



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 25 January 2021, commencing at 5:30 PM.

The meeting will be open to registered members of the public and live streamed from 5:30PM.

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

20/01/2021

February 2021

Meeting	Date	Commencement Time
Ordinary Council	22 February	5.30 pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 25 JANUARY 2021, IN THE ABERDEEN ROOM, LEVEL 2, paranapple 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.

1 APOLOGIES

The following apology was received for the meeting.

Councillor Milbourne	Leave of Absence
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2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

3.1.1 CONFIRMATION OF PREVIOUS MINUTES - 21 DECEMBER 2020

RECOMMENDATION

That the minutes of the Council meeting held on 21 December 2020 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

PUBLIC QUESTION TIME

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

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

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the response to the question from Mr Vellacott at the 21 December Council meeting be noted.

Responses to questions raised at prior meetings are attached.

ATTACHMENTS

1. Response to Question Without Notice - Council Meeting 21 December 2020 - Mr B Vellacott [**3.2.1.1** - 1 page]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

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

RECOMMENDATION

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

Christopher Mills – 52 Caroline Street, East Devonport

A letter containing questions on notice from Mr Mills, received Friday 15 January 2021, is **reproduced as attachment 1**.

Q1 This current General Manager has chosen not to follow the State Government Chief Fire Officer's recommendations to quote: "reduce the risk of fire" (Council meeting 21 Dec 2020). The General Manager has also chosen not to accept the State Government's classification of the Landslide Hazard Band next to my home (Minister of Resources 16 March 2019). In view of this evidence of the General Manager's choosing not to recognise State Government recommendations and rulings, does the General Manager accept that the State Department of Justice does not exempt Local Government Employees (in this case Devonport Council) from the requirements of the Occupational Licensing Act 2005?

Response

Council and its employees accept any relevant obligations under State and Federal legislation.

Q2 Starting from the Council Meeting 27 April 2020 I have received the following type of default answers from the General Manager to my questions at Council Meetings:

"Council has nothing further to add" – 9 identical answers.

"Council does not have a view on this specific matter" – 3 or 4 times.

Question not answered because they were dismissed by the Mayor as "an opinion or comment" – 2 or 3 times.

Also, emails are not being acknowledged: Emails to the Senior Town Planner 10 November and the Manager of Infrastructure Services, 11 November, remain unanswered.

Taking into account the above evidence of the General Manager's reluctance to provide any information to me, then from and including 9 April 2020 to date, how many times has the General Manager advised, by internal emails or any other means, the Councillors, the Mayor and the Senior Staff, that questions from Mr Christopher Mills were not to be answered, and Mr Christopher Mills is not to be given quote "further information" by correspondence or by any other means?

Response

I refer you the letter to yourself dated 9 April 2020, advising that Council does not have any additional information and does not believe it can take any further action that will satisfy your concerns. On this basis you were advised that any further correspondence to Council regarding your matter will only be acknowledged or otherwise respond to, if in the opinion of the General Manager, it raises new issues which haven't previously been addressed or warrant fresh action. Relevant staff were advised of this position.

Bob Vellacott – 11 Cocker Place, Devonport

A letter containing questions on notice from Mr Vellacott, received Friday 15 January 2021, are **reproduced as attachment 2**.

Subject - Annual General Meeting Guideline (number) 5 - Motions

b) Motions (other than those related to an existing agenda item) will not be accepted from the floor)

- Q1** What, in simple words ,is implied by guide line number 5 b) the part that states "(other than those related to an existing agenda item)"?
- Q2** Due to the confusion at the Dec 21st 2020 meeting in regard to defining if the Guide lines for the future AGMs were in fact just guide lines or were they rules - Am I correct in my interpretation - that the Mayor has the discretion to accept a motion if it is relevant to a submission or question on notice?
- Q3** Does the Mayor, that's if number 5 b) is a guideline, have the discretion to accept any other motion from the floor? - Yes or No
- Q4** In regard to guideline number 5 b), if as the General Manager indicated that the guidelines are also rules, will that mean the Mayor has no discretion in being able to accept any other motions whatsoever i.e " a motion of dissention in the Mayor's ruling, or any other procedural motion and motions of thanks or confidence?
- Q5** Whilst not included in the new AGM "guidelines" please inform whilst at an AGM or ordinary meeting will it be permitted, provided that it asked through the chair of that meeting, for a ratepayer / elector to ask a Councillor a question?

Response

Council's AGM guidelines require motions to be provided in advance for inclusion in the agenda. At the AGM, the Chairperson may accept associated motions such as amended motions or procedural motions relating to a motion listed on the agenda. The Chairperson is tasked with controlling the meeting in accordance with the guidelines and will make appropriate judgements as necessary. Public question time at any Council meeting is provided as an opportunity for the public to ask questions in relation to Council activities. It is not a forum to question individual Councillors.

Bob Vellacott – 11 Cocker Place, Devonport

A letter containing questions on notice from Mr Vellacott, received Saturday 16 January 2021, are **reproduced as attachment 3**.

Subject – Legal costs pertaining to Providore Place

- Q1** Please inform, as of this date, the total amount expended so far of ratepayers' money on legal expenses, specifically, in regard to problems associated with the initial Head Lease and other leases or matters in regard to the Southern Wild Distillery tenancy?

-
- Q2** If you are unable to accede to my request - will you please give good reason as to why you are unable to do so? And provide the evidence that allows council to, at this point in time, withhold the information from ratepayers?
- Q3** Has information regarding legal costs pertaining to Providore Place been included in previous years Annual Reports in an easily identifiable form?
- Q4** Will Council assure all future legal costs pertaining to Southern Wild Distillery paid by council during this financial year are included in an easily identifiable form in the 2021 Annual Report?

Response

Legal expenses are not captured or reported to the detail you request, however total expenditure on legal fees across the whole organisation in the last two financial years is as follows:

2019/20 - \$109,105

2018/19 - \$50,561

Expenditure at natural account level (as outlined above) is not reported in Council's Annual Report.

Malcolm Gardam – 4 Beaumont Drive, Miandetta

A letter containing questions on notice from Mr Gardam, received Sunday 17 January 2021, are **reproduced as attachment 4**.

- Q1** It was reported in The Advocate Saturday 16/01/21 that the former visitor information centre building on Formby Road has been sold to an undisclosed buyer at an undisclosed price. The Mayor, Cr. Rockliff, was reported as saying the buyer paid above the building's valuation as required under the local government rules; accordingly, in relation to the valuation mentioned as the measure of the sale price, will Council please separately confirm each of the following:
- a) Was it a valuation provided by a licenced commercial valuer?
 - b) Was it the valuation provided by the Valuer-General?
 - c) Was it some other form of valuation and if so, what?
- Q2** Will Council please separately confirm each of the following for the former visitor information centre on Formby Road:
- a) Council's recorded value for land and buildings only immediately prior to the sale?
 - b) The current "Capital" valuation by the Valuer-General?

Response

Council obtained a valuation from a third-party, licenced commercial valuer prior to executing a contract for the sale of 92 Formby Road. The most recent valuation by the Valuer-General identified a capital value of \$495,000.

The carrying value, for accounting purposes, as of 30 June 2020 was \$512,000 for the land and building.

Following settlement of the sale contract the purchaser and sale price will be publicly disclosed.

Q3 At the December 2020 meeting I asked, "Is the Providore Place indoor market area still being provided gratis to Paul Fielding to promote or has that ceased now that council has engaged a consultant to advise on the venue?" The Mayor directed the question to Mr Skirving with the minutes recording that "The Executive Manager City Growth responded that he is not aware that Council has ever had an agreement with Paul Fielding regarding promotion of the event space at Providore Place."; however, as this arrangement may have preceded Mr Skirving's employment I now specifically direct the following question to the Mayor and General Manager in that "Is the Providore Place indoor market area still being provided gratis to Paul Fielding, whether it was a verbal agreement or otherwise, to promote in relation to stallholders or has that ceased now that council has engaged a consultant to advise on the venue?"

Response

As stated last month by Mr Skirving, the indoor market area at Providore Place is not and never has been provided by Council on a gratis basis for use by Mr Fielding.

ATTACHMENTS

1. Questions on Notice - C Mills - January 2021 [**3.2.2.1** - 1 page]
2. Questions on Notice - B Vellacott - January 2021 (AGM Guidelines) [**3.2.2.2** - 1 page]
3. Questions on Notice - B Vellacott - January 2021 (Legal Costs) [**3.2.2.3** - 1 page]
4. Questions on Notice - M Gardam - January 2021 [**3.2.2.4** - 1 page]

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

3.3 QUESTIONS ON NOTICE FROM COUNCILLORS

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

3.4 NOTICES OF MOTION

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 PA2020.0212 - 64 FLEETWOOD DRIVE SPREYTON - RESIDENTIAL (OUTBUILDING)

Author: **Alex Mountney, Land-Use Planning Coordinator**
 Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme - Devonport* and Section 57 of the *Land Use Planning and Approvals Act 1993*, refuse application PA2020.0212 for a Residential (outbuilding) at 64 Fleetwood Drive, Spreyton on the following grounds:

- The scale, bulk and proportion of the outbuilding will be visually dominant when viewed from 66 Fleetwood Drive, Spreyton. The performance criteria cannot be satisfied for 8.4.2 P3 (a) (iv); and
- The outbuilding is not consistent with the established building form of other outbuildings within the site's locality. The performance criteria cannot be satisfied for 8.4.2 P3 (b).

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 PA2020.0212.

BACKGROUND

Planning Instrument: *Tasmanian Planning Scheme – Devonport 2020*
 Address: 64 Fleetwood Drive, Spreyton
 Applicant: RFS Projects Pty Ltd
 Owner: Dean & Stacey Crispino
 Proposal: Residential (outbuilding)
 Existing Use: Dwelling under construction
 Zoning: General Residential
 Decision Due: 27/1/2021 - extension of time granted by applicant (initial decision due 7/1/2021).

SITE DESCRIPTION

The site is identified by certificate of title 179641/22 with the property address of 64 Fleetwood Drive, Spreyton. The rectangular shaped lot has an area of 1200m² and is immediately surrounded by undeveloped residential land to the north and south with Figure of Eight Creek located to the west. A single dwelling is currently under construction on the property.

Figure 1 reproduced below is a copy of the property's title and Figure 2 on the next page is an image of the property taken from Fleetwood Drive which highlights the dwelling under construction.

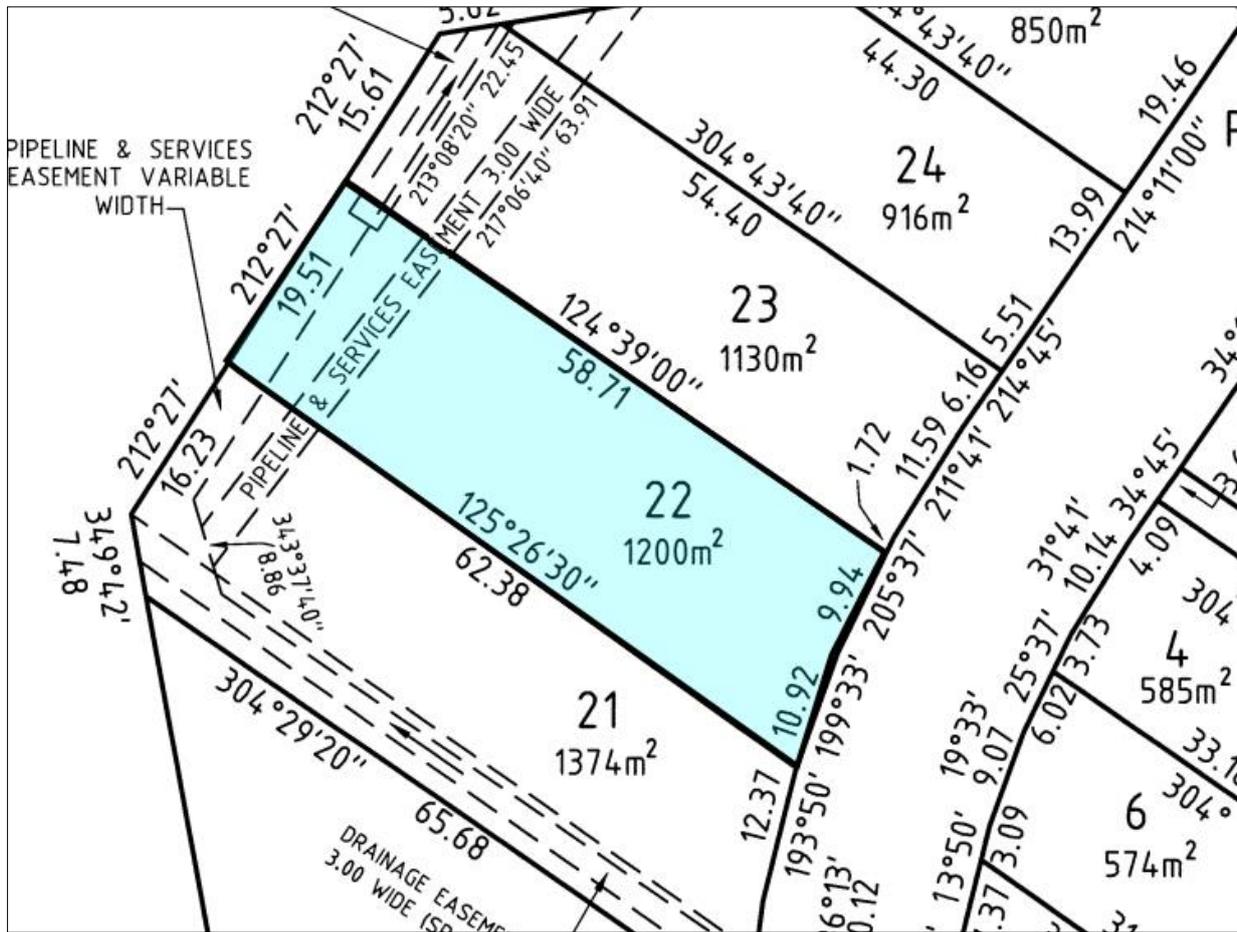


Figure 1- Title Plan of subject site – 179641/22 (The List, 2020)



Figure 2 - Image of the site with the dwelling under construction (DCC, 2021)

APPLICATION DETAILS

The applicant is seeking approval to construct a 10m x 10m colorbond outbuilding. The outbuilding is proposed to be positioned behind the dwelling and be sited along the southern side boundary with a 4.4m setback to the rear boundary. The outbuilding is proposed to have a 4m wall height with an apex height of 4.97m.

Figure 3 is a copy of the site plan, Figure 4 the floor plan and Figure 5 the south-east elevation.

A full copy of the development application is appended as an **Attachment**.

