



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Council** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, parnaple centre, 137 Rooke Street, Devonport on Monday 27 September 2021, commencing at 5:30 PM.

The meeting will be open to limited members of the public and live streamed from 5:30 PM on Council's [YouTube channel](#).

QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports in this agenda contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

Matthew Atkins
GENERAL MANAGER

22 09 2021

October 2021

Meeting	Date	Commencement Time
Ordinary Council	25 October 2021	5:30pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 27 SEPTEMBER 2021, IN THE ABERDEEN ROOM, LEVEL 2, paranaple
centre, 137 ROOKE STREET, DEVONPORT AT 5:30 PM**

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ATTENDEES

		Apology
Chair	Cr A Rockliff (Mayor)	
	Cr A Jarman (Deputy Mayor)	
	Cr J Alexiou	
	Cr G Enniss	
	Cr P Hollister	
	Cr L Laycock	
	Cr S Milbourne	
	Cr L Murphy	
	Cr L Perry	

ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges and pays respect to the Tasmanian Aboriginal community as the traditional and original owners and continuing custodians of this land.

IN ATTENDANCE

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's Digital Recording Policy. The digital recording of this meeting will be made available to the public on Council's website for a minimum period of six months. The meeting will also be live streamed on Council's YouTube channel.

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Council meeting held on 23 August 2021 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 20/90 refers):

1. Public participation shall take place at Council meetings in accordance with Regulation 31 of the *Local Government (meeting Procedures) Regulations 2015*.
2. Public participation will be the first agenda item following the formal motions: Apologies, Minutes and Declarations of Interest.
3. Questions without notice will be dependent on available time at the meeting (with a period of 30 minutes set aside at each meeting).
4. A member of the public who wishes to ask a question at the meeting is to state their name and address prior to asking their question.
5. A maximum of 3 questions per person are permitted.
6. A maximum period of 5 minutes will be allowed per person.
7. Questions are to be succinct and not contain lengthy preamble.
8. To allow opportunity, where necessary to research answers and limit questions taken on notice, a copy of any questions without notice, where possible, are to be provided by email or in person to Council by 12 noon on the day of the meeting.
9. A question by any member of the public and an answer to that question are not to be debated.
10. Questions without notice and their answers will be recorded in the minutes.
11. The Chairperson may take a question on notice in cases where the questions raised at the meeting require further research or clarification, or where a written response is specifically requested.
12. Protection of parliamentary privilege does not apply to local government and any statements or discussion in the Council Chambers, or any document produced, are subject to the laws of defamation.
13. The Chairperson may refuse to accept a question. If the Chairperson refuses to accept a question, the Chairperson is to give reason for doing so in accordance with the Public Question Time Policy.

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the responses to questions from Mr Gardam, Mr Janney, Mr Russell and Mr Smith at the August Council meeting be noted.

ATTACHMENTS

1. Response to Question Without Notice - 23 August 2021 - M Gardam [**3.2.1.1** - 1 page]
2. Response to Question Without Notice - 23 August 2021 - D Janney [**3.2.1.2** - 1 page]
3. Response to Question Without Notice - 23 August 2021 - R Russell [**3.2.1.3** - 1 page]
4. Response to Question Without Notice - 23 August 2021 - T Smith [**3.2.1.4** - 2 pages]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

Author: **Jacqui Surtees, Executive Coordinator**
Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council in relation to the correspondence received from Mr Mills, Mr Gardam, Mr Vellacott and Mr Smith endorse the responses proposed and authorise their release.

Christopher Mills - 52 Caroline Street, East Devonport

A letter containing questions on notice received from Mr Chris Mills on 14 September 2021 is **reproduced as attachment 1**. The photo referred to in the question is reproduced as **attachment 2**.

Q1 On Thursday 9 September, presumably as summer is coming on, a Council Employee with a brush cutter spent a short time cutting the long grass and weeds from the area west of my boundary fence.

This area, once of native trees and a haven for birdlife, was cleared of 9 mature gumtrees by this Administration on 5 November 2019. Since then it has degenerated into a mess of rotten wood chips and wild grass and weeds, erosion of the slope and a rubbish dump. (see photo).

Will this Council now clear all the inflammable woodchips, rubbish and rotting grass & weeds and consider erecting a retaining wall to shore up the soil erosion caused by the cutting down of the trees?

Response

Council has no plans for any further works on the site, apart from the standard routine maintenance that currently occurs.

Malcolm Gardam – 4 Beaumont Drive, Miandetta

A letter containing questions on notice received from Mr Malcolm Gardam on 19 September 2021 is **reproduced as attachment 3**.

Q1 In relation to the Code of Conduct Panel Determination Report for "Mr Graeme Nevin vs Cr Annette Rockliff, Cr Lynn Laycock and Cr Leon Perry" (July 2021) the Panel instructed all three councillors to "*.....undertake training in recognising and dealing with conflict of interest in the local government context.*"; I asked the following separate questions for the August meeting to which council responded "Details regarding the training to which you refer have not yet been finalised."; accordingly, and as this training was to be completed prior to the 2021 AGM, I resubmit those questions:

- a) "Considering that three of our most experienced councillors and the General Manager apparently failed to recognise a conflict of interest at the 2020 AGM, despite it having been clearly pointed out, including at the AGM, prior to those councillors breaching the Code; will Council consider arranging for all councillors to "*.....undertake training in recognising and dealing with conflict of interest in the local government context.*" as well as the General Manager whose role I understand/believe is to advise on such matters?"; and

- b) "Will Council confirm the name of the person that shall be delivering the training directed by the Code of Conduct Panel, *"....in recognising and dealing with conflict of interest in the local government context"*, and the cost per participant?"

Response

As per our answer to you last month, details regarding the training are yet to be finalised.

- Q2** Considering that the drawings for the Waterfront Parkland have been completed for some time and progress is slowly occurring, will Council confirm the estimated annual budget amount required for maintenance of this area once it has taken possession of the site?
- Q3** In estimating its 975 new full-time onsite employment numbers the Hill PDA report stated on Page 29 of the report that 2 would be generated for the Waterfront Parkland; accordingly, will Council advise as to what its estimated additional full-time equivalent workforce will be to maintain the parklands?

Q2 & 3 Response

Provision is made on a percentage basis in Council's Long Term Financial Plan for additional operational costs associated with all new infrastructure assets.

The actual budget and employee resourcing to maintain the Waterfront Park will be determined and finalised as part of future budget processes.

- Q4** I have previously asked, and Council has previously refused to answer, as to what is the current last Date for Practical Completion for the Waterfront Parkland Redevelopment contract (noting that Council appears to have now adopted Separable Portions for various areas of the work to accommodate the hotel developer's extended occupation of a significant part of the parkland site); namely the last sections of the Elevated Walkway adjacent the hotel development?
- Q5** Clearly, the hotel developer's extended occupation of a significant area of the Waterfront Parkland site is delaying progress of the Waterfront Parkland works; accordingly, will Council confirm the current date that the hotel developer will relinquish that area of the site so that the parkland contractor can productively complete its contracted works?
- Q6** Council has previously advised that no notices of potential or actual delays or claims for delay costs have been submitted by the Waterfront Parkland contractor post award of tender resulting from Principal (Council) caused delay; however, will Council confirm that remains the current situation?
- Q7** Council has previously advised that no notices of potential or actual delays or claims for delay costs have been submitted by the Waterfront Parkland contractor resulting from delays attributed to the hotel developer's extended occupation of an area of the parkland site (being a Principal (Council) caused delay); however, will Council confirm that remains the current situation?
- Q8** In the event that extensions of time and delay costs are awarded under contract to the Waterfront Parkland contractor for delays attributed to the hotel developer's prolonged occupation of the area of the parkland site (being a Principal (Council) caused delay); will Council confirm any such delay costs will be borne by the hotel developer and not by the Council ratepayers?

Q 4 to Q 8 Response

Council does not disclose detailed information that forms part of a contractual agreement with other parties. Council will continue to keep the community informed as major completion milestones on this project approach and as previously advised, anticipate that some sections of the Parkland will be opened to the public prior to Christmas, subject to appropriate establishment of lawns and landscaping elements.

Both contractors (Fairbrother & Vos) undertaking projects in the LIVING CITY Waterfront Precinct are working together collaboratively and managing any overlap in relation to work areas. Council has not received any claims for associated time extensions or delay costs in relation to this matter.

Council has appointed an independent Superintendent to administer the Waterfront Park construction contract in a fair and equitable manner and it is not appropriate to answer hypothetical questions regarding future contractual claims that may or may not occur. Council will continue to consider the complexities of both developments along with the broader implications, such as impacts on nearby businesses and the local road network as these exciting CBD developments are completed.

Q9 On the 15th March 2016, I attended the meeting where Council approved commencement of the \$71M Living City Stage 1 (Resolution 38/16), including borrowings up to \$39M and what was eventually a \$13.3M cash expenditure; therefore, will Council advise as to which meeting and Resolution number records Council's formal approval of the \$15M Waterfront Parkland Redevelopment that I have been unable to locate - formerly called Living City Stage 3 but currently referred to as Stage 2?

Response

Council awarded the construction contract for the Waterfront Park to Vos Construction and Joinery Pty Ltd at its meeting in September 2019

Q10 At the August meeting I asked in relation to Archer, Harold, and Smith Streets intersections with Forbes Street **why the wombat crossings, at an estimated cost of over \$30,000, have been deemed necessary at these specific locations** to which Council included in its response that "For comparison, the estimated cost of the work is only small percentage of the cost of a serious injury crash which is estimated in excess of \$500,000."; accordingly, is Council inferring that it may be exposed to a \$500,000 claim should "wombat crossings" have not been installed and if so what is Council doing to mitigate this risk in other heavy pedestrian trafficked locations, which are numerous?

Response

No, Council is not making the suggested inference noted in your question.

Bob Vellacott – 11 Cocker Place, Devonport

A letter containing questions on notice received from Mr Bob Vellacott on 19 September 2021 is **reproduced as attachment 4**.

Q 2 In regard to the food pavilion / Providore Place as at this date 17th Sept 2021:

- a) has all financial and all other issues, if any, been finalized? (Yes / No) if not then?
- b) when does Council presume they will be?

Response

This is a very broad question, effectively seeking assurance from Council that anything and everything relating to Providore Place is resolved. Please be more specific with your question, so an appropriate response can be provided.

Q 3 This question pertains to the council Public Notices advising temporary closure of public streets for the purpose of enabling building work on private properties to be undertaken:

- a) is the council reimbursed by the builder/ contractor for the cost of the public notices?
- b) is there any cost to builder / contractor for the temporary closure of the street?

Response

Yes, the applicant is required to pay an advertising fee to Council at lodgement of their application. The applicant is required to pay for any traffic and pedestrian management activities associated with the road closure.

Q4 What is the current situation in regard to the expressions of interest for purchase of the various council properties i.e. Edward Street car park, Payne Avenue car park and the vacant land situated on the corner Fenton Way and Oldaker Street?

Response

Negotiations regarding the contractual terms and conditions for sale and development on the Edward Street and Fenton Way/Oldaker Street properties are currently being finalised with the shortlisted project proponents from the EOI stage. Reporting specific to each property will then be presented to Council for consideration. The Payne Avenue site was not progressed beyond the EOI stage.

Trevor Smith – 7 Glen Court, Devonport

An email containing questions on notice received from Mr Trevor Smith on 18 September 2021 is **reproduced as attachment 5**, together with a photo relating to question 1 reproduced as **attachment 6**.

Q1 Who originally requested and or made the decision to construct the loop footpath around the tree at the corner of Lovett Street and Lawrence Drive Devonport?

Response

The footpath and crossing facilities were selected to receive grant funding from the State Government's *Safer Roads – Vulnerable Road User Program* following an application from the Devonport City Council.

Q2 Will the General Manager explain how the application of the Council's "Walkability" assessment policy, supported construction of the totally new section of footpath, which simply loops around a gum tree in Lovett Street, despite the existence of a curb side footpath already?

Response

The crossing and footpath was identified for upgrade based on the proximity to Hillcrest Primary School, the Karingal Aged Care facility, and as an identified route in Council's Bike Riding Strategy, linking these area with the service centre further to the east along Valley Road.

Q3 What was the reason for the "loop"?

Response

The "loop" is designed to allow bicycle riders to approach the crossing point perpendicular to the road. The existing path section could have been removed, but was assessed to have some useful life remaining and was left in place to avoid removal and rehabilitation costs at this point in time.

Q4 Did council obtain an arborists report in regard to ensuring the short- and long-term health of the tree, will not be affected by possible infection of the Phytophthora disease?

Response

An arborist did not undertake an assessment of the tree or scope of works involved in this project.

Q5 What was the cost of the loop pathway?

Response

The total project including pathway, pedestrian crossing facilities on Lovett Street was valued at \$120,000, with 50% of these project costs grant-funded by the State Government.

Q6 The council recently completed roadworks at the intersection of Nixon Street and Parker Street, what was the cost to the ratepayers to have these works done?

Response

This project was fully grant-funded by the Tasmanian State Government, as part of their *Safer Roads - Vulnerable Road User Program*.

ATTACHMENTS

1. Question on Notice - Chris Mills - September 2021 [**3.2.2.1** - 1 page]
2. Photo supplied by Chris Mills 27 September 2021 [**3.2.2.2** - 1 page]
3. Questions on Notice - M Gardam - September 2021 [**3.2.2.3** - 3 pages]
4. Questions on Notice - R Vellacott - September 2021 - Redacted [**3.2.2.4** - 1 page]
5. Questions On Notice - Trevor Smith - September 2021 [**3.2.2.5** - 1 page]
6. Photo from Trevor Smith - September 2021 [**3.2.2.6** - 1 page]

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

3.3 QUESTIONS ON NOTICE FROM COUNCILLORS

At the time of compilation of the agenda, no questions had been received from Councillors.

3.4 NOTICES OF MOTION

3.4.1 POTENTIAL RELOCATION OF EMERGENCY SERVICES

Author: **Councillor Alison Jarman**

Endorser: **Matthew Atkins, General Manager**

In accordance with Regulation 16(5) of the *Local Government (Meeting Procedures) Regulations 2015*, a notice of motion has been received from Councillor Alison Jarman.

MOTION

That council write to Jacquie Petrusma MP as the Minister for Police, Fire and Emergency Management, requesting a meeting here in Devonport with the Emergency Services, both Fire Services and Ambulance Services, and Devonport City Council, to come to an arrangement of moving forward to relocate the services from the current inconvenient and inadequate site at Formby Rd to a more suitable location.

SUPPORT

It is becoming more obvious that the site currently is not only in a poor location at the North end of the CBD which has more infrastructure now than ever, the road out of the city is busier than ever, there will be more people crossing Formby Road when the parklands are finished, there are now no car park spaces for the emergency volunteers for the site, there is really no valid reason to convince me that it is a viable site anymore. There was no mention of the relocation in the last budget and it is time Council took a stand and pushed for this to happen. I believe the only way to get some traction is to arrange a meeting with the new minister with all parties attending to get a definite plan going forward.

OFFICER'S COMMENTS

There are some obvious benefits for emergency services to be relocated to a larger, better located site and Council has previously raised the matter on numerous occasions over the last 10 years with both the current Government and previous Governments. With the ongoing redevelopment of the Devonport CBD and general growth of the City, the justification for an alternative site is increasing.

ATTACHMENTS

Nil

3.4.2 RENAME PROVIDORE PLACE

Author: **Councillor Leigh Murphy**

Endorser: **Matthew Atkins, General Manager**

In accordance with Regulation 16(5) of the *Local Government (Meeting Procedures) Regulations 2015*, a notice of motion has been received from Councillor Leigh Murphy.

MOTION

That Council commence a process to rename Providore Place prior to the end of this calendar year.

SUPPORT

Rationale for the motion is based upon the current name does not accurately reflect the activity that now occurs in this space and does not reflect what was originally put to the community what this space was going to be. A more suitable name for example would be Market Square Pavilion which would more align from a potential marketing perspective the parnaple centre. Obviously, this process would require consultation with the current tenants but ultimately if supported by Council it would be Council's decision.

OFFICER'S COMMENTS

A change in name would require the updating of both building signage and directional signage along with the establishment of new social media accounts reflective of the new name. If Council were to consider a change it is recommended that input be sought from commercial tenants and key event organisers.

ATTACHMENTS

Nil

4 PLANNING AUTHORITY MATTERS

The Mayor will now announce that Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for the consideration of Agenda Item 4.1.

Council is required by Regulation 8(3) of the *Local Government (Meeting Procedures) Regulations 2015* to deal with items as a Planning Authority under the *LUPAA 1993* in a sequential manner.

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

4.1 PA2021.0113 - 280 PUMPING STATION ROAD FORTH AND ADJACENT CROWN LAND & 2 WEBBERLEYS ROAD FORTHSIDE - UTILITIES (PUMP STATION AND BALANCE TANK)

Author: **Carolyn Milnes, Senior Town Planner**

Endorser: **Kylie Lunson, Development Services Manager**

RECOMMENDATION

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme – Devonport 2020* and Section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2021.0113 and grant a Permit to use and develop land identified as 280 Pumping Station Road, Forth and 2 Webberleys Road, Forthside for the following purposes:

- Utilities (pump station and balance tank)

Subject to the following conditions:

1. The Use and Development is to proceed generally in accordance with the submitted plans and documentation referenced as:
 - a. Don Irrigation Scheme – Report to support DA for Devonport Council, dated 30 July, 2021, Rev 01 by Pitt & Sherry;
 - b. Forthside Pump Station, Drawing No. CE-Don-3000 & 3001, Rev B, dated 28/7/21, Drawing No. SE-Don-5010, 5011 & 5012, Rev A, dated 22.4.21 by ipd Consultants;
 - c. Forthside Electrical Control and Office, Drawing No. SE-Don-5025, 5026 & 5027, Rev A, dated 30.4.21 by ipd Consultants;
 - d. Hopkins Rd Balance Tank, Drawing No. CE-Don-3050, Rev A, dated 1/6/21, Drawing No. SE-Don-5056 & 5060, Rev A and SE-Don-5055, 5058 & 5059, Rev B, dated 31.4.21 by ipd Consulting;
 - e. Don Irrigation Scheme background environmental noise assessment, dated 31 March 2021 by Tarkarri Engineering; and
 - f. Don Irrigation Scheme – Hopkins Road Balance Tank Landslide Risk Assessment, dated 28th July, 2021 by Pitt & Sherry;copies of which are attached and endorsed as documents forming part of this Planning Permit.
2. The proposed intake and pump station must comply with the recommendations contained within the Environmental Noise Assessment by Tarkarri Engineering.
3. The proposal must comply with the soil management recommendations contained within section 3.4.2 of the submitted application.
4. The developer is to comply with the conditions specified in the Submission to Planning Authority Notice which TasWater has required to be included in the planning permit pursuant to section 56P(1) of the *Water and Sewerage Industry Act 2008*. A copy of this notice is attached.

Note: The following is provided for information purposes.

The development is to comply with the requirements of the current National Construction Code. The developer is to obtain the necessary building and plumbing approvals and

provide the required notifications in accordance with the *Building Act 2016* prior to commencing building or plumbing work.

In regard to condition 2, this does not limit the requirements of the *Environmental Management and Pollution Control (Noise) Regulations 2016*.

Hours of Construction shall be: Monday to Friday Between 7am - 6pm, Saturday between 9am -6pm and Sunday and statutory holidays 10am - 6pm.

During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the *Building Regulations 2016* or the *Environmental Management and Pollution Control Act 1994*.

In regard to condition 4, the applicant/developer should contact TasWater – Ph 136992 with any enquiries.

Enquiries regarding other conditions can be directed to Council's Development Services Department – Ph 6424 0511.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 2.1.1 Apply and review the Planning Scheme as required, to ensure it delivers local community character and appropriate land use
- Strategy 2.1.2 Provide consistent and responsive development assessment and compliance processes

SUMMARY

The purpose of this report is to enable Council, acting as a Planning Authority to make a decision regarding planning application PA2021.0113.

BACKGROUND

Planning Instrument:	<i>Tasmanian Planning Scheme – Devonport 2020</i>
Address:	280 Pumping Station Road, Forth and adjacent Crown Land & 2 Webberleys Road, Forthside
Applicant:	Tasmanian Irrigation Pty Ltd
Owner:	Forthside Irrigation Water Trust, Crown Land and Nekon Pty Ltd
Proposal:	Utilities (pump station and balance tank)
Existing Use:	Utilities and Resource Processing
Zoning:	Agriculture
Decision Due:	29/09/2021

SITE DESCRIPTION

The application is for two components of the Don Irrigation Scheme. The irrigation scheme will cover a large area through Kentish, Devonport and Central Coast municipalities. The scheme consists of two sections, the southernmost is fed via Lake Barrington and the northern section is fed by the Forth River at Pumping Station Road. Figure 1 shows the location of the irrigation scheme with the pipeline shown in pink, the pump stations shown as green dots and the balance tanks shown as red dots. The irrigation pipes are generally exempt from planning however the pump stations and balance tanks require assessment.

Within the Devonport municipality the pump station is located at 280 Pumping Station Road and the adjacent Crown Reserve. The balance tank is located at 2 Webberleys Road. Figures 2 and 3 show aerial views of each site respectively.

The site at 280 Pumping Station Road and the adjacent Crown Reserve currently contain a pump station and intake operated by the Forthside Irrigation Water Trust. The new pump station and intake will be built to the northwest of the existing infrastructure. The property has an area of 2.21ha and the Crown Reserve an area of 4632m². The land is surrounded by agriculture zoned lots with the property opposite containing a dwelling.

The lot at 2 Webberleys Road is utilised for cropping. It has an area of 6ha and is surrounded by agricultural zoned lots, a number of which also contain dwellings. Premium Fresh, a resource processing facility is located to the northeast of the site.

