

dorset
C O U N C I L

Ordinary Agenda

Council Meeting

Monday, 16 December 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, 16 December 2024** at the **Council Chambers, 3 Ellenor Street, Scottsdale** commencing at 6:00 pm.

Prior to the open session of the Ordinary Meeting, Council will be holding a Closed Session meeting, commencing at 5:30 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

CLOSED SESSION	5
Item 256/24 'Closed Session': Council	5
Recommendation	5
257/24 Declaration of Interests	6
258/24 Confirmation Special Council Meeting Closed Session Minutes – 20 November 2024	6
259/24 General Manager's Annual Performance Review	6
260/24 Completion of Closed Session / Meeting Adjournment	6
RESUMPTION OPEN SESSION	7
PROCEDURAL ITEMS	7
Item 261/24 Declaration of an Interest of the Commissioner or Close Associate	7
Item 262/24 Confirmation of Ordinary Council Meeting Minutes – 18 November 2024	8
Recommendation	8
Item 263/24 Confirmation of Special Council Meeting Minutes – 20 November 2024	8
Recommendation	8
Item 264/24 Confirmation of Agenda	8
Recommendation	8
Item 265/24 Public Question Time	8
Item 266/24 Deputations	12
Item 267/24 Commissioner Question Time	12
Item 268/24 Applications for Leave of Absence	12
Item 269/24 Notices of Motion by the Commissioner	12
ITEMS FOR DECISION	13
Item 270/24 Annual General Meeting Motion Pioneer Lake Advocacy	13
Recommendation	13
Item 271/24 Tabling of Petition Objection to Pioneer Sand Mine Project	16
Recommendation	16
Item 272/24 Dorset Council Priority Projects Plan 2023 - 2025 Update	17
Recommendation	17
Item 273/24 Review of Policy No. 51 – Work Health and Safety	22
Recommendation	22
Item 274/24 Review of Policy No. 61 – Safeguarding Children and Young People	24
Recommendation	24
Item 275/24 Proposed New Policy No. 64 – Private Works	27
Recommendation	27
Item 276/24 Proposed New Policy No. 65 – People Management	29
Recommendation	29
Item 277/24 Draft Dorset Council Weed Management Plan 2024 - 2029	31

	Recommendation	31
Item 278/24	2025 Schedule of Council Meeting Dates	34
	Recommendation	34
	ITEMS FOR NOTING	37
Item 279/24	Council Workshops Held Since Last Council Meeting	37
Item 280/24	Commissioner Communications	37
	Commissioner Wardlaw's Calendar 14 November 2024 – 11 December 2024	37
Item 281/24	Management Team Briefing Report	39
	Recommendation	39
	COUNCIL COMMITTEE: Dorset Audit Panel	39
	COUNCIL COMMITTEE: Dorset Municipal Emergency Management Committee	40
	COMMUNITY UPDATE: Blue Derby Foundation 2024/25 Budget Update	40
	COMMUNITY UPDATE: Derby Back Road Speed Limit Reduction Update	41
	COMMUNITY UPDATE: Bridport Wombat Crossing / Speed Limit Reduction Update	41
	COMMUNITY UPDATE: Bridport Foreshore Lease and Licence Agreement Renewal	41
	CUSTOMER SERVICE REQUESTS	43
	APPROVED APPLICATIONS	43
	WASTE MANAGEMENT REQUESTS	44
	2024/25 CAPITAL WORKS PROGRAM	44
	CLOSURE OF MEETING	47
	Time Meeting Closed:	47



Council Meeting - Agenda

16 December 2024

Scheduled Meeting Time: 5:30 pm

Present:

Apologies:

CLOSED SESSION

Item 256/24 'Closed Session': Council

Recommendation

That Council resolve, by absolute majority, that the meeting be closed to the public to enable Council to consider agenda items 257 to 260 which are confidential matters as prescribed in Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015.

Time Meeting Closed:

Purpose

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015 (e.g. confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

Item	Purpose	Regulation Ref ²
257/24 Declaration of Interests	Interests to be declared relating to items listed for discussion within Closed Session	15(2)(g)
258/24 Confirmation Special Council Meeting Closed Session Minutes – 20 November 2024	Confirm Minutes from Special Meeting of Council held on 20 November 2024	15(2)(a),(g),(i)
259/24 General Manager's Annual Performance Review	For Council to formalise the General Manager's annual performance and remuneration package review.	15(2)(a)
260/24 Completion of Closed Session / Meeting Adjournment	Move to Open Council and adjourn the Meeting	15(2)(g)

² Local Government (Meeting Procedures) Regulations 2015 – Regulation 15:

Reg.	Confidential Reason
15(2)(a)	Personnel matters, including complaints against an employee of the council and industrial relations matters.
15(2)(b)	Information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.
15(2)(c)	Commercial information of a confidential nature that, if disclosed, is likely to (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.
15(2)(d)	Contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.
15(2)(e)	The security of (i) the council, councillors and council staff; or (ii) the property of the council.
15(2)(f)	Proposals for the council to acquire land or an interest in land or for the disposal of land.
15(2)(g)	Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
15(2)(h)	Applications by councillors for a leave of absence.
15(2)(i)	Matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council.
15(2)(j)	The personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.

RESUMPTION | OPEN SESSION

Scheduled Meeting Time: 6:00 pm

Time Meeting Resumed:

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 261/24 Declaration of an Interest of the Commissioner or Close Associate

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and the Local Government Code of Conduct for Tasmanian councillors, 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 262/24

Confirmation of Ordinary Council Meeting Minutes – 18 November 2024

Ref: DOC/24/16143

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on 18 November 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 18 November 2024 having been circulated to the Commissioner, be confirmed as a true record.

Item 263/24

Confirmation of Special Council Meeting Minutes – 20 November 2024

Ref: DOC/24/16228

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

Item 264/24

Confirmation of Agenda

Recommendation

That Council confirm the Agenda and order of business for the 16 December 2024 Council Meeting.

Item 265/24

Public Question Time

The following questions were taken on notice at the 18 November 2024 Council Meeting:

Jenny Bellinger, Pioneer

Is there any ideas about what's going to happen to the James Scott building at the NESM Hospital?

Response from John Marik, General Manager:

This facility is managed and under the jurisdiction of the Tasmanian Department of Health (the Department). The Department have not shared their future plans in relation to the James Scott building at the NESM Hospital.

The State Liberal Government have made an election commitment to deliver a Child and Family Learning Centre in Scottsdale. The State Government will be looking for an appropriate location to house this Centre in the future, and the James Scott building may be considered for this purpose.

Kerrie Donaldson, Telita

I run a get fit class at the Derby Hall. There's a stop sign as you walk out the front of the Hall and there is a no parking zone. We have weights and equipment to take to these classes. I don't know how long the stop signs been there, but we have only noticed it in the last two weeks. On the other of the street, there is no parking and we can understand that, but on the same side as the Hall. We have people who can't walk a long distance. Down the back of the Hall is a ramp and it has 2 steps for them to get down and for us to take our trolley of equipment. Could a ramp be installed for access to the Hall?

Response from Acting Director – Corporate Services, Lauren Tolputt:

The Acting Director – Corporate Services, Lauren Tolputt discussed Ms Donaldson's question with her after the meeting. Ms Donaldson had further suggested maintenance in relation to the Derby Hall and was therefore advised of the various channels available to submit a customer service request once she'd had the opportunity to collate her suggestions. The Acting Director – Corporate Services is continuing to follow up with Ms Donaldson and will assist to submit a customer service request if required once all maintenance requests are known.

Lin Simpson, Pioneer

Also, when did the Pioneer Lake change to a quarry in February last year? There was no consultation, there was nothing in any papers, just all of a sudden, the Pioneer Lake now is a quarry.

Response from Assistant General Manager, Rohan Willis:

A planning permit for sand extraction of less than 5000 m³ per annum and sand processing of less than 1000 m³ per annum was granted in 2011 by Dorset Council at the location of the proposed sand mine. The planning application that is now before Council seeks approval for sand extraction of up to 50,000 m³ per annum and sand processing of up to 50,000 m³ per annum.

Why is the word 'sandbar' on two signs on site spelt completely different to what all the paperwork states (in relation to the current development application for a sand mine at Pioneer)?

Response from Assistant General Manager, Rohan Willis:

The correct spelling of the applicant details is 'Sanbar' rather than 'Sandbar'. This is a minor clerical error extending from the Environment Protection Authority's advertisement of the application; and has not interfered with the correct administration of the planning application from a procedural fairness perspective.

Grant Elmer, Pioneer

When they stopped stocking the Lake with salmon and tuna, is that the time that they found out that they were going to start quarrying at the at the back of Pioneer Lake?

Response from Assistant General Manager, Rohan Willis:

Council is unsure if Pioneer Lake has ever been stocked with salmon and / or tuna. Regardless, assessment of the planning application for sand mining at Pioneer will include considerations of potential water quality impacts upon the Pioneer Lake.

Vincent Teichmann, Pioneer

Could Council to please look into your records and share with the community, whether there was substantial commencement of mining at the Lake and what information was provided?

Response from Assistant General Manager, Rohan Willis:

As noted, a planning permit for sand extraction of less than 5000 m³ per annum and sand processing of less than 1000 m³ per annum was granted in 2011 by Dorset Council at the location of the proposed sand mine. This permit was granted subject to various conditions, including requirements in relation to road safety (sight distance improvements and signage) and vehicle access works. An amount of these works are understood to have been undertaken within the initial two years of that approval being granted. Although an opinion upon these works as demonstrating 'substantial commencement' has been previously offered by Council officers to the Environment Protection Authority (EPA) (upon EPAs request of an opinion), it has been well-established at law – particularly in recent years – that the question of substantial commencement is a matter of legal interpretation rather than that of a Council decision. Regardless of this, the proposed sand mine application currently before Council and the EPA is being assessed as a 'fresh' application for development upon the site – and decision upon the application will be made on the same basis.

Commissioner, I have a question or two through you for the General Manager. Has Dorset Council undertaken a road safety audit of Cascade Dam Road and if so, may I ask where it's at, what the outcome was and where I can get a copy?

Response from Director – Infrastructure, Kerry Sacilotto:

Council commissioned a Road Safety Audit of Cascade Dam Road by Midson Traffic Pty Ltd (see [attachments](#)) in September 2021. Since this time there have been extensive works conducted in accordance with the recommendations in the report.

Works completed include:

1. Tree removal for sight distance.
2. Drainage works have been carried out with the installation of new culverts and culvert widening.
3. Widening in various location to achieve 5m of more.
4. Shuttle bus passing bays (pull offs) installed.
5. A full resheet of the unsealed section with an 40mm sub material was completed. Followed by a 19 mm shoulder material "scalps" over the top.
6. The sealed section has had asphalt works done where required in preparation for a 10mm reseal of polymer modified binder – which is a type of bitumen.
7. Guideposts have also been installed.

The purpose of this report was for Council to gain an understanding of the required road works, including possible upgrades to be utilised for future election commitments and grant funding requests. The road user statistics within this report were impacted by lower traffic counts as a result of COVID-19. Council Officers deployed road counters on Cascade Dam Road over the 2023/24 season. The intention is to deploy road counters over the 2024/25 season to validate data.

I did not receive any invites from you. Can you please advise how this was sent, mail, email?

(Question in relation to the proposed Council Shuttle Policy and stakeholder meeting held in October 2023)

Response from John Marik, General Manager:

An invitation was sent to all current and known potential future shuttle operators, along with other relevant stakeholders. The purpose of this meeting was to engage with impacted parties and gain feedback in relation to a proposed Council shuttle bus policy. Notification of this meeting was sent via email in early October, with the agenda for the 19 October 2023 meeting sent on 17 October 2023 at 2:20 pm. Post the meeting, notes were distributed to the same stakeholders via email on 20 October 2023 at 12:33 pm. All emails were sent to a gmail account that Council Officers had been conversing with you on a regular basis in the time leading up to the meeting.

Mervyn Jones, Legerwood

Can you tell me whether the quarry / gravel pit on the Snake Track is still being used?

Response from Assistant General Manager, Rohan Willis:

Council cannot confirm an answer to this question. Information available to Council on the status of the mining lease for the quarry indicates that the lease is currently 'pending renewal'. For more information, please contact Mineral Resources Tasmania on (03) 6165 4800 or email info@mrt.tas.gov.au.

Where the Snake Track meets the Tasman Highway, can this junction be reviewed and is there going to be further works undertaken on this road in the future?

Response from Director – Infrastructure, Kerry Sacilotto:

Council Officers advise that the Snake Track / Tasman Highway junction is under the jurisdiction of the State Government. Notwithstanding, Council have reviewed the junction in consideration of the recent works and currently have no further works scheduled.

Vincent Teichmann, Pioneer

In terms of providing services to the residents of Dorset, how can you possibly consider that taking over 2 years to make such a simple decision, and three years if one counts the timing before John Marik's tenure, to make such a simple decision as issuing a letter of support for a long time ratepayer in Dorset is fair, reasonable or in keeping with your own policies, and especially your policy to support new small businesses?

Response from Commissioner Andrew Wardlaw:

The assumption being expressed that the decision upon granting or refusing a letter of support from Council for a Nature-Based Tourism (NBT) licence application to Tasmania Parks and Wildlife

Service (PWS) is a 'simple' one is unfortunately not so. The matter of shuttle buses operating from the Blue Derby Trailhead is a complex one: it involves land (and a road network) within multiple tenures of public jurisdiction and requires a more nuanced approach than that which has otherwise been deployed in previous years. Matters such as road and traffic condition limitations, advice from Tasmania Police, and market capacity for additional service provision are all key factors that need to be considered in the public interest when determining permissions yet unfortunately are matters which are not within the express remit of the NBT licence approval process being administered by PWS. Council, recognising the need for introduction of a permit framework that promotes robust consideration of these matters, has been investigating various approaches over the past 12 months to achieve this outcome. During this time Council has undertaken extensive review of legislative mechanisms that would support lawful implementation and enforcement of such a framework, coordinated various meetings with stakeholders (including PWS personnel, Tasmania Police, Blue Derby Foundation representatives) to gauge preliminary feedback, and collected hard data (via installations of road traffic counters) to quantify road usage patterns. The proposed permit framework is now at an advanced 'draft' stage, with some further legal clarification being sought in relation certain assessment considerations. Pending receipt of this advice, Council is proposing to convene a workshop with existing and aspiring shuttle bus operators during February 2025 to discuss the proposed framework. Following this – and subject to incorporation of any necessary changes identified through this exercise – officers would then present a proposed 'draft' framework at a subsequent Council Meeting, at which time a period for receipt of public feedback upon the framework would be recommended for commencing. Merited feedback received during this process would then inform preparation of a 'final' framework, to be recommended for adoption by Council at a subsequent Council Meeting.

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

Item 266/24 Deputations

Item 267/24 Commissioner Question Time

The following questions were received without notice from the Commissioner:

Item 268/24 Applications for Leave of Absence

Nil

Item 269/24 Notices of Motion by the Commissioner

ITEMS FOR DECISION

Item 270/24

Annual General Meeting Motion | Pioneer Lake Advocacy

Reporting Officer: General Manager, John Marik

Ref: DOC/24/17197 | AGM Minutes: DOC/24/16135

Recommendation

That Council:

1. receive and note the motion received from Mr Dale Jessup;
2. support the establishment of a Working Group, comprised of representatives from key stakeholders of the Pioneer Lake user groups, and facilitate meetings of the Working Group; and
3. support the Working Group to clearly identify and define the purpose and deliverables of the Working Group.

Purpose

The purpose of this agenda item is to consider a motion passed at Council's Annual General Meeting held on 18 November 2024 for Council in relation the management of Pioneer Lake going forward.

Background

The following Motion was received from the floor at Council's 2024 Annual General Meeting held on 18 November at the Legerwood Hall. Moved by Mr Dale Jessup and seconded by Mr Vincent Teichmann, the following Motion was carried unanimously by all electors present:

"Can Dorset Council advocate to set up a group of interested parties regarding Pioneer Lake that would provide advice on management of the area to Council, relevant businesses and government agencies that would include as a minimum: Pioneer residents, Council, Parks, Lake users, Police, Sanbar Pty Ltd and Scottsdale High School? One of the groups aims will be to work through the camping issue with a view to re-permit camping at the Lake as has been the case for over 20 years."

Planning, Environment and Statutory Requirements

- Section 72B(6) of the *Local Government Act 1993* requires that a motion passed at an Annual General Meeting is to be considered at the next meeting of the council.

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperatives 5.1 and 5.2

Risk Management

See Officer's Comments below.

Financial and Asset Management Implications

Council adopted the 2024/25 Annual Plan and budget estimates during June 2024. No allocation for this matter has been authorised by Council at this time; noting internal Council resources would be necessarily diverted from current workloads in the event that the proposed recommendation is passed by Council resolution.

Community Considerations

Council recognises that Pioneer Lake has been a multi-use public recreation area enjoyed by residents of Pioneer, Dorset municipality and the broader Tasmanian community for decades. Activities at the site include day visits, fishing, camping, water skiing and other public recreation pursuits.

Consultation

On 17 September 2024 Dorset Council received notification from the Tasmania Parks and Wildlife Service (PWS) as follows:

"This email is to inform council that, on Friday 20th September 2024, vehicle access into Pioneer Lake, off Racecourse Road, will be restricted in 2 locations. Several "no through road" signs will also be mounted.

These actions have been brought about after Tasmania Parks and Wildlife Service (PWS) received multiple complaints from the local Pioneer community in regard to unruly behaviour occurring on the Crown land.

Over the years several methods to stop this behaviour have been undertaken by PWS, all have, unfortunately, failed.

After meeting with numerous locals on site, the issue was discussed, and it was agreed that the preferred outcome was restricting all vehicle access into the site.

I understand these actions have the potential to upset numerous users of the site.

Should council receive any complaints or correspondence about the road closure, please direct them to PropertyServices@parks.tas.gov.au."

The restriction of vehicle access includes the cessation of camping at Pioneer Lake. PWS has advised that Pioneer Lake has never been identified formally as a camping site, however it is noted that camping has 'informally' been taking place for decades. Council is unaware of what efforts, if any, to prohibit camping at the site have been imposed by PWS.

Since the vehicle access restriction actions were taken by PWS, members of the community have engaged and advocated extensively with Council to re-open vehicle access and permit camping at Pioneer Lake. Since the 18 November 2024 Annual General Meeting Motion, Council have met with Mr Dale Jessup (and other Pioneer Lake users), Tasmania Police, Scottsdale High School and PWS representatives. All of these stakeholders have indicated they are willing to be involved in future discussions to devise possible solutions.

Officer's Comments

As noted, Council recognises that Pioneer Lake has been a multi-use public recreation area enjoyed by residents of Pioneer, Dorset municipality and the broader Tasmanian community for decades. Council therefore appreciates the need for the establishment of a forum whereby discussion on future management of the land involves contribution and insights from key stakeholders. To this end, Council is proposing the creation of a Working Group, which would comprise representatives from the key stakeholder groups and would convene to discuss the issues relevant to the subject area, with a view to reaching agreement on future steps in relation to management of the area moving forward.

The proposed Working Group should have a clear scope and terms of reference as to their role. Any recommendations, or findings for Pioneer Lake, identified from the Working Group should understandably be progressed with proper risk management consideration to key stakeholders of Pioneer Lake.

Item 271/24

Tabling of Petition | Objection to Pioneer Sand Mine Project

Reporting Officer: Director – Community & Development, Rohan Willis

Ref: DOC/24/17198 | Petition: DOC/24/16452

Recommendation

That the petition with respect to the objection of the Pioneer Sand Mine project, presented by Ms Lin Simpson and Ms Jenny Bellinger, be received.

Background

At the 18 November 2024 Council Meeting, Council received a petition requesting that Council:

“Please stop the sand mining quarry at Pioneer [due to the following]:

- a. Impact of dry mine with silica dust and a major impact on health*
- b. Impost of large trucks and dogs in and out of the Pioneer township*
- c. Noise levels increasing*
- d. No testing of sand, soil or air”*

The petition was presented by Ms Lin Simpson and Ms Jenny Bellinger and contains 35 signatures³. A copy of the petition is attached for Council’s information.

The petition presented complies with Section 57 of the *Local Government Act 1993*.

Officer’s Comments

The project to which the petition relates is subject to a planning application that is currently under assessment by both the Environmental Protection Authority (EPA) Tasmania and the Dorset Council Planning Authority. Although the petition itself does not constitute a valid representation to the planning application (being submitted after the expiry of the application’s public advertisement period), it is noted that approximately 22 of the 35 individual signatories of the petition each submitted separate representations to the application during the public advertisement period. These representations – amongst other representations received for the application – convey those concerns (and others) expressed within the petition and will be duly considered through the assessment process and during decision-making upon the application by the EPA and the Planning Authority.

It is worth noting that that an extension of the assessment period for the EPAs consideration of the application has at this time been extended until 11 February 2025. Pending notification of the EPA completing its assessment, Council (acting as Planning Authority) must make its decision to grant or refuse the permit within 42 days. This will likely mean the application will be considered by the Planning Authority at the April 2025 Council Meeting.

³ Please note the attached petition states 36 signatures were collected. Council Officers have checked and note that there are only 35 signatories on the pages submitted at the 18 November 2024 Council Meeting.

Item 272/24

Dorset Council Priority Projects Plan 2023 - 2025 Update

Reporting Officer: General Manager, John Marik

Ref: DOC/24/16044 | Revised Plan – November 2024: DOC/24/16043

Recommendation**That Council:**

1. note the progress report in relation the Priority Projects Plan 2023 - 2025;
2. note that the community can follow priority project Updates on Council's website under Building, Planning and Projects/Major Projects; and
3. develop a Major and Minor Projects Summary to lobby key stakeholders for unfunded projects in the upcoming Federal election and appropriate grant funding rounds.

Purpose

The purpose of this agenda item is to update the community on the progress of the Priority Projects Plan 2023 - 2025.

Background

The Priority Projects Plan (the Plan) was endorsed in the 20 November 2023 Council Meeting. The Plan was prepared by drawing upon years of experience and knowledge garnered through Council operations and numerous community discussions and meetings. The Plans contents align with Council's Strategic Plan 2023 – 2032 and the 2023/24 Annual Plan, as well as various strategic and planning related documents prepared across all levels of government.

There are six major project areas listed under the Plan. Each of these project areas identify key investment opportunities and preferences that will have a transformational impact across one or more of the four strategic pillars. In essence, the Plan has been established to pronounce Dorset's priorities for grant funding, advocacy and election commitments, along with providing a starting point for regional collaborations. The Plan will be reviewed at a minimum every two years to ensure listed priorities align with community need.

Planning, Environment & Statutory Requirements

Each priority project will have plans that will deal with planning, environment and statutory requirements on a project level.

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperatives 8.2 and 9.3
- Dorset Council Annual Plan (2024/25), Activity 23

Financial & Asset Management Implications

The Plan outlines several unfunded initiatives that will require a level of external funding to Council.

Community Considerations

Prior to adoption of the initial Plan, Council undertook community consultation for a period of 28-days, during which submissions were invited, with 19 received. Submissions received were considered and incorporated, where appropriate, into the final Plan which was adopted in November 2023, or incorporated across other planning and asset management strategies and processes.

Council's priority project updates can be viewed by the community on Council's website under the [Building, Planning and Projects](#) tab.

Officer's Comments

Since adoption of the Plan on 20 November 2023, 8 of the 25 priority projects have been completed in full with the remainder at various stages as outlined below:

ADVOCACY PROJECTS		
Project #	Project Name	Status Details
1	Sideling – Stage 2	The Department of State Growth have completed stage 1. The consultation on the next phase of the project will happen in early 2025.
2	Community Health and Wellbeing	Council continues to advocate for this project with discussions continuing with key community drivers in regard to development of a Community Hub / Child and Family Learning Centre for Scottsdale. The Commissioner and General Manager met with Health Consumers Tasmania on 26 November 2024 and it was agreed to split this project into two separate advocacy projects: <ol style="list-style-type: none"> 1. Community Health Hub 2. Child and Family Learning Centre
3	Bridport to Scottsdale Water Surety Project	Council continues to collaborate with TasWater in regard to ensuring the best outcomes for the community for these projects. TasWater have notified Council that these projects are underway.
4	Bridport Wastewater	

ROAD INFRASTRUCTURE PROJECTS		
Project #	Project Name	Status Details
5	Golconda Road – Section 2	Complete
	Golconda Road – Section 3,4 and 5	Golconda Road has been identified as a Regional Priority Project (Northern Tasmania Development Corporation - NTDC). Council has initiated discussions with the City of Launceston in relation to partnership opportunities in seeking external funding for the unfunded portions of Golconda Road.
6	Golconda Road – Sections 7 & 8	Golconda Road has been identified as a Regional Priority Project (NTDC). This section of Golconda Road is funded (<i>Heavy Vehicle Safety and Productivity Program Tranche 7 - \$2.58 million grant</i>) and the project has commenced.
7	Cascade Dam Road	Complete
8	Gillespies Road	Complete
9	Derby Back Road	Council is seeking \$7.6 million in funding for this project.

RECREATIONAL INFRASTRUCTURE PROJECTS		
Project #	Project Name	Status Details
10	North East Tasmania Rail Trail Stage 3	Part funding of \$1.47 million grant funding has been acquired. The project identified as regional priority (NTDC) and Dorset Council has initiated discussions with the City of Launceston for possible partnership opportunities. The project requires \$2.8 million in capital funding to proceed.
11	Scottsdale Bike Park	Complete
12	Gladstone Community Park	Council has signed an MoU with Gladstone Future-Links Inc. Community consultation has been undertaken and completed. The next steps of the project for Future-Links as the Project Manager to outline the scope of works.
13	Scottsdale Sporting Precinct	The Northern Tasmania Sports Facility Plan Dorset Council Addendum was adopted by Council in the 18 November 2024 Council Meeting. Council Officers have started sport facility mapping which includes understanding total cost of ownership, usage data and leasing / licencing arrangements of each facility.
14	Playground Facility Audit	Complete

WASTE MANAGEMENT PROJECTS		
Project #	Project Name	Status Details
15	Container Refund Scheme	The Container Refund Scheme is scheduled for implementation by the State Government in May 2025. Council's role will be to support and maximise the Scheme within the municipality.
16	Green Waste Management	Complete

COMMUNITY MASTER PLANNING PROJECTS		
Project #	Project Name	Status Details
17	Scottsdale Structure Plan	Complete
18	Bridport Structure Plan	In progress
19	Derby Structure Plan	Complete
	Derby Community Master Planning	Master planning is in the planning and development stage. Following discussion with the NTDC and key tourism stakeholders, the Derby Master Planning was determined to be a project of State significance as well as a Regional Priority Project (NTDC). The scoping work to date indicates that master planning should include a Mountain Bike Precinct Strategy, infrastructure and services review, structural planning (land supply review), marketing plan and economic and social impact study. Council is seeking funding of \$520,000 from external sources to undertake the master planning.
20	Town Facilities – Public Toilet	Council has investigated possible sites for the location of a public toilet in Victoria Street, Scottsdale, however no suitable sites have been identified to date.
	Town Facilities – Pedestrian Crossings	Bridport – Consultation complete (Main Street, Bridport). Scottsdale – Consultation complete (King Street and George Street, Scottsdale).

ECONOMIC DEVELOPMENT PROJECTS		
Project #	Project Name	Status Details
21	Municipal Marketing Strategy and Plans	Visit Northern Tasmania (VNT) are leading the review of the current Dorset Municipal Marketing Strategy and Plan. VNT have formed a working group which includes key tourism operators and agencies, along with Council. The working group has met during the September quarter with the first task being the development of a scoping document for the updating of the Municipal Marketing Strategy and Plan. This scope document has been developed and a request for quotation will go to market in mid-December 2024.
22	Bridport New River Entrance and Marina	<p>State government funding (via an election promise) of \$600,000 has been allocated to:</p> <ul style="list-style-type: none"> (i) investigate and prepare engineering design and construction (costed) plans for a new river entrance, and (ii) undertake a feasibility study for a proposed marina in the Trent Water vicinity (contingent upon viability of the new river entrance). <p>Council, in collaboration with MAST, have now received a quote from a suitably qualified marine infrastructure consultant for project initiation and scoping work for the new river entrance feasibility and design. Pending confirmation of engagement, this project initiation step of the project will commence – which will include a preliminary community consultation phase. Following completion of the project initiation and scoping work, Council will progress to tendering for project management and technical oversight of the new river entrance (and marina) feasibility and design project.</p>
23	Signage and Branding	Not started
24	Municipal Prospectus	Not started
25	Tourism Infrastructure Plan	Not started

The Plan is a living document and will continue to be updated as further information and costings are identified. Updates to the plan are listed at the end of the document and the Plan will be version controlled for all changes on-going on the last page of the Plan.

The revised Plan (version November 2024) is included in the [attachments](#).

Item 273/24**Review of Policy No. 51 – Work Health and Safety**

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt
 Ref: DOC/24/17477 | Reviewed Policy: DOC/21/9363[v2]

Recommendation

That Council adopt the attached revised Policy No. 51 – Work Health and Safety.

Purpose

The purpose of this report is to review Policy 51 – Work Health and Safety (the Policy).

Background

Council is a Person Conducting a Business or Undertaking (PCBU) as defined in the *Work Health and Safety Act 2012* (the Act). As a PCBU, Council has a primary duty of care to do what is reasonably practicable to provide a safe environment for workers and visitors to Council workplaces.

Council initially implemented the Policy in recognition of its legislative and moral responsibilities as a PCBU to provide a safe working environment. The Policy was last reviewed in 2021 and is due to be reviewed again in accordance with Council's Annual Plan and policy review schedule.

Planning, Environment and Statutory Requirements

- *Work Health and Safety Act 2012*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperative 13.2
- Dorset Council Annual Plan (2024-2025), Activity 32

Risk Management

Council's Work Health and Safety (WHS) Management System and Risk Management Framework are used to identify, mitigate, respond to and monitor high risk work areas and activities.

Financial and Asset Management Implications

By proactively identifying and mitigating work health and safety risks, Council reduces its exposure to costs associated with work related injury and illness.

Community Considerations

The Policy considers Council's duty of care to ensure a safe environment for people who visit Council's workplaces and facilities, and the duty of care of people visiting Council's workplaces and facilities to contribute to a safe environment.

Consultation

Council's Audit Panel was consulted on the revised Policy at the 26 November 2024 Audit Panel Meeting and the Commissioner was consulted on the revised policy at the 3 December 2024 Briefing Workshop.

Officer's Comments

The Policy operates as an overarching document that defines Council's commitment to work health and safety, and it is underpinned by Council's WHS Management System.

The key recommended change is that the objective be updated to clarify that Council is committed to providing a workplace where psychosocial risks are managed as far as reasonably practicable, as opposed to just physiological risks. This change is recommended due to the positive duty that is now placed on employers to identify and manage psychosocial hazards.

Any other changes suggested within the Policy are simply grammatical changes, or updating terminology that is used in practice.

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

Item 274/24

Review of Policy No. 61 – Safeguarding Children and Young People

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/17400 | Reviewed Policy: DOC/23/15416[v2]

Recommendation**That Council:**

1. adopt the attached revised Policy No. 61 – Safeguarding Children and Young People;
2. appoint the Director – Corporate Services as Council’s Child Safety Officer in accordance with Recommendation 6.12 of the Royal Commission; and
3. provide the Director – Corporate Services with authority to delegate the role of Child Safety Officer in accordance with Recommendation 6.12 of the Royal Commission as required.

Purpose

The purpose of this report is to review Policy No. 61 – Safeguarding Children and Young People (the Policy).

