



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, parade centre, 137 Rooke Street, Devonport on Monday 23 December 2024, commencing at 5:30 PM.

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

QUALIFIED PERSONS

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

Matthew Atkins
GENERAL MANAGER

18 12 2024

December 2024

Next Meeting:	Date	Commencement Time
Ordinary	28 January 2025	5:30 PM

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 23 DECEMBER 2024, IN THE ABERDEEN ROOM, LEVEL 2, paranaple centre,
137 ROOKE STREET, DEVONPORT AT 5:30 PM**

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ACKNOWLEDGEMENT OF COUNTRY

Devonport City Council acknowledges and pays respect to the palawa-pakana people as the traditional and original owners of lutrawita and continuing custodians of this land on which we gather.

We also acknowledge and pay our respects to the Tasmanian Aboriginal elders past and present.

IN ATTENDANCE

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

ATTENDEES

		Apology
Chair	Cr A Jarman (Mayor)	
	Cr S Sheehan (Deputy Mayor)	
	Cr G Enniss	
	Cr P Hollister	
	Cr S Martin	
	Cr A Moore	
	Cr L Murphy	
	Cr D Viney	
	Cr J Wilczynski	

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Council meeting held on 25 November 2024 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 24/222 refers):

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

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the responses to questions from Ms Janet Woollacott and Ms Susanne Dobrowski at the November Council meeting be noted.

ATTACHMENTS

1. Response to Qw N 25 Nov 24 - Ms S Dobrowski [**3.2.1.1** - 1 page]
2. Response to Qw N 25 Nov 24 - Ms J Woollacott [**3.2.1.2** - 2 pages]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council in relation to the correspondence received from Mr Robert (Bob) Vellacott, Mr Malcolm Gardam and Ms Petra Wilden, endorse the responses proposed and authorise their release.

ROBERT B. VELLACOTT, 11 COCKER PLACE, DEVONPORT, 7310

A letter containing questions on notice received from Mr Robert (Bob) Vellacott on 9 December 2024 is **reproduced as Attachment 1**.

Q1 Were tenders called for the part deconstruction work currently being undertaken?

Response

Apart from providing consent for the works to occur, Council is not directly involved in the demolition or construction works contract for the proposed new Indie School development.

Q2 What is the cost to ratepayers for the part deconstruction of the building?

Response

The demolition works are being undertaken as part of the construction contract for the new Indie School development, at no cost to Council.

Q3 How much will council receive for the salvageable materials?

Response

Salvage materials are to be retained by the demolition contractors.

MALCOLM GARDAM, 4 BEAUMONT DRIVE, MIANDETTA, 7310

A letter containing questions on notice received from Mr. Malcolm Gardam on 13 December 2024 is **reproduced as Attachment 2**.

Preamble

I have previously questioned if the Waterfront Parkland Redevelopment head contractor (Vos) was delayed as a result of delays associated with the construction of the Novotel waterfront hotel (hotel) and if Extensions of Time (EOT) and any resultant Delay Costs Claims were submitted as a result thereof, whether subsequently approved or not; without the actual questions being answered – accordingly, I ask the following three questions: (a simple Yes or No answer to each is sufficient)

Q1 Notwithstanding **whether approved or not**, did Vos submit any notices of potential delays and/or EOT claims for delays associated with accessing the section of its site shared with the hotel contractor and/or the delayed completion of the hotel?

Q2 Notwithstanding **whether approved or not** did Vos submit any notices of or actual Delay Cost Claims for delays associated with accessing the section of its site shared with the hotel contractor and/or the delayed completion of the hotel?

Q3 Notwithstanding **whether approved or not** did Vos submit any notices of or actual Delay Cost Claims at any time during the contract?

To be clear I am not asking if Council "incurred" any costs associated with any such claims.

Q1 – 3 Response

You have previously made Right to Information requests regarding the contract documents related to the matters noted above. This information has been provided in full.

PETRA WILDEN, 17 FOREST HEIGHTS DRIVE, DEVONPORT, 7310

Council's words on the planning application for stage 2 at the Harvey Norman site were: "Only Development Applications that receive a representation during the 14-day public exhibition period are required to be determined by the Planning Authority"

Q1 What about the Planning Authority Committee's responsibility to also assess planning applications that are significant. Does this mean the Planning Authority Committee or you, the general manager, doesn't think this is a significant development that deserves a full Planning Authority for determination? (a development that in its first stage had 4 ha of threatened Melaleuca forest illegally cleared and where the threatened burrowing crayfish also lived? A 4 ha site in the middle of the city??)

Council's words on the planning application for stage 2 at the Harvey Norman site: "The Application has been assessed against the Natural Values Code in the Planning Scheme. The developer has been made aware of their responsibilities regarding threatened species".

Q2 Does Council realise these are just hollow words considering what is happening on the ground? if Council would have done its job, the developers wouldn't have cleared this second stage area. So what consequences were there for the developers with the stage 1 of this development!? As contrary to what Council is believing/saying, you have the powers of regulating and always educating! You shouldn't leave it up to the developers who want to make money. As the Conservation Assessments State Department has written: "In regards to clearance of threatened native vegetation communities, such as *Melaleuca ericifolia* swamp forest are regulated under the *Nature Conservation Act 2002* (NCA). **Regulation of clearance of threatened native vegetation communities is the responsibility of local councils** and the Forest Practices Authority". On 10 October a couple on King Island was fined \$40,000 for illegally clearing *Melaleuca ericifolia* swamp forest.

Q3 Why can't the Council provide the mandatory reports that would have been advertised back in Feb 2020 for this stage 1 development? The process to request a copy of a development application is outlined on Council's website and involves me asking permission from the developers. How do you think they are going to react after having illegally cleared this threatened vegetation (including threatened species)?

Q1- 3 Response

The questions appear to be more a matter of opinion and have generally been answered previously. Council has a responsibility to assess planning applications in accordance with its statutory obligations and relevant legislation and are confident its practices are in accordance with the necessary requirements.

ATTACHMENTS

1. Questions on notice RBV for 23 Dec 20242024-12-08 T 21 56 57+00 00 (1) [**3.2.2.1** - 1 page]
2. M Gardam - Letter to Matthew Atkins - Vos Qo N to Dec 2024 Mtg [**3.2.2.2** - 1 page]
3. Qo N - Petra Wilden - Council Meeting December 2024 [**3.2.2.3** - 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 all reports under Agenda Section 4.

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.

Reports listed under Agenda Section 4 are to be dealt with at the meeting of Council in its capacity as a Planning Authority.

4.1 LAND USE PLANNING AND APPROVALS ACT 1993 - UPDATED DELEGATIONS

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council, acting as a Planning Authority, receive and note the report relating to the provision of planning delegations and determine, in accordance with section 6 of the *Land Use Planning and Approvals Act 1993* ("the Act"), that delegations are provided as outlined in the attachment to the:

- Chief Executive Officer (occupying the statutory position of General Manager pursuant to section 61 of the *Local Government Act 1993*)
 - Executive Manager
 - Development Services Manager
 - Land Use Planning Coordinator
 - Senior Planning Officer, Planning Officer and Project Officer
- or any person acting in these positions, with immediate effect.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

2.1 Council's Planning Scheme facilitates appropriate property use and development

SUMMARY

This report is provided for Council, in its role as a Planning Authority under the *Land Use Planning and Approvals Act 1993* (the Act).

BACKGROUND

Delegations under the Act have previously been issued to prescribed staff. In accordance with best practice, delegations are regularly reviewed to ensure they reflect legislative changes and functional requirements. Accordingly, there is a need to ensure that delegations are updated to reflect the current provisions of the Act and that these authorities, functions and powers support Council Officers in undertaking functions of their respective roles.

STATUTORY REQUIREMENTS

The *Land Use Planning and Approvals Act 1993* provides authority for the Planning Authority (Council) to delegate powers and functions under the Act.

Section 6 of the Act stipulates:

- (3) "A planning authority may, by resolution, delegate any of its functions or powers under this Act other than this power of delegation to a person employed by the authority".

DISCUSSION

As outlined in the Act, the Planning Authority may delegate any of its powers and functions.

The purpose of delegations to appropriately qualified and experienced employees is to ensure that planning services are delivered in a timely and efficient manner.

This will ensure Council's planning obligations continue to be functionally and efficiently undertaken, and that appropriate oversight and authorisation by the Chief Executive Officer, as General Manager, and the Planning Authority occurs.

The updated delegations will have no material impact on how applications are currently assessed but rather will ensure diligent statutory compliance.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

- Legal Compliance
Failure to provide appropriate delegations to employees may result in Council being exposed to challenge, if a Council Officer undertake a function or makes a decision that they are not authorised under delegated authority to do so. It is imperative that delegations are issued to appropriately qualified and experienced staff, to ensure Council's planning functions do not become time consuming, onerous and potentially unworkable from a community (applicant) perspective.

CONCLUSION

The adoption of the *Land Use Planning and Approvals Act 1993* delegations (as attached) is recommended.

ATTACHMENTS

1. Land Use Planning & Approvals Act 1993 - Delegations - December 2024 [4.1.1 - 8 pages]

5 REPORTS

5.1 LAND ACQUISITION - 3-9 MERSEY ROAD & PART OF 31-49 MERSEY ROAD SPREYTON - NORTH WEST SUPPORT SCHOOL

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council, in relation to the request from Department of Children and Young People:

- (a) provide 'in-principle' support to dispose of public land, for a sale price established by an independent valuation for the purpose of establishing a new North West Support School campus at Spreyton; and
- (b) authorise the General Manager, in accordance with the *Local Government Act 1993* to publicly advertise the Council's intention to dispose of the public land;

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

4.5 Education and learning is accessible and responsive

5.3 Council looks to employ best practice governance, risk and financial management

SUMMARY

This report is provided to assist the Council in considering a proposal from Department of Children and Young People (DECYP) to acquire public land at Mersey Road, Spreyton for the development of a new North West Support School campus (NWSS).

Should this proposal be supported, a future report to Council will be tabled detailing the independent valuation, and consent for the General Manager, on behalf of Council to proceed to negotiation of the land transfer.

BACKGROUND

The DECYP have undertaken to identify a suitable parcel of land for the establishment of a new NWSS campus in the Devonport municipality. Their current site in Middle Road Devonport, no longer remains fit for purpose.

In consultation with Devonport City Council, student families and other stakeholders, two proposed sites were earmarked as possible locations – they being the Watkinson Street site (Don College Oval), and Maidstone Park. Whilst Council's preference was for the Watkinson Street site, DECYP's preferred location is the Maidstone Park site. This determination was primarily based on new bushfire design and setback requirements, which made the viability of Watkinson Street as an option, more complex.

Currently the areas identified at Maidstone Park contain the Spreyton Netball Centre (3-9 Mersey Road Spreyton), and a public car park and open space (31-49 Mersey Road Spreyton).

With the proposed future relocation of the Devon Netball Association to the new Devonport Sports Stadium, the site at 3-9 Mersey Road, Spreyton will become surplus to Council's requirements.

The second land parcel, comprising of open space and public car parking is currently utilised by netball participants, as a turning point and pick up zone for Spreyton Primary School students, and as overflow parking for the Spreyton Scouts Club, whose clubhouse is located in the area.

Given the ongoing utilisation of the car parking area, DECYP will be required to permit some level of public access for off street car parking outside of school hours.

Additionally, the area identified by DECYP also dissects a boundary containing the garage at the Maidstone Park Caretaker's Cottage, which will require addressing in the transfer process.

An aerial photo of the required areas is shown below.

North West Support School Spreyton land parcels



The transfer of land is contingent on the relocation of the Devon Netball Association to the new sports stadium, the outcomes of the public land disposal process and DECYP agreeing to terms of the independent valuation and any other conditions of transfer stipulated by Council.

STATUTORY REQUIREMENTS

Any decision by Council relating to this request would need to be considered in the context of the *Local Government Act 1993* ("the Act") as land parcels located at 3-9 Mersey Road Spreyton and 31-49 Mersey Road Spreyton are identified as Public Land and are listed on Council's Public Land Register in accordance with section 177A of the Act.

Section 178 of the Act outlines the process Council needs to follow if it determines to sell public land:

178. *Sale, exchange and disposal of public land*

- (1) *A council may sell, exchange or otherwise dispose of public land owned by it in accordance with this section.*
- (2) *The following are public land:*

- (a) a pier or jetty;
 - (b) and providing health, recreation, amusement or sporting facilities for public use;
 - (c) a cemetery or crematorium;
 - (d) any public parks or gardens;
 - (e) any other prescribed land or class of land.
- (3) A resolution of the council to sell public land is to be passed by an absolute majority.
- (4) If a council intends to sell, exchange or otherwise dispose of public land, the council is to –
- (a) publish its intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and
 - (b) notify the public that objection to the proposed sale, exchange or disposal may be made to the council within 21 days of the date of the first publication.
- (5) If the council does not receive any objection and an appeal is not made under [subsection \(7\)](#), it may sell, exchange or otherwise dispose of the land.
- (6) The council must –
- (a) consider any objection received by it; and
 - (b) by notice in writing, advise the objector of its decision.
- (7) An objector may appeal to the Minister in a form approved by the Director against the council's decision within 21 days of the date of the decision.
- (8) The Minister may –
- (a) reject the appeal and approve the proposed sale, exchange or disposal of public land; or
 - (b) accept the appeal and prohibit the proposed sale, exchange or disposal of public land.

DISCUSSION

The land identified at Maidstone Park covers two titles - one being the current Devon Netball Site - the other part of a land parcel, comprising unutilised public open space and a car park.

The Devon Netball Association are earmarked to relocate to the new Devonport Sports Stadium once constructed, so with their future departure, this site will become vacant.

The clubrooms and associated court infrastructure would require demolition by DECYP.

Development of this site would not be able to proceed until such time as the Club relocates.

There are a number of issues identified with the other land parcel that would require consideration, which DECYP have, in principle, undertaken to address.

The first factor is the car park. The Spreyton Scouts Association have developed a clubhouse in the vicinity. Their development application was based on overflow parking being provided in the adjacent netball centre carpark. They don't have high demand for parking, however to meet their requirements and service other activities in the area, some public access for off street carparking after school hours would be required.

The turning circle and pick up zone in the car park area is critical for Spreyton Primary School and Council continue to receive requests from the school for improvements and

modifications to the traffic arrangements. Consideration of this in the development will be required, with overall traffic options to both schools to be factored into the design process.

Another matter that would require resolution is a potential resurveying and boundary adjustment of the site, to ensure that the outbuilding/garage at the Maidstone Park Caretaker's Cottage is contained within its own title and does not form part of the land to be transferred. The current plan provided by DECYP shows a dissecting of the garage at the Caretaker's Cottage.

Further the land identified is all classified as Public Open Space and listed on Council's Public Land Register. Any transfer of public land is subject to the provisions of public land disposal under the *Local Government Act 1993*, which is previously detailed in the Statutory Requirement section of this report.

DECYP have been advised that Council's expectation would be that the sale price be in accordance with an independent valuation.

COMMUNITY ENGAGEMENT

If 'in principle' support to dispose of the public land to DECYP is provided by Council, community consultation will be required in accordance with the Act.

Further, DECYP undertook community consultation in its land identification process for a suitable location, with 300 submissions having been received.

FINANCIAL IMPLICATIONS

At present, the parcels of land are included on Council's Public Land Register.

The parcels identified for acquisition are PID 6384914 (CT 39640/1) – 3-9 Mersey Road Spreyton and part of PID 6385036 (CT 157646/1) – 31-49 Mersey Road Spreyton.

The proposal is for DECYP to purchase the land based on a sale price determined by an independent valuation. The Valuation Report is yet to be received.

Should Council support the proposal, the cost associated with pursuing the removal of the property from the Public Land Register is likely to range around \$1,000. If an objector lodged an appeal with the Minister against the transfer of land in accordance with section 178(7), costs are likely to be higher.

Once constructed, Council would receive rates income for the facility.

The donation of the land would also require Council to remove it from its Asset Register and recognise a loss on disposal for the site's infrastructure assets. That loss on disposal would be approximately \$374,000 (3-9 Mersey Road Spreyton) and \$70,298.94 (part of 31-49 Mersey Road Spreyton) and would impact on the financial year in which the transfer occurs.

RISK IMPLICATIONS

There are matters which could be classified as risks in relation to this request. The main risk at this stage would be related to objections from the community should Council agree to proceed with the proposal. However, there is an opportunity for members of the public to express any concerns as part of the public submission process, and consideration of valid and relevant concerns raised could mitigate these identified issues.

Equally, if Council determines not to proceed with the transfer, there could be concerns from students, families, teachers and other stakeholders of North West Support School, who would then be required to pursue an alternative location for the new campus.

An additional risk is, if for reasons beyond Council's control, the Devon Netball Association do not proceed with a proposed relocation. This outcome would essentially deem this land as unavailable for disposal at the current or short term timeframe.

CONCLUSION

Given the land proposed for disposal is Public Land, Council is required to seek community feedback through the formal process as outlined in the *Local Government Act 1993*.

If Council accepts the report recommendation, it is intended that the public notification period Council would be undertaken in January 2025. Subject to the outcomes of this process, any land transfer would proceed at a figure determined by the independent valuation and based on in principle agreement of terms by both parties.

ATTACHMENTS

1. Letter - Spreyton Land Acquisition for North West Support School - 28 October 2024
[5.1.1 - 3 pages]

5.2 FUNDING SUBMISSION FROM DEVONPORT COUNTRY CLUB - BOWLS AUSTRALIA NATIONALS, NOVEMBER 2025

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

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council note the request from Devonport Country Club for assistance with the Bowls Australia Nationals Event and provide a financial contribution of \$75,000 as sponsorship towards the 2025 event.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- 4.2 A vibrant City is created through the provision of cultural activities, events and facilities
- 5.2 Promote active and purposeful community engagement and participation

SUMMARY

To consider a funding submission (provided as a confidential attachment) from the Devonport Country Club to host the Bowls Australia Nationals in November 2025.

BACKGROUND

The Devonport Country Club has submitted a funding submission to Council regarding the hosting of the Bowls Australia Nationals commencing November 12 until November 27, 2025. The Nationals is a combination of events which sees six national bowls events (Men and Women) combined to create a 17 day 'Festival of Bowls' in a state v state competition. The events are staged for under 18, over 60, bowlers with a disability and open.

STATUTORY REQUIREMENTS

Any financial contribution allocated to this event would be noted in Council's Annual Report in accordance with section 77 of the *Local Government Act, 1993*.