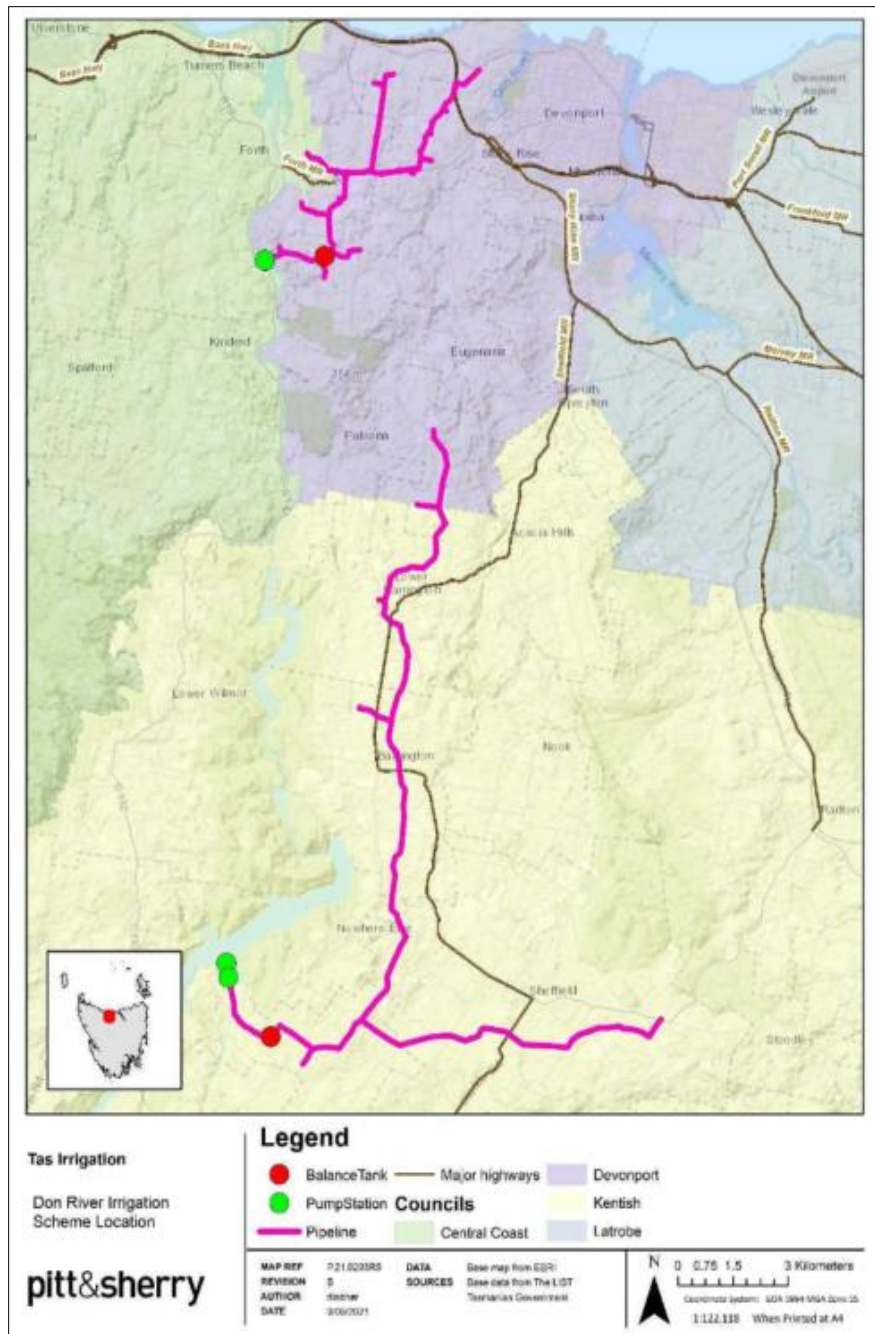


Figure 1 - Don Irrigation Scheme Location Plan - Pitt & Sherry

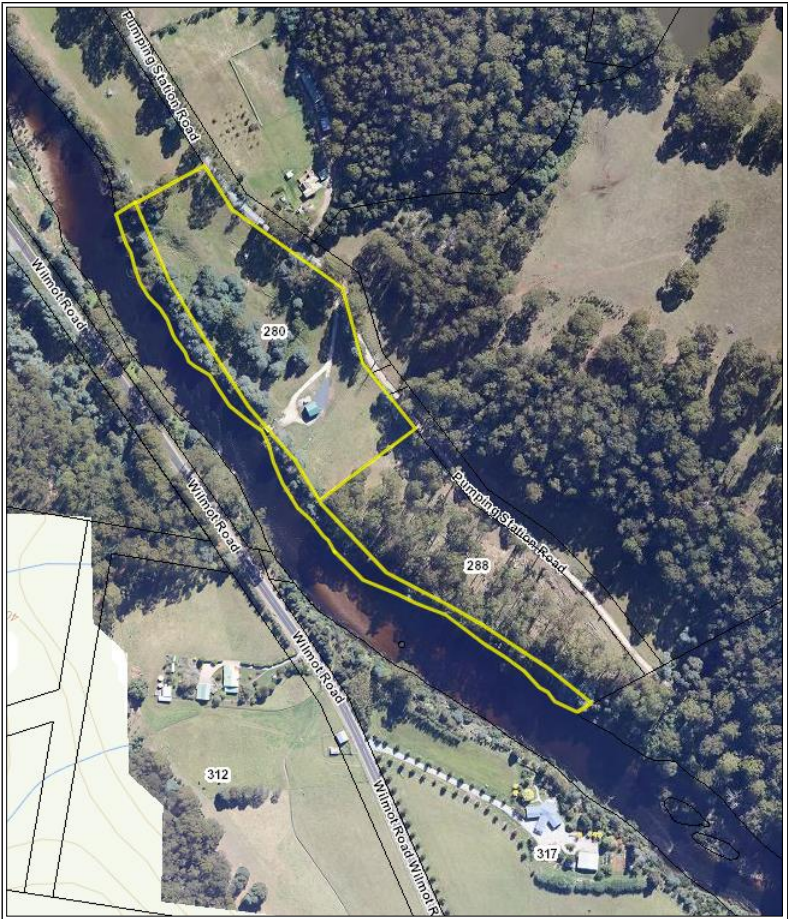


Figure 2 - Aerial view of 280 Pumping Station Road and adjacent Crown Reserve (LISTMap)



Figure 3 - Aerial view of 2 Webberleys Road (LISTMap)

APPLICATION DETAILS

The applicant is seeking approval for a pump station and intake and a balance tank to service the proposed Don Irrigation Scheme, along with limited irrigation pipelines located within landslip hazard areas.

The proposed site plan for 280 Pumping Station Road and the adjacent Crown Land is shown below at Figure 4. Figures 5 & 6 show the intake and pump station and Figure 7 shows the electrical control and office.

The full application is appended as an **attachment** to this report.



Figure 4 - Proposed site plan - 280 Pumping Station Road & Crown Land (Pitt & Sherry)

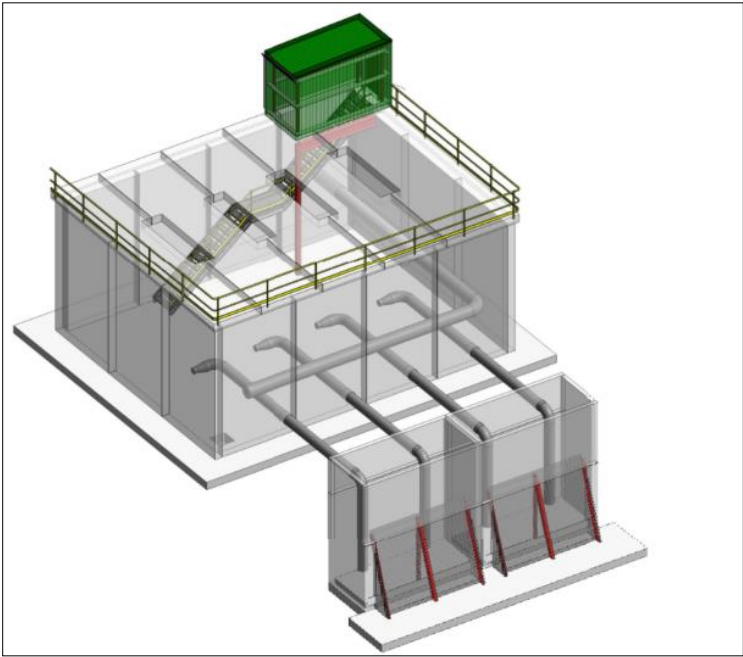


Figure 5 - 3D view of intake and pump station (Pitt & Sherry)

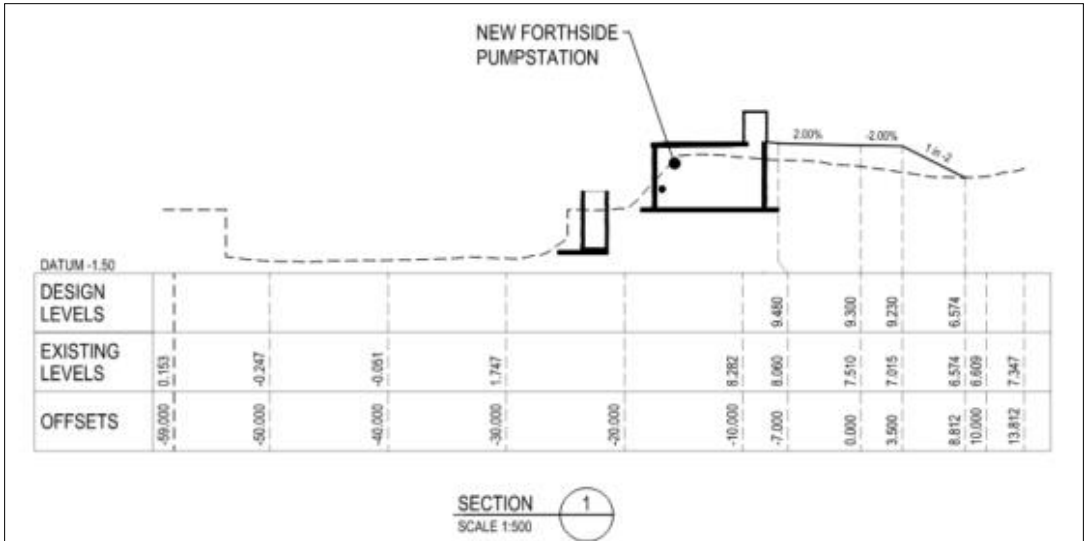


Figure 6 - Section showing levels

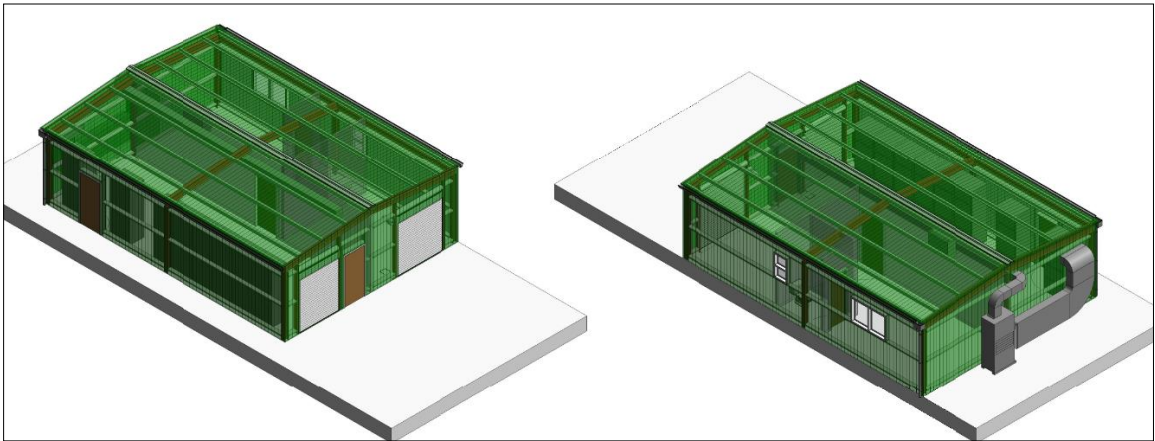


Figure 7 - Electrical control and office

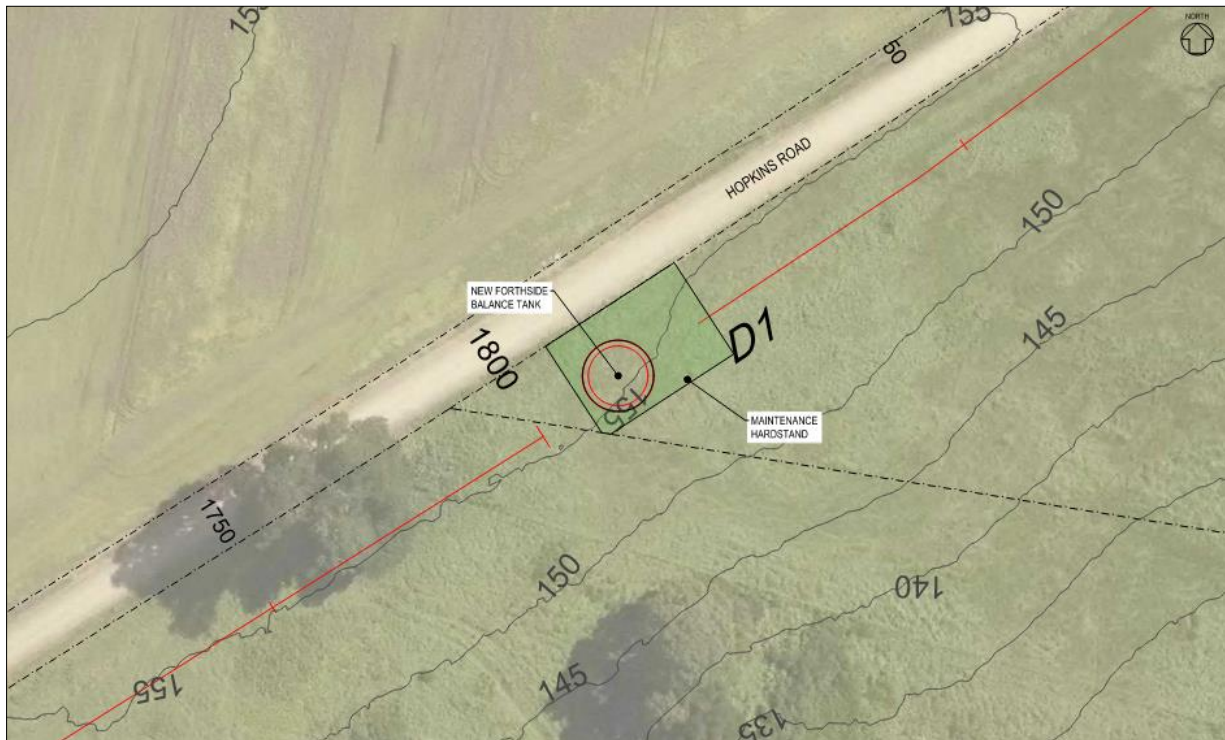


Figure 8 - Partial site plan of 2 Webberleys Road showing the balance tank in the south-western corner



Figure 9 - Balance tank

PLANNING ISSUES

The land is zoned Agriculture under the *Tasmanian Planning Scheme – Devonport, 2020*. The intent of the zone is as follows:

21.1.1 To provide for the use or development of land for agricultural use.

21.1.2 To protect land for the use or development of agricultural use by minimising:

- (a) conflict with or interference from non-agricultural uses;
- (b) non-agricultural use or development that precludes the return of the land to agricultural use; and
- (c) use of land for non-agricultural use in irrigation districts.

21.1.3 To provide for use or development that supports the use of the land for agricultural use.

The proposal will support the use of the land for agricultural use.

The pump station, balance tank and associated infrastructure are classified as Utilities which is a discretionary use in the Agriculture zone. The proposal must therefore be assessed against the applicable use standards.

In addition, the development must be assessed against the acceptable solutions contained within the zone standards and any applicable codes. Where the acceptable solutions cannot be met the corresponding performance criteria must be satisfied.

The relevant sections of the planning scheme are reproduced below, followed by comment.

21.0 Agriculture zone

21.3.1 Discretionary uses

Objective:	That uses listed as Discretionary: (a) support agricultural use; and (b) protect land for agricultural use by minimising the conversion of land to non-agricultural use.
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 A use listed as Discretionary, excluding Residential or Resource Development, must be required to locate on the site, for operational or security reasons or the need to contain or minimise impacts arising from the operation such as noise, dust, hours of operation or traffic movements, having regard to: <ul style="list-style-type: none"> (a) access to a specific naturally occurring resource on the site or on land in the vicinity of the site; (b) access to infrastructure only available on the site or on land in the vicinity of the site; (c) access to a product or material related to an agricultural use; (d) service or support for an agricultural use on the site or on land in the vicinity of the site;

	<p>(e) the diversification or value adding of an agricultural use on the site or in the vicinity of the site; and</p> <p>(f) provision of essential Emergency Services or Utilities.</p>
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Comment – The intake, pump station and electrical control and office building are required to be located on the site to access water to allow for its distribution to farmland. Likewise, the balance tank is required to be located on agricultural land to enable the efficient operation of the irrigation pipeline. The installation of the pipeline and associated infrastructure will benefit numerous properties.

The proposal satisfies the performance criteria.

<p>A2</p> <p>No Acceptable Solution.</p>	<p>P2</p> <p>A use listed as Discretionary, excluding Residential, must minimise the conversion of agricultural land to non-agricultural use, having regard to:</p> <p>(a) the area of land being converted to non-agricultural use;</p> <p>(b) whether the use precludes the land from being returned to an agricultural use;</p> <p>(c) whether the use confines or restrains existing or potential agricultural use on the site or adjoining sites.</p>
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Comment – Very little land will be converted to non-agricultural use as a result of the proposal. The benefits to increase agricultural use along the pipeline corridor far outweigh any small loss of agricultural land.

The proposal satisfies the performance criteria.

<p>A3</p> <p>No Acceptable Solution.</p>	<p>P3</p> <p>A use listed as Discretionary, excluding Residential, located on prime agricultural land must:</p> <p>(a) be for Extractive Industry, Resource Development or Utilities, provided that:</p> <p>(i) the area of land converted to the use is minimised;</p> <p>(ii) adverse impacts on the surrounding agricultural use are minimised; and</p> <p>(iii) the site is reasonably required for operational efficiency; or</p>
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	(b) be for a use that demonstrates a significant benefit to the region, having regard to the social, environmental and economic costs and benefits of the proposed use.
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Comment – Prime agricultural land is that which is categorised as class 1, 2 or 3. The subject sites are located on class 4 and class 5+4 land.

This clause is not applicable.

21.4.1 Building height

Objective:	To provide for a building height that: (a) is necessary for the operation of the use; and (b) minimises adverse impacts on adjoining properties.
Acceptable Solutions	Performance Criteria
A1 Building height must be not more than 12m.	P1 Building height must be necessary for the operation of the use and not cause an unreasonable impact on adjoining properties, having regard to: (a) the proposed height of the building; (b) the topography of the site; (c) the bulk and form of the building; (d) separation from existing use on adjoining properties; (e) the nature of the existing uses on adjoining properties; and (f) any buffers created by natural or other features.

Comment – The pump station has an overall height of approximately 8m. The portion above natural ground level will be 4.1m. The electrical control room and office will have a height of 3.3m and the balance tank will have a height of 7.36m. All aspects of the proposal are under the allowable height of 12m.

The acceptable solution is met.

21.4.2 Setbacks

Objective:	That the siting of buildings minimises potential conflict with use on adjoining properties.
Acceptable Solutions	Performance Criteria
A1 Buildings must have a setback from all boundaries of: (a) not less than 5m; or (b) if the setback of an existing building is within 5m, not less than the existing building.	P1 Buildings must be sited to provide adequate vehicle access and not cause an unreasonable impact on existing use on adjoining properties, having regard to: (a) the bulk and form of the building; (b) the nature of existing use on the adjoining

	<p>properties;</p> <p>(c) separation from existing use on the adjoining properties; and</p> <p>(d) any buffers created by natural or other features.</p>
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Comment – The pump station and intake are located less than 5m from the western boundary to gain access to the river. Both have adequate vehicle access and will not cause an unreasonable impact on existing uses on adjoining properties. Given the setback is reduced on the western side, which is not in close proximity to other properties, the impact of the reduced setback is minimal.

The bulk and scale of the building is minimised by being dug into the bank of the river. It is approximately 140m to the nearest house which is located to the north-east, on the other side of Pumping Station Road, and 190m to a dwelling to the south-west on the opposite side of the river.

A dwelling has been approved on the adjacent lot to the north, at a distance of approximately 210m. The planning permit has not yet been substantially commenced for this dwelling.

Existing vegetation screens all dwellings from view of the proposal.

The proposal has been assessed in regard to noise and recommendations made to ensure noise levels are acceptable. A condition will be placed on the permit to ensure these standards are met.

The balance tank at 2 Webberleys Road is also located closer than the requisite 5m to the southern boundary. This is due to an attempt to avoid the landslip hazard area located on the site. The tank will be located 5m to the western boundary on Hopkins Road. There will be little impact with the area being predominantly used for agriculture and the southern boundary adjoining an agricultural lot in the same ownership. The nearest house is approximately 230m to the north-west with others being in excess of 400m away. The location of the tank minimises the area lost to agricultural use.

The proposal satisfies the performance criteria.

<p>A2</p> <p>Buildings for a sensitive use must have a setback from all boundaries of:</p> <p>(a) not less than 200m; or</p> <p>(b) if the setback of an existing building for a sensitive use on the site is within 200m of that boundary, not less than the existing building.</p>	<p>P2</p> <p>Buildings for a sensitive use must be sited so as not to conflict or interfere with an agricultural use, having regard to:</p> <p>(a) the size, shape and topography of the site;</p> <p>(b) the prevailing setbacks of any existing buildings for sensitive uses on adjoining properties;</p> <p>(c) the location of existing buildings on the site;</p> <p>(d) the existing and potential use of adjoining properties;</p> <p>(e) any proposed attenuation measures; and</p> <p>(f) any buffers created by natural or other features.</p>
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Comment – No sensitive use is proposed for the site.

The clause is not applicable.

Codes

The following overlays are relevant to the subject sites:

- Waterway and coastal protection area;
- Future coastal refugia area;
- Low coastal inundation hazard band;
- Medium coastal inundation hazard band;
- Low landslip hazard band;
- Airport obstacle limitation area; and
- Bushfire-prone area.

Each of the codes corresponding to the above overlays is applicable except for the Safeguarding of Airports Code, Coastal Inundation Hazard Code and the Bushfire-Prone Areas Code.

The proposal will not be in excess of 155m high and therefore the Safeguarding of Airports Code is not applicable.

The proposal will intensify the existing use in the Crown Reserve as there is already a pump and irrigation infrastructure on the site. Intensification of an existing use exempts a proposal from the requirements of the Coastal Inundation Hazard Code.

In addition, the proposal is not for a vulnerable use nor a sensitive use and therefore the Bushfire-Prone Areas Code is not applicable.

The Parking and Sustainable Transport Code and the Road and Railway Assets Code are applicable to the proposal.

C2.0 Parking and Sustainable Transport Code

C2.5.1 Car parking numbers	Not applicable, as per Table C2.1
C2.5.2 Bicycle parking numbers	Not applicable, as per Table C2.1
C2.5.3 Motorcycle parking numbers	Not applicable, as per C2.2.2
C2.5.4 Loading bays	Not applicable, as per C2.2.3
C2.5.5 Number of car parking spaces in the General Residential zone and Inner Residential zone	Not applicable
C2.6 Development Standards for Buildings and Works	Given no parking spaces are required the clauses relating to their construction are not applicable.

C3.0 Road and Railway Assets Code

C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction

Objective:	To minimise any adverse effects on the safety and efficiency of the road or rail network from vehicular traffic generated from the site at an existing or new vehicle crossing or level crossing or new junction.
Acceptable Solutions	Performance Criteria
<p>A1.1</p> <p>For a category 1 road or a limited access road, vehicular traffic to and from the site will not require:</p> <ul style="list-style-type: none"> (a) a new junction; (b) a new vehicle crossing; or (c) a new level crossing. <p>A1.2</p> <p>For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority.</p> <p>A1.3</p> <p>For the rail network, written consent for a new private level crossing to serve the use and development has been issued by the rail authority.</p> <p>A1.4</p> <p>Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:</p> <ul style="list-style-type: none"> (a) the amounts in Table C3.1; or (b) allowed by a licence issued under Part IVA of the <i>Roads and Jetties Act 1935</i> in respect to a limited access road. <p>A1.5</p> <p>Vehicular traffic must be able to enter and leave a major road in a forward direction.</p>	<p>P1</p> <p>Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to:</p> <ul style="list-style-type: none"> (a) any increase in traffic caused by the use; (b) the nature of the traffic generated by the use; (c) the nature of the road; (d) the speed limit and traffic flow of the road; (e) any alternative access to a road; (f) the need for the use; (g) any traffic impact assessment; and (h) any advice received from the rail or road authority.

Table C3.1 Acceptable increase in annual average daily traffic to and from the site (total of ingress and egress)

Location of vehicular traffic	Amount of acceptable increase in annual average daily traffic to and from the site (total of ingress and egress)	
	Vehicles up to 5.5m long	Vehicles longer than 5.5m long
Vehicle crossing on major roads and private level crossings	10% or 10 vehicle movements per day, whichever is the greater	10%
Vehicle crossings on other roads	20% or 40 vehicle movements per day, whichever is the greater	20% or 5 vehicle movements per day, whichever is the greater

Comment – The proposal does not involve a category 1 road nor a limited access road. Clause A1.1 is not applicable.

No new junctions, vehicle crossings or level crossings are proposed. Clause A1.2 is not applicable.

The rail network will not be impacted. Clause A1.3 is not applicable.

Vehicular traffic to and from the site using the existing access will not increase by more than 40 vehicle movements per day for vehicles up to 5.5m long or 5 vehicle movements per day for vehicles longer than 5.5m. As stated in the application, only one person will be required to manage the scheme and they will not be required to access either site every day. Clause A1.4 is met.

Vehicular traffic will be able to access and leave the site in a forward direction. Clause A1.5 is met.