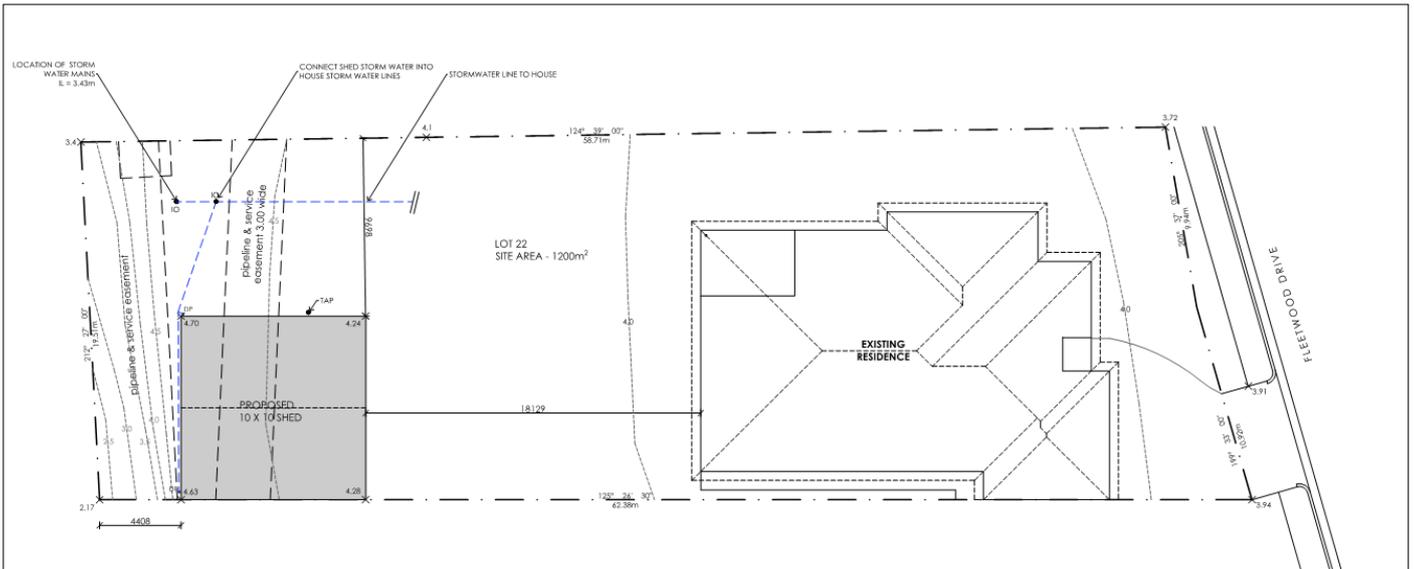


Figure 3 - Site plan (RFS Projects, 2020)

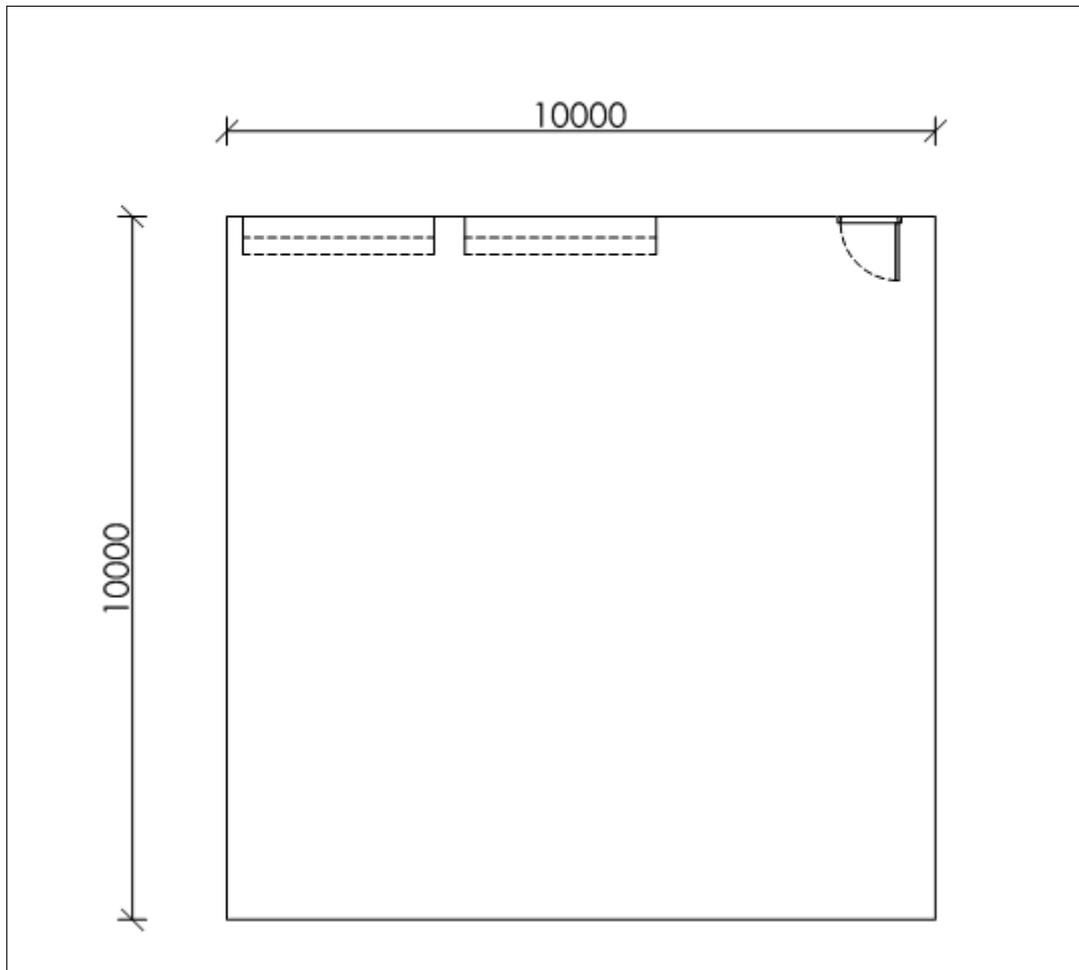


Figure 4 – Floor plan (RFS Projects, 2020)

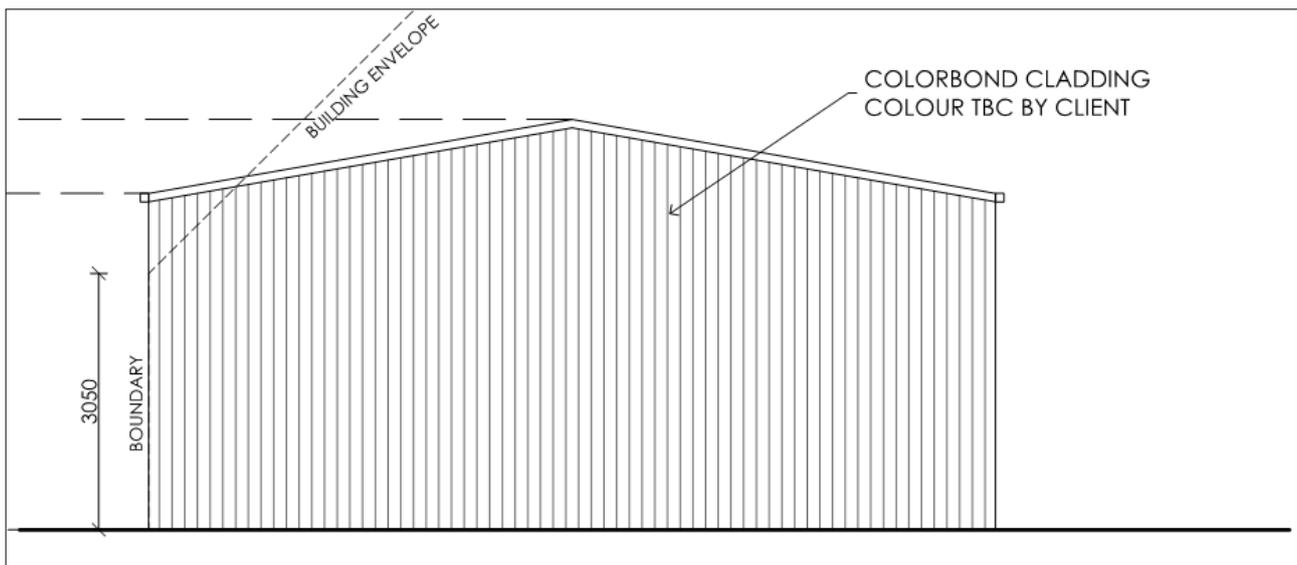


Figure 5 - South-east elevation (RFS Projects, 2020)

PLANNING ISSUES

The land is zoned General Residential under the *Tasmanian Planning Scheme – Devonport 2020* (TPS-D).

The purpose of the zone is as follows:

- 8.1.1 To provide for residential use or development that accommodates a range of dwelling types where full infrastructure services are available or can be provided.
- 8.1.2 To provide for the efficient utilisation of available social, transport and other service infrastructure.
- 8.1.3 To provide for non-residential use that:
 - (a) primarily serves the local community; and
 - (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts.
- 8.1.4 To provide for Visitor Accommodation that is compatible with residential character.

(TPS, 2020)

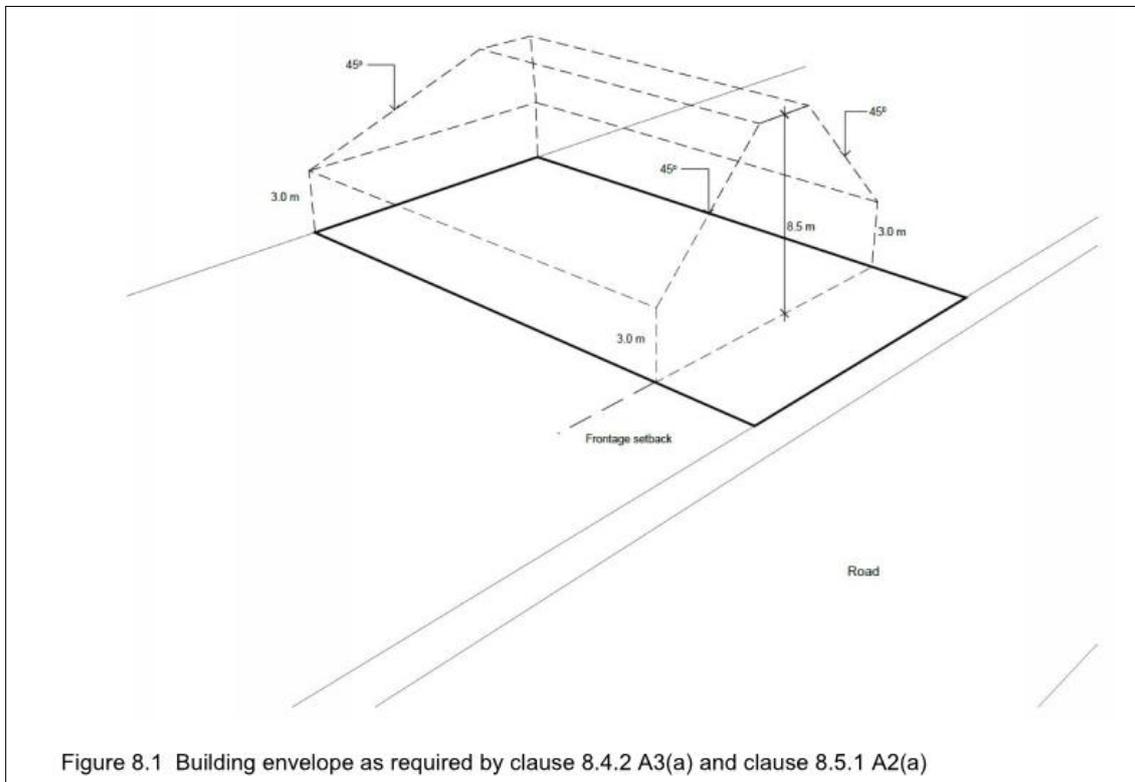
The outbuilding falls under the use class Residential. The Use Table for the General Residential zone prescribes single dwelling development (including outbuildings) as No Permit Required. Therefore, subject to the proposal satisfying the applicable development standards at the acceptable solutions level a planning permit is not necessary. Where a development standard cannot satisfy the acceptable solutions, the application is required to be assessed against the corresponding performance criteria to determine if a planning permit pathway can be supported. The latter process triggers the requirement for a discretionary planning permit determination - public advertising period and the application can be approved or refused.

In this case, the only identified development standard that cannot satisfy the acceptable solutions is General Residential provision 8.4.2 A3 - *Setbacks and building envelope for all dwellings*. This standard is reproduced below along with further comment.

8.4.2 Setbacks and building envelope for all dwellings

Objective:	<p>The siting and scale of dwellings:</p> <ul style="list-style-type: none"> (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; (d) provides reasonable access to sunlight for existing solar energy installations.
Acceptable Solutions	Performance Criteria
<p>A3</p> <p>A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more 	<p>P3</p> <p>The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> (a) not cause an unreasonable loss of amenity to <u>adjoining</u> properties, having regard to: <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property. (ii) overshadowing the private open space of a dwelling on an adjoining property. (iii) overshadowing of an adjoining vacant property; or (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;

<p>than 8.5m above existing ground level; and</p> <p>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</p> <p>(ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</p>	<p>(b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and</p> <p>(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:</p> <p>(i) an adjoining property; or</p> <p>(ii) another dwelling on the same site.</p>
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The proposal fails to meet the acceptable solutions prescribed within 8.4.2 A3 as it falls outside the acceptable 3-dimensional building envelope - refer to Figure 5 produced earlier in the report. Furthermore, the outbuilding and the garage associated with the dwelling under construction have a combined wall length of 16.8m along the southern side boundary. This is greater than the acceptable threshold of 9m. As a result, the outbuilding is required to be assessed against the corresponding performance criteria to determine if a permit pathway is achievable.

The applicant (RFS Projects) has provided a supporting compliance statement against the performance criteria, including the submission of a shadow diagram. A copy of this can be found within the application documentation appended as an **Attachment**. For information purposes, the applicant has responded to the performance criteria under Council's

previous planning scheme (the Devonport Interim Planning Scheme). Under the TPS-D, the performance criteria is generally the same except for a few minor changes.

The performance criteria are evaluated below.

In regard to the P3 (a), the property is currently surrounded by vacant land. The property most likely to be impacted by the outbuilding is the property to the immediate south at 66 Fleetwood Drive (lot 21). Council records indicate that no development approvals been submitted for this lot and it is still owned by the developer of the subdivision. The applicable tests that need to be considered for P3 (a) are (iii) and (iv).

As mentioned, the applicant has provided a shadowing diagram which is reproduced as Figure 6. It is important to consider the shadow diagram has been highlighted for three times of the day - 9am, 12pm and 3pm on the 21st June. Shadows are depicted on the 21st June (winter solstice) as shadows are at their longest.

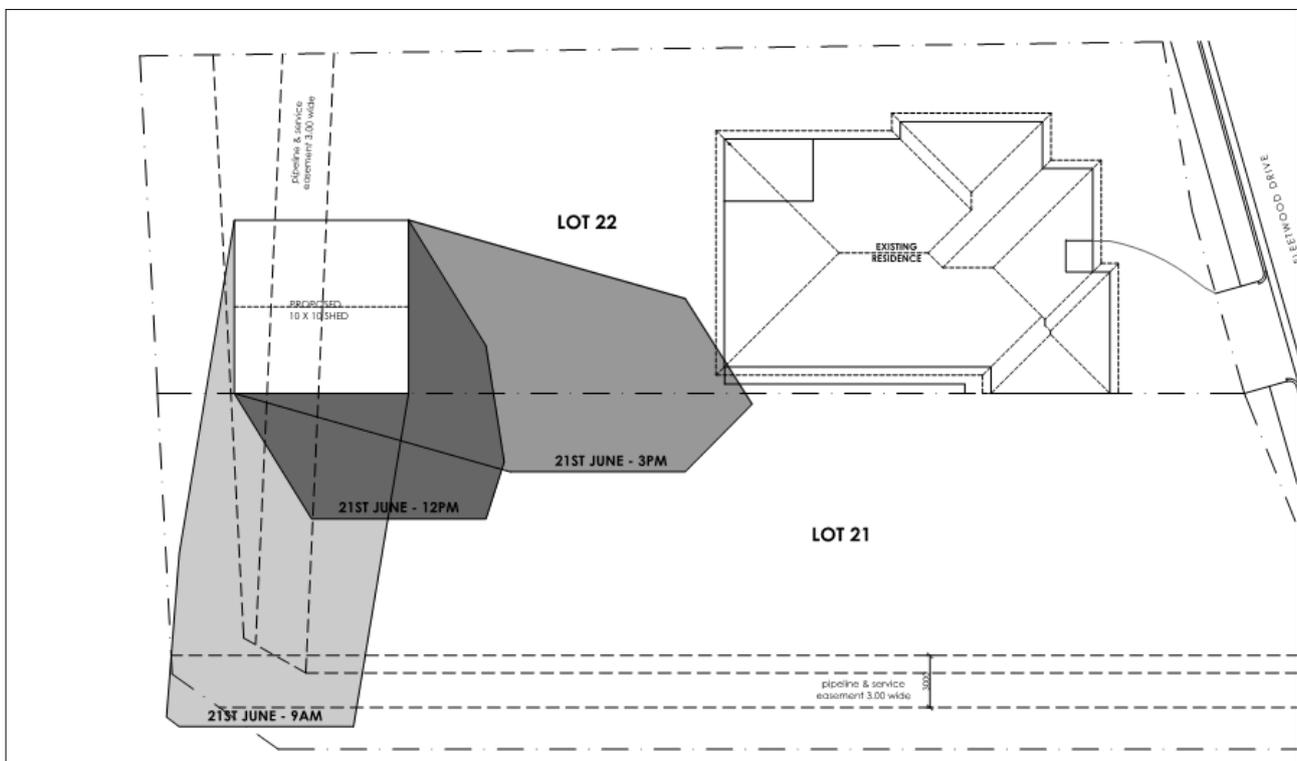


Figure 6 – Shadow diagram (RFS Projects, 2020)

It is evident the outbuilding will overshadow sections of 66 Fleetwood Drive. This is expected due to the outbuilding being located on the northern side of this property. It is anticipated any dwelling development at 66 Fleetwood Drive will be positioned closer to property frontage away from the outbuilding's position. This would result in a tolerable overshadowing impact from the shed, however back yard private open space would be compromised. Furthermore, what is unknown is that a multiple dwelling development could occur on this lot and any dwelling located adjacent to the shed would be severely burdened by overshadowing. It can be marginally accepted that the overshadowing impact from the outbuilding can satisfy P3 (a) (iii).

The bulk and proportion of the outbuilding is considered to have a significant visual impact especially when viewed from 66 Fleetwood Drive. The outbuilding which is proposed to

have a 4m wall height at the side boundary has a profile which is uncharacteristic of a residential shed. Also, if the outbuilding was approved, the length of buildings on the southern boundary of this property would be 16.8m. This is thought to be visually intrusive and there is ample room on the site for the outbuilding to be relocated to satisfy the acceptable planning requirements. P3 (a) (iv) cannot be supported as the shed will be visually dominant when viewed from 66 Fleetwood Drive.