DISCUSSION

Hosting the Nationals in Devonport brings together 6 National level events, which were previously held as standalone events. A total of 840 players and officials would be competing across the 17 days. Each day of competition has an equal representation from each state and territory, which guarantees that 87% of participants each day are from interstate.

In addition to visitors attending the event, Bowls Australia will be broadcasting games live multiple times a day via their YouTube Channel. Their channel has over 500,000 video views with numbers growing each year as live streaming of bowls continues to grow significantly in popularity.

Hosting the event will allow the Devonport Country Club to further highlight the sport of bowls whilst providing significant community benefit from the influx of local and interstate visitors to the city and region.

The Club have also requested significant in-kind support from Council, such as the provision of site sheds, seating, marquees, rubbish skips, shipping container, etc. Council does not own many of these items or they would potentially be in use at the time of the event. It is recommended that Council's support be limited to a cash contribution and the Club source alternative sponsorship opportunities for the in-kind support.

Given the benefits to surrounding region, it is also considered that the Devonport Country Club could approach other Councils for a contribution towards the event.

COMMUNITY ENGAGEMENT

There has been no community consultation undertaken as a result of this report.

FINANCIAL IMPLICATIONS

Any commitment by Council to the Devonport Country Club would need to be allocated in the 2025/26 operational budget. It is noted that Events Tasmania has committed a financial contribution for the 2025 event.

RISK IMPLICATIONS

There is a possible reputational risk that Council could be criticised for providing funding for this event.

CONCLUSION

Based on previous National events, this event represents the opportunity for significant exposure and media attention of Devonport and its surrounding LGAs. It is anticipated that participants and officials would stay across the region as well as potentially stay and travel beyond the event.

ATTACHMENTS

Council Submission – Devonport Country Club - confidential attachment [4.1.1 - 21 pages]

5.3 CHIEF EXECUTIVE OFFICER TITLE POLICY

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the draft Chief Executive Officer Title Policy be adopted, and the transitional steps detailed in the Policy be implemented, with a view to the change in title taking effect from 1 January 2025.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk and financial management

SUMMARY

The purpose of this report is to consider the steps Council is required to consider and take in transitioning the General Manager's title to that of a Chief Executive Officer ("CEO").

The CEO will continue to occupy the statutory position of General Manager pursuant to section 61 of the *Local Government Act 1993* ("the Act").

BACKGROUND

Council resolved to re-appoint Council's incumbent General Manager for a further five-year term at its October 2024 meeting.

Council further recommended (Res. No.24/214) to:

"...endorse the transition of title from General Manager to CEO."

The General Manager is appointed under section 61 of the Act.

The title of Chief Executive Officer it is considered to be a more contemporary reference, better reflecting the expanding nature of local government activities. The most senior officer at all the large councils and at more than half the total councils in Tasmania are now referenced as CEO.

STATUTORY REQUIREMENTS

Section 61 of the *Local Government Act 1993*, pertains to the appointment of a general manager:

"61. Appointment of general manager

- (1) A council is to appoint a person as general manager of the council for a term not exceeding 5 years on terms and conditions it considers appropriate.*
- (1A) A decision to appoint a person as general manager of the council under subsection (1) must be made –
 - (a) in accordance with any relevant order made under section 61A; and*
 - (b) primarily on the basis of a merit assessment of the person.**
- (2) An appointment under subsection (1) is not to be extended or renewed so as to exceed 5 years in total unless the council has reviewed its terms and conditions.*
- (3) Subject to subsection (4A), if a vacancy occurs in the position of general manager, the council is to invite applications for the vacancy by placing, in a*

daily newspaper circulating in the municipal area, a public notice inviting such applications.

- (4) Not later than 6 months before the expiry of the general manager's appointment, a council may resolve to reappoint the general manager without inviting applications for the position in accordance with subsection (3).*
- (4A) Subsection (3) does not apply if a council resolves to appoint as general manager of the council a person who is, and will continue to be, appointed as the general manager of another council in another municipal area.*
- (5) A reappointment under subsection (4) is to be treated as if it were an appointment under subsection (1)".*

DISCUSSION

Council should undertake steps to prevent the possibility of a legal challenge to the CEO's proper exercise of power and functions in circumstances whereby that power has been specifically invested by statute in a "General Manager" appointed under section 61 of the Act, and not that of a CEO.

The draft Policy provides guidance and assistance to Council in respect of the change of title.

The Policy provides practical examples for Council as to how reference to the role of the CEO should be made in respect of the day-to-day operations and business of Council, including but not limited to Council meetings, drafting of contracts, agreements, permits, and delegation recommendations.

The draft Policy has been developed based on legal advice.

COMMUNITY ENGAGEMENT

There is no community engagement to be undertaken in respect of this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK IMPLICATIONS

- Legal Compliance

There is a risk that if appropriate steps are not taken or policy established, that the potential for a legal challenge to the CEO's exercise of legislative powers and functions, in circumstances whereby the CEO has not been appointed as the General Manager, and where that power is explicitly invested in a General Manager appointed under section 61 of the Act, in statute.

This risk is negated by the CEO having been formally appointed as the General Manager, in accordance with section 61 of the Act, and continuing to hold that statutory position, whilst being referred to as the CEO, in title, and through the transitional steps outlined in the attached policy.

CONCLUSION

The draft Chief Executive Title Policy has been developed in response to legal advice and provides Council with a framework to transition the title from General Manager to Chief Executive Officer, whilst occupying the statutory position and lawfully carrying out the functions and powers of General Manager pursuant to section 61 of the Act.

ATTACHMENTS

1. Draft Chief Executive Officer Title Policy [5.3.1 - 3 pages]

5.4 STANDING DELEGATION - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council in accordance with section 61B of the *Local Government Act 1993* ("the Act") appoint Mr Jeffrey Griffith, Deputy General Manager, to act in the office of the Chief Executive Officer (and occupying the statutory position of General Manager as defined in the Act) during every absence of the Chief Executive Officer, effective from 1 January 2025.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk and financial management

SUMMARY

This report has been prepared to assist Council in determining a standing delegation for the appointment of an Acting Chief Executive Officer (CEO), occupying the statutory position of General Manager pursuant to section 61 of the Act, during absences of the CEO.

BACKGROUND

Historically, Council has had a standing delegation in place which provided the Deputy General Manager with delegation to automatically assume the role of Acting General Manager during absences of the General Manager. With the change in title of the General Manager to CEO from 1 January 2025, the Deputy General Manager will assume the role and title of Acting CEO during absences of the CEO and will occupy the statutory position of General Manager during these times.

STATUTORY REQUIREMENTS

The *Local Government Act 1993* states:

- (1) *For the purposes of this section, a general manager is absent if –*
 - (a) *he or she is absent from duty for any reason; or*
 - (b) *he or she is otherwise unavailable or unable to perform the functions of the office of general manager; or*
 - (c) *the position of the general manager is vacant.*
- (2) *The mayor may appoint a person to act in the office of general manager if –*
 - (a) *the general manager is absent and no person holds an appointment under subsection (4); or*
 - (b) *the general manager is absent and the person appointed under subsection (4) is absent from duty or otherwise unavailable or unable to act in the office of general manager.*
- (3) *An appointment under subsection (2) ends when the first of the following occurs:*
 - (a) *the general manager returns to duty;*

- (b) *the term of the appointment expires;*
 - (c) *the mayor or the council revokes the appointment;*
 - (d) *a person is appointed as general manager under section 61.*
- (4) *The Council may appoint a person to act in the office of general manager during every absence of the general manager.*
- (5) *An appointment under subsection (4) is for the term, not exceeding five years, specified in the appointment and ends when the first of the following occurs:*
 - (a) *the term of the appointment expires;*
 - (b) *the Council revokes the appointment;*
 - (c) *if the appointment is to the holder of an office, the person ceases to hold that office.*
- (6) *While a person appointed to act in the office of general manager is acting as general manager, that person is taken to be the general manager.*

DISCUSSION

A standing delegation for the automatic appointment of an Acting CEO, occupying the statutory position of General Manager and covering absences of the General Manager, is a prudent business continuity decision and ensures that the powers and functions of the CEO (in the statutory position of General Manager) are automatically assigned to the Acting CEO during absences of the CEO.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken in relation to this matter. The matter is purely an operational decision of Council.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to providing a standing delegation to the Deputy General Manager to undertake the role of Acting CEO during absences of the CEO.

As part of the Deputy General Manager's employment contract and position description, there is a requirement that the Deputy General Manager assumes this position as part of the role's duties and that no additional remuneration or benefits are applicable.

RISK IMPLICATIONS

No risks have been identified in relation to this report. If Council elects not to endorse the recommendation provided, the Mayor will be required to appoint an Acting CEO to occupy the statutory position of General Manager on each and every occasion that the CEO is absent or unavailable.

By Council endorsing the standing delegation for the role of Acting CEO, it provides certainty and continuity to the delivery of the operational services of the Council.

Council may review the standing delegation at any time.

CONCLUSION

It is recommended that Council formally determine that during absences of the CEO, that the Deputy General Manager automatically assumes the role of Acting CEO with full delegations for the functions, authorisations and powers conferred upon, and delegated to, the statutory position of General Manager, pursuant to section 61 of the Act.

ATTACHMENTS

Nil

5.5 TENDER REPORT CONTRACT 1361 WASTE TRANSFER

Author: **Shannon Eade, Assets & Technical Service Coordinator**

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

RECOMMENDATION

That Council, in relation to Contract "1361 Waste Transfer" award the 3-year contract to Veolia Environmental Services for the tendered schedule of rates as follows:

Item	Description	Unit	Rate \$
1	Monthly Hire / rental & maintenance on 40 cubic metre bin	bin	\$105.00
2	Monthly Hire / rental & maintenance on 12 cubic metre capacity "hazard" bin	bin	\$60.00
3	Collect 40 cubic metre bin from the Spreyton WTS. Cart bin to the DRWMA facility, dispose of waste and return bin to Spreyton WTS.	bin	\$151.50
4	Collect 12 cubic metre "Hazard" bin from the Spreyton WTS. Cart bin to the DRWMA facility, dispose of waste and return bin to Spreyton WTS.	bin	\$151.50
5	If required - Extra cost over Items 3.0 and 4.0 for collection and cartage of bins outside normal working hours – Saturdays (hours 6am to 12pm):	bin	\$191.00

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

2.3 Active asset renewal program and clear infrastructure priorities for funding

SUMMARY

This report presents the tender received for Contract 1361, Waste Transfer for the collection and transportation of waste bins from the Spreyton Waste Transfer Station to the Dulverton Regional Waste Management Authority landfill facility and seeks approval to award the contract to Veolia Environmental Services on the proposed schedule of rates.

BACKGROUND

This contract is for the rental, maintenance, collection and transportation of waste bins from the Spreyton Waste Transfer Station in Bay Drive Spreyton for disposal at the Dulverton Regional Waste Management Authority (DRWMA) landfill facility. After disposal of waste at the landfill site, the contractor is required to return the empty bins to the Spreyton Waste Transfer Station for reuse.

The contract requires collection, transportation, and disposal of the full bins to be conducted seven days a week. The contractor is responsible for the handling, cartage and maintenance of the bins.

The service involves transporting the following types of waste:

- General waste
- Hazardous waste
- Mattresses

STATUTORY REQUIREMENTS

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

DISCUSSION

A tender was received from one company, and the submission was assessed as conforming and is summarised in Table 1 below:

Item	Description	Unit	Rate \$
1	Monthly Hire / rental & maintenance on 40 cubic metre bin	bin	\$105.00
2	Monthly Hire / rental & maintenance on 12 cubic metre capacity "hazard" bin	bin	\$60.00
3	Collect 40 cubic metre bin from the Spreyton WTS. Cart bin to the DRWMA facility, dispose of waste and return bin to Spreyton WTS.	bin	\$151.50
4	Collect 12 cubic metre "Hazard" bin from the Spreyton WTS. Cart bin to the DRWMA facility, dispose of waste and return bin to Spreyton WTS.	bin	\$151.50
5	If required - Extra cost over Items 3.0 and 4.0 for collection and cartage of bins outside normal working hours –: Saturdays (hours 6am to 12pm):	bin	\$191.00

The Tender Planning and Evaluation Committee have considered the tender against each of the selection criteria, these being:

- Relevant Experience
- Quality, Safety and Environmental Management
- Price

The evaluation by the Committee indicates that Veolia Environmental Services offers Council the best value for money. Veolia Environmental Services has consistently provided high quality service since the establishment of the transfer station.

COMMUNITY ENGAGEMENT

A public advertisement calling for tenders was placed in The Advocate Newspaper on 26 October 2024 and tenders were also advertised on Council's website and via Tenderlink.

During the tender period 11 businesses downloaded the tender documents via the Tenderlink portal.

FINANCIAL IMPLICATIONS

Council has a budget allocation of \$180,000 for the waste transport contract for the current 2024/25 financial year. Since July 2024, there has been a reduction in the transfer of waste due to kerbside and commercial waste collections now being transported

directly to Dulverton. This will reduce the amount of waste transported under this contract. Additionally, the construction of the new Resource Recovery Centre, which is due for completion early 2025, is expected to bring a reduction of items disposed of and transported to landfill. The success of the recovery centre to reduce the amount of waste that goes to landfill, will influence the total cost of transporting waste as part of this contract. It is difficult to estimate the likely total cost based on the tendered rates, however it is expected to be in the vicinity of between \$180,000 and \$220,000 for the financial year.

This contract is a schedule of rates agreement. The rates have been projected based on the waste volumes from the previous three months, for the purpose of evaluating the tenders.

This contract is for 36-month period with the option for two 1-year extensions.

RISK IMPLICATIONS

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

CONCLUSION

Considering the assessment by the Tender Planning and Evaluation Committee it is recommended that Veolia Environmental Services be awarded Contract 1361, Waste Transfer.

ATTACHMENTS

Nil

5.6 ENDORSEMENT OF MEMBERSHIP - COUNCIL COMMITTEES

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

Endorser: **Kylie Lunson, Executive Manager**

RECOMMENDATION

That Council appoint:

1. Belinda Donovan, Andrew Moore, Renee Pardoe, Naomi Ralph, Gaye Smith, Leanne Wease and Claire Williams to the Access and Inclusion Working Group.
2. Judy Buckley, Phoenix Hall and Julie Walker to the Bass Strait Maritime Centre Cultural Heritage Advisory Committee as well as Cr Hollister and Cr Martin with Cr Murphy and Cr Wilczynski as proxies.
3. Vivienne Breheney, Sarah Brooke, Jennifer Frost, Dave mangenner Gough, Jane Haley OAM and Marilyn Raw to the Devonport Regional Gallery Advisory Committee.
4. Atticus Pacey, Chelsea Farnsworth, Emma Cross, Emmi Bruce, Eva Snell, Jingjie Zheng, Mackenzy Phillips, Miles Maibala and Shyanna Marsh to the Devonport Youth Advisory Group.
5. John Alexiou, Tracey Carter, Sarah de Jersey, Kate Larcombe, Hazy Levi, Eve Marcus, Stephen McGrath, Katrina O'Malley and Frances Wilson to the East Devonport Working Group.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- 4.7 An engaged community promotes and values diversity and equity
5.2 Promote active and purposeful community engagement and participation

SUMMARY

To confirm membership of the following Council Committees and Working Groups for a two year period:

- Access and Inclusion Working Group,
- Bass Strait Maritime Centre Cultural Heritage Advisory Committee,
- Devonport Regional Gallery Advisory Group,
- Devonport Youth Advisory Group, and
- East Devonport Working Group.

BACKGROUND

At its meeting held on 28 October 2024, it was determined as follows:

That Council:

- a) *adopt the Terms of Reference for the Access and Inclusion Working Group, Bass Strait Maritime Centre Cultural Heritage Advisory Committee, Devonport Regional Gallery Advisory Group, East Devonport Working Group;*
- b) *call for expressions of interest in accordance with the Terms of Reference for each Committee.*

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

STATUTORY REQUIREMENTS

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

24. Special Committees

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

DISCUSSION

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

- Access and Inclusion Working Group (up to 8 positions available)
 - Belinda Donovan
 - Andrew Moore
 - Renee Pardoe
 - Naomi Ralph
 - Gaye Smith
 - Leanne Wease
 - Claire Williams
- Bass Strait Maritime Centre Cultural Heritage Advisory Committee (up to 6 positions available)
 - Judy Buckley
 - Phoenix Hall
 - Julie Walker
- Devonport Regional Gallery Advisory Group (up to 6 positions available)
 - Vivienne Breheney
 - Sarah Brooke
 - Jennifer Frost
 - Dave mangelner Gough
 - Jane Haley OAM
 - Marilyn Raw
- Devonport Youth Advisory Group (up to 16 positions available)
 - Atticus Pacey
 - Chelsea Farnsworth
 - Emma Cross
 - Emmi Bruce
 - Eva Snell
 - Jingjie Zheng
 - Mackenzy Phillips
 - Miles Maibala
 - Shyanna Marsh
- East Devonport Working Group (up to 5 positions available)
 - John Alexiou
 - Tracey Carter
 - Sarah de Jersey
 - Kate Larcombe
 - Hazy Levi

- oEve Marcus
- oStephen McGrath
- oKatrina O'Malley
- oFrances Wilson

Whilst one position remains unfilled on the Access and Inclusion Working Group, the composition of members is adequate for the Working Group to progress. Nominees express a broad range of knowledge and experience, relative to the terms of reference of the Committee.

The East Devonport Working Group has received more nominations than available positions.

Nominees demonstrate relevant interests and strong community networks, making them well-suited to contribute to the Group's objectives and it is therefore recommended that all nominees be appointed in this instance.

Only three nominees were received for the Bass Strait Maritime Centre Cultural Heritage Advisory Committee and 9 members for the Devonport Youth Advisory Committee, but it is recommended that these nominees be approved.

It is noted all positions have been nominated for in the Devonport Regional Gallery Advisory Group.

The Terms of Reference of each Special Committee specifies two Councillors are to be appointed to each Committee. The following Councillors have been nominated for each Group (Council meeting 28 October 2024).

Councillor representation for the Bass Strait Maritime Centre Cultural Heritage Advisory Committee is to be confirmed at this meeting.