Background

The Policy was originally adopted in December 2023 in response to Council’s obligation to comply from 1 January 2024 with the new Child and Youth Safe Organisations Framework (CYSOF) as established under the *Child and Youth Safe Organisations Act 2023* (the Act).

Council’s Policy is largely based on Derwent Valley Council’s policy which was endorsed by the Local Government Association of Tasmania (LGAT) as being compliant with the requirements of the CYSOF. While a Policy alone does not make Council compliant with the CYSOF, it was recommended by LGAT as an initial starting point to demonstrate Council’s commitment to becoming a child and youth safe organisation. The CYSOF represents ongoing best practice as opposed to a singular or temporary activity, and evidence of compliance will be unique to each organisation that is required to comply.

The Policy originally committed to the establishment of an internal working group to be responsible for developing and implementing an Action Plan to guide Council’s approach to implementing the CYSOF and overseeing and implementing the rollout of the CYSOF across Council. The review period for the Policy was initially set at 12 months to enable the working group to review the content of the Policy once established.

The internal working group has now developed an Action Plan which documents and prioritises key objectives and actions designed to support Council in becoming a child and youth safe organisation. The Action Plan is linked back to each of the 10 Child and Youth Safe Standards and the Reportable Conduct Scheme, which together form the CYSOF. Council’s CYSOF working group is meeting at least bi-monthly to monitor the delivery of the Action Plan.

Planning, Environment and Statutory Requirements

- *Child and Youth Safe Organisations Act 2023*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperative 13.2
- Dorset Council Annual Plan (2024-2025), Activity 33

Risk Management

The Policy calls on the internal working group to implement Council's CYSOF Action Plan. One of the key objectives of Council's CYSOF Action Plan is to ensure that Council appropriately reviews, prioritises and addresses risks that may cause harm to children and young people. The implementation of Council's CYSOF Action Plan will likely result in:

1. Updating Council's Risk Register to consider risks to the safety of children and young people
2. Updating existing risk assessments or developing new risk assessments where necessary to prevent, identify and mitigate risks to children and young people

Financial and Asset Management Implications

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

1. A failure to report Reportable Conduct to the Independent Regulator by the General Manager within prescribed timeframes attracts a maximum penalty of 120 penalty units per offence (currently \$24,240); and
2. A breach of the Child and Youth Safe Standards attracts a maximum penalty of 360 penalty units per offence (currently \$72,720).

There are financial implications associated with any independent investigation required to be undertaken in response to any mandatory reports made under the Reportable Conduct Scheme. An initial estimate provided to LGAT by a service provider in November 2023 indicated costs to be:

1. A straightforward investigation (1-2 witnesses, single allegation, cooperative witnesses) – approximately \$2,500 to \$3,500 plus GST and disbursements; and
2. A complex investigation (5 or more witnesses, multiple / serious allegations) – approximately \$10,000 to \$15,000 plus GST and disbursements.

Community Considerations

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

Consultation

Members of Council's working group are participating in regular webinars and Microsoft Teams forums hosted by LGAT and have also met with representatives from LGAT to discuss Council's journey to compliance with the CYSOF.

Council's CYSOF working group contributed to the review of the Policy, and the Commissioner was briefed on the Policy and on Council's Action Plan at the 3 December 2024 Briefing Workshop.

Officer's Comments

Only minor changes are recommended to the Policy, including:

1. Updating the roles and responsibilities of the Working Group to reflect that it has now been established and there is now a current CYSOF Action Plan
2. Changed any references to Administration Manager to Director – Corporate Services
3. Removed a statement about LGAT advocating for Councils in relation to recommendation 6.12 as it is a topical statement that will not have relevance for the life of the Policy
4. Appointed a nominal 5-year review period, while confirming that Council's internal working group will likely continue to refine the Policy over time.

It is also recommended that the Director – Corporate Services be appointed as Council's Child Safety Officer per recommendation 6.12 of the Royal Commission, along with the authority to delegate the function to another officer if it is operationally required.

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

Item 275/24

Proposed New Policy No. 64 – Private Works

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/17546 | New Policy: DOC/24/13111

Recommendation**That Council adopt the attached proposed new Policy No. 64 – Private Works.****Purpose**

The purpose of this report is to recommend that Council adopt the newly developed Policy No. 64 – Private Works (the Policy).

Background

In May 2024, the Tasmanian Audit Office (TAO) released the Report of the Auditor-General No.3 of 2023-2024 – *Private Works undertaken by Councils*. The objective of the review was to assess the effectiveness of the management of private works undertaken by councils by evaluating the transparency and consistency of private works processes and evaluating whether private works fees and processes were compliant with legislative requirements.

In its report, TAO recommended that councils that undertake or may undertake private works establish publicly available private works policies that set out clear and transparent decision-making processes.

Planning, Environment and Statutory Requirements

- *Local Government Act 1993* – Division 7 (Fees and Charges)
- Tasmania's Competitive Neutrality Policy

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperatives 12 & 13.2

Risk Management

The introduction of the Policy will assist to mitigate the risk of performing private works that do not comply with Tasmania's Competitive Neutrality Policy and ensure that priority is always given to Council's own works program.

Financial and Asset Management Implications

There will be no budget implications resulting from the introduction of the Policy, as the Policy is simply formalising Council's existing practices in relation to private works. Any relevant rates for private works will be set out in Council's Fees and Charges Schedule from 1 July 2025 and will be included in the annual budget estimates accordingly.

Community Considerations

The introduction of the Policy will ensure that the Council's private works process is clear and transparent to the public, including the fees associated with private works undertaken by Council. The proposed Policy also outlines dispute resolution and conflict of interest processes in relation to private works.

Consultation

The Policy was endorsed for a 14-day community consultation period at the 18 November 2024 Council Meeting. The consultation period commenced on 20 November 2024 and concluded on 4 December 2024 and was advertised on Council's website and social media pages and in the North Eastern Advertiser. No submissions were received during the consultation period.

Officer's Comments

The proposed Policy provides for Council's overarching approach to private works and includes the following key features:

- Priority for use of Council's plant, equipment, labour and other resources is to be given to Council's own work program;
- A preference that all private works be undertaken by private contractors if available in a timely manner;
- Requests for private works are to be approved by the relevant Manager or Director, or by the General Manager if the private works exceed the relevant Manager or Director's procurement delegation limit;
- Council reserves the right to refuse a request for private works if it is deemed to be outside Council's capabilities, resource availability or for any other reason;
- Council will only undertake private works following the execution of a private works agreement for either a fixed price or schedule of rates;
- The private works agreement must include (at a minimum) the works to be undertaken, any permits required, estimated quantity of materials, timeframes and a payment schedule;
- Clear dispute resolution and conflict of interest processes.

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

Item 276/24

Proposed New Policy No. 65 – People Management

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/17488 | New Policy: DOC/24/16582

Recommendation**That Council adopt the attached proposed new Policy No. 65 – People Management****Purpose**

The purpose of this report is to recommend that Council adopt the newly developed Policy No. 65 – People Management.

Background

The development of a People Management Policy is listed in Council's 2024/25 Annual Plan and is proposed to be introduced to meet Council's obligations under section 63(2) of the *Local Government Act 1993* (the Act). The Act requires Council to adopt an overarching human resources policy that ensures that:

- a) Council promotes fairness and equity in employment, including the provision of reasonable opportunities for members of the community to apply to be an employee of Council; and
- b) The appointment or promotion of a person as an employee of Council is based primarily on a merit assessment of the person; and
- c) All employees of Council receive fair and equitable treatment without discrimination.

Pursuant to section 63(2) of the Act, the General Manager is obligated to implement and maintain workplace policies, practices and systems in accordance with Council's human resources policy.

Planning, Environment and Statutory Requirements

- *Local Government Act 1993*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023-2032), Imperative 13.2
- Dorset Council Annual Plan (2024-2025), Activity 36

Risk Management

The introduction of the Policy ensures that Council is compliant with the Act and provides the General Manager with the principles that they need to also be able to be compliant with the Act when developing operational human resources policies, processes, practices and systems.

Financial and Asset Management Implications

N/A

Community Considerations

The scope of the Policy extends to potential employees of Council and ensures that Council's operational policies must be designed in a way that gives community members reasonable opportunities to apply to be an employee of Council. The Policy also demonstrates Council's commitment to building local capability.

Consultation

The Commissioner was consulted on the proposed Policy at the 3 December 2024 Briefing Workshop.

Officer's Comments

The proposed Policy is largely based on Burnie City Council's People Management Policy and it defines Council's commitment to several key people management principles including:

- a) recruitment and selection
- b) diversity, equity and inclusion
- c) employee conduct
- d) building capability and succession planning
- e) work health and safety

The Policy requires the General Manager to implement (where necessary) and maintain workplace policies, practices and systems that reflect these principles.

Additionally, the Policy supports Council's objective to create and maintain a child and youth organisation per its Policy No. 61 – Safeguarding Children and Young People. The introduction of this Policy contributes to the achievement of item 8 in Council's Child and Youth Safe Organisations Action Plan – *review Council's people management policies and update where necessary*.

It is anticipated that if adopted, the Policy may be impacted by the outcomes of the Future of Local Government Review (the Review). Once the outcomes of the Review are known, the Policy will be reviewed and may be revised if required.

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

Item 277/24

Draft Dorset Council Weed Management Plan 2024 - 2029

Reporting Officer: Assistant General Manager, Rohan Willis

Ref: DOC/24/17571 | Draft Plan: DOC/24/10573

Recommendation**That Council:**

1. receive and note the attached Draft Dorset Council Weed Management Plan;
2. resolve to receive written submissions from the community regarding the Draft Dorset Council Weed Management Plan for a 28-day period, commencing Wednesday, 18 December 2024; and
3. return to a future Council Meeting to decide upon adoption of a final draft of the Dorset Council Weed Management Plan which considers the merits of received written submissions.

Purpose

The purpose of this agenda item is for Council to receive the Draft Dorset Council Weed Management Plan 2024 - 2029.

Background

Council has prepared several iterations of a weed management plan over the years however these have presented as internal, informal documents which have not been comprehensively updated for some time. The Dorset Council Weed Management Plan 2024 – 2029 (the Plan) aims to guide Council's approach to weed management in the municipality, specifically for weed control within road reserves and other Council owned or managed land. The main objectives of the Plan are to (a) prevent the establishment of new weeds in Dorset; (b) eradicate declared and high-risk environmental weeds with existing isolated occurrences within the municipality; and (c) undertake containment and asset-based protection activities for declared or environmental weeds with localised infestations within the municipality.

The Plan represents a compilation of existing internal and external knowledge and datasets regarding areas of declared and environmentally significant weeds within Dorset and provides a guiding framework that sets out specific objectives for weed management that are relevant, realistic and maintainable. Importantly, the Plan also supports the implementation of weed management biosecurity programs under the Tasmanian *Biosecurity Act 2019*, as well as providing for Council to reflect and improve upon its internal weed management capabilities.

Although proposed to be comprehensively reviewed every five years, the Plan is intended to operate as 'working document' and may therefore be routinely reviewed/updated as additional verified empirical information or datasets regarding weed distributions are recorded. For example, if a new declared weed is recorded in the municipality, or an existing identified environmental weed in the municipality is elevated to declared status, then such weed species could be included in the list of Priority 1 species for eradication. Similarly, if a weed is found to be considerably more widespread than available spatial datasets indicate, then it could be assigned a different priority.

Copy of the draft Plan is provided at the agenda [attachments](#).

Planning, Environment and Statutory Requirements

- *Biosecurity Act 2019*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 17.1
- Dorset Council Annual Plan 2024/25, Activity 15

Risk Management

Weed control, while essential for managing invasive plant species and promoting biodiversity, can present several risks that need to be carefully managed including off-target impact to natural assets, development of herbicide resistance, and environmental contamination.

Financial and Asset Management Implications

Implementation costs of Council's weed management practices are absorbed into Council's annual town maintenance operations budgets. It is not anticipated that implementation of the Plan would result in a material shift of Council maintenance allocations.

Community Considerations

Subject to receipt of the draft Plan, it is proposed that Council resolve to commence a 28-day public exhibition period for the Plan, during which time written submissions from the community of the draft Plan will be invited. Received submissions would then be considered by Council prior to recommending finalisation of the Plan for Council adoption.

Officer's Comments

The Plan provides a coordinated and practical weed management framework that seeks to minimise adverse impacts to economic, environmental, capital and social assets in the Dorset municipality. The strategic priorities within the Plan are centred around the prevention, eradication and containment of priority weed species that have been classified in Table 5.1 of the Plan. These species have been assigned a priority class based primarily on their known distribution, declared status under the *Biosecurity Act 2019* and potential for invasiveness. This approach ensures that Council's finite resources are directed where they can achieve the most significant impact. For example, by targeting smaller isolated infestations of 'Priority 1' weeds for eradication such as Bridal Creeper or Gorse, Council can avoid the greater costs of these becoming widespread infestations.

The Plan also emphasises that identified priority weeds are not the only weed varieties that can present a threat to assets within the municipality; and as such other weeds should be encouraged to be managed by land managers – and in conjunction with those actions to mitigate 'priority' species – to reduce their impact and prevent them from becoming a more significant issue in the future. In this sense, the Plan is designed to be a living document, allowing updates based on new weed incursions or shifts in the distribution of existing species. This flexibility ensures Council remains responsive to emerging challenges, supporting staff to better protect municipal assets.

Although the Plan is mainly focused on Council's own internal weed management activities, it also emphasises collaboration with key stakeholders, including Biosecurity Tasmania, the Parks and Wildlife Service, private landowners, and community groups, whose efforts are critical to its success, particularly as some of these stakeholders manage far larger land areas than Council. In addition, the plan highlights the importance of public education, given that many weeds originate from improper garden waste disposal or planting non-native species. By increasing community awareness, Council can help prevent new infestations and strengthen the impact of our physical control measures.

Item 278/24

2025 Schedule of Council Meeting Dates

Reporting Officer: Executive Assistant, Sarah Forsyth

Ref: DOC/24/17189 | 2025 Schedule: DOC/24/17051

Recommendation

That Council adopt the following Schedule of Council Meeting Dates for 2025:

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

Monday 20 January (Council Chambers)	Monday 21 July (Council Chambers)
Monday 17 February (Pioneer Hall)	Monday 18 August (Council Chambers)
Monday 17 March (Derby Hall)	Monday 15 September (Council Chambers)
Monday 14 April (Council Chambers)	Monday 20 October (Bridport Hall)
Monday 19 May (Council Chambers)	Monday 17 November (Winnaleah Community Centre)
Monday 23 June (Council Chambers)	Monday 15 December (Council Chambers)

Briefing Workshop Schedule, held at the Council Chambers:

<u>Nil for January</u>	Tuesday 8 July
Tuesday 4 February	Tuesday 5 August
Tuesday 4 March	Tuesday 2 September
Tuesday 1 April	Tuesday 7 October
Tuesday 6 May	Tuesday 4 November
Tuesday 3 June	Tuesday 2 December

Purpose

The purpose of this agenda item is for Council to adopt a schedule of dates for Ordinary Council Meetings and Council Briefing Workshops in 2025.

Background

In 2024, Ordinary Council Meetings were held on the third Monday of each month, commencing at 6:00pm at Scottsdale, except for the February, March, October and November meetings which were held at Gladstone, Branhholm Bridport and Legerwood respectively.

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

The draft 2025 schedule was discussed with Council at the 3 December Briefing Workshop with no changes recommended to the frequency, day or time.

Planning, Environment and Statutory Requirements

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

Strategic and Annual Plan

Dorset Council Strategic Plan (2023-2032), Imperatives 13.2 and 13.4

Risk Management

N/A

Financial and Asset Management Implications

N/A

Community Considerations

It is proposed that Council continue to hold community Council Meetings at alternate locations in the municipality as has occurred in previous years. Historically, Council have found that the community meetings are well attended and allow community members to access their elected members without having to travel to Scottsdale. In 2025, it is proposed to hold the following meetings at alternate locations:

- February at Pioneer;
- March at Derby;
- October at Bridport; and
- November⁴ at Winnaleah

Consultation

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

Officer's Comments

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

- April 2025 to be held on the second Monday of the month due to conflicts with Easter and ANZAC Day.
- June 2025 to be held on the fourth Monday of the month to allow for budget estimates preparation.

⁴ The Annual General Meeting is tentatively scheduled to be held in November.

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

- January 2025 where no Workshop will be held.
- July 2025 to be held on the second Tuesday due to the change in schedule to the June Council Meeting and conflict with preparation of meeting papers.

ITEMS FOR NOTING

Item 279/24 Council Workshops Held Since Last Council Meeting

3 December 2024 | Briefing Workshop

- Presentation: Bridport Main Road Freight Efficiency and Safety Improvements Project Update
- North East Rail Trail – Stage 3 Project Update
- Priority Projects Plan 2023-2025 Update
- Derby Back Road Speed Limit Review
- Review Policy No. 61 – Safeguarding Children and Young People
- Review Policy No. 51 – Work Health and Safety
- New Proposed Policy No. 65 – People Management
- Draft 2025 Council Meeting Dates
- Briefing Reports
 - Commissioners Communications
 - Correspondence
 - Master Action Listing
 - Management Team Updates
 - Update: Audit Panel Tenure and Composition Review
 - Update: Review Policy No. 56 – Bridport Seaside Caravan Park Annual Sites
 - Update: Proposed New Licences – Branxholm and Legerwood
 - Update: Future of Local Government Review
 - Community: Gladstone Open Space
 - Blue Derby Operations Committee Meeting Minutes – 25 October 2024
 - Northern Tasmania Development Corporation – Quarterly Report

Item 280/24 Commissioner Communications

Commissioner Wardlaw's Calendar | 14 November 2024 – 11 December 2024

November 2024

- 14 Meeting with North Eastern Axeman's Association President with the General Manager, Council Chambers
- 14 Meeting with Barry Nilsson Lawyers with General Manager, via Teams
- 15 Dorset / Ethos Urban Consultant Team Regional Visit with General Manager and Assistant General Manager, Council Chambers
- 15 Northern Tasmania Development Corporation Member Representative Group Meeting, Invermay
- 15 Northern Tasmania Development Corporation Annual General Meeting 2024, Invermay
- 18 Weekly meeting with the Management team, Council Chambers
- 18 Community meet and greet session, Legerwood Hall

- 18 Dorset Council 2023/24 Annual General Meeting, Legerwood Hall
- 18 November Council Meeting, Legerwood Hall
- 19 ABC Radio interview
- 20 Special Meeting of Council – Dorset Board of Inquiry Report, submission to the Minister, Council Chambers
- 21 Local Government Association of Tasmania General Meeting, Launceston
- 25 Branxholm Progress Association Annual General Meeting, Branxholm Hall
- 26 Meeting with Better Health 4 Dorset with General Manager, Council Chambers
- 26 Dorset Council Audit Panel Meeting, Council Chambers
- 28 Dorset Municipal Emergency Management Committee Meeting, Council Chambers
- 28 Meeting with new Tasmania Police Northern Commander and Acting Inspector with General Manager, Council Chambers
- 28 Meeting with ratepayers with General Manager, Council Chambers

December 2024

- 2 North East Tasmania Chamber of Commerce Networking Event with General Manager and Director – Infrastructure, The House Paddock, Scottsdale
- 3 December Briefing Workshop, Chamber of Commerce
- 3 Meeting with community member, Council Chambers
- 4 Scottsdale High School Bursary Selection Panel meeting, Scottsdale High School
- 5 May Shaw Foundation Day Morning Tea, Aminya Aged Care Facility, Scottsdale
- 6 Governor of Tasmania visit to Dorset, Dorset Community House
- 7 Mannalargenna Day Festival – 10th Anniversary Event, Cape Portland
- 7 Community appreciation award ceremony, Scottsdale RSL Club
- 8 Musselroe Bay Fishing Pontoon Official Opening with Director – Community & Development, Musselroe Bay
- 9 Weekly meeting with the Management team, Council Chambers
- 9 Radio Interview with 7SD
- 10 Scottsdale Primary School End of Year Assembly, Scottsdale
- 10 Dorset Suicide Prevention Network meeting, Scottsdale
- 11 On site meeting with Tasmania Parks and Wildlife Service representatives with General Manager and Director – Community & Development
- 11 Gladstone Future-Links meeting, Gladstone Hall

Recommendation

That Council:

1. receive and note the unconfirmed Dorset Council Audit Panel minutes, dated 26 November 2024;
2. receive and note the unconfirmed Dorset Municipal Emergency Management Committee minutes, dated 28 November 2024;
3. note the Blue Derby Foundation Limited 2024/25 budget;
4. note the community update on the Derby Back Road speed limit reduction;
5. note the community update on the Bridport pedestrian wombat crossing and speed limit reduction project;
6. note the community update on the Bridport foreshore lease and licence agreement renewal; and
7. receive and note the remaining updates within 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 Audit Panel

On 26 November 2024, the Audit Panel held their meeting for the December quarter. The following items were discussed:

1. Declaration of Conflict of Interest
2. Confirmation of Audit Panel Minutes – 24 September 2024
3. Presentation of 2023/24 Audited Financial Statements – Tasmanian Audit Office
4. Work Health & Safety Update
5. IT Strategy & Synectic Fraud and Corruption Audit Progress Report
6. Financial Results for period ended 30 September 2024
7. Blue Derby Quarterly Report
8. Audit Panel Composition and Tenure Update
9. Outstanding Matters from Previous Audit Panel Meeting
10. Other Business / Update on Significant Events

Employee specific issues have been redacted in the unconfirmed minutes from a privacy perspective.

The unconfirmed Audit Panel minutes for this meeting are included in the attachments for information.

COUNCIL COMMITTEE: Dorset Municipal Emergency Management Committee

On 28 November 2024, the Dorset Municipal Emergency Management Committee held their second meeting for 2024. The following items were discussed:

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. 2024/25 Fire Season Briefing - Dorset
7. Regional and Municipal Social Recovery matters
8. Agency Reports
9. General Business

The unconfirmed minutes for this meeting are included in the attachments for information.

COMMUNITY UPDATE: Blue Derby Foundation 2024/25 Budget Update

Council passed a resolution on 20 March 2023 to endorse a Memorandum of Understanding (MoU), and a legally binding Deed of Assignment (DoA), formalising the transfer of the following Blue Derby operations from Council to the Blue Derby Foundation (BDF):

- a. The licensing and commercialisation of the Blue Derby Brand / intellectual property;
- b. The acquisition and management of commercial sponsorships of Blue Derby;
- c. The management of all Blue Derby marketing and social media; and
- d. Assume responsibility for Blue Derby endorsed events and other fundraising initiatives.

The MoU and DoA clearly establishes accountability and responsibilities for both the Council and the BDF.

This includes the ability for Council to revoke the agreements if the BDF does not meet its obligations.

Clause 5. e. and f. of the MoU defines the following requirements in relation to budgets for the Foundation:

- e. The Foundation and Council will then collaborate through the BD Operational Committee on the preparation of future budgets and fundraising targets
- f. Budgets and fundraising targets are to be agreed upon by end of April each year.

In April 2024, the Foundation and Council agreed that the Foundation will pay Council an amount of \$90,000 during 2024/25 towards trail maintenance. Council had not seen the Foundation's 2024/25 budget; however, this has been provided and is included in the attachments.

COMMUNITY UPDATE: Derby Back Road Speed Limit Reduction Update

A notice of motion was tabled at the April 2024 Council Meeting, regarding consideration of reviewing the speed limits on the Derby Back Road. The review prompted a submission to the Commissioner of Transport for consideration of reduced speed limits.

In response to the Commissioner for Transport's feedback, it is recommended that the current speed zone be maintained and to continue focus on Council's future goal (in collaboration with State and Federal Government) to see the road upgraded. Additionally, Council has included the improvement of Derby Back Road in its Priority Projects Plan 2023 – 2025 to assist in advocating for external funding.

COMMUNITY UPDATE: Bridport Wombat Crossing / Speed Limit Reduction Update

Council at its 21 October 2024 Council Meeting, approved the installation of a pedestrian wombat crossing on Main Street, Bridport at the Henry Street junction with the intent of having the crossing installed prior to Christmas 2024.

However unforeseen delays have occurred in producing the final design for approval by the funding body - the Vulnerable Road Users Program.

Delays have also occurred in obtaining the necessary signage with Council having to place orders with an alternate supplier as the original supplier - after 6 weeks - advised they were unable to fill the order.

As the installation of the crossing introduces a significant change in the interaction between pedestrians and vehicles, it is considered appropriate to delay the installation until after the peak tourism season.

COMMUNITY UPDATE: Bridport Foreshore Lease and Licence Agreement Renewal

Following several years of negotiations between Dorset Council and the Tasmania Parks and Wildlife Service, Council's lease and licence agreement over the Bridport Foreshore has now been reconfigured and renewed.

The renewed agreement encompasses almost 24 hectares of land along the Bridport Foreshore, extending from the Old Pier car park at the northern end through to land neighbouring Bass Strait Freight at the southern end. The new agreement has therefore been expanded to include the area of Crown land adjoining Trent Water from (across the road of) the Bridport Police Station through to the property boundary with Bass Strait Freight. Public recreational activity for purposes such as playgrounds, temporary camping, car parking and recreational boating will continue to be supported within the agreement's licence area, while Council's commercial caravan park operations (the Bridport Seaside Caravan Park) will be provided for within the lease area.

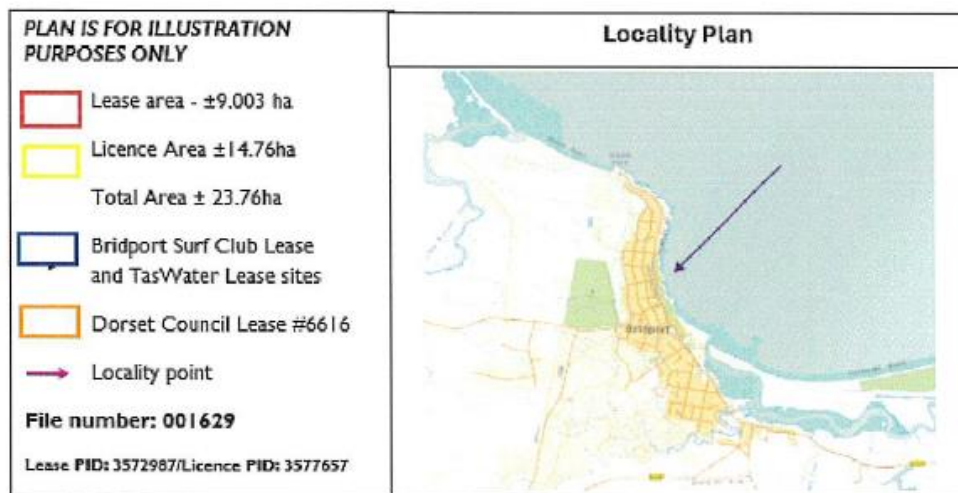


Image: Extract of lease and licence area from the signed agreement with the Tasmania Parks and Wildlife Service

Owing to the commerciality of the caravan park, rent will now be payable by Council to the Crown under the agreement. Rent for the 2024/25 financial year has been calculated at \$12,000 and will increase to \$18,000 and \$24,000 per annum respectively for the 2025/26 and 2026/27 financial years. Rental amounts beyond these financial years are yet to be determined and will be negotiated during the 2026/27 financial year.

CUSTOMER SERVICE REQUESTS

	Requests Received November 2024	Comparison Requests November 2023	Received 2024	Comparison 2023
Animal	-	-	13	3
Bridges	-	-	-	-
Caravan Parks	1	-	4	3
Cemeteries	1	-	1	-
Community Development General	-	-	-	-
Corporate Services General	1	-	8	1
Customer Service	2	-	10	-
Emergency Services Enquiries	-	-	1	-
Environmental Management & Health	1	1	8	5
Government Relations	-	-	1	-
Licencing	-	-	-	-
Parks and Reserves	1	3	11	9
Planning & Building	-	-	4	3
Public Health	-	-	2	-
Public Online Enquiries ⁵	-	3	1	10
Public Amenities	-	-	10	2
Public Halls Buildings	2	-	14	5
Recreation Grounds	4	1	18	7
Roads	19	10	201	99
Swimming Pools	-	-	-	-
Waste Management	-	-	2	4
Total Requests	32	18	309	151

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

APPROVED APPLICATIONS

	Approved November	Approved 2024 YTD	Approved 2023 YTD
Planning	10	114	135
Building⁶	7	96	91
Plumbing	3	46	55

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

⁵ All historic customer service requests that were incorrectly allocated as Public Online Enquiries have now been reallocated, therefore the statistics now properly represent the number of requests received for each category.




⁶ 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 November 2024	Comparison November 2023	FYTD Received 2024/25	Comparison FYTD Received 2023/24
Feedback and Queries	-	1	4	9
Repair Bin	6	3	12	21
Replace Bin	7	1	24	22
Request a New Service	2	3	8	14
Remove Additional Bin	4	-	21	1
Request an Additional Bin	1	-	9	2
Request an Upsize/Downsize	-	4	-	24
Request to Opt Out (of Service)	-	-	-	2
Total Requests	20	12	78	95

2024/25 CAPITAL WORKS PROGRAM

Ref: DOC/24/9473

	Complete 2024/25
	Completed in November 2024
	Carried Forward Projects – 2025/26

PROJECT	STATUS
BRIDGES	
Bridge 1553 Boddington's Road, Bridport – timber deck renewal	
Bridge 1580 Ten Mile Track, Cuckoo – hotmix overlay	Completed
Bridge 1508 Garibaldi Road, Pioneer – scour pretention piers (additional allocation)	Design
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers	Design
STORMWATER⁷	
Main Street, Bridport (RSL) – kerb and stormwater design only	Completed
<u>Upgrade</u>	
William Street, Scottsdale (Incitec Pivot) – network upgrade	Tenders Received
<u>New</u>	
Bransholm Park – complete stormwater and seal	
Ethel Street, Scottsdale – extension into King Street	Tenders Received
Heazlewood Lane, Scottsdale – extension	Completed
Union Street, Scottsdale – survey and plan	Design
Bridport Foreshore (near skate park) – survey and plan	Commenced
Esplanade, Derby – survey and plan	
Scottsdale Depot and industrial subdivision – survey and plan	

⁷ The tender outcomes exceeded the budgeted estimate for the William Street, Scottsdale and Ethel Street, Scottsdale projects listed. Therefore, Council will be reallocating unspent grant funding received via the Local Roads and Community Infrastructure grant stream, totalling \$40,000 to enable these projects to be completed.

