



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 22 November 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

17 11 2021

December 2021

Meeting	Date	Commencement Time
Ordinary Council	20 December 2021	5:30pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 22 NOVEMBER 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 25 October 2021 as previously circulated be confirmed and the unconfirmed minutes of the Annual General Meeting held on 8 November 2021, as attached, be noted.

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 Janney and Mr Smith at the October 25 Council meeting, and the response to the question from Mr Gardam at the Annual General Meeting on 8 November 2021, be noted.

Responses to questions raised at prior meetings are attached.

ATTACHMENTS

1. Response to Question Without Notice - 25 October 2021 - D Janney [**3.2.1.1** - 1 page]
2. Response to Question Without Notice - 25 October 2021 - T Smith [**3.2.1.2** - 1 page]
3. Response to Question Without Notice - AGM 8 November 2021 - M Gardam [**3.2.1.3** - 1 page]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

Nil

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

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 PA2021.0132 - 103 WINSPEARS ROAD EAST DEVONPORT - RESIDENTIAL (SINGLE DWELLING AND SECONDARY RESIDENCE) AND SPORTS AND RECREATION (ALTERATIONS TO EQUESTRIAN FACILITY)

Author: **Alex Mountney, Land-Use Planning Coordinator**

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 PA2021.0132 and grant a Permit to use and develop land identified as 103 Winspears Road, East Devonport for the following purposes:

- Residential (single dwelling and secondary residence) and Sports and Recreation (alterations to equestrian facility)

Subject to the following conditions:

1. The Use and Development is to proceed generally in accordance with the submitted plans referenced as:
 - 6-Bedroom Dwelling & Ancillary Unit - Job No. 0821-19 (DRG No. 01, 02, 03, 10, 11 & 12), dated 24/08/21 by Tas Laughlin; and
 - Proposed residential development and addition to equestrian facility by Veris, dated September 2021.
2. The development is to be undertaken in accordance with the best practice guidelines stipulated within the *Wetlands and Waterway Works Manual* by DPIPWE.
3. Car parking is to be in accordance with AS2890 – *Parking facilities, Parts 1-6*.
4. The allocated carparking for the development is to be developed with a surface that is usable in all weather conditions and a surface that will mitigate sediment runoff, dust generation and abrasion.
5. Car parking for the equestrian facility is to be delineated and clearly identified prior to the use commencing.

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.

Further planning approval is required if the equestrian centre use intensifies from its approved intention. For example, an intensification would be considered the holding of competitions or an athlete training centre. This is in accordance with clause 6.4.2 of the *Tasmanian Planning Scheme – Devonport 2020*.

Further planning approval is required if the residence use is to be considered for visitor accommodation in the future.

A copy of the *Wetlands and Waterway Works Manual* by DPIPWE can be found here - [Wetlands and Waterways Works Manual | Department of Primary Industries, Parks, Water and Environment, Tasmania \(dpiuwe.tas.gov.au\)](https://www.dpipwe.tas.gov.au/Wetlands-and-Waterways-Works-Manual).

Any change to the driveway location or construction is to be approved by the relevant Council officer.

A permit to work within the road reserve must be sought and granted prior to any works being undertaken within the road reserve.

Permitted hours of demolition/construction work are Monday to Friday from 7am - 6pm, Saturday from 9am - 6pm and Sunday and statutory holidays from 10am - 6pm.

The amenity of the area must not be detrimentally affected by the use or development through the:

- a) Transport of materials, goods or commodities to or from the land; or the
- b) Emission of noise, dust, odour, artificial light, vibration, fumes, smoke, vapour, steam, soot, ash, wastewater or any waste products.

No burning of any waste materials (including cleared vegetation) is to be undertaken on site. Any waste material is to be removed and disposed of at a licensed refuse waste disposal facility.

The developer is to ensure that all stormwater run-off is managed in accordance with the Environment Protection Authority's "Soil & Water Management on Large (greater than 250m² of ground disturbance)/Standard (less than 250m² of ground disturbance) Building & Construction Sites" recommendations.

The site is suitable for an Aerated Wastewater Treatment System and the effluent is to be disposed of by subsurface irrigation into the approved wastewater disposal area.

The applicant will need to submit a Plumbing Permit Application, along with supporting documentation as required under Schedule 2 of the Director's Determination - Director's Specified List v1.2 (Building Act 2016), for an on-site wastewater disposal system as part of the Building and Plumbing application process.

Enquiries regarding this permit 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 PA2021.0132.

BACKGROUND

Planning Instrument:	<i>Tasmanian Planning Scheme – Devonport 2020</i>
Address:	103 Winspears Road, East Devonport
Applicant:	Veris Australia Pty Ltd
Owner:	Mrs FM Hanafin & Mr BJ Hanafin
Proposal:	Residential (single dwelling and secondary residence) and Sports and Recreation (alterations to equestrian facility)
Existing Use:	Equestrian Facility
Zoning:	Rural Living
Decision Due:	17/11/2021

SITE DESCRIPTION

The site is a 1.998ha lot located on the northern side of Winspears Road, approximately 1km from the Winspears Road and River Road intersection. Bishtons Creek traverses through the property along with various defined drainage channels. Located on the site are two shipping containers abutted together and a horse arena. The property is adjoined by the Bass Highway to the north and rural residential development to the east and west. Figure 1 is an aerial image of the site. Figure 2 is a copy of the property's title and Figure 3 is a photo of the site looking north from Winspears Road.



Figure 1 - Aerial image of site (DCC, 2021)

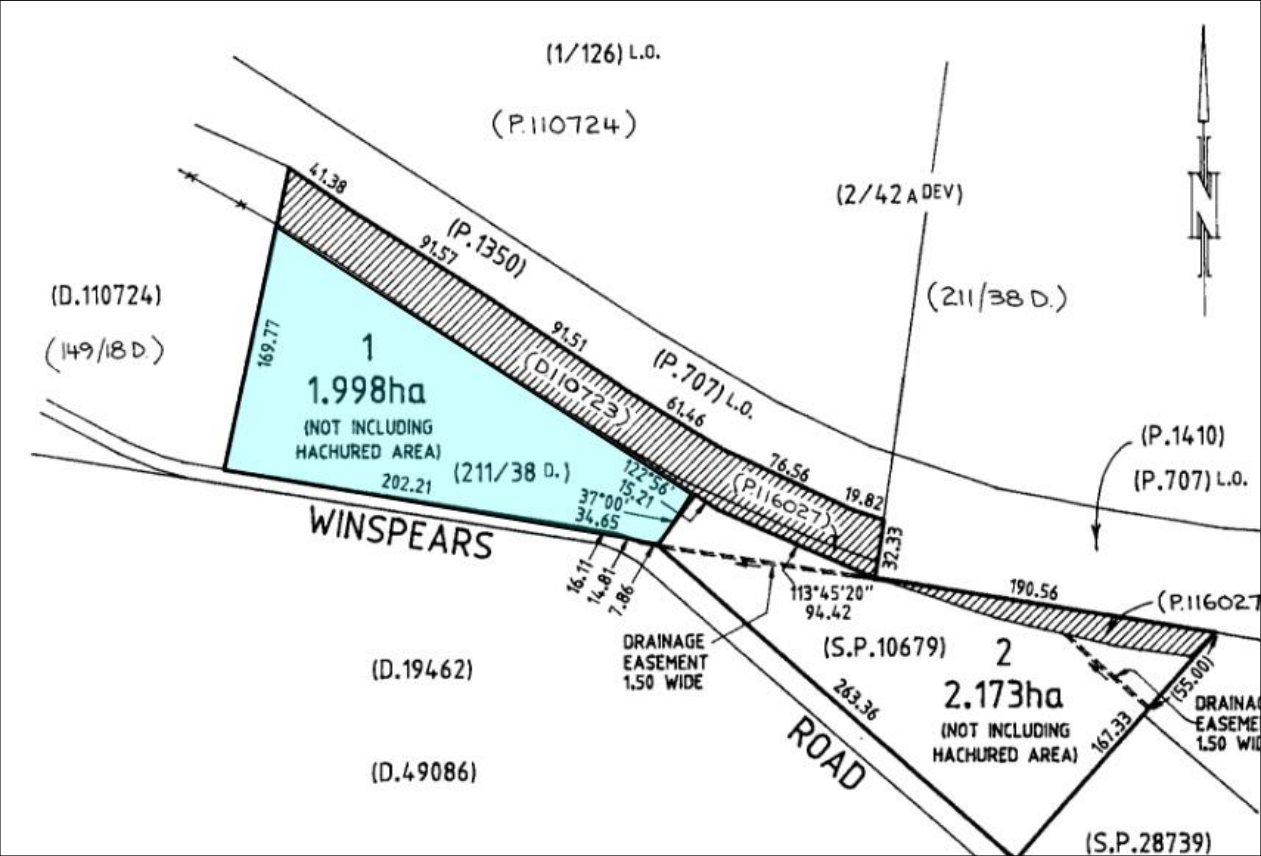


Figure 2 - Title Plan - CT 131639/1 (The List, 1999)



Figure 3 – Photo of site taken from Winspears Road (DCC, 2021)

APPLICATION DETAILS

The applicant seeks approval for a single dwelling, secondary residence, and extension to the existing equestrian facility.

The six-bedroom dwelling is proposed to be constructed 15m to Winspears Road and 10m to the western side boundary. The single dwelling will be constructed from brick and have a colorbond roof.

The secondary residence is proposed to be located to the east of the single dwelling and incorporates a bathroom, kitchenette and sitting and sleeping area.

The extension to the existing equestrian facility will include 3 additional shipping containers, a domed roof structure which will connect the containers and a covered veranda. The applicant has stated that the nature of the equestrian facility is to allow people to engage with horses and is not a traditional equestrian facility.

Figure 4 is a copy of the site plan. Figure 5 is a floor plan of the dwelling and secondary residence. Figure 6 the south elevation of the single dwelling and Figure 7 shows the south elevation of the equestrian facility. A full copy of the development application, including the supporting planning scheme compliance report is **appended as an attachment** forming part of this report.

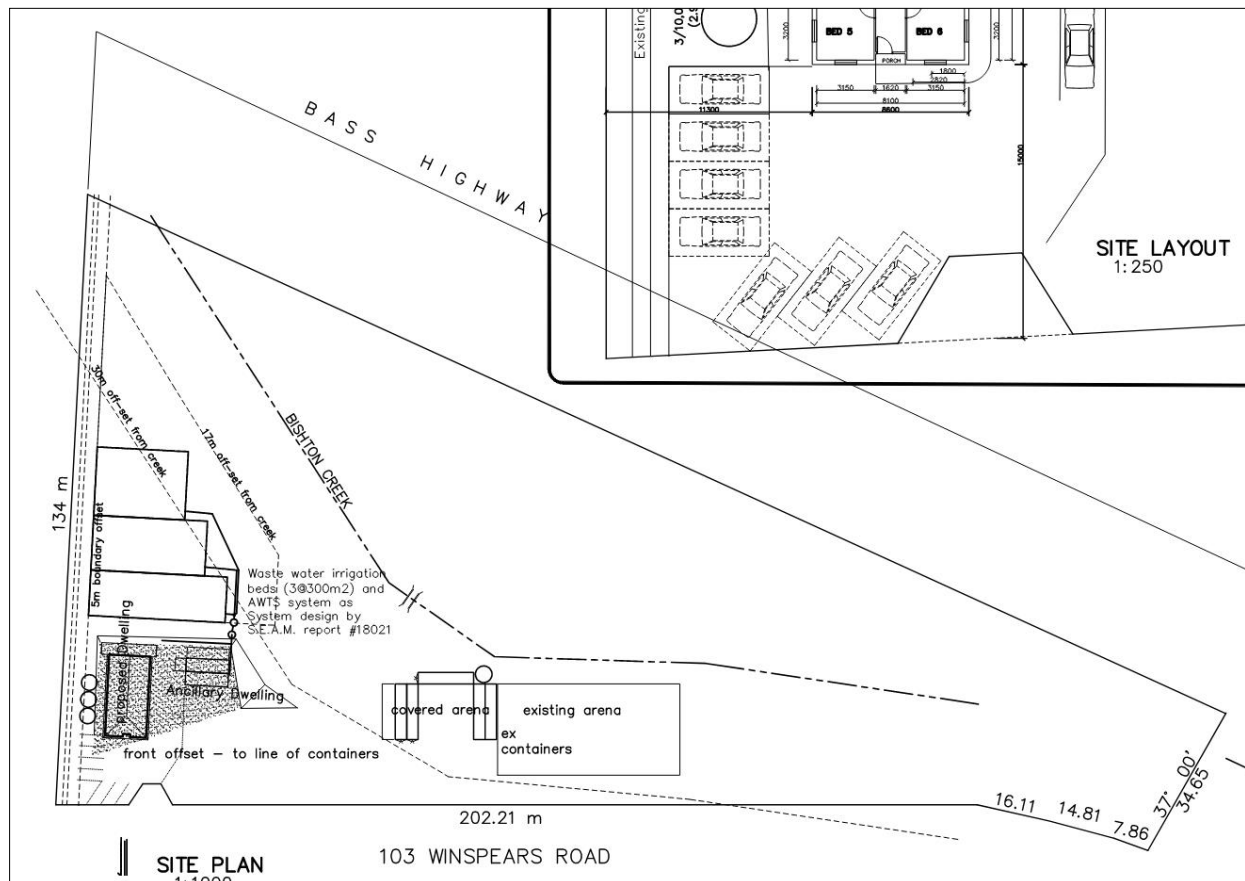


Figure 4 – Site plan (Tas Laughlin, 2021)

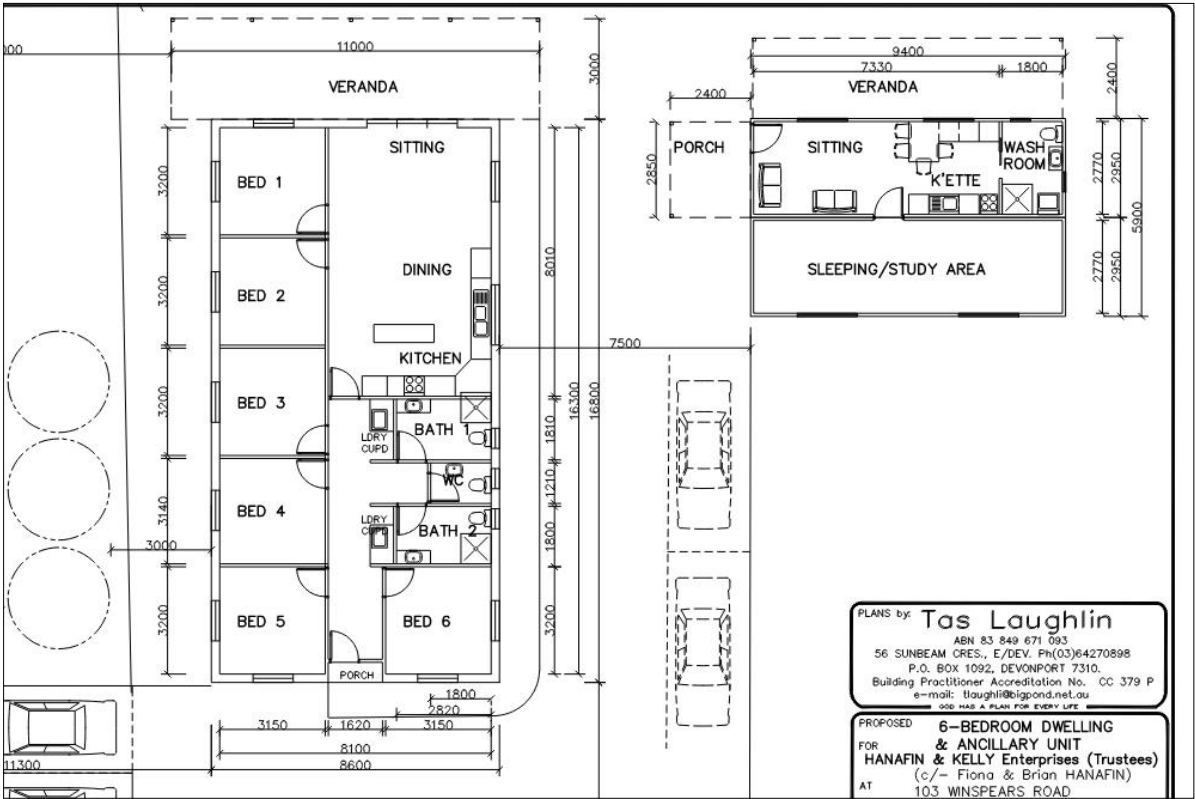


Figure 5 – Floor plan of single dwelling and ancillary residence (Tas Laughlin, 2021)

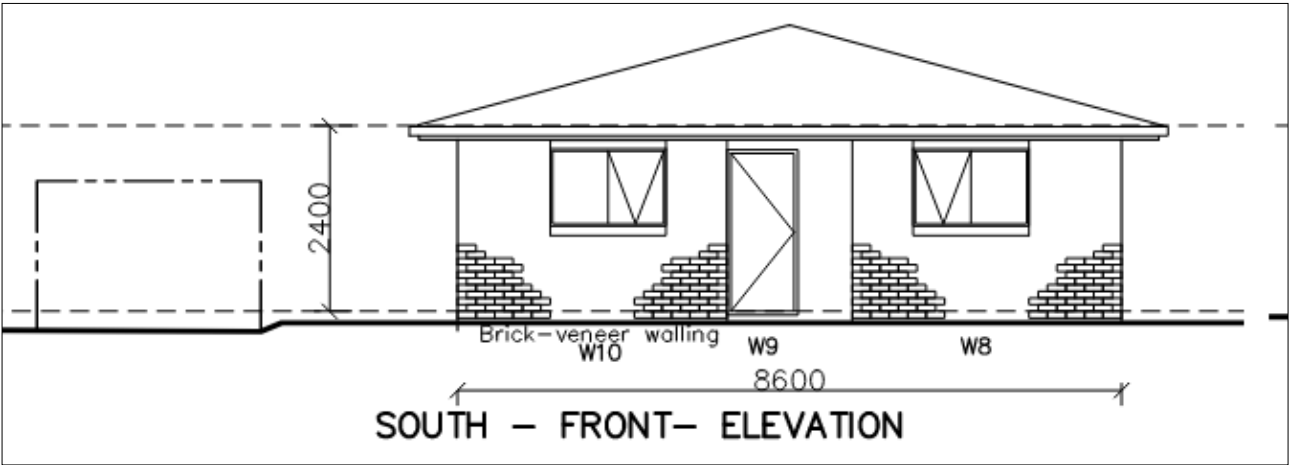


Figure 6 – South elevation (road frontage) of single dwelling (Tas Laughlin, 2021)

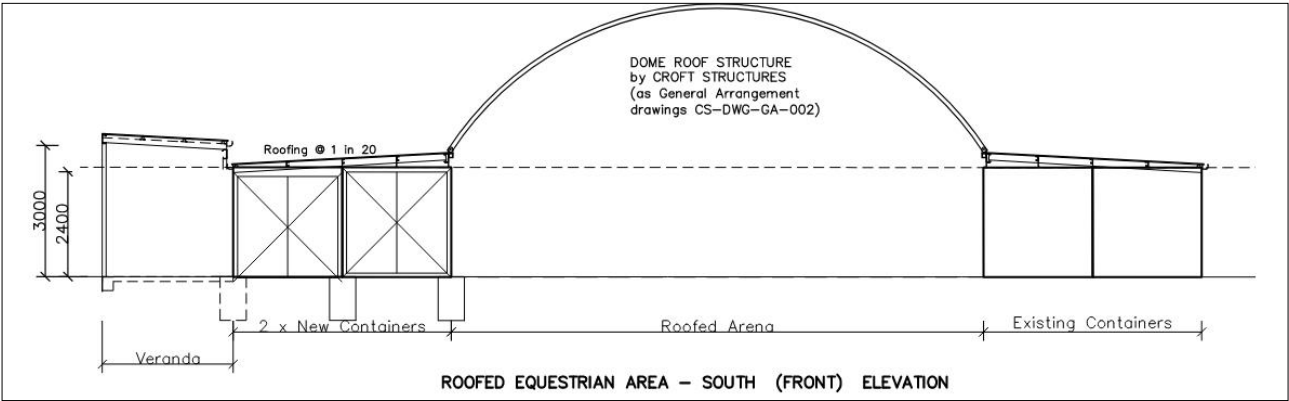


Figure 7 – South elevation (road frontage) of equestrian facility (Tas Laughlin, 2021)

PLANNING ISSUES

The land is zoned Rural Living 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.*

Use and development is required to be categorised into one of the Use Classes prescribed within Table 6.2 of the planning scheme. The single dwelling and secondary residence fall under the use class Residential and the extension to the equestrian facility is considered Sports and Recreation.

