Valuation which will come into effect from 1 July 2024. A Fresh Valuation is conducted by the Valuer-General and is a municipality-wide property revaluation that occurs every 6 years. During a Fresh Valuation, each individual property is assessed against market sales, rental evidence and property sales data. At a minimum, the property valuers conduct a kerbside inspection of each property. The following valuations are assessed through a Fresh Valuation:

- **Land Value** which is the value of the land, excluding visible improvements
- **Capital Value** which is total value of the property (including the land value), excluding plant and machinery
- **Assessed Annual Value** which is the gross annual rental value of the property, but cannot be less than 4% of the capital value

The Fresh Valuation has seen property values generally rise across all land categories as expected, however the growth rate for property valuations has varied within each land category and between the different land categories.

The most notable shift in the Fresh Valuation is that the primary production, commercial and community services land categories decreased overall which resulted in the residential land category holding a materially increased share of Dorset’s overall rates burden at 48% (up from 42% in 2023/24). The average AAV increase across non-vacant residential is 38%, with a further 1500 properties seeing even greater AAV increases. Without intervention, this would have equated to an average general rate increase of 21% or \$186 per annum for non-vacant residential ratepayers, with some set to experience a general rate increase as large as 363% or \$1958 per annum.

To mitigate some of the impact of the Fresh Valuation, it is proposed that Council applies a 15% maximum increase cap to the general rate from 1 July 2024. Rate capping sets a maximum allowable percentage increase in property rates from one financial year to the next. By capping the general rate increase, the impacts of the Fresh Valuation are passed on to ratepayers incrementally, rather than ratepayers experiencing a sudden and substantial increase in rates in the first year following a Fresh Valuation.

In practice, rate capping would mean that no ratepayer will pay over 15% more than their 2023/24 general rate except in cases of major property changes such as new construction. As long as rate capping continues to be applied between now and the next Fresh Valuation which is scheduled for 2030, ratepayers will effectively have their new valuation passed on incrementally at a rate of 15% per year. Table One shows that 92% of all ratepayers who are subject to the cap are expected to be out of the cap after year three:

TABLE ONE: Expected Rate Capping Outcomes (number of properties out of rate capping by year)							
Land Category	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Remaining
Non-Vacant Residential	1339	1092	586	182	81	28	22
Vacant Residential	89	385	21	14	10	6	8
Primary Production	782	203	5	10	5	2	6
Community Services	27	39	2	1	0	0	0
Commercial	151	41	10	7	1	3	6
Industrial	38	40	6	2	2	1	1
Other	0	1	0	0	0	0	1
STA	57	51	38	10	16	3	3
Total	2483	1852	668	226	115	43	47
	46%	34%	12%	4%	2%	1%	1%

Without rate capping, 54% of Dorset’s ratepayers would receive a general rate increase of greater than 15%, and 30% of ratepayers would receive a general rate increase of greater than \$200 per annum. If rate capping is applied, no ratepayer will see an increase of greater than 15% and only 9% of ratepayers will see an increase of greater than \$200 per annum.

In addition to the proposed introduction of rate capping, it is proposed that a varied general rate is introduced for properties used for primary production – forestry purposes, and for the wind farm at Cape Portland. Despite the earning capacity of these industries and their impacts on Council’s infrastructure remaining unchanged, their valuations have decreased as a result of the Fresh Valuation. It is proposed that the variations are based on ensuring that these industries maintain the same share of the municipality’s overall rates burden, increased by 5.7% in line with Council’s overall rates increase. It is proposed that the varied general rate for short stay visitor accommodation is also maintained at double the cents in the dollar on the AAV.

Lastly, it is proposed that Council increases the minimum general rate from \$450 to \$518 to maintain the 2023/24 income received from the minimum general rate, increased by 5.7% in line with Council’s overall rates increase. Approximately 15% of rateable properties will be subject to a minimum general rate. Council applies a minimum general rate to ensure that all rateable properties make an appropriate contribution to maintaining the services and infrastructure that supports each person in the Dorset municipality.

Table Two shows the impact of implementing the proposed general rate structure including rate capping and the varied general rates for short stay visitor accommodation, forestry and the wind farm:

TABLE TWO: With Intervention (15% Rate Capping, Differential Rating for STA, Forestry & Wind Farm)							
Land Use Category (LUC)	Rateable Properties	2023/24 Rates by LUC	Share of Rates by LUC	2024/25 Rates by LUC	Share of Rates by LUC	% Increase on 2023/24	\$ Increase on 2023/24
Non-Vacant Residential	3330	\$2,936,492.12	39%	\$3,309,781.78	41%	12.7%	\$373,289.66
Vacant Residential	532	\$275,602.30	4%	\$310,830.56	4%	12.8%	\$35,228.26
Primary Production	784	\$2,434,778.09	32%	\$2,416,094.59	30%	-0.8%	-\$18,683.50
Community Services	68	\$118,225.82	2%	\$128,384.88	2%	8.6%	\$10,159.06
Commercial	218	\$483,935.46	6%	\$435,460.20	5%	-10.0%	-\$48,475.26
Industrial	89	\$121,767.26	2%	\$116,820.46	1%	-4.1%	-\$4,946.80
Other	2	\$1,460.95	0%	\$1,680.59	0%	15.0%	\$219.64
STA	178	\$340,089.52	4%	\$377,509.88	5%	11.0%	\$37,420.36
Forestry	232	\$526,179.93	7%	\$556,167.91	7%	5.7%	\$29,987.98
Wind Farm	1	\$366,470.10	5%	\$387,376.20	5%	5.7%	\$20,906.10
Total	5434	\$7,605,001.56	100%	\$8,040,107.05	100%	5.7%	\$435,105.49

Waste Management Income

It is proposed that waste management income will increase by 11.9%. This increase can be attributed to the Waste Management Charge increasing from \$139 to \$161 in 2024/25 and MGB charges increasing on average by 5.1%.

The Waste Management Charge increase is necessary to ensure cost recovery of the Statewide Waste Levy which is set to increase from \$21.36 per tonne in 2023/24 to \$44.88 per tonne in 2024/25, and to ensure cost recovery of software that Council is required to procure to be compliant with new EPA reporting requirements.

Fire Levy Income

The fire levy is set independently of Council and is collected on behalf of the State Fire Commission. The amount to be collected in 2024/25 is \$413,000 (up 4.8%).

Policy No. 42 – Rates and Charges

As a result of the proposed rates strategy for 2024/25, the following key changes are recommended to the Policy:

1. Include Council's intent to vary the general rate for the wind farm and properties used for primary production – forestry;
2. Include Council's intent to apply a 15% general rate maximum increase cap to all rateable properties in the municipality;
3. Authorise the General Manager to exempt ratepayers in the mandatory waste collection zone from the service if:
 - a. Collection is impractical due to limited presentation space at kerbside;
 - b. There is no access to the service (i.e. Council cannot collect the MGB); or
 - c. The ratepayer is a not-for-profit organisation.
4. Authorise the General Manager to provide remissions of varied general rates where:
 - a. A ratepayer makes a late objection to a varied rate or charge for a legitimate reason, and the objection would have been considered valid if it was received within the prescribed objection period;
 - b. The use of the property changes during the rating year.

The proposed Policy can be found in the [attachments](#).

Recommendation

That Council adopts the attached Fees and Charges Schedule for 2024/25.

Purpose

The purpose of this agenda item is to present Council’s Fees and Charges Schedule for 2024/25

Background

Council Reviews the Fees and Charges Schedule annually during the Budget Estimates process. The Fees and Charges Schedule determines amounts charged for statutory fees, statutory fines and user charges.

Planning, Environment and Statutory Requirements

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

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperatives 10.1, 10.4

Risk Management

The 2024/25 Fees and Charges Schedule has been prepared having regard to Council’s Long Term Financial Plan, 2024/25 Budget Estimates, 2024/25 Annual Plan and any relevant statutory fees set externally to Council.

Financial and Asset Management Implications

Anticipated income from Fees and Charges is included in the 2024/25 Budget Estimates.

Community Considerations

Council only charge the fee or charge necessary to provide each service, including planning for and implementing new services or improved services where relevant.

Council saves costs to the community wherever possible, including through the following initiatives:

- Free use of Council’s facilities (halls, recreation grounds, meeting rooms etc.) for community groups and not-for-profit organisations;
- Supporting business investment through Council’s New Business and Investment Policy and by offering food business registration renewals free of charge;

- Providing free entry to Council-owned pools, including the Scottsdale Aquatic Centre.

Consultation

Any feedback relating to fees and charges that was received in 2023/24 has been considered in the development of the 2024/25 Fees and Charges Schedule.

This included any feedback received from the Scottsdale Aquatic Centre end of season survey which ran from March to April and received 86 responses.

Officer's Comments

In previous years Council has adopted a general increase to the Fees and Charges Schedule consistent with either the Consumer Price Index (CPI) or the Council Cost Index (CCI).

CPI is a measure of household inflation, whereas CCI is an annual index published by the Local Government Association of Tasmania that reflects the increased costs associated with the delivery of local government services. The CCI is calculated from a number of indices including the Wage Price Index (30% weighting), CPI (20% weighting) and the Road and Bridge Construction Index (50% weighting).

Given that several Council's fees are cost recovery for labour (e.g. cemetery fees, property information searches, food business registrations and inspections, animal management), it is proposed that from 2024/25 each line in the Fees and Charges Schedule should be linked back to and generally increase by one of the following indexing factors:

- CCI for infrastructure-based fees and charges
- The Dorset Council Enterprise Agreement (EA) annual wage increase (plus any increases to the Superannuation Guarantee (SG) amount) for labour-based fees and charges
- CPI for all other fees and charges

The following indexing factors for 2024/25 will be used and rounded up to the nearest \$1 or \$5:

- Hobart CPI - 3.10%
- CCI - 3.75%
- EA / SG increase - 5%

Key exceptions to these general increases are summarised below:

Cemetery Fees

- A new burial surcharge of \$100 will apply to oversized coffin or casket to assist in the recovery additional labour costs
- Burials or interments of ashes for stillborn and children under 1 year will now be free of charge

Scottsdale Aquatic Centre

Standard Fees

- The addition of private learn to swim sessions has been introduced for \$55 per session to cater for participants unable to attend group sessions

Aqua Fitness Classes

- Class fees have decreased by \$2 per session to ensure affordability and inclusivity, and to promote positive health and wellbeing outcomes for Dorset through increased participation in aqua fitness
- A prepaid 10 class ticket option has been introduced to promote regular participation in aqua fitness

Derby and Branxholm Camp Ground Fees

The Blue Derby Foundation has provided feedback to Council regarding the Derby and Branxholm camp ground pricing and have proposed that the fees remain unchanged for 2024/25. As payment for camping at these grounds is voluntary, the fees should be set so that they are affordable and reasonable for the majority of campers so that campers are encouraged to make a voluntary payment.

To support this proposal, the table below shows that while revenue for the Derby camp ground is up slightly for the July 2023 – April 2024 period compared to the July 2022 – April 2023 period due to the camping fee increasing from \$20 to \$25, the number of nightly fees that have been paid has decreased by 11.8%.

Derby Camping Ground Revenue			
July 2022 - April 2023	Number Nights Paid	July 2023 - April 2024	Number Nights Paid
\$45,072	2253	\$47,427	1897

As the Derby Trail Head and Branxholm camp ground donation stations were only recently installed, there is no comparable data available from a prior period for those sites.

Bridport Seaside Caravan Park (BSCP)

In drafting the 2024/25 Fees and Charges Schedule, Officers undertook a benchmarking exercise comparing BSCP fees and charges to those of comparable parks around Tasmania (e.g. parks with sea views, parks with a mix of annual and nightly sites, parks with cabins). As a result of the benchmarking, the following exceptions to the general indexing increases are noted:

Cabins

Benchmarking indicates that BSCP cabin fees rank highly in comparison to other parks, therefore no increase has been proposed to the cabin fees.

Annual Sites

It is proposed that the annual site fee is increased by 5% to bring the fees in line with comparable parks.

On-Site Boat Parking

It is proposed that the on-site boat parking fee be removed as it is unused in practice.

Building, Plumbing and Planning Service Fees

A review of current Building, Planning and Plumbing services provided by Council has been conducted and as a result it is proposed that Occupancy Permit fees are removed as Council no longer provides this service.

Additionally, it is proposed that Council caps the fee for discretionary applications for development exceeding \$500,000 at a maximum charge of \$35,000 to support development in Dorset and ensure the fee remains reasonable and comparable to the level of work involved in assessing the application.

Waste Disposal Fees

General waste disposal fees

Council's waste transfer station gate fees have been comprehensively reviewed to ensure they reflect the types of waste that Council does and does not accept and that Council is achieving cost recovery through the relevant fees. The proposed waste transfer station gate fee structure is outlined in the attached proposed 2024/25 Fees and Charges Schedule.

Green Waste

Council currently manages green waste by stockpiling and intermittent permitted incineration. In accordance with an Environmental Protection Notice issued by the Environmental Protection Authority, Council must transition to a more sustainable and environmentally friendly green waste management model by September 2024. Council is currently preparing to manage green waste via shredding and as there is now a cost associated with the management of green waste, it is proposed that Council introduces a subset of gate fees for green waste per the attached proposed 2024/25 Fees and Charges Schedule.

Recommendation

That Council adopt the attached Stormwater Asset Management Plan 2024.

Purpose

The purpose of this agenda item is to table the Urban Stormwater Asset Management Plan 2024 (Stormwater AMP) for adoption by Council.

Background

Council is legislatively required to have a long-term strategic asset management plan (Asset Management Plan) for each major category of assets, including roads, bridges, buildings and stormwater. An Asset Management Plan (AMP) must be reviewed at least every 4 years. An AMP allows Council to understand the type of assets Council has within each asset class and their condition.

An AMP is critical for operational maintenance and renewal planning and to allow Council to plan funding requirements as per Council's Financial Management Strategy (FMS) and the associated Long-Term Financial Plan (LTFP).

Council utilised in-house expertise to develop an operational and capital program for the next 10 years. The Stormwater AMP went to the June 2024 Council workshop for Commissioner feedback.

Planning, Environment & Statutory Requirements

- *Local Government Act 1993*
- *Local Government (Contents of Plans and Strategies) Orders 2014*
- *Workplace Health & Safety Act 2012*
- *Urban Drainage Act 2013*
- *Local Government By-Laws*
- *Local Government (Building and Miscellaneous Provisions) Act 1993*
- *Environmental Management & Pollution Control Act 1994*
- *State Policy on Water Quality Management (1997)*
- *State Stormwater Strategy (2010)*
- *Plumbing Regulations 2014 and Building Regulations 2014.*

Risk Management

Council Officers carry out risk assessments regarding the operation and maintenance of the stormwater network. Council also maintains a Customer Service Request system which highlights possible intervention in stormwater maintenance or renewal programs.

Council complies with relevant legislation, Australian Standards and Codes of Practice in managing the urban stormwater network.

Financial & Asset Management Implications

Council's planned life cycle expenditure over the 10-year period of this asset management plan (AMP) is \$116,145 per annum, comprising \$33,000 annual capital renewal expenditure and \$83,145 average annual operations and maintenance expenditure. In addition to this expenditure, capital upgrades and additions are forecast to be \$190,000 per annum over the life of this plan.

Community Considerations

Council plans to operate and maintain stormwater to meet the current requirements of the community, consider future increases in population and possible weather events, while working to improve environmental outcomes.

Officer Comments

Council recently engaged external consultants to conduct a comprehensive revaluation of stormwater assets. The final report was delivered on 20 May 2024. The comprehensive revaluation has resulted in the "as new" current replacement value of stormwater assets increasing by 44% from \$18.8 million at 30 June 2023 to \$27.2 million at 30 June 2024. The corresponding increase in depreciation was 36% from \$230,625 to \$314,693. Whilst this is a significant rise, Council officers are satisfied that the resultant asset values more accurately reflect current replacement costs and therefore provide a more accurate picture of anticipated renewal costs in the long term.

Visual inspections and asset data verification were completed at each town as part of the revaluation project. It was found that there were some minor inconsistencies between the GIS / BizeAsset data and actual field location and attributes. Consequently, one of the action items in this AMP is to improve the accuracy and quality of GIS / BizeAsset field asset data.

Prior to the revaluation project Council assumed an 80-year useful life for both stormwater pipes and pits. However, in the revaluation project it was recommended that reinforced concrete pipes (RCP) be given a 100-year useful life while all other pipes (PVC etc.) remain at 80 years. Council Officers were satisfied with this approach and will incorporate this change into internal financial and GIS / BizeAsset data registers.

A large proportion of stormwater assets (26%) were constructed prior to 1975. The remainder of assets were constructed on a regular basis after this period. The condition of the stormwater assets are considered good and as a result renewal expenditure is not expected to be significant until we begin to approach 2075 and beyond.

Despite the age and condition profile of stormwater assets, it is envisioned that some capital renewal works will arise over the next 10 years. It is expected that these will be minor and an estimate of \$33,000 (in real terms) per year has been made for the purposes of this AMP.

As the stormwater assets age, operations and maintenance (O&M) expenditure is expected to slightly rise. O&M costs are budgeted to be \$67,104 for 2024/25 FY. To account for network expansion and the aging nature of assets it is proposed in this AMP that O&M costs be indexed at 5% per annum (in real terms).

Upgrade and new capital expenditure is forecast to be significant over the 10-year planning timeframe of this AMP. Bridport and Scottsdale stormwater systems have varying levels of capacity constraints which can cause system failures during high rainfall events. Some of the constraints have or are currently being addressed through capital works. Urban growth is also placing additional demand to extend and augment the stormwater network. Predicting the timing and location of future developments is challenging. For the purposes of this AMP and the LTFP it is estimated that new and upgrade capital expenditure for the municipality will average \$190,000 (in real terms) per year.

In summary this AMP is fully funded in the Council's LTFP, ensuring urban stormwater systems will continue to be managed at optimal levels. This AMP also highlights the age profile of stormwater assets and the need for significant renewal expenditure in around 50 years. Funding of such significant renewal works should be shared amongst generations and for this reason it is prudent that Council continues to accumulate and hold cash reserves as per the current FMS.

Action Items

1. Continuous improvement of BizeAsset / GIS field asset data.
2. Maintaining and improving the linkages between the financial and BizeAsset / GIS asset registers.
3. Monitoring and addressing network constraints and performance deficiencies as identified in this AMP and Urban Stormwater System Management Plan (SSMP).
4. Investigate the engineering, financial and environmental feasibility for integrating stormwater outfalls and installing GPT devices across the Scottsdale and Bridport networks.

The Urban Stormwater Asset Management Plan 2024 is included in the attachments.

Recommendation

That Council adopt the newly developed Policy No. 62 - CCTV and Remote Camera.

Purpose

The purpose of this agenda item is to table the newly developed draft Policy No.62 – CCTV and Remote Camera (the Policy) for endorsement by Council following community consultation.

Background

Council started installing cameras approximately 5 years ago to key sites across the municipality due to repeated infrastructure vandalism and the growing cost of repair. The success of the initiative has seen the number of cameras grow to 57 cameras in use today located at 17 individual sites covering internal and external areas.

This use of CCTV cameras has provided the following benefits;

- ensure the safety of Council employees, councillors and members of the public;
- protect property from theft and damage;
- discourage unlawful activity;
- improve the investigation of incidents; and
- assist in minimising the incidents of vandalism and/or willful destruction of property.

Remote and body worn camera devices are also in use within the municipality, the main purpose of this use is to assist with various programs in the management of natural resources and Council assets. These include but are not limited to:

- incident monitoring
- dog and cat management
- illegal vegetation clearing
- management of infrastructure and other assets and facilities
- monitoring for/detection of illegal activities
- collection of usage and activity data
- Compliance Officer safety

Council is currently working with LGAT on a project to develop an understanding on existing infrastructure and what is required to integrate this into a statewide system, while also looking at potential high priority community safety CCTV requirements

Planning, Environment and Statutory Requirements

- *Local Government Act 1993*
- *Right to Information Act 2009*
- *Personal Information Protection Act 2004*
- *Archives Act 1983*
- *Listening Devices Act 1991*
- *Security and Investigations Agents Act 2002*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperatives 4.1, 5.2 and 6.1

Risk Management

Access to live streaming or recorded footage for the purposes of viewing, taking notes, making statements or confirming events will be restricted to authorised personnel as listed in the draft policy. The stored footage is kept in a secure location with restricted access.

Any request by members of the public to view records of incidents must be done through Tasmania Police or through the same Right to Information Act process as is required to access any Council record.

Financial and Asset Management Implications

There are no significant financial risks identified with the adoption of the Policy.

Community Considerations

The use of this technology for crime prevention and public safety is strongly supported by the general public, business community and Tasmanian Police.

Consultation

It was recommended that the proposed draft policy be advertised for a 28-day community consultation period following a decision by Commissioner Wardlaw at the 22 April 2024 Council Meeting. The Policy was advertised for community comment from 24 April – 22 May 2024, with an advert in the North Eastern Advertiser and advertised on Council's website and social media pages.

4 submissions were received during 28-day consultation period with comments all positive for implementation of the Policy, along with a suggestion to consider requirements for Working with Vulnerable People (WWVP) checks for those with access to cameras.

Officer's Comments

This newly developed draft policy outlines the control and use of any vision recorded by the CCTV network in public areas of the municipality and vision recorded by a remote camera including body worn devices under the control of the Dorset Council.

The Policy is an important document to provide guidance for the appropriate use of CCTV, remote and body worn surveillance cameras and the use of footage collected by Council. The use of this technology

for crime prevention and public safety is strongly supported by the public, business community and Tasmanian Police.

Based on feedback from public submissions to consider the requirement for WWVP checks for those with access to cameras, Officers will review based on the future recommendations of the Child and Youth Safe Organisations Framework Working Group.

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

The draft Policy is available in the [attachments](#).

Recommendation

That Council receive the Code of Conduct Panel Determination Report, dated 24 April 2024, in relation to a complaint made by Dr Vincent Teichmann against Councillor Greg Howard.

Purpose

The purpose of this agenda item is to table a copy of a Code of Conduct Panel Determination Report, dated 24 April 2024, in response to a complaint made against Councillor Greg Howard by Dr Vincent Teichmann.

Background

On 10 August 2023, Dr Vincent Teichmann lodged a code of conduct complaint alleging that Councillor Howard had breached the following standards in the Dorset Council Councillor Code of Conduct, adopted by Council on 20 February 2023³:

Part 1 – Decision Making

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudgement.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to them, or of which they should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

Part 2 - Conflict of interests that are not pecuniary

2. A councillor must act openly and honestly in the public interest.
3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the elected member is appointed or nominated by the Council.

³ On 15 April 2019 Dorset Council amended its Code of Conduct. On 20 February 2023 Dorset Council reviewed its Code of Conduct and resolved unanimously to accept the version tabled at that meeting. The Panel noted that the wording of the clauses relevant to this complaint is unchanged from the 2019 version of the Code, to the version of the Code adopted at the meeting of 20 February 2023.

Part 7 – Relationships with Community, Councillors and Council Employees

1. A councillor –
 - a. Must treat all persons fairly; and
 - b. Must not cause any reasonable person offence or embarrassment

Part 8 – Representation

2. A councillor must clearly indicate when they are putting forward their person views.
3.
4. A councillor must clearly indicate when they are putting forward their personal views.

The alleged breach relates to comments made by Councillor Howard when answering questions asked by Dr Teichmann during public during public question time at ordinary meetings of Dorset Council held on 16 January 2023 and 20 February 2023.

The Chairperson, while undertaking an initial assessment in accordance with the requirements of Section 28ZA of the *Local Government Act 1993* (the Act), determined that allegations made under Part 2.2 and 2.3 had been breached were dismissed.

The Chairperson informed the complainant and the respondent on 22 September 2023 that she had assessed the complaint and that the alleged breach of Part 1 (1-4), Part 7.1 (a) and (b), Part 8.4 and Part 8.6 would be investigated and determined.

The Panel based its investigation on documentation provided by Dr Teichmann and Councillor Howard in relation to the alleged breach of Part 1 (1-4), Part 7.1 (a) and (b), Part 8.4 and Part 8.6.

The Panel determined that Councillor Howard breached Part 7.1 (a) and (b) of the Code of Conduct and upheld those parts of the complaint. The remainder of the complaint was dismissed, with the alleged breaches of Part 1 (1-4), Part 8.4 and Part 8.6 not substantiated.

A copy of the determination report is available in the [attachments](#).

Planning, Environment and Statutory Requirements

– *Local Government Act 1993* - Section 28ZK:

Under section 28ZK (4) of the Act, the General Manager is to ensure that a copy of the determination report is tabled at the first meeting of Council at which it is practicable to do so and which is open to the public.

This determination report was subject to an appeal process, and therefore was not tabled at the May 2024 Council Meeting. Council was advised by the Code of Conduct Panel on 12 June 2024 that this appeal has since been withdrawn, and Section 28ZK (4) now applied.

Strategic and Annual Plan

N/A

Risk Management

N/A

Financial and Asset Management Implications

Section 28ZN of the *Local Government Act 1993* sets out the requirements for costs of parties relating to code of conduct complaint:

The complainant in a code of conduct complaint and the councillor against whom the complaint is made are to bear their own costs relating to the investigation and determination of the complaint.

Section 28ZO (d) of the *Local Government Act 1993* states:

a council must refund to each complainant who has lodged a code of conduct complaint, in equal shares, any fee paid with the lodgement in accordance with Section 28V(3)(g) if the complaint or part of the complaint is upheld on determination by the Code of Conduct Panel.

In this case, the complaint was partially upheld, therefore the lodgement fee has been refunded to the complainant.

Officer's Comments

It is recommended that Council receive the Code of Conduct Panel Determination Report in accordance with the requirements of Section 28ZK (4) of the *Local Government Act 1993*.

ITEMS FOR NOTING

Item 123/24 Council Workshops Held Since Last Council Meeting

4 June | Briefing Workshop

- Strategic Plan 2023 – 2032 Review
- Draft 2024/25 Annual Plan
- Draft 2024/25 Budget Estimates
 - Long Term Financial Plan
 - Operational Budget
 - Capital Budget
 - Fees and Charges
 - Rates Strategy / Policy Discussion and Review
- Draft Urban Stormwater Asset Management Plan Review
- Bentley Street, Bridport – Parks and Wildlife Draft Lease / Licence Discussion
- Draft Policy No. 62 – CCTV and Remote Camera – Consultation Update
- Briefing Reports
 - Commissioners Communications
 - Correspondence
 - Management Team Updates

11 June | Special Briefing Workshop

- Rail Trail Business Case Review

Item 124/24 Commissioner Communications

Appointment of Acting General Manager

Pursuant to Section 61B of the *Local Government Act 1993*, the Commissioner has appointed Mr Rohan Willis (current Assistant General Manager / Director – Community & Development) as Acting General Manager for the period of 6 July 2024 until 14 July 2024 inclusive, while General Manager, Mr John Marik is on leave.

Commissioner Wardlaw’s Calendar | 16 May 2024 – 19 June 2024

May 2024

- 16 Tas Irrigation – Community Management Information and Consultation Session with General Manager, Scottsdale Football Clubrooms
- 16 Meeting with nbn representative Sam Marshall with General Manager, Council Chambers
- 19 Biggest Morning Tea event, Northbourne Community Centre, Scottsdale
- 19 The Grand Finale event, Scottsdale Art Gallery Café

- 20 Weekly catch up with Management Team, Council Chambers
- 20 Photo opportunity with Dorset Volunteer SES Crew, Scottsdale Fire Station
- 20 May Council Meeting, Council Chambers
- 21 7SD radio interview via telephone
- 21 Tasmanian JackJumpers Championship Cup Tour, Scottsdale Stadium
- 21 Scottsdale Football Club: Major Employer Session with Acting Director – Corporate Services, Lost Farm Restaurant
- 22 Meeting with ratepayer, Bridport Café
- 22 Northern Tasmania Development Corporation – Management Representative Group Meeting, via online meeting software
- 23 Meeting with Area Connect representative Brett Williams with General Manager, Council Chambers
- 27 Weekly catch up with Management Team, Council Chambers
- 27 Meeting with Tasmania Police Acting Commander (Northern District) Nathan Johnston with General Manager, Council Chambers
- 28 Dorset Wellbeing Network Meeting, Dorset Community House
- 28 Meeting with Health Consumer Tas with General Manager, Council Chambers
- 28 ABC radio interview via telephone
- 30 Dorset Municipal Emergency Management Committee Meeting, Council Chambers
- 30 Meeting with Labor Party Michelle O’Byrne with General Manager, Council Chambers
- 30 Meeting with May Shaw Chief Executive Officer and Chair with General Manager, Council Chambers

June 2024

- 3 Council Budget Infrastructure Tour with General Manager, Director – Infrastructure, Civil Works Supervisor and Management Accountant, municipal tour
- 3 North East Tasmania Chamber of Commerce Networking Event and Presentations, Little Rivers Brewing Company
- 4 June Briefing Workshop, Council Chambers
- 5 Meeting with ratepayer, Bridport
- 6 Tassie Scallop Fiesta Media Event with Premier, Delamere Vineyard
- 7 Meeting with Management Team regarding 2024/25 rating strategy, Council Chambers
- 11 Special Council Briefing Workshop – Rail Trail Business Case Discussion, Council Chambers
- 11 Meeting with Council Officers regarding 2024/25 rating strategy, Council Chambers
- 12 Meeting Community and Development Team regarding Scottsdale and Derby Structure Plans, Council Chambers
- 12 Future-Links Gladstone Meeting with General Manager and Director – Infrastructure, Gladstone Hall
- 13 Meeting with Council Officers regarding 2024/25 rating strategy, Council Chambers
- 18 Rotary Club of Scottsdale – Changeover Dinner, Scottsdale Art Gallery Café
- 19 Meeting with Marine and Safety Tasmania (MAST), Burbury Consulting and Bridport Pier Working Group with General Manager and Assistant General Manager, via online meeting software

Recommendation

That Council:

1. receive and note the unconfirmed Dorset Municipal Emergency Management Committee minutes, dated 30 May 2024;
2. receive the summary of varied rate remissions granted in closed session during 2023/24;
3. note the quarterly community update on implementation of the Child and Youth Safe Framework; and
4. receive and note the Management Team Briefing Report.

Purpose

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.

COUNCIL COMMITTEE: Dorset Municipal Emergency Management Committee Minutes

On 30 May 2024, the Dorset Municipal Emergency Management Committee held their first meeting for 2024. The following items were included on the agenda for discussion:

1. Confirmation of Minutes and Outstanding Actions
2. Status of Dorset Municipal Emergency Management Plan
3. Municipal Emergency Planning and Preparedness matters
4. Regional Emergency Management matters
5. Fire Management Area Committee matters
6. Regional and Municipal Social Recovery matters
7. Agency Reports
8. Memorandum of Understanding between Dorset Council and SES
9. Review of Derby Mountain Bike Trail Network Emergency Response Plan
10. General Business

The unconfirmed minutes for this meeting are included in the [attachments](#) for information.

COMMUNITY UPDATE: 2023/24 Varied Rate Remissions Granted in Closed Session

On 19 February 2024, 22 April 2024 and 20 May 2024, Council considered a number of applications for a remission of the Varied General Rate for properties used or predominantly used for short stay visitor accommodation. The proposed remissions were considered in closed session in accordance with Regulation 15 (2)(g) of the *Local Government (Meeting Procedures) Regulations 2015* which allows Council to consider an item in closed session if information of a personal and confidential nature is to be discussed at a meeting.

While there is a statutory objection process for a variation of a rate or charge, the ratepayers who applied for rate relief had made an objection outside the timeframe prescribed in Section 109 of the *Local Government Act 1993* (the Act) and therefore were required to apply for a remission per Section 129 of the Act. There is no statutory requirement for Council to provide remissions outside of the prescribed objection period, however there are genuine circumstances that can prevent someone from lodging an objection within the prescribed period. Applications for a remission were made on the following bases:

- **Change of use** – the existing property owner stopped using the property for short term accommodation part way through the rating year, or the property has sold and the new owner has stopped using the property for short term accommodation.
- **Rates notice not received** – the property owner has been interstate or overseas and did not receive mail while away, the delivery of their rates notice was delayed by Australia Post, or the ratepayer claims their rates notice was not received at all.
- **Late objection** – given the complexity of the remissions processes for short stay visitor accommodation over the past 3 years, some ratepayers did not understand how the new objection process applied to their circumstances so did not submit an objection within the prescribed objection period.

Officers assessed each application for a rate remission and determined that all properties that were recommended to receive a remission fell within one of two categories:

- The application would have been considered valid if it had been received within the prescribed notice period; or
- The property is no longer being used for the purpose on which the variation is based.

It was recommended that a remission equivalent to 5.6164 cents in the dollar calculated on the AAV be granted to the applicants pursuant to Section 129 of the Act, which effectively resulted in a remission of the varied portion of the general rate. The remissions that have been provided to date are summarised in the table below:

Reason	Number of Properties	Total Remission Provided
Change of use	9	\$3,409.48
Rates notice not received	4	\$1,971.36
Late objection	3	\$2,308.34
	Total	\$7,689.18

COMMUNITY UPDATE: Child and Youth Safe Framework (CYSOF) | Quarterly Update

The last quarterly update regarding Council’s implementation of the CYSOF listed the following next steps as priorities for Council:

1. The establishment and first meeting of the Internal CYSOF Working Group (the Group)
Update: The Group has been established and currently consists of the Acting Director – Corporate Services, People and Safety Officer, Facilities and Compliance Officer, Administration Team Leader, Development Administration / Community Liaison Officer and the Aquatic Centre Manager. The Group met on 18 April 2024 and are scheduled to meet again on 11 July 2024. The Group will continue to consider and respond to the need for input from other departments/work units by including further members in the group, or consulting on discreet action items.

Status: Complete

2. The development of CYSOF Action Plan by the Group

Update: The development of a CYSOF Action Plan (Action Plan) was prioritised at the first meeting of the Group and a preliminary plan has been drafted. The draft Action Plan focuses on each of the 10 CYSOF Standards and the desired outcomes that have been prioritised by the Group. The Group's next focus will be to undertake a desktop audit which establishes how Council may already be compliant with the CYSOF and to identify any key risk areas. The Group will also agree on priority actions (including a responsible person) for each of the 10 CYSOF Standards. Once the Action Plan is finalised, it will be provided to the Management Team for review and submitted to the General Manager for endorsement.

Status: In progress

3. Planning for and commencing implementation of any high priority initiatives from the CYSOF Action Plan

Update: To be discussed at the Group's next meeting on 11 July 2024. The Group will also discuss a number of other suggested initiatives (e.g. those that have come through Public Question Time, or those that have arisen from discussions held by external groups whereby a representative from Council has attended and provided feedback to the Group).

Status: In progress

4. The establishment and first meeting of a CYSOF working group consisting of representatives from other Northern Councils

Update: The establishment of a CYSOF working group consisting of Northern Council representatives has been challenging due to time and resource constraints across Councils in the June Quarter. To be revisited in early 2024/25.

Status: In progress

5. Ongoing participation in the Tasmania-wide CYSOF working group hosted by LGAT, and any relevant special interest groups.

Update: Acting Director – Corporate Services is a member of the statewide CYSOF working group hosted by LGAT and attends relevant presentations. Access to be attained for all members of the Group.

Status: Ongoing

It is a shared sentiment across Tasmanian Councils that the CYSOF is challenging to implement, largely due to:

1. Resource constraints – nearly all Councils are managing the implementation of the CYSOF within an existing staff profile;
2. The absence of model resources or education developed by the Office of the Independent Regulator for Councils to use as the basis for their own internal resources;
3. The wide-reaching nature of the CYSOF principles - while the Group will work through implementation based on risk level, all Council processes and policies will be subject to the CYSOF lens over time.

In response to some of these challenges, the Group is looking to prioritise CYSOF education for employees so that they are equipped to apply the CYSOF lens autonomously through existing policy and process review cycles. The Group will also promote networking between Council employees and the regional/statewide CYSOF working groups where relevant.

CUSTOMER SERVICE REQUESTS

	Requests Received May 2024	Comparison Requests May 2023	Received 2024	Comparison 2023
Animal	1	-	8	1
Bridges	-	-	-	-
Caravan Parks	-	-	3	3
Cemeteries	-	-	-	-
Community Development General	-	-	-	-
Corporate Services General	-	-	-	1
Customer Service	1	-	1	-
Emergency Services Enquiries	-	-	-	-
Environmental Management & Health	-	-	3	1
Government Relations	-	-	-	-
Licencing	-	-	-	-
Parks and Reserves	1	-	3	3
Planning & Building	-	-	1	2
Public Health	-	-	1	-
Public Online Enquiries ⁴	6	1	41	5
Public Amenities	-	-	4	1
Public Halls Buildings	-	-	-	1
Recreation Grounds	-	1	5	3
Roads	10	12	92	43
Swimming Pools	-	-	-	-
Waste Management	-	1	1	3
Total Requests	19	15	163	67

A detailed copy of the 2024 Customer Service Requests is included in the attachments.

APPROVED APPLICATIONS

	Approved May	Approved 2024 YTD	Approved 2023 YTD
Planning	16	54	45
Building⁵	15	49	50
Plumbing	6	21	30

See attachments for detailed information about applications approved in May 2024.

⁴ Due to internal staff changes, online enquiries received from the public via Council's website were not internally re-allocated to responsible officers correctly. Internal training was undertaken during May with relevant staff, with reporting for June expected to reflect this.

⁵ 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.

