

dorset
C O U N C I L

Ordinary Agenda

Council Meeting

Monday, 20 October 2025

DERBY TOWN HALL

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, 20 October 2025** at the **Derby Town Hall, Main Street, Derby** commencing at 6:00 pm.

Council is also holding a drop-in session from 5:00 pm for any interested community members to come and meet the Councillors and Management Team and ask questions in an informal setting.

Following the open session of the Ordinary Meeting, Council will be holding a Closed Session meeting.

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 2025*

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Council Meeting - Agenda

Monday, 20 October 2025

OPEN SESSION

Meeting Opened:

Council Meetings Procedures

In accordance with Policy No. 41: Council Meeting Procedures, this Meeting is being recorded. By attending the Meeting in person, you are consenting to personal information being recorded and published. No unauthorised filming or recording of the Meeting is permitted.

Visitors are reminded that Council Meetings are a place of work for Council Officers and Councillors.

The Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct. It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council Officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave the Council's premises following any behaviour that falls short of these expectations.

Language and conduct at a Meeting that could be perceived as offensive, defamatory or threatening to a person in attendance or listening to the recording, is not acceptable. It is an offence to hinder or disrupt a Council Meeting.

Present:

Apologies: Director – Infrastructure: Kerry Sacilotto

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 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 180/2025 Declaration of Interest

In accordance with Section 48 of the *Local Government Act 1993*, Regulation 10(8) of the *Local Government (Meeting Procedures) Regulations 2025* and the Tasmanian Local Government Code of Conduct, Councillors are requested to indicate whether any have, or are likely to have, an interest in any item on the agenda.

INTEREST DECLARED

Item 181/2025 Tabling of Certificate of Election | By-Election

Ref: DOC/25/13841

The 2025 Local Government By-Election Certificate of Election issued by the Tasmanian Electoral Commissioner, dated 22 September 2025, was read and tabled.

Item 182/2025 Recording the Declaration of Office | Anthony Richards

Ref: Richards: DOC/25/14583

Recommendation

That the Declaration of Office made under Section 321 of the *Local Government Act 1993* and in accordance with Regulation 47 and Schedule 2 of the *Local Government (General) Regulations 2025* by newly elected Councillor Anthony Richards and as witnessed by the General Manager, be noted and form part of these minutes.

Item 183/2025

Confirmation of Ordinary Council Meeting Minutes – 15 September 2025

Ref: DOC/25/12664

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 15 September 2025 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 Monday, 15 September 2025 having been circulated to Councillors, be confirmed as a true record.

Item 184/2025

Confirmation of Agenda

Recommendation

That Council confirm the Agenda and order of business for the 20 October 2025 Council Meeting.

Item 185/2025

Public Question Time

²Members of the Public can ask a maximum of two question(s) without notice during Public Question Time. The Chairperson reserves the right to consider questions above this limit will be accepted or treated as correspondence.

Any person asking a question is asked to stand (if able), clearly state their name and suburb they live.

Question(s) must be clear and concise, not be a statement and have minimal pre-amble. Any answer given is not to be debated.

Members of the public must provide any question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

Item 186/2025

Public Address of Meeting

³Members of the public can make a statement at a Council Meeting; it is not question or discussion time with Councillors. Prior to making a statement, the person is asked to stand (if able), clearly state their name and suburb they live.

Members of the public wishing to address Council at a Meeting shall indicate their intent and subject matter in writing by 10am on the Friday prior to the Meeting.

A person seeking to make a statement to may speak for a period up to 3 minutes but may be extended at the discretion of the Chairperson to a maximum of 5 minutes.

All proposed statements are to be provided in writing prior to the Meeting to allow for circulation and inclusion in the minutes of the Meeting.

² In accordance with Regulations 33, 36 & 37 and Council Policy No. 41: Council Meeting Procedures

³ In accordance with Regulations 46 and Council Policy No. 41: Council Meeting Procedures

Item 187/2025 Councillor Question Time

⁴Councillors can ask a maximum of two question(s) without notice during Councillor question time. The Chairperson reserves the right to consider questions above this limit will be accepted or treated as correspondence.

Question(s) must be clear and concise, not be a statement, have minimal pre-amble, not offer an argument or opinion, draw conclusions, or make any accusations. Any answer given is not to be debated.

Councillors must provide question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

Item 188/2025 Requests for Leave of Absence

Nil

Item 189/2025 Notifications of Leave of Absence for Parental Leave

Nil

Item 190/2025 Councillor Motions with Notice

Nil

⁴ In accordance with Regulations 33, 34 & 35 and Council's Policy No. 41: Council Meeting Procedures

ITEMS FOR DECISION

Item 191/2025 Board of Inquiry Quarterly Progress Report | 1 July to 30 September 2025

Reporting Officer: General Manager, John Marik
 Ref: DOC/25/14327 | Progress Report: DOC/23/12316

Purpose

The purpose of this agenda item is to table the attached Board of Inquiry Directions Quarterly Progress Report for the period 1 July to 30 September 2025 (the Progress Report) regarding the progress of actions taken to implement the Ministerial Directions issued to Council by the Minister for Local Government, the Hon Kerry Vincent MLC, as a result of the Board of Inquiry into Dorset Council.

Recommendation

That Council receive and note the attached Board of Inquiry Directions Quarterly Progress Report for the period 1 July to 30 September 2025.

Background

On 26 July 2023 the former Minister for Local Government, Nic Street MP, announced the establishment of a Board of Inquiry into Dorset Council and on 2 August 2023, decided to suspend all elected members for the duration of the Board of Inquiry. Mr Andrew Wardlaw was appointed as the Commissioner for Dorset Council from 3 August 2023 and continued in that role until the [Dorset Council Board of Inquiry Report – October 2024](#) was released to the public by the Minister on 22 January 2025. Elected members were reinstated to their roles from 23 January 2025.

Along with the public release of the report the Minister for Local Government, the Hon Kerry Vincent MLC, issued a series of formal Ministerial Directions to Council, to Councillors and to the former Mayor. Each Direction must be implemented within timeframes prescribed by the Minister for that Direction. Further, Council must report quarterly to the Minister on the progress of actions to implement the Directions for the first 12 months, and then every 6 months for the term of the current Council, until all Directions are completed.

Officers Comments

The Progress Report documents each of the individual Directions that must be implemented by Council, along with deadlines, status updates and notes of relevance. The Progress Report is a holistic representation of Council's progress meeting each of the individual Directions and is the mechanism that Council will use to meet the requirement of Direction 10, which relates to Council's obligation to report to the Minister in accordance with an agreed schedule.

Council's actions to implement the Directions are taking precedence over normal operations. Council Officers have worked with the Office of Local Government (OLG) to agree to a schedule of completion dates for the Directions, which have been audited against the deadlines documented in the Progress Report.

Councillors have been briefed in monthly workshops as to Council's progress meeting the Ministerial Directions. Council Officers have also referred Council's responses to the Ministerial Directions to Council's Audit Panel.

During the September quarter Council completed Direction 3 relating to service rates and charges for 2024/25. All policies and procedures required to be implemented by the Minister are now part of Council operations, with remaining Directions related to ongoing monitoring of compliance and reporting requirements to the Minister for Local Government.

Please find the Board of Inquiry progress report in the [attachments](#).

Item 192/2025 Local Government Reforms | Councillor Numbers and Allowances - Council Submission

Reporting Officer: General Manager, John Marik
Ref: DOC/25/14504 | Council Submission: DOC/25/14505

Purpose

The purpose of this agenda item is to endorse a submission by Council on the review of councillor numbers and allowances, and lodge with the Office of Local Government.

Recommendation

That Council endorse the attached submission on the Office of Local Government's review of councillor numbers and allowances, and lodge with the Office of Local Government by 7 November 2025.

Background

On 15 September 2025 the Minister for Local Government, Kerry Vincent MLC advised all councils that the Tasmanian Government had commenced a review of councillor numbers and allowances and issued a discussion paper to consider. This review was a key recommendation of the Future of Local Government Review, with public consultation open until 7 November 2025.

The Government is proposing a new, fair, and data-driven system to set councillor numbers and allowances, using factors like population, development activity, infrastructure, urbanisation, and road networks. Key changes include:

- Fewer councillors: Reducing the total number of councillors from 263 to 203, with councils having 9, 7, or 5 councillors based on their size and complexity.
- Higher allowances: Increasing councillor allowances by 14.25% on average, funded by savings from fewer councillors.
- A fairer framework: Aligning councillor numbers and pay to council responsibilities, ensuring equal pay for equal work and consistency across similar councils.
- Ongoing reviews: Establishing regular, four-yearly reviews to keep the system up-to-date and responsive to community needs.
- Additional support: Exploring whether to require councils to pay the 12% superannuation equivalent allowance into councillors' super funds.

The proposed implications for Dorset Council would be a reduction in elected councillors from 9 to 7 effective from the 2026 Local Government election.

Councillors were provided with the notification from the Minister along with the discussion paper via email on 16 September and the discussion paper was considered at the 7 October Briefing Workshop. Councillors were able to provide feedback for inclusion in the attached Council submission, prepared by Mayor Rhys Beattie.

The collective submission, if endorsed, will be lodged with the Office of Local Government and provided to the Local Government Association of Tasmania to include in their collective sector submission. Individual Councillors, Officers or the public can submit their own thoughts to the Office of Local Government directly.

Purpose

The purpose of this agenda item is to update Council and the community on progress of the 2025/26 Annual Plan as at 30 September 2025.

Recommendation

That Council receive and note the attached 2025/26 Annual Plan - September Quarterly Report.

Background

On 23 June 2025, Council adopted the Annual Plan for 2025/26. The September Quarterly Report provides an update of progress against the Plan.

Planning, Environment and Statutory Requirements

Under Section 71 of the *Local Government Act 1993*, Council is required to prepare an Annual Plan. The Plan is to be consistent with Council's Strategic Plan and list the major activities to be completed within the year.

Strategic and Annual Plan

Council's Annual Plan activities are clearly linked to the Dorset Council Strategic Plan (2023 – 2032) which was adopted by Council in June 2023 Council Meeting.

Risk Management

Council's Risk Management Framework both informs, and is informed by Council's Strategy, the Financial Management Strategy and the Long Term Financial Plan. Council's Annual Plan aligns with and contributes to, the implementation of Council's Strategic Plan.

Financial and Asset Management implications

See officer comments.

Community Considerations

Council have completed, or have progressed, 22 of the 43 actions (28 activities) from the 2025/26 Annual Plan. The table below shows compliance with the Annual Plan to date:

	Progress as at 30 September 2025
Achieved	4
In Progress	18
Not Achieved	
Total Actions	43
Carried Forward	

Consultation

Council's Annual Plan activities are clearly linked to the Dorset Council 2023 – 2032 Strategic Plan, which was adopted in June 2023. The Strategic Plan received twenty-two (22) submissions and feedback was incorporated into the Strategic Plan where Councillors felt that feedback represented broader community sentiment. The Strategic Plan is also a representation of countless discussions that Councillors and Council Officers have had with the community including business organisations, not-for-profit organisations, sporting groups and individual discussions.

The Strategic Plan was reviewed in June 2025 by Council Officers and Councillors to ensure that it still meets the needs of the community.

The 2025/26 Annual Plan activities will be assessed on a case-by-case basis whether additional consultation is required per each project.

Officers Comments

Council's Annual Plan is reported on a red, amber, green basis, whereby:

- the project is on target for delivery by the end of the financial year
- the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both
- less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Key highlights for the September quarter included:

- **Activity 2 | Scottsdale Future Ready:** Council have applied for stream 1 of the Regional Precincts and Partnerships Federal funding program. The intent of the program is to fund precinct scoping, planning, design and consultation in partnership with key organisations. Council have applied for the funding of the Scottsdale and Bridport Future Ready projects. These projects will establish a vision for those towns. If Council were to start the project before the Federal Government announce the successful grant recipients, Council's chance of attaining funding may be jeopardised. It is likely Council will find out the status of this funding request in early 2026.

In relation to the Austins Road scheme amendment and the Ringarooma Road light industrial scheme amendment, Council have undertaken a request for quote for this work to be undertaken by an external provider. The successful tenderer to be awarded in the October – December quarter.

The North East Rail Trail advocacy was in full swing in the September 2025 quarter. Council met with the City of Launceston, Regional Development Australia, North East Tasmania Chamber of Commerce, along with State and Federal elected members. The intent of the meetings was to provide project updates, and to advocate for project funding. City of Launceston have been undertaking a holistic review of the project, and a report is expected to be presented by City of Launceston Council Officers to their Councillors by the end of the 2025 calendar year.

The Scottsdale Railway Precinct stage 1 is scheduled to commence from 20 October 2025. Stage 1 will largely feature the groundworks and installation of infrastructure, including picnic tables, water refill station and bike racks. Native plants will also feature to provide shade, increase biodiversity and improve the amenity of the area. The works will lay the foundations for future developments at the site, while creating a usable community space. Community feedback received late last year has been imperative in informing the concept of the site and will continue to shape its future works and direction. The site will act as the trailhead for the North East Rail Trail and be a key asset for the Scottsdale community. Works will complement both the Town Link Pathway project and the current works being undertaken to redevelop the Scottsdale Railway Station.

- **Activity 5 | Priority Projects Plan:** Council have prepared a simplified draft Plan which will be presented to Councillors in the October – December quarter.
- **Activity 8 | Board of Inquiry:** Report 2 for the period 1 April to 30 June 2025 was presented to Council at 21 July 2025 Council Meeting and submitted to the Minister for Local Government on 22 July 2025. Report 3 for the period 1 July to 30 September 2025 will be presented to Council at 20 October 2025 Council Meeting and submitted to the Minister by 22 October 2025.
- **Activity 10 | Policy 41 – Council Meeting Procedures:** Reviewed Policy No. 41 adopted at 21 July 2025 Council Meeting.
- **Activity 11 | New Policy – Dispute Resolution (Elected Member):** New Policy No. 67 adopted at 21 July 2025 Council Meeting.

In addition to the Annual Report activities, Council has made a positive start in relation to the 2025/26 capital and operational program. This includes maintaining high standards in the delivery of a suite of core services that the community relies upon – roads and footpaths, stormwater, Council buildings and facilities, parks and gardens, swimming pool operations, mountain bike trail maintenance, kerbside waste and recycling collection, facility management and maintenance including cleansing crews, community development, customer services and regulatory services in building, environmental health, animal management, parking management and Council administration and finance.

A copy of the quarterly report is included as an attachment to the agenda.

Purpose

The purpose of this agenda item is to endorse the new Priority Projects Plan.

Recommendation

That Council:

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

Background

The Priority Projects Plan 2023 - 2025 (the Plan) was endorsed in the 20 November 2023 Council Meeting and since adoption has had a number of projects completed, funded, included or updated, with the remainder at various stages.

The Plan is a living document and, as the two-year period of the initial Plan is almost complete, it is an opportune time to reassess and update.

Learnings undertaken from the initial two-year period regarding the Plan's format and reporting will be applied to the next iteration of the document.

Planning, Environment and Statutory Requirements

Local Government Act 1993 – Part 7 – Division 2 – Plans and report

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

Strategic and Annual Plan

- Dorset Strategic Plan (2023 – 2032) – Imperatives 6, 7.1, 7.2, 8.2 and 9.3
- Dorset Annual Plan (2025/26) – Activity 5

Financial and 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 gathered draft projects from existing Council strategic planning documents including the Strategic Plan and previous community consultation results. Following preparation of the draft plan, a 28-day period of community consultation 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.

The new Plan has been primarily prepared based on the original included projects.

Projects such as Dorset: Future Ready will contain a significant level of community consultation with actions to be derived following finalisation of individual town plans. These action items will then be prioritised into future iterations of the Priority Projects Plan.

Consultation

The Plan builds on the original Priority Projects Plan 2023 – 2025, refining its content to better meet reporting and operational requirements, while also updating the language and formatting to align more effectively with funding and investment opportunities.

Officer's Comments

The Plans aim is to showcase a range of infrastructure and community development projects that will have a transformative impact across one or more of the four strategic pillars. The projects included draw from and align with Council's Strategic Plan 2023 – 2032 and the 2025/26 Annual Plan, as well as various strategic and planning related documents prepared across all levels of government. This ensures that a holistic and strategic view of the needs and opportunities across Dorset are captured and enables the development of a Plan that is achievable and meets the needs of the community now and into the future.

The Plan is utilised to showcase Dorset's priorities for grant funding, advocacy, and election commitments, along with providing the starting point for regional collaborations. Due to this, the document needs to remain contemporary to be of value and as such the draft has been prepared as an open-ended document with three (3) key 'gamechanger' projects alongside other smaller scale projects. A six-monthly reporting and review process will be an opportunity for Council to update projects as they are completed and will ensure that the Plan is continuously updated with projects with a compelling value proposition.

The plan provides a consistent narrative for Council staff, Councillors, and community organisations to utilise in discussions relating to key projects. As projects are completed or funded, they will be removed from the Plan, and all subsequent updates and communications will be provided via a Major Projects review and update in future Council meetings. The community will also be kept up to date via Council's Major Projects section of Council's website.

The following is a summary of what has been included and deferred, with a draft Priority Projects Plan included in the attachments:

ADVOCACY PROJECTS		
Project #	Project Name	Details
#1	Community Health and Wellbeing	Support Health Consumers Tasmania via advocacy for: <ul style="list-style-type: none"> ➤ Community Health Needs – Gap Analysis ➤ Continued funding to ensure a stable and sustainable Health Hub
#2	Sideling / Eastern By-pass	Advocate for the upgrade of the Tasman Highway from Minstone Road through Corkery's Road to be upgrade to B-Double Standard and lobby the State and Federal Governments for further funding to upgrade the current Tasman Highway to B-Double Standard if Corkerys Road option is deemed unfeasible. Work with City of Launceston to advocate for an eastern bypass to divert heavy vehicle traffic away from city.

GAMECHANGER PROJECTS (Regional or major impact)		
Project #	Project Name	Details
#1	Northern Roads Initiative: Golconda Road	Regional Priority Project - Key transportation link for Dorset
#2	Northern Trails Initiative: North East Rail Trail	Regional Priority Project - 40km rail trail as a key regional economic driver. Includes trailhead development (Scottsdale Railway Station)
#3	Dorset: Future Ready	Regional Priority Project (Derby) – Holistic master planning of key services and infrastructure across Dorset. Initial focus on key growth areas of Scottsdale, Bridport and Derby.