In regard to P3 (b), it is acknowledged that numerous outbuildings and garages associated with dwellings are built to their respective side boundaries within the site's locality. A high percentage of these developments have not required a planning permit as they have a wall length less than 9m and fit within the acceptable 3-dimensional building envelope. Due to the height of the proposed outbuilding and the dwelling's garage already under construction the shed is not seen to be consistent with established building separation within the area. P3 (b) cannot be met.

P3 (c) is not relevant to the determination of this application.

Overall, the outbuilding fails to satisfy the performance criteria prescribed within 8.4.2 P3. Subsequently, a permit pathway cannot be supported.

COMMUNITY ENGAGEMENT

On 03/12/20, 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 16/12/2020;
- (b) Making a copy of the proposal available in Council Offices from the 16/12/2020;
- (c) Notifying adjoining property owners by mail on 15/12/2020; and
- (d) Erecting a Site Notice for display from the 15/12/2020.

The period for representations to be received by Council closed on 8/1/2021. No representations were received.

FINANCIAL IMPLICATIONS

No financial implications are anticipated unless an appeal is made against the Council's decision to the Resource Management and Planning Appeal Tribunal. In such an instance, legal counsel may be required to represent Council. The opportunity for such an appeal exists as a result of the Council determining to either refuse or approve the development 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 outbuilding has been assessed as not appropriately complying with the performance criteria prescribed within General Residential provision 8.4.2 - *Setbacks and building envelope* P3 (a) (iv) and (b). The application is recommended for refusal.

ATTACHMENTS

1. Application - PA2020.0212 - 64 Fleetwood Drive [**4.1.1** - 27 pages]

4.2 PA2020.0220 - 16 BEACHROCK VIEW EAST DEVONPORT - RESIDENTIAL (SINGLE DWELLING)

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

Endorser: **Jeffrey Griffith, Deputy General 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 PA2020.0220 and grant a Permit to use and develop land identified as 16 Beachrock View, East Devonport for the following purposes:

- Residential (single dwelling - including construction of retaining wall)

Subject to the following conditions:

1. The Use and Development is to proceed generally in accordance with the submitted plans referenced as Proposed Dwelling by Ricky Reeves – Thylacine Design, dated 16.9.2020, a copy of which is attached and endorsed as documents forming part of this Planning Permit.
2. The developer is to ensure the retaining wall structure is wholly located within the property boundaries of 16 Beachrock View.
3. The developer is to provide certification details from a suitably qualified engineer for any retaining wall structure over 1m in height as part of the applicable building permit process.
4. The developer must direct any stormwater collected from this work into the existing property stormwater pipe in accordance with the National Construction Code.

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.

The developer is encouraged to liaise with all affected neighbouring properties regarding the condition and the potential replacement of common fence lines.

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

The owner must, at their expense, repair any Council services (i.e pipes, drains) and any road, crossover, footpath or other Council infrastructure that is damaged as a result of any works carried out by the developer, or their contractors or agents pursuant to this permit. These repairs are to be in accordance with any directions given by the Council.

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

In regard to condition 4 the applicant should contact Council's Infrastructure & Works Department – Ph 6424 0511 with any enquiries.

All other queries 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 PA2020.0220.

BACKGROUND

Planning Instrument:	<i>Tasmanian Planning Scheme – Devonport 2020</i>
Address:	16 Beachrock View, East Devonport
Applicant:	Thylacine Design
Owner:	Leanne Bovill
Proposal:	Residential (single dwelling)
Existing Use:	Vacant Land
Zoning:	General Residential
Decision Due:	26/01/2021

SITE DESCRIPTION

The site is identified by certificate of title 178451/16 with the property address of 16 Beachrock View, East Devonport. The internal lot has an area of 1240m² and is currently vacant. Figure 1 is a copy of the title plan and Figures 2 and 3 are photos of the site.

The site has been subject to fill placement which received a retrospective planning permit last year (refer PA2020.0107). A condition of the permit required the landowner to enter into a Part 5 Agreement per the requirements *Land Use Planning and Approval Act 1993* to acknowledge that fill has been placed on site. A copy of this agreement can be found within the property title information.



Figure 2 – Photo of the site looking from the north-eastern section of the property (DCC, 2021)



Figure 3 – Photo of the site (circled) looking from Tea Tree Lane (DCC, 2021)

APPLICATION DETAILS

The applicant is seeking approval for the use and development of a single dwelling. The 3-bedroom single storey dwelling is proposed to have a floor area of 379m² and will include a swimming pool, situated to the north-east of the dwelling. As part of the development, the application is proposing a rock retaining wall along the northern and eastern side boundaries. At sections, the rock wall will have a height of approximately 2.5m.

Figure 4 is a copy of the site plan, Figure 5 is the dwelling's floor plan and Figure 6 is a plan of the rock retaining wall. A full copy of the development application is appended as an **Attachment**.

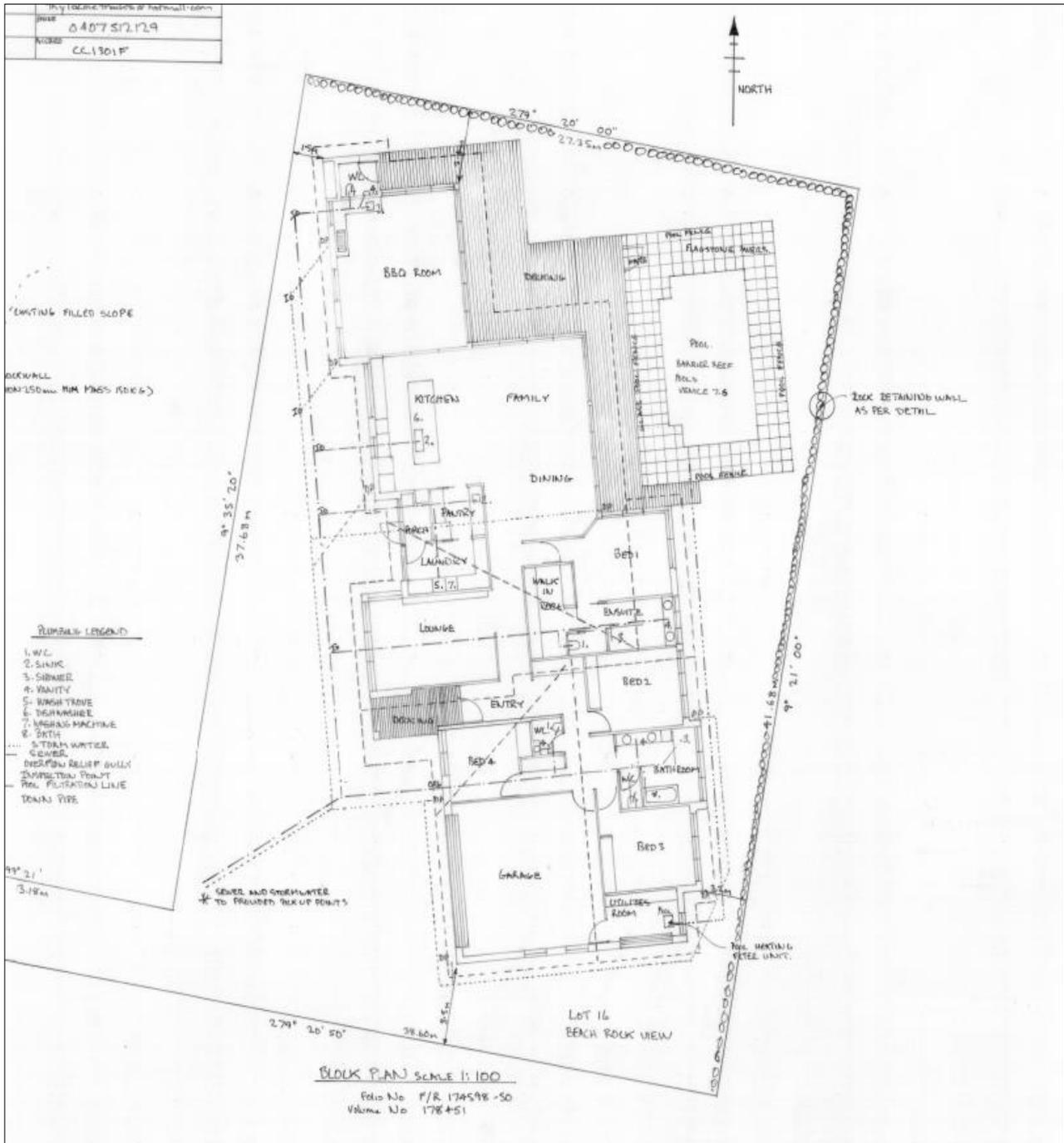


Figure 4 – Site plan (Thylacine Design, 2020)

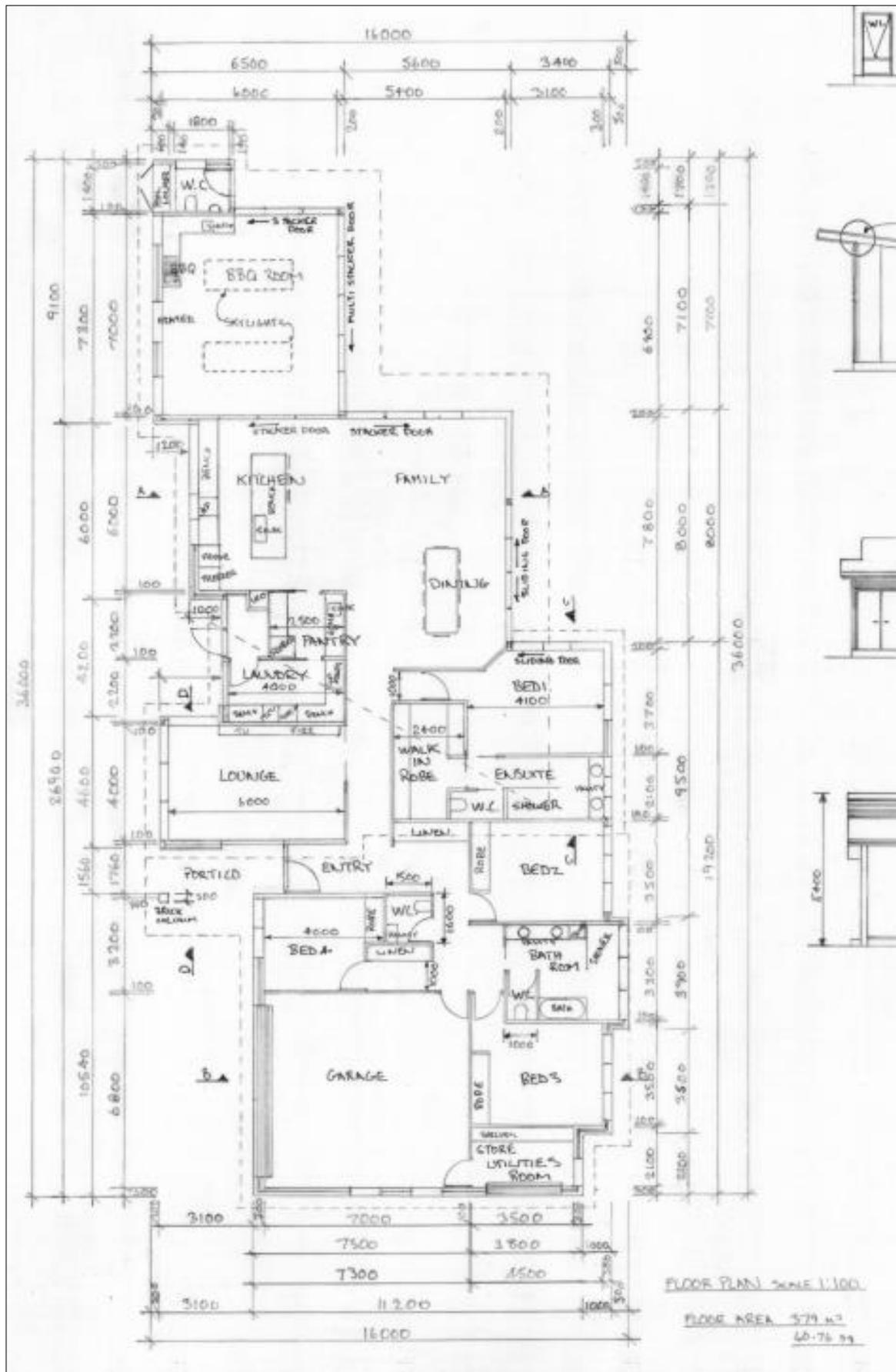


Figure 5 - Floor plan (Thylacine Design, 2020)

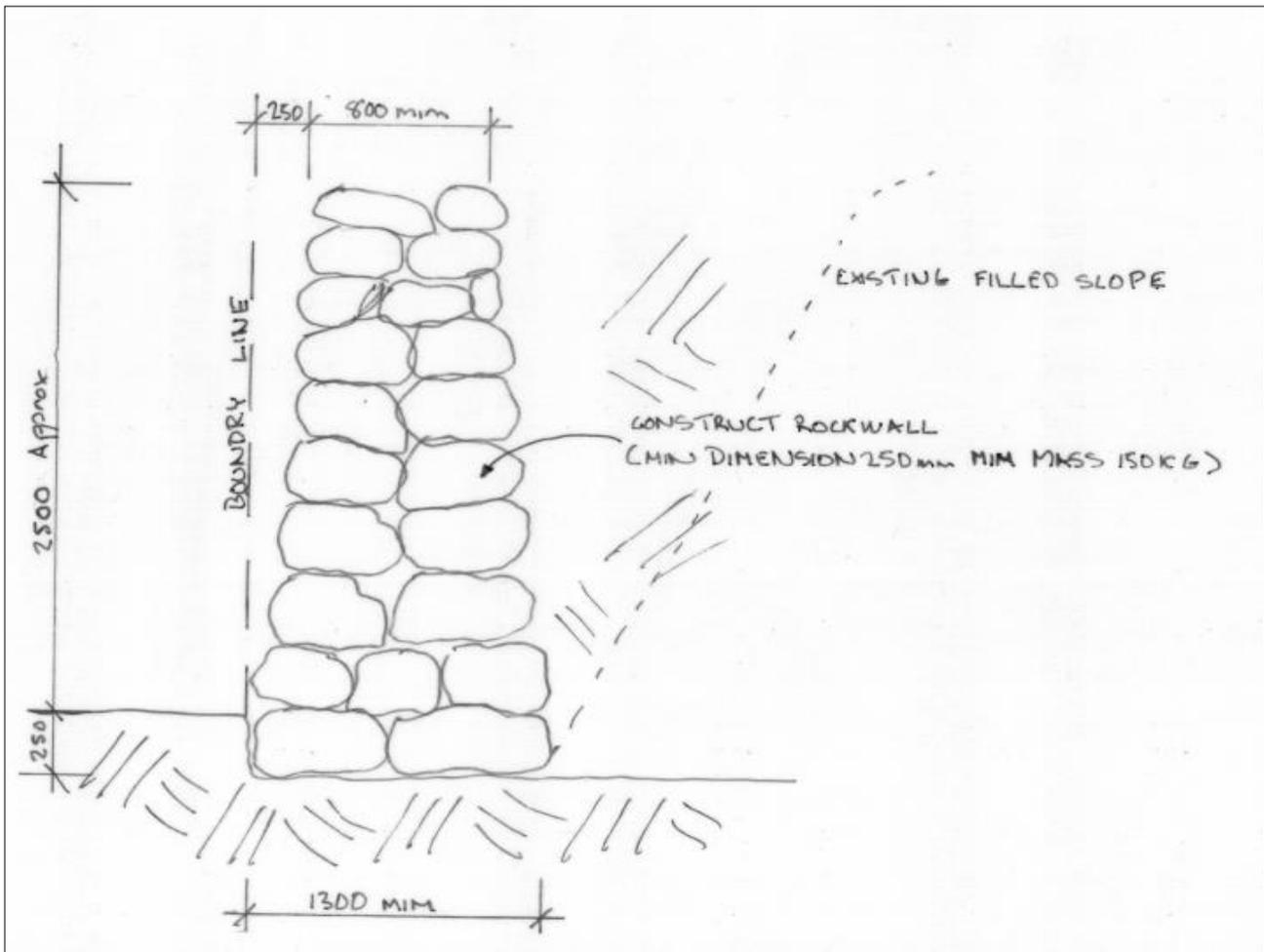


Figure 6 - Rock retaining wall details (Thylacine Design, 2020)

PLANNING ISSUES

The land is zoned General Residential under the *Tasmanian Planning Scheme - Devonport 2020* (TPS-D). The purpose of the zone is as follows:

- 8.1.1 To provide for residential use or development that accommodates a range of dwelling types where full infrastructure services are available or can be provided.
- 8.1.2 To provide for the efficient utilisation of available social, transport and other service infrastructure.
- 8.1.3 To provide for non-residential use that:
 - (a) primarily serves the local community; and
 - (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts.
- 8.1.4 To provide for Visitor Accommodation that is compatible with residential character.