Committee	Councillor	Councillor	Councillor
Access and Inclusion Working Group	Mayor Jarman	Cr Martin	
Bass Strait Maritime Centre Cultural Heritage Advisory Committee	Cr Hollister	Cr Martin	Cr Murphy (proxy) Cr Wilczynski (proxy)
Devonport Regional Gallery Advisory Group	Cr Moore	Cr Hollister	Cr Viney
East Devonport Working Group	Mayor Jarman	Cr Hollister	Cr Wilczynski - proxy

COMMUNITY ENGAGEMENT

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

- Council website
- Media releases
- Council Facebook page
- Community newsletter
- Shared on various community mailing lists

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

- Workplace Health and Safety
To minimise any potential workplace health and safety risks, all endorsed members will complete Council's volunteer induction to ensure they understand their obligations under the *Workplace Health and Safety Act 2012*.
- Consultation and/or Communication
Special Interest and Working Groups assist in providing a mechanism by which Council can communicate effectively on special interest matters.

CONCLUSION

It is noted that not all positions have been nominated for with the Devonport Youth Advisory Group and the Bass Strait Maritime Centre Cultural Heritage Group. The quality of nominations received for all Committees however are strong and relevant and recommended that all nominations received be approved.

ATTACHMENTS

Nil

5.7 CHANGES TO FEES & CHARGES - 2024/25FY

Author: **Nadine Maggs, Finance Manager**

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

RECOMMENDATION

That Council amend the 2024/25 Fees and Charges Schedule to reflect burial rights separately due to changes in GST as per GSTD 2024/2.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk, and financial management

SUMMARY

This report provides Council with justification to change cemetery fees to have burial rights fees separated out from cemetery fees as burial rights are no longer subject to GST.

BACKGROUND

Currently Devonport City Council does not separate the Cemetery Fees between the interment right and the administration costs. On the 4 December 2024, the Australian Taxation Office determined that the following supplies made by an Australian government agency are not subject to GST:

- the supply of a burial right in a public cemetery;
- the renewal of a burial right in a public cemetery; and
- the supply of any permission that must be obtained under state or territory legislation to exercise a burial right by physically burying human remains or creating a memorial at the location covered by the burial right.

Therefore, a fee for the interment (burial) right will need to be separate from the administration and burial costs to ensure accurate reporting of GST.

The new fees for cemeteries will be as follows:

Cemeteries		Old GST	Old Price	New GST	New Price
Burials					
Interment Costs - Adult (over 15 years) includes plaque installation Devonport residents eligible for \$750 discount on listed fee	each	\$259.09	\$2850.00	\$219.09	\$2,810.00
Interment Costs - Child (4-15 years) includes plaque installation	each	\$84.09	\$925.00	\$44.09	\$885.00
Interment Costs - Child (0-3 years) includes plaque installation	each	\$65.91	\$725.00	\$45.82	\$704.00
Ashes					
Placing ashes & installation of plaque	each	\$63.64	\$700.00	\$53.64	\$690.00
Placing ashes & installation of plaque (Children's Pavilion)	each	\$63.64	\$700.00	\$53.64	\$690.00

Table 1

STATUTORY REQUIREMENTS

All fees and charges are set in accordance with section 205 of the *Local Government Act 1993*. The updated fees and charges with the changes in cemetery fees are included in the Devonport City Council 2024/25 Fees and Charges Schedule and publicised on the Council website.

DISCUSSION

Due to changes in the way GST is no longer applicable to burial rights, Devonport City Council needs to ensure that GST is no longer applicable to burial rights.

COMMUNITY ENGAGEMENT

There is no community engagement associated with this report.

FINANCIAL IMPLICATIONS

The pricing will be reduced for the individual/business though the fees received by Council will be the same.

RISK IMPLICATIONS

If not completed, Devonport City Council will be non-compliant and the total of the fee will be presumed as the burial right which would have no GST remitted to the ATO.

CONCLUSION

The fees that Council will receive will be same, though the price to the community will differ due to GST being removed from the burial right.

ATTACHMENTS

Nil

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

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

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

Date	Description	Purpose
9 December 2024	Council Advisory/ Working Groups	Discussion of Expressions of Interests for Advisory/Working Groups
	Container Refund Scheme	Presentation from TOMRA Cleanaway re-roll out of Container Refund Scheme
	CBD Development	Update on negotiations regarding CBD redevelopment opportunity from 2021 EOI process
	Organisational Changes	Update on internal organisational changes

Apologies from previous Workshop:

- Nil

Declarations of Interest received for previous Workshop:

Councillor	Item No	Reason	Remained in Workshop? Yes/No	If remaining, reason/s for decision
Cr A Moore	1	Daughter works for Council on this Committee, and was referee for one of the candidates	Yes	No voting on this matter
Cr J Wilczynski	1	Referee for one of the candidates	Yes	No voting on this matter

6.2 CRADLE COAST WASTE MANAGEMENT GROUP 2023/24 ANNUAL REPORT

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the CCWMG 2023/24 Annual Report be received by Council.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- 1.2 Sustainability is promoted and integrated across all sectors
- 1.3 "Living lightly" is promoted and encouraged
- 5.1 Regional co-operation is achieved through purposeful participation

SUMMARY

The Cradle Coast Waste Management Group's 2023/24 Annual Report is presented to Council, as a member of the group, for their information and noting.

BACKGROUND

The Cradle Coast Waste Management Group (CCWMG) was formed in 2007 to improve waste management from a regional perspective, providing efficiencies and economies of scale, and to provide specialty waste reduction services in the North-West of Tasmania.

CCWMG currently represents all nine North-West Tasmanian municipal councils, with West Coast and King Island joining the group in December 2023.

The Annual Report highlights the changes, achievements and challenges for the year.

CCWMG is one of three regional groups in Tasmania, with the other two being Circular North based around Launceston and TasWaste South based around Hobart.

STATUTORY REQUIREMENTS

There are no statutory requirements relating to this report.

DISCUSSION

This Annual Report covers the actions achieved in the second year of the CCWMG 2023 – 2028 *Strategic Plan*. The objectives of the plan are supported through four key focus areas of regional management and planning, waste diversion, partnerships and community engagement.

The *Strategic Plan* has 43 actions to be completed by 2028. Progress to date shows that of these 43 actions:

- 7 have been completed;
- 24 are in progress (19 of these are ongoing); and
- 12 are yet to be started.

Key actions and projects delivered in 2023/24 were:

- Implementation of a regional kerbside Food Organic and Garden Organic (FOGO) collection and processing contract. The regional service commenced in July 2024 for

Central Coast, Devonport, Kentish, Latrobe and Waratah Wynyard Councils, with Burnie and Circular Head Councils expected to commence collections in 2025/2026.

The current contract is with the seven original member Councils, with the ability for the newest members, King Island and West Coast Councils, to opt in when viable for their communities.

- Procurement of regional concrete crushing, waste oil and steel recycling contracts to be commenced in 2025FY at participating waste transfer stations (WTS) and resource recovery centres (RRC). There has also been the continued management of regional service agreements and contracts for various hard to recycle waste streams at the WTSs and RRCs.
- Upgraded signage, storage and OH&S infrastructure at WTSs and RRCs.
- Household hazardous waste collection events at 7 WTSs which collected nearly 2.8 tonnes of hazardous chemicals to prevent environmental and safety issues occurring through incorrect disposal.
- Continued operation and management of the *Rethink Waste* website and social media pages as a statewide platform for waste and resource recovery information. See more at: <https://rethinkwaste.com.au/> or <https://www.facebook.com/rethinkwastetasmania> .
- Community education and awareness on the importance of waste diversion and correct waste disposal practices, through the delivery of 13 landfill and composting facility tours and attendance at 10 public events across the region including:
 - Community Engagement Day, February 2024
 - Devonport Farmers Market, April 2024
 - Devonport Twilight Market, April 2024



- School education program delivery to 19 schools across the region.
- Development and management of the region-specific website North West Recycling and Resource Recovery (www.nwrrr.com.au) to provide information on optimising the use of the 3-bin suite.
- Establishment of an agreement with the Big Bag Recovery stewardship scheme to recycle single-use bulker bags, initially from the aquaculture industry, with plans to extend the service to more industries as the program evolves.

The full Annual Report is attached for your information.

POLICY CONSIDERATIONS

The CCWMG strategic vision is to:

Deliver a sustainable community in the Cradle Coast region of Tasmania, by implementing strategies which minimise waste through increases in waste diversion and recovery.

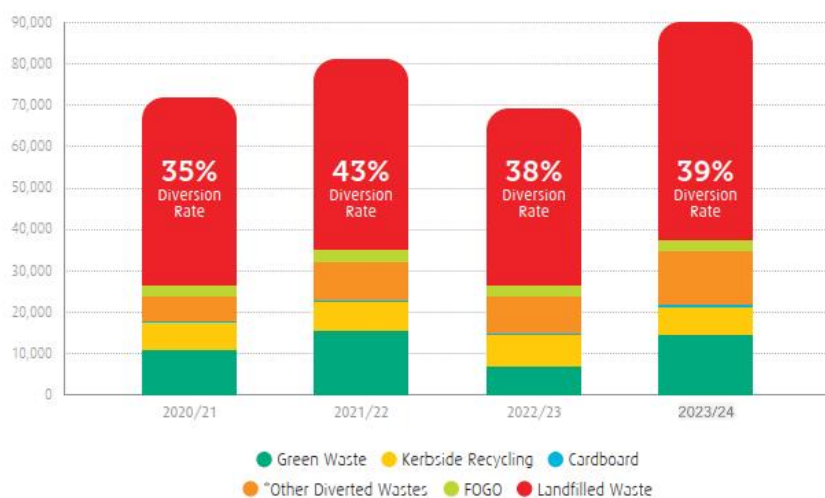
The objectives of the CCWMG 2023-2028 Strategic Plan are:

1. By 2028, establish regionally consistent practices for waste management in all member council areas for consistent waste contracts, services and best practice principles
2. By 2028, target 60% MSW resource recovery
3. By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing)
4. By 2028, phase out priority single-use plastics.

Chart 1 displays the total tonnes of Municipal Solid Waste (MSW) landfilled by the region compared with the tonnes of waste diverted. The MSW that was sent to landfill by the CCWMG in the 24FY was 57,491 tonnes. This is an increase of 8,749 tonnes, or 18%, when compared to the 23FY and is largely due to the two new member Councils, King Island and West Coast Council's waste being included.

This equates to an annual average of 494kgs per person, in comparison to 442kgs per person in the 23FY.

Chart 1 – Tonnes of Regional Municipal Waste, Landfilled vs Diverted



The diversion rate of 39% remains lower than the national average of 60% (Australian Circular Economy Hub, 2023). The regional average is expected to improve once the two new member Councils begin to take advantage of the regional contracts for waste diversion opportunities.

It is also anticipated that the introduction of FOGO will improve diversion, as well as providing a platform for education on proper use of the recycling bin. Community education commenced in the 24FY and will continue into the 25FY to maximise FOGO and recycling diversion and minimise contamination rates.

The CCWMG manages the following contracts and service agreements on behalf of Devonport City Council:

- Kerbside FOGO and Recycling collection and processing

- Greenwaste mulching
- Cardboard recycling
- Mandalay software for waste levy reporting requirements
- Concrete crushing
- Steel recycling
- Waste oil recycling
- E-waste, household battery, globe and x-ray recycling
- Paint recycling

Accessing these contracts for King Island and West Coast Council is under investigation.

COMMUNITY ENGAGEMENT

The member Councils, staff, General Managers and industry professionals have worked closely with the community, other regional waste bodies and the TWRRB to ensure the CCWMG continues to lead the way in waste diversion and resource recovery in the state.

The group regularly consults with these stakeholders through formal meetings, workshops, community forums, online platforms, site tours, public events and school education programs.

FINANCIAL IMPLICATIONS

Initiatives are funded by the State Landfill Levy managed by the Tasmanian Waste and Resource Recovery Board (TWRRB), which is developing a clear path for supporting Statewide infrastructure and circular economy projects. The levy paid by Councils in the 24FY was set at \$21.66 per Tonne. Devonport City Council paid \$314,722 in Waste Levy Fees for the 24FY.

This levy increased to \$44.88 per Tonne on 1 July 2024 and will increase to more than \$65 per Tonne in July 2026.

Funding is received by the CCWMG, from the TWRRB, through a three-year Grant Deed linked to average tonnages landfilled over the previous three years. A new grant agreement is being negotiated now for the 2026 – 2028/29 financial year.

In the 24FY, the group received \$7.85/tonne in funding based on waste received at 5 landfill sites across the region (Dulverton, Lobster Creek, Port Latta, Zeehan, Parenna).

RISK IMPLICATIONS

There are no direct risk implications associated with this report.

CONCLUSION

That the CCWMG 2023/24 Annual Report is presented to Council as a member Council of the CCWMG.

ATTACHMENTS

1. FINAL CCWMG annual report 2023-24 [**6.2.1** - 35 pages]

6.3 COUNCILLOR ATTENDANCE AT CONFERENCE REPORT - CR G ENNISS

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the report from Cr Gerard Enniss relating to his attendance at the 25th National Street Tree Symposium on 12 13th September 2024 in Adelaide, be received and noted.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk and financial management

SUMMARY

This report details the 25th National Street Tree Symposium attended by Cr Gerard Enniss.

BACKGROUND

Cr Enniss has provided details of the 25th National Street Tree Symposium held in Adelaide from 12 – 13th September 2024 that he attended as a representative of the Devonport City Council.

STATUTORY REQUIREMENTS

Clause 4.4 of the Councillor Allowances, Expenses and Provisions of Facilities Policy applies:

"Councillors are to provide a report or summary, whether written or verbal, on each interstate conference attended within three (3) months of the conclusion of such conference. The report may be prepared individually by elected members or may be a joint report of the Councillors who attended".

DISCUSSION

Councillors are required to provide a report or summary in respect of their attendance at any interstate conference they attend, in accordance with the Councillor Allowances, Expenses and Provisions of Facilities Policy.

Councillor Enniss has provided a detailed report of his attendance at the 25th National Street Tree Symposium.

COMMUNITY ENGAGEMENT

There is no community engagement relating to this report.

FINANCIAL IMPLICATIONS

The cost of Councillor Enniss' attendance at the 25th National Street Tree Symposium was detailed in the report seeking Council's approval for him to attend, tabled at the August 2024 Council Meeting.

RISK IMPLICATIONS

There are no risks associated with this report.

CONCLUSION

That the report from Councillor Ennis relating to his attendance at ALGA National General Assembly 2024 be received for noting.

ATTACHMENTS

1. 25 th National Street Tree Symposium 12-13 th September 2024 Adelaide [**6.3.1** - 45 pages]

6.4 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:

5.3 Council looks to employ best practice governance, risk and financial management

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 Alison Jarman attended the following meetings and functions between 20 November 2024 and 17 December 2024:

- Conducted radio interviews with 7AD, SeaFM, ABC and Coast FM
- Attended Council meetings, Planning Meetings and Workshops as scheduled
- Meetings with the General Manager
- Attended a Mayors and Deputy Mayors Workshop of the Local Government Association of Tasmania with the Deputy Mayor
- Mayors Dinner with LGAT
- With the General Manager attended the General Meeting of the Local Government Association of Tasmania
- Attended Devonport Tasmania Pickleball Grand Slam Event
- Attended East Devonport Neighbourhood House 'Love East Devonport' Event
- Attended RANT Arts Indie School Exhibition
- Attended Home Hill Garden Fete
- Attended the North West Regions Reception for the Order of Australia, and presented the North West region's recipient Ms Jane Haley with her OAM
- Attended Audit Panel Meeting
- Attended event for the arrival of Q400 – 'Welcome Back Event' organised by Devonport Airport
- Attended the North West Support School's End of Year Assembly
- Met with Commodore of the Mersey Yacht Club, Terry Travers, who provided an update on the Club's activities
- Introduction of Sound and Light Show to DCCI and Ascend Events
- Attended community drop in session – Mersey Bluff Playground public consultation
- Attended an online meeting for an MLC Briefing – *Land Use Planning and Approvals (Stony Rise Development Approval) Bill 2024*
- Attended Children's University Tasmania Graduation, Devonport

- With Deputy Mayor, assisted at an event at the Gateway Church HEAVENS kitchen
- As an Owner Representative, attended the Annual General Meeting and the Representatives Meeting of the Dulverton Waste Management Authority
- Attended Dulverton Waste Management's 30th Celebratory Event at Eastford Creek
- Officiated as MC for the 16 Days of Activism event, Walk the Talk conducted as part of the International Day for the Elimination of Violence Against Women to Human Rights Day
- Prepared a Christmas video with Central Coast and Kentish Mayors
- Attended a morning tea hosted by the Rapid Relief Team (RRT) to recognise staff at the North West Support School – International Day of People with Disability
- Attended the International Day of Disability Expo
- Attended the East Devonport Primary School Luncheon
- Attended the East Devonport Working Group Meeting
- Attended and spoke at an afternoon tea to recognise Ted van Overmeeren for his contribution to the Maidstone Park Controlling Authority
- Attended a Tasmanian Liberal Government Cocktail Party
- Interviewed by Peta Credlin SKY News on the salmon industry in Tasmania
- Facilitated by the Central Coast Authority, attended a meeting including the Premier and NW Mayors and Tourism representatives on Regional Aviation Strategy
- Attended the Access and Inclusion Working Group Meeting
- Hosted Mayoral Christmas Drinks for invited guests at the Sound and Light Show Pavilion
- Attended Church Collective meeting
- Met with Mal Hingston, Federal Liberal Candidate for Braddon regarding Devonport project priorities
- Attended East Devonport Neighbourhood House Christmas Lunch
- Attended Volunteers Breakfast in Market Square
- Attended meeting facilitated by Senator Urquhart regarding the Devonport Community - Wharf/Mersey Slipway Project
- Met with Senator Urquhart regarding NDIS music therapy
- Attended the Esther Campion Book Launch at the Devonport library
- Officiated at the opening of Tidal.24 Exhibition
- Attended Caroline Small School of Dance End of Year Concert
- Attended Devonport Christmas Parade
- Officiated at Devonport Carols
- Attended Financial Assistance Working Group Meeting NO
- As an Owner Representative, attended Central Coast Authority Representative Meeting
- With General Manager, met with Tim Hess, Aaron Brimfield and Stuart Richey regarding Wharf Precinct
- Attended the Blue & White Opening Night of 'Summer on Ice' in Ulverstone
- Met with the Andrew Hillier, CEO of Devonport Chaplaincy Inc. and Loaves & Fishes
- Attended DCCI Christmas Networking Drinks
- Attended Mersey SES Social Club Christmas Party
- Presented certificates at the Indie School Celebration Assembly
- Attended WxNW Christmas Event

- Attended Rotary Christmas Event
- Attended the Devonport VeteranHub official opening in supporting Veterans and their families in our community
- Attended Spreyton Primary School End of Year Assembly and Awards Presentation
- Attended and spoke at the annual Year 6 Presentation Assembly at Hillcrest Primary School.