These uses are defined as follows:

Residential

use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based childcare, residential care facility, residential college, respite centre, assisted housing, retirement village and single or multiple dwellings.

Sports and Recreation

use of land for organised or competitive recreation or sporting purposes including associated clubrooms. Examples include a bowling alley, fitness centre, firing range, golf course or driving range, gymnasium, outdoor recreation facility, children's play centre, swimming pool, racecourse, sports ground, and major sporting facility.

The Use Table for the Rural Living zone prescribes Residential as No Permit Required if for a single dwelling. A single dwelling is defined as "...a dwelling on a lot on which no other dwelling, other than a secondary residence, is situated." For reference, a secondary residence is defined as:

"...an additional residence which is self-contained and:

- (a) has a gross floor area not more than 60m²;*
- (b) is appurtenant to a single dwelling;*
- (c) shares with the single dwelling access and parking, and water, sewerage, gas, electricity and telecommunications connections and meters; and*
- (d) may include laundry facilities."*

The secondary residences satisfies the above parameters.

Sports and Recreation is Discretionary within the zone subject to qualification that the use is for an outdoor recreation facility. The works proposed to the equestrian facility can satisfy this qualification.

The applicable development clauses of the planning scheme are reproduced below along with comment.

Rural Living Zone

11.3 Use Standards

11.3.1 Discretionary uses

Objective:	That Discretionary uses do not cause an unreasonable loss of amenity to adjacent sensitive uses.	
Acceptable Solutions		Performance Criteria
A1 Hours of operation for a use listed as Discretionary, excluding Emergency Services or Resource Development, must be within the hours of: (a) 8.00am to 6.00pm Monday to Friday;		P1 Hours of operation for a use listed as Discretionary, excluding Emergency Services or Resource Development, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to: (b) noise, lighting or other emissions.
A2 External lighting for a use listed as Discretionary: (a) must be within the hours of 7.00pm to 7.00am, excluding any security lighting; and (b) security lighting must be baffled so that direct light does not extend into the adjoining property.		P2 External lighting for a use listed as Discretionary, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to: (a) the number of proposed light sources and their intensity; (b) the location of the proposed light sources; (c) the topography of the site; and (d) any existing light sources.
A3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of: (a) 7.00am to 5.00pm Monday to Friday; (b) 9.00am to 12 noon Saturday; and (c) nil on Sunday and public holidays.		P3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to: (a) the extent and timing of traffic generation; (b) the dispatch of goods and materials; and (c) the existing levels of amenity.

Sports and Recreation is a Discretionary use within the zone. Clause 11.3.1 is required to be assessed to determine if this use can be supported. In response to this clause, the applicant has submitted the following rationale.

	Acceptable Solution	Proposal Response
A1	<i>Hours of operation (...)</i>	The facility will only operate within the hours of 8.00am to 6.00pm Monday to Friday and 9.00am to 12 noon on Saturday.
A2	<i>External lighting (...)</i>	The proposal does not include any external lighting outside the hours of operation.
A3	<i>Commercial vehicle movements (...)</i>	There will be no commercial vehicle movements required as part of this proposal. However, should commercial deliveries be required they will be within the hours of 7.00am to 5.00pm Monday to Friday and 9.00am to 12 noon on Saturday.

Compliance with the acceptable solutions has been demonstrated and the extension works to the equestrian facility will have negligible impact to the amenity of surrounding properties. No further comment is necessary regarding this use provision.

11.4 Development Standards for Buildings and Works

11.4.1 Site coverage

Objective:	That the site coverage: (a) is compatible with the character of existing development in the area; and (b) assists with the management of stormwater runoff.	
Acceptable Solutions		Performance Criteria
A1 The site coverage must be not more than 400m ² .		P1 The site coverage must be consistent with that existing on established properties in the area, having regard to: (a) the topography of the site; (b) the capacity of the site to absorb runoff; (c) the size and shape of the site; (d) the existing buildings and any constraints imposed by existing development; (e) the need to remove vegetation; and (f) the character of development existing on established properties in the area.

Site coverage is defined under the planning scheme as "... the proportion of a site, excluding any access strip, covered by roofed buildings." The site coverage of the proposal can be broken down as follows:

<u>Development</u>	<u>Site Coverage (m²)</u>
Single dwelling	178m ²
Secondary residence	84m ²
Equestrian facility	330m ² (270m ² proposed)
Total	592m²

The total site coverage of the proposal is 592m² which is greater than the acceptable solution threshold of 400m². The following rationale has been provided by the applicant against the performance criteria.

	Performance Criteria	Proposal Response																				
(a)	<i>the topography of the site;</i>	The title is traversed by Bishton Creek. The land slopes gently downwards from the boundaries to the creek. The slopes are such that there will be little excavation of site levelling required to accommodate the development.																				
(b)	<i>the capacity of the site to absorb runoff;</i>	Run off from the site will be directed to Bishton Creek. Bishton Creek flows out of the property in the north-west corner then runs along the southern boundary of the Bass Highway corridor to eventually reach the Mersey River. It is not proximate to any residences or at risk infrastructure. The existing site area is 19,980m ² . The proposed site coverage of 590.4m ² represents about 4% of the total site so will not significantly affect the capacity of the site to absorb runoff.																				
(c)	<i>the size and shape of the site;</i>	The proposed development can be accommodated within the site.																				
(d)	<i>the existing buildings and any constraints imposed by existing development;</i>	There are two shipping containers on site, which will be used to form the eastern side of the covered arena. There is a small shed in the vicinity of the proposed visitor accommodation that will be removed as part of this development.																				
(e)	<i>the need to remove vegetation; and</i>	No vegetation will need to be removed.																				
(f)	<i>the character of development existing on established properties in the area.</i>	<p>This development will cover approximately 3.0% of the site. The approximate site coverage of adjacent established properties along Winspears Road are:</p> <table><tr><td>No 77:</td><td>9.0%</td></tr><tr><td>No 79:</td><td>0.7%</td></tr><tr><td>No 80:</td><td>22.7%</td></tr><tr><td>No 84:</td><td>18.8%</td></tr><tr><td>No 86:</td><td>32.1%</td></tr><tr><td>No 135*</td><td>2.1%</td></tr><tr><td>No 149-151*</td><td>3.4%</td></tr><tr><td>No 163*</td><td>7.9%</td></tr><tr><td>No 163a*</td><td>2.2%</td></tr><tr><td>Average</td><td>11.0%</td></tr></table> <p>(Those properties marked with * have a site coverage of greater than 400m²) This indicates that the proposed development is consistent with existing development in the area.</p>	No 77:	9.0%	No 79:	0.7%	No 80:	22.7%	No 84:	18.8%	No 86:	32.1%	No 135*	2.1%	No 149-151*	3.4%	No 163*	7.9%	No 163a*	2.2%	Average	11.0%
No 77:	9.0%																					
No 79:	0.7%																					
No 80:	22.7%																					
No 84:	18.8%																					
No 86:	32.1%																					
No 135*	2.1%																					
No 149-151*	3.4%																					
No 163*	7.9%																					
No 163a*	2.2%																					
Average	11.0%																					

The justification by the applicant can generally be supported. Numerous properties within the site's vicinity area have a site coverage greater than 400m². These properties include 94 Winspears Road (>450m²), 163 Winspears Road (>550m²), 163a Winspears Road (>430m²)

and 165 Winspears Road (>400m²). The site coverage is consistent with existing development within the area and the performance criteria can be satisfied for 11.4.1 P1.

11.4.2 Building height, setback and siting

Objective:	<p>That height, setback and siting of buildings:</p> <ul style="list-style-type: none"> (a) is compatible with the character of the area; (b) does not cause an unreasonable loss of amenity; (c) minimises the impact on the natural values of the area; and (d) minimises the impact on adjacent uses.
Acceptable Solutions	Performance Criteria
<p>A1</p> <p>Building height must be not more than 8.5m.</p>	<p>P1</p> <p>Building height must be compatible with the character of the area and not cause an unreasonable loss of amenity to adjoining properties having regard to:</p> <ul style="list-style-type: none"> (a) the topography of the site; (b) the height, bulk and form of existing buildings on the site and adjoining properties; (c) the bulk and form of proposed buildings; (d) sunlight to habitable rooms and private open space in adjoining properties; and (e) any overshadowing of adjoining properties or public places.
<p>A2</p> <p>Buildings must have a setback from a frontage of not less than 20m.</p>	<p>P2</p> <p>Buildings must be sited to be compatible with the character of the area, having regard to:</p> <ul style="list-style-type: none"> (a) the topography of the site; (b) the setbacks of adjacent buildings; (c) the height, bulk and form of existing and proposed buildings; (d) the appearance when viewed from roads and public places; and (e) the retention of vegetation.

<p>A3</p> <p>Buildings must have a setback from side and rear boundaries of not less than 10m.</p>	<p>P3</p> <p>Buildings must be sited to not cause an unreasonable loss of amenity to adjoining properties, having regard to:</p> <ul style="list-style-type: none"> (a) the topography of the site; (e) the character of the development existing on established properties in the area; and (f) any overshadowing of adjoining properties or public places.
<p>A4</p> <p>Buildings for a sensitive use must be separated from an Agriculture Zone or Rural Zone a distance of:</p> <ul style="list-style-type: none"> (a) not less than 200m; or (b) if the setback of an existing building is within 200m, not less than the existing building. 	<p>P4</p> <p>Buildings for a sensitive use must be sited so as to not conflict or interfere with uses in the Agriculture Zone or Rural Zone, having regard to:</p> <ul style="list-style-type: none"> (a) the size, shape and topography of the site; (b) the separation of any existing buildings for sensitive uses on adjoining properties; (c) the existing and potential use of adjoining properties; (d) any proposed attenuation measures; and (e) any buffers created by natural or other features.

Both components of the application have a building height less than 8.5m and A1 of the above clause is satisfied.

The proposal does not satisfy A2 of this clause as the single dwelling and the horse arena have a setback within 20m to the Winspears Road frontage (14.3m front setback proposed). The corresponding performance criteria are required to be analysed. The applicant has provided the following rationale against P2.

	Performance Criteria	Proposal Response
(a)	<i>the topography of the site;</i>	The residential dwelling is required to be sited less than 20m setback from Winspears Road so that there is sufficient land between the units and Bishton Creek to accommodate the on-site waste water management system and satisfy the setback requirements of the Natural Assets Code.
(b)	<i>the setbacks of adjacent buildings;</i>	The house on the property to the west (79 Winspears Road) is approximately 15m setback from the road frontage. The nearest building to the east is a large outbuilding at 135 Winspears Road that is less than 5m from the frontage.
(c)	<i>the height, bulk and form of existing and proposed buildings;</i>	The proposed residential development present a façade of 17m (8.6m + 9.4m) to Winspears Road and a maximum height of approximately 3.0m. The dwelling and the secondary residence will be 7.0m apart, so will not present a single façade. The bulk of the main building will be effectively masked by orientating it so that the narrower side faces the road. The proposed covered arena will be an extension of the existing facility. It will have a height range of 2.3m to 3.0. The façade will be dominated by the 12.2m open arena with a container end on each side 2.3m wide.
(d)	<i>the appearance when viewed from roads and public places; and</i>	Winspears Road serves both the Rural Living zone on the north and the Agriculture zone on the south, this it is appropriate that the covered equestrian facility will be compatible with the appearance of other agricultural buildings when viewed from the road. The residential development will be compatible with other residential buildings in the vicinity.
(e)	<i>the retention of vegetation.</i>	No vegetation will be removed

There are minor discrepancies in the applicant's response. It is noted that the secondary residence complies with the acceptable front setback and that the horse arena will be partially open as it will incorporate a dome roof which will have a height of approximately 6m. However, the front setback of the development is consistent with neighbouring development and will not negatively impact the Winspears Road streetscape. The performance criteria can be supported for P2.

The application cannot satisfy A3 as water storage tanks proposed as part of the residential use are located within the acceptable 10m western side setback. The applicant has provided the following justification in response to P3.

	Performance Criteria	Proposal Response
(a)	<i>the topography of the site;</i>	The title is traversed by Bishton Creek which reduces the available area suitable for the water storage tanks as the proximity to the unit development is required.
(b)	<i>the size, shape and orientation of the site;</i>	The location of the water storage tanks has been chosen to reduce the visual impact towards the frontage of the site.
(c)	<i>the setbacks of surrounding buildings;</i>	The dwelling on the adjoining property is about 100m away from the side boundary.
(d)	<i>the height bulk and form of existing and proposed buildings;</i>	The storage tank height will be below the building height. The storage tanks will be partly shielded from view by existing vegetation along the side boundary.
(e)	<i>the character of the development existing on established properties in the area; and</i>	<p>The approximate closest side setbacks of adjacent established properties along Winspears Road are:</p> <p>No 77: dwelling approx. 6.5m with smaller outbuildings on side boundary</p> <p>No 79: closest side setback about 4.5m (outbuilding)</p> <p>No 135 closest side setback about 21m (outbuilding)</p> <p>No 149-151 closest side setback about 0.7m (outbuilding)</p> <p>No 163 closest side setback about 13.8m (dwelling)</p> <p>It is also noted that there are side setbacks below 1m on the other side of Winspears Road in close vicinity to the subject site however the zoning of that land is Agriculture.</p> <p>Based on the setbacks in particular for existing outbuildings on adjacent sites the proposed development is consistent with the character of existing developments in the area.</p>
(f)	<i>any overshadowing of adjoining properties or public places.</i>	The dwelling on the adjoining property is about 100m away from the side boundary of the subject site. The proposed building complies with the side setback of 10m. The encroachment into the side setback is due to the placement of water storage tanks which will be below the building height. It is considered that the development does not cause any overshadowing of adjoining properties or public places.

The rationale provided above demonstrates the location of the water storage tanks has merit against the performance criteria.

The residential development is classified as a sensitive use. A sensitive use is required to have a separation of 200m to the Agriculture Zone. The Agriculture Zone is located on the opposite side of Winspears Road and therefore the performance criteria are invoked.

The following justification has been provided by the applicant in response to P4.

	Performance Criteria	Proposal Response
(a)	<i>the size, shape and topography of the site;</i>	The entire site is within 200m of the Agriculture zone as are all of the Rural Living zoned properties along Winspears Road. The north western corner of the site is the furthest point at approximately 145m.
(b)	<i>the separation of any existing buildings for sensitive uses on adjoining properties;</i>	All of the existing residences along the northern side of Winspears Road are setback similar distances from the Agriculture zone as is proposed in this application. There can be no additional detriment to the uses in the Agriculture zone as a result of this proposal.
(c)	<i>the existing and potential use of adjoining properties;</i>	The land with the Agriculture zone immediately to the south of the site is Class 4 agricultural land that is not cropped. The Class 2 cropping land is approximately 300m further south and is separated from the site by a residence and outbuildings.
(d)	<i>any proposed attenuation measures; and</i>	N/A
(e)	<i>any buffers created by natural or other features.</i>	N/A

This has been reviewed and the performance criteria have been sufficiently demonstrated.

Several Codes under the planning scheme need to be considered as part of the assessment of this application. These are discussed below, along with comments.

C2.0 – Parking and Sustainable Transport Code

The purpose of this Code is:

- C2.1.1 To ensure that an appropriate level of parking facilities is provided to service use and development.*
- C2.1.2 To ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas.*
- C2.1.3 To ensure that access for pedestrians, vehicles and cyclists is safe and adequate.*
- C2.1.4 To ensure that parking does not cause an unreasonable loss of amenity to the surrounding area.*
- C2.1.5 To ensure that parking spaces and accesses meet appropriate standards.*
- C2.1.6 To provide for parking precincts and pedestrian priority streets.*

Table C2.1 of the Code sets out the parking space requirements for uses. Residential and Sports and Recreation are highlighted on the next page.

The Residential component of the application requires 5 parking spaces. The Sports and Recreation use requires 50 parking spaces per facility.

A total of 55 parking spaces are required to satisfy the acceptable solution for C2.5.1 – *Car parking numbers*. The developer has allocated 9 parking spaces for this development. The performance criteria is invoked and this clause is reproduced after Table C2.1 along with evaluation.