WASTE MANAGEMENT REQUESTS

	Requests Received May 2024	Comparison May 2023	FYTD Received 2023/24	Comparison FYTD Received 2022/23
Feedback and Queries	-	13	20	23
Repair Bin	7	12	45	55
Replace Bin	3	15	33	55
Request a New Service	4	5	33	30
Remove Additional Bin	3	6	8	20
Request an Additional Bin	2	3	34	26
Request an Upsize/Downsize	3	42	40	78
Request to Opt Out (of Service)	-	-	1	1
Total Requests	22	96	214	288

2023/24 CAPITAL WORKS PROGRAM

Ref: DOC/23/8447

	Complete 2023/24
	Completed in May 2024
	Carried Forward Projects – 2024/25

PROJECT	PROJECT PHASE
BRIDGES	
Bridge 1507 Garibaldi Road, Pioneer - timber superstructure renewal (carried forward)	Completed
Bridge 1507 Garibaldi Road, Pioneer - timber renewal (additional works to carried forward)	Completed
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (flood related)	Repair options under investigation
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
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	Completed
Forsyth Hill Road, Ringarooma	Completed
New River Road, Ringarooma	Completed
West Maurice Road, Ringarooma	Completed
Banca Link Road, Winnaleah	Completed
Olivers Road, Winnaleah	Completed
Rosier Road, Ringarooma	Completed
Sledge Track, Springfield	Completed

PROJECT	PROJECT PHASE
Koomeela Road, West Scottsdale	Completed
Duncraggen Road, Jetsonville (carried forward)	Completed
Cape Portland Road, Rushy Lagoon (re-allocated budget project)	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)	Completed
Telita Road, Telita (carried forward)	Completed
Main Road, Pioneer (carried forward)	Completed
Charles Street, Pioneer (carried forward)	Completed
Moore Street, Pioneer (carried forward)	Completed
Alfred Street, Pioneer (carried forward)	Completed
STORMWATER	
Joyce Street, Branxholm – renewal	Completed
Allan Street, Derby – renewal	Completed
William Street, Scottsdale (Incitec Pivot) – investigation	Commenced
Northeast Park, Scottsdale – upgrade existing network	Completed
Murray Street, Bridport – upgrade	Completed
William Street, Bridport – extend existing network from Richard Street	Completed
South Street, Bridport – renew pipeline from Main Street to Thomas Street	Commenced
Union Street, Scottsdale - upgrade existing pipeline lower end of Union Street (carried forward)	Completed
Main Street, Bridport - upgrade existing 525 pipeline to 900 and install new side entry pits (carried forward)	Commenced
Bentley Street, Bridport – upgrade existing 525 pipeline to 900 (carried forward)	Completed
Bridport - stormwater pit replacements in Walter Street and Richard Street (carried forward)	Completed
Urban Stormwater Management Plan (carried forward)	Draft Completed
Victoria Street, Scottsdale – upgrade (carried forward)	Completed
ROADS - OTHER	
Golconda Road, Golconda – renew pavement from Denison River 1km east	Completed
Golconda Road, Lietinna – renew pavement adjacent to Moores Road	Completed
South Street, Bridport – replace kerb from Main Street to Thomas Street	Commenced

PROJECT	PROJECT PHASE
Gillespies Road, Nabowla – upgrade	Completed
Cascade Dam Road, Derby – safety upgrade (re-allocated budget project – stormwater)	Completed
Carisbrook Lane, Legerwood - complete works McDougalls Road intersection (carried forward)	Completed
Carisbrook Lane, Legerwood - underpass contribution (carried forward)	Not proceeding
Old Waterhouse Road, Waterhouse - safety improvements and upgrade (carried forward)	Carried Forward – 2024/25
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)	Completed
Smith Street, Scottsdale – new (Alice to Union Street)	Completed
Tomahawk Drive, Tomahawk – new (Morgan Esplanade to playground)	Completed
BUILDINGS	
Branxholm Park – new BBQ upgrade	Completed
Branxholm Hall – front disabled access upgrade and step handrail to side entrance	Completed
Derby Town Hall – re-roof	Completed
Gladstone Hall – new hot water unit	Completed
Ringarooma Hall – new heat pumps	Completed
Ringarooma Public Toilets – replace cisterns	Completed
Scottsdale Sports Stadium – replace roller door	Completed
Scottsdale Visitor Information Centre – repair additional windows	Completed
Scottsdale Aquatic Centre – amenities upgrade	Completed
Scottsdale Depot – office renovation	Commenced
Scottsdale Depot – new storage sheds (carried forward)	Carried Forward – 2024/25
Scottsdale Depot – earthworks for storage sheds (additional works to carried forward)	Carried Forward - 2024/25
Scottsdale Depot – chemical spill trays	Completed
Bridport Girl Guides Building – planning and investigation	Completed
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	Commenced / Part Carried Forward – 2024/25
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	Planning
Scottsdale Railway Station Refurbishment (carried forward)	Carried Forward – 2024/25
Building Renovations (Proposed Workers Accommodation) - 71 Main Street, Derby (carried forward)	Blue Derby Foundation Project
Bridport Football Club viewing deck (carried forward)	Commenced / Part Carried Forward – 2024/25
Depot Storage (carried forward)	Carried Forward – 2024/25
Scottsdale Sports Stadium - floor recoat (carried forward)	Completed
Sideling Toilets – additional solar panels	Completed
Gladstone Hall - new septic tank (carried forward)	Completed

PROJECT	PROJECT PHASE
WASTE MANAGEMENT	
Green Waste – storage / processing investigation and implementation	Completed
Scottsdale Waste Transfer Station – spare bin area roof covering	Carried Forward – 2024/25
Branxholm and Gladstone Waste Transfer Stations – gates	Completed
Branxholm Waste Transfer Station – recycle bin upgrade	Commenced / Part Carried Forward – 2024/25
LAND IMPROVEMENTS	
Scottsdale Recreation Ground – new cricket pitch covers	Completed
Scottsdale Recreation Ground – upgrade lighting and reseal road at Show Office	Completed
Scottsdale Aquatic Centre – shade cloth for external fence	Completed
Bridport Cemetery – new grave surrounds	Completed
Main Street, Derby (near Bank House) – retaining wall to stabilise access road	Not proceeding
Legerwood Memorial Park – site works for new equipment	Completed
Blue Derby Mountain Bike Trails – Relics trail bridge	Commenced
Blue Derby Mountain Bike Trails – Rusty Crusty Bridge and trail rebuild (flood related)	Commenced
Blue Derby Mountain Bike Trails – Hazy Days trail capping of stones	Completed
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	Completed
Blue Derby Mountain Bike Trails – Kumma Gutza re-route	Completed
Blue Derby Mountain Bike Trails – Turbo Tunnel re-route	Completed
Childrens Reserve – Learn to Ride Skills Development Track (carried forward)	Commenced
Rail Trail (carried forward)	Business Case Review
Gladstone Pump Track (carried forward)	Consultation Completed
Scottsdale Town Link Pathway – Coplestone to King Street (re-allocated LRCI grant funding project)	Completed

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 ITEMS

Purpose

To confirm the Minutes of Proceedings of the Dorset Council Ordinary Meeting Closed Session held on 20 May 2024.

Purpose

The purpose of this agenda item is to present Council the draft lease and licence for the Bridport foreshore, including the Bridport Seaside Caravan Park. The proposed annual fee structure of this lease and licence falls outside the General Manager's delegation.

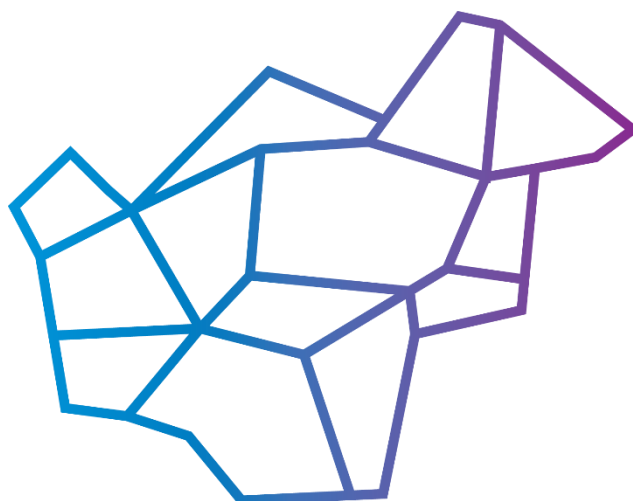
This item is considered in closed session in accordance with Regulation 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*

"15(2)(g):

information of a personal and confidential nature or information provided to the council on the condition it is kept confidential"

CLOSURE OF MEETING

Time Meeting Closed:



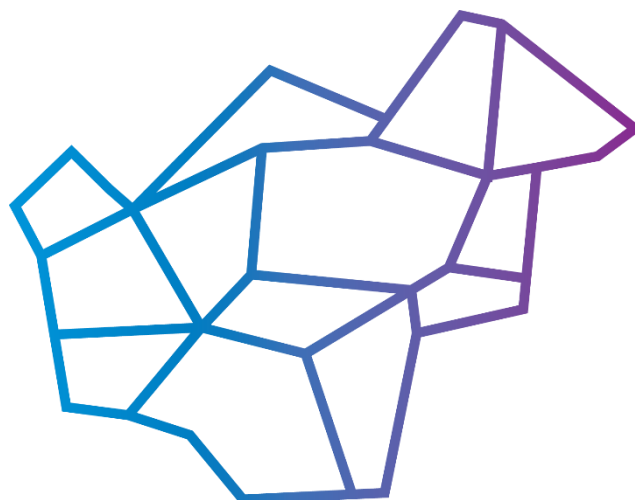
dorset
C O U N C I L

Ordinary Council Meeting

Agenda Attachments

24 June 2024

it's in the making



dorset
C O U N C I L

UNCONFIRMED

Minutes

Council Meeting

20 May 2024

COUNCIL CHAMBERS

it's in the making

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UNCONFIRMED



Council Meeting Minutes 20 May 2024

Meeting Opened: 6:00 pm

Present: Commissioner Andrew Wardlaw

General Manager: John Marik, Assistant General Manager / Director – Community & Development: Rohan Willis, Director – Infrastructure: Michael Buckley, Acting Director – Corporate Services: Lauren Tolputt, Finance Manager: Allison Saunders, 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 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 79/24 Confirmation of Ordinary Council Meeting Minutes – 22 April 2024

Ref: DOC/24/4774

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 22 April 2024 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 22 April 2024 having been circulated to the Commissioner, be confirmed as a true record.

CARRIED

Item 80/24 Confirmation of Agenda

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council confirm the Agenda and order of business for the 20 May 2024 Council Meeting.

CARRIED

Item 81/24 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 82/24 Commissioner Communications

Commissioner Wardlaw's Calendar | 17 April 2024 – 15 May 2024

April 2024

- 18 Radio interview with 7SD, via phone
- 18 Briefing on Scottsdale and Derby Structure Plan project with Assistant General Manager and Consultant Town Planner, Council Chambers
- 18 Barry Jarvis Education Scholarships Presentation and afternoon tea, Scottsdale Art Gallery Café
- 19 Session 1 of Council Consultation on the Learning and Development Framework, via online meeting
- 22 Northern Tasmania Alliance for Resilient Councils presentation with Management Team, Council Chambers
- 22 Weekly meeting with Management Team, Council Chambers
- 22 April Council Meeting, Council Chambers
- 25 ANZAC Day Dawn Service, Winnaleah
- 25 ANZAC Day Service, Scottsdale
- 25 ANZAC Day Service, Springfield
- 29 Bell Bay Impact Brief Workshop with Assistant General Manager, Inveresk, Launceston
- 29 Branxholm Progress Association Meeting, Branxholm Hall
- 30 Interview with North Eastern Advertiser via phone
- 30 Dorset Audit Panel Meeting, Council Chambers

May 2024

- 1 Internal meeting with Development team, Council Chambers

- 6 North East Tasmania Chamber of Commerce Meeting, Scottsdale Art Gallery Café
- 7 May Council Briefing Workshop, Council Chambers
- 8 Local Government Client Information Session with Tasmania Audit Office, via Microsoft Teams
- 8 Dorset Coastal Working Group Meeting, Bridport
- 8 Future-Links Gladstone Meeting, Gladstone Hall
- 10 Dorset Connection Town Hall Information Session – new transport service, Nugget Sellars Pavilion, Scottsdale
- 14 Fresh Valuation Presentation to Council by Valuer-General, Council Chambers
- 14 Meeting with ratepayer, Council Chambers
- 15 Tasmania’s Wellbeing Framework for Local Government online workshop

Item 83/24 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.

COUNCIL COMMITTEE – AUDIT PANEL MINUTES

COMMUNITY UPDATE: Trent Water, Bridport - Rice Grass Project

COMMUNITY UPDATE: Circular North

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. receive and note the unconfirmed Audit Panel Minutes, dated 30 April 2024;
2. note the community update on the Trent Water, Bridport - Rice Grass Project;
3. note to the community update on Circular North; and
4. receive and note the Management Team Briefing Report.

CARRIED

Item 84/24 Council Workshops Held Since Last Council Meeting

7 May | Briefing Workshop

Item 85/24 Applications for Leave of Absence

Nil

The following questions have been **received on notice**:

Karl Willrath, Scottsdale | 11 May 2024

1. *Has all staff that have access to the Dorset Shire CCTV footage now conducted their safe working with children check (WWCC) and if so on what date did they come into compliance?*

Response from Acting Director – Corporate Services, Lauren Tolputt:

While there is no legislated requirement for employees with access to CCTV footage to register for Working with Vulnerable People, an employer may require an employee to be registered. Your feedback will be considered along with other submissions on the Draft CCTV and Remote Camera Policy that is currently advertised for community consultation and will also be provided to Council's Child and Youth Safe Organisations Working Group for review.

2. *As there is an alcohol and other drug issue amongst the Dorset staff, when are legitimate randomised testing procedures going to be implemented?*

Response from Acting Director – Corporate Services, Lauren Tolputt:

Council has no immediate plans to introduce randomised drug and alcohol testing procedures. Your suggestion will be provided to Council's Work Health and Safety Committee for review.

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

Mervyn Chilcott, Scottsdale

Tonight, it's been mentioned of work in South Street, Bridport. Is that stormwater going to go right to the recreation ground?

Response from Director – Infrastructure, Michael Buckley:

The work finishes just short of the recreation ground, at the Thomas Street intersection.

So the big pipes will be put down in the footpath?

Response from Director – Infrastructure, Michael Buckley:

Correct. These will be placed diagonally to connect across to the block that contains the recreation ground. I did conduct a pre-site walk through with the contractor to talk about logistics, etc.

What is the situation with building inspector nowadays - has that improved?

Response from Director – Community & Development, Rohan Willis:

If you are talking about the ability to provide surveying services, Council haven't readvertised for the role of building surveyor. It was rather challenging trying to get applicants last time round so we resigned ourselves to the fact that we're not going to have any success securing a building

surveyor in-house into the future. However, if an opportunity was to present itself, Council would jump all over that.

It's quite clear to us that the sector is in real strife in terms of the numbers of building surveyors out there. So Council have opted to remove ourselves from providing that service for the time being and leave it up to the private building surveyors to service the community. We are finding that it's working pretty well and we certainly gave them ample time and leeway - approximately 3-4 months' notice - to understand what our position was, that we weren't going to be able to provide that building surveying service. Council haven't been providing that service since March last year. The private sector has stepped in and has stepped up and is providing pretty good service to the community, albeit a bit more expensive than the service we've been able to provide ourselves.

How many surveyors are available that offer that service in our municipality?

Response from Director – Community & Development, Rohan Willis:

Approximately 11-12 that say that they provide services in Dorset.

Those names are available to the public?

Response from Director – Community & Development, Rohan Willis:

They are, and we certainly try to make that apparent to people as well.

Lawrence Archer, Bridport

In regard to the local government meeting regulations, when in closed session, do you consider section 15 clause 8?

Response from Commissioner Andrew Wardlaw:

Yes.

At the last meeting, the Council deliberated on rate remissions. My question is, is it not possible for the public to know the reasons, the number of, and the value of any remission to be considered or granted? The reason I asked this Commissioner, is because I think that an agenda can be organised so that the item can be just discussed in public if it removes any identifying information, and I don't see any reason when you're discussing a remission, to identify the person that it's for. So I think that my question is more about openness of Council.

Response from Commissioner Andrew Wardlaw:

Thank you for the question. Certainly because of the privacy aspect of it that's the reason why it's discussed in closed session and I support that. My understanding is that they will be disclosed in Council's annual report. There is an obligation that we have under the Local Government Act that any remissions Council provide must be disclosed. That reporting will be desensitising most of what they are, but they will appear and include the reason and the amount. So the public will get to see them at the appropriate time in the annual report later in the year. I am comfortable that it is appropriate to present them in closed session because of the information.

Item 87/24 **Deputations**

Nil

Item 88/24 **Commissioner Question Time**

The following questions were received without notice from the Commissioner:

Nil

Item 89/24 **Notices of Motion by the Commissioner**

Nil

Item 90/24 **Notice of Motion | Commissioner Andrew Wardlaw – Review and Reduction of Speed Limit on Derby Back Road**

Ref: DOC/24/6146 | Notice of Motion: DOC/24/5276

Purpose

The purpose of this agenda item is to consider a notice of motion proposed by Commissioner Andrew Wardlaw.

Recommendation – Commissioner Wardlaw

That Council:

1. Give consideration to reducing the speed limit on Derby Back Road from 100 km/h to 80 km/h from Tasman Highway to Hardmans Lane.
2. Initiate a review of the existing speed limit on Derby Back Road, specifically focusing on the section from the Tasman Highway to Hardmans Lane.
3. Conduct a 28-day consultation period to solicit feedback from stakeholders, including residents, road users, and relevant authorities, regarding the proposed speed limit reduction.
4. Receive a report, by 31 August 2024, summarising the findings of the review and presenting any recommendations for changes to existing speed limits.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. Give consideration to reducing the speed limit on Derby Back Road from 100 km/h to 80 km/h from Tasman Highway to Hardmans Lane.
2. Initiate a review of the existing speed limit on Derby Back Road, specifically focusing on the section from the Tasman Highway to Hardmans Lane.
3. Conduct a 28-day consultation period to solicit feedback from stakeholders, including residents, road users, and relevant authorities, regarding the proposed speed limit reduction.
4. Receive a report, by 31 August 2024, summarising the findings of the review and presenting any recommendations for changes to existing speed limits.

CARRIED

Item 91/24 **Quarterly Financial Report – Period Ended 31 March 2024**
 Reporting Officer: Finance Manager, Allison Saunders
 Ref: DOC/24/6116

Purpose

The purpose of this agenda item is to present to Council and the community the financial performance for the 9 months ended 31 March 2024.

Recommendation

That Council receive the Quarterly Financial Report for the period ended 31 March 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council receive the Quarterly Financial Report for the period ended 31 March 2024.

CARRIED

Item 92/24 **Blue Derby Quarterly Report – March 2024**
 Reporting Officer: General Manager, John Marik
 Ref: DOC/24/5615

Purpose

The purpose of this agenda item is to provide Council with the March 2024 quarter report on the costs and revenue streams of the Blue Derby Mountain Bike Trails (MTB) and any significant adverse events relating to the performance of the Memorandum of Understanding (MoU) with the Blue Derby Foundation (the Foundation).

Recommendation

That Council receive the Blue Derby Mountain Bike Trails – March Quarterly Update.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council receive the Blue Derby Mountain Bike Trails – March Quarterly Update.

CARRIED

Item 93/24 **2024/25 Animal Management Fees**
 Reporting Officer: Director – Community and Development, Rohan Willis
 Ref: DOC/24/5937

Purpose

The purpose of this report is for Council to review animal management fees and charges for the 2024/25 financial year.

Recommendation

That Council adopt the Schedule of Fees payable for animal management for the 2024/25 financial year as tabled:

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council adopt the Schedule of Fees payable for animal management for the 2024/25 financial year as tabled:

SCHEDULE OF FEES – Animal Control	Proposed 2024/25 Fees
Dog Registration – Annual	
Declared Dangerous Dog	\$525
Dog Registration – Lifetime	
Non-Desexed Dog	\$163
Desexed, Working, Purebred or Greyhound	\$95
Pensioner-Owned Dog	\$63
Guide Dog	Nil
Guard Dog	\$500
Dog Licence Fees - Annual	
New Dog Licence – 3 to 5 Dogs	\$116
New Dog Licence – More than 5 Dogs	\$142
Existing Dog Licence – Renewal	\$44
Dog Fees – Other	
Maintenance Charge – Daily	\$37
Nuisance	\$42
Replacement Tag	\$5
1 st Seizure of any Dog	\$76
Subsequent Seizures (per seizure)	\$227
Delivery Charge (Dog returned to Owner)	\$105
Cat Management	
Relocation Device (Trap) Hire Deposit	\$84

CARRIED

Item 94/24

2024/25 Food Business Registration Fees

Reporting Officer: Director – Community and Development, Rohan Willis
 Ref: DOC/24/5938

Purpose

The purpose of this report is for Council to review food business registration fees and charges for the 2024/25 financial year.

Recommendation

That Council adopt the Schedule of Fees payable for food business registrations for the 2024/25 financial year as tabled:

Additional Recommendation from Commissioner

That Council review renewal of existing food business registrations and provide a report to Council prior to setting of the Budget Estimates in 2025/26.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council

- adopt the Schedule of Fees payable for food business registrations for the 2024/25 financial year as tabled:

SCHEDULE OF FEES	Proposed 2024/25 Fees
Food Business Registration – Non-Mobile Premises:	
New Food Business (Annual Registration)	\$195
Renewal of existing Food Business (Annual Registration)	Nil
Temporary Registration (Single Event - Permanent Resident of Dorset)	Nil
Food Business Registration – Mobile Premises (Permanent Resident of Dorset):	
New Food Business (Annual Registration)	\$195
Renewal of existing Food Business (Annual Registration)	Nil
Temporary Registration (Single Event)	\$37
Food Business Registration – Mobile Premises (Non-Permanent Resident of Dorset):	
New Food Business (Annual Registration)	\$195

Renewal of existing Food Business (Annual Registration)	\$195
Temporary Registration (Single Event)	\$37
Food Business Registration – charitable cause:	
Community Organisation or Charitable Event Applicants	Nil
Food Business Registration – Other:	
Food Business Inspection	\$95

2. review renewal of existing food business registrations and provide a report to Council prior to setting of the Budget Estimates in 2025/26.

CARRIED

Item 95/24

Playground Facility Audit Report Adoption

Reporting Officer: Director – Infrastructure, Michael Buckley
 Ref: DOC/24/5622 | Final Report: DOC/23/10120

Purpose

The purpose of this agenda item is to adopt the Council's Playground Facility Audit Report (the Report) for the Dorset Municipality.

Recommendation

That Council adopt the attached Playground Facility Audit Report, Version May 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council adopt the attached Playground Facility Audit Report, Version May 2024.

CARRIED

Item 96/24

Memorandum of Understanding – State Emergency Service

Reporting Officer: General Manager, John Marik
 Ref: DOC/24/5624

Purpose

The purpose of this agenda item is for Council to sign a Memorandum of Understanding (MoU) with the Tasmanian State Emergency Service (SES) for three years from 1 July 2024 to 30 June 2027.

Recommendation

That Council:

1. Enter into a Memorandum of Understanding with the Department of Police, Fire and Emergency Management for three (3) years from 1 July 2024 – 30 June 2027 to fund the Dorset Volunteer SES Unit as follows:

- \$15,000 in 2024/25
- \$15,750 in 2025/26
- \$16,500 in 2026/27

2. Gift the following Council assets as supplied to the Dorset Volunteer SES Unit:

Registration	Asset Description
B54WG	2010 Fuso Mitsubishi Canter 3.0 Truck
F01GI	2016 Isuzu D-Max Crew Cab Ute
Y66QW	2021 Storm / Lighting Trailer

3. Write down the assets identified in point (2.) as at 1 July 2024 and recognise a “loss on disposal” of \$28,956 in the 2024/25 Budget Estimates.

Additional Recommendation from Commissioner

4. Council note that the storm / lighting trailer be an asset that remains with the Dorset SES Unit, however it may be used outside the municipality in case of emergency.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. Enter into a Memorandum of Understanding with the Department of Police, Fire and Emergency Management for three (3) years from 1 July 2024 – 30 June 2027 to fund the Dorset Volunteer SES Unit as follows:
 - \$15,000 in 2024/25
 - \$15,750 in 2025/26
 - \$16,500 in 2026/27
2. Gift the following Council assets as supplied to the Dorset Volunteer SES Unit:

Registration	Asset Description
B54WG	2010 Fuso Mitsubishi Canter 3.0 Truck
F01GI	2016 Isuzu D-Max Crew Cab Ute
Y66QW	2021 Storm / Lighting Trailer

3. Write down the assets identified in point (2.) as at 1 July 2024 and recognise a “loss on disposal” of \$28,956 in the 2024/25 Budget Estimates.
4. Council note that the storm / lighting trailer be an asset that remains with the Dorset SES Unit, however it may be used outside the municipality in case of emergency.

CARRIED

Item 97/24**Review of Policy No. 9 – Risk Management**

Reporting Officer: General Manager, John Marik

Ref: DOC/24/5616 | Reviewed Policy: DOC/24/5192

Purpose

The purpose of this report is to review Policy No. 9 - Risk Management (the Policy).

Recommendation

That Council adopt the attached revised Policy No.9 - Risk Management.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council adopt the attached revised Policy No.9 - Risk Management.

CARRIED**Item 98/24****Review of Policy No. 16 – Electronic Communications**

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/6120 | Policy No.16: DOC/19/3692 | Revised Policy No. 2: DOC/23/8938[v2]

Purpose

The purpose of this report is to propose that Policy No. 16 – Electronic Communications (the Policy) be rescinded.

Recommendation

That Council:

1. Rescind Policy No. 16 – Electronic Communications.
2. Adopt the attached revised Policy No. 2 – Payment of Councillor Expenses and Provision of Facilities.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. Rescind Policy No. 16 – Electronic Communications.
2. Adopt the attached revised Policy No. 2 – Payment of Councillor Expenses and Provision of Facilities.

CARRIED

Item 99/24

Tabling of Code of Conduct Determination Report | 22 April 2024

Reporting Officer: General Manager, John Marik

Ref: DOC/24/5281 | Determination Report C31199: DOC/24/4974

Purpose

The purpose of this agenda item is to table a copy of a Code of Conduct Panel Determination Report, dated 22 April 2024, in response to a complaint made against Councillor Greg Howard by Dr Vincent Teichmann.

Recommendation

That Council receive the Code of Conduct Panel Determination Report, dated 22 April 2024, in relation to a complaint made by Dr Vincent Teichmann against Councillor Greg Howard.

DECISION**MOVED / SECONDED: Commissioner Wardlaw**

That Council receive the Code of Conduct Panel Determination Report, dated 22 April 2024, in relation to a complaint made by Dr Vincent Teichmann against Councillor Greg Howard.

CARRIED

Item 100/24

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: 7:28 pm**CARRIED****Meeting Adjourned: 7:28 pm***Reason: Tea break with the public***Meeting Resumed: 7:41 pm**

CLOSED SESSION ITEMS

The following matters were 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 101/24 Confirmation of Ordinary Council Meeting Closed Session Minutes – 22 April 2024

Item 102/24 Varied General Rate Remissions

The reports on these matters 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:

- personal and confidential information

Time Meeting Closed: 7:45 pm

Minutes Confirmed: 24 June 2024

Minute No:

.....
Commissioner

Minister for Children and Youth
Minister for Community Services
Minister for Aboriginal Affairs

Level 5 4 Salamanca Place HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia



Ms Janie Finlay MP
Labor Member for Bass

11 JUN 2024



Dear Ms Finlay

Thank you for your constituency question to the Premier on behalf of Greg from Dorset on 16 May 2024. I am responding on behalf of Government as Acting Minister for Local Government.

I am currently considering the Board of Inquiry's report, in accordance with the requirements of the *Local Government Act 1993*. Once I am satisfied that the statutory requirements regarding the report are met, I will confidentially advise the suspended councillors of the Board's findings and recommendations and invite any further submissions.

Following consideration of submissions, the Minister for Local Government will determine what action to take in response to the Board of Inquiry Report.

While I am mindful of providing the councillors and the Dorset community with certainty as to the outcomes of the Board of Inquiry process as soon as possible, it is also important that due process is followed.

Thank you for raising this matter with the Premier. I hope the information I have provided is helpful.

Yours sincerely

A handwritten signature in blue ink, appearing to be "R. Jaensch".

Hon Roger Jaensch MP
Acting Minister for Local Government

Dorset Strategic Plan 2023 - 2032

Reviewed during May / June 2024

Summary				
Strategic Items	Total Action Items	Items Complete	Items In Progress	Not Yet Started
Strategic Imperative 1	1		1	
Strategic Imperative 2	2		2	
Strategic Imperative 3	1		1	
Strategic Imperative 4	2		1	1
Strategic Imperative 5	2		2	
Strategic Imperative 6	1	1		
Strategic Imperative 7	4		2	2
Strategic Imperative 8	3		3	
Strategic Imperative 9	4	4		
Strategic Imperative 10	4	4		
Strategic Imperative 11	4		2	2
Strategic Imperative 12	2	1		1
Strategic Imperative 13	5	2	3	
Strategic Imperative 14	4	1	2	1
Strategic Imperative 15	1		1	
Strategic Imperative 16	3	1	2	
Strategic Imperative 17	2		2	
Total	45	14	24	7
% of total items		31%	53%	16%

Green	Project timeline and budget on target
Orange	Project timeline extension up to 12 months and / or budget over run by 10-20%
Red	Project timeline extension > 12 months and / or budget over run > 20%

Project Status					
Strategic Items	Total Action Items	Green	Orange	Red	Not Yet Started
Strategic Imperative 1	1		1		
Strategic Imperative 2	2	2			
Strategic Imperative 3	1	1			
Strategic Imperative 4	2	1			1
Strategic Imperative 5	2	2			
Strategic Imperative 6	1	1			
Strategic Imperative 7	4	2			2
Strategic Imperative 8	3	2		1	
Strategic Imperative 9	4	4			
Strategic Imperative 10	4	4			
Strategic Imperative 11	4	2			2
Strategic Imperative 12	2	1			1
Strategic Imperative 13	5	5			
Strategic Imperative 14	4	1	1	1	1
Strategic Imperative 15	1	1			
Strategic Imperative 16	3	3			
Strategic Imperative 17	2	2			
Total	45	34	2	2	7
% of total items		76%	4%	4%	16%

Strategic Imperative 1:

Council recognises the importance and will continue to work with and support our ageing communities

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes

Council Strategic Plan Update				
Imperative Ref	Timing	Activity Details	Status	Notes
1.1	2023/24	Council under-writing Aminya	90%	Council is working through stamp duty on asset transfer to May Shaw with the State Revenue Office. Council will then transfer the title to May Shaw and finalise the mortgage to secure Council's loans to May Shaw with a first mortgage. The original intent was to finalise this project in 2023/24, however Council have been reliant on the State Revenue Office and Crown law in relation to timing.

Strategic Imperative 2:

Council will work with third party providers to increase the voice of young people in the community

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes

Council Strategic Plan Update				
Imperative Ref	Timing	Activity Details	Status	Notes
2.1	2022-2025	Bright Dorset Youth Program	30%	Council provides \$20,000 funding per annum to the Bright Dorset Youth Program along with the General Manager being on the project advisory committee
2.2	2023/24 onwards	Assisting with the creation of Council, and community, employment pathways	25%	Acting - Director Corporate Services on the Dorset Employment Connect advisory committee, involvement with Dorset Employment Connect employment expo

Imperative 3:

Council will support and deliver events and festivals in conjunction with a regional marketing strategy for a vibrant community

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
3.1	2023/24 onwards	Review and possible expansion of grants and sponsorship programs	60%	A new Draft Events Policy has been developed. This Policy will go to the July workshop for discussion and to the July Council meeting for public consultation for 28 days from the Council Meeting date.

Imperative 4:

Council will support the community by ensuring facilities are provided and maintained for recreational and community use

Item Adopted by Council relating to Strategic Plan						Council Strategic Plan Update				
Imperative Ref	Date	Item Name	Details	Adopted	Notes	Imperative Ref	Year / Date	Activity Details	Status	Notes
4.3	18/03/2024	Review Policy 4 - Sponsorship of Sporting and Cultural Representatives	Review, adopt and implement	18/03/2024 Council Meeting	23/24 Annual Plan Activity 16	4.1	2025-2026	Review all Council owned assets	Not Started	
4.1	20/05/2024	Playground Facility Audit Report Adoption	Adopt final report	20/05/2024 Council Meeting	Whole of municipal playground audit with multiple public consultation	4.2	2024-2026	Review pricing structures of all Council owned assets, including lifecycle costs	10%	The Scottsdale Aquatic Centre has been reviewed, however it was decided to trial having donation points at the entry to see if donations increase from the \$1,000 donated during the 2023/24 season.

Imperative 5:

Council will establish closer relationships with local business / industry to work together for the betterment of the region

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
5.1	18/03/2024	Review Policy 44 - Social Media	Review, adopt and implement	18/03/2024 Council Meeting	23/24 Annual Plan Activity 24

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
5.1	2023/24 onwards	Review Council's communication channels	50%	Greater involvement with key local bodies, North East Chamber, Bridport Innovations, Bridport Coastal Working Group, Blue Derby Foundation, Gladstone Future-Links, local Lions and Rotary Clubs. Expanded familiarisation programs including site visits of local industry and businesses
5.2	2023/24 onwards	Establishing a culture of engagement	50%	

Imperative 6:

Council to advocate for health and wellbeing for all members of the community

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
6	18/12/2023	Child and Youth Safe Organisations Act Update and Policy	Adoption on new Policy to comply with legislation from 1 January 2024	18/12/2023 Council Meeting	
6.1	18/03/2024	Main Street, Bridport – Speed Zone Assessment Reports	Tabled reports and actions	18/03/2024 Council Meeting	
9.3	20/11/2023	Projects of Significance	Establish a Project of Significance report - Priority Projects Report Endorsed	20/11/2023 Council Meeting	23/24 Annual Plan Activity 13 Council included the Child & Family Learning Centre, TasWater Surety Project, TasWater Wastewater Project into the Projects of Significance Report

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
6.1	2023/24	Council will determine priorities for advocacy	100%	23/24 Annual Plan Activity 13 Council included the Child & Family Learning Centre, TasWater Surety Project, TasWater Wastewater Project into the Projects of Significance Report. With advocacy from various groups, including Better Health for Dorset and Council the Liberal Government made an election commitment to fund a Child and Family Learning Centre in Scottsdale

Imperative 7:

Increase Dorset's population to attain scale in services and in Council's rates / grant base

Item Adopted by Council relating to Strategic Plan						Council Strategic Plan Update				
Imperative Ref	Date	Item Name	Details	Adopted	Notes	Imperative Ref	Year / Date	Activity Details	Status	Notes
7.2		Scottsdale and Derby Structure Plans	Finalise Structure Plans		Carried Forward 24/25	7.1	2023/24 onwards	Sideling Redevelopment	30%	Council have been advocating for the Sideling upgrade to include the new alignment (as per Council's original business case) to divert via Corkery's Road along with heavy vehicles bypassing Derby via Derby Back Road
7.2		Austins Road Residential Development	Preparation of Master Plan and Stage 1 Subdivision plan		Carried Forward 24/25	7.2	2023/24 onwards	Town master planning	30%	Council have joined the NTDC and will work regionally in relation of the Regional Land Use Strategy (RLUS) which is inter-related with Council's structure planning
7.2		Scottsdale Light Industrial Rezoning	Complete draft Master Plan for industrial rezoning at Scottsdale Depot site		Carried Forward 24/25	7.3	N/A	Municipal prospectus	Not Started	Council officers will have preliminary discussions with the Office of Co-ordinator General in June 2024
7.2		Bridport Structure Plan	Prepare draft Structure Plan		Carried Forward 24/25	7.4	N/A	Develop a marketing plan to attract and retain young families	Not Started	This project would start after structure planning / RLUS development is completed for the municipality and appropriate land supply is released
7.2		Derby Master Plan	Commence draft Master Plan for Derby		Carried Forward 24/25					

Imperative 8:

Work with the tourism industry to create a municipal marketing strategy and plan to drive visitation

Item Adopted by Council relating to Strategic Plan						Council Strategic Plan Update				
Imperative Ref	Date	Item Name	Details	Adopted	Notes	Imperative Ref	Year / Date	Activity Details	Status	Notes
8.2	18/12/2023	Rail Trail Project	Update to Council	18/12/2023 Council Meeting	23/24 Annual Plan Activity 11	8.1	2023/24 onwards	Partner with external providers to create a municipal tourism marketing strategy	10%	A municipal marketing strategy was created in December 2019. Since that time North East Tasmania Tourism (NETT) and thus certain parts of the Plan have not been actioned. The General Manager is in discussions with the consultant that created the Plan. Discussions have commenced with former members of NETT to update the Plan and the reforming of NETT, along with discussions with Visit Northern Tasmania. The objective is to create an updated Plan with key deliverables having a responsible owner.
8.2		Rail Trail Project	Tender approved and project works commenced		23/24 Annual Plan Activity 11	8.2	2023-2025	Successfully deliver the Rail Trail	10%	The business case, including the market demand analysis, has been updated. This will be presented to the Commissioner in June 2024 with next steps determined in this workshop. Both the timing and the budget of this project have proved challenging.
8.3	20/11/2023	Projects of Significance	Establish a Project of Significance report	20/11/2023 Council Meeting - Priority Projects Plan 2023-2025	23/24 Annual Plan Activity 13	8.3	2024/25	Develop a tourism friendly infrastructure plan	15%	Council have established the Projects of Significance Report as adopted by Council in November 2023. Along with a full review of Council's infrastructure assets during this strategic cycle, Council will partner with the NBN and telecommunications companies to develop a digital strategy to ensure digital infrastructure meet the needs of locals and visitors alike.
8.3	20/05/2024	Playground Facility Audit Report Adoption	Adopt final report	20/05/2024 Council Meeting						

Imperative 9:

Facilitate and advocate for projects that enable economic growth across the municipality

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
9.4	16/10/2023	Blue Derby Transition	Update to Council	16/10/2024 Council Meeting	23/24 Annual Plan Activity 9
9.4	19/02/2024	Blue Derby Transition	Update to Council	19/02/2024 Council Meeting	23/24 Annual Plan Activity 9
9.4	20/05/2024	Blue Derby Transition	Update to Council	20/05/2024 Council Meeting	23/24 Annual Plan Activity 9
9.2 and 9.3	17/07/2023	Appointment of Councillor Representatives Road and Footpath Committee	Appointment of 3 Councillors to Committee	17/07/2023 Council Meeting	
9.2 and 9.3		Road and Footpath Representation Committee / Panel	Establish panel to assist with future planning and review of Council's Road Plan		23/24 Annual Plan Activity 12
9.3	20/11/2023	Projects of Significance	Establish a Project of Significance report - Priority Projects Report Endorsed	20/11/2023 Council Meeting	23/24 Annual Plan Activity 13
9.1	18/09/2023	Review Policy 3 - On Street Dining Vending and Signage	Review, adopt and implement	18/09/2023 Council Meeting	23/24 Annual Plan Activity 15
9.1	21/08/2023	Review Policy 31 - Code for Tenders and Contracts	Review, adopt and implement	21/08/2023 Council Meeting	23/24 Annual Plan Activity 21
9.1	18/12/2023	Review Policy 54 - Wood Encouragement	Review, adopt and implement	18/12/2023 Council Meeting	23/24 Annual Plan Activity 25
9.3	16/10/2023	External Grant Funding Update	External grant funding agenda item	16/10/2023 Council Meeting	
9.2 and 9.3	20/11/2023	Northern Tasmania Development Corporation – Trial Membership	Trial membership of NTDC	20/11/2023 Council Meeting	
9.2 and 9.3	20/11/2023	Tabling of Minister Ferguson Correspondence - MAST Grant Funding Announcement	2021 Election Commitment - Bridport Pier	20/11/2023 Council Meeting	

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
9.1	2023/24	Policies were reviewed to ensure they are investment friendly	100%	
9.2	2023/24	Create strategic partnerships with other organisation's and Councils for the benefit of Dorset	100%	Council has closely worked with surrounding councils, Visit Northern Tasmania, Northern Tasmania Development Corporation, RDA to maximise funding opportunities and the review project synergies. NTDC advocated for 3 key regionally significant projects during the March 2024 State election and the upcoming Federal election - namely Golconda Road, Blue Derby Master Planning and the Rail Trail. NTDC membership allowed Council to leverage the Sporting Precincts Study which as at June 2024 is in draft and yet to be delivered to Council.
9.3	2023-2025	Creation of a Projects of Significance Report	100%	This was adopted in November 2023 and has been utilised for grant funding and funding through election promises. The report has been successful in relation to funding attainment for a Child & Family Learning Centre (March 2024 Liberal election commitment), Sideling stage 2 advocacy and Tasman Hwy corridor study engagement, Playground Facility Audit Report creation and attainment of over \$300,000 in grant funding, Bridport River Entrance and Marina study \$600,000 funding attainment
9.4	2023/25	Transition Blue Derby mountain bike operations away from Council to the Blue Derby Foundation	100%	Transition is complete with quarterly reports from the Foundation and Council to the community via Council meetings.