MAJOR PROJECTS (Examples – Localised or smaller scale impact)		
Project #	Project Name	Details
#4	Bridport Play Centre	Redevelopment of the Bridport Play Centre (child and youth focused facility) *
#5	Bridport New River Entrance	Design and construction work on the new port / river entrance.
#6	Town Amenities	Victoria Street toilet – planning and construction*

**Full costings are yet to be undertaken*

A number of projects have not been included in the new plan due to various reasons as outlined below:

DEFERRED PROJECTS	
Project Name	Details
Derby Back Road	Infrastructure and services audit will form part of the Dorset: Future Ready (Derby) master planning component. It is anticipated that an assessment of Derby Back Road and Main Street Derby will occur during this phase and resulting prioritisation of any identified works can then occur.
Gladstone Community Open Space	This is a community led project that council is not directly seeking funding for.
North East Rail Trail Extension/s	It is the long-term vision for the North East Rail Trail to proceed through and connect with other towns however at this time budget and resources need to be directed to completing the current active project – Stage 3 (Scottsdale to Lilydale Falls Reserve) and the required budget and resources to plan for and subsequently deliver on this additional project are not available.
Scottsdale Recreation Ground Master Planning	Budget allocation 2025/26
Municipal Marketing Strategy and Plans	Municipal marketing strategy in draft and to be presented in upcoming workshop which will include an action plan.
Signage and Branding	Actions will fall out of above municipal marketing strategy.
Municipal Prospectus	To be undertaken post Ringarooma Road subdivisions and informed by works being undertaken by the Northern Tasmanian Development Corporation as part of the Regional Land Use Strategy updates. Council officers have met with the Office of Coordinator General to undertake discussions regarding how we can attract industry to match regional strengths. In addition, all relevant government agencies have been advised on Dorset's strategic imperatives and direction.
Tourism Infrastructure Plan	This project will be undertaken as part of Dorset: Future Ready
Bridport Marina	New River Entrance detailed design is the priority.
Waste Management Strategy	Funding not required at this stage due to need to undertake business case regarding the potential introduction of Food Organics Garden Organics (FOGO).

It is important to note that the Plan is by no means a complete database of all projects that Council aims to achieve over the short to medium term, but merely a focal point for funding applications, support leverage, and regional collaborations.

The Priority Projects Plan is available in the [attachments](#).

Purpose

The purpose of this agenda item is to present the revised Audit Panel Charter (the Charter) and a new Audit Panel Code of Conduct (Code of Conduct) for adoption.

Recommendation

That Council adopts the attached revised Audit Panel Charter and the new Audit Panel Code of Conduct.

Background

The Order came into effect in 2014 and required that councils establish an Audit Panel under section 85 of the Act. As a result, the Charter was introduced in 2015 and sets out the objectives, role and responsibility of the Audit Panel among other things. It is treated as a policy of Council because it governs how Council wishes to implement the requirements for an Audit Panel as defined in section 85 and 85A of the Act.

Planning, Environment and Statutory Requirements

- *Local Government Act 1993* (the Act)
- *Local Government (Audit Panels) Order 2014* (the Order)
- *Local Government (Audit Panels) Amendment Order 2015*

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperatives 10.1 and 13.2
- Dorset Annual Plan (2025/26), Activity 24

Risk Management

The Charter provides for Council's adherence to the Order which allows Council to mitigate its risk of non-compliance with the Act. It also provides for independent oversight of Council's financial systems and management, governance, plans and controls.

Financial and Asset Management Implications

The Charter provides that the sitting fees will be determined annually by Council during the budget estimates process. There is \$8,200 allocated to the Audit Panel in the 2025/26 budget estimates which is comprised of sitting fees for the Chair (\$1,150 per meeting for four meetings) and a second independent member (\$900 per meeting for four meetings).

Community Considerations

The Audit Panel is independent and ensures that Council activities are in the best interests of the community. Councillors who are members of the Audit Panel have an obligation to demonstrate independence of mind, separate from their role as a Councillor. The proposed changes to the Charter and the proposed implementation of the new Code of Conduct aim to emphasise the Audit Panel's independence and intent to act in the best interests of the community.

Consultation

The revised Audit Panel Charter and new Audit Panel Code of Conduct were presented to the Audit Panel at the 23 September 2025 meeting, and to Councillors at the 7 October 2025 briefing workshop. Feedback has been incorporated as necessary.

Officer's Comments

Audit Panel Charter

In accordance with Activity 24 in the 2025/26 Annual Plan, Council committed to reviewing the tenure and composition of the Audit Panel with a view to potentially increase the independent membership from 1 to 2 independent members. This concept was supported by the Audit Panel and by Councillors and has accordingly been reflected in the revised Charter.

As the current Chair's appointment is coming to an end on 17 November 2025, it is a fitting time to also recruit an additional independent member and accordingly, the revised Charter is available in the attachments and reflects the proposed new composition. The proposed composition is flexible, with a minimum of three and maximum of five members, with at least two independent members if the Panel has four or more members in total. This flexibility will allow the Panel to continue operating if an independent member resigns before the end of their term, as the quorum will be maintained.

The revised Charter also includes a new information regarding the selection process and key qualifications or attributes that will be considered when appointing independent members to the Panel.

Alongside these key changes, the following minor changes have been suggested:

- Clarify the role of the Panel;
- Update the authority provisions to reflect legal obligations and operational constraints;
- New section outlining confidentiality requirements;
- Remove reference to specific remuneration, with fees to be determined at the time of appointment and annually thereafter in accordance with Council's budget estimates.

Audit Panel Code of Conduct

Given the proposed increase in members and to reflect the high standard that the Panel strives to hold itself to, it is recommended that Council adopt a Code of Conduct which aligns with the characteristics of good governance as outlined in the *Good Governance Guide for Local Government in Tasmania*. The model Code of Conduct available in the *Practice Guide for Local Government Audit Panels* (developed collaboratively by the Office of Local Government, Tasmanian Audit Office and Local Government Association of Tasmania) has been used as the basis for the proposed new Code of Conduct which is included in the attachments.

Purpose

The purpose of this agenda item is to present the recommendations of the Community Grants Selection Panel - Small Grants Fund 2025/26 Round 1 for endorsement.

Recommendation

That the distribution of \$9,146 to the following community groups via the Small Grants Fund for 2025/26 Round 1 is endorsed:

- \$1,642 Derby Community Development Association
- \$2,000 Nabowla Community Association
- \$1,775 Scottsdale Lawn Bowls Club
- \$1,815 Scottsdale Fire Brigade Social Club
- \$1,914 Bridport Netball Club

Background

Round 1 of Council's Community Grant Program for 2025/26 closed on 17 September 2025.

A funding stream of the Community Grants Program, Council's 2025/26 budget for the Small Grant Fund is \$10,000.

Five applications were received requesting a total of \$9,146 and the full allocation is recommended.

The Community Grants Selection Panel (the Panel) consisted of Cr Mervyn Chilcott, Cr Wendy McLennan, Cr Edwina Powell and was facilitated by Elizabeth Hadley (Community & Development Administration Officer).

For the assessment of applicants to the Small Grant Fund, Cr Mervyn Chilcott declared a conflict of interest and did not participate in the assessment process.

Councillors who would like to view the applications prior to the October 2025 Council Meeting are invited to contact the Director - Community and Development Services.

Congratulations are extended to all beneficiaries and applicants are wished all the best with implementing their projects.

Planning, Environment & Statutory Requirements

- Council Policy No. 47 – Community Grants

Risk Management

N/A

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 13.2

Financial & Asset Management Implications

For 2025/26, \$10,000 has been allocated to the Small Grant Fund.

Community Considerations

Council's Community Grants Program was communicated through the Dorset Council website and Facebook.

Officer's Comments:

The following table outlines the applications:

*Rounded up to the nearest dollar

Organisation	Total Cost of Project* (Incl. GST)	Amount Requested from Council* (Excl. GST)	Group/In-kind Contribution/ Other Grants*	Grant Details	Community Grants Selection Panel Recommendation (all Excl. GST)
Derby Community Development Association	\$1,806	\$1,642	\$0	Rock On - North East Tasmania Lapidary Club The club is an environment for people who share a passion for rocks, fossils, gemstones, minerals and jewellery making. It encourages field activities such as fossicking and has 20 members. The club also maintains a large display for educational purposes and has hosted school groups and tour groups. The application is for a variety of equipment purchases including safety supplies and power tools, a workbench, kettle and display cabinet.	Full Recommendation - \$1,642
Nabowla Community Association	\$7,250	\$2,000	\$5,250	Nabowla Hall Centenary This application is to support the 100-year celebration of the Nabowla Memorial Hall in 2026. The event will include veteran car club displays, a 1920s theme with prizes for best dressed as well as a historical displays. Expected numbers are 300 based on previous successful events at the Hall. A local caterer has provided a quote to support the event.	Full Recommendation - \$2,000
Scottsdale Lawn Bowls Club	\$1,775	\$1,775	\$0	Upgrade and Refurbishment of Equipment The bowls club equipment is showing wear and tear, and new equipment is required, which will also build stockpiles so extra teams can play as required. There are 44 bowlers on a Saturday and 24 on a Thursday and 160 participate in community bowls during December / January. Equipment includes heavy weatherproof jackets, mats and umpires' kits and will be procured locally from a club in a neighbouring council.	Full Recommendation - \$1,775
Scottsdale Fire Brigade Social Club	\$1,996	\$1,815	\$0	Scottsdale Fire Brigade Wellbeing Project The application is for the purchase of wellbeing packs, ready to grab and go in the event of an emergency. Inclusions are facemasks, respirators, specialist dietary dry food packs, medication, sanitary products, body wipes and ear plugs. It is also a space to house personal items for the firefighter such as glasses, phones and money. The packs would be distributed in November 2025 in readiness for the fire season.	Full Recommendation - \$1,815
Bridport Netball Club	\$2,106	\$1,914	\$0	Equipment Purchase The club has 10 teams ready to go for the 2026 season and require new equipment to ensure all teams have what they need. This will include new balls, medicine balls, resistance bands and weights for training and exercise. Around 100 players will benefit from this project.	Full Recommendation - \$1,914
Total Requested		\$9,146		Total Recommended	\$9,146

Item 197/2025**Round 1 – 2025/26 Matching Grants Application Assessments**

Reporting Officer: Director – Community & Development Services, Jayne Miller

Ref: DOC/25/13844

Purpose

The purpose of this agenda item is to present the recommendations of the Community Grants Selection Panel - Matching Grants Fund 2025/26 Round 1 for endorsement.

Recommendation

That the distribution of \$4,319 to the following community groups via the Matching Grants Fund for 2025/26 Round 1 is endorsed:

- \$4,319 Bridport Innovations Inc.

Background

Round 1 of Council's Community Grant Program for 2025/26 closed on 17 September 2025.

A funding stream of the Community Grants Program, Council's 2025/26 budget for the Matching Grant Fund is \$30,000.

One application was received requesting a total of \$4,319 and the full allocation is recommended.

The Community Grants Selection Panel (the Panel) consisted of Cr Mervyn Chilcott, Cr Wendy McLennan, Cr Edwina Powell and Elizabeth Hadley (Community & Development Administration Officer).

Members who would like to view the applications prior to the October 2025 Council Meeting are invited to contact the Director - Community and Development Services.

Congratulations are extended to all beneficiaries and applicants are wished all the best with implementing their projects.

Planning, Environment & Statutory Requirements

- Council Policy No. 47 – Community Grants

Risk Management

N/A

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 13.2

Financial & Asset Management Implications

For 2025/26, \$30,000 has been allocated to the Matching Grant Fund.

Community Considerations

Council's Community Grants Program was communicated through the Dorset Council website and Facebook.

Officer's Comments:

The following table outlines the applications:

*Rounded up to the nearest dollar

Organisation	Total Cost of Project* (Incl. GST)	Amount Requested from Council* (Excl. GST)	Group/In-kind Contribution/ Other Grants*	Grant Details	Community Grants Selection Panel Recommendation (all Excl. GST)
Bridport Innovations Inc.	\$9,500	\$4,319	\$4,319	<p>Bridport Visitor Information Centre Solar Panels Through RACT funding an EV charging station was installed at the Bridport Visitor Information Centre. This has contributed to increased power costs for the facility. The quote for the project is for a 3.29kW system with an estimated savings on electricity annually of \$1,026. The price to purchase the system is \$9,500. The environmental benefits includes 4 tons of carbon dioxide avoided annually. The installation will be undertaken by an experienced contractor. Bridport Innovations have a strong focus on sustainability and a matching grant demonstrates their commitment to this philosophy.</p>	Full Recommendation - \$4,319
Total Requested		\$4,319		Total Recommended	\$4,319

Item 198/2025**Round 1 – 2025/26 Discretionary Grants Application Assessments**

Reporting Officer: Director – Community & Development Services, Jayne Miller

Ref: DOC/25/13843

Purpose

The purpose of this agenda item is to present the recommendations of the Community Grants Selection Panel - Discretionary Grants Fund 2025/26 Round 1 for endorsement.

Recommendation

That the distribution of \$6,730 to the following community groups via the Discretionary Grants Fund for 2025/26 Round 1 is endorsed:

- \$1,310 - Bridport Girl Guides
- \$5,420 – Lions Club of Scottsdale

Background

Round 1 of Council's Community Grant Program for 2025/26 closed on 17 September 2025.

A funding stream of the Community Grants Program, Council's 2025/26 budget for the Discretionary Grant Fund is \$15,000.

Two applications were received requesting a total of \$6,730 and the full allocation is recommended.

The Community Grants Selection Panel (the Panel) consisted of Cr Mervyn Chilcott, Cr Wendy McLennan, Cr Edwina Powell and was facilitated by Elizabeth Hadley (Community & Development Administration Officer).

For the assessment of applicants to the Discretionary Grant Fund, Cr Mervyn Chilcott declared a conflict of interest and did not participate in the assessment process.

Councillors who would like to view the applications prior to the October 2025 Council Meeting are invited to contact the Director - Community and Development Services.

Congratulations are extended to all beneficiaries and applicants are wished all the best with implementing their projects.

Planning, Environment & Statutory Requirements

- Council Policy No. 47 – Community Grants

Risk Management

N/A

Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 13.2

Financial & Asset Management Implications

For 2025/26, \$15,000 has been allocated to the Discretionary Grant Fund.

Community Considerations

Council's Community Grants Program was communicated through the Dorset Council website and Facebook.

Officer's Comments:

The following table outlines the applications:

*Rounded up to the nearest dollar

Organisation	Total Cost of Project* (incl. GST)	Amount Requested from Council* (Excl. GST)	Group/In-kind Contribution/ Other Grants*	Grant Details	Community Grants Selection Panel Recommendation (all Excl. GST)
Bridport Girl Guides	\$1,491	\$1,310	\$50	Replacement of Oven at Bridport Girl Guide Building. Current oven is no longer working, and an oven is required to support activities and events. This includes cooking and baking activities that support hands on learning, creativity and fostering life skills. Girls Guides has a membership of 40 aged 7-16 from the Bridport and Scottsdale areas.	Full Recommendation - \$1,310
Lions Club of Scottsdale	\$5,962	\$5,420	\$0	Installation of Security Cameras at Northeast Park This project will see the installation of four security cameras in the campgrounds and car park. They will link to the existing Council CCTV system. The project aligns with the principles of Crime Prevention Through Environmental Design by increasing surveillance to deter anti-social behaviour and provide enhanced oversight in the area and supporting legitimate users of the space.	Full Recommendation - \$5,420
Total Requested		\$6,730		Total Recommended	\$6,730

ITEMS FOR NOTING

Item 199/2025 Council Workshops Held Since Last Council Meeting

7 October 2025 | Briefing Workshop

- Emma Street, Bridport – Petition to Amend Sealed Plan Process
- Local Government Reforms to Councillor Numbers and Allowances | Discussion Paper
- External Presentation: Rotary Club of Scottsdale | Scottsdale Railway Station Update
- Priority Projects Plan Update
- Review Policy No. 2 – Payment of Councillor Expenses and Provision of Facilities
- Audit Panel Charter Review and Proposed Code of Conduct
- Briefing Reports
 - Correspondence
 - Board of Inquiry Quarterly Update | 1 Jul – 30 Sep 2025
 - State Planning Provisions | Amendment 02-2025
 - Draft Terms of Reference | Tourism Working Group

Item 200/2025 Elected Member Communications

Mayor Calendar | 11 September – 15 October 2025

September 2025

- 12 Rotary Rail Trail Run and Ride 2025 | Festival Opening, Little Rivers Brewing Co, Scottsdale
- 14 Rail Trail Run and Ride Presentations, Scottsdale Railway Precinct
- 15 September Council Meeting, Council Chambers
- 17 Local Government Association of Tasmania Mayors Workshop, Devonport
- 18 Weekly meeting with the General Manager, Council Chambers
- 18 Meeting with Better Health 4 Dorset Officers, Scottsdale
- 18 Online meeting with Northern Tasmania Development Corporation Chief Executive Officer and General Manager, via Microsoft Teams
- 20 Scottsdale Show Launch, Scottsdale
- 24 Presentation to Scottsdale Probus, Northbourne Community Centre, Scottsdale
- 24 NRM North Annual General Meeting, Launceston

October 2025

- 1 National Timber Councils Association Annual General Meeting, via Microsoft Teams
- 2 Weekly meeting with the General Manager, Council Chambers
- 2 Morning tea with Scottsdale Visitor Information Centre volunteers and General Manager, Visitor Information Centre
- 2 Meeting with Senator Wendy Askew with General Manager, Council Chambers
- 7 October Council Briefing Workshop, Council Chambers

- 8 Dorset Australia Day Awards / Ceremony Committee discussion with Cr McLennan and Cr Chilcott, Council Chambers
- 8 Just a Farmer movie screening, Mechanics Hall, Scottsdale

Item 201/2025 Management Team Briefing Report

Purpose

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

Recommendation

That Council:

1. receive and note the unconfirmed Dorset Council Audit Panel minutes, dated 23 September 2025;
2. note the adjustment to the 2025/26 Capital Budget; and
3. receive and note the remaining Management Team Briefing Report.