Table C2.1 Parking Space Requirements

Use		Parking Space Requirements	
		Car	Bicycle
Residential	If a 1 bedroom or studio dwelling in the General Residential Zone (including all rooms capable of being used as a bedroom)	1 space per dwelling	No requirement
	If a 2 or more bedroom dwelling in the General Residential Zone (including all rooms capable of being used as a bedroom)	2 spaces per dwelling	No requirement
	Visitor parking for multiple dwellings in the General Residential Zone	1 dedicated space per 4 dwellings (rounded up to the nearest whole number); or if on an internal lot or located at the head of a cul-de-sac, 1 dedicated space per 3 dwellings (rounded up to the nearest whole number)	No requirement
	Other Residential use in the General Residential Zone	1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 10 bedrooms (rounded up to the nearest whole number)	No requirement for residential care facility, assisted housing and retirement village. All other uses require 1 space per 5 bedrooms in other forms of accommodation.
	Any Residential use in any other zone	1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 multiple dwellings or every 10 bedrooms for a non-dwelling residential use (rounded up to the nearest whole number)	No requirement for single dwellings, multiple dwellings, residential care facility, assisted housing and retirement village.
Sports and Recreation	Bowling green	6 spaces per bowling rink	No requirement
	Fitness centre	4.5 spaces per 100m ² of floor area	No requirement
	Golf course	4 spaces per golf hole	No requirement
	Swimming pool (other than in conjunction with a single dwelling)	5 spaces for each 100m ² of site area	1 space per 100m ² of site area
	Tennis court or Squash court (other than in conjunction with a single dwelling)	3 spaces for each tennis or squash court + 1 space per 5 spectator places	No requirement
	Major Sporting Facility	1 space per 5 seats	No requirement
	Sports and Recreation, excluding as otherwise specified in this Table	50 spaces per facility	No requirement

C2.5.1 Car parking numbers

Objective:	That an appropriate level of car parking spaces are provided to meet the needs of the use.
Acceptable Solutions	Performance Criteria
<p>A1</p> <p>The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if:</p> <ul style="list-style-type: none"> (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan; (b) the site is contained within a parking precinct plan and subject to Clause C2.7; (c) the site is subject to Clause C2.5.5; or (d) it relates to an intensification of an existing use or development or a change of use where: <ul style="list-style-type: none"> (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows: $N = A + (C - B)$ <p>N = Number of on-site car parking spaces required</p> <p>A = Number of existing on site car parking spaces</p> <p>B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1</p> <p>C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.</p> 	<p>P1.1</p> <p>The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:</p> <ul style="list-style-type: none"> (a) the availability of off-street public car parking spaces within reasonable walking distance of the site; (b) the ability of multiple users to share spaces because of: <ul style="list-style-type: none"> (i) variations in car parking demand over time; or (ii) efficiencies gained by consolidation of car parking spaces; (c) the availability and frequency of public transport within reasonable walking distance of the site; (d) the availability and frequency of other transport alternatives; (e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping; (f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; (g) the effect on streetscape; and (h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development. <p>P1.2</p> <p>The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and intensity of the use and car parking required; (b) the size of the dwelling and the number of bedrooms; and (c) the pattern of parking in the surrounding area.

The applicant has provided the following rationale (including preamble on parking numbers) in support of the performance criteria:

"The relevant parking requirement for Residential as defined in Table C2.1 is 1 space per bedroom or 2 spaces per 3 bedrooms. The proposal is for a 6-bedroom dwelling as well as a 1-bedroom secondary residence. The proposal requires 5 parking spaces. There are no visitor car parking spaces required.

The parking requirement for Sports and Recreation is 50 spaces per facility as none of the defined use classes within Table C2.1 fit the proposed development. As outlined above the chosen Use classification Sport and recreation did not readily fit the proposed development. The alternative use classification is Domestic Animal Breeding, Boarding or Training which requires 1 space per two employees + 2 visitor spaces. There will usually be one employee on site when the facility is operating, so the requirement would be for three spaces. This amount of car parking spaces better reflects the actual use of the site.

The proposed development allows for 9 parking spaces. 5 of these parking spaces are required for the residential use and 4 car parking spaces for the equestrian training facility use. Based on the nature of the use of this land the amount of car parking spaces proposed are considered to be sufficient.

It is noted that the equestrian car parking spaces do not require additional space for trailer manoeuvring as the clients using this facility are only attending the site. The horses live on the property.

It is noted that the site is of sufficient size to accommodate more car parking spaces as required by the Scheme however it is considered bad planning to require the construction of car parking spaces to comply with a Planning Scheme although the actual use does not require it.

The proposed car parking spaces are considered to meet the reasonable needs of the use.

The proposed car parking spaces comply with the requirements for construction, design, layout and number of vehicle accesses.

There is no requirement for bicycle parking spaces for either use classification."

The significant variation to the parking numbers is regarding the Sports and Recreation use. It is unreasonable to apply the required 50 parking spaces as the equestrian use is intended to be low scale and help people with disabilities engage with horses. It will not be a traditional equestrian facility e.g. holding competitions and accommodating people with horses. Furthermore, there is sufficient room on-site for additional parking to be developed in the future if required. The variation to on-site car parking numbers has merit against clause C2.5.1 P1 and can be supported.

C2.6.1 Construction of parking areas

Objective:	That parking areas are constructed to an appropriate standard.	
Acceptable Solutions		Performance Criteria
A1 All parking, access ways, manoeuvring and circulation spaces must: <ul style="list-style-type: none"> (a) be constructed with a durable all weather pavement; (b) be drained to the public stormwater system, or contain stormwater on the site; and (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement. 		P1 All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to: <ul style="list-style-type: none"> (a) the nature of the use; (b) the topography of the land; (c) the drainage system available; (d) the likelihood of transporting sediment or debris from the site onto a road or public place; (e) the likelihood of generating dust; and (f) the nature of the proposed surfacing.

The applicant has provided no supporting rationale regarding the above standard. It is unlikely that the parking areas or manoeuvring areas will be constructed with a durable all weather pavement with a finished surface in accordance with A1 (c). However, a condition is thought appropriate to ensure the car parking area is useable in all weather conditions and will not cause an impact in relation to sediment runoff, dust generation or similar matters.

C2.6.2 Design and layout of parking areas

Objective:	That parking areas are designed and laid out to provide convenient, safe and efficient parking.	
Acceptable Solutions		Performance Criteria
A1.1 Parking, access ways, manoeuvring and circulation spaces must either: (a) comply with the following: (i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i> ; (ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces; (iii) have an access width not less than the requirements in Table C2.2; (iv) have car parking space dimensions which satisfy the requirements in Table C2.3; (v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces; (vi) have a vertical clearance of not less than 2.1m above the parking surface level; and (vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or (b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6</i> .		P1 All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to: (a) the characteristics of the site; (b) the proposed slope, dimensions and layout; (c) useability in all weather conditions; (d) vehicle and pedestrian traffic safety; (e) the nature and use of the development; (f) the expected number and type of vehicles; (g) the likely use of the parking areas by persons with a disability; (h) the nature of traffic in the surrounding area; (i) the proposed means of parking delineation; and (j) the provisions of <i>Australian Standard AS 2890.1:2004 - Parking facilities, Part 1: Off-street car parking</i> and <i>AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities</i> .
A1.2 Parking spaces provided for use by persons with a disability must satisfy the following: (a) be located as close as practicable to the main entry point to the building; (b) be incorporated into the overall car park design; and (c) be designed and constructed in accordance with <i>Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities</i> . ¹		

The acceptable solution for the above clause can be satisfied via conditions on the planning permit.

C2.6.3 Number of accesses for vehicles

Objective:	That: <ul style="list-style-type: none"> (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses; (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and (c) the number of accesses minimise impacts on the streetscape.
Acceptable Solutions	Performance Criteria
A1 The number of accesses provided for each frontage must: <ul style="list-style-type: none"> (a) be no more than 1; or (b) no more than the existing number of accesses, whichever is the greater.	P1 The number of accesses for each frontage must be minimised, having regard to: <ul style="list-style-type: none"> (a) any loss of on-street parking; and (b) pedestrian safety and amenity; (c) traffic safety; (d) residential amenity on adjoining land; and (e) the impact on the streetscape.

No new accesses are proposed and A1 is satisfied for the above clause.

C3.0 – Road and Railways Assets Code

The purpose of this Code is:

C3.1.1 To protect the safety and efficiency of the road and railway networks; and

C3.1.2 To reduce conflicts between sensitive uses and major roads and the rail network.

C3.5 Use Standards

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. 	

Regarding the above clause, A1.2 and A1.4 are applicable.

In response to A1.2, the acceptable solution is satisfied as Council is the road authority and consent has been granted.

Concerning A1.4, the applicant has stated within their supporting planning submission that the estimated daily vehicle movements will be less than 40 movements per day which is the acceptable threshold under Table C3.1. It is unknown how this calculation has been determined. Regardless, the development has merit if vehicle movements exceed 40 per day as Council staff have determined that Winspears Road has sufficient capacity to cater for the development as proposed.

C3.6 Development Standards for Buildings or Works

C3.6.1 Habitable buildings for sensitive uses within a road or railway attenuation area

Objective:	To minimise the effects of noise, vibration, light and air emissions on sensitive uses within a road or railway attenuation area, from existing and future major roads and the rail network.
Acceptable Solutions	Performance Criteria
<p>A1</p> <p>Unless within a building area on a sealed plan approved under this planning scheme, habitable buildings for a sensitive use within a road or railway attenuation area, must be:</p> <ul style="list-style-type: none"> (a) within a row of existing habitable buildings for sensitive uses and no closer to the existing or future major road or rail network than the adjoining habitable building; (b) an extension which extends no closer to the existing or future major road or rail network than: <ul style="list-style-type: none"> (i) the existing habitable building; or (ii) an adjoining habitable building for a sensitive use; or (c) located or designed so that external noise levels are not more than the level in Table C3.2 measured in accordance with Part D of the <i>Noise Measurement Procedures Manual</i>, 2nd edition, July 2008. 	<p>P1</p> <p>Habitable buildings for sensitive uses within a road or railway attenuation area, must be sited, designed or screened to minimise adverse effects of noise, vibration, light and air emissions from the existing or future major road or rail network, having regard to:</p> <ul style="list-style-type: none"> (a) the topography of the site; (b) the proposed setback; (c) any buffers created by natural or other features; (d) the location of existing or proposed buildings on the site; (e) the frequency of use of the rail network; (f) the speed limit and traffic volume of the road; (g) any noise, vibration, light and air emissions from the rail network or road; (h) the nature of the road; (i) the nature of the development; (j) the need for the development; (k) any traffic impact assessment; (l) any mitigating measures proposed; (m) any recommendations from a suitably qualified person for mitigation of noise; and (n) any advice received from the rail or road authority.

The site is within 50m of the Bass Highway and Residential is classed as a sensitive use which requires the above clause to be assessed. The acceptable solution can be satisfied under A1 (a) as the use is located no closer to the Bass Highway than adjoining habitable buildings.

C7.0 – Natural Assets Code

The purpose of this Code is as follows:

C7.1.1 To minimise impacts on water quality, natural assets including native riparian vegetation, river condition and the natural ecological function of watercourses, wetlands and lakes.

C7.1.2 To minimise impacts on coastal and foreshore assets, native littoral vegetation, natural coastal processes and the natural ecological function of the coast.

C7.1.3 To protect vulnerable coastal areas to enable natural processes to continue to occur, including the landward transgression of sand dunes, wetlands, saltmarshes and other sensitive coastal habitats due to sea-level rise.

C7.1.4 To minimise impacts on identified priority vegetation.

C7.1.5 To manage impacts on threatened fauna species by minimising clearance of significant habitat.

A high percentage of the site is mapped within a waterway and coastal protection area and a priority vegetation area. Figure 8 reproduced below highlights the waterway and coastal protection area. Most of the priority vegetation area is also mapped within this area.

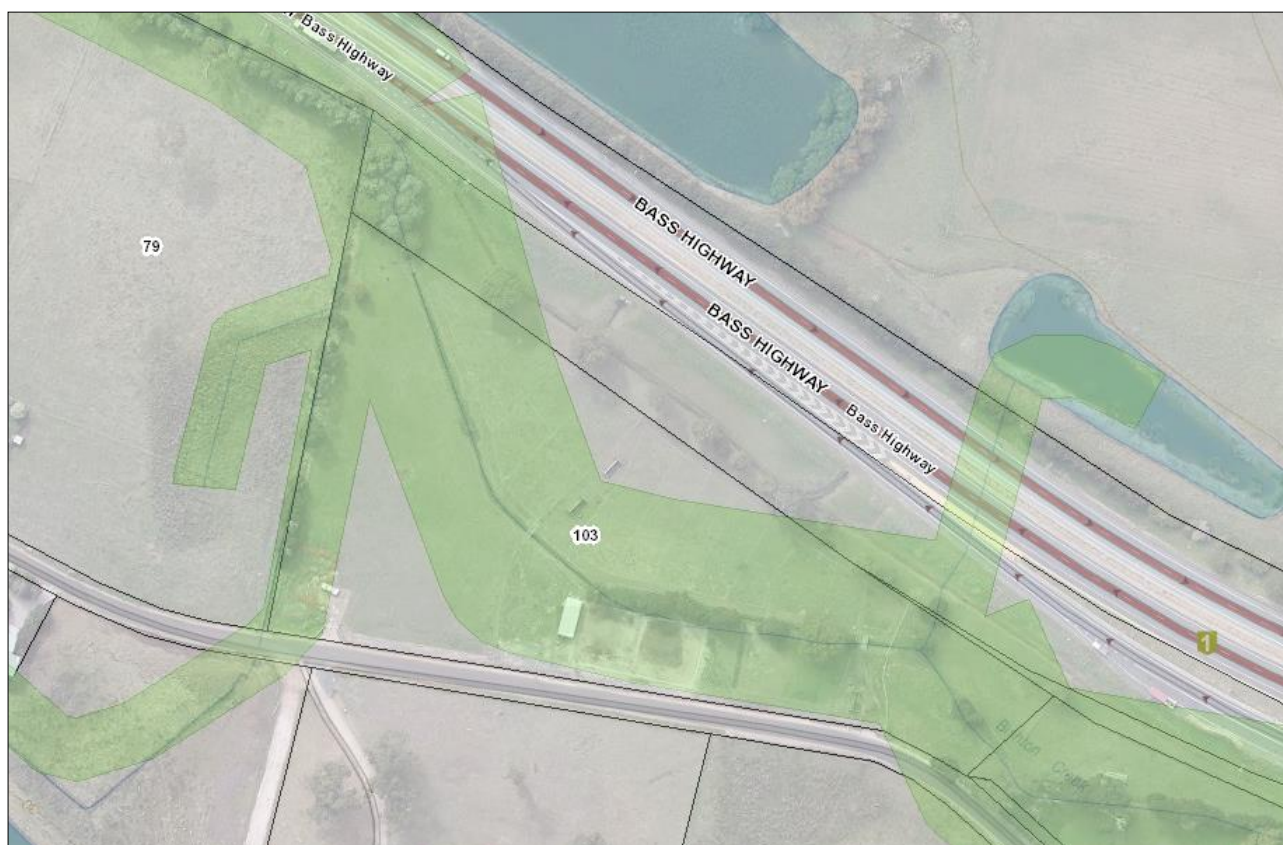


Figure 8 – Waterway and coastal protection area highlighted in green (The List, 2021)

A section of the residential development (water storage tanks and wastewater irrigation area) is proposed to be located within the protection area. The expansion to the equestrian facility falls wholly within the protection area. As a result, the Code is applicable. A natural

values overview has been completed by a suitably qualified professional – Scott Livingston. The overview has found no detrimental issues to Bishtons Creek, including consideration of the endangered *Engaus granulatus* – Central North Burrowing Crayfish. In addition, no vegetation removal is required to facilitate the development. A condition will be included on the permit to ensure the development is undertaken in accordance with guidelines in DPIPWE's *Wetland and Waterway Works Manual*.

C13.0 – Bushfire-Prone Areas Code

The property is mapped within a Bushfire-Prone Area. As the site is not for a hazardous or vulnerable use this Code is not required to be considered as part of the planning assessment process.

COMMUNITY ENGAGEMENT

On 01/09/2021, 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 23/10/2021;
- (b) Making a copy of the proposal available in Council Offices from the 23/10/2021;
- (c) Notifying adjoining property owners by mail on 20/10/2021; and
- (d) Erecting a Site Notice for display from the 22/10/2021.

The period for representations to be received by Council closed on 09/11/2021.

REPRESENTATIONS

A total of seven representations were received within the prescribed 14 day public scrutiny period required by the *Land Use Planning and Approvals Act 1993*. A copy of the representations is **appended as an attachment** to this report.

A summary of the representations is provided below:

Representor(s)	Issues Raised
Gregory Page – 135 Winspears Road	Visual aesthetics. The proposal is not in keeping with the character of the area. Traffic and safety concerns. Winspears Road is not adequate to cope with the development of this scale. Anticipated water requirements which will affect water supply demand for nearby properties. No provision for increased rubbish. Potential for rubbish to scatter over the land and creek. Wastewater concerns.
F.J March – 35 Winspears Road	Questioning the residential component of the application as it appears to be for visitor accommodation purposes.

	<p>Traffic and safety concerns. Winspears Road is not adequate to cope with the development of this scale.</p> <p>Wastewater concerns. Including effluent run-off to Bishton's Creek and potential for associated environmental issues.</p> <p>Likely increase in noise generation and associated disturbances.</p>
T.J Belanich – 79 Winspears Road	<p>Questioning the residential component of the application as it appears to be for visitor accommodation purposes.</p> <p>Traffic and safety concerns. Winspears Road is not adequate to cope with the development of this scale.</p> <p>Wastewater concerns. Including effluent run-off to Bishton's Creek and potential for associated environmental issues.</p> <p>Development is located within the identified waterway and coastal protection area.</p> <p>Lack of reticulated infrastructure within site's vicinity.</p> <p>Likely increase in noise generation and associated disturbances.</p>
Graham & Patricia Kent - 165 Winspears Road	<p>Questioning the residential component of the application as it appears to be for visitor accommodation purposes.</p> <p>Inadequate infrastructure. There is no town water supply.</p> <p>Wastewater concerns. Including effluent run-off to Bishton's Creek and potential for associated environmental issues.</p> <p>No objection to equestrian component of the development application, however conditions regarding amenities and screening from Winspears Road should apply.</p>
Janine Brown – 2 Winspears Road	<p>Traffic and safety concerns. Winspears Road is not adequate to cope with the development of this scale.</p> <p>Proposal will negatively impact surrounding property values.</p> <p>Lack of reticulated water and sewerage services.</p>

	Noise generation and associated disturbances.
Peter Stegmann – 118 River Road	<p>Questioning the residential component of the application as it appears to be for visitor accommodation purposes.</p> <p>Traffic and safety concerns. Winspears Road is not adequate to cope with a development of this scale.</p> <p>Wastewater concerns. Including effluent run-off to Bishton's Creek and potential for associated environmental issues.</p>
Jan Willing – 171 Winspears Road	<p>Questioning the residential component of the application as it appears to be for visitor accommodation purposes.</p> <p>Property subject to flooding and inundation.</p> <p>Proposal will negatively impact surrounding property values.</p> <p>Wastewater concerns. Including effluent run-off to Bishton's Creek and potential for associated environmental issues.</p> <p>No objection to equestrian component of the development application.</p>

Planner's Feedback on Representations

Council is assessing the application as Residential (single dwelling and secondary residence) and Sports and Recreation (extensions to equestrian facility). This has been applied for by the applicant and not visitor accommodation. If the dwellings are to be used for visitor accommodation (i.e. short stay accommodation purposes), the developer will need to seek further planning approval from Council.

Another common theme seen throughout the representations is wastewater concerns. The planning scheme provides no particular development standard for wastewater unless the proposal involves a subdivision. If this application is approved as submitted, the wastewater methodology for the development is required to be assessed by Council as part of the applicable building and plumbing permit process. This process will further examine the wastewater system proposed and whether the relevant Australian standards can be satisfied.