Imperative 9:

Facilitate and advocate for projects that enable economic growth across the municipality

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
9.2	20/11/2023	Tasmanian Government Support – Resident Crossings in Dorset	Minister Ferguson correspondence for funding	20/11/2023 Council Meeting	
9.2	20/11/2023	New Management Plan for the Tasmanian Scalefish Fishery	Minister Palmer report on Scalefish	20/11/2023 Council Meeting	
9.2	18/12/2023	Annual General Meeting Motion Re-Joining the Northern Tasmania Development Corporation Membership	NTDC Membership Motion	18/12/2023 Council Meeting	
9.3	19/02/2024	Dorset Priority Projects Plan 2023-2025 Update	Update to endorsed Priority Projects Plan	19/02/2024 Council Meeting	
9.2 and 9.3	22/04/2024	Northern Tasmania Development Corporation Membership Review	Reviewed and endorsed continued membership	22/04/2024 Council Meeting	
9.3	20/05/2024	Notice of Motion Commissioner Andrew Wardlaw – Review and Reduction of Speed Limit on Derby Back Road		20/05/2024 Council Meeting	
9.2	20/05/2024	Memorandum of Understanding – State Emergency Service		20/05/2024 Council Meeting	
9.2	16/10/2023	Northern Materials Recovery Facility Contract		16/10/2023 Council Meeting	Closed Session Item

Imperative 10:

Council's Strategic Plan is filtered through all Council's plans and budgets

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
10.3		Asset Management	Review and update Stormwater AMP		23/24 Annual Plan Activity 3
10.4		Municipal Revaluations	Application of new property valuations and review of Council's Rates Strategy		23/24 Annual Plan Activity 10
10.1	21/08/2023	Review Policy 2 - Payment of Councillors Expenses and Provision of Facilities	Review, adopt and implement	21/08/2023 Council Meeting	23/24 Annual Plan Activity 14
10.1	18/09/2023	Review Policy 3 - On Street Dining Vending and Signage	Review, adopt and implement	18/09/2023 Council Meeting	23/24 Annual Plan Activity 15
10.1	18/03/2024	Review Policy 4 - Sponsorship of Sporting and Cultural Representatives	Review, adopt and implement	18/03/2024 Council Meeting	23/24 Annual Plan Activity 16
10.1	20/11/2023	Review Policy 7 - Contribution to Boundary Fences	Review, adopt and implement	20/11/2023 Council Meeting	23/24 Annual Plan Activity 17
10.1 and 10.2	20/05/2024	Review Policy 9 and Risk Management Framework	Review, adopt and implement	20/05/2024 Council Meeting	23/24 Annual Plan Activity 18
10.1	20/05/2024	Review Policy 16 - Electronic Communications	Review, adopt and implement	20/05/2024 Council Meeting	23/24 Annual Plan Activity 19 - rescinded as an external policy (now an operational policy)
10.1	20/11/2023	Review Policy 18 - Customer Service Charter	Review, adopt and implement	20/11/2023 Council Meeting	23/24 Annual Plan Activity 20
10.1	21/08/2023	Review Policy 31 - Code for Tenders & Contracts	Review, adopt and implement	21/08/2023 Council Meeting	23/24 Annual Plan Activity 21
10.1		Review Policy 32 - Public Interest Disclosure	Review, adopt and implement		23/24 Annual Plan Activity 22
10.1	21/08/2023	Review Policy 36 - Personal Information Protection	Review, adopt and implement	21/08/2023 Council Meeting	23/24 Annual Plan Activity 23
10.1	18/03/2024	Review Policy 44 - Social Media	Review, adopt and implement	18/03/2024 Council Meeting	23/24 Annual Plan Activity 24
10.1	18/12/2023	Review Policy 54 - Wood Encouragement	Review, adopt and implement	18/12/2023 Council Meeting	23/24 Annual Plan Activity 25
10.1		Review Policy 56 - Bridport Seaside Caravan Park Annual Site	Review, adopt and implement		Carried Forward 24/25
10.1	20/11/2023	Review Policy 57 - Managed Grassland Fire Risk Abatement	Review, adopt and implement	20/11/2023 Council Meeting	23/24 Annual Plan Activity 27
10.1 and 10.2	21/08/2023	Variation to 2023/24 Annual Plan	Variations to approved 23/24 Plan	21/08/2023 Council Meeting	
10.1	18/09/2023	2023/24 Budget Estimates Variation – Financial Assistance Grants	Budget variation surplus funds	18/09/2023 Council Meeting	
10.1	16/10/2023	External Grant Funding Update	External grant funding agenda item	16/10/2023 Council Meeting	
10.3	20/11/2023	Tasmanian Government Support – Resident Crossings in Dorset	Minister Ferguson correspondence for funding	20/11/2023 Council Meeting	
10.1	20/11/2023	2022/23 Audited Financial Statements		20/11/2023 Council Meeting	
10.1	20/11/2023	Quarterly Financial Report – Period Ended 30 September 2023		20/11/2023 Council Meeting	
10.1	18/12/2023	Child and Youth Safe Organisations Act Update and Policy	Adoption on new Policy to comply with legislation from 1 January 2024	18/12/2023 Council Meeting	
10.4	18/12/2023	Variation to 2023/24 Fees and Charges – Derby Car Park and Amenities Overnight Camping	Premium camping fee introduction	18/12/2023 Council Meeting	
10.1	22/01/2024	Bridport Seaside Caravan Park Quarterly Report – Period Ended 31 December 2023		22/01/2024 Council Meeting	
10.1	22/01/2024	New Policy No. 60 – Dealing with Unreasonable Customer Conduct	Adopted new Policy	22/01/2024 Council Meeting	
10.1	19/02/2024	Quarterly Financials Period Ended 31 December 2023		19/02/2024 Council Meeting	

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
10.1	2023/24	All Council plans to reflect the Council strategic plan	100%	Council's Annual Plan, Budget Estimates, all Council workshop and meeting agenda items reference Council's over-arching Strategic Plan
10.2	2023/24	Risk Management Framework and Policy review	100%	Risk Framework and Policy adopted in May 2024. A further review may be required upon the release of the Board of Inquiry report. An annual review of Council's Risk Management Framework and Policy through the Audit Panel will be undertaken.
10.3	2023/24	Council to keep up-to-date with Asset Management Plans	100%	in 2023/24 the Stormwater Asset Management Plan is completed and will be presented at the June 2024 Council Workshop and Meeting.
10.4	2023/24	Rates, fees and charges will reflect value for money for the community	100%	Council over-arching Strategic Plan and accompanying projects are represented in Council's Long Term Financial Plan on a total lifecycle basis.

Imperative 10:

Council's Strategic Plan is filtered through all Council's plans and budgets

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
10.1	18/03/2024	Reallocation of Grant Funding and 2023/24 Budget Estimates Variation	Variation for Scottsdale Town Link Pathway	18/03/2024 Council Meeting	
10.1	18/03/2024	2023/24 Budget Estimates Variation – Capital Works Road Resheeting	Variation for Cascade Dam Road resheeting	18/03/2024 Council Meeting	
10.2	18/03/2024	Dorset Municipal Emergency Management Plan – Issue 9 February 2024	Endorsed new Plan	18/03/2024 Council Meeting	
10.1	22/04/2024	Bridport Seaside Caravan Park Quarterly Report – Period Ended 31 March 2024		22/04/2024 Council Meeting	
10.1	22/04/2024	2023/24 Budget Estimates Variation – Capital Works Road Resheeting Cape Portland Road	Variation for Cape Portland Road resheeting	22/04/2024 Council Meeting	
10.1	20/05/2024	Quarterly Financial Report – Period Ended 31 March 2024		20/05/2024 Council Meeting	
10.4	20/05/2024	2024/25 Animal Management Fees		20/05/2024 Council Meeting	
10.4	20/05/2024	2024/25 Food Business Registration Fees		20/05/2024 Council Meeting	
10.4	19/02/2024	Varied General Rate Remissions		19/02/2024 Council Meeting	Closed Session
10.4	22/04/2024	Varied General Rate Remissions		22/04/2024 Council Meeting	Closed Session
10.4	20/05/2024	Varied General Rate Remissions		20/05/2024 Council Meeting	Closed Session

Imperative 11:

Council strives to be a desirable place to work

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
11.1	22/01/2024	New Policy No. 60 – Dealing with Unreasonable Customer Conduct	Adopted new Policy	22/01/2024 Council Meeting	

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
11.1	2023-2025	Develop a positive and safe workplace culture	50%	Positive workplace culture starts with the management team - actions over words. The management team have focused on WH&S and reported to the Audit Panel and Council regularly. Council Officers are working on a HR Strategy. Council have appointed a People and Safety Officer to focus on Council's employees and proactive employee programs and training / development
11.2	2023-25	Review training, development and succession planning	25%	Council have appointed a People and Safety Officer to focus on Council's employees and proactive employee programs and training / development
11.3	2023-25	Review reward, recognition, health and well-being programs	Not Started	This is linked to the over-arching HR Strategy
11.4	2023-25	Develop a Council scholarship, apprenticeship and traineeship program	Not Started	This is linked to the over-arching HR Strategy

Imperative 12:

Cooperation and engagement with external reviews relating to Council activities

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
12.2	17/07/2023	Council Submission Future of Local Government Review: North-East Community Catchment Information Pack	Endorsed Council submission	17/07/2023 Council Meeting	

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
12.1	2023/24	Conduct performance audits on key operational areas	Not Started	Council is waiting on the final Board of Inquiry report
12.2	2023/24	Engagement with the Future of Local Government Review	100%	Council has made a submission to the review at all stages

Imperative 13:*Improve Council efficiency and effectiveness*

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
13.1	20/05/2024	Review Policy 16 - Electronic Communications	Review, adopt and implement	20/05/2024 Council Meeting	23/24 Annual Plan Activity 19 - rescinded as an external policy (now an operational policy)
13.4	20/11/2023	Review Policy 18 - Customer Service Charter	Review, adopt and implement	20/11/2023 Council Meeting	23/24 Annual Plan Activity 20
13.1		Review Policy 32 - Public Interest Disclosure	Review, adopt and implement		23/24 Annual Plan Activity 22
13.1		Dorset Strategic Plan	Commence annual review of Strategic Plan		23/24 Annual Plan Activity 1
13.1	21/08/2023	Bridport Seaside Caravan Park Operational Model Update and Budget Variation	Update and budget variation due to hybrid model	21/08/2023 Council Meeting	
13.1	22/01/2024	Bridport Seaside Caravan Park Quarterly Report – Period Ended 31 December 2023		22/01/2024 Council Meeting	
13.2 and 13.4	22/01/2024	New Policy No. 60 – Dealing with Unreasonable Customer Conduct	Adopted new Policy	22/01/2024 Council Meeting	
13.1	22/04/2024	Bridport Seaside Caravan Park Quarterly Report – Period Ended 31 March 2024		22/04/2024 Council Meeting	

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
13.1	2023/24	Review Council operations and implement continuous improvement and innovation	100%	Council operations have been reviewed in light of the required delivery of the strategic plan and incorporated into budget estimate discussions for 2024/25
13.2	2023/24	Demonstrate sound governance that builds a foundation of trust within the community and for prospective investors	50%	Community consultation has been increased including a budget submissions portal on Council's website, Audit Panel minutes have been included in Council meeting agenda reports, Council's Risk Framework and Policy has been reviewed and updated (May 2024 Council meeting adoption)
13.3	2023/24	Review Council's cost structure, including procurement practices	25%	Policy 31 - Code for Tenders & Contracts was reviewed and adopted in August 2023. Council have been working with LGAT on attaining value from the Local Government procurement portal. Council are reviewing infrastructure, particularly roads for the 2024/25 budget to conduct proactive maintenance to prolong asset lives.
13.4	2023/24	Review and improve customer service delivery to key stakeholders	50%	Community consultation has been increased including a budget submissions portal on Council's website. All key plans are going to the community for consultation and feedback.
13.5	2023/24	Review Council's project management capability, capacity and project delivery	100%	Project Management Office has been set-up with key responsibility to deliver Priority Projects plan and funding. Infrastructure department has been reviewed and changes budgeted for in relation to infrastructure project delivery. Assistant General Manager has key strategic projects assigned.

Imperative 14:

Council will maximise efforts to reduce waste going to landfill and maximise the reuse of items and increase recycling within the municipality

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes
14.2 and 14.4		Waste Management	Planning for State Government Container Refund Scheme		23/24 Annual Plan Activity 2
14.2 and 14.4	05/03/2024 Workshop	Waste Management	Prepare draft Green Waste Strategy		23/24 Annual Plan Activity 2
14.1	16/10/2023	Northern Materials Recovery Facility Contract		16/10/2023 Council Meeting	Closed Session Item

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
14.1	2024 onwards	Active participation with the Northern Tasmanian Waste Management Project (NTWMP)	100%	The NTWMP is now rebranded to Circular North. Council's General Manager is Deputy Chair of the Circular North Steering Committee (all 8 Northern Council General Managers make up the Steering Committee) and Jeff Holmes Waste Management Coordinator is on the Circular North Technical Committee (this Committee has the key operational employees working together on regional waste solutions).
14.2	2024/25	Waste strategy delivery	25%	Circular North is currently working on a 5 year regional waste strategy. On completion of this strategy Council will leverage off this work and deliver a municipal specific strategy. Circular North are currently a little behind on the delivery of the strategy which was originally intended to be delivered by the end of 2023. It must be noted that Council have developed a green waste strategy to take effect from 1 July 2024.
14.3	2024 onwards	Reduce the use of single use plastics	Not Started	Dependent on the waste strategy
14.4	2024 onwards	Maximise the container refund scheme	10%	Project for Dorset is dependent on the State Government delivering the scheme. This project has been delayed multiple times and the anticipated timeline is unknown. Once the State Government finalise the scheme, Council will work to maximise the scheme to maximise the diversion of containers from landfill.

Imperative 15:

Council will support renewable energy opportunities

Item Adopted by Council relating to Strategic Plan						Council Strategic Plan Update				
Imperative Ref	Date	Item Name	Details	Adopted	Notes	Imperative Ref	Year / Date	Activity Details	Status	Notes
15.1	18/07/2022	Major Project Declaration - North East Wind Project	Council resolved to advise the Minister for Planning that Council considers the NE Wind Project as a Major Project	18/07/2022		15.1	2024 onwards	Support and advocate for renewable energy projects such as wind farms	In Progress	Council adopted the ACEN Farm project to be assessed as a major project. Council has been in discussions with various renewable energy projects providers including ACEN Wind, VENA Energy and TasRex Pty Ltd. This industry is a key economic development opportunity for the region and Dorset municipality in particular. This is one of the main regions of the structure and master planning for the municipality and the required work on the Regional Land Use Strategy to ensure land zoning and infrastructure planning is front and centre as short term and longer term workers need to be able to find adequate housing in the area. Council has also attended public community consultation sessions on the proposed offshore wind project.

Imperative 16:
Council will initiate projects to reduce environmental footprint

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
16.1	2023-25	Council will consider new technologies for Council's fleet, solar, energy efficiency	10%	General Manager is Deputy Chair of the Northern Tasmanian Alliance for Resilient Councils (NTARC) due to the synergies between this program and Circular North due to waste management being a large part of Council's overall carbon footprint. NTARC are undertaking a carbon footprint analysis of council's operations for Council to then devise carbon reduction projects.
16.2	2023-25	Audit of maintenance program	10%	
16.3	2023-25	Involvement with Northern Councils Climate Change Program	100%	

Imperative 17:

Council will review vegetation and weed management plans

Item Adopted by Council relating to Strategic Plan					
Imperative Ref	Date	Item Name	Details	Adopted	Notes

Council Strategic Plan Update				
Imperative Ref	Year / Date	Activity Details	Status	Notes
17.1	2024/25	Review, adopt and implement weed management strategy and planning	10%	Planning is in progress and this item has been included in the 2024/25 Annual Plan. Council's Infrastructure Director - Michael Buckley has been engaging with various community groups, including the North East Field Naturalists volunteers in relation to rice grass in the Trent Water.
17.2	2024/25	Review, adopt and implement vegetation management plans	10%	



dorset
COUNCIL

Strategic Plan 2023 - 2032

Originally Adopted by Council
26 June 2023
Minute 86/23
Ref: DOC/23/7543

Reviewed by Council
24 June 2024
Minute xx/24
Ref: DOC/24/7083





Barnbougle Golf Course, Bridport
Photo Credit: Gary Lisbon

Bridestowe Lavender Farm, Nabowla

Briseis Mine Hole, Derby
Photo Credit: Stu Gibson

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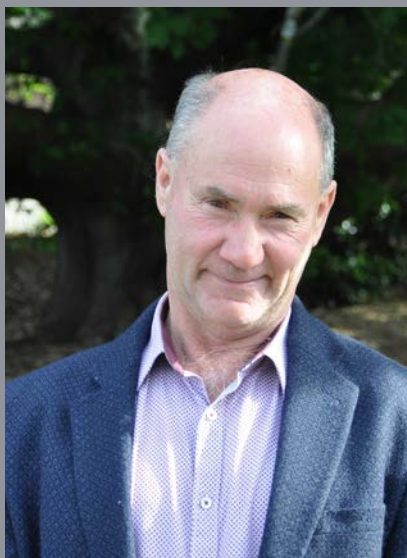
Acknowledgment of Country

Dorset Council acknowledges the palawa community as the first inhabitants of the nation and pays respect to Elders past, present and emerging.

We recognise them as the traditional custodians of the lands and waters where we live, learn and work.

Front Page: Mt Stronach 'View of Dorset'

Welcome



Mayor: Greg Howard



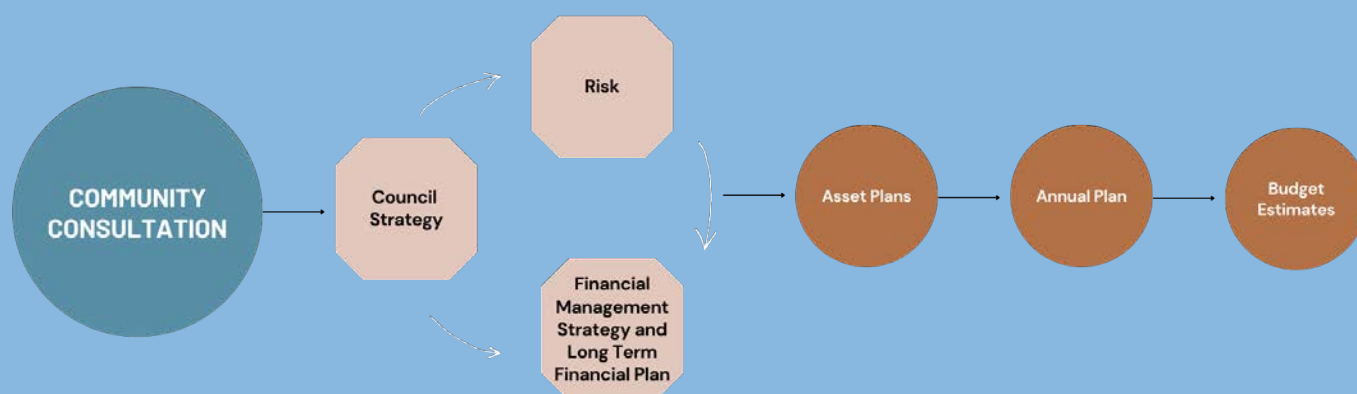
General Manager: John Marik

Welcome to Council's Strategic Plan 2023 – 2032. With Local Government elections having taken place in October 2022 and a new Council elected, Council chose to conduct a full review of Council's Strategic Plan. The development of Council's Strategic Plan has been a collaborative approach between Councillors and Council Officers, along with submissions from the community and any authorities and bodies that may be impacted by the Strategic Plan.

The *Local Government Act 1993* - Section 66 (2) mandates a Council Strategic Plan must be in respect of at least a 10 year period and must be reviewed every 4 years. With the pace of change in the world today, Council will embark on a yearly review of the Strategic Plan to ensure the initiatives remain relevant to the community and to explore further opportunities that align with Council's vision.

Council's Strategic Plan sets a very clear vision for the municipality to be an inclusive, thriving and connected community. Council's Strategic Plan will assist in driving future prosperity in the Dorset region. The Strategic Plan simply and easily defines what Council will be doing over the 2023 – 2032 term and why these initiatives are important to the municipality. The Strategic Plan centres on four key pillars, including improving the liveability of the community, stimulating economic growth, improving service delivery and reducing Council's environmental footprint.

Strategic Framework



The Dorset Council Strategic Framework starts with understanding the needs of the Dorset community. The elected members of Council represent the community and make decisions on the allocation of Council resources to best meet those community needs.

Council's Strategic Plan is an important document which identifies the future direction of Council to meet community needs. The comprehensive review of Council's Strategic Plan is the start of a new cycle that will result in a review and update of all other plans, including Council's Risk Management Framework and the Financial Management Strategy. The Strategic Plan is in no way sequentially numbered in the order of priority, it is numbered so it can be easily identifiable and tracked within Council's Annual Plan. Council's Strategic Plan is a high level document highlighting what the Council wants to achieve, and why that is important. Council's Annual Plan and implementation plans will then delve into how some of the activities will be achieved, which will include deeper reviews and for relevant activities, further community consultation and feedback.

Council's Risk Management Framework identifies, assesses, and prioritises risks and assists Council to make decisions on how those risks are best mitigated. The Financial Management Strategy is the process of analysing and managing financial resources effectively and efficiently to meet Council's objectives as per the Strategic Plan. Both risk management and financial management help inform strategic planning by providing data on the current state of Council and the potential financial impacts of different strategies.

Snapshot of Dorset

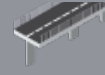
The Dorset municipality is located in North East Tasmania, with a total land area of 3,231 square kilometres. The main township is Scottsdale with a number of settlements including Bridport, Branxholm, Derby, Gladstone, Herrick, Legerwood, Moorina, Musselroe Bay, Nabowla, Pioneer, Ringarooma, South Mount Cameron, Springfield, Tomahawk and Winnaleah.



Sealed Roads
243 km



Unsealed Roads
443 km



Bridges
114



Major Culverts
13



Sports Grounds
6



Community Halls
18



Caravan Parks/
Camping Grounds
6



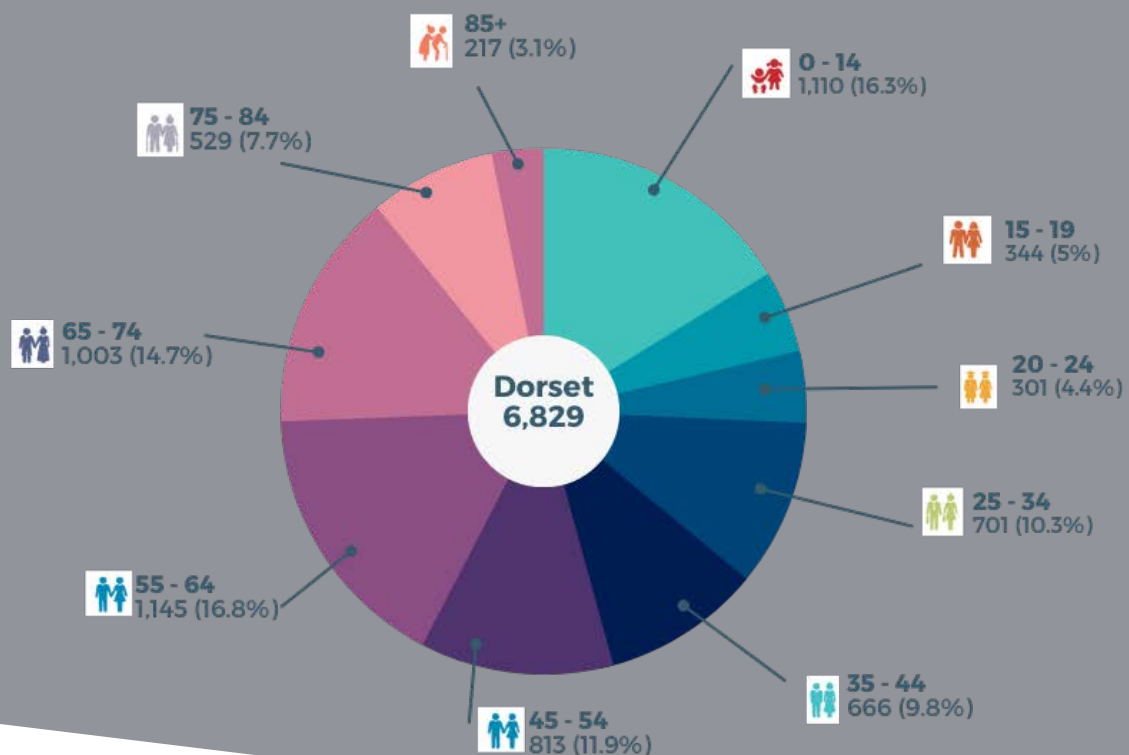
Waste Transfer
Stations
3



Swimming Pools
2

In the 2021 Census based on the Dorset Local Government area:

- the population was 6,829 people, with 49.5% being male and 50.5% being female;
- the median age of the population of Dorset was 48 compared to 42 years across Tasmania;
- single (or lone) person households have increased from 795 (29.5%) in 2011 to 874 (31.6%) in 2021;
- unoccupied private dwellings have stayed relatively unchanged, increasing from 945 (25.9%) in 2011, to 947 (25.5%) in 2021; and
- Aboriginal and Torres Strait Islander people made up 4.1% of the population.



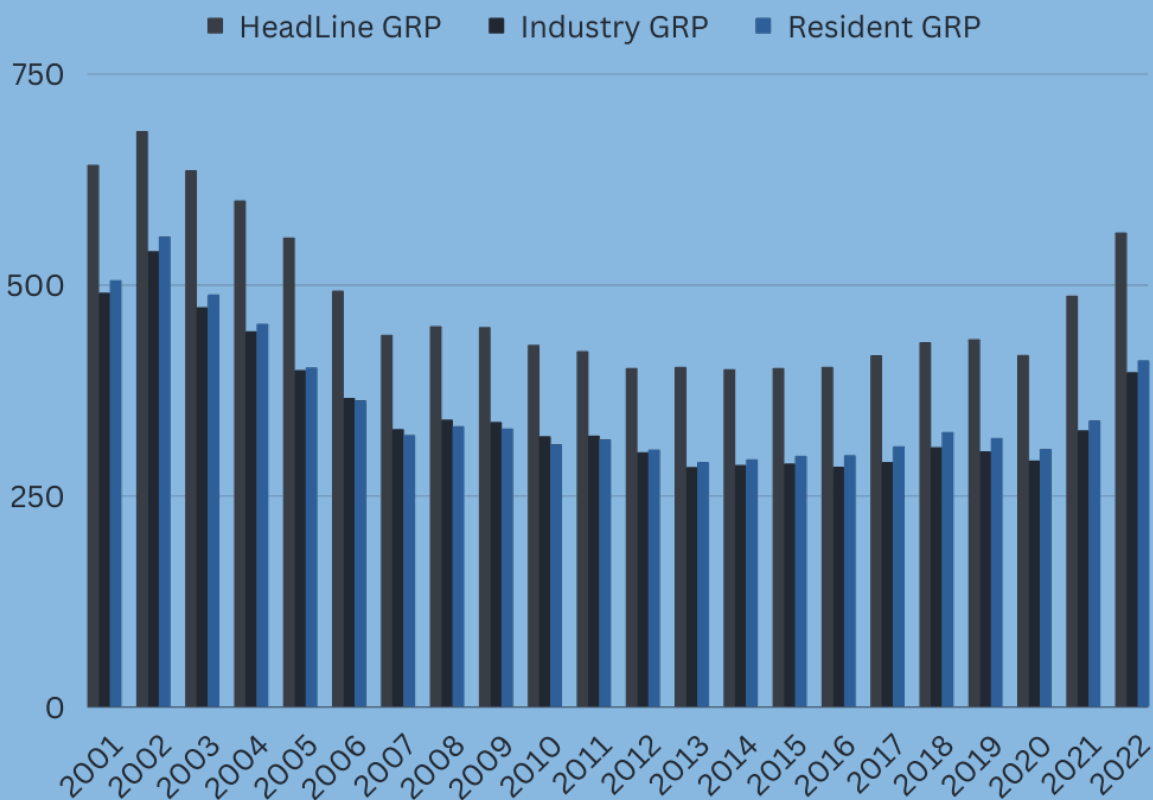
Industry Analysis

The Dorset municipality contributed a gross regional product (which measures the final market value of all goods and services produced in the region) of \$0.56 billion in 2021/22. The 2021/22 financial year grew 15.4% on the prior financial year.

Local sales account for 49.3% of the economic output of the Dorset municipality. While 42.2% are domestic exports and 8.5% are international exports.

The Dorset municipality gross regional product resulted in Dorset employees contributing 1.5% of Tasmania’s economic value. Dorset employees accounted for 1.1% of Tasmania’s employment. This clearly identifies that Dorset was contributing well and truly above its employment levels towards the gross state product (which measures the sum of value added from all industries within the state).

GROSS REGIONAL PRODUCT DORSET COUNCIL AREA



Source: National Institute of Economic and Industry Research (NIEIR) © 2023
Compiled and presented in economy.id by .id (informed decisions).

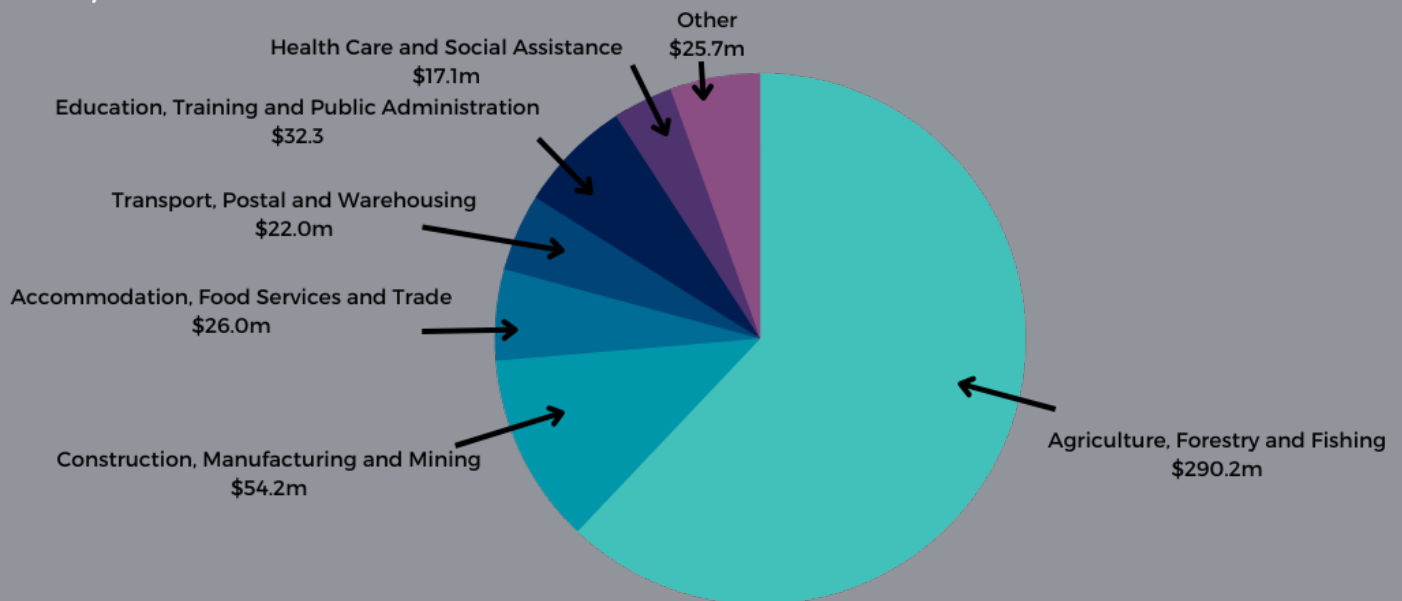
Industry Analysis (cont.)

Within the Dorset municipality agriculture, forestry and fishing are the most productive industries, generating \$290 million in 2021/22, up 40.1% since the previous year which was impacted by the COVID-19 pandemic. Agriculture equates to \$245 million (84.7% of the agriculture, forestry and fishing sector), forestry and logging: \$21.2 million (7.3%), agriculture, forestry and fishing support services: \$16.0 million (5.5%) and fishing, hunting and trapping: \$6.4 million (2.2%).

Construction, manufacturing and mining generated \$54.2 million in 2021/22.

In recent years, the tourism industry has grown substantially and is shown below as part of the accommodation, food services and trade section, along with a portion sitting within the other section. The National Institute of Economic and Industry Research has reported that in 2021/22, the value of tourism to the Dorset municipality was \$38.97 million in output and sales and \$18.55 million in value added.

Value Added by Industry Sector 2021/22 - Dorset Council Area



Source: National Institute of Economic and Industry Research (NIEIR) © 2023
Compiled and presented in *economy.id* by *.id* (informed decisions).



Ringarooma Valley



Carisbrook Lane, Legerwood
Photo Credit: NB Media

Vision Statement

OUR VISION

An inclusive, thriving and connected community.

OUR VALUES

Leadership

We lead by example through our behaviours and approach to work. We are a proactive advocate for the community, and engage with the community in determining and driving a vision for Dorset

Creative Thinking

We foster a solution-driven environment that embraces innovation and inspires fresh approaches in adapting to, and creating, change

Customer Service

We meet our service standards in a professional and responsive manner

Engagement

We communicate openly and encourage the active participation of the community

Respect

We engage in open dialogue whilst accepting there will be differences of opinion

Financially Responsible

We deliver services to the community in a sustainable and strategic cost effective way

Liveable Community

Objective: *To continually improve the liveability of the community and to respond to community challenges and changing demographics*



Scottsdale Aquatic Centre

Strategy

Council will maintain and invest in community infrastructure and empower community groups through provision of funding and support of initiatives.

Why

Councils interact with the community on a daily basis and therefore have the ability to advocate for or provide practical assistance that results in positive health and wellbeing outcomes for the community.

Strategic Imperatives

- 1. Council recognises the importance and will continue to work with and support our ageing communities**
 - 1.1 Review retirement opportunities (e.g. Northbourne Park Association and Seaview Village) and assist, where possible, with development, growth and sustainability.
- 2. Council will work with third party providers to increase the voice of young people in the community**
 - 2.1 Actively engage, and partly fund, along with the Tasmanian Community Fund, the Bright Dorset Youth Program through Dorset Community House during 2022 – 2025.
 - 2.2 Work with schools and Dorset Community House to create employment pathways e.g. employment expo, employment academy and school partnerships.
- 3. Council will support and deliver events and festivals in conjunction with a regional marketing strategy for a vibrant community**
 - 3.1 Review and possibly expand grant and sponsorship programs, e.g. signature events in the municipality.
- 4. Council will support the community by ensuring facilities are provided and maintained for recreational and community use**
 - 4.1 Review all Council owned assets.
 - 4.2 Review pricing structures of all Council owned assets including life-cycle costs.
- 5. Council will establish closer relationships with local business / industry to work together for the betterment of the region**
 - 5.1 Review current communication channels and look at ways to engage.
 - 5.2 Establishing a culture of engagement and participation with Council.
- 6. Council to advocate for health and wellbeing for all members of the community**
 - 6.1 Council will determine priorities for advocacy.



Economic Development

Objective: *To stimulate economic growth through sustainable and visionary projects, with a view to increasing prosperity, population and investment.*



Agricultural Crops, Scottsdale

Strategy

To embrace innovation and encourage new industries and businesses whilst supporting traditional industry to proactively drive the prosperity of the municipality.

Why

To generate employment and to diversify the local economy to create more opportunities for new and existing residents.

Strategic Imperatives

7. Increase Dorset's population to attain scale in services and in Council's rates / grant base

- 7.1 Sideling redevelopment to improve access to Dorset for the community and lower costs for commercial operators.
- 7.2 Town master planning to identify settlement growth and required infrastructure planning.
- 7.3 The development of a municipal prospectus to attract new business ventures to capitalise on regional strengths which include agriculture, forestry and tourism.
- 7.4 Engage with the Northern Tasmania Development Corporation to develop a responsive regional settlement plan, population strategy and marketing plan aimed to attract and retain young families and entrepreneurs into the community.

8. Work with the tourism industry to create a municipal marketing strategy and plan to drive visitation

- 8.1 Partner with external providers with the appropriate skill-sets to create a municipal marketing strategy and plan focused on increasing tourism to the region.
- 8.2 Successfully deliver the Rail Trail to leverage leisure bike riding and increase visitation to the region.
- 8.3 Develop a tourism friendly infrastructure plan to enhance positive visitor experiences by ensuring infrastructure is upgraded, renewed and maintained.

9. Facilitate and advocate for projects that enable economic growth across the municipality

- 9.1 Policies will be reviewed to ensure they are investment friendly.
- 9.2 Create strategic partnerships with other organisations and Councils for the benefits of the northern / north east regions.
- 9.3 Establish a Projects of Significance report to ascertain grant funding / advocacy / election promises priorities.
- 9.4 Transition Blue Derby mountain bike operations away from Council to the Blue Derby Foundation in a staged approach.



Leadership and Governance

Objective: *To create value and improve service delivery for the community through effective leadership and governance.*

Council Chambers, Scottsdale

Strategy

To clearly prioritise projects and initiatives that improve infrastructure and service delivery to the community.