ATTACHMENTS

Nil

6.5 GENERAL MANAGER'S REPORT

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the General Manager's Report be received and noted.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk and financial management

SUMMARY

This report provides a summary of the activities undertaken by the General Manager, between 20 November and 17 December 2024. 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 regular scheduled internal staff and management meetings.
- 1.2. Attended Workshops, Planning Authority Committee Meetings and Council Meetings as required.
- 1.3. Attended the Council Audit Panel meeting as required under the Terms of Reference.
- 1.4. Attended a meeting of the Hillcrest Affected Area Recovery Committee.
- 1.5. Attended a Climate Capability Workshop hosted by LGAT as part of the State funded local government climate program.
- 1.6. Met with Jack Jumpers CEO, Christine Finnigan to provide an update on Council's Devonport Oval Indoor Sports Complex.
- 1.7. Met with Spirit of Tasmania Quaylink Project Director, Paul Kirkwood to discuss progress in East Devonport.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Visted a resident in St Andrews Drive to inspect a building compliance issue and hear the resident's concerns.
- 2.2. Met with the developer of 131-135 Stony Rise Road regarding permit conditions.

- 2.3. With the Mayor, met with Terry Travers from the Mersey Yacht Club regarding plans for the redevelopment of their facilities and their request for Government funding.
- 2.4. Met with a resident regarding an idea to display artwork within Council parks and reserves.
- 2.5. Met on site with a business owner at the Don Roundabout to discuss traffic concerns.
- 2.6. Attended a Council hosted afternoon tea to recognise and celebrate Ted Van Overmeeren's five decades of service to the Maidstone Park Controlling Authority.
- 2.7. Assisted with Council's Volunteer Breakfast in Market Square Pavilion.
- 2.8. Met with the owner and operator of the Lakeside Caravan Park.
- 2.9. Met with representatives of the proposed East Devonport community wharf and fishing pontoon to discuss their attempt to attract Federal Government funding for the project.
- 2.10. Undertook the marshalling of floats at the Devonport Christmas Parade.
- 2.11. Met with Indie Education CEO, Rod Wangman along with key local staff regarding their new Devonport facility.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the Cradle Coast General Managers meeting.
- 3.2. Attended a meeting of the Cradle Coast Waste Management Group.
- 3.3. As an Owners Representative attended the Representatives meeting of the Cradle Coast Authority.
- 3.4. As Chair of the Cradle Coast Waste Management Group, along with other Regional Waste Management Group CEOs and Chairs attended a workshop with the State Waste Advisory Board members.
- 3.5. As an Owners Representative attended the Representatives meeting of the Dulverton Waste Management Authority.
- 3.6. Attended a steering group meeting of the Cradle Coast Regional Land Use Strategy.
- 3.7. As an Owners Representative attended the Annual General Meeting of Dulverton Waste Management Authority.
- 3.8. Attended a celebration event to recognise the 30th anniversary of the Dulverton Waste Management Authority.
- 3.9. Attended a General Meeting of the Local Government Association of Tasmania.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Attended a luncheon to meet and hear from Federal Liberal Candidate, Mal Hingston.
- 4.2. Attended the Liberal Party Braddon Christmas drinks.
- 4.3. Met with Minister Duigan's Chief of Staff to provide a briefing on Devonport Oval Indoor Sports Complex.
- 4.4. As the Northwest General Managers Representative attended the Premier's Local Government Council meeting.

5. OTHER

Nil

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

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

ATTACHMENTS

1. Current and Previous Minutes Resolutions - November 2024 [**6.5.1** - 1 page]

6.6 MONTHLY OPERATIONAL REPORT - NOVEMBER 2024

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the Monthly Operational Report for the period ending 30 November 2024.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

5.3 Council looks to employ best practice governance, risk, and financial management.

SUMMARY

This report provides a summary of council performance and general matters of interest during the month of November 2024.

BACKGROUND

This report is provided to update Councillors and the community on council's performance over the previous month and includes:

- monthly financial performance reports;
- progress on annual plan actions;
- information on matters relating to operational activities of the Council;
- general council matters that may be of interest to the community; and
- tabling of minutes received relating to Council Committees, Authorities, and related External Organisations.

Further operational information can be obtained by viewing Council dashboards at Council's website: [Your Council Dashboards | Devonport City Council](#)

STATUTORY REQUIREMENTS

In undertaking its operational activities, Council is required to comply with the *Local Government Act 1993* and various other legislation.

DISCUSSION

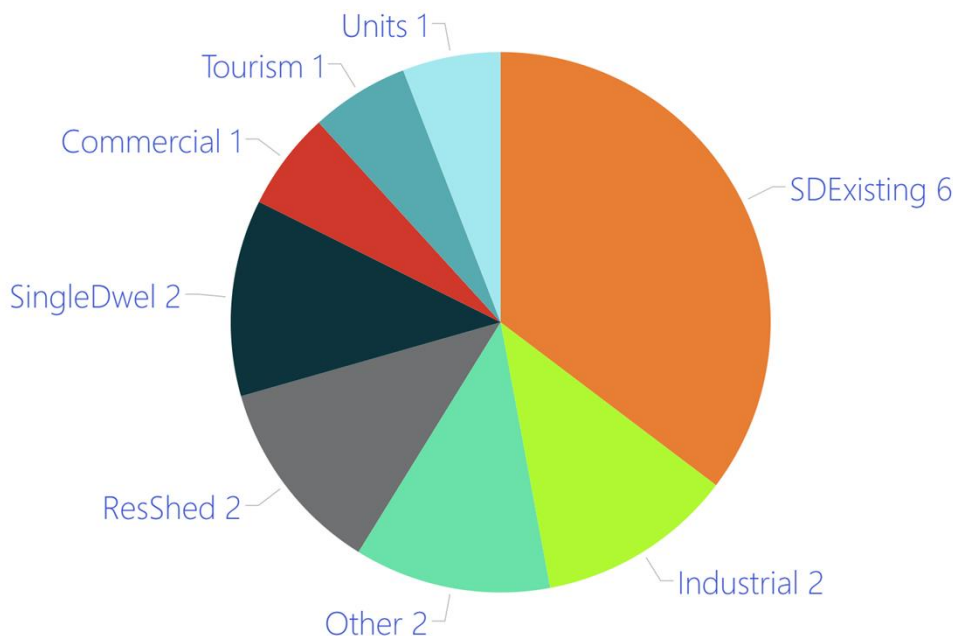
The following information is provided as an update on operational activity undertaken by Council during the month of November 2024:

1. DEVELOPMENT SERVICES:

1.1. Planning:

1.1.1. The following graph details the breakdown of planning applications received during November:

Planning Applications Received Monthly Breakdown



Definitions:

- Single Dwellings – means residential dwelling on a single lot.
- Residential Shed – means shed on a residential lot.
- Units – means two or more dwellings on a site.
- Subdivision – means the division of a single lot into multiple lots giving separate rights of occupation, excluding boundary adjustments.
- Commercial – means bulky goods sales, business and professional services, community meeting and entertainment, educational and occasional care, equipment and machinery sales and hire, food services, general retail and hire, hotel industry, research and development.
- Tourism – means tourist operations and visitor accommodation.
- Industrial and Utilities – means extractive industry, manufacturing and processing, port and shipping, recycling and waste disposal. Resource processing, service industry, storage, transport depot and distribution, utilities, vehicle fuel sales and service.
- Other – means all other use classes.

1.1.2. The following graph details the number of Planning Applications received this financial year (permitted/discretionary):

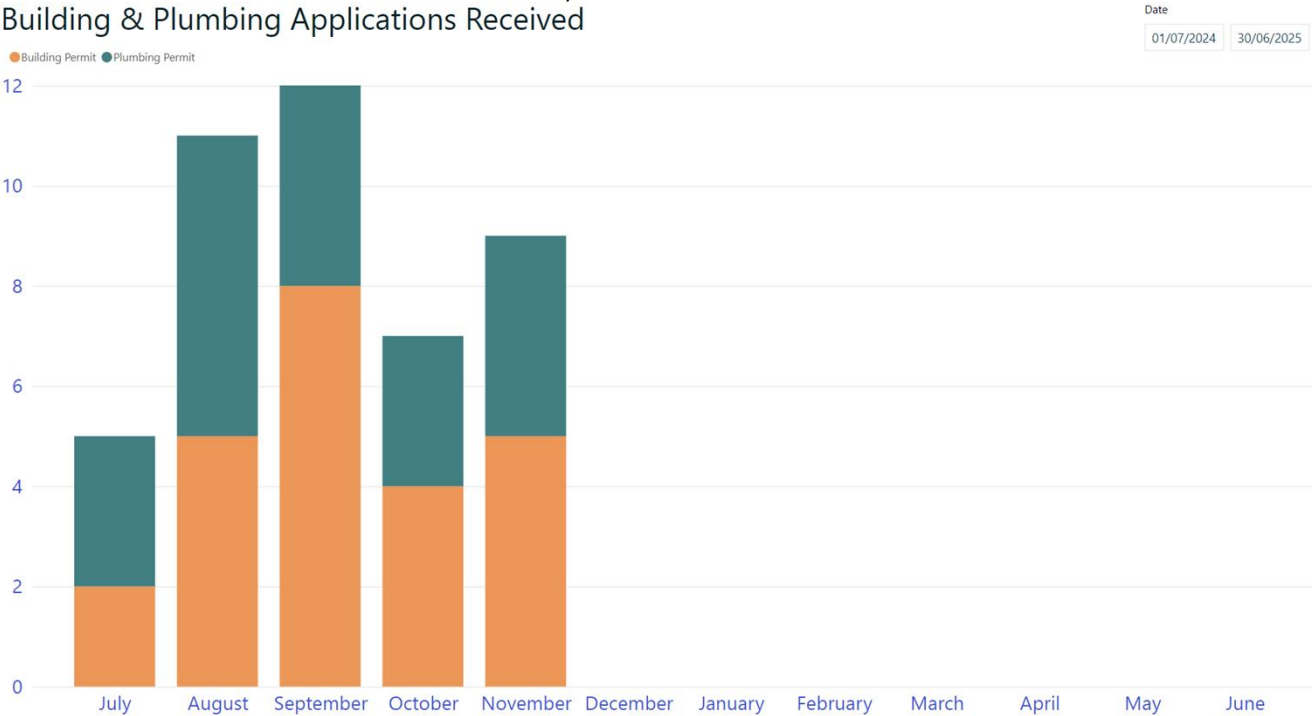


1.1.3. Planning Applications approved under delegation during November 2024:

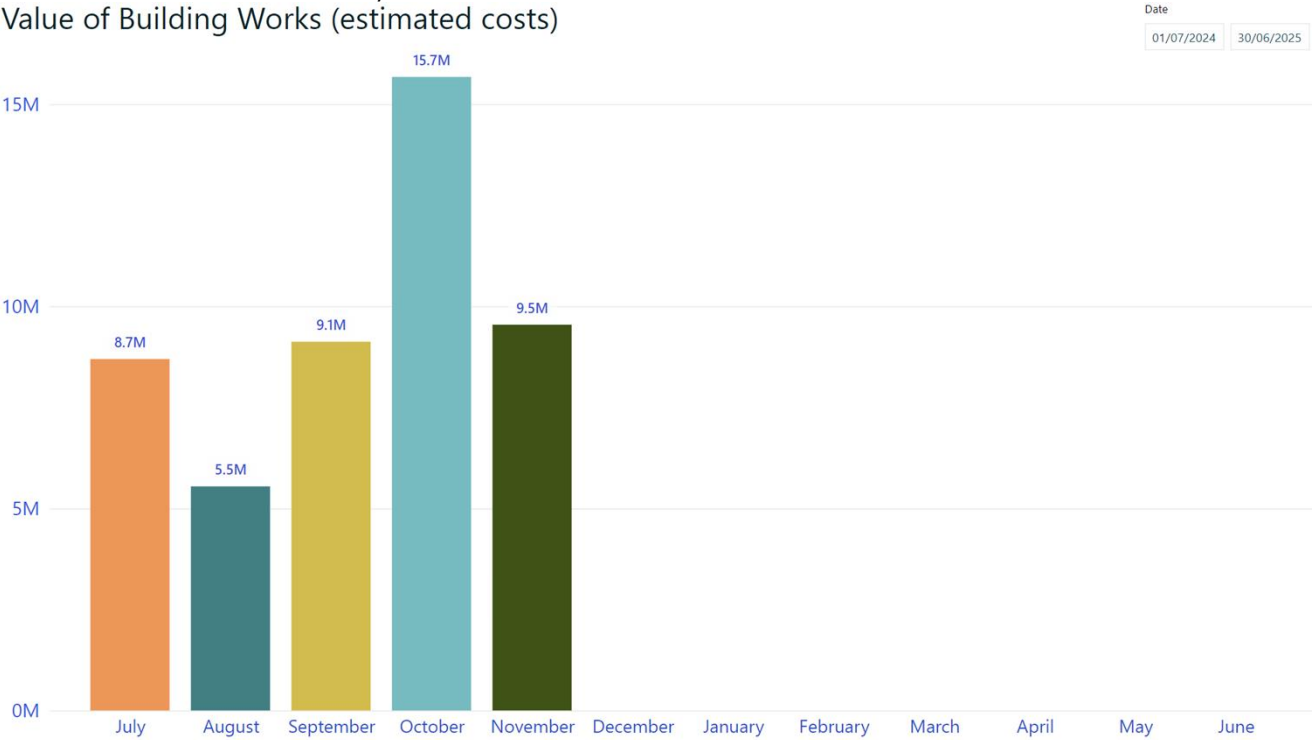
# Applications	Primary Category	Application Address	Description
PA2024.0098	Discretion	18A GADSBY STREET STONY RISE TAS 7310	51 Lot Subdivision
PA2024.0113	Discretion	105 YORK ST DEVONPORT TAS 7310	Sports and Recreation (fitness centre – personal training)
PA2024.0117	Discretion	1C FOREST HEIGHTS DRIVE TUGRAH TAS 7310	Residential (dwelling and outbuilding)
PA2024.0118	Permitted	6 ZARA COURT STONY RISE TAS 7310	Storage (builder's depot)
PA2024.0120	Discretion	7-9 FINLAYSONS WAY DEVONPORT TAS 7310	Signage
PA2024.0124	Discretion	39B DON RD DEVONPORT TAS 7310	Bulky Goods Sales (use and development) and third party signage
PA2024.0126	Discretion	35 LEARY AVENUE STONY RISE TAS 7310	Residential (dwelling additions)
PA2024.0130	Permitted	61 DON RD DEVONPORT TAS 7310	Demolition of buildings on the site

1.2. Building & Plumbing:

1.2.1. The following graph details the Building and Plumbing Applications received this financial year:

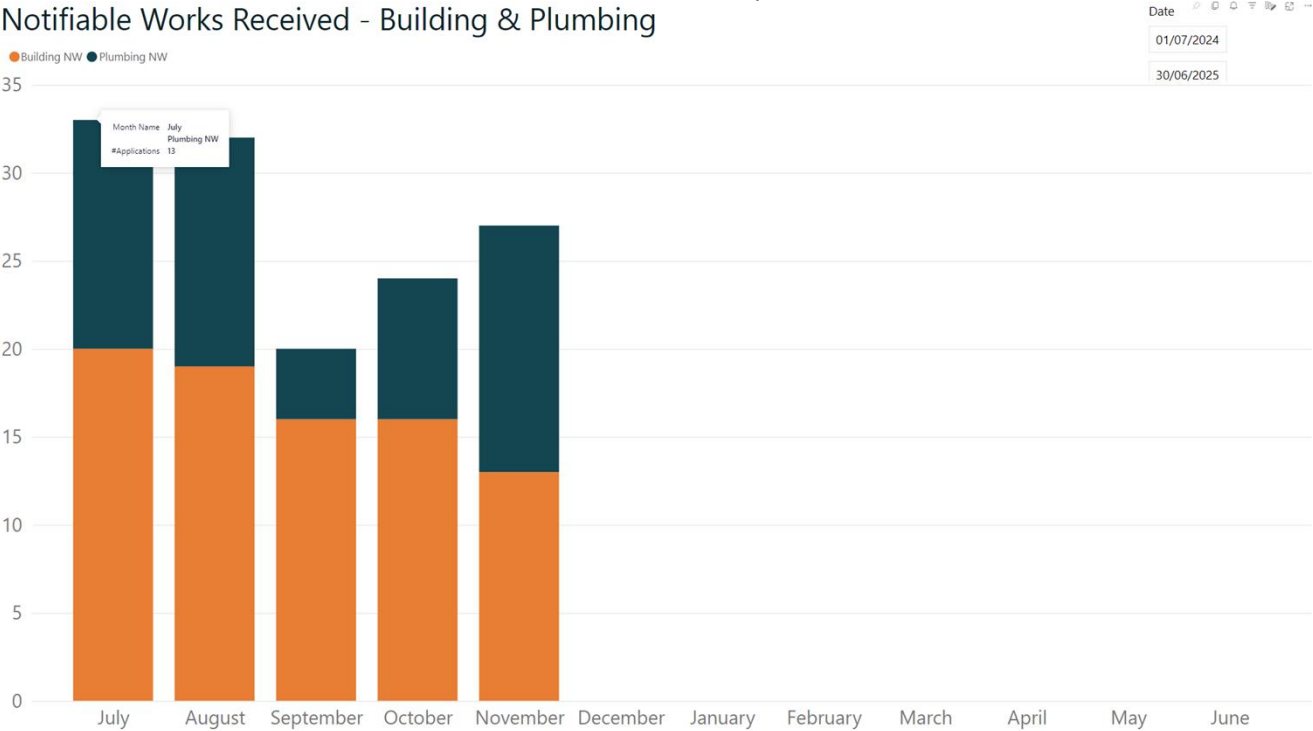


1.2.2. The following graph details the value of building works received this financial year:

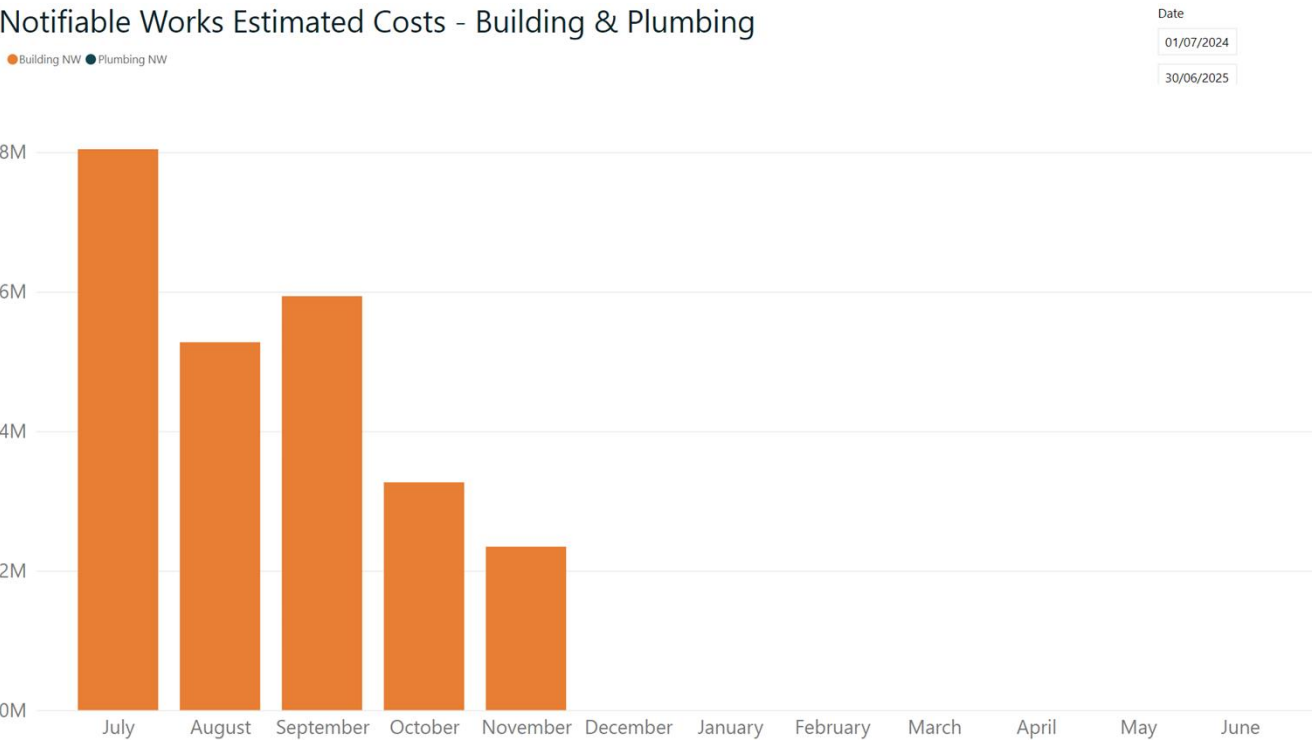


1.2.3. The following graphs details the notifiable works received for building that have been issued this financial year:

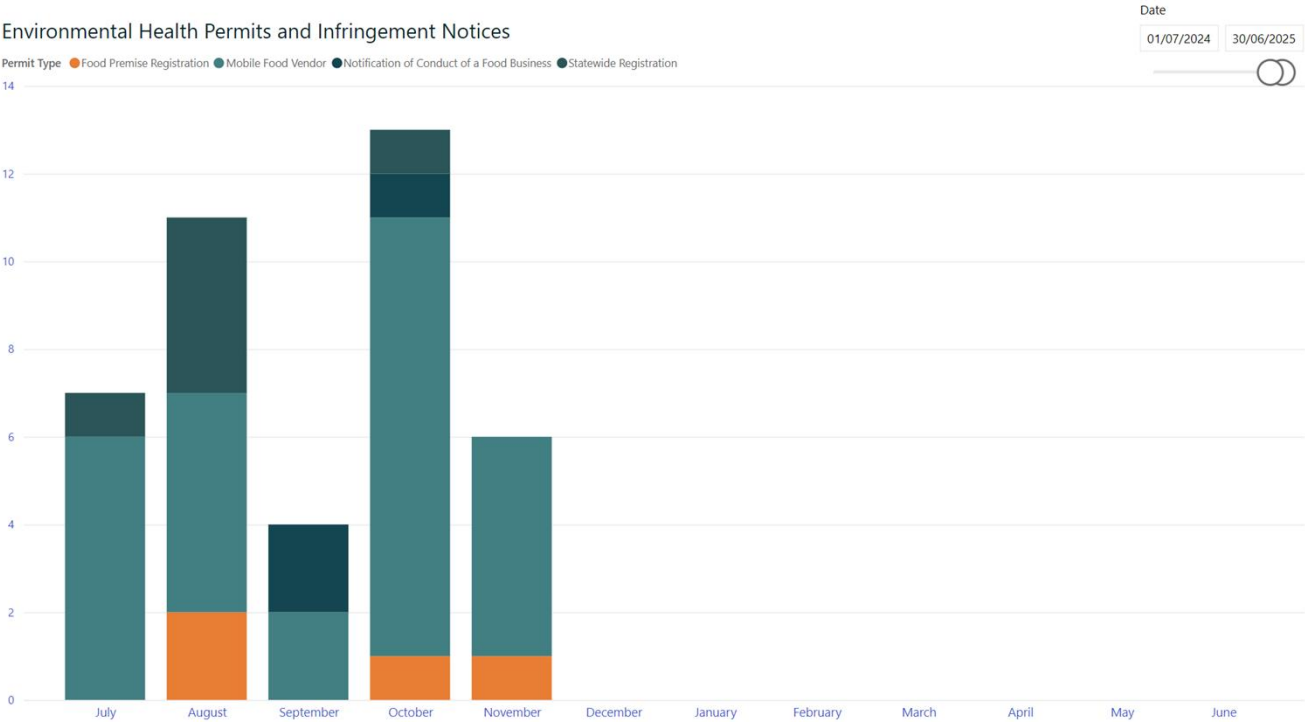
Notifiable Works Received - Building & Plumbing



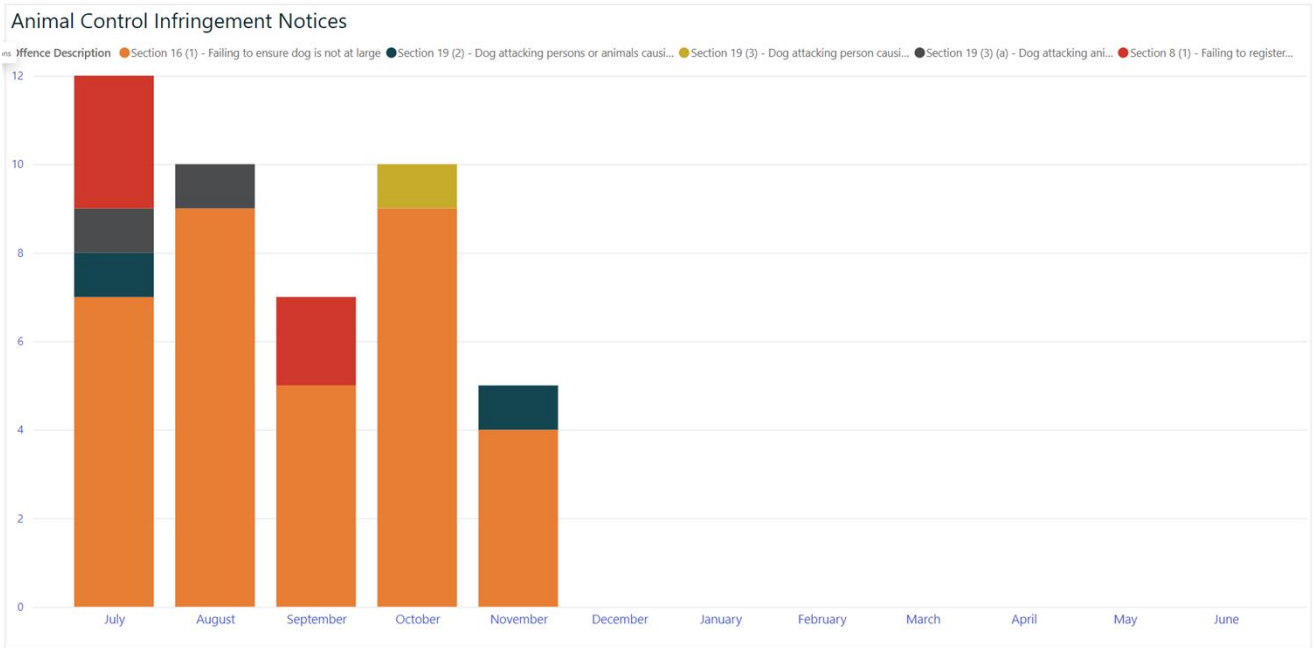
Notifiable Works Estimated Costs - Building & Plumbing



1.3. Environmental Health:
1.3.1. Food Business Registrations:

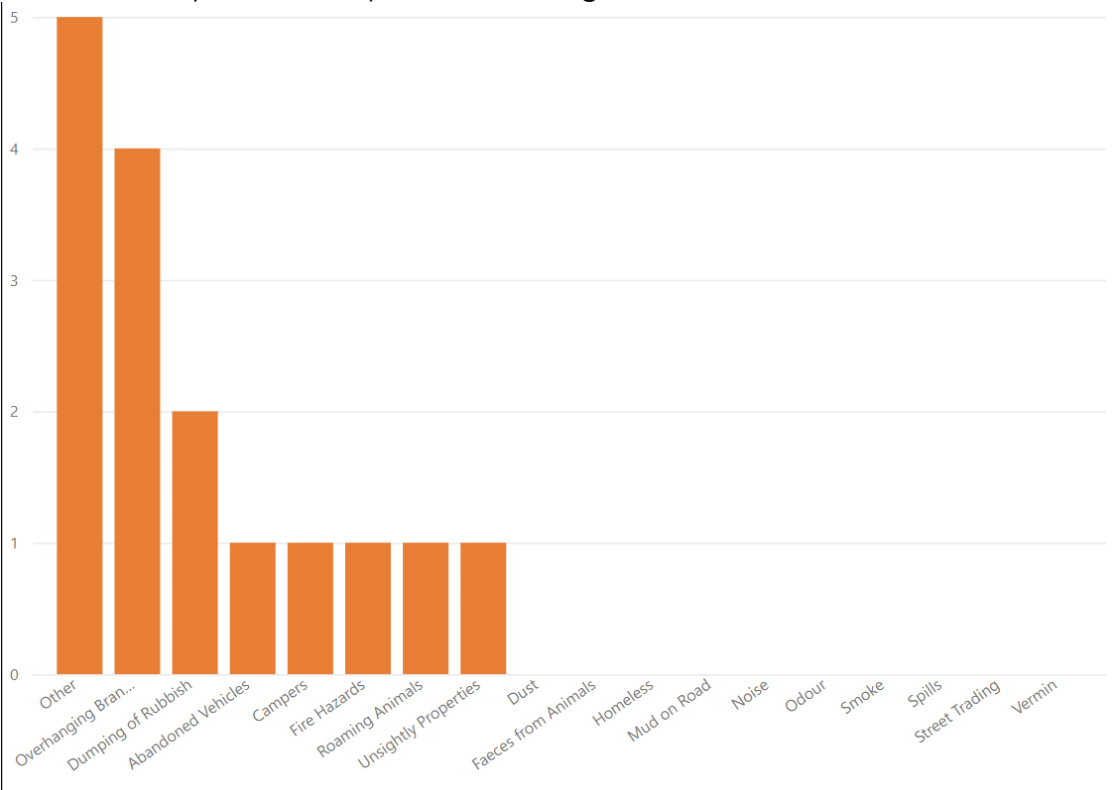


1.4. Animal Control:
1.4.1. The following graph details the number of animal complaints for this financial year:



1.5. Risk & Compliance:

1.5.1. The following graph details the breakdown of the complaints received by the Risk Department during November:



1.5.2. The following table details the types of incidents reported in November.

Council/Public	Number Reported
Council	16
Property Damage	6
Hazard	3
General Public	2
Motor Vehicle	2
Personal Injury	2
Near Hit	1
Public	7
Personal Injury	3
General Public	2
Property Damage	2
	23

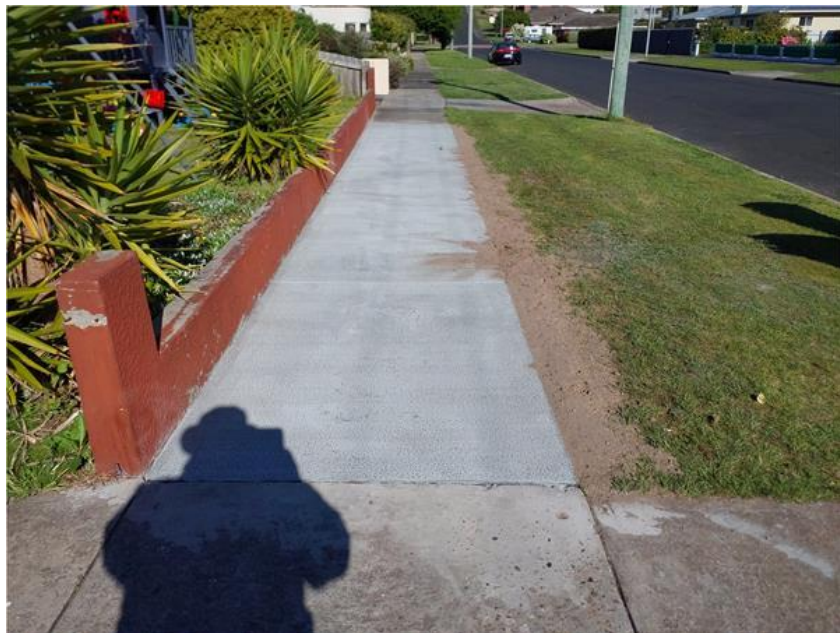
2. INFRASTRUCTURE & WORKS:

2.1. Asset Maintenance:

99 James Street kerb, crossover and footpath



103, 104, 109 George Street Footpath



Paloona Road Edge Break





Contractor Cleaning of Island & Roundabout Clean





East Devonport Recreation Centre External Paint



Coles Beach Re-Stain BBQ Shelter

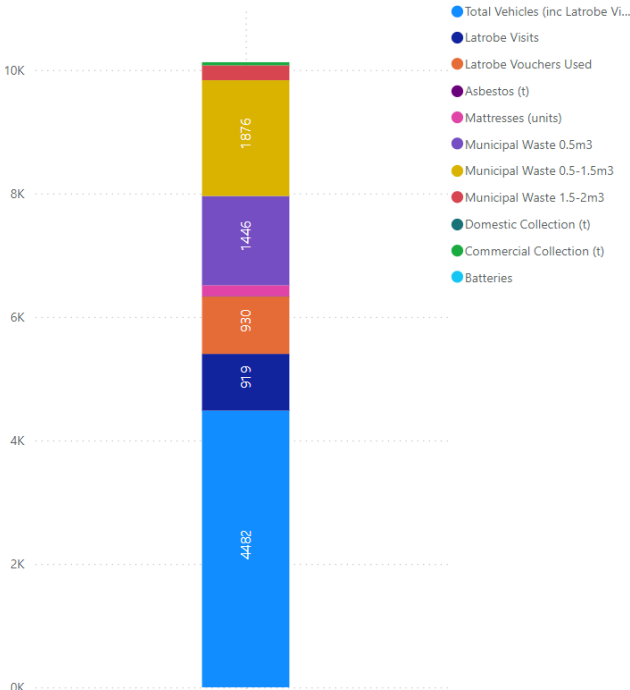


Reg Hope Toilet Block External Paint

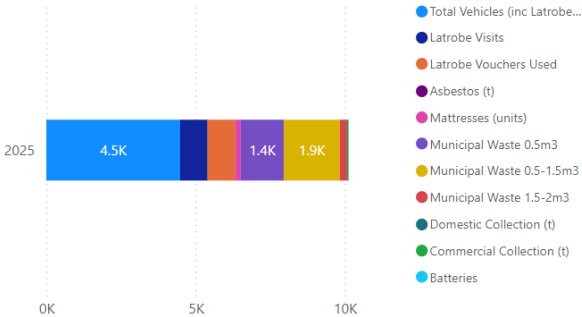


2.2. Waste Management:
2.2.1.Waste Transfer Station statistics:

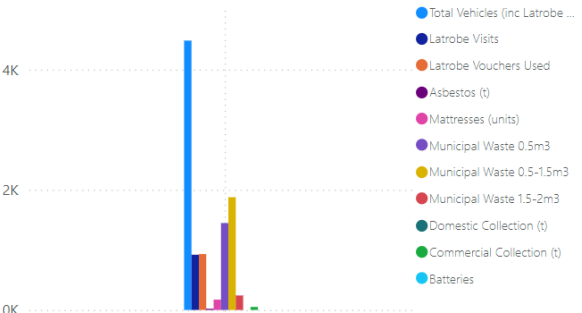
Transfer Station



Transfer Station

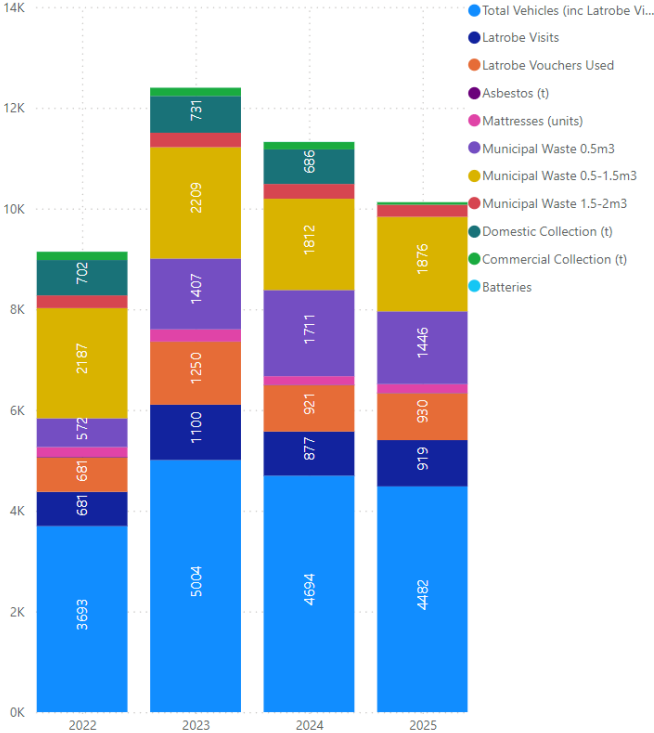


Transfer Station

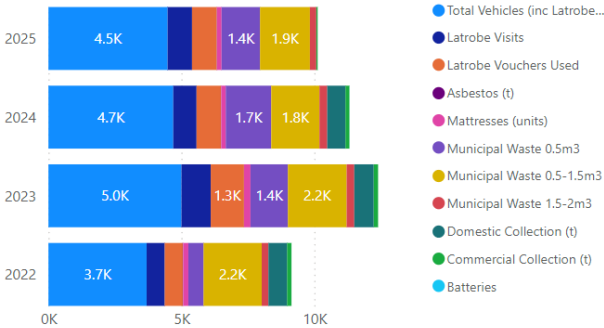


- Financial Year Comparison 2021 – 2025

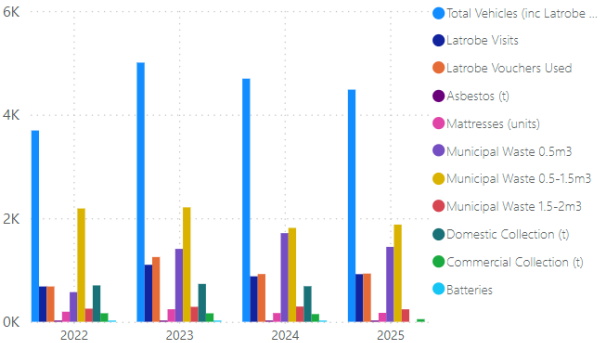
Transfer Station



Transfer Station



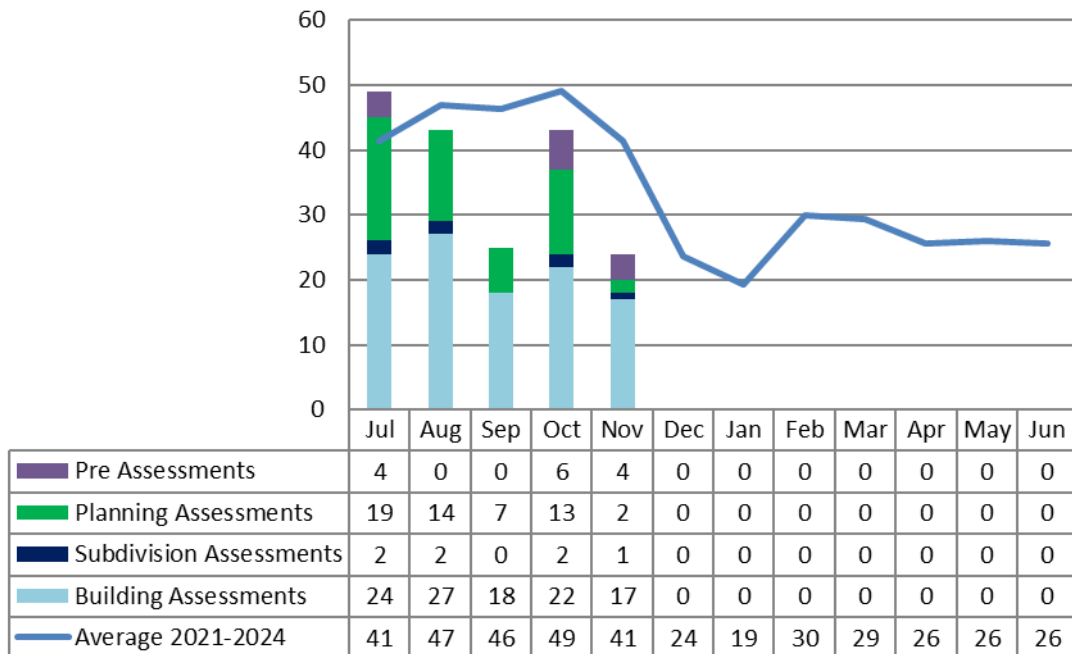
Transfer Station



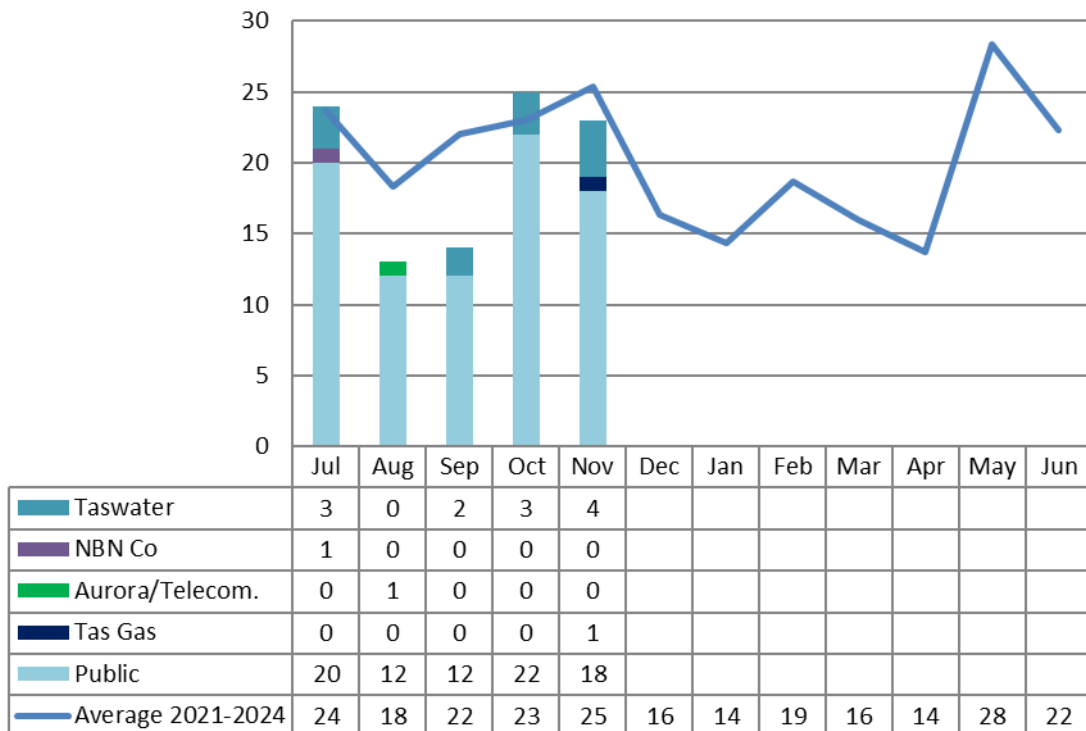
2.3. General Infrastructure Matters:

The following graphs detail the assessments processing through the Infrastructure Department. Each graph details the applications completed year to date, compared to a three-year average trend line.

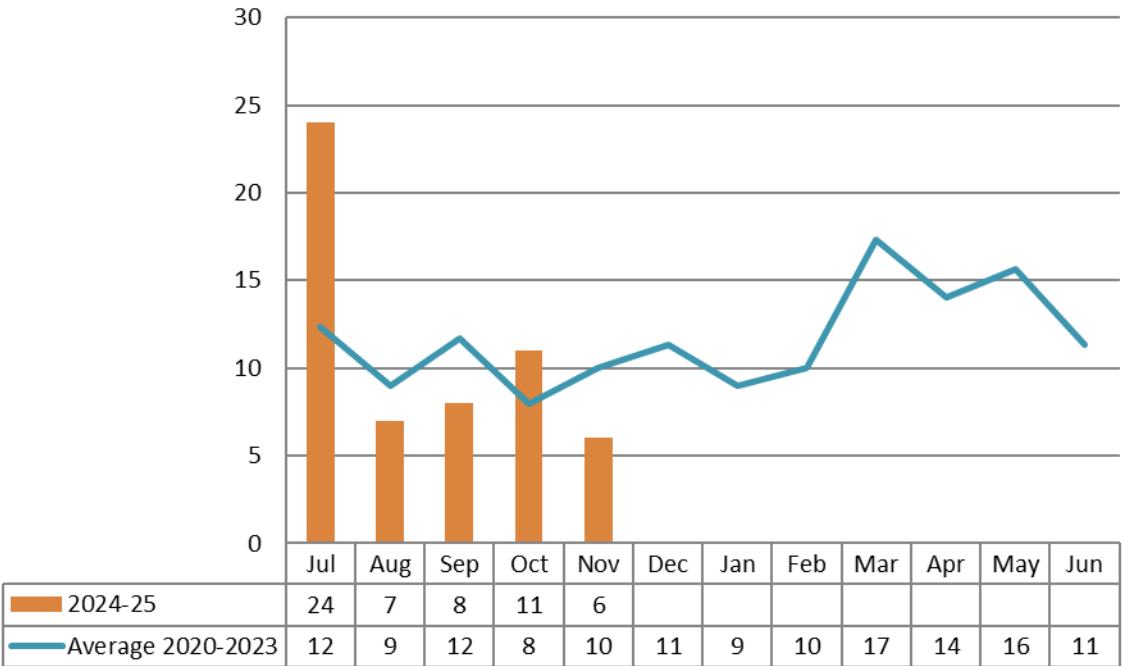
2.3.1. Engineering Assessments for Development Applications



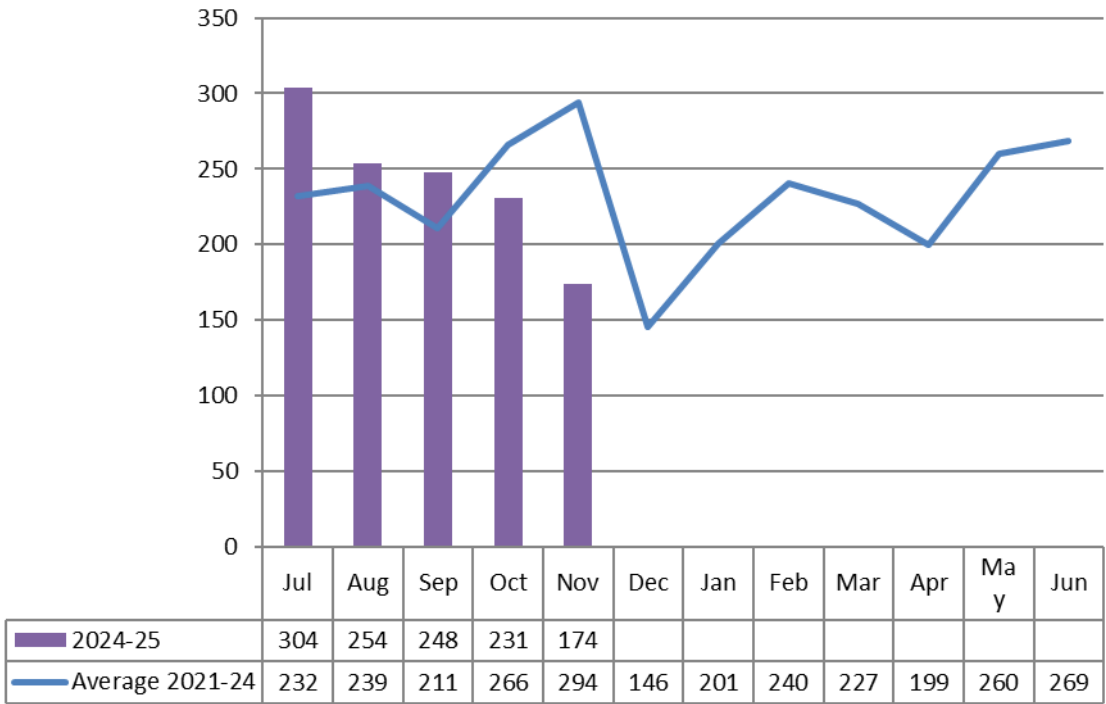
2.3.2. Road Reserve Permit Assessments



2.3.3. National Heavy Vehicle Regulator Assessments



2.3.4. Dial Before You Dig Requests



3. COMMUNITY SERVICES:

3.1. Community Development

3.1.1. Living Lightly Expo

Council staff once again partnered with Devonport Community House to deliver the Living Lightly Expo, held in the Devonport Community Garden, Morris Avenue. The event welcomed between 250-300 patrons, who enjoyed hands-on activities like cycling to make smoothies and learning more about recycling and sustainability in North West Tasmania. Local environmental organisations and community groups provided engaging displays, and homemade wares were available for purchase, offering attendees both knowledge and eco-friendly products.

For some visitors, it was their first time exploring the Devonport Community Garden, and feedback was overwhelmingly positive, with attendees noting the event's community feel and practical tips for living sustainably. The success of this year's expo highlights the community's enthusiasm for sustainability and their interest in discovering new ways to reduce environmental impact.

Feedback:

- A great day thank you – Sandra Facebook
- Enjoyable, thank you – Jeanette Facebook
- An excellent day, very enjoyable, Thank you – Lyn Facebook
- Excellent efforts from the Devonport Community Organisations, thanks Devonport Community House keepers. Great atmosphere – Lizzie Facebook
- It was wonderful - so much to see and do – Cressida Facebook



Living Lightly Expo 2024, held in the Devonport Community Garden

3.1.2. Devonport Readers Cup

Hillcrest Primary School made history at the 2024 Devonport Readers Cup, winning both the Quizmaster and Creative Challenge categories—the first team in the event's eight-year history to achieve this feat. The Cup was held at Devonport Primary School.

Nine teams competed, showcasing their knowledge of six books and creative interpretations. Sponsors included: Devonport, Kentish and Latrobe Councils, Radio 7AD, SEA FM, CBCA Tasmanian Branch, and Toast for Kids Charity Inc.



Readers Cup 2024 Winners

3.1.3. Take a Minute Youth Campaign

Council Officers in conjunction with Mental Health Council of Tasmania hosted a co design session, looking at design, wording, content, tone and overall appeal of the Youth Take a Minute Campaign, set to roll out in our school and Devonport youth earlier to mid next year.

Students (9) and Teachers (2) from Don College and the Indie School enthusiastically provided feedback, suggestions and critical thinking around what would make the mental wellness campaign work from a place-based aspect as well as being able to get behind the simple message of maintaining mental wellness. The app that will be the delivery method for this resource will be supported by branded merchandise to deliver the message and be a visual of reference of local support for our Devonport youth.

3.1.4. Devonport Community Services Newsletter

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

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

Recent editions can be found on the Council website locate at:

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

[services/newsletter/](#).

The department published one edition in November 2024.

Devonport events/locations that attracted attentions by readers during November:

- Community Seeks Community Leaders: Expressions of Interest Open for Council Committees
- LOVEastDevonport
- Devonport Christmas Parade

3.1.5. Working Groups

Access and Inclusion Working Group

In November, the Devonport Access and Inclusion Working Group met once and discussed;

- New direction for DEVYAG,
- Devonport Stadium Project,
- Splash Hoist,
- Emergency Preparedness,
- DCCI considering adding a clause to their 2025 Awards Program to include a prompt to discuss the accessibility of a business.

Following the meeting a few members met with Technicians to review the speed of the accessible toilet doors in the paranapple centre.

Together they agreed upon an optimal timing for the doors that also met Australian Standards, and all accessible toilet doors in the paranapple centre were updated.

DEVYAG

- Received nine new nominations for membership.
- Planning is underway for first meeting in the new year.

3.1.6. Social Recovery

Social Recovery events:

- Mersey Leven Municipal Emergency Management Committee Meeting
- Evacuation Centre Registration App Working group meeting
- New Municipal Coordinators Liaison Group Meeting
- Psychological first aid training

3.1.7. Financial Assistance Program

Acquittal received from:

Organisation: Devonport Senior Citizens Club Inc

Project: 60th Anniversary Concert

Minor Grant

The Mersey Singers hosted a concert attended by approximately 120 people. The event featured a display of photographs, newspaper clippings, and certificates celebrating the Club's 60-year history. The hall was well-decorated, creating a welcoming atmosphere.

Council's grant funding covered catering costs, allowing an afternoon tea to be provided without club members missing the festivities. Council's support of the event was acknowledged in all advertising materials, during a ABC radio interview and during the event.

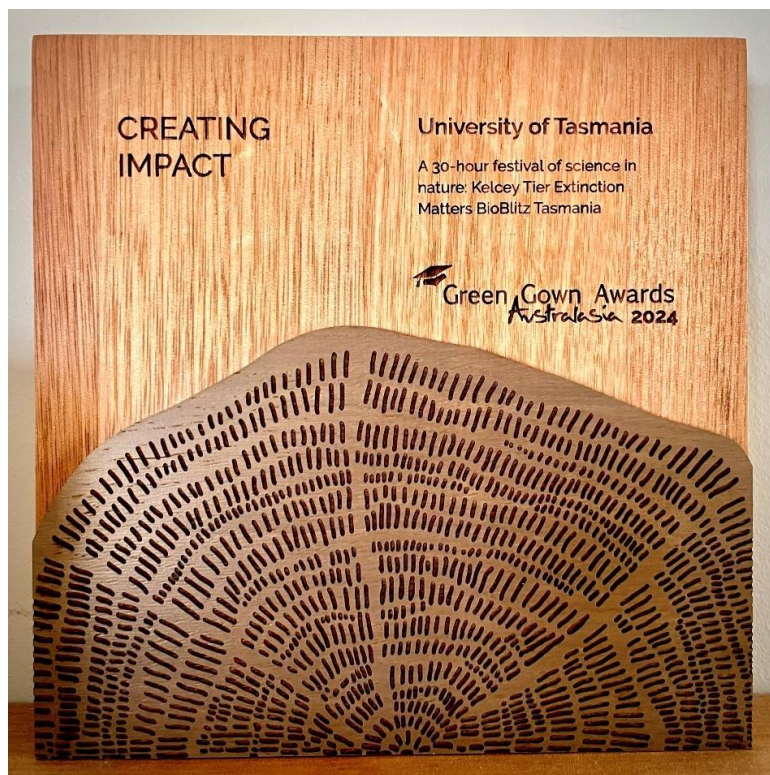
The event successfully attracted new interest in the club, with several membership enquiries and two new members joining.



Images from the 60th

Anniversary of the Devonport Seniors Club

3.1.8. **Natural Resource Management**



Australasian Green Gown Award presented to BioBlitz

Australasian Green Gown Award awarded to Devonport BioBlitz
Congratulations to Extinction Matters BioBlitzes and the University of

Tasmania on winning the Australasian Green Gown Award in the Creating Impact category, acknowledging the 2023 Extinction Matters BioBlitz at Kelcey Tier Greenbelt.

Council Officers were proud to collaborate with the dedicated teams from UTAS, the Bookend Trust, scientists, naturalists, and many passionate volunteers who made this event possible. The BioBlitz opened many eyes to the remarkable biodiversity within our reserves, inspiring a collective commitment to environmental protection. A significant discovery from the event was a previously unknown population of the curved riceflower, now central to ongoing conservation efforts at the reserve.

3.1.9. Friends of Don Reserve

16 volunteers of Friends of Don Reserve undertook the final planting session of 2024 alongside Waverly Road and a weed blitz session around the dog off leash area.