C3.6.1 Habitable buildings for sensitive uses within a road or railway attenuation area	Not applicable.
C3.7.1 Subdivision for sensitive uses within a road or railway attenuation area	Not applicable

C7.0 Natural Assets Code

C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area

Objective:	That buildings and works within a waterway and coastal protection area or future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets.	
Acceptable Solutions		Performance Criteria
A1 Buildings and works within a waterway and coastal protection area must: <ul style="list-style-type: none"> (a) be within a building area on a sealed plan approved under this planning scheme; (b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or (c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date. 		P1.1 Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to: <ul style="list-style-type: none"> (a) impacts caused by erosion, siltation, sedimentation and runoff; (b) impacts on riparian or littoral vegetation; (c) maintaining natural streambank and streambed condition, where it exists; (d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation; (e) the need to avoid significantly impeding natural flow and drainage; (f) the need to maintain fish passage, where known to exist; (g) the need to avoid land filling of wetlands;
		<ul style="list-style-type: none"> (h) the need to group new facilities with existing facilities, where reasonably practical; (i) minimising cut and fill; (j) building design that responds to the particular size, shape, contours or slope of the land; (k) minimising impacts on coastal processes, including sand movement and wave action; (l) minimising the need for future works for the protection of natural assets, infrastructure and property; (m) the environmental best practice guidelines in the

	<p><i>Wetlands and Waterways Works Manual</i>; and</p> <p>(n) the guidelines in the <i>Tasmanian Coastal Works Manual</i>.</p> <p>P1.2</p> <p>Buildings and works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:</p> <p>(a) the need to access a specific resource in a coastal location;</p> <p>(b) the need to operate a marine farming shore facility;</p> <p>(c) the need to access infrastructure available in a coastal location;</p> <p>(d) the need to service a marine or coastal related activity;</p> <p>(e) provision of essential utility or marine infrastructure; or</p> <p>(f) provisions of open space or for marine-related educational, research, or recreational facilities.</p>
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Comment – The proposal is not within a building area on a sealed plan approved under this planning scheme and therefore the performance criteria must be addressed. Only P1.1 is applicable as the proposal does not fall within tidal waters.

The applicant has addressed the requirements of clause P1.1. Their comments are reproduced below.

Impacts resulting from erosion, siltation, sedimentation and runoff will be prevented and managed through the implementation of the DPIPWE environmental best practice guidelines in the *Wetlands and Waterways Works Manual*.

Clearing of riparian or littoral vegetation will be limited to the width of the intake and wet well which is 10 m. Outside of this footprint and the area required for construction, the natural surface and vegetation will not be disturbed. The wet well will receive water from the river but the screening will prevent the entrapment of debris, etc within the well. In stream habitats will be marginally impacted during construction but the well will provide a collection point for logs, debris, etc which may accumulate against the structure.

The structure has been designed to maintain flows as this is essential for the function of the wet well and intake. The facility will not provide a fish barrier as it does not extend in to the channel – being excavated within the river bank to extend only the screened portion of the well into the water. No wetlands will be filled.

Excavation to 4.2 m in to the bank is required to accommodate the wet well and is necessary to allow the well to receive water in normal flow conditions. The pump station has been stepped up the bank for operational and design considerations and will also be excavated in to the ground. Cross sections in Appendix B indicate the extent of these works and show that they are set back on a secondary river terrace. The well and lower level of the intake pump station building is made of concrete for strength and durability. This also ensures the pump house can withstand flooding and river flows during high flow events. The access structure is Colorbond.

The above commentary demonstrates compliance with the relevant performance criteria.

<p>A2</p> <p>Buildings and works within a future coastal refugia area must be located within a building area on a sealed plan approved under this planning scheme.</p>	<p>P2.1</p> <p>Buildings and works within a future coastal refugia area must allow for natural coastal processes to continue to occur and avoid or minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) allowing for the landward transgression of sand dunes and the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas; (b) avoiding the creation of barriers or drainage networks that would prevent future tidal inundation; (c) allowing the coastal processes of sand deposition or erosion to continue to occur; (d) the need to group new facilities with existing facilities, where reasonably practical; (e) the impacts on native vegetation; (f) minimising cut and fill; (g) building design that responds to the particular size, shape, contours or slope of the land; (h) the impacts of sea-level rise on natural coastal
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	<p>processes and coastal habitat;</p> <p>(i) the environmental best practice guidelines in the <i>Wetlands and Waterways Works Manual</i>; and</p> <p>(j) the guidelines in the <i>Tasmanian Coastal Works Manual</i>.</p> <p>P2.2</p> <p>Buildings and works within a future coastal refugia area must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:</p> <p>(a) the need to access a specific resource in a coastal location;</p> <p>(b) the need to operate a marine farming shore facility;</p> <p>(c) the need to access infrastructure available in a coastal location;</p> <p>(d) the need to service a marine or coastal related activity;</p> <p>(e) provision of essential utility or marine infrastructure; and</p> <p>(f) provision of open space or for marine-related educational, research, or recreational facilities.</p>
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Comment – As with the previous clause the proposal will not negatively impact vegetation nor result in inappropriate cut and fill. The building design is suitable for the topography and the proposal will comply with the *Wetland and Waterways Works Manual* guidelines.

Although the mapping shows the proposed wet well will be located partially within a future coastal refugia area the definition of future coastal refugia contained within the planning scheme is, 'land where coastal processes are likely to occur naturally and can continue to occur, including the landward transgression of sand dunes, wetlands, saltmarshes, and other sensitive coastal habitats due to sea-level rise.'

The definition of a coastal zone is contained within the *State Coastal Policy Validation Act 2003* which states the, 'coastal zone is taken as a reference to State waters and all land to a distance of one kilometre inland from the highwater mark.'

The subject site is located 6.5km from the highwater mark and therefore the requirement of P2.2 that buildings and works must be for a use that relies upon a coastal location is not applicable.

<p>A3</p> <p>Development within a waterway and coastal protection area or a future coastal refugia area must not involve a new stormwater point discharge into a watercourse, wetland or lake.</p>	<p>P3</p> <p>Development within a waterway and coastal protection area or a future coastal refugia area involving a new stormwater point discharge into a watercourse, wetland or lake must avoid or minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) the need to minimise impacts on water quality; and (b) the need to mitigate and manage any impacts likely to arise from erosion, sedimentation or runoff.
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Comment – Not applicable. No new stormwater discharge point is proposed.

<p>A4</p> <p>Dredging or reclamation must not occur within a waterway and coastal protection area or a future coastal refugia area.</p>	<p>P4.1</p> <p>Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must minimise adverse impacts on natural coastal processes and natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) impacts caused by erosion, siltation, sedimentation and runoff; (b) impacts on riparian or littoral vegetation; (c) the need to avoid land filling of wetlands; (d) impacts on sand movement and wave action; and (e) the potential for increased risk to inundation of adjacent land. <p>P4.2</p> <p>Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must be necessary:</p> <ul style="list-style-type: none"> (a) to continue an existing use or development on adjacent land; or (b) for a use which relies upon a coastal location to fulfil its purpose, having regard to: <ul style="list-style-type: none"> (i) the need to access a specific resource in a coastal location;
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	<ul style="list-style-type: none"> (ii) the need to operate a marine farming shore facility; (iii) the need to access infrastructure available in a coastal location; (iv) the need to service a marine or coastal related activity; (v) provision of essential utility or marine infrastructure; and (vi) provision of open space or for marine-related educational, research, or recreational facilities.
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Comment – Not applicable. No dredging is proposed.

<p>A5</p> <p>Coastal protection works or watercourse erosion or inundation protection works must not occur within a waterway and coastal protection area or a future coastal refugia area.</p>	<p>P5</p> <p>Coastal protection works or watercourse erosion or inundation protection works within a waterway and coastal protection area or a future coastal refugia area must be designed by a suitably qualified person and minimise adverse impacts on natural coastal processes, having regard to:</p> <ul style="list-style-type: none"> (a) impacts on sand movement and wave action; and (b) the potential for increased risk of inundation to adjacent land.
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Comment – Not applicable. No watercourse erosion or inundation protection works are proposed.

The clauses in regard to Priority Vegetation Areas and Subdivision are not applicable.

C15.0 Landslip Hazard Code

The Landslide Hazard Code is applicable due to the presence of a low landslip hazard area in the location of the balance tank at 2 Webberleys Road. The Use Standards within the Code are not applicable as the use is not critical, hazardous or vulnerable.

The Development Standards are applicable.

C15.6 Development Standards for Buildings and Works

C15.6.1 Building and works within a landslip hazard area

Objective:	That building and works on land within a landslip hazard area can: (a) minimise the likelihood of triggering a landslip event; and (b) achieve and maintain a tolerable risk from a landslip.
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1.1 Building and works within a landslip hazard area must minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip, having regard to: (a) the type, form, scale and intended duration of the development; (b) whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures; (c) any advice from a State authority, regulated entity or a council; and (d) the advice contained in a landslip hazard report. P1.2 A landslip hazard report also demonstrates that the buildings and works do not cause or contribute to landslip on the site, on adjacent land or public infrastructure. P1.3 If landslip reduction or protection measures are required beyond the boundary of the site the consent in writing of the owner of that land must be provided for that land to be managed in accordance with the specific hazard reduction or protection measures.

Comment – The proposal has been assessed by an engineering geologist who has determined that the risk is tolerable in regard to the balance tank provided it is constructed within the proposed location and the conditions listed in section 4.2 of the Hopkins Road Balance Tank Landslide Risk Assessment Report are followed.

In regard to the irrigation pipeline some sections pass through landslip hazard areas at depths in excess of 1m. The risk in these areas is also deemed tolerable provided the work is carried out in accordance with the conditions listed in section 5 of the Landslide Risk Assessment.

The performance criteria are met.

COMMUNITY ENGAGEMENT

On 18/08/2021, Council received an application for the above development. Under Section 57(3) of the *Land Use Planning and Approvals Act 1993*, the Planning Authority must give notice of an application for a permit. As prescribed at Section 9(1) of the *Land Use Planning and Approvals Regulations 2014*, the Planning Authority fulfilled this notification requirement by:

- (a) Advertising the application in *The Advocate* newspaper on 01/09/2021;
- (b) Making a copy of the proposal available in Council Offices from the 01/09/2021;
- (c) Notifying adjoining property owners by mail on 31/08/2021; and
- (d) Erecting a Site Notice for display from the 31/08/2021.

The period for representations to be received by Council closed on 14/09/2021.

REPRESENTATIONS

Two representations were received within the prescribed 14 day public scrutiny period required by the *Land Use Planning and Approvals Act 1993*. A third representation was received outside this timeframe. The representations are appended in full as **attachments** to the report.

The representations relate to the proposal at Pumping Station Road and both included the same letter which raised the following concerns:

- Visibility of the proposed buildings at 280 Pumping Station Road and the adjacent Crown land and a request that trees be planted to reduce visibility;
- Increased traffic during construction and a request that the gravel road be sealed to reduce wear on the road and mitigate dust issues; and
- Noise generated by the pump and a request that 0dBA be achieved at the property boundary.

In regard to representations, clause 6.10.1 (b) of the planning scheme states that the planning authority must take into consideration any representations received but only insofar as each such matter is relevant to the particular discretion being exercised.

Visibility is not addressed by any of the discretions being exercised. Even so, given the proposed buildings will be constructed of muted colorbond, have a maximum height of 4.1m above ground level and be a distance in excess of 100m from any dwellings it is deemed the amenity of nearby property owners will not be negatively impacted by the proposal in regard to visual impacts. In addition, the existing vegetation on the site should provide adequate screening of the proposal.

Increased traffic during construction is not a matter dealt with by the planning scheme. Traffic generated by a completed development is relevant and the proposal complies with the requirements of the scheme in this regard. The gravel section of Pumping Station Road is well maintained and its sealing to deal with a short term issue is not warranted. Other methods can be used to ensure a nuisance is not created.

In regard to noise specifically the planning scheme is silent however it may be considered in regard to the requirement to not cause an unreasonable impact on existing uses on adjoining properties where a setback is reduced to less than 5m. Given any adjoining uses are in excess of 100m away the reduction to the setback is negligible. Still, a noise assessment has been prepared which sets a limit on the noise emitted from the development and provides advice in how this is to be achieved. The noise report states the background noise is between 45 and 50 dBA during the day and in the low 30s dBA and below during the night. The report sets the limit at 35 dBA during the night for the proposal. To require noise emissions be reduced to zero is unreasonable.

The primary intent of the Agriculture zone is to allow for agricultural use and to provide for development that supports the use of the land for agricultural use. The installation of the proposed Don Irrigation Scheme will achieve this.

No changes are proposed to the development as a result of the representations.

FINANCIAL IMPLICATIONS

No financial implications are predicted, unless an appeal is made against the Council's decision to the Resource Management and Planning Appeal Tribunal. In such instance, legal counsel will likely be required to represent Council. The opportunity for such an appeal exists as a result of the Council determining to either approve or refuse the permit application.

RISK IMPLICATIONS

In its capacity as a planning authority under the *Land Use Planning and Approvals Act 1993* (LUPAA), Council is required to make a determination on this application for a discretionary planning permit. Due diligence has been exercised in the preparation of this report and there are no predicted risks associated with a determination of this application.

CONCLUSION

The proposal meets the requirements of the planning scheme and is recommended for approval. Assessment has been made by Council's Development and Works and Infrastructure staff, along with TasWater, and conditions and notes included on the permit as required.

ATTACHMENTS

1. Application - PA2021.0113 - 280 Pumping Station Road & adjacent Crown land & 2 Webberleys Road [**4.1.1** - 96 pages]
2. Representations - PA2021.0113 - 280 Pumping Station Road & adjacent Crown land & 2 Webberleys Road [**4.1.2** - 8 pages]

4.2 PA2021.0122 - 189 TUGRAH ROAD TUGRAH - 16 LOT SUBDIVISION

Author: **Emma Pieniak, Planning Officer**

Endorser: **Kylie Lunson, Development Services Manager**

RECOMMENDATION

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme – Devonport 2020* and Section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2021.0122 and grant a Permit to develop land identified as 189 Tugrah Road, Tugrah for the following purposes:

- 16 lot subdivision

Subject to the following conditions:

1. Unless altered by subsequent conditions the development is to proceed in accordance with the submitted plans, reports and recommendations:
 - a. Plan of subdivision Drawing No. 221078 dated 26/04/21 prepared by Michell Hodgetts Surveyors – amended to show a surveyed building area generally in accordance with the hazard management areas shown in the Bushfire Hazard Management Plan dated 04/08/21 version 1, by Rebecca Green & Associates; and
 - b. Bushfire Hazard Assessment Report and Bushfire Hazard Management Plan dated 04/08/21 version 1, by Rebecca Green & Associates; and
 - c. The Natural Values Assessment as prepared by Brian French of ECOtas (ECOtas (2021). Natural Values Assessment of 189 Tugrah Road (PID 7560297; C.T. 36654/1; LPI FTB49), Tugrah, Tasmania. Report by Environmental Consulting Options Tasmania (ECOtas) for the Hawley Family Super Fund, 11 July 2021);copies of which are attached and endorsed as documents forming part of this Planning Permit.
2. Prior to Council seal, the final plan of subdivision must show the building areas for each lot as required by condition 1 a. ensuring lots 3 and 4 have a building area with at least 10m setback from the edge of Powells Creek.
3. The subdivider is to submit to Council detailed design drawings prepared by a suitably qualified engineer detailing road and stormwater design compliance with current Tasmanian Standard Drawings (TSD-v3) and Tasmanian Subdivisional Guidelines. The drawings are to demonstrate, but are not limited to, the following:
 - a. Stormwater discharge from the subdivision, adequately hydraulically detailed and designed by a suitably qualified hydraulic engineer, for all storm events up to and including a 100-year Average Recurrence Interval (ARI), and for a suitable range of storm durations, to adequately identify peak discharge, for the piped and overland flows. All design calculations and drawings are to be submitted for approval by the City Engineer prior to commencing construction on site;
 - b. How the proposed road formation, pavement and associated features as well as the proposed reserve width is maintained throughout the development and conforms with the Tasmanian Subdivisional Guidelines;

- c. How each lot is provided with a sealed vehicular access from the proposed new road in accordance with current Tasmanian Standard Drawings and Tasmanian Subdivisional Guidelines;
 - d. Appropriate road longitudinal and cross-sectional grades;
 - e. Appropriate intersection design, line marking and signage;
 - f. Pipeline cover in accordance with Tasmanian Standard Drawings;
 - g. That each proposed lot is adequately serviced to permit future development in accordance with the relevant authorities.
4. The subdivider must, prior to commencement of works on site, submit construction issue drawings to Council's Infrastructure and Works Department for approval and endorsement. Fees associated with this assessment will be in accordance with Council's current fee structure and all civil works associated with the subdivision will be subject to scheduled inspections by Council Officers.
5. The developer is to provide CCTV camera footage and a condition report to WSA05-2013 v3.1 standard, for all stormwater mains to be handed over to Council, for approval by the City Engineer.
6. Erosion and sediment control measures are to be implemented and maintained during the course of development to minimise downstream sediment transfer, particularly with respect to watercourses, stormwater outlets and disturbed ground.
7. The subdivider is to acknowledge that at satisfactory completion of the works, all infrastructure intended to become a Council asset will be placed on a minimum 6 month defect liability period and that there will be a bond charged to govern this period in accordance with Council's Subdivision Maintenance Bond Policy.
8. The subdivider is to provide as constructed drawings in an electronic format at the completion of the works, detailing final road alignments, stormwater assets, invert levels and finished surface levels.
9. In accordance with the Tasmanian Subdivision Guidelines the developer is to appoint a supervising engineer to arrange for joint audit inspections and to certify the works at practical completion.
10. Upon notification of the acceptance of the Sealed Plan of Survey by the Recorder of Titles, all road lots and public open space lots contained on the plan are to be transferred unencumbered to Council. All costs involved in this process are to be met by the Developer, including the partial discharge of any mortgages affecting the road or public open space lots.
11. Open drains or open channels shall be designed so that the water flow based on a 100-Year ARI shall be- **Velocity (m/s) x Depth (m) < 1.5.**
12. All open drains or channels shall:
- a. be constructed of materials to minimise erosion if the potential water velocity is in excess of 0.5 m/s (bare earth); and
 - b. have provision to generally allow vehicle access along both sides; and

- c. the developer may be required to upgrade any existing drainage system where it has been determined that system does not have the capacity to accept the discharge from the subdivided land. The cost of the upgrade is to be borne by the developer.

Note: The following is provided for information purposes.

Removal or clearance of any vegetation is to occur only so far as to allow the development for road and servicing to create the approved lots.

Consent is not granted for any works to occur within 10m of either edge of Powells Creek. Any works resulting in alterations to drainage conditions of the creek system may require a formal referral to the Commonwealth Department of Agriculture, Water and the Environment under the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999*.

Hours of any development shall be: Monday to Friday Between 7am - 6pm, Saturday between 9am -6pm and Sunday and statutory holidays 10am - 6pm.

During development all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the *Building Regulations 2016* or the *Environmental Management and Pollution Control Act 1994*.

In regard to conditions 3-12 the applicant should contact Council's Infrastructure & Works Department – Ph 6424 0511 with any enquiries.

Enquiries regarding other conditions can be directed to Council's Development Services Department – Ph 6424 0511.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 2.1.1 Apply and review the Planning Scheme as required, to ensure it delivers local community character and appropriate land use
- Strategy 2.1.2 Provide consistent and responsive development assessment and compliance processes

SUMMARY

The purpose of this report is to enable Council, acting as a Planning Authority to make a decision regarding planning application PA2021.0122.

BACKGROUND

Planning Instrument:	<i>Tasmanian Planning Scheme – Devonport 2020</i>
Address:	189 Tugrah Road, Tugrah
Applicant:	Michell Hodgetts Surveyors
Owner:	Mr PG Hawley & Mrs WJ Hawley
Proposal:	16 lot subdivision
Existing Use:	Vacant
Zoning:	Rural Living A
Decision Due:	30/09/2021

SITE DESCRIPTION

The subject site comprises an irregular shaped 17.76ha parcel, situated to the east of Tugrah Road with a 15m wide access along the northern boundary. The site is a treed, undulating parcel of land with a defined watercourse, Powells Creek, running through the south-

western end of the lot, near Forest Height Drive. The subject site is surrounded by established residential development on larger parcels of land. The subject site and surrounding development is illustrated in the aerial view at Figure 1.



Figure 1 – Aerial view of subject site (LISTmap)

APPLICATION DETAILS

The applicant is seeking approval for subdivision to create 16 lots, each with a minimum 1.0ha. It is proposed to stage the subdivision, by completing lots 1-4 with access from Forest Heights Drive first. The proposed plan of subdivision illustrates the layout in Figure 2.

The full application is contained and appended to this report as an **attachment**.



Figure 2 – Proposed plan of subdivision

PLANNING ISSUES

The land is zoned Rural Living A under the *Tasmanian Planning Scheme – Devonport, 2020*. The purpose of the Rural Living zone is:

11.1.1 To provide for residential use or development in a rural setting where:

- (a) services are limited; or
- (b) existing natural and landscape values are to be retained.

11.1.2 To provide for compatible agricultural use and development that does not adversely impact on residential amenity.

11.1.3 To provide for other use or development that does not cause an unreasonable loss of amenity, through noise, scale, intensity, traffic generation and movement, or other off site impacts.

11.1.4 To provide for Visitor Accommodation that is compatible with residential character.

The proposal is for a subdivision, which in accordance with 6.2.6 of the *Tasmanian Planning Scheme – Devonport 2020* does not require categorisation into a Use Class. It is considered, however, the subdivision will facilitate residential development, which has a no permit required classification in the Rural Living zone, only if for a single dwelling. Other residential development is prohibited in the Rural Living zone, unless for a home-based business.

The proposed subdivision achieves some acceptable solutions of 11.5 Design Standards for Subdivision, including at least the minimum 1.0ha for each lot on land within the Rural Living A area.

The proposal requires discretion for frontage width and provision of a new road. An assessment of the proposal against the relevant performance criteria follows.

11.5.1 Lot design

Objective: That each lot: <ul style="list-style-type: none"> (a) has an area and dimensions appropriate for use and development in the zone; (b) is provided with appropriate access to a road; and (c) contains areas which are suitable for residential development. 	
Acceptable Solutions	Performance Criteria
A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 40m.	P2 Each lot, or a lot proposed in a plan of subdivision, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to: <ul style="list-style-type: none"> (a) the width of frontage proposed, if any; (b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access; (c) the topography of the site; (d) the functionality and useability of the frontage; (e) the ability to manoeuvre vehicles on the site; and (f) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.
P2 – The proposed plan of subdivision generally provides in excess of 40m frontages to the lots connecting to the new road. Proposed lot 9 is at the end of the cul-de-sac and has suitable access to a large lot. Proposed lots 1-4 and 10-11 are internal lots with a minimum 5m access width from the road, which is in accordance with the requirements of the Bushfire Hazard Management plan as a width which provides room for passing of vehicles.	

11.5.2 Roads

Objective: That the arrangement of new roads with a subdivision provides: <ul style="list-style-type: none"> (a) safe, convenient and efficient connections to assist accessibility and mobility of the community; (b) adequate accommodation of vehicular, pedestrian, cycling and public transport traffic; and (c) the efficient ultimate subdivision of the entirety of the land and of surrounding land. 	
Acceptable Solutions	Performance Criteria
A1 The subdivision includes no new roads.	P1 The arrangement and construction of roads within a subdivision must provide an

	<p>appropriate level of access, connectivity, safety, convenience and legibility for vehicles, having regard to:</p> <ul style="list-style-type: none"> (a) any relevant road network plan adopted by the council; (b) the existing and proposed road hierarchy; (c) maximising connectivity with the surrounding road network; (d) appropriate access to public transport; and (e) access for pedestrians and cyclists.
<p>P1 – The proposal requires the creation of a new road to facilitate access to lots 5-16. Council's Engineering and Development Officer has reviewed the proposal, including the Traffic Impact Assessment provided by the applicant, and has advised conditions to include on the permit relating to the relevant design requirements to be achieved.</p> <p>The proposed road is considered to be appropriate for the anticipated demand of the future residents.</p>	

The subject site is affected by the Natural Assets code, specifically, the site is entirely covered by Priority Vegetation Area and the Powells Creek area is within the Waterway and Coastal Protection Area as well. The proposed subdivision requires assessment against the performance criteria under C7.7 of this code.