COUNCIL COMMITTEE: Dorset Council Audit Panel Meeting Minutes

On 23 September 2025, the Audit Panel held their meeting for the September quarter. The following items were discussed:

1. Declaration of Conflict of Interest
2. Confirmation of Minutes – 27 May 2025
3. Outstanding matters from previous Audit Panel meetings
4. Work Health and Safety Update
5. Tabling of Tasmanian Audit Office Strategy and Annual Audit Outcomes Report for the 2024/25 financial year
6. Unaudited 2024/25 Financial Report
7. 2024/25 Bad Debts Update
8. Board of Inquiry – Service Rates and Charges Report and Ministerial Directives Progress Report
9. Audit Panel composition, Charter review, and proposed Code of Conduct
10. Policy Review – Payment of Councillor Expenses and Provision of Facilities
11. Tabling Policy No.67 – Dispute Resolution (Elected Member) and Policy No. 41 – Council Meeting Procedures
12. 2025/26 Insurance Coverage Report
13. Other Business / Update on Significant Events

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

BUDGET ADJUSTMENT REPORT: Local Government Act 1993 – Section 82(7)

Capital Budget

Project	Original Budget	Adjustment	Revised Budget	Reason for budget adjustment
Bridge 1589 Sledge Track	145,000	36,000	181,000	Supply constraints and additional engineering requirements
Bridge 1572 Haas Rd - Upgrade	286,000	(36,000)	250,000	
Total Capital Budget	431,000	-	431,000	

CUSTOMER SERVICE REQUESTS | September 2025

	Requests Received September 2025	Comparison Requests September 2024	Received 2025	Comparison 2024
Animal	-	-	26	13
Bridges	-	-	-	-
Caravan Parks	2	-	9	3
Cemeteries	-	-	1	-
Community Development General	-	-	-	-
Corporate Services General	1	3	11	7
Customer Service	-	-	4	8
Elections	-	-	1	-
Emergency Services Enquiries	-	1	1	1
Environmental Management & Health	-	1	15	7
Government Relations	-	-	-	1
Licencing	-	-	1	-
Parks and Reserves	4	3	30	10
Planning & Building	2	-	5	4
Public Health	-	-	4	2
Public Online Enquiries	-	-	2	1
Public Amenities	2	-	21	10
Public Halls Buildings	6	1	18	12
Recreation Grounds	-	-	11	14
Roads	36	15	179	182
Swimming Pools	-	-	6	-
Waste Management	-	-	8	2
Total Requests	53	24	353	276

A detailed copy of the 2025 Customer Service Requests is included in the attachments.

APPROVED APPLICATIONS | September 2025

	Approved September 2025	Approved 2025 YTD	Approved 2024 YTD
Planning	13	73	93
Building⁵	6	49	78
Plumbing	4	27	39

See attachments for detailed information about applications approved in September 2025.

WASTE MANAGEMENT REQUESTS | September 2025

	Requests Received September 2025	Comparison September 2024	FYTD Received 2025/26	Comparison FYTD Received 2024/25
Feedback and Queries	-	-	-	1
Repair Bin	2	-	2	1
Replace Bin	3	9	8	12
Request a New Service	2	2	7	4
Remove Additional Bin	6	5	13	14
Request an Additional Bin	1	4	3	8
Request an Upsize/Downsize	2	-	2	-
Request to Opt Out (of Service)	2	-	2	-
Total Requests	18	20	37	40

⁵ From 15 March 2023, Dorset Council ceased providing Building Surveying services for any new building applications. Council is still providing Plumbing Surveyor services and continues to act as the Permit Authority, as required.

2025/26 CAPITAL WORKS PROGRAM

Ref: DOC/25/9165

	Complete 2025/26
	Completed in September 2025
	Carried Forward Projects – 2026/27

PROJECT	STATUS
BRIDGES	
Bridge 1508 Garibaldi Road, Pioneer – repairs to piers (addition allocation, storm recovery)	Tenders called
Bridge 1604 Panama Forest Road, Golconda – timber deck renewal	Completed
Bridge 1589 Sledge Track, West Scottsdale – timber superstructure renewal (beams & deck)	Procured beams
Bridge 1556 New River Road, Ringarooma – timber deck renewal	Completed
Bridge 1594 Greeta Road, Nabowla – timber superstructure renewal (beams and deck)	Timber ordered
Bridge 1508 Garibaldi Road, Pioneer – slab repairs	
Bridge 1569 Jensens Road, North Scottsdale – upgrade superstructure (timber to concrete)	Funding Application submitted
Bridge 1572 Haas Road, Legerwood – upgrade superstructure (timber to concrete, additional allocation)	Successful Funding Application
STORMWATER	
61 King Street, Scottsdale – upgrade stormwater pits	
3 Murphy Place, Scottsdale – undertake network survey and hydrology assessment	Design
Main Road, Pioneer – pipe open drain	
9 Willow Court, Winnaleah – design and install new network	Design
21 Thomas Street, Scottsdale – design and install new network	Tender Awarded
52 Scott Street, Branxholm – design and install new network	Design
3 Thomas Street, Scottsdale – design and install new network	Design
ROADS – RESHEETING	
Old Waterhouse Road, Waterhouse	Commenced
Cape Portland Road, Gladstone	Commenced
Bridport Back Road, Nabowla	
Nurses Road, Bridport	Commenced
Unwins Road, Springfield	Commenced
McDonalds Avenue, Ringarooma	Commenced
Dead Horse Hill Road, Ringarooma	Commenced
Pera Flats Road, Ringarooma	Commenced
Swanee Road, Winnaleah	
Ferny Hill Road, Bridport	Commenced
Bridport – urban resheeting (various locations)	Commenced

PROJECT	STATUS
ROADS – RESEALS	
George Street, Scottsdale – highway access	Prep work completed
Maurice Street, Legerwood	Prep work completed
Spotswood Drive, Scottsdale	Prep work completed
Beattie Street, Scottsdale	Prep work completed
Ringarooma Road, Scottsdale – highway access	Prep work completed
Christopher Street, Scottsdale	Prep work completed
Mary Street, Scottsdale	Prep work completed
Alice Street, Scottsdale	Prep work completed
East Maurice Road, Ringarooma	Prep work completed
Oakdene Road, Jetsonville	Prep work completed
Barnbogle Road, Bridport	Prep work completed
Barnett Road, Ringarooma	Prep work completed
Ruby Flats Road, Branxholm	Prep work completed
Derby Back Road, Derby	Prep work completed
Sykes Road, Springfield	Completed
Arnold Place, Scottsdale	Completed
Charles Street, Pioneer – additional reseal	Tender Issued
ROADS – OTHER PROJECTS	
Willis Road, Lietinna – hotmix overlay intersection with Golconda Road	Commenced
Koomeela Road, West Scottsdale – culvert repairs	Commenced
Banca Road, Winnaleah – pavement repair and hotmix surface	Commenced
Golconda Road, Nabowla – 3.4km safety upgrades and pavement renewal	
Ferny Hill Road, Bridport – landslip repair (storm damage)	
Golconda Road, Golconda – pavement design	Design
Bentley Street, Bridport – footpath renewal	
Ellenor Street, Scottsdale – design pavement renewal	Design
Austins Road and Tasman Highway, Scottsdale – junction upgrade	Design
Northeast Lane, Scottsdale – design	Completed
Union Street, Scottsdale – kerb and stormwater upgrade (stage 1)	Tender Awarded
Pioneer township – footpath	
Golconda Road, Golconda – freight and safety improvement strategy	
Buckney's Road, Scottsdale – road survey	Commenced

PROJECT	STATUS
BUILDINGS	
Bridport Seaside Caravan Park – camp kitchen renewal (replace beams)	Commenced
Bridport Seaside Caravan Park – electrical switchboard renewal and underground cables (stage 1)	
Northeast Park, Scottsdale – electrical upgrades and shower payment machine upgrades	
Winnaleah Old Scout Hall – replace old louvre windows	Materials sourced
Derby, Branxholm, Ringarooma, Winnaleah & Legerwood – switchboard upgrades	Commenced
Pioneer Hall – toilet renewal	Planning
Northeast Park, Scottsdale – BBQ replacement	Completed
Scottsdale – switchboard upgrades (various sites)	Planning
Scottsdale Aquatic Centre – toilet and shower renewal	Commenced
Branxholm Hall – kitchen renewal (Pines Committee donation)	Planning
Bridport Seaside Caravan Park – amenities upgrade (shower cubicle storage / shelving)	
Bridport Seaside Caravan Park – cabin upgrades / outdoor area improvements	
Scottsdale Waste Transfer Station – Reuse Centre shop extension	Planning
Scottsdale Waste Transfer Station – heat pump	Completed
Derby Depot – alarm system and cameras	Planning
Scottsdale Depot – relocation of storage sheds (additional allocation)	Commenced
Nugget Sellars Pavilion (Scottsdale Recreation Ground) – heat pump	Completed
Scottsdale Aquatic Centre – remote access through Council network	
LAND IMPROVEMENTS	
Blue Derby – network signage	
Bridport Seaside Caravan Park and Bridport Foreshore – BBQ replacement	Completed
Scottsdale Aquatic Centre – flow meter and motor protection on leisure pool pumps	Planning
Scottsdale Aquatic Centre – chlorinator pump critical spare parts	Commenced
Scottsdale Aquatic Centre – balance tank temporary shut off valve	Ordered
Scottsdale Aquatic Centre – leisure pool filter sand replacement	Planning
Scottsdale Aquatic Centre – replace umbrella covers	Completed
Derby Park – Ringarooma Road erosion repairs	Planning
Pine Plantation, Ringarooma Road, Scottsdale – replanting (additional allocation)	Commenced
Blue Derby – Black Stump car turning area redevelopment	Planning
Blue Derby – Top Creek drop off area completion	Planning
Netball court upgrades – Scottsdale, Bridport and Derby (Stage 1)	Planning
Scottsdale Railway Station precinct redevelopment	
Blue Derby – memorial lookout	Planning
Ellesmere Cemetery, Scottsdale – new memorial wall	Planning
Scottsdale sports precinct – master planning	
Scottsdale Aquatic Centre – covered pool feasibility study	

PROJECT	STATUS
CARRY FORWARD PROJECTS	
<u>Bridges</u>	
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (storm recovery)	Tenders Received
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	Successful Funding Application
<u>Roads</u>	
South Street, Bridport – replace kerb	
King Street, Scottsdale – pedestrian crossing	Planning
George Street, Scottsdale – pedestrian crossing	Planning
Coplestone Street, Scottsdale – new footpath	
<u>Buildings</u>	
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	
Scottsdale Railway Station Building – restoration	
Derby Depot – new trail crew storage shed	Planning
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach	Planning
Branxholm Waste Transfer Station – Oil Bunded Shed	Planning
Branxholm 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
<u>Land Improvements</u>	
Croquet Lawn Beach, Bridport – access improvements	
Blue Derby Mountain Bike Trails – Tunnel stairs	
Bridport Lions Club Adventure Playground upgrade (election grant)	
Scottsdale Childrens Reserve Playground upgrade (election grant)	Planning
Scottsdale community bike track	
Gladstone community park	
Waste Transfer Station signage	Commenced
CWA Carpark, Bridport – solar light	Completed

CLOSED SESSION

Item 202/2025 'Closed Session': Council

Purpose

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025* (e.g. confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

Recommendation

That Council resolve, by absolute majority, that the meeting be closed to the public to enable Council to consider agenda items 203 to 206 which are confidential matters as prescribed in Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*.

Time Meeting Closed:

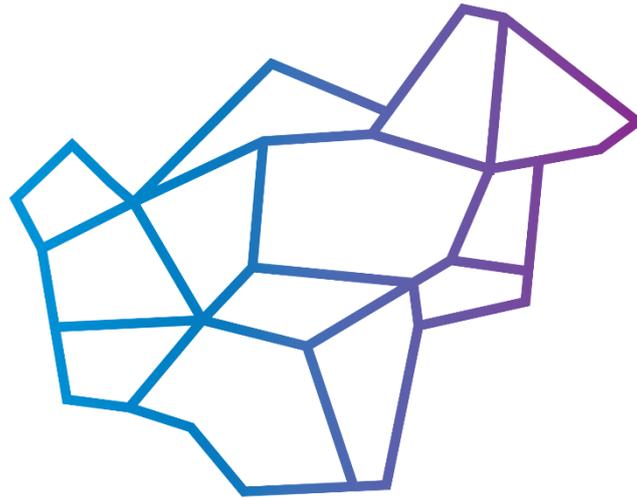
Item	Purpose	Regulation Ref ⁶
203/2025 Declaration of Interests	Interests to be declared relating to items listed for discussion within Closed Session	-
204/2025 Contract 2025/26-05 Bridge 1508 Garibaldi Road	Consider recommendations on preferred tenderer for the construction of pier support and sheet piling for Bridge 1508 Garibaldi Road	17(2)(e)
205/2025 Release of Public Information	Consider whether any discussion, decision, report or document relating to any Closed Session items should be released to the public	17((7) & (8)
206/2025 Completion of Closed Session	Move to Open Council and Close the Meeting	-

CLOSURE OF MEETING

Time Meeting Closed:

⁶ Regulation 17:

Reg.	Confidential Reason
17(2)(a)	personnel matters, including complaints against an employee of the council
17(2)(b)	industrial relations matters
17(2)(c)	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
17(2)(d)	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
17(2)(e)	contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
17(2)(f)	the security of (i) the council, councillors and council staff; or (ii) the property of the council
17(2)(g)	proposals for the council to acquire land or an interest in land or for the disposal of land
17(2)(h)	information that is (i) of a personal and confidential nature; or (ii) provided to the council on the condition that it be kept confidential
17(2)(i)	requests by councillors for leave of absence
17(2)(j)	notifications by councillors of leave of absence for parental leave
17(2)(k)	matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council
17(2)(l)	the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area



dorset
C O U N C I L

Ordinary Council Meeting

Agenda Attachments

Monday, 20 October 2025

it's in the making

2025 LOCAL GOVERNMENT BY-ELECTION

Certificate of Election

Dorset Council

In accordance with the *Local Government Act 1993* I have declared the following candidate elected unopposed to the position shown below.

Councillor

Elected until the 2026 ordinary elections

Anthony Richards



Nick Kakkos
Returning Officer

Monday, 22 September 2025



DECLARATION OF OFFICE

Section 321 Local Government Act 1993

I, **ANTHONY RICHARDS**, having been elected as

COUNCILLOR

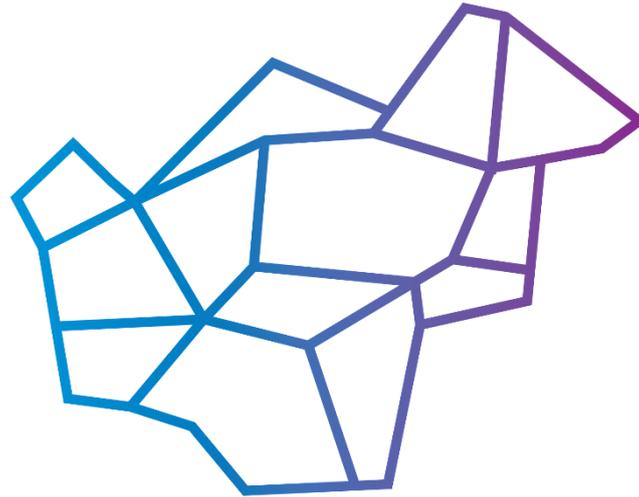
to the DORSET COUNCIL, do solemnly declare that I will

- a) *faithfully carry out the functions and exercise the powers vested in me by virtue of that office to the best of my ability and in accordance with the law;*
- b) *comply with the Council's code of conduct;*
- c) *engage in ongoing professional development; and*
- d) *abide by the principles of good governance.*

.....
Anthony Thomas RICHARDS

Made before me at Scottsdale in Tasmania on the 14th day of October 2025

.....
JOHN MARIK
General Manager



dorset
C O U N C I L

Minutes

Council Meeting

Monday, 15 September 2025

COUNCIL CHAMBERS

it's in the making

Ordinary Meeting of Council

PROCEDURAL ITEMS	4
Item 163/2025 Declaration of Interest	4
Item 164/2025 Confirmation of Ordinary Council Meeting Minutes – 18 August 2025	4
DECISION	4
Item 165/2025 Confirmation of Council Meeting Closed Session Minutes – Monday, 18 August 2025	4
DECISION	4
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Council Meeting - Agenda

Monday, 15 September 2025

Meeting Opened: 6:00 pm

Council Meetings Procedures

In accordance with Policy No. 41: Council Meeting Procedures, this Meeting is being recorded. By attending the Meeting in person, you are consenting to personal information being recorded and published. No unauthorised filming or recording of the Meeting is permitted.

Visitors are reminded that Council Meetings are a place of work for Council Officers and Councillors.

The Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct. It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council Officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave the Council's premises following any behaviour that falls short of these expectations.

Language and conduct at a Meeting that could be perceived as offensive, defamatory or threatening to a person in attendance or listening to the recording, is not acceptable. It is an offence to hinder or disrupt a Council Meeting.

Present: Councillors Rhys Beattie (Mayor), Edwina Powell (Deputy Mayor), Wendy McLennan, Kahlia Simmons, Jan Hughes, Vincent Teichmann, Mervyn Chilcott

General Manager: John Marik, Director – Corporate Services: Lauren Tolputt, Director – Development Services: Jayne Miller, Director – Infrastructure: Kerry Sacilotto, Executive Assistant: Sarah Forsyth

Apologies: Councillor Nick Bicanic

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 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 163/2025 Declaration of Interest

In accordance with Section 48 of the *Local Government Act 1993*, Regulation 10(8) of the *Local Government (Meeting Procedures) Regulations 2025* and the Tasmanian Local Government Code of Conduct, Councillors are requested to indicate whether any have, or are likely to have, an interest in any item on the agenda.

INTEREST DECLARED

Nil

Item 164/2025 Confirmation of Ordinary Council Meeting Minutes – 18 August 2025

Ref: DOC/25/10932

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 18 August 2025 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

DECISION

MOVED: Cr Simmons | SECONDED: Cr McLennan

That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on Monday, 18 August 2025 having been circulated to Councillors, be confirmed as a true record.

CARRIED UNANIMOUSLY

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 165/2025 Confirmation of Council Meeting Closed Session Minutes – Monday, 18 August 2025

Ref: DOC/25/10926

The Chair reported that he had viewed the minutes of the Ordinary Meeting Closed Session held on Monday, 18 August 2025 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

DECISION

MOVED: Cr Teichmann | SECONDED: Cr Powell

That the Minutes of Proceedings of the Dorset Council Meeting Closed Session held on Monday, 18 August 2025 having been circulated to Councillors, be confirmed as a true record.

CARRIED UNANIMOUSLY

Item 166/2025 Confirmation of Agenda

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Simmons

That Council confirm the Agenda and order of business for the 15 September 2025 Council Meeting.