Why

To provide value for money to the community by delivering on priority projects and initiatives.

Strategic Imperatives

10. Council's Strategic Plan is filtered through all Council's plans and budgets

- 10.1 Annual Plans, Budget Estimates and Council Policies reflect Council strategy.
- 10.2 Council reviews the risk management frameworks and resets risk tolerance and risk appetite levels.
- 10.3 Review, adopt and implement all infrastructure asset management plans, including life-cycle costings.
- 10.4 Rates, fees and charges will reflect value for money for the community.

11. Council strives to be a desirable place to work

- 11.1 Develop a positive and safe workplace culture where employees feel valued for their contribution.
- 11.2 Review training, development and succession planning to build and retain employee capability.
- 11.3 Review reward, recognition, health and wellbeing programs.
- 11.4 Develop a Council scholarship, apprenticeship and traineeship program to retain local talent e.g. employment academy, employment expo, school partnerships

12. Cooperation and engagement with external reviews relating to Council activities

- 12.1 Conduct performance audits on key operational areas.
- 12.2 Engagement with the Future of Local Government Review.

13. Improve Council efficiency and effectiveness

- 13.1 Review Council operations and implement continuous improvement and innovation.
- 13.2 Demonstrate sound governance that builds a foundation of trust within the community and for prospective investors.
- 13.3 Review Council's cost structures including procurement practices to ensure value is being attained in all parts of Council, whilst offering incentives to local businesses.
- 13.4 Review and improve customer service delivery to key stakeholders.
- 13.5 Review of Council's project management capability, capacity and project delivery and implement change, as required.

Environmental Footprint

Objective: *To proactively engage in strategies that result in sustainable natural resource management for Dorset.*



Waratah's
Photo Credit: FLOW

Strategy

Investigate options to reduce Council's environmental footprint, minimise waste to landfill and support renewable energy opportunities for the region.

Why

While Council is at the coal face of Government and provides service delivery as opposed to setting policy, Council can make an environmental difference and set a positive example by reducing its environmental footprint in light of challenges posed by climate change.

Strategic Imperatives

14. Council will maximise efforts to reduce waste going to landfill and maximise the reuse of items and increase recycling within the municipality

- 14.1 Active participation with the Northern Tasmania Waste Management Project and other Councils to look at regional solutions to attain scale and effectiveness
- 14.2 Deliver a Waste Strategy in relation to recycling (Reth!nk Waste Tasmania), organics and green waste.
- 14.3 Reduce the use of single use plastics.
- 14.4 Maximise container refund scheme opportunities.

15. Council will support renewable energy opportunities

- 15.1 Support and advocate for renewable energy projects such as wind farms.

16. Council will initiate projects to reduce environmental footprint

- 16.1 Council will consider, where appropriate, new affordable technologies including:
 - 16.1.1 Council's fleet;
 - 16.1.2 Solar; and
 - 16.1.3 Energy efficient infrastructure such as lights, light globes, fuel efficient or electric powered mowers, chainsaws, brush-cutters or non-fossil fuel powered plant and equipment.
- 16.2 Audit of maintenance program e.g. waste truck routes, grading, slashing programs to ensure operations are as effective and efficient as possible, along with investigation of chemical usage.
- 16.3 Involvement with the Northern Councils Climate Change project.

17. Council will review vegetation and weed management plans

- 17.1 Review, adopt and implement weed management strategy and planning.
- 17.2 Review, adopt and implement vegetation management plans.

Thanks

We would like to thank all members of the community who provided their thoughts and feedback. Your input has been invaluable in the development of the Plan and ensuring the Plan aligns with the sentiment of the community.

'Mermaid's Pool', Bridport

References

- Dorset Community House - [Brighter Dorset Youth Needs Report 2022](#)
- Health Consumers Tasmania - Health & Wellbeing Networks Project - [Progress Report for Dorset, November 2022](#)
- Dorset Employment Connect - [Dorset Connect Findings Report, January 2023](#)
- [National Institute of Economic Industry Research \(NIEIR\)](#)
- Australian Bureau of Statistics - general data collection and [2021 Census Data, Dorset Municipal Area QuickStats](#)
- [.id Informed Decisions - Economy Profiles](#)
- Primary Health Tasmania - [Dorset Community Health Check, 2022](#)

Document Information

Version	Reference	Date Reviewed	Author	Comments
V1	DOC/23/7796	26/06/2023	John Marik	Adoption by Council
V2	DOC/24/7083	24/06/2024	John Marik	Annual Review - inclusion of words 'Engage with the Northern Tasmania Development Corporation to develop a responsive regional settlement plan, population strategy' and 'and retain' included in imperative 74



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2024/25

Annual Plan

Introduction

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

The Act provides general guidelines for the production of the Annual Plan in that it should:

- Be consistent with the Strategic Plan
- Include a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan
- Include a summary of the estimates adopted under Section 82; and
- Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives

The benefits of the Annual Plan are that it:

- Aids and supports the budget process
- Provides an analysis of financial resource allocation
- Gives a statement of the strategies to be implemented throughout the year to address strategic planning objectives
- Provides a list of operational targets to be achieved

A copy of the Annual Plan is provided to the Director of Local Government and the Director of Public Health. A copy is also available at the Dorset Council office for inspection by the public.

Document Linkages

The Annual Plan is directly linked to the current Dorset Council Strategic Plan and the current Dorset Council Financial Management Strategy and Long Term Financial Plan.

The focus of the Strategic Plan is on the overall strategic objectives of Council, over a ten year period, while the Annual Plan lists the actions Council is committed to undertaking this year to meet the commitments in the Strategic Plan. The Strategic Plan is goal based and documents Council's mission, vision, governance structures, principles, strategies and benefits of attaining strategies.

The Dorset Council 2024/25 Annual Plan identifies key actions that will be reported on a quarterly basis throughout the year.

How to Read the 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.

Annual Budget Process

- Provides the annual blue print for budget fiscal management of the Council.
- Allows for annual review of allocation priorities and links with the Annual Plan.
- Incorporates both capital and operating expenditure programs.

Financial Management Strategy and Long Term Financial Plan

- Sets out the broad financial objectives of the Council over a 10-year period.
- Classifies major financial categories and departmental projects and activities in accordance with Strategic Plan.

Reporting Process

- Quarterly Annual and Financial Reports detail the status of the Action Plan items.

2024/25 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 activities in addition to its annual business.

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ¹
1	Dorset Strategic Plan 2023-2032	13.1	<ul style="list-style-type: none"> ▪ Review Plan ▪ Strategic Plan progress report and status update 	Governance	June 2025 June 2025	
2	Key Operational Deliverables	10.1	<ul style="list-style-type: none"> ▪ Annual Report 2023/24 ▪ Long Term Financial Plan ▪ Annual Plan 2025/26 ▪ Budget Estimates 2025/26 ▪ Rates Resolution 2025/26 ▪ Fees and Charges 2025/26 ▪ Council Quarterly Financials 2024/25 	Governance Corporate Services Governance Corporate Services Corporate Services Corporate Services	December 2024 June 2025 June 2025 June 2025 June 2025 June 2025 Quarterly	
3	Municipal Tourism Marketing Strategy	8.1	<ul style="list-style-type: none"> ▪ Review current Municipal Marketing Strategy and determine responsibilities ▪ Match this Strategy to the Tourism Tasmania and Visit Northern Tasmania strategies and review roles and responsibilities 	Governance	December 2024 March 2025	
4	Priority Projects Plan Reporting	9.3	Half-yearly reporting including project status	Governance	December 2024 June 2025	
5	Blue Derby Foundation Memorandum of Understanding (MoU) reporting	9.4	Quarterly progress reporting	Governance	Quarterly	
6	Future of Local Government Review	12.2	Half-yearly status of the project from a sector perspective / Council progress in relation to shared services	Governance	December 2024 June 2025	
7	Information Technology (IT) Strategy	13.1	Progress report on IT Strategy and Plan	Governance	December 2024 June 2025	
8	Board of Inquiry requirements	13.2	Review findings, implement recommendations and develop action plan	Governance	Quarterly	

¹ ● Completed

● In Progress (% complete)

● Not Achieved

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ²
9	Northern Tasmanian Alliance for Resilient Councils (NTARC)	16	Local government sector climate change initiatives progress report to Council	Governance	December 2024 June 2025	
10	Civil Infrastructure improved practices	10.3, 13.1	Update to Council on system and process improvements	Infrastructure	December 2024 June 2025	
11	Policy No.26 – Tree Management	10.1	Review, adopt and implement	Infrastructure	September 2024	
12	Waste Strategy	14.2	<ul style="list-style-type: none"> ▪ Engage with Circular North in the development of a regional Waste Strategy ▪ Progress report to Council on Green Waste Strategy ▪ Container Refund Scheme implementation 	Infrastructure	Half – Yearly Quarterly Half-Yearly	
13	New Events Policy	3.1	<ul style="list-style-type: none"> ▪ Develop Policy and consult with community ▪ Consider feedback, adopt and implement 	Infrastructure	September 2024 December 2024	
14	CCTV Project	4.1	Community consultation on camera locations / project progress report to Council	Infrastructure	December 2024 June 2025	
15	Municipal Weed Management Plan	8.3, 17.1, 17.2	Develop, consult with community, adopt and implement	Infrastructure	March 2025	
16	Austins Road residential development	7.2	Progress combined Scheme Amendment and development application for residential zoning of Council land at Austins Road, Scottsdale (CT 150049/1)	Community & Development	June 2025	
17	Scottsdale light industrial rezoning	7.2	Progress combined Scheme Amendment and development application for light industrial zoning of Council land at 54 Ringarooma Road, Scottsdale (Scottsdale Depot balance land)	Community & Development	June 2025	
18	Bridport Structure Plan	7.2	Preparation of draft Structure Plan	Community & Development	March 2025	
19	Bridport Foreshore	9.2, 9.3	<ul style="list-style-type: none"> ▪ Bridport Pier Working Group participation ▪ Commence marine engineering design plans (and supporting information) for New Port / River Entrance and feasibility assessment of proposed Bridport Marina 	Community & Development	June 2025	
20	Derby Master Plan	7.2	Master planning including scope, plan, funding	Community & Development and Governance	June 2025	

² ● Completed

● In Progress (% complete)

● Not Achieved

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ³
21	Policy No.55 – Mobile Food Vendor	9.1, 10.1	Review, adopt and implement	Community & Development	December 2024	
22	Council Delegations	13.2	Half-yearly review of Master Delegations Register	Community & Development and Governance	December 2024 June 2025	
23	Rail Trail	8.2	Quarterly progress report to Council	Community & Development	Quarterly	
24	Road Asset Management Plan	10.3	Review, adopt and implement	Corporate Services	June 2025	
25	Land Improvement Asset Management Plan	10.3	Develop, adopt and implement	Corporate Services	March 2025	
26	Building Asset Management Plan	10.3	Review, adopt and implement	Corporate Services	June 2025	
27	Policy No. 33 – Asset Management	10.1	Review, adopt and implement	Corporate Services	June 2025	
28	Policy No. 43 – Cash Management	10.1	Review, adopt and implement	Corporate Services	September 2024	
29	Policy No. 58 – Writing off Debts	10.1	Review, adopt and implement	Corporate Services	June 2025	
30	Audit Panel	10.2, 13.2	Review tenure and composition of Panel	Corporate Services	December 2024	
31	Policy No. 42 – Rates and Charges	10.1	Review, adopt and implement	Corporate Services	June 2025	
32	Policy No. 51 – Work Health & Safety	10.1	Review, adopt and implement	Corporate Services	December 2024	
33	Child and Youth Safe Organisations Framework	13.2	<ul style="list-style-type: none"> ▪ Quarterly reporting to Council ▪ Review Policy No. 61 – Safeguarding Children and Young People 	Corporate Services	Quarterly December 2024	
34	Policy No. 60 – Dealing with Unreasonable Customer Conduct	10.1	Review upon adoption of Office of Local Government Model Policy	Corporate Services	June 2025	
35	Bridport Seaside Caravan Park	10.1, 13.1	<ul style="list-style-type: none"> ▪ Quarterly reporting to Council ▪ Review Policy No. 56 – Annual Sites 	Corporate Services	Quarterly December 2024	
36	People Management	11.1	Develop a new Policy	Corporate Services	December 2024	

³ ● Completed

● In Progress (% complete)

● Not Achieved

Underlying Surplus Calculation

	Note	2024/25 Budget \$'000	2023/24 Forecast \$'000	2023/24 Budget \$'000
Total Operating Income		17,930	17,524	16,695
Expenses (excl depreciation)		12,824	12,006	12,121
Depreciation		5,565	5,365	5,101
Total Expenses		18,389	17,371	17,222
Underlying Surplus/(Deficit)		(459)	153	(527)
Underlying Surplus as a % of Underlying Income		(2.6%)	0.9%	(3.2%)

Council's operating budget for the 2024/25 financial year estimates an underlying deficit of \$459,000. This represents a decrease of approximately \$0.6 million from forecast actuals and an increase of \$0.1 million on budget estimates for the 2023/24 financial year.

The expected cash to be generated from the 2024/25 operational budget is \$5.1 million, compared to \$5.5 million in the 2023/24 financial year.

The cash generated from operating activities is one of the most important figures for Council as it indicates the amount of cash that is available from everyday operations to fund future capital and infrastructure works within the Municipality. The estimated \$5.1 million to be generated in the 2024/25 financial year will adequately cover Council's proposed capital renewal program. An additional \$3.1 million to be received in capital grant funding will further assist Council to complete the proposed \$8.8 million Capital Works Program in the 2024/25 financial year.

Analysis of Budget Estimates

The key drivers for 2024/25 budget estimates are:

Income

- Rates and charges have increased by \$673,000 on forecast actuals as a result of a 5.7% increase to Council's general rate revenue base and an increase in waste management charges to ensure cost recovery of the Statewide Waste Levy and new software that Council is require to procure to be compliant with new EPA reporting requirements.
- Operating grants and contributions have increased by \$111,000 on forecast actuals as a result of an increase in Financial Assistance Grants and the inclusion of grant funding expected to be received to assist with completing the Bridport Structure Plan.
- User charges have increased by \$156,000 on forecast actuals due to additional income expected from waste disposal fee as a result of an increase in waste disposal fees and the inclusion of new fees for green waste disposal and inert landfill waste products.

Council's fees and charges are set in accordance with section 205 of the Local Government Act 1993 and have increased, on average, by 4.5%.

- Other income has decreased by \$309,000 on forecast actuals due to the impact of a number of one-off transactions in the 2023/24 financial year (e.g. insurance reimbursements) that have inflated forecasted results.

Expenditure

- Materials and services have increased by \$212,000 on forecast actuals due to an increased focus on proactive road maintenance and operational works in the 2024/25 financial year.
- Employee Costs have increased by \$708,000 on forecast actuals due to the increase to wages as per Council's Enterprise Bargaining Agreement, an increase in workers compensation insurance and annualising any new or reclassified roles that were recruited during the 2023/24 financial year.
- Depreciation has increased by \$200,000 on forecast actuals as a result of asset revaluations/indexation changes, revised useful life estimates and the addition of new assets from Council's capital works program.
- Other expenses have decreased by \$109,000 as a result of removing the additional budget allocation required to assist with the transition of Blue Derby operations to the Blue Derby Foundation in the 2023/24 financial year.

Statement of Profit and Loss

	Notes	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Operating Income						
Rates and Charges	1	10,512	9,839	6.8%	9,833	6.9%
Statutory Fees	2	196	188	4.3%	209	(6.2%)
User Charges	3	1,483	1,327	11.8%	1,247	18.9%
Grants and Contributions	4	4,946	4,835	2.3%	4,666	6.0%
Interest	5	300	293	2.4%	231	29.9%
Other Income	6	260	569	(54.3%)	280	(7.1%)
Income from Water Corporation	7	233	233	0.0%	229	1.7%
Total Operating Income		17,930	17,284	3.7%	16,695	7.4%
Capital Income						
Capital Grants	4	3,124	2,992	4.4%	3,796	(17.7%)
Gain/(loss) on disposal of assets	8	(2)	362	(100.6%)	-	100.0%
Total Capital Income		3,122	3,354	(6.9%)	3,796	(17.8%)
Total income from continuing operations		21,052	20,638	2.0%	20,491	2.7%
Expenses						
Employee costs	9	6,511	5,803	12.2%	5,775	12.7%
Materials and services	10	4,196	3,984	5.3%	4,225	(0.7%)
Finance costs	11	72	67	7.5%	94	(23.4%)
Other expenses	12	2,043	2,152	(5.1%)	2,027	0.8%
Depreciation	13	5,565	5,365	3.7%	5,101	9.1%
Total Expenses		18,387	17,371	5.8%	17,222	6.8%
Surplus/(Deficit)		2,665	3,267	(18.4%)	3,269	(18.5%)
Less: Capital Grants	4	(3,124)	(2,992)	(4.4%)	(3,796)	17.7%
Less: Disaster Relief Funding (Operational)		-	(122)	100.0%	-	
Underlying Surplus/(Deficit)		(459)	153	(400.0%)	(527)	(12.9%)

2024/25 Capital Expenditure Budget | Summary

A Capital Works Program totalling \$8.8 million is recommended. The 2023/24 capital budget was \$10.4 million (including budget variations), however \$3.3 million of this budget is expected to be carried forward into the 2024/25 financial year.

Total Capital Expenditure Budget

	Renewal \$'000	New & Upgrade \$'000	Overhead Wages Allocation \$'000	Total Budget \$'000
Bridges	209	-	35	244
Roads	1,796	141	329	2,266
Stormwater	40	198	39	277
Buildings	147	233	66	446
Land Improvements	280	429	120	829
Plant and Equipment	945	187	194	1,326
IT and Communications	30	80	19	129
Carry Forward Projects	471	2,352	478	3,301
Total	3,918	3,620	1,280	8,818

Funding the Budget

	Total Budget \$'000	External Funding \$'000	Council Funding \$'000
Bridges	244	114	130
Roads	2,266	71	2,195
Stormwater	277	-	277
Buildings	446	-	446
Land Improvements	829	205	624
Plant and Equipment	1,326	265	1,061
IT and Communications	129	-	129
Carry Forward Projects	3,301	1,897	1,404
Total	8,818	2,552	6,266

Further capital projects that are approved subject to the receipt of external funding total \$4.9 million. Of this amount, \$4.0 million is to be received via external grant funding and \$0.9 million will be funded by Council.

Capital Expenditure approved subject to funding

	Total Budget \$'000	External Funding \$'000	Council Funding \$'000
Bridges	360	180	180
Roads	3,472	2,778	694
Buildings	59	44	15
Land Improvements	987	973	14
Total	4,878	3,975	903

If all external funding is received the Capital Works Program will total \$13.7 million for the 2024/25 financial year, of which Council will fund a total of \$7.2 million.

2024/25 Capital Expenditure Budget | Highlights

Roads

Council's total capital expenditure for roads amounts to \$2,266,000.

Key projects include:

- Annual resheeting and reseal program;
- New Pedestrian Crossings for Scottsdale and Bridport; and
- Repair and reseal of Cape Portland Road, Gladstone.

Plant and Equipment

Council's total capital expenditure for plant and equipment amounts to \$1,326,000. Major purchases include:

- Hook Lift Truck replacement;
- Excavator replacement; and
- Fleet vehicle replacements.

Land Improvements

Council's total capital expenditure for land improvements amounts to \$829,000. Key projects include:

- Blue Derby Mountain Bike Trails: Tunnel Stairs and Wotcha Upta rebuild;
- Croquet Lawn Beach access; and
- Playground equipment renewal and upgrades - Scottsdale, Branxholm & Winnaleah

Buildings

Council's total capital expenditure for buildings amounts to \$446,000. Key projects include:

- Scottsdale Railway Building Restoration;
- Branxholm Town Hall re-roof; and
- Upgrade safety switches in all building across the Municipality.

Bridges and Stormwater

Council's total capital expenditure for bridges and stormwater amounts to \$521,000. Key projects include:

- Renew Scour Protection Piers on Bridge 1508 Garibaldi Road, Pioneer;
- New Stormwater connections for Industrial Subdivision, Ringarooma Rd, Scottsdale; and
- Stormwater network extension from Ethel St into King St, Scottsdale.

IT and Communications

Council's total capital expenditure for IT and communications amounts to \$129,000. Key projects and purchases include:

- Computer and Laptop replacements; and
- Altitude Authority software preparation.

Carry forward projects:

Council's total carry forward amounts to \$3,301,000. Key projects to be completed include:

- Rail Trail - Scottsdale to Lilydale;
- Old Waterhouse Road safety improvements and upgrade; and
- Gladstone Community Park.



Public Health Goals and Objectives

Enhancing the quality of life of the Dorset Community is one of the Council's key roles. The facilitation and provision of quality services promotes health and well-being, education and learning.

The Community and Development Team is responsible for ensuring Council meets its health and environmental obligations under the *Public Health Act 1997*, the *Food Act 2003*, the *Environmental Management and Pollution Control Act 1994*, the *Local Government Act 1993* and the *Building Act 2016*.

The key objectives of the department are:

- Regulate a range of activities in accordance with the legislative requirements, including Food Businesses, Public Health Risk Activities (e.g. body piercing), Places of Assembly, Regulated Systems (e.g. cooling towers), Private Drinking Water Suppliers and Commercial Water Carriers.
- Provide educational material and training on health related topics
- Monitor recreational water quality in swimming pools, spas and popular beaches
- Investigate incidents of notifiable disease
- Provide Immunisation Services and deliver an approved program in high schools
- Provide Waste Management Services including sharps disposal
- Assess on-site wastewater management system designs and regulate the installation of those systems
- Undertake nuisance abatement and incident investigation
- Investigate various public and environmental health incidents and nuisances

Dorset Council Long Term Financial Plan (LTFP) Year Ending 30 June:	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
	Year 0										
	Forecast	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Underlying Surplus / Deficit	153	(459)	(269)	(103)	24	76	10	194	314	372	436
ADD: Depreciation	5,365	5,565	5,690	5,843	6,000	6,166	6,334	6,508	6,694	6,883	7,075
Proceeds from sale of plant, equip.t, M/V	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of land and buildings	-	-	-	-	-	-	-	-	-	-	-
Repayment of Loan - May Shaw	-	-	-	-	-	-	-	-	-	-	-
Operational Cash Generated	5,518	5,106	5,421	5,740	6,024	6,242	6,344	6,702	7,008	7,255	7,511
Non-Operating Cash Flows											
Accounts Payable / Accounts Receivable Timing	-	-	-	-	-	-	-	-	-	-	-
Land sales	476	621	-	-	-	-	-	-	-	-	-
May Shaw Loan Receivable \$500k Principle + Interest	0	500	-	-	-	-	-	-	-	-	-
LGLP Loan Repayments Principle	(310)	(316)	(322)	(328)	(334)	(340)	(347)	(38)	-	-	-
Scottsdale Irrigation Scheme Entitlements	23	186	93	93	-	-	-	-	-	-	-
Total Non-Operating Cash Outgoings	189	991	(229)	(235)	(334)	(340)	(347)	(38)	-	-	-
Capital Expenditure on Infrastructure											
<u>Renewals / Replacements</u>											
- Roads & Footpaths	(3,269)	(1,876)	(2,695)	(2,804)	(2,438)	(2,524)	(2,612)	(2,704)	(2,798)	(2,896)	(2,997)
- Bridges	(254)	(277)	-	(71)	-	(63)	(130)	-	(154)	(87)	(102)
- Stormwater	(272)	(82)	(34)	(35)	(37)	(38)	(39)	(40)	(42)	(43)	(45)
- Buildings	(441)	(207)	(191)	(198)	(205)	(212)	(219)	(227)	(235)	(243)	(251)
- Other (land, plant, equipment, IT, furniture/fitting, BD, SAC, BSCP)	(1,069)	(1,476)	(1,338)	(1,435)	(1,103)	(1,653)	(1,173)	(1,655)	(940)	(1,362)	(1,410)
Total Capital Spend on Renewal of Assets	(5,305)	(3,918)	(4,257)	(4,543)	(3,783)	(4,490)	(4,173)	(4,626)	(4,169)	(4,631)	(4,805)
<u>New / Upgrade</u>											
- Roads & Footpaths	(1,322)	(440)	(756)	(782)	(810)	(838)	(867)	(898)	(929)	(962)	(995)
- Bridges	(435)	(255)	(392)	(418)	(284)	(576)	(412)	(211)	(687)	(899)	(530)
- Stormwater	(276)	(238)	(193)	(200)	(207)	(214)	(222)	(229)	(237)	(246)	(254)
- Buildings	(461)	(494)	-	-	-	-	-	-	-	-	-
- Other (land, equipment, IT, furniture/fitting)	(560)	(2,193)	(114)	(118)	(122)	(126)	(130)	(135)	(140)	(145)	(150)
Total Capital Spend on New / Upgraded Assets	(3,054)	(3,620)	(1,455)	(1,517)	(1,422)	(1,754)	(1,631)	(1,473)	(1,993)	(2,251)	(1,929)
Labour overheads (ex direct allocation)	(1,045)	(1,280)	(1,331)	(1,378)	(1,426)	(1,476)	(1,528)	(1,581)	(1,636)	(1,694)	(1,753)
Total Capital Spend on Infrastructure Assets	(9,404)	(8,818)	(7,043)	(7,438)	(6,630)	(7,719)	(7,332)	(7,679)	(7,799)	(8,576)	(8,487)
Capital Grants specifically for new or upgraded assets	2,997	2,970	2,312	1,546	1,546	1,547	1,750	1,750	1,750	1,750	1,750
Total Council Spend on Infrastructure Assets	(6,407)	(5,848)	(4,731)	(5,892)	(5,084)	(6,172)	(5,582)	(5,929)	(6,049)	(6,826)	(6,737)
Cash, Cash Equivalents & TDs - Opening Balance	9,033	8,333	8,582	9,043	8,656	9,261	8,991	9,406	10,140	11,100	11,529
Operational Cash Generated	5,518	5,106	5,421	5,740	6,024	6,242	6,344	6,702	7,008	7,255	7,511
Non-operating cashflows	189	991	(229)	(235)	(334)	(340)	(347)	(38)	-	-	-
Capital Expenditure Cash Movement	(6,407)	(5,848)	(4,731)	(5,892)	(5,084)	(6,172)	(5,582)	(5,929)	(6,049)	(6,826)	(6,737)
Cash, Cash Equivalents & TDs - Closing balance	8,333	8,582	9,043	8,656	9,261	8,991	9,406	10,140	11,100	11,529	12,302
Present Value of Cash, Cash Equivalents & TDs - Closing balance	8,333	7,816	7,957	7,359	7,607	7,136	7,213	7,513	7,946	7,974	8,221
Council Loans Balance	2,025	1,709	1,387	1,059	725	385	38	-	-	-	-
May Shaw Back to Back Loans Balance	1,692	1,607	1,365	1,118	864	605	339	176	120	62	-

Dorset Council Management Indicators as at 30 June:		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
		Year 0 Forecast	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
All numbers other than %'s are in \$'000s		Target										
Target met												
Target almost met / within acceptable levels												
Target not met / unacceptable levels												
Financial Aims & Targets per Local Government (Management) Order (S.R.2014, No.36)												
Net financial liabilities	Zero	2,527	2,873	3,903	4,097	5,296	5,633	6,557	7,385	8,403	8,894	9,667
Net financial liabilities ratio	Between (50%) to 0	14.4%	16.0%	21.5%	21.7%	27.0%	27.8%	31.2%	34.0%	37.3%	38.1%	40.2%
Statutory underlying surplus / (deficit)	> 0	153	(459)	(269)	(103)	24	76	10	194	314	372	436
Statutory underlying surplus / (deficit) ratio	> 0	0.9%	-2.6%	-1.5%	-0.5%	0.1%	0.4%	0.0%	0.9%	1.4%	1.6%	1.8%
Asset renewal funding ratio	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Asset sustainability ratio*	100%	99%	70%	75%	78%	63%	73%	66%	71%	62%	61%	65%
Asset consumption ratio	At least 60%	66%	65%	64%	63%	62%	62%	61%	60%	59%	58%	57%
Financial Aims & Targets - Dorset Council Specific												
Operational cash flow coverage of capital spend	> 0	(889)	(742)	690	(152)	939	70	761	773	960	429	773
Working capital ratio (current ratio)	150% or greater	281%	283%	292%	279%	294%	286%	329%	362%	391%	403%	433%
Cash holdings - year end	Year end > \$3m	8,333	8,582	9,043	8,656	9,261	8,991	9,406	10,140	11,100	11,529	12,302
Net of borrowings cash position - year 10 of LTFP	> \$3m	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12,302

* The asset sustainability ratio calculates the extent to which Council is maintaining operating capacity through renewal of our existing asset base and is calculated by measuring capital expenditure on asset renewals, relative to depreciation expense. Although the target is unmet throughout the life of the plan, the operating cash generated is covering all known capital expenditure for asset renewals across the 10-year plan. Council is also a long life asset manager, with asset useful lives of up to 200 years, and as such it is important to look further than 10 years when determining actual results.

Dorset Council

2024/25 Budget Estimates



dorset
COUNCIL

Image: Ringarooma Valley from Norm's Lookout, Ralph Falls

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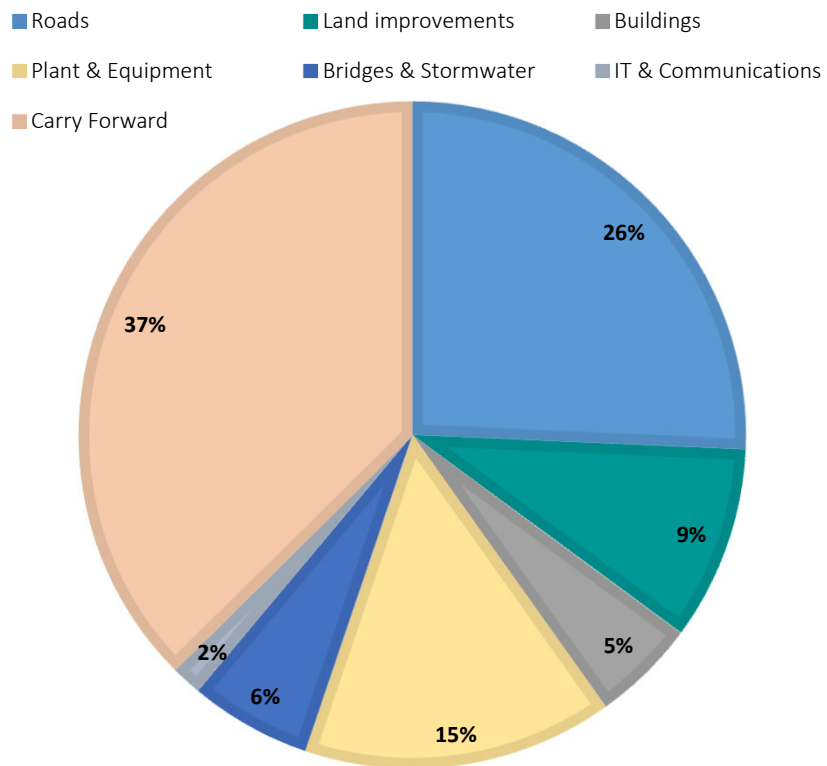
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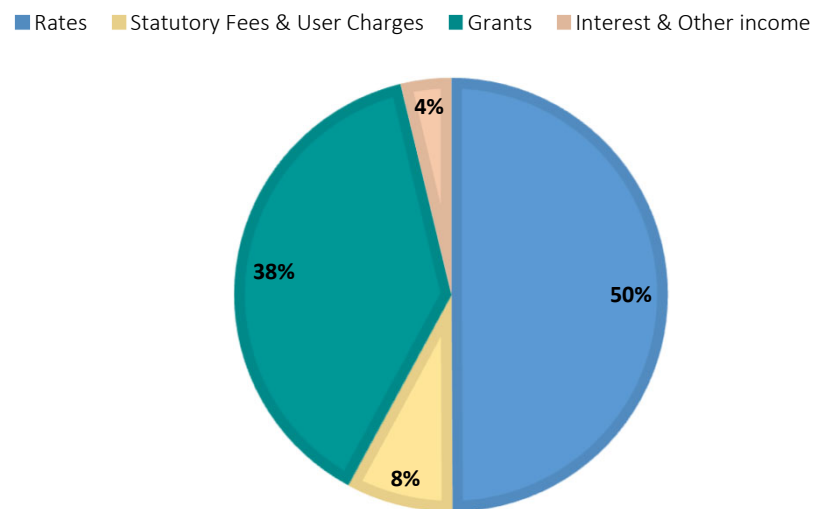
Mermaids Beach, Bridport

Summary of Budget Estimates

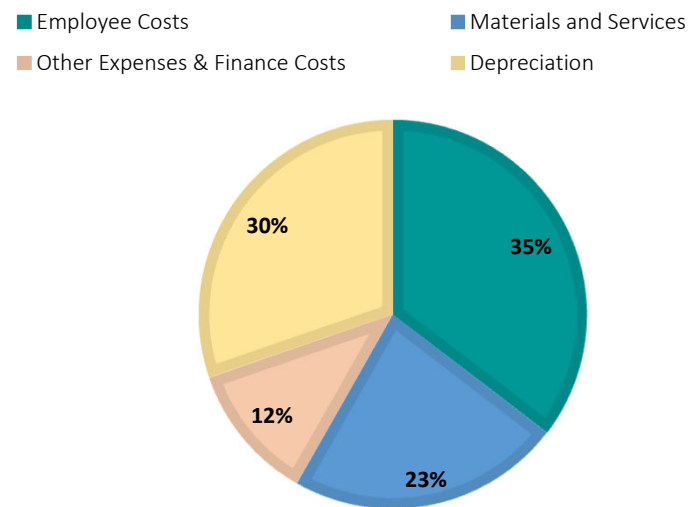
Capital Works Expenditure



Our Budgeted Revenue



Our Budgeted Expenditure



Underlying Surplus Calculation

	Note	2024/25 Budget \$'000	2023/24 Forecast \$'000	2023/24 Budget \$'000
Total Operating Income		17,930	17,524	16,695
Expenses (excl depreciation)		12,824	12,006	12,121
Depreciation		5,565	5,365	5,101
Total Expenses		18,389	17,371	17,222
Underlying Surplus/(Deficit)		(459)	153	(527)
Underlying Surplus as a % of Underlying Income		(2.6%)	0.9%	(3.2%)

Council's operating budget for the 2024/25 financial year estimates an underlying deficit of \$459,000. This represents a decrease of approximately \$0.6 million from forecast actuals and an increase of \$0.1 million on budget estimates for the 2023/24 financial year.

The expected cash to be generated from the 2024/25 operational budget is \$5.1 million, compared to \$5.5 million in the 2023/24 financial year.

The cash generated from operating activities is one of the most important figures for Council as it indicates the amount of cash that is available from everyday operations to fund future capital and infrastructure works within the Municipality. The estimated \$5.1 million to be generated in the 2024/25 financial year will adequately cover Council's proposed capital renewal program. An additional \$3.1 million to be received in capital grant funding will further assist Council to complete the proposed \$8.8 million Capital Works Program in the 2024/25 financial year.

Analysis of Budget Estimates

The key drivers for 2024/25 budget estimates are:

Income

- Rates and charges have increased by \$673,000 on forecast actuals as a result of a 5.7% increase to Council's general rate revenue base and an increase in waste management charges to ensure cost recovery of the Statewide Waste Levy and new software that Council is require to procure to be compliant with new EPA reporting requirements.
- Operating grants and contributions have increased by \$111,000 on forecast actuals as a result of an increase in Financial Assistance Grants and the inclusion of grant funding expected to be received to assist with completing the Bridport Structure Plan.
- User charges have increased by \$156,000 on forecast actuals due to additional income expected from waste disposal fee as a result of an increase in waste disposal fees and the inclusion of new fees for green waste disposal and inert landfill waste products.

Council's fees and charges are set in accordance with section 205 of the Local Government Act 1993 and have increased, on average, by 4.5%.

- Other income has decreased by \$309,000 on forecast actuals due to the impact of a number of one-off transactions in the 2023/24 financial year (e.g. insurance reimbursements) that have inflated forecasted results.

Expenditure

- Materials and services have increased by \$212,000 on forecast actuals due to an increased focus on proactive road maintenance and operational works in the 2024/25 financial year.
- Employee Costs have increased by \$708,000 on forecast actuals due to the increase to wages as per Council's Enterprise Bargaining Agreement, an increase in workers compensation insurance and annualising any new or reclassified roles that were recruited during the 2023/24 financial year.
- Depreciation has increased by \$200,000 on forecast actuals as a result of asset revaluations/indexation changes, revised useful life estimates and the addition of new assets from Council's capital works program.
- Other expenses have decreased by \$109,000 as a result of removing the additional budget allocation required to assist with the transition of Blue Derby operations to the Blue Derby Foundation in the 2023/24 financial year.

Statement of Profit and Loss

	Notes	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Operating Income						
Rates and Charges	1	10,512	9,839	6.8%	9,833	6.9%
Statutory Fees	2	196	188	4.3%	209	(6.2%)
User Charges	3	1,483	1,327	11.8%	1,247	18.9%
Grants and Contributions	4	4,946	4,835	2.3%	4,666	6.0%
Interest	5	300	293	2.4%	231	29.9%
Other Income	6	260	569	(54.3%)	280	(7.1%)
Income from Water Corporation	7	233	233	0.0%	229	1.7%
Total Operating Income		17,930	17,284	3.7%	16,695	7.4%
Capital Income						
Capital Grants	4	3,124	2,992	4.4%	3,796	(17.7%)
Gain/(loss) on disposal of assets	8	(2)	362	(100.6%)	-	100.0%
Total Capital Income		3,122	3,354	(6.9%)	3,796	(17.8%)
Total income from continuing operations		21,052	20,638	2.0%	20,491	2.7%
Expenses						
Employee costs	9	6,511	5,803	12.2%	5,775	12.7%
Materials and services	10	4,196	3,984	5.3%	4,225	(0.7%)
Finance costs	11	72	67	7.5%	94	(23.4%)
Other expenses	12	2,043	2,152	(5.1%)	2,027	0.8%
Depreciation	13	5,565	5,365	3.7%	5,101	9.1%
Total Expenses		18,387	17,371	5.8%	17,222	6.8%
Surplus/(Deficit)		2,665	3,267	(18.4%)	3,269	(18.5%)
Less: Capital Grants	4	(3,124)	(2,992)	(4.4%)	(3,796)	17.7%
Less: Disaster Relief Funding (Operational)		-	(122)	100.0%	-	
Underlying Surplus/(Deficit)		(459)	153	(400.0%)	(527)	(12.9%)

Notes | Income

NOTE 1 | Rates and Charges

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
General rate	8,040	7,605	5.7%	7,620	5.5%
Waste management	2,059	1,840	11.9%	1,822	13.0%
Fire service levy	413	394	4.8%	391	5.6%
Total Rates and Charges	10,512	9,839	6.8%	9,833	6.9%

Rates and charges are expected to increase by \$673,000, which is an increase of 6.8% on forecast actuals for the 2023/24 financial year and a 6.9% increase on 2023/24 budget estimates.