(TPS, 2020)

The proposal falls under the use class Residential. The Use Table for the General Residential zone prescribes single dwelling development as No Permit Required. Subject to the proposal satisfying the applicable development standards at the acceptable solutions level a planning permit is not necessary. Where a development standard cannot satisfy the

acceptable solutions, the application is required to be assessed against the corresponding performance criteria to determine if a planning permit pathway can be achieved. The latter process triggers the requirement for a discretionary planning permit determination – public advertising period and the application can be approved or refused.

An assessment of the application against the relevant TPS-D standards has been undertaken. Two discretionary components have been identified. These matters are discussed in further detail below.

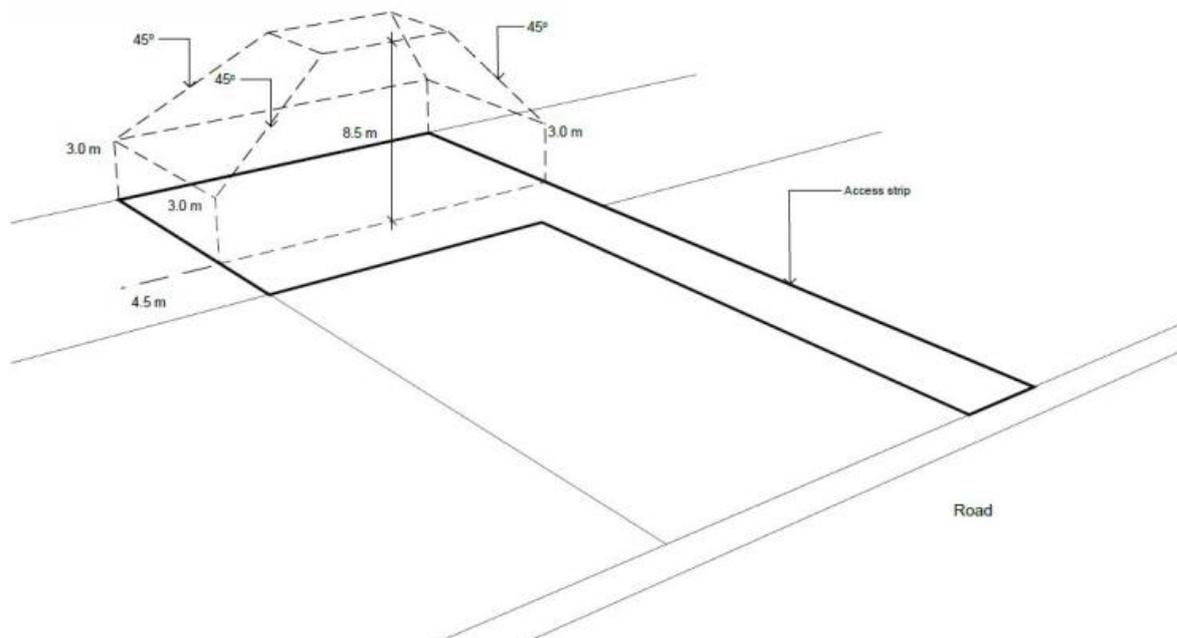
Internal lot - building setback variation

The single dwelling is classified as an internal lot under the TPS-D. An internal lot is required to have a minimum setback of 4.5m from the rear boundary of a property with an adjoining frontage (refer to building envelope diagram below shown as part of development standard 8.4.2). There is some ambiguity if the 4.5m setback is applicable in this case as the rear boundaries of the adjoining lots do not directly adjoin the site. In this case, it has been determined that either the western or southern side boundaries of the property could be considered the acceptable 4.5m setback requirement. The southern side boundary has been nominated for this application. The garage has a setback of 3.5m to this boundary which is within the acceptable 4.5m threshold. The performance criteria prescribed within 8.4.2 P3 is required to be analysed. A copy of this standard is reproduced from the next page along with comment.

General Residential zone - 8.4.2 Setbacks and building envelope for all dwellings

Objective:	<p>The siting and scale of dwellings:</p> <ul style="list-style-type: none"> (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; and (d) provides reasonable access to sunlight for existing solar energy installations.
Acceptable Solutions	Performance Criteria
<p>A3</p> <p>A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees 	<p>P3</p> <p>The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to: <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property; (ii) overshadowing the private open space of a dwelling on an adjoining property; (iii) overshadowing of an adjoining vacant property; or

<p>from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and</p> <p>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</p> <p>(ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</p>	<p>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;</p> <p>(b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and</p> <p>(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:</p> <p>(i) an adjoining property; or</p> <p>(ii) another dwelling on the same site.</p>
---	---



Comment - Due to the orientation of the lot and the garage setback of 3.5m to the southern side boundary the impact to adjoining neighbouring properties is negligible. The setback is essentially a side boundary setback and is consistent with other dwelling development within the Driftwood Sands subdivision. The performance criteria can be comfortably satisfied for 8.4.2 P3.

Rock Retaining Wall

Section 4.0 of the TPD-S prescribes works which are exempt from a planning permit. Specifically, 4.6.8 and 4.6.9 outlines that retaining walls and land filling are exempt from a planning permit subject to satisfying the requirements shown on the next page.

Table 4.6 Miscellaneous exemptions

	Use or development	Requirements
4.6.8	retaining walls	Retaining walls, excluding any land filling, if: <ul style="list-style-type: none"> (a) it has a setback of not less than 1.5m from any boundary; and (b) it retains a difference in ground level of less than 1m, unless the Local Historic Heritage Code or the Landslip Hazard Code applies, and requires a permit for the use or development.
4.6.9	land filling	Land filling to a depth of not more than 1m above existing ground level from that existing at the effective date, unless the: <ul style="list-style-type: none"> (a) Natural Assets Code; (b) Coastal Erosion Hazard Code; (c) Coastal Inundation Hazard Code; (d) Flood-Prone Areas Hazard Code; or (e) Landslip Hazard Code, applies and requires a permit for the use or development.

The proposed retaining wall is located along the northern and eastern side boundaries and the land filling required behind the retaining wall will exceed more than 1m above existing ground level. As a result, the exemptions cannot be satisfied.

Guidance provided under 6.2.6 of the TPS-D states that retaining walls and land filling works do not need to be assigned to a Use Class. Rather they are assessed under section 7.10 which is reproduced below.

7.10 Development Not Required to be Categorised into a Use Class

- 7.10.1 An application for development that is not required to be categorised into one of the Use Classes under sub-clause 6.2.6 of this planning scheme and to which 6.8.2 applies, excluding adjustment of a boundary under sub-clause 7.3.1, may be approved at the discretion of the planning authority.
- 7.10.2 An application must only be approved under sub-clause 7.10.1 if there is no unreasonable detrimental impact on adjoining uses or the amenity of the surrounding area.
- 7.10.3 In exercising its discretion under sub-clauses 7.10.1 and 7.10.2 of this planning scheme, the planning authority must have regard to:
- (a) the purpose of the applicable zone;
 - (b) the purpose of any applicable code;
 - (c) any relevant local area objectives; and
 - (d) the purpose of any applicable specific area plan.

Comment - The rock retaining wall will facilitate a more usable space for the backyard of the subject site in contrast to the existing batter situation. The neighbouring dwellings will not be impacted by the rock wall due to their location. Furthermore, the retaining wall is being constructed as part of the single dwelling development which is in accordance with the purpose of the General Residential zone. The property is not subject to any relevant development codes that need to be considered. In summary, the rock retaining wall and associated fill can be supported.

COMMUNITY ENGAGEMENT

On 15/12/2020, 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 19/12/2020;
- (b) Making a copy of the proposal available in Council Offices from the 19/12/2020;
- (c) Notifying adjoining property owners by mail on 17/12/2020; and
- (d) Erecting a Site Notice for display from the 18/12/2020.

The period for representations to be received by Council closed on 14/01/2021.

REPRESENTATIONS

One representation was received within the prescribed 14-day public scrutiny period required by the *Land Use Planning and Approvals Act 1993*.

The representation was received from the landowners to the immediate east of the development site – 181 Brooke Street. A copy of the representation is reproduced below as Figure 7.

To whom it may concern,

As property owners neighbouring the above mentioned block, we wish to object to the materials intended for use on the boundary of our property. Historically the property developer intended for a colourbond fence the length of our boundary, this work remains scheduled and is due to be undertaken in January 2021 by a contractor. We believe the proposed rock wall has the potential to harbour vermin, ie rats, mice, snakes etc. and is not a practical option where our livestock are concerned. We currently run steers in the adjoining paddock. There is also the potential for encroachment with instability and landslip as a result of the significant fill that has been placed on the block to elevate the house site. Further we believe a rock wall, on its own would fail to stop prevailing north westerly winds from blowing debris onto our property and pose a safety risk of children and pets from scaling.

We may be contacted for discussion Rodney 0419357170 or Dianne 0419350500.

Yours faithfully,

Rodney and Dianne Smith

181 Brooke Street, East Devonport

Figure 7 – Representation from the landowners of 181 Brooke Street, East Devonport (Smith, 2021)

Comment – The representation raises concerns regarding the rock retaining wall which is proposed to be located along the north and eastern side boundaries. The retaining wall is a discretionary component of the application.

The TPS-D has no controls regarding the construction materials of the retaining wall. Subject to a successful planning permit determination, the developer will need to apply for a building permit before construction can commence. As part of this process, a building surveyor will need to ensure the retaining wall can satisfy the requirements of the National Construction Code. This will require certification from a qualified engineer regarding the design and construction materials of any retaining wall structure greater than 1m in height.

In response to the construction of a colorbond fence between the properties this is between the landowners to agree upon and is not a planning scheme matter.

The potential of the retaining wall to harbour vermin is not a planning scheme consideration. If the retaining wall is found to accommodate vermin or create a nuisance (i.e dust pollution) Council can act by other means if determined necessary.

Overall, the representation is recommended to be noted, however no changes to the development as put forward is thought necessary. Conditions will be included on the permit to ensure the retaining wall is situated wholly within the property confines and that the wall is appropriately certified by an engineer as part of the building permit process.

DISCUSSION

As part of the normal assessment procedure, the application has been referred to Council Departments interested in development applications. Feedback from these departments have been included as conditions or notes where appropriate.

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 discretionary elements of the application are supported, and the application is recommended for conditional approval.

ATTACHMENTS

1. Application - PA2020.0220 - 16 Beachrock View [4.2.1 - 19 pages]

5 REPORTS

5.1 PUBLIC LIGHTING STRATEGY 2021-26

Author: **Carol Bryant, Executive Officer**

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

RECOMMENDATION

That Council adopt the Public Lighting Strategy 2021-26.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- | | |
|----------------|---|
| Strategy 1.1.1 | Lead and actively promote the adoption of practices that support the sustainable use of energy and other natural resources by Council, businesses and the community |
| Strategy 1.1.2 | Investigate innovative ways of accessing alternative power sources including renewable energy |
| Strategy 1.4.3 | Lead and actively promote emissions minimisation |
| 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 |
| Strategy 3.3.1 | Improve the City's physical access and connectivity focusing on linkages to and from key access points |
| Strategy 4.1.3 | Promote passive recreational usage including walking, bike paths, trails, parks and playspaces |
| Strategy 5.4.1 | Provide timely, efficient, consistent services which are aligned with and meet customer needs |
| Strategy 5.5.2 | Ensure comprehensive financial planning and reporting to guarantee sustainability and meet or exceed financial targets |

SUMMARY

This report presents the Public Lighting Strategy 2021-26 to Council for adoption, following a period of public consultation.

BACKGROUND

The draft Public Lighting Strategy 2021-26 has been prepared to further contribute to the completion of objectives and achievement of goals outlined in Council's Strategic Plan 2009-2030. The key challenges faced are:

- "Living lightly", i.e. reducing our environmental footprint and energy consumption
- Managing the cost of public lighting
- Determining and providing the appropriate level of service in various situations

The objectives of the Public Lighting Strategy 2021-26 are reflective of the challenges faced by Council when providing public lighting for the community.

1. Public lighting is environmentally sustainable
2. Public lighting is financially sustainable

3. Public lighting meets the needs of the community

The Action Plan proposes the activities, timing and resources required to achieve the above objectives and defines the indicators of progress against the objectives.

The draft Strategy was presented to Council at their meeting held 26 October 2020, whereby Council resolved to release the Strategy for a 30-day public consultation period (Min No. 20/115 refers).

STATUTORY REQUIREMENTS

There are no specific statutory requirements relating to this report.

DISCUSSION

The draft Public Lighting Strategy was posted on Council's website between Wednesday 11 November 2020 and Friday 11 December 2020. Comment was invited through Council's on-line engagement portal, Speak Up Devonport. The draft Strategy was viewed 248 times during this period.

COMMUNITY ENGAGEMENT

As described above, the draft strategy was viewed 248 times during the consultation period, but no specific comments were submitted as part of the consultation process. The overall engagement numbers represent an acceptable level of engagement with the strategy however, some feedback (positive or negative) on the strategy would be preferred.

It is likely that there will be a higher level of engagement for specific elements of the Strategy action plan, relating to level of service and cost, as Council plans to implement these activities.

FINANCIAL IMPLICATIONS

Council's 2020-21 public lighting budget is \$760,000. Objective 2 of the Strategy is that public lighting is to be financially sustainable. Strategic Actions related to level of service and use of technology will need to consider the long-term financial impacts of any change.

RISK IMPLICATIONS

- **Asset & Property Infrastructure**
The Strategy aligns with Council's Asset Management Strategy, in that asset growth or increases in levels of service needs to be sustainable.
- **Consultation and/or Communication**
The community has had an opportunity to provide input into the Strategy, ensuring that Council's strategic direction aligns with the expectations and needs of the community.

CONCLUSION

The Public Lighting Strategy 2021-26 is presented to Council for adoption.

ATTACHMENTS

1. Public Lighting Strategy 2021-26 [5.1.1 - 15 pages]

5.2 PROPOSAL TO RENAME PART OF DAVID STREET, EAST DEVONPORT

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

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

RECOMMENDATION

That Council not proceed with the proposed street name change at this time, and notify the requestor of this outcome.

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 5.4.4 Provide professional administrative services to support effective and efficient operations

SUMMARY

This report provides details of the consideration given to a request to rename part of David Street, East Devonport.

BACKGROUND

Council received a letter from a resident in September 2020 requesting Council support for changing the name of the Northern Part of David Street (i.e. north of the traffic obstruction at Fonthill Place/Illalangi Drive).

STATUTORY REQUIREMENTS

Section 4 of the *Place Names Act 2020* defines a 'place' as a highway, road or street, amongst many other things.

Section 11 of the *Place Names Act 2020* describes Council as the 'responsible authority' that can:

- Name a place
- Alter, or revoke, an approved name for the place,

when the place is a highway, road or street.

Section 11 of the *Place Names Act 2020* describes that once Council names a place, the name must be submitted to the Registrar of Place Names for recording. Provided, the name complies with the Tasmanian Place Naming Guidelines, and is unique in Tasmania (for a road), the Registrar will record the name.

The Tasmanian Place Naming Guidelines are available at:

<https://dpipwe.tas.gov.au/Documents/Tasmanian%20Place%20Naming%20Guidelines.pdf>

The guidelines provide information on selecting a suitable name and outline that community consultation is an essential part of the naming process.

Therefore, Council can resolve the name of a road within the City of Devonport. If the name of the road is unique within Tasmania and in accordance with the guidelines, it will be recorded as the name for that road.

DISCUSSION

Council has five other disconnected streets that have distinct names:

- Madden/Lower Madden
- Fenton/North Fenton
- Caroline/ North Caroline
- Drew/Upper Drew
- Eugene/ West Eugene

But has four others where the street name is continuous, but road traffic is unable to pass:

- David Street
- North Street
- Surrey Street
- Young Street

It is proposed that the property number would not change as part of any potential renaming, which is consistent with other similar situations in Devonport. Therefore, residents south of the traffic obstruction would not be affected by the name change (David Street numbering increases North to South so if numbering were to reset at the change of street name, it would be the properties south of the traffic obstruction that would be renumbered).

COMMUNITY ENGAGEMENT

Letters were sent to affected stakeholders (including emergency services), seeking feedback on the proposed change.

Of the 32 letters sent, Council received feedback from three affected residents and a response from Tasmania Police as a stakeholder (refer attachments). Two respondents were against the proposal, citing concerns around perceived cost; inconvenience and effort in changing their address on documentation; and that people are already aware of the barrier separating the two sections of roadway, and therefore the access requirements for properties located in both sections of David Street. One respondent supported the name change. Tasmania Police had no issue with a potential name change, but equally did not express any existing operational concern with the current arrangement.