CARRIED UNANIMOUSLY

Item 167/2025 Public Question Time

¹Members of the Public can ask a maximum of two question(s) without notice during Public Question Time. The Chairperson reserves the right to consider questions above this limit will be accepted or treated as correspondence.

Any person asking a question is asked to stand (if able), clearly state their name and suburb they live.

Question(s) must be clear and concise, not be a statement and have minimal pre-amble. Any answer given is not to be debated.

Members of the public must provide any question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

The following questions have been received on notice:

Karl Willrath, Scottsdale | 22 August 2025

In the last Liberal minority government, constituency questions were introduced, and Dorothy Dix questions were ceased in Lower House. Will Mayor Beattie also cease the use of Dorothy Dix questions at Council especially in view of the unintended consequences they can sometimes have? (i.e. amend policy 41)

Response from Mayor Rhys Beattie:

As Dorothy Dix questions relate to a member of the same political party asking a pre-planned question to another member of that party, it does not apply to local government. Each elected Councillor is essentially independent from the others in the room.

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

Lawrence Archer, Bridport

I previously asked if those people who suffered from retributive and punitive action of the Dorset Council deserved an apology and your response was no. Can you explain your reasoning for not believing those people deserve an apology?

Response from Mayor:

I feel that through the Board of Inquiry, all of those qualms that people had have been dealt with in a fair and equitable manner and I think it has been sufficiently dealt with and concluded.

¹ In accordance with Regulations 33, 36 & 37 and Council Policy No. 41: Council Meeting Procedures

Have the Council and Councillors been advised not to apologise for past actions?

Response from Mayor:

No, no advice has been given. I suppose it's just following directions from the Board of Inquiry.

Gail Archer, Bridport

Has Council received a financial report from the Blue Derby Foundation for the 2025 financial year?

Response from General Manager:

No.

Has the Blue Derby Foundation made any contribution to trail maintenance from last financial year's trading?

Response from General Manager:

Not yet.

Item 168/2025 Public Address of Meeting

²Members of the public can make a statement at a Council Meeting; it is not question or discussion time with Councillors. Prior to making a statement, the person is asked to stand (if able), clearly state their name and suburb they live. Members of the public wishing to address Council at a Meeting shall indicate their intent and subject matter in writing by 10am on the Friday prior to the Meeting. A person seeking to make a statement may speak for a period up to 3 minutes but may be extended at the discretion of the Chairperson to a maximum of 5 minutes. All proposed statements are to be provided in writing prior to the Meeting to allow for circulation and inclusion in the minutes of the Meeting.

Nil

Item 169/2025 Councillor Question Time

³Councillors can ask a maximum of two question(s) without notice during Councillor question time. The Chairperson reserves the right to consider questions above this limit will be accepted or treated as correspondence. Question(s) must be clear and concise, not be a statement, have minimal pre-ambles, not offer an argument or opinion, draw conclusions, or make any accusations. Any answer given is not to be debated. Councillors must provide question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

The following questions were received **without notice** from Councillors:

Councillor McLennan:

A lady named Catherine wrote to us about off-leash dogs in Bridport and it was quite an extensive letter, and I was just wondering what we're doing about it?

² In accordance with Regulations 46 and Council Policy No. 41: Council Meeting Procedures

³ In accordance with Regulations 33, 34 & 35 and Council's Policy No. 41: Council Meeting Procedures

Response from Director – Development Services:

I haven't seen that Councillor McLennan, so it may have been received before the time of me arriving as Director, however I will follow up and advise.

Councillor Simmons:

I have had numerous enquiries from the public, so I am asking this question for clarity. With Council predicted to return a \$1.34 million deficit this year following on from a \$785,000 deficit last year and further deficits predicted in the following 3 years, what is Council going to do to turn this around, given we have only 4 major income streams, some of which we have no control over and most of our costs are incurred by staff wages and infrastructure maintenance. Are we looking at major rate rises well above CPI or are we looking at reducing staff numbers and wages, or is it planned to reduce our maintenance across the community?

Response from General Manager:

At the start of the financial year when we had the budget signed off, we had a pathway to get to a surplus over the next four years. What we're doing in the background as Officers is we're looking at three things. (1) It's something that we haven't broached with Councillors yet, however we sort of have with parts of the community over the last couple of years, and that's looking at more of a pay per use model because there are a lot of things that Council provides for free, however any changes will be a decision that will have to be made by Councillors. (2) Whether we look at a slightly larger rate rise, we can do that obviously, and then ultimately, (3) we're looking at all our expenditures. Any reduction in expenditures need to be made by Councillors because that would be a reduction in service levels. So that's all going to be a process undertaken with Councillors.

Probably the biggest thing impacting on the underlying deficit has been the material increase in depreciation. In 2018/19 Council had depreciation of \$3.2 million, however in 2025/26 depreciation is expected to be a little bit over \$6 million, so it's a doubling since that time. The biggest impact on depreciation was COVID-19 whereby infrastructure inflation was at least double the general CPI. Thus, the expenditure base has compounded off a much larger base than income. Council has almost \$300 million assets under management, and depreciation is representative of the cost of rebuilding those assets. Council must ensure that in the future Council's income is covering depreciation plus inflation each year.

So, absolutely there's going to be some hard decisions for this Council to make.

I will also add though, a fourth element that I didn't talk about, Council may choose to reduce capital spend. It must be noted Council have low debt levels. The biggest way to get in trouble is when you've got a lot of debt that you can't service, and we don't have that part. We are fine for a fair few years but ultimately what you'll find is if you don't start to get to surpluses, the problems will be 5 to 10 years down the road as you have to maintain all your existing capital.

Councillor Chilcott:

What is happening in regard to the pedestrian crossings in King Street and George Street?

Response from Director – Infrastructure:

That is currently in progress. We've had traffic studies being conducted last week on the King Street area and we're waiting to receive the report.

Has consideration been given at any time to reducing the speed limit as it is done in school areas?

Response from Director – Infrastructure:

King Street is a Department of State Growth road, so any speed limit changes, etc., must be approved through State Growth. So, we'll wait for the report, which is a report on pedestrian and traffic movements and then that will inform us as to what sort of traffic treatments need to be implemented in the future.

In your opinion (directed at the Director – Infrastructure) would it be better to have a speed reduction to 40km/hr rather than expect heavy traffic to stop and start when sometimes carrying a 40-tonne load?

Response from Director – Infrastructure:

There are various treatments that can be used, and it depends on a lot of factors. So, one is the natural pathway that pedestrians take. So, it depends on the type of traffic, the lines of sight and things like that, and that's why we've engaged a traffic engineer to have that report completed. I'm unqualified to make a judgement on that. Certainly, the traffic engineers will take all that information into account when they produce their report for us.

What is happening in regard to the land development in Austin's Road?

Response from Director – Development Services:

We have gone out for a request for quote for some services to support progression of that work and we're yet to award the contract. I believe by December 2026 that project needs to be completed, so we should see traction over the next few months.

Councillor Teichmann:

Following on from Lawrence Archer's questions were Councillors not told by the General Manager and the Minister for Local Government that they did not feel an apology by Council was advisable or necessary, in this very room, and does that not constitute advice that no apology was necessary?

Response from Mayor:

The Board of Inquiry directions were clear on who was at fault. For example, there was obvious fault with the way that the Derby Depot was built in the wrong place. In respect to your questions, there was no fault and no wrongdoing found of the Council. As there was no wrongdoing found, there's no apology needed.

Further Response from General Manager:

We did discuss it at a Workshop, however, ultimately the decision is for Council whether they want to go down that road, including the Mayor. So, whether there was an opinion made by a Minister, or whether there was commentary in the background, ultimately the decision is of Council whether they want to go down that road.

Item 170/2025 Requests for Leave of Absence

Nil

Item 171/2025 Notifications of Leave of Absence for Parental Leave

Nil

Item 172/2025 Councillor Motions with Notice

Nil

ITEMS FOR DECISION

Item 173/2025 **Board of Inquiry Direction 3 | 2024/25 Service Rates and Charges**
Reporting Officer: Director – Corporate Services, Lauren Tolputt
Ref: DOC/25/12426

Purpose

The purpose of this agenda item is to receive and note a report on the review of all service rates and charges made under Section 93 and 94 of the *Local Government Act 1993* for the financial year 2024/25 to address Board of Inquiry Ministerial Direction 3.

Recommendation

That Council, to address Board of Inquiry Ministerial Direction 3:

1. Receives and notes this report regarding the income raised from service rates and charges made under Sections 93 and 94 of the *Local Government Act 1993* in 2024/25, and the extent to which that income was invested in or expended through delivery of the relevant services; and
2. Authorises the General Manager to submit this report to the Minister for Local Government by no later than 30 September 2025.

Waste Management Services

Operating Results by Category

For the period ended 30 June 2025

	Kerbside Collection \$'000	Waste Management Operations \$'000	Total Waste Management Services \$'000
Operating Income			
<i>Rates and Charges</i>			
Kerbside collection annual charges	1,184	-	1,184
Waste management annual charges	-	860	860
<i>User Charges</i>			
Refuse disposal fees	-	79	79
Lease/rent fees received	-	3	3
Other sundry user charges	-	3	3
<i>Grants and contributions</i>			
Contributions Received Other	-	8	8
<i>Other income</i>			
Reimbursements other	-	14	14
Sundry sales	-	31	31
Total operating income	1,184	998	2,182
Operating Expenses			
<i>Employee costs</i>			
Salaries and wages	120	532	652
Overtime	11	18	29
Superannuation	14	45	59
Workers compensation insurance	3	15	18
Payroll tax	6	24	30
<i>Materials and services</i>			
Materials	-	25	25
Utilities	-	4	4
Plant hire - internal usage	261	69	330
Contractors	3	43	46
Disposal Charges	175	221	396
Waste management contracts	-	303	303
<i>Other expenses</i>			
Advertising	-	2	2
Lease payments	-	4	4
Insurance	-	1	1
Communications	-	7	7
Refunds/reimbursements	-	4	4
Other sundry expenses	-	2	2
<i>Depreciation</i>			
Land Improvements	-	12	12
Buildings	-	5	5
Plant and machinery	104	23	127
Total operating expenses	697	1,359	2,056
Net result for the period	487	(361)	126
<i>less: Average annual capital outlay</i>	<i>(204)</i>	<i>(87)</i>	<i>(291)</i>
<i>add: Depreciation</i>	<i>104</i>	<i>40</i>	<i>144</i>
Overall Result	387	(408)	(21)

DECISION

MOVED: Cr Simmons | SECONDED: Cr Hughes

That Council, to address Board of Inquiry Ministerial Direction 3:

1. Receives and notes this report regarding the income raised from service rates and charges made under Sections 93 and 94 of the *Local Government Act 1993* in 2024/25, and the extent to which that income was invested in or expended through delivery of the relevant services; and
2. Authorises the General Manager to submit this report to the Minister for Local Government by no later than 30 September 2025.

CARRIED UNANIMOUSLY

Item 174/2025

Food Organics and Garden Organics (FOGO)

Reporting Officer: Director – Infrastructure, Kerry Sacilotto

Ref: DOC/25/12497

Purpose

The purpose of this agenda item is to seek Council’s commitment to progress the introduction of a Food Organics and Garden Organics (FOGO) kerbside collection service in Scottsdale and Bridport, with a target implementation date of the 2027/28 financial year.

Recommendation

That Council:

1. commits to progressing the introduction of a Food Organics and Garden Organics (FOGO) kerbside collection service for Scottsdale and Bridport, with a target implementation date of the 2027/28 financial year; and
2. authorises Council Officers to prepare a comprehensive business case and rollout strategy, including cost modelling, community engagement planning, operational requirements, and funding opportunities, and to allocate appropriate Council resources to support this work.

Councillor Simmons left the Meeting during presentation of the item (6:33 pm)

Councillor Simmons returned to the Meeting during presentation of the item (6:35 pm)

DECISION

MOVED: Cr Powell | SECONDED: Cr Hughes

That Council:

1. commits to progressing the introduction of a Food Organics and Garden Organics (FOGO) kerbside collection service for Scottsdale and Bridport, with a target implementation date of the 2027/28 financial year; and
2. authorises Council Officers to prepare a comprehensive business case and rollout strategy, including cost modelling, community engagement planning, operational requirements, and funding opportunities, and to allocate appropriate Council resources to support this work.

FOR

Councillor Beattie
 Councillor Powell
 Councillor Simmons
 Councillor Chilcott
 Councillor McLennan
 Councillor Hughes

AGAINST

Councillor Teichmann

CARRIED

Item 175/2025

External Grant Funding Update

Reporting Officer: General Manager, John Marik and Director – Corporate Services, Lauren Tolputt
 Ref: DOC/25/11863

Purpose

The purpose of this report is to provide an update on external grant funding received by Council and the Dorset community.

Recommendation

That Council receive and note the external grant funding update.

DECISION

MOVED: Cr McLennan | SECONDED: Cr Chilcott

That Council receive and note the external grant funding update.

CARRIED UNANIMOUSLY

Item 176/2025	Councillor Code of Conduct Tabling of Determination Report – Willrath vs Howard and Stein Reporting Officer: General Manager, John Marik Ref: DOC/25/11762 Determination Report C24501: DOC/25/11122
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Purpose

The purpose of this agenda item is to table a copy of a Code of Conduct Panel Determination Report, dated 5 January 2023, in response to a complaint made against former Councillors Greg Howard⁴ and Leonie Stein⁵ by Mr Karl Willrath.

Recommendation

That Council receive the Code of Conduct Panel Determination Report, dated 5 January 2023, in relation to a complaint made by Mr Karl Willrath against former Councillors Greg Howard and Leonie Stein.

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Powell

That Council receive the Code of Conduct Panel Determination Report, dated 5 January 2023, in relation to a complaint made by Mr Karl Willrath against former Councillors Greg Howard and Leonie Stein.

CARRIED UNANIMOUSLY

ITEMS FOR NOTING

Item 177/2025 Council Workshops Held Since Last Council Meeting

2 September | Briefing Workshop

Item 178/2025 Elected Member Communications

Mayor Calendar | 14 August – 10 September 2025

August 2025

- 14 Weekly meeting with the General Manager, Council Chambers
- 14 Meeting with the Tasmanian Community Fund Board with General Manager and Director – Corporate Services, Scottsdale Library
- 15 Councillor Education Session on Road Reseal Tender with Councillors Powell, McLennan, Bicanic, Simmons and Chilcott, Council Chambers
- 15 Councillor Education Session on August Planning matters with Councillors Powell, McLennan, Bicanic, Simmons and Chilcott, Council Chambers
- 18 August Council Meeting, Council Chambers

⁴ Greg Howard resigned from Council on 23 January 2025

⁵ Leonie Stein resigned from Council on 6 February 2025

- 20 Round Table discussion with Jess Teesdale and Federal Agriculture Minister Julie Collins with Deputy Mayor Powell and other invited stakeholders, Council Chambers
- 21 Weekly meeting with the General Manager, Council Chambers
- 22 Meeting with President of Scottsdale Football Club, Scottsdale Recreation Ground
- 25 Branxholm Progress Association Meeting, Branxholm Hall

September 2025

- 1 Meeting with Blue Derby Foundation Chair
- 1 Attended North East Lions Club meeting with General Manager, Imperial Hotel, Branxholm
- 2 September Briefing Workshop, Scottsdale Library

Item 179/2025 Management Team Briefing Report

DECISION

MOVED: Cr Hughes | SECONDED: Cr Simmons

That Council:

1. receive and note the Pioneer Lake Advocacy Group finalised Terms of Reference; and
2. receive and note the remaining Management Team Briefing Report.

CARRIED UNANIMOUSLY

Purpose

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

COUNCIL COMMITTEE: Pioneer Lake Advocacy Group | Finalised Terms of Reference

On 28 July 2025, the Pioneer Lake Advocacy Group held their second meeting at which a draft term of reference was discussed. Relevant updates were made after feedback from stakeholders, and a revised version was distributed to the Group for final comment. No further changes were advised and therefore the terms of reference are now finalised and attached for information. The meeting notes from the Group along with the terms of reference are also available to view on Council's website.

APPROVED APPLICATIONS | August 2025

	Approved August 2025	Approved 2025 YTD	Approved 2024 YTD
Planning	10	60	77
Building	5	43	69
Plumbing	2	23	36

See attachments for detailed information about applications approved in August 2025.

WASTE MANAGEMENT REQUESTS | August 2025

	Requests Received August 2025	Comparison August 2024	FYTD Received 2025/26	Comparison FYTD Received 2024/25
Feedback and Queries	-	-	-	1
Repair Bin	-	-	-	1
Replace Bin	-	-	5	3
Request a New Service	1	2	5	2
Remove Additional Bin	3	5	7	9
Request an Additional Bin	-	-	2	-
Request an Upsize/Downsize	-	4	-	4
Request to Opt Out (of Service)	-	-	-	2
Total Requests	4	11	19	20

CUSTOMER SERVICE REQUESTS | August 2025

	Requests Received August 2025	Comparison Requests August 2024	Received 2025	Comparison 2024
Animal	4	-	26	12
Bridges	-	-	-	-
Caravan Parks	1	-	7	3
Cemeteries	-	-	1	-
Community Development General	-	-	-	-
Corporate Services General	1	-	10	1
Council Elections	-	-	1	-
Customer Service	-	-	4	8
Emergency Services Enquiries	-	-	1	-
Environmental Management & Health	-	-	15	4
Government Relations	-	-	-	1
Licencing	-	-	1	-
Parks and Reserves	4	1	26	6
Planning & Building	2	1	3	3
Public Health	2	-	4	1
Public Online Enquiries	-	-	2	-
Public Amenities	2	-	19	9
Public Halls Buildings	-	1	12	9
Recreation Grounds	1	2	11	13
Roads	15	7	143	147
Swimming Pools	-	-	6	-
Waste Management	1	-	8	2
Total Requests	33	12	300	219

A detailed copy of the 2025 Customer Service Requests is included in the attachments.