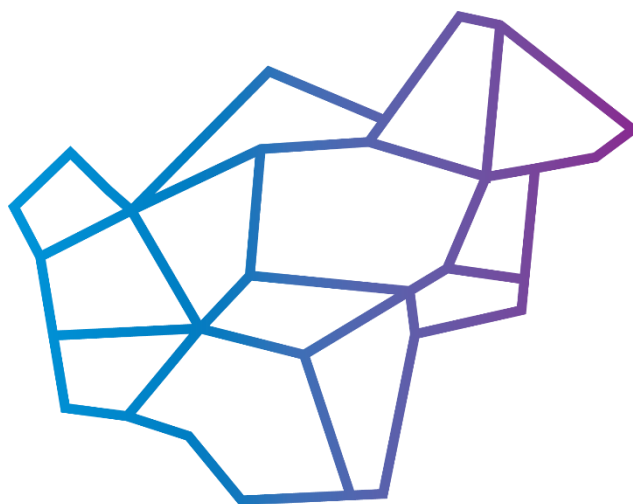
PROJECT	STATUS
ROADS – RESHEETING	
Renewal	
Barnbogle Road, Bridport	Commenced
Snake Track, Legerwood	Commenced
Barnett Road, Ringarooma	Commenced
Old Waterhouse Road, Waterhouse	Commenced
Halfway Road, Waterhouse	Commenced
Talagandra Road, Waterhouse	Commenced
Jacobsons Road, Nabowla	Commenced
Cape Portland Road, Gladstone	Commenced
ROADS – RESEALS	
Westwood Street, Bridport	Tender Awarded
South Street, Bridport	
Elizabeth Street, Bridport	
Louisa Street, Bridport	
Anderson Street, Bridport	
Main Street, Ringarooma	
Cuckoo Road, Cuckoo	
Mackenzie Valley Road, Cuckoo	
Ruby Flats Road, Ringarooma	
Amos Road, Moorina	
Moorina Cemetery Road, Moorina	
Rainbows Road, Herrick	
Winnaleah Road, Winnaleah	
Heckrath Road, Bridport	
East Minstone Road, Scottsdale	
ROADS – OTHER PROJECTS	
Timperons Road, Blumont – intersection with Golconda Road hotmix overlay	Completed
Groves Street, Gladstone – repair and reseal	Commenced
Cape Portland Road, Gladstone – seal repair and reseal	Commenced
Sledge Track, West Scottsdale – investigation of landslip	Approval
King Street, Scottsdale – pedestrian crossing	Investigations
George Street, Scottsdale – pedestrian crossing	Investigations
Main Street, Bridport – pedestrian crossing	Approved
Coplestone Street, Scottsdale – new 180m footpath	
Golconda Road, Golconda – safety upgrade and pavement reconstruction	Commenced
BUILDINGS	
Scottsdale Depot – internal stair replacement	
Bridport Seaside Caravan Park – grey water pits near office	Planning
Branxholm Town Hall – roof replacement	Planning
Ringarooma – bar shed seal and paint bricks	Commenced

PROJECT	STATUS
BUILDINGS (cont.)	
Gladstone Hall – remove old toilets and refurbish	
Scottsdale Aquatic Centre – install ventilation in plant room	Completed
All buildings in Scottsdale area – upgrade safety switches	
All buildings in Bridport area – upgrade safety switches	
All buildings in Derby area – upgrade safety switches	
Bridport Seaside Caravan Park – Goftons amenities lighting upgrade	Completed
Bridport Hall – upgrade floor coverings	Commenced
Bridport Football Club – viewing deck (additional allocation)	Completed
Bridport Hall – 3-phase power outlet outside wall	Completed
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach end	
Scottsdale Railway Station Building – restoration	
Bransholme Waste Transfer Station – Oil Bunded Shed	Planning
Bransholme Waste Transfer Station – Recycling Shed	Planning
Gladstone Waste Transfer Station – Oil Bunded Shed	Planning
Gladstone Waste Transfer Station – Recycling Shed	Planning
Scottsdale Waste Transfer Station – Oil Bunded Shed	Planning
Bridport Fish Cleaning Tables	Consultation
LAND IMPROVEMENTS	
Northeast Park, Scottsdale – reseal road	Commenced
Bridport Seaside Caravan Park – road repairs (hotmix and seal)	Commenced
Scottsdale Aquatic Centre – chlorinator pump replacement	Completed
Scottsdale Aquatic Centre – concrete repair	Completed
Scottsdale Aquatic Centre – replace ultraviolet light (water treatment)	Completed
Pine Plantation Ringarooma Road, Scottsdale – replanting	
Blue Derby Mountain Bike Trails – Tunnel stairs	Planning
Blue Derby Mountain Bike Trails – Wotcha Upta trail renewal and upgrade	Completed
Croquet Lawn Beach, Bridport – access improvements	Planning
Blue Derby Mountain Bike Trails – revegetation including landslip, trailhead, Lake Derby and Riverside trails	Commenced
<u>Upgrade</u>	
Scottsdale, Bransholme and Winnaleah – playground equipment (Open Spaces Grant)	Planning
Ellesmere Cemetery, Scottsdale – 2 x new concrete rows and purchase headstones	
Victoria Street, Scottsdale – new shrubs and gardens	Commenced
Scottsdale Depot – back flow prevention – water main	
Ellesmere Cemetery, Scottsdale – row numbering	Planning
CWA Carpark, Bridport – solar light	Ordered
Waste Transfer Stations – best practice compliance signage	Commenced
Scottsdale Waste Transfer Station – CCTV	Planning
Rail Trail – Scottsdale to Lilydale Falls (additional allocation)	Consultation

PROJECT	STATUS
CARRY FORWARD PROJECTS	
Walter Street, Bridport – stormwater (pit) upgrades	Completed
Eastmans Beach, Bridport – amenities block renewal	Completed
South Street, Bridport – replace kerb	Completed
Blue Derby – network signage redesign	Commenced
<u>Upgrade</u>	
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	
Main and Westwood Street, Bridport Intersection – stormwater upgrade	Completed
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	
Old Waterhouse Road, Waterhouse – safety improvements	Commenced
Blue Derby Trailhead – redevelopment (south of Main Street)	
<u>New</u>	
Gladstone Community Park	Consultation Completed
Scottsdale Depot – relocated storage shed	Planning
Scottsdale Waste Transfer Station – roof covering spare bin area	
Derby Depot – new trail crew storage shed	Planning
Rail Trail – Scottsdale to Lilydale Falls	Consultation

CLOSURE OF MEETING

Time Meeting Closed:



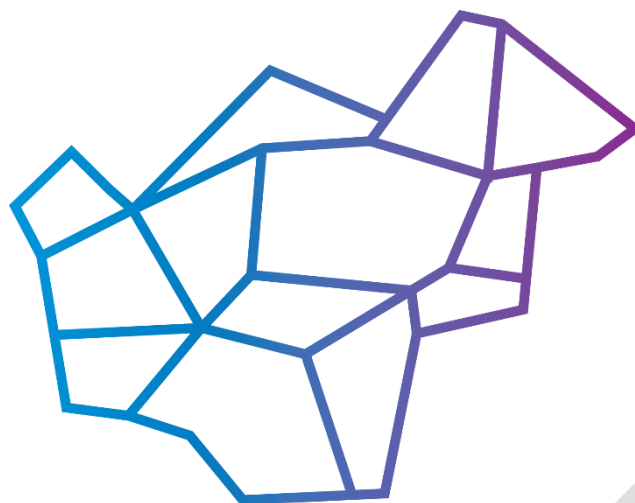
dorset
C O U N C I L

Ordinary Council Meeting

Agenda Attachments

16 December 2024

it's in the making



dorset
C O U N C I L

Minutes

Council Meeting

18 November 2024

LEGERWOOD HALL

it's in the making

PROCEDURAL ITEMS	4
Item 222/24 Declaration of an Interest of the Commissioner or Close Associate	4
Item 223/24 Confirmation of Ordinary Council Meeting Minutes – 21 October 2024	4
DECISION	4
Item 224/24 Confirmation of Ordinary Meeting of Council Closed Session Minutes – 21 October 2024	4
DECISION	4
Item 225/24 Confirmation of Agenda	5
DECISION	5
Item 226/24 Public Question Time	5
Item 227/24 Deputations	14
Item 228/24 Commissioner Question Time	14
Item 229/24 Applications for Leave of Absence	14
Item 230/24 Notices of Motion by the Commissioner	14
ITEMS FOR DECISION	15
Item 231/24 Quarterly Financial Report – Period Ended 30 September 2024	15
DECISION	15
Item 232/24 Blue Derby Mountain Bike Trails Quarterly Update Period Ended 30 September 2024	15
DECISION	15
Item 233/24 Adoption of Northern Sports Facility Plan – Dorset Council Addendum 2024	16
DECISION	16
Item 234/24 Emergency Management Appointment Municipal Coordinator	16
DECISION	17
DECISION	17
Item 236/24 Proposed New Policy No. 63 – Event Funding	17
DECISION	18
Item 237/24 Draft Policy No. 64 – Private Works for Community Consultation	18
DECISION	18
ITEMS FOR NOTING	19
Item 238/24 Council Workshops Held Since Last Council Meeting	19
Item 239/24 Commissioner Communications	19
Commissioner Wardlaw's Calendar 17 October 2024 – 13 November 2024	19
Item 240/24 Management Team Briefing Report	20
DECISION	20
CLOSURE OF MEETING	20
Time Meeting Closed: 7:53pm	20



Council Meeting Minutes 18 November 2024

Meeting Opened: 6:34 pm

Present: Commissioner Andrew Wardlaw

General Manager: John Marik, Assistant General Manager / Director – Community & Development: Rohan Willis, Director – Infrastructure: Kerry Sacilotto, 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 Legerwood 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 222/24 Declaration of an Interest of the Commissioner or Close Associate

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and the Local Government Code of Conduct for Tasmanian councillors, 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 223/24 Confirmation of Ordinary Council Meeting Minutes – 21 October 2024 Ref: DOC/24/14544

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 21 October 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 21 October 2024 having been circulated to the Commissioner, be confirmed as a true record.

CARRIED

The Chair to advise if there are any questions in relation to the Closed Session Minutes that would require them to be discussed in Closed Session.

Item 224/24 Confirmation of Ordinary Meeting of Council Closed Session Minutes – 21 October 2024 Ref: DOC/24/14549

The Chair reported that he had viewed the minutes of the Ordinary Meeting Closed Session held on Monday, 21 October 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 Closed Session Meeting held on 21 October 2024 having been circulated to the Commissioner, be confirmed as a true record.

CARRIED

Item 225/24

Confirmation of Agenda

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council confirm the Agenda and order of business for the 18 November 2024 Council Meeting.

CARRIED

Item 226/24

Public Question Time

The following questions were **taken on notice** at the 21 October 2024 Council Meeting:

Mr Jeff Jennings, Bridport

1. *What procedural changes will the Dorset Council make to ensure that conditions laid down in any planning permits are strictly followed? In recent construction, the building footprint intruded onto a crown reserve, altering the landscape and removing vegetation. This was despite a condition in the planning permit that stated “measures will ensure that native vegetation outside the development area is satisfactorily protected during construction works”. See photo 1 below.*



Response from Director – Community & Development, Rohan Willis:

As provided in Council’s October 2024 Council Agenda papers (in response to public questions received at the August 2024 Council Meeting), the vegetation clearance / disturbance that has occurred within the proponent’s land is lawful and consistent with planning permit conditions and building approval requirements. Responsibility for the extent of vegetation disturbance upon the Crown land public reserve adjoining the development site – although replaced by like-for-like individuals of marram grass (a non-native, exotic species introduced to Tasmania from Europe to stabilise coastal dunes) – sits with the proponent. Although the vegetation disturbance of marram grass may not expressly conflict with the ‘native vegetation’ reference within the condition you refer to, it is nonetheless a contravention of the *Crown Lands Act 1976* for a person, without lawful authority, to cut, remove, take or damage any trees or vegetation upon a public reserve such as the subject Crown land. As such, and as conveyed in Council’s October 2024 Council Agenda papers Council is in contact with Property Services (the relevant State authority with administrative carriage of the *Crown Lands Act 1976*) and progressing appropriate measures of reprimand in relation to the matter.

Ultimately, the responsibility for compliance with conditions imposed on planning permits is the responsibility of the permit holder (and, noting that planning permits 'run with the land' to which they are granted upon, the landowner/s). Council undertakes routine site visits of proposed and existing development sites to observe compliance with planning scheme requirements and, where applicable, any conditions imposed upon planning permits. Where non-compliance is observed, proceedings to course-correct through enforcement are enacted.

2. *What steps does the Dorset Council take in ensuring that all planning permit conditions are met before any construction takes place? A list of permit conditions is listed in the permit but no one in Council ensured these were followed. Who is responsible for checking this?*

Response from Director – Community & Development, Rohan Willis:

Council officers met with representatives for the proponent subsequent to the original planning permit for the subject development being approved in September 2023. Planning permit conditions were discussed at length during this meeting – including discussion upon the proximity of the public reserve to the development site. Council officers – acting as 'permit authority' during the building approval assessment process – also reviewed documentation received from the proponent during that process to ensure consistency between planning permit conditions and submitted building plans.

The inference being drawn that planning permit conditions in relation to vegetation clearance at the site were not met is incorrect. As noted, it was marram grass upon the public reserve – a non-native vegetation variety – that was impacted by construction activities of the proponent. Despite this, Council has assisted in the investigation of the matter with Property Services and progressing appropriate measures of reprimand. As noted in response to the above question, Council undertakes routine site visits of proposed and existing development sites to observe compliance with planning scheme requirements and, where applicable, any conditions imposed upon planning permits. Where non-compliance is observed, proceedings to course-correct through enforcement are enacted. Council also works closely with various private building surveyors that service the Dorset municipality to support them to informally observe planning permit conditions whilst undertaking building inspections for their respective clients and report back to Council on any observed non-compliance.

It is important to also understand that not 'all' conditions imposed on planning permits must be complied with prior to construction works commencing. Some conditions are crafted in a manner that require certain measures to be undertaken, or certain infrastructure to be installed, prior to the approved 'use' being commenced (e.g. occupancy of an approved building). Other conditions may be applied to a permit that apply continuously throughout the life of a permit (e.g. restricting the use of a particular building to specific type of use). Conditions upon permits are therefore crafted in a manner that necessarily uphold the requirements of the planning scheme and deliver upon these requirements in a fair, functional and logical sequence.

Mr Lawrence Archer, Bridport

On page 19, in officers comments - to do with your investment policy - it says "that in 2018 and alternative approach for the investment of surplus Council funds was undertaken by allowing a small amount to be invested in a spread of high performance management funds. Although initially successful as an investment strategy due to the instability of the world's financial markets resulting from the COVID-19 pandemic, Council made the decision to withdraw all money from those funds."

1. *How small amount was it that was invested in that high performance management funds?*

Response from General Manager, John Marik:

The initial investment into managed funds in the 2019 financial year was \$1.6 million of Council's \$9.3 million in surplus cash at the time, or 17% of the funds. This included a conservative portfolio of four funds of highly diversified and non-correlated asset classes including a small amount into Australian Equities (\$323,000, or 3.5% of surplus cash), currency hedged international infrastructure (\$172,200, or 1.9% of surplus cash) and the remaining two funds into high grade, mostly AAA rated Government bonds (\$1,104,800). A further \$3.5 million was invested early in the 2020 financial year into Australian Government bonds (AAA rated) and cash only funds returning slightly higher interest rates than term deposits. Following the onset of the COVID-19 pandemic in January / February, Council withdrew all managed funds by the end of March 2020.

2. *How much gain did the Council make out of that investment over and above what it would have made out of normal bank interest?*

Response from General Manager, John Marik:

In the 2019 financial year, the \$1.6 million invested in managed funds returned gains of \$105,000 (rounded), with a rate of return on investment of 6.6%. Interest rates received on Council's term deposits during the same period were between 2.51% and 2.70%. Using an average of these rates Council could have returned interest of \$25,000 or a rate of return on investment of 1.6%. The managed funds were invested for 8 months during the 2019 financial year, so average interest has been calculated over the same time period for comparability. This shows that Council made approximately \$80,000 over and above what would have been made out of normal bank interest during the same period.

In the 2020 financial year, the impact of COVID-19 on the economy saw a reversal of previous gains on Council's managed funds, with a loss of \$75,000 (rounded) received or a rate of return of (1.4%). Interest rates received on Council's term deposits during the same period were between 1.09% and 1.90%. Using an average of these rates Council could have returned interest of \$43,000 if the funds had been invested in term deposits, or a rate of return of 0.8%. When comparing the two investments over the two-year period, managed funds returned an overall gain of \$31,000, whereas investment in term deposits could have returned \$68,000.

The COVID-19 pandemic was an unforeseen and once in a lifetime event that impacted Council in many ways, including financial performance over that period. All managed funds were sold to ensure that available cash reserves were maximised to cover Council's wages, salaries and other obligations with Council planning for the worst-case scenario of possible cash flow issues as a result of COVID-19. Positively, the capital invested in managed funds was preserved during this time and an overall gain on investment was received.

While a cash strategy investing purely in term deposits may seem like the safe option for Council, infrastructure cost inflation over the last 5 years has been almost double the headline general inflation rate nationally, including in Tasmania. This has materially diminished the buying power of Council's surplus cash and compounded the cost of infrastructure materially. My preference would be to continue to invest a very small portion of Council's surplus cash in equity and bond investments, however these investments can experience volatility which is inherent within share and money markets.

Council's focus remains on the timely renewal of municipal capital and infrastructure spend, especially where infrastructure inflation is larger than term deposit interest rates. Where infrastructure inflation is greater, holding too much cash may be a poor strategy. Council is a long-

term asset manager and surplus cash is held as per cash flow planning requirements per Council's Financial Management Strategy and Long-Term Financial Plan. Going forward, all Council's surplus cash will be invested in term deposits only, to minimise investment volatility, which comes at the expense of conservatively increasing returns.

Mr Jeff Jennings, Bridport

1. Will the Dorset Council ensure that adequate visual representations of proposed constructions are included in any major development application to ensure that the community have a clear concept of how the proposal will impact on existing buildings and visual amenity? In a previous situation, a major development was deemed to be of little or no visual impact on the rural amenity of the area, however that has not proved to be the case and this situation could have been clarified if conceptual drawings and visual representations included in the planning application. See photo 2, 2a and 2b below.



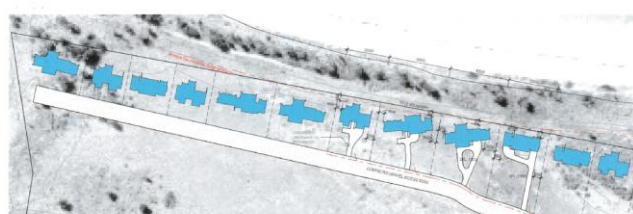
Response from Director – Community & Development, Rohan Willis:

The suggested 'blanket approach' to mandatorily requiring "visual representations" (assumedly photo montages, etc.) of proposed constructions is not supported by the planning scheme. Unilaterally imposing this requirement upon all so-called "major developments" could reasonably be challenged by proponents through the Tasmanian Civil & Administrative Tribunal (TASCAT) as being superfluous (and cost excessive) to the needs of the respective assessment; particularly if the proposed development is satisfying all acceptable solutions for setbacks, building heights, etc. relevant to assessment of the development within the planning scheme.

Instead of exposing Council to potentially ill-fated and expensive appeal proceedings, Council planning officers take a nuanced approach to ascertaining the merit and value of visual aides /

representations being required to support assessment of development applications. This approach is properly informed by the requirements of the planning scheme and determination upon, to what extent, accurate visual aides depicting the development within the landscape and its context may benefit a proper appreciation of the development by the public during the public advertisement process.

2. *How does the Dorset Council ensure maps and documents presented to Councillors are accurate? In a recent development application the consultants submitted maps that showed conflicting property boundaries and miss labelled units that were submitted for approval. See photo 3 and 4 below.*



In this application to modify the orientation and setback of a building the incorrect unit number was used. What has altered is the setback and orientation of unit 8. This was again confusing and an error.

2.2 Increasing Northern Setback of Unit 09
The northern setback of Unit 09 is required to be increased from the minimum 2m distance approved by the Permit to 13m to contain the requisite building hazard management area for the building within the 15m boundary.
The plans listed in Table 1 of this request illustrate the increased setback. The plans also illustrate the repositioning of Unit 08 so that it is parallel to the northern boundary.
It is therefore requested that:

1. supersede the Site Location and Part Site Plan (Drawing No A401 Revision 005 Date 23-09-20) endorsed by Condition 1 of the Permit; and
2. include the Part Site Plan Units 07-10 and Part Site Survey Reference (listed in Table 1 of this request) within the Endorsed Documents (that form part of Condition 1 of the Permit).

Page 6
Barnbougle Water Amendment
May 2024



Misleading actual location of building setback from dunes system due to conflicting maps. The more detailed map actually shows the buildings to be constructed quite some distance behind the dunes. In fact the buildings are much closer resulting in dune and vegetation removal. Councillors were misinformed about the actual location of the buildings. Who was responsible for not correcting this error? Photo 3

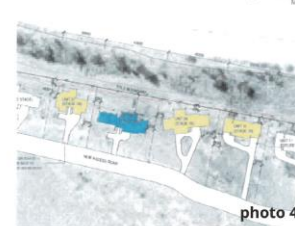


photo 4

Response from Director – Community & Development, Rohan Willis:

Depending upon the size and complexity of a particular development concept, some of the content submitted within a development application may inadvertently be inconsistent with content elsewhere in the application (e.g. maps depicting building locations that rely on different GIS platforms or sources of aerial imagery). There are various means available to Council of reconciling these differences. Sometimes these inconsistencies are able to be identified and 'ironed-out' pre-application lodgement with the proponent. At other times, Council can request further information from the proponent during the assessment process (within certain statutory timeframes) to reconfigure and address inconsistencies. In addition, Council can reconcile differences through imposition of permit conditions that require development to be conducted in a particular manner, or located within a particular position on the site, etc.

If inconsistencies within a particular application are so conflicting and of such 'materiality' that they compromise the coherent consideration of the concept at hand, then officers would likely have no choice but to recommend a refusal of a permit.

3. *What steps will the Dorset Council take to ensure that no further vegetation removal or landscape alterations will be allowed on the coastal reserve area on Barnbougle Beach, when new buildings are constructed as part of this development?*

Response from Director – Community & Development, Rohan Willis:

As noted, it is the obligation of the proponent to comply with conditions of the planning permit and the requirements otherwise of the planning scheme. Council will continue to enforce compliance of its planning scheme and the conditions of the relevant planning permit. As also noted, requirements of the *Crown Lands Act 1976* have relevance to the public reserve along Barnbougle Beach and require lawful observance of same.

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

Jenny Bellinger, Pioneer

Could someone advise us how to obtain the keys for the Pioneer Hall so that we could have a public meeting?

Response from Commissioner Andrew Wardlaw:

The Acting Director – Corporate Services, Lauren Tolputt will have a chat with you after the meeting.

Is there any ideas about what's going to happen to the James Scott building at the NESM Hospital?

QUESTION TAKEN ON NOTICE

Kelvin Moyne, Tomahawk

I'm concerned about these wind turbines proposed for Tomahawk and I want to know the Council's view on the project and whether you can help us (Tomahawk residents) out to stop them?

Response from Commissioner Andrew Wardlaw:

In relation to the to the proposed wind farm, it is not a project that is currently being assessed by anyone, and it a project that probably will be assessed as a major project by the Tasmanian Planning Commission.

If this is a major project, surely the Council have to give agreement have it considered as one?

Response from Commissioner Andrew Wardlaw:

The best advice I could provide is that you should continue to talk to the developers ACEN, because they're still working out the project. So, the best chance you've got of getting modifications of what they're showing you, is talking to them about your concerns. Once they lodge the application, it will go through a formal process, and you will get opportunity to comment about your concerns. At the moment Council don't exactly know what the footprint of the project is because they haven't lodged any planning application with the State Government.

Myles Clarke, North Scottsdale

1. *Is it part of Council's role to advocate and represent community views on some of these bigger planning issues like the proposed wind farm, mine, etc.?*
2. *I believe that the State Government has been trying to take some of the control of planning decisions away from Council, is that the case or if I misunderstood it?*

Response from Commissioner Andrew Wardlaw:

So, in relation to your first question, Council is a planning authority which has a planning framework. Part of the planning framework, Council has the Dorset Council Planning Scheme. Whenever Council receive a development application, it needs to be assessed against the criteria within that planning framework. The planning authority needs to consider every application on its

merits, about how that fits within the Planning Scheme. It is a process that both the developer and the community get equal opportunity. If an application ticks the boxes a developer could receive approval without any public consultation, but if it is what's known as a section 57 application, that will be advertised, the community are given the opportunity to lodge representations. It's not Council's role in relation to a developer to promote their project. Some developers will conduct their own consultation, some won't.

There are different types of applications. Like I said, some are permitted which mean they meet all the criteria, some are discretionary which means that they must be publicly advertised. There are other levels of activity, such as a level 2 activity, which means that other agencies such as the Environmental Protection Authority are involved with, and a dual assessment process is undertaken. Then there are other projects which a previous member of public asked about tonight, being projects of state significance, where they can bypass the Council and be assessed through a different process through the State Planning Commission.

Further Response from Director – Community & Development, Rohan Willis:

Council - as a planning authority - have statutory obligations to ensure that we cast judgement on applications in an impartial manner. It can sometimes be a challenging role, but it is a role that we have to fulfil under the Land Use Planning and Approvals Act legislation.

Response from Commissioner Andrew Wardlaw:

Your second question, which is in relation to development assessment panels. At the moment the State Government are looking to put in Development Assessment Panels and what is being proposed is putting a layer in between Council's current decision-making process and what is not quite a project of regional or state significance. The Bill, as it was consulted on, is saying that if certain projects reached a certain threshold being money or certain criteria, a developer could bypass the Council process and go directly to a Development Assessment Panel. The Panel would be made up of independent people that are appointed, I think as it is currently written, by the Tasmanian Planning Commission. That is not currently in force, but they are reporting that it will go before Parliament this week.

Kerrie Donaldson, Telita

I run a get fit class at the Derby Hall. There's a stop sign as you walk out the front of the Hall and there is a no parking zone. We have weights and equipment to take to these classes. I don't know how long the stop signs been there, but we have only noticed it in the last two weeks. On the other of the street, there is no parking and we can understand that, but on the same side as the Hall. We have people who can't walk a long distance. Down the back of the Hall is a ramp and it has 2 steps for them to get down and for us to take our trolley of equipment. Could a ramp be installed for access to the Hall?

QUESTION TAKEN ON NOTICE

Lin Simpson, Pioneer

Firstly, I have a petition here to stop the proposed sand quarry that I would like to table.

Response from Commissioner Andrew Wardlaw:

Thank you, Council will table the petition at the December Council Meeting.

Also, when did the Pioneer Lake change to a quarry in February last year? There was no consultation, there was nothing in any papers, just all of a sudden, the Pioneer Lake now is a quarry.

QUESTION TAKEN ON NOTICE

Why is the word 'sandbar' on two signs on site spelt completely different to what all the paperwork states (in relation to the current development application for a sand mine at Pioneer)?

QUESTION TAKEN ON NOTICE

Grant Elmer, Pioneer

When they stopped stocking the Lake with salmon and tuna, is that the time that they found out that they were going to start quarrying at the at the back of Pioneer Lake?

QUESTION TAKEN ON NOTICE

Vincent Teichmann, Pioneer

Firstly, besides being a planning authority at times, Dorset Council's role is to serve advocate for an improved life for the ratepayers of Dorset amongst other things, is it not?

Response from Commissioner Andrew Wardlaw:

Council has broad responsibilities, yes.

Are you familiar with Dorset Council's Policy 39 – Community Consultation and Communications?

Response from Commissioner Andrew Wardlaw:

Yes.

My question is whether you know this policy, which you're meant to be governed by, because it is a Council Policy that was passed by Council motion before you became Commissioner. Are you not bound by it?

Response from Commissioner Andrew Wardlaw:

I believe we follow that, Policy.

You've known that Sandbar wanted to engage in level 2 mining for almost 18 months and without actually speaking about the planning application side of it, you've known about this since March 2023. As a Council representing the citizens of Dorset and the residents and ratepayers of Pioneer, isn't it also your responsibility to fully inform and communicate with, as per this Policy which you say that you know the contents of, which says in here that you should consult with people on issues that affect their lives.?

Response from Commissioner Andrew Wardlaw:

My first knowledge of this application was when it was publicly advertised. The Council Officers may have been working on it, but as the planning authority we don't get involved until the appropriate time.

Could Council to please look into your records and share with the community, whether there was substantial commencement of mining at the Lake and what information was provided?

QUESTION TAKEN ON NOTICE

Commissioner, I have a question or two through you for the General Manager. Has Dorset Council undertaken a road safety audit of Cascade Dam Road and if so, may I ask where it's at, what the outcome was and where I can get a copy?

QUESTION TAKEN ON NOTICE

Given that that has now been over 2 years since I first asked you for a letter of support, have you made a decision yet?

Response from Director – Community & Development, Rohan Willis:

Council Officers are in the process of finalising a draft policy on shuttle bus operations from the trailhead. We've been engaging with the Parks and Wildlife Service about the policy that we are seeking to prepare. It will be accompanied by an application process whereby shuttle operators would make application to Council to ultimately seek a permit from Council. We wanted to make sure that we were working collaboratively with Parks and Wildlife Service Officers because obviously they have their own approval processes for these things, being NBT (nature-based tourism) licences. We've gone through a process with them to make sure that there is no duplication of the process, as we want to make it simple for people. We're also making sure that we get some legal clarification on a few points as there are aspects that we want to have included in the policy. These include ensuring that there are police checks undertaken for shuttle operators, current working the vulnerable, people card, etc. as ultimately these people are operating from Council managed land. We want to make sure that they're doing the brand justice and that they're not causing issues.

I shouldn't have to be governed by a policy that never existed when I applied three years ago for a letter of support. You, Mr Marik, have been in the job for two years and you've told me several times that you'd decide soon. This was at Council Meetings in Pioneer and in Derby in February and March 2023, over 18 months ago. Have you made the decision yet and what is your reason for refusing my letter of support for my business?

Response from General Manager, John Marik:

I want to have a policy in place to make that decision.

How do you feel that you're complying with this policy (communication and consultation) when you give me a time frame and then you don't stick to it? You don't communicate with me for over 12 months, and I've heard nothing from you.

Response from General Manager, John Marik:

We went out to consultation on this new policy in October last year, we gave you the invite you did not attend the Town Hall meeting.

I did not receive any invites from you. Can you please advise how this was sent, mail, email?

QUESTION TAKEN ON NOTICE

Mervyn Jones, Legerwood

Can you tell me whether the quarry / gravel pit on the Snake Track is still being used?

QUESTION TAKEN ON NOTICE

Where the Snake Track meets the Tasman Highway, can this junction be reviewed and is there going to be further works undertaken on this road in the future?

QUESTION TAKEN ON NOTICE

Vincent Teichmann, Pioneer

In terms of providing services to the residents of Dorset, how can you possibly consider that taking over 2 years to make such a simple decision, and three years if one counts the timing before John Marik's tenure, to make such a simple decision as issuing a letter of support for a long time ratepayer in Dorset is fair, reasonable or in keeping with your own policies, and especially your policy to support new small businesses?

QUESTION TAKEN ON NOTICE

Item 227/24 Deputations

Nil

Item 228/24 Commissioner Question Time

The following questions were received without notice from the Commissioner:

Nil

Item 229/24 Applications for Leave of Absence

Nil

Item 230/24 Notices of Motion by the Commissioner

Nil

ITEMS FOR DECISION

Item 231/24 **Quarterly Financial Report – Period Ended 30 September 2024**
 Reporting Officer: Finance Manager, Allison Saunders
 Ref: DOC/24/15932

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 2024.

Recommendation

That Council receive the Quarterly Financial Report for the period ended 30 September 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council receive the Quarterly Financial Report for the period ended 30 September 2024.

CARRIED

Item 232/24 **Blue Derby Mountain Bike Trails Quarterly Update | Period Ended 30 September 2024**
 Reporting Officer: General Manager, John Marik
 Ref: DOC/24/15971 | Foundation Chair Report: DOC/24/16032 + Financials: DOC/24/16104

Purpose

The purpose of this agenda item is to provide Council with a progress update on the Memorandum of Understanding between the Blue Derby Foundation and Council for the September 2024 quarter.

Recommendation

That Council receives the Blue Derby Mountain Bike Trails quarterly update and financials for the period ended 30 September 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council receives the Blue Derby Mountain Bike Trails quarterly update and financials for the period ended 30 September 2024.