Further to the above commentary, Council has no flood mapping under the planning scheme. It is acknowledged the site is quite saturated, especially during the winter months. However, the location of the development is on the highest part of the site. As mentioned, the wastewater design will be further assessed as part of the building and plumbing permit applications. Furthermore, the developer's engineer will need to consider the site conditions as part of the civil design.

Council is the road authority and nothing detrimental has been identified in relation to traffic matters from the proposal. This has been discussed earlier within the report. Furthermore, no

supporting data or evidence has been provided within any of the representations regarding traffic and safety concerns.

The potential for the development to impact property values is not a consideration under the planning scheme.

The perceived lack of infrastructure provisions is not a matter the planning scheme is required to address.

In summary, the representations received are to be noted by the Planning Authority. Generally, most points of conjecture are not relevant to the discretionary matters of the application and therefore not relevant to the Planning Authority's determination.

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 has been subject to an extensive assessment against the Tasmanian Planning Scheme – Devonport 2020 and is recommended for conditional approval.

ATTACHMENTS

1. Application - PA2021.0132 - 103 Winspears Road [**4.1.1** - 48 pages]
2. All Representations - PA2021.0132 - 103 Winspears Road [**4.1.2** - 15 pages]

5 REPORTS

5.1 ENDORSEMENT OF MEMBERSHIP - COUNCIL COMMITTEES

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

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

RECOMMENDATION

That Council appoint:

1. Samara McIlroy, Vivienne Breheney, Josephine Kelly, Luke Viney, Jennifer Frost, Marilyn Raw, David mangenner Gough, and Cr John Alexiou and Cr Peter Hollister, to the Devonport Regional Gallery Advisory Committee; and
2. Vivienne Breheney, Jennifer Frost, Tracey Carter, Kate Von Rock, Marilyn Raw, and Cr Leigh Murphy and Cr Alison Jarman to the Public Art 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 confirm membership of Council Committees - Devonport Regional Gallery Advisory Committee and Public Art Committee.

BACKGROUND

At its meeting held on 24 September 2021, Council determined;

That Council:

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

Expressions of Interest were sought for the Groups via Council's website, social media, and a media release.

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 following EOI's were received for each special committee at the conclusion of the nomination period:

Devonport Regional Gallery Advisory Committee (6 Positions Available)

Samara McIlroy
Vivienne Breheney
Josephine Kelly
Luke Viney
Jennifer Frost
Marilyn Raw
David mangenner Gough

Public Art Committee (6 Positions Available)

Vivienne Breheney
Jennifer Frost
Tracey Carter
Kate Von Rock
Marilyn Raw

The Access and Inclusion Working Group has positions for eight members, however only 4 nominations were received at the close of interest process. Council will seek to fill the remaining four positions through a targeted extension to the expression of interest period, closing on Monday 6 December. A report with a full listing of nominations will be tabled at the December Council meeting.

Whilst one position remains unfilled on the Public Art Committee, the composition of members is adequate for the special committee to progress. Nominees express a broad range of knowledge and community interest, relative to the terms of reference of the committee.

The Devonport Regional Gallery Advisory Committee is oversubscribed with nominations. It is noted three of the eight nominees also nominated for the Public Art Committee. All the nominees possess relevant knowledge, skills, interests, and networks.

The Terms of Reference of each special committee specifies two Councillors are to be appointed to each committee. The following Councillors have been nominated for each Group.

Committee	Councillor	Councillor
Devonport Regional Gallery	John Alexiou	Peter Hollister
Public Art	Leigh Murphy	Alison Jarman

COMMUNITY ENGAGEMENT

The calling for expressions of interest for vacancies for all three Committees were advertised as follows:

- Council website
- Media release 6 October
- Council Facebook page 6 October
- Advocate Newspaper article 8 October
- Advocate Facebook page 8 October
- Community newsletter

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 Devonport Regional Gallery Advisory Committee and the Public Art Committee received sufficient, qualified nominations to proceed. However, the Access and Inclusion Working Group requires the final four vacancies to be filled before proceeding. Council will extend the expression of interest process and seek targeted responses from community and sector representatives. Following the revised closing date of Monday 6 December, a report will be tabled at the December Council meeting to endorse the membership of the Access and Inclusion Working Group.

ATTACHMENTS

Nil

5.2 50+ YEAR RATEPAYER PARKING CONCESSION

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

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council:

1. note the three motions passed at Council's Annual General Meeting relating to the inclusion of ratepayers of 50+ years into the parking concessions currently offered to aged, disability and service pensioners; and
2. having considered the motions and reconsidered the advice previously provided do not make any changes to the current arrangements.

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
- Strategy 5.4.3 Manage customer requests and complaints with a view to continual improvement of service delivery

SUMMARY

Three notices of motion were passed at the 2021 Annual General Meeting held on 8 November 2021 relating to the inclusion of ratepayers of 50+ years into the parking concessions offered to aged, disability and service pensioners. The notices of motion follow:

1. *That we the electors and ratepayers here present express our extreme disappointment in the Mayor and those councillors who voted, at the DCC Ordinary meeting of 22nd February, to reject the request as per the notice of motion as passed by a majority of electors at the DCC 2020 Annual General meeting being "That Council at the next meeting, consider providing all ratepayers of 50 years or more with parking vouchers as provided to pensioners."*

The motion passed with a majority of 15/8.

2. *That the electors here present request that Council rescind resolution number 21/29 passed at the 22nd February 2021, being Agenda item 5.2 - "That Council does not include ratepayers of 50 years or more into the parking concession, which is offered to aged, disability and service pensioners."*

The motion passed with a majority of 14/5.

3. *That the electors here present request Council to include ratepayers of 50 years or more into the parking concession, which is offered to aged, disability and service pensioners*

The motion passed with a majority of 18/9.

BACKGROUND

Council has provided a parking permit to pensioners in the Devonport municipality for more than a decade. The pensioners entitled to receive this benefit, as per a Council resolution in January 2011, include aged, disability and service.

A notice of motion was passed at the AGM held on 9 November 2020, requesting that Council consider providing all ratepayers of 50 years or more with parking vouchers as provided to pensioners.

Council held a workshop on 8 February 2021 and reviewed the history of the parking concession that has been offered to aged, disability and service pensioners since January 2011, and discussed the inclusion of ratepayers of 50 years or more.

A report was presented to Council at the 22 February 2021 meeting and Council resolved (Ref. Min. 21/29) as follows:

"That Council does not include ratepayers of 50 or more years into the parking concession, which is offered to aged, disability and service pensioners."

Given the motion passed at Council's Annual General Meeting, the matter is again presented for Council's consideration.

STATUTORY REQUIREMENTS

In accordance with Section 72B the *Local Government Act 1993*:

(6) A motion passed at an Annual General Meeting is to be considered at the next meeting of the Council.

The discussion contained in this report, along with part one of the recommendation satisfies this legislative requirement.

DISCUSSION

Council discussed, at a Workshop on 8 February 2021, the inclusion of ratepayers of 50 years or more with a parking concession that is provided to aged, disability and service pensioners.

There were several considerations as it pertains to the inclusion of ratepayers of 50 years or more:

- If a ratepayer of 50 or more years does not currently qualify for a pensioner parking permit, then they are not an aged, disability or service pensioner. They may fit into the category of a self-funded retiree or a pension type that is not included within the categories previously listed.
- It was mentioned, at the 8 November 2021 AGM, that obtaining confirmation that a ratepayer has paid rates for a period of 50+ years was easy. Council would need to confirm records of payment from 1971 and earlier should this concession be offered from 2021. Council's digital records are available to 1994, which is the period when computing systems commenced being used. While modern digital systems permit investigation and confirmation of the tenure of rate payments across multiple properties, Council is not required to keep individual ratepayer payment records for more than 7 years as per the requirements of the State Archivist as these are considered Temporary Records. Given Council is not required to keep those records, there would be no opportunity to investigate and confirm a tenure of payment of 50 or more years.
- While some ratepayers may be able to demonstrate proof of their tenure of payments to the Devonport City Council using their own records, many more would not have kept 50 or more years of records confirming payment of rates to Council.

Granting the parking concession to the very few that can prove 50+ years would be seen as unfair and possibly discriminatory to those who cannot prove a 50+ year tenure of rate payments to the Council.

The pensioner parking permit has provided a benefit to several thousand pensioners in the Devonport municipality for many years. Council passed a resolution to provide aged, disability and service pensioners with a parking permit in January 2011.

Council has maintained a focus on ensuring the parking concession is provided to the community in a fair and equitable manner adhering to Council's resolution in January 2011.

Apart from the group of ratepayers which are subject to this report, a similar argument could be made to extend free parking to other demographic groups within the community. The current parking permit system is estimated to cost Council in the order of over \$500,000 per annum in forgone revenue for the nearly 3000 pensioners that have unlimited free parking.

The pensioner permit system currently provided by Devonport is by far the most generous of any subsidies provided by Tasmanian city councils which operate paid parking.

The inability of many ratepayers of 50 or more years to provide proof of their tenure of payment and the inability of Council to access records of 50 or more years that confirm tenure of payment, prevents Council from providing access to a parking concession in a fair and equitable manner.

COMMUNITY ENGAGEMENT

This report is being provided in response to a motion passed at Council's 2021 Annual General Meeting.

FINANCIAL IMPLICATIONS

Adding ratepayers that have paid for 50 or more years to the parking concession would have some financial impact on parking revenue, but the impact is unknown as the number of ratepayers paying for 50 or more years cannot be determined.

The inclusion of 50 year plus ratepayers is likely to lead to requests from additional demographic groups that would like to be provided with parking concessions, potentially at considerable expense to Council. Parking income supports the provision of many community services and facilities which would require alternative funding streams if parking revenue was further eroded.

RISK IMPLICATIONS

There is a risk that ratepayers of 50 or more years will be unhappy with a decision by Council that does not involve their inclusion in the parking concession offered to aged, disability and service pensioners.

There is a risk that those receiving pensions that do not fit into the category of an aged, disability or service pension will be unhappy with the inclusion of ratepayers that are either self-funded retirees or fit into the category of a pensioner that is not currently included in the parking concession.

CONCLUSION

Confirming that a ratepayer has paid rates for 50 or more years is not possible as Council is not required to keep individual ratepayer payment records for more than 7 years, as per the requirements of the State Archivist as these are considered Temporary Records. While Council's digital systems do permit investigation and confirmation of rate payments across multiple properties to 1994, there are no paper records that would allow confirmation to periods earlier than 1994. Providing the parking concession to ratepayers of 50 or more years

cannot be done fairly, as highlighted in this report, and may even be viewed as discriminatory.

ATTACHMENTS

Nil

5.3 PEDESTRIAN STRATEGY 2016-2021 - YEAR 5 STATUS UPDATE

Author: **Michael Williams, Infrastructure & Works Manager**

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

RECOMMENDATION

That Council:

1. note the status of actions listed in the Pedestrian Strategy 2016-2021 and that a review of the Strategy is underway; and
2. having considered the motion passed at Council's 2021 Annual General Meeting regarding footpath funding:
 - a. continue to consider future funding and project prioritisation via the established principles contained in the Pedestrian Strategy; and
 - b. consider any additional footpath funding within established frameworks, as part of annual budget deliberations.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- | | |
|----------------|--|
| Strategy 2.3.2 | Provide and maintain roads, bridges, paths and car parks to appropriate standards |
| Strategy 2.3.5 | Provide and maintain sustainable parks, gardens and open spaces to appropriate standards |

SUMMARY

This report outlines the annual summary of progress on the actions outlined in the Devonport City Council Pedestrian Strategy 2016-2021. It also details for Council's consideration a related motion passed at Council's recent Annual General Meeting.

BACKGROUND

Council's Pedestrian Strategy 2016-2021 (the Strategy) was adopted in December 2016.

The objective of the Strategy is to make walking in Devonport safe and convenient and to enable and encourage walking as a mode of transport.

The Strategy action plan identifies 11 actions required to achieve the objective. The Strategy is available from Council's website:

<https://www.devonport.tas.gov.au/download/367/plans-strategies/17478/pedestrian-strategy-2016-2021.pdf>

The Strategy has been in place for five years and is now due for review. This review is underway and it is planned that an updated Strategy will be presented to Council for consideration prior to the end of this current financial year.

A Notice of Motion was passed at the 2021 Devonport City Council Annual General Meeting, held on 8 November 2021, relating to expenditure allocation on footpath construction within the Devonport Municipality. The notice of motion was as follows:

That Councillors be requested to allocate some, if not all, of the \$2 Million surplus funds Council received for the 2020-2021 financial year towards the construction of footpaths particularly in the areas where residents have paid rates for 40 or more years, also prioritising the streets where the residents and or public have constantly requested that footpaths be provided.

This motion was passed 18/17.

STATUTORY REQUIREMENTS

In accordance with Section 72B the Local Government Act 1993:

(6) A motion passed at an Annual General Meeting is to be considered at the next meeting of the Council.

The discussion contained in this report, along with part one of the recommendation satisfies this legislative requirement.

There are no statutory requirements relating to elements of this report discussing the annual update of the Pedestrian Strategy Action Plan.

DISCUSSION

Pedestrian Strategy Overview

The implementation of the Strategy Action Plan since 2016 has delivered an increase of 5.1km of new paths to the network, with the renewal of a further 3.4km to current accessibility standards. Improved ramps and road crossing facilities have also been delivered.

Council has secured over \$1.4M in external funding for pedestrian facility projects during the life of the Strategy. This excludes the \$3.2M external contribution to the Coastal Pathway secured by the Cradle Coast Authority on Council's behalf. The Strategy has been integral to identifying priority projects for the community and developing strong grant applications.

The external funding allows Council to deliver the objective of the Strategy without impacting other priorities within the capital works program, or Council's Long Term Financial Plan.

Across the five years of the Strategy, Council has struck a responsible and sustainable balance between renewing the network to current accessibility standards; extending the network; and operating within the financial capacity of the community to fund infrastructure upgrades.

The prioritisation of projects using 'walkability' is a key component of the Strategy. This has ensured that the benefits delivered to the community through the path network are provided to the highest possible number of users. It also ensures high utilisation of assets. In combination, these outcomes represent value for money for the community.



Path assets constructed (new and renew) by Council since 2016

Action Plan Update

Of the eleven actions outlined in the Strategy, two are complete, eight are underway or ongoing, and one is yet to commence. Details of the status of each action are included as an attachment to this report.

Key developments in the last year:

Since the last status update in late 2020, several projects have been undertaken that contribute to Council meeting the objective of the Strategy, including:

- Forbes Street (2)
- Nixon Street
- William Street, Bluff Road and Bluff Access Road
- River Road
- Ronald Street

- Mersey Main Road (2)
- Oldaker Street
- Bridge Road



Forbes Street – two projects



William Street, Bluff Road and Bluff Access Road



Coastal Pathway - Latrobe to Ambleside (River Road)



Ronald Street

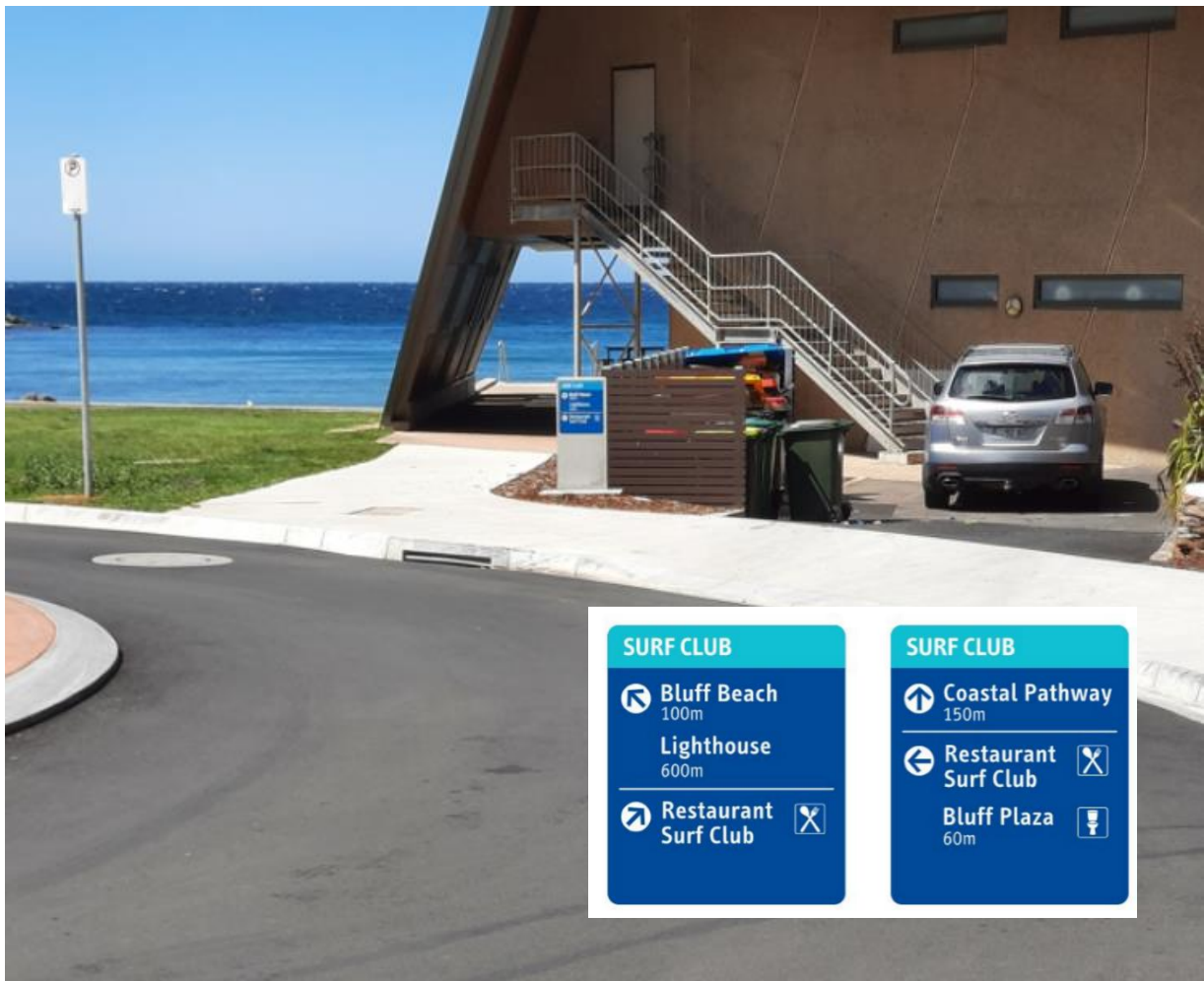


Mersey Main Road (Spreyton Primary School and Maidstone Park)

Several other pedestrian projects are underway or are budgeted for in 2021-22 including:

- Coastal pathway Don to Leith
- Coastal Pathway - Ambleside
- Steele Street path renewal – Wenvoe Street to Formby Road
- Bus stop connections (Steele Street, Best Street, Nixon Street, Don Road)
- Fenton Way pedestrian facilities
- Charles Street / Gunn Street pedestrian facilities
- Footpath missing links (various)

Action 4: Wayfinding signage has been added at Mersey Bluff, complimenting the new and upgraded pedestrian facilities in the precinct.