C7.7.1 Subdivision within a waterway and coastal protection area or a future coastal refugia area

<p>Objective:</p> <p>That:</p> <ul style="list-style-type: none"> (a) works associated with subdivision within a waterway and coastal protection area or a future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets; and (b) future development likely to be facilitated by subdivision is unlikely to lead to an unnecessary or unacceptable impact on natural assets. 	
Acceptable Solutions	Performance Criteria
<p>A1</p> <p>Each lot, or a lot proposed in a plan of subdivision, within a waterway and coastal protection area or a future coastal refugia area, must:</p> <ul style="list-style-type: none"> (a) be for the creation of separate lots for existing buildings; (b) be required for public use by the Crown, a council, or a State authority; (c) be required for the provision of Utilities; (d) be for the consolidation of a lot; or (e) not include any works (excluding boundary fencing), building area, services, bushfire hazard management area or vehicular 	<p>P1</p> <p>Each lot, or a lot proposed in a plan of subdivision, within a waterway and coastal protection area or a future coastal refugia area, must minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) the need to locate building areas and any associated bushfire hazard management area to be outside a waterway and coastal protection area or a future coastal refugia area; and (b) future development likely to be facilitated by the subdivision.

access within a waterway and coastal protection area or future coastal refugia area.	
<p>P1 – The layout of the proposed subdivision has accommodated Powells Creek to be contained within two lots, numbers 3 and 4, which effectively contains the 10m protection area to the rear boundaries of the proposed lots. As identified in ECOtas report there was evidence of a threatened species of fauna (<i>Engaeus granulatus</i>) and associated habitat vegetation within the creek which warrants protection, afforded by this code.</p> <p>A condition on the permit will require a final survey plan to show a dimensioned building area for each lot, clearly nominating a building/bushfire hazard management area that has at least 10m clearance from the edge of the watercourse.</p>	

C7.7.2 Subdivision within a priority vegetation area

<p>Objective: That:</p> <ul style="list-style-type: none"> (a) works associated with subdivision will not have an unnecessary or unacceptable impact on priority vegetation; and (b) future development likely to be facilitated by subdivision is unlikely to lead to an unnecessary or unacceptable impact on priority vegetation. 	
Acceptable Solutions	Performance Criteria
<p>A1 Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must:</p> <ul style="list-style-type: none"> (a) be for the purposes of creating separate lots for existing buildings; (b) be required for public use by the Crown, a council, or a State authority; (c) be required for the provision of Utilities; (d) be for the consolidation of a lot; or (e) not include any works (excluding boundary fencing), building area, bushfire hazard management area, services or vehicular access within a priority vegetation area. 	<p>P1.1 Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must be for:</p> <ul style="list-style-type: none"> (a) subdivision for an existing use on the site, provided any clearance is contained within the minimum area necessary to be cleared to provide adequate bushfire protection, as recommended by the Tasmanian Fire Service or an accredited person; (b) subdivision for the construction of a single dwelling or an associated outbuilding; (c) subdivision in the General Residential Zone or Low Density Residential Zone; (d) use or development that will result in significant long term social and economic benefits and there is no feasible alternative location or design; (e) subdivision involving clearance of native vegetation where it is demonstrated that on-going pre-existing management cannot ensure the survival of the priority vegetation and there is little potential for long-term persistence; or (f) subdivision involving clearance of native vegetation that is of limited scale relative to the extent of priority vegetation on the site.

	<p>P1.2 Works association with subdivision within a priority vegetation area must minimise adverse impacts on priority vegetation, having regard to:</p> <ul style="list-style-type: none"> (a) the design and location of any works, future development likely to be facilitated by the subdivision, and any constraints such as topography or land hazards; (b) any particular requirements for the works and future development likely to be facilitated by the subdivision; (c) the need to minimise impacts resulting from bushfire hazard management measures through siting and fire-resistant design of any future habitable buildings; (d) any mitigation measures implemented to minimise the residual impacts on priority vegetation; (e) any on-site biodiversity offsets; and (f) any existing cleared areas on the site.
<p>P1.1 - The proposed subdivision complies with part(b) as it will create lots for the development of single dwellings and associated outbuildings.</p> <p>P1.2 – The proposed subdivision will require removal of vegetation along the centre of the site to facilitate road development, as well as a building area as discussed above at P1 of C7.7.1. The bushfire hazard management plan as shown in Figure 3 below, indicates the area required to be cleared to achieve a bushfire attack level of 19, (BAL-19) which is considered the maximum risk to achieve acceptable solutions under the Bushfire-Prone Areas code. The provided natural values assessment provides reasonable justification for the removal of native vegetation to facilitate the proposed subdivision, noting the code provides suitable controls to protect remaining vegetation, despite deeming it to have limited value as 'priority vegetation'.</p> <p>A condition on the permit will require a final survey plan to show a dimensioned building area for each lot, clearly nominating the building/bushfire hazard management area that is generally consistent with the bushfire hazard management plan prepared by Rebecca Green & Associates.</p> <p>The inclusion of a building area on the sealed plan effectively provides a no permit required pathway for future lot owners to develop a new single dwelling, provided it is contained within the building area as approved. Any development or removal of vegetation outside of the building area will require a discretionary application to be sought under the <i>Tasmanian Planning Scheme – Devonport 2020</i>.</p>	

The subject site is affected by the Bushfire-Prone Areas code. A bushfire hazard assessment and associated Bushfire Hazard Management Plan has been provided to demonstrate compliance with the relevant acceptable solutions of the code regarding management areas, access and water supply. The Bushfire Hazard Report and Management Plan, see Figure 3, will be endorsed to form part of the planning permit.

The proposal meets the relevant acceptable solutions of other applicable codes. There are no specific area plans which apply to the subject site.

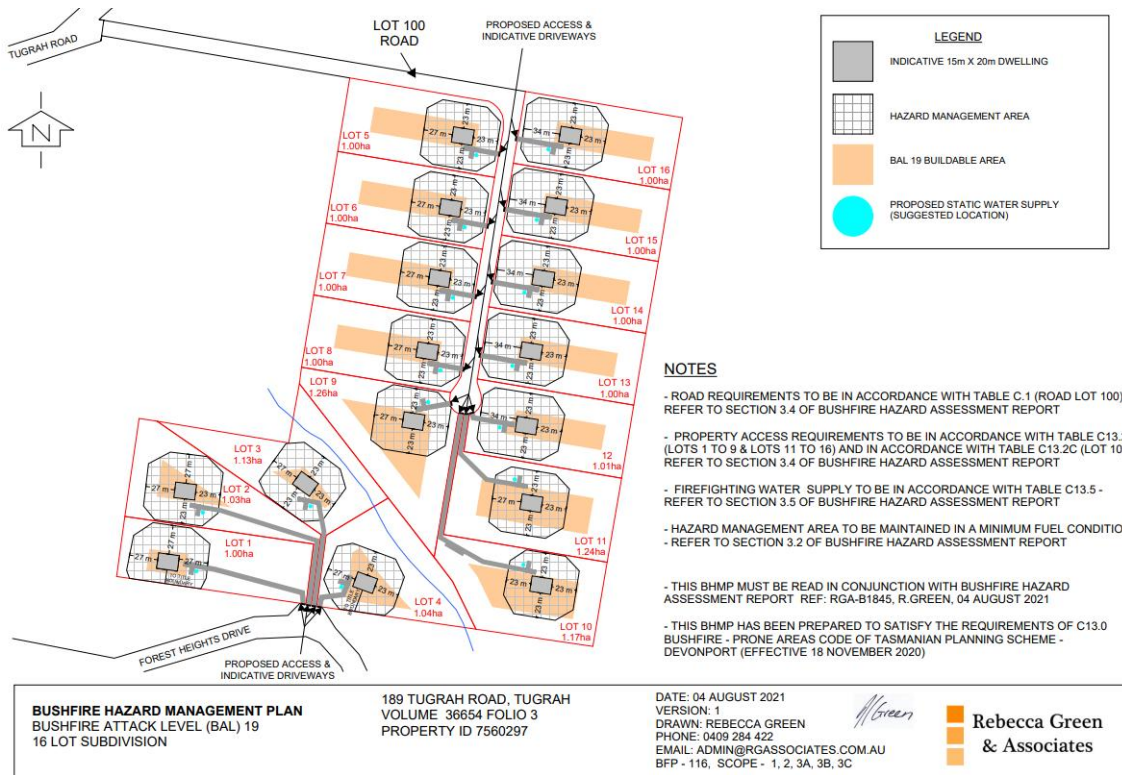


Figure 3 – Bushfire hazard management plan

COMMUNITY ENGAGEMENT

On 19/08/2021, Council received an application for the above development. Under Section 57(3) of the *Land Use Planning and Approvals Act 1993*, the Planning Authority must give notice of an application for a permit. As prescribed at Section 9(1) of the *Land Use Planning and Approvals Regulations 2014*, the Planning Authority fulfilled this notification requirement by:

- Advertising the application in *The Advocate* newspaper on 28/08/2021;
- Making a copy of the proposal available in Council Offices from the 28/08/2021;
- Notifying adjoining property owners by mail on 26/08/2021; and
- Erecting a Site Notice for display from the 27/08/2021.

The period for representations to be received by Council closed on 13/09/2021.

REPRESENTATIONS

Five representations were received within the prescribed 14 day public scrutiny period required by the *Land Use Planning and Approvals Act 1993*.

The representations as summarised have concerns regarding road and traffic safety; stormwater management; decreased property values; during construction emissions; bushfire hazard assessment concerns; and protection of endangered fauna and habitat.

- Property values are not matters considered under the provisions of the *Tasmanian Planning Scheme – Devonport 2020*, and during construction noise or dust issues are considered short-term matters manageable under the *Environmental Management and Pollution Control Act 1994*.

- Section 11.5.3 Subdivision Services, of the *Tasmanian Planning Scheme – Devonport 2020* does not include any specific requirements for the drainage of stormwater run-off within the Rural Living zoned area. Despite this, Council's Engineering Development Officer and City Engineer met with some of the residents concerned with stormwater issues to assess and discuss the concerns for any likely impacts to the creek and infrastructure downstream of the subject site. Conditions included in the planning permit have been provided by Council's Engineering department to ensure stormwater collection and disposal will be managed as part of the development for the subdivision.
- The junction and layout of the new road providing access to Tugrah Road for lots 5-16, and accompanying traffic impact assessment have been reviewed by Council's Engineering & Development Officer. The new road and associated junction have been deemed satisfactory by Council which is the relevant road authority in this instance. Conditions to the permit will ensure the final design details of the new road and junction will be in accordance with the relevant standards. Boundary fencing between privately owned properties are controlled by the *Boundary Fences Act 1908*, which Council does not have jurisdiction under.
- A bushfire hazard assessment of the proposed subdivision has been prepared by a qualified assessor, in accordance with the requirements of the *Building Act 2016*. This includes the creation of road access in accordance with the acceptable solutions of section C13.6.2 of the *Tasmanian Planning Scheme – Devonport 2020*.
- The recommendations and permit conditions address the concerns regarding protection of threatened fauna, habitat and vegetation on the site.

Complete versions of the representations are appended to this report as an **attachment**.

FINANCIAL IMPLICATIONS

No financial implications are predicted, unless an appeal is made against the Council's decision to the Resource Management and Planning Appeal Tribunal. In such instance, legal counsel will likely be required to represent Council. The opportunity for such an appeal exists as a result of the Council determining to either approve or refuse the permit application.

RISK IMPLICATIONS

In its capacity as a planning authority under the *Land Use Planning and Approvals Act 1993* (LUPAA), Council is required to make a determination on this application for a discretionary planning permit. Due diligence has been exercised in the preparation of this report and there are no predicted risks associated with a determination of this application.

CONCLUSION

The application satisfies the relevant acceptable solutions and performance criteria under the *Tasmanian Planning Scheme – Devonport 2020* and a permit can be issued, subject to conditions. The proposal has been assessed by TasWater and Council's Development, and Infrastructure and Works departments, and can be approved with conditions.

ATTACHMENTS

1. Application - PA2021.0122 - 189 Tugrah Road [**4.2.1** - 216 pages]
2. Representations - PA2021.0122 - 189 Tugrah Road [**4.2.2** - 21 pages]

5 REPORTS

5.1 FINANCIAL ASSISTANCE SCHEME ROUND ONE 2021/2022

Author: **Karen Hampton, Community Services Manager**

Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council receive and note the Financial Assistance Scheme report and approve the Major and Minor Grants for Round One of the 2021/2022 Community Financial Assistance program as follows:

Major Grants

Devonport Junior Soccer	\$4,639.91
Devonport Table Tennis	\$10,000.00
East Devonport Bowls Club	\$3,690.00
Spreyton Cricket & Community Club	\$7,500.00
East Devonport Football Club	\$5,400.00
Burnie Arts	\$9,920.00
Devonport Basketball	\$12,511.00

Minor Grants

Devonport Seniors Club	\$1,980.00
North West Film Society	\$1,475.00
Mersey-Leven Sub Branch Inc - Vietnam Veterans Assoc of Australia Inc	\$550.00
Maidstone Park Management Control Authority	\$989.95
Devonport Surf Life Saving Club	\$675.00
God Squad NWTAS	\$2,640.00

Rates Remissions

Van Diemen Light Railway Society t/a Don River Railway	\$9,713.28
Mersey Rowing Club Inc.	\$1,637.68
Mersey Community Care Association Inc	\$3,123.98
East Devonport Tennis Club	\$1,167.01
Cancer Council Tasmania	\$1,436.14
Mersey District Scout Association - Fulton Park	\$3,520.33
1st Spreyton Scouts. Scout Association of Australia	\$1,117.47
Girl Guides Tasmania Devonport	\$1,464.72

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 4.7.3 Promote the equitable distribution and sharing of resources throughout the community that supports the delivery of quality outcomes

SUMMARY

This report presents the outcomes of the Community Financial Assistance Working Group deliberations and seeks endorsement of the Group's recommendations in relation to submissions for Round One of the 2021/22 grant program.

BACKGROUND

Through the provision of its Financial Assistance Scheme, the Council supports projects, programs and activities developed for the benefit of Devonport's residents and visitors. This Financial year, five (5) areas of assistance are available as follows:

- Major Grants/In-Kind Grants – provide \$3,000 - \$25,000 support for community development, community events, community facilities, cultural development, cultural heritage, festivals and events, economic development, sport recreation and healthy living.
- Minor Grants – provide up to \$3,000 to organisations to deliver programs that enhance community development, community events, community facilities, cultural development, cultural heritage, festivals and events, economic development, sport recreation and healthy living.
- Rate Remissions – provide rate support for social, cultural, environmental, sport and recreational initiatives and events held that attract locals and visitors creating commercial benefits for the City.
- Donations – provide assistance to groups, organisations or individuals within the City who are not eligible for sponsorship under any other Financial Assistance Program.
- Individual Development Grants – provide support for individuals, groups or teams who are performing, competing, or presenting at national or international competitions, conferences or events.

The Community Financial Assistance Working Group members are:

Mayor Rockliff;
Councillor Hollister;
Councillor Murphy;
Karen Hampton – Community Services Manager; and
Geoff Dobson – Convention and Art Centre Director.

STATUTORY REQUIREMENTS

Section 77 of the *Local Government Act 1993* outlines Council's requirements in regard to grants and benefits:

- (1) *A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.*
 - (1A) *A benefit provided under subsection (1) may include –*
 - (a) *In-kind assistance; and*
 - (b) *Fully or partially reduced fees, rates, or charges; and*
 - (c) *Remission of rates or charges under Part 9.*
- (2) *The details of any grant made or benefit provided are to be included in the annual report of the council.*

The details of awarded grants will be reported in Council's 2021/2022 Annual Report.

DISCUSSION

The Working Group members are appointed by Council to assess the applications against the relevant guidelines for the following grants/donations.

- Major Grants;
- Minor Grants;
- Rate Remissions;
- In Kind Assistance Grants;
- Donations; and
- Individual Development Grants

Applications for Donations, In Kind Assistance only grants and Individual Development grants are open throughout the 2021/2022 financial year and are generally assessed and approved, if appropriate, by the Financial Assistance Working Group, the first week of each month.

Major Grants

Twelve applications were received for the Major Grants funding. The successful applications recommended by the Working Group to receive support, subject to any conditions as outlined, are listed below. A separate table details the unsuccessful applications.

SUCCESSFUL applications:

Organisation	Project Description	Total Value of Project	Amount Requested	Amount Recommended
Devonport Junior Soccer	DJSA Replacement Goals	\$9,279.82	\$7,000.00	\$4,639.91
Devonport Table Tennis	DTTA Taraflex Flooring Project	\$53,503.00	\$10,000.00	\$10,000.00 *subject to confirmed external funding
East Devonport Bowls Club	Replacing existing furniture	\$7,380.00	\$7,500.00	\$3,690.00
Spreyton Cricket & Community Club	Replace damaged & unsafe windows on clubroom building	\$9,400.00	\$7,500.00	\$7,500.00
East Devonport Football Club	Repairs to Social Room Bar	\$8,258.00	\$5,400.00	\$5,400.00
Burnie Arts	Design Eye Creative 'paper on skin' event	\$33,221.00	\$9,920.00	\$9,920.00
Devonport Basketball	Upgrades to Change Room Facilities	\$51,244.00	\$12,511.00	\$12,511.00
Total				\$53,660.91

UNSUCCESSFUL applications:

Organisation	Project description	Total value of project	Amount requested	Not approved for funding
Pathway to Life Inc	Pathway Shed	\$7,500.00	\$7,000.00	Nil
Devonport Tennis Club	Western courts access path upgrade	\$13,099.50	\$7,315.00	Nil
The Men's Table	Healthy Men, Healthy Masculinities, Healthy Communities - Devonport	\$7,450.00	\$7,450.00	Nil
RESPECT Communications Ltd	RESPECT Communications Charity Infrastructure Upgrade	\$72,566.00	\$14,140.00	Nil

Organisation	Project description	Total value of project	Amount requested	Not approved for funding
Devonport Chaplaincy Inc (Loaves and Fishes)	12 Baskets training and community cafe	\$108,930.00	\$25,000.00	Nil

Minor Grants

Fourteen applications were received for the Minor Grants funding. The following initiatives are recommended to receive support, subject to any conditions as outlined. A separate table shows those unsuccessful with their applications.

SUCCESSFUL applications:

Organisation	Project Description	Total Value of Project	Amount Requested	Amount Recommended
Devonport Seniors Club	Purchase of As New Refurbished Piano	\$3,960.00	\$1,980.00	\$1,980.00
North West Film Society	Minamata film screening	\$1,475.00	\$1,475.00	\$1,475.00
Devonport Tennis Club	Extension of underground power supply	\$2,464.00	\$2,171.36	\$1,250.00
Mersey-Leven Sub Branch Inc - Vietnam Veterans Association of Australia Inc	Bench seat	\$1,500.00	\$550.00	\$550.00
Maidstone Park Management Control Authority	Spreyton-Quoiba Memorial Hall	\$1,979.90	\$1,979.50	\$989.95
Devonport Surf Lifesaving Club	Swimming equipment for youth development at Devonport SLSC	\$1,350.00	\$853.50	\$675.00
God Squad NWTAS	Graveyard tree removal	\$2,640.00	\$2,640.00	\$2,640
Total				\$9,559.95

UNSUCCESSFUL applications:

Organisation	Project description	Total value of project	Amount requested	Not approved for funding
TANA (Trauma Awareness Network Australia)	Facilitators Training by The Groupwork Centre	\$4,681.82	\$3,000.00	Nil *Offer In-Kind Meeting Room hire
Coast FM (Community Radio)	Upgrade to Devonport transmitter shed	\$1,448.60	\$1,450.00	Nil
Devonport Men's Shed	First Aid and Defibrillator training	\$1,850.00	\$2,100.00	Nil *Offer In-Kind Meeting Room hire
Lions Club of Mersey Devonport	Baptcare Karingal Community ECG	\$2,500.00	\$1,250.00	Nil
Toast for Kids	Pirate Day	\$8,029.00	\$2,500.00	Nil
Spreyton Scouts	Technology & Internet Package	\$2,994.00	\$3,000.00	Nil
Devonport Stamp & Collectables Club Inc	Graveyard tree removal	\$2,640.00	\$2,640.00	Nil

Rate Remissions

Eight applications were received for the Rate Remissions funding. The following properties are recommended by the Working Group to receive a remission of the General Rate.

SUCCESSFUL applications:

Organisation	Property Address	Rates payable	Amount Recommended
Van Diemen Light Railway Society t/a Don River Railway	24 Forth Road DON	\$9,712.28	\$9,712.28
Mersey Rowing Club Inc.	52 River Road EAST DEVONPORT	\$1,637.68	\$1,637.68
Mersey Community Care Association Inc	167 Steele Street DEVONPORT	\$3,123.98	\$3,123.98
East Devonport Tennis Club	48-50 Wright Street EAST DEVONPORT	\$1,167.01	\$1,167.01
Cancer Council Tasmania	Suite 2, 45 Best Street DEVONPORT	\$1,436.14	\$1,436.14
Mersey District Scout Association - Fulton Park	342 Pumping Station Road FORTH	\$3,520.33	\$3,520.33
1st Spreyton Scouts. Scout Association of Australia	96 Mersey Main Road SPREYTON	\$1,117.47	\$1,117.47
Girl Guides Tasmania Devonport	56a Forbes Street DEVONPORT	\$1,464.72	\$1,464.72
Total			\$23,180.16

COMMUNITY ENGAGEMENT

Details of the Financial Assistance Scheme, including the application process are available on Council's website.

A media release was issued. Council's social media and community newsletter were used to advise of the opening of the Financial Assistance Scheme. Links to the website page were emailed to:

- Past and present Special Interest Group Members;
- Strategic Special Committee Members;
- Individuals and Organisations who had registered (via the Council website) to receive information on Council's Financial Assistance Scheme;
- 2015-2021 grant recipients; and
- Organisations who had previously received Parking Passes.

FINANCIAL IMPLICATIONS

The approved grants will be funded through the 2021/2022 Community Financial Assistance budget allocation.

The 2021/2022 Financial Assistance Major Grants allocation is \$75,000 with Round One expenditure amounting to \$53,660.91, leaving a balance of \$21,339.09 for Round Two.

The 2021/2022 Financial Assistance Minor Grants allocation is \$65,000 with the Round One expenditure totalling \$9,559.95, leaving a balance of \$55,440.35 for Round Two.

The 2021/2022 Financial Assistance Rate Remissions Grants allocation is \$30,000 with expenditure totalling \$23,180.16.

RISK IMPLICATIONS

There is a risk that organisations that have applied and have been unsuccessful may be critical of Council's decision in relation to the allocation of the funds.

There is a risk that organisations that have been successful may be unable to deliver agreed outcomes.

CONCLUSION

The 2021/2022 Financial Assistance Working Group recommends that Council approve the Round One Major and Minor Grants to the value of \$63,220.86.

The 2021/2022 Financial Assistance Working Group recommends that Council approve the Rate Remissions Grants to the value of \$23,180.16.

A copy of the applications can be made available upon request prior to the Council meeting should any Councillors wish to view them.

ATTACHMENTS

Nil

5.2 ENVIRONMENT STRATEGY 2019-2024 YEAR THREE STATUS

Author: **Carol Bryant, Executive Officer**

Endorser: **Matt Skirving, Executive Manager City Growth**

RECOMMENDATION

That Council receive the update report and note the status of actions listed in the Environment Strategy 2019-2024.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 1.1.1 Lead and actively promote the adoption of practices that support the sustainable use of energy and other natural resources by Council, businesses and the community
- Strategy 1.2.1 Support the conservation and maintenance of biodiversity including coastal landscapes and preservation of areas of remnant vegetation

SUMMARY

To report progress during the third-year implementation of the Environment Strategy 2019-2024.

BACKGROUND

The City of Devonport's 2019-2024 Environment Strategy outlines Council's environmental management activities over a five-year period commencing 2018-19, grouped under three focus areas:

1. Conserving our Biodiversity
2. Healthy Waterways and Coasts
3. Living Lightly

Council adopted the Strategy at the meeting held 23 July 2018 (Min No 131/18 refers).

STATUTORY REQUIREMENTS

No statutory requirements relate to this report.

DISCUSSION

Achievements for the third year of implementation of the Environment Strategy are outlined in the attached document.

A large proportion of activities contained within the Strategy are intended to be ongoing actions across multiple years, or the entire life of the plan. 22 actions have commenced or are ongoing, with a further 13 to commence in future years. Two stand-alone actions have been fully completed.

Key highlights for each focus area are outlined below:

- **Invasive Flora and Fauna:**
 - Ongoing program of weed control activities
 - Community involvement in weed management through Friends of Don Reserve

- **Biodiversity Health:**
 - 4 community events delivered with 41 participants
 - Installation of nest boxes for the endangered Swift Parrot, in the Kelcey Tier Greenbelt
- **Healthy Waterways and Coasts:**
 - 40 students from Don College participated in revegetation projects to protect waterway riparian areas and reduce erosion
- **Energy Efficiency:**
 - Installation of a fast-charge electric vehicle charging station in the multilevel carpark
 - Council has changed 48% of its 3,320 streetlights to LED (as of May 2021)
- **Water Sensitivity:**
 - 45.8% reduction in water usage from 2018/19, with improved irrigation management contributing to this result. Note – reduced activity due to the COVID-19 pandemic has also contributed to this reduction in 2020/21
- **Liveable City:**
 - 18% material recovery (for re-use or recycling) from waste disposal activities in 2020/21
 - Foreshore revegetation projects along Pardoe Beach and Caroline St (North) delivered to reduce storm tide and flooding risks associated with climate change

COMMUNITY ENGAGEMENT

Over 300 community members have been involved in various activities to deliver Strategy actions.