CARRIED

Item 233/24**Adoption of Northern Sports Facility Plan – Dorset Council Addendum 2024**

Reporting Officer: General Manager, John Marik

Ref: DOC/24/15294 | Northern Plan: DOC/24/7864 | Dorset Addendum: DOC/24/8795

Purpose

The purpose of this agenda item is to adopt the Final Northern Tasmania Sports Facility Plan - Dorset Council Addendum 2024.

Recommendation

That Council:

1. adopt the Northern Sports Facility Plan - Dorset Council Addendum 2024;
2. will look to prioritise recommendations from the Northern Sports Facility Plan - Dorset Council Addendum 2024; and
3. explore partnering opportunities with other northern councils and agencies to attain funding for priorities from the Northern Sports Facility Plan - Dorset Council Addendum 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. adopt the Northern Sports Facility Plan - Dorset Council Addendum 2024;
2. will look to prioritise recommendations from the Northern Sports Facility Plan - Dorset Council Addendum 2024; and
3. explore partnering opportunities with other northern councils and agencies to attain funding for priorities from the Northern Sports Facility Plan - Dorset Council Addendum 2024.

CARRIED

Item 234/24**Emergency Management Appointment | Municipal Coordinator**

Reporting Officer: General Manager, John Marik

Ref: DOC/24/15783

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 make the following appointment for a term of 3 years:

- Dorset Municipal Emergency Management Coordinator – Kerry Sacilotto

DECISION**MOVED / SECONDED: Commissioner Wardlaw**

That Council make the following appointment for a term of 3 years:

- Dorset Municipal Emergency Management Coordinator – Kerry Sacilotto

CARRIED**Item 235/24 Review of Policy No. 55 – Mobile Food Vendor for Community Consultation**

Reporting Officer: Director – Community & Development, Rohan Willis

Ref: DOC/24/15999 | Reviewed Policy: DOC/19/10092

Purpose

The purpose of this agenda item is to review Policy No. 55 – Mobile Food Vendor.

Recommendation

That Council:

1. Receive and note the Draft Policy No. 55 – Mobile Food Vendor (copy provided at the Agenda Attachments);
2. Resolve to receive written submissions from the community regarding the Draft Policy No. 55 – Mobile Food Vendor for a 21-day period, commencing Wednesday, 20 November 2024; and
3. Return to a future Council Meeting to decide upon adoption of a final draft of Policy No. 55 – Mobile Food Vendor which gives consideration to the merits of received written submissions.

DECISION**MOVED / SECONDED: Commissioner Wardlaw**

That Council:

1. Receive and note the Draft Policy No. 55 – Mobile Food Vendor (copy provided at the Agenda Attachments);
2. Resolve to receive written submissions from the community regarding the Draft Policy No. 55 – Mobile Food Vendor for a 21-day period, commencing Wednesday, 20 November 2024; and
3. Return to a future Council Meeting to decide upon adoption of a final draft of Policy No. 55 – Mobile Food Vendor which gives consideration to the merits of received written submissions.

CARRIED**Item 236/24****Proposed New Policy No. 63 – Event Funding**

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/15968 | Proposed Policy No.63: DOC/24/1270 | Proposed Guidelines: DOC/24/12553

Consultation Summary: DOC/24/15370

Purpose

The purpose of this report is to adopt the newly developed Policy No. 63 – Event Funding.

Dorset Council | Ordinary Meeting of Council | Minutes | 18 November 2024

Ref: DOC/24/16143

Recommendation

That Council:

1. Adopt the newly developed Policy No. 63 – Event Funding;
2. Receive and note the Event Funding Program Guidelines; and
3. Receive and note the summary of submissions received from the 28-day consultation period that commenced on 18 September 2024.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. Adopt the newly developed Policy No. 63 – Event Funding;
2. Receive and note the Event Funding Program Guidelines; and
3. Receive and note the summary of submissions received from the 28-day consultation period that commenced on 18 September 2024.

CARRIED

Item 237/24

Draft Policy No. 64 – Private Works for Community Consultation

Reporting Officer: Acting Director – Corporate Services, Lauren Tolputt

Ref: DOC/24/15941 | Draft Policy No.64: DOC/24/13111

Purpose

The purpose of this report is to present the newly developed draft Policy 64 – Private Works for endorsement to allow community consultation to take place.

Recommendation

That Council:

1. Receive and note the Draft Policy No. 64 – Private Works (copy provided in the attachments);
2. Resolve to receive written submissions from the community regarding the Draft Policy No. 64 – Private Works for a 14 day period, commencing Wednesday 20 November 2024; and
3. Return to a future Council Meeting to decide upon adoption of a final draft of Policy No. 64 – Private Works which gives consideration to the merits of received written submissions.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council:

1. Receive and note the Draft Policy No. 64 – Private Works (copy provided in the attachments);
2. Resolve to receive written submissions from the community regarding the Draft Policy No. 64 – Private Works for a 14 day period, commencing Wednesday 20 November 2024; and

3. Return to a future Council Meeting to decide upon adoption of a final draft of Policy No. 64 – Private Works which gives consideration to the merits of received written submissions.

CARRIED

ITEMS FOR NOTING

Item 238/24 Council Workshops Held Since Last Council Meeting

5 November | Briefing Workshop

Item 239/24 Commissioner Communications

Commissioner Wardlaw's Calendar | 17 October 2024 – 13 November 2024

October 2024

- 17 Veolia Material Recovery Facility Opening, Devonport
- 18 Seniors Week 2024 | Community Lunch, Nugget Sellars Pavilion, Scottsdale
- 21 Weekly meeting with Council Management Team, Council Chambers
- 21 Media event with NE Advertiser, Eastmans Beach Amenities Block, Bridport
- 21 Community Meet and Greet session with Management Team, Bridport Hall
- 21 October Council Meeting, Bridport Hall
- 22 Meeting with ratepayer with Acting Director – Corporate Services, Scottsdale
- 23 Children's Week Party, Dorset Community House
- 23 Tasmanian Regional Development Champions 2024 Awards Event, The Workshop Inveresk, Launceston
- 24 Visit Northern Tasmania – Champions of Tourism Awards Event, Quamby Estate, Hagley
- 28 TasWater General Meeting with General Manager, Silo Hotel, Launceston
- 29 NTDC Northern Tasmania Population Workshop with General Manager, UTAS Inveresk Campus, Launceston
- 30 Rail Discussion with interested parties with General Manager, Council Chambers
- 31 Thank You BBQ for First Responders, North Eastern Soldiers Memorial Hospital, Scottsdale

November 2024

- 5 November Council Briefing Workshop, Council Chambers
- 6 Dorset Coastal Working Group Meeting, Bridport
- 7 City of Launceston Workshop Presentation with General Manager and Assistant General Manager on the North East Rail Trail Project, Launceston
- 8 Legerwood Catering Group Annual General Meeting, Legerwood Hall
- 11 North East Tasmania Chamber of Commerce Meeting, Dorset Community House
- 12 ABC Radio Interview

13 Future-Links Gladstone Meeting, Gladstone Hall

Item 240/24 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.

Recommendation

That Council receive and note the Management Team Briefing Report.

DECISION

MOVED / SECONDED: Commissioner Wardlaw

That Council receive and note the Management Team Briefing Report.

CARRIED

CLOSURE OF MEETING

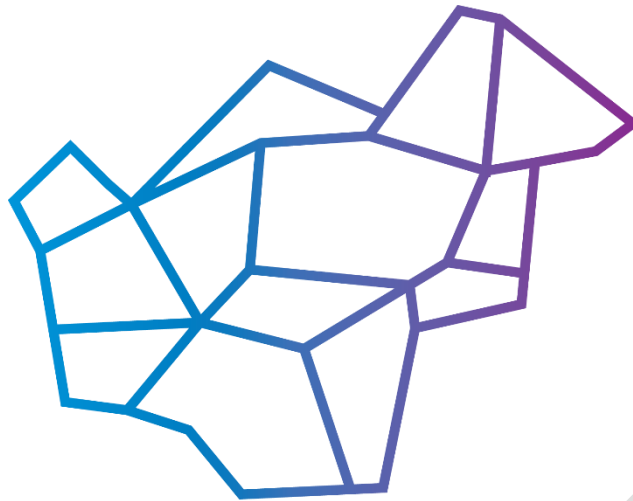
Time Meeting Closed: 7:53pm

Minutes Confirmed: 16 December 2024

Minute No:

.....

Commissioner



dorset
C O U N C I L

Minutes

Special Meeting of Council

Wednesday, 20 November 2024 – 2:00 pm

COUNCIL CHAMBERS

it's in the making

Contents

PROCEDURAL ITEMS.....	3
Item 241/24 Declaration of an Interest of the Commissioner or Close Associate.....	3
Item 242/24 Closure of Meeting to the Public.....	4
DECISION.....	4
CLOSED SESSION AGENDA ITEM	4
Item 243/24 Acceptance of Council's Response Dorset Council Board of Inquiry Report	4
CLOSURE OF MEETING	4
Time Meeting Closed: 2:25pm.....	4



Special Meeting of Council Minutes 20 November 2024

Meeting Opened: 2:00 pm

Present: Commissioner Andrew Wardlaw
General Manager: John Marik, 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.

PROCEDURAL ITEMS

Item 241/24 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

Nil¹

¹ The Commissioner did state that as the appointed Commissioner he will be affected by the outcome of the Dorset Board of Inquiry Report.

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: 2:02 pm

CARRIED

CLOSED SESSION AGENDA ITEM

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 243/24 Acceptance of Council's Response | Dorset Council Board of Inquiry Report

The report on this matter was 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 report related to:

- Personnel matters, including complaints
- Matters relating to actual or possible litigation

CLOSURE OF MEETING

Time Meeting Closed: 2:25pm

Minutes Confirmed: 16 December 2024

Minute No:

.....
Commissioner



Dorset Council

Cascade Dam Road

Existing Road – Road Safety Audit

September 2021



Contents

1.	Introduction	4
1.1	Background	4
1.2	Cascade Dam Road	4
1.3	Derby Mountain Bike Access	5
1.4	Cascade Dam Road Construction	6
2.	Road Safety Audit	12
2.1	Road Safety Audit Definition	12
2.2	Road Safety Auditor	12
2.3	Presentation of RSA Findings	13
2.4	Risk Management Process	13
2.5	Ranking of Road Safety Issues	14
3.	RSA Findings	17
3.1	Road Safety Audit Brief	17
3.2	Crash History	17
3.3	Site Investigations	18
3.4	Road Alignment and Cross Section	18
3.5	Intersections	21
3.6	Markings and Delineation	25
3.7	Crash Barriers and Clear Zones	26
3.8	Road Surface	26
4.	Summary and Findings	27
5.	Audit Statement	28

Figure Index

Figure 1	Cascade Dam Road	4
Figure 2	Derby Mountain Bike Trails	5
Figure 3	Shuttle Bus Radio Information Signage	6
Figure 4	Speed Limit at Unsealed Road Interface	7
Figure 5	Passing Bay	10
Figure 6	Passing Bay	10
Figure 7	Passing Bay/ Turning Area	11
Figure 8	Australian Standard Risk Management Process	14
Figure 9	Crash Locations	18
Figure 10	Vehicle Conflict at Passing Bay	19
Figure 11	Narrow Sealed Section	20
Figure 12	Black Stump Shuttle Drop Off Turning Area	21
Figure 13	Kruska St/ Cascade Dam Rd Junction	22
Figure 14	Mountain Bike Trail Crossing	23
Figure 15	Bicycle Crossing Signage	24
Figure 16	Poor Edge Delineation	25

Table Index

Table 2	LGAT Rural Road Design Standards	8
Table 3	Unsealed Low Volume Road Cross Section Summary	9
Table 9	Potential Crash Frequency	15
Table 10	Potential Crash Severity Outcome	15
Table 11	Risk Matrix	16
Table 12	Treatment Approach	16
Table 5	Road Safety Audit Summary	17
Table 6	Summary of Audit Findings and Recommendations	27

1. Introduction

1.1 Background

Midson Traffic were engaged by Dorset Council to prepare a road safety audit (RSA) of Cascade Dam Road in Derby.

1.2 Cascade Dam Road

Cascade Dam Road connects between the town of Derby and Cascade Dam. It has an unsealed road surface for the majority of its length and has a typical width of 4 metres and is approximately 4 kilometres in length.

It was originally constructed for mining access to Cascade Dam and is now used for recreational purposes, providing access to a series of mountain bike tracks. Cascade Dam Road and the surrounding road network is shown in Figure 1.

Figure 1 Cascade Dam Road

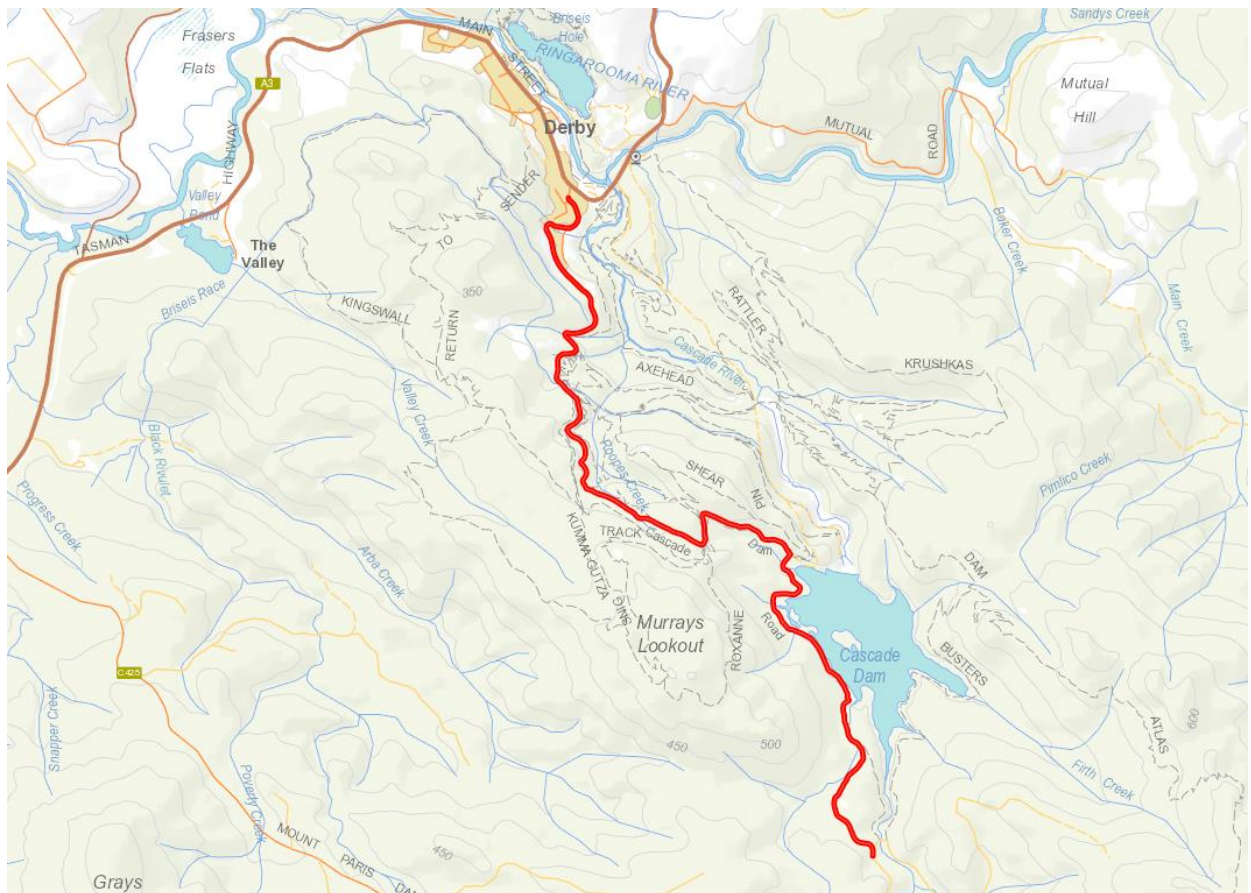


Image Source: LIST Map, DPI/PWE

Cascade Dam Road is used for bike drop off. Mountain bikers then utilise the various trails which are highlighted in Figure 2.

As a safety measure, the commercial shuttle bus operators have put in place radio call points along the road so they advise each other where they are located along the road. Private vehicles do not have access to this arrangement. Signage has been placed in Cascade Dam Road to notify vehicles of the radio safety information. This is shown in Figure 3.

5 Cascade Dam Road – Road Safety Audit

Figure 3 Shuttle Bus Radio Information Signage



1.4 Cascade Dam Road Construction

Cascade Dam Road connects to Church Street/ Krushka Street at its northern end. The road has a sealed road surface for approximately 800 metres from this junction. The road width of the sealed section of the road is approximately 3 to 4 metres. The remainder of Cascade Dam Road has an unsealed road surface.

A posted speed limit of 20-km/h has been installed at the interface between the sealed and unsealed road surfaces (applicable to the unsealed section of road). This is shown in Figure 4.

Figure 4 Speed Limit at Unsealed Road Interface



Cascade Dam Road has a narrow carriageway width along the majority of its length. The width generally prevents vehicles travelling in opposing directions to pass along the majority of its length. Several passing bays have been constructed to facilitate the passing of two vehicles, however these are infrequent with moderate separation distances. This is an existing situation that has been in place for many years without significant issue. The very low traffic volume and low speed environment of Cascade Dam Road results in an acceptable operating condition, however the operations of the mountain bike trails have given rise to an increased traffic flow along the road.

The general construction of Cascade Dam Road was assessed against relevant standards. Cascade Dam Road is best classified as Class 'U4' unsealed road in accordance with Austroads Guide to Pavement Technology. U4 roads typically have traffic volumes in the order of less than 20 vehicles per day. They provide access to remote areas, difficult terrains and fire protection, and national park access. Austroads indicates that U4 roads are a single lane, with a speed limit up to 80-km/h. It is likely that traffic flows have increased beyond 20 vehicles per day in recent years due to mountain bike trail activity.

The LGAT Standard Drawings provide guidance for road design standards in Tasmania. The general requirements for rural unsealed roads is reproduced in Table 1.

Table 1 LGAT Rural Road Design Standards

CODE*	A.A.D.T.	(w) TRAFFIC WIDTH	GRAVEL SHOULDER	VERGE	PAVEMENT WIDTH	LOGGING ROUTE	HEAVY VEHICLES	BUS ROUTE	Bends with < 60m sight line
US1	<30	4000 (S)	500	NO	5	NO	< 5%	NO	w + 1000
US2	30 – 100	4000 (S)	1000	NO	6	YES < 5%	< 5 %	YES	w + 1000
US3	100 – 300	5500 (D)	1000	NO	7.5	YES	< 10%	YES	w + 500
US4	> 300	6000 (D)	1000	NO	8	YES	> 10%	YES	w + 500

*To satisfy a Road Class (eg. US3) the capability to comply with A.A.D.T, LOGGING ROUTE, HEAVY VEHICLE and BUS ROUTE is necessary.

(S) – SINGLE LANE

(D) – DUAL LANE

In this case, the AADT¹ is likely to be in the order of 50 vehicles per day during peak seasonal periods. This requires a traffic width of 4.0 metres, with 1 metre gravel shoulder and no verge in accordance with the LGAT Drawings. These design criteria are generally met at several locations along the length of Cascade Dam Road. The width conditions are not met along some areas of the road due to various restrictions that include:

- Embankments, both sides of the road.
- Trees – there are numerous large trees located along the length of Cascade Dam Road. The road wraps around these trees at several locations.
- Property boundaries – the road is located in close proximity to fences on property boundaries in some locations.
- Geometry – the road passes through mountainous terrain which results in a narrow and winding road.

The function of Cascade Dam Road is more of a service road/ access road for the mountain bike trails, Cascade Dam, as well as several properties that connect to it along the northern section of the road. (ie. rather than a road that provides a through-road function to an area). The very low volume of Cascade Dam Road, along with the narrow construction highlights this function.

Road construction standards research was undertaken for low volume roads that have a similar access functions. A summary of various road design standards is provided in Table 2.

¹ AADT = Annual Average Daily Traffic volume.

Table 2 Unsealed Low Volume Road Cross Section Summary

Reference	Road Width	Shoulder & Verge Width	Trafficable Width
ARRB Unsealed Local Road Manual: Class 5C minor road, rolling terrain	3m	Shoulder – 1m Verge – 1m	5m Utilising shoulder
ARRB Unsealed Local Road Manual: Class 5C minor road – mountainous terrain	3m	Shoulder – 0.5m Verge – 1m	4m Utilising shoulder
LGAT Standard Drawing	4m	Shoulder – 1m Verge - none	6m Utilising shoulder

Cascade Dam Road therefore meets the minimum ARRB requirements as well as LGAT requirements at many locations along its length, with some narrower sections. Tour bus operators have therefore utilised A strategy of minimising vehicular conflict through the use of radio (as discussed in Section 1.3).

1.4.1 Passing Bays

The existing construction of Cascade Dam Road is narrow, with steep embankments, property boundaries and established vegetation along the majority of its length. This makes it difficult to widen the full length of the road to the LGAT Standards.

Passing bays should be provided to enable vehicles to pull over when vehicles are passing in opposing directions. This is particularly the case for minibuses that require moderate width for passing.

On a low volume unsealed road, the ARRB Research Report ARR354 recommends that passing bays be provided every 300 metres and each bay is visible from each other. Several pullover bays have been constructed along the length of the road, however the spacing between them is significantly greater than 300 metres. Examples of existing passing bays along Cascade Dam Road are shown in Figure 5, Figure 6 and Figure 7.

Figure 5 Passing Bay



Figure 6 Passing Bay



Figure 7 Passing Bay/ Turning Area



2. Road Safety Audit

2.1 Road Safety Audit Definition

A road safety audit is a formal, systematic, assessment of the potential road safety risks associated with a new road project or road improvement project conducted by an independent qualified audit team. The assessment considers all road users and suggests measures to eliminate or mitigate any risks identified by the audit team.

The identification and treatment of road elements which may contribute to crash occurrence or crash severity is a key component of the safe systems approach to road safety. A safe system acknowledges that human error within the transport system is inevitable, and that when it does occur it should not result in serious injury or death for road users. Road Safety Audits are a valuable and cost-effective tool in identifying road safety deficiencies in a transport system.

This road safety audit has been conducted following the general principles detailed in the *Austroads Guide to Road Safety Part 6: Road Safety Audit, 2019*, and in accordance with the requirements contained in the Department of State Growth's Policy and Guidelines for Road Safety Audit.

This report results from an 'existing road' Road Safety Audit carried out on Cascade Dam Road in Derby. The audit comprised of site examinations of the road. These may or may not be safety issues within an existing road: engineering judgement is required to determine the level of risk associated with road safety deficiencies identified. Inconsistent or unexpected features can constitute a hazard where road users may use them wrongly.

All findings described in Section 3 of this report are considered to require action in order to improve the safety of the proposed project and to minimise the risk of crash occurrence and reduce potential crash severity.

2.2 Road Safety Auditor

The road safety audit was undertaken by Keith Midson, Director, Midson Traffic Pty Ltd.

Keith Midson BE MTraffic MTransport FIEAust CPEng NER

Keith has more than 25 years professional experience in traffic engineering and transport planning and road safety. He is a qualified road safety auditor, with a Masters degree in Traffic Engineering, a Masters degree in Transport, and road safety audit qualifications from LGPro/ VicRoads, Victoria. Keith was also an instructor at Road Safety Audit courses run by the Institute of Public Works Engineers Australia (IPWEA) in Launceston in June 2010, and Hobart in June 2011. Keith has been involved in many audits over the past 5 years in Tasmania and Victoria.

Keith is a Fellow and a Chartered Professional Engineer with Engineers Australia.

2.3 Presentation of RSA Findings

This road safety audit has been prepared in accordance with the Safe Systems approach. The aim of Safe System findings is to focus the Road Safety Audit process on considering safe speeds and by providing forgiving roads and roadsides. This is to be delivered through the Road Safety Audit process by accepting that people will always make mistakes and by considering the known limits to crash forces the human body can tolerate. This is to be achieved by focusing the Road Safety Audit on particular crash types that are known to result in higher severity outcomes at relatively lower speed environments to reduce the risk of fatal and serious injury crashes.

The additional annotation "IMPORTANT" shall be used to provide emphasis to any road safety audit finding that has the potential to result in fatal or serious injury or findings that are likely to result in the following crash types above the related speed environment:

- | | |
|---|----------|
| ▪ Head-on | >70-km/h |
| ▪ Right-angle | >50-km/h |
| ▪ Run-off-road impact object | >40-km/h |
| ▪ Crashes involving vulnerable road users | >30-km/h |

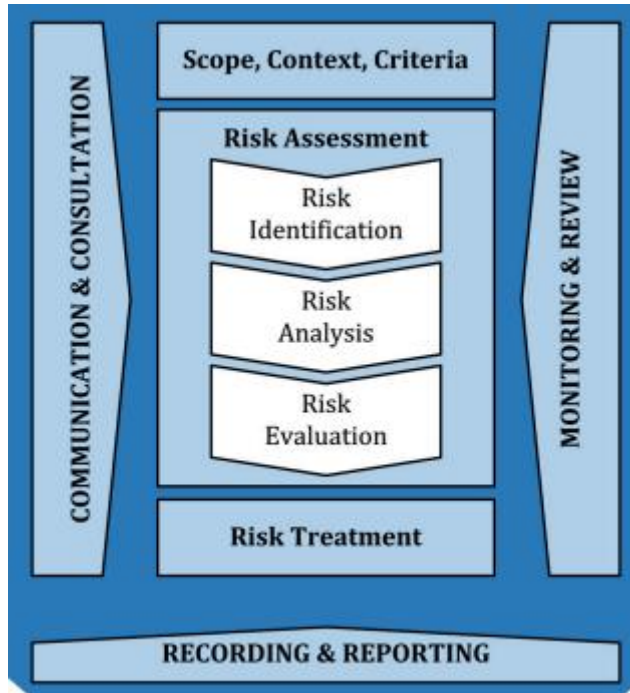
These crash types are known to result in higher severity outcomes at relatively lower speed environments.

The exposure and likelihood of crash occurrence shall then be considered for all findings deemed "IMPORTANT" and evaluated based on an auditor's professional judgement. Factors such as traffic volumes and movements, speed environment, crash history and the road environment, and application of road safety engineering and crash investigation experience are used to determine the likelihood of crash occurrence. The likelihood and crash occurrence shall be considered in the following categories: "INTOLERABLE", "HIGH", "MODERATE" or "LOW", with additional annotation, "IMPORTANT", used on applicable findings.

2.4 Risk Management Process

This road safety audit has been prepared with reference to the Australian Standard AS/ NZS ISO 31000, Risk Management – Principles and Guidelines, 2018. The ISO 31000 risk management framework is shown in Figure 8.

Figure 8 Australian Standard Risk Management Process



A road safety audit assists with the identification of road safety risks within a road network. It identifies road safety risks in the transport network and identifies potential risk treatments. It is important to note that appropriate action, reporting, and ongoing monitoring and review are required in order to reduce road safety risks following the completion of the road safety audit.

The risk analysis undertaken in this report has been undertaken in accordance with Australian Standards recommendations.

2.5 Ranking of Road Safety Issues

A road safety audit assists with the identification of road safety risks within a road network. It identifies risks in the transport network and identifies potential risk treatments. It is important to note that appropriate action, reporting, and ongoing monitoring and review are required in order to reduce road safety risks following the completion of the road safety audit.

Road safety risks are categorised in terms of likely frequency of occurrence and severity. The potential frequency categorisation of crash risk is summarised in Table 3. The severity of identified safety issues is categorised in Table 4.

Table 3 Potential Crash Frequency

Potential Frequency	Description
Frequent	Once or more per week
Probable	Once or more per year (but less than once a week)
Occasional	Once every five or ten years
Improbable	Less often than once every ten years

Table 4 Potential Crash Severity Outcome

Severity	Description	Typical Examples
Catastrophic	Likely multiple deaths	High-speed, multi-vehicle crash on a freeway. Car runs into a crowded bus stop. Bus and petrol tanker collide. Collapse of bridge or tunnel.
Serious	Likely death or serious injury	High or medium-speed vehicle/ vehicle collision. High or medium-speed collision with a fixed roadside object. Pedestrian or cyclist struck by car.
Minor	Likely minor injury	Some low-speed vehicle collisions. Cyclist falls from a bicycle at low speed. Left-turn rear-end crash in a slip lane.
Limited	Likely trivial injury or property damage only	Some low-speed vehicle collisions Pedestrian walks into object (no head injury). Car reverses into a post.

The risk matrix associated with the frequency and severity is summarised in Table 5.

Table 5 Risk Matrix

	Frequent	Probably	Occasional	Improbable
Catastrophic	Intolerable	Intolerable	Intolerable	High
Serious	Intolerable	Intolerable	High	Medium
Minor	Intolerable	High	Medium	Low
Limited	High	Medium	Low	Low

The treatment approach for each risk category is outlined in Table 6.

Table 6 Treatment Approach

Identified Risk	Suggested Treatment Approach
Intolerable Risk	A road safety issue that must be corrected.
High Risk	A road safety issue that should be corrected or the risk significantly reduced, even if the treatment cost is high.
Medium Risk	Should be corrected or the risk significantly reduced, if the treatment costs is moderate, but not high.
Low Risk	Should be corrected or the risk reduced, if the treatment cost is low.
Comment	A statement supporting or reinforcing an aspect of road safety

In accordance with the Austroads Road Safety Audit guidelines, it should be noted that this audit is not to be regarded as a 'quality/ design check' of current standards or guidelines. The findings, including comments and recommendations are outlined in the following sections of the report.

3. RSA Findings

3.1 Road Safety Audit Brief

The details of the road safety audit are summarised in Table 7.

Table 7 Road Safety Audit Summary

Road Safety Audit Stage:	Existing Road Stage
Project Location:	Cascade Dam Road, Derby
Organisation:	Dorset Council
Client Project Manager:	Bridget Waterhouse
Previous Road Safety Audit Details:	None
Project Objective:	Identify existing road safety deficiencies with existing road
Speed Limit/ Design Speed:	Unsealed road, 80-km/h default, signed 20-km/h
Existing Traffic Volumes:	Varies. Typically 50 vehicles per day
Crash Data (10 Years)	Detailed in Section 3.2
Austroads Checklist:	Existing Road

3.2 Crash History

Crash data was obtained from the Department of State Growth for the full length of Cascade Dam Road between 1st January 2011 and 31st August 2021.

Two crashes were reported during this time. These are detailed as follows:

- Saturday 27th April 2013, 11:00am. Single vehicle crash, loss of control on carriageway resulting in property damage only. The crash occurred south of Cascade Dam.
- Friday 26th April 2019, 11:30am. Other-overtaking collision between two vehicles resulting in minor injury. The crash occurred near the Black Stump shuttle drop off turning area.

The crash locations are shown in Figure 9.

The crash data does not provide a clear picture of the road safety deficiencies associated with the road. This is due to the relatively low traffic volume using Cascade Dam Road and the associated low exposure risk.