Council have considered the following factors when determining the increase for rates and charges:

- Council's Strategic Plan, Financial Management Strategy & Long Term Financial Plan;
- Asset Management Plans and Council's capital renewals program;
- Estimates for recurrent grant funding, such as the Financial Assistance Grants program; and
- Hobart CPI YTD March Quarter (3.1%) / LGAT Council Cost Index 2023/24 (3.74%).

General rate

Income received from general rates is expected to increase by \$435,000, which represents an overall increase of 5.7% on forecast actuals for the 2023/24 financial year and an increase of 5.5% on 2023/24 budget estimates. This includes the impacts of capping rate increases at 15% and varying the general rate for Short Term Accommodation, Forestry and the Wind Farm.

Waste management

Income received from waste management is expected to increase by \$219,000 which represents an increase of 11.9% on forecast actuals for the 2023/24 financial year and an increase of 13.0% on 2023/24 budget estimates. This increase ensures cost recovery of the increased Statewide Levy and software to comply with new EPA reporting requirements.

Fire Service Levy

The Fire Service Contribution is set by the State Fire Commission. For the 2024/25 financial year, the minimum charge determined by the State Fire Commission is \$49.00 (2023/24 FY: \$48.00). The total income to be collected on behalf of the State Government is approximately \$413,000.

NOTE 2 | Statutory Fees

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Land information certificates	62	59	5.1%	70	(11.4%)
Town planning fees	112	109	2.8%	114	(1.8%)
Animal control	19	18	5.6%	23	(17.4%)
Regulatory services	3	2	50.0%	2	50.0%
Total Statutory Fees	196	188	4.3%	209	(6.2%)

Statutory fees relate to the delivery of Planning and Regulatory services within Council. These includes town planning fees, land information certificate searches, dog registrations, licences and permits. Income for the 2024/25 financial year is expected to increase by \$8,000, which represents an increase of 4.3% on forecast actuals for the 2023/24 financial year and a 6.2% decrease on 2023/24 budget estimates.

Similar service levels are predicted for the 2024/25 financial year and consequently, town planning and animal control fees are only expected to increase in line with the Hobart March 2024 Quarter CPI (3.1%). Land information certificate fees are set by the Tasmanian State Government and are expected to increase by approximately 5.1%.

NOTE 3 | User Charges

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Caravan and camping fees	1,064	1,044	1.9%	994	7.0%
Rental and lease income	67	63	6.3%	71	(5.6%)
Building services	68	66	3.0%	85	(20.0%)
Cemetery fees	62	59	5.1%	36	72.2%
Waste disposal fees	175	40	337.5%	40	337.5%
Swimming pools	47	40	17.5%	21	123.8%
Other user charges	-	15	(100.0%)	-	0.0%
Total User Charges	1,483	1,327	11.8%	1,247	18.9%

User charges relate mainly to the recovery of service delivery through the charging of fees for Council services. These services include cemetery fees, hall hire, caravan parks and entrance to Waste Transfer Stations within the Municipality. Fees and charges are set in accordance with section 205 of the *Local Government Act 1993*.

Council are expecting income received from user charges to increase by \$156,000 in the 2024/25 financial year. This represents an increase of 11.8% on forecast actuals for the 2023/24 financial year and an increase of 18.9% on 2023/24 budget estimates.

Caravan and camping fees

Income expected from caravan and camping fees has increased by \$20,000 on forecast actuals for the 2023/24 financial year and \$70,000 on 2023/24 budget estimates. Forecast actuals for the 2023/24 financial year include income received from camping at Derby which has been passed on to the Blue Derby Foundation (BDF) throughout the year. Council are continuing to work towards transferring the financial operation of these facilities to the BDF and this is expected to be finalised early in the 2024/25 financial year. Budget estimates for caravan and camping fees received from the Bridport Seaside Caravan Park have increased by 7.0% in line with the increases outlined in Council's fees and charges and an expected increase in occupancy during the 2024/25 financial year. A budget allocation of \$5,000 has also been included for camping fees at Branxholm Centenary Park.

Waste disposal fees

Income expected from waste disposal fees has increased by \$135,000 on forecast actuals and budget estimates for the 2023/24 financial year. Following a comprehensive evaluation and benchmarking exercise of the current fee structure, Council was required to introduce fees for inert landfill products and increase waste disposal fees for the 2024/25 financial year to ensure full cost recovery for these services can continue to be achieved. Additional legislative changes to the acceptable disposal of green waste also necessitated the inclusion of new fees for the disposal of green waste in all Waste Transfer Stations across the Municipality.

NOTE 4 | Grants and Contributions

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Federally funded	7,431	5,153	44.2%	7,014	5.9%
State funded	514	1,340	(61.6%)	1,289	(60.1%)
Other	-	-	0.0%	-	0.0%
Contributions	125	195	(35.9%)	159	(21.4%)
Total Grants and Contributions	8,070	6,688	20.7%	8,462	(4.6%)

Council expect income received from grants and contributions to increase by \$1,382,000 in the 2024/25 financial year. This represents an increase of 20.7% on forecast actuals for the 2023/24 financial year and a decrease of 4.6% on 2023/24 budget estimates. Expected grants and contributions for the 2024/25 financial year are made up of \$4.95 million in operating grants and \$3.12 million in capital grants.

Government grants include all monies received from the Australian and Tasmanian Governments for the purpose of funding Council services and specific capital projects. Capital grants are budgeted based on the expected completion percentage for each project. For example if 80% of a capital project is expected to be completed during the financial year, 80% of the grant funding allocated to the project is included in the budget estimates.

<i>Operating grants and contributions</i>	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Financial Assistance Grants - General	1,990	1,921	3.6%	1,921	3.6%
Financial Assistance Grants - Road & Bridge	2,570	2,481	3.6%	2,481	3.6%
Heavy Vehicle Motor Tax	140	140	0.0%	140	0.0%
Bridport Structure Planning	120	-	100.0%	-	100.0%
MTB Trails - Break O'Day Council	30	29	3.4%	29	3.4%
MTB Trails - Blue Derby Foundation	90	90	0.0%	90	0.0%
Other operating grants	-	51	(100.0%)	-	0.0%
Tasmanian Relief and Recovery Funding	-	122	(100.0%)	-	0.0%
Contributions - Other	-	-	0.0%	-	0.0%
Donations received	5	1	400.0%	5	0.0%
Total Operating Grants and Contributions	4,946	4,835	2.3%	4,666	6.0%

NOTE 4 | Grants and Contributions (cont.)

Operating grants and contributions (cont.)

Operating grants are expected to increase by \$111,000 in the 2024/25 financial year, representing an increase of 2.3% on forecast actuals for the 2023/24 financial year and 6.0% on 2023/24 budget estimates.

<i>Capital grants and contributions</i>	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Bridge 1508 - Garibaldi Rd	-	56	(100.0%)	56	(100.0%)
Bridge 1515 - Maurice Road	-	157	(100.0%)	39	(100.0%)
Bridge 1617 - Duncraggen Road	-	188	(100.0%)	51	(100.0%)
Scottsdale MTB skills park	-	69	(100.0%)	70	(100.0%)
Gillespies Rd safety improvements	300	300	0.0%	600	(50.0%)
Old Waterhouse Rd safety improvements	232	233	(0.4%)	465	(50.1%)
Rail Trail - Scottsdale to Lilydale	294	-	100.0%	294	0.0%
Bentley Street Flood Mitigation project	-	83	(100.0%)	-	0.0%
Bridport Multifunction Centre viewing deck	-	80	(100.0%)	80	(100.0%)
Derby MTB Trail - Rusty Crusty bridge renewal	-	79	(100.0%)	79	(100.0%)
Pedestrian Crossings - Urban Roads	71	-	100.0%	-	100.0%
Dorset Playground Project	200	-	100.0%	-	100.0%
Tasmanian Relief and Recovery Funding	174	237	(100.0%)	-	0.0%
Local Roads and Community Infrastructure Program:					
- Phase 3	150	229	(34.5%)	240	(37.5%)
- Phase 4 Part A	451	301	49.8%	676	(33.3%)
- Phase 4 Part B	260	173	50.3%	390	(33.3%)
Roads to Recovery	992	751	32.1%	751	32.1%
Capital contributions	-	56	(100.0%)	5	(100.0%)
Total Capital Grants and Contributions	3,124	2,992	4.4%	3,796	(17.7%)

NOTE 4 | Grants and Contributions (cont.)

Capital grants and contributions (cont.)

Capital grants are expected to increase by \$132,000 in the 2024/25 financial year, representing an increase of 4.4% on forecast actuals for the 2023/24 financial year and a decrease of 17.7% on 2023/24 budget estimates.

Council will continue to proactively investigate and apply for both operating and capital funding opportunities in the 2024/25 financial year, which will likely increase the amount of income received from these sources.

NOTE 5 | Interest

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Interest income	270	263	2.7%	210	28.6%
Interest on rates	30	30	0.0%	21	42.9%
Total Interest	300	293	2.4%	231	29.9%

Interest income is expected to increase by \$7,000 in the 2024/25 financial year, which represents an increase of 2.4% on forecast actuals for the 2023/24 financial year and an increase of 29.9% on 2023/24 budget estimates.

NOTE 6 | Other Income

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Reimbursements	102	208	(51.0%)	131	(22.1%)
Private works	10	44	(77.3%)	10	0.0%
Tourism income	10	9	11.1%	14	(28.6%)
Sundry income	138	308	(55.2%)	125	10.4%
Total Other Income	260	569	(54.3%)	280	(7.1%)

Other income is received from a variety of sources including retail sales at the Scottsdale Visitor Information Centre and Aquatic Centre, reimbursements from external parties and income from the sale of scrap metal from Waste Transfer Stations within the Municipality.

Other income is expected to decrease by \$309,000 in the 2024/25 financial year, which represents a decrease of 54.3% on forecast actuals for the 2023/24 financial year and a decrease of 7.1% on 2023/24 budget estimates.

Sundry income

Sundry income has decreased by \$170,000 on forecast actuals for 2023/24 due to the impact of a number of one-off transactions which occurred during the 2023/24 financial year that have inflated forecast results including:

- \$142,000 in income received from accommodation bookings on the Derby accommodation booking platform, which will be passed on to the providers. The financial operation of this platform was transferred to the BDF in March 2024;
- \$70,000 in income received for reimbursement of insurance claims;
- A once-off fuel tax credit adjustment of \$40,000; and
- Traineeship/apprenticeship incentive payments that Council do not traditionally include in budget estimates.

NOTE 7 | Income from Water Corporation

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Dividends	233	233	0.0%	229	1.7%
Total Income from Water Corporation	233	233	0.0%	229	1.7%

TasWater are expected to pay both ordinary and special dividends to owners (subject to underlying financial performance) during the 2024/25 financial year.

Based on information from Schedule 2 of TasWater's Constitution, it is estimated that dividends for the 2024/25 financial year will total \$233,000 and Council's ownership share at 30 June 2025 will be 0.97%. This represents a decrease of 0.0% on forecast actuals and the budget allocation for the 2023/24 financial year.

NOTE 8 | Gain/(loss) on disposal of assets

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Proceeds of Sale	192	940	(79.6%)	-	100.00%
<i>Written down value of assets disposed:</i>					
Plant, machinery and equipment	(29)	(66)	56.1%	-	(100.0%)
Other assets	(165)	(512)	67.8%	-	(100.0%)
Total gain/(loss) on disposal of assets	(2)	362	(100.6%)	-	(100.0%)

Gain/(loss) on disposal of assets is expected to decrease by \$364,000 in the 2024/25 financial year, representing a decrease of 100.6% on forecast actuals for the 2023/24 financial year and a 100.0% on 2023/24 budget estimates.

NOTE 8 | Gain/(loss) on disposal of assets (cont.)

Historically, the expected gain/(loss) on disposal of assets has not been included in budget estimates due to the uncertainties of required disposals throughout the year. For the 2024/25 financial year, Council are aware of several assets that will be disposed of including land to be transferred to May Shaw, various vehicles to the State Emergency Service (as outlined in the MOU approved in the May 2024 Council Meeting) and the harvest of some of Council's pine plantations. The combination of these disposals is expected to result in a loss of \$2,000 during the 2024/25 financial year.



Notes | Expenses

NOTE 9 | Employee Costs

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Wages and salaries	6,864	6,150	11.6%	6,140	11.8%
Superannuation	775	648	19.6%	659	17.6%
Payroll tax	344	303	13.5%	302	13.9%
Workers compensation	212	202	5.0%	160	32.5%
Fringe benefits tax	50	32	56.3%	30	66.7%
Less amounts capitalised	(1,734)	(1,532)	13.2%	(1,516)	14.4%
Total Employee Costs	6,511	5,803	12.2%	5,775	12.7%

Employee costs are expected to increase by \$708,000 in the 2024/25 financial year, which is an increase of 12.2% on forecast actuals for the 2023/24 financial year and a 12.7% increase on 2022/23 budget estimates. The key drivers of this increase include:

- Estimated increase of 4.5% to wages as per Council's Enterprise Bargaining Agreement;
- Legislated 0.5% increase to the Superannuation Guarantee Contribution (SGC);
- 38.5% increase in workers compensation insurance; and
- Annualising any new or reclassified roles that were recruited during the 2023/24 financial year.

NOTE 10 | Materials and Services

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Materials	636	539	18.0%	610	4.3%
Utilities	530	538	(1.5%)	503	5.4%
Plant, machinery and equipment	505	518	(2.5%)	511	(1.2%)
Office administration	68	66	3.0%	74	(8.1%)
Contracts	1,799	1,526	17.9%	1,499	20.0%
Professional services	355	428	(17.1%)	656	(45.9%)
Management contracts	303	369	(17.9%)	372	(18.5%)
Total Material and Services	4,196	3,984	5.3%	4,225	(0.7%)

Materials and services are expected to increase by \$212,000 in the 2024/25 financial year, which represents an increase of 5.3% on forecast actuals for the 2023/24 financial year and a 0.7% decrease on 2023/24 budget estimates. This increase is primarily due to an increased focus on proactive infrastructure maintenance and additional operational projects to be undertaken during the 2024/25 financial year.

Notable infrastructure maintenance to be completed in 2024/25 includes:

- Maintenance of the Hazy Days and Air-Ya-Garn mountain bike trails at Derby - \$84,000;
- Additional maintenance requirements for green waste processing and handling at Council's Waste Transfer Stations - \$78,000;
- Additional maintenance for playgrounds, gardens and walking tracks within the municipality - \$53,500;
- Additional maintenance of the Scottsdale, Bridport and Winnaleah Recreation Grounds - \$46,000;
- Maintenance of the Legerwood toilets and repainting of the Train Carriage interior and exterior - \$15,000; and
- Additional maintenance at the Bridport Seaside Caravan Park including cabin improvements, replacement of taps and fittings and site numbering - \$15,000.

NOTE 10 | Materials and Services (cont.)

Notable operational projects to be undertaken during 2024/25 include:

- Asset revaluations and management plans (AMP's) for three asset classes including Roads, Buildings and Land Improvements. Council will utilise external consultants for the Road and Building revaluations and AMP's at cost of \$117,500. The AMP for Land Improvements will be completed internally by employees with expert knowledge in this asset class; and
- New Municipal Planning Projects including a Bridport Structure Plan, Scottsdale Light Industrial Master Plan and a Residential Master Plan for Austins Road, Scottsdale. The Structure Plan's for Derby and Scottsdale, which commenced in the 2023/24 financial year, will also be finalised early in the 2024/25 financial year. An additional \$110,000 has been budgeted for external consultants to assist with both the new and carried forward projects.

NOTE 11 | Finance Costs

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Interest Payable	72	67	7.5%	94	(23.4%)
Total Finance Costs	72	67	7.5%	94	(23.4%)

Finance costs are expected to increase by \$5,000 in the 2024/25 financial year, due to additional borrowings expected to be drawn down. This represents an increase of 7.5% on forecast actuals and a decrease of 23.4% on the budget estimates for the 2023/24 financial year.

NOTE 12 | Other Expenses

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
State levies, licences and taxes	603	589	2.4%	586	2.9%
Insurance	250	194	28.9%	194	28.9%
Councillor allowances	223	244	(8.6%)	230	(3.0%)
Commissions	8	8	0.0%	8	0.0%
IT maintenance	157	129	21.7%	161	(2.5%)
Communications	71	71	0.0%	84	(15.5%)
Subscriptions and memberships	118	89	32.6%	82	43.9%
Professional development	82	38	115.8%	42	95.2%
Cost of goods sold	47	40	17.5%	45	4.4%
Election expenses	-	3	(100.0%)	3	(100.0%)
Community grants and donations	192	134	43.3%	177	8.5%
Advertising	27	42	(35.7%)	46	(41.3%)
Marketing	21	-	100.0%	-	100.0%
External audit fees	52	53	(1.9%)	50	4.0%
Internal audit fees	20	-	100.0%	20	0.0%
Bank fees and charges	33	37	(10.8%)	31	6.5%
Postage	24	21	14.3%	22	9.1%
Lease payments	18	5	260.0%	11	63.6%
Blue Derby Foundation contribution	-	125	(100.0%)	125	(100.0%)
Other expenses	97	330	(70.6%)	110	(11.8%)
Total Other Expenses	2,043	2,152	(5.1%)	2,027	0.8%

NOTE 11 | Other Expenses (cont.)

Total other expenses are expected to decrease by \$109,000 in the 2024/25 financial year, which represents an decrease of 5.1% on forecast actuals for the 2023/24 financial year and an increase of 0.8% on 2023/24 budget estimates.

Other expense inclusions

The following items are included in the \$97,000 of other expenses above:

- Fees payable in relation to remaining water rights held for sale for the Scottsdale Irrigation Scheme;
- Freight and delivery charges; and
- Sundry expenses (e.g. parking, website hosting costs, meeting costs, catering).

Community grants and donation details

Every year Council provides funding and resources to members of the Dorset community for educational development and projects, programs or events that will improve the wellbeing of the people living in Dorset.

Council has included the following community funding in this year's expenditure budget:

- Scholarships for Dorset residents enrolled in all levels of education, including:
 - University scholarship awarded to one recipient each year with a value of \$3,000 per year for up to 3 years;
 - Agri Business Scholarship valued at \$2,500;
 - Apprenticeship/Traineeship Scholarship valued at \$1,000; and
 - High School Student Scholarships for five recipients valued at \$500 each.
- \$55,000 for Matching Funding Grants, Small Grants and Discretionary Grants with up to \$25,000 from funds received from the Re-Use Centre at the Scottsdale Waste Transfer Station.
- Mayor's discretionary fund of \$10,000.
- Dorset Bright Futures Program contribution of \$20,000 and \$10,000 to support other Youth Programs within the Municipality.

NOTE 11 | Other Expenses (cont.)

- Sponsorship funding for various Community Events including:
 - Scallop Fiesta \$3,000;
 - Rail Trail Run & Ride \$2,000;
 - Bridport Splash \$4,000;
 - Tomahawk Easter Family Fun Day \$500;
 - Mannalargenna Day \$2,500;
 - Ringarooma Show \$2,000;
 - Rotary Christmas Parade \$500;
 - Bridport End of Summer Party \$2,000;
 - Mental Health Week - Family Fun Day \$1,000;
 - North East Arts & Craft Festival \$3,000;
 - Blue Derby Mountain Bike Trails 10 Year Celebration Event \$10,000; and
 - Discretionary Fund \$5,000.

- A contribution of \$10,000 each to both the Winnaleah and Ringarooma Swimming Pools to assist with running costs.

- A contribution of \$15,000 to assist with the provision of State Emergency Services within the Municipality.

- A contribution of \$6,200 towards the operations of the Bridport Information Centre.

NOTE 13 | Depreciation

	2024/25 Budget \$'000	2023/24 Forecast \$'000	Variance % Movement	2023/24 Budget \$'000	Budget Variance % Movement
Roads	2,859	2,795	2.3%	2,666	7.2%
Bridges	611	581	5.2%	556	9.9%
Plant, machinery and equipment	720	713	1.0%	676	15.8%
Buildings	448	434	3.2%	407	8.0%
Stormwater	317	237	33.8%	224	41.5%
Land improvements	460	456	0.9%	430	10.3%
Computer and technology	137	136	0.7%	130	(3.7%)
Fixtures, fittings and furniture	13	13	0.0%	12	200.0%
Total Depreciation	5,565	5,365	3.7%	5,101	9.1%

Council's depreciation expenditure is expected to increase by \$200,000 in the 2024/25 financial year. This represents an increase of 3.7% on forecast actuals for the 2023/24 financial year and a 9.1% increase on the 2023/24 budget estimates.

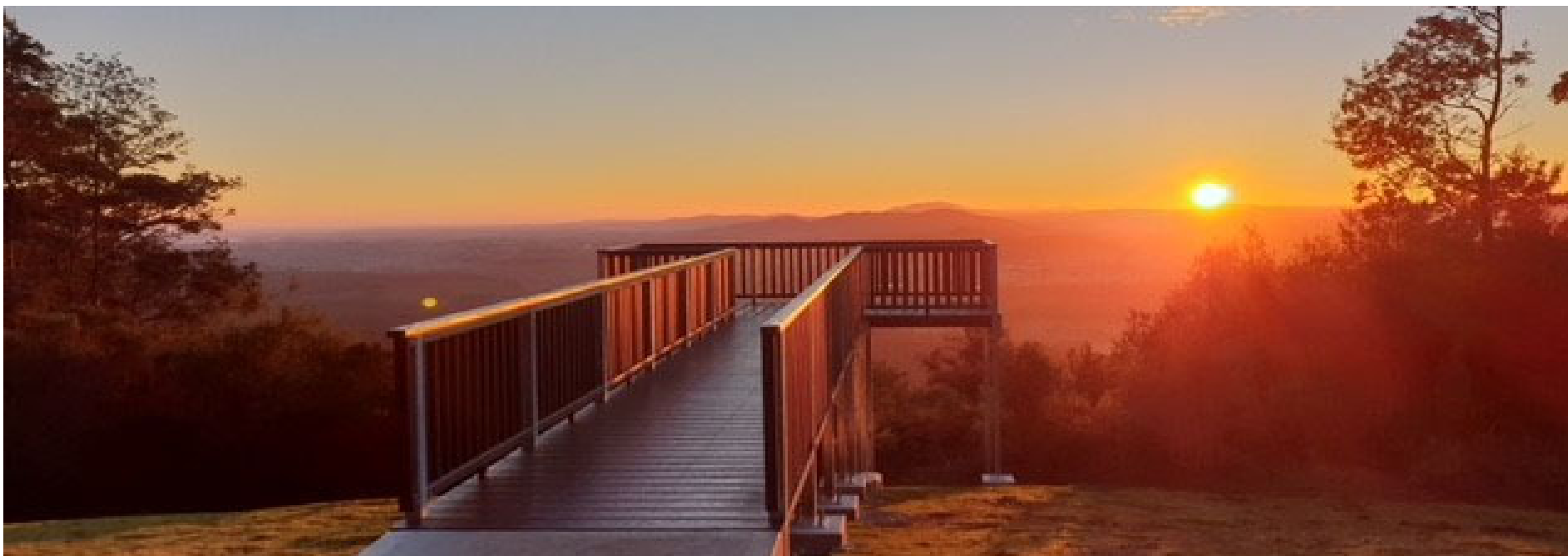
This increase is a result of a review of current asset values and replacement costs which shows Council will be required to index infrastructure assets such as roads, stormwater and buildings at levels higher than CPI at 30 June 2024.

Borrowings

Council are proposing to draw down new borrowings of \$0.5 million during the 2024/25 financial year.

The below table details Council's original loan amounts, however, note as at 30 June 2025 due to loan repayments, the balance is expected to total \$3.32 million.

	2024/25 Budget \$'000	2023/24 Budget \$'000
Local Government Loan Program	3,200	3,200
Other borrowings	2,500	2,500
Total Borrowings	5,700	5,700



Calculation of Rates and Charges

Rating Structure

Council has a rating structure consisting of three components. This structure complies with the Act and comprises the following components:

1. **General Rate** - calculated as a rate in the dollar on the Assessed Annual Value (AAV) of the rateable property, with a minimum amount payable;
2. **Waste Management and Waste Collection** - service charges in respect of prescribed services where provided; and
3. **Fire Levy** - calculated as a rate in the dollar on the AAV charged to recover amounts payable for the fire levy, with a minimum amount payable. The fire levy is recovered on behalf of the State Government.

General Rate

It is recommended that the general rate revenue base increase by 5.7% which is slightly lower than the 6.0% increase originally committed to in Council's 2024-2033 Long Term Financial Plan.

The general rate cents in the dollar on the AAV will be 5.3180 for the 2024/25 financial year (2023/24: 5.6170 cents in the dollar). It is also recommended that Council introduce a 15% maximum increase cap to the general rate to incrementally introduce the impacts of the 2024 Fresh Valuation.

It is recommended that Council maintains a varied general rate for properties used for short term accommodation (STA) of 10.636 cents in the dollar on the AAV for the 2024/25 financial year (2023/24: 11.2328 cents in the dollar) as the valuations for STA continue to generally be lower than comparable commercial properties.

It is also recommended that Council introduces a varied general rate of 6.1920 cents for Forestry properties and a varied general rate of 7.4210 cents for the Wind Farm at Cape Portland to ensure that the contribution that those industries make to Dorset's overall rates is not decreased as a result of the Fresh Valuation.

Waste Management

The standard waste management charge (per property) will increase by \$22.00 to \$161.00 for the 2024/25 financial year (2023/24: \$139.00).

Recommended Rates and Charges

The following rates and charges are recommended for the 2024/25 financial year:

	2024/25	2023/24
	\$	\$
General Rate		
General rate cents in the dollar of AAV	5.3180	5.6170
General Rate Minimum Charge	518.00	450.00
Varied General Rate (cents in the dollar on AAV)		
Properties used for Short Stay Visitor Accommodation	10.6360	11.2328
Varied General Rate (cents in the dollar on AAV)		
Properties used for Primary Production - Forestry	6.1920	-
Varied General Rate (cents in the dollar on AAV)		
Wind Farm	7.4210	-
Waste Management		
Standard Waste Management Charge (per property)	161.00	139.00
Kerbside Garbage Collection		
Small (80 Litre) MGB	143.00	136.00
Medium (120 Litre) MGB	168.00	160.00
Large (240 Litre) MGB	327.00	311.00
Kerbside Recycling Service	160.00	152.00
Fire Service Levy		
Scottsdale and Bridport Volunteer Brigade Districts	0.2344	0.2889
General Land District	0.2631	0.2712
Fire Service Levy Minimum Charge	49.00	48.00

Instalment Payments of Rates and Charges

It is recommended that Council maintain the four instalments in 2024/25 and continue to charge daily interest on any outstanding amounts.

The following table indicates the instalment dates for the 2024/25 financial year.

	Due Date	Date Interest Applied
Instalment 1	30 September 2024	15 October 2024
Instalment 2	30 November 2024	15 December 2024
Instalment 3	31 January 2025	15 February 2025
Instalment 4	31 March 2025	15 April 2025

Dorset Council

2024/25 Capital Expenditure Budget



Resheeting works on Ten Mile Track, Springfield

2024/25 Capital Expenditure Budget | Summary

A Capital Works Program totalling \$8.8 million is recommended. The 2023/24 capital budget was \$10.4 million (including budget variations), however \$3.3 million of this budget is expected to be carried forward into the 2024/25 financial year.

Total Capital Expenditure Budget

	Renewal \$'000	New & Upgrade \$'000	Overhead Wages Allocation \$'000	Total Budget \$'000
Bridges	209	-	35	244
Roads	1,796	141	329	2,266
Stormwater	40	198	39	277
Buildings	147	233	66	446
Land Improvements	280	429	120	829
Plant and Equipment	945	187	194	1,326
IT and Communications	30	80	19	129
Carry Forward Projects	471	2,352	478	3,301
Total	3,918	3,620	1,280	8,818

Funding the Budget

	Total Budget \$'000	External Funding \$'000	Council Funding \$'000
Bridges	244	114	130
Roads	2,266	71	2,195
Stormwater	277	-	277
Buildings	446	-	446
Land Improvements	829	205	624
Plant and Equipment	1,326	265	1,061
IT and Communications	129	-	129
Carry Forward Projects	3,301	1,897	1,404
Total	8,818	2,552	6,266

Further capital projects that are approved subject to the receipt of external funding total \$4.9 million. Of this amount, \$4.0 million is to be received via external grant funding and \$0.9 million will be funded by Council.

Capital Expenditure approved subject to funding

	Total Budget \$'000	External Funding \$'000	Council Funding \$'000
Bridges	360	180	180
Roads	3,472	2,778	694
Buildings	59	44	15
Land Improvements	987	973	14
Total	4,878	3,975	903

If all external funding is received the Capital Works Program will total \$13.7 million for the 2024/25 financial year, of which Council will fund a total of \$7.2 million.

2024/25 Capital Expenditure Budget | Highlights

Roads

Council's total capital expenditure for roads amounts to \$2,266,000.

Key projects include:

- Annual resheeting and reseal program;
- New Pedestrian Crossings for Scottsdale and Bridport; and
- Repair and reseal of Cape Portland Road, Gladstone.

Plant and Equipment

Council's total capital expenditure for plant and equipment amounts to \$1,326,000. Major purchases include:

- Hook Lift Truck replacement;
- Excavator replacement; and
- Fleet vehicle replacements.

Land Improvements

Council's total capital expenditure for land improvements amounts to \$829,000. Key projects include:

- Blue Derby Mountain Bike Trails: Tunnel Stairs and Wotcha Upta rebuild;
- Croquet Lawn Beach access; and
- Playground equipment renewal and upgrades - Scottsdale, Branxholm & Winnaleah

Buildings

Council's total capital expenditure for buildings amounts to \$446,000. Key projects include:

- Scottsdale Railway Building Restoration;
- Branxholm Town Hall re-roof; and
- Upgrade safety switches in all building across the Municipality.

Bridges and Stormwater

Council's total capital expenditure for bridges and stormwater amounts to \$521,000. Key projects include:

- Renew Scour Protection Piers on Bridge 1508 Garibaldi Road, Pioneer;
- New Stormwater connections for Industrial Subdivision, Ringarooma Rd, Scottsdale; and
- Stormwater network extension from Ethel St into King St, Scottsdale.

IT and Communications

Council's total capital expenditure for IT and communications amounts to \$129,000. Key projects and purchases include:

- Computer and Laptop replacements; and
- Altitude Authority software preparation.

Carry forward projects:

Council's total carry forward amounts to \$3,301,000. Key projects to be completed include:

- Rail Trail - Scottsdale to Lilydale;
- Old Waterhouse Road safety improvements and upgrade; and
- Gladstone Community Park.





Policy 42 – Rates & Charges

CM9 Ref: [DOC/21/5798\[v32\]](#)

Adopted: **25 June 2012**
Minute 91/12

Version: **8**

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Council Minute No: ~~91/23~~ [XXX](#)

Author: [Administration](#)
[Manager/Acting Director –](#)
[Corporate Services](#)

Responsible Officer: [Administration](#)
[Manager/Director – Corporate](#)
[Services](#)

Statutory Authority: **Local Government Act 1993 –**
section 86(B)

OBJECTIVE

This policy defines Council's commitment to levying rates and charges in a fair and equitable manner and provides the community and ratepayers with the underlying principles that Council uses in determining rates and charges.

POLICY

STRATEGIC FOCUS

Council ensures it only raises the income it needs to adequately fulfil its role and responsibilities, while also ensuring a balance between the service levels Council provides and the needs and expectations of the community. When setting the rates and charges for the upcoming financial year, Council considers the:

- Strategic Plan;
- Long Term Financial Plan;
- *Local Government Act 1993 (the Act)*;
- Current Annual Plan and Budget;
- Local Government Association of Tasmania Cost Index increases;
- Consumer Price Index increases;
- Current economic climate;
- Changing demands on Local Government;
- Increased service levels requested by the community;
- Future liabilities (e.g. tip site rehabilitation);
- Specific issues faced by the community, including the need to maintain, replace and renew infrastructure; and
- Likely impacts on the community.

RATING PRINCIPLES

When setting the rates and charges for each year, Council give consideration to the following principles per section 86A of the Act:

- Rates constitute taxation for the purposes of local government, rather than a fee for service; and
- The value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

Rates are administered by each Council in line with the Act, which allows some flexibility for each Council to make decisions that suit its local community.

RATES AND CHARGES

Valuations

Generally the Valuer-General provides a Fresh Valuation (i.e. a full municipality-wide revaluation) to Council every six (6) years, with adjustment factors for various classes of property in the municipal area being provided every two (2) years. As per section 90(3) of the Act, Council are mandatorily required to use one of the following valuations to determine the General Rate:

- **Capital Value (CV)** - the total market value of the land plus buildings and other improvements.
- **Land Value (LV)** - the market value of the land only.
- **Assessed Annual Value (AAV)** - the AAV represents an independent assessment of the rental value of a property or a 4 percent minimum of the CV, whichever is the greater.

Council determine the General Rate based on the AAV per rateable property, as it is Council's position that the AAV provides the fairest and most equitable method for levying rates.

Supplementary Valuations

In certain circumstances, valuations must be determined between Fresh Valuations. These are known as supplementary valuations and are required whenever a major change occurs to some aspect of a property. Some circumstances which may trigger a supplementary valuation are:

- Construction of a new building/s on the land;
- Extension to or renovation of existing building/s;
- Subdivision or consolidation of the land;
- Demolition of a building/s on the land;
- Other improvements to the land such as outbuildings etc.;
- Change in the land's usage;
- Realignment of the property boundary; or
- The property becomes rateable.

When any of the above circumstances arise, a supplementary valuation will be undertaken by the Valuer General, generally upon request by the Council following the lodgement of development applications. When providing a supplementary valuation, the Valuer-General determines what the

valuation would have been if the change to the property that triggered the supplementary valuation (e.g. construction of a new building) was in place at the time of the most recent Fresh Valuation.

Where the Valuer General has undertaken a supplementary valuation, the ratepayer will be issued with a supplementary rates notice by Council. The notice will show the new adjusted valuations for the property and will include any adjustments to the rates and charges for the current financial year based on the supplementary valuation.

General Rate

General Rate

Council determines a General Rate on an annual basis which is to apply to all rateable properties in the municipal area. The General Rate is calculated as a cents in the dollar on the AAV.

Minimum General Rate

In accordance with section 90(4) of the Act, Council applies a minimum General Rate which is a mechanism to ensure that properties with a lower AAV pay not less than the minimum amount prescribed by Council each rating year. A minimum General Rate cannot apply to more than 35% of rateable properties which attract a non-varied General Rate

The primary reason for Council applying a minimum General Rate is to ensure that all rateable properties make an appropriate contribution to the cost of administering Council activities and maintaining the services and infrastructure that supports each property in the Dorset municipality.

General Rate Variation

During annual budget ~~estimation~~ estimate and rating strategy deliberations, Council evaluates whether it is necessary to implement any variation of the General Rate using the prescribed variation factors available per section 107 of the Act.

Council currently varies the General Rate in accordance with section 107 of the Act for:

- Properties used or predominantly used for Short Term Accommodation (STA) - The AAV for a property used for STA is typically comparable to those used for general residential or long term rental purposes. However, Council's position is that a property used for STA has significantly greater potential to generate income and therefore those properties used for STA should pay rates that are more akin to a commercial property.
- Properties used or predominantly used for Primary Production – Forestry purposes – During the 2024 Fresh Valuation, the overall valuation for properties used for Primary Production – Forestry purposes decreased. Despite the decreased valuation, it is Council's position that the industry's earning capacity and impacts on Council's infrastructure remains unchanged and therefore their contribution to the municipality's overall rates burden should be maintained.
- Properties used for utility services where the locality is 2205 Cape Portland Road, Cape Portland - During the 2024 Fresh Valuation, the valuation for the Wind Farm located at Cape Portland decreased. Despite the decreased valuation, it is Council's position that the industry's earning capacity and impacts on Council's infrastructure remains unchanged and therefore their contribution to the municipality's overall rates burden should be maintained.

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Per section 109 of the Act, a ratepayer may object to a variation in a rate based on a particular use of land. Any objection to a variation must be submitted per the requirements of section 109 of the Act.

The General Manager, or their delegate, is authorised to make a decision on behalf of Council in accordance with sections 109(4) and (5) of the Act in respect of any objection.

[Where a ratepayer objects to a variation in a rate outside the prescribed period described in section 109 of the Act, the request for rate relief will be considered in accordance with the Remission of Rates section in this policy.](#)

Fire Levy

The fire levy is collected on behalf of the State Fire Commission in line with the Fire Services Act 1979. The total collectable amount, minimum charge and all increases associated with the fire levy are determined by the State Fire Commission, independently of Council.

Service Charges

Service charges are established in accordance with section 94 of the Act. Council determine charges annually for the following services:

Waste Management

The waste management charge is applied to all properties for the provision of waste management infrastructure (waste transfer stations) and disposal operations.

Waste Mobile Garbage Bin (MGB)

Charges are applied to all properties that receive a kerbside collection service based on the size and number of waste MGB/s allocated to the property. See Kerbside Collection Zone and Route Opt-In for further information.

Recycling MGB

A charge is applied to all properties that receive a recycling collection service based on the number of recycling MGB/s allocated to the property. See Kerbside Collection Zone and Route Opt-In for further information.

PAYMENT OF RATES

Payment Dates

Rates are due and payable in full by 30 September annually. However, ratepayers can elect to pay their rates in four equal instalments on 30 September, 30 November, 31 January and 31 March annually. If a ratepayer has not paid their rates in full by 30 September, Council automatically determines that the ratepayer has elected to pay by instalment.

In accordance with section 124(5) of the Act, Council may require the ratepayer to pay the full amount owing for the financial year if the ratepayer fails to pay an instalment within twenty one (21) days of the date it falls due.

Application of Money

Pursuant to section 131 of the Act, Council will apply any amount received or recovered in respect of rates as follows:

- (a) Firstly – in payment of any costs awarded to or recoverable by the Council in any Court proceedings undertaken by the Council for the recovery of the rates;

- (b) Secondly – in discharging any liability for interest;
- (c) Thirdly – in payment of any penalty;
- (d) Fourthly – in discharging liabilities for rates in the order in which those liabilities arose.