FINANCIAL IMPLICATIONS

Operational and capital funds are allocated to Strategy actions during the annual planning process. External funds may be sought throughout the year as the opportunity arises.

RISK IMPLICATIONS

- Environmental Sustainability
There is a risk that without a strategic approach to managing Devonport's natural assets and addressing key sustainability challenges, it may lead to negative environmental outcomes.

CONCLUSION

The Environment Strategy 2019-2024 reflects the work of the community and Council officers to improve the management of Devonport's natural resources. Progress has been made during the third year of the Plan's implementation.

ATTACHMENTS

1. Environment Strategy 2019-2024 Year Three Actions [**5.2.1** - 11 pages]

5.3 STATE EMERGENCY SERVICES - MEMORANDUM OF UNDERSTANDING

Author: **Karen Stone, Risk & Compliance Coordinator**
Endorser: **Kylie Lunson, Development Services Manager**

RECOMMENDATION

That Council authorise the General Manager to sign the revised version of the State Emergency Services – Memorandum of Understanding between Devonport City Council, Latrobe Council and SES.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.4.4 Support a collaborative approach to community safety

SUMMARY

To consider the renewal by Devonport City Council (DCC) of a Memorandum of Understanding (MOU) with the State Emergency Services (SES) and Latrobe Council (LC) for the continued provision of facilities for the Devonport and Latrobe (Mersey) SES unit.

BACKGROUND

The purpose of the MOU is to define the responsibilities of the SES, DCC and LC solely in relation to the provision and maintenance of the volunteer Mersey SES Unit established for the Devonport and Latrobe municipalities.

The existing MOU was adopted in 2018 and is due to be reviewed. Latrobe and Devonport City Council Municipal Emergency Management Co-ordinators have met several times with the SES Regional Co-ordinator to review and refine the MOU.

The revision and update of documentation, including agreements, is an important element of any organisation. This MOU continues to develop and strengthen the relationship between SES and Devonport and Latrobe councils.

This report is a result of the review of the MOU.

STATUTORY REQUIREMENTS

An MOU is not a legal requirement, and its contents are not enforceable. The scope of the MOU does not extend into broader emergency management issues or otherwise remove the legislative or accepted responsibilities of either Council in relation to emergency management as detailed in the *Emergency Management Act 2006*, Mersey/Leven Emergency Management Plan (MLEMP) or any other associated plans.

DISCUSSION

Providing an SES Unit base and basic supplies is a requirement of each Tasmanian Council and Devonport City Council has undertaken this on a shared basis with Latrobe Council for many years.

Whilst the future funding of SES volunteer units may potentially be sourced through a levy similar to the Fire Services contribution currently collected by councils, it is considered highly unlikely this will be implemented within the proposed MOU term of three years.

The draft MOU is appended to this report and reflects current practice and clarifies expectations. It is principally an update to the 2018 MOU.

To date, Latrobe Council has managed the administration of funds for SES. It has been agreed that for the life of this MOU, Council's preference and intention will be to provide a lump sum contribution to SES annually and SES will manage the administration. SES will provide quarterly reports to Council providing details on expenditure.

Latrobe Council and Devonport City Council will maintain insurance and registration on nominated vehicles and other direct costs.

An annual budget preparation meeting will be undertaken in February/March each year to ensure funding arrangements are adequate.

Council has a number of options when considering this agreement:

1. Agree to sign the final version of the MOU.
2. Request specific changes prior to signing the finalised version of the MOU. These changes will need to be discussed with Latrobe Council and the SES before the document is returned for formal endorsement.
3. Advise the SES and Latrobe Council that Council is unwilling to enter into an updated MOU and state the reasons why.

On balance however, the MOU is simply a formalisation of an agreement that is already in place, and which is vital for an efficient joint response across both municipal areas in the event of an emergency.

It is recommended therefore that this new agreement be endorsed. Latrobe Council will also need to consider the proposed agreement.

COMMUNITY ENGAGEMENT

Latrobe and Devonport City Council Municipal Emergency Management Co-ordinators have met several times with the SES Regional Co-ordinator to review and refine the MOU.

FINANCIAL IMPLICATIONS

Typically, the costs incurred by Council to support the SES has been in the order of \$17,500 annually. This new agreement is based on a similar contribution but allows for funding to be paid directly to SES rather than Latrobe Council managing the funds.

An allocation has been made in Council's 2021/22 operational budget for the funding.

RISK IMPLICATIONS

MOUs between SES and municipal councils are common practice, and the agreement is in line with others.

CONCLUSION

It is recommended that the Council authorise the General Manager to sign the final version of the MOU as per the latest draft attached.

ATTACHMENTS

1. Dport Latrobe MOU V 1 2021 FINAL [5.3.1 - 9 pages]

5.4 CRADLE COAST REGIONAL CAT MANAGEMENT STRATEGY (2021-2026)

Author: **Karen Stone, Risk & Compliance Coordinator**

Endorser: **Kylie Lunson, Development Services Manager**

RECOMMENDATION

That the report be received and Council endorse the Cradle Coast Regional Cat Management Strategy (2021 – 2026).

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 1.2.1 Support the conservation and maintenance of biodiversity including coastal landscapes and preservation of areas of remnant vegetation

SUMMARY

To consider endorsing the Cradle Coast Regional Cat Management Strategy (2021 – 2026) (the Strategy) which has been drafted by the Cradle Coast Cat Management Group in response to the *Cat Management Act 2009* (the Act) and the Tasmanian Cat Management Plan 2017-2022.

BACKGROUND

In 2012, the State Government proclaimed the Act, which is the principal legislation for managing domestic and stray cats in Tasmania.

In 2017, the Department of Primary Industries, Parks, Water and Environment (DPIPWE), with the support of the Cat Management Reference Group, developed the Tasmanian Cat Management Plan 2017-2022, which outlines a comprehensive and collaborative state-wide approach to managing cats.

The Cradle Coast Cat Management Working Group was formed to identify shared cat management challenges, possible solutions and priorities across the region. The Working Group is made up of representatives of the nine regional councils, the Regional Cat Management Coordinator, RSPCA Tasmania, a regional vet clinic, Tasmania Parks and Wildlife Service and Biosecurity Tasmania.

The Working Group recognised that the cat management issues experienced in the region would benefit from a unified approach and proposed the development of a regional cat management strategy. This received in principle support from the General Managers.

STATUTORY REQUIREMENTS

The actions in the Strategy are developed to align with the requirements of the Act. Recent changes to the Act have brought more opportunities and expectations for cat management into the community. Having a strategy for the management of cats in the Cradle Coast region helps all the stakeholders to focus on a common vision and identify the activities that contribute to achieving that vision. While the Strategy could raise community expectations for Council to act, the endorsement of the Strategy also shows that councils are concerned about the impacts of cats and are striving to find solutions.

DISCUSSION

The Strategy has been developed through a comprehensive consultation process with key cat management stakeholders in the region including Burnie City Council, Central Coast Council, Circular Head Council, Devonport City Council, Kentish Council, King Island Council, Latrobe Council, Waratah-Wynyard Council, West Coast Council, Cradle Coast Authority (CCA), RSPCA Tasmania, Australian Veterinary Association and the Tasmanian Government (Biosecurity Tasmania and Tasmania Parks and Wildlife Service).

The Strategy is intended as a guiding document and aims to provide clear direction and identify actions stakeholders could take to improve the welfare of domestic cats and reduce the impacts of domestic and stray cats in the Cradle Coast region. The Strategy also provides mechanisms to improve knowledge on the number and impacts of domestic and stray cats to better inform cat management and create baseline data for future revisions of the Strategy.

The Strategy identifies eight areas of focus for cat management across the Cradle Coast region, and notes actions relevant to each area. The below table shows the eight areas of focus and the desired outcomes as reflected in the Strategy.

	Areas of focus	Desired outcomes
1	Education and awareness of responsible cat ownership	For all cat owners to understand and practice responsible cat ownership.
2	Data collection	To have cat management in the region guided by best available science and regionally relevant data to support evidence-based decision making.
3	Improving access to cat management facilities	To increase access to cat management services across the region, thereby reducing the number of abandoned cats.
4	Desexing and microchipping	To reduce the overpopulation of owned and stray cats and reduce the number of cats that must be rehomed by cat management facilities.
5	Nuisance and stray cats	To reduce the stray cat population and reduce the incidences of nuisance reported by the community.
6	Protecting significant conservation, agricultural and community assets	To have significant conservation, agricultural and community assets identified with appropriate strategies developed to mitigate cat related impacts at priority sites.
7	Uncontrolled cat breeding and welfare concerns	For all cat breeding in the region to be only undertaken by registered or permitted breeders and animal welfare standards maintained, including by addressing cat hoarding cases with a coordinated response.
8	Governance, resourcing and legislation	For the Cradle Coast Regional Cat Management Strategy to be successfully delivered across the region by Strategy participants.

Council can either endorse the Strategy or agree to not participate in this regional strategy.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken in the preparation of this report.

FINANCIAL IMPLICATIONS

The adoption of this Strategy does not require specific financial commitments from Council.

The Strategy recognises that the councils and other key stakeholders in the Cradle Coast region have different priorities, capabilities and resources for cat management and that implementation roles need to be voluntary and flexible at the local level.

The Strategy adopts an opt-in approach which will allow every stakeholder to participate in cat management actions to the extent that they require and are able to resource, while keeping them aligned with the actions of the other partner organisations in the region.

If Council, at any time, chooses to undertake certain actions based upon the Strategy, those actions would need to be costed and budgeted.

RISK IMPLICATIONS

The Strategy is designed to increase the level of responsible cat ownership and community awareness around cat management. It aims to balance cat welfare, social, environmental and economic objectives and encourage valuable partnerships between State Government, councils, cat management facilities, vets and the wider community.

When cats are managed responsibly (desexed, microchipped and contained), there will be less nuisance experienced by the community, less predation of wildlife and fewer domestic cats will be able to contribute to the stray cat population.

If cats are not managed responsibly, their welfare will suffer and they can have significant adverse effects on the community, wildlife, and agriculture.

CONCLUSION

The Strategy allows for a regional approach to cat management which will allow for the sharing of resources and expertise and will prevent duplication of services, improve efficiency which will reduce costs. The opt-in approach of the Strategy allows stakeholders to participate according to individual capacity and priorities.

ATTACHMENTS

1. Cradle Coast Regional Cat Management Strategy [5.4.1 - 26 pages]

5.5 TERMS OF REFERENCE - SPECIAL INTEREST/ADVISORY GROUPS

Author: **Karen Hampton, Community Services Manager**
Geoff Dobson, Convention and Art Centre Director

Endorser: **Jeffrey Griffith, Deputy General Manager**
Kym Peebles, Executive Manager People & Finance

RECOMMENDATION

That Council:

- a) adopt the Terms of Reference for the Devonport Regional Gallery Advisory Committee, Public Art Committee and Access and Inclusion Working Group; and
- b) call for expressions of interest in accordance with the Terms of Reference for each Committee.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.4 Ensure effective administration and operation of Council's committees

SUMMARY

To present Terms of Reference for the following Committees:

- Devonport Regional Gallery Advisory Committee;
- Public Art Committee; and
- Access and Inclusion Working Group.

BACKGROUND

At its meeting held on 23 August 2021, Council determined as follows:

That Council:

- *Discontinue the parnaple arts centre Special Advisory Committee and form two separate committees by calling for nominations of the Devonport Regional Gallery Advisory Committee and Public Art Committee;*
- *Disband the Maritime and Heritage Special Interest Group and review as part of annual plan actions to examine Devonport's tourism requirements;*
- *Develop Terms of Reference for the Access and Inclusion Working Group for consideration by Council at its September meeting;*
- *Change the East Devonport Special Interest Group to the East Devonport Working Group;*
- *Disband the Liveable Communities Special Interest Group and the Active City Special Interest Groups; and*
- *Call for expressions of interest for Devonport Food and Wine Working Group.*

STATUTORY REQUIREMENTS

Section 23 and 24 of the *Local Government Act 1993* outlines the statutory requirements relating to the appointment and functions of Committees as follows:

24. Special Committees

- (1) *A council may establish, on such terms and for such purposes as it thinks fit, special committees.*
- (2) *A special committee consists of such persons appointed by the council as the council thinks appropriate.*
- (3) *The council is to determine the procedures relating to meetings of a special committee.*

DISCUSSION

The Terms of Reference for the Devonport Regional Gallery Advisory Committee, Public Art Committee and Access and Inclusion Working Group are attached for Council's endorsement.

The Terms of Reference for the Devonport Regional Gallery Special Advisory Committee seeks to establish a committee that will support Council achieve the strategic objectives as outlined in the Devonport City Council's Strategic Plan. The Committee is to provide advice to Council on the development, promotion, and accessibility of the visual arts, as an integral part of Devonport's cultural life, with a particular focus on the activities for the Devonport Regional Gallery.

The Public Art Committee is to provide advice to Council on the planning, development promotion and accessibility of public art, as an integral part of Devonport's cultural life. The Committee will undertake roles and actions as informed by the Public Art Policy and provide advice on public art related policy development.

The Access and Inclusion Working Group will assist Council to deliver on the actions contained within the Disability Inclusion Plan 2020-2025.

Once approved, Council officers will commence an Expression of Interest process for members, which will be returned to Council at its November meeting for final endorsement.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken as a result of this report.

FINANCIAL IMPLICATIONS

There is no financial impact as a result of this report. Administrative costs in relation to the coordination and facilitation of meetings are absorbed into Council's operational budget.

RISK IMPLICATIONS

Workplace Health and Safety

To minimise any potential workplace health and safety risks, all endorsed members will complete Council's volunteer induction to ensure they understand their obligations under the *Workplace Health and Safety Act 2012*.

Consultation and/or Communication

Special Interest and Working Groups assist in providing a mechanism by which Council can communicate effectively on special interest matters.

CONCLUSION

The Terms of Reference are consistent with Council's other Advisory/Working Groups and are put forward for Council's endorsement in order that Expressions of Interest for membership can be progressed.

ATTACHMENTS

1. DRG Special Advisory Committee Terms of Reference 2021 [**5.5.1** - 3 pages]
2. Public Art Special Advisory Committee Terms of Reference 2021 [**5.5.2** - 3 pages]
3. Draft Terms of Reference for Access Inclusion Working Group [**5.5.3** - 3 pages]

5.6 SALE OF 116-122 STONY RISE ROAD

Author: **Matthew Atkins, General Manager**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council authorise the General Manager to proceed with the sale of public land at 116-122 Stony Rise Road, Stony Rise to Best Street Investments Pty Ltd, for \$190,000 (exc. GST).

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 3.4.2 Promote, encourage and develop initiatives that support the local economy

SUMMARY

This report seeks approval from Council to complete the sale of land at 116-122 Stony Rise Road, Stony Rise to Best Street Investments Pty Ltd.

BACKGROUND

The land at 116-122 Stony Rise Road, Stony Rise is public land, and Council's intention to dispose of it, via sale, has been undertaken in accordance with the provisions of section 178 of the *Local Government Act 1993*.

Following an approach from Best Street Investments Pty Ltd, the developer of an adjacent subdivision, Council determined its intent to sell the land in Stony Rise and proceeded in accordance with the provisions of the *Local Government Act 1993* (the Act).

The intent to sell was conditional upon achieving at least valuation price and for the inclusion of a new public pathway across the site.

Under provisions of the Act, Council were required to undertake public notification of its intention to dispose of the land, in order to seek community feedback for consideration in their decision making.

No representations were received and at its meeting of 23 November 2020 Council resolved (Res No. 20/140):

"That Council note that no representations were received in regard to the disposal of public land at 116-122 Stony Rise Road, Stony Rise, and authorise the General Manager to proceed with negotiations to sell the land to Best Street Investments Pty Ltd based on Valuation."

Negotiations have proceeded over subsequent months and an agreed position has now been finalised for Council's consideration.

STATUTORY REQUIREMENTS

The Local Government Act 1993 provides:

178. Sale, exchange and disposal of public land

- (1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.*
- (2) Public land that is leased for any period by a council remains public land during that period.*
- (3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.*
- (4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to –
 - (a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and*
 - (ab) display a copy of the notice on the boundary of the public land that abuts a highway; and*
 - (b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.**
- (5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).*
- (6) The council must –
 - (a) consider any objection lodged; and*
 - (b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –
 - (i) that decision; and*
 - (ii) the right to appeal against that decision under section 178A.***
- (7) The council must not decide to take any action under this section if –
 - (a) any objection lodged under this section is being considered; or*
 - (b) an appeal made under section 178A has not yet been determined; or*
 - (c) the Appeal Tribunal has made a determination under section 178B(b) or (c).**

DISCUSSION

Negotiations have occurred with Best Street Investments Pty Ltd and agreement has been reached for sale based on the following conditions.

Sale price: \$190,000 (exc. GST)

Special conditions:

- Subject to approval of a development application for a residential subdivision generally in accordance with attached sketch.
- The cost of any development application conditions relating to works within the Stony Rise Road reserve are to be split 50/50 between the developer and Council.
- Council to fund and construct footpath from Stony Rise Road to southern end of access driveway (as per dwg). Best Street Investments to fund and construct a shared road/pedestrian access to a standard agreed by Council. Upon completion Council to take ownership and maintenance responsibility of all public assets.

It is unlikely any works will be required within the Stony Rise Road reserve. The remaining conditions are reasonable, and the sale price aligns with valuation.

Should Council decide to proceed, a standard real estate institute sale contract would be prepared and executed.

COMMUNITY ENGAGEMENT

In accordance with Section 178 of the *Act*, the proposed disposal of public land at 116-122 Stony Rise Road, Stony Rise, was advertised twice in *The Advocate* (7th and 10th of October 2020); a notice was displayed on the boundary of the property; and public notification was undertaken by way of letters sent to owners of neighbouring properties and notification on Council's website.

During the 21-day advertising period no representations were received.

FINANCIAL IMPLICATIONS

The Valuer General in 2015 identified a land value of \$185,000 for the property at 116-122 Stony Rise Road.

A current market valuation has been sought from a licensed valuer and a copy is provided as a confidential attachment.

Legal and valuation costs would also be deducted from the proceeds of sale.

RISK IMPLICATIONS

There are no risk implications from the sale of this land, as it is currently not utilised for any purpose, nor has Council identified it for any future use.

Whilst no representations were made during the public consultation phase, the adjacent development has attracted some negative comments on both traditional and social media platforms due to environmental concerns.

CONCLUSION

Council has met its obligations in relation to the sale of public land at 116-122 Stony Rise Road and suitable terms for sale have been negotiated with the adjacent developer to purchase this currently unused parcel of land.

ATTACHMENTS

1. Proposed draft subdivision plan [**5.6.1** - 2 pages]

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the report advising of Workshop/Briefing Sessions held since the last Council meeting be received and the information noted.

Council is required by Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015* to include in the Agenda the date and purpose of any Council Workshop held since the last meeting.

Date	Description	Purpose
13 September 2021	Sports Infrastructure Master Plan	An overview of the draft Plan
	New Year's Eve 2021	A discussion regarding proposed options
	Destination Marketing Plan	An update on the progress of the Destination Marketing Plan
	UTAS Capitol Project	An overview of the project reports for the Devonport local government area
	Bird	Representatives from Bird provided an overview of the e-scooter pilot program
	Mersey Bluff Caravan Park	Discussion regarding future leasing arrangements

6.2 MAYOR'S MONTHLY REPORT

RECOMMENDATION

That the Mayor's monthly report be received and noted.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.2 Provide appropriate support to elected members to enable them to discharge their functions

SUMMARY

This report details meetings and functions attended by the Mayor.

BACKGROUND

This report is provided regularly to Council, listing the meetings and functions attended by the Mayor.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

In her capacity as Mayor, Councillor Annette Rockliff attended the following meetings and functions between 18 August and 22 September 2021:

- Council meeting and workshop
- Regular meetings with General Manager
- Catch ups with staff members and councillors as required
- Met with Community members on a range of topics
- Media as requested: Jess Bennett (SeaFM), Tasmania Talks (7AD), Leon Crompton (ABC), Lee Dixon (7AD) (x2), Belinda King (ABC), Darren Kerwin (7AD)
- Attended Vietnam Veterans Memorial Day service
- Attended two Beacon Foundation mentoring sessions with Grade 9 students at Devonport High School
- With the General Manager, met with Minister Jaensch
- Attended Spreyton Primary School launch of their new greenhouse
- Officially opened the 2021 Devonport Eisteddfod
- Attended NW Service Providers Forum
- Attended Community Dinner at the East Devonport Child & Family Centre
- Attended the Premier's Budget Roadshow Dinner hosted by Devonport Chamber of Commerce & Industry
- Met with Migrant Resource Centre representatives
- Attended Libraries Tas community consultation
- Attended the investiture of Graham Kent OAM at Government House
- Attended Cradle Coast Authority Representatives meeting with General Manager and Deputy Mayor
- Attended Mersey Emergency Management Committee meeting
- Attended Cradle Coast Authority Board meeting
- Attended Devonport Eisteddfod Final Concert

- Attended Devon Netball Association Annual Dinner
- Met with the Manager of the East Devonport Neighbourhood House
- With the General Manager, met with representatives of the Road Safety Council
- Attended 10th anniversary celebrations for Child & Family Centres
- Attended the Devonport Chamber of Commerce & Industry AGM and Dinner
- Met with Grade 3 & 4 students at Hillcrest Primary School
- Attended LGAT General Management Committee meeting and strategic planning session

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT - SEPTEMBER 2021

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the report of the General Manager be received and noted.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.8.2 Ensure access to Council information that meets user demands

SUMMARY

This report provides a summary of the activities undertaken by the General Manager, between 18 August and 21 September 2021. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

A monthly report provided by the General Manager to highlight management and strategic issues that are being addressed by Council. The report also provides regular updates in relation to National, Regional and State based local government matters as well as State and Federal Government programs.

STATUTORY REQUIREMENTS

Council is required to comply with the provisions of the *Local Government Act 1993* and other legislation. The General Manager is appointed by the Council in accordance with the provisions of the Act.

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops and Council Meetings as required.
- 1.3. Met with representatives from Housing Choices regarding the disability accommodation development planned for 108 Tarleton Street. The Deed of Transfer is currently being finalised by both parties' legal representatives. It is anticipated construction works will commence on site early next month.
- 1.4. Along with Council's Works Supervisor, visited and presented farewell card and gift to a long serving employee who has recently resigned due to chronic health issues.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with a resident regarding an idea for a new sporting complex at Spreyton.
- 2.2. Met with a resident regarding concerns about the raising of manhole lids following resealing works.
- 2.3. Attended a dinner at C3 Church and presented an update on Council's latest progress on LIVING CITY.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the Cradle Coast General Managers meeting in Burnie.
- 3.2. As an Owners Representative attended the Cradle Coast Representative's meeting in Burnie.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Along with the Mayor met with the Minister for Local Government, Roger Jaensch, MP which was an opportunity to provide an update on local issues and to discuss local government topics relating to his portfolios.
- 4.2. Attended the DCCI State budget briefing dinner which included a presentation by the Tasmanian Premier and Treasurer, the Hon. Peter Gutwein, MP.
- 4.3. Along with the Mayor met with the Chair of the Road Safety Advisory Committee, Mr Scott Tilyard and Manager, Mr Chris Hoy to discuss initiatives of the Committee.

5. OTHER

- 5.1. Annual staff performance reviews have been undertaken across the organisation during July and September.

COMMUNITY ENGAGEMENT

The information included above details any issues relating to community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implications related to matters discussed in this report will be separately reported to Council.

There is not expected to be any impact on the Council's operating budget as a result of this recommendation.

RISK IMPLICATIONS

Any specific risk implications will be outlined in the commentary above. Any specific issue that may result in any form of risk to Council is likely to be subject of a separate report to Council.

CONCLUSION

This report is provided for information purposes only and to allow Council to be updated on matters of interest.