Figure 9 Crash Locations

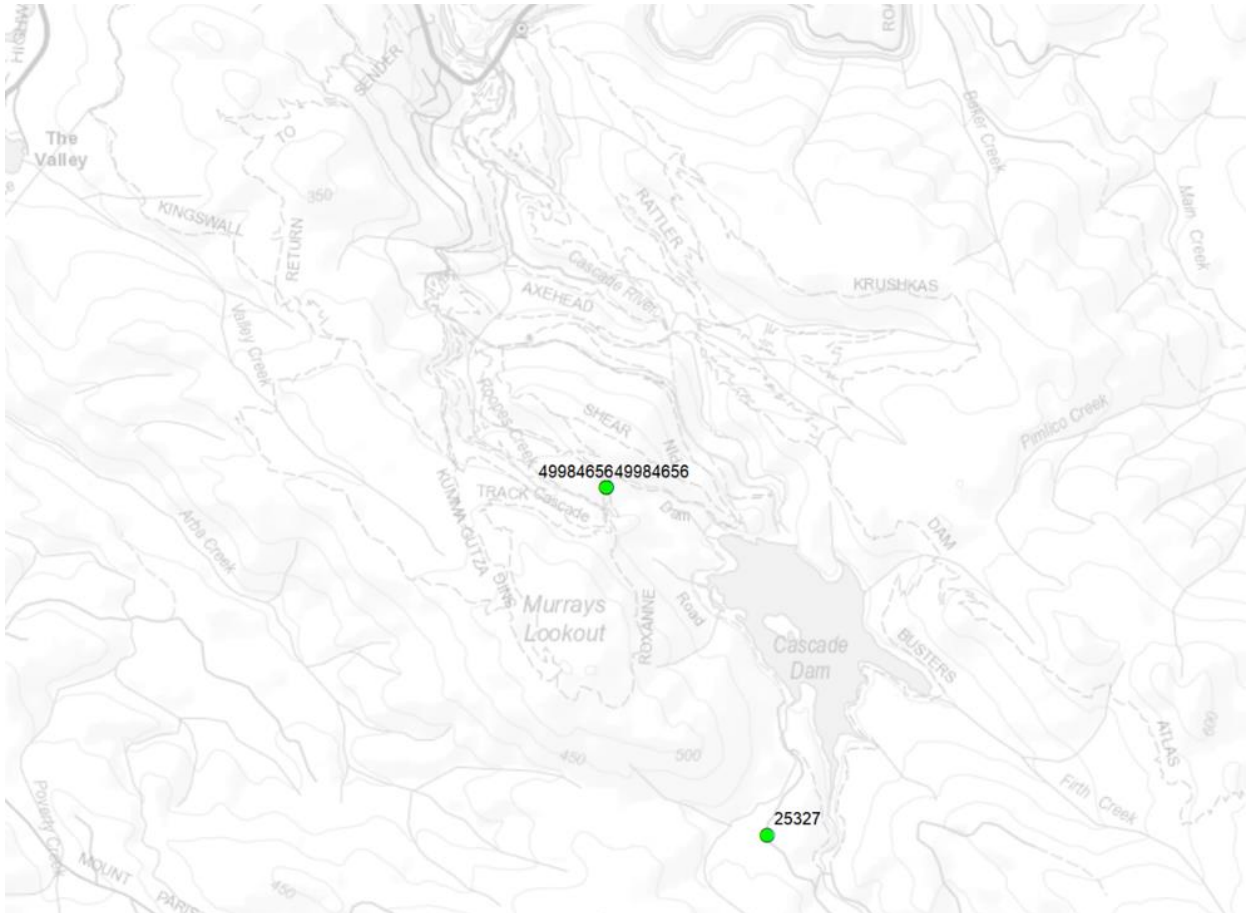


Image Source: Department of State Growth

3.3 Site Investigations

The road safety audit was undertaken on Wednesday 22nd September 2021 during the afternoon and early evening. The weather conditions were clear and fine.

3.4 Road Alignment and Cross Section

High Risk – Crash Risk Associated with Narrow Road Width & Geometry

Cascade Dam Road traverses through mountainous terrain and as such has a narrow width with winding geometry. There are few opportunities for vehicles to pass in opposing directions. Typically the road width varies between 3 to 4 metres in the unsealed section of the road. An example of vehicle conflict at a passing bay location is shown in Figure 10.

Figure 10 Vehicle Conflict at Passing Bay



It is noted that the sealed section of Cascade Dam Road provides limited passing opportunities and has an unprotected steep drop-off embankment. The only feasible passing locations is the Lower Cascade Dam Road intersection and several private property driveways.

A portion of this section of road and the junction of Lower Cascade Dam Road is shown in Figure 11.

Figure 11 Narrow Sealed Section



The road alignment combined with the narrow pavement width results in the inability for vehicles to pass when travelling in opposing directions along most of the road's length. Several passing opportunities have been constructed, however the general lack of passing opportunities severely limits the road's capacity to carry increased traffic. The existing passing bays are discussed in Section 1.4.1.

The road safety risks associated with this include:

- Head-on or side-swipe collisions between vehicles travelling in opposing directions.
- Run-off-road risk with vehicles losing control when confronted with a vehicle travelling in the opposing direction. The relatively steep embankment drop-off creates a severe hazard in many locations.

- Vehicles being required to reverse long distances in difficult circumstances, resulting in off-road collisions with roadside hazards.

Some measures have been installed to reduce conflict risk. This includes the provision of warning signage and the use of UHF radio for tour bus operators.

It is recommended that further measures be installed to improve safety. These include:

- Installation of more warning signage along the length of the road.
- Consideration of the installation of dynamic signage that detects vehicles on the road and warns motorists approaching in the opposing direction.
- Road widening where possible to provide a road width of 5m or greater.
- Construction of additional passing bays in locations that are deemed possible.

3.5 Intersections

There are two road junctions in Cascade Dam Road: Kruska Street; and Lower Cascade Dam Road. Several property accesses are also located towards the northern end of Cascade Dam Road.

A turning area is provided at the southern end of the mountain bike access route. This consists of an anti-clockwise flow around an old tree stump (referred to as 'Black Stump Shuttle Drop Off'). This turning area forms an intersection with the narrow downhill section of Cascade Dam Road that accesses Cascade Dam. This is shown in Figure 12. No specific road safety issues were noted with this turning area.

Figure 12 Black Stump Shuttle Drop Off Turning Area



Low Risk – Junction Priority, Kruska Street/ Cascade Dam Road

Kruska Street is a short road connects to Main Street at its northern end and provides access to Cascade Dam Road and Church Street. The junction viewed from the Cascade Dam Road approach is shown in Figure 13.

Figure 13 Kruska St/ Cascade Dam Rd Junction



The intersection of Kruska Street and Cascade Dam Road is a wide T-junction. Whilst the T-junction rule is applicable, the majority of traffic appears to travel from the northern approach of Kruska Street to Cascade Dam Road and vice versa. Traffic exiting Cascade Dam Road must give way to through traffic on Kruska Street. There is a risk of angle collisions at the intersection if increased traffic flow in Cascade Dam Road.

It is recommended to install Give Way signage and holding lines at the intersection, with Cascade Dam Road required to give way to Kruska Street.

Medium Risk – Mountain Bike Track Crossing

A mountain bike trail crosses Cascade Dam Road approximately midway along the road. Warning signage has been installed for traffic approaching the crossing. This is shown in Figure 14.

Limited warning is provided on the mountain bike trail of the intersection crossing. There is a risk of a vehicle/ bicycle collision at the crossing.

It is recommended that the existing cyclist signage on the approach to the crossing be replaced with Australian Standards signage shown in Figure 15. The signage can be installed closer to the crossing location and additional warning signage can be placed on the approach.

It is also recommended that warning signage be placed on the mountain bike trail to warn cyclists of the potential conflict at the road crossing.



An alternative solution would be to require cyclists to give way to traffic at the crossing. The installation of signage and alignment of the track would be required. It is understood that this action would detract from the mountain bike trail activities and would therefore not be popular. The installation of signage as noted above is therefore the recommended action.

Figure 14 Mountain Bike Trail Crossing





Figure 15 Bicycle Crossing Signage

	Bicycles	W6-7A	600 × 600	AS 1742.9
		W6-7B	750 × 750	
		W6-7C	900 × 900	
	Crossing Arrows	W8-23A	600 × 200	AS 1742.9
		W8-23B	750 × 250	
NOTE: For use only with sign W6-7.				

3.6 Markings and Delineation

Medium Risk – Edge Delineation

There is relatively poor edge delineation along Cascade Dam Road. The narrow road width and winding geometry creates a vehicle losing control in the sections of road that have steep embankment. Guideposts are irregular and infrequent along the road. Typical examples are shown in Figure 16

It is recommended that guideposts be installed along the eastern side of the road at regular spacing to improve delineation.

Figure 16 Poor Edge Delineation



3.7 Crash Barriers and Clear Zones

Vehicle speeds along Cascade Dam Road are very low. The required clear zone (which is the area adjacent to the road carriageway that should be clear of roadside hazards such as trees and structures, steep embankments, etc) is therefore very low. Austroads requires a minimum clear zone of 3 metres for a road with a design speed less than 60-km/h. The mountainous terrain of Cascade Dam Road results in this minimum clear zone provision not being possible.

High Risk – Steep Embankment

The section of road between Lower Cascade Dam Road and the unsealed section of Cascade Dam Road has a steep unprotected drop-off. The sealed road facilitates higher vehicle speeds compared to the unsealed section. The narrow road width provides no ability for vehicles to pass in opposing directions (as noted previously).

A vehicle losing control in this section of road will not have the ability to recover and will likely result in serious consequences (injury or death).

It is recommended that a safety barrier be installed adjacent to the steep embankment (approximately 300 metres). The increased risk associated with the sealed road surface make this a priority over other locations along the road.

It is noted that there are numerous other locations along the unsealed section of Cascade Dam Road that have steep embankments. Whilst it would be beneficial to install safety barriers at these locations, it is understood that this requires significant engineering to make this feasible. The lower speed of this section of the road in conjunction with other recommendations within the RSA (installation of guide posts, localised road widening, installation of additional passing lanes, warning signage, etc) are considered to be sufficient to improve safety at these locations.

It is also recommended that regular vegetation maintenance be undertaken to improve sight distance and reduce roadside hazards. There are numerous trees and shrubs that are currently growing very close to the road edge. The larger trees in particular are a hazard and should be removed where possible where they are located immediately against the road carriageway.

3.8 Road Surface

Low Risk – Poor Road Surface

The unsealed road surface of Cascade Dam Road is in very poor condition, with large potholes and significant surface erosion in several sections.

There is a risk that vehicles could lose control due to the road surface, or that vehicles could be damaged and then block the road.

It is recommended that the road surface be repaired and re-sheeted along the majority of its length.

4. Summary and Findings

The findings of the road safety audit are presented in summary format in Table 8. The classification of findings has been set out in accordance with the categories listed in Section 2.5 to assist with prioritisation of recommendations.

Those items listed as "Extreme Risk" should be treated with high priority, and those listed as "Low Risk" should be treated with a low priority or monitored over time.

Table 8 Summary of Audit Findings and Recommendations

Reference	Issue	Recommendation	Category
3.4	Road alignment and narrow road cross-section.	<p>Installation of more warning signage along the length of the road.</p> <p>Consideration of the installation of dynamic signage that detects vehicles on the road and warns motorists approaching in the opposing direction.</p> <p>Road widening where possible to provide a road width of 5m or greater.</p> <p>Construction of additional passing bays in locations that are deemed possible</p>	High Risk
3.5 (a)	Layout of Krushka Street/ Cascade Dam Rd junction.	Install line marking and give way signage.	Low Risk
3.5 (b)	Mountain bike trail road crossing.	Install appropriate warning signage.	Medium Risk
3.6	Edge delineation.	Install guideposts.	Medium Risk
3.7	Steep embankment in sealed section of road.	<p>Install approximately 300 metres of safety barrier.</p> <p>Regular vegetation management along road edge. Installation of guide posts.</p>	High Risk
3.8	Poor road surface	Repair and re-sheet unsealed road surface.	Low Risk

5. Audit Statement

I certify that in carrying out this audit, I have performed a detailed examination of the site. I have endeavoured to identify features that could be modified or removed in order to improve safety, although it must be recognised that safety cannot be guaranteed since no road can be regarded as absolutely safe.

The problems identified have been noted in this report together with recommendations that should be studied for implementation. Readers are urged to seek further specific technical advice on matters raised and not rely solely on the report. Where recommended actions are not taken, this should be reported in writing, providing the reasons for that decision.

Signed:  Dated: 28 September 2021
Keith Midson, Midson Traffic Pty Ltd

Midson Traffic Pty Ltd ABN: 26 133 583 025

28 Seaview Avenue

Taroona TAS 7053

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Document Status

Revision	Author	Review	Date
0	Keith Midson	Zara Kacic-Midson	28 September 2021

Lodgement Form - Statutory Formal or Informal Petition

Please complete this form and attach it to the first page of the petition.
Only one form is required for the entire petition.



I/We the proposer(s) of the petition, being electors of the Dorset Municipal Area, declare:

There are thirtysix signatories to the petition.
(number)

To the knowledge of the proposer(s), the signatories are electors of the Dorset Municipal area.

The petition was signed between 13 11 / 2024 and 18 11 / 2024
Commencement Date Completion Date

The petition is proposed by (please print):

Full Name of Proposer(s)	Address	Signature
LIN SIMPSON	45 Gladstone Rd, Pioneer 7264	
Jenny Bellinger	Lot 16 Gladstone Rd Pioneer 7264	

Statutory Informal Petition

Title: **Please stop the sand mining quarry at Pioneer**

PETITION

To the Councillors of Dorset Council: *and Commissioner
Mr Andrew Wardlaw*

We, the **electors** of the Dorset Municipal Area, petition the Councillors in accordance with section 57 of the *Local Government Act 1993* to:

Please clearly state the purpose of your petition and the action you require of Council in the space provided here: *(The Act states that the title and purpose of the petition must appear on every page. This means you cannot attach blank sheets for signatures. They will not be valid if you do)*

- a. impact of dry mine with silica dust and a major impact on health
- b. impost of large trucks and dogs in and out of the Pioneer township
- c. noise levels increasing
- d. no testing of sand, soil or air

Petitioners, please PRINT your full name and address, and then sign. Thank you.

Full Name	Address	Signature
Lin Simpson	45 ^{main rd} Pioneer (Pioneer Lodge)	<i>[Signature]</i>
Vivienne John	29 Main Rd Pioneer	<i>[Signature]</i>
Harry Breakley	1 MOORE ST Pioneer	<i>[Signature]</i>
Tim Shode	8 Moore St Pioneer	<i>[Signature]</i>
PAULA PERRY	11 MAIN ROAD PIONEER	<i>[Signature]</i>
Jodie Neilley	46 Main Rd Pioneer	<i>[Signature]</i>
Joyleen Appleby	13 Main Rd Pioneer	<i>[Signature]</i>
DEBBY KAYE	60 main Rd Pioneer	<i>[Signature]</i>
GARY WATSON	37 MAIN RD PIONEER	<i>[Signature]</i>
DARIN ROBERTS	883 GLADSTONE RD, PIONEER	<i>[Signature]</i>
John Hassell	26 Main St Pioneer	<i>[Signature]</i>
DR. D. V. TEICHMANN	389 Gladstone Rd Pioneer	<i>[Signature]</i>
CRAIG SIBLY	24 MAIN RD PIONEER	<i>[Signature]</i>
Sue Weynberg	20 Chaffey St Gladstone	<i>[Signature]</i>
Aaron Weynberg	19 Main rd Pioneer	<i>[Signature]</i>
DAVID WEYENBERG	20 CHAFFEY GLADSTONE	<i>[Signature]</i>
Aaron Corbett	62 main rd Pioneer	<i>[Signature]</i>
Alana Keygan	62 Main Rd Pioneer	<i>[Signature]</i>

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Petitioners, please PRINT your full name and address, and then sign. Thank you.

Full Name	Address	Signature
Deborah Starlight	389 Gladstone Rd, PIONEER	<i>Starlight</i>
Jeanette Puffitt	76 Old Port Rd Herrick	<i>JPuffitt</i>
MARK SIMPSON	45 MAIN RD PIONEER	<i>M. Simpson</i>
GRANT ELMER	69 MAIN RD PIONEER	<i>Grant Elmer</i>
Vivienne Sol	201 Main Rd Pioneer	<i>Vivienne Sol</i>
Jenny Bellinger	Lot 16 Gladstone Rd Pioneer	<i>Jenny Bellinger</i>
Stephen Jackson	56 Gladstone Rd Pioneer	<i>Stephen Jackson</i>
Belinda Wheeler	4 Moore St Pioneer	<i>Belinda Wheeler</i>
Billy Porting	" " " "	<i>B. Porting</i>
Garry Wheeler	" " " "	<i>Garry Wheeler</i>
Jeff Crett	70 Main rd Pioneer	<i>Jeff Crett</i>
Tracey Thompson	32 Main Rd "	<i>Tracey Thompson</i>
ROBERT WILLIAMS	32 MAIN RD Pioneer	<i>R. Williams</i>
Sandra Dean	Main Rd Pioneer	<i>S. Dean</i>
Julie Anne Brown	4 McGilp Street	<i>Julie Brown</i>
Bettyanne Gough	36 Gladstone Rd Herrick	<i>B. Gough</i>
Michael Moss	35 Gladstone Rd Herrick	<i>M. Moss</i>



DORSET PRIORITY PROJECTS

2023 - 2025

PRIORITY PROJECTS PLAN

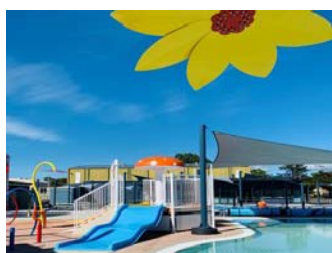
OVERVIEW

The Dorset Council Priority Projects plan has been developed with a coordinated approach to align with local, regional, state and federal plans including Council's Road Asset Management Plan 2020-2030, Building Asset Management Plan 2021-2031 and the Bridge Asset Management Plan 2023-2033. The plan covers a two year period and takes a Council-wide view of needs and opportunities while aligning closely with the four identified 2023-2032 Strategic Plan focus areas (pillars). The Plan will be reviewed bi-annually.

There are six Major Project Areas listed under the Priority Plan for 2023-2025 with relevant projects outlined beneath. Each of these projects represents the key investment into the North East of Tasmania that are expected to have a transformational impact across one or more of the four strategic pillars and lead the way forward for the communities of Dorset. The projects are linked via the common themes of Regional Liveability (including Health and Wellbeing), Economic Diversification and the Visitor Economy, Transportation and Freight Infrastructure, and Environmental Management.

The Priority Projects Plan will be used to apply for funding, leverage support and provide a starting point for regional collaborations.

STRATEGIC PLAN FOCUS AREAS



PILLAR #1: LIVEABLE COMMUNITY

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



PILLAR #2: ECONOMIC DEVELOPMENT

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



PILLAR #3: LEADERSHIP AND GOVERNANCE

To create value and improve service delivery for the community through



PILLAR #4: ENVIRONMENTAL FOOTPRINT


To proactively engage in strategies to reduce Council's environmental foot-




PRIORITY PROJECTS PLAN: *Status Update*

PROJECT	PROJECT OWNER	DESCRIPTION	PROGRESS
ADVOCACY			
1. The Sideling: Stage 2	Department of State Growth	<i>South of the Sideling Lookout to just south of St Patricks Bridge</i>	Ongoing
2. Community Health and Wellbeing:	Department for Education, Children and Young People	<i>Design and construction of a CFLC</i>	Funded
A) Child and Family Learning Centre			
B) Community Health Hub	Better Health 4 Dorset	<i>Funding the continuation of the Scottsdale Community Health Hub</i>	Seeking Funding
3. Bridport-Scottsdale Water Surety	TasWater	<i>Options for more secure water supply for Bridport and Scottsdale</i>	Ongoing
4. Bridport Wastewater	TasWater	<i>Address ongoing concerns relating to wastewater plant odour.</i>	Ongoing

PROJECT	APPROX. COST	FUNDING REQUIRED	DESCRIPTION	PROGRESS
ROAD INFRASTRUCTURE				
5. a) Golconda Road—Sections 2	Project Complete		<i>Section 2: Burns Road (Denison River) to 1km east</i>	100% 
B) Golconda Road - Section 3,4,5	\$2.7M	\$2.7M	<i>Section 3,4,5: 1km east of Burns Road to Gillespies Road</i>	0% 
6. Golconda Road—Sections 7&8	Project Funded		<i>Little Forester to Blumont Road</i>	10% 
7. Cascade Dam Road	Project Complete		<i>Krushka Street to Black Stump Shuttle Point</i>	100% 
8. Gillespies Road	Project Complete		<i>Golconda Road to past Knights Road</i>	100% 
9. Derby Back Road	\$7.6M	\$7.6M	<i>Tasman Highway to Tasman Highway Road Study and liaison</i>	0% 

RECREATIONAL INFRASTRUCTURE				
10. North East Tasmania Rail Trail - Trail Construction	\$4.2M	\$2.8M	<i>40km of trail development from Scottsdale to Lilydale Falls</i>	0% 
Additional Components	\$1.4M	\$1.4M		0% 
11. Scottsdale Bike Park	Project Complete		<i>Design and Construction - Stage One</i>	100% 
12. Gladstone Community Park	\$100,000+	\$90,000+	<i>Design and Construction</i>	5% 
13. Scottsdale Sporting Precinct	\$TBC	\$TBC	<i>Needs Analysis and Feasibility Study</i>	25% 
14. Playground Facility Audit	Project Complete		<i>Facility Audit—Internal Assessment</i>	100% 




WASTE MANAGEMENT				
15. Container Refund Scheme	\$TBC	N/A	<i>Implementation of the Scheme</i>	N/A
16. Green Waste Management	Project Complete		<i>Sustainable green waste model</i>	100% 

Complete	
In Progress/Funded	
Not Started/Unfunded	

PRIORITY PROJECTS PLAN: *Status Update*

PROJECT	APPROX. COST	FUNDING REQUIRED	DESCRIPTION	PROGRESS
COMMUNITY MASTER PLANNING				
17. Scottsdale - Structure Plan	Project Complete		Structure Planning	100% <div></div>
18. Bridport - Structure Plan	\$50,000+	N/A	Structure Planning	25% <div></div>
19. Derby - Structure Plan	Project Complete		Structure Planning	100% <div></div>
Community Master Planning	\$552,000	\$520,000	Destination Derby: Community Master Plan	0% <div></div>
20. Town Facilities - Public Toilet	TBC	TBC	Planning and investigation—location TBA	0% <div></div>
Pedestrian Crossings	Project Funded		Pedestrian crossings x 3	10% <div></div>
ECONOMIC DEVELOPMENT				
21. Municipal Marketing Strategy	\$VNT 50%	N/A	Resident Attraction Plan and Tourism Marketing	10% <div></div>
22. Bridport New River Entrance and Marina	Project Funded		Feasibility study and business case/Foreshore Master Plan	0% <div></div>
23. Signage and Branding	\$TBC	\$TBC	New branding rollout completion	0% <div></div>
24. Municipal Prospectus	\$TBC	\$TBC	Attracting new business and industry	0% <div></div>
25. Tourism Infrastructure Plan	\$TBC	\$TBC	Plan—toilets, dump points, EV charging etc	0% <div></div>



Complete	
In Progress/Funded	
Not Started/Unfunded	

PROJECT AREA: *Advocacy*

BACKGROUND

A number of key projects within Dorset are externally driven. Council's role in regards to these key drivers of community and economic development is to advocate in regards to all or key elements of the projects to ensure the best interests of the community are met.

PROJECT

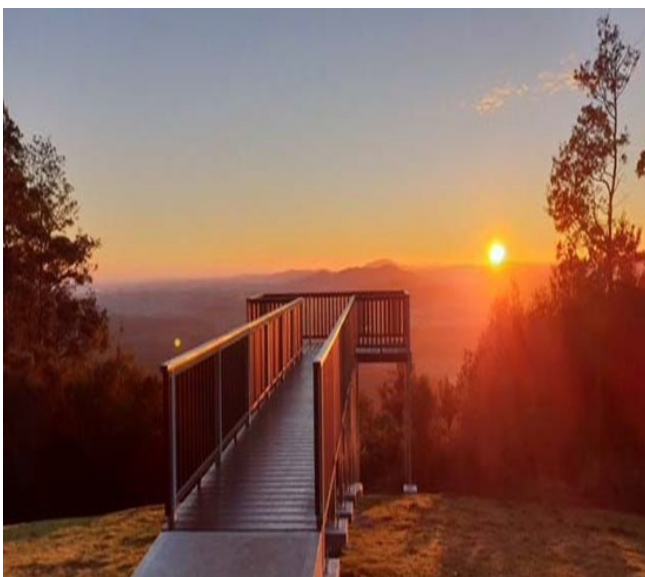
Upgrades of key transport corridors, health facilities and public infrastructure are in the best interests of the community.

1. THE SIDELING: STAGE 2

The Sideling upgrade involves approximately 24km of State owned asset, the Tasman Highway, from south of St Patricks River to Minstone Road Scottsdale. The project is being completed in two stages with stage 1 separated into two sections. Stage 1 Section 1 construction is underway currently with Stage 2 Section 2 in the design phase.

Stage Two (just south of the Sideling lookout to just south of St Patricks Bridge) has entered the design phase.

Department of State Growth Project—Continued advocacy in relation to the project to ensure community needs continue to be met.



2. COMMUNITY HEALTH AND WELLBEING

Major community projects that are key to improvements in broader community health and well-being as well as positive health outcomes for current and future residents.

A) Child and Family Learning Centre (CFLC) - development of a centre that targets support services focused at the 0-5 age groups.

B) Community Health Hub - Continuation of funding for the Scottsdale Community Health Hub.

CFLC - Community Project—Determination of appropriate location, advocacy and support for the development of a CFLC

Community Health Hub - Community Project—Advocacy for continuation of funding for the Scottsdale Community Health Hub.

3. BRIDPORT-SCOTTSDALE WATER SURETY PROJECT

Continued advocacy and support for TasWater's project which is looking at options to provide a more secure water supply for Bridport and Scottsdale.

TasWater Project—Continued advocacy and support in relation to the project

4. BRIDPORT WASTEWATER

Advocacy and support to TasWater to address ongoing concerns relating to wastewater plant odour.

TasWater Project—Continued advocacy and support in relation to the project



PROJECT AREA: Road Infrastructure

BACKGROUND

The Dorset municipality has 246km of sealed and 439km of unsealed roads. There are 114 bridges (62 concrete, 33 timber) and 13 major culverts.

Identifying and upgrading our key transport infrastructure as well as advocating for upgrades to key State managed infrastructure is critically important to ensuring our transport corridors are of a high standard and our residents, businesses and industry can travel safely and efficiently.

PROJECTS

Upgrades of key transportation corridors to standards required by industry and in accordance with Australian Road Design Standards.

5. GOLCONDA ROAD - SECTIONS 2-5

A) Section 2: Burns Road (Denison River) to 1km east

Reconstruction of 1km widened pavement

B) Sections 3,4,5: 1km east of Burns Road to Gillespies Road:

Reconstruction of 5.9km widened pavement

Golconda Road has highest traffic volume of all Council rural roads. Main access for tourists visiting Bridestowe Lavender Farm (55,000 visitors/year) plus increased use from heavy vehicles.

→ Golconda Road—Section 2 -
Project Complete

→ Golconda Road—Section 3-5: \$2.7M
Funding Required

6. GOLCONDA ROAD - SECTIONS 7 & 8

Little Forester River to Blumont Road:

Pavement reconstruction and widening plus safety improvements of 3.4km

Increasing heavy vehicle use. Completion of this segment will allow HPV access to extensive timber plantations around Blumont/Sideling and will connect to existing gazette HPV routes on Pipers Brook Road and Bridport Road.

→ Golconda Road - Sections 7&8—
Project Funded

7. CASCADE DAM ROAD

From Krushka Street to Black Stump Shuttle Point:

Safety improvements of 2km

(Bus bypass areas, drainage works and resheeting)

Increasing use by MTB shuttle operators and general public. Stakeholder consultation required to determine best course of action.

→ Cascade Dam Road —
Project Complete

8. GILLESPIES ROAD

Golconda Road to past Knights Road:

Widening and safety improvements of 0.8km

Main access for tourists visiting Bridestowe Lavender Farm. Increasing use by quarry vehicles..

→ Gillespies Road —
Project Complete

9. DERBY BACK ROAD

Tasman Highway to Tasman Highway:

Widening and safety improvements of 7.6km

Bypass for heavy vehicles. Liaison with Department of State Growth to undertake full road study and garner funding with a view to a possible road swap between state and Council at a later stage.

→ Derby Back Road—\$7.8M approx
Funding Required

BENEFITS

- Reduced travel times with improved transport efficiencies and safety for residents, business and industry
- Well formed, compliant transportation network providing safe access for all road users
- Reduced road maintenance costs
- Increased safety through Derby Main Street for pedestrians and cyclists

#1: Liveable Communities

#2: Economic Development

PROJECT AREA: *Recreational Infrastructure*

BACKGROUND

Recreational infrastructure plays a major role in determining the liveability of a community and the health and wellbeing of its residents. Inadequate physical activity is fueling Australia's obesity epidemic with Tasmania having some of the worst population health outcomes in the country. Providing adequate opportunities to engage in recreational pursuits is a key way for Dorset Council to tackle this growing issue and ensure our communities are healthy and resilient.

PROJECTS

Ensuring high quality sporting and recreational infrastructure is in place across Dorset to meet the needs of current and future generations.

10. NORTH EAST TASMANIA RAIL TRAIL

This project will redevelop 40km of disused rail corridor from Lilydale Falls through to Scottsdale and connect with the already established 26km of trail from Scottsdale to Tulendeena (Billycock Hill). The trail will link regional communities and encourage engagement in activities that improve physical and mental health and wellbeing as well as providing economic stimulus, employment and business opportunities to the North-East.

The Northern Tasmania Development Corporation have listed this as a project of regional significance and Dorset Council is actively working with City of Launceston to progress the project.

North East Tasmania Rail Trail -
Trail Construction: \$4.2M

Federal Government - \$1.47M

Council Contribution - \$TBA

Further Funding Required - \$2.8M

North East Tasmania Rail Trail -
Additional Components: \$1.4M

Funding Required



11. SCOTTSDALE BIKE PARK

Design and construction of a Scottsdale Bike Park. Potential to stage the approach to 3 key areas of need: Jumps Track, Skills Development Area and Trail Development/Expansion Area.

Design

Construction

Official Opening

Scottsdale Bike Park Stage One —

Project Complete

12. GLADSTONE COMMUNITY PARK

Design and construction of an open space facility in Gladstone.

Design

Construction

Gladstone Community Park: \$TBC

Dorset Council - \$10,000

Funding Required



PROJECT AREA: *Recreational Infrastructure*

PROJECTS Continued

13. SCOTTSDALE SPORTING PRECINCT

Consultation and needs analysis in regards to the Scottsdale Sporting Precinct - including emphasis on the Scottsdale Stadium and Scottsdale Skate Park.

Needs Analysis

Feasibility Study

Planning and Design

Scottsdale Sporting Precinct: \$TBA

Funding Required

14. PLAYGROUND FACILITY AUDIT

Internal facility audit and needs analysis in regard to Dorset Playground Facilities to inform future expenditure

Facility Audit

Needs Analysis

Playground Facility Audit —

Project Complete



Derby



BENEFITS

- Increased low/no cost recreational options for Dorset to improve physical and mental health and wellbeing outcomes
- Supports and encourages growth in service sector industries such as tourism and hospitality
- Stimulate new economic development to diversify the economy - tourism accommodation and experiences
- Economic benefits to local businesses
- Provides passive recreation options for young people and families
- Accessible recreation provides increased health and wellbeing outcomes

#1: Liveable Communities

#2: Economic Development

PROJECT AREA: *Waste Management*

BACKGROUND

The various state and national policies and action plans show that waste management is changing from a linear waste disposal model to a circular resource recovery and reuse model. The aims are to reduce waste and capitalize on the environmental and economic opportunities associated with resource recovery and recycling.