Payment Arrangements

Ratepayers who are facing financial hardship or other extraordinary circumstances that prevent them from meeting their rate obligations by the due date are encouraged to contact Council to discuss entering a payment arrangement.

When administering a payment arrangement, officers will work with ratepayers to develop satisfactory payment conditions that are suitable for the ratepayer's individual circumstances. If a payment arrangement spans across a period longer than 24 months it must be authorised by the General Manager or their delegate.

Provided that payment arrangements are satisfactorily maintained as per the agreement between the ratepayer and Council, all interest applied in that financial year will be remitted.

Late Payment of Rates

Daily interest will apply to any amount that remains outstanding 14 days from the due date. The interest rate will be determined using the prescribed percentage formula as per section 128(2) of the Act.

Recovery of Rates

External Collection Agency

Pursuant to section 133(2) of the Act, Council will give the ratepayer notice in writing of any intention to recover debts through an external agency such as Tasmanian Collection Service (TCS). Council may commence recovery action without further warning 14 days after the notice in writing has been issued.

Council will not pursue recovery action if the ratepayer enters and maintains a satisfactory payment arrangement.

Rent in Satisfaction of Unpaid Rates

Pursuant to section 135 of the Act, Council (by notice in writing) may require a tenant to pay rent or any other consideration relating to the property directly to Council in satisfaction of unpaid rates assessed against the property.

Section 136 of the Act provides tenants with an indemnity against repercussions (e.g. eviction) by providing the tenant with the ability to recover the amount paid to Council from the ratepayer who is liable to pay, or to offset the amount paid to Council against a liability under the tenant's lease or licence.

Sale of Land

Pursuant to section 119 of the Act, unpaid rates and charges are a debt that is secured (similarly to a mortgage) against the property and therefore any debt must be paid when the property is sold.

If a ratepayer has rates and charges outstanding for a period of three (3) years or more and does not hold and maintain a satisfactory payment arrangement, Council may seek to sell the property to recover the outstanding rates as per section 137 of the Act.

Upon the sale of a property pursuant to section 137 of the Act, Council will recover outstanding rates, the cost of the sale and any other costs incurred to Council (e.g. advertising fees, legal fees) in accordance with section 139 of the Act.

WASTE MANAGEMENT AND KERBSIDE COLLECTION

Kerbside Collection Zone

Developed properties within the localities of Bridport, Scottsdale, Nabowla, Ringarooma, Legerwood, Branxholm, Winnaleah, Derby, Pioneer, Herrick, Gladstone and Tomahawk that are zoned as:

- General Residential
- Low Density Residential
- Rural Living
- Urban Mixed Use
- Village
- Local Business
- General Business; or
- Particular Purpose

will be provided with a mandatory waste and recycling kerbside collection service. [The General Manager may not require that a developed property in the kerbside collection zone has a mandatory waste and recycling kerbside collection service if:](#)

- [Collection is impractical due to limited presentation space at kerbside;](#)
- [There is no access to the service \(i.e. Council cannot collect the MGB\); or](#)
- [The ratepayer is a not-for-profit organisation.](#)

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Route Opt-In

Ratepayers outside the kerbside collection zone may be eligible to opt-in to the waste and recycling kerbside collection service if their property has direct road frontage along the designated collection route.

Vacant Lots

Owners of vacant lots that are within the kerbside collection zone can apply to receive kerbside collection. If approved, the owner will be required to sign a waiver that occupancy of the property has not been granted due to having MGBs. All other standard conditions as set out in this policy will apply to the service.

Waste MGBs and Recycling MGBs

A standard 120L waste MGB and a 240L recycling MGB is provided to all properties that receive a collection service. Ratepayers can request a waste MGB upsize (240L) or downsize (80L) however each property in the kerbside collection zone must have a minimum of one (1) waste MGB and one (1) recycling MGB.

Ratepayers can request additional MGBs, replacement MGBs or replacement parts for an MGB at any time. Due to the associated financial impact, Council will only proceed with a variation if authorisation is received from the ratepayer. Ratepayers can cancel additional MGBs if their circumstances change or the additional MGBs are no longer required. No refund will be issued for cancelled MGBs.

A service fee will be determined annually via Council's fees and charges schedule and will apply to each MGB variation unless it is determined that the replacement or replacement part is due to age or the fault of Council. If a ratepayer is seeking a new MGB due to damage caused by Council, the damage must be reported within 5 business days.

All waste MGBs and recycling MGBs remain the property of Council. They are specifically allocated to each property and are not transferable between properties.

REMISSION OF RATES

Exemption from Rates

All properties that fall within the definition set out in section 87 of the Act will be exempt from the General Rate and any other rate or charge referred to in section 87 of the Act.

Section 87 (d) of the Act provides an exemption of the General Rate for land or part of land owned and occupied exclusively for charitable purposes.

The charitable exemption set out in section 87 (d) of the Act will apply where both requirements are met:

- (a) The land is owned exclusively for charitable purposes; and
- (b) The land is occupied exclusively for charitable purposes

It is not essential that the same entity is the owner and occupier, providing that both the owner and occupier satisfy the requirement of owning or occupying the property exclusively for charitable purposes.

Discretionary Remissions

Ratepayers who are not eligible for an exemption under section 87 (d) of the Act may apply to Council for a discretionary remission as per section 129 of the Act.

Where a ratepayer seeks a discretionary remission, they must make written application and produce sufficient evidence of their eligibility for a remission in relation to this policy.

When a property is deemed eligible in accordance with the following criteria, a discretionary remission of the General Rate and Waste Management charge only will apply.

Properties which receive a discretionary remission will continue to be liable for the Fire Levy and any applicable service charges (including MGBs).

All applications for a discretionary remission will be considered by the General Manager in accordance with the delegated authority granted by Council.

Properties Leased by Charitable Organisations

A discretionary remission will be considered where a charitable organisation leases a property from a non-charitable owner and is contractually liable for the payment of rates. Upon application, the leaseholder must provide evidence of their liability for the rates and that the property is used solely for charitable purposes.

Cemeteries

A discretionary remission will be considered for cemeteries that are open for public use, or have previously been open for public use.

Not-for-Profit Organisations

A discretionary remission will be considered for not-for-profit organisations. Upon application, the organisation must provide evidence of their not-for-profit status and their benefit to the community.

Varied General Rate Remission

Where a ratepayer submits an objection to a Varied General Rate after the 21 day period prescribed in section 109 of the Act, the General Manager will consider the objection as a request for a remission.

-The General Manager may provide a remission if:

- -the objection would be agreed to considered valid had it been received within the prescribed period; or-
- the use of the property changes over the course of the rating year.

The General Manager may provide a remission which reduces the Varied General Rate to an amount not less than the amount the ratepayer would be liable to pay ordinarily if the General Rate wasn't varied.

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Interest Remission

A remission of interest charges may be granted:

- (a) Where it is deemed that the interest charge occurred due to a fault of Council;
- (b) Where the ratepayer has an excellent payment history and has a reasonable explanation for a late payment;
- (c) Where the cost outweighs the benefit to pursue the interest charge with the ratepayer;
- (d) Due to genuine financial hardship;
- (e) If a payment arrangement is entered and maintained.

Pensioner Rebates

Under the *Local Government (Rates and Charges Remissions) Act 1991*, holders of the following cards may receive an annual rebate of rates and charges in relation to their principle place of residence:

- Pensioner Concession Card (PCC);
- Health Care Card (HCC); or
- Department of Veteran Affairs Card (DVA)

Conservation Covenants

Council applies a rebate scheme for land that has been covenanted for conservation in perpetuity under either the Private Forest Reserves Program, the Protected Areas on Private Land Program and Part 5 Agreements under the Land Use Planning and Approvals Act 1993.

The rate rebate is set at \$5.00 per hectare per annum for covenanted land with a minimum of \$50.00 and a maximum of \$500.00 per property. Where applicable, the rebate will not reduce the rate payable to less than the minimum general rate per property plus fire levy.

NEW DEVELOPMENTS

The additional waste management charges created by any new residential or industrial lots will be waived while vacant, in the name of the registered subdivider and available for sale with a registered real estate agent for:

- One year for residential subdivisions creating less than five lots;
- Three years for subdivisions creating five or more additional lots; and
- Waiving rates for a further period will be considered upon application if the new lots remain unsold, vacant and in the registered subdivider's name.

DOCUMENT INFORMATION

Version Description	Doc Ref	Date Reviewed	Reviewed By	Comments
V1	12/6728	25 June 2012	Guy Jetson	
V2	13/7763	24 June 2013	Guy Jetson	
V3	15/5390	29 June 2015	Guy Jetson	
V4	15/5390	26 June 2017	Guy Jetson	No changes.
V5	DOC/19/3481	15 April 2019	Lauren Tolputt	Full review when kerbside collection services brought in-house.
V6	DOC/20/5063	29 June 2020	Lauren Tolputt	Updated to accommodate further details around hardship due to COVID-19.
V7	DOC/21/5798	28 June 2021	Lauren Tolputt	Information added regarding recovery of rates and application of money from sale.
V8	DOC/21/5798[v2]	26 June 2023	Lauren Tolputt	Reviewed due to introduction of new varied rate per S86B(4) of the Act.
V9	DOC/21/5798[v3]	20 May 2024	Lauren Tolputt	Reviewed due to completion of Fresh Valuation for Dorset, updated varied general rate principles and updated remissions guidelines.

Dorset Council

2024/25 Fees and Charges



dorset
COUNCIL

DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025

	2024/25 \$	GST Inc
CORPORATE SERVICES FEES		
Photocopying		
A4 Page, Per Page	1.05	Yes
A3 Page, Per Page	1.05	Yes
DIY and Provide Own Paper, Per Page	0.95	Yes
Searches		
Property Information Searches (<i>per hour</i>)	63.00	Yes
Dishonours		
Direct Debit Dishonour	10.00	No
State Government Statutory Fees		
Making a Code of Conduct Complaint - S.28V	93.50	No
Right to Information Application	46.75	No
Rates Liabilities Certificate - S.132	56.10	No
Council Land Information Certificate - S.337	247.78	No
CEMETERY FEES		
Monumental & Lawn Cemeteries		
Reservation	445.00	Yes
Single Depth Burial	1365.00	Yes
Double Depth Burial (<i>First Interment</i>)	1535.00	Yes
Double Depth Burial (<i>Second Interment</i>)	1075.00	Yes
Oversized Coffin / Casket	100.00	Yes
Child Burial / Interring Ashes (<i>stillborn - 1 years</i>)	-	Yes
Child Burial (<i>1 - 15 years</i>)	550.00	Yes
Weekends & Public Holidays (<i>additional fee</i>)	545.00	Yes
Late Burial (<i>additional fee for any burial after 2.00pm</i>)	210.00	Yes
Exhumation of Body (<i>additional burial charges apply</i>)	2080.00	Yes
Replacement of Lawn Plinth & Plaque	350.00	Yes
Replacement of Wall Plaque	255.00	Yes
Interring Ashes in Grave	365.00	Yes
<i>*For any burial taking place in a reserved plot, an amount equal to the reservation fee paid will be deducted from the burial fee</i>		
Memorial Walls (<i>fees not payable on reservations paid for prior to 1/08/2003</i>)		
Reservation	190.00	Yes
Placement of Ashes and/or Plaque	395.00	Yes
Placement of Ashes and/or Plaque in Reservation	205.00	Yes
Ellesmere Rose Garden (<i>fees not payable on reservations paid for prior to 1/08/2003</i>)		
Reservation	225.00	Yes
Placement of Ashes and/or Plaque	680.00	Yes
Placement of Ashes and/or Plaque in Reservation	460.00	Yes
<i>*Any other miscellaneous works charged on an hourly basis</i>		

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
PUBLIC HALLS & RECREATION FACILITY FEES		
General Charges		
Portable Stage (25 modules; 2m x 1m each module); <i>10% discount for 2-12 modules, 15% discount for 13-25 modules</i>	\$85 per module / weekend hire	Yes
Portable Stage Bond; <i>10% discount for hire of 2-12 modules, 15% discount for hire of 13-25 modules</i>	\$100 per module	No
Public Liability Charge (Casual Hirers)	31.00	Yes
Bond (Alcohol Event)	270.00	No
Lost Key Replacement	60.00	Yes
Branxholm, Bridport, Derby, Gladstone, Legerwood, North Scottsdale, Pioneer, Ringarooma, Springfield and Winnaleah Halls		
Per Hour	21.00	Yes
Per Day	115.00	Yes
Scottsdale, Bridport, Bridport Village Green, Branxholm, Winnaleah & Ringarooma Recreation Grounds		
Per Hour	21.00	Yes
Per Day	115.00	Yes
Scottsdale Sports Stadium, Scottsdale Nugget Sellars Pavilion & Winnaleah Function Room		
Per Hour	31.00	Yes
Per Day	225.00	Yes
Bridport Multi-Function Centre		
Per Hour	33.00	Yes
Per Day	275.00	Yes
<i>Additional conditions apply contact customer service team for further information</i>		

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
SWIMMING POOL FEES		
Scottsdale Aquatic Centre Standard Charges		
Lane hire per hour (during public opening times only, max. 2 lanes)	18.00	Yes
Learn to Swim (LTS) (Adult/Child) per class (min. of 4 per class)	18.00	Yes
Private Learn to Swim Session (LTS) (Adult/Child) 30 minutes	55.00	
Aqua Fitness Classes (Adult/Child) per class (min. of 5 per class)	15.00	Yes
Aqua Fitness Classes (Adult/Child) 10 class ticket (prepaid)	135.00	Yes
Aqua Fitness Classes (Adult/Child) per class (min. of 5 per class) - Concession	13.00	Yes
Aqua Fitness Classes (Adult/Child) 10 class ticket (prepaid) - Concession	117.00	Yes
* Pool Hire Per Hour / Per Lifeguard (Dorset municipal schools)	60.00	Yes
* Pool Hire Per Hour / Per Lifeguard (Schools from outside Dorset)	70.00	Yes
**Pool Hire per hour for private bookings outside normal hours	285.00	Yes
Equipment Hire		
- Marquee Hire	55.00	Yes
- Trestle Table	25.00	Yes
Kiosk - average margin	60%	Yes
<i>* 1 lifeguard per every 50 students, option to open the slide requires an additional lifeguard, opening of the Kiosk by an additional Pool Attendant will be</i>		
<i>** Subject to staffing availability, alcohol free and outside of public opening times. Self catering is allowed, however the Kiosk can be opened at no</i>		
<i>Additional surcharge fees apply to online payments</i>		

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	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
Camping Shower Charges		
Branxholm Park, Derby Camping grounds & Bridport Seaside Caravan Park public access showers	4.00	Yes
BRIDPORT SEASIDE CARAVAN PARK		
Standard Sites		
<u>Peak Season (1 Nov to End of Easter) *All fees are per day</u>		
Powered Site Per Day (family of 4, infants under 3 free)	57.00	Yes
Unpowered Site Per Day (family of 4, infants under 3 free)	44.00	Yes
Cabin (2 people / \$20 per extra adult / \$10 per extra child)	220.00	Yes
Extra Adult (18 and over, maximum of 4 adults per site)	14.00	Yes
Extra Child (under 18 years of age, infants under 3 free)	8.00	Yes
<u>Off Peak Season (End of Easter - 31 Oct) *All fees are per day</u>		
Powered Site Per Day (family of 4, infants under 3 free)	52.00	Yes
Unpowered Site Per Day (family of 4, infants under 3 free)	39.00	Yes
Cabin (2 people / \$20 per extra adult / \$10 per extra child)	198.00	Yes
Extra Adult (18 and over, maximum of 4 adults per site)	14.00	Yes
Extra Child (under 18 years of age, infants under 3 free)	8.00	Yes
<u>Annual Sites</u>		
Annual Site (<i>upfront payment</i>)	4,820.00	Yes
Annual Site Monthly Payment (<i>inclusive of 10% surcharge for monthly payment option</i>)	445.00	Yes
Annual Site Waitlist Administration Fee (<i>incurred annually</i>)	65.00	Yes
Annual Site Late Payment Fee (<i>applies to any payment that remains outstanding after 14 days</i>)	27.00	Yes
Direct Debit Dishonour Fee	10.00	No
<i>*These are the base prices however specials will be advertised throughout the year, refer to Bridport Seaside Caravan Park website for details.</i>		

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
WASTE DISPOSAL FEES		
General Charges		
Service Fee (modifications to domestic bins)	30.00	Yes
General Refuse accepted at WTS		
Garbage Bag	1.50	Yes
120lt Wheelie Bin / Container	8.00	Yes
240lt Wheelie Bin / Container	10.00	Yes
Car Boot/Station Wagon (up to 0.5 m ³)	15.00	Yes
6*4 Trailer / Ute (up to 2 m ³)	20.00	Yes
Tandem Axle Trailer (up to 3m ³)	35.00	Yes
Compacted Refuse (per Cubic Metre)	90.00	Yes
Bulk Trade Waste (per tonne, conditions apply)	180.00	Yes
Treated Timber (per Cubic Metre)	35.00	Yes
Additional Charges		
Car / Motorbike Tyre only (each)	12.00	Yes
Light Truck / 4WD Tyre only (each)	22.00	Yes
Large Truck Tyre only (each)	45.00	Yes
Additional Charge - Car / Motorbike Rim only (each)	10.00	Yes
Additional Charge - Light Truck / 4WD Rim only (each)	10.00	Yes
Additional Charge - Large Truck Rim only (each)	10.00	Yes
Mattress - Spring Type (each)	35.00	Yes
Recyclable Materials accepted at WTS		
Separated Paper, Paperboard, Plastics,(1,2,3,4,5,7), Cardboard, Oil, Aluminium Cans, Steel Cans and Glass	-	
Mixed Paper, Paperboard, Plastics,(1,2,3,4,5,7), Cardboard, Aluminium Cans, Steel Cans and Glass	0.00	
Timber (untreated) m3	10.00	
Polystyrene Packing Material	0.00	
Gas Cylinders (fully degassed)	0.00	
Triple Rinsed Chemical Containers (DrumMUSTER endorsed)	0.00	
Car/Truck Batteries	0.00	
E Waste (TV's & Computers, Mobile Phones etc)	0.00	
Steel	0.00	
Motor Vehicle Bodies	0.00	
Waste Oil (per litre)	1.50	
White Goods - DeGassing fee	15.00	
Green Waste - Car Boot up to 0.5m3)	5.00	
Green Waste - Ute / 6*4 Trailer (up to 2m3)	12.00	
Green Waste - Tandem Axle Trailer (up to 3m3)	22.00	
Green Waste - Truck (up to m3)	40.00	
Inert Landfill - Car Boot (up to 0.5m3)	15.00	
Inert Landfill - Ute / 6*4 Trailer (up to 2m3)	30.00	
Inert Landfill - Tandem Axle Trailer (up to 3m3)	50.00	
<i>Inert landfill is waste which is neither chemically nor biologically reactive and will not decompose or only very slowly. Examples of this are sand,</i>		

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
HEALTH FEES (adopted May Council Meeting)		
Food Act		
<u>Food Business Registration - Fixed Premises</u>		
New Annual Registration*	195.00	No
Renewal of Existing Annual Registration	-	
Temporary Food Business Registration (Single Event) - Permanent resident of Dorset municipality	-	
<u>Food Business Registration - Mobile Food Business</u>		
New Registration*	195.00	No
Renewal of Existing Registration - Permanent resident of Dorset municipality	-	
Renewal of Existing Registration - Non-permanent resident of Dorset municipality	195.00	No
Temporary Food Business Registration (Single Event)*	37.00	No
<i>*(No registration fees for bona fide charitable or not for profit organisations)</i>		
Other		
On Street Dining Application Fee	105.00	No
Non-compliance follow up inspection by EHO	95.00	No
Water quality sampling (by request) per hour plus analysis costs	130.00	No
Annual Mobile Food Vendor Permit		
Non-permanent Resident of Dorset municipality	935.00	No
Permanent Resident of Dorset municipality	-	
Community Organisation or Charitable Event Applicants	-	
Public Health Act		
Place of Assembly (mass event) Licence	175.00	No
Public Health Risk Activity - Premises Registration	175.00	No
Public Health Risk Activity - Operator Licence	175.00	No
Regulated System Registration	0.00	
- one system on premises	130.00	No
- additional systems (each)	50.00	No
Private Drinking Water Supplier Registration	50.00	No
Water Carrier Registration	50.00	No

DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025

	2024/25 \$	GST Inc
BUILDING & PLUMBING FEES		
Building Permit Authority		
Category 1 – Low Risk Works (Administration) All Classes		
Category 2 – Low Risk Works (Administration) All Classes		
<u>Category 3 – Notifiable Works (Administration)</u> All Classes		
<u>Category 4 – Permit Works (Application for Building Permit)</u>		
Class 10 buildings	90.00	No
Class 1 buildings	180.00	No
All other building classes	265.00	No
Other Fees		
Plan Amendments and Extensions of Time	95.00	Yes
Application for Permit of Substantial Compliance (Retrospective Works)	Double the relevant building application fee(s)	

DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025

	2024/25 \$	GST Inc
Building Surveyor Assessment & Inspections		
<i>(only applicable where Council Building Surveying Services are being utilised)</i>		
<u>Class 10 Structures & Farm Sheds (Class 7 only)</u>		
20m ² or less <i>(includes mandatory inspections)</i>	135.00	Yes
From 21m ² to 56m ² <i>(includes mandatory inspections)</i>	255.00	Yes
More than 56m ² <i>(includes mandatory inspections)</i>	365.00	Yes
<u>Classes (1 - 9)</u>		
56m ² or less <i>(includes mandatory inspections)</i>	660.00	Yes
From 57m ² - 150m ² <i>(includes mandatory inspections)</i>	900.00	Yes
More than 150m ² <i>(includes mandatory inspections)</i>	1150.00	Yes
<u>Assessment Administration</u>		
Class 10 buildings	90.00	No
Class 1 buildings	180.00	No
All Other building classes	265.00	No
<u>Other Building Surveyor Charges</u>		
Amendments to approved plans, additional building and surveying advice, etc <i>(hourly rate)</i>	150.00	Yes
Additional building surveyor inspections	150.00	Yes
Application for Certificate of Substantial Compliance (Retrospective Works)	Double the relevant application fee(s)	

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
Other Building Fees		
State Government - Building Administration Fee (for all works of \$20,000 or more)		
State Government - TBCITB Training Levy (for all works of \$20,000 or more)		
Building Certificates	250.00	No
EHO assessment of plans for food premises (Form 49)	125.00	No
EHO occupancy permit for food premises (Form 50)	125.00	No
Plumbing Surveyor Assessment & Inspections		
<u>Category 1 – Low Risk Works (Administration)</u>		
All Classes	-	
<u>Category 2 – Low Risk Works (Administration)</u>		
All Classes	-	
<u>Category 3 – Notifiable Works (CLC and Administration)</u>		
All Classes	240.00	Yes
<u>Category 4 – Permit Works (Application for Plumbing Permit)</u>		
Plumbing Permit (including assessment and inspection)	305.00	Yes
Plumbing Permit including on-site wastewater management system assessment (including assessment and inspection)	455.00	Yes
Other Plumbing Surveyor Fees		
Amendments to original plans, and all other works (hourly rate)	150.00	Yes
Additional plumbing surveyor inspections	150.00	Yes
Assessment of illegal plumbing work	Double the relevant plumbing application fee(s)	

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
PLANNING SERVICES FEES		
Pre-Lodgement Planning Review		
Review of proposal prior to lodgement of planning application	-	
No Permit Required Application		
Assessment to determine "No Permit Required" status	-	
Permitted Application (excl. Subdivisions)		
Assessment Fee	180.00	No
Discretionary Application (excl. Subdivisions)		
Use and/or Development - Class 7 or 10 buildings*, signs or demolitions <i>(inclusive of advertising charges)</i>	495.00	No
Use and/or Development - All other types* <i>(inclusive of advertising charges)</i>	-	No
For Applications for use and/or development valued at \$500,000 or less	1035.00	No
For Applications for use and/or development in excess of \$500,000	0.2% of value of use and/or development, capped at a maximum charge of \$35,000	
<i>*(No registration fees for bona fide charitable or not for profit organisations)</i>		
Subdivision Application (incl. boundary adjustments and consolidations)		
Permitted Application	350.00	No
Discretionary Application <i>(inclusive of advertising)</i>	965.00	No
<i>Additional charge per additional lot created</i>	90.00	No
Examination & sealing of Final Plan of Survey	465.00	No
Public Open Space Contribution <i>(if applicable)</i>	5% of the unimproved land value of the new lots	No
Amendment to Planning Permit		
Permitted Use and/or Development	130.00	No
Discretionary Use and/or Development	305.00	No

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
Other Planning Application		
Request for Amendment of LPS (Section 37) <i>(inclusive of application fee, advertising, Tasmanian Planning Commission fees, administration costs)</i>	4360.00	No
Combined Permit and Amendment Application (Section 40T) <i>(inclusive of application fee, advertising, Tasmanian Planning Commission fees, administration costs, but not inclusive of the Request for Amendment of LPS fee)</i>	0.2% of estimated cost of total works up to \$35,000	
Application for Permit Extension <i>(a permit can be extended for a period of 2 years, and not more than twice)</i>	155.00	No
Refunds <i>(if application is withdrawn before decision is made)</i>	50% of application fee	No
Assessment of retrospective planning application	Double the relevant planning application fee (s)	No
Miscellaneous Applications		
Tasmanian Heritage Council - Works Application	-	
Strata Application	350.00	No
<i>Additional charge per lot created</i>	90.00	No
Staged Development Scheme or Community Development Scheme Application	965.00	No
<i>Additional charge per lot created</i>	90.00	No
Application to amend Strata Plan	130.00	No
Application to amend Staged Development Scheme or Community Development Scheme	305.00	No
Application to amend Sealed Plan	965.00	No
Adhesion Order Application	575.00	No
ENGINEERING FEES		
Examination and approval of plans and specifications including inspection of works.		
Roadworks		
up to 50 linear metres	100.00	Yes
for every 100 linear metres (or part thereof in excess of 50m)	90.00	Yes
Drainage Works		
up to 50 linear metres	90.00	Yes
for every 100 linear metres (or part thereof in excess of 50m)	90.00	Yes
Where in the opinion of the Municipal Engineer substandard or faulty work requires additional inspections to be made, the Corporation may require an additional fee to be paid to the Corporation for each such additional inspection.	140.00	Yes

**DORSET COUNCIL
FEES & CHARGES SCHEDULE
2024/2025**

	2024/25 \$	GST Inc
ANIMAL CONTROL FEES (adopted May Council Meeting)		
Dog Registration		
<u>Lifetime Registration Fees</u>		
Non-Desexed Dog	163.00	No
Desexed, Working, Purebred or Greyhound Dog	95.00	No
Pensioner-Owned Dog	63.00	No
Guide Dog	-	
Guard Dog	500.00	No
Dog Licence Fees (Kennel):		
New Dog Licence - 3 to 5 Dogs	116.00	No
New Dog Licence - more than 5 dogs	142.00	No
Existing Dog Licence - Renewal	44.00	No
Dog Fees Other		
Maintenance Charge – Daily	37.00	No
Nuisance	42.00	No
Replacement Tag	5.00	No
First Seizure of any Dog	76.00	No
Subsequent Seizures of any Dog (per seizure)	227.00	No
Delivery Charge (Dog returned to Owner)	105.00	Yes
Declared Dangerous Dog - Annual	525.00	No
Cat Management		
Relocation Device (Trap) Hire Deposit	84.00	No



Urban Stormwater Asset Management Plan 2024

Adopted by Council
XXXX
Minute XXX
Ref: DOC/24/7075



GLOSSARY

Asset condition assessment	The process of continuous or periodic inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset so as to determine the need for some preventative or remedial action.
Asset consumption ratio	The current value of Council's depreciable assets relative to their current replacement cost. $\frac{\text{Depreciated replacement cost of assets}}{\text{Current replacement cost of assets}}$
Asset sustainability ratio	The approximation of the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. $\frac{\text{The capital expenditure on the renewal of assets}}{\text{Depreciation expense}}$
Asset renewal funding ratio	The ratio of asset renewal and replacement funding accommodated over a 10 year period in a long term financial plan (LTFP) relative to the projected asset capital renewal and replacement expenditure identified over the same period in the relevant asset management plan (AMP).
Current replacement cost	The current cost of replacing an asset with a similar modern equivalent asset, i.e. the total cost of replacing an existing asset with an as new or similar asset expressed in current dollar values.
Depreciable amount	The cost of an asset, or other amount substituted for its cost, less its residual value (AASB 116)
Depreciated replacement cost	The current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.
Depreciation	The systematic allocation of the depreciable amount (service potential) of an asset over its useful life.
Fair Value	The amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction. In the absence of market based prices, fair value is most often determined by the depreciated replacement cost of the asset.
Life cycle cost	The life cycle cost (LCC) is average cost to provide the service over the longest asset life cycle. It comprises annual maintenance and asset consumption expense, represented by depreciation expense. The LCC does not indicate the funds required to provide the service in a particular year.

Life cycle expenditure	The life cycle expenditure (LCE) is the actual or planned annual maintenance and capital renewal expenditure incurred in providing the service in a particular year. LCE may be compared to LCC to give an initial indicator of life cycle sustainability.
Planned maintenance	Repair work that is identified and managed through a maintenance management system (MMS). MMS activities include inspections, assessing the condition against failure/breakdown criteria/experience, prioritising scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.
Renewal gap	The difference between the required spend as determined by the asset register/assessed residual lives and the forecast spend as determined by Council.
Useful life	<p>Either:</p> <ul style="list-style-type: none"> (a) the period over which an asset is expected to be available for use by an entity; or (b) the number of production or similar units expected to be obtained from the asset by the entity. (AASB 116). <p>It is the estimated or expected time between placing the asset into service and removing it from service, or the estimated period of time over which the future economic benefits embodied in a depreciable asset, are expected to be consumed by the Council. It is the same as the economic life.</p>

1. EXECUTIVE SUMMARY

Council provides and manages an urban stormwater drainage system to collect and convey stormwater to waterways at Branxholm, Bridport, Derby, Gladstone, Herrick, Legerwood, Musselroe Bay, Pioneer, Ringarooma, Scottsdale, Winnaleah and Tomahawk. The system has a current “as new” replacement value of \$27.2 million.

Plans for the Future

Council plans to operate and maintain the urban stormwater network to achieve the strategic objective of ensuring that the network is maintained at a safe and functional standard as set out in this asset management plan (AMP).

Cost

Council’s planned life cycle expenditure over the 10 year period of this AMP (in current year dollars) is \$116,145 per annum, comprising \$33,000 annual capital renewal expenditure and \$83,145 annual average operations and maintenance expenditure. In addition to this expenditure, capital upgrades and additions are forecast to be \$190,000 per annum (in current year dollars) over the 10 year life of this plan.

The Next Steps

The actions resulting from this AMP are:

1. Continuous improvement of BizeAsset/GIS stormwater field asset data.
2. Maintaining and improving the linkages between the financial and BizeAsset/GIS asset registers.
3. Monitoring and addressing network constraints and performance deficiencies as identified in this AMP and the Urban Stormwater System Management Plan (SSMP).
4. Investigate the engineering, financial and environmental feasibility for integrating stormwater outfalls and installing GPT devices across the Scottsdale and Bridport networks.

2. INTRODUCTION

2.1 Background

This AMP has been prepared to demonstrate Councils responsive management of stormwater assets, compliance with regulatory requirements, and to communicate funding requirements to meet determined levels of service.

This AMP covers urban stormwater assets.

Council's stormwater assets have recently been revalued in accordance with financial reporting requirements. The outputs of the revaluation project will be incorporated into the 2023-24 Financial Reports with the revaluation date being 30 June 2024. The comprehensive revaluation has resulted in the "as new" current replacement value of assets to increase by 44% from \$18.8 million at 30 June 2023 to \$27.2 million at 30 June 2024. The corresponding increase in depreciation is 36% from \$230,625 to \$314,693 per annum.

The asset values presented in this AMP are sourced from the comprehensive revaluation final report.

Table 2.1(a) Stormwater Assets by Asset Category

Asset Category	As New Replacement Value	Written Down Value	Consumption Ratio %	Length/Items
Storm water lines (Gravity mains, open drains, channels, culverts, french drains)	\$20,631,218	\$13,890,000	67.3 %	73.5 KM's
Storm water points (pits, manholes etc.)	\$6,558,683	\$4,298,739	65.5%	2,133 items
Total	\$27,189,901	\$18,188,739	66.9%	

Table 2.1(c) Stormwater Assets by Town

Town	As New Replacement Value	Written Down Value	Town % of Total As Replacement Value
Branxholm	\$920,973	\$649,497	3.4%
Bridport	\$11,699,537	\$7,968,690	43%
Derby	\$1,351,095	\$967,166	5%
Gladstone	\$523,915	\$344,714	1.9%
Herrick	\$45,827	\$21,032	0.2%
Legerwood	\$514,102	417,850	1.9%
Musselroe Bay	\$104,135	\$72,799	0.4%
Pioneer	\$395,044	\$259,682	1.5%
Ringarooma	\$369,534	\$208,389	1.4%
Scottsdale	\$10,753,892	\$6,958,857	39.6%
Winnaleah	\$443,437	\$267,473	1.6%
Tomahawk	\$795	\$745	0%
To be classified	\$67,615	\$51,845	0.2%
Total	\$27,189,901	\$18,188,739	100%

Table 2.1 (c) Stormwater Assets Useful Lives

Asset Category	Useful Life
Stormwater pipes and lines - Reinforced Concrete (RCP)	100
Stormwater pipes and lines - PVC	80
Stormwater points (pits, manholes etc.)	80

2.2 Goals and Objectives of Asset Management

Council's goal in managing infrastructure assets is to meet the required level of service in the most cost effective manner for present and future customers. Council's goals and objectives and how these are addressed in the AMP are:

Goals	Objective	How Goal and Objectives are addressed in AMP
Provide best practice management, systems and processes that maximise council's effectiveness in the delivery of services.	Manage finances and assets in a transparent way that allows council to maximise the potential of its resources and assures efficient and consistent delivery of services in a sustainable manner and in compliance with legislative requirements.	Allocate resources in annual budgets to meet asset acquisition, construction, and maintenance and the provision of community services through planning and sustainable budgetary commitments. Review and update the AMP every 4 years.
Encourage economic development and population growth whilst preserving the environment.	Develop and maintain stormwater systems in a way that is environmentally sustainable, safe and of minimal community impact.	Implement sound asset management systems and processes. Funding allocated in Long Term Financial Plan (LTFP).
Ensure a measured and predictable allocation of resources to meet asset acquisition, construction and maintenance through proactive planning and sustainable budgetary commitments.	Investigate and plan for the future development of community facilities as the need arises, taking into account the priorities identified by Councillors and the community.	Establish 10 year plans and realistic annual budgets that adequately meet the resource demands of future urban stormwater requirements.

3. LEVELS OF SERVICE

3.1 Community Research and Expectations

At present the public can provide feedback and report complaints via the Council's Customer Request Management (CRM) system. This information is relayed to the Works and Infrastructure Department where it is addressed. Elected Councillors also have input into the annual budget development in which they can raise community concerns regarding the management of any aspect of Council's asset management practices.

3.1 Legislative Requirements

Council must meet many legislative requirements including Australian and State legislation and State regulations. Key legislation, policies and regulations concerning urban stormwater include:

- Local Government Act 1993 & Amendments;
- Local Government (Contents of Plans and Strategies) Orders 2014;
- Workplace Health & Safety Act 2012;
- Urban Drainage Act 2013;
- Local Government By-Laws;
- Local Government (Building and Miscellaneous Provisions) Act 1993;
- Environmental Management & Pollution Control Act 1994;
- State Policy on Water Quality Management (1997);
- State Stormwater Strategy (2010); and
- Plumbing Regulations 2014 and Building Regulations 2014.

A requirement of the Urban Drainage Act 2013 is that all Tasmanian Council's develop Stormwater System Management Plans (SSMP) for the urban areas within their municipalities. The Act states that a SSMP must specify:

- a) plans for the management of any assets used for the delivery of a stormwater service;
- b) the level of risk from flooding for each urban stormwater catchment in the public stormwater system; and
- c) any other matters prescribed in the regulations or that the council considers appropriate.

Council has prepared a SSMP which addresses the above statutory requirements. The SSMP will be presented to a Council meeting in the near future for adoption.

3.2 Current Levels of Service

Council has established the following objectives:

Quality

Council is committed to maintaining urban stormwater assets in a reasonably usable condition and fit for use. Defects found or reported that negatively affect function or safety will be repaired on a priority and risk managed basis.

Function

It is the intent of Council to ensure that its urban stormwater network is maintained in partnership with other levels of government and stakeholders to meet the drainage, flood mitigation and environmental and storm water quality needs of the Dorset community. The key functional objectives are system safety, flood mitigation and sustainability. An adequate level of ongoing funding is required to sustain assets and to ensure that appropriate management practices are in place to effectively and efficiently manage works and expend available funds.

Safety

Council will maintain its urban stormwater assets at a safe operating condition. A risk based approach to managing and repairing defects exists.

3.4 Desired Levels of Service

Council will ensure it manages the stormwater network in a way that accommodates increased flows from future urban development while working to improve environmental outcomes.

Council complies with relevant legislation, Australian Standards and Codes of Practice in managing the Dorset urban stormwater systems.

4. FUTURE DEMAND

4.1 Demand Forecast

Table 4.1 Demand Factors, Projections and Impact on Services

Demand Factor	Present Position	Projection	Impact on Services
Population	6,829 (2021 ABS Census) 3.2% growth since 2016 Census or 0.64% per year.	Long term decline (Dept of Treasury & Finance, 2022 population forecasts)	Reducing demand
Tourism & Holiday Visitations	Growth (Tourism Snapshot as at 30 June 2022 Derby/Branxholm short stay nights growth 25% & Bridport growth 9%)	Growth, particularly Bridport, Derby and Branxholm	Increasing demand
Construction of new Dwellings/Buildings	Both infill and greenfields development	Ongoing infill and greenfields development	Increasing demand
Higher density developments	Large allotments	Smaller allotments	Increased impervious areas leading to increased loadings for new and existing storm water drainage infrastructure
Environmental awareness/legislative requirements	Council meeting current expectations and requirements	More stringent legislative requirements and higher levels of community expectations	Further use of gross pollutant traps to improve quality of run off water. Council to consider Urban Sensitive Stormwater designs for new projects in sensitive areas.
Climate change	Increase in high intensity rainfall events	Ongoing occurrence of high intensity rainfall events (CSIRO/BOM State of the Climate 2022)	Increasing peak stormwater flows & demands on network

4.2 Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets, constructing new assets and demand management.