The facilitation of improved emergency response was listed by the requester as a supported outcome of the proposed name change. Given no responses were received as part of the consultation process from other emergency service providers (TFS and the Tasmania Ambulance Service), this assertion may not be accurate, and there may be no benefit derived in the name change from an emergency response outcome.

FINANCIAL IMPLICATIONS

The cost of renaming part of David Street is minimal. One new street sign would be required and there are some minor administrative costs to make a submission to the Registrar of Place Names.

RISK IMPLICATIONS

There are no identified risks associated with this report.

CONCLUSION

Of the feedback received as part of the community consultation, the balance was not strongly supportive of the proposed name change. The low overall response rate or responses that re-affirmed issues with the current naming of David Street, as highlighted in the original request, would suggest that the name change is not overwhelmingly supported or deemed necessary, and therefore it is recommended that the proposed street name change not proceed at this time.

Some other signage enhancements, such as the installation of "No Through Road" signage at the appropriate intersections, may be of some merit and will be considered by Council Officer for implementation.

ATTACHMENTS

1. David St Name Change - Aerial overview of proposal [**5.2.1** - 1 page]
2. FW Change of Street Name proposal - David Street - Ross and Charmi Dempsey [**5.2.2** - 1 page]
3. FW Feedback - Re-naming of David St - Merryan Jo Payne [**5.2.3** - 2 pages]
4. Feedback Proposed Street Name Change - David Street - ME SM Farley [**5.2.4** - 1 page]
5. FW Feedback - Proposed Street Name change - David Street East Devonport - Steve Jones - Tas Police [**5.2.5** - 1 page]

5.3 'COLD CLIMATE CLASSIC' TOUCH FOOTBALL SPONSORSHIP PROPOSAL

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

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

RECOMMENDATION

That Council receive and note the report relating to the proposed 'Cold Climate Classic' National Touch Football event and

1. enter into a three-year Sponsorship Agreement with Touch Football Tas as follows:
 - a. Year 1 – \$20,000
 - b. Year 2 – \$25,000
 - c. Year 3 – \$30,000
2. conditioning the year's 2 and 3 funding to be subject to achieving agreed participation targets; and
3. provide maximum in-kind support of up to \$5,000 per annum.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 3.4.2 Promote, encourage and develop initiatives that support the local economy
- Strategy 4.1.4 Build capacity of the sport and recreation sector

SUMMARY

This report seeks Council support of a proposal for an annual National Touch Football tournament to be held in Devonport, as well as confirming details of any potential sponsorship of the event.

BACKGROUND

Representatives from Touch Football Australia and Touch Football Tas presented a proposal at a recent Council workshop regarding the concept of the 'Cold Climate Classic', an annual National Touch Football tournament to be held in Devonport in October, commencing 2021.

The tournament would be held over a weekend resulting in a minimum 3 night stay for most participants.

Touch Football Tas are seeking Council's support, in principle, of the event and consideration of a three-year sponsorship agreement.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report. Details of any sponsorship provided to the event would be reported under Section 77 of the *Local Government Act 1993* in Council's Annual Report.

DISCUSSION

Touch Football Tasmania is proposing to deliver the 'Cold Climate Classic' in October of each year in Devonport, but believe the region will benefit. They forecast, that in year one,

30 teams will participate (30% intrastate, 70% interstate) resulting in a minimum 3 night stay for most participants. This will result in some 500 participants and entourage, 1500 bed nights and destination marketing to over 500,000 people through Touch Football Tasmania's digital channels.

They seek to promote the tournament as linking with Council's Devonport Food and Wine Festival, thus providing local producers an opportunity to showcase their products to a National audience. The event will be marketed to a slightly more mature demographic (25-55 years of age) to attract an audience that appreciates good food and wine whilst participating in a sport with a national focus.

A three-year forecast by Touch Football Tasmania suggests a year on year growth rate of 20% with visitation by region expected to skew towards more interstate and international visitors as the event becomes established.

Touch Football Tas is seeking an annual cash investment from Council over a three-year period;

Year 1	\$25,000
Year 2	\$30,000
Year 3	\$35,000

In-kind support will also be requested including ground hire, waste management, equipment hire, line marking to the value of \$5,000.

Council may determine to support a one-year sponsorship at this stage and await the results of the 2021 event before committing for years 2 and 3.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken because of this report. Touch Football Tasmania has however had discussions with Event Tasmania, Tourism Tasmania, Cradle Coast Authority, West x North West and the Devonport Chamber of Commerce and Industry.

FINANCIAL IMPLICATIONS

Council has several sponsorship arrangements with various sporting bodies for larger annual events in Devonport. If Council determine to enter into a Sponsorship Agreement with Touch Football Tas, the funds will be allocated in the Recreation Development budget under Community Services.

RISK IMPLICATIONS

Council may be at risk of criticism if they resolve to support this event and provide a three-year sponsorship, however they may be seen to not be supportive of events that have the potential to attract National participants if they do not provide sponsorship of the event.

A second wave of COVID-19 leading to increased restrictions may impact on Touch Football Tasmania's ability to reach target participant numbers or could lead to event cancellation.

CONCLUSION

The concept of a national Touch Football tournament in October of each year will add significantly to the economy and increase promotion of the Devonport Food and Wine Festival. With the potential to draw over 500 participants plus entourage, the event would be significant for Devonport and its surrounding areas from which accommodation may need to be sourced.

Council may determine to assess their support of the tournament once year 1 has been held.

ATTACHMENTS

Nil

5.4 TENDER REPORT CONTRACT CB0098 DEVONPORT FOOTBALL CLUB CHANGEROOMS REDEVELOPMENT

Author: **Jamie Goodwin, Project Manager**
Endorser: **Matt Skirving, Executive Manager City Growth**

RECOMMENDATION

That in relation to contract CB0098 Devonport Football Club Change Rooms Reconstruction, Council:

- a) Appoint Oliver Kelly Group Pty Ltd as the preferred tenderer;
- b) Authorise the General Manager to finalise negotiations with the preferred tenderer in relation to additional cost savings, and execute a construction contract up to a maximum of the tendered sum of \$835,899.57 (ex GST) ; and
- c) Note the allocated project management and contingency costs of \$107,000 (ex GST)

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 2.3.4 Provide and maintain Council buildings, facilities and amenities to appropriate standards

SUMMARY

This report seeks Council's approval to select Oliver Kelly Group Pty Ltd as the preferred tenderer for project CB0098 Devonport Football Club Change Rooms and authorise the General Manager to execute a contract to complete these works once further cost savings have been confirmed.

BACKGROUND

This report considers tenders received for project CB0098 Devonport Football Club Change Rooms Reconstruction.

The project proposal was initiated by the Devonport Football Club and AFL Tasmania. In mid-2019, the Devonport Football Club submitted an Expression of Interest in the State Government's 2019-2020 Levelling the Playing Field Grant Program. The club's EOI was supported by AFL Tasmania and received the State Government's approval to progress to stage two of the funding scheme. In July 2019, the Department of Communities, Sport and Recreation requested that Council submit the stage two application on behalf of the Devonport Football Club and manage the project if successful. This arrangement is similar to other recent grant-funded projects such as the East Devonport Football Club and Meercroft Park project.

With assistance from the Devonport Football Club, Council's Sport and Recreation staff submitted the application in late July 2019. In November 2019, Council received formal notification that the DFC project submission was successful and received \$307,000 under the 2019-2020 Levelling the Playing Field Grant Scheme.

In addition to the State Government Funding, Federal Government funding of \$420,000 was committed as an election commitment. This funding was also initiated by the club and is managed by Council. Other contributors to the project include AFL Tasmania \$40,000, Devonport Council \$50,000, and the DFC \$1,000.

The project seeks to provide and improve facilities for users of the Devonport Football Club Home and Away team change rooms which includes changerooms and showers for female and male football players.

In addition to the change rooms facilities, the project design (and tendered construction cost) includes the provision for 3 new public toilets to service patrons at the Devonport Oval. During 2020, a major fault with the sewer line servicing the existing female toilet facilities adjacent to the Devonport Football Clubrooms was identified. Given the significant cost of correcting this fault, it was considered preferable to consider the development of alternate facilities, that provide enhanced amenity and usability for all patrons to the Devonport Oval. One unisex accessible cubicle, and two ambulant unisex cubicles have been included in the project scope. These works are valued at \$47,090 (ex GST) and is included in the lump sum tender submissions noted in Table 1.

STATUTORY REQUIREMENTS

Council is required to comply with Section 333A of the *Local Government Act 1993* and its adopted Code for Tenders and Contracts when considering awarding tenders.

DISCUSSION

In accordance with Council's Code for Tenders and Contracts, a Tender Planning and Evaluation Committee was formed to evaluate the tenders received.

Tenders were received from three companies, and all submissions were conforming tenders, however all submissions exceeded the allocated budget allowance.

All tenders received are summarised in Table 1.

TABLE 1

No.	Tender	Status	Tender Price (ex GST)
1	Oliver Kelly Group Pty Ltd	Conforming	\$835,899
2	Mead Con Pty Ltd	Conforming	\$978,149
3	AJR Construct Pty Ltd	Conforming	\$1,177,142

The tender pricing received for this project is considered representative of current market conditions, with several interested tenderers advising Council that they were not able to participate in the tender process due to current workload commitments.

The Tender Planning and Evaluation Committee have considered the two lowest priced submissions against the selection criteria, being:

- Relevant experience
- Quality, safety, and environmental management
- Resource base
- Price

The evaluation by the Committee determined that Oliver Kelly Group Pty Ltd scored highest overall against the selection criteria.

The Tender Planning and Evaluation Committee minutes are available for Councillors to view, upon request.

To expedite the commencement of the project, meet the required grant-funding expenditure timeframes, and to minimise the impact of construction works on facility users,

this tender report is being presented to Council on the basis of appointing a preferred tenderer. Several opportunities to realise additional cost savings have been identified with the preferred contractor, however these discussions are not yet finalised.

Subject to the final confirmation of these cost reductions, this report seeks endorsement for the General Manager to appoint Oliver Kelly Group Pty Ltd as the successful tenderer and enter into a contract to complete the project. Final construction costs will be reported to Council as part of the periodic Capital Works Program updates.

Consideration of the necessary additional budget allocation to progress with this project are noted in the Financial Implications section of this report.

COMMUNITY ENGAGEMENT

In October 2018, Devonport Football Club Project Officer Simone Atkins contacted Council in regard to the club's proposal to redevelop the change rooms. Simone indicated that the club was pursuing funding from both State and Federal Governments and had in principal support from AFL Tasmania of \$40,000.

Following a request for quotation process, Starbox Architecture was engaged by Council to develop design and engineering documentation for the project. Key Stakeholders from the DFC participated in design team meetings to further develop the concept floor plans provided by the DFC board.

A public advertisement calling for tenders was placed in The Advocate Newspaper on 14 November 2020 and tenders were also advertised on Council's website.

FINANCIAL IMPLICATIONS

The project is primarily supported by State & Federal Government grant funding, with additional contributions as listed in Table 2:

TABLE 2

Funding Source	Value
Federal Funding Scheme - Female Facilities Water Safety Stream Program	\$420,000.00
State Government Funding Scheme - Levelling the Playing Field 2019-2020	\$307,000.00
Devonport City Council	\$50,000.00
AFL Tas	\$40,000.00
Devonport Football Club	\$1,000.00
TOTAL	\$818,000.00

The breakdown of the forecast expenditure for this project is shown in Table 3:

TABLE 3

Item	Budget (ex GST)
Construction cost for Changeroom upgrades including provisional sums	\$788,808.93
Construction cost for new public toilets incorporated in project scope	\$47,090.67
Design, project management & contract administration	\$77,000.00
Construction contingency	\$30,000.00
TOTAL	\$942,899.60

The current funding shortfall of \$124,899 can be attributed to the additional cost of the public toilets incorporated into the proposed project scope (\$47,090), and elevated market pricing due to current market conditions within the local construction sector.

Funding is available within the existing 2020/21 Capital Works program to fund these additional construction costs. Available funding includes the remaining unallocated funds from project *CB0094 Council Contribution to Sports Club Grants*, and from forecast savings across the Capital Program.

In addition to the available funding capacity, some additional cost savings are actively being investigated with the preferred tenderer as discussed earlier in this report and will be taken up prior to execution of a contract with the preferred contractor.

Should Council choose not to make the additional funding allocation, the project can not be progressed in the available grant program timeframes, and funding contributions will be foregone.

RISK IMPLICATIONS

To minimise risk, the tender administration processes related to this contract complies with Council's Code for Tenders and Contracts which was developed in compliance with Section 333A of the *Local Government Act 1993*.

The contingency allowance of \$30,000 has been adopted for this project. The risk of unforeseen variations is moderate with latent conditions and unforeseen demolition considerations considered to be the main risk to the project budget.

CONCLUSION

Considering the selection criteria assessment, the Tender Planning and Evaluation Committee has determined that Oliver Kelly Group Pty Ltd meets Council's requirements and is therefore most likely to offer "best value" in relation to Contract CB0098 Devonport Football Club Change Rooms Reconstruction.

ATTACHMENTS

Nil

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

No workshops have been held since the December Council meeting.

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 16 December 2020 and 19 January 2021:

- Council meeting
- 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:
 - Aaron Stephens (Tasmania Talks)
 - Martin Agatyn (7AD)
 - Darren Kerwin (7AD)
 - Lee & Jess (SeaFM).
- Attended Local Government Association of Tasmania (LGAT) General Management Committee meeting (x2)
- Attended Premier's Local Government Committee meeting
- Attended Cradle Coast Board meeting
- With the General Manager, met with Senator Colbeck re the proposed Light & Sound Show
- With the General Manager, met with Senator Lambie re the proposed Light and Sound Show
- With the General Manager, met with Bernard Dwyer, CEO of TT-Line
- Attended Devonport Cups (both Thoroughbred and Harness)
- Attended launch of Devonport Food & Wine Festival 2021

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT - JANUARY 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 and the Acting General Manager, between 16 December 2020 and 19 January 2021. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

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

STATUTORY REQUIREMENTS

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

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops and Council Meetings as required.
- 1.3. Along with the Mayor met with the CEO of the TT-Line Bernard Dwyer regarding a general update on matters of interest to both parties.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with proponents of the 2-lot Winspears Road subdivision which was refused at a recent Planning Authority Committee meeting.
- 2.2. Met with a resident regarding planning fee concerns.
- 2.3. Met with a resident regarding a number of ideas to improve the promotion of Devonport.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended a shared services meeting at the Cradle Coast Authority regarding telecommunications and Microsoft Office.
- 3.2. Attended luncheon with Cradle Coast Authority Board following their meeting at the paranapple centre.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. With the Mayor met with Senator Richard Colbeck regarding the Spirit of Tasmania replacements and proposed Waterfront Light and Sound Show and a general update on matters affecting the Devonport region.
- 4.2. With Cr Laycock met Senator Colbeck to discuss the recent motion passed by Council to engage with the Federal Government regarding opportunities for the development and enhancement of Home Hill.
- 4.3. With the Mayor met with Senator Jacqui Lambie regarding the Spirit of Tasmania replacements and the Waterfront Light and Sound Show.

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 & Previous Minutes Resolutions - January 2021 [**6.3.1** - 1 page]

6.4 ELECTED MEMBERS EXPENSE REPORT TO 31 DECEMBER 2020

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 November and December 2020 is detailed below:

Mayor, Cr Annette Rockliff	\$370 – LGAT Conference \$320 – Accommodation
Deputy Mayor, Cr Alison Jarman	\$370 – LGAT Conference \$160 - Accommodation
Cr Peter Hollister	\$370 - LGAT Conference \$320 – Accommodation
Cr Lynn Laycock	\$370 – LGAT Conference \$305 – Accommodation \$502 – Travel and meal reimbursement
Cr Gerard Enniss	\$370 - LGAT Conference \$320 – Accommodation

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 2020-21 [**6.4.1** - 1 page]

6.5 ANNUAL PLAN PROGRESS REPORT TO 31 DECEMBER 2020

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the 2020/21 Annual Plan Progress Report for the period ended 31 December 2020.

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 2020/21 Annual Plan as of 31 December 2020 2020.

BACKGROUND

Council adopted its 2020/21 Annual Plan on 22 June 2020. 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.