Example of new signs at Mersey Bluff

Action 7: Council concluded its 'Commuter Café' program in 2021 and intends to install a bike maintenance station with the remaining grant funds.

Action 11: Council secured \$172,000 for five footpath projects in 2021-22, funded by the Department of State Growth's "Safer Roads: Vulnerable Road User" program. Sections of footpath are being progressively constructed on Best Street, Forbes Street, Nixon Street, Don Road and Steele Street, linking bus stops with the local path network.

Notice of Motion

At the 2021 Devonport City Council Annual General Meeting, a motion to consider the allocation of additional funds towards footpath upgrades was adopted. The motion recommended footpath upgrades be prioritised for two circumstances:

- In areas where residents have paid rates for 40 or more years; and
- Prioritising the streets where the residents and or public have constantly requested that footpaths be provided.

Currently, Council utilises the principles outlined in the Pedestrian Strategy to prioritise project activities via an assessment of:

- The relative importance of a location within the overall pedestrian network hierarchy;
- An assessment of the accessibility of the existing footpath network for people with a disability or mobility constraints;

- The likely utilisation of the proposed footpath upgrades by the broader community; and
- An assessment of the local activity drivers for pedestrian activity in any given geographical area. For example, Schools, shops, recreation facilities, and other community services.

Ensuring projects that will likely experience higher utilisation are prioritised, demonstrates value for money for the community. While delivering all projects as requested by community members would be ideal, the current approach also acknowledges the community's capacity to fund infrastructure upgrades is not unlimited and needs to accord with the revenue and expenditure projections of Council's Long Term Financial Plan as informed by the Transport Asset Management Plan.

It is recommended that Council continue to utilise the principles contained within the Pedestrian Strategy to prioritise future upgrades to Devonport pedestrian network.

Consideration of funding priorities, along with community consultation opportunities, forms a part of Council's annual budget preparation process.

COMMUNITY ENGAGEMENT

Community engagement was not undertaken in the preparation of this report. However, consultation with relevant stakeholders is undertaken as part of the investigation of pedestrian related issues and the implementation of projects when appropriate.

Furthermore, multiple requests and enquiries regarding footpath and other pedestrian issues are received by Council. Each request receives a response based on its merits using the Strategy as a guide.

Public consultation will be an important part of the review of the Strategy and the confirmation of Council's priorities for the next five years.

FINANCIAL IMPLICATIONS

Potential projects are prioritised using the path hierarchy and walkability assessment outlined in the Strategy and considered as part of Council's annual budget deliberations.

RISK IMPLICATIONS

Implementation of the Strategy Action Plan will ensure that the pedestrian network meets the requirements of the community into the future.

CONCLUSION

Progress has been made to implement the actions listed in the Devonport City Council Pedestrian Strategy 2016-2021 since its adoption in December 2016. As this is the final year of the current strategy, a review is currently underway.

ATTACHMENTS

1. Pedestrian Strategy 2016-2021 - Action List - Year Five Status [**5.3.1** - 2 pages]

5.4 DEVONPORT GENERAL CEMETERY MASTER PLAN 2021-31 YEAR ONE UPDATE

Author: **Michael Williams, Infrastructure & Works Manager**

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

RECOMMENDATION

That Council receive the report of the Infrastructure and Works Manager and note the status of actions listed in the Devonport General Cemetery Master Plan 2021-31.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards

Strategy 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest

SUMMARY

To report to Council on the progress of the actions outlined in the Devonport General Cemetery Master Plan 2021-31.

BACKGROUND

The Devonport General Cemetery Master Plan 2021-31 (the Plan) provides direction for the management of Devonport Cemetery which opened in 1922 and remains open under exclusive burial rights only.

The objectives of the Master Plan are to:

- Identify relevant landscape, heritage and operational constraints and opportunities.
- Understand and respect social and historical values in Cemetery management.
- Provide a strategic approach towards cemetery enhancement that is realistic, achievable and within reasonable resources available to the Council and community.

The Plan was developed during 2020 and was released for public consultation prior to adoption in June 2020. A copy of the Plan can be found on Council's website at https://www.devonport.tas.gov.au/wpfd_file/devonport-general-cemetery-master-plan-2021-31/

STATUTORY REQUIREMENTS

The *Burial and Cremation Act 2019* prescribes Council's obligations as a manager of cemeteries. The implementation of the Plan contributes to ensuring Council is meeting its obligations under this Act.

Section 20(2) of the *Local Government Act 1993* outlines Council requirements in relation to reporting to the community.

20. *Functions and powers*

(2) *In performing its functions, a council is to consult, involve and be accountable to the community.*

Providing information on the progress of Council plans is one way to demonstrate accountability.

DISCUSSION

Achievements and progress for the first year of the Plan are outlined in the attachment to this report, with all actions on target or ahead of schedule.

One action will be ongoing for the life of the Plan, while two further actions have commenced underway. The remaining eight are yet to commence with their intended commencement timeframes shown in the action plan.

Activities in the last year include:

Action 1.2 "Encourage the community to be involved in the park's maintenance and development":

Following on from the high level of interest and engagement during the development of the Plan, Council has been approached by The Headstone Project about the placement of headstones on 11 unmarked graves of World War 1 veterans. This is a significant project for the Cemetery.

Soroptimist International Devonport had planted two trees beside a seat they had previously installed.



Action 1.4 "Improve digital access to cemetery records":

Work is underway to align the database of cemetery records with Council's asset management system and GIS. This will be able to offer improved searching capability through Council's website and a detailed work history for each plot.

Action 2.4: "Construct path for cemetery visitors and pedestrians".

A design has been developed for a path through the Cemetery, which would provide a link parallel to Stony Rise Road between Lawrence Drive and Don Road. A cost estimate has been prepared in preparation for external funding opportunities.



COMMUNITY ENGAGEMENT

Community engagement was undertaken to assist with the development of the Plan and is required for some of the identified actions.

FINANCIAL IMPLICATIONS

The funding source for each action is outlined in the attachment of this report.

RISK IMPLICATIONS

- Asset & Property Infrastructure
The Plan aims for sustainable enhancement of the Devonport General Cemetery.
- Legal Compliance
The Plan aims to ensure Council's ongoing compliance with relevant legislation

CONCLUSION

Progress has been made to implement the actions listed in the Devonport General Cemetery Master Plan, since its adoption in June 2020.

ATTACHMENTS

1. General Cemetery Master Plan 2021 31 year one action list [5.4.1 - 1 page]

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
15 November 2021	Equal Opportunity Tasmania	Training
	Council Committee nominations	Review of nominations received
	Tourist Train	Review of expressions of interest received
	Edward Street	Discussion regarding expression of interest process
	TasPorts	Presentation regarding the Devonport Port

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 21 October and 16 November 2021:

- Council meetings 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: Darren Kerwin (7AD), Libby Bingham (The Advocate), Rob Fairs (Tasmania Talks 7AD)
- With Councillor Laycock, met with Minister Jaensch at Home Hill
- Met with Dave Race, President of the DCCI
- Attended the Devonport Country Club Golf Section Centenary Dinner
- Officially launched the inaugural Cold Climate Classic
- Attended the Devonport Harness Racing Club AGM
- Attended the official launch of the new Mersey Yacht Club season
- Attended a fundraiser for Warawee Women's Shelter
- Spoke at the Tasmanian Community Fund's 21st Birthday celebrations
- Attended the 2021 Children's University Graduation
- Attended the Devonport Senior Citizens Club's birthday celebrations
- Attended meetings of LGAT's General Management Committee (x2)
- Attended Metal Minds Robotic Club's presentation before the group's participation in the state competition
- Attended LGAT Special General Meeting
- Attended Cradle Coast Authority Board meeting
- Attended the official opening of HIVE, Central Coast Council's new Arts and Science precinct
- Attended the presentation of Tas Fire Service Volunteer Service Medals
- With the General Manager, attended TasWater Owners' Reps meeting
- Attended Remembrance Day Service
- Part of the Judging Panel at Devonport Readers' Cup 2021
- With the General Manager and Deputy Mayor, met with Minister Petrusma

- Attended DCCI Breakfast

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT - NOVEMBER 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 20 October and 16 November 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, Section 23 Committee and Council Meetings as required.
- 1.3. Attended launch of the Cold Climate Classic at Providore Place
- 1.4. Met with a representative of Chinana Investments, currently owners of the Woolworths, Coles/Kmart complex.
- 1.5. Attended initial engagement session of the National Local Government Vulnerability Program being facilitated by JLT.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with a resident regarding land use planning concerns in Gibson Court.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the Local Government Professionals State Board meeting, AGM and State Conference at Orford. Key note speakers included Olympic swimmer, Shane Gould and Brave Foundation CEO, Bernadette Black. Other presentations on topical local government matters were provided from State Government representatives, legal practitioners and LGAT CEO, Dion Lester.

- 3.2. Attended a Special Meeting of LGAT regarding the proposed review of local government. The meeting was addressed by the Minister, the Hon. Roger Jaensch MP and the Director of Local Government, Mr Craig Limpkin. The Minister outlined a proposed 18-month review period looking at the future roles and responsibilities of local government (refer attachment).
- 3.3. Along with the Mayor attended the Taswater General Meeting at the Tailrace Centre in Riverside. The meeting adopted updates to the shareholder Letter of Expectation, following a review by a dedicated working group over the last 12 months. Mayor Cr Alex Green of the Southern Midlands Council was elected Chief Representative for a three-year term replacing Mayor Ald Doug Chipman.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Along with the Mayor and Deputy Mayor, met Minister for Police, Fire and Emergency Management, Hon. Jacquie Petrusma MP regarding the relocation of the Devonport Fire Station. The meeting was instigated following a Notice of Motion passed at Council's September meeting regarding the matter.

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 - November 2021 [**6.3.1** - 1 page]
2. LG Reform [**6.3.2** - 2 pages]

6.4 ELECTED MEMBERS EXPENSE REPORT TO 31 OCTOBER 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 September and October 2021 is detailed below:

Mayor, Cr Annette Rockliff	\$109 – Telephone (September & October) \$50 – A Company Tas Battalion Aust Army Cadets - Dining-In-Night
Cr Lynn Laycock	\$326 – Accommodation (LGAT Annual Conference) \$432 – Reimburse travel to LGAT Conference
All Councillors	\$791– iPads (September & October)
Non-attributable	\$1,250 – Code of Conduct training

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 [**6.4.1** - 1 page]

6.5 ANNUAL PLAN PROGRESS REPORT TO 31 OCTOBER 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 October 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 October 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.

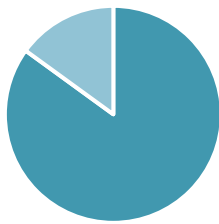
Key activities noted in the attached Progress Report include:

- Regional Cat Management Strategy endorsed by Council;
- Stakeholder engagement and concept design improvements for Waste Transfer Station underway in preparation for introduction of State Waste Levy;
- Completion of landscaping works to the Sculpture Garden and Rotunda areas in the Waterfront Park Precinct;
- Consideration of the Fenton Way site sale process completed by Council at its October 2021 meeting;
- Pilot initiatives identified across a range of categories to include environment monitoring and pedestrian traffic counting as part of the smart city initiative pilot projects;
- Devonport Food and Wine Festival held over final two weeks of October;
- Sports Infrastructure Master Plan presented to Council at its October meeting with Plan currently out for public consultation;
- Terms of Reference for Public Art Committee have been drafted;
- Festival of Learning held during September;
- Automation process for equipment hire almost complete, with testing to follow;
- Development of Business Intelligence dashboards is progressing well;

- Customer request solution delivered via Council's website, making it easier for the community to submit requests;
- Initial review of routine reporting to Council has commenced.

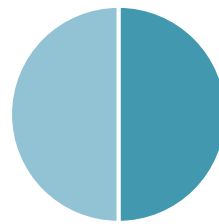
Progress comments are provided for each action in the Progress Report. Following are graphical snapshots of Council's performance against each Strategic Goal and Actions overall across the organisation as at the 31 October 2021.

2020/21 AP Actions - Organisation



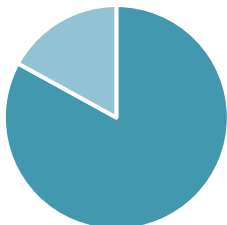
■ On Track - 85% ■ Off Track - 15%

Goal 1 - Living Lightly on our Environment



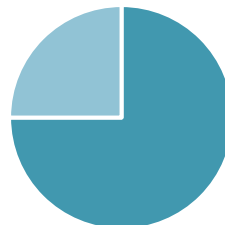
■ On Track - 50% ■ Off Track - 50%

Goal 2 - Building a Unique City



■ On Track - 83% ■ Off Track - 17%

Goal 3 - Growing a Vibrant Economy



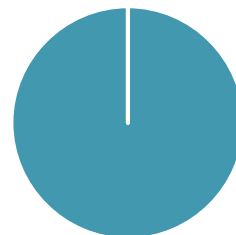
■ On Track - 75% ■ Off Track - 25%

Goal 4 - Building Quality of Life



■ On Track - 100% ■ Off Track - 0%

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 October 2021 is provided for the information of the Councillors and the community.

ATTACHMENTS

1. Annual Plan Progress Report to 31 October 2021 [**6.5.1** - 12 pages]

6.6 COMMUNITY SERVICES REPORT SEPTEMBER AND OCTOBER 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, September and October 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 Project Officer, Our Watch
- Chaired Local Government Professionals Community Services Special Interest Group forum
- Meeting of Financial Assistance Working Group to assess Round One applications
- Meeting with representatives of South East Rotary Club
- Meeting with UTAS and Council representatives regarding CAPITOL project
- Attended Local Government Professionals Tas Statewide conference
- Meeting with new owner of Run Devonport
- Live and Learn Steering Group monthly meeting

The Community Services Manager will be on Annual Leave from Monday 15 November and returning Monday 6 December. Fabio Pizzirani will be Acting Community Services Manager during this period.

1.1.1. 2022 Australia Day Award nominations now open

Nominations for the 2022 Australia Day Awards are open until 1 December for the following categories: Citizen of the Year, Young Citizen of the Year and Community Event of the Year.

Further information and nomination forms can be found on the Council website: www.devonport.tas.gov.au/2022-australia-day-award-nominations-now-open/

1.1.2. Diamonds of Devonport

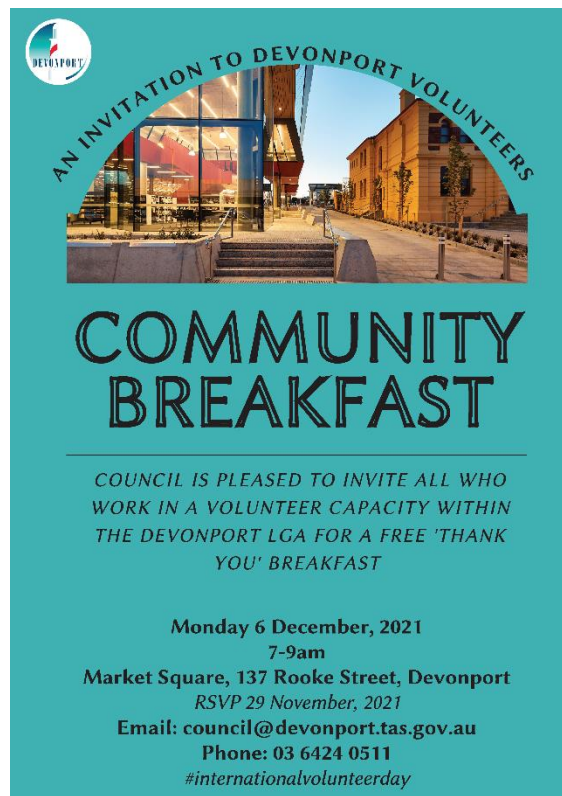
Nominations are currently being received for the 2022 International Women's Day Diamonds of Devonport event. Nomination can be made via the Council website: www.devonport.tas.gov.au/live/your-community/community-services/diamonds-of-devonport/ until February 2022.

Planning is underway for Council's two main events, being a Speakers Forum and the Diamonds of Devonport Cocktail event.

1.1.3. Volunteer Community Breakfast 2021

The annual International Volunteer Day Community Breakfast will be held Monday 6 December 2021. The event will be held in Market Place with Providore Place as a wet weather alternative.

City Mission will provide their mobile food van with the cooking of breakfast to be undertaken by Mayor, Councillors and Senior Management.



Volunteer Community Breakfast 2021 flyer

1.1.4. Seniors Week 2021

Seniors Week 2021 was held from the 11-17th October. Council facilitated a community calendar of events. A total of 15 event organisers were involved with a variety of events i.e. free hearing checks, Cocktails and Canapes event, Wi-Fi Networks and Safety online sessions, film evenings and a bus trip to Mole Creek.

Council received positive feedback from the event organisers with some events being booked at full capacity whilst some other providers will be re-evaluating their events for 2022.

1.1.5. 50+ years Ratepayer Lunch 2021

The annual 50+ year ratepayers' lunch was held on Monday 11 October at the paranapple convention centre. This was the sixth-year Council has hosted the event attended by over 100 ratepayers, making this year's event the largest in attendance yet. Positive feedback was received from attendees regarding the event, and in particular the variety of images of Devonport shown on the screens during the event (images taken by photographer Kelly Slater).



50+ years Rate Payer lunch 2021

1.1.6. East Devonport Heritage Walk - Rotary Club of Devonport South East

Council is continuing to work with the Rotary Club of Devonport South East on their Healthy Communities funded project for improved signage on the East Devonport Heritage Walk. QR codes are to be included on signage and linked to the Bass Strait Maritime Museum data for further historical insight.

1.1.7. Citizenship Ceremony

Eleven Devonport residents became Australian Citizens at a Ceremony held in the paranapple centre on 24 September.

The new citizens were from India, New Zealand, Pakistan, South Africa, Taiwan, Tonga, UK and USA and were celebrated by families and friends.



New Australian Citizens 24 September 2021

Preparations are underway for a Citizenship Ceremony on Australia Day 26 January 2022 at the paranple convention centre.