ATTACHMENTS

- 1. Current and Previous Minutes Resolutions - September 2021 [**6.3.1** - 1 page]

6.4 COMMUNITY SERVICES REPORT JULY AND AUGUST 2021

Author: **Karen Hampton, Community Services Manager**

Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council receive and note the Community Services report.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs

SUMMARY

This report provides a summary of the activities undertaken in the Community Services Department for the two-month period, July and August 2021.

BACKGROUND

This report is provided to update the Councillors and the community on matters of interest relating to Council's Community Services Department.

Community Development improves the ability of communities to collectively make better decisions about the use of resources such as infrastructure, labour and knowledge. A diverse range of strategies are employed by Council to deliver quality Community Development outcomes.

STATUTORY REQUIREMENTS

Council is required to comply with the provision of the *Local Government Act 1993* and other legislation. The functional areas of Council covered in this report include:

- Community Services and Engagement
- Recreation and Sports Development
- Events and Marketing
- Environmental Sustainability

DISCUSSION

1. COMMUNITY SERVICES

1.1. Community Services Manager's update

- Meeting with representatives of SE Rotary Club regarding Healthy Tas funding
- Meetings for Devonport Jazz preparation as well as assisting with Jazz events over the weekend of 24-25 July
- Meeting regarding update by Cold Climate Classic organisers
- Meeting with representatives of Devonport Rotary Club of Devonport North
- Meeting with Relationships Australia regarding Community Action Plan for suicide prevention
- Meeting with UTAS and Council representatives regarding CAPITOL project
- Meeting with representatives of Strikers Soccer Board re proposed developments at Valley Road Soccer Centre

- Devonport Jazz Taskforce debrief meeting
- Monthly meeting with Belgravia management (Splash Aquatic Centre)
- Attended Local Government Professionals Cradle Coast Branch AGM
- Live and Learn Steering Group monthly meeting
- Meeting with representative of Carols by Candlelight Organising Committee
- Meeting with Senior Advisor of Our Watch

1.1.1. Formation of Youth Council

Further to Cr Milbourne's Notice of Motion regarding the formation of a Youth Council, meetings have been held with Cr Milbourne and a draft Terms of Reference prepared. Nominations for youth membership is currently being discussed with High School Principals and once they are received, the Group will meet to finalise Terms of Reference, including a name for the Youth Council which will then be submitted to Council for endorsement.

1.1.2. 2022 Australia Day Award nominations now open

A media release was issued on 1 September 2021 advertising that nominations are now open for Devonport City Council's 2022 Australia Day Awards.

The Australia Day Awards are an opportunity to acknowledge and celebrate Devonport's local heroes and to honour those individuals and groups who have given their time and energy to the Devonport community. Nominations will be accepted until Wednesday 1 December 2021 for the categories of Citizen of the Year, Young Citizen of the Year and Community Event of the Year.

1.1.3. Diamonds of Devonport

Diamonds of Devonport nominations are accepted throughout the year, and they are already being received for International Women's Day 2022.

Nominations will be accepted for the 2022 awards in the following categories:

- Personal Achievement
- Business Achievement
- Community Achievement
- Young Achiever (under 30 years)

Nominees must live or work in the Devonport Local Government area and have significantly contributed over a period of time, in a way that enhances the Devonport community. For example:

- a long-term volunteer of a community or sporting organisation; or a community provider organisation;
- an employee of an organisation who has contributed over and above their day-to-day role; or
- a businesswoman/self-employed woman who has established a business in Devonport.

Nominations will close Monday, 7 February 2022.

1.1.4. Seniors Week 2021

Council Officers have begun receiving Expression of Interest from Groups and Organisations to host Seniors Week activities in Devonport.

Expressions of Interest are being accepted until 27 September 2021.

Council will publish a Devonport Seniors Week Calendar at the beginning of October. A printed copy of the Calendar will be available at Council's

Customer Service Counter and an online version via the website and social media.

Get involved in Seniors Week 11-17 October 2021

What is Seniors Week?
Seniors Week (11-17 October) is an opportunity for Tasmanians of all ages to join together and celebrate the valuable contributions of older people within our community.

How do I get involved?
Devonport City Council is seeking to facilitate partnerships within the community in order to build a week long calendar of COVID Safe events for seniors that is inclusive of all walks of life.

It is a great opportunity to encourage seniors to get out and about again to catch up with friends and family while enjoying a wide range of activities.

Council is encouraging service providers and community groups to get involved with hosting an event. Tips to remember when creating your event:

- The event represents value for money for the consumer.
- The event is aimed at seniors
- The event is held within or adjacent to the Devonport municipality
- The event will observe COVID safety plans covering things such as hygiene and social distancing.

Media and Advertising
Council will oversee marketing of the Seniors Week calendar of events, and it is expected that the event organiser shows an ability to be proactive in promoting/marketing their event beyond the program inclusion.

Closing Date
To be eligible for inclusion in the calendar, Expressions of Interest must be submitted by no later than 27 September 2021



Devonport City Council

www.devonport.tas.gov.au
PO Box 604, Devonport TAS 7310
council@devonport.tas.gov.au



2021 Seniors Week Expression of Interest

1.1.5. Citizenship Ceremony

Preparations are underway for a Citizenship Ceremony on 24 September 2021 at the paranapple centre.

1.1.6. Spreyton Primary School Award

Spreyton Primary School were recently awarded \$1,500 for their greenhouse project through a Keep Australia Beautiful – Sustainable Schools Award. Christine Moore from Keep Australia Beautiful presented them a cheque for their project: Herbs R Us.



Spreyton Primary School accepting their Sustainable Schools Award

1.1.7. Festival of Learning

The Festival of Learning Calendar contains 62 different learning activities for both adults and children. From cooking classes to computer classes, to fun activities, there are a wide range of events for the community to attend. Council Officers assisted with the festival in design work, website management

and social media to enable the festival to commence in September.
<https://livingandlearningdevonport.com.au/>

1.1.8. Community Services Newsletter

The regular online Community Services newsletter is used to disseminate information about:

- COVID-19 Updates;
- Grants available to the community;
- Available assistance;
- Health information, programs and initiatives;
- Events;
- Community projects; and
- Updates from across Council.

Editions published between June 2020 and August 2021 can be found on the Council Website located at:

<https://www.devonport.tas.gov.au/live/your-community/community-services/newsletter/>.

A form to subscribe to the newsletter can also be found at this address.

The newsletter has proved to be a popular method of communication, with Council receiving feedback that it was being shared throughout the North West and readership growing by over 120 subscribers in the last year. Four editions were published during July and August. The most popular links accessed via the Newsletter were:

	Title	Website
1 st	Niche Market Bazaar	Niche Market Bazaar Facebook
2 nd	Devonport Community Grants	Devonport City Council Website
3 rd	Wild Butterfly – screening	Devonport City Council Website – What's On
4 th	Cradle Coast Cat Tracker	Cradle Coast Authority
5 th	New baby and Me -	Devonport City Council Website – What's On
6 th	Festival of Learning	Living + Learning Website
7 th	Providing an Inclusive Practice and Community for LGBTIQ+ People	Devonport City Council Website – What's On
8 th	Expression of Interest: Licence to Operate Tourist Train Experience	Devonport City Council Website
9 th	Devonport Food and Wine	Devonport Food and Wine
10 th	eSafety's Parent Guide to Online Sexual Harassment and Image-based Abuse	Devonport City Council Website – What's On

1.1.9. Through Each Other's Eyes

Devonport residents are being invited to share a photo of something they love about their City, with the people of Minamata, Japan, as part of Council's project titled 'Through each other's eyes'.

The project will accept submissions until 11 October 2021, with future exhibitions planned online and in Council facilities.

Entries are slowly coming in with an advertising push to happen in September.



A entry for Through Each Other's Eyes. Image Credit: Michael Mouat

1.1.10. Devonport Jazz

Devonport Jazz Festival was held from 22-25 July 2021.

The four-day festival had 22 performances scheduled in 16 venues throughout Devonport and surrounds. COVID resulted in the cancellation of the festival in 2020 and due to interstate travel restrictions, an emphasis was placed on securing a higher proportion of Tasmanian artists for this year's festival. Unfortunately, three of the four interstate acts that had been engaged were unable to enter Tasmania due to interstate lockdowns or quarantine requirements. This equated to the loss of eight performances from the program. This also decreased the number of participating venues to 12.

The festival, now in its twentieth year, featured a combination of events that were either funded by Council in venues that Council manages, or in venues where Council engaged artists and on-sold the events. Council managed all musical programming of the festival, artist and stakeholder liaison and the marketing and promotion of the event.

Council has a very proactive volunteer Jazz Taskforce, who assist with the staging of the festival. This year, 20 volunteers contributed 301.5 hours in preparation for the festival as well as during the actual festival itself. Their duties included ushering, venue liaisons, support provision, managing COVID procedures and general event assistance.



Some of the 2021 Jazz Taskforce

There was a particular focus on our local community this year, with events for different audience sectors and additional performance opportunities for community groups and young performers. Events designed for specific target audiences included performances for pre-school aged children, children of primary school age, aged care residents and families. Jazz lovers, as well as patrons with a primary focus on the social aspects of the festival, were catered for at a variety of events.

The featured headliner this year was Katie Noonan, who performed to an audience of more than 300 at the Town Hall Theatre. Originally Noonan was to play with a five-piece band. As some band members were unable to enter the state, the intimate concert included Noonan on piano and vocals, Zac Hurren playing saxophones, and Phil Stack on double bass. With the line-up change, there was also a variation in the repertoire played at the one-off performance, which was devoured by an appreciative audience.



*Katie Noonan performing at the Town Hall Theatre.
Image Credit: Kelly Slater*

The highlight of the festival, for many, was the use of Providore Place for community performances. Jazz in the Pavilion was held on Saturday during the festival, which included community choirs and bands that had the opportunity to perform jazz influenced repertoire. This was interspersed with a swing dance workshop, a pop-up record fair, and a book preview. Due to the weather being very wet and cold over the weekend, Musicians in the Mall were forced to go indoors. Fortunately, the program permitted them to perform in Providore Place before the Jazz in the Pavilion program.

On Sunday, talented youth displayed their abilities in bands, choirs, through visual arts and dance groups at Jazz M.A.D. SeaFM also did a live broadcast. The Elizabeth College Stage Band travelled from Hobart for the weekend and performed in both the Saturday and Sunday programs.

Each day, there was a selection of food vendors available for patrons, which included established on-site businesses and mobile food vans. Patrons could sign out board games while they were there, and Devonport Jazz merchandise was available at the Taskforce information desk. Staff and volunteers were rostered to assist with COVID management, cleaning and general duties.





Jazz in the Pavilion

Performers based in Tasmania included Skit Scat Raggedy Cat, Tessa Lee, and The Projekt from the north of the state, and Saucy Jack & his Ripper and, Whitton/Muir Trio, Dark Annie and the Australian Army Band Tasmania from the south.

Local amateur groups included City of Devonport Brass, Exhale Choir, In the Groove, Just Diminished 3rd, Mersey Singers, Mountain Echoes, Resonance, Right On Cue, Soul Purpose, Take Note and The Finders at the Gospel Song event, which opened the festival. Jazz in the Pavilion and Jazz M.A.D. featured City of Devonport Brass, Teresa Beck-Swindale, SwingMania, Resonance, Take Note Ulverstone Secondary College, Geneva Christian College, Elizabeth College Stage Band, Crescendo Music Hub, Ulverstone Municipal Band, KC School of Dance, Tech Steps Dance Studio, Latrobe Federal Youth Band and Don College.

The interstate artists that were unable to be part of the July schedule have all committed to come to Devonport later in the year, under the Devonport Jazz umbrella. Negotiations are ongoing with Paul Grabowsky (VIC), Bitches Brew (VIC) and the Ingrid James Quintet (QLD/NSW) to fulfil their contractual obligations to Council before next year's festival.

Overall, the 2021 event was successful in terms of patronage, ticket sales and consumer satisfaction, despite the last-minute changes to the program and a weekend of wet weather. The assistance of the Jazz Taskforce continues to be of significant benefit to the smooth running of the event and their ongoing commitment and support of the event is acknowledged.

Planning for Devonport Jazz 2022 will commence shortly. The festival is due to be held on 28-31 July 2022.

1.1.11. Devonport Food and Wine 2021

The October Food and Wine 2021 Calendar is made up of 26 different events. Touch Football Australia are hosting 3 large community events, there will also be 2 cooking classes, a movie night, a Halloween Market plus much more for the community to enjoy.

Council will be hosting a Devonport Food and Wine Street Eats on Friday, 29 October 2021. The Devonport Food and Wine calendar will be released on Monday, 20 September 2021.

1.1.12. External Events

External event applications being processed.

- Tasmanian bands league state championships - 13 September 2021
- Leukaemia Foundation Walk Light the night - 15 October 2021
- Zombie Apocalypse - 29 October 2021
- Superhero Sunday - 14 November 2021
- Schools Triathlon Challenge - 24 & 25 November 2021

1.1.13. Environmental Sustainability**NRM Volunteer Statistics for July and August 2021**

	Month	Number of People	Number of Hours
Friends of Don Reserve	July	22	44
East Devonport Child and Family Centre	July	8	8
Friends of Don Reserve	August	11	22

Friends of Don Reserve had three planting sessions over the July and August period.

Friends of Don Reserve

In July the group continued planting in the Don Reserve along the resurfaced walking path and worked to rehabilitate illegal mountain bike trails. 1800 seedlings were planted by the group in Don Reserve.

The group also planted 300 plants and grasses in the coastal habitat near Teatree Lane for erosion control.



Planting at Teatree Lane

In August, the group planted 3,300 plants around Coles Beach near the old Gun Club to provide more coastal habitat and to support erosion control.



For National Science Week 2021, the Friends of Don Reserve visited the Landfill site at Dulverton to look at their landfill and compost operations. Twelve people attended the tour and spoke positively about the experience and the efforts of waste management happening in North West Tasmania.



Friends of Don toured Dulverton landfill site for National Science Week

1.2. Community Partnerships

1.2.1. Council and Community Partnerships

Council partners with a diverse range of community-based organisations to achieve shared objectives.

Existing partnership arrangements are included in the table below.

Details	End date and length of agreement	Amount – If Applicable
Carols by Candlelight	2-year Agreement 30 June 2020 (Not held in 2020, currently negotiating new agreement)	\$ 3,500 P/A
City of Devonport Eisteddfod	3-year Agreement – 2019 – 2022 (extended to 2022 due to Eisteddfod being cancelled in 2020 due to COVID)	\$10,000 P/A
Devonport Brass Band	3-year Agreement 30 June 2021 (under negotiation)	\$10,000 P/A
Devonport Community House	3-year Agreement 30 June 2022	\$18,000 P/A
Devonport Men's Shed	3-year agreement June 2022	\$ 8,000 P/A
Devonport Motor Show	5-year Agreement 29 January 2024	\$ 2,500 P/A
Devonport Surf Club	3-year Agreement 1 July 2022	\$ 2,000 P/A
National Trust of Australia – Home Hill operations	3-year Agreement October 2022	\$28,000 P/A
RANT Arts	1 year Agreement November 2021	Commercial Lease 45-47 Stewart Street Devonport
Tasmanian Arboretum	2 year Agreement 1 July 2022	\$22,000 P/A

Details	End date and length of agreement	Amount – If Applicable
Youth and Family & Community Connections	5-year Agreement 29 Jan 2024	Rental agreement/Youth services - in kind funding

1.3. Recreation, Health and Wellbeing

1.3.1. Recreation and Sports Development

COVID-19 has impacted another two major sporting events. Organisers of the Tour of Tasmania National Road Cycling Race, GTR Sports & Events, has announced that the Tour of Tasmania has been cancelled due to the current national COVID-19 situation. The race was due to be held between 24-28 November.

The Devonport Country Club were also forced to cancel the National Arm Bowls events due to current COVID-19 restrictions in mainland states.

Organisers of both events have confirmed their event will be held in Devonport in 2022.

1.3.2. Major Sporting events held in July and August 2021

Sporting Event	Dates 2021	Venue
Basketball Tasmania State U12 Championship	28-29 August	Devonport Recreation Centre



State Under 12yrs Championships at Devonport Stadium

1.3.3. Upcoming Major Sporting events in 2021

Sporting Event	Dates 2021	Venue
National Indoor Bowls	Cancelled due to COVID-19	Devonport Country Club
Cold Climate Classic – Touch Football Australia	22-25 October 2021	Meercroft Park
Devonport Warriors Junior Tournament	18-19 Sept 2021	All courts, Devonport and East

Sporting Event	Dates 2021	Venue
		Devonport stadiums.
Basketball TAS regional Primary school championship	23 – 24 Oct 2021	Devonport Rec Centre
Basketball TAS State league Round 2	30 – 31 Oct 2021	Devonport Rec Centre
Basketball TAS Regional High school championship	6 – 7 Nov 2021	Devonport Rec Centre
Devon Netball Event	Date to be confirmed	Devon Netball Centre, Spreyton
Tour of Tasmania National Road Cycling Event	Cancelled due to COVID-19	Two stages in Devonport

1.3.4. Health and Wellbeing programs

Council's Health and Wellbeing programs are being held at the Devonport Recreation Centre. Programs are continuing to be very successful with new participants joining on a regular basis.

1.3.5. Participation Across Community Services Facilities and Events

Facility	Customers through the Door	Customers through the Door
	July 2021	August 2021
East Devonport Recreation and Function Centre	Not available due to COVID-19 Test Clinic	Not available due to COVID-19 Test Clinic
Devonport Recreation Centre	5,822	8,975
TOTAL	5,822	8,975

Special events held at the Devonport Recreation and East Devonport Recreation and Function Centre for July and August 2021 are listed in the table below:

Special Events	Date	Venue
Basketball TAS Holiday camps	14-15 July	Devonport Recreation Centre
Volleyball Tas State League	31 July – 1 August	East Devonport Recreation and Function Centre
NWPSSA 5/6 Sports Day	4 August	Devonport Recreation Centre
Basketball TAS U14 Girls Nationals	7 August	Devonport Recreation Centre
Basketball TAS U10 Championships	10 August	Devonport Recreation Centre
Basketball TAS State U12 Championships	28-29 August	Devonport Recreation Centre
Total		6

1.3.6. Recreation Facilities Usage

Recreation Usage			
Facility	Room/Ground	Number of Bookings July	Number of Bookings August
Devonport Recreation Centre (DRC)	Judo Room	8	8
	Meeting Room	5	6
	Sauna	80	51
	Squash	37	37
	Stadium	108	135
	Table Tennis Building	64	54
	Youth Centre	113	121
Total DRC		415	404
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	27	44
Total EDRFC		27	44

COMMUNITY ENGAGEMENT

The information provided above details all community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implications related to matters discussed in this report will be separately reported to Council.

No impact on Council's operating budget is expected as a result of this recommendation.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

This report is provided for information purposes only and to allow Council and the community to be updated on matters of interest.

ATTACHMENTS

Nil

6.5 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT - JULY AND AUGUST 2021

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Kym Peebles, Executive Manager People & Finance, & Jeff Griffith, Deputy General Manager**

RECOMMENDATION

That Council receive and note the General Management, People and Finance and Corporate Services report.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.2 Provide appropriate support to elected members to enable them to discharge their functions

SUMMARY

This report provides a summary of the activities undertaken during the months of July and August 2021 in the following areas of Council:

- General Management
- People and Finance
- Corporate Services

BACKGROUND

This report is provided to update the Councillors and the community on matters of interest relating to Council's General Management, People and Finance and Corporate Services departments.

The function areas of Council covered by this report include:

- | | |
|-------------------------------------|--------------------------|
| • Governance | • Information Technology |
| • Property Management | • Budget Management |
| • Legal Issues | • Car Parking |
| • Strategic and Operational Plans | • Customer Service |
| • Corporate Communication | |
| • Human Resources | |
| • Financial Strategy and Management | |
| - Revenue and Rating | |
| - Grants | |
| - Loan Borrowings | |
| - Compliance | |
| - Related Policies | |
| - Financial Reporting | |

STATUTORY REQUIREMENTS

Council is required to comply with the provisions of the *Local Government Act 1993* and other legislation.

DISCUSSION**1. GENERAL MANAGEMENT****1.1. Governance****Common Seal Register**

The following documents have been signed under Council's seal for the July and August 2021 period.

REG/696	Sub Lease Agreement - Devonport City Council & Rotary Club of Devonport North Inc - Bay Drive Spreyton	1/07/2021
REG/697	Deed of Variation - DCC & DSG - Forth Road	2/07/2021
REG/698	Grant Deed - Vulnerable Road User Program 2020-21 - DCC & DSG - Best, Forbes, Steele, Nixon & Don Rd	2/07/2021
REG/699	Deed of Variation - DCC & DSG - Forbes Street	2/07/2021
REG/700	Deed of Variation - DCC & DSG - Nixon Street	2/07/2021
REG/701	Deed of Variation - DCC & DSG - Kelcey Tier Road	2/07/2021
REG/702	Survey Plan & Schedule of Easements - PA2020.0107 - Beachrock View East Devonport	6/07/2021
REG/703	Lease Agreement - Devonport City Council & Island State Brewing Pty Ltd - Tenancy 3 & 6 Providore Place	7/07/2021
REG/704	Schedule of Easements - PA2020.0201 - CT 176489/1	13/07/2021
REG/705	Deed of Variation - DCC/DFC & Department of Communities - Levelling the Playing Field Grant	13/07/2021
REG/706	Dame Enid Lyons Trust Deposit form	13/07/2021
REG/707	Land Titles Office - Notification of Agreement under the Land Use Planning & Approvals Act 1993 - 26 Loone Lane Spreyton	22/07/2021
REG/708	Plan of Survey - Subdivision - Lot 21 Forest Heights Drive, Tugrah - 179699/50	9/08/2021
REG/709	Plan of Survey & Schedule of Easements - PA2019.0218 - 235484/1 & 116195/1	10/08/2021
REG/710	Part 5 Agreement - PA2021.0053 - 130909/1	10/08/2021
REG/711	Plan of Survey - PA2021.0053 - 130909/1	10/08/2021
REG/712	Lease Agreement - DCC & Devonport Community House - The Playhouse	10/08/2021
REG/713	Lease Agreement - DCC & Mersey Valley Devonport Cycling Club (MVDCC) - Devonport Oval	11/08/2021
REG/714	Amendment to Sealed Plan SP179141 - SPA 2021.0003 - 35 Fleetwood Drive Spreyton	26/08/2021
REG/715	Adhesion Order for Titles - Lot 12 & 13 Fleetwood Drive Spreyton	27/08/2021

Councillor Attendance

Councillor attendance at Council meetings and workshops attendance up to 31 August 2021 is detailed as follows:

	Council	Planning Authority		Workshops	Leave of Absence Approved during the period
No. of Meetings Attendance	2	1		2	
		Member	Non Member		
Mayor Cr A Rockliff	2	0	0	1	
Cr J Alexiou	2	1	0	2	
Cr G Enniss	1	0	0	2	
Cr P Hollister	2	1	0	2	
Cr A Jarman	2	0	0	2	
Cr L Laycock	2	0	1	2	
Cr S Milbourne	2	0	0	2	
Cr L Murphy	2	1	0	2	
Cr L Perry	2	1	0	2	

Note the leave of absence approved for Cr Laycock at the June meeting was subsequently withdrawn and not taken.

1.2. Property Management Update

Council Officers worked on a number of property matters during July and August including the following:

- Crown Land applications:
 - Don Heads Coastal Pathway (Lease application)
 - Don River Rail Trail (DSG)
 - River Road (Ambleside) – extension to coastal pathway
 - Development application Men's Shed 260 Steele Street
 - Replacement of ramp at Bluff Beach
 - Development and works applications obo tenants at Abel Tasman Caravan Park
- Enquiry re-leasing Crown land for pedestrian bridge at Spreyton
- Lease renewal – Devonport Community House – The Playhouse
- Transfer of title for 108 Tarleton Street
- Transfer of subdivision titles – Fleetwood Drive; Forest Heights
- Valuation information for municipal valuations (including to Crown Property Services)
- Liaison with community/non-commercial tenants.