2025/26 CAPITAL WORKS PROGRAM

Ref: DOC/25/9165

	Complete 2025/26
	Completed in August 2025
	Carried Forward Projects – 2026/27

PROJECT	STATUS
BRIDGES	
Bridge 1508 Garibaldi Road, Pioneer – repairs to piers (addition allocation, storm recovery)	Tenders called
Bridge 1604 Panama Forest Road, Golconda – timber deck renewal	Completed
Bridge 1589 Sledge Track, West Scottsdale – timber superstructure renewal (beams & deck)	Sourcing beams
Bridge 1556 New River Road, Ringarooma – timber deck renewal	Timber ordered
Bridge 1594 Greeta Road, Nabowla – timber superstructure renewal (beams and deck)	Timber ordered
Bridge 1508 Garibaldi Road, Pioneer – slab repairs	
Bridge 1569 Jensens Road, North Scottsdale – upgrade superstructure (timber to concrete)	Funding Application submitted
Bridge 1572 Haas Road, Legerwood – upgrade superstructure (timber to concrete, additional allocation)	Successful Funding Application
STORMWATER	
61 King Street, Scottsdale – upgrade stormwater pits	
3 Murphy Place, Scottsdale – undertake network survey and hydrology assessment	Design
Main Road, Pioneer – pipe open drain	
9 Willow Court, Winnaleah – design and install new network	Design
21 Thomas Street, Scottsdale – design and install new network	Tender Received
52 Scott Street, Branxholm – design and install new network	Design
3 Thomas Street, Scottsdale – design and install new network	Design
ROADS – RESHEETING	
Old Waterhouse Road, Waterhouse	Commenced
Cape Portland Road, Gladstone	
Bridport Back Road, Nabowla	
Nurses Road, Bridport	Commenced
Unwins Road, Springfield	Commenced
McDonalds Avenue, Ringarooma	Commenced
Dead Horse Hill Road, Ringarooma	Commenced
Pera Flats Road, Ringarooma	Commenced
Swanee Road, Winnaleah	
Ferny Hill Road, Bridport	Commenced
Bridport – urban resheeting (various locations)	Commenced

PROJECT	STATUS
ROADS – RESEALS	
George Street, Scottsdale – highway access	Prep work commenced
Maurice Street, Legerwood	Prep work commenced
Spotswood Drive, Scottsdale	Prep work commenced
Beattie Street, Scottsdale	Prep work commenced
Ringarooma Road, Scottsdale – highway access	Prep work commenced
Christopher Street, Scottsdale	Prep work commenced
Mary Street, Scottsdale	Prep work commenced
Alice Street, Scottsdale	Prep work commenced
East Maurice Road, Ringarooma	Prep work commenced
Oakdene Road, Jetsonville	Prep work commenced
Barnbogle Road, Bridport	Prep work commenced
Barnett Road, Ringarooma	Prep work commenced
Ruby Flats Road, Branxholm	Prep work commenced
Derby Back Road, Derby	Prep work commenced
Sykes Road, Springfield	Completed
Arnold Place, Scottsdale	Completed
Charles Street, Pioneer – additional reseal	Tender Issued
ROADS – OTHER PROJECTS	
Willis Road, Lietinna – hotmix overlay intersection with Golconda Road	Waiting prices
Koomeela Road, West Scottsdale – culvert repairs	Materials ordered
Banca Road, Winnaleah – pavement repair and hotmix surface	Commenced
Golconda Road, Nabowla – 3.4km safety upgrades and pavement renewal	
Ferny Hill Road, Bridport – landslip repair (storm damage)	
Golconda Road, Golconda – pavement design	Design
Bentley Street, Bridport – footpath renewal	
Ellenor Street, Scottsdale – design pavement renewal	Design
Austins Road and Tasman Highway, Scottsdale – junction upgrade	Design
Northeast Lane, Scottsdale – design	Design
Union Street, Scottsdale – kerb and stormwater upgrade (stage 1)	Tender Received
Pioneer township – footpath	
Golconda Road, Golconda – freight and safety improvement strategy	
Buckney's Road, Scottsdale – road survey	Commenced

PROJECT	STATUS
BUILDINGS	
Bridport Seaside Caravan Park – camp kitchen renewal (replace beams)	Commenced
Bridport Seaside Caravan Park – electrical switchboard renewal and underground cables (stage 1)	
Northeast Park, Scottsdale – electrical upgrades and shower payment machine upgrades	
Winnaleah Old Scout Hall – replace old louvre windows	Planning
Derby, Branxholm, Ringarooma, Winnaleah & Legerwood – switchboard upgrades	
Pioneer Hall – toilet renewal	
Northeast Park, Scottsdale – BBQ replacement	Completed
Scottsdale – switchboard upgrades (various sites)	
Scottsdale Aquatic Centre – toilet and shower renewal	Commenced
Branxholm Hall – kitchen renewal (Pines Committee donation)	
Bridport Seaside Caravan Park – amenities upgrade (shower cubicle storage / shelving)	
Bridport Seaside Caravan Park – cabin upgrades / outdoor area improvements	
Scottsdale Waste Transfer Station – Reuse Centre shop extension	Planning
Scottsdale Waste Transfer Station – heat pump	Completed
Derby Depot – alarm system and cameras	
Scottsdale Depot – relocation of storage sheds (additional allocation)	Commenced
Nugget Sellars Pavilion (Scottsdale Recreation Ground) – heat pump	Completed
Scottsdale Aquatic Centre – remote access through Council network	
LAND IMPROVEMENTS	
Blue Derby – network signage	
Bridport Seaside Caravan Park and Bridport Foreshore – BBQ replacement	Completed
Scottsdale Aquatic Centre – flow meter and motor protection on leisure pool pumps	Planning
Scottsdale Aquatic Centre – chlorinator pump critical spare parts	
Scottsdale Aquatic Centre – balance tank temporary shut off valve	Ordered
Scottsdale Aquatic Centre – leisure pool filter sand replacement	Planning
Scottsdale Aquatic Centre – replace umbrella covers	Completed
Derby Park – Ringarooma Road erosion repairs	Planning
Pine Plantation, Ringarooma Road, Scottsdale – replanting (additional allocation)	Commenced
Blue Derby – Black Stump car turning area redevelopment	Planning
Blue Derby – Top Creek drop off area completion	Planning
Netball court upgrades – Scottsdale, Bridport and Derby (Stage 1)	Planning
Scottsdale Railway Station precinct redevelopment	
Blue Derby – memorial lookout	Planning
Ellesmere Cemetery, Scottsdale – new memorial wall	Planning
Scottsdale sports precinct – master planning	
Scottsdale Aquatic Centre – covered pool feasibility study	

PROJECT	STATUS
CARRY FORWARD PROJECTS	
<u>Bridges</u>	
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (storm recovery)	Tenders Called
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	Successful Funding Application
<u>Roads</u>	
South Street, Bridport – replace kerb	
King Street, Scottsdale – pedestrian crossing	
George Street, Scottsdale – pedestrian crossing	
Coplestone Street, Scottsdale – new footpath	
<u>Buildings</u>	
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	
Scottsdale Railway Station Building – restoration	
Derby Depot – new trail crew storage shed	
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach	
Branxholm Waste Transfer Station – Oil Bunded Shed	Planning
Branxholm 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
<u>Land Improvements</u>	
Croquet Lawn Beach, Bridport – access improvements	
Blue Derby Mountain Bike Trails – Tunnel stairs	
Bridport Lions Club Adventure Playground upgrade (election grant)	
Scottsdale Childrens Reserve Playground upgrade (election grant)	Planning
Scottsdale community bike track	
Gladstone community park	
Waste Transfer Station signage	Commenced
CWA Carpark, Bridport – solar light	Completed

CLOSURE OF MEETING

Time Meeting Closed: 7:16 pm

Minutes Confirmed: 20 October 2025

Minute No:

Direction #	Detail	Legislation Ref	Timeframe	Responsible Officer	Deadline	Status	Reported / Adopted by Council	Notes
1	Pursuant to section 225(2)(d) of the Act, implement a policy and procedure , within 180 days, to address the conflict of interest that arises where Council is the applicant and/or developer in respect of a planning application , and at the same time is the planning authority determining that application.		180 days	John Marik	22-Jul-25	Policy and Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be adopted 21.07.2025 Council Meeting	IMPLEMENTED
2	Pursuant to section 225(2)(d) of the Act, for the term of the Council, refer all discretionary development applications within the meaning of section 57 of the Land Use Planning and Approvals Act 1993 with a financial value of \$500 000 and above in respect of which Council is the applicant and/or developer to external consultants for assessment and recommendation to Council as the planning authority.	LUPAA Sec.57	Term of Current Council	John Marik	31-Oct-26	Included in Policy and Operational Procedure outlined in Direction #1	Presented to Council to be adopted 21.07.2025 Council Meeting	IMPLEMENTED
3	Pursuant to section 225(2)(a) of the Act, within 90 days, review all service rates and charges made under sections 93 and 94 of the Act for the financial year 2024/2025 , and table a report at an ordinary meeting of Council that clarifies the extent to which such monies raised are being invested in, or expended through, the delivery of the relevant services.	LGA Sec. 93 & 94	90 days	Lauren Tolputt	30-Sep-25	2024/25 Report on service rates and charges prepared and discussed with Councillors at 02.09.2025 Workshop	Presented to Council and received / noted 15.09.2025 Council Meeting	COMPLETED
4	Pursuant to section 225(2)(d) of the Act, facilitate training to be delivered by the Department of Natural Resources and Environment Tasmania (NRE Tas) for all Council staff responsible for overseeing or undertaking works on Crown land in their obligations under the Crown Lands Act 1976, the Aboriginal Heritage Act 1975 and the Nature Conservation Act 2002, within 60 days of notification by NRE Tas .		60 days	John Marik	15-Aug-25	04.08.2025 Training Sessions delivered to Council Officers by Aboriginal Heritage Tasmania (on site in Dorset) and Crown Lands Act team (via Microsoft Teams) and 11.08.2025 Training Session delivered to Council Officers by Nature Conservation Act team to Council Officers (via Microsoft Teams)	Presented to Council in Quarterly Report #3 at 20 October 2025 Council Meeting	COMPLETED
5	Pursuant to section 225(2)(d) of the Act, implement a procedure , within 180 days, to ensure that conditions and restrictions on permits issued by council as planning authority under the Land Use Planning and Approvals Act 1993 are complied with and to ensure that Council's obligations under section 63A of that Act are met.	LUPAA Sec. 63A	180 days	John Marik	22-Jul-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 21.07.2025 Council Meeting	IMPLEMENTED
6	Pursuant to section 225(2)(a) of the Act, implement a procedure , within 120 days, to ensure that Council's functions and obligations under Division 5 of Part 3 of the Local Government (Building and Miscellaneous Provisions) Act 1993 are conducted according to law.	LG (Bld & Misc Provisions) Act 1993 - Part 3 / Div 5	120 days	John Marik	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	IMPLEMENTED
7	Pursuant to section 225(2)(a) and (b) of the Act, for the term of the Council, ensure that no additional work under the contract with World Trail Pty Ltd for Stage 2 of the North East Mountain Bike Trails , executed on 17 July 2017, are undertaken and that procurement of any additional works on the trails is undertaken in compliance with the tendering and contract requirements of the Act and the Local Government (General) Regulations 2015.	LG (General) Regs 2015	Term of Current Council	John Marik	31-Oct-26	Council's operational teams have been instructed that any works on the Blue Derby Mountain Bike Trails post release of the Ministerial Directions are to be procured in compliance with the tendering and contract requirements of the <i>Local Government Act 1993</i> and <i>Local Government (General) Regulations 2015 (former) and remade Regulations 2025</i> . It is not anticipated that any further works will be procured for the Blue Derby Mountain Bike Trails in 2024/25 or 2025/26. Council is also reviewing and refining its operational procurement procedures.	Quarterly Report 1: 19.05.2025 Quarterly Report 2: 21.07.2025	ENACTED
8	Pursuant to section 225(2)(d) of the Act implement a procedure , within 120 days, to ensure that any actions taken by Council under Part 18 of the Building Act 2016 are undertaken lawfully.	Building Act 2016 - Part 18	120 days	Rohan Willis	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	IMPLEMENTED
9	Pursuant to section 225(2)(d) of the Act, implement a procedure , within 120 days, to ensure that the requirements for the issue of infringement notices under the Building Act 2016 are satisfied.	Building Act 2016	120 days	Rohan Willis	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	IMPLEMENTED
10	Pursuant to section 225(2)(d) and/or section 225(3)(a) of the Act, report quarterly to the Minister for Local Government on the progress of actions to implement these directions for the first 12 months , and then every six months for the term of the current Council , until all of the directions are completed.	LGA Sec. 225(2)(d) and / or (3)(a)	Quarterly	John Marik	See notes	Third report being tabled at 07.10.2025 Briefing Workshop, and 20.10.2025 Council Meeting.	Presented to Council to be received and noted 20.10.2025 Council Meeting	Email from Andrei Norris - OLG 06.02.2025: Minister has approved quarterly reporting dates, as provided by Council Report 1: 23 Jan - 31 Mar 2025 Council Meeting 14 Apr 2025 Report 2: 1 Apr - 30 Jun 2025 Council Meeting 21 Jul 2025 Report 3: 1 Jul - 30 Sep 2025 Council Meeting 20 Oct 2025 Report 4: 1 Oct - 31 Dec 2025 Council Meeting TBC Jan 2026 Report 5: 1 Jan - 30 Jun 2026 Council Meeting TBC Jul 2026

Submission on Reforms to Councillor Numbers and Allowances

From the Mayor and Councillors of Dorset Council

To: Office of Local Government
Department of Premier and Cabinet
Tasmanian Government

We, the Mayor and Councillors of Dorset, welcome the opportunity to provide feedback on the Discussion Paper: *Reforms to Councillor Numbers and Allowances*. We commend the Government's proactive approach to strengthening local governance and broadly support the objectives and direction of the proposed reforms.

Support for Reform Objectives

We agree that Tasmania's current framework for determining councillor numbers and allowances is outdated and inconsistent. The proposed reforms offer a more equitable, transparent, and sustainable model that better reflects the evolving responsibilities of elected members and the diverse needs of our communities.

In particular, we note:

- **A fairer and more consistent framework:** The proposed scoring methodology based on population, infrastructure, development activity, and geographic factors provides a rational and transparent basis for determining councillor numbers and allowances across all councils. We encourage consideration of how representation can remain inclusive and reflective of the full breadth of community perspectives.
- **Improved remuneration:** Increasing allowances by an average of 14.25% is a welcome step that reflects the growing complexity of the councillor role. This will help attract and retain skilled candidates and support councillors in fulfilling their duties effectively.
- **Cost neutrality:** The reforms are designed to be cost-neutral overall, with savings from reduced councillor numbers funding the proposed allowance increases. This approach balances fiscal responsibility with the need for fair compensation.
- **Regular reviews:** Embedding a four-yearly review cycle into legislation will ensure the framework remains responsive to demographic and structural changes, providing long-term certainty and transparency for councils and communities alike.

Feedback on Key Consultation Issues

- **Quorum Management:** We acknowledge the potential challenges for councils with five members in maintaining a quorum. Mechanisms such as those used in Victoria—allowing decisions to be made in an alternative manner when conflicts of interest prevent quorum—should be considered to ensure continuity in governance.
- **Superannuation Contributions:** We are satisfied with the current arrangement whereby councillors receive a superannuation equivalent as part of their allowance. We believe this setup provides flexibility for councillors to manage their contributions according to individual circumstances, and that any changes should be carefully considered to preserve this flexibility while improving clarity.
- **Legislative Embedding of Methodology:** Including the methodology and review framework in legislation would provide clarity, consistency, and accountability in how councillor numbers and allowances are determined over time.

Conclusion

We believe these reforms represent a significant step forward in modernising Tasmania's local government sector. By aligning representation and remuneration with the realities of contemporary governance, the proposed framework will strengthen democratic legitimacy, improve councillor capacity, and deliver better outcomes for our communities.

We thank the Government for its consultative approach and look forward to continued engagement as these reforms progress.

Yours sincerely

RHYS BEATTIE

Mayor



dorset
C O U N C I L

2025/26

Annual Plan

September Quarter Update

Introduction

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

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

The Annual Plan Quarterly Update provides Council and the community with an update on progress with the Annual Plan. Where actions (43 in total) have been identified for a quarter, a status of Achieved, In Progress or Not Achieved are assigned.

As at 30 September 2025, the following results were achieved:

	Progress as at 30 September 2025
Achieved	4
In Progress	18
Not Achieved	
Total Activities	43
Carried Forward	

2025/26 Action Plan

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

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ¹
1	Dorset Strategic Plan 2023-2032	13.1	<ul style="list-style-type: none"> Review Plan Strategic Plan progress report and status update 	Governance	June 2026	
2	Scottsdale: Future Ready	8.2	<ul style="list-style-type: none"> Township Plan Austins Road scheme amendment Light Industrial precinct scheme amendment Conduct feasibility study in relation to enclosure options for the Scottsdale Aquatic Centre Recreation Ground / Railway Precinct Master Plan Rail Trail progress report to Council 	Governance	December 2025	5%
				Development Services	June 2026	25%
				Development Services	June 2026	25%
				Governance	June 2026	5%
				Governance	December 2025	25%
				Governance	Quarterly	25%
				<p>Sep ¼ Update: Township Plan: Council have applied for stream 1 of the Regional Precincts and Partnerships Federal funding program. The intent of the program is to fund precinct scoping, planning, design and consultation in partnership with key organisations. Council have applied for the funding of the Scottsdale and Bridport Future Ready projects. These projects will establish a vision for those towns. If Council were to start the project before the Federal Government announce the successful grant recipients, Council's chance of attaining funding may be jeopardised. It is likely Council will find out the status of this funding request in early 2026.</p> <p>Austins Road & Light Industrial Scheme Amendment: Request for Quote has been completed with the successful tenderer to be announced in the October – December quarter.</p> <p>Scottsdale Aquatic Centre Indoor feasibility: Council officers have started reviewing Indoor Aquatic Centre feasibility studies conducted by other Tasmanian councils.</p> <p>Scottsdale Recreations Ground / Railway Precinct Master Plan: An update was presented to Councillors at the 8 July 2025 Briefing Workshop. The Railway precinct stage 1 redevelopment will commence on 20 October 2025. The Scottsdale Recreation Ground / Railway Precinct Master Plan is part of Council's Scottsdale – Future Ready project.</p> <p>Rail Trail: An update presented to Councillors at 8 July 2025 Briefing Workshop.</p>		

¹ ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ¹
3	Key Operational Deliverables	10.1	<ul style="list-style-type: none"> ▪ Annual Report 2024/25 ▪ Long Term Financial Plan ▪ Annual Plan 2026/27 ▪ Budget Estimates 2026/27 ▪ Rates Resolution 2026/27 ▪ Fees and Charges 2026/27 ▪ Council Quarterly Financials 	Corporate Services and Governance	December 2025	90%
					June 2026	
Sep ¼ Update: Annual Report 2024/25: Draft completed and awaiting approved 2024/25 financials from the Auditors prior to finalising.						
4	Municipal Tourism Marketing Strategy	8.1	<ul style="list-style-type: none"> ▪ Finalisation of Strategy and Plan ▪ Defining responsibilities and actions 	Governance	September 2025	75%
					December 2025	
Sep ¼ Update: Plan is completed in draft and will be presented to Council in the December workshop.						
5	Priority Projects Plan	9.3	<ul style="list-style-type: none"> • Establish new plan • Half-yearly reporting including project status 	Governance	December 2025	75%
					December 2025	
Sep ¼ Update: Draft Plan has been prepared and will be presented to Councillors at the 7 October Briefing Workshop for comment.						
6	Blue Derby Foundation Memorandum of Understanding (MoU) reporting	9.4	Half-yearly reporting	Governance	December 2025	
					June 2026	
7	Future of Local Government Review	12.2	Submission for draft Local Government Amendment Bill	Governance	September 2025	
					Sep ¼ Update: Minister for Local Government released the draft Bill for comments on 6 October with submissions due 17 November 2025.	
8	Board of Inquiry requirements	13.2	Reporting to the Minister for Local Government per Direction 10	Governance	July 2025	100%
					October 2025	100%
Sep ¼ Notes: Report 2 for the period 1 Apr to 30 June 2025 was presented to Council at 21 July 2025 Council Meeting and submitted to Minister on 22 July 2025. Report 3 for the period 1 Jul to 30 Sep 2025 will be presented to Council at 20 October 2025 Council Meeting and submitted to Minister by 22 October 2025.						
9	Councillor Learning and Development Plan	13.2	Establish and implement a training matrix and budget for Councillor learning and development	Governance	September 2025	75%
					Sep ¼ Notes: Discussed with Councillors at 5 August Briefing Workshop, with initial sessions confirmed with LGAT for November 2025.	
10	Policy 41 – Council Meeting Procedures	10.1	Review, adopt and implement	Governance	September 2025	100%
					Sep ¼ Notes: Reviewed Policy No. 41 adopted at 21 July 2025 Council Meeting.	

