



dorset
C O U N C I L

Minutes

Council Meeting

20 November 2023

MULTI-FUNCTION CENTRE, BRIDPORT

it's in the making

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Council Meeting Minutes 20 November 2023

Meeting Opened: 6:36pm

Present: Commissioner: Andrew Wardlaw

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

Apologies: Nil

Acknowledgement of Country

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

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

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

Ref: DOC/23/12849

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

DECISION**MOVED/SECONDED: Commissioner Wardlaw**

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

CARRIED: COMMISSIONER

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

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

INTEREST DECLARED - Nil

Item 179/23**Commissioner Communications****Commissioner Wardlaw's Calendar | 12 October 2023 – 15 November 2023****October 2023**

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

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

November 2023

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

Item 180/23 Management Team Briefing Report

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

Recommendation

That the Management Team Briefing Report be received and noted.

Amended Recommendation

That:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That:

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

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

CARRIED: COMMISSIONER

Item 181/23 Council Workshops Held Since Last Council Meeting

8 November | Briefing Workshop

Item 182/23 Applications for Leave of Absence

Nil

Item 183/23 Public Question Time

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

Mary Schramm, Ringarooma

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

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

Response from Administration Manager, Lauren Tolputt:

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

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

Karl Willrath, Scottsdale | 24 October 2023

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

Response from Commissioner, Andrew Wardlaw:

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

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

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

Response from Administration Manager, Lauren Tolputt:

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

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

Response from Commissioner, Andrew Wardlaw:

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

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

Jane Kilburn, Scottsdale Aquatic Centre Manager:

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

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

Karl Willrath, Scottsdale

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

Response from Commissioner, Andrew Wardlaw:

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

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

Response from General Manager, John Marik:

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

Jeff Jennings, Bridport

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

The questions are as follows:

Will the Council:

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

Response from Assistant General Manager, Rohan Willis:

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

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

Response from Assistant General Manager, Rohan Willis:

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

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

Response from Assistant General Manager, Rohan Willis:

Yes, it will be a public document.

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

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

Response from Assistant General Manager, Rohan Willis:

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

Wendy McLennan, Bridport

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

QUESTION TAKEN ON NOTICE

Lawrence Archer, Bridport

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

Response from Commissioner, Andrew Wardlaw:

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

Response from General Manager, John Marik:

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

Item 184/23

Deputations

Nil

The following questions were received without notice from the Commissioner:

Nil

Nil

Purpose

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

Recommendation

That Council:

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

Amended Recommendation

That Council:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

CARRIED: COMMISSIONER

Item 188/23

Northern Tasmania Development Corporation – Trial Membership

Reporting Officer: General Manager, John Marik

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

Purpose

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

Recommendation

That Council:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

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

CARRIED: COMMISSIONER

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

Purpose

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

Recommendation

That Council:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

CARRIED: COMMISSIONER

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

Purpose

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

Recommendation

That Council:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

CARRIED: COMMISSIONER

Item 191/23

New Management Plan for the Tasmanian Scalefish Fishery

Reporting Officer: Director – Infrastructure, Michael Buckley

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

Purpose

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

Recommendation

That Council:

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

Amended Recommendation

That Council:

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

CARRIED: COMMISSIONER

Item 192/23

Nomination of Municipal Coordinator – Emergency Management

Reporting Officer: General Manager, John Marik

Ref: DOC/23/14126

Purpose

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 193/23

2022/23 Audited Financial Statements

Reporting Officer: Finance Manager, Allison Saunders

Ref: DOC/23/14208 | 2022/23 Audited Financial Statements: DOC/23/11523

Purpose

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

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 194/23

Quarterly Financial Report – Period Ended 30 September 2023

Reporting Officer: Finance Manager, Allison Saunders

Ref: DOC/23/14209

Purpose

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 195/23

Audit Panel Composition and Tenure Review

Reporting Officer: Finance Manager, Allison Saunders

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

Purpose

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

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Ref: DOC/23/14288

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 196/23

Delegations

Reporting Officer: Assistant General Manager, Rohan Willis
Ref: DOC/23/14222 | Master Delegation Register: DOC/20/5649

Purpose

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

Recommendation

That Council:

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

Land Titles Act 1980

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

Place Names Act 2020

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

Traffic Act 1925

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

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

That Council:

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

Land Titles Act 1980

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

Place Names Act 2020

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

Traffic Act 1925

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

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

CARRIED: COMMISSIONER

Item 197/23

Policy No. 7 – Contribution to Boundary Fences Review

Reporting Officer: Director – Community & Development, Rohan Willis

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

Purpose

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 198/23

Policy No. 57 – Managed Grassland Fire Risk Abatement Review

Reporting Officer: Director – Community & Development, Rohan Willis

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

Purpose

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 199/23

Policy No. 18 – Customer Service Charter Review

Reporting Officer: Administration Manager, Lauren Tolputt

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

Purpose

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

Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 200/23

Endorsement of Draft Policy No. 60 – Dealing with Unreasonable Customer Conduct for Community Consultation

Reporting Officer: Administration Manager, Lauren Tolputt

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

Purpose

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

Recommendation

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

Amended Recommendation

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

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

CARRIED: COMMISSIONER

Item 201/23 Closure of Meeting to the Public

DECISION

MOVED/SECONDED: Commissioner Wardlaw

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

Time Meeting Closed to the Public: 7:54 pm

CARRIED: COMMISSIONER

Meeting Adjourned: 7:54 pm

Reason: Tea break with the public

Meeting Resumed: 8:11 pm

CLOSED SESSION ITEMS

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

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

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

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

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

Time Meeting Closed: 8:15 pm

Minutes Confirmed: 18 December 2023

Minute No: 205/23

A handwritten signature in black ink, consisting of a large, stylized initial 'W' followed by a surname that is partially obscured by the flourish.

Commissioner Wardlaw