1.3. Corporate Communication

1.3.1. Devonport City Council Website

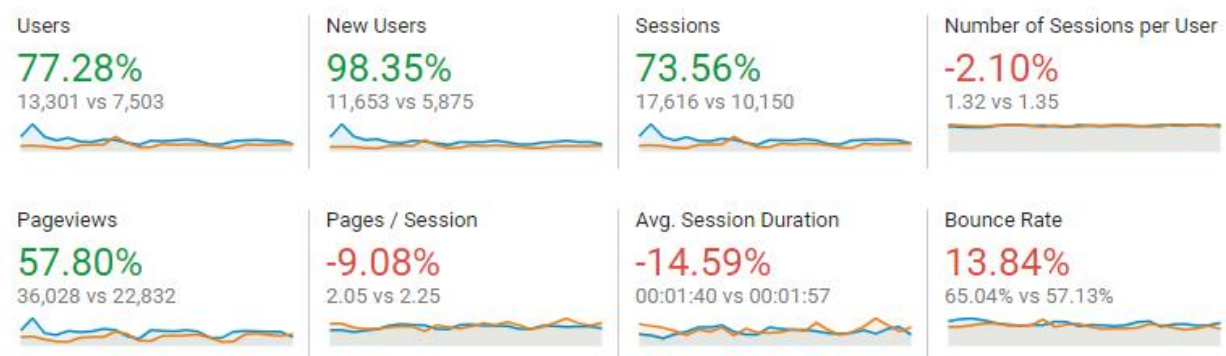
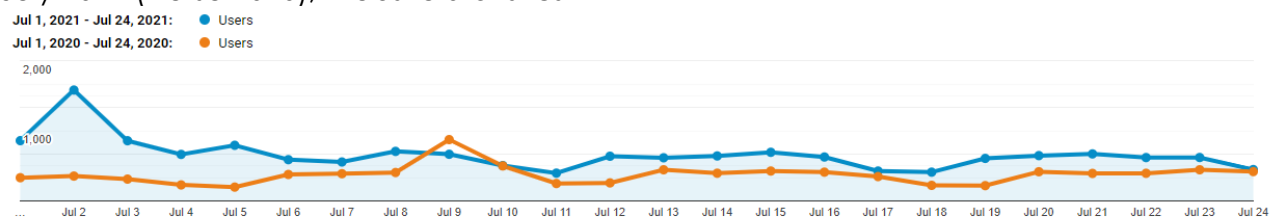
Devonport City Council Website content is refreshed on an on-going basis, by updating information and the addition of new public notices, planning applications, news stories and events.

Top 10 Website Pages	July 2021	August 2021
	1. Council Forms and Payments	1. Employment Opportunities
	2. Contact Us	2. Council Forms and Payments
	3. Employment Opportunities	3. Contact Us
	4. Advertised Planning Permit Applications	4. News/Media
	5. News/Media	5. Advertised Planning Permit Applications
	6. Dog Registration Form	6. Major/Minor Grants
	7. Cemetery Search	Application Form

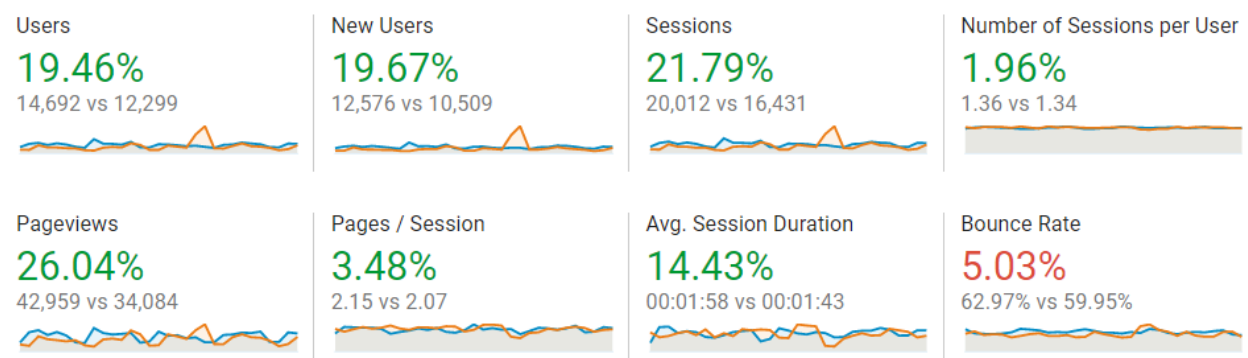
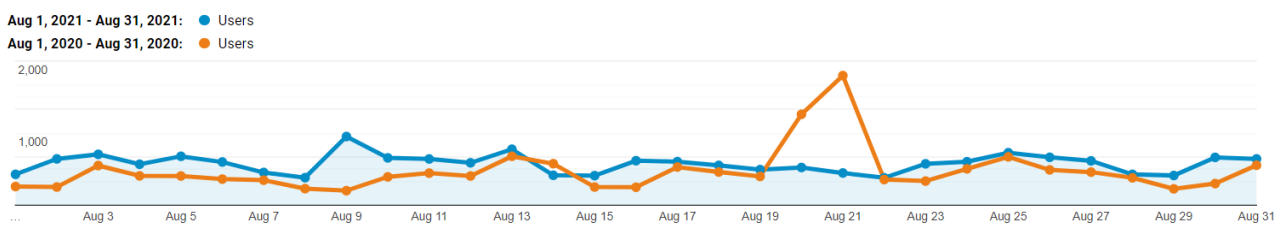
Top 10 Website Pages	July 2021	August 2021
	8. Hotel Land Sale Settlement 9. Waste Transfer Station 10. Job Application – Waste Management Service Person	7. Cemetery Search 8. Waste Transfer Station 9. Food Business Requirements 10. Contact Us
Note: Most visitors to the website begin at the home page, but this is not listed in the top 10 pages, as it would be a normal starting point for most website visits.		

Website statistics taken from Google Analytics

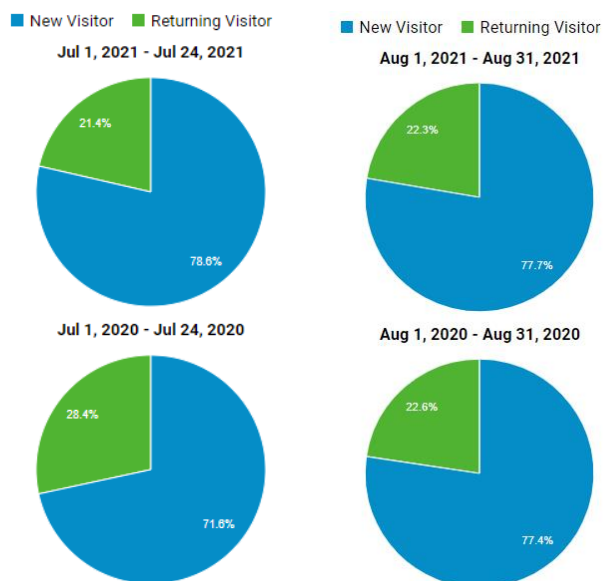
July 2021 (Verse 2020), Website Statistics



August 2021 (Verse 2020), Website Statistics



New Visitors verse Returning Visitors



1.3.2. Community Consultations

Council's online engagement platform www.speakupdevonport.com.au is utilised for all of Council's community consultations. No community consultation was undertaken using this platform in July and August.

1.3.3. Social Media

Council currently utilises Facebook, Twitter and LinkedIn as social media tools to engage with the community and local media.

Followers at the end of August:

Facebook	10.1K
LinkedIn	666
Twitter	671

The Devonport City Council Corporate Facebook page is well utilised by the community, with high engagement regarding capital works projects, media releases, Council events, emergency updates, community initiatives and road works. Several other Facebook pages and Instagram accounts are administered by Council's Events Team, and the paranple arts and convention centre. Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

DCC Corporate Facebook Page Statistics	July 2021	August 2021
Facebook Average Monthly Reach: Number of Facebook users who have seen content associated with the page during the period (individual users can be 'reached' numerous times per month).	28,872TY (22,833LY)	20,639TY (40,672LY)

During July and August the top 10 posts Facebook posts each month in terms of audience reach were:

July 2021	August 2021
1. Horsehead Creek Camping Ground Closed, 21/07/21, 10.9K	1. Temporary closure of public streets – William St & Valley Road, 22/08/21, 9.4K
2. Community Pfizer Clinic 20/07/21, 9.4K	2. River Road Pathway Works, 1/08/21, 9.1K
3. Temporary Closure of Public Street – Valley Road, 8/07/21, 6.6	3. Media Release: EOI for Tourist Train Operator, 8/08/21, 6.7K
4. Temporary Closure of Public Street – Formby Road, 1/07/21, 4.9K	4. There's lots happening on the Waterfront Park, 31/08/21, 6.2K
5. Vandalism to public toilets, 30/07/21, 4.8K	5. COVID-19 testing clinic closed due to extreme weather, 14/08/21 5.8K
6. Waste & Recycling Collection Calendar, 1/07/21, 4.5K	6. Kerbside recycling bin checks, 22/08/21, 4.5K
7. Employment Opportunity – Waste Management Serviceperson, 20/07/21, 4.3K	7. One week to go for major/minor grant scheme applications, 24/08/21, 3.5K
8. Vandalism to public toilets, 27/07/21, 4.2K	8. Employment Opportunity – Parks & Reserves Coordinator, 06/08/21, 3.5K
9. Employment Opportunity – Function & Events Officer, 2/07/21, 3.8K	9. Hold on sales of crusher dust, 03/06/21, 3.4K
10. Employment Opportunity – Civil Works Serviceperson 30/07/21, 3.7K	10. Kelcey Tier Road Renewal 3/08/21, 2.9K

1.3.4. Publications & Media

Council issued the following official media releases, alerts, comments and statements during July and August 2021:

Date	Media Type	Title/Topic
1/07/21	Media Comment– The Advocate	Bluff Road update
9/07/21	Media Release	Financial assistance grants program now open
13/07/21	Media Release	Devonport Jazz ready to roll from next Thursday
20/07/21	Media Release	Devonport Jazz update
23/07/21	Media Comment – The Advocate	Land development at Friend Street
23/07/21	Media Comment– The Advocate	Waterfront Park update
27/07/21	Media Release	BSMC careers and study talk
30/07/21	Media Release	DRG latest exhibitions
9/08/21	Media Release	Devonport wins second award for digital transformation
9/08/21	Media Release	Call for expressions of interest to operate a tourist train experience
9/08/21	Media Comment– The Advocate	LGAT conference attendance
16/08/21	Media Release	50-plus years ratepayer luncheon
25/08/21	Media Release	Call for Diamonds of Devonport
26/08/21	Media Comment - – The Advocate	Dog attack
30/08/21	Media Comment – ABC News	Dog attack follow up

2. PEOPLE AND FINANCE

2.1 Human Resources

2.1.1. Recruitment

Staff positions advertised July and August 2021

Position	Department	Work Location
Functions & Events Officer	People & Finance	paranaple convention centre
Events Administration Officer (Maternity Relief)	Corporate Services	paranaple centre
Civil Works Serviceperson	City Growth – Infrastructure & Works	Works depot - Civil
Creative Learning & Public Programs Officer	People & Finance	paranaple arts centre
Environmental Health Officer (EHO, Graduate or Senior)	Corporate Services Development & Health	paranaple centre
Building Asset & Projects Officer	City Growth – Infrastructure & Works	paranaple centre
Asset Management Coordinator	City Growth – Infrastructure & Works	paranaple centre
Communications & Engagement Officer	General Management - Governance	paranaple centre
Parks & Reserves Coordinator	City Growth – Infrastructure & Works	Works depot
Customer Service & Project Officer	People & Finance	Bass Strait Maritime Centre
Australian School Based Apprenticeship – Curatorial Registrar Apprentice (advertised by Cradle Coast Authority)	People & Finance	paranaple arts centre and Bass Strait Maritime Centre
Australian School Based Apprenticeship – Administration Apprentice Human Resources & Works	People & Finance and City Growth	paranaple centre and Works

Staff Appointments July and August 2021

Position	Name	Department	Work Location
Recreation Centre Attendant (casual)	Will Jago	Corporate Services	Devonport Recreation Centre
Community Development officer	Erin Ford	Corporate Services	paranaple centre
Function & Events Officer	Fay Hill	People & Finance	paranaple convention centre
Waste Management Serviceperson	Brad Pearce	City Growth	Works – Waste
Events Administration Officer (Maternity Relief)	Eleanor McCormack	Corporate Services	paranaple centre
Events Administration Officer (Casual)	Jane Harris	Corporate Services	paranaple centre
Creative Learning & Public Programs Officer	Erin Linhart	People & Finance	paranaple arts centre

Position	Name	Department	Work Location
Parking & Information Officer (casual)	Judy Hanson	Corporate Services	paranaple centre
Casual Attendant – BSMC	Michelle Morley	People & Finance	Bass Strait Maritime Centre
Front of House Supervisor (convention centre)	Linda Petersen	People & Finance	paranaple convention centre

Staff Departures July and August 2021

Position	Name	Department	Work Location	Date Effective
Parks & Reserves Coordinator	Garry Corcoran	City Growth	Works depot	1/7/2021
Asset Management Coordinator	Oliver Gabriel	City Growth	paranaple centre	2/7/2021
Civil Works Serviceperson	Tony Burgess	City Growth	Works depot	16/7/2021
Creative Learning Public Programs Officer	Evelyn Williams	People & Finance	paranaple arts centre	27/7/2021
Community & Sporting Services Supervisor	Tracey-Lee Cane	Corporate Services	paranaple centre	28/7/2021
Project Manager	Jamie Goodwin	City Growth	paranaple centre	30/7/2021
Executive & Communications Officer	Tahnia Creedon	General Management	paranaple centre	30/7/2021
Function & Events Officer	Linda Petersen	People & Finance	Paranaple convention centre	4/8/2021
Environmental Services Officer	Samuel Smith	Corporate Services	paranaple centre	13/8/2021
Customer Service & Project Officer	Michelle Morley	People & Finance	Bass Strait Maritime Centre	17/8/2021

Workers Compensation

Policy year ending 30 June	Number of Workers Compensation Claims lodged with Council's Insurer	Current Open claims	Nett value incurred by the Insurer (including estimates)
30/6/2022	2 claims	1	\$84,853.55
30/6/2021	7 claims	0	\$26,249.89
30/6/2020	6 claims	0	\$ 29,481.08
30/6/2019	12 claims	0	\$347,651.52
30/6/2018	6 claims	0	\$ 32,029.49
30/6/2017	7 claims	0	\$ 27,839.69

New Workers Compensation claims for the period

One new claim lodged in July (since closed) and one new claim lodged in August 2021.

2.1.2. Work Experience

Dates of Placement	Location	School	Student
3/8/2021 to 5/8/2021	Works Depot - Parks & Reserves	Devonport High School	Ethan Clark

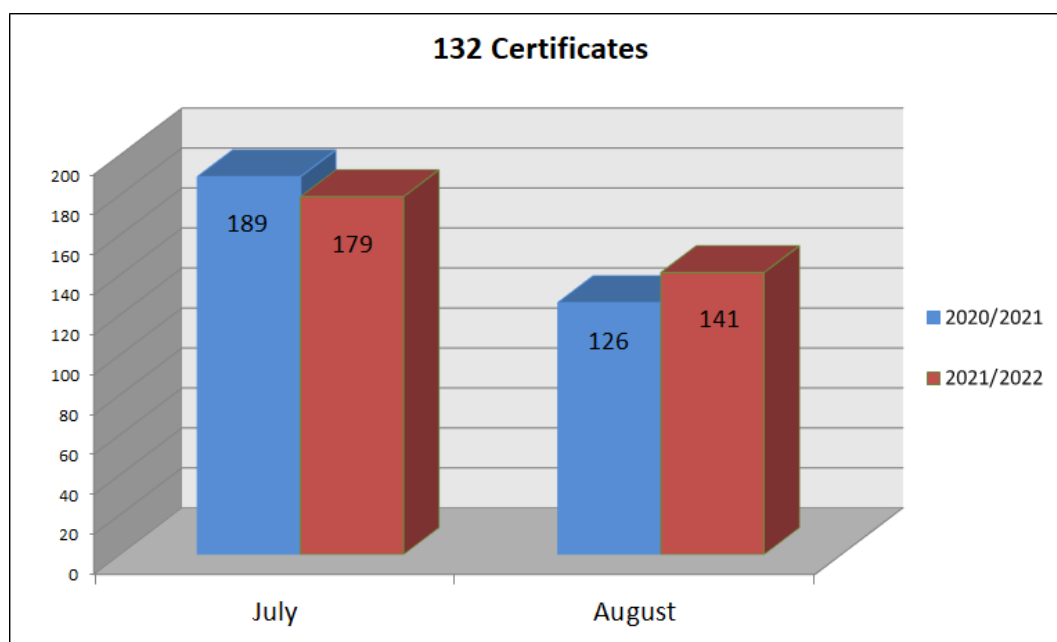
2.1.3. Health & Wellbeing

The following activities and initiatives were promoted for July and August 2021:

- Employee Assistance Provider – CLS
- 2021/2022 DCC Health & Wellbeing Booklet
- Promotion of skin checks for outdoor workers
- COVID updates and promotion of COVID safe Behaviours
- Donate Life Week – 25/7/2021 to 1/8/2021
- Dental Health Week 2/8/2021 to 8/8/2021
- National Stroke Week 2/8/2021 to 8/8/2021

2.2. Finance**2.2.1. Certificates**

During the months of July and August 2021, the Finance Team issued 320 Section 132 certificates under the *Local Government Act 1993* (Certificate of Liabilities in relation to rates on properties). This information is a good indicator of property sales in the municipality. A comparison to the previous year is shown below.

**2.2.2. Rate Statistics****Percentage of Rates Paid***

	2019/2020	2020/2021	2021/2022
July	14.02%	15.85%	17.21%
August	37.32%	36%	47.82%

***Please note the Rate statistics include rates paid in advance.**

Rates in advance as at 31 August 2021 totalled \$76,376.33.

2.2.3 Finance Report

The attached report provides an overview of Council's financial position and year to date operating result as of 31 August 2021.

Included in the report are the following:

Financial Summary – This report provides an overview of Council's Operational and Capital Income and Expenditure, along with details on cash position and Debtors information for the reporting period, including commentary on material movements between budget and actual revenue and expenditure for the period.

Summarised Operating Report – This report provides a summary of operational income and expenditure for the period to date compared to both the YTD Budget and Annual Budget.

Financial Charts – These charts provide a visual representation of year to date Income and Expenditure compared to budget and prior year, plus a Capital Expenditure chart.

Balance Sheet Report – This report provides a snapshot of Council's financial position at the end of the reporting period.

Capital Expenditure Report – This report provides a list of all approved capital expenditure projects with their allocated budget, year to date expenditure and forecast expenditure including commentary in relation to budget variances, as well as whole of project budget and cost for those projects which span more than one financial year.

3. CORPORATE SERVICES

3.1. Parking

3.1.1. Parking Statistics

July	20/21	21/22	Commentary
Income – Car Parks (Total)	\$35,565	\$32,203	July experienced a high number of rainy days impacting utilisation
Income from Meters	\$30,260	\$25,273	Impacted by weather
Infringements Issued	1609	1450	Impacted by weather
Income – Multi-level Car Park	\$11,425	\$17,907	Usage increased as a result of a higher number of rainy days
Total Parking Income (includes revenue from MPES and parking permits)	\$162,171	\$156,967	3.3% decrease in revenue largely driven by poor weather throughout July

August	20/21	21/22	Commentary
Income – Car Parks (Total)	\$61,911	\$70,126	Increased utilisation
Income from Meters	\$59,051	\$62,976	Small increase in utilisation
Infringements Issued	1256	1424	Increased activity in the CBD

August	20/21	21/22	Commentary
Income – Multi-level Car Park	\$14,654	\$23,719	Increased utilisation
Total Parking Income (includes revenue from MPES and parking permits)	\$206,526	\$266,102	22.6% increase over August 2020. Highlights increased activity in the Devonport CBD
Total Parking Income YTD	\$368,697	\$423,069	Increased activity in the Devonport CBD in August has driven the increase compared to this time last year

3.2. Information Technology

3.2.1. Accounts Payable Automation

Council continues to drive initiatives that leverage digital platforms to support improved efficiency and effectiveness. An important initiative includes the automation of Accounts Payable invoices. Much of the current processing requires a high degree of administrative overhead to process invoices for approval and payment.

This project will deliver the electronic automation and workflow of invoices using intelligent invoice processing and Optical Character Recognition (OCR).

3.2.2. Equipment Booking System

Council makes many resources available to community groups to support their unique needs. The process to manage incoming requests, confirm equipment availability, support delivery or pickup and then the return of equipment requires substantial admin overhead for a number of Council departments.

An Equipment Booking System is nearing completion that will be made available on Council's website by the end of 2021. The online solution will allow self-service for the community and process automation for Council officers substantially reducing effort and improving community satisfaction with the process.

3.2.3. Rose - Chatbot

Devonport City Council is the first Council in Tasmania and one of few to have successfully delivered a Chatbot that leverages Artificial Intelligence to conduct human like conversations. Council's chatbot is named Rose and she has been available since 1 July 2021. Each day she has over 40 conversations with people engaging with Council on devonport.tas.gov.au.

Rose learns from each conversation and her ability to answer questions continues to improve.

COMMUNITY ENGAGEMENT

The information provided above provides details relating to community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implications related to matters discussed in this report will be separately reported to Council.

There is not expected to be any impact on the Council's operating budget as a result of this report.

RISK IMPLICATIONS

Any specific risk implications have been outlined in the commentary above. Any specific risk that becomes an issue for Council would result in a separate report to Council.

CONCLUSION

This report is provided for information purposes only and to allow Council to be updated on matters of interest.

ATTACHMENTS

1. 20210831 Consolidated Financial Report - Council [**6.5.1** - 9 pages]

6.6 CONVENTION AND ARTS REPORT - JULY AND AUGUST 2021

Author: **Geoff Dobson, Convention and Arts Centre Director**

Endorser: **Kym Peebles, Executive Manager People & Finance**

RECOMMENDATION

That Council receive and note the Convention and Arts report.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs

SUMMARY

This report provides a summary of the activities undertaken in the Convention and Arts Department for the period July and August 2021.

BACKGROUND

This report is provided to update the Councillors and the community on matters of interest relating to the Convention and Arts Department.

Council provides a range of cultural, recreational and entertainment experiences to assist people to connect and engage with each other in developing a strong sense of belonging, community spirit and quality of life.

The paranple convention centre is an important economic driver for Devonport, encouraging business opportunities in Devonport and supporting local contractors.

STATUTORY REQUIREMENTS

Council is required to comply with the provisions of the *Local Government Act 1993* and other legislation. The functional areas of Council covered in this report include:

Convention and Arts Department

- paranple arts centre
- Devonport Regional Gallery
- Bass Strait Maritime Museum
- Town Hall Theatre
- paranple convention centre
- Visitor Information Centre and Tourism

DISCUSSION

1. ARTS AND CULTURAL DEVELOPMENT

1.1. Convention & Arts Centre Director update

- Attended numerous online VAPAC discussion groups about the increasing impact of Covid-19 on the performing arts touring network;
- Attended opening of Untouched Wilderness in the Main Gallery;
- Numerous meetings with RANT Arts regarding Council's partnership agreement;

1.2. Devonport Regional Gallery

1.2.1. Gallery Exhibitions

Pattern and Print: Easton Pearson Archive

Main Gallery: 12 June – 17 July

Floor Talk Attendance: 13

Brisbane fashion house Easton Pearson was at the avant-garde of international fashion between 1998 and 2016. The label's success hinged on the creative relationship between Pamela Easton and Lydia Pearson, whose unique ways of working fostered inventive designs and lasting collaborations while supporting ethical manufacture.

The Archive consists of more than 3,300 garments. It is supported by more than 5,000 accessories, photographs and other supporting materials donated by Pamela Easton and Lydia Pearson.

Pattern and Print: Easton Pearson Archive is a touring exhibition organised by the Museum of Brisbane (MoB), toured by Museums & Galleries Queensland. This project has been assisted by the Australian Government's Visions of Australia program.

Story Vessels

Foyer Space: 15 June – 19 July

No public event

The ceramic pinch pots displayed were made by members of Devonport Regional Gallery's online art program, *Home Is Where the 'Art Is*. They were made as part of a celebration of International Women's Day 2021. Inspired by works from the gallery's collection by Marianne Huhn, *Story Vessels* invited participants to create simple pinch pots in which they scribed text into.

Undercurrent

Emerging Guest Curators Soren Risby and Tallulah Eaves

Upper Gallery: 26 June – 25 September

Floor Talk Attendance: 18

Undercurrent explores Tasmanian art through the lens of the ocean, tracing the tide lines which connect Tasmanian life and identity across time. The ocean is a powerful force. On an island, it can be isolating, but it also connects us to the world beyond. *Undercurrent* examines how our island's unique relationship with the sea shapes our past, the present day and our future.