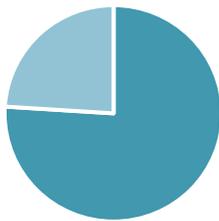
Key activities noted in the attached Progress Report include:

- 75/100 nesting boxes for the critically endangered swift parrot have been completed by the Men's Shed, and installation is due to start in late Feb/early March.
- Council compiled a calendar of community events for December, with a mix of online and smaller in-person events. The Santa Tour run in conjunction with the Rotary Club of Devonport North was well received and held in place of the cancelled Christmas Parade.
- Use of crushed waste concrete bricks has become standard practice on footpath projects as a way of increasing the recycling of waste generated from construction projects.
- The electric vehicle charging station has been installed and is operational.
- Council is now profiled on the Cities Power Partnerships website. Council is required to nominate 5 'pledges' or actions to reduce emissions by early March 2021. A number of actions are currently under consideration.
- The Tasmanian Planning Scheme came into effect in the Devonport local government area on 18 November 2020.

- The installation of information signage at the Mersey Vale Memorial Park has commenced.
- 800m of path in Don Reserve has been renewed under two projects.

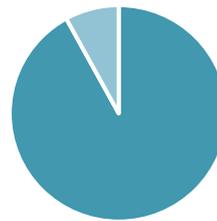
Progress comments are provided for each action in the Progress Report. Following are graphical snapshots of Council's performance against each Strategic Goal and actions overall across the organisation as at the 31 December 2020.

2020/21 AP Actions - Organisation



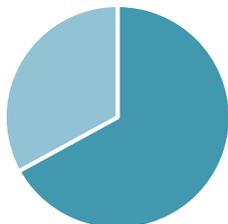
■ On Track - 76% ■ Off Track - 24%

Goal 1 - Living Lightly on our Environment



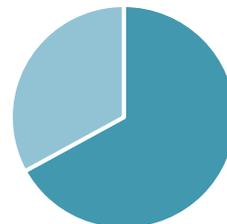
■ On Track - 92% ■ Off Track - 8%

Goal 2 - Building a Unique City



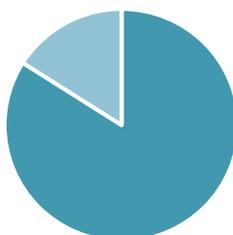
■ On Track - 67% ■ Off Track - 33%

Goal 3 - Growing a Vibrant Economy



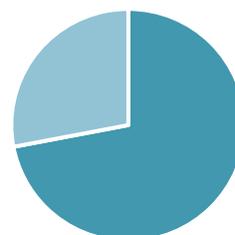
■ On Track - 67% ■ Off Track - 33%

Goal 4 - Building Quality of Life



■ On Track - 84% ■ Off Track - 16%

Goal 5 - Practicing Excellence in Governance



■ On Track - 72% ■ Off Track - 28%

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 2020/21 Annual Plan Progress Report as of 31 December 2020 is provided for the information of the Councillors and the community.

ATTACHMENTS

1. Annual Plan Progress Report to 31 December 2020 [**6.5.1** - 26 pages]

6.6 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT - NOVEMBER AND DECEMBER 2020

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 November and December 2020 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
- Property Management
- Legal Issues
- Strategic and Operational Plans
- Corporate Communication
- Human Resources
- Financial Strategy and Management
 - Revenue and Rating
 - Grants
 - Loan Borrowings
 - Compliance
 - Related Policies
 - Financial Reporting
- Information Technology
- Budget Management
- Car Parking
- Customer Service

STATUTORY REQUIREMENTS

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

DISCUSSION

1. GENERAL MANAGEMENT

1.1. Governance

Common Seal Register

The following documents have been signed under Council's seal for the November and December 2020 period.

REG/632	Lease Agreement - DCC & RANT - 45-47 Stewart Street Devonport	12/11/2020
REG/633	Part 5 Agreement - 16 Beach Rock View - PA2020.0107	18/11/2020
REG/634	Licence Agreement (access) - DCC & Mountney - Public Open Space - 56A Percy Street	20/11/2020
REG/635	Transfer of Electricity Easement - DCC to TasNetworks - 13 Racecourse Road Spreyton	24/11/2020
REG/636	Application for New Certificates of Title - Land Titles Office	26/11/2020
REG/637	Grant Deed - DSG & DCC - Vulnerable Road Users Program 2020-21 - Spreyton Primary School Crossing	8/12/2020
REG/638	Licence Agreement - DCC & Laycraft Pty Ltd - Open Space	14/12/2020
REG/639	Use Agreement - DCC & Merseylink - Ferry Pontoon	14/12/2020
REG/640	92 Fomby Road - Contract of Sale	22/12/2020
REG/641	Grant Deed - DSG & DCC - Vulnerable Road Users Program 2020-21 - Council Road - Mersey Main Road	22/12/2020
REG/642	Gas Pipeline Easement - PA2020.0088	23/12/2020

Councillor Attendance

Councillor attendance at Council meetings and workshops attendance up to 31 December 2020 is detailed as follows:

No. of Meetings Attendance	Council	Planning Authority		Workshops	Leave of Absence Approved during the period
	8	Member	Non Member	7	
Mayor Cr A Rockliff	8	3	0	7	
Cr J Alexiou	8	3	0	7	
Cr G Enniss	8	0	0	7	
Cr P Hollister	8	3	0	7	
Cr A Jarman	8	0	1	7	
Cr L Laycock	8	0	2	7	
Cr S Milbourne	8	2	0	6	1
Cr L Murphy	8	3	0	7	
Cr L Perry	7	3	0	7	

1.2. Property Management Update

Council Officers worked on a number of property matters during November and December including the following:

- Liaise with current tenants and prospective tenant for 260 Steele Street, and sought consent from Crown for sub-lease;
- Finalised sub-licence agreement with Merseylink for Mersey River Ferry pontoon;
- Licence agreement renewal – Drift – open space area;
- Liaise with Land Titles Office for Titles transfer with TasWater (water pipelines);
- Mersey Valley Pony Club lease renewal;
- Access agreement for use of land at 56A Percy Street;
- Valuation for 116-122 Stony Rise Road;
- Crown Land property enquiry – Percy Street/Eugene Street;
- Harris Scarfe Lease registration with the Land Titles Office;
- Rental invoices raised for period 1/1 - 30/6/21 for sport & recreation and community & childcare leased properties;
- Liaison with commercial and community tenants.

1.3. Corporate Communication – November and December 2020

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.

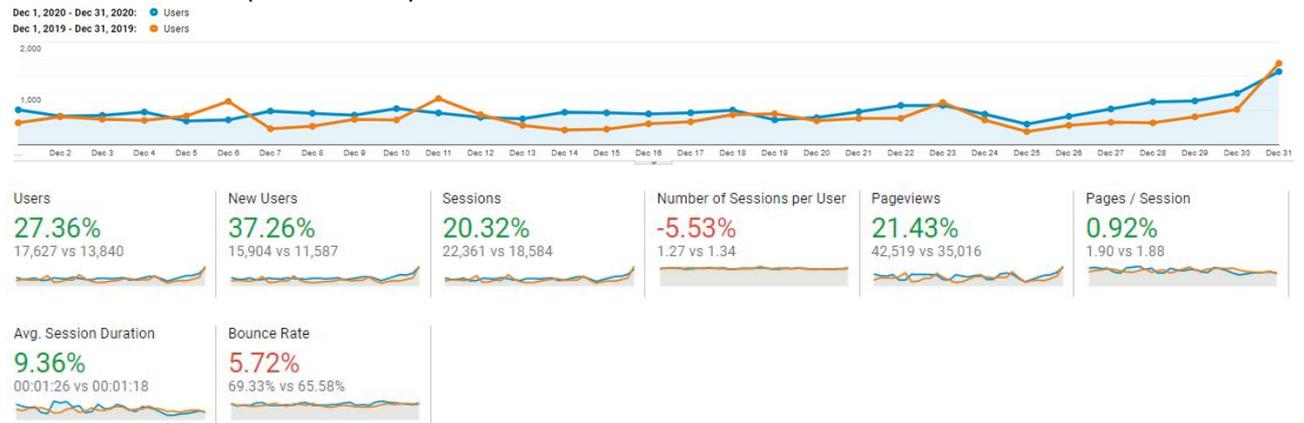
Devonport City Council Website Statistics	November 2020	December 2020
Total visitor sessions	20,460	22,361
Total page views	38,124	42,519
Top 10 Pages	<ol style="list-style-type: none"> 1. News & Media 2. Advertised Planning Permit Applications 3. Employment Opportunities 4. Contact Us 5. Waste Transfer Station 6. Forms and Payments 7. Mersey Vale Memorial Park Cemetery Search 8. How to Contact Us 9. Council Meetings 10. Devonport Public Holiday Devonport Show 	<ol style="list-style-type: none"> 1. News & Media 2. Council Events and Festivals 3. Contact Us 4. Waste Transfer Station 5. Media Release: Changes to end of year events 6. Forms and Payments 7. Employment Opportunities 8. Advertised Planning Permit Applications 9. Whats on Devonport 10. Weekly rubbish collection
<p>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.</p>		

Website statistics taken from Google Analytics

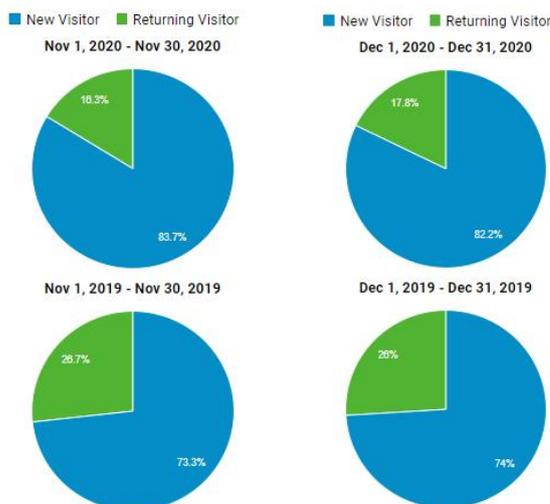
November 2020 (Verse 2019), Website Statistics



December 2020 (Verse 2019), Website Statistics



New Visitors verse Returning Visitors



1.3.2. Community Consultations

Council's online engagement platform www.speakupdevonport.com.au is utilised for all of Council's community consultations. During the reporting period feedback was collected for the proposed Devonport Public Lighting Strategy (11 November 2020 – 11 December 2020) the page was viewed 248 times.

1.3.3. Social Media

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

Council's corporate Twitter account (@devonportcity) was launched in December 2014. At the end of December, there were 632 followers. Twitter is actively used to 'break' news to the media.

Council currently operates ten (10) Facebook pages (Devonport City Council, Devonport Food & Wine Festival, Devonport Jazz, Devonport Events, Visit Devonport, Bass Strait Maritime Centre, paranable arts centre, Living+Learning Devonport, Devonport Regional Gallery and Diamonds of Devonport). Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

Council's Marketing and Promotions team operate Visit Devonport, Devonport Food and Wine and Devonport Jazz Instagram accounts. The paranable arts centre runs the Devonport Regional Gallery and paranable arts centre Instagram accounts.

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. The community can ask questions of Council by sending a message via messenger or responding to a Council facebook post. Key questions or matters raised by the public are generally around Council's services and reports of community infrastructure needing repairs. Activity remains at its highest between 6:00pm and 9:00pm.

DCC Facebook Page Statistics	November 2020	December 2020
Facebook Followers: Number of Facebook users who 'like' the DCC Facebook page at the end of each period.	8,914 TY (8,102 LY)	8,985 TY (8,280LY)
Facebook Engaged Users: Unique number of people who actively engaged with the page by liking, commenting, sharing or clicking on posts on the page during the period.	1,828 TY (4,029 LY)	2,887 TY (9,000 LY)
Facebook Average Monthly Reach: Number of Facebook users who have seen content associated with the page during the period (individual users can be 'reached' numerous times per month).	13,918 TY (27,608 LY)	19,479 TY (51,639 LY)

During November and December, the top 10 posts each month in terms of audience reach were:

November 2020	December 2020
1. Work begins on the Mersey Bluff Traffic Improvements. 4/11/2020, 4.2K	1. Secret Santa out and about in Devonport, 9/12/2020, 7.4K
2. Image: Don Heads Image Credit David Oldenhof. 27/11/2020, 3.1K	2. Media Release: Inclusive playground now open. 1/12/2020, 7K
3. Roadworks – Mersey Main Road. 10/11/2020, 3K	3. Christmas Sight-Seeing Map. 11/12/2020, 5.9K
4. Re-share message from His Excellency, General the Honourable David Hurley AC DSC (Retd) about Devonport visit. 24/11/2020, 2.3K	4. Road Closure: Best Street. 11/12/2020, 5.5K
5. Road Closure: Wright Street East Devonport. 25/11/2020, 2.2K	5. Christmas Waste Collection. 11/12/2020, 5.2K
6. Devonport Christmas Tree Panels. 25/11/2020, 2.2K	6. The Department of State Growth Roadworks Bass Highway. 16/12/2020, 4.9K
7. Employment Opportunity: Executive & Communications Officer. 6/11/2020, 1.9K	7. Christmas Waste Collection. 22/12/2020, 4.9K
8. Image: Tawny frogmouth (<i>Podargus strigoides</i>) Image Credit: Greg Close. 16/11/2020, 1.9K	8. Spirit of Christmas at the Spreyton Waste Transfer Station. 12/12/2020, 4.2K
9. Road Works: Devonport Christmas Sight-Seeing Map. 12/11/2020, 1.8K	9. Road Works Update: Best Street. 4/12/2020, 2.5K
10. Road Works: Bass Highway. 15/11/2020, 1.8K	10. UTAS – Physical activity survey. 9/12/2020, 2.5K
	11. PORTAL.20. 30/12/2020, 2.5K

1.3.4. Videos

Council Officers have increased the use of video messages as a means to communicate with more members of the community.

Date video shared	Video Title	Facebook/YouTube/Council Website	Number of views
9/11/2020	Mayor's Message	Facebook	103
9/11/2020	AGM	Youtube/ Council Website	167
12/11/2020	Devonport Christmas Sight Seeing Map – add your details	Facebook	140
16/11/2020	Planning Authority Committee Meeting	Youtube/ Council Website	22

Date video shared	Video Title	Facebook/YouTube/Council Website	Number of views
20/11/2020	Mayor's Message	Facebook	221
23/11/2020	Council Meeting	Youtube/ Council Website	90
25/11/2020	Commuter Cafe	Facebook	361
5/12/2020	Mayor's Message	Facebook/ Council Website	234
7/12/2020	Planning Authority Committee Meeting	Youtube/ Council Website	30
8/12/2020	Devonport Christmas Sight Seeing Map – online now	Facebook	324
17/12/2020	Santa Tour photos	Facebook	423
21/12/2020	Council Meeting	Youtube/Council Website	76

Note: Not included, videos created by National Road Safety Week, 16 Days of Action and Ride2School Day.

1.3.5. Publications & Media

Council issued the following official media releases, alerts, comments and statements during November and December 2020:

Date	Media Type	Title/Topic
10/11/2020	Media Comment	Waterfront halfway built
11/11/2020	Media Comment	AGM change made to add to openness
12/11/2020	Media Comment	AGM rejects Providore inquiry call
19/11/2020	Media Release	Commencement of Tasmanian Planning Scheme
25/11/2020	Media Comment	Keep show holiday: Enniss
26/11/2020	Media Comment	NW features in game
26/11/2020	Media Comment	Places to see Santa on tour
26/11/2020	Media Release	Art award tidal.20 to be opened on Friday 4 December
26/11/2020	Media Release	The spirit of Christmas
26/11/2020	Media Release	ZipBy now available in the multi-level carpark
1/12/2020	Media Comment	Keeping pool the answer: Rockliff
1/12/2020	Media Release	Inclusive playground now open
2/12/2020	Media Comment	Devonport lights new Christmas tree
3/12/2020	Media Comment	Major road renewal works get underway
7/12/2020	Media Release	Announcement of the winner of the art award tidal.20
10/12/2020	Media Release	Santa tours the suburbs to spread the spirit of Christmas
14/12/2020	Media Comment	More land release wanted
18/12/2020	Media Comment	Santa puts smiles on kids' faces
22/12/2020	Media Release	Electric vehicle fast charging station launched in the CBD multi-level carpark
23/12/2020	Media Release	Exciting changes for Devonport Food and Wine 2021
29/12/2020	Media Comment	National touch football carnival in works

2. PEOPLE AND FINANCE

2.1 Human Resources

2.1.1. Recruitment

Staff positions advertised November and December 2020

Position	Department	Work Location
Environmental Health Officer	Corporate Services - Development Services, Health	paranaple centre
Revenue Officer	People & Finance - Finance	paranaple centre
Parking and Information Officer (part-time)	Corporate Services - Parking	paranaple centre
Executive and Communications Officer	General Management - Governance	paranaple centre
Land-Use Planning Coordinator	Corporate Services - Development Services, Planning	paranaple centre
Civil Works 2IC	City Growth - Infrastructure & Works	Civil – Lawrence Drive
Attendant (part-time)	People & Finance - Convention & Arts	paranaple arts centre and Bass Strait Maritime Centre
Civil Engineer	City Growth - Infrastructure & Works, Engineering	paranaple centre

Staff Appointments November and December 2020

Position	Name	Department	Work Location
Parking and Information officer (part-time)	Patrick Jones	Corporate Services - Parking	paranaple centre
Revenue Officer	Chris Smith	People & Finance - Finance	paranaple centre
Executive and Communications Officer	Tahniah Creedon	General Management - Governance	paranaple centre
Environmental Health Officer (temporary part-time)	Graeme Hillyard	Corporate Services - Development Services, Health	paranaple centre
Land-Use Planning Coordinator	Alex Mountney	Corporate Services - Development Services, Planning	paranaple centre

Staff Departures November and December 2020

Position	Name	Department	Work Location	Date Effective
Revenue Officer	Teresa Courtney	People & Finance - Finance	paranaple centre	4/11/2020
Parking and Information Officer (part-time)	Jackie Bray	Corporate Services - Parking	paranaple centre	4/12/2020

Position	Name	Department	Work Location	Date Effective
Attendant (casual)	Rebecca Foster	People & Finance - Convention & Arts	paranaple arts centre and Bass Strait Maritime Centre	4/12/2020
Attendant (part-time)	Sarah Myers	People & Finance - Convention & Arts	paranaple arts centre and Bass Strait Maritime Centre	7/12/2020
Civil Engineer	Jamie Fawkner	City Growth - Infrastructure & Works, Engineering	paranaple centre	18/12/2020
Planning Coordinator	Shane Warren	Corporate Services - Development Services, Planning	paranaple centre	23/12/2020

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)
30/6/2021	3 claims	0	\$20,896.04
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
30/6/2016	20 claims	0	\$128,445.62

New Workers Compensation claims for the period

No new claims lodged in November or December 2020.