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ¹
11	New Policy - Dispute Resolution	10.1	Establish, adopt and implement	Governance / Corporate Services	September 2025	100%
	Sep ¼ Notes: New Policy No. 67 adopted at 21 July 2025 Council Meeting.					
12	New Framework – Conduct of Elected Members	10.1	Establish, adopt and implement	Governance / Corporate Services	September 2025	10%
	Sep ¼ Notes: Drafting has commenced, first draft anticipated to be presented to Councillors in December quarter.					
13	Waste Strategy	14.2	<ul style="list-style-type: none"> ▪ FOGO Review ▪ Review of cartage operations 	Infrastructure	September 2025 September 2025	25%
	Sep ¼ Notes: Preliminary review undertaken by Council officers. Presented at 2 September Briefing Workshop and decision of Council to prepare a comprehensive business case and rollout strategy made at 15 September 2025 Council Meeting.					
14	Bridport: Future Ready	7.2	Pre work and scoping of draft Structure Plan	Development Services	March 2026	
	Sep ¼ Update: Council have applied for stream 1 of the Regional Precincts and Partnerships Federal funding program. This project cannot be started until Council find out status of this funding request (expected in early 2026) so as not to jeopardise Council's chances of attaining funding.					
15	Bridport New Port / River Entrance and Marina	9.2, 9.3	Liaise with MAST and consultants in development of feasibility assessment	Development Services	March 2026	
16	Derby: Future Ready	7.2	Prepare scope and attain funding for master plan	Development Services and Governance	December 2025	
	Sep ¼ Update: The State Liberal Party made an election commitment of \$250,000 for Derby Master Planning at the last election – funding status is unknown.					
17	Policy 27 - Youth	10.1	Review, adopt and implement	Development Services	June 2026	50%
	Sep ¼ Notes: Policy under review.					
18	Policy 2 – Payment of Councillor Expenses and Provision of Facilities	10.1	Review, adopt and implement	Corporate Services	December 2025	75%
	Sep ¼ Notes: Revised policy presented to Councillors at the 7 October Briefing Workshop. Final draft anticipated to be presented at the 17 November 2025 Council Meeting.					
19	Policy 17 – Corporate Credit Card	10.1	Review, adopt and implement	Corporate Services	March 2026	
20	Policy 39 – Community Consultation and Communications	10.1, 13.4	Review, adopt and implement	Corporate Services	December 2025	
21	Policy 50 – Gifts and Benefits	10.1	Review, adopt and implement	Corporate Services	December 2025	
22	Policy 52 – Related Party Disclosure	10.1	Review, adopt and implement	Corporate Services	December 2025	

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status ¹
23	Policy 56 - Bridport Seaside Caravan Park	10.1	Review, adopt and implement	Corporate Services	September 2025	10%
	Sep ¼ Notes: Drafting of revised policy has commenced, consultation plan currently being prepared. Consultation due to occur in Dec quarter with first revision anticipated to be presented at February 2026 Briefing Workshop.					
24	Audit Panel	10.2, 13.2	Review tenure and composition of Panel	Corporate Services	December 2025	90%
	Sep ¼ Notes: Revised Audit Panel Charter reflecting proposed composition of Audit Panel due to be presented at 20 October 2025 Council Meeting. New Audit Panel Code of Conduct also developed.					
25	Asset Management Strategy	10.3	Review, adopt and implement	Corporate Services	June 2026	
26	Council Owned Asset Review	4.1, 4.2	Commence review of service levels and program for asset acquisitions and disposals	Corporate Services and Infrastructure	June 2026	10%
	Sep ¼ Notes: Scoping commenced.					
27	Land Improvement Asset Management Plan	10.3	Develop, adopt and implement	Corporate Services	December 2025	75%
	Sep ¼ Notes: First draft out for internal feedback, anticipated to be presented to Councillors at 2 December 2025 Briefing Workshop.					
28	Building Asset Management Plan	10.3	Review, adopt and implement	Corporate Services	December 2025	75%
	Sep ¼ Notes: First draft out for internal feedback, anticipated to be presented to Councillors at 2 December 2025 Briefing Workshop.					



PRIORITY PROJECTS

Dorset



Adopted by Council
Xx October 2025
Minute xxx/2025



PRIORITY PROJECTS



Dorset Council is seeking investment partners to deliver on key infrastructure and community development projects that will deliver transformational changes to the economic, social and physical climate of north eastern Tasmania.

Investment in these projects will ensure that the north east of Tasmania continues to experience sustainable growth and development and will ensure a thriving future for the region.

The Dorset Council Priority Projects plan has been developed with a coordinated approach to align with local, regional, state and federal plans. The plan 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 every 6 months . The Priority Projects plan will be used to apply for funding, leverage support and provide a starting point for regional collaborations.

STRATEGIC FOCUS AREAS:



LIVEABLE COMMUNITIES



ECONOMIC DEVELOPMENT



LEADERSHIP AND GOVERNANCE



ENVIRONMENTAL FOOTPRINT

PRIORITY PROJECTS



CURRENT ADVOCACY AREAS:

Dorset Council advocates on behalf of residents and ratepayers on numerous issues and opportunities that support the strategic focus areas of the municipality. This advocacy is generally for areas that fall outside of local government responsibility but that impact significantly on the community.

Advocacy may involve the promotion of a project to gain support from decision makers, informing policymakers on local community issues and ensuring local voices are heard, and/or assisting with the securing of resources.

#1: COMMUNITY HEALTH AND WELLBEING

Support Health Consumers Tasmania via advocacy for:

- *Community Health Needs – Gap Analysis*
- *Continued funding to ensure a stable and sustainable Health Hub*

#2: SIDELING/EASTERN BYPASS

Continue to support and advocate for the upgrade of the Tasman Highway from Minstone Road through Corkery's Road to be upgraded to B Double Standard and lobby the Federal and State Government for further funding to upgrade the current Tasman Highway 'Sideling' to B Double Standard if the Corkery's Road option is deemed unfeasible.

Lobby the State Government to investigate alternative project delivery options to ensure value is attained.

Work with City of Launceston to advocate in partnership for an eastern bypass to divert Tasman Highway heavy vehicle traffic away from the city.

Advocate for further funding for the project.



PRIORITY PROJECTS—Snapshot

GAMECHANGERS:

Funding Sought



#1: NORTHERN ROADS INITIATIVE (Golconda Road)

Regional priority project: Key transportation link for Dorset.

\$24M

Partnerships: City of Launceston, George Town Council, Agriculture and Forestry Industries



#2: NORTHERN TRAILS INITIATIVE (North East Rail Trail Stage 3)

Regional priority project: Encourage active lifestyles, connect communities, promotion of our natural environment and development of world class recreational facility.

\$6.54M

Partnerships: City of Launceston, Tourism Industry



#3: DORSET: FUTURE READY

Regional priority project (Derby) Master planning of key services and infrastructure across Dorset

\$1.17M

Partnerships: North East Tasmania Chamber of Commerce, Service Clubs, Community Organisations



#4: BRIDPORT PLAY CENTRE

Redevelopment of the Bridport Play Centre (child and youth focused facility)

\$500K

Partnerships: Bridport Girl Guides, Bridport Playgroup



#5: BRIDPORT NEW RIVER ENTRANCE

Design and construction work on the new port/river entrance.

\$TBA

Partnerships: Internal



#6: VICTORIA STREET PUBLIC TOILET

Public toilet planning and construction at the Victoria Street end of Scottsdale

\$TBC

Partnerships: North East Tasmania Chamber of Commerce

PRIORITY PROJECTS

The Priority Projects plan includes key regional ‘Gamechangers’. These are projects which have the potential to have a significant positive impact across the municipality, and, in some instances, across the region. These projects are once in a lifetime opportunities to impart transformational change and drive investment across the region.



PRIORITY PROJECT #1

Northern Roads Initiative

\$24M

Golconda Rd

KEY STRATEGIC INFRASTRUCTURE CORRIDOR FOR DORSET

Golconda Road is a key strategic transport link for freight and the agriculture and forestry industries. It provides a vital connection for logistics, workforce mobility, and supply chains between Scottsdale, Bell Bay and Launceston.

Golconda Road has the highest traffic volumes of all Council rural roads. It is the main access for tourists visiting Bridestowe Lavender Farm (55,000 visitors/year) plus increasing usage

from heavy vehicles.

Current focus areas:

1. *Pavement Rehabilitation—1km east of Denison River to Little Forester River—8km—\$6.4M*
2. *Pavement Rehabilitation, Widening and Safety Upgrade—North Blumont Road —8.2km—\$13.12M*
3. *Replacement of the Brid River Bridge— \$850k*

FUNDING SOUGHT

Total cost of a holistic treatment on the road in its entirety is estimated at \$24M.

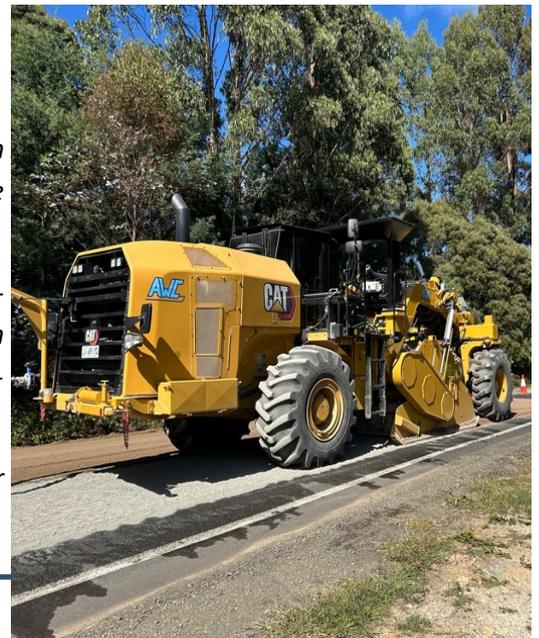


Image: Roadworks

REGIONAL GAMECHANGER

Partnerships: City of Launceston, George Town Council, Agriculture and Forestry Industries



PRIORITY PROJECT #2

Northern Trails Initiative

\$6.54M

North East Rail Trail—Stage 3

INVESTING IN THE COMMUNITY

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 has listed this as a project of regional significance and Dorset Council is actively working with City of Launceston to progress the project.

1. *Trail Construction—40km—\$5.14M*
2. *Additional components (interpretive signage, art installations, rest shelters etc) - \$1.4M*
3. *Scottsdale Railway Precinct (Trailhead Development) - \$TBA*

FUNDING SOUGHT

The cost is estimated at \$6.54M*

*Dec 2024 costing + 20%



Image: View from the rail corridor at Blumont

REGIONAL GAMECHANGER

Partnerships: City of Launceston, Tourism Industry

PRIORITY PROJECT #3

Dorset: Future Ready

\$1.17M

INVESTING IN THE COMMUNITY

A holistic strategic planning project incorporating a key focus on live, work and play elements across Dorset. The overarching project will focus on enhancing community liveability, driving economic growth, and reinvigorating the north east region and will be delivered through development and implementation of a series of key interconnected plans.

Initial focus will be on the key growth areas of Scottsdale, Bridport and Derby with other towns included as the project progresses.

Current focus areas:

1. *Scottsdale and Bridport master planning—\$620k*
2. *Derby master planning—\$552K*

FUNDING SOUGHT

Scottsdale and Bridport—\$620k
Derby—\$552k

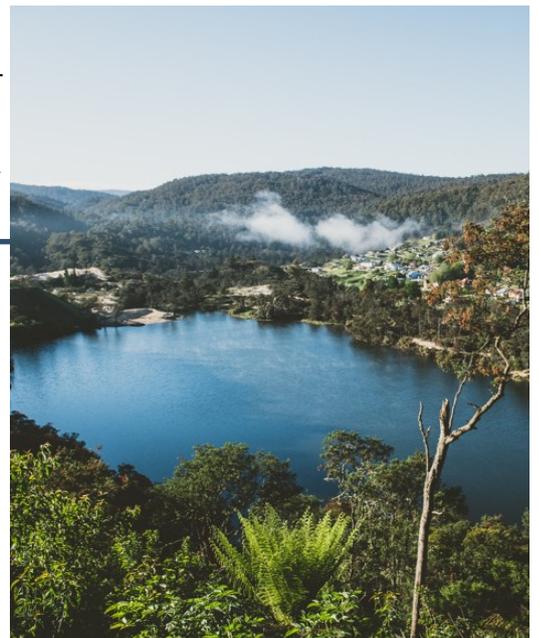


Image: Briseis Hole, Derby

REGIONAL GAMECHANGER

Partnerships: North East Tasmania Chamber of Commerce, Service Clubs, Community Organisations

PRIORITY PROJECT #4

Bridport Play Centre

\$500K

INVESTING IN YOUNG PEOPLE AND FAMILIES

The Bridport Play Centre is one of the only facilities in Dorset dedicated to children, young people and their families. The building was originally an old railway house from Derby that was transported to site in 1974. Today the timber/fibro split level building is home to the Bridport Girl Guides and the Bridport Playgroup as well as a local tutoring service.

Due to its age, lack of accessibility, and layout the building is in need of

major redevelopment in order to ensure it continues to meet the needs of the community now and into the future. It is anticipated that due to the significant works required that the most value for money option will be to remove or demolish the existing building and construct new.

FUNDING SOUGHT

The cost is estimated at \$500,000



Image: Old Pier, Bridport

Partnerships: *Bridport Girl Guides, Bridport Playgroup*

PRIORITY PROJECT #5

Bridport New River Entrance

\$TBA

SUPPORTING INDUSTRY

A state government election commitment of \$600,000 will assist Council in conducting design and construction work on the proposed new port entrance

Further funding will be required for construction.

FUNDING SOUGHT

The cost is to be determined.

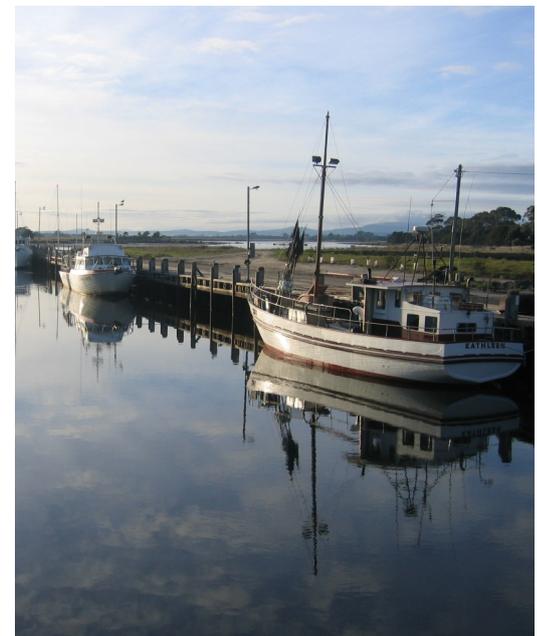


Image: Bridport wharf

Partnerships: *MAST, State Government, industry*

PRIORITY PROJECT #6

Victoria Street Public Toilet

\$TBA

COMMUNITY AMENITY

Site assessment and planning and development for a public toilet at the Victoria Street end of Scottsdale

FUNDING SOUGHT

The cost is estimated at \$TBA.

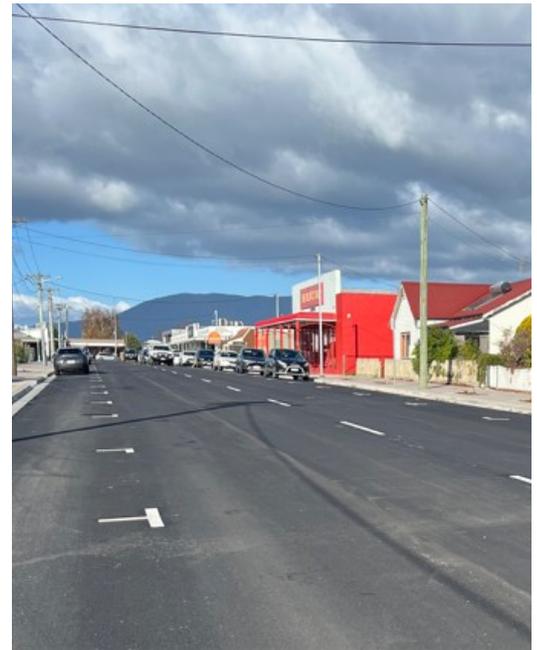


Image: Victoria Street

Partnerships: North East Tasmania Chamber of Commerce



PRIORITY PROJECTS: Dorset

DOCUMENT CONTROL: DOC/25/11999

VERSION	NOTES	DATE
1.0	Document Creation	October 2025

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dorset
COUNCIL



Audit Panel Charter

The Dorset Council (the Council) has established the Audit Panel in compliance with [Part 8](#), Division 4 of the *Local Government Act 1993* (the Act), the Local Government (Audit Panels) Order 2014 (the Audit Panels Order) and the Local Government (Audit Panels) Amendment Order 2015.