PROJECTS

This project involves redefining our waste sector into a resource recovery sector and implementing infrastructure and processes that divert maximum waste from landfill while minimizing the economic impacts of the waste levy and maximizing our sustainability and environmental outcomes.

The projects will commence the delivery of the Waste Strategy in relation to recycling and green waste and pave the way for delivery of the third element; organics.

15. CONTAINER REFUND SCHEME

The Container Refund Scheme is currently being implemented by the Tasmanian Government and will see consumers able to recycle eligible drink containers in exchange for a 10c refund. It is due to commence in 2023. Council's costs will be minimal and involvement will be confined to project assistance, dissemination of information and possible hosting of a reverse vending machine/s:

Assist with location of reverse vending machines

Assist with information dissemination

Host reverse vending machine (possible)



16. GREEN WASTE MANAGEMENT

Transition from open burning of green waste (Oct 2024 deadline) and commence a more sustainable green waste management model. Current options are:

- A) Airburner
- B) Biochar and;
- C) Chip and Cart to Launceston Organics Facility for processing into compost

Development of hardstand stockpile area

Procurement of equipment

Annual monitoring and evaluation of solution to ensure continued benefit.



BENEFITS

- Improved environmental outcomes for the region
- Improved waste diversion from landfill and decreased waste landfill levy rates
- Greater community awareness of the need to reduce waste and value resources
- Decreased littering across the municipality
- Fundraising opportunities for community

#3: Leadership and Governance

#4: Environmental Footprint

PROJECT AREA: *Community Master Planning*

BACKGROUND

The localities of Scottsdale, Bridport and Derby are potential growth areas for the Dorset region. Community Master Planning is required to ensure we meet the needs of our current as well as future communities and our products, facilities and infrastructure is in line with needs and demands.

PROJECTS

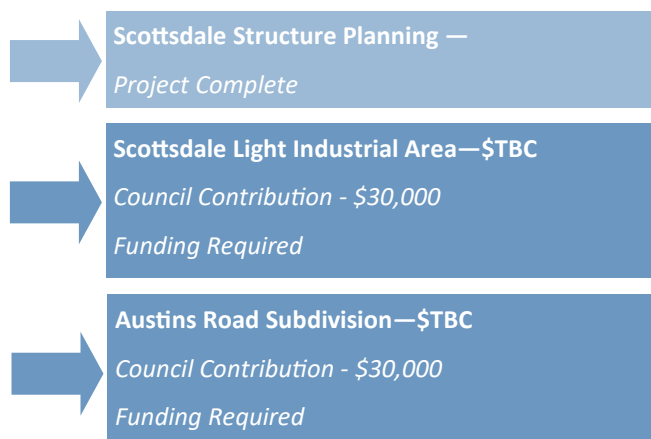
Master planning in regards to the community:

17. SCOTTSDALE

Structure Planning is complete and will inform and guide the major changes to land use, built environment and public spaces to achieve economic, social and environmental objective for the community of Scottsdale.

Scottsdale Focus Areas:

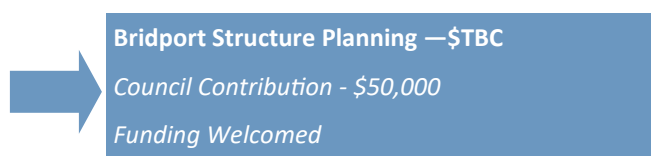
- Light Industrial Area
- Austins Road Subdivision



18. BRIDPORT

Structure Plan: guide the major changes to land use, built environment and public spaces to achieve economic, social and environmental objectives for the community of Bridport.

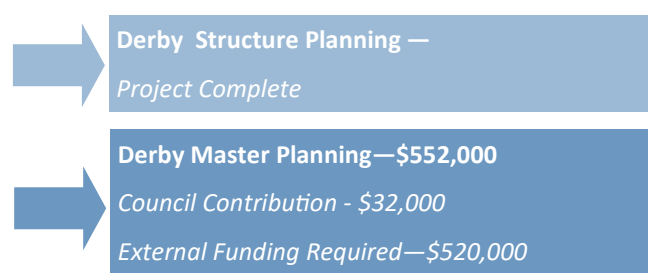
Consultant driven.



19. DERBY

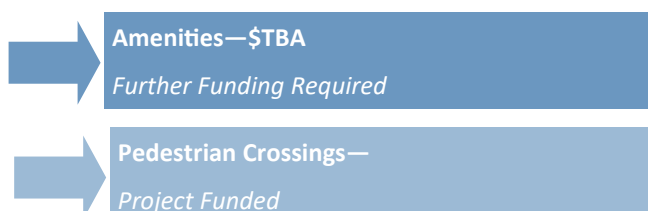
Derby Master Planning will incorporate a number of elements to inform the growth and development of the town of Derby. Structure Planning is now complete and will then be used to inform the development of further planning including:

- Infrastructure Plan
- Economic Impact Study - MTB
- MTB Precinct Plan



20. TOWN FACILITIES

Site Assessment for a public toilet at the Victoria Street end of Scottsdale and investigation into pedestrian crossings on King and George Street, Scottsdale and Main Street, Bridport.



BENEFITS

- Ensure our communities are attractive and vibrant areas to live, work and play
- Improve economic and social viability of our communities
- Ensure best use of council resources and determine a strategy to focus council investment for the future

#1: Liveable Communities

#2: Economic Development

PROJECT AREA: *Economic Development*

BACKGROUND

In order to drive economic development we need to ensure that Dorset is equipped with the basic infrastructure to accommodate growth and development. We need to understand our target demographic as well as our assets and market our region accordingly.

PROJECTS


Reviews, plans and strategy development for the following key areas:

21. MUNICIPAL MARKETING STRATEGY & PLANS


Investment into strategies and planning that support the growth of the region and attract and diversify the population.

Resident Attraction Plan: Aimed to attract young families and entrepreneurs to move into the community

Tourism Marketing Plan: Aimed at increasing visitors to the region




Resident Attraction Plan: \$TBC
Funding Required



Tourism Marketing Plan: \$TBC
Funding Required

22. BRIDPORT NEW RIVER ENTRANCE & MARINA

An election commitment of \$600,000 will assist Council in conducting further design and construction work on the proposed new port entrance, including a feasibility study on the proposed marina.



New Port Entrance and Marina Planning — \$600,000
 State Government Contribution - \$600,000
Further funding required for additional stages



23. SIGNAGE AND BRANDING

Ensure all signage is up to date with new branding across the municipality.



Signage: \$TBC
Funding Required

24. MUNICIPAL PROSPECTUS

Aimed at showcasing Dorset and attracting new business ventures and industry to the region to capitalize on regional strengths which include:

Agriculture, Forestry and Tourism



Municipal Prospectus: \$TBC
Funding Required

25. TOURISM INFRASTRUCTURE PLAN

To enhance positive visitor experiences by ensuring tourism related infrastructure is upgraded, renewed and maintained as necessary.



Tourism Infrastructure Plan: \$TBC
Funding Required

BENEFITS

- Ensure our communities are attractive and vibrant areas to live, work and play
- Improve economic and social viability of our communities
- Ensure best use of council resources and determine a strategy to focus council investment for the future
- Promote well connected, well services communities that meet the needs of the current and future residents
- Creation of resilient, economically diverse communities

#1: Liveable Communities

#2: Economic Development

PRIORITY PROJECTS PLAN



Old Bridport Pier

DOCUMENT CONTROL

VERSION	CONTRIBUTORS	NOTES	DATE
1.0	Bridget Waterhouse, John Marik, Rohan Willis	Plan development	October 2023
1.1	Bridget Waterhouse	Updates following community consultation: <i>Included: Scottsdale - Bridport Water Surety Project (Advocacy)</i> <i>Included: Scottsdale Facilities (Community Master Planning)</i> <i>Included: Bridport Wastewater Project (Advocacy)</i> <i>Updated: Advocacy (inclusion of project lead information)</i> <i>Updated: Green Waste Management (included Biochar)</i> <i>Updated: Derby Back Road (further details on works)</i> <i>Updated: Bridport New River Entrance and Marina (further information on project)</i>	November 2023
1.2	Bridget Waterhouse	Updates: <i>Updated: Scottsdale Facilities - changed to Town Facilities and included Bridport Main Street Pedestrian Crossing</i> <i>Updated: Derby Master Planning - costings revised from \$30,000 to \$555,000 following identification as a project of state significance and reassessed scope..</i>	February 2024
1.3	Bridget Waterhouse	Updates: <i>Updated: North East Recreation Trail - external funding revised from TBA to \$2.8M following updated business case.</i> <i>Updated: Derby Master Planning - external funding revised from \$500,000 to \$520,000 following updated costings..</i> <i>Updated: Town Facilities external funding to \$70,500+ following updated costings</i> <i>Updated: Gladstone Dirt Jumps to Gladstone Community Park</i>	July 2024
1.4	Bridget Waterhouse	Formatting. Addition of completion % to Summary page. Updates to completed/funded projects.	November 2024



Policy 51 – Work Health & Safety

CM9 Ref: [DOC/21/9363](#)[\[v2\]](#)

Adopted: **24 April 2017**
Minute 75/17

Version: [32](#)

Reviewed Date: [1620](#) December 20241

Council Minute No: [XXX209/21](#)

Author: [Administration—SupervisorActing Director – Corporate Services](#)

Responsible Officer: **Director – Corporate Services**

Statutory Authority: **Work Health and Safety Act 2012**

OBJECTIVE

This Policy defines Council's commitment to its responsibility to provide a safe working environment. Council recognises its primary duty as a Person Conducting a Business or Undertaking under the *Work Health and Safety Act 2012 (the Act)* and will provide a fair and flexible approach to work health and safety activities that take into consideration the individual and operational circumstances. This Policy recognises Council's obligations as a PCBU under the *Work Health and Safety Act 2012* and defines Council's commitment to being proactive in providing a workplace in which risks to physiological and psychological health and safety are managed so far as is Reasonably Practicable. Council achieves this by implementing appropriate standards and controls that protect the health, safety and wellbeing of its Workers and Other Persons.

DEFINITIONS

Applicable Laws means all laws in connection with the carrying out of work or the Workplace including:

- *Age Discrimination Act 2004* (Cth)
- *Anti-Discrimination Act 1998* (TAS)
- *Australian Human Rights Commission Act 1986* (Cth)
- *Disability Discrimination Act 1992* (Cth)
- *Fair Work Act 2009* (Cth)
- *Local Government Act 1993* (TAS)
- *Racial Discrimination Act 1975* (Cth)
- *Sex Discrimination Act 1984* (Cth)
- *Work Health and Safety Act 2012* (TAS)
- *Workers Rehabilitation and Compensation Act 1988* (TAS)

Council means Dorset Council.

Councillor means an elected member of Council known as a Councillor or otherwise meeting the definition of 'Councillor' as defined under Section 3 of the *Local Government Act 1993* (TAS).

Direct Report means a person at the Workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.

Employee means a person who carries out work for Council as an employee of Council.

General Manager means the general manager of Council as appointed under Section 61 of the *Local Government Act 1993* (TAS).

Infringing Workplace Behaviour means any act or omission, which amounts to a breach of any Council policy, contractual obligation or misconduct at common law.

Management Team means the General Manager ~~and any Directors currently employed by Council and any members of Council's executive management team.~~

~~**Manager/Supervisor** means a person at the Workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.~~

Officer means:

- (a) an officer within the meaning of Section 9 of the Corporations Act 2001 of the Commonwealth other than a partner in partnership; or
- (b) An officer of the Crown within the meaning of 247 of the *Work Health and Safety Act 2012* (TAS); or
- (c) An officer of a public authority within the meaning of Section 152 of the *Work Health and Safety Act 2012* (TAS) –

Other than an elected member of a local authority acting in that capacity (which includes a Councillor).

Other Persons means any person at the Workplace who is not a Worker including visitors and ratepayers.

~~**Person Conducting a Business or Undertaking PCBU** means a Person Conducting a Business or Undertaking (PCBU) as defined in Section 5 of the Act.~~

Policy means this Work Health and Safety Policy.

Reasonably Practicable means (in relation to a duty to ensure health and safety) means that which is, or was at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters including:

- (a) The likelihood of the hazard or the risk occurring; and
- (b) The degree of harm that might result from the hazard or risk; and
- (c) What the person concerned knows, or ought reasonably to know, about-
 - i. The hazard or the risk; and
 - ii. Ways of eliminating or minimising the risk; and
- (d) The availability and suitability of ways to eliminate or minimise the risk; and
- (e) After assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.

Worker means a person who carries out work in any capacity for Council, including work as an Employee, a contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company who has been assigned to work at Council, an outworker, an apprentice or trainee, a student gaining work experience, a volunteer or a Councillor.

Workplace means a place where work is carried out for Council.

SCOPE

This Policy covers and applies to Council, Officers, Workers and Other Persons in relation to all work, health and safety matters.

DUTIES

Work health and safety is both an individual and a shared responsibility. Every person is responsible for ensuring that work and activities are undertaken in a safe manner and in accordance with current safety procedures, standards and legislative requirements.

This section sets out the classes of duty holders and their associated duties in accordance with the Act. Duties and associated accountability are not transferrable to any other person.

A person may have more than one duty by virtue of being in more than one class of duty holder and more than one person can concurrently have the same duty if they are in the same class of duty holder. In the case of the latter, each person retains responsibility for their duty in relation to the matter and must discharge their duty to the extent that their capacity to influence and control the matter allows.

Duties of Council as a PCBU

So far as is Reasonably Practicable, Council as a PCBU must:

- Ensure the safety of Workers and Other Persons;
- Promote, provide and maintain a safe work environment;
- Provide and maintain safe plant and structures;
- Provide and maintain safe systems at work;
- Ensure the safe use, handling and storage of plant, structures and substances;
- Provide adequate facilities for the welfare of Workers while carrying out work for Council;
- Provide any information, training, instruction or supervision that is necessary to protect Workers from risks to their health and safety arising from work carried out for Council;
- Ensure that the health of Workers and the conditions of the Workplace are monitored for the purpose of preventing illness or injury of Workers arising from the conduct of Council operations; and
- Ensure that the Workplace, the means of entering and exiting the Workplace and anything arising from the Workplace are without risks to the health and safety of any person.

Duties of Officers

For the purposes of this Policy, the Management Team are recognised as Officers. Councillors are specifically excluded from the definition of Officers in the Act.

So far as is Reasonably Practicable, Officers must exercise due diligence to ensure Council's compliance with ~~its~~[their](#) obligations and duties as a PCBU pursuant to the Act.

Due diligence includes taking reasonable steps to:

- (a) Acquire and maintain knowledge of work health and safety matters;
- (b) Gain an understanding of the nature of the operations of Council and generally of the hazards and risks associated with those operations;
- (c) Ensure the availability and use of appropriate resources and processes to eliminate or minimise risks to health and safety;
- (d) Ensure that appropriate processes are in place for receiving and considering information regarding incidents, hazards and risks and responding in a timely manner to information received.
- (e) Ensure that appropriate processes are implemented to ensure [Council's](#) compliance with [specific its](#) duties and obligations [of Council pursuant to under](#) the Act; and
- (f) To verify the provision and use of the resources and processes referred to in points (c) to (e).

For the purposes of point (e), the duties or obligations of a PCBU [pursuant to under](#) the Act may include the following:

- (a) Reporting notifiable incidents;
- (b) Consulting with Workers;
- (c) Ensuring compliance with notices issued under the Act;
- (d) Ensuring the provision of training and instruction to Workers about work health and safety; and
- (e) Ensuring that health and safety representatives receive their entitlements to training.

Responsibilities of Workers

While at the Workplace, Workers must:

- Take reasonable care for their own health and safety;
- Take reasonable care that what they do, or what they do not do, does not adversely affect the health and safety of other people;
- Comply with any reasonable instruction given by [Managers/Supervisors;their Direct Report;](#)
- Cooperate with any reasonable policy or procedure for work health and safety that has been communicated to them;
- Not misuse or interfere with anything that has been provided for work health and safety;
- Wear personal protective equipment and clothing when necessary;
- Report all known or observed hazards, incidents, accidents, near misses, injuries and illness to their [Manager/SupervisorDirect Report](#) in a timely manner;
- Engage in consultation as required to identify, assess and control hazards and the effectiveness of such controls; and
- Participate in rehabilitation and return to work on suitable duties when applicable.

Responsibilities of Other Persons

While at the Workplace, Other Persons (whether or not the person has another duty) must:

- Take reasonable care for their own health and safety;
- Take reasonable care that what they do, or what they do not do, does not adversely affect the health and safety of other people; and
- Comply with any reasonable instruction given by Council to ensure Council complies with the Act.

BREACH OF POLICY

Persons covered by the Scope of this Policy that engage in Infringing Workplace Behaviour may (as is appropriate and applicable) be subject to appropriate disciplinary action in accordance with Council's Disciplinary Policy and Procedure (Employees), Councillor's Code of Conduct complaint process (Councillors), or removal from the workplace or termination of services (Workers [other than Employees or Councillors] and Other Persons).

REPORTING A BREACH OF POLICY

Persons covered by the Scope of this Policy must reasonably report Infringing Workplace Behaviour as follows:

For breaches by

- a) *A Worker or Other Person* the report must go to the reporting person's ~~applicable Manager/Supervisor~~[Direct Report](#);
 - b) *The General Manager or a Councillor* the report must go to the Mayor (or if unavailable, to the next appropriately delegated Councillor);
 - c) *The Mayor* the report must go to the Deputy Mayor (or if unavailable to the next appropriately delegated Councillor); and
- as otherwise required or permitted by the Applicable Laws.

All breaches and proposed corrective actions must also be reported to the Management Team.

COMMUNICATION TRAINING

~~New Workers will be provided with a copy of this Policy as part of their induction and all Workers will be provided with a copy of this Policy in the event that the Policy is amended. Council is committed to ensuring that all Workers are aware of and understand their obligations in relation to this policy. All Workers will receive training and/or information in relation to this policy upon induction and periodically thereafter, including upon any review of the policy.~~

AMENDMENT, MONITORING AND REVIEW

Council retains the sole discretion to vary, terminate or replace this Policy from time to time. Unless required sooner, this Policy will be reviewed every ~~five~~[three \(3\)](#) years.

RELATED COUNCIL DOCUMENTS

This Policy should be considered in the context of the following Council documents:

- Code of Conduct
- Communications
- Disciplinary
- Fitness for Work
- Issue Resolution
- Performance Management
- Workplace Behaviour
- Council's Work Health and Safety Framework comprising of operational policies, procedures, Safe Work Method Statements (SWMS) and Standard Operating Procedures (SOPs).

DOCUMENT INFORMATION

Version Description	Doc Ref	Date Reviewed
1	16/105	24 April 2017
2	DOC/21/9363	29 November 2021
3	DOC/241/9363[v2]	16 December 2024

DRAFT



Policy 61 – Safeguarding Children and Young People

CM10 Ref: DOC/23/15416

Adopted: ~~18 December 2023~~ [16 December 2024](#)

Minute 213/23

Version: ~~21~~

Reviewed Date: ~~16 December 2024~~

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

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

Statutory Authority *Child and Youth Safe Organisations Act 2023 (Tas)*

OBJECTIVE

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

SCOPE

This policy applies to all [Workers](#) ~~Council staff and representatives~~ including:

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

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

DEFINITIONS

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

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

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

Staff	<u>Includes Council's employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of Council. This is regardless of their work related to children or young people.</u>
The Scheme	Means the Reportable Conduct Scheme which requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse involving an adult worker, and conduct investigations.
The Standards	Means the Child and Youth Safe Standards which are ten standards that specific organisations in Tasmania (including Councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.
Universal Principle for Aboriginal Cultural Safety	This applies across all the Standards and means the right of Aboriginal and Torres Strait Islander children and young people to Cultural Safety must be respected.
Wellbeing	Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.
<u>Workers</u>	<u>Includes Council's employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of Council. This is regardless of their work related to children or young people.</u>

STATEMENT OF COMMITMENT

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

POLICY

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

1 THE STANDARDS

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

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

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

The Standards are as follows:

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

Standard Seven Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.	Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.
Standard Eight Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	Children and young people are safe in online and physical spaces.
Standard Nine Implementation of the Standards is regularly reviewed and improved.	The organisation keeps reviewing and improving its child safety and wellbeing practices.
Standard Ten Policies and procedures documents how the organisation is safe for children and young people.	The organisation writes down how it keeps children and young people safe and well, and makes sure that everyone can see these documents

2 THE SCHEME

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

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

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

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

3 ROLES AND RESPONSIBILITIES

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

3.1 Working Group

The Working Group will meet as per the established Terms of Reference to provide overall governance and leadership related to the development and implementation of [the current CYSOF Action Plan](#).

The Working Group will be led by the ~~Administration Manager~~ Director – Corporate Services and sponsored by the General Manager. The Working Group will consist of ~~staff from across the organisation~~ representatives from across the organisation with relevant expertise. The key functions of the Working Group ~~will be~~ are to:

- ~~— Develop and implement the a CYSOF~~ Implement the Action Plan;
- ~~and monitor the implementation of this policy and the plan across departments~~
- Drive and monitor implementation of ~~the CYSOF, and~~ this policy ~~and the Action Plan~~ across ~~all departments~~ the organisation; and
- ~~Advocate and educate~~ Educate people on ~~and champion~~ the CYSOF and this policy.

3.2 Roles and Responsibilities across Council

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

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

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

3.3 Our Obligations with External Parties

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

3.4 Our Approach to Royal Commission Recommendation 6.12

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

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

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

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

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

Our interim approach to working towards the desired outcomes from Recommendation 6.12 will be to appoint the ~~Administration Manager~~[Director – Corporate Services](#) as the organisation's Child Safety Officer and to manage the workload through the Working Group.

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

RELATED DOCUMENTS

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

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

TRAINING

Council is committed to ensuring that all Workers are aware of and understand their obligations in relation to this policy. All Workers will receive training and/or information in relation to this policy upon induction and periodically thereafter, including upon any review of the policy.

REVIEW

It is anticipated that this policy will continue to be reviewed and refined ~~over the next 12 months~~ by the Working Group. ~~The Working Group should identify and recommend an appropriate prescribed review period for the policy.~~ Council retains the sole discretion to vary, terminate or replace this policy from time to time. Unless required sooner, this policy will be reviewed every five (5) years.

DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/23/15416	18 December 2023	Lauren Tolputt	Policy established
<u>V2</u>	<u>DOC/23/15416[v2]</u>	<u>16 December 2024</u>	<u>Lauren Tolputt</u>	<u>Minor changes to reflect current practice</u>



DRAFT Policy 64 – Private Works

Policy Ref	DOC/24/13111
Adopted	16 December 2024
Minute	XXX
Version	1
Reviewed Date	-
Author	Acting Director – Corporate Services
Responsible Officer	Director – Corporate Services
Statutory Authority	Local Government Act 1993 (TAS) Competitive Neutrality Policy (TAS)

OBJECTIVE

The purpose of this Policy is to:

- Create a framework for the undertaking of Private Works that is transparent, objective and consistent; and
- Ensure a clear understanding of the roles and responsibilities of each party to Private Works activities.

SCOPE

This Policy applies to:

- Works undertaken by Council on behalf of individuals, organisations and businesses which may include the supply of labour, materials, plant and other resources.
- Works undertaken by Council on behalf of State Government departments and service authorities.
- Works undertaken by Council on behalf of other Local Government bodies.

DEFINITIONS

For the purposes of this Policy, the following definitions apply:

Council means Dorset Council.

Private Works means the supply of Council's labour, materials, plant, services and any other resources to any individual, organisation, business, State Government department, service authority or local government body where the provision of those services are beyond the role and responsibility of Council. Examples include:

- Extension to or additional kerb crossovers;
- Grading of rural driveways;
- Burials at private cemeteries;

- Works to Council infrastructure on behalf of private developers;
- Works for other road, rail or service authorities; and
- Sale of items of surplus goods or stock such as signs, culverts etc.

POLICY

1. Private Works

- 1.1 Priority for use of Council's plant, equipment, labour and other resources is to be given to Council's own work program at all times, before entering into a Private Works Agreement.
- 1.2 It is Council's preference that all Private Works be undertaken by private contractors in the first instance.
- 1.3 Council reserves the right to refuse a request for Private Works if it is deemed to be outside of Council's capabilities, resource availability or for any other reason.
- 1.4 Private Works will be considered in the following circumstances:
 - a) Staff and Council have the capacity to perform the works; and
 - b) The works are complementary to Council works being undertaken; or
 - c) There is no private contractor reasonably available in a timely manner to undertake the works; or
 - d) The works provide valuable training opportunity for staff; or
 - e) The works would be of strategic economic, social or environmental benefit to the community.
- 1.5 Private Works are to be approved by the relevant Manager or Director. If the value of works exceeds the relevant Manager or Director's procurement delegation, approval will need to be provided by the General Manager.
- 1.6 Any relevant rates for Private Works will be set out in Council's annual Fees and Charges Schedule commencing from 1 July 2025. Any Private Works performed before 1 July 2025 will be charged in accordance with a Private Works Agreement.

2. Private Works Agreement

- 2.4 Council will only undertake Private Works following the execution of a Private Works Agreement for either a fixed price or schedule of rates.
- 2.5 A scope of works is to be included with the Private Works Agreement for all Private Works and will outline (at a minimum) the works to be undertaken, any permits required, estimated quantities of any materials to be used, a timeframe in which the works are to be carried out and a payment schedule.
- 2.6 Private Works will be authorised and costed according to Council's procedures and in strict alignment with this Policy, and all costs associated with Private Works must be recouped at a

minimum.

- 2.7 All Private Works must be able to be performed in accordance with Council's standard operating procedures and employee agreements, and in compliance with Council's risk management and work health and safety frameworks.
- 2.8 Private Works may include design drawings and specifications where appropriate and all permits required to be provided to Council prior to commencement of works.
- 2.9 Where unforeseen circumstances require a change to the scope of works or will result in additional costs, the Private Works Agreement may be renegotiated or terminated.
- 2.10 The applicant may be required to provide a deposit, progress payment or other form of security prior to the commencement or during the undertaking of the Private Works.

3. Plant Hire

- 3.4 Council will not hire out plant without an approved Council operator and in accordance with this Policy.
- 3.5 Council is responsible for the payment of Council operators engaged in Private Works. No other payment arrangements are permissible.

4. Dispute Resolution

- 4.4 Any disputes or complaints in relation to this Policy will be addressed in accordance with Council's Customer Service Charter.

5. Conflicts of Interest

- 5.4 Council employees, elected members, volunteers, consultants, and contractors must not gain any advantage when any Private Works are undertaken by Council and all provisions contained in this Policy, Council's operational Employee Conduct Policy and Council's Related Party Disclosure Policy apply.
- 5.5 Conflicts of interest either real, perceived or potential should be disclosed using the relevant Pecuniary or Conflict of Interest Declaration Form.

RELEVANT LEGISLATION

- *Local Government Act 1993*
- *Economic Regulator Act 2009 (Tas)*
- *Competition and Consumer Act 2010*
- Competitive Neutrality Principles Agreement 11 April 1995

RELATED DOCUMENTS

- Policy 9 – Risk Management Policy

- Policy 18 – Customer Service Charter
- Policy 31 – Code for Tenders and Contracts Policy
- Policy 50 – Gifts and Benefits Policy
- Policy 51 – Work Health and Safety Policy
- Policy 52 - Related Parties Disclosure Policy
- Operational Private Works Procedure
- Operational Employee Conduct Policy
- Operational Pecuniary or Conflict of Interest Declaration Forms

REVIEW

This Policy will be reviewed no more than 5 years after the date adopted or more frequently as required.

DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/24/13111	18/11/2024	Lauren Tolputt	Policy established



Policy 65 – People Management Policy

CM10 Ref:	DOC/24/16582
Adopted:	16 December 2024
Minute:	xxx
Version:	1
Reviewed Date:	-
Author	Acting Director – Corporate Services
Responsible Officer	Director – Corporate Services
Statutory Authority	<i>Local Government Act 1993 (TAS)</i>

PURPOSE

The purpose of the Policy is to meet its obligation in accordance with its collective function under section 28(2)(b) of the *Local Government Act 1993* (the Act) to adopt human resources policies to ensure that:

- Council promotes fairness and equity in employment, including the provision of reasonable opportunities for members of the community to apply to be an employee of Council
- the appointment or promotion of a person as an employee of the council is based primarily on a merit assessment of the person
- all employees of Council receive fair and equitable treatment without discrimination

OBJECTIVE

The objective of the Policy is to define Council's commitment to striving to be a desirable place to work, and to implement and use best practice in relation to people management which will in turn enhance its ability to attract, retain and reward high quality employees.

Council is committed to positive engagement with its people and developing its workforce so that they have the capability and culture to deliver Council's vision for the municipality. The contributions from Council's people are highly valued and without their efforts, Council could not succeed in delivering its services, plans and programs to the community.

SCOPE

This policy applies to all employees, contracted and potential employees engaged by Council regardless of an individual's employment status or their industrial conditions. The Policy also extends to contractors and volunteers within the definition of the *Work Health and Safety Act 2012*.

POLICY

1 POLICY OBLIGATIONS

In accordance with section 63(2) of the Act, the General Manager must adopt human resources practices and procedures that are in accordance with the human resources policies adopted by Council.

Therefore, the General Manager must maintain appropriate workplace policies, procedures, practices and systems that reflect Council's commitments in this Policy, comply with Council's obligations under section 63 of the Act, and comply with any other relevant legislation or statutory obligations.

2 PEOPLE MANAGEMENT PRINCIPLES

Council's workplace policies, procedures, practices and systems must promote and support the following principles, with all principles also having regard to:

- a) Council values
- b) Council's vision
- c) safeguarding children and young people, in accordance with the Council's commitment and obligations under *Child and Youth Safe Organisations Act 2023 (Tas)*

2.1 Recruitment and Selection

Council is committed to providing a wide range of services to the community by recruiting and selecting the right people with the right skills. Having skilled and motivated people who embrace Council's values and behaviours will positively contribute to Council's vision and enable the successful delivery of Council's services, plans and programs.

Council's recruitment and selection processes will encourage and enable the development of a fair, equitable, diverse and inclusive workforce at all levels of employment in the organisation.

2.2 Diversity, Equity and Inclusion

Council is committed to promoting and embracing diversity in the workplace including recognising, valuing and utilising the diversity of employees.

Council's workplace policies, procedures, practices and systems will ensure that everyone regardless of gender, race, ethnicity, age, marital or parental status, sexual preference, disability or cultural background and beliefs, among other attributes, have the right to be given fair consideration for employment or employee related benefits.

2.3 Employee Conduct

Council is committed to a safe workplace where employees and others in the workplace are treated fairly and with respect, and to ensure so far as reasonably practicable that employees are not subjected to bullying, discrimination, vilification, victimisation or harassment while at work.

Council's policies, procedures, practices and systems will reflect that Council does not tolerate bullying or harassment, or any conduct or behaviour which is improper, humiliating, intimidating or hostile.

2.4 Building Capability and Succession Planning

Council is committed to building and retaining capability locally and among its employees. Council supports training, development and succession planning activities which aim to ensure that people are given appropriate opportunities for personal and professional growth and that Council can continue to succeed in delivering its services, plans and programs.

Council's workplace policies, procedures, practices and systems will reflect Council's desire to build and retain capability locally and in its employees.

2.5 Work Health and Safety

Council is committed to being proactive in providing a safe workplace in which risks to physiological and psychological health and safety are managed so far as is reasonably practicable. Council's aim is to have everyone return home safely each day.

Council recognises that to achieve these goals, it needs positive involvement and commitment from all levels of management and the active participation and support of its employees, contractors and volunteers.

Council demonstrates its commitment through its Work Health and Safety Policy. The General Manager will develop and maintain a WHS Management System which reflects these commitments.