2.1.2. Work Experience

Due to the current COVID-19 restrictions, Council are not accepting any work placement students until further notice.

2.1.3. Health & Wellbeing

The following activities and initiatives were promoted for November and December 2020:

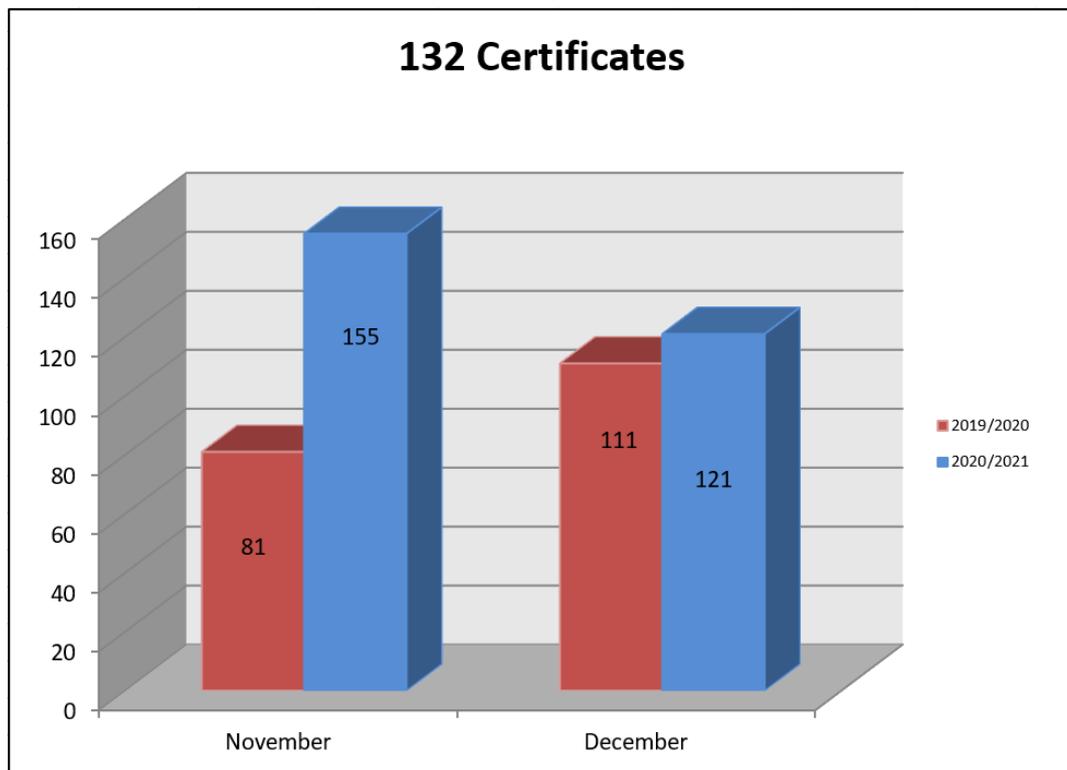
- Movember, raising awareness of men's health issues, Infrastructure & Works Manager, Michael Williams, took on the challenge to grow a Mo
- White Ribbon Day – resources provided and contact information relating to domestic violence
- Speak Up Stay Chatty – resources provided to staff and contact information
- Promotion of Commuter Café
- Summary of 2020 Council's Blood Challenge and Promotion for Blood Donations through Australian Red Cross Lifeblood
- Mental Health & Wellbeing Support information – COVID resources
- Employee Assistance Provider - CLS
- Promotion of the 5 key COVID safe behaviours

- Promotion of National Road Safety Week – 30 second video promoted to urge people to 'drive so others survive' and to highlight the impact of road trauma and how to reduce it. <https://vimeo.com/434197056>
- Promotion of Bushfire Plan, do your 5 minute bushfire plan now! <https://bushfire.tas.gov.au/>

2.2. Finance

2.2.1. Certificates

During the months of November and December 2020, the Finance Team issued 276 Section 132 certificates under the *Local Government Act 1993* (Certificate of Liabilities in relation to rates on properties). This information is a good indicator of property sales in the municipality. A comparison to the previous year is shown below.



2.2.2. Rate Statistics

Percentage of Rates Paid*

	2018/2019	2019/2020	2020/2021
November	64.59%	64.70%	67.16%
December	65.92%	66.46%	68.66%

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

As at the end of December, Council had received eleven enquiries or applications for financial hardship assistance from commercial ratepayers and four enquiries or applications for financial hardship assistance from residential ratepayers under the Financial Hardship Assistance Policy.

The applications resulted in three commercial ratepayers and three residential ratepayers receiving assistance by deferral of rate payments and waiver of applicable late payment penalties.

The majority of early enquires from commercial ratepayers did not result in assistance being provided as these business were able to pay instalments as they became due.

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 December 2020.

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. Impacts of COVID-19 on the financial result are noted in this report.

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 which demonstrates the progress of the current year capital plan against budget and prior year capital plan information for reference.

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

November	19/20	20/21	Commentary
Income – Car Parks (Total)	\$85,416	\$83,685	Consistent with same period last year
Income from Meters	\$45,000	\$63,239	Meter occupancy was slightly above average in November
Infringements Issued	\$45,416	\$48,861	
Income – Multi-level Car Park	\$23,333	\$16,613	Reduction in car park usage. Many office workers continue to work remotely and convention bookings are still decreased.
Total Parking Income (includes revenue from MPES and parking permits)	\$219,625	\$218,542	Consistent with same period last year.

December	19/20	20/21	Commentary
Income – Car Parks (Total)	\$86,797	\$85,171	Consistent with same period last year.
Income from Meters	\$56,834	\$56,467	Consistent with same period last year.
Infringements Issued	\$48,497	\$37,237	New infringement issuing software went live 2 nd December. Testing and training for this software, training a new parking officer and casual staff unavailability during this month has affected income.
Income – Multi-level Car Park	\$18,483	\$16,747	Still a slight reduction in car park usage due to remote work arrangements and less convention bookings.
Total Parking Income (includes revenue from MPES and parking permits)	\$221,088	\$199,596	
Totally Parking Income YTD	\$1,098,125	\$1,008,141	Parking revenue is slightly less than this same period last year impacted predominantly by reduced activity early in the financial year.

3.2. Information Technology

3.2.1. Operational Efficiency | Printing Statistics

Council has progressed a large volume of digital transformation initiatives that have generated a positive impact on the efficiency of Council's operations.

A positive outcome of improving process and systems has been the substantial reduction in print volume. Prior to commencing digital transformation in 2017, Council generated more than 42,000 prints per month. In 2020, that number has reduced by about 65% to about 15,000 prints per month.

This generates substantial ongoing savings for the cost of printing as well as the savings that comes from improved process efficiency. Council remains committed to driving operational efficiency improvements and fully anticipates an ongoing reduction in print volume as a result.

3.2.2. Process Automation

Council has effectively leveraged the Microsoft 365 solution Power Automate to build more than 200 robotic process automations. These automations are designed to support the flow of electronic forms and the automatic distribution of emails received at Council to their intended recipient.

The automations that have been developed automatically managed more than 80% of the vast volume of emails that Council receives everyday ensuring that Council employees are able to action community requests with improved response times and reduced errors. These automations have also assisted with substantially reducing the amount of labour that was required to manually manage forms processing and assignment of Council communications to the relevant action officer.

Council will continue to drive increased utilisation of robotic process automations to improve efficiency and effectiveness in the services delivered to the community.

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 recommendation.

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. 20201231 Consolidated Financial Report for Council Meeting [6.6.1 - 8 pages]

6.7 COMMUNITY SERVICES REPORT - NOVEMBER AND DECEMBER 2020

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, November and December 2020.

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

- Coordinated Governor-General's visit to Devonport
- Met with representatives of Rotary Club of Devonport North regarding Christmas activities (Santa Tour)
- Coordinated and attended launch of Inclusive Playground at Bluff
- Attended NW Regional COVID-19 Social Recovery meeting
- Attended Council's Annual General Meeting
- Attended East Devonport Special Interest Group meeting
- Attended Belgravia-Council monthly catch up
- Attended Readers Cup
- Monthly Devonport Food and Wine Working Group meetings
- Meetings regarding capital works projects at sporting facilities
- Attended Live and Learn Steering Group meeting
- Attended Evacuation App training – organised by State Government

- Attended Commuter Café
- Attended meeting with Volunteering Tas regarding Safeguarding Volunteering project
- Meetings at Devonport Community House regarding Highfield Park Master Plan
- Meetings with representatives of the Devonport Men's Shed
- On leave from 22 December, returning 8 February

1.2. Events/Programs/Activities

1.2.1. Governor-General's visit

The Governor-General of Australia, his Excellency the Honourable David Hurley and Her Excellency Mrs Hurley visited Devonport on November 23rd and 24th. Mayor Rockliff hosted a civic reception on the Monday evening followed by a tour of Devonport on Tuesday. The tour included meeting with COVID Clinic staff at East Devonport, inspecting the refurbishment at the Devonport High School and meeting with the Student Leadership Group, tour of Home Hill, a community lunch at the Devonport RSL including the museum and concluded with a visit to the Devonport library.

1.2.2. All Inclusive Playground

Devonport's first public, all-inclusive playground was officially opened on Monday 30 November 2020 at the Devonport Bluff. \$42,160 was received from the Tasmanian Community Fund to install play equipment pieces designed to develop children's physical, social, cognitive and sensory abilities. An additional \$6,000 was contributed by the Rotaract Club of Central Coast and \$4,000 from the Devonport Rotary Club. Council provided \$45,000 towards the project.

The inclusive playground became a reality thanks to community members and organisations who approached Council requesting installation of all-abilities play equipment. After an assessment to determine the best location for the inclusive playground, the Bluff was chosen due to its high utilisation and existing accessible supporting infrastructure.



Inclusive Playground Official Opening

1.2.3. Volunteering Safeguard Project

Council staff are continuing to work with Volunteering Tasmania on a 'Volunteering Safeguard' project. Due to COVID, the project has been re-scoped to partner with councils to build community-based volunteering and connect with local response and recovery efforts in relation to the COVID-19 pandemic. The end aim for the project is the development of a framework (with tools and resources) to assist councils to support, maintain, recruit and re-energise volunteers through COVID-19.

1.2.4. 2020 Tasmanian Youth Week

Council partnered with Youth Family and Community Connections to host a panel discussion and event at the paranapple convention centre. Approximately 180 Devonport and Latrobe Grade 9 students heard from three guest speakers and engaged with local service providers. Guest Speakers were:

- Caity Walker – Founder of GRL in PWR and Manager F45 Gym;
- Ethan Butler – Café owner and author of 'What You Don't Learn at School'; and
- Tara Felts – Tattooist and Community Artist;

The guest speakers spoke of how they were able to follow their passions and carve out a successful career in North West Tasmania, followed by a question and answer session.



2020 Tasmania Youth Week in Devonport

1.2.5. Australia Day

Preparations have begun for the Australia Day event to be held in the paranapple convention centre. The event will include Citizenship Ceremony, presentation of Australia Day Awards and an Australia Day Ambassador, allocated by Department of Premier and Cabinet.

1.2.6. Community Services Newsletter

The regular online Community Services newsletter continued to communicate a wide variety of information to the community during the COVID-19 pandemic.

The newsletter is being 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.

Past editions 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. An added benefit of the newsletter is the reporting that gives Council visibility to those topics that are of greater interest to the community. During

November and December, five editions were published, including a special Christmas edition. The most popular links accessed via the Newsletter were:

	Title	Website
1 st	Christmas Calendar of events	Devonport Food and Wine Website
2 nd	Media Release: Santa tours the suburbs/ and Facebook event post	Devonport City Council Website Devonport City Council Facebook events
	Media Release: Exciting Changes for Devonport Food and Wine	Devonport City Council Website
	Media Release: ZipBy now available in the multi-level carpark	Devonport City Council Website
	Christmas Houses in Devonport Map	Google Maps
	Media Release: Santa tours the suburbs	Devonport City Council Website
	Wildcare Friends of Devonport	Wildcare Tas Website

1.2.7. Spirit of Christmas in Devonport

As the main community events for Christmas were cancelled due to COVID-19 restrictions, the Marketing and Events team promoted a month-long calendar of events throughout December, called "The Spirit of Christmas in Devonport". The hashtags #spiritofchristmasindevonport #devonporttas were used in promotion and the Devonport Food & Wine website was temporarily rebranded for the event listings. Events run by external groups were promoted through the calendar, several online and in-person activities were organised by Council as part of the program.

These included:

- Free Friday family movie nights in the paranapple convention centre. The two films presented, "Elf" and "The Polar Express" attracted an audience of 50+ each.
- As the Christmas Parade was not feasible, Santa, with the assistance of the Devonport Motor Show, toured Devonport's suburbs in style. Santa, Mrs Claus and Elf were chauffeured in stunning convertibles over several nights. At each session, the reputation of the festive convoy grew and each night more families were out in the streets. The assistance from the Rotary Club of Devonport North was exceptional. Mac Russell also organised for the tour to get live updates on the RallySafe app, so that families knew when Santa was near.





Santa Tours Devonport. Image Credit: Kelly Slater

- Alternatives for schools and community groups who would normally decorate floats, were sought. Through the assistance of Knight Frank and The Hub Arcade, two schools took the opportunity to create Christmas window displays in lieu of decorating a float.



Hillcrest Primary School's Christmas window display

- Three festive photo stickers were put up in the CBD, with members of the public encouraged to take a selfie or photo of a friend.



A Devonport instagramable moment

- The Christmas Sight-Seeing Map of decorated houses proved popular. 62 properties were listed on the interactive map. 19 of these houses were also entered in the Spirit of Christmas decorating competition. Finalists were put up for public vote in two categories – daytime and night-time displays. The winners were 1/160 Steele Street and 6 Lawrence Drive. Each household won a \$200 gift card to Bunnings. Lawrence Drive donated their winnings to Ronald McDonald House.



Devonport Houses decorated for Christmas

- A Secret Santa made visits to the East Devonport, Fourways and CBD shopping districts and handed unsuspecting shoppers surprise envelopes. Each envelope contained a voucher for one of the following

businesses: Strait off The Boat, Don River Railway, Splash Devonport Aquatic and Leisure Centre, Salvos Stores, Bass Strait Maritime Centre, Molly Malones, Hashburger, Charcoal Chicken, and Caltex.

- 93 Families were assisted through a Spirit of Christmas social recovery project.
- 11 panels were painted by local children and displayed around the community Christmas Tree in the Rooke Street Mall.



Christmas Tree panels in Rooke Street Mall

- Online competitions included a Pet Parade, children's dress-up competition, and a showcase of alternative Christmas Trees. Each of the winners received a \$100 voucher at a Devonport business.



Pet Parade and Children's dress-up competition submissions

- Other online activities included sharing photos of Christmas' past, plans for Christmas 2020 and new traditions that might be carrier forward into future years.
- The last event on the calendar was a scavenger hunt base on the Foreshore walking track. This activity is now being expanded into a school holiday series throughout January, focussing on different areas of Devonport.

- External event applications have started to come in steadily, and Mall/Market Square permits for buskers and promotions have also picked up through December.

1.2.8. External Events

External event applications came in steadily throughout November and December. Mall/Market Square permits for buskers and promotions also picked up through December.