This charter sets out the panel's objectives, authority, composition, tenure, functions, reporting and administrative arrangements.

OBJECTIVE

The objective of the Audit Panel is to review the council's performance under section 85A of the Act and report to the council its conclusions and recommendations.

ROLE AND AUTHORITY

[The Audit Panel's role is to advise and make recommendations to the Council on matters relevant to the Audit Panel's objectives/functions.](#) The Council authorises the Audit Panel, within its responsibilities, to:

- [obtain any information it requires from any employee \(subject to prior approval of the General Manager and any legal obligation to protect information\);](#)
- [obtain any information from external parties \(subject to any legal obligation to protect information\);](#)
- discuss any matters with the Tasmanian Audit Office, or other external parties (subject to confidentiality considerations);
- [request the attendance of any employee, including members of the Council, at Audit Panel meetings \(subject to operational constraints and prior approval of the General Manager\);](#)
- [request the attendance of any members of the Council at Audit Panel meetings;](#) and
- obtain legal or other professional advice, as considered necessary to meet its responsibilities [\(subject to prior approval of the Mayor or General Manager\).](#)

COMPOSITION ~~and tenure~~

The Audit Panel comprises [a minimum of 3 and a maximum of 5 members appointed by the Council, of whom:](#)

- [If the panel has 4 or 5 members, at least 2 must be independent persons;](#)
- [If the panel has 3 members, a least 1 must be an independent person.](#)

[The Council will appoint an independent member as the Chairperson of the Audit Panel.](#)

~~two councillors and an independent member, appointed by the Council. A person who is an employee, or the General Manager, or the Mayor of Council is not eligible for appointment as a member of the panel. A person who is an employee or councillor of another municipal council is not eligible for appointment as a member of the panel. The Council will appoint an independent member as the chairperson of the panel who must demonstrate experience in the key areas identified within the charter. Audit Panel members are appointed for a period of two years. Audit panel members may be re-appointed at the approval of the Council.~~

Council may appoint an alternative member Councillor to attend meetings of the Audit Panel when a member Councillor is unable to attend. The alternative member Councillor may only attend Audit Panel meetings in the capacity of alternative member when and if a member Councillor is unable to attend.

A person who is an employee, or the General Manager, or the Mayor of the Council, or a Councillor of another municipal council is not eligible for appointment as a member of the panel.

If a Commissioner is appointed to the Council, he or she may be appointed as a Council member of the panel.

TENURE

Independent members shall be appointed for a 2-year term. If the independent member of the Panel resigns Council will appoint a replacement at the earliest convenient time.

Councillor appointments to the Audit Panel shall be for a period not exceeding two years. Councillor member terms will be aligned with Council's election cycle, with positions to become vacant directly following a Council election.

Audit panel members may be re-appointed at the approval of Council and consideration will be given to the benefits of the Audit Panel maintaining some continuation of knowledge and experience.

SELECTION OF INDEPENDENT MEMBERS

Independent members of the Audit Panel are to possess:

- Good business acumen
- Sound management skills
- Good communication skills
- Knowledge and expertise in audit practices
- Knowledge and expertise in financial management
- Experience with governance processes including but not limited to risk management.

Knowledge of and skills in government, local government, not for profit organisations and organisations requiring a high degree of legislative compliance and delivery of projects and processes which offer solutions to complex community services obligations will be highly desirable in panel members.

Calls for independent members to apply for a position on the Audit Panel shall be publicly advertised in the first instance. The selection process for independent members will be determined and undertaken by Council and supported using Council's existing recruitment and selection process.

FUNCTIONS

To comply with the Audit Panels Order, when reviewing the Council's performance, the Audit Panel is to consider:

- the Council's financial system, financial governance arrangements and financial management;
 - whether the annual financial statements of the Council accurately represent the state of affairs of the council;
 - whether and how the strategic plan, annual plan, long-term financial management plan and long-term strategic asset management plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared;
 - the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position;
 - whether the Council is complying with the provisions of the Act and any other relevant legislation;
 - whether the Council has taken any action in relation to previous recommendations provided by the audit panel to the Council and, if it has so taken action, what that action was and its effectiveness; and
 - any other activities within the panel's remit, as determined by the panel.
- ~~any other activities within the panel's remit, as determined by the panel.~~

Key areas

In fulfilling its functions, the audit panel should consider the following key areas:

- corporate governance;
- systems of internal controls;
- risk management frameworks;
- human resource management, including policies, procedures and enterprise agreements;
- information and communications technology governance;
- management and governance of the use of data, information and knowledge, and internal and external reporting requirements.

~~management and governance of the use of data, information and knowledge; and
internal and external reporting requirements.~~

RESPONSIBILITIES

Members of the Audit Panel are expected to understand and observe the legal requirements of the Act and the Audit Panels Order. Members are also expected to:

- act in the best interests of the council;
- apply sound analytical skills, objectivity and judgment;
- express opinions constructively and openly;

- raise issues that relate to the Audit Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings; and
- contribute the time required to review the papers provided.

REPORTING

The Audit Panel is to provide a copy of its meeting minutes to the Council as soon as practicable after each Audit Panel meeting. If the Audit Panel has conducted a review under section 85A of the Act, the Audit Panel must provide a written report of its conclusions and recommendations to the Council as soon as practicable after the review is completed.

ADMINISTRATIVE ARRANGEMENTS

Meetings

- The Audit panel will meet at least four times per year.
- The Audit Panel is to regulate its own proceedings in accordance with this charter.
- The Chairperson may determine that a meeting is to be held in private.
- The General Manager and Finance Manager, or their delegates, are to attend Audit Panel meetings unless the Chairperson determines a meeting is to be held in private.
- The Audit Panel may invite any councillor and/or employee of the Council and/or representative of the Tasmanian Audit Office to attend meetings of the Audit Panel (subject to conditions outlined under role and authority).

Quorum

A quorum of an Audit Panel meeting is three members, including an independent member.

Work Plan

The Audit Panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting.

The forward meeting schedule should include the dates, location, and proposed agenda items for each meeting.

Secretariat

The Council, in consultation with the Audit Panel, will appoint a person to provide secretariat support to the audit panel. The secretariat will:

- ensure the agenda for each meeting is approved by the chairperson;
- ensure the agenda and supporting papers are circulated at least one week prior to the meeting; and
- ensure the minutes of the meetings are prepared and submitted to the Council as soon as practicable after each meeting.

The Finance Manager or nominee will arrange any necessary information and technical support to be provided to the Panel to enable its functions.

INTERESTS

Audit Panel members must declare to the chairperson any real, potential or perceived pecuniary or non-pecuniary interests that may affect them carrying out their functions. The Audit Panel member with the interest must also notify the General Manager of the Council, in writing, of the interest within seven days of declaring the interest.

Independent members are to consider past employment, consultancy arrangements and related party issues in making these declarations.

At the beginning of each audit panel meeting, members are required to declare any potential or actual pecuniary or non-pecuniary interest that may apply to specific matters on the meeting agenda. Where required by the chairperson, the member will be excused from the meeting or from the audit panel's consideration of the relevant agenda item(s).

Details of potential or actual pecuniary or non-pecuniary interests declared by members will be appropriately reported in the minutes of the meeting and any relevant written reports.

CONFIDENTIALITY

Panel members must maintain confidentiality of any information, documents, and communications that the Council or Panel has designated as being in confidence, and only access Council information in order to perform their role as a Panel member.

INDUCTION

The Council will provide new Audit Panel members with relevant information and briefings on their appointment to assist them to meet their Audit Panel responsibilities.

REMUNERATION

The Chairperson of the Audit Panel shall be paid a quarterly fee of \$1,150 to prepare for and attend the quarterly Panel meetings. Independent members of the Audit Panel shall be paid an annual fee and/or a sitting fee per meeting attended as approved by Council at the time of appointment.

The Chair of the Audit Panel shall be paid an additional annual fee and/or sitting fee per meeting attended as approved by Council at the time of appointment.

Any associated travel expenses will be reimbursed on a There is also a provision for a cents per kilometre reimbursement basis at as per the applicable Tasmanian State Service Award rate.

Fees will be reviewed annually as part of the annual budget estimates process.

REVIEW

The Council will review this charter after every Council election and submit its recommendation ationsed charter to the Council for approval.

Mayor | Rhys Beattie

Date: XX November 2025

Approved	Corporate Services Manager	20 April 2015	Minute 58/15
Reviewed	Director – Corporate Services & Audit Panel	15 July 2019	Minute 119/19
Reviewed	Finance Manager & Audit Panel	20 February 2023	Minute 28/23
Reviewed	Finance Manager & Audit Panel	20 September 2025	Minute XXX



Audit Panel Charter

Code of Conduct for members of the Audit Panel

This code of conduct sets out the standards of behaviour expected of the Dorset Council's Audit Panel members (members). The standards supports the characteristics of good governance outlined in the [Good Governance Guide for Local Government in Tasmania](#).

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members, i.e. they must display independence of mind, separate from their role as a councillor.

In performing their role on the Audit Panel, and in acting in the best interests of the community, all members of the Audit Panel commit to the following standards:

1. Effective management of conflicts of interest

- 1.1 Members avoid conflicts of interest that arise between their personal interest and their public duty as an Audit Panel member, as far as reasonably possible. This included pecuniary and non-pecuniary conflicts of interest (actual, potential, or perceived). Where avoidance is not possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgement to manage conflicts of interest, including the offer of receipt of gifts and benefits.
- 1.2 All members will regularly provide advice of their actual, potential, or perceived conflicts to the panel.

2. Proper use of Council information

- 2.1 Members maintain the confidentiality of information, documents, and communication that the Council or panel has designated as being in confidence. Members only access Council information needed for them to perform their role as a panel member and not for personal interests or reasons.

3. Proper use of position

- 3.1 Members perform their role in the best interests of the Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

4. Appropriate interactions

- 4.1 Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the panel and is in the best interests of the Council and the community. Members interact appropriately with fellow members, councillors, Council staff and the community, and give full respect and consideration to all relevant information known to them. Members should not interact directly with council staff without the prior approval of the panel and the General Manager.



dorset
C O U N C I L

Audit Panel Agenda

Tuesday, 23 September 2025

2:00 pm

Council Chambers
3 Ellenor Street SCOTTSDALE

AGENDA

Item	Title	Officer/Presenter
1	Declaration of Conflict of Interest	Group
2	Confirmation of Audit Panel Minutes 27 May 2025	Group
3	Outstanding matters from previous Audit Panel meetings	Allison Saunders
4	Work Health and Safety Update	Lauren Tolputt
5	Tabling of Tasmanian Audit Office Audit Strategy and Annual Audit Outcomes Report for the 2024/25 financial year	Allison Saunders
6	Unaudited 2024/25 Financial Report	Allison Saunders
7	2024/25 Bad Debts Update	Allison Saunders
8	Board of Inquiry – Service Rates and Charges Report and Ministerial Directives Progress Report	Lauren Tolputt
9	Audit Panel composition, Charter review and proposed Code of Conduct	Allison Saunders
10	Policy Review –Payment of Councillor expenses and Provision of Facilities	Allison Saunders
11	Tabling of Policy 41 - Dispute Resolution (Elected Member) and Policy No. 67 - Council Meeting procedures	Allison Saunders
12	2025/26 Insurance Coverage Report	Lauren Tolputt
	Other Business / Update on Significant Events	
13	<ol style="list-style-type: none"> 1. May Shaw Update 2. Rail Trail Update 3. Irrigation Scheme Update 4. Term Deposit Register 5. Other Business 6. Next Meeting Date 	Group

PRESENT

Audit Panel: Ian Wright (Chair – independent members), Cr Kahlia Simmons (Member), Lauren Tolputt (Acting General Manager), Allison Saunders (Finance Manager)

Apologies: Dylan Xing (Tasmanian Audit Office), John Marik (General Manager)

Absent: Cr Vincent Teichmann (alternative member)

Minute Taker: Allison Saunders (Finance Manager)

Meeting Commenced: 2:02pm

GENERAL MANAGER CERTIFICATION

The Chair noted the General Manager's Certification.

Comments/Questions

- Q: How many tendered for the contract noted in the Certification (Chair)
A: Council had a good level of engagement and range of contractors apply for this tender. This is usually the case for the Bituminous Sealing of Roads tender. (Acting General Manager)
- Q: Was the main selection criteria price? (Chair)
A: Not necessarily, there are several criteria which are assessed by the tender panel in awarding the tender. (Acting General Manager)

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 | 27 May 2025

PRESENTER: Group

Purpose

That the Minutes of Proceedings of the Audit Panel Meeting held on 27 May 2025, having been circulated to all Members, be confirmed as a true record.

- Panel members confirmed minutes as presented.

UNCONFIRMED

Item 3

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.

Item	Action	Responsible	Outcome
1	Investigate appropriate avenues to provide communications around the local benefits of Blue Derby to the community.	Lauren Tolputt	In progress.
2	Include a report on insurance coverage in the agenda for the next Audit Panel meeting.	Lauren Tolputt	Insurance coverage report included at Item 12 within the current Audit Panel agenda.

Comments/Questions

- Acting General Manager confirmed that Item 1 is a work in progress and that the Panel will be briefed as more information is available. The consensus from Panel members was to close this item off as an action and await further updates.

Item 4

SUBJECT: Work Health and Safety Update

PRESENTER: Lauren Tolputt

Purpose

To table and discuss the WHS Incident Statistics Report for the period 1 April 2025 – 30 June 2025.

Comments/Questions

- Acting General Manager gave a brief overview of the report, highlighting that this quarter was the first time that a scene of an incident was recreated with the parties involved. This was a beneficial exercise and allowed the team to gain insights into contributing factors and provide considered recommendation to avoid a similar incident in future, showing maturity in this space.
- Q: Are there are concerning themes emerging from the data? (Chair)
A: Mountain Bike Trail maintenance is a naturally higher-risk area where minor injuries, including repetitive strain injuries, occur more frequently. These incidents are consistently assessed and managed in line with Council's processes. (Acting General Manager)

Item 5

SUBJECT: Tabling of Tasmanian Audit Office Audit Strategy and Annual Audit Outcomes Report for the 2024/25 financial year

PRESENTER: Allison Saunders

Purpose

To table the Financial Audit Strategy and Annual Audit Outcomes Report for the 2024/25 financial year.

Comments/Questions

- Finance Manager provided a brief overview of both reports and confirmed that the Tasmanian Audit Office will attend the next Audit Panel meeting to present to panel members on the audited 2024/25 financial results.

Item 6

SUBJECT: Unaudited 2024/25 Financial Report
PRESENTER: Allison Saunders

Purpose

To present the unaudited 2024/25 Financial Report to the Audit Panel for review.

Comments/Questions

- Finance Manager provided a brief overview of financial results for the 2024/25, noting that it was a pleasing result, as although a deficit was recorded this was expected based on our current long term plans. Reiterated that returning to a surplus position in a sustainable and measured way is the priority of management.
- Chair noted that he was pleased with result and the financial management at Council and thanked officers for the work involved in compiling the report.

Item 7

SUBJECT: 2024/25 Bad Debts Update
PRESENTER: Allison Saunders

Purpose

To provide an update to the Panel on bad debts written off under the General Manager's delegation during the 2024/25 financial year.

Comments/Questions

- Finance Manager provided a brief overview of the report.
- Q: Can you provide some further information on the debts related to vandalism? (Chair)
- A: Finance Manager provided background information in relation to the debt and vandalism which occurred.
- Acting General Manager provided an update on current outstanding receivables.

Item 8

SUBJECT: Board of Inquiry – Services Rates and Charges Report and Ministerial Directives Progress Report

PRESENTER: Lauren Tolputt

Purpose

To present to the Audit Panel all reports, updates, policies and procedures that have been adopted or received and noted by Council to address the Board of Inquiry Ministerial Directions since the last meeting.

Comments/Questions

- Acting General Manager provided a brief overview on the ministerial directives completed since the last Audit Panel meeting.
- Q: How are the directives signed off by the Minister? (Chair)
- A: We are unsure at this stage as no correspondence has been received from Minister following the submission of reports addressing the directives. (Acting General Manager)
- Q: What has been the impact internally from addressing the directives? (Chair)
- A: The policies and operational procedures that have been developed as part of this process will be used regularly by Council officers, and the information attained from the service fees and charges report will be used to model future income and fee structures for waste management. The most significant impact internally has been the amount of time required from Council officers to address the directives within the time frames stipulated alongside usual business activities. (Acting General Manager)
- Q: How will the community be made aware that Council met its obligations once all directives are complete? (Chair)
- A: Council has not received advice regarding what the closure of the Board of Inquiry will look like and what information will be provided to the Community from the Minister. From Council's perspective, the community is kept up to date with the process through Council meetings, as all reports submitted are adopted by Council. (Acting General Manager)

Item 9

SUBJECT: Audit Panel composition, Charter review and proposed Code of Conduct

PRESENTER: Allison Saunders

Purpose

To review the Audit Panel Charter, in line with Activity 14 of the 2025/26 Annual Plan, to reflect proposed updates to the Audit Panel's composition and to consider the introduction of an Audit Panel Code of Conduct.

Comments/Questions

- Finance Manager provided an overview of the status of the composition review and discussed proposed changes to the Audit Panel Charter and introduction of an Audit Panel Code of Conduct.
- Chair noted that expanding the panel to 2 independent members will be extremely beneficial, especially if a local candidate is appointed. Chair indicated his interest in retiring as Chair but remaining as an independent panel member if the opportunity presents.
- The Panel discussed the potential merits of appointing additional Councillor members (up to a maximum of 3). It was agreed that any decision to increase membership should be based on the capacity of prospective members to contribute relevant skills and complement the expertise of existing members, rather than increasing numbers for its own sake. The panel concluded that a total membership of 4 would be appropriate, particularly considering the proposed changes to Councillor numbers at the next local government election scheduled for October 2026.

Item 10

SUBJECT: Policy Review – Payment of Councillor Expenses and Provision of Facilities

PRESENTER: Allison Saunders

Purpose

To review Policy 2 – Payment of Councillor Expenses and Provision of Facilities with the Panel, in line with Activity 18 of the 2025/26 Annual Plan, prior to presentation and review by Councillors at the October Briefing Workshop.