2.6 Safeguarding Children and Young People

Through its Safeguarding Children and Young People Policy, Council has an expectation that its employees, volunteers and contractors commit actively to the responsibility of creating, demonstrating and maintaining a child safe culture.

In addition to the other principles set out above, Council's workplace policies, practices and systems must all give regard to the principle of safeguarding children and young people.

2.7 Compliance with Legislation and Other Instruments

Any workplace policies, procedures, practices or systems implemented by the General Manager will be compliant with all applicable industrial laws, regulations, and statutory obligations.

3 ROLES AND RESPONSIBILITIES

3.1 Councillors

Council and its Councillors are collectively responsible for meeting their legislative obligations under the Act, and ensuring sufficient resources are provided for the General Manager to enact this policy and implement related policies, processes or systems in accordance with the requirements.

3.2 General Manager

The General Manager is responsible for ensuring compliance with the Act to implement the policies of Council, and ensuring the policy obligations of this policy are met.

3.3 Managers, Supervisors and Team Leader

Managers, Supervisors and Team Leaders are responsible for the promotion, monitoring, and training of employees in the requirements of any workplace policies, procedures, practices or systems implemented by the General Manager as required by this Policy.

3.4 Employees

Employees of Council must be aware of, and comply with, any workplace policies, procedures, practices or systems implemented by the General Manager as required by this Policy, or reporting any inability to do so to their Manager at the earliest opportunity.

LEGISLATION

- *Anti-Discrimination Act 1998 (Tas)*
- *Child and Youth Safe Organisations Act 2023 (Tas)*
- *Fair Work Act (Cth) 2009*
- *Local Government Act (Tas) 1993*
- *Sex Discrimination Act (Cth) 1984*
- *Workplace Gender Equality Act (Cth) 2012*
- *Work Health and Safety Act 2012 (Tas)*
- *Work Health and Safety Regulations 2012 (Tas)*
- *Workers Rehabilitation and Compensation Act (Tas) 1988*

RELATED COUNCIL DOCUMENTS

It is anticipated that this policy will have relevance to a number of existing workplace policies, procedures, practices and systems, and may also initiate the development of new workplace policies, procedures, practices and systems. The following frameworks have relevance to the Policy:

- Child and Youth Safe Organisations Framework
- Work Health and Safety Framework
- Risk Management Framework

REVIEW

Council retains the sole discretion to vary, terminate or replace this Policy from time to time. Unless required sooner, this Policy will be reviewed every five (5) years.

DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/24/16582	16 December 2024	Lauren Tolputt	Policy established



Dorset Council

Weed Management Plan

2024 - 2029

Authority and other information	
Strategic and Annual Plan	Strategic Plan 2023-32 Environmental Footprint Activity 15, 8.3,17.1, 17.2
Date of next review	June 2029
Department	Infrastructure
Document Reference	DOC/24/10573

Glossary

Term	Definition
Asset-based protection	When eradication or containment of a weed species is no longer feasible and management attention shifts to protecting high value assets, including environmental, economic, capital or social assets.
Declared weed	A plant species that has been listed under the <i>Biosecurity Act 2019</i> . Declared have a special legal status that requires landowners and managers to eradicate or control them.
Environmental weed	A weed that invades native vegetation communities and threatens native plants by out-competing them.
Eradication	Eliminating every individual of a weed species, with re-invasion unlikely.
Weed management biosecurity program	A program approved under the <i>Biosecurity Act 2019</i> that relates to the prevention, elimination, minimisation, control or management of a weed species. Previously known as a weed management plan under the former <i>Weed Management Act 1999</i> .

1 Introduction

The Dorset Council Weed Management Plan (the Plan) provides a practical framework for weed management across the Dorset municipality over the next five years (2024 – 2029). It sets out strategic priorities for weed management within the municipality and provides specific actions for weed control within road reserves and Council owned or managed land.

The Plan represents a compilation of existing internal knowledge regarding areas of declared and environmentally significant weeds within Dorset and provides a guiding framework for future improvement and ongoing legislated compliance. It sets out specific objectives for weed management that are relevant, realistic and maintainable. It identifies priority weeds for management based on their distribution with the municipality.

The Plan also supports the implementation of weed management biosecurity programs. It is intended to be a working document and may be updated as additional information about weed distributions is recorded. For example, if within the next five years (i) a new declared weed is recorded in the municipality, or (ii) an existing environmental weed in the municipality is elevated to declared status, then such weed species could be included in the list of Priority 1 species for eradication. Similarly, if a weed is found to be considerably more widespread than available spatial datasets indicate, then it could be assigned a different priority.

2 Background

Snapshot of Dorset

The Dorset municipality is located in northeast Tasmania and has a total land area of 3,231 square kilometres. The regional centre is Scottsdale, with other towns and localities including Bridport, Branxholm, Derby, Gladstone, Herrick, Legerwood, Moorina, Musselroe Bay, Nabowla, Pioneer, Ringarooma, South Mount Cameron, Springfield, Tomahawk and Winnaleah.

Native vegetation covers approximately 54% of Dorset's land area with some of the important vegetation communities including rainforests, wet eucalypt forests, button grass plains, alpine moorlands, swamp forests, coastal heathland, and saltmarsh. Two internationally listed Ramsar wetlands and twelve nationally listed Directory of Important Wetlands in Australia (DIWA) wetlands are also found in the municipality. Dorset has rich fertile soil, and modified land usage areas are largely utilised for agriculture

(dairy farming, grazing and cropping) and forestry plantations. Tourism is a growing industry with beautiful coastal townships, world class golf courses and mountain bike trails. Eighteen percent of the municipality is identified within conservation covenants and other secure reserve tenures, including the Mount William National Park, Waterhouse Conservation Area, Granite Point Conservation area, Mount Cameron Regional Reserve and Mount Stronach Regional Reserve.



Figure 1. Location of the Dorset municipality.

Key stakeholders

Biosecurity Tasmania – a division of the Department of Natural Resources and Environment Tasmania (DNRET) – is the State-level jurisdiction responsible for the protection of industries, environmental and public well-being, health, amenity and safety from the negative impacts of pests, diseases and weeds. Biosecurity Tasmania works in partnership with community and industry to manage invasive species, including weeds.

The Tasmanian Parks and Wildlife Service – also a division of the DNRET – is responsible for the management of Crown land and various statuses of reserved land (including public reserves within the meaning of the *Crown Lands Act 1976*, and national parks, conservation areas and regional reserves within the meaning of the *Nature Conservation Act 2002*) which comprise a substantial overall proportion of the Dorset municipal area. This responsibility includes weed management across protected reserve areas. Sustainable Timbers Tasmania (STT) also maintains jurisdiction of significant land tenure within the municipality (Permanent Timber Production Zone Land pursuant to the *Forest Management Act 2013*) and is responsible for weed management across its estate areas. In addition to these stakeholders, state

agencies such as the Department of State Growth and TasNetworks have a role to play in weed management along state roads and power line easements respectively.

Large areas of the Dorset municipality are under private ownership where agricultural production is the primary land use. Many agricultural land managers are active in weed management and have worked towards eradicating declared and environmental weeds. The local community is also actively engaged in weed management within the Dorset municipality, with volunteer groups undertaking weed control projects such as Rice Grass eradication in the Trent Water Estuary.

Weed Management in Dorset

The Dorset Council has committed in the Strategic Plan 2023-32 to proactively engage in strategies that result in sustainable natural resource management. The weed management plan is one strategy listed in the 2024/25 Annual Plan and includes reviewing current weed management practices and listing relevant information into a plan. Staff currently undertake proactive and reactive maintenance inspections of roadside environments to prioritise the control of vegetation and any infestations of weeds encroaching into the road reserve network or within other Council owned and/or managed land, including waste transfer stations and quarries. A list of some of Dorset's localised infestations of weeds are listed in Table 5-1. These will require ongoing monitoring and treatment with future funding to be secured for ongoing control.

Legislation

The *Biosecurity Act 2019* is the principal legislation concerned with the management of weeds in Tasmania. This legislation outlines that persons have a 'general biosecurity duty' to take all reasonable and practicable measures to prevent, eliminate or minimise biosecurity risk when dealing with biosecurity matter. Biosecurity matter, within the meaning of the *Biosecurity Act 2019*, includes weeds.

Under the *Biosecurity Act 2019* and its regulations, all landholders must meet the management requirements as outlined in weed management biosecurity programs. In these programs, specific areas or municipalities are classified into one of two management classes (Class A or B) for the purposes of implementing the program. Class A includes those areas within municipalities for which eradication of a declared weed is the principal management objective. These municipalities are either free of the declared weed, host only small, isolated infestations, or host larger infestations which are deemed

eradicable because a strategic management plan exists, and the resources required to implement it have been or are likely to be secured.

Class B includes those areas within municipalities for which containment of the declared weed is the principal management objective. Such areas host large, widespread infestations of the declared weed that are not deemed eradicable because the feasibility of effective management is low at this time. These areas lack a strategic management plan for the weed and/or resources to undertake control actions at a level required for eradication have not been secured.

3 Principles of Weed Management

Best practice weed management begins with the prevention of weed incursions, followed by early detection and prompt intervention. Preventing the introduction of weeds is the most effective form of weed management. Significant long-term cost savings can be achieved by implementing good hygiene practices to reduce the risk of weed spread.

Early detection of weed incursions followed by immediate control provides the best opportunity for successful long-term eradication. This is the key principle behind the actions outlined in this plan. This plan aims to contribute toward the eradication of weeds with a limited distribution, particularly from Council managed land.

Management of weeds that are already widespread in the landscape should focus on containment and asset-based protection. It is important to work from areas of low infestation and to address individual outliers before moving to more dense infestations. In the case of eradication areas, this will generally involve working from the end of Council roads back towards main roads and townships. This approach will also prevent weeds from spreading along roads and into national parks and reserves. Topography should also be considered, for example working from upslope to downslope to reflect the movement of water in the landscape. There is often a temptation to control large or prominent infestations first, but this approach can be very resource intensive and is rarely successful.

Consideration should also be given to the potential risk of off-target damage to natural assets. This is particularly important when using herbicides near threatened species or sensitive environments such as waterways and coastal areas. Weed control should be undertaken by experienced operators with good plant identification skills, especially when working in native vegetation. Weed management requires a

continuous, long-term commitment. It is important to factor in monitoring and follow-up as part of budget allocations to successfully eradicate or contain weed infestations.

Causes of weed spread

Weeds are typically spread by propagules which can be transported by wind, water, animals, and people. Understanding the lifecycles of weed species is important in implementing effective management. This relates to timing for control, removal of plants and developing appropriate hygiene protocols. Hygiene protocols for reducing weed spread are currently limited for the municipality. This is seen as a key cause for increasing weed spread.

Vehicles, machinery & equipment

Machinery and vehicles are a major vector for weed spread. Earthmoving equipment or maintenance machinery, such as slashers, can carry thousands of viable seeds and fragments to new areas.

Contaminated soil and gravel

Another major vector is contaminated soil and gravel. Road maintenance often involves the movement of materials around the municipality, and sourcing these materials from external quarries is a particular risk. To manage these risks, Council road construction and maintenance practices are to align with the Tasmanian Weed and Disease Planning and Hygiene Guidelines.

Garden Escapes

A considerable number of weeds were introduced to Tasmania as garden ornamentals. Dumping of garden waste has been observed in numerous sites across the municipality, some of which contained propagules of environmental weeds. Community education about the risk of garden escapes should be promoted.

4 Weeds of the Dorset municipal area

Approximately twenty-eight declared weed species have been recorded in the Dorset municipality. In addition, there are many non-declared weeds within the municipal area, some of which are isolated occurrences or localised infestations and can pose a high-risk to natural values.

Declared weeds recorded within the Dorset municipality are listed in Table 4-1, along with the class and distribution as per the relevant weed management biosecurity program. A list of non-declared weeds is provided in Table 4-2. This is not an exhaustive list of non-declared weeds, but rather a selection of weeds which may pose a considerable risk to environmental values.

Table 4-1. Declared weeds of the Dorset municipality.

Species name	Common name	ZoneClass	Distribution
<i>Asparagus asparagoides</i>	Bridal creeper	A	lo
<i>Asparagus scandens</i>	Asparagus fern	A	Li
<i>Berberis darwinii</i>	Darwin's barberry	A	lo
<i>Carduus pycnocephalus</i> & <i>Carduus tenuiflorus</i>	Slender thistle	B	Wi
<i>Chrysanthemoides monilifera</i> subsp. <i>monilifera</i>	Boneseed	A	Li
<i>Cirsium arvense</i> var. <i>arvense</i>	Californian thistle	A	lo
<i>Cortaderia</i> spp.	Pampas grass	A	lo
<i>Cytisus scoparius</i>	English broom	B	Wi
<i>Datura</i> spp.	Datura	A	lo
<i>Echium plantagineum</i>	Paterson's curse	A	lo
<i>Erica lusitanica</i>	Spanish heath	B	Wi
<i>Fallopia japonica</i>	Japanese knotweed	A	lo
<i>Foeniculum vulgare</i>	Fennel	A	lo
<i>Genista monspessulana</i>	Montpellier broom	B	Wi
<i>Hypericum perforatum</i>	St Johns-wort	A	lo
<i>Ilex aquifolium</i>	Holly	A	Li
<i>Leycesteria formosa</i>	Elisha's Tears	B	Wi
<i>Lycium ferocissimum</i>	African boxthorn	B	Li
<i>Marrubium vulgare</i>	White horehound	B	Li
<i>Rubus fruticosus</i>	Blackberry	B	Wi
<i>Salix alba</i> & <i>Salix cinerea</i>	Willows	A	lo
<i>Salix fragilis</i>	Crack willow	B	Wi
<i>Senecio jacobaea</i>	Ragwort	A	lo
<i>Ulex europaeus</i>	Gorse	A	lo

lo = Isolated occurrence; Li = Localised infestations; Wi = Widespread infestation

Table 4-2. Non-declared and environmental weeds of the Dorset municipality.

Species name	Common name
<i>Agapanthus praecox</i> spp. <i>Orientalis</i>	Agapanthus
<i>Arctotheca calendula</i>	Cape Weed
<i>Billardiera heterophylla</i>	Bluebell creeper
<i>Coprosma repens</i>	Mirrorbush
<i>Cotoneaster</i> spp.	Cotoneaster
<i>Delairea odorata</i>	Cape Ivy
<i>Digitalis purpurea</i> *	Foxglove
<i>Euphorbia paralias</i>	Sea Spurge
<i>Passiflora cinnabarina</i> & <i>tarminiana</i>	Banana Passionfruit
<i>Pittosporum undulatum</i>	Australian Cheesewood
<i>Polygala myrtifolia</i>	Sweet Pea Shrub
<i>Polyscias sambucifolia</i>	Elderberry panax
<i>Psoralea pinnata</i>	Dally pine
<i>Spartina anglica</i>	Rice Grass
<i>Vinca major</i>	Blue Periwinkle
<i>Watsonia meriana</i>	Watsonia (Bulbil-bugle Lily)
<i>Zantedeschia aethiopica</i>	Arum lily

* Foxglove is currently proposed to become a declared weed.

5 Strategic priorities

Prioritisation

Weeds have been prioritised based on their distribution and stage of invasion. The four stages of weed invasion and corresponding management objectives are shown in Figure 2. The highest priority is given to the prevention of new weed incursions and the eradication of weeds with small, isolated occurrences. It also promotes an asset-based approach for managing weeds with more widespread infestations.

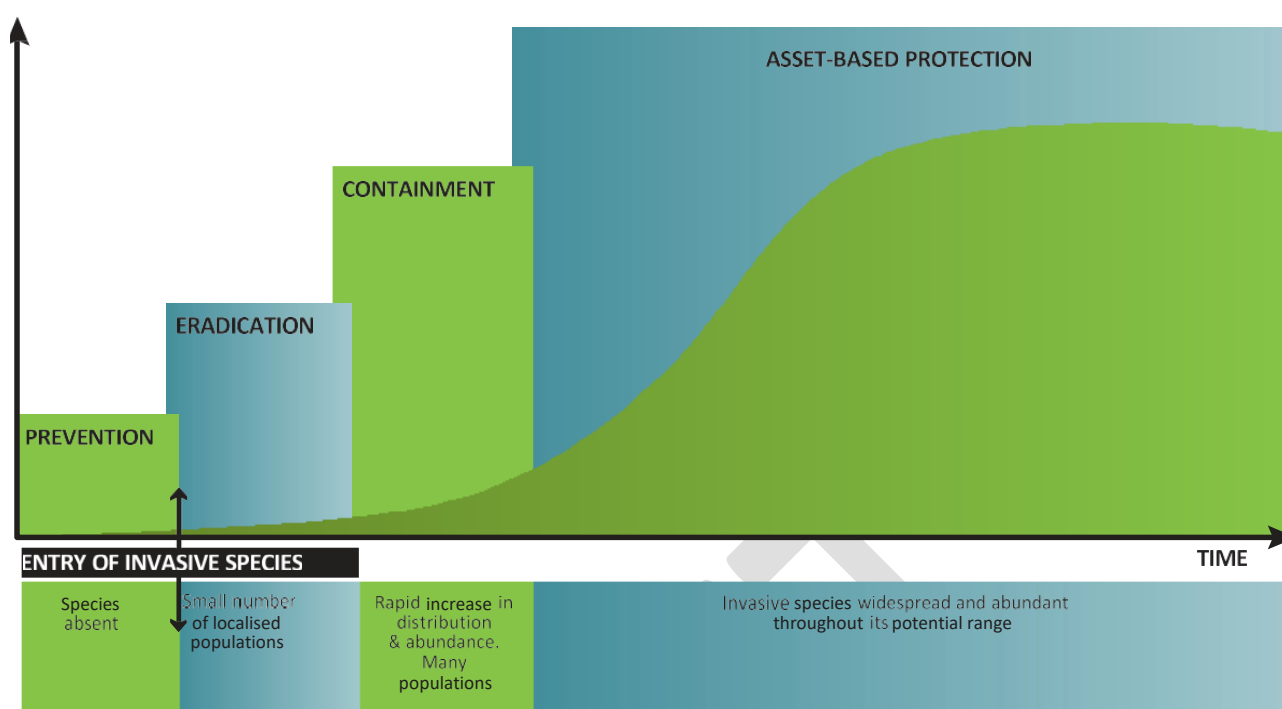


Figure 2. Stages of weed invasion with corresponding management objectives (Invasive Plants and Animals Committee 2016).

Prevention

It is recognised that prevention and early intervention are the most cost-effective measures in managing weeds. It is a shared responsibility involving the different levels of government, landholders, community and industry to prevent the incursion of new weed species into the municipality.

Eradication

It is more cost-effective in the long-term to invest resources into the eradication of weeds before they become established and widespread. The Dorset municipal area is a Class A area for several declared weeds that are widespread across other parts of Tasmania.

Eradicating the declared weeds currently present with limited distribution remains a high priority and significant resources have and will continue to be invested in the control of weeds in Class A areas of the Dorset municipality. Monitoring and follow-up control are critical to ensure that these species are progressing to achieve future eradication.

Containment

Containment boundaries need to be identified and considered for more widespread weeds, where there is an opportunity to contain their spread into non-infested areas or areas of low weed abundance. These

weeds should also be managed using an asset-based approach where they have already become established.

Asset-based protection

An asset-based approach needs to be developed to target the management of widespread weeds in the Dorset municipality. This may include identifying areas of natural values (such as bushland containing threatened species) or agricultural values (such as prime agricultural land) that are adjacent to Council owned or managed land, where a containment boundary could be established to protect such assets from weed incursion.

Priority weeds

Declared weeds recorded in the Dorset municipality were classified according to their current distribution along Council Roads. Table 5-1 shows the different priorities, categories and management objectives assigned to each weed species. Some high-risk non-declared weeds with limited distributions were also included in this process.

It is noted that some weed management biosecurity programs are now quite dated, and more up-to-date information of infestations may need to be collated and used to better understand the distribution of some weeds in the municipality, which could lead to their priority level changing. Similarly, if any new occurrences of other declared weeds are recorded then they should also be added to the list of Priority 1 species.

Table 5-1. Summary of Dorset weed priorities.

Priority	Category	Species	Management objective
1	Declared weeds with isolated occurrences	Bridal creeper, Darwin's barberry, Californian thistle, Pampas grass, Datura, Paterson's curse, Japanese knotweed, Fennel, St Johns-wort, Ragwort, Gorse, Willows (<i>S. alba</i> & <i>S. cinerea</i>)	Eradication
2	High risk non-declared weeds with isolated occurrences	Arum lily, Rice grass, Watsonia	Eradication

3	Declared weeds or environmental weeds with localised infestations	Asparagus fern, Banana Passionfruit, Bluebell Creeper, Boneseed, Foxglove, Holly, Sea spurge	Containment and asset-based protection
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Priority 1 weeds

The management objective for all Priority 1 weeds is eradication. Most of these weeds have previously been targeted by Council and/or NRM groups and some have been reduced to an extent where their eradication is achievable in the long-term. It is recognised that some weeds are more difficult to control than others, i.e. Paterson's curse is more difficult to control than Ragwort or Pampas grass and may not be eradicable within the timeframe of this plan.

Priority 2 weeds

The management objective for Priority 2 weeds is eradication. As non-declared weeds, there is no statutory obligation to control these weeds, but given their limited distribution in the Dorset municipality it is feasible to eradicate them before they become widespread.

Priority 3 weeds

The management objective for Priority 3 weeds is containment and asset-based protection.

Other weeds

Table 4-1 and Table 4-2 contain other weed species that have not been assigned a priority class, however these may still be a threat to assets within the municipality. When resources and opportunity allows, these other weeds should be managed in conjunction with the priority species to reduce their impact and prevent them from becoming a bigger issue and requiring additional resources for management in the future.

Eradication zones

Strategic areas will be considered as part of the weed inspection process, and if determined necessary, eradication zones will be implemented to protect significant natural assets and vegetation communities throughout Dorset.

6 Objectives & actions

This section outlines the specific tasks required to achieve the goals identified in the Strategic Priorities. All priority actions presume that weed management will be an ongoing part of asset maintenance and will be factored into annual budgets. It is acknowledged that external sources of funding will need to be sought to help achieve some management outcomes due to the scale of weed infestations and the relative costs of management.

Table 6-1. Objective 1: Eradicate Priority 1 & 2 weeds from the Municipality.

No.	Actions	Responsibility	Timeframe
1.1	Continue control programs for Priority 1 weeds along roadsides and Council owned and managed land.	Council State Growth Private landholders	Annually - with aim of eradication within 5 years
1.2	Continue control programs for Priority 2 weeds by assisting with eradication and/or assisting community groups to identify and apply for eligible funding opportunities.	Council Private landholders Parks & Wildlife NRM groups	Annually - with aim of eradication within 10 years

Table 6-2. Objective 2: Control priority weeds in asset-protection zones.

No.	Actions	Responsibility	Timeframe
2.1	Investigate options to support community groups in weed control.	Council NRM and Coast care groups	5 years
2.2	Review weed inspection data and determine if containment boundaries of Council-owned or managed land near significant natural asset vegetation communities is required.	Council	Annually for 5 years

Table 6-3. Objective 3: Implement effective weed hygiene measures to prevent spread throughout municipality.

No.	Actions	Responsibility	Timeframe
3.1	Ensure machinery and materials used in road maintenance programs free of weed propagules prior to working outside of any identified future eradication zones, asset protection zones or across containment lines.	Council	Ongoing
3.2	Review of Council wash-down facilities & hygiene practices, including for Council's quarry	Council	5 years

3.3	Review maintenance programs along areas of infestation to address spread of weeds through verge slashing.	Council	2 years
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Table 6-4. Objective 4: Target other causes of weed spread in the region.

No.	Actions	Responsibility	Timeframe
4.1	Identify and promote appropriate garden waste and weed disposal sites – without prohibitive cost to the user.	Council	5 years
4.2	Distribute environmental weeds pamphlet with other Council information.	Council	As required

Table 6-5. Objective 5: Active implementation of data collection and management.

No.	Actions	Responsibility	Timeframe
5.1	Develop and maintain a Dorset Weeds Database using data collection app to identify and Map priority 1,2 and 3 weeds.	Council	Ongoing, annually
5.2	Report new incursions of declared weeds in Class A areas to DNRET.	Council	As required
5.3	Update position descriptions and implement weed education and training program for key infrastructure staff.	Council	Annually for 5 years

7 Monitoring & evaluation

Monitoring and evaluation is an important part of effective weed management as it provides a measure for evaluating progress and determining which control methods are successful. It also allows accurate budgeting of annual works associated with weed management. Table 7-1 outlines how Council can undertake monitoring and evaluation of weed management in the municipality.

Table 7-1. Objective 1: Monitor to understand the changing state of weed infestation in the municipality.

No.	Actions	Responsibility	Timeframe
1.1	Update Dorset Weeds Database and incorporate additional species from inspections.	Council	Ongoing
1.2	Review weed management program to measure performance against plan objectives.	Council	Annually
1.3	Adapt plan and actions to accommodate new findings and changes in existing information sources (such as new infestations).	Council	As required

8 References

Bishop (2000) Community Weed Management in Tasmania: A guide to developing and implementing a community weed management strategy, Tasmanian Weed Management Committee, Hobart

DNRET (2024) Weed management biosecurity programs / Weed Management Plans: Available from: <https://nre.tas.gov.au/invasive-species/weeds/weeds-index/declared-weeds-index>

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Invasive Plants and Animals Committee (2016) *Australian Weeds Strategy 2017 to 2027*, Australian Government Department of Agriculture and Water Resources, Canberra.

Richardson FJ, Richardson RG and Shepherd RCH (2011) *Weeds of the south-east: an identification guide for Australia*. RG and FJ Richardson, Meredith, Victoria.

DPIPWE (2015) Tasmanian Weed and Disease Planning and Hygiene Guidelines

The Tasmanian Weed Management Committee (2005) *WeedPlan - Tasmania's Weed Management Strategy* 2nd Edition



dorset
C O U N C I L

Audit Panel Minutes

Tuesday, 26 November 2024

2:00 pm

Council Chambers
3 Ellenor Street SCOTTSDALE

CONFIDENTIAL

Item	Title	Officer/Presenter
1	Declaration of Conflict of Interest	Group
2	Confirmation of Audit Panel Minutes 24 September 2024	Group
3	Presentation of 2023/24 Audited Financial Statements	Tasmanian Audit Office
4	Work Health and Safety Update	Lauren Tolputt
5	IT Strategy & Synectic Fraud and Corruption Audit Progress Report	Andrew Beggs/ Lauren Tolputt
6	Financial Results for the period ending 30 September 2024	Allison Saunders
7	Blue Derby Quarterly Report	John Marik
8	Audit Panel Composition and Tenure Update	Allison Saunders
9	Outstanding Matters from Previous Audit Panel Meeting	Allison Saunders
10	Other Business / Update on Significant Events	Group
	1. May Shaw Update	
	2. Rail Trail Update	
	3. Local Government Reform Update	
	4. Board of Inquiry	
	5. Irrigation Scheme Update	
	6. Other Business	
	7. Next Meeting Date	

PRESENT

Audit Panel:	Ian Wright (Chair – independent member), Commissioner Wardlaw (Council representative)
Invited Council Officers:	John Marik (General Manager), Lauren Tolputt (Acting Director – Corporate Services), Kerry Sacilotto (Director – Infrastructure), Allison Saunders (Finance Manager), Andrew Beggs (IT Support Officer)
External Guests:	Dylan Xing (Tasmanian Audit Office)
Minute Taker:	Sarah Forsyth (Executive Assistant)
Meeting Commenced:	2:02 pm

GENERAL MANAGER CERTIFICATION

- The Chair noted the General Manager's Certification.

Item 1

SUBJECT: Declaration of Conflict of Interest

PRESENTER: Group

Purpose

The purpose of this agenda item is to provide an opportunity for panel members to declare any conflicts of interest for items to be discuss during this meeting.

No conflicts declared

Item 2

SUBJECT: Confirmation of Audit Panel Minutes | 24 September 2024

PRESENTER: Group

Purpose

That the Minutes of Proceedings of the Audit Panel Meeting held on 24 September 2024, having been circulated to all Members, be confirmed as a true record.

All present confirmed Minutes as presented

Item 3

SUBJECT: Presentation of Audited 2023/24 Financial Statements

PRESENTER: Tasmanian Audit Office

Purpose

The purpose of this agenda item is to present the audited 2023/24 Financial Statements. Representatives from the Tasmanian Audit Office will present this item to the Audit Panel.

Comments / Questions

- Dylan Xing discussed the Tas Audit Office Report to those Charged with Governance and Memorandum of Audit Findings with the Committee.

Q: Tas Audit Office requested an update on Board of Inquiry status?

A: Commissioner advised that Council lodged a written submission with the Minister on 20 November relating to the Final Board of Inquiry Report received.

Q: The Chair asked whether there any relevant auditing and /or accounting standards for local government to be implemented?

A: Accounting standard relating to Climate Change and accountability effective from January 2025, however, will not materially impact Council's reporting obligations for the 2024/25 financial year.

- Upcoming focus areas for the Tas Audit Office will be on how overheads are calculated for operational and capital expenditure, and high-risk areas such as information technology controls – to be reassessed in 2025/26.

Dylan left the meeting at 2:10 pm

- Internal discussion relating to overhead calculation.
- The Chair, Commissioner and General Manager acknowledged the work undertaken by the Finance Manager and Management Accountant during the 2023/24 audit process.
- The Chair and Commissioner commented on the positive Reports received from the Tas Audit Office for the 2023/24 financial year.

Q: The Chair asked whether there were any actions relating to climate change within the local government section?

A: The General Manager advised that Dorset is a member of the Northern Tasmanian Alliance for Resilient Councils which has produced a strategy on Climate Change.

Item 4

SUBJECT: Work Health and Safety Update

PRESENTER: Lauren Tolputt

Purpose

The purpose of this item is to table the Work Health and Safety Report for Quarter 1 of 2024/25, and to present the reviewed Policy 51 – Work Health and Safety.

Comments / Questions

- Work Health and Safety Committee finalised with first meeting scheduled for 16 December 2024.
- Reported on investigation into work health and safety incidents on trails in neighbouring councils for comparison purposes.

- Discussed trend analysis and how to make that data visible across the organisation, with potential solutions including distribution of information via the Work Health and Safety Committee, Infrastructure toolbox meetings and internal team meetings.
- Discussed specific incidents within the circulated Work Health and Safety Quarter 1 Statistics Report.
- Discussed actual versus potential impacts and reporting accurately. Advised that this is listed on the agenda for the first Committee meeting relating to education and training of incident reporting.

Q: The Chair asked what is psychosocial wellbeing?

A: Explanation that work health and safety is not just physiological risks but also psychosocial risks such as employee mental health, etc.

The Director - Infrastructure left the meeting 2:41pm

The IT Support Officer joined the meeting 2:41pm

Item 5

SUBJECT: IT Strategy & Synectic Fraud and Corruption Audit Progress

PRESENTER: Andrew Beggs and Lauren Tolputt

Purpose

The purpose of this agenda item is present a progress report on Council's IT Strategy and the delivery of the recommendations from the Synectic Fraud and Corruption Audit.

Dorset Council's IT Strategy on a page has been included in the [attachments](#) and has nine key projects to deliver in 2024/25 including the adoption of an IT Governance Framework. An update on each of the projects is provided below:

1. [Implement Efficiencies with Office 365 Functionality](#)
2. [Implement Cloud Based Backup System for Exchange](#)
3. [Implement Asset Capture Application](#)
4. [iWeigh Software](#)
5. [Cyber-Security Review and Training](#)
6. [Community Digital Strategy - Consultation and Development](#)
7. [Procure to Pay Purchase Orders](#)
8. [Participate and Evaluate in LGAT CCTV Project](#)
9. [Adopt IT Governance Framework](#)

Comments / Questions

Q: How is the transition to Office365 going?