1.2.9. Devonport Food and Wine 2021

Preparations are underway for a partnership launch for March 2021 Devonport Food and Wine.

1.3. Community Partnerships

1.3.1. 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	\$ 3,500 P/A
City of Devonport Eisteddfod	3 year Agreement – 2019 - 2021	\$10,000 P/A
City of Devonport Lions Club (Taste the Harvest)	2 year Agreement 29 November 2021	\$ 5,000 P/A
Devonport Brass Band	3 year Agreement 30 June 2021	\$10,000 P/A
Devonport Community House	3 year Agreement 30 June 2022	\$18,000 P/A
Devonport Men's Shed	3 year agreement June 2022	\$ 8,000 P/A
Devonport Motor Show	5 year Agreement 29 January 2024	\$ 2,500 P/A
Devonport Surf Club	3 year Agreement 1 July 2022	\$ 2,000 P/A
National Trust of Australia – Home Hill operations	3 year Agreement October 2022	\$28,000 P/A
RANT Arts	1 year Agreement November 2021	Commercial Lease 45-47 Stewart Street Devonport
Tasmanian Arboretum	2 year Agreement 1 July 2022	\$22,000 P/A
Youth and Family & Community Connections	5 year Agreement 29 Jan 2024	Rental agreement/Youth services - in kind funding

1.4. Recreation, Health and Wellbeing

1.4.1. FIFA Women's World Cup (FWWC) 2023 - update

Council has submitted an application to FIFA and Football Australia to host an international women's squad for up to eight weeks.

Council will have to wait until March 2021 before it will know if Devonport is to host the squad while the World Cup is played out in Australia and New Zealand during July/August 2023.

Devonport City Council and Kingborough Council will vie for the right to be a Team Base Camp for the biggest female sporting event in the world. If successful, the visitors will base their camp at the Valley Road Soccer Centre, home of the Devonport Strikers Football Club.

1.4.2. Sporting Grants update

- Maidstone Park Lighting Project – after several delays due to the unstable condition of the ground, this project is due to be completed by end of March 2021.
- East Devonport Football Club Lighting Project – this project is also due to be completed by end of March 2021.
- East Devonport Football Club New Female Changerooms Project – on schedule, due to be completed by mid-February 2021.
- Meercroft Park Facilities Upgrade Project – on schedule, due to be completed by mid-February 2021.
- Devonport Football Club Changerooms Redevelopment Project – several months delay due to design issues and cost overrun. Tender process is underway with the successful tender expected to be announced at Council's January 2021 meeting. Work would commence immediately with the project expected to be completed by end of July 2021.

1.4.3. Major Sporting events held in November and December 2020

Major sporting events continue to be cancelled due to the uncertainty of travel restrictions associated with Covid-19.

Sporting Event	Dates 2020	Venue
BTAS Primary School Championships	7-8 November	Devonport Recreation Centre
BTAS State League	1 November	Devonport Recreation Centre
Futsal Islanders Cup	21-22 November	Devonport Recreation Centre
Tech Steps Dance Event	24-28 November	Devonport Recreation Centre
Tasmanian Squash Open	5-6 December	Devonport Recreation Centre

1.4.4. Upcoming Major Sporting events in 2021

Sporting Event	Dates 2021	Venue
National Junior Soccer Carnival	19-21 February	Valley Road and Meercroft Park
Devonport Triathlon	27-28 February	Bluff Precinct
BTAS Pre-season Tournament	March	Devonport Recreation Centre Stadium
Cold Climate Classic – Touch Football Australia (To be confirmed)	October	Meercroft Park

1.4.5. Health & Wellbeing Programs

Council's Health and Wellbeing programs at the Devonport Recreation Centre began during the summer break in December 2020 and are scheduled to resume in February 2021.



Members of the new Walking Group program on the last walk of 2020

1.4.6. Participation Across Community Services Facilities and Events

Facility	Customers through the Door	Customers through the Door
	November 2020	December 2020
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	8,882	4,630
TOTAL	8,882	4,630

Special events held at the Devonport Recreation and East Devonport Recreation and Function Centre for November and December 2020 are listed in the table below:

Special Events	Date	Venue
BTAS Primary School Championships	7-8 November	Devonport Recreation Centre
BTAS State League	1 November	Devonport Recreation Centre
Futsal Islanders Cup	21-22 November	Devonport Recreation Centre
Tech Steps Dance Event	24-28 November	Devonport Recreation Centre
Tas Echidnas Volleyball	28-29 November	East Devonport Recreation & Function Centre
Tasmanian Squash Open	5-6 December	Devonport Recreation Centre
Total		6

1.4.7. Recreation Facilities Usage

Recreation Usage			
Facility	Room/Ground	Number of Bookings September	Number of Bookings October
Devonport Recreation Centre (DRC)	Judo Room	9	5
	Meeting Room	9	3
	Sauna	32	17
	Squash	44	31
	Stadium	66	50
	Table Tennis Building	76	42
	Youth Centre	89	64
Total DRC		325	212
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	43	13
Total EDRFC		43	13

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

6.8 CONVENTION AND ARTS REPORT - NOVEMBER AND DECEMBER 2020

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 November and December 2020.

BACKGROUND

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

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

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

STATUTORY REQUIREMENTS

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

Convention and Arts Department

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

DISCUSSION

1. ARTS AND CULTURAL DEVELOPMENT

1.1. Convention & Arts Centre Director update

- Attended the Burnie Arts and Function Centre 2021 season launch;
- Attended the opening of *tidal:20 City of Devonport Tasmanian Art Award*;
- Participated in online meeting regarding Past Perfect migration, facilitated Kate Ernest in the USA;

1.2. Devonport Regional Gallery

1.2.1. Gallery Exhibitions

This is Us

Little Gallery: 20 March – 24 March 2020 & 13 July – 5 December 2020

Local young people from Devonport High School, Space for Learning, Reece High School and Don College Devonport explored Australian cultural identity using imagery and text. The resulting artworks were made in a range of media, and investigated personal symbolism and language to communicate self-identity, cultural concerns, attitudes, values and beliefs. Curated by Debbie Qadri.

Coronatown

Bevan Schramm

St Brendan-Shaw College

Creative Space: 17 November – 12 December

Coronatown was a collaborative work created in response to the COVID-19 pandemic lock down by St Brendan Shaw College woodwork students in grade 9/10. The students were tasked with designing and constructing a scale model building based on an early Tasmanian township. Each student was given a small material package comprising of 20 small pieces of timber and a small pot of glue. The class received instructions and liaised with each other via zoom.

When school resumed each student presented their model and the students built the town and the landscape.

tidal.20: City of Devonport Tasmanian Art Award

Main and Upper Galleries: 5 December 2020 – 30 January 2021

Opening Attendance: 58

Floor talk Attendance: 28

tidal: City of Devonport Tasmanian Art Award was first launched in 2004 and has since 2010 been an acquisitive award. The Gallery received 162 entries in late 2020, from which the judging panel selected 40 entries to be included in the finalists' exhibition.

The major prize was awarded to Janine Combes, from Hobart for her work *Kelp Elegy*, in fine silver and sterling silver. The judging panel was made up of three experts: Janet Carding, Director of Tasmanian Museum and Art Gallery, Patrick Sutczak, Associate Lecturer in Art, School of Creative Arts UTAS and Deborah Malor, Honorary Associate, Visual Arts and Design, Queen Victoria Museum and Art Gallery.



Opening of *tidal.20: City of Devonport Tasmanian Art Award*

Road to Somewhere: Susan Simonini

Little Gallery: 12 December 2020 – 23 January 2021

Meet & Greet the Artist attendance: 22

Simonini's abstracted landscapes and painted ceramics reflect the artist's personal and transformative journey and permanent move to North West Tasmania. The works in this exhibition are a visual exploration of the connection she feels with the local landscape and its unique beauty. *Somewhere Else* is presented under the Little Gallery Emerging Artist Program.



Visitors attending the Meet & Greet the Artist with Susan Simonini

1.2.2. Staff

Staff continue to undertake webinar training through Australian Museums and Galleries Association in Children in The Museum.

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

The November and December Committee meetings were cancelled.

The Droogs

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

1.2.4. Education and Public Programs

The Creative Learning and Public Programs Officer has made the workshop program *Home Is Where the Art Is* available on-line in lieu of the regular Youth Art, Create and Make, Pop-Up toddler and School Holiday programs. Most of the projects are inspired by works from the Devonport City's Permanent Collection.

Home Is Where the Art Is	
Material Packages are available to be picked up from pac or Devonport Library. Weekly online activities open to the public, running for one week as dated but available on-going through the website.	
Swinging Worlds - Woven Wall-Hung Wonders	8 – 14 October
Hand Stitched Pictures	15 October – 21 October
Safe Space Sculptures	22 – 28 October
Salted Waterscapes	29 October – 4 November
Tissue Paper Pictures	5 – 11 November
Hand-Made Artists Books	12 – 18 November
Story Book Sculptures	26 November – 2 December
Christmas Garden Wreaths	3 – 9 December
Christmas Origami Mobiles	10 – 16 December
Tidal.20 Inspired Brooches	23 – 31 December

1.3. Bass Strait Maritime Centre**1.3.1. Bass Strait Maritime Centre Update**

In December, the Centre expanded its opening hours to Wednesday – Sunday 10am – 3pm. There have been no public or educational programs in keeping with COVID-19 restrictions. Staff used social media to engage new and continuing audiences and continued the rehousing and cataloguing of collection items.

1.3.2. Collection Management and Auditing

Staff continued the audit on paper and electronic collection records for input into the Past Perfect database. The Richmond Collection and Postcard Collection audit, rehouse, and digitisation for social media is ongoing. The Historical Archives digitisation project now has around 5,000 pages completed.

1.3.3. Current and Upcoming Exhibitions

The exhibition calendar leading in to 2021 has been reworked to account for the disruption of the Covid-19 pandemic. Staff have sought and received permission to extend the Cats and Dogs All at Sea exhibition from the Australian National Maritime Museum.

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

February 2020 – February 2021

Strata: Metals, Minerals, and Mining along the Strait

March 2021 – November 2021

Devonport Embroiderer's Guild Annual Display

December 2021

1.3.4. Education and Public Programming

Due to the COVID-19 shutdown, no public programs or education programs have been offered in November or December. Public programming is not expected to resume until the lifting of Stage 3 restrictions and a new Project Officer commences work in January.

1.4. Town Hall Theatre

1.4.1. Theatre Performances and Events

In December, the Town Hall Theatre held the first event since the cancellation or postponement of events due to COVID-19 pandemic in March.

A Covid Christmas Carol – Devonport Repertory Theatre Society

11 December – 19 December (6 Performances)

The Devonport Repertory Theatre Society presented *A Covid Christmas Carol*. A humorous one act play written by Joanna Benjamin and Bethany Baker reflecting on some of the challenges faced when trying to present community theatre under the temporary health and safety regulations caused by the Covid-19 pandemic.

1.5. Participation Across Arts and Cultural Development Facilities

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

Facility	Visitors November 2020	Visitors December 2020
paranaple arts centre, including DRG	1,196	2,259
Town Hall - Audience	Closed	417
Bass Strait Maritime Centre	70	153
Total	1,266	2,829

1.6. paranaple convention centre

1.6.1. Meetings at paranaple convention centre and Providore Place

For November and December, the DCC meeting rooms held 116 events along with 20 events in the convention centre and 8 events in Providore Place. Total attendance of 3,742* patrons.

*Numbers exclude Christmas Twilight Markets

Events held in the paranable convention centre and Providore Place:

Event	Presented by	Audience Attendance
Simplot Spring into the Season 2020 – Training	Simplot	3 x session 125 per session
Student Wellbeing Survey - Post Survey Workshop	Professional Learning Institute	43
Refocus Teaching and Learning in the Early Years Phase 4 2020	Professional Learning Institute	40
Taking Charge – Making Change Conference 2020	Speak Out Advocacy	37
AGM and CCA Representatives	Cradle Coast Authority	26
Emergency Management Training	State Emergency Service	10
Readers Cup	Devonport City Council	100
Portrait of a Lady on Fire	North-West Film Society	110
Wedding	PP Tenant	60
Governor General of Australia Civic Reception	Devonport City Council	47
CBA Craig James Luncheon	Commonwealth Bank of Australia	30
Annual General Meeting	Maritime Union of Australia	80
Private Function	Fiducian Financial Services	40
Youth Week	Youth, Family and Community Connections	240
Christmas Film Nights x 2	Devonport City Council	100
Twilight Christmas Markets – PP	Devonport City Council	5,000+
Private Function	Biomar	79
Private Function	PP Tenant	60
Judy and Punch	North West Film Society	90
Presentation and Awards Evening	Devonport High School	250
Women of Rock Concert	PP Tenant	100
Private Function	Sun Pharma	48
Seniors Dinner – PP	Geneva Christian College	62
Year 10 Leavers Assembly	Devonport High School	250
Teachers Dinner – PP	Geneva Christian College	106
Year 10 Celebration Dinner	Devonport High School	104
Private Function	PP Tenant	60



Governor General of Australia – Civic Reception, CBA Craig James Luncheon



Devonport High School – 2020 Leavers Assembly and Celebration Dinner

1.7. Tourism

1.7.1. Tourism Development Strategy

Staff have been attending regular video conferences and meetings with the TVIN (Tasmanian Visitor Information Network).

Staff from the paranapple arts centre gain up to date resources to help with the upcoming tourist season including bush fire safety communication and updates on COVID safety in the industry.

Anecdotally, tourist numbers and enquiries have increased at the Visitor Centre throughout December.

1.7.2. Regional Tourism Organisation (RTO)

Staff continue to grow the relationship with the RTO, West x North West. The paranapple 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

6.9 MINUTES OF COUNCIL'S SPECIAL INTEREST GROUPS AND ADVISORY BOARDS

Author: **Danielle O'Brien, Community Services Administration Officer**
 Endorser: **Kym Peebles, Executive Manager People & Finance**

RECOMMENDATION

That Council receive and note the minutes of the Devonport Maritime and Heritage Special Interest Group, East Devonport Special Interest Group and the paranaple arts centre Special Advisory Committee.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

To present the Minutes of the Council's Special Interest Groups and Advisory Boards.

BACKGROUND

Minutes of Special Committees are presented to Council for their information and consideration of any decisions when and if required.

STATUTORY REQUIREMENTS

Under Section 24 of the *Local Government Act 1993*, a Council may establish Special Committees on such terms and for such purposes as it thinks fit.

DISCUSSION

The minutes of the following meetings are attached (November – December 2020):

Devonport Maritime and Heritage Special Interest Group:

- The group were joined by guest speaker Tom Wootton, CEO of the Regional Tourism Organisation, West by North West;
- Received verbal reports and updates from local maritime and heritage attractions Don River Railway, Home Hill and Julie Burgess Inc;
- Reviewed the most recent Bass Strait Maritime Centre report; and
- Discussed General Marketing and Heritage Trail actions, including the ongoing development and launch of a walking tour phone application.

East Devonport Special Interest Group:

- Discussed how COVID-19 impacted the Group members/their organisations;
- Received verbal report on the 2020 Christmas in the East – Santa tour of East Devonport and the East Devonport Community House Halloween events; and
- Reviewed a report on Northern Futsal. Report provided to the Sports Infrastructure Working Group.

paranaple arts centre Special Advisory Committee:

- Reviewed the recent paranaple arts centre report, provided by the Director;

- Discussed tidal.20 opening and award;
- Reviewed the exhibition calendar;
- Received update on the visual arts collection audit and the status of ongoing work managing with the Davis Collection; and
- Raised an objection regarding the consultation process for the Sound and Light Show Installation, to be forwarded to the General Manager. A meeting has been arranged with the general Manager and relevant staff in early February to further discuss and understand their concerns regarding the consultation process.

COMMUNITY ENGAGEMENT

Committees allow Council to engage with the community in collaboration. This means the public are partners in decision-making including the development of alternatives and identifying the preferred solution.

FINANCIAL IMPLICATIONS

There are no financial implications which relate to this report.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

The minutes of Council's Special Interest Groups and Advisory Boards are provided for Council's consideration.

ATTACHMENTS

1. 2020.11.10 Unconfirmed Minutes of the East Devonport Special Interest Group [**6.9.1** - 7 pages]
2. 2020.12.02 Unconfirmed Minutes of the paranple arts centre Special Advisory Committee and Accompany [**6.9.2** - 9 pages]
3. 2020.12.09 Unconfirmed Minutes of the Devonport Maritime and Heritage Special Interest Group and Acc [**6.9.3** - 5 pages]

7 SECTION 23 COMMITTEES

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

8 CLOSED SESSION

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

RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 21 December 2020	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments	15(2)(g)
5.1	Unconfirmed Minutes of Joint Authorities	15(2)(g)
5.2	Lease Agreement – Tenancy 5 – 13-17 Oldaker Street Devonport	15(2)(b)

9 CLOSURE