Comments/Questions

- Finance Manager provided an overview of the proposed changes to the policy.
- Q: What was the reason for this policy review? (Chair)
- A: The review is due this financial year based on the review cycle and is an action item in Council's 2025/26 Annual Plan. (Finance Manager)
- Q: Should we include intrastate travel under the travel expenses sections? (Chair)
- A: Yes, this can be included in the draft to be presented to Councillors in the next Briefing workshop. (Finance Manager)
- Q: Is there any science to the amount provided for Professional Development of Deputy Mayor and Mayor?
- A: The amount is based on previous allocations. Historically, the allocation hasn't been fully expended however, officers and councillors are in the process of developing a learning matrix for

Councillors, and it is expected to be fully expended this financial year. (Finance Manager and Acting General Manager)

Item 11

SUBJECT: Tabling of Policy No. 67 - Dispute Resolution (Elected Member) Policy and Policy No. 41 - Council Meeting Procedures

PRESENTER: Allison Saunders

Purpose

To table the Dispute Resolution (Elected Member) and Council Meeting Procedures policies as adopted in the July 2025 Council meeting (Item 136/2025 & Item 137/2025).

Comment/Questions:

- Acting General Manager provided an overview of the two policies as adopted.

Item 12

SUBJECT: 2025/26 Insurance Coverage Report

PRESENTER: Lauren Tolputt

Purpose

To provide the Audit Panel with an overview of Dorset Council's insurance coverage over its nine policies for the 2025/26 period, including policy scope, limits, excesses, and key exclusions.

Comment/Questions:

- Acting General Manager provided an overview of Council's insurance coverage for the 2025/26 financial year.

Item 13

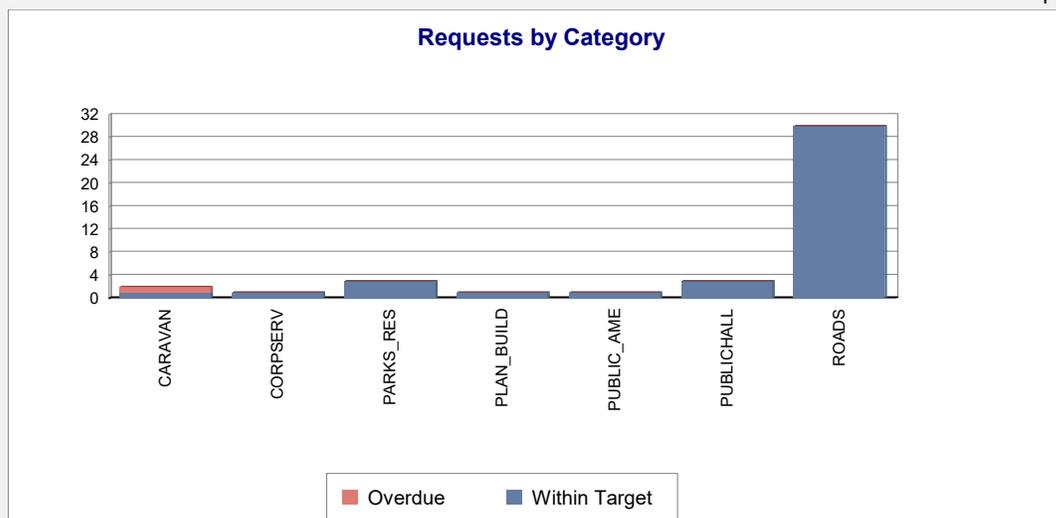
SUBJECT: Other Business / Update on Significant Events

PRESENTER: Group

- May Shaw Update: The Transfer, Loan Facility and General Security agreements have now been signed and next steps will be to finalise the back-to-back loan with May Shaw.

- Rail Trail Update: Council resolved to continue to support the project in the June Council meeting, conditional on partnering with City of Launceston. Council is currently awaiting the outcomes of City of Launceston’s independent assessment of the project and confirmation of their support for the project.
- Irrigation Scheme Update: Updated the panel on the deal between TasWater and Tasmanian Irrigation and the positive impacts for Council’s water entitlement holding.
- Enterprise Bargaining (EA) Update: Updated the Panel on the status of the Enterprise Agreement Bargaining process, which is anticipated to conclude soon.
- Term Deposit Register: Finance Manager presented the Term Deposit Register as tabled.
- Other Business: Chair discussed the upcoming priority reforms for Local Government and the potential involvement of the Audit Panel in relevant bodies of work.
- Next Meeting Date: 25 November 2025

Meeting Closed: 3.43pm



Customer Request Summary by Category

For period 01/09/2025 to 30/09/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 14/10/2025 9:01:39AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Caravan Parks	2	2	1	50%	1	50%
Caravan Parks Enquiries	1	1	0	0%	1	100%
Caravan Parks Maintenance	1	1	1	100%	0	0%
Corporate Services General	1	1	1	100%	0	0%
Corporate Services General Enquiries	1	1	1	100%	0	0%
Parks & Reserves	4	3	3	75%	0	0%
Parks & Reserves Enquiries	1	0	0	0%	0	0%
Parks & Reserves Maintenance	3	3	3	100%	0	0%
Planning & Building Services	2	1	1	50%	0	0%
Building Enquiries	1	1	1	100%	0	0%
Planning Enquiries	1	0	0	0%	0	0%
Public Amenities	2	1	1	50%	0	0%
Public Amenities General Enquiries	1	0	0	0%	0	0%
Public Amenities Maintenance	1	1	1	100%	0	0%
Public Halls Buildings	6	3	3	50%	0	0%
Public Halls Buildings Maintenance	6	3	3	50%	0	0%
Roads	36	30	30	83%	0	0%
Roads Enquiries	2	1	1	50%	0	0%
Roads Rural - Maintenance	10	9	9	90%	0	0%
Roads Rural - Potholes/Patching Maintenance	8	7	7	88%	0	0%

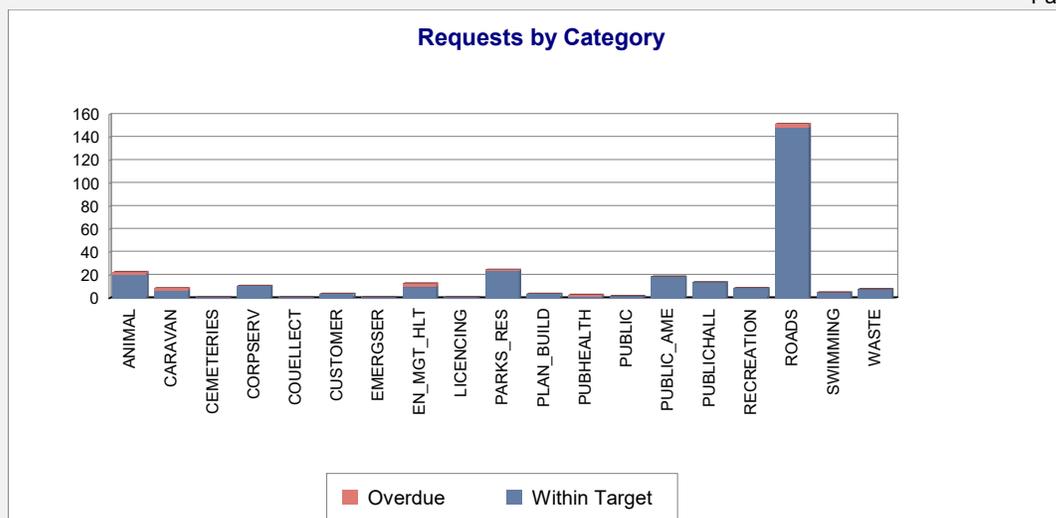
For period 01/09/2025 to 30/09/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 14/10/2025 9:01:39AM

<i>Major / Minor Category</i>	<i>New</i>	<i>Closed</i>	<i>Within Tgt</i>	<i>%</i>	<i>Overdue</i>	<i>%</i>
Roads	36	30	30	83%	0	0%
Roads Rural - Signage & Guide Posts Maintenance	2	2	2	100%	0	0%
Roads Rural - Spraying/Pest Plant Control	2	2	2	100%	0	0%
Roads Rural - Verge Mowing/Slashing	1	1	1	100%	0	0%
Stormwater Maintenance	1	1	1	100%	0	0%
Roads Urban - Footpath Maintenance	3	2	2	67%	0	0%
Roads Urban - Garden Bed Maintenance	1	1	1	100%	0	0%
Roads Urban - Maintenance	5	3	3	60%	0	0%
Roads Urban - Tree/Vegetation Maintenance	1	1	1	100%	0	0%
GRAND TOTAL	53	41	40	75%	1	2%



Customer Request Summary by Category

For period 01/01/2025 to 30/09/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 14/10/2025 9:10:11AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Animals	26	22	21	81%	2	8%
Animal Enquiry	11	10	9	82%	2	18%
Dog Attack	1	1	1	100%	0	0%
Barking Dog	13	10	10	77%	0	0%
Dog Enquiry	1	1	1	100%	0	0%
Caravan Parks	9	9	7	78%	2	22%
Bridport Holiday Park	1	1	1	100%	0	0%
Caravan Parks Enquiries	4	4	2	50%	2	50%
Caravan Parks Maintenance	4	4	4	100%	0	0%
Cemeteries	1	1	1	100%	0	0%
Cemeteries Maintenance	1	1	1	100%	0	0%
Corporate Services General	11	11	11	100%	0	0%
Corporate Services General Enquiries	2	2	2	100%	0	0%
Insurance Claims	1	1	1	100%	0	0%
Information Technology Enquiries	1	1	1	100%	0	0%
Rates Enquiries	7	7	7	100%	0	0%
Council Elections	1	1	1	100%	0	0%
Council Elections Enquiries	1	1	1	100%	0	0%
Customer Service	4	4	4	100%	0	0%
Customer Service General Enquiries	4	4	4	100%	0	0%

For period 01/01/2025 to 30/09/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 14/10/2025 9:10:11AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Emergency Services	1	1	1	100%	0	0%
Emergency Services Enquiries	1	1	1	100%	0	0%
Environmental Management and Health	15	13	10	67%	3	20%
Fire Hazards	12	10	8	67%	2	17%
Noise Pollution	3	3	2	67%	1	33%
Licencing	1	1	1	100%	0	0%
Food Premises Licences Enquiries	1	1	1	100%	0	0%
Parks & Reserves	30	24	24	80%	1	3%
Parks & Reserves Enquiries	3	2	2	67%	1	33%
Parks & Reserves Maintenance	22	21	21	95%	0	0%
Playground Maintenance	5	1	1	20%	0	0%
Planning & Building Services	5	4	4	80%	0	0%
Building Enquiries	3	3	3	100%	0	0%
Planning Enquiries	2	1	1	50%	0	0%
Public Health	4	3	2	50%	1	25%
Pollution	3	3	2	67%	1	33%
Water Safety	1	0	0	0%	0	0%
Public	2	2	2	100%	0	0%
Online Enquiries	2	2	2	100%	0	0%
Public Amenities	21	19	19	90%	0	0%
Public Amenities General Enquiries	3	2	2	67%	0	0%
Public Amenities Maintenance	18	17	17	94%	0	0%
Public Halls Buildings	18	14	14	78%	0	0%
Public Halls Buildings Maintenance	18	14	14	78%	0	0%
Recreation Grounds	11	9	9	82%	0	0%
Recreation Grounds Maintenance	11	9	9	82%	0	0%
Roads	179	151	149	83%	3	2%
Roads Enquiries	7	5	4	57%	1	14%
Roads Rural - Kerb & Gutter Maintenance	5	4	4	80%	0	0%
Roads Rural - Maintenance	44	43	43	98%	1	2%
Roads Rural - Potholes/Patching Maintenance	18	16	16	89%	0	0%
Roads Rural - Shoulder Maintenance	5	4	4	80%	0	0%
Roads Rural - Signage & Guide Posts Maintenance	6	6	6	100%	0	0%
Roads Rural - Spraying/Pest Plant Control	4	4	4	100%	0	0%

For period 01/01/2025 to 30/09/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 14/10/2025 9:10:11AM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Roads	179	151	149	83%	3	2%
Roads Rural - Tree/Vegetation Maintenance	13	11	11	85%	0	0%
Roads Rural - Verge Mowing/Slashing	6	6	6	100%	0	0%
Stormwater Maintenance	15	11	10	67%	1	7%
Roads Urban - Footpath Maintenance	24	17	17	71%	0	0%
Roads Urban - Garden Bed Maintenance	1	1	1	100%	0	0%
Roads Urban - Maintenance	21	16	16	76%	0	0%
Roads Urban - Spraying/Pest Plant Control	3	2	2	67%	0	0%
Roads Urban - Tree/Vegetation Maintenance	6	4	4	67%	0	0%
Roads Urban - Verge Mowing/Slashing	1	1	1	100%	0	0%
Swimming Pools	6	5	5	83%	0	0%
Swimming Pools Maintenance	6	5	5	83%	0	0%
Waste Management	8	8	8	100%	0	0%
Waste Collection Issues	1	1	1	100%	0	0%
Littering	2	2	2	100%	0	0%
Waste Management Enquiries	3	3	3	100%	0	0%
Wheelie Bin Changes	2	2	2	100%	0	0%
GRAND TOTAL	353	302	293	83%	12	3%

DORSET COUNCIL – Planning Approvals

September 2025

DEV-2025/10	Prime Design 2 George ST SCOTTSDALE	Lodged 06/02/2025 (Retrospective) Alterations and additions to existing service station Value of Works - \$250,000	 Determined APPD on 08/09/2025
DEV-2025/51	CMTP Branxholm Sawmills 1628 Warrentinna RD BRANXHOLM	Lodged 20/06/2025 Installation of fire hydrants, water supply tanks, and associated inf. Value of Works - \$150,000	 Determined APPD on 02/09/2025
DEV-2025/54	Stronach View Pty Ltd 22 William ST SCOTTSDALE	Lodged 27/06/2025 Change of Use (office to caretaker residence) Value of Works - \$10,000	 Determined APPD on 12/09/2025
DEV-2025/63	Mr M Stevenson 32 Main ST WINNALEAH	Lodged 14/07/2025 Alterations to existing amenity building Value of Works - \$100,000	 Determined APPD on 24/09/2025
SUB-2025/1342	Mr D Tompkins 902 Sledge TRK SPRINGFIELD	Lodged 25/07/2025 Consolidation of 2 lots with excision of existing dwelling	 Determined APPD on 15/09/2025

DEV-2025/69	Prime Design	Lodged 30/07/2025	
		Alterations to deck, pool and associated fencing	
	30 Boddingtons RD BRIDPORT	Value of Works - \$84,000	Determined APPD on 01/09/2025
SUB-2025/1343	A J Phillips Surveying	Lodged 04/08/2025	
		Boundary adjustment and creation of a right of way	
	1B Coxs LANE BRANXHOLM		Determined APPD on 09/09/2025
DEV-2025/75	Forme Studio Tasmania	Lodged 13/08/2025	
		Extension to existing dwelling	
	51 West Minstone RD SCOTTSDALE	Value of Works - \$200,000	Determined APPD on 29/09/2025
DEV-2025/77	Mr B J Rogers	Lodged 20/08/2025	Demolition of unsafe structure
	78 Main ST DERBY		Determined APPD on 22/09/2025
DEV-2025/81	Starbox Architecture	Lodged 01/09/2025	
		Alterations and additions to existing dwelling	
	3 Cross ST BRIDPORT	Value of Works - \$650,000	Determined APPD on 01/09/2025
DEV-2025/82	Mr A C Beggs	Lodged 01/09/2025	
		New Farm/Nursery Shed	
	36273 Tasman HWY SPRINGFIELD	Value of Works - \$18,000	Determined APPD on 01/09/2025

DEV-2025/87	Mr W Mitchell	Lodged 04/09/2025 Construction of shed	
	54 King ST SCOTTSDALE	Value of Works - \$50,000	Determined APPD on 04/09/2025
DEV-2025/90	Mr G G McCallum	Lodged 15/09/2025 Construction of a garlic drying shed	
	35917 Tasman HWY SPRINGFIELD	Value of Works - \$20,000	Determined APPD on 16/09/2025

DORSET COUNCIL – Building Approvals

September 2025

BLD-2025/43	Perpetual Corporate Trust Limited 1691 Old Waterhouse RD WATERHOUSE	Lodged 10/09/2025 Value of Works - \$311,000	New Dwelling (Retrospective) Determined APPR on 10/09/2025
BLD-2025/44	Perpetual Corporate Trust Limited 1693 Old Waterhouse RD WATERHOUSE	Lodged 10/09/2025 Value of Works - \$311,000	New Dwelling (Retrospective) Determined APPR on 10/09/2025
BLD-2025/52	Ms L A Stranger Mr J M Firth 14 Allan ST DERBY	Lodged 10/09/2025 Value of Works - \$100,000	Dwelling Alterations & Additions (Retrospective) Determined APPR on 10/09/2025
OTH-2025/53	Jessups Solar Squad 36279 Tasman HWY SPRINGFIELD	Lodged 11/09/2025 Value of Works - \$4,200	Solar Panel Installation Determined APPR on 11/09/2025
OTH-2025/55	Mr R Ritson 77 Carins RD BLUMONT	Lodged 16/09/2025 Value of Works - \$85,000	New Farm Shed Determined APPR on 16/09/2025
BLD-2025/54	Mr J S Abraham 62 Falls RD CUCKOO	Lodged 23/09/2025 Value of Works - \$400,000	New Dwelling Determined APPR on 23/09/2025

DORSET COUNCIL – Plumbing Approvals

September 2025

SP-2025/43	Perpetual Corporate Trust Limited 1691 Old Waterhouse RD WATERHOUSE	Lodged 10/09/2025 Value of Works - \$311,000	New Dwelling (Retrospective) Determined APPR on 10/09/2025
SP-2025/44	Perpetual Corporate Trust Limited 1693 Old Waterhouse RD WATERHOUSE	Lodged 10/09/2025 Value of Works - \$311,000	New Dwelling (Retrospective) Determined APPR on 10/09/2025
SP-2025/52	Ms L A Stranger Mr J M Firth 14 Allan ST DERBY	Lodged 10/09/2025 Value of Works - \$100,000	Dwelling Alterations & Additions (Retrospective) Determined APPR on 10/09/2025
SP-2025/54	Mr J S Abraham 62 Falls RD CUCKOO	Lodged 23/09/2025 Value of Works - \$400,000	New Dwelling Determined APPR on 23/09/2025