An Unexpected River by Travis Bell

Little Gallery: 3 July – 7 August

Meet and Greet the Artist Attendance: 26

Through *An Unexpected River* Travis Bell explored of the beauty of clay unadorned, place, and the philosophies of making through the disciplined the execution of craft. The show also delved into a more personal inquisition of ceramic forms he makes and how they and the philosophies behind them are influenced through lived experience.

A Little Gallery Emerging Artist program.



Installation image: An *Unexpected River* by Travis Bell

North West Art Circle - Annual Community Art Exhibition & Awards 2021

Main Gallery: 24 July – 21 August

Awards Night Opening Attendance: 50

The NWAC is a group made up of about 60 members from the North-West Coast of Tasmania. Their annual exhibition gives the members an opportunity to share their passion for art with the wider community.

***The Surface Of Things* by Liam Fallon**

Little Gallery: 14 August – 25 September

No Public Event

The works in *The Surface Of Things* are drawn from Liam Fallon's last three years of experimentation with painting exclusively from life. They traverse Tasmania and Canberra, from studio environments to the suburbs and into nature. The exhibition also encompasses the work that Liam produced during the height of the COVID-19 pandemic when he, like many others, was suddenly restricted in how often and for how long he could leave his home and local area. This introspective experience, of spending more time with fewer people and in fewer locations, aligned fortuitously with his direction as he was forced to look to his immediate surrounding for inspiration. He quickly realised that no matter where he was, the more he looked the more there was to be seen.

A Little Gallery Emerging Artist program.

Un/Touched Wilderness

Main Gallery: 28 August – 9 October

Opening Attendance: 27

Floor Talk Attendance: 30

Un/Touched Wilderness contrasts the grand narrative of the untamed natural wilderness of Tasmania often coveted through the tradition of landscape painting, with contemporary artists exploring this landscape on a micro level;

collecting, containing, classifying and creating from the diverse ecosystems that form these sweeping vistas. These works make our ecosystems more visible and tangible, while highlighting both the beauty and fragility of our natural surrounds.

Artists: Lorraine Biggs, Irene Briant, Selena de Carvalho, Samantha Dennis, Anastasia Gardyne, Sara Maher, Aviva Reed and Mary Scott

Works from DCC Permanent Collection: Max Angus, Les Blakebrough and Lauren Black, Jack Carington Smith, Don Carter, Annie Cocker, Peter Dombrovskis, Gladstone Eyre, Owen Lade, C Maxwell, Sophie Stephanoni.

Concept and initial curation: Erin Wilson

This exhibition has been supported by the Contemporary Art Tasmania Touring Program Exhibition Development Fund.



Artists: Irene Briant, Sarah Maher, Mary Scott, Lorraine Biggs and Samantha Dennis participated in the floor talk for *Un/Touched Wilderness*.

1.2.2. DRG Committee Update

Friends of the Gallery

Meetings have been cancelled due to the restrictions of the COVID-19 pandemic.

The Droogs

The Gallery's youth committee, The Droogs, have cancelled meetings and workshops due to the restrictions of the COVID-19 pandemic.

1.2.3. Education and Public Programs

The Creative Learning and Public Programs Officer has made the workshop program *Home Is Where the Art Is* available on-line in lieu of the regular Youth Art, Create and Make, Pop-Up toddler and School Holiday programs. Most of

the projects are inspired by works from the Devonport City's Permanent Collection.

A small number of programs are beginning to be reinstated at the Creative Space, paranapple arts centre.

Home Is Where the Art Is Material Packages are available to be picked up from pac or Devonport Library. Weekly online activities open to the public, running for one week as dated but available on-going through the website.	
My Explorers Suitcase	3 June - 3 July
Collagraph Creations	1 July
Weaving winter Landscape	8 July
Paper Clay Totem Poles	20 July
July School holiday program: Pattern and Print Silk screen printing	6 July: 13 Participants
July School holiday program: Pattern and Print Silk screen printing	12 July: 18 Participants
July School holiday program: Pattern and Print Silk screen printing	13 July: 17 Participants

1.3. Bass Strait Maritime Centre

1.3.1. Bass Strait Maritime Centre Update

In July and August, two schools visited, and Science Week was celebrated with a Café Lab. The Project and Customer Service Officer departed. Staff continue to work on the collection audit and valuation process, new exhibitions, and social media projects.

1.3.2. Collection Management and Auditing

The internal staff audit of the collection continued with all 215 objects on display within the BSMC building completed. The final stage of the audit began with objects held in the workroom. To date, roughly 6,000 objects have been audited in terms of location, condition, and conservation needs. An audit and digitisation of the paper collection records has been completed for use by the collection valuers who have been locked down in NSW. These records and the PastPerfect database records continue to be assessed and corrected. The Historical Archives digitisation project now has around 8,500 pages completed.

1.3.3. Current Exhibitions

Cats and Dogs, All at Sea

(Travelling exhibition from Australian National Maritime Museum)

Temporary Exhibition Space: 13 February 2020 – 3 October 2021

Travelling photographic exhibition from the Australian National Maritime Museum.

1.3.4. Upcoming Exhibitions

Title	Source	Date
Instrumental	BSMC Collection	Oct 2021
Devonport Embroiderer's Guild Annual Display	Local	July 2022
Nairana and Maheno	BSMC Collection & Local Artist	July 2022
Remarkable: Stories of Australians and their Boats	ANMM	Nov 2022
Strata: Metals, Minerals, and Mining along the Strait	QVMAG	Feb 2023

1.3.5. Education and Public Programming

In July, the Maritime and History Talk program continued with staff and students from the Australian Maritime College in Launceston visiting to discuss career and study options with interested high school students.

In August, there were two educational visits and a Science Week activity held in conjunction with UTAS and Marion Storm Café, called the Café Lab. Also, four group bookings including the Royal Australian Navy Cadets and McDermotts Travel Club.

Date	Program	Attendance
27 July	Maritime and History Talk: AMC Careers	9
04 Aug	Hellyer College School Visit	19
12 Aug	UTAS Education Students Visit	12
16 Aug	Café Lab	8
Total		48

1.4. Town Hall Theatre

1.4.1. Town Hall Theatre Update

The Town Hall Theatre was hired for a total of 19 days during July and August 2021.

1.4.2. Theatre Performances and Events

A Taste of Ireland – Presented by Pace Live

Tuesday 13 July

A Taste of Ireland – The Irish Music and Dance Sensation played the Town Hall Theatre during July. As the result of the evening performance selling out, the promoter scheduled an additional performance at 4pm of the same day.

Pete the Sheep

Presented by Monkey Baa Theatre Company & the paranapple arts centre

Tuesday 20 July

Pete the Sheep was a musical adaptation of the children's picture book by Jackie French and Bruce Whatley. This hilarious musical comedy, imaginatively told by four performers playing shearers, dogs and sheep explored the challenges and rewards of being an individual.

In addition to the 50-minute show, a 10-minute Q&A session was held post performance to explore theatrical mysteries and find out how some of the costume and scenic transformations were made.

This show was targeted at local primary schools along the Northwest and West Coast. Almost 700 children and their teachers from schools as far as Zeehan to Sassafras attended this production.

Katie Noonan – The sweetest Taboo

Friday July 23

Presented by Devonport City Council as part of Devonport Jazz Festival.

Katie Noonan presented an intimate acoustic concert with Noonan on piano and vocals, and Zac Hurren on saxophone.

Paul Kelly and his Band

Wednesday 28 July

One of the most popular concerts to play at the paranapple arts centre in recent years. Paul Kelly and his Band extended their Tasmanian Tour to include Devonport. Tickets sold out within 20 minutes of going on sale.

We Will Rock You– Presented by St Brendan Shaw College

Thursday 12 August – Saturday 14 August

An enthusiastic cast and crew from St Brendan-Shaw College presented, We Will Rock You. Featuring more than 20 Queen songs, We Will Rock You School Edition followed two revolutionaries as they try to save Rock in a post-apocalyptic world.

City of Devonport Eisteddfod – Presented by Devonport Eisteddfod Society

The 92nd City of Devonport Eisteddfod commenced on 25 August with the Dance segment featured in the Town Hall Theatre.

Due to Covid-19 restriction within the venue, the Eisteddfod Society capped dance classes to 24 entrants and groups to a maximum 12 competitors.

Music, along with Speech and Drama continued for the following 10 days at the Lifeway Church.

This year tickets were able to be pre-booked prior to arrival ensuring that those travelling could secure tickets early.

Theatre Attendance July - August 2021				
Performance	Days Hired	School Performances	Public Performances	Total Attendance
A Taste of Ireland	1	-	2	456
Pete the Sheep	2	2	-	698
Katie Noonan	1	-	1	306
Paul Kelly & Band	1	-	1	406
We will Rock You	9	1	4	1820
City of Devonport Eisteddfod (Dance Only) 3 Sessions per day	5	-	14	1738
Totals	19	3	22	5,424

Due to the current travel restrictions from New South Wales and Victoria, several commercial performances that were booked to appear at the paranple arts centre during August and September have all been rescheduled to dates in 2022.

1.4.3. Upcoming Performances and Events

Performance Event	Status	Performance Date
By a Thread	On Sale	Friday 29 October
Rockin' Through the Ages	On Sale	Thursday 11 November
The Travelling Wilbury's Sessions	On Sale	Saturday 20 November
Caroline Small School of Dance	TBA	Wed 1 – Sat 5 December
K C Studio of Dance	TBA	Fri 10 – Sat 11 December

1.5. Participation Across Arts and Cultural Development Facilities

Levels of participation are a determinant of an inclusive, strong and robust community. Council monitors the level of participation to capture trends and demand for services, usage of existing services, opportunities to increase participation and customer satisfaction.

Facility	Visitors July 2021	Visitors August 2021
paranple arts centre, including DRG	3,544*	5,580*
Town Hall - Audience	1,866	3,558
Bass Strait Maritime Centre	498	414
Total	4,042	5,994

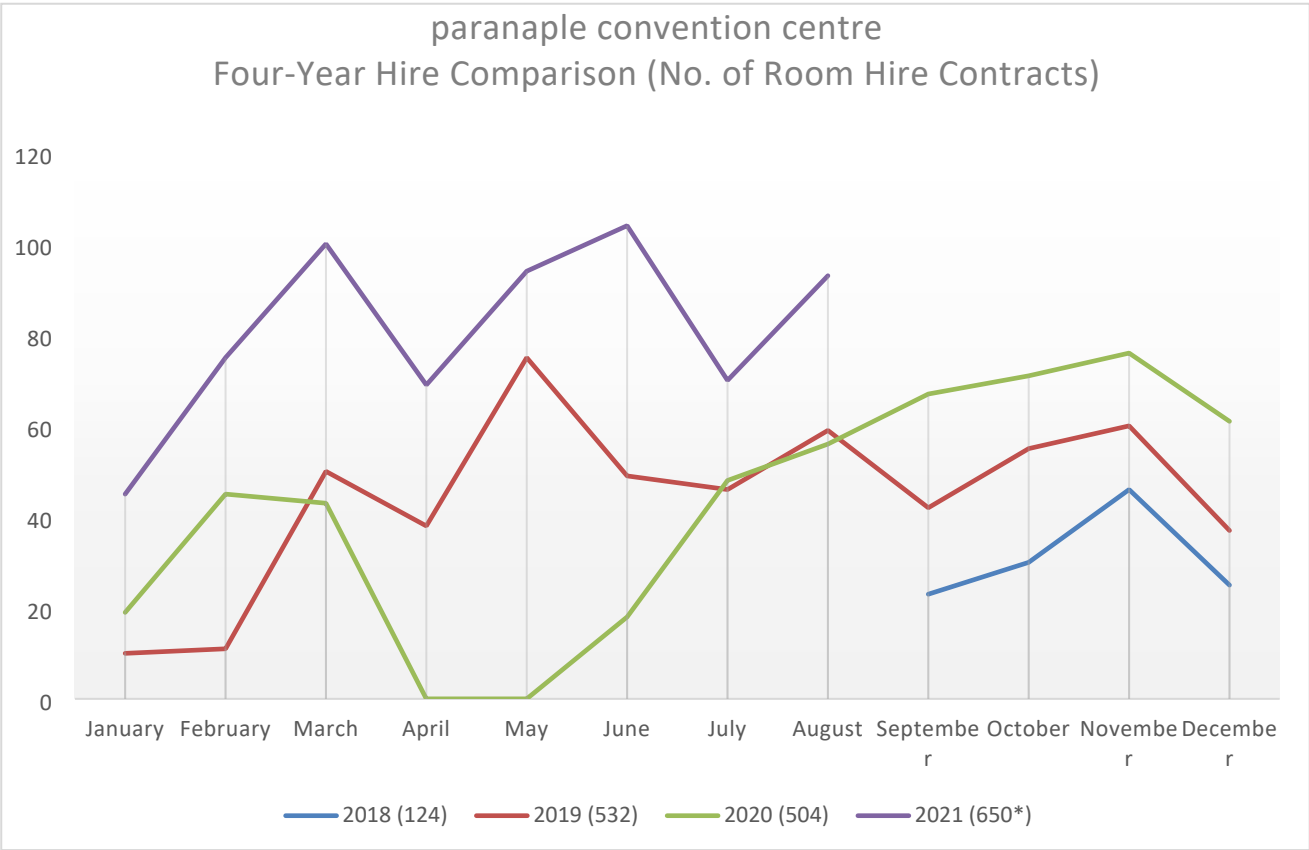
**Includes Town Hall Theatre audiences*

1.6. paranapple convention centre

1.6.1. Meetings at paranapple convention centre and Providore Place

For July and August, the DCC meeting rooms held 149 events, 14 events in the convention centre and 4 in Providore Place. Total attendance of 6,663 patrons.

Event	Presented by	Audience Attendance
For Sama Film Screening	Northwest Film Society	100
Gospel Song	Devonport Jazz	350
Tasmania's Premier Business Conference	Tasmanian Minerals, Manufacturing and Energy Council	120 – Day 1 100 – Day 2
Supporting Literacy Learning in Prep-From Drawing to Writing	Professional Learning Institute	36
Be Tasmania Launch	Brand Tasmania	68
Northwest Tasmanian Disability Employment Awards	Advanced Personnel Management	100
Only the Animals	Northwest Film Society	90
Funeral Service – Steve Daley OAM	Vincent Funerals	350
Principal Forum	Professional Learning Institute	145
Toast for Kids Charity Gala	Toast for Kids Charity	228
Dose 2 – COVID Vaccine Clinic	Department of Health	8 days Approx. 2,400
Breakfast with Marcia Langton	Reconciliation Tasmania	105
Lunchtime Lecture with Marcia Langton	Reconciliation Tasmania with DCC	110
Northwest Providers Forum	Catholic Care	60



Breakfast with Professor Marcia Langton (Reconciliation Week)



Premier Peter Gutwein addresses delegates at the TMEC Business Conference



Devonport Jazz – Gospel Song



1.7. Tourism

1.7.1. Tourism Development Strategy

Staff have been attending regular video conferences that are hosted by the TVIN (Tasmanian Visitor Information Network). Staff from the parnaple arts centre gain up to date resources to assist deliver appropriate service to tourists and updates on COVID safety in the industry.

1.7.2. Regional Tourism Organisation (RTO)

Staff continue to grow the relationship with the RTO, West x North West. Allowing Council to utilise the skills and knowledge of the RTO when needed. The parnaple arts centre receive updates on the region and attend hosted events and functions in person or online, creating stronger ties between both organisations.

COMMUNITY ENGAGEMENT

The information provided above details all community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implication related to matters discussed in this report will be separately reported to Council. There is not expected to be any impact on the Council's operating budget as a result of this recommendation.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

This report is provided for information purposes only and to allow Council and the community to be updated on matters of interest.

ATTACHMENTS

1. 202108~4 [**6.6.1** - 18 pages]
2. 202108~3 [**6.6.2** - 8 pages]

6.7 UNCONFIRMED MINUTES - DEVONPORT CITY COUNCIL AUDIT PANEL

Author: **Jacqui Surtees, Executive Coordinator**
Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the unconfirmed minutes of the Audit Panel meeting held on 12 August 2021.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.6.3 Provide internal and external audit functions to review Council's performance

SUMMARY

This is a report of the unconfirmed minutes of the Audit Panel meeting held on 12 August 2021.

BACKGROUND

The Audit Panel is in place to assist Council in fulfilling its oversight responsibilities by providing independent advice and assurance regarding the Council's financial management, risk management, internal control and compliance framework.

In late 2014, Council determined to establish a shared Audit Panel with Central Coast Council.

The Audit Panel of each council comprises two elected members and two independent members. The independent members are appointed jointly by both councils to be shared between each council's Audit Panel.

At the February 2019 Council meeting, it was determined that each audit panel should continue to meet independently, and that the Shared Audit Panel would only meet on an as required basis (Min No 36/19 refers).

STATUTORY REQUIREMENTS

All councils must have Audit Panels that operate in accordance with Part 8 of Division 4 of the *Local Government Act 1993* (the Act) and the *Local Government (Audit Panels) Order 2014*.

DISCUSSION

The unconfirmed minutes of the Devonport City Council Audit Panel meeting held on 12 August 2021 are included as a confidential attachment. Matters discussed at the meeting included:

- The 2021 Annual Financial Statements
- The potential introduction of an internal audit function
- The Asset Revaluation Paper
- Update on major projects

COMMUNITY ENGAGEMENT

Community engagement was not required for the preparation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report

RISK IMPLICATIONS

- Political/Governance
The Audit Panel plays a key oversight role in Council's risk management activities providing elected members with an extra level of comfort that the systems in place are adequate. Within its charter, the primary objectives of the Audit Panel are to consider whether:
 - the annual financial statements of the Council accurately represent the financial position of the Council;
 - the Strategic Plan, Annual Plan, Long Term Financial Management Plan and the Long-Term Strategic Asset Management Plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared are sound and justified;
 - 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 are appropriate;
 - the Council is complying with the provisions of the Act and any other relevant legislation;
 - all strategic and business risks affecting the Council are identified and assessed, and the effectiveness of mitigation controls evaluated; and
 - the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council.

CONCLUSION

The information contained in the report and the unconfirmed minutes of the Audit Panel meeting held on 12 August 2021 (confidential attachment) are presented to Council.

ATTACHMENTS

Nil

6.8 ELECTED MEMBERS EXPENSE REPORT TO 31 AUGUST 2021

Author: **Jacqui Surtees, Executive Coordinator**
Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the bi-monthly report advising of Councillor allowances and expenses be received and noted.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.2 Provide appropriate support to elected members to enable them to discharge their functions

SUMMARY

To detail expenses of the Mayor and Councillors.

BACKGROUND

This report is a regular bi-monthly update on the costs associated with the payment of allowances and expenses for Councillors.

STATUTORY REQUIREMENTS

Under the *Local Government Act 1993*, Council is required to publish details of the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors in its Annual Report, however there is no obligation to do so at any other time.

DISCUSSION

Expenditure processed for the months of July and August 2021 is detailed below:

Mayor, Cr Annette Rockliff	\$109 - Telephone (July & August) \$326 - Accommodation (LGAT Annual Conference)
Cr Gerard Enniss	\$326 - Accommodation (LGAT Annual Conference)
Cr Leon Perry	\$326 - Accommodation (LGAT Annual Conference) \$401 - Reimburse Travel to Hobart
Cr John Alexiou	\$326 - Accommodation (LGAT Annual Conference) \$432 - Reimburse Travel to Hobart
Cr Peter Hollister	\$344 - Accommodation (LGAT Annual Conference)
Cr Leigh Murphy	\$326 - Accommodation (LGAT Annual Conference)
Cr Gerard Enniss	\$326 - Accommodation (LGAT Annual Conference)
Cr Alison Jarman	\$25 - Youth Advisory Summit
Cr Sally Milbourne	\$25 - Youth Advisory Summit
All Councillors	\$854 - iPads (July & August)

Note: due to the timing of credit card statements and invoices, expenditure is reported as and when the account is paid. Items in this report may relate to transactions that occurred in previous months.

COMMUNITY ENGAGEMENT

There was no community engagement as a result of this report.

FINANCIAL IMPLICATIONS

Mayoral and Councillor expenses are costed to the general ledger account for Councillor Support.

RISK IMPLICATIONS

There are no identified risks in relation to this report.

CONCLUSION

Expenses are reported in accordance with Council direction.

ATTACHMENTS

1. Councillor Remuneration Schedule 2021-22 [**6.8.1** - 1 page]

6.9 ANNUAL PLAN PROGRESS REPORT TO 31 AUGUST 2021

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the 2021/22 Annual Plan Progress Report for the period ended 31 August 2021.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.5 Maintain and monitor a fully integrated strategic and business planning process

SUMMARY

To provide an update on the progress of the 2021/22 Annual Plan as of 31 August 2021.

BACKGROUND

Council adopted its 2021/22 Annual Plan on 28 June 2021. The Annual Plan outlines the actions to be undertaken this financial year to work towards achieving Council's strategic goals.

STATUTORY REQUIREMENTS

In accordance with Section 71 of the *Local Government Act 1993*, a Council is to prepare an Annual Plan for the local government area each financial year.

DISCUSSION

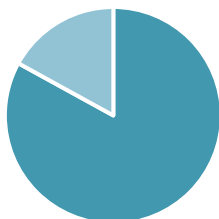
The Annual Plan has been developed to guide Council in its actions to ensure the future aspirations of the Devonport community can be achieved.

Key activities noted in the attached Progress Report include:

- Development of Business Intelligence dashboards is progressing well;
- Council's chatbot is performing well and holding up to 40 conversations per day with the community;
- Terms of reference for the Disability Inclusion Working Group have been prepared;
- Smart City pilot initiatives are being shortlisted;
- The Active Transport Strategy and Road Network Strategy are being drafted;
- A pre-engineering assessment has been completed and a tender drafted for installation of a solar system on the paranapple arts centre; and
- Planning is underway for Devonport Food and Wine, to be held in October, and New Year's Eve.

Progress comments are provided for each action in the Progress Report. Following are graphical snapshots of Council's performance against each Strategic Goal and Actions overall across the organisation as at the 31 August 2021.

2020/21 AP Actions - Organisation



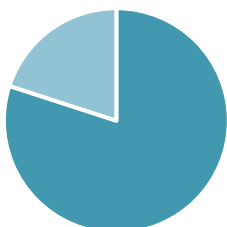
■ On Track - 83% ■ Off Track - 17%

Goal 1 - Living Lightly on our Environment



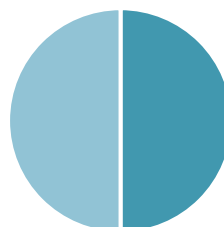
■ On Track - 100% ■ Off Track - 0%

Goal 2 - Building a Unique City



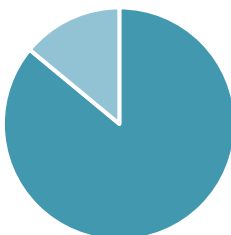
■ On Track - 80% ■ Off Track - 20%

Goal 3 - Growing a Vibrant Economy



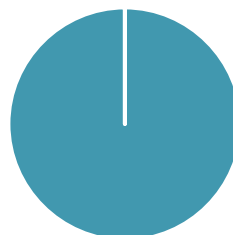
■ On Track - 50% ■ Off Track - 50%

Goal 4 - Building Quality of Life



■ On Track - 86% ■ Off Track - 14%

Goal 5 - Practicing Excellence in Governance



■ On Track - 100% ■ Off Track - 0%

COMMUNITY ENGAGEMENT

There was no community engagement as a result of this report.

FINANCIAL IMPLICATIONS

Budget implications are communicated to Councillors separately and do not form part of this report.

RISK IMPLICATIONS

There is always a risk that actions will not be achieved on time, however, no issues have been identified based on the status of actions at this time.

CONCLUSION

The 2021/22 Annual Plan Progress Report as of 31 August 2021 is provided for the information of the Councillors and the community.

ATTACHMENTS

1. Annual Plan Progress Report to 31 August 2021 [**6.9.1** - 12 pages]

7 SECTION 23 COMMITTEES

No Section 23 Committee meetings have been held since the last Council meeting.

8 CLOSED SESSION

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

RECOMMENDATION

That in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following be dealt with in Closed Session.

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 23 August 2021	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments	15(2)(g)
5.1	Unconfirmed Minutes – Joint Authorities	15(2)(g)

9 CLOSURE