1.1.8. **Festival of Learning**

The 6th annual Festival of Learning was held throughout the month of September. The Live and Learn Steering Group coordinated a Calendar of Events with a mix of on-line activities and small COVID safe events. The festival highlighted a range of learning events which included partners: Devonport Community House, International Café, The Devonport Playhouse and 26TEN.
<https://livingandlearningdevonport.com.au/>

1.1.9. **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 October 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. Readership has grown by over 120 subscribers in the last year. Two editions were published during September and October. The most popular links accessed via the Newsletter were:

	Title	Website
1 st	Devonport Food and Wine	Devonport Food and Wine Website
2 nd	Don Market – Halloween Fun and Food Fiesta	Devonport Food and Wine Website
3 rd	Devonport City Council's Special Interest group EOI	Devonport City Council Website
	Devonport Orchid Spring Show	Devonport City Council Website – What's On

	Title	Website
	Devonport Sport and Recreation Programs	Devonport City Council Website

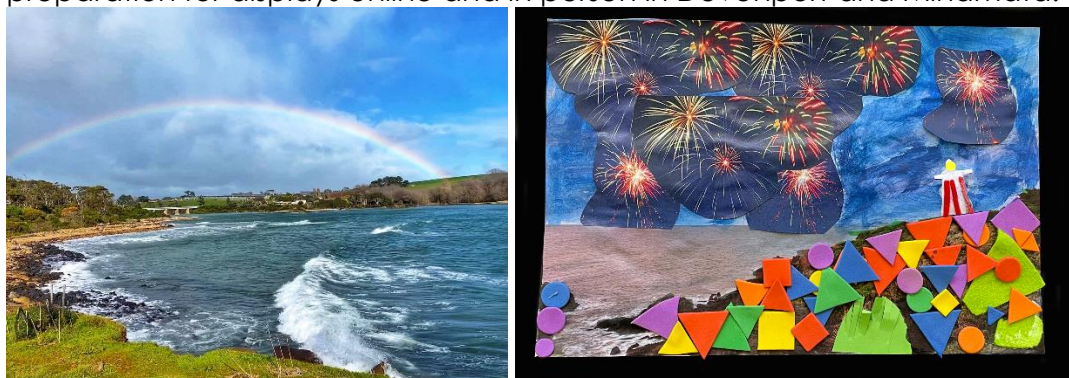
1.1.10. Devonport Sister Cities

Through each other's eyes

Devonport residents were 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'.

Fifty submissions from the community were received in the form of photos and images of artwork. Council Officers assisted the Devonport Regional Gallery Program Officer in hosting two community workshops at the paranapple arts centre.

The descriptions of the images will now be translated into Japanese, in preparation for displays online and in person in Devonport and Minamata.



Images: Don River by Val Hines and Artwork created by Edith

Minamata – Film Screening

The North West Film Society and Devonport Sister Cities Association are hosting a free community screening of the film 'Minamata' at the paranapple convention centre in November. This has been made possible with assistance of the Devonport City Council Financial Assistance Scheme.

Cultural Item Collection

Council Officers partnered with the Devonport Sister Cities Association to record the known history of the Cultural Collection items in preparation for a collection assessment.

In November, staff will assist a curatorial advisor in assessing cultural item collection to complete the asset management process.

1.1.11. Financial Assistance Scheme projects

Devonport Senior Citizens Club

The Devonport Senior Citizens Club held birthday celebrations on Thursday, 28 October 2021. At the event, Council was thanked for financial assistance that enabled the club to purchase a re-purposed piano.



Devonport Senior Citizens Club birthday celebrations

Mersey Rowing Club

Mersey Rowing Club successfully acquitted their 2020/2021 grant to purchase a Sykes Eight for junior / youth ladies. The boat will be used by the girls in club for state and interstate regattas.



Mersey Rowing Club Facebook posts thanking Council

1.1.12. Families

Christmas in the East

Preparations are underway for the 2021 Christmas in the East celebrations. After the success of last year, and in complying with current COVID-Safe requirements, the event will again be in the form of a "Santa run" through the main streets and crossroads of East Devonport.

Community Services and Devonport Regional Gallery Staff are assisting East Devonport Child and Family Learning Centre, East Devonport Neighbourhood House, Rotary Club of Devonport South East, Housing Choices, Devonport Anglican Church and Volunteers with the event.



Christmas in the East 2021 flyer

Community Dinner

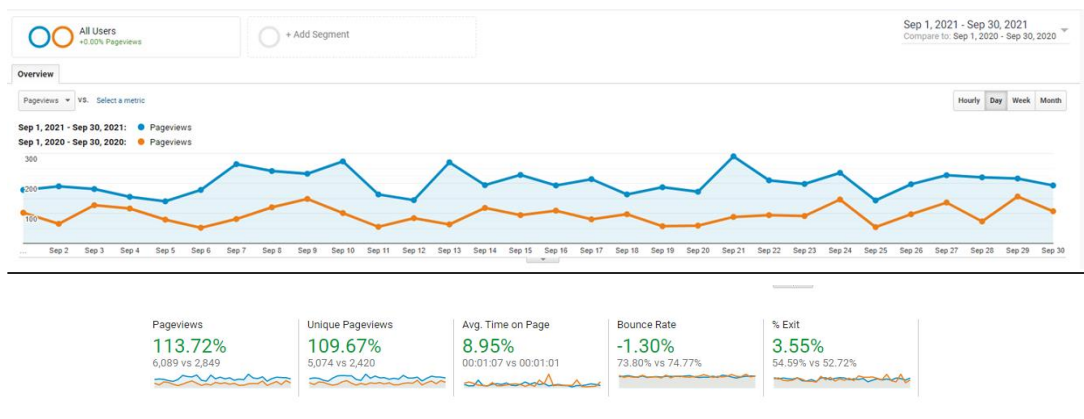
Council Officers assisted with the East Devonport Child and Family Learning Centres October Community Dinner held on 28 October 2021. Once a month, local families gather to enjoy a themed family meal at the Centre.

1.1.13. Visit Devonport

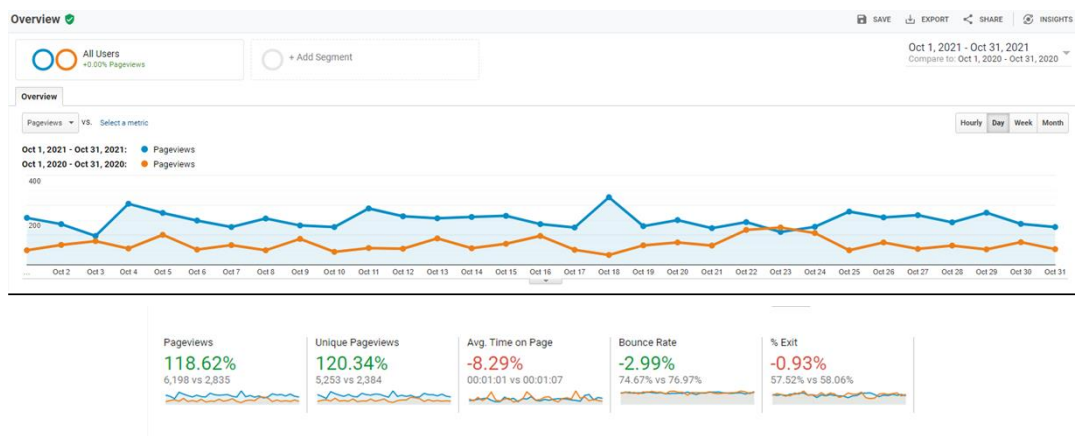
The "Visit Devonport" website and social media accounts have been re-activated and this has resulted in an increase in viewership across the platforms.

Visit Devonport Website

Pageviews September 2021 verse September 2020



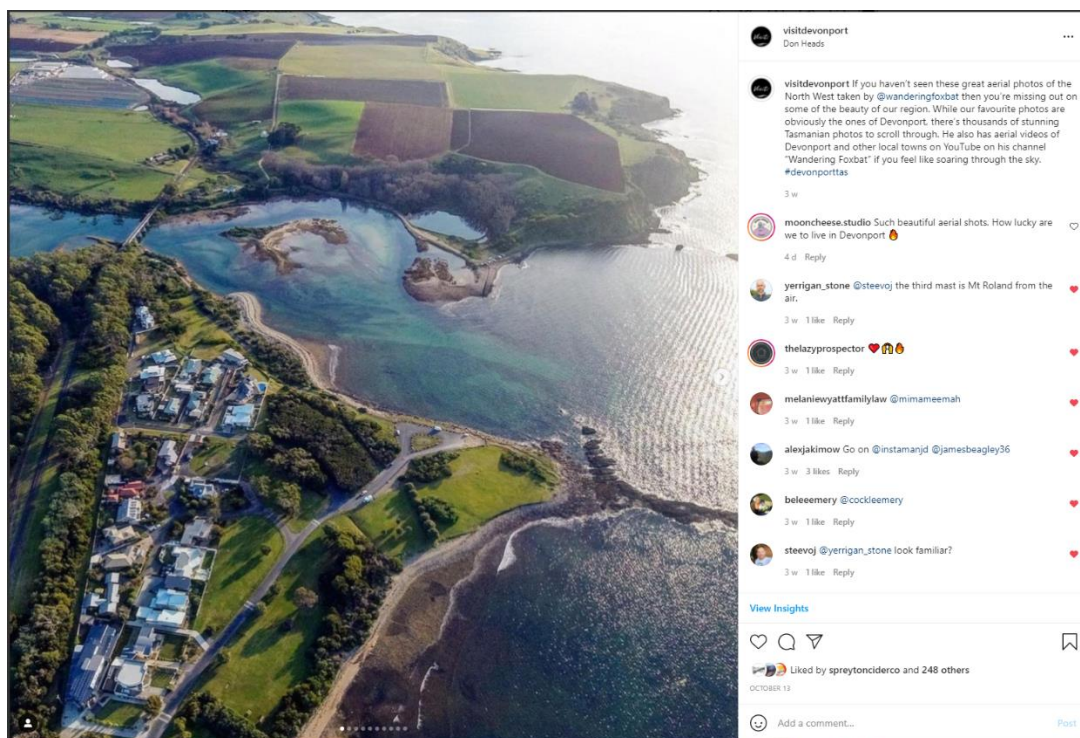
Pageviews October 2021 verse October 2020



Social Media

The Facebook account highlights blog posts on the Visit Devonport Website and special events hosted by local business and tourist operators.

The Instagram account has increased around 250 followers in the September - October period achieving increased engagement. The Instagram account features local photography of Devonport and has resulted in photographers reaching out to Council to network.



A September Instagram post, Image Credit: @wanderingfoxbat

1.1.14. Devonport Food and Wine 2021

Devonport Food and Wine saw the celebration of local produce and culinary expertise for the last two weeks in October. Events were generally well attended. Devonport locals were able to travel across Asia and Europe, all within the LIVING CITY.

Highlights of Devonport Food and Wine include the Brandsema Farm Tour, Ashgrove cheese toastie competition and the Gin Festival at the Food and Wine Conservatory. Closer to the city, there was also French cooking

demonstrations in the Drysdale training kitchens, Pete & Una's tasting nights and the North West Film Society's screening of Julie & Julia.

Unfortunately, multiple events, including Council's Street Eats event, were cancelled owing to poor weather.



Festival in full swing

LIBBY BINGHAM

DEVONPORT is preparing a warm welcome for competitors at the inaugural Cold Climate Classic Australian Touch Football event held over three days from October 22 at Moorcroft Park.

Devonport City Council events coordinator Maree Brodnicki said three Cold Climate Classic community events at Providence Place from part of the Devonport Food and Wine Festival's two week, spring inspired program from October 15 to 21.

On October 22, the Cold Climate Classic Men, Girls and U19s are on at Providence Place from 5.30pm until 10pm, with live performances by Neil Gibson, Steven, Malindi and Chantelle.

The Men, Girls and U19s event is followed by the Cold Climate Classic Hang Out at Providence Place, which starts at 12pm and runs until 5pm on October 23.

Ms Brodnicki said it was a relaxed family event offering street food, live music, Shipstream Circus, board games, table tennis, and short Tasmanian films.

Musician Jacob Boon, Let's Eat, being is the Thing, and Cool Train will be performing.

The Cold Climate Classic Fringe Drinks at Frankie's take place on October 24 at



CHERRY: Devonport City Council events coordinator Maree Brodnicki hosts a successful two weeks of Devonport Food and Wine Festival events. Picture contributed.



Images clockwise from top left: Benoît from Pardon My French cooking class, The Advocate front page 23 October, Devonport Library Devonport Food and Wine display and The Advocate article 20 October.

1.1.15. Christmas 2021

Council has once again partnered with the Devonport Motor Show (Rotary Club of Devonport North) to create a Santa Tour in lieu of the annual Christmas Parade. The Santa Tour will build on the success of last year's COVID-safe event and will take Santa (and a few of his entourage) through the Devonport suburbs over three evenings (20-22 December).

The Christmas in the East Committee will host something similar for the East Devonport community on Saturday 4 December, supported by Council.

A December celebrations calendar branded "Treat Your Elf" is currently being finalised. This event calendar will include events and celebrations throughout the month, which will be promoted through a print and radio marketing campaign. Any event organisers in the Devonport local government area are welcome to contribute.

1.1.16. External Events

The following events occurred in September and October:

- Tasmanian Bands League State Championships - 13 September
- Headspace Day - 7 October
- Leukaemia Foundation Walk Light the Night - 15 October
- Hillcrest Primary School Fair - 16th October
- Cold Climate Classic Hang Out at the Hub, 23 October
- TassieCare Open Day - 29 October

The following applications for upcoming events were received during September and October:

- Tas Hi Points Powerboat Racing - 6 November 2021
- Remembrance Day - 11 November 2021
- Coles Beach Duathlon - 21 November 2021
- Walk the Talk Against Violence - 28 November 2021
- Community Volunteer Breakfast - 6 December 2021
- Everyday Lions Christmas Mile Run - 19 December 2021
- Devonport Family Fun Fair - 31 December 2021
- Teddy Bear fly-in - 13 February 2022

1.1.17. Environmental Sustainability**NRM Volunteer Statistics for September and October 2021**

	Month	Number of People	Number of Hours
Friends of Don Reserve	September	6	12
Friends of Don Reserve	October	6	12

Friends of Don Reserve

In September and October, the group focused on removing ivy from north of Don Reserve.

Spanish Heath

Council has been successful with a joint grant application (5 councils along the Cradle Coast) to target Spanish Heath and educate landowners of the dangers of this declared weed. The total grant amount is \$150,000 and the total activity cost including in kind contributions is \$503,000.

Priority areas for protection have been mapped and identified under the Small Tasmanian Weeds Action Fund (WAF). Seven sites have been earmarked for local eradication; four sites/areas will be protected by containment.

This WAF will increase knowledge, helping landowners to identify and understand methods for control. Awareness raising, including web-based information, support and control kits will be offered to private landowners.

Commitments from TasWater, TasNetworks, State Growth, TasRail, PWS and Forico have resulted. Council NRM/Weed Officers will maintain direct contact with the project partners and pledge to annual(minimum) reviews and meetings. The incentive to participate for the long-term will stem from a unified effort.

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 2022	\$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	5 year Agreement November 2021	Rental agreement/Arts & cultural services – in kind funding 45-47 Stewart Street Devonport
Tasmanian Arboretum	2-year Agreement 1 July 2022	\$22,000 P/A
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

1.3.2. Major Sporting events held in September and October 2021

Sporting Event	Dates 2021	Venue
Devonport Warriors Junior Tournament	18-19 September	East Devonport Recreation and Function Centre and Devonport Recreation Centre
Cold Climate Classic – Touch Football Australia	22-25 October	Meercroft Park
Basketball TAS regional Primary school championship	23 – 24 October	Devonport Recreation Centre
Devon Netball State Junior Carnival	24 October	Devonport Netball Centre, Spreyton
Basketball TAS State league Round 2	30 – 31 October	Devonport Recreation Centre

Cold Climate Classic

The much-anticipated Cold Climate Classic was held in October, with the event being limited to Tasmanian teams only. COVID travel restrictions forced mainland teams to withdraw and only five Tasmanian teams took part in the inaugural Touch Australia event.



Cold Climate Classic, Image credit: Touch Tasmania

Devon Netball State Junior Carnival

Devon Netball hosted their State Junior Carnival with 50 teams attending from across the state.

Devon Netball Administration Officer, Lisa Males said "running a Covid safe carnival was a challenge but it was fantastic to see everyone happily following the rules so the young athletes could have a full carnival. The day was full of sunshine, wins and losses, great sportsmanship and most importantly kids smiling while playing the game they love - netball!"



Devon Netball State Junior Carnival, Image Credit: Devon Netball

1.3.3. Upcoming Major Sporting events in 2021

Sporting Event	Dates 2021	Venue
Basketball TAS Regional High school championship	6 – 7 November	Devonport Recreation Centre
Schools Triathlon Challenge	24-25 November	Mersey Bluff Precinct
Devonport Athletic Carnival	29 November	Devonport Oval

1.3.4. Health and Wellbeing programs

Council's Health and Wellbeing programs at the Devonport Recreation Centre continue to be very popular with consistent, regular participants and new participants joining on a regular basis.

In October, Council engaged Belgravia Leisure staff to assist and further develop the Ageing Stronger, Active Longer program (senior's classes).



The Ageing Stronger, Active Longer program at the Devonport Recreation Centre

Participation Across Community Services Facilities and Events

Facility	Customers through the Door	Customers through the Door
	September 2021	October 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	11,542	10,861
TOTAL	11,542	10,861

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

Special Events	Date 2021	Venue
Reece High School Orientation	1 September	Main Stadium, Devonport Recreation Centre
Devonport High School Orientation	8 September	Main Stadium, Devonport Recreation Centre
Special Olympics, Devonfield Come and Try	10 & 17 September	Devonport Recreation Centre
Devonport Basketball School Tournament	18-19 September	Devonport Recreation Centre
Devonport Basketball School Tournament	18-19 September	East Devonport Recreation and Function Centre
Basketball TAS School Holiday Clinic	5-6 October	Devonport Recreation Centre
Special Olympics, Devonfield Come and Try	13 October	Devonport Recreation Centre
TAS Police Fitness and Recruitment Day	13 October	Devonport Recreation Centre
NWPSSA Sports Expo	18-19 October	Devonport Recreation Centre
BTAS Regional Primary School Championships	23-24 October	Main Stadium and Youth Centre, Devonport Recreation Centre
Total		10

1.3.5. Recreation Facilities Usage

Recreation Usage			
Facility	Room/Ground	Number of Bookings September	Number of Bookings October
Devonport Recreation Centre (DRC)	Judo Room	0	0
	Meeting Room	7	6
	Sauna	44	40
	Squash	36	43
	Stadium	105	94
	Table Tennis Building	52	55

Recreation Usage			
Facility	Room/Ground	Number of Bookings September	Number of Bookings October
	Youth Centre	113	106
Total DRC		357	344
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	34	33
Total EDRFC		34	33

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

6.7 CONVENTION AND ARTS REPORT - SEPTEMBER AND OCTOBER 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 September and October 2021.

BACKGROUND

This report is provided to update 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 an Arts and Culture Working Group meeting, facilitated by Cradle Coast Authority;
- Held the final meeting of the Maritime and Heritage Special Interest Group;
- Held the final meeting of the paranple arts centre Special Advisory Committee;
- Facilitated the opening of *Without a Sound: Melissa Smith 2021 Solo Commission Exhibition*;

- Held numerous meetings with RANT Arts regarding a renewed partnership agreement and public art opportunities with the Endeavor Group.

1.2. Devonport Regional Gallery

1.2.1. Gallery Exhibitions

Undercurrent

Emerging Guest Curators Soren Risby and Tallulah Eaves

Upper Gallery: 26 June – 25 September

Floor Talk Attendance: 18

The Gallery's 2021 Emerging Guest Curators were Soren Risby & Tallulah Eaves. The exhibition *Undercurrent* was the result of their engagement with the City of Devonport's Permanent Art Collection.