A: IT Support Officer advised that only a handful of employees are yet to be transferred over.

- Education and training on Office365 to be implemented with current focus being on the transition.
- Cyber-Security for email is now monitored by Microsoft, not internally with separate software.
- Information backups are reliable when located in the cloud.

- Advised that licences are purchased on an as needs basis to ensure cost efficiencies.

IT Support Officer left the meeting 3:05pm

Item 6

SUBJECT: Financial Results for the period ending 30 September 2024

PRESENTER: Allison Saunders

Purpose

The purpose of this item is to present to the panel the financial results for the 3 months ended 30 September 2024.

Comments / Questions

- Discussed quarterly financials as presented at 18 November Council Meeting.

Item 7

SUBJECT: Blue Derby Quarterly Report

PRESENTER: John Marik

Purpose

The purpose of this agenda item is to present a progress update on the Memorandum of Understanding between the Blue Derby Foundation and Council for the September 2024 quarter.

Comments / Questions

- The General Manager advised that the financial impacts from the severe weather event in late Aug / early September are unknown at this time.
- Discussed the external Blue Derby Foundation report provided.

Q: The Chair asked what accounting services are provided to the Foundation by ALA?

Taken on Notice

ACTION: Investigate level of finance support being provided by ALA to the Blue Derby Foundation and advise the Audit Panel Chair.

Item 8

SUBJECT: Audit Panel Composition and Tenure update

PRESENTER: Allison Saunders

Purpose

The purpose of this agenda item is to provide an update on discussions relating to the review of the tenure and composition of the Audit Panel, in line with Council's 2024/25 Annual Plan (Activity 30) and the 2024/25 Audit Panel Work Plan.

Comments / Questions

- Review once the Board of Inquiry is completed.

Item 9

SUBJECT: Outstanding Matters from Previous Audit Panel Meetings

PRESENTER: Allison Saunders

Purpose

The purpose of this agenda item is to advise the Audit Panel as to the outcomes of any outstanding matters from previous Audit Panel Meetings.

All outstanding actions completed.

Item 10

SUBJECT: Other Business / Update on Significant Events

PRESENTER: Group

– May Shaw Update

- General Manager advised that the Council / Crown Land process to adhere titles together to be on-sold to May Shaw is complete.
- May Shaw currently liaising with the State Revenue Office on their stamp duty payable.
- May Shaw are meeting all their requirements on loan payments, etc.

– Rail Trail Update

- General Manager and Commissioner advised that Council made a presentation in early November to City of Launceston with overview given to Committee.

- Revised business case was consulted on with community with updates to be provided to Council and the community in December 2024.
- **Local Government Reform Update**
 - Nil
- **Board of Inquiry Status**
 - Update provided during Item 3.
- **Irrigation Scheme Update**
 - General Manager and Finance Manager provided verbal update to Committee on Council's remaining allocation.
- **TAO Performance Audit – Management of Landfills**
 - Site visits have occurred with our Waste Management Coordinator; however, no report has been received.
- **Term Deposit Register**
 - Finance Manager advised that this is being provided in response to a question asked by the Commissioner at the October Council Meeting while reviewing Council's Cash Management Policy.
 - Commissioner thanked the Finance Manager for providing the register which provides the evidence that feeds into the Policy.
- **Other Business**
 - Nil
- **Next Meeting Date**
 - Tuesday, 25 February 2025 @ 2:00 pm

Meeting Closed: 4:00 pm



MINUTES

Municipal Emergency Management Committee (MEMC)

Thursday 28 November 2024

Dorset Council Chambers, 3 Ellenor Street SCOTTSDALE

1	Welcome and Apologies		Chair	
Present	<u>Meeting Commenced:</u> 10:00 am			
	Commissioner Andrew Wardlaw (Dorset Council / Chair), John Marik (Dorset Council General Manager / Interim Municipal Coordinator), Kerry Sacilotto (Dorset Council Director - Infrastructure / Nominated 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), Aleena Crack (Tas Police - Acting Inspector – North East), Dale Mott (Dorset SES Unit Manager), Jennifer Kelloway (DPac – Regional Recovery Officer (North)), David Casteller (Acting Tas Fire Service District Officer – North East), Wendy Mackay (NESM Hospital – Director of Nursing), Kristy Withers (Dept of Health – Senior Planner, Emergency Preparedness & Response), Jack Bendall (Acting Regional Manager – SES) <i>left meeting 11:05am</i> , Sam Marshall (nbn) <i>left meeting 10:41am</i> , Jordon Theodoros (Telstra) <i>left meeting 10:44am</i>			
	Welcome and introductions from those present.			
Apologies	Annette Dean (NEMA), Matthew Patten (Sustainable Timber Tasmania - Regional Manager North), Peter Rawlings (SES – Regional Emergency Management Coordinator), Rob King (Tas Police – Snr Sergeant Scottsdale), Jayne Cooper (Parks and Wildlife Service – Regional Operations Manager), Sam Bouwman (Parks & Wildlife Service - Regional Fire Management Officer – Northern Region), Duane Richardson (SES – Flood Planner)			
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 Dorset is built and throughout the area we know as the northeast 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.			
Last Meeting	Minutes from the 30 May 2024 Dorset Municipal Emergency Management Committee Meeting were circulated to the Committee, with no amendments noted. Confirmed by TasPol Acting Inspector Aleena Crack / Blue Derby Trail Operations Manager Peter Coleborn			
Previous Actions	Actions from previous Meetings were discussed, with updates provided as follows:			
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	COMPLETE
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	COMPLETE See Item 3c.

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	COMPLETE See Item 3h.
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	COMPLETE
30 May 2024	9.3	Review of Derby Mountain Bike Trail Network Emergency Response Plan to be completed prior to next meeting.	Michael Buckley - Dorset Council	COMPLETE Current Version 2.0 Attached
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	COMPLETE
26 Oct 2023	5.5	Review of the TFS Emergency Management Plan for Derby to be undertaken.	TFS District Officer	FOLLOW UP
		UPDATE: Acting District Officer advised no updates available at this time with further follow up to be undertaken.		

2	Status of Dorset Municipal Emergency Management Plan (MEMC)		Municipal Coordinator / Deputy Coordinator SES Regional Emergency Management Coordinator
	<u>Next Review Due:</u> February 2026		

3	Municipal Emergency Planning and Preparedness matters for MEMC attention:		
	1. Blue Derby Mountain Bike Trails – Incidents and Reporting		Trail Operations Manager
	a. Emergency location markers – data to be uploaded to the LIST along with the physical stickers (see <u>attached</u> example) on markers within the network – should be in place prior to Christmas.		
	b. ‘Cuddles’ trail data to be updated on maps, with suggestion to include any trails that are under construction.		
ACTION	3.1b	New trail ‘Cuddles’ data to be uploaded to emergency services maps, along with any trails currently under construction	Trail Operations Manager
3	2. Council Resource Update		Municipal Coordinator
	a. Advised MEMC of Director - Infrastructure employment with appointment as Municipal Coordinator nomination currently with the Minister.		
	3. Recovery Training		Municipal Community Recovery Coordinator
	a. Interest from approximately 20 community members to assist with community recovery and evacuation centres, with northern training organised for early 2025.		
	4. Dorset Recovery Coordinator Update		Municipal Community Recovery Coordinator
	a. Post severe weather event in Aug / Sep, internal Council debrief to be undertaken.		
b. Community responded and recovered well during this event.			

Page 103 of 178

3	5. Dorset Severe Weather Event Debrief		Municipal Coordinator / ALL
	a. Discussed the severe weather event experienced in Dorset.		
	b. Discussed the need for a regional meeting to discuss the response to the event from a Dorset perspective, what worked, what needs improvement.		
	c. All agreed that communication and power outages during events has the most impact on the community and is vital that community members plan as best they can for these potential situations.		
	d. All agreed that streamlined communications during severe weather events is vital.		
	e. Suggestion that the Local Government Association of Tasmania as the local government sector representative should be involved or consulted with on initiatives announced by the State Government.		
	f. nbn advised that availability of back-up generators statewide was an issue and that regional emergency management briefings ceased a week post the main weather event. This was challenging as some nbn infrastructure was still unavailable with nbn having to then liaise with 20+ stakeholders, including councils to provide updates, etc. nbn do have an emergency management fridge magnet available with basic preparation information listed such as have your mobile device charged, radio with batteries available, etc. Will provide some to Dorset Council for inclusion in communications.		
	g. Telstra agreed with all points raised, with availability of on ground personnel to deploy generators an issue.		
	h. All agreed that in a digital world, community needs to be educated to be prepared for any emergency.		
ACTION	3.5b	Regional meeting to be arranged to discuss Dorset specific response to severe weather event	Municipal Coordinator
3	6. Emergency Scenario Planning Discussion		Municipal Coordinator
	a. Discussed potential scenario for Dorset to be conducted at the next MEMC meeting.		
b. Council to follow up with other councils / SES Regional Coordinator to gain insight on			
ACTION	3.6b	Follow up with other councils and SES Regional Coordinator to scope out an emergency scenario for the next MEMC meeting.	Municipal Coordinator / Municipal Community Recovery Coordinator
3	7. Dorset Emergency Information – website		Municipal Coordinator
	a. MEMC viewed Dorset website with suggestions to include TasNetworks, Telstra, nbn and TasWater information, along with the ABC radio frequency. Also advertise this information is available via the local newspaper.		
ACTION	3.7a	Website to be updated with emergency information relating to TasNetworks, Telstra, nbn and TasWater, along with ABC radio frequency. Advertise this page via the local paper.	Municipal Coordinator
3	8. Recovery Centre Kit review progress update		Municipal Community Recovery Coordinator
	a. Brief update provided.		
	9. TFS Tomahawk Community Bushfire Protection Plan Update		Municipal Community Recovery Coordinator
	a. Advised the MEMC that the Tomahawk Plan has been updated due to the removal of the Tomahawk boat ramp as a designated ‘nearby safe place’. Plan updated in late October 2024 and noted by the MEMC.		

3	10. Dorset Community Digital Plan Briefing		Municipal Coordinator
	a. Brief update provided on Plan being developed in partnership with the Northern Tasmania Development Corporation, nbn and Telstra, and status of the four key projects identified following community survey and key stakeholder workshops in July / August 2024.		
	11. Other		SES Regional EM Coordinator
	a. Nil		
4	Regional Emergency Management matters from previous Northern Regional Emergency Management Committee (NREMC)		SES Regional Emergency Management Coordinator
	a. Absent - report circulated to MEMC members.		
5	Fire Management Area Committee (FMAC) matters for MEMC attention		TFS District Officer
	Discussed recent Northern Region FMAC meeting held 8 October, with specific items relating to Dorset: a. Fire management for the Blue Derby Mountain Bike Trail network was discussed with Council and Parks & Wildlife Service. b. Discussed vegetation cleared by Council along Golconda Road – large fuel load that has been subject to recent spot fires.		
6	2024/25 Fire Season Briefing – Dorset		TFS District Officer
	a. Presentation shown to the MEMC with current fire status and predictions (<u>circulated</u> to members with minutes)		
7	Regional and municipal social recovery matters		Regional Recovery Coordinator – DPaC Municipal Recovery Coordinator
	a. Report circulated to MEMC members – no active recovery matters within Dorset. b. Any training requests / suggestions to be forwarded to the Regional Recovery Coordinator. c. State Government free storm green waste initiative to conclude 30 November 2024.		
ACTION	7b	MEMC members to forward any 2025 training requests / suggestions directly to the DPaC Regional Recovery Coordinator	ALL
8	Agency reports (by exception)		
	1. Tas Police		Inspector / Sergeant
	a. New Northern Commander has been appointed.		
	2. Tas Fire Service		TFS District Officer
	a. Advised that permits are now required for burning.		
	3. SES (Dorset Unit), Regional Operations, Flood Planning		SES (Dorset Unit), SES Regional Manager / SES Flood Planner
	<u>Dorset Unit</u> a. Report circulated to MEMC members. b. Advised the MEMC that access to the Derby Cricket Ground process has changed, with the Dorset Unit advising relevant other agencies of new process.		
	<u>Regional Manager</u> c. Report circulated to MEMC members.		
	<u>Flood Planner</u> - ABSENT		

8	4. Ambulance Tas	ABSENT
	5. Tasmanian Department of Health - <u>NIL</u>	Senior Planner
	6. NESM Hospital	Director of Nursing
	a. Advised the MEMC that there is free public WiFi at the Hospital.	
	7. Parks and Wildlife Service	ABSENT
	8. National Emergency Management Agency (NEMA)	ABSENT
	a. Report circulated to MEMC members.	
	9. Sustainable Timber Tasmania	ABSENT
9	General Business	All
	1. <u>Rapid Relief Team</u> was postponed from providing a presentation at this meeting but will be invited to next MEMC meeting along with providing lunch for those in attendance. 2. The <u>Governor of Tasmania</u> is potentially visiting Dorset next Friday, 6 December to meet some families affected by the severe storm event and thank personnel who assisted the community during this time.	
10	Next Meeting Date	Chair
	1. Next Meeting to be Thursday, 29 May 2025 @ 10am.	
	<u>Meeting Closed</u> : 11:39 am	

SUMMARY OF ACTIONS

Meeting Date	Minute Ref	ACTION	RESPONSIBLE	STATUS
28 Nov 2024	3.1b	New Blue Derby trail 'Cuddles' data to be uploaded to emergency services maps, along with any trails currently under construction	Trail Operations Manager	
28 Nov 2024	3.5b	Regional meeting with relevant agencies to be arranged to discuss Dorset specific response to severe weather event experienced in late Aug / early Sep 2024.	Municipal Coordinator	
28 Nov 2024	3.6b	Follow up with other councils and SES Regional EM Coordinator to scope out an emergency scenario for the next MEMC meeting.	Municipal Coordinator / Municipal Community Recovery Coordinator	
28 Nov 2024	3.7a	Dorset emergency services website page to be updated with emergency information relating to TasNetworks, Telstra, nbn and TasWater, along with ABC radio frequency. This page is to be advertised via the local paper.	Municipal Coordinator	
28 Nov 2024	7b	MEMC members to forward any 2025 training requests / suggestions directly to the DPac Regional Recovery Coordinator	ALL	
26 Oct 2023	5.5	Review of the TFS Emergency Management Plan for Derby to be undertaken.	TFS District Officer	FOLLOW UP

Item 3.1a - Example of Emergency Trail Marker for Blue Derby Mountain Bike Trail Network



BLUE DERBY FOUNDATION LTD
BUDGET 2024/2025
REVENUE

Advertising	3,500
Camping Fees - Derby Park	48,730
Camping Fees - Trail Head	15,500
Community Events & Race Revenues	13,000
Endorsements - STA	30,000
Grants - Council & Other	6,000
Local Business Licensees (sponsors)	57,000
Membership Fees	1,225
Merchandise - Licence Fees/Royalties	1,357
Merchandise - Blue Derby Direct Sales	36,000
Special Project - (1) - Council 10th Anniversay	10,000
Special Project - (2) - Triple Three Trail	150,000
Special Project - (3) - Bike wash upgrade	3,000
Special Project - (4) - Hall of Fame Dinner	35,000
Special Project - (5) - Town Hall A/V	2,000
Other (1) Major Sponsors/Partners	60,000
Other (2)	-
GST Collected	47,231
Bookeasy Gross	260,000
Less - Bookeasy STA Payments	(229,273)
GST Collected	3,073
Nett	33,800

Donations Trail Maintenance- public QR points	10,500
Donations Trail Maintenance - cash boxes	1,000

Total Revenues **564,843**

Operating Expenses

Accounting & Bookkeeping	13,500
Board, Committee & Office	1,350
Insurances	3,827
Legal, Audit & Compliance	6,500
GST Credits	2,518

Total Administration Costs **27,695**

Advertising - online, print & photography	20,000
Community Event & Race Expenses	9,000
Market Research	5,000
Merchandise Expenses	16,450
Other Marketing	2,000
Social Media	23,400
GST credits	7,585

Total Marketing Costs **83,435**

Special Project (1) - 10th Anniversay	20,000
Special Project (2) - Triple Three Trail	120,000
Special Project (3) - Bike wash upgrade	1,500
Special Project (4) - Hall of Fame Dinner	35,000
Special Project (5) - Town Hall A/V	6,000
Trail Maintenance Projects	90,000
GST credits	27,250

TOTAL TRAIL & COMMUNITY PROJECTS **299,750**

Bookeasy Costs	4,500
Computer & comms provision	4,500
Email & website hosting & domain	5,500
Membership software licences	1,200
Web develop provision	2,000
QR Donation IT provision	3,025
GST Credits	2,073

Total IT Costs **22,798**

Other (1) Executive Assistant	105,000
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Total Operating Costs **538,677**

Non-Operating Costs

BAS Payments **1,879**

Net Profit/Loss **24,287**

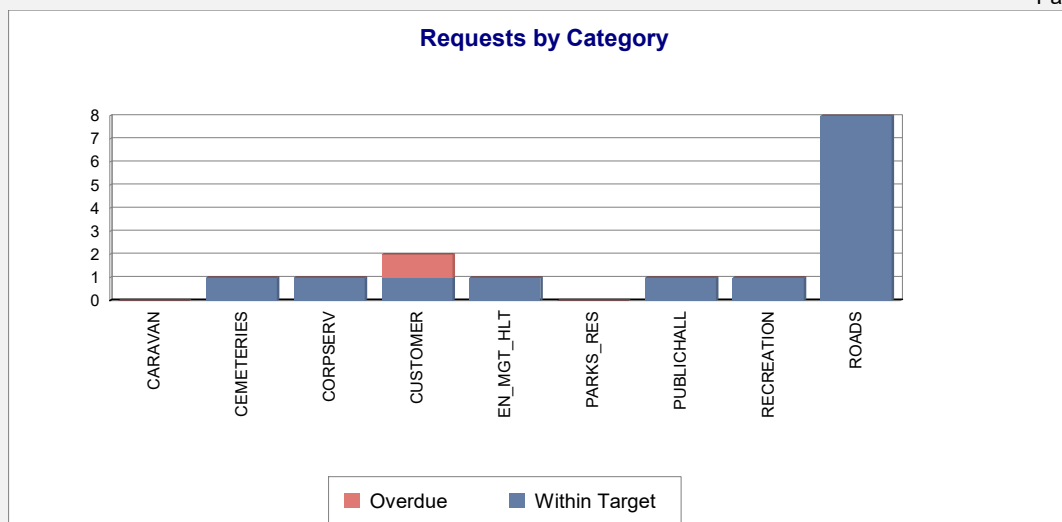
OPERATING BANK ACCOUNT	1.7.24	60,699
OPENING BALANCE		

NETT CASH SURPLUS/(DEFICIT) **24,287**

CLOSING BALANCE 30.6.25	84,986
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CASH FLOW

Balance 30.06.24	159,699
Cash Payment to Dorset Council	90,000
plus GST	9,000
Bal carried forward	60,699
Balance 30.6.25	84,986



Customer Request Summary by Category

For period 01/11/2024 to 30/11/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 10/12/2024 10:03:45AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Caravan Parks	1	0	0	0%	0	0%
Caravan Parks Maintenance	1	0	0	0%	0	0%
Cemeteries	1	1	1	100%	0	0%
Cemeteries Maintenance	1	1	1	100%	0	0%
Corporate Services General	1	1	1	100%	0	0%
Rates Enquiries	1	1	1	100%	0	0%
Customer Service	2	2	1	50%	1	50%
Customer Service General Enquiries	2	2	1	50%	1	50%
Environmental Management and Health	1	1	1	100%	0	0%
Fire Hazards	1	1	1	100%	0	0%
Parks & Reserves	1	0	0	0%	0	0%
Parks & Reserves Maintenance	1	0	0	0%	0	0%
Public Halls Buildings	2	1	1	50%	0	0%
Public Halls Buildings Maintenance	2	1	1	50%	0	0%
Recreation Grounds	4	1	1	25%	0	0%
Recreation Grounds Enquiries	1	0	0	0%	0	0%
Recreation Grounds Maintenance	3	1	1	33%	0	0%
Roads	19	8	8	42%	0	0%
Roads Enquiries	1	0	0	0%	0	0%

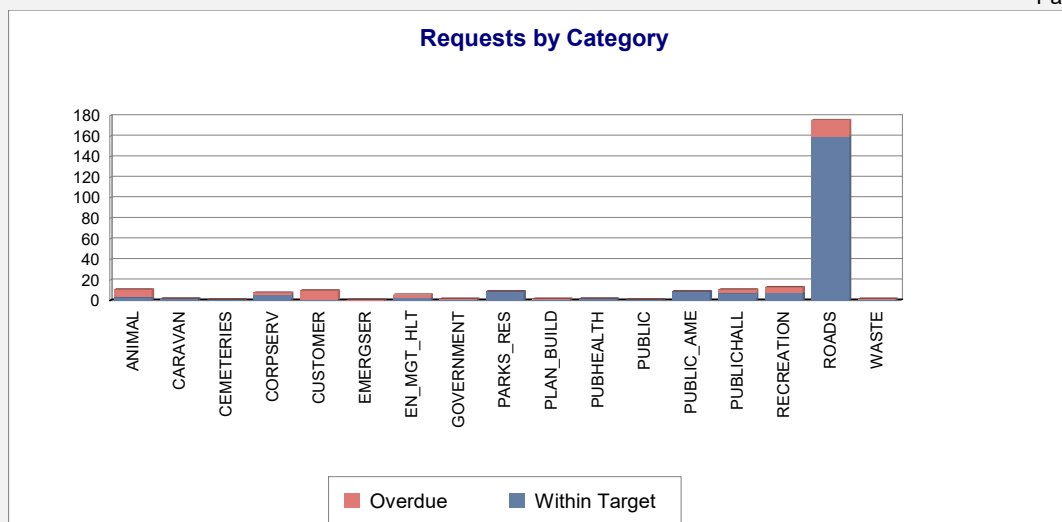
For period 01/11/2024 to 30/11/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 10/12/2024 10:03:45AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Roads	19	8	8	42%	0	0%
Roads Rural - Kerb & Gutter Maintenance	1	0	0	0%	0	0%
Roads Rural - Maintenance	3	1	1	33%	0	0%
Roads Rural - Potholes/Patching Maintenance	1	1	1	100%	0	0%
Roads Rural - Shoulder Maintenance	1	0	0	0%	0	0%
Roads Rural - Tree/Vegetation Maintenance	2	0	0	0%	0	0%
Stormwater Maintenance	1	1	1	100%	0	0%
Roads Urban - Footpath Maintenance	3	1	1	33%	0	0%
Roads Urban - Maintenance	5	4	4	80%	0	0%
Roads Urban - Tree/Vegetation Maintenance	1	0	0	0%	0	0%
GRAND TOTAL	32	15	14	44%	1	3%



Customer Request Summary by Category

For period 01/01/2024 to 30/11/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 10/12/2024 10:11:22AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Animals	13	11	3	23%	8	62%
Animal Enquiry	4	3	1	25%	2	50%
Barking Dog	5	4	1	20%	3	60%
Animal Welfare	4	4	1	25%	3	75%
Caravan Parks	4	2	2	50%	0	0%
Caravan Parks Enquiries	1	1	1	100%	0	0%
Caravan Parks Maintenance	3	1	1	33%	0	0%
Cemeteries	1	1	1	100%	0	0%
Cemeteries Maintenance	1	1	1	100%	0	0%
Corporate Services General	8	8	6	75%	2	25%
Corporate Services General Enquiries	1	1	0	0%	1	100%
Rates Enquiries	7	7	6	86%	1	14%
Customer Service	10	10	1	10%	9	90%
Customer Service General Enquiries	10	10	1	10%	9	90%
Emergency Services	1	1	0	0%	1	100%
Emergency Services Enquiries	1	1	0	0%	1	100%
Environmental Management and Health	8	6	3	38%	3	38%
Fire Hazards	3	1	1	33%	0	0%
Environmental Management & Health General Enquiries	1	1	1	100%	0	0%
Noise Pollution	4	4	1	25%	3	75%

For period 01/01/2024 to 30/11/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 10/12/2024 10:11:22AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Government Relations	1	1	1	100%	1	100%
Government Relations General Enquiries	1	1	1	100%	1	100%
Parks & Reserves	11	9	9	82%	0	0%
Parks & Reserves Maintenance	9	7	7	78%	0	0%
Playground Maintenance	2	2	2	100%	0	0%
Planning & Building Services	4	2	1	25%	1	25%
Building Enquiries	1	1	0	0%	1	100%
Development General Enquiries	1	1	1	100%	0	0%
Environmental Management Enquiries	1	0	0	0%	0	0%
Planning Enquiries	1	0	0	0%	0	0%
Public Health	2	2	2	100%	0	0%
Water Safety	2	2	2	100%	0	0%
Public	1	1	1	100%	0	0%
Online Enquiries	1	1	1	100%	0	0%
Public Amenities	10	9	9	90%	0	0%
Public Amenities Maintenance	10	9	9	90%	0	0%
Public Halls Buildings	14	11	7	50%	4	29%
Public Halls Buildings Enquiries	1	1	1	100%	0	0%
Public Halls Buildings Maintenance	13	10	6	46%	4	31%
Recreation Grounds	18	13	8	44%	5	28%
Recreation Grounds Enquiries	1	0	0	0%	0	0%
Recreation Grounds Maintenance	17	13	8	47%	5	29%
Roads	201	176	160	80%	16	8%
Roads Enquiries	4	3	3	75%	0	0%
Roads Rural - Kerb & Gutter Maintenance	14	12	9	64%	3	21%
Roads Rural - Maintenance	63	57	55	87%	2	3%
Roads Rural - Potholes/Patching Maintenance	7	7	6	86%	1	14%
Roads Rural - Shoulder Maintenance	3	2	2	67%	0	0%
Roads Rural - Signage & Guide Posts Maintenance	5	5	4	80%	1	20%
Roads Rural - Spraying/Pest Plant Control	1	1	1	100%	0	0%
Roads Rural - Tree/Vegetation Maintenance	13	11	11	85%	0	0%
Roads Rural - Verge Mowing/Slashing	5	4	4	80%	0	0%
Stormwater Maintenance	16	14	14	88%	0	0%
Roads Urban - Footpath Maintenance	21	19	18	86%	1	5%
Roads Urban - Garden Bed Maintenance	3	3	3	100%	0	0%

For period 01/01/2024 to 30/11/2024

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 10/12/2024 10:11:22AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Roads	201	176	160	80%	16	8%
Roads Urban - Maintenance	27	22	16	59%	6	22%
Roads Urban - Spraying/Pest Plant Control	4	4	4	100%	0	0%
Roads Urban - Tree/Vegetation Maintenance	12	9	8	67%	1	8%
Roads Urban - Verge Mowing/Slashing	3	3	2	67%	1	33%
Waste Management	2	2	1	50%	1	50%
Littering	1	1	1	100%	0	0%
Waste Management Enquiries	1	1	0	0%	1	100%
GRAND TOTAL	309	265	215	70%	51	17%

DORSET COUNCIL – Planning Approvals

1 November 2024 to 30 November 2024

DEV-2024/92	Mr P J Darke	Lodged 23/09/2024	Construction of a roofed deck connected to the existing dwelling
	2251 Golconda RD NABOWLA	Value of Works - \$12,000	Determined APPD on 08/11/2024
DEV-2024/96	Design to Live	Lodged 03/10/2024	Construction of a dwelling and shed
	2578 Golconda RD NABOWLA	Value of Works - \$250,000	Determined APPD on 11/11/2024
SUB-2024/1326	Mr S A Beattie	Lodged 04/10/2024	Boundary adjustment and partial demolition of outbuilding
	41 West Minstone RD SCOTTSDALE		Determined APPD on 06/11/2024
DEV-2024/100	Mr A M Hall	Lodged 15/10/2024	Construction of workshop and storage
	30761 Tasman HWY MOORINA	Value of Works - \$10,000	Determined APPD on 13/11/2024
DEV-2024/101	MDC Design and Drafting	Lodged 16/10/2024	Demolition of existing dwelling and construction of new
	4428 Waterhouse RD BOOBYALLA	Value of Works - \$450,000	Determined APPD on 12/11/2024
DEV-2024/103	Wilson Homes Pty Ltd	Lodged 17/10/2024	Construction of a single dwelling
	7 Murray ST BRIDPORT	Value of Works - \$330,200	Determined APPD on 19/11/2024

DEV-2024/110	BvZ Designs 29 Holmes CT BRIDPORT	Lodged 06/11/2024 Value of Works - \$400,000	Construction of a single dwelling and shed on C/T 186743/2 Determined APPD on 06/11/2024
DEV-2024/111	Mr B Jackson 41 Main ST RINGAROOMA	Lodged 06/11/2024 Value of Works - \$1,200	Alteration to dwelling Determined APPD on 06/11/2024
DEV-2024/112	Mr S M McKillop 20 South ST BRIDPORT	Lodged 12/11/2024 Value of Works - \$80,000	Scoreboard installation Determined APPD on 12/11/2024
DEV-2024/116	Bison Constructions 378 Koomeela RD WEST SCOTTSDALE	Lodged 22/11/2024 Value of Works - \$88,000	Construction of a replacement hay shed Determined APPD on 22/11/2024

DORSET COUNCIL – Building Approvals

1 November 2024 to 30 November 2024

BLD-2024/84	Dept. of Education, Children & Young People 20 Coplestone ST SCOTTSDALE	Lodged 07/11/2024 Value of Works - \$78,000	New Shed (Shade Structure) Determined APPR on 07/11/2024
OTH-2024/85	TCP Building Design 17 Bentley ST BRIDPORT	Lodged 06/11/2024 Value of Works - \$50,000	Outbuilding Determined APPR on 06/11/2024
OTH-2024/92	Mr K H Bunting 1571 Gladstone RD STH MT CAMERON	Lodged 08/11/2024 Value of Works - \$50,000	New Shed Determined APPR on 08/11/2024
OTH-2024/97	My Build Collective 89 Main ST BRIDPORT	Lodged 14/11/2024 Value of Works - \$60,000	Dwelling alteration Determined APPR on 26/11/2024
OTH-2024/98	MDC Design and Drafting 4428 Waterhouse RD BOOBYALLA	Lodged 18/11/2024 Value of Works - \$450,000	Demolition and New Dwelling Determined APPR on 20/11/2024
OTH-2024/94	Bison Constructions 56 Pennells RD SPRINGFIELD	Lodged 26/11/2024 Value of Works - \$75,500	New Farm Shed Determined APPR on 26/11/2024
OTH-2024/95	Bison Constructions 74 West Minstone RD SCOTTSDALE	Lodged 28/11/2024 Value of Works - \$75,000	New Farm Shed Determined APPR on 28/11/2024

DORSET COUNCIL – Plumbing Approvals

1 November 2024 to 30 November 2024

OTH-2024/85	TCP Building Design	Lodged 06/11/2024	Outbuilding
	17 Bentley ST BRIDPORT	Value of Works - \$50,000	Determined APPR on 06/11/2024
SP-2024/98	MDC Design and Drafting	Lodged 18/11/2024	Demolition and New Dwelling
	4428 Waterhouse RD BOOBYALLA	Value of Works - \$450,000	Determined APPR on 20/11/2024
SP-2024/96	Mr B J Jones	Lodged 26/11/2024	OSWM System Absorption Drains (Retrospective)
	4 Cascade Dam RD DERBY	Value of Works - \$10,000	Determined APPR on 26/11/2024