4.3 New Assets from Growth

Towns such as Bridport, Derby, and Branxholm are experiencing rapid growth in response to increased popularity with local, interstate and overseas visitors. In response Council forecasts that stormwater systems in these towns will need to be upgraded and extended. Council is also investigating land development in the town of Scottsdale which, if proceeds, may require investment in stormwater assets. Constructing these new assets will commit council to fund ongoing operations and maintenance costs for the useful life of these assets. These future costs are identified and considered in developing forecasts of future operating and maintenance costs.

5. LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how Council plans to manage and operate the assets at the agreed levels of service (defined in section 3) while optimising life cycle costs.

5.1 Background

The assets covered by this AMP are shown below:

Asset Category	As New Replacement Value
Stormwater lines (Gravity mains, open drains, channels, culverts, french drains)	\$20,631,218
Stormwater points (pits)	\$6,558,683
Total	\$27,189,901

Council maintains an up-to-date asset register of urban stormwater components. Stormwater assets have been constructed to different standards over the past 50 years. Components are manufactured from steel, concrete, PVC and HDPVE plastics; and generally have a useful operational life of 80-100 years. The age profile of Council's stormwater assets are shown in Figure 5.1 below.

82% of urban stormwater assets by current replacement value are located at Bridport and Scottsdale. Stormwater systems in these towns require a degree of augmentation over time in order to effectively transport storm water volumes generated by 1, 2, 5 and 10 year storm events as a number of design faults exist in relation to undersized storm water pipes and associated problems often experienced with pit surging. Localised flooding has historically occurred, due to undersized infrastructure. Council remains proactive in addressing these issues, with capital projects both completed and planned in the future to correct issues based on risk analysis and priority need.

Council owned stormwater outlets discharge stormwater directly into oceans, creeks and rivers. In 2012, Council installed the first Gross Pollutant Trap (GPT) on the Arthur Street stormwater system at Scottsdale, to improve the quality of stormwater entering the environment. Council continues to explore opportunities for improved outfall quality through the instillation of primary and secondary treatment infrastructure.

Renewal, new and upgraded infrastructure is designed and installed to current standards.

Figure 5.1: Stormwater Asset Age Profile

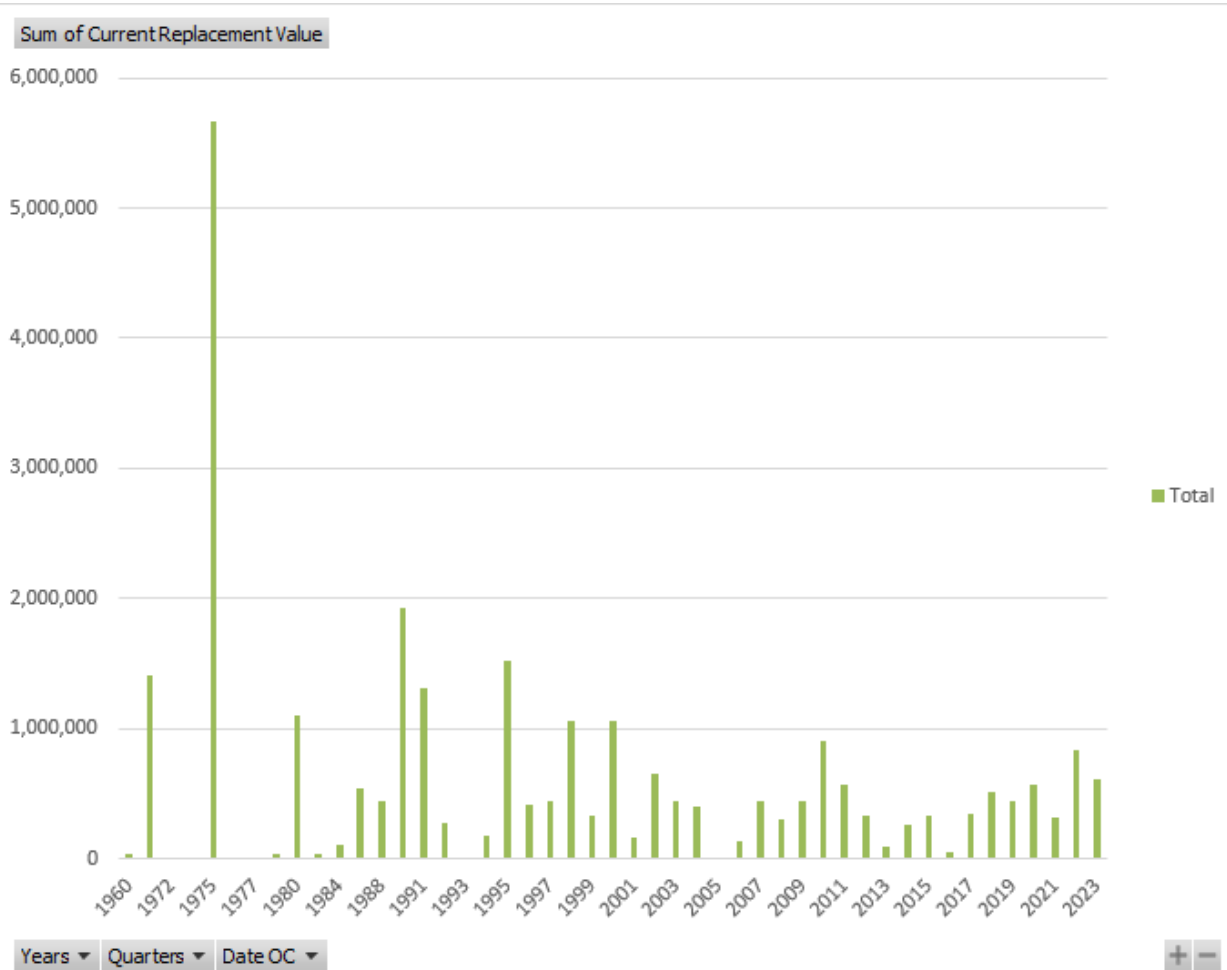


Figure 5.1 shows that around \$7.1 million of assets were installed during or prior to 1975. This equates to 26 % of the total stormwater asset base.

5.2 Asset capacity and performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in table 5.2

Table 5.2: Known Service Performance Deficiencies

Location	Service Delivery
Bridport	<p>The Bridport stormwater system requires a level of augmentation in order to effectively transport stormwater volumes from 1, 2, 5 and 10 year storm events. A hydraulic modelling assessment by Hunter Water in July 2006 has shown that 152 pits may be subject to surcharging, with 144 under capacity stormwater pipes.</p> <p>Stormwater outflows servicing the business precinct are not fitted with gross pollutant traps to capture gross pollutants, sediment and oil & grease before discharge into Trent Water.</p> <p>There are seventeen stormwater outflows at Bridport, discharging into Anderson Bay, Trent Water and the Brid River. Council has identified the need to review the number and location of existing outfalls and give consideration to integrating outflows and installing GPT devices where a cost effective and environment benefit exists.</p> <p>Appendix C of the Dorset Council Urban SSMP outlines an action plan for addressing known performance deficiencies in Bridport.</p>
Scottsdale	<p>The Scottsdale stormwater system requires a level of augmentation in order to effectively transport stormwater volumes from 1, 2, 5 and 10 year storm events. A hydraulic modelling assessment by Hunter Water in April 2008 has shown that 271 pits may be subject to surcharging, with 264 under capacity stormwater pipes.</p> <p>Central business district upgrades required to increase stormwater carrying capacity.</p> <p>Give consideration to installing GPT devices where a cost effective and environment benefit exists. Installation of a GPT Arthur Street has already occurred. Investigate options for further installations at William Street, Union Street and Bridport Main Road at the Lister's Lane intersection.</p> <p>Appendix C of the Dorset Council Urban SSMP outlines an action plan for addressing known performance deficiencies in Scottsdale.</p>
Derby	<p>Continued urban infill development within the township often exceeds the capacity of the existing networks. Council will continue to identify network deficiencies and undertake upgrades where cost effective opportunities exist.</p>

Branxholm	Continued urban infill development within the township often exceeds the capacity of the existing networks. Council will continue to identify network deficiencies and undertake upgrades where cost effective opportunities exist.
Municipality	There are a range of minor system upgrades and extensions required in the smaller towns across the municipality. A number of minor stormwater pits and pipes require renewal or upgrade.

The above service deficiencies have been identified:

- By informal assessment of the capacity and condition of the existing urban stormwater system;
- Forecasting of development demand;
- Engineering reviews of the stormwater network where the previous history of high rainfall has led to localised flooding events;
- Hunter Water Australia P/L Preliminary Assessment of Trunk System Capacities Bridport, July 2006 and Scottsdale April 2008; and
- Hydrodynamica 2022 Stormwater Management Report – Westwood St Catchment, Bridport.

5.3 Asset Condition

Renewal of assets are undertaken when asset failure occurs, there is a history of asset failures or through feedback received for a particular area of the network. The Works and Infrastructure Department maintains a register of system failures and this guides asset renewal planning.

Council utilises the following condition rating system based on the Institute of Public Works Engineering Australasia (IPWEA), International Infrastructure Management Manual (IIMM) guidelines.

Condition Rating	Description of Condition
1	Very good: free of defects, only planned and/or routine maintenance required
2	Good: minor defects, increasing maintenance required plus planned maintenance
3	Fair: defects requiring regular and/or significant maintenance to reinstate service.
4	Poor: significant defects, higher order cost intervention likely.
5	Very Poor: physically unsound and/or beyond rehabilitation, immediate action required.

As stormwater assets approach the end of their useful life their condition rating will move from 1 and 2 to 3 and 4. Council does not currently carry out visual assessments to verify stormwater asset condition. Based on current performance Council officers rate the vast majority of assets at level 1 or 2.

5.4 Financial Sustainability Ratios

Current Replacement Cost	\$27,189,901
Depreciated Replacement Cost	\$18,188,739
Annual Depreciation Expense	\$314,693

Three common ratios used to measure short term and long term financial sustainability of local councils are detailed below:

Asset consumption ratio

This ratio seeks to highlight the aged condition of the physical assets. This value shows the current value of Council's stormwater assets relative to their "as new value" in current prices. The asset consumption ratio for Council's stormwater assets is 66.9%. This is above the Tasmanian Audit Office (TAO) benchmark of 60%.

Asset sustainability ratio

This ratio represents the extent to which Council is maintaining operating capacity through the renewal of its existing assets. It is the ratio of planned capital renewal expenditure relative to depreciation over the same period. Council's asset sustainability ratio for storm water is 10.5% (Planned average renewal CAPEX spend per LTFP of \$33,000 divided by annual projected depreciation of \$314,693). The benchmark prescribed by the Tasmanian Audit Office is 100%. The low ratio is reflective of the age and condition profile of assets resulting in minimal foreseen renewal works over the 10 year timeframe covered in this AMP.

Asset renewal funding ratio

This is a ratio of planned capital expenditure accommodated over a 10 year period in the LTFP relative to the projected capital expenditure identified in the AMP. Total planned CAPEX renewal expenditure over the 10 year life of the AMP is \$330,000. Projected total capital renewal expenditure is \$330,000 of the same period. The asset renewal funding ratio is therefore 100%. The TAO benchmark is between 90% - 100%.

5.5 Risk Management Plan

An assessment of risks associated with the current asset condition has identified critical risks to Council. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Very High:	Critical risks, requiring immediate corrective action;
High/Medium:	Requiring prioritised corrective action; and
Low:	Requiring regular monitoring

Risks identified in the infrastructure risk management plan are summarised below.

Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Inlet Pits	Blocked with debris	H	Proactive maintenance/cleaning program
SW Pipes & Pits	Blocked pipes with roots & damage	H	Condition monitoring/inspection program & remove blockages and affect pipe repairs
Gross Pollutant Traps (GPTs)	Blockage – gross pollutants, sediments, oil and grease etc	H	Identify, the location and cleaning frequencies of all GPTs as per the manufactures instructions
Stormwater system	Existing infrastructure undersized	H	Develop and implement plan to progressively upgrade the system based on risk analysis and assigned priority.
	New infrastructure undersized		Adopt good engineering practice and validation process.

5.5 Maintenance plan

Maintenance includes reactive, planned and cyclic maintenance work activities.

Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions.

Planned maintenance is repair work that is identified and managed through the Works and Infrastructure Department. Planned maintenance activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.

Cyclic maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle.

Stormwater maintenance expenditure trends are shown in Table 5.5. Currently there is no process to allocate maintenance costs into different categories, however, from past experience it is estimated that the splits are reactive 5%, planned 70% and cyclic 25%.

Table 5.5 Stormwater Maintenance Expenditure (including internal labour and internal plant hire charges, excluding depreciation)

Year	Maintenance Expenditure
2019/20	95,799
2020/21	125,098
2021/22	70,158
2022/23	57,359
2023/24 YTD	63,738
Five year average	82,935

Assessment and prioritisation of reactive maintenance is undertaken by Council staff using experience, professional judgement and review of condition monitoring and inspection data.

5.6 Summary of future maintenance expenditures

The proposed 2024-25 budget allocations for stormwater maintenance are shown in the table below:

Table 5.6 Summary of Stormwater Maintenance Budget

Category	Total Budget 2024-25
Contractors	15,000
Materials	13,000
*Internal Labour/Internal Plant hire	39,104
Total	67,104

*Internal labour and plant hire is not budgeted at an asset class level, however \$39,104 is estimated based on prior year actual labour/plant hire cost allocation.

The above 2024-25 budget allocation for stormwater maintenance will be utilised for year 1 (2024-25) of the AMP 10 year planning horizon. To account for network upgrades/expansion as well as aging infrastructure it is assumed maintenance costs will grow at 5% annually in real terms. Thus at the end of ten years annual maintenance costs will rise to \$102,549 in current year dollars. The average annual maintenance cost (over ten years) is \$83,145 in real terms.

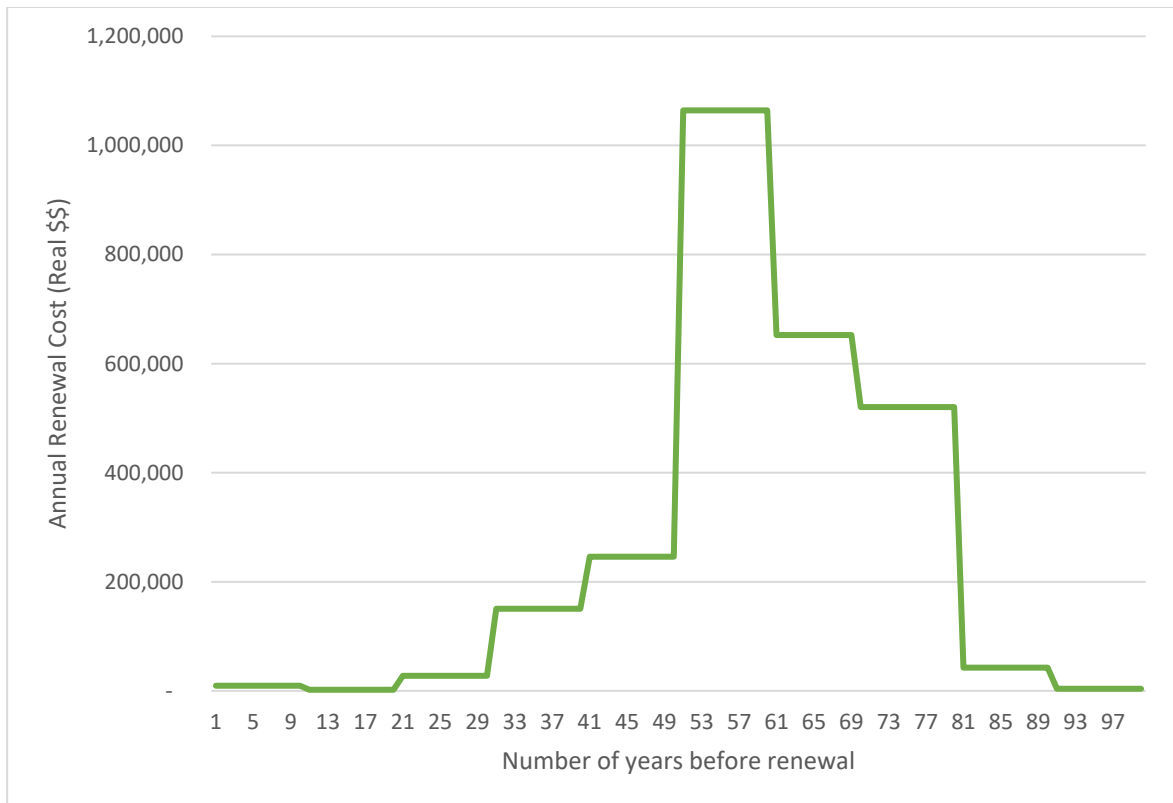
5.7 Renewal/Replacement Plan

Renewal expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

Stormwater assets in poor condition that regularly fail will be prime candidates for renewal. There will be a significant increase in renewal capital expenditure as the stormwater assets approach the end of their useful life. For the majority of the assets this will not be over the next 10 years of this AMP, but rather after this period. Figure 5.7 highlights the lumpy nature of asset renewal costs based on the age profile of assets (assuming the asset reaches the end of its useful life). This graph shows the first significant renewal expenditure taking place in 50 years at an average annual outlay in current year dollars of \$1 million. For the purposes of this AMP Council officers estimate required annual capital renewal expenditure will be \$33,000.

It is noted that replacement costs of stormwater assets are based on 'greenfield' assumptions – that is the replacement costs include components that may not need to be replaced, such as earthworks. Should stormwater assets be renewed at the same time as a road surface or pavement there could potentially be some reduction in replacement costs. An urban sealed road surface has a useful life of between 15 – 30 years. An urban sealed road base (pavement) has a useful life of between 50 – 80 years.

Figure 5.7: Projected annual renewal costs



5.7 Creation/Acquisition/Upgrade Plan

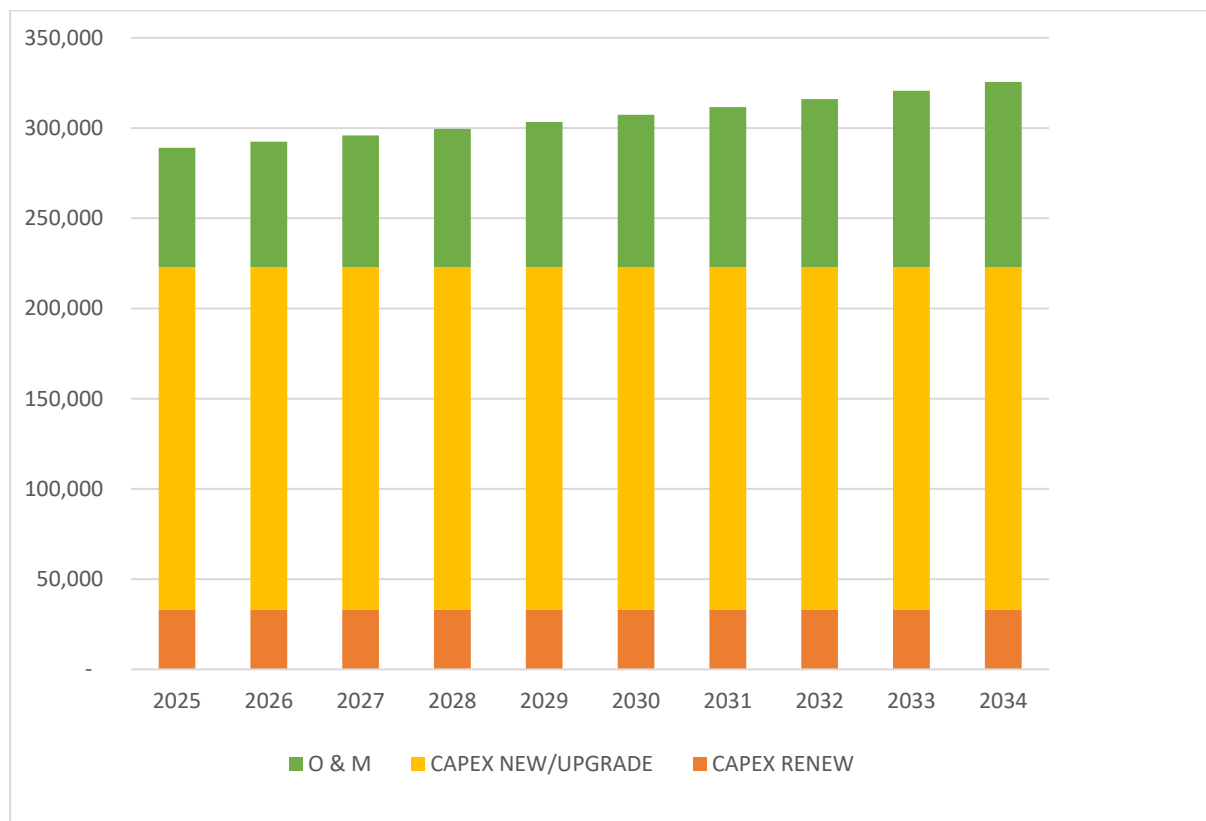
As highlighted earlier in this report urban development in the towns of Scottsdale, Bridport, Derby and Branxholm is placing increased demand on the stormwater network, both in terms of capacity and service area. Scottsdale and Bridport also have some capacity constraint issues that can also cause service failures during high rainfall events. Council is currently developing urban development strategic plans for high growth towns such as Bridport, Derby, Branxholm and Scottsdale. Environmental studies of local water ways are also currently in progress to determine the impacts of stormwater runoff on the local environment. These reports and strategies will be used alongside the existing stormwater management plans (SSMP) and hydraulic reports to guide future upgrades and expansion of the stormwater network. Based on available information it is estimated that the cost of upgrades and new stormwater assets over the 10 years of this AMP will be \$190k per annum from 2025 to 2034 (in real terms).

6. FINANCIAL SUMMARY

6.1 Financial Projections

The financial projections are shown in Figure 6.1 for planned operating and capital expenditure.

Figure 6.1: Forecast O&M and Capital Expenditure (current year \$\$)



6.2 Sustainability of service delivery

The two key indicators for financial sustainability are life cycle costs and life cycle expenditure.

Life cycle costs are the average costs that are required to sustain the service levels over the average asset life and include maintenance and depreciation. The annual average life cycle cost for the services covered in this AMP (in real current year dollars) is \$397,838 per year (\$314,693 depreciation plus \$83,145 average O&M)

Life cycle costs can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes O&M plus capital renewal expenditure. Life cycle expenditure will vary depending on the timing of asset renewals. The average annual planned life cycle expenditure covered (in current year dollars) in this AMP is \$116,145 per year (\$83,145 average O&M plus \$33,000 asset renewals).

There is a difference of \$281,693 per year in the life cycle costs vs life cycle expenditure. This difference is explained by depreciation (\$314,693 per annum) being higher than planned capital renewal expenditure (\$33,000 per annum in real terms). As highlighted earlier, the low planned renewal expenditure relative to depreciation is because of the age and condition profile of the assets.

6.3 Funding Strategy

Projected expenditure identified in Section 6.1 is to be funded in the Council's operating and capital budgets. The funding strategy is detailed in the Council's long term financial plan. It is noted that indexation of both operational and capital spend is carried out in the LTFP to ensure provision is made for cost rises over time. Grants will also be investigated when opportunities arise to fund new or renewal capital works.

7. ASSET MANAGEMENT PRACTICES

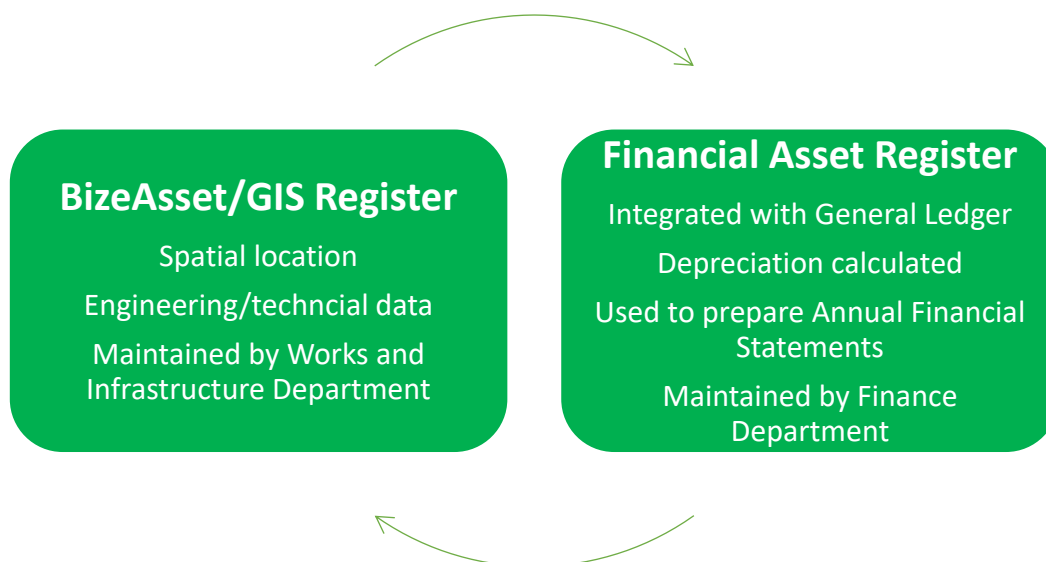
7.1 Asset Management Systems

All Council's stormwater assets are entered into Council's GIS software MAPINFO. MAPINFO is integrated with BizeAsset asset management software. The BizeAsset/GIS database is updated as new assets are constructed, modified or removed. The Infrastructure & Works Department maintain this module. Technical data such as length, size, material, and age are all recorded in this database. This database also has the capacity to revalue assets based on unit rates. It also can store condition levels of assets.

The financial information of stormwater assets is recorded in the CVR module of Authority, Council's Financial Management Software. This module is maintained by Finance. In accordance with Council's accounting policies, Stormwater assets are valued at Fair Value in accordance with Australian Accounting Standard Board (AASB) standard 13 'Fair Value Measurement' and AASB standard 116 'Property, Plant and Equipment'. A full revaluation of stormwater assets is performed every 3-4 years in conjunction with updating the AMP. In the years between full revaluations, stormwater assets are indexed in line with the ABS other heavy and civil engineering construction index.

Significant work has been undertaken over the last two years to match the stormwater asset data between Authority and BizeAsset registers. As a result, each stormwater asset in BizeAssets has a corresponding asset in Authority. Having this 1:1 relationship between the two databases allows for the revaluation information (either from BizeAssets or an external source) to be transferred to the financial asset register in a timely manner. The relationship between the two systems is illustrated below in diagram 7.1:

Diagram 7.1: Relationship between BizeAsset/GIS Register and Financial Asset Register



8. PLAN IMPROVEMENT AND MONITORING

8.1 Improvement Plan

The asset management improvement plan generated from this AMP is shown below:

Task No	Task	Responsibility	Resources Required	Timeline
1.	Continuous improvement of BizeAsset/GIS field asset data	Works & Infrastructure	Internal resources	Ongoing
2.	Maintaining and improving the linkages between the financial and BizeAsset/GIS asset registers	Works & Infrastructure & Finance Departments	Internal resources	Ongoing
3.	Monitoring and addressing network constraints and performance deficiencies as identified in this AMP and SSMP	Works & Infrastructure	Internal resources/external consultants	Ongoing
5.	Investigate the engineering, financial and environmental feasibility for integrating stormwater outfalls and installing GPT devices across the Scottsdale and Bridport networks	Works & Infrastructure	Internal resources/external consultants	Ongoing

8.2 Monitoring and Review Procedures

This AMP will be reviewed during annual budget preparation and amended to recognise any changes in service levels and/or resources available to provide those services as a result of the budget decision process.

The Plan has a life of 4 years.



DRAFT Policy 62 – CCTV and Remote Camera

CM Ref:	DOC/24/4018
Adopted:	Minute
Version:	1
Reviewed Date:	-
Author	Director - Infrastructure
Responsible Officer	Director - Infrastructure

PURPOSE

To provide a policy for the establishment and operation of the Council's camera surveillance systems to ensure they are managed and used in accordance with relevant legislation.

The purposes for which the Council may use camera surveillance in public places include:

- protection of community assets,
- improve community safety and security,
- to deter anti-social behaviour and crime
- recording of Council works and operations,
- recording for regulatory and compliance investigations and inspections,
- to assist law enforcement agencies
- recording of Council functions / events; and
- staff safety.

OBJECTIVE

The objectives of this Policy are to ensure that:

- Camera surveillance systems and footage will only be used for the purpose for which it was intended;
- Management and operation of camera surveillance systems and footage complies with relevant legislation; and
- Camera surveillance systems and footage are fit for purpose.

SCOPE

This Policy applies to:

- Surveillance cameras and systems established in public spaces within the Council’s local government area and owned by the Council;
- Surveillance cameras and systems installed on Council owned or Council controlled land and / or Infrastructure;
- Council owned body-worn surveillance cameras worn by authorised Council employees while performing official duties within the Council’s local government area; and
- All Council employees, contractors and other parties involved with installation, management and maintenance of Council’s surveillance cameras in public spaces.

POLICY

Definitions

Term	Definition
Camera Surveillance	Any equipment used to observe and record images of an area such as closed-circuit television (CCTV), temporary or fixed cameras (such as automatic number plate recognition cameras), body-worn cameras and unmanned aerial vehicles (such as drones).
Closed Circuit Television	The use of video cameras to transmit a signal to a specific place, on a limited set of monitors. (CCTV).
Council	Means the Dorset Council.
Public Space	An area that is open and accessible to all people, such as parks, commons, beaches, roads and footpaths. To a limited extent, public facilities and government buildings which are open to the public are public spaces, although they have restricted areas and greater limits upon use.
Risk	Probability and consequence of an event that could impact on the Council’s ability to meet its strategic objectives.

PUBLIC INTEREST

Camera surveillance systems will be operated with due regard to the privacy and civil liberties of members of the public, employees and contractors by:

- Informing authorised employees and contractors involved in the recording, observation and capture of images of their responsibility to act in an ethical and lawful manner as required by legislation.
- Investigate any complaints by members of the public in relation to the Council’s camera surveillance programs and provide a timely response in accordance with the Council’s Customer Service Charter.
- Review the policy against any changing legislation as required.

SECURITY OF CAMERA SURVEILLANCE EQUIPMENT AND FOOTAGE

Camera surveillance equipment and footage will be adequately protected against misuse, loss and unauthorised access, use and disclosure by:

- Restricting use of camera surveillance equipment to authorised employees and contractors only;
- Appropriate approvals for employees and contractors to view any images or footage;
- Implementing adequate controls to protect against unauthorised access, alteration, dissemination, disclosure, loss or destruction of recorded material;
- Maintaining equipment to ensure its effective operation; and
- Applying relevant recordkeeping practices.

Council will approve the purchase, installation and use of surveillance cameras based officer recommendations outlining the need and feedback from relevant stakeholders.

Current use includes:

- Surveillance of Council waste facilities including Waste Transfer Stations;
- Surveillance of Council assets that are buildings, associated infrastructure and open spaces in public places;
- Surveillance of Council assets in Parks (play / exercise equipment, seating, bins etc.);
- Surveillance of Council assets, materials and equipment in public areas of Council Depots and Offices;
- Authorised Officers body-worn cameras;

Council has established dedicated equipment specifically for the storage of camera surveillance data. This equipment is secure and backed up. Only the staff and Managers of staff who operate cameras will have access to the dedicated equipment for the filing and viewing of surveillance data.

The release of camera surveillance data will only be provided to comply with:

- Internal reporting requirements at management levels only;
- The requirements of the Police in relation to the investigation of crime;
- A legal document issued by the Court at the request of a party to a case;
- A valid formal request for public information, which will be assessed in accordance with the provisions of the *Right to Information Act 2009*;
- Staff wearing a body camera would be able to view footage for the purpose of reviewing for notes, making statements or confirming events;
- Lessees of Council buildings may access footage for the listed purposes, particularly in regard to anti-social behaviour and crime

COMPLAINTS

The Council will investigate all complaints by members of the public in relation to the Council's camera surveillance programs and will provide a timely response in accordance with the Council's Customer Service Charter.

RESPONSIBILITY

The Council officers and contractors authorised to manage equipment and view surveillance footage include:

- General Manager
- Directors
- Managers
- Compliance Officer

RELEVANT LEGISLATION

- *Local Government Act 1993*
- *Right to Information Act 2009*
- *Personal Information Protection Act 2004*
- *Archives Act 1983*
- *Listening Devices Act 1991*
- *Security and Investigations Agents Act 2002*

REVIEW

This Policy will be reviewed every three years, unless organisational and legislative changes require more frequent modification.

DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/24/4018	June 2024	Michael Buckley	Policy established

Local Government Act 1993

CODE OF CONDUCT PANEL DETERMINATION REPORT

DORSET COUNCIL CODE OF CONDUCT

Complaint brought by Dr Vincent Teichmann against Mayor Greg Howard

Code of Conduct Panel

- Lynn Mason AM (Chairperson),
- Roseanne Heyward (Local Government Member)
- Sam Thompson (Legal Member)

Date of Determination: 24 April 2024

Content Manager Reference: C30037

Summary of the complaint

A code of conduct complaint was submitted by Dr Vincent Teichmann to the General Manager of the Dorset Council on 14 July 2023. The complaint was deemed to not be compliant with the requirements under section 28Y of the *Local Government Act 1993* (the Act) and referred back to the complainant by the General Manager. The complaint was resubmitted on 10 August which is within the period allowed by the Act. The subsequent amended complaint was deemed to be compliant by the General Manager on 10 August 2023.

The complaint related to comments made by the Mayor, Councillor Greg Howard, when answering questions asked by Dr Teichmann during Public Question Time at the ordinary Dorset Council meetings held on 16 January 2023 and 20 February 2023.

The complaint alleged that Cr Howard breached the following parts of the Dorset Council Code of Conduct, adopted on 20 February 2023¹:

Part 1 – Decision Making

1. *A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.*
2. *A councillor must make decisions free from personal bias or prejudgement.*
3. *In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to them, or of which they should have reasonably been aware.*

¹ On 15 April 2019 Dorset Council amended its Code of Conduct. On 20 February 2023 Dorset Council reviewed its Code of Conduct and resolved unanimously to accept the version tabled at that meeting. The Panel notes that the wording of the clauses relevant to this complaint is unchanged from the 2019 version of the Code to the version of the Code adopted at the meeting of 20 February 2023.

4. *A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.*

Part 2 - Conflict of interests that are not pecuniary

2. *A councillor must act openly and honestly in the public interest.*
3. *A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the elected member is appointed or nominated by the Council.*

Part 7 – Relationships with Community, Councillors and Council Employees

1. *A Councillor –*
 - (a) *must treat all persons fairly; and*
 - (b) *must not cause any reasonable person offence or embarrassment; and*

Part 8 – Representation

2. *A councillor must clearly indicate when they are putting forward their personal views.*
3. ...
4. *A councillor must show respect when expressing personal views publicly.*

Initial assessment

Following receipt of the complaint, the Chairperson conducted an initial assessment of the complaint in accordance with the requirements of section 28ZA of the Act. Having assessed the complaint against the provisions of sections 28ZB and 28ZC of the Act, the Chairperson determined that for some of the allegations made in the complaint:

- the complainant had made a reasonable effort to resolve the complaint. This relied on his having asked several questions about a process he was undertaking with the Council, where he attempted to ascertain Council's reasons for decisions taken about an application he had made;
- the complaint substantially related to a contravention of the Dorset Council's Code of Conduct;
- the complaint could not be dismissed on the grounds that it was frivolous, vexatious or trivial. The reasons for this conclusion were that if upheld, Cr Howard would be shown as having breached a number of clauses of the Code of Conduct;
- having made enquiries of the Code of Conduct Executive Officer, there was no relevant direction under section 28ZB(2) or 28ZI of the Act that would apply to the complainant and the complaint.²

In the initial assessment the Chairperson determined that the allegations that Councillor Howard had breached Part 2.2 and Part 2.3 were dismissed, on the grounds that no evidence was provided to substantiate the allegation that Councillor Howard had a conflict of interest in his answers to the questions.

² Section 28ZB(2) and 28ZI of the Act enable the Chairperson or the Panel (as applicable) to issue a direction to a complainant in prescribed circumstances not to make a further complaint in relation to the same matter unless the complainant provides substantive new information in the further complaint.

On this basis, the Chairperson determined to investigate the complaint that Councillor Howard may have breached Part 1 (1-4), Part 7.1(a) and (b), and Part 8.4 and Part 8.6.

The Complainant, The Respondent Councillor and the General Manager were notified of the outcome of the initial assessment by letter dated 22 September 2023.

Investigation

In accordance with section 28ZE of the Act, the Code of Conduct Panel (the Panel) investigated the complaint.

The Panel met on 8 September 2023 to consider the complaint. Dr Teichmann was requested to provide copies of original emails referred to in the complaint, under cover of Statutory Declaration. These were sent to the Panel on 13 October 2023, and were forwarded to Cr Howard. Further meetings of the Panel were held on 16 November 2023, 20 December 2023, and 7 March 2024.

Councillor Howard was invited in the initial assessment to provide a response to the complaint by 16 October 2023, and this was received on 25 January 2024. Councillor Howard's response was sent to Dr Teichmann, who responded on 27 February 2024. On 12 March 2024 the Panel received a further submission from Councillor Howard. This was sent to Dr Teichmann for his information.

On 28 February 2024 both Dr Teichmann and Councillor Howard were informed by letter that the Panel was of the view that the matter could be determined on the basis of the information and submissions available to the Panel. Both parties were invited to make submission to the Panel by 12 March 2024 if either party considered that he would be disadvantaged if a hearing were not held. Neither party sought a hearing. The Panel conferred by email and proceeded to make its determination.

The Panel based its investigations on the following documentation:

- The complaint from Dr Teichmann, submitted under cover of Statutory Declaration, dated 10 August 2023, 15 pp;
- Six emails forwarded by Dr Teichmann to the Panel, 13 October 2023, with covering Statutory Declaration, 24 October 2023;
- Response from Cr Howard, submitted 25 January 2024, with Statutory Declaration, 66 pp;
- Submission in response from Dr Teichmann, submitted 27 February 2024, with covering Statutory Declaration, 4 pp;
- Submission from Cr Howard, submitted on 12 March 2024, with covering Statutory Declaration, 6pp;
- The Dorset Council Code of Conduct adopted 20 February 2023.

Determination

Pursuant to section 28ZI(1)(c) of the Act the Panel determines that Councillor Howard breached Part 7.1(a) and Part 7.1(b) of the Code of Conduct, and therefore the Panel upholds those parts of the complaint and dismisses the remainder. The Panel determines that the alleged breaches of Part 1.1, Part 1.2, Part 1.3, Part 1.4, Part 8.4, and Part 8.6 are not substantiated and should be dismissed.