The exhibition *Undercurrent* explored Tasmanian art through the lens of the ocean, tracing the tide lines which connect Tasmanian life and identity across time. *Undercurrent* examined how our island's unique relationship with the sea shapes our past, the present day and our future.

The Surface of Things: Liam Fallon

Little Gallery: 14 August – 25 September

No Public Event

The works in *The Surface of Things* were drawn from Liam Fallon's last three years of experimentation with painting exclusively from life. The works traversed Tasmania and Canberra, from studio environments to the suburbs and into nature. The exhibition also encompassed 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.

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 contrasted 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.

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

Works from the Devonport City Council's Permanent Collection included: Max Angus, Les Blakebrough, Lauren Black, Jack Carington Smith, Don Carter, Annie Cocker, Peter Dombrovskis, Gladstone Eyre, Owen Lade, C Maxwell and Sophie Stephanoni.

Concept and initial curation by Erin Wilson.

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

ArtRage 2020

RANT Gallery: 8 September – 1 October

Opening Attendance: 23

The Gallery partnered with RANT Arts to present ArtRage in Devonport. ArtRage is an annual initiative of the Queen Victoria Museum and Art Gallery that exhibits the works from young Tasmanian artists in year 11 & 12 studying Art Production or Art Studio Practice as part of their Tasmanian Certificate of Education.

The exhibition, presented at RANT, focused on works by students from North-West colleges and the two bodies of works selected for the Examiner's Choice awards.

Object Design 2021: REPAIR

Foyer Space and the Creative Space: 23 September – 9 October

Opening Attendance: 30

Object Design is an annual program available to Year 11 and 12 students through UTAS which allows students to experience university while learning what it's like to be a designer and an artist. Students are introduced to the conceptual process and explore and engage with their creativity through different mediums of their choice. Completed works are exhibited and the displays also form the basis of the students' assessment.



Opening of Object/Deign and October School Holiday Program

Contiguity - A sharing of stories: Sarah Brooke

Little Gallery: 1 October – 14 November

Opening Attendance: 40

Artist, researcher, and teacher Sarah Brooke worked with three primary generalist classroom teachers, Nina Eberhart, Renee Franks and Kirsty Holmberg to share and discuss their experiences of learning, making and teaching visual arts. Together, the four collaborators worked on their own artworks in a

collective and contiguous space: sharing experiences of teaching visual arts, discussing our process of making and exploring questions and ideas together.

This exhibition is one outcome of the PhD investigation Sarah Brooke is undertaking through the University of Tasmania. The impetus of this research emerged from Sarah's experiences in the secondary visual art classroom, where she found, students were coming to school with preconceived ideas around the visual arts which were often negative in nature.

Minds do Matter

Upper Gallery: 1 October – 6 November

Opening Attendance: 45

Minds Do Matter, presented by RANT Arts, is a month-long community exhibition held annually in October celebrating Mental Health Week. *Minds Do Matter* invites participating artist to explore the relationship between art and mental health, celebrating the power of art to be life enhancing and life affirming. The 2021 theme was *Connect*.

Without a Sound: Melissa Smith 2021 Solo Commission Exhibition

Main Gallery: 16 October – 26 November

Opening Attendance: 40

Floor talk Attendance: 13

Over many years, Melissa Smith has been drawn to the landscape of Lake Sorell on Tasmania's central plateau due to the solitude it offers. This exhibition of prints depicts Melissa's response to this particular landscape's whispers. This environment provides a sense of quietness, layered in its own history and stories. Melissa finds a unique sense of self-awareness is realised in such places which emanates a sense of life and hope within our ever-changing world that balances on a tipping point. A soundscape accompanies the exhibition, created from recordings by artist Jay-Dea Lopez on site at Lake Sorell.



Floor talk with Melissa Smith for her exhibition Without a sound

Self-Reflections: Self-portraits by North-West Support School

Foyer Space: 23 October – 27 November

No public event

The North-West Support School, with campuses in Devonport and Burnie, offers comprehensive individual learning for students from Kindergarten to Year 12. NWSS is a nurturing and supportive environment where students are valued and supported to participate fully in the classroom and specialist activities.

Each student who attends the North-West Support School has contributed a self-portrait to the exhibition *Self-Reflections*.

Some of the portraits were completed at home involving the students' family and friends and others were made at school. The self-portraits show the way the children see themselves and how they want to be seen by others. The notion of a portrait can mean different things to different people, and we invite you to see a little snippet of how the students perceive themselves.

1.2.2. DRG Committee Update**Friends of the Gallery**

The September and October Committee meetings were cancelled. However, the Committee will now resume a normal meeting schedule.

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 is working towards re-introducing in-house and after-school workshop programs at the paranapple arts centre.

The online arts program *Home Is Where the Art Is* will continue as a monthly program. *Home Is Where the Art Is* provides material packages, available from the pac and Devonport Library, as well as online activities and instructions through the website.

Event	Participation	Date
Opening of ArtRage by Ashley Bird at RANT. Co-presented by DRG & RANT	23	8-Sep
Books + Art	6	20-Sep
Opening of Object/Design by Dr. Troy Ruffels	30	22-Sep
Opening of Contiguity: Sarah Brooke	40	30-Sep
Opening of Minds Do Matter	45	2-Oct
School Holiday Workshop - Love My Place Workshop 1	7	6-Oct
School Holiday Workshop - Love My Place Workshop 2	11	7-Oct
Opening of Without a sound Melissa Smith Commission Artist 2021	40	15-Oct
Books + Art	6	18-Oct
Outreach Devonport School for Seniors Robinson Talk	37	26-Oct
East Devonport Community Centre Staff PD Didactic Tour of Galleries and activity	7	29-Oct
Floor Talk Melissa Smith for Without a sound	13	29-Oct
TOTAL	265	

1.3. Bass Strait Maritime Centre

1.3.1. Bass Strait Maritime Centre Update

In September and October, two schools visited, and a Maritime and History Talk was held. 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 final stage of the internal collection audit continued regarding objects held in the workroom. Collection records and the PastPerfect database records continue to be assessed and corrected. The Historical Archives digitisation project now has around 9,000 pages completed.

1.3.3. Current Exhibitions

Cats and Dogs, All at Sea (Travelling exhibition from Australian National Maritime Museum)

13 February 2020 – 29 November 2021

Travelling photographic exhibition from the Australian National Maritime Museum.

1.3.4. Upcoming Exhibitions

Title	Source	Date
Instrumental	BSMC Collection	Dec 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 September, the Maritime and History Talk program continued with Brian Stace discussing the story of the settler ship *Coromandel* and his research on the settler families who moved to South Australia and Tasmania. The recorded, live stream is available on Facebook.

In October, there were two educational visits from 1912 Childcare and Learning Centre and Romaine Park Primary.

Event	Participation	Date
Maritime and History Talks: Brian Stace	31	28-Sep
1912 Childcare and Learning Centre	32	8-Oct
Port Sorell U3A	7	12-Oct
Romaine Park Primary School	43	20-Oct
TOTAL	113	

1.4. Town Hall Theatre

1.4.1. Theatre Performances and Events, September/October 2021

City Of Devonport Eisteddfod – Showcase of Talent

The 92nd City of Devonport Eisteddfod culminated in a Showcase of Talent on Thursday 9th September. An audience of over 300 attended the event which featured a selection of talent from throughout this year's competition.

1.4.2. Rescheduled Theatre Performances and Events, September / October 2021

Touring events scheduled to appear in the Town Hall Theatre were significantly impacted due to travel restrictions regarding Victoria and New South Wales during September/October.

Most of these events have now been rescheduled.

Performance Event	Status	Original Date	New Date
Sweet Caroline	Rescheduled	18-Sept, 2021	4-March, 2022
By a Thread	Rescheduled	29-Oct, 2021	20-Oct, 2022
Whoosh!	Cancelled	Oct, 2021	Cancelled
Rockin' Through the Ages	Cancelled	11-Nov, 2021	Cancelled
World Festival of Magic	Rescheduled	19-Nov, 2021	12-Nov, 2021
The Travelling Wilbury's Sessions	Rescheduled	20-Nov, 2021	16-Dec, 2021

1.4.3. Upcoming Performances November – December 2021

Performance Event	Status	Performance Date
World Festival of Magic	Confirmed	Friday 12 November
Caroline Small School of Dance	Tentative	Wed 1 – Sat 5 December
K C Studio of Dance	On Sale	Saturday 11 December
The Travelling Wilbury's Sessions	On Sale	Thursday 16 December
Celtic – Irish Dance Show	On Sale	Friday 17 December

1.5. Participation Across Arts and Cultural Development

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 September 2021	Visitors October 2021
paranple arts centre, including DRG	2,194*	1,828
Bass Strait Maritime Centre	429	428
Total	2,923	2,256

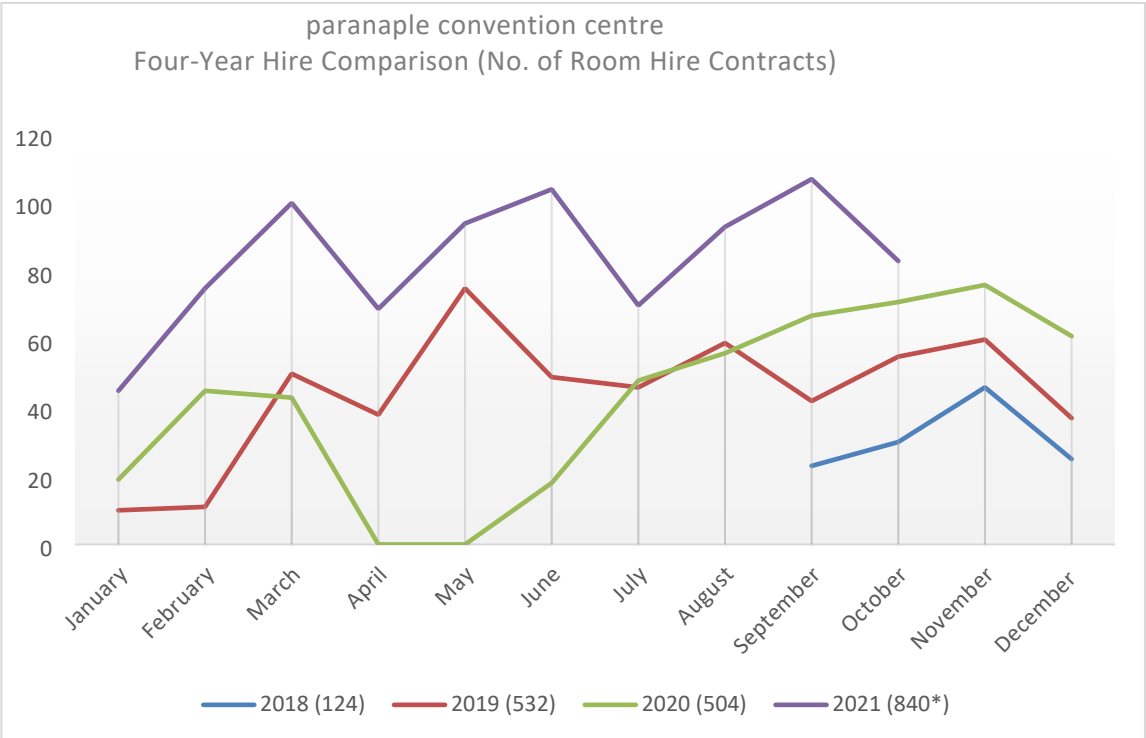
1.6. paranapple convention centre

1.6.1. Meetings at paranapple convention centre and Providore Place

For September and October, the Devonport City Council meeting rooms held 171 events, 19 events in the convention centre and two events in Providore Place. Total attendance of 6,081 patrons.

Events held in the paranapple convention centre:

Event	Presented by	Attendance
Housing Choices Australian Business Plan Roadshow	Housing Choices Tasmania	28
Covid Vaccine Clinic	Department of Health	250
A Street Cat Named Bob	Northwest Film Society	103
Staff Day Training	St Giles Society	45
Leadership and Risk Symposium	Tasmanian Leaders	78
NECA Industry Night	National Electrical and Communications Association	80
Band Championships	Tasmanian Bands League	300
Dementia Prevention and Wellbeing Expo	Wicking Dementia Research and Education Centre	500
Tasmanian Export Awards	Department of State Growth	200
Masquerades for Mental Health	The Greater Purpose	230
Goodbye Christopher Robin	Northwest Film Society	100
70 th Anniversary Gala	Devonport Choral Society	130
50 Plus Years Rate payers' luncheon	Devonport City Council	101
Cousins	Northwest Film Society	130
UTAS / UCP Music Performance Exams	University of Tasmania	50
Harvesters Training	Simplot	50
Supporting our Sisters, a High Tea for Warrawee	Private	205
Children's University Graduation	University of Tasmania	200
Julie and Julia	Northwest Film Society	75



Tasmanian Export Awards



Masquerades for Mental Health

1.7. Tourism

Staff have been attending regular video conferences that are hosted by the TVIN (Tasmanian Visitor Information Network).

Tim Cooper has been appointed to the State-Wide TVIN Management Board.

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. Most recently, staff have been provided with training and resources regarding Fire Safety, for the upcoming fire season.

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

Nil

6.8 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT - SEPTEMBER AND OCTOBER 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 September and October 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 September and October 2021.

REG/716	Survey Plan and Schedule of Easements - 37 & 39 Melrose Road Aberdeen - PA2021.0015	7/09/2021
REG/717	Deed of Variation of Lease - River Road Ambleside - DCC & Crown	15/09/2021
REG/718	Deed of Variation of Lease - Crown Land - Bay Drive Quoiba	29/09/2021
REG/719	PA2021.0025 - Proposed Subdivision - 3 Kimpton Street Spreyton	6/10/2021
REG/720	1 Toorak Place - BI & AL Collins Dev Pty Ltd	6/10/2021
REG/721	Grant Deed - DCC and the Crown in Right of Tasmania - Installation of lighting at Victoria Parade	11/10/2021
REG/722	Lease of Crown Land - 260 Steele Street Devonport - DCC & Crown	18/10/2021

Councillor Attendance

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

	Council	Planning Authority		Workshops	Leave of Absence Approved during the period
No. of Meetings	4	2		4	
Attendance		Member	Non Member		
Mayor Cr A Rockliff	4	1	0	3	
Cr J Alexiou	4	2	0	4	
Cr G Enniss	3	0	1	4	
Cr P Hollister	4	2	0	4	
Cr A Jarman	4	0	1	4	
Cr L Laycock	4	0	2	4	
Cr S Milbourne	4	1	0	4	
Cr L Murphy	4	2	0	4	
Cr L Perry	4	2	0	4	

1.2. Property Management Update

Council Officers worked on a number of property matters during September and October including the following:

- Crown Land applications:

- Variation of Lease – River Road, Ambleside – extension to coastal pathway - finalised
- Variation of Lease – Bay Drive, Quoiba – finalised
- Lease renewal – 260 Steele Street, Devonport – finalised
- Lease – Don Heads – Coastal Pathway – received – awaiting execution
- Victoria Parade – “middle” car park – upgrade works – approval received
- Victoria Parade Boat Ramp – lighting and power supply – works application lodged
- Horsehead Creek Toilet Block & RV Dump point relocation – application in progress
- Replacement of ramp at Bluff Beach - approved
- Development and works applications obo tenants at Abel Tasman Caravan Park
- Request for head lease term extension – 6 Wright Street, East Devonport
- Transfer Deed for 108 Tarleton Street
- Transfer of subdivision titles – Follow up on transfer of land asset titles per condition of subdivision permits
- Contract for Sale – 116-122 Stony Rise Road, Stony Rise
- Liaison with community/non-commercial tenants.

1.3. Corporate Communication

1.3.1. Devonport City Council Website

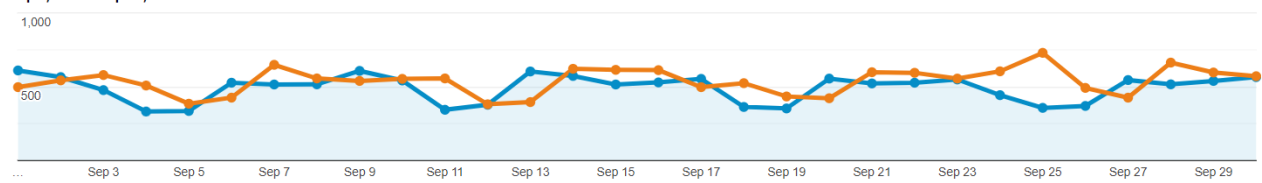
Devonport City Council Website content is refreshed on an on-going basis, by updating information and the addition of new public notices, planning applications, news stories and events.

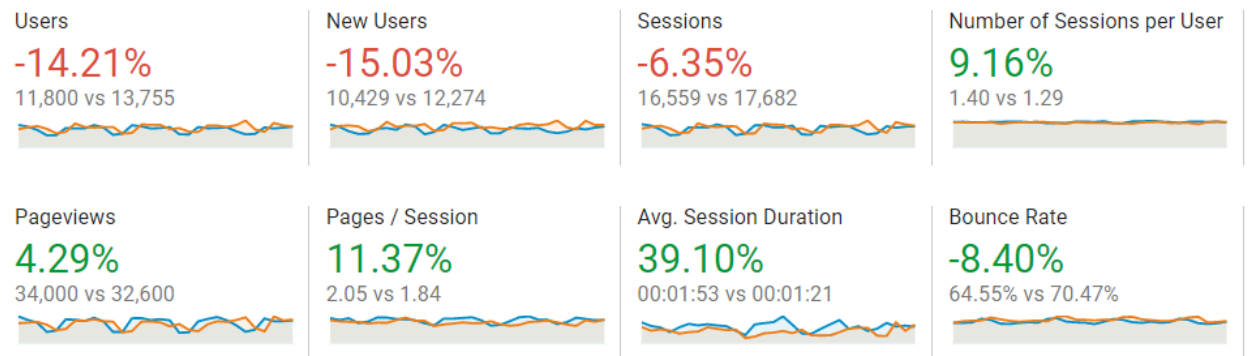
Top 10 Website Pages	September 2021	October 2021
	<ol style="list-style-type: none"> Contact Us Advertised Planning Permit Applications News/Media Council Forms and Payments Cemetery Search Employment Opportunities Waste Transfer Station Food Business Requirements Make a Request Council Meetings 	<ol style="list-style-type: none"> Contact Us News/Media Advertised Planning Permit Applications Council Forms and Payments Cemetery Search Waste Transfer Station Employment Opportunities Employment Opportunities – IT support Officer What's On Devonport Make a Request
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

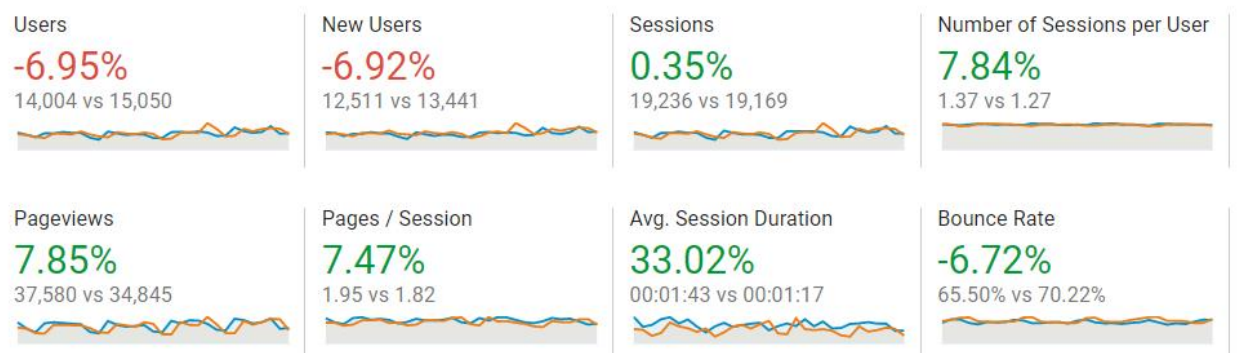
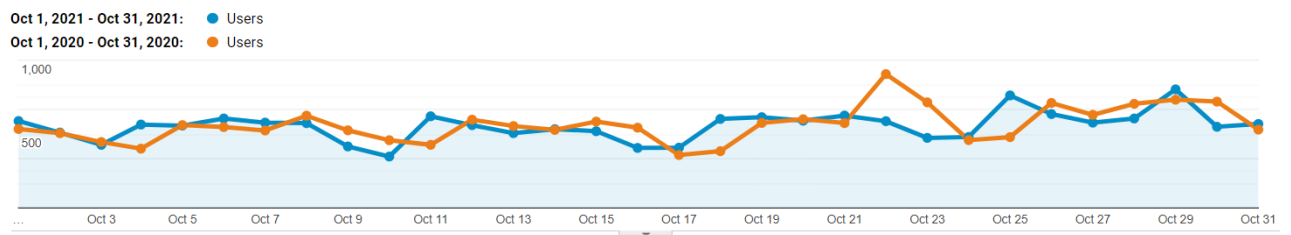
September 2021 (Verse 2020), Website Statistics

Sep 1, 2021 - Sep 30, 2021: ● Users
 Sep 1, 2020 - Sep 30, 2020: ● Users

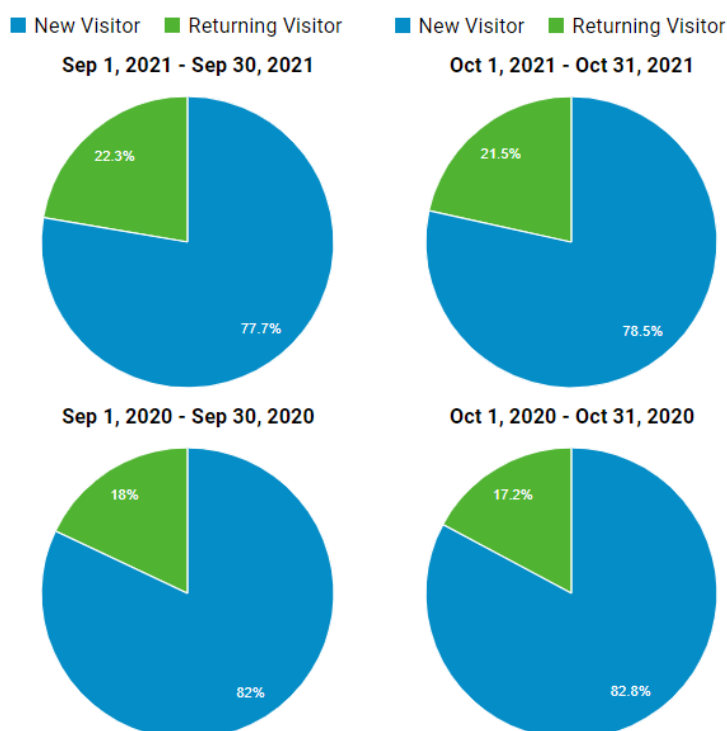




October 2021 (Verse 2020), Website Statistics



New Visitors versus 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. Council commenced community consultation on the Draft Sports Infrastructure Master Plan at the end of October.

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 October:

Facebook	10.1K
LinkedIn	688
Twitter	670

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 parnaple arts and convention centre. Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

DCC Corporate Facebook Page Statistics	September 2021	October 2021
Facebook Average Monthly Reach: Number of Facebook users who have seen content associated with the page during the period	21,700TY (27,009LY)	22,247TY (17,188LY)

DCC Corporate Facebook Page Statistics	September 2021	October 2021
(individual users can be 'reached' numerous times per month).		

During September and October, the top 10 posts Facebook posts each month in terms of audience reach were:

September 2021	October 2021
1. Updated playground at Don Reserve, 6/09/21, 16K	1. Employment Opportunity – IT Support Officer, 1/10/21, 9.4K
2. Vaccine appointments available at Devonport Surf Club 29/09/21, 5.4K	2. Temporary Closure of Public Streets, 5/10/21, 8.7K
3. Employment – Recreation Officer, 9/09/21, 5.2K	3. Coastal Pathway – Don-Leith, 12/10/21, 8.3K
4. Temporary Closure of Public Streets, 6/09/21, 5.1K	4. 50-plus years ratepayer luncheon, 11/10/21, 5.6K
5. Congratulations to new citizens 27/09/21, 4.4K	5. Pop up vaccination clinic at Bunnings, 28/10/21 5.6K
6. Toilets temporarily closed for maintenance, 27/09/21, 3.5K	6. Media release, Sports Infrastructure Master Plan, 28/10/21, 4.7K
7. Temporary Closure of Public Street, 22/09/21, 3.3K	7. New Year's Eve Community Survey, 24/10/21, 4.7K
8. Community Services Newsletter, 9/09/21, 3.2K	8. Vaccination clinic at Devonport Surf Club, 22/10/21, 4.6K
9. Schools Based Apprenticeship Opportunity, 9/09/21, 3K	9. Through each other's eyes, 8/10/21, 4.2K
10. Employment Opportunity – Governance Trainee, 28/09/21, 3K & Mayor visits Hillcrest Primary School, 23/09/21, 3K	10. More vaccination appointments available 5/10/21, 4.1K

1.3.4. Publications & Media

Council issued the following official media releases, alerts, comments and statements during September and October 2021:

Date	Media Type	Title/Topic
1/09/21	Media Release	2022 Australia Day Award nominations now open
1/09/21	Media comment – The Advocate	Dog attack
14/09/21	Media comment – The Advocate	LIVING CITY Update
15/09/21	Media Release	Call for artists for the 2022 Little Gallery Emerging Artists Program
29/09/21	Media Release	Minds do Matter community exhibition celebrates art and mental health
1/10/21	Media Release	Seniors Week
6/10/21	Media Release	Expressions of interest for membership of advisory and working groups
15/10/21	Media Release	Devonport Food & Wine
15/10/21	Media comment – The Advocate	Coastal Pathway update
18/10/21	Media comment – The Advocate	Tasmanian Masters Games
19/10/21	Media comment – The Advocate	2021 Santa Tour
20/10/21	Media Release	Annual Report – Council records strong year despite COVID impact
20/10/21	Media comment – The Advocate	Homemaker's Centre development
22/10/21	Media comment – The Advocate	NYE Fireworks
25/10/21	Media Release	Christmas/New Year

Date	Media Type	Title/Topic
26/10/21	Media comment – The Advocate	RANT Arts partnership
26/10/21	Media comment – The Advocate	New Year's Eve & Update on Youth Council
27/10/21	Media comment – The Advocate	Shopping trolleys in the CBD
28/10/21	Media comment – The Advocate	William Street traffic management & the Bluff roundabout

2. PEOPLE AND FINANCE

2.1 Human Resources

2.1.1. Recruitment

Staff positions advertised September and October 2021

Position	Department	Work Location
Australian School Based Apprenticeship – Curatorial Registrar Apprentice (advertised by Cradle Coast Authority)	People & Finance	paranapple arts centre and Bass Strait Maritime Centre
Australian School Based Apprenticeship – Administration Apprentice Human Resources & Works	People & Finance and City Growth	paranapple centre and Works
Parks & Reserves Coordinator	City Growth – Infrastructure & Works	Works depot
Customer Service & Project Officer	People & Finance	Bass Strait Maritime Centre
Recreation Officer (part-time)	Corporate Services	Devonport Recreation Centre
Governance Trainee (advertised by Work & Training Group Employed)	General Management - Governance	paranapple centre
Customer Service Officer (internal 2 x part-time)	People & Finance	Bass Strait Maritime Centre
IT Support Officer	Corporate Services – IT	paranapple centre
Building Asset & Projects Officer	City Growth – Infrastructure & Works	paranapple centre
Civil Works Serviceperson	City Growth – Infrastructure & Works	Works depot - Civil

Staff Appointments September and October 2021

Position	Name	Department	Work Location
Parks & Reserves Coordinator	Patrick Chick	City Growth – Infrastructure & Works	Works depot - Parks
Asset Management Coordinator	Phillip Bowen	City Growth – Infrastructure	paranapple centre
Senior Environmental Health Officer	Sandy Loring	Corporate Services – Health	paranapple centre
Recreation Officer (part-time)	Tomas McIntee	Corporate Services – Community Services	Recreation Centre
Communication & Engagement Officer	Tahniah Creedon	General Management – Governance	paranapple centre

Position	Name	Department	Work Location
Casual Attendant	Alyssa Busscher	People and Finance	Bass Strait Maritime Centre
Nurse Immuniser (Casual)	Jennifer Jacobson	Corporate Services – Health	paranaple centre
Australian School Based Apprenticeship – Administration Apprentice Human Resources & Works	Tiarny Laing	People & Finance and City Growth	paranaple centre and Works
Australian School Based Apprenticeship – Administration Apprentice Human Resources & Works	Ruby Moore	People & Finance	paranaple arts centre and Bass Strait Maritime Centre
Governance Trainee (Group employed with Work & Training)	Acacia Chapman	General Management – Governance	paranaple centre
IT Support Officer	Liam Newman	Corporate Services – IT	paranaple centre

Staff Departures September and October 2021

Position	Name	Department	Work Location	Date Effective
Centre Attendant – Recreation Centre	Kelsie Howard	Corporate Services	Devonport Recreation Centre	17/9/2021
Attendant BSMC (part-time)	Alyssa Busscher	People & Finance	Bass Strait Maritime Centre	1/10/2021
IT Support Officer	Daniel Gunn	Corporate Services - IT	paranaple centre	8/10/2021
Parks & Reserves Tradesperson (Horticulturist)	Stephen Hapgood	City Growth	Works depot - Parks	22/10/2021

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	5 claims	1	\$102,773.03
30/6/2021	7 claims	0	\$26,494.39
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

Three new claims lodged in September (all since closed) and no new claims lodged in October 2021.

2.1.2. Work Experience

Dates of Placement	Location	School	Student
11/10/2021	Corporate Services - Development & Health (Support Registered Nurse complete practical component towards Authorised Nurse Immuniser certification.	Benchmarque Group	R Anderson

2.1.3. Health & Wellbeing

The following activities and initiatives were promoted for September and October 2021:

- Employee Assistance Provider – CLS
- R U OK? Day – promotion and sale of items within Community Services
- Promotion of skin checks for outdoor workers
- COVID updates and promotion of COVID safe Behaviours
- Council's Blood Challenge – promotion and final call for donors for this challenge
- Breast Screen Bus – promotion, don't miss the bus! The Breast Screen Tas bus will be in the Devonport Recreation Centre Car park from Monday 27 September 2021 until 17 December 2021. Call 13 20 50 to make your free appointment.
- Sun Protection Procedure – promotion of procedure which commenced 4/10/2021.
- Quit Tasmania – promoted the QuitCoach, an online program to help quit smoking and promoted Council's Smoke Free Environment Policy and Procedure.
- Promotion of Burnie 10

2.2. Finance

2.2.1. Certificates

The following graph details the 132 Certificate requests that have been processed this financial year compared to previous financial years.



2.2.2. Rate Statistics

Percentage of Rates Paid*

	2019/2020	2020/2021	2021/2022
September	48.30%	51.40%	53.63%
October	61.03%	60.08%	63.07%

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

Rates in advance as at 31 October 2021 totalled \$181,162.62.

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 October 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.

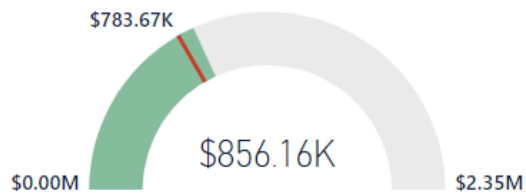
Capital Expenditure Report – This report provides a list of all approved capital expenditure projects with their allocated budget, year to date expenditure and forecast expenditure including commentary in relation to budget variances, as well as whole of project budget and cost for those projects which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

3. CORPORATE SERVICES

3.1. Parking

3.1.1. Parking Statistics

Budget v Revenue Period to Date



Revenue/Budget Period to Date

Description	Budget	Revenue	Variance	Variance %
Edward St CP	\$31,666.68	\$29,364.76	(2,301.92)	-7%
Fenton Way CP	\$5,333.32	\$6,234.66	901.34	17%
Fines Received	\$181,666.68	\$200,651.00	18,984.32	10%
Formby Rd CP	\$83,333.32	\$68,688.99	(14,644.33)	-18%
Fourways CP	\$30,000.00	\$30,592.57	592.57	2%
Multi Storey CP	\$60,000.00	\$81,318.65	21,318.65	36%
Other - MPES	\$66,666.68	\$97,218.49	30,551.81	46%
Parking Metres	\$205,000.00	\$193,296.38	(11,703.62)	-6%
Parking Permits	\$38,333.32	\$57,908.28	19,574.96	51%
Payne Ave CP	\$30,000.00	\$31,440.47	1,440.47	5%
Steele St CP	\$21,666.68	\$26,344.00	4,677.32	22%
Wenvoe St CP	\$30,000.00	\$33,098.30	3,098.3	10%
Total	\$783,666.68	\$856,156.55	72,489.87	9%

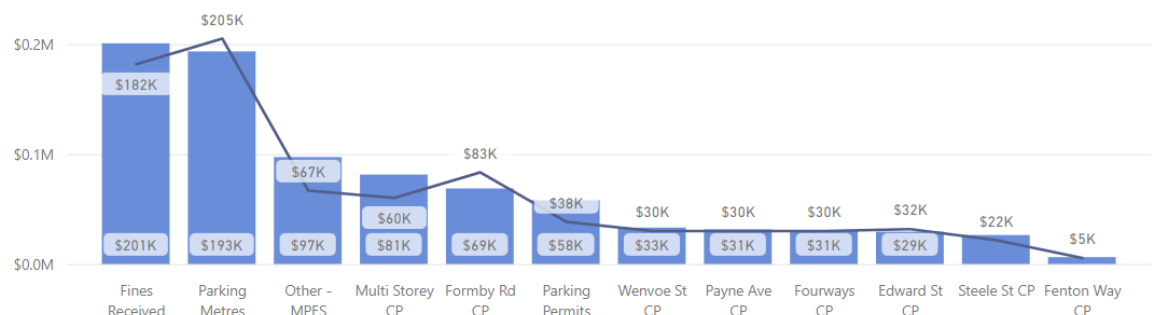
Revenue v Budget Period to Date

● Budget ● Revenue

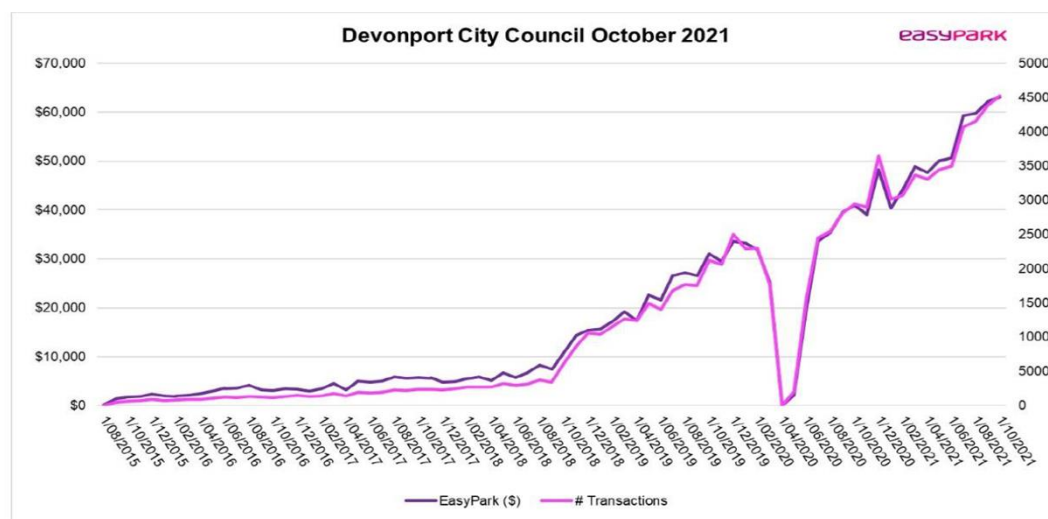


Revenue v Budget Period to Date

● Revenue ● Budget



EasyPark



3.2. Information Technology

3.2.1. Project GIS

The project to transition ESRI ArcGIS from an on-premise hosted environment to a cloud hosted environment was delayed over the past month as IT worked to build the cloud hosted environment.

The project is set to recommence in late November and conclude by the end of December. This will allow Council employees and the community to access Council's GIS data from any location and on Council's website.

3.2.2. Smart City Pilot Project

Reviews of various Internet of Things (IoT) devices has commenced, and a preferred Smart City technology platform has been identified called LoRaWAN. LoRa is an acronym for Long Range. LoRa is a physical, non-cellular, wireless technology designed for long-range wireless communication. Put very simply, a low powered sender transmits small data packages (0.3 kps to 5.5 kps), using a low transmission power (~20 mW) to a receiver over a long distance.

Pilot projects are being shortlisted and may include environment monitoring, pedestrian and traffic counts, smart lighting and stormwater level monitoring to name a few.

3.2.3. Project Insight

Project Insight commenced early in 2021 and has been gaining rapid momentum. This project is focused on delivering near real time business intelligence dashboard reporting of Council, departmental and organisational metrics. Employees are beginning to have access to accurate, near real time reporting allowing for faster and accurate decision making.

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. 20211031 Consolidated Financial Report for Council [**6.8.1** - 10 pages]

7 SECTION 23 COMMITTEES

7.1 PLANNING AUTHORITY COMMITTEE MEETING 2 NOVEMBER 2021

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

RECOMMENDATION

That the minutes of the Planning Authority Committee meeting held on 2 November 2021 be received.

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

The purpose of this report is to receive the minutes from the Planning Authority Committee meeting held on 2 November 2021.

ATTACHMENTS

1. Minutes - Planning Authority Committee - 2 November 2021 [**7.1.1** - 4 pages]

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 – 25 October 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)
5.2	Unsolicited Development Proposal	15(2)(b)
5.3	Days Building Painting Assistance	15(2)(g)
5.4	Collection of Sundry Debtor	15(2)(i)

9 CLOSURE