Reasons for determination

1. The allegations with respect to Part 1(1-4) are dismissed, on the grounds that during Public Question Time (PQT) at the Ordinary Meetings of Dorset Council held on 16 February 2023 and 20 March 2023, Councillor Howard was not participating in the process whereby Council makes decisions on matters raised for discussion and decision, i.e., that part of the meeting where a council considers reports and recommendations, and makes decisions by vote. While Councillor Howard was obviously deciding what to say in response to

questions, he was not making decisions which would have a binding effect on the Council as a whole.

2. The allegation that Councillor Howard breached of Part 7.1(a) and 7.1(b) is upheld. A decision by the previous General Manager concerned an application by Dr Teichmann for non-monetary support for his business, an application which had been refused early in 2022. This refusal had had an adverse effect on Dr Teichmann, and he sought to understand the reasons for the refusal.

Both Dr Teichmann and Councillor Howard were aware by late 2022 that the refusal to approve support was based on adverse allegations made against Dr Teichmann by persons unknown, which had not been investigated by the Council at the time. In addition, Dr Teichmann had never been given an opportunity to respond to those allegations. Despite this, in answering questions from Dr Teichmann and from Councillor Chilcott and Councillor Coxen on 16 January 2023, the Mayor inferred that in 2022, Dr Teichmann was an unsuitable person to be given the support from Council that he sought. Further, Councillor Howard said that he doubted even after several years that Dr Teichmann had *modified his behaviour* in a way which would allow him now to get the support from Council that he needed.

The Panel determines that the inferences about his unsuitability for Council support, which could be drawn from Councillor Howard's remarks, were unfair to Dr Teichmann, and would cause a reasonable person both offence and embarrassment. The Panel therefore upholds the complaint that Councillor Howard breached Part 7.1(a) and Part 7.1(b).

3. The allegation that Councillor Howard breached Part 8.4 of the Code is dismissed, on the grounds that the Mayor was answering questions without notice as best he could in a public meeting. Part 8.4 comes into effect when the councillor puts forward a viewpoint which is in opposition to a decision or policy which has been decided by the Council. In this case, Councillor Howard was relying on information provided by the previous General Manager, as he was entitled to do. In his responses he did not falsely represent a policy or decision of the Council, but rather, stated the decision and the reasons for the decision which had been taken by the previous General Manager.
4. The allegation that Councillor Howard breached Part 8.6 of the Code is dismissed, on the grounds that no evidence was presented to show that Councillor Howard was not respectful when answering questions.

Sanction

Section 28ZI(2) of the Act allows the Panel to impose a sanction on Councillor Howard. The provision provides a hierarchy of sanctions. We are satisfied that some sanction is appropriate to recognise that Councillor Howard's breach was more than technical or accidental. We take into account Councillor Howard's written submissions. A sanction at the lower end of the scale is appropriate. Pursuant to s 28ZI(2)(a) of the Act, Councillor Howard is reprimanded.

Timing of the Determination

In accordance with section 28ZD (1) a Code of Conduct Panel is to make every endeavour to investigate and determine a code of conduct complaint within 90 days of the chairperson's determination that the complaint is to be investigated.

The Panel has been unable to determine the complaint within 90 days, owing to significant delays in receiving responses from the parties and a series of extensions granted to them to provide material.

Right to review

A person aggrieved by the determination of the Code of Conduct Panel, on the ground that the Panel failed to comply with the rules of natural justice, is entitled under section 28ZP of the Act to apply to the Magistrates Court (Administrative Appeals Division) for a review of that determination.



Lynn Mason AM
Chairperson



Sam Thompson
Legal Member



Roseanne Heyward
Member

DATE: 24 April 2024



MINUTES

Municipal Emergency Management Committee (MEMC)

Thursday 30 May 2024

Dorset Council Chambers, 3 Ellenor Street SCOTTSDALE

1	Welcome and Apologies		Chair
Present	<p><u>Meeting Commenced:</u> 10:03 am</p> <p>Commissioner Andrew Wardlaw (Dorset Council / Chair), Michael Buckley (Dorset Council Director - Infrastructure / Municipal Coordinator), Robert Masterman (Dorset Council Deputy Coordinator), Jeff Holmes (Dorset Council Waste Management Coordinator / Municipal Community Recovery Coordinator), Peter Coleborn (Dorset Council Trail Operations Manager), John McNamara (Forest Operations Manager, North East - Sustainable Timber Tasmania) Aleena Crack (Tas Police - Acting Inspector – North East), Rohan Johnson (Tas Police - Acting Sergeant), David Nicholls (SES – Regional Manager), Duane Richardson (SES – Flood Planner), Dale Mott (Dorset SES Unit Manager), Ben Wilson (Acting Tas Fire Service District Officer – North East), Scott Clarke (Ambulance Tas – Operations Support Manager North) <i>joined meeting at 10:22am</i></p> <p>Welcome and introductions from those present.</p>		
Apologies	<p>Annette Dean (DPaC – Regional Recovery Officer – North), Peter Rawlings (SES – Regional Emergency Management Coordinator), Linda Overend (PWS – Regional Operations North), Kristy Withers (Dept of Health – Senior Planner, Emergency Preparedness & Response), Wendy Mackay (NESM Hospital – Director of Nursing), Liz Gibb (NESM Hospital – Acting Director of Nursing), Luke Moore (Tas Police – Snr Sergeant Scottsdale), Jayne Cooper (Parks and Wildlife Service – Acting Regional Operations Manager, Stephen Rymer (Sustainable Timber Tasmania)</p>		
Last Meeting	<p>Minutes from the 26 October 2023 Dorset Municipal Emergency Management Committee Meeting were circulated to the Committee, with no amendments noted. Confirmed by all those present.</p>		
Previous Actions	<p>Actions from the 26 October Meeting were discussed, with updates provided as follows:</p>		
Minute Ref	ACTION	RESPONSIBLE	STATUS
2.4	Derby Mountain Bike Trail Network Emergency Response Plan (Version 1.1 July 2021) to be circulated for feedback and review at next MEMC meeting.	Peter Rawlings / Dorset Council	IN PROGRESS – See Item 9
3.2b	Advise group whether trail markers will be similar to St Helens and be accompanied by a map.	Dorset Council	COMPLETE - Update at Meeting
3.2c	Check whether GPS coordinates / maps for trail markers will be added to the LIST as a layer – if not, suggest this be undertaken.	Dorset Council	COMPLETE - Update at Meeting
3.2d	Advise Blue Derby Foundation when new data available so Blue Derby App can be updated with current trails.	Dorset Council	COMPLETE - Update at Meeting
3.2e	Agencies to investigate communication protocols and order of attendance at an emergency, such as Derby MTB trails.	TFS / SES / TasPol / Ambulance Tas	IN PROGRESS
3.3a	Review current resource sharing agreement in place.	Dorset Council	COMPLETE

3.7a	Next Dorset MEMC Meeting to include a flood scenario (20 min) set by SES.	Peter Rawlings / Dorset Council	COMPLETE
3.8a	Inspector Spencer to follow up this Committee status.	Inspector Adam Spencer / TasPol	N/A
4.2	WebEOC user guidelines and familiarisation information to be circulated with minutes of this meeting – provided to Dorset Council.	Peter Rawlings	COMPLETE
-	WebEOC login details to be created and circulated to new Director – Infrastructure (Michael Buckley) when he has commenced, along with training.	Peter Rawlings	COMPLETE
5.3	Update Council contact details with FMAC	Dorset Council	COMPLETE
5.4	Invites to FMAC to be sent to TasPol, DPaC and SES (Peter Rawlings) to attend as observers	TFS District Officer	COMPLETE
5.5	Review of the TFS Emergency Management Plan for Derby to be undertaken.	Dorset Council	FOLLOW UP – TFS District Officer
6.1	Review alignment of where the Municipal Recovery Coordinator position is best fit within Council.	Dorset Council	COMPLETE - Update at Meeting
9.2	Contact list to be circulated with minutes for updating by any agency.	Dorset Council	COMPLETE
9.3	External reports given at MEMC to be forwarded to Dorset Council for circulation with minutes.	Relevant agencies	COMPLETE
9.4	Advise Council Trail Operations Manager to include notification to emergency services (incl. NESM Hospital) of upcoming events in draft checklist being developed using the Blue Derby Trail network.	Peter Coleborn (Dorset Council)	COMPLETE

2	Status of Dorset Municipal Emergency Management Plan (MEMP)	Municipal Coordinator / Deputy Coordinator SES Regional Emergency Management Coordinator
	1. Dorset MEMP was approved by the State Controller in March 2024, and endorsed by Council at its 18 March Council Meeting. Thanks to Committee members who provided feedback during the consultation phase and to Robert Masterman for coordinating the review.	

3	Municipal Emergency Planning and Preparedness matters for MEMC attention:	
	1. Blue Derby Mountain Bike Trails – Incidents and Reporting	Trail Operations Manager
	<p>a. Emergency markers have been installed on the trail network, with information on closest access points to markers for emergency services being prepared and completed prior to the new peak season. Once completed, this information will be uploaded as a LIST layer.</p> <p>b. Request for basic report on incidents that emergency services are attending would be helpful to the trail crew, trend on a particular trail or section of trail that may require review, etc. from a safety perspective. SES Regional Manager advised that this information could be captured in quarterly reporting and provided. Dorset SES Unit to provide coordinates for inclusion in this report.</p>	

ACTION	3.1b	SES Regional Manager to incorporate into quarterly reporting basic incidents that emergency services are attending at the Blue Derby Mountain Bike Trails for Trail Crew information, including coordinates as provided by the Dorset SES Unit.	David Nicholls - SES Regional Manager
3	2. Council Resource Update		Municipal Coordinator
	a. Update from Municipal Coordinator on roles within Council including the Community Recovery Coordinator role.		
	3. Recovery Training		Municipal Community Recovery Coordinator
	a. Attended training at Coles Bay / completed at Deloraine recently, with overview of knowledge gained at this training, including enlisting and training volunteers that can be utilised in a community recovery situation.		
	b. DPaC assisting Council with grant opportunities.		
ACTION	3.3a	Investigate the interest of local service groups to be trained to assist in community recovery situations	Jeff Holmes - Dorset Council
3	4. Waterhouse Conservation Area Fire Debrief		Municipal Coordinator
	a. Discussed the recent fire threat at Waterhouse and the nearby Tomahawk community.		
	b. Council were receiving calls from the community about the situation and only had details that could be found online / radio. This was quickly cleared up with excellent communication post that initial period from SES Regional Emergency Management Coordinator.		
	c. Municipal Coordinator to arrange a meeting with SES Regional Emergency Management Coordinator to review event and look at positives / improvements for any future events.		
	5. Recovery Centre Kit Review and Update		Municipal Community Recovery Coordinator
	a. Reviewing recovery centre kits for updates, with traffic management identified so far.		
	b. Update on the review to be provided at the next meeting.		
ACTION	3.5b	Update to be given at next Meeting on the progress / outcome of Recovery Centre kit reviews	Jeff Holmes - Dorset Council
3	6. Emergency Management and Recovery Forum		Municipal Coordinator
	a. Local Government Association is facilitating a local government focus forum on 5 June in Launceston. This includes presentations relating to incident management and community recovery from recent emergency management situations.		
	7. Other – see page 3 (by exception)		Municipal Coordinator
	Nil		
4	Regional Emergency Management matters from previous Northern Regional Emergency Management Committee (NREMC)		SES Regional Emergency Management Coordinator
	1. In the absence of the SES Regional Emergency Management Coordinator, the Municipal Coordinator reported that a meeting was held last week, with no actions affecting Dorset to report.		
	2. Due to absence, Peter Rawlings provided a report, which was circulated prior and <u>attached</u> to minutes.		
5	Fire Management Area Committee (FMAC) matters for MEMC attention		TFS District Officer
	1. Strategic fuel reduction burns have occurred recently at Musselroe Bay and Ansons Bay.		

	2. Discussed TFS Community Protection Plans and frequency they are reviewed, in particular the safe places listed. To be taken for follow up and reported back to next Meeting.	
ACTION	5.2	Investigate the frequency that Community Protection Plans are reviewed, in particular safe place locations listed and advise at next Meeting. TFS District Officer / Michael Buckley
6	Regional and municipal social recovery matters	Regional Recovery Coordinator – DPaC Municipal Recovery Coordinator
	Nil – Regional Recovery Coordinator – DPaC absent.	
7	Agency reports (by exception)	
	1. Tas Police - NIL	Inspector / Sergeant
	2. Tas Fire Service	TFS District Officer
	<ul style="list-style-type: none"> a. Advised that all Dorset fire stations will be connected to nbn or satellite internet and provided with a supported desktop computer as part of the connectivity program rollout prior to Christmas 2024. b. Government allocated funding for volunteer infrastructure fund to upgrade or enhance current stations, attract female members, etc. c. New stations in Bridport and Derby have been identified as high priority on the TFS Strategic Asset Management program. 	
	3. SES (Dorset Unit), Regional Operations, Flood Planning	SES (Dorset Unit), SES Regional Manager / SES Flood Planner
	<u>Dorset Unit</u>	
	<ul style="list-style-type: none"> a. Brief report on unit, including the use of the Derby community information app (Discord) which has been helpful to the Unit. 	
	<u>Regional Manager</u>	
	<ul style="list-style-type: none"> a. Report <u>attached</u> to minutes. 	
	<u>Flood Planner</u>	
	<ul style="list-style-type: none"> a. Commenced work on Community Flood Response plan for the upper Ringarooma region, from Talawa to Legerwood through to Derby. b. Meeting to be arranged with Dorset Council representatives to give an overview of the storm and flood ready processes. c. Reviewing and updating the nominated evacuation centre database. 	
4. Ambulance Tas	Operations Support Manager	
<ul style="list-style-type: none"> a. No Dorset specific matters to report. b. Update on Ambulance Tas recruitment in the northern region. 		
5. Tasmanian Department of Health	ABSENT	
6. Parks and Wildlife Service	ABSENT	
7. Sustainable Timber Tasmania	STT	
<ul style="list-style-type: none"> a. Reported that an annual inspection of structures on Tebrakunna Road have identified 3 bridges will have a high probability of having a 15T load limit applied, with strategic replacement plan in the future. 		
8	MOU between Dorset Council and SES	Municipal Coordinator / SES Regional Manager
	1. Signed by Council 21 May 2024 – with 3 year funding commitment and gifting of Dorset assets to the SES Dorset Unit.	

9	Review of Derby Mountain Bike Trail Network Emergency Response Plan (Version 1.1 July 2021)		Municipal Coordinator SES Regional EM Coordinator
	<ol style="list-style-type: none"> Review commenced with contact information and mapping requiring updates. Discussed including the new emergency trail markers within the mapping. Review to continue and a revised Plan to be presented at the next Meeting. 		
ACTIONS	9.3	Review of Derby Mountain Bike Trail Network Emergency Response Plan (Version 1.1 July 2021) to be completed prior to next meeting – with updates to contact information and mapping.	Michael Buckley - Dorset Council
10	General Business		All
	<ol style="list-style-type: none"> The Municipal Coordinator asked those present whether any other municipal committees extend invites to Telstra, TasWater, TasNetworks, Red Cross, Combined Churches, etc. to attend Meetings? Comments that these agencies are usually involved in sub community recovery committee level. 		
11	Next Meeting Date		Chair
	<ol style="list-style-type: none"> Next Meeting to be Thursday 28 November 2024 @ 10am. 		
	<u>Meeting Closed:</u> 11:18 am		

ACTIONS

Meeting Date	Minute Ref	ACTION	RESPONSIBLE	STATUS
30 May 2024	3.1b	SES Regional Manager to incorporate into quarterly reporting basic incidents that emergency services are attending at the Blue Derby Mountain Bike Trails for Trail Crew information, including coordinates as provided by the Dorset SES Unit.	David Nicholls - SES Regional Manager	
30 May 2024	3.3a	Investigate the interest of local service groups to be trained to assist in community recovery situations	Jeff Holmes - Dorset Council	
30 May 2024	3.5b	Update to be given at next Meeting on the progress / outcome of Recovery Centre kit reviews	Jeff Holmes - Dorset Council	
30 May 2024	5.2	Investigate the frequency that Community Protection Plans are reviewed, in particular safe place locations listed and advise at next Meeting.	TFS District Officer / Michael Buckley	
30 May 2024	9.3	Review of Derby Mountain Bike Trail Network Emergency Response Plan (Version 1.1 July 2021) to be completed prior to next meeting – with updates to contact information and mapping.	Michael Buckley - Dorset Council	
26 Oct 2023	3.2e	Agencies to investigate communication protocols and order of attendance at an emergency, such as Derby MTB trails.	TFS / SES / TasPol / Ambulance Tas	IN PROGRESS
26 Oct 2023	5.5	Review of the TFS Emergency Management Plan for Derby to be undertaken.	TFS District Officer	FOLLOW UP

Dorset Municipal Emergency Management Committee Meeting | 30 May 2024

External Report – submitted 3 May 2024

- Dorset’s Municipal Emergency Management Plan was approved by the state controller in March. Thanks to everyone involved in updating and for Robert Masterman for coordinating the update.
- Michael Buckley has been formally appointed as Municipal Coordinator by the Minister.
- A major exercise is being planned by TasWater for delivery by the end of June. There is potential for Dorset MEMC to be involved either on the day or stand alone to consider the consequences of the emergency
- Resilient Australia Awards 2024 Applications close 31 May 2024. Cherie Harris, [SES Grants Coordinator](#) can be contacted for advice and additional information.
- **Government Radio Network (GRN) access for local government (tabled at NREMC 02/05) This is more of a heads up for the organisation to consider prior to LGAT engaging with you**
- As a result of discussions at the Flinders Municipal Emergency Management Committee (23/04) there may be a need to assess the potential for local governments across the state to have access to it at some point. This is in consideration of the important role local government has under our emergency management arrangements. It was suggested to escalate/transfer the matter to LGAT. The intent is for LGAT to establish the appetite for the GRN amongst other local governments across the state. If the appetite is there, then a business case or some other measure be developed and presented to government for review and assessment. Local Government though, needs to be aware that there would be a significant number of technical, contractual, and other issues, including financial, that need to be considered. There will be a need to ensure local government expectations are managed around access to the GRN. In addition, it needs to be made clear that having this assessment/discussion is only the start of a potential long journey that may, or may not, result in an outcome that meets local government’s needs.
- Training – (TasEMT) on SES website <https://www.ses.tas.gov.au/emergency-management-2/tasemt/>
- MEMC members or Dorset Council staff to advise Robert Masterman of any training requirements around WEBEOC, Survey123, AIIMS. COP etc. Robert will then advise Peter Rawlings

Peter Rawlings

Regional Emergency Management Coordinator (North)

State Emergency Service

Department of Police, Fire and Emergency Management

Police Headquarters

Cimitiere Street, Launceston Tas 7250

w: www.ses.tas.gov.au



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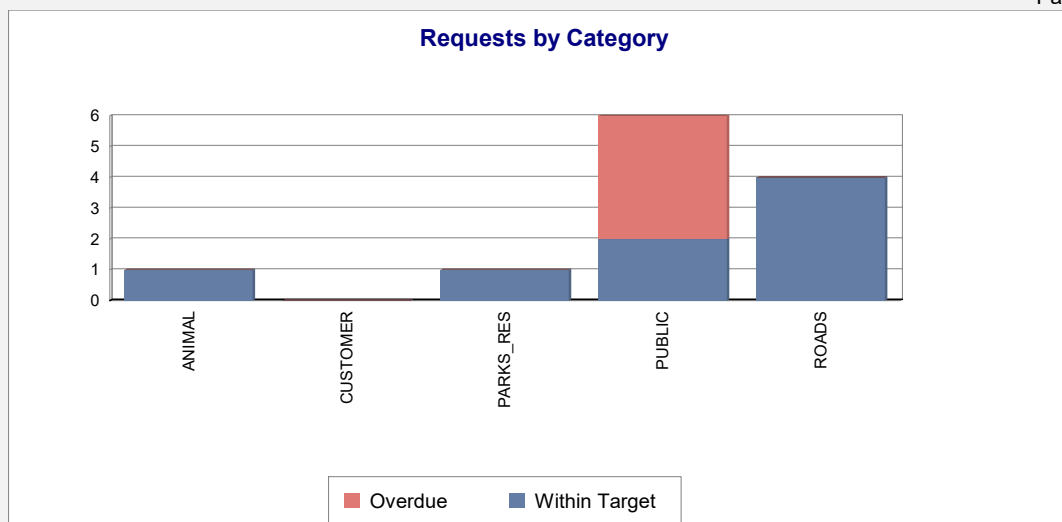
Agency Report – Dorset Emergency Management Committee Meeting

Organisation:	SES OPERATIONS
Meeting Date:	28 th May 2024

Item No.	Item
1.	<p>RESPONSE</p> <p>The Dorset Unit has responded to 20 incident year to date, the breakdown is;</p> <ul style="list-style-type: none"> ○ Road Crash Rescues - 10 ○ Storm related - 1 ○ Mountain bike Rescues - 7 ○ Search 5&Rescues – 1 ○ Miscellaneous - 1
2.	<p>PREVENTION & MITIGATION (e.g. risk management, projects)</p> <ul style="list-style-type: none"> • A new SES induction program was introduced in the first quarter of this year. The statewide pilot program that was delivered in the north, was deemed very successful with 23 people completing the course over 3 months. • A second induction program commenced on the 18th May with 30 Northern participates. The 3 month course is due to be completed on the 14th July. • Angela Saunders commenced with the SES on the 5th April. Angela will be working on a joint SES / TFS Project in the area of People with Disability Emergency Preparedness. <p>The project is to directly support people with disability and their support providers, to plan for emergencies in ways that recognise their personal circumstances.</p> <ul style="list-style-type: none"> • A new Driver reviver program was trialled at Campbell Town on the 1st April. The new program which includes games for the children, road safety messaging and a collaborative approach with all emergency services was deemed very successful with over 1000 people stopping in.
3.	<p>PREPAREDNESS (e.g. exercises & training undertaken or planned)</p> <ul style="list-style-type: none"> • All Northern staff positions are currently filled providing the region with much needed stability. <ul style="list-style-type: none"> ○ The Regional Training Officer position was filled in mid January by Rosie Emmerton, Rosie is on a 12-month contract. ○ The Regional Officer position was filled by Jack Bendall, which is a permanent position. <p>Both team members bring a wealth of Emergency Response experience with them.</p> <ul style="list-style-type: none"> • The Unit Manager for Dorset is Dale Mott. • The Deputy Unit Managers are John Evans and Tim Fletcher. • Current Volunteer numbers for the Dorset Unit is 15. • A Statewide recruiting campaign for new volunteers will commence late June into July. Current membership Statewide has hit a new high of over 700, with a target of getting to 850 by July 2025. • Dorset Unit train fortnightly on a Monday night • The Dorset Unit recently received a new vehicle trailer which they received through a government grant process.

Item No.	Item
	<ul style="list-style-type: none"> • Dorset Vehicles / major assets <ul style="list-style-type: none"> ○ DORSET 9.1 – 2011 – Rego B54WG Mitsubishi Canter RCR Truck – Vehicle is in good condition. ○ DORSET 9.2 – 2016 – Rego F01GI Isuzu D-Max Rapid Intervention Vehicle. Vehicle is in good condition. ○ LIGHTING / STORM TRAILER – 2021 – Rego Y66QW - Trailer in excellent condition • Dorset are due to receive a brand new Isuzu D - Max D-Max Rapid Intervention RCR Vehicle in the next 4 weeks. The current 2016 Isuzu D-Max will be relocated to Flinders Island. • Launceston SES Career Staff has commenced Flood preparedness training for the upcoming winter season.
4.	<p>RECOVERY (e.g. recent recovery plans or actions)</p> <ul style="list-style-type: none"> • Nil
5.	<p>OTHER MATTERS</p> <ul style="list-style-type: none"> • Council recently approved an MoU which is set to commence in July 2024. The MoU also included the gifting of SES assets. SES would like to thank Council for their support with the MoU and their on-going support of the Dorset Unit. • The MoU was announced during volunteer week. • 2024 Tasmania Fire and Emergency Services State Conference will be held on Saturday June 22nd in Launceston, with the theme, “Innovate & Elevate: Building Tomorrow, Today.

Prepared By:	David Nicholls
Date:	28/05/2024



Customer Request Summary by Category

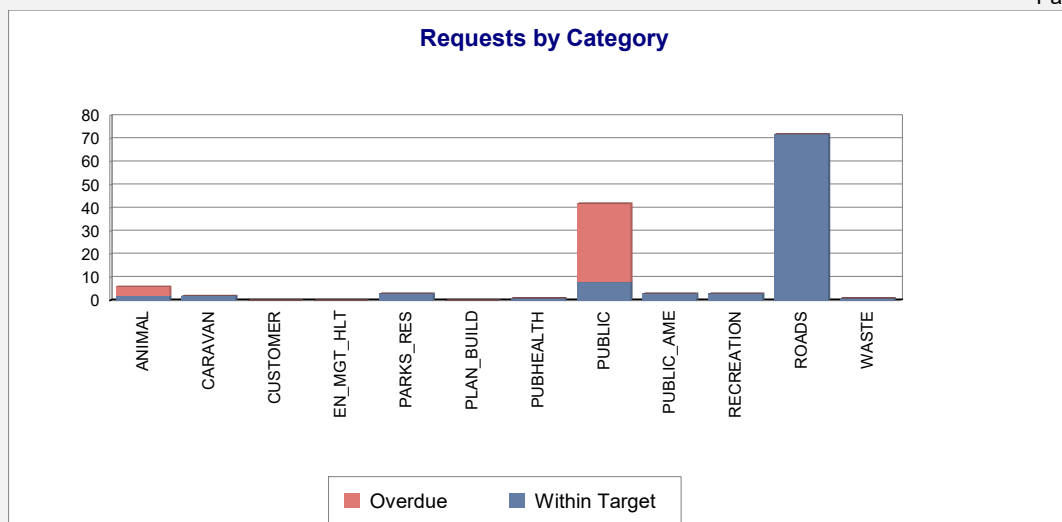
For period 01/05/2024 to 31/05/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 05/06/2024 3:20:22PM

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	1	1	1	100%	0	0%	0	0
Barking Dog	1	1	1	100%	0	0%	0	0
Customer Service	1	0	0	0%	0	0%	1	0
Customer Service General Enquiries	1	0	0	0%	0	0%	1	0
Parks & Reserves	1	1	1	100%	0	0%	0	0
Playground Maintenance	1	1	1	100%	0	0%	0	0
Public	6	5	2	40%	4	80%	1	0
Online Enquiries	6	5	2	40%	4	80%	1	0
Roads	10	4	4	100%	0	0%	5	0
Roads Rural - Maintenance	4	2	2	100%	0	0%	2	0
Roads Rural - Signage & Guide Posts Maintenance	1	0	0	0%	0	0%	0	0
Roads Rural - Tree/Vegetation Maintenance	1	1	1	100%	0	0%	0	0
Stormwater Maintenance	2	0	0	0%	0	0%	2	0
Roads Urban - Footpath Maintenance	1	0	0	0%	0	0%	1	0
Roads Urban - Maintenance	1	1	1	100%	0	0%	0	0
GRAND TOTAL	19	11	8	73%	4	36%	7	0



Customer Request Summary by Category

For period 01/01/2024 to 31/05/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 05/06/2024 3:28:27PM

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	8	6	2	33%	4	67%	2	2
Animal Enquiry	2	1	0	0%	1	100%	1	1
Barking Dog	2	1	1	100%	0	0%	1	1
Animal Welfare	4	4	1	25%	3	75%	0	0
Caravan Parks	3	2	2	100%	0	0%	1	1
Caravan Parks Enquiries	1	1	1	100%	0	0%	0	0
Caravan Parks Maintenance	2	1	1	100%	0	0%	1	1
Customer Service	1	0	0	0%	0	0%	1	0
Customer Service General Enquiries	1	0	0	0%	0	0%	1	0
Environmental Management and Health	3	0	0	0%	0	0%	3	3
Fire Hazards	1	0	0	0%	0	0%	1	1
Noise Pollution	2	0	0	0%	0	0%	2	2
Parks & Reserves	3	3	3	100%	0	0%	0	0
Parks & Reserves Maintenance	2	2	2	100%	0	0%	0	0
Playground Maintenance	1	1	1	100%	0	0%	0	0
Planning & Building Services	1	0	0	0%	0	0%	1	1
Building Enquiries	1	0	0	0%	0	0%	1	1
Public Health	1	1	1	100%	0	0%	0	0
Water Safety	1	1	1	100%	0	0%	0	0

For period 01/01/2024 to 31/05/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 05/06/2024 3:28:35PM

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	41	40	8	20%	34	85%	1	0
Online Enquiries	41	40	8	20%	34	85%	1	0
Public Amenities	4	3	3	100%	0	0%	1	0
Public Amenities Maintenance	4	3	3	100%	0	0%	1	0
Recreation Grounds	5	3	3	100%	0	0%	2	0
Recreation Grounds Maintenance	5	3	3	100%	0	0%	2	0
Roads	92	72	72	100%	0	0%	18	3
Roads Enquiries	3	3	3	100%	0	0%	0	0
Roads Rural - Kerb & Gutter Maintenance	7	5	5	100%	0	0%	2	0
Roads Rural - Maintenance	39	35	35	100%	0	0%	3	0
Roads Rural - Potholes/Patching Maintenance	1	1	1	100%	0	0%	0	0
Roads Rural - Shoulder Maintenance	1	1	1	100%	0	0%	0	0
Roads Rural - Signage & Guide Posts Maintenance	2	1	1	100%	0	0%	0	0
Roads Rural - Spraying/Pest Plant Control	1	1	1	100%	0	0%	0	0
Roads Rural - Tree/Vegetation Maintenance	4	4	4	100%	0	0%	0	0
Roads Rural - Verge Mowing/Slashing	5	4	4	100%	0	0%	1	0
Stormwater Maintenance	6	3	3	100%	0	0%	3	0
Roads Urban - Footpath Maintenance	8	6	6	100%	0	0%	2	1
Roads Urban - Garden Bed Maintenance	1	1	1	100%	0	0%	0	0
Roads Urban - Maintenance	8	2	2	100%	0	0%	6	2
Roads Urban - Spraying/Pest Plant Control	2	2	2	100%	0	0%	0	0
Roads Urban - Tree/Vegetation Maintenance	4	3	3	100%	0	0%	1	0
Waste Management	1	1	1	100%	0	0%	0	0
Littering	1	1	1	100%	0	0%	0	0
GRAND TOTAL	163	131	95	73%	38	29%	30	10

DORSET COUNCIL – Planning Approvals

1 May 2024 to 31 May 2024

SUB-2023/1300	Mr R S Fernandez 22 Scott ST BRANXHOLM	Lodged 30/08/2023	Subdivision (1 lot and water race into 3 lots) Determined APPD on 07/05/2024
DEV-2024/10	Mr D A Pearce 5 Main ST LEGERWOOD	Lodged 02/02/2024	Construction of a dwelling (extension of a relocatable building) with relaxation of setback and parking area standards Value of Works - \$140,000 Determined APPD on 06/05/2024
DEV-2024/22	Mr C D Howard 45 Marilyn DR BRIDPORT	Lodged 01/03/2024	Construction of a single dwelling, outbuilding and works (with relaxation of setback standards) Value of Works - \$50,000 Determined APPD on 15/05/2024
DEV-2024/28	Mr J Cameron 17 Henry ST BRIDPORT	Lodged 18/03/2024	Addition and alteration to single dwelling Value of Works - \$200,000 Determined APPD on 01/05/2024
DEV-2024/30	Urban Design Solutions 20B Frances ST BRIDPORT	Lodged 20/03/2024	Construction of two residential dwellings to be used interchangeably for visitor accommodation Value of Works - \$850,000 Determined APPD on 01/05/2024

SUB-2024/1318	Woolcott Surveys Pty Ltd 310 Ruby Flats RD RINGAROOMA 181 Ruby Flats RD RINGAROOMA	Lodged 26/03/2024	Reorganisation of lot boundaries (C/T 243719/1 and C/T 217925/1) Determined APPD on 10/05/2024
DEV-2024/36	Engineering Plus (Tas) Pty Ltd 24 Emily ST BRIDPORT	Lodged 10/04/2024	Construction of hardware storage shed and partial demolition of existing outbuilding Value of Works - \$150,000 Determined APPD on 17/05/2024
DEV-2024/39	Mr C H Carins 22 Victoria ST SCOTTSDALE	Lodged 17/04/2024	Building Extension Value of Works - \$100,000 Determined APPD on 10/05/2024
DEV-2024/40	Engineering Plus (Tas) Pty Ltd 22 Donald ST BRANXHOLM	Lodged 18/04/2024	Construction of an outbuilding Value of Works - \$28,000 Determined APPD on 29/05/2024
DEV-2024/44	Mr P N Berwick 45 East Maurice RD RINGAROOMA 69 East Maurice RD RINGAROOMA	Lodged 01/05/2024	Construction of a second dwelling directly associated with an agricultural use Value of Works - \$300,000 Determined APPD on 30/05/2024
DEV-2024/45	Mr P P Sattler 50 Ringarooma RD SCOTTSDALE	Lodged 01/05/2024	Extension to existing deck Value of Works - \$25,000 Determined APPD on 20/05/2024
DEV-2024/46	TCP Building Design Rose ST SCOTTSDALE	Lodged 02/05/2024	Kiosk additions and alteration, and construction of an outbuilding Determined APPD on 02/05/2024

DEV-2024/47	6ty Pty Ltd 2 Hawkes PL SCOTTSDALE	Lodged 08/05/2024 Value of Works - \$150,000	Construction of a secondary residence Determined APPD on 08/05/2024
DEV-2024/50	Mr M Loubser 8 Neville DR BRIDPORT	Lodged 16/05/2024 Value of Works - \$500,000	Construction of a single dwelling and outbuilding with associated works Determined APPD on 16/05/2024
DEV-2024/51	Bison Constructions 391 Legerwood LANE LEGERWOOD	Lodged 16/05/2024 Value of Works - \$165,000	Hay Shed Determined APPD on 16/05/2024
DEV-2024/52	Mr I D Bowen 11 Thomas ST BRIDPORT	Lodged 23/05/2024 Value of Works - \$8,000	Residential Carport Determined APPD on 23/05/2024

DORSET COUNCIL – Building Approvals

1 May 2024 to 31 May 2024

OTH-2024/15	Mr W E Groves Miss A M Fennell 2524 Gladstone RD GLADSTONE	Lodged 20/02/2024	New Dwelling	
		Value of Works - \$300,000		Determined APPR on 20/05/2024
OTH-2024/17	Mrs T Pel Mr B Pel Foreshore RES BRIDPORT	Lodged 06/03/2024	Caravan Annexe	
		Value of Works - \$17,000		Determined APPR on 31/05/2024
OTH-2024/25	CBM Sustainable Design Pty Ltd 29 Schramms RD RINGAROOMA	Lodged 05/04/2024	Additions and Alterations to Dairy	
		Value of Works - \$50,000		Determined APPR on 29/05/2024
OTH-2024/31	Bison Constructions 62 Bridport Back RD NABOWLA	Lodged 29/04/2024	Rural Yard Cover	
		Value of Works - \$65,000		Determined APPR on 03/05/2024
OTH-2024/32	Design to Live 86 Richard ST BRIDPORT	Lodged 29/04/2024	Dwelling Extension	
		Value of Works - \$50,000		Determined APPR on 23/05/2024
OTH-2024/33	MDC Design and Drafting 61 Emma ST BRIDPORT	Lodged 29/04/2024	New Dwelling	
		Value of Works - \$300,000		Determined APPR on 29/05/2024

OTH-2024/35	Apogee Design 8 Frederick ST DERBY	Lodged 29/04/2024 Value of Works - \$265,000	Dwelling alterations and additions Determined APPR on 31/05/2024
OTH-2024/36	Mr J M Dillon 211 Lisle RD NABOWLA	Lodged 01/05/2024 Value of Works - \$10,000	Internal Fit-out - Toilet Determined APPR on 08/05/2024
OTH-2024/38	Stuart Oates Services 22 Carins CL TOMAHAWK	Lodged 13/05/2024 Value of Works - \$120,000	Shed Determined APPR on 20/05/2024
OTH-2024/41	Mr L W Champion Mrs P Champion 495 East Maurice RD TALAWA	Lodged 15/05/2024 Value of Works - \$425,000	New Dwelling Determined APPR on 15/05/2024
OTH-2024/42	Mr N I Midson 902 Sledge TRK SPRINGFIELD	Lodged 15/05/2024 Value of Works - \$120,000	Dairy Shed Determined APPR on 23/05/2024
OTH-2024/43	Mr J S James 103 Westwood ST BRIDPORT	Lodged 17/05/2024 Value of Works - \$25,000	Garage Extension Determined APPR on 23/05/2024
OTH-2023/74	Elton Homes Pty Ltd 26 Alfred ST SCOTTSDALE	Lodged 22/05/2024 Value of Works - \$688,700	Stage 1: New Dwellings x 3 (Footings Only) Determined APPR on 22/05/2024

OTH-2024/45	6ty Pty Ltd 12 Scott ST BRANXHOLM	Lodged 20/05/2024 Value of Works - \$200,000	Change of Use - Pharmacy Determined APPR on 29/05/2024
OTH-2024/47	DC Degree C 20 Coplestone ST SCOTTSDALE	Lodged 31/05/2024 Value of Works - \$7,500	Solar Panels Determined APPR on 31/05/2024

DORSET COUNCIL – Plumbing Approvals

1 May 2024 to 31 May 2024

SP-2024/15	Mr W E Groves Miss A M Fennell 2524 Gladstone RD GLADSTONE	Lodged 20/02/2024 Value of Works - \$300,000	New Dwelling Determined APPR on 20/05/2024
SP-2024/35	Apogee Design 8 Frederick ST DERBY	Lodged 29/04/2024 Value of Works - \$265,000	Dwelling alterations and additions Determined APPR on 31/05/2024
SP-2024/36	Mr J M Dillon 211 Lisle RD NABOWLA	Lodged 01/05/2024 Value of Works - \$10,000	Internal Fit-out - Toilet Determined APPR on 08/05/2024
OTH-2024/32	Design to Live 86 Richard ST BRIDPORT	Lodged 29/04/2024 Value of Works - \$50,000	Dwelling Extension Determined APPR on 23/05/2024
OTH-2024/33	MDC Design and Drafting 61 Emma ST BRIDPORT	Lodged 29/04/2024 Value of Works - \$300,000	New Dwelling Determined APPR on 29/05/2024
SP-2024/45	6ty Pty Ltd 12 Scott ST BRANXHOLM	Lodged 20/05/2024 Value of Works - \$200,000	Change of Use - Pharmacy Determined APPR on 29/05/2024