Friends of Don Reserve Planting Session

3.1.10. Revegetation Works

Since Autumn, 4,690 seedlings have been planted across various locations in the municipality, thanks to the efforts of volunteers from Friends of Don Reserve, the Devonport Community Landcare Group, and participants in National Tree Planting Day. Their contributions will support the transformation of these areas into thriving habitats for native species.

Planted by:	Total Number of Plants
Friends of Don Reserve	671

Devonport Community Landcare	1155
National Tree Planting Day	394
DCC Staff	945
Contractors	1525
Total	4690

3.1.11. After Dark at the Arboretum

To celebrate the Tasmanian Arboretum's 40th anniversary, a night session was held on 15 November in collaboration with the Arboretum team. Attendees learned about bats and night birds in sessions led by Dr. Lisa Cawthen (Chiropterologist) and Dr. Geoff Shannon (Birdlife Tasmania). A one-hour survey recorded several species, including the Southern Boobook Owl, Brown Tree Frog, and six bat species: Eastern False Pipistrelle, Gould's Wattled Bat, Chocolate Wattled Bat, Little Forest Bat, Southern Forest Bat, and Large Forest Bat.



After Dark at the Arboretum

3.1.12. Mini Nature Expo

NRM officer attended the Mini Nature Expo at the Tasmanian Arboretum on 23 November. Organised by the Central North Field Naturalists, the expo showcased efforts across Tasmania to protect and preserve natural areas. Devonport City Council highlighted initiatives such as the Swift Parrot Nest Box Project, community education activities, volunteer efforts, and management of the Don Reserve and Kelcey Tier Greenbelt.

3.2. Active Communities:

- 3.2.1. Australian Cricketers Association Masters Tour
Launched across multiple media channels. T20 match to be held Friday 13th December at Devonport Oval, and a community Junior training session on Thursday 12th December at Maidstone Park.

- 3.2.2. Spreyton Connector Pathway
Signage content due for final reviews in December, with launch in late Jan/early Feb.
- 3.2.3. Hobart Hurricanes Tasmania
Hobart Hurricanes Tasmania met with Council to discuss the introduction of a new 'free' community cricket roster, posed to be held at Mersey Bluff beach on Saturday mornings.
- 3.2.4. Womensport and Recreation Tasmania
Womensport and Recreation Tasmania met with Council to discuss the sponsorship of their School Girls Breakfast event, due to be held in March 2025. The event will feature a specialist sporting panel which address high school students across the LGA on how to enhance their sporting careers, and various employment/growth opportunities.
- 3.2.5. Don Memorial Hall
Meetings were held with regular user groups to discuss the implementation of the swipe card intergi system, to aid in enhanced security, access and monitoring of the venue.
- 3.2.6. Devonport Rec Centre Closure Dates
- Youth Centre – 13 December 2024 – 12 January 2025
 - East Devonport Rec Centre – 21 December 2024 – 26 January 2025
 - Devonport Rec Centre Main Stadium – 4 December 2024 – 12 January 2025

Recreation Centre Participation Data for November:

Devonport Recreation Centre		
	Bookings	User Groups
Sauna	123	1
Squash	23	6
Stadium Court 1	70	19
Stadium Court 2	56	23
Table Tennis	52	8
Youth Centre	78	28
Total	402	85

East Devonport Recreation and Function Centre		
	Bookings	User Groups
Stadium	75	15
Community Room	13	6
Total	88	21

Recreation Centre User Numbers:

DEVONPORT RECREATION CENTRE	
Squash Centre	536
Stadium	14219
Youth Centre	8833
Table Tennis	3059

3.2.7. November Sporting Events:

	Event	Dates	Venue
1	Dillion's Run around Tasmania	2 November 2024	Devonport Recreations Centre – Bluff Precinct
2	Pickleball Australian Ranking Tournament	22 – 24 November 2024	Devonport Recreation Centre, East Devonport Recreation Centre
3	Shimjang Grading	23 November 2024	East Devonport Recreation Centre – Table Tennis Building

3.2.8. Upcoming Sporting Events:

	Event	Dates	Venue
1	The Pier to Pub Run	21 December 2024	Devonport Recreation Centre – Squash Centre
2	Jack Jumpers School Holiday Clinic	23 January 2025	Devonport Recreation Centre - Basketball Stadium
3	Cricket TAS Anywhere Cricket	25 January 2025	East Devonport Recreation Centre

3.3. Events:**3.3.1. External Events:**

- Living Lightly Expo – 2 November
- Remembrance Day – 11 November
- Spirit of Tasmania Cycling Tour – 13 -17 November
- Bats, Birds and more at the Tasmania Arboretum – 15 November
- TAS HIT POINTS – ROUND ONE – 16 November
- Schools Triathlon Challenge – 21 & 22 November
- Devonport Pickleball Grand Slam – 22 November
- LOVEast Devonport – 22 November
- Come play and have your say – 23 November
- Home Hill Fete – 24 November

Event details can be found on Council's website as they come to hand
<https://www.devonport.tas.gov.au/whats-on-devonport/> or events
 Facebook page <https://www.facebook.com/devonportevents/>

3.3.2. Upcoming Events

The events team are currently working on the following events:

The Great Gingerbread House Hunt – 2 – 21 December 2024

28 Gingerbread houses made by locals have been distributed to businesses throughout Devonport. The public are encouraged to pick up an entry form at any participating shop, then embark on a journey to spot each unique gingerbread display. As they visit each location, jot down the house number next to the business name on the entry form. Winners will be announced on 23 December via a live stream on the Devonport Events Facebook page.

There will be three lucky draw winners, plus maker's prizes for the house voted the favourite of participants, most creative, and most unusual materials.



Devonport Christmas Parade – 7 December 2024

This year the Christmas Parade, to be held on Saturday 7 December at 5p.m., will traverse a route taking in Victoria Parade, Parker Street, North Fenton Street, Nicholls Street, and back to Victoria Parade. The marshalling area will be situated at Roundhouse Park and on Formby Road (for vehicles). This route is perfect for walking groups at 1.6km.

The Parade will be followed by Devonport Christmas Carols at Haines Park, which is a Soroptimists International event.

Festive Friday – 20 December 2024

Join us for Festive Friday—your one-stop destination for holiday cheer and last minute Christmas shopping! Snap a festive photo with Christmas characters, enjoy free face painting, and don't miss out on exciting giveaways. Plus, we'll have a convenient gift-wrapping station to make your purchases ready for under the tree. With a live broadcast from Sea FM bringing the holiday tunes, the atmosphere will be filled with Christmas spirit.

Eve in the City – NYE – 31 December 2024

Ring in the New Year in style at *Eve in the City*! This year's theme is *Bring the Bling*, so get ready to sparkle under the SeaRoad fireworks and celebrate with an evening packed with dazzling entertainment. Enjoy live performances on The Advocate Stage by *Tell the Others*, *Sound Weavers & Summit Horns* and *Kitty & The Rockets*, and dive into exciting activities like VR games, Laser Tag, a Silent Disco, and more. Indulge in a variety of food and drink options at this

fully licensed event, while transforming your look with face painting, henna art, and funky hair styling. Dress to impress, because those who shine the brightest in their finest bling can win amazing prizes in our Glam Slam fashion parade!



4. CULTURAL FACILITIES:

4.1. Devonport Regional Gallery:

4.1.1 Exhibition Program:

Exhibition	Date
Paper on Skin: Finalists Exhibition	28 Sept – 16 Nov
Innerworlds: emotion, spirituality, and the colour blue, Permanent Collection items curated by Ellina Evans	2 Nov – 7 Dec
Tidal: City of Devonport Tasmanian Art Award	6 Dec – 8 Feb
Little Gallery Emerging Artist Program: Laura Purcell	14 Dec – 25 Jan
Little Gallery Emerging Artist Program: Aleks Crossan	1 Feb – 15 Mar



*Innerworlds: emotion, spirituality, and the colour blue
Permanent Collection items curated by Ellina Evans, on show in the Little Gallery
until 7 December 2024.*

4.1.2 Education programs, activities and participation data:

Event	Participation	Date
Ulverstone Primary Kinder: Paper on Skin	39	6-Nov
Deloraine Aged Care Facility: Paper on Skin	8	12-Nov
Create & Make Term 4 Wednesday Session 1	10	13-Nov
Create & Make Term 4 Thursday Session 1	13	14-Nov
Create & Make Drop-in Session	3	18-Nov
Books + Art	6	18-Nov
Create & Make Drop-in Session	2	19-Nov
Create & Make Term 4 Wednesday Session 2	16	20-Nov
Create & Make Term 4 Thursday Session 2	17	21-Nov
Create & Make Term 4 Wednesday Session 3	9	28-Nov
Create & Make Term 4 Thursday Session 3	7	29-Nov
TOTAL	130	



Young people from Devonport Regional Gallery's after school Create & Make group take on the theme of 'tidal' for a group exhibition tide pool in the Creative Space until 31 December 2024

4.2. Bass Strait Maritime Centre:

4.2.1. Exhibition Program:

Current Exhibition	Date
Temporary Exhibition - Recent Acquisitions (2022-2024)	July to November

4.2.2. Education and public program activities and participation data:

Event	Participation	Date
School Tour – Devonport Christian School	86	7-Nov
Tourism Famille Group	12	12-Nov
Pukehoe Tours NZ	23	13-Nov
Pukehoe Tours NZ	26	20-Nov
TOTAL	147	

4.3. paranaple arts centre

4.3.1. Performance and production program August 2024:

Production	Patrons	Date
High School Musical – Devonport Choral Society	1,913	18-Oct – 2-Nov
The Fleetwood Pac – Hopkins Music	266	7-Nov & 10-Nov
Coalminers Daughter – Amber J Poulton	785	9-Nov
Run to You – Troy Barrett Entertainment	167	16-Nov
World Festival of Magic – International Entertainment	300	18-Nov
The Forgotten Kingdom - KC Studio of Dance	566	23-Nov
TOTAL	3,997	

4.4. Visitor number data:

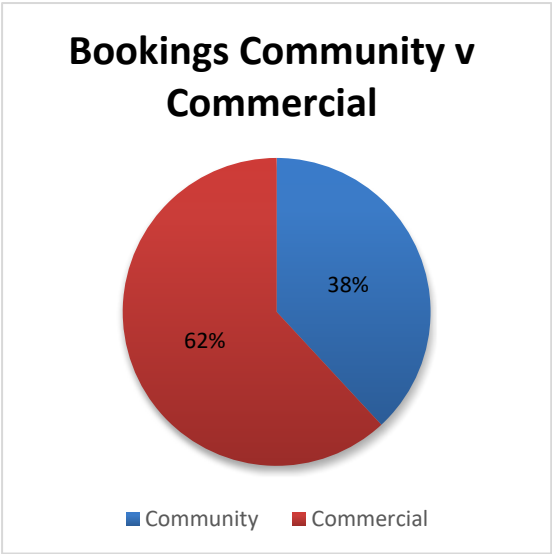
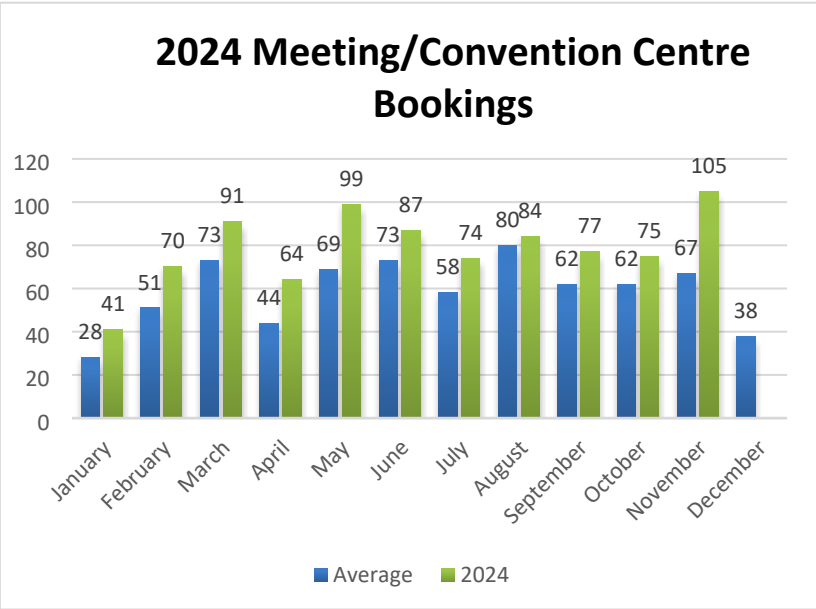
Facility	Visitors November
paranaple arts centre	5,070
Bass Strait Maritime Centre	724
TOTAL	5,794

4.5. Convention Centre & Market Square:

Events including attendee numbers and utilisation trends:

For November 2024, the DCC meeting rooms held 98 events, 7 in the convention centre and one in Market Square Pavilion. Total attendance of 2,093 patrons.

Event	Presenter	Attendance
Qualiteach Training	Professional Learning Institute	70
Court Hearing	Devonport Magistrates	100
Business Events Tasmania Famil	Devonport City Council	12
Cadbury Farmer of the Year Awards	Mondelez International	118
Spring into Season Training	Simplot Australia	120
Children's University Graduation 2024	University of Tasmania	409
UFLI Foundations P-2	Professional Learning Institute	101



TOTAL	930
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*Business Events Tasmania North-West Famil program
Showcasing Devonport as a premier Business Events destination.*



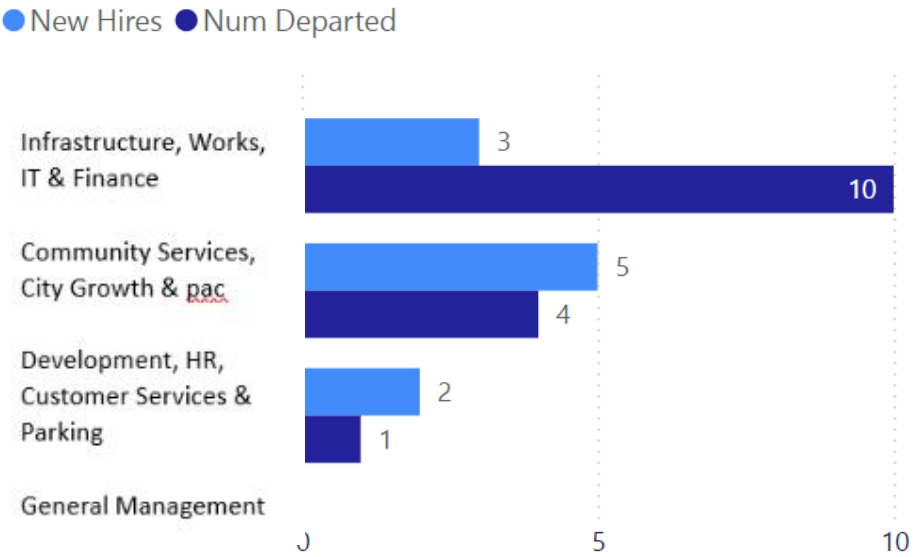
The paranable convention centre was awarded Silver in the Business Events Venue category at the 2024 Tasmanian Tourism

5. CORPORATE SERVICES:

5.1. Human Resources:

5.1.1. Staff departures and recruitment (advertised positions and staff appointments) this financial year:

Turnover by Department



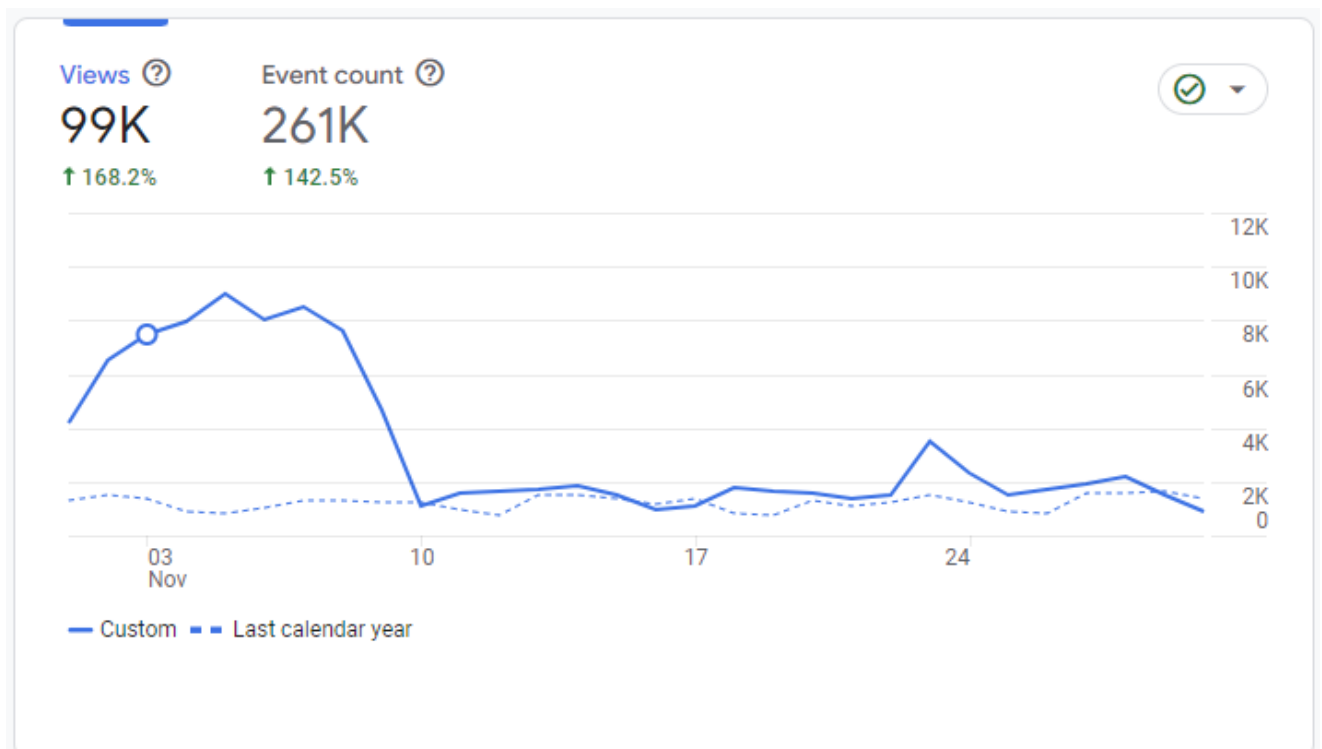
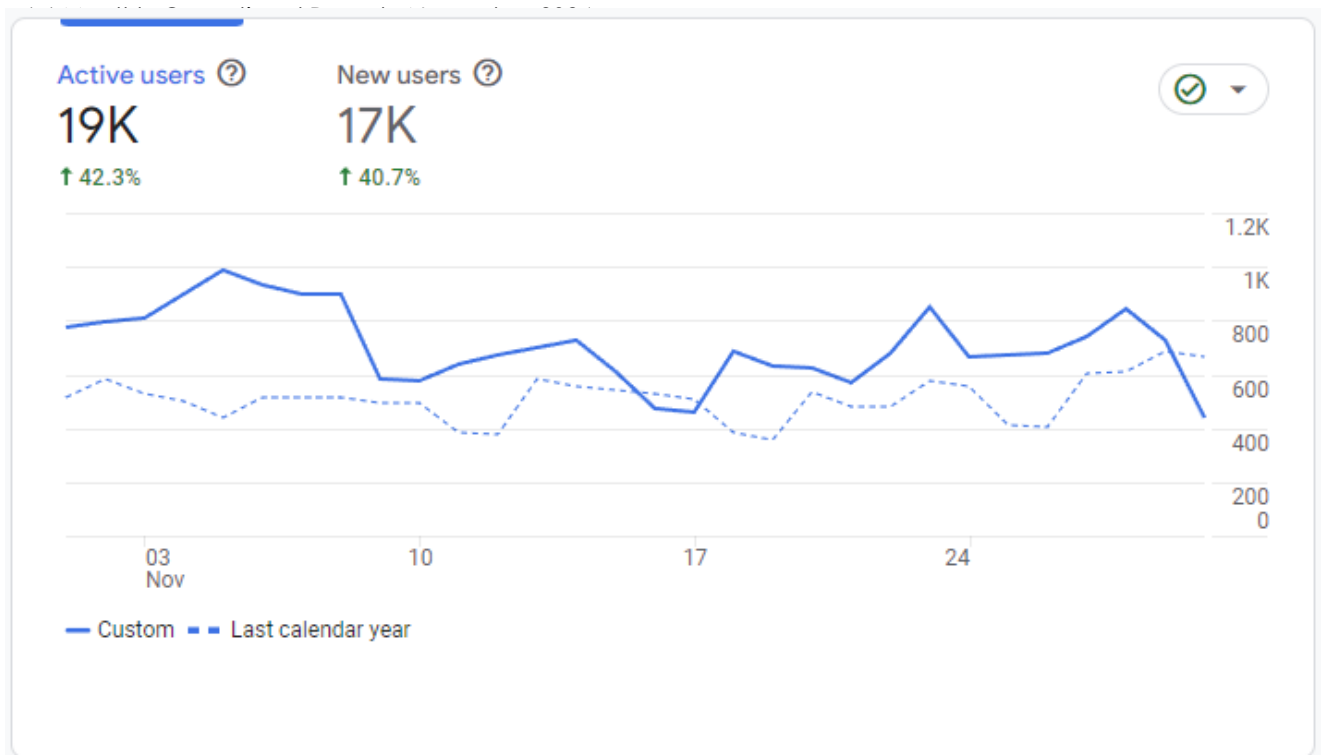
5.2. Communications:

5.2.1. Website and social media statistics and data:

Devonport City Council Website

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

Top 10 Website Pages	November 2024
1. Waste Transfer Station	
2. General Waste Collection	
3. Contact Us	
4. Forms and Payments	
5. Advertised planning permit applications	
6. What's On Devonport	
7. Employment Opportunities	
8. From Sky to Sea	
9. Parking in Devonport	
10. Rubbish, Waste & Recycling	
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.	



Community Consultation

During November community consultation was undertaken in respect of the new inclusive playspace at the Mersey Bluff. Consultation was undertaken on Speak Up Devonport and a community drop in session was held on 6th November.

Social Media

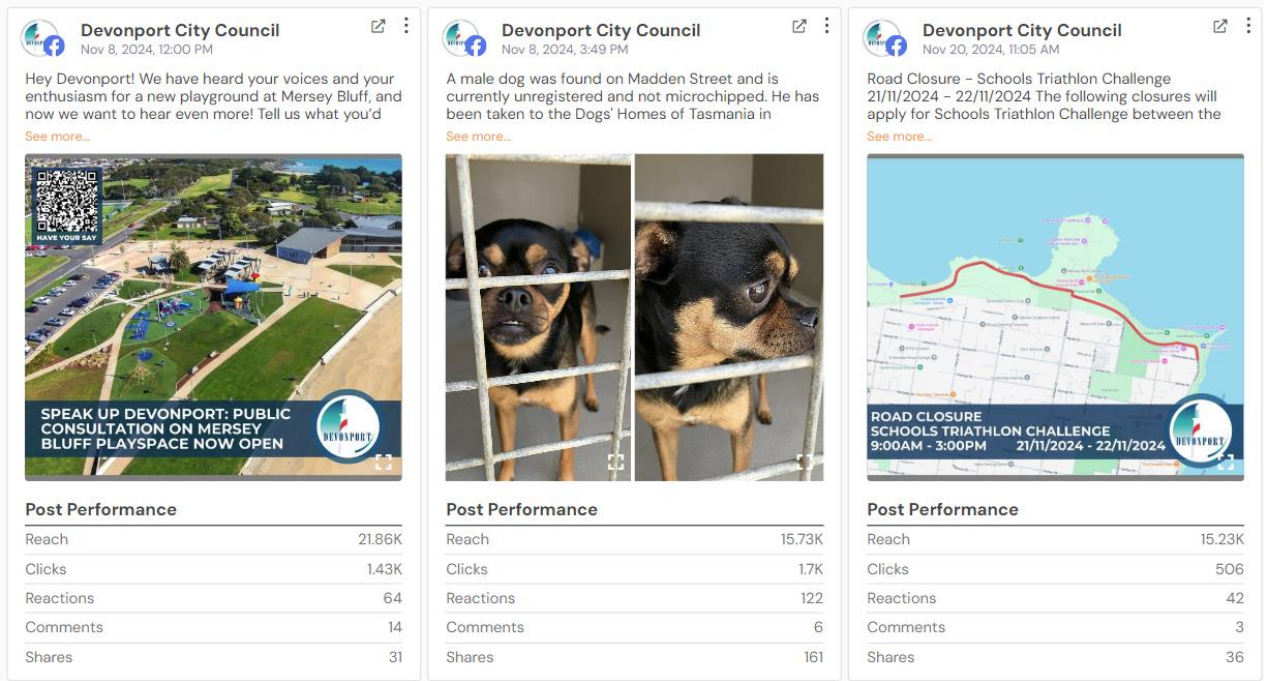
Council currently utilises Facebook, Twitter, and LinkedIn as social media tools to engage with the community and local media.

Followers at the end of November 2024:

Facebook	14,833 up by 114
LinkedIn	1,500 up by 31
X (formerly Twitter)	677 down by 10
YouTube	228 up by 6

Devonport City Council's Corporate Facebook page engages the community with updates on capital works, events, media releases, emergencies, and roadworks. Additional social media accounts, managed by the Council's Events Team and the paranple arts and convention centre, provide targeted content for key demographics.

DCC Corporate Facebook Page Statistics	November 2024
Facebook Average Monthly Reach: Number of Facebook users who have seen content associated with the page during the period.	81,146 TY (120,328 LY)

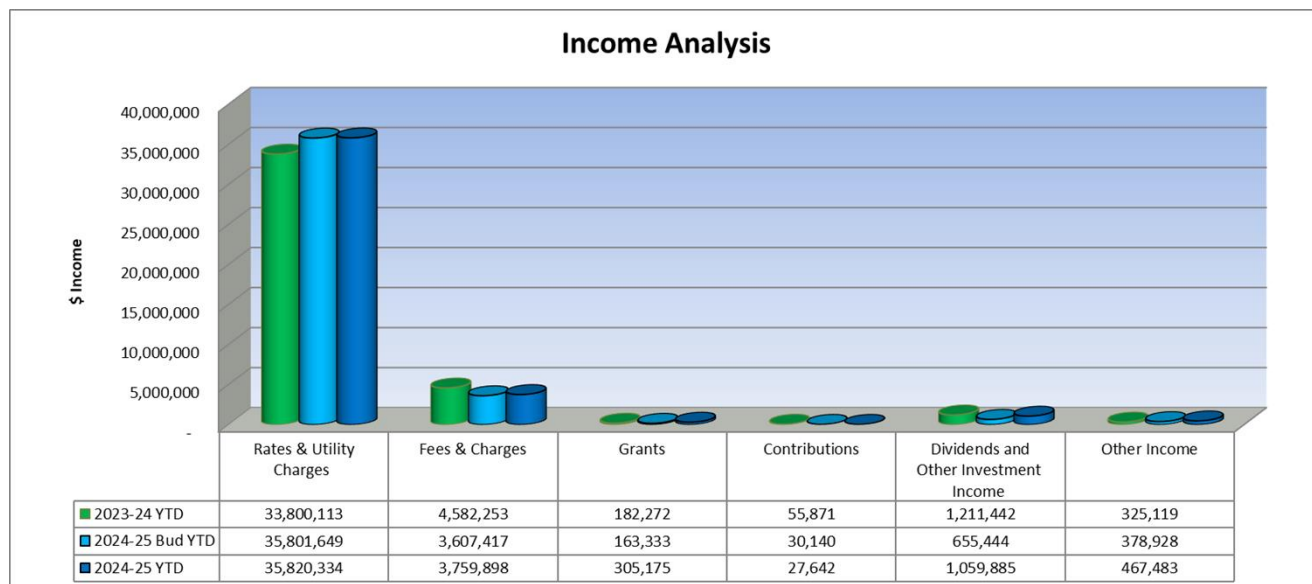
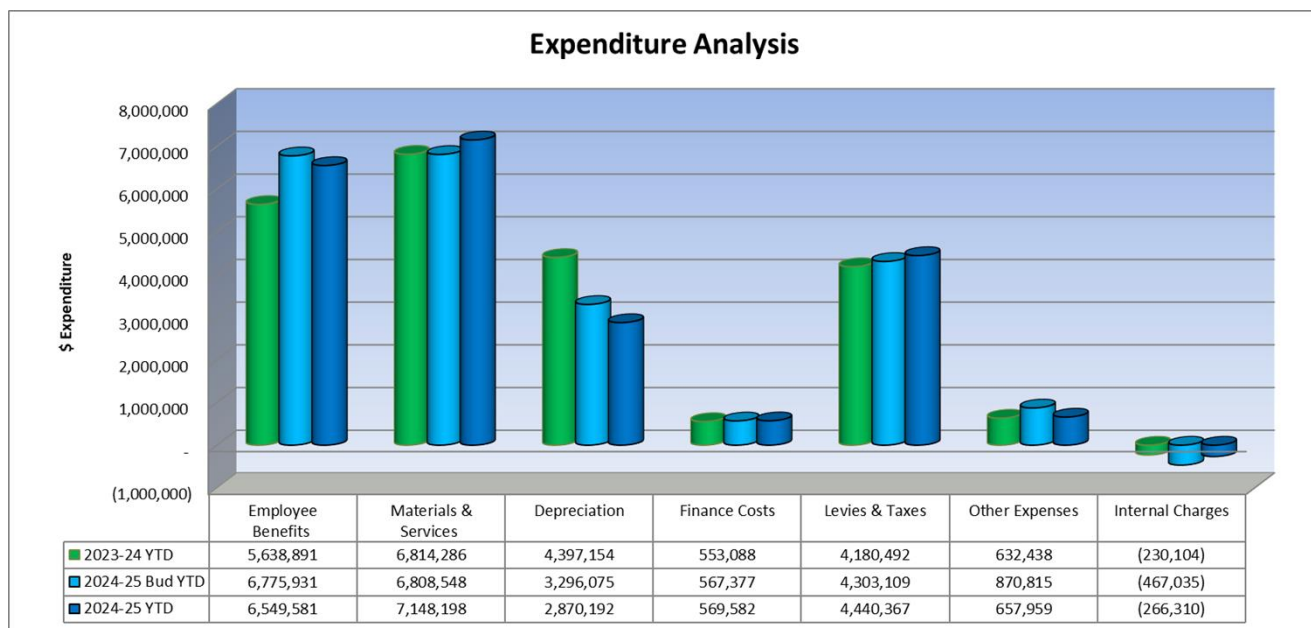


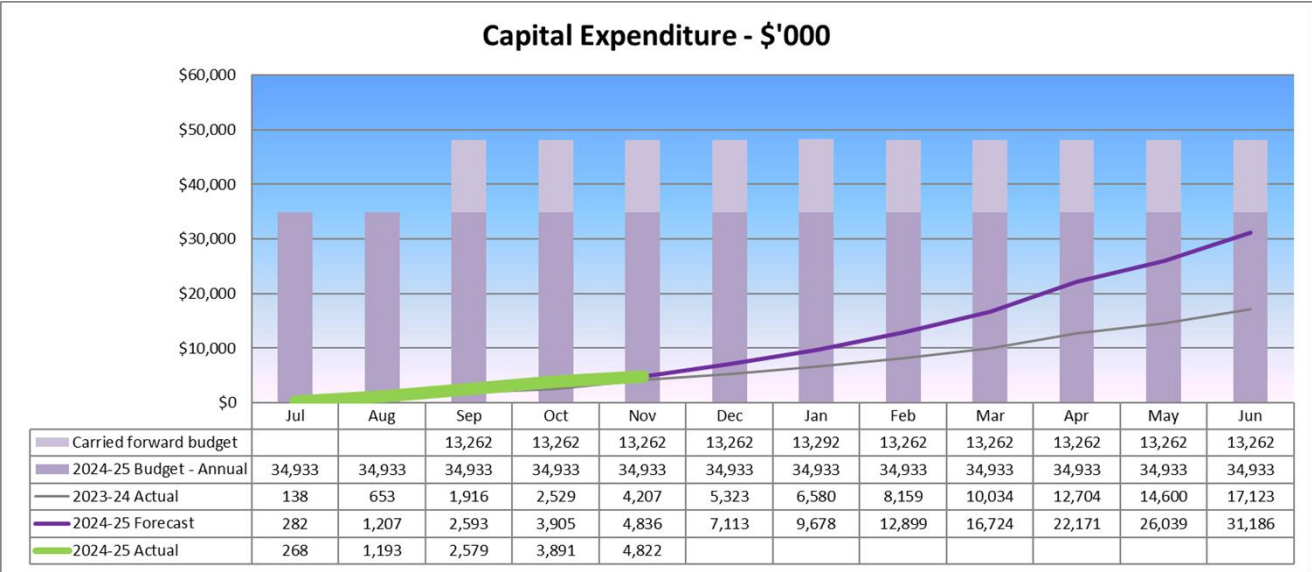
During November, the top 10 Facebook posts in terms of audience reach were:

5.3. Finance:

The operating result for the financial year to the end of November 2024 is favourable with actual revenue being higher than budget by \$804K and actual expenses being lower than budget by \$185K, resulting in an overall favourable variance of \$989K. The forecast operating surplus for the financial year is \$24.5M, which includes share of profit of associates (Dulverton) of \$1.0M.

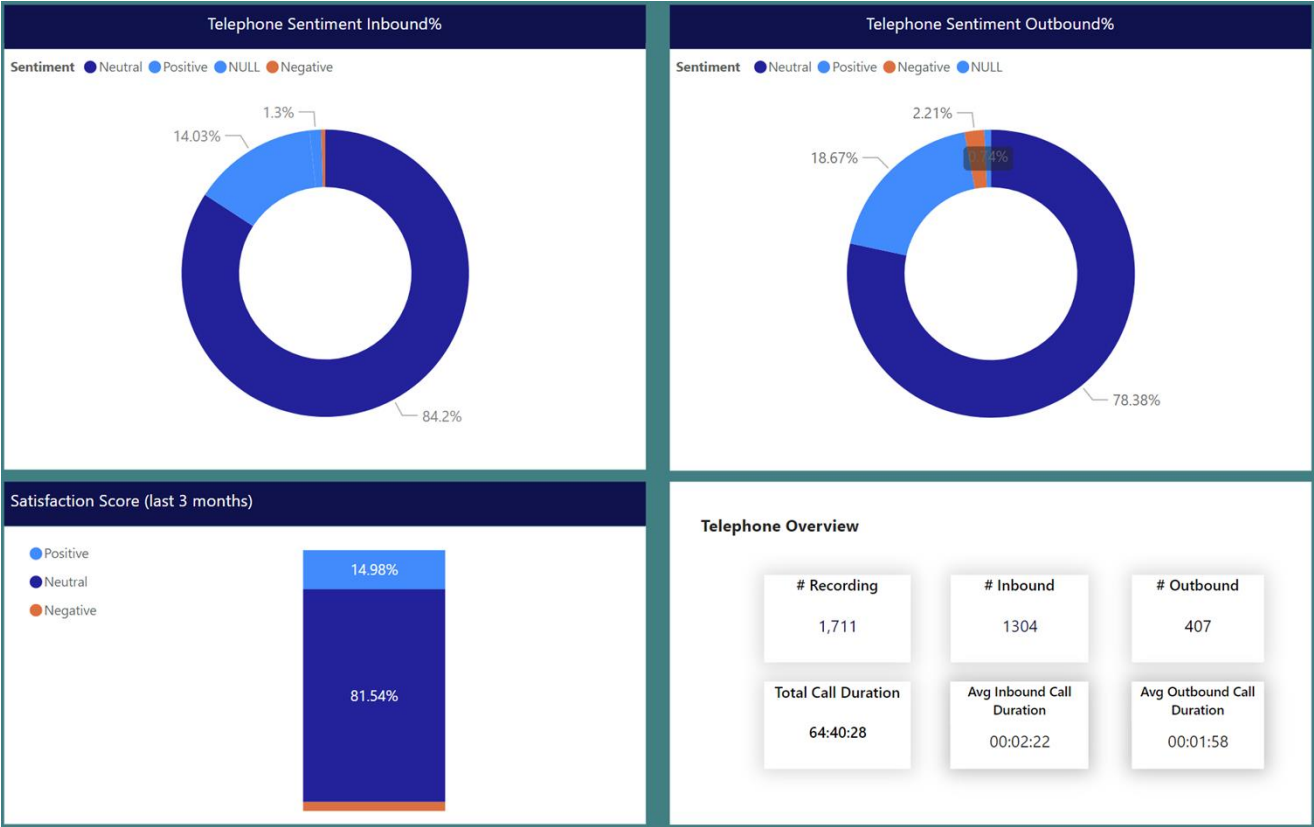
For additional information, please refer to the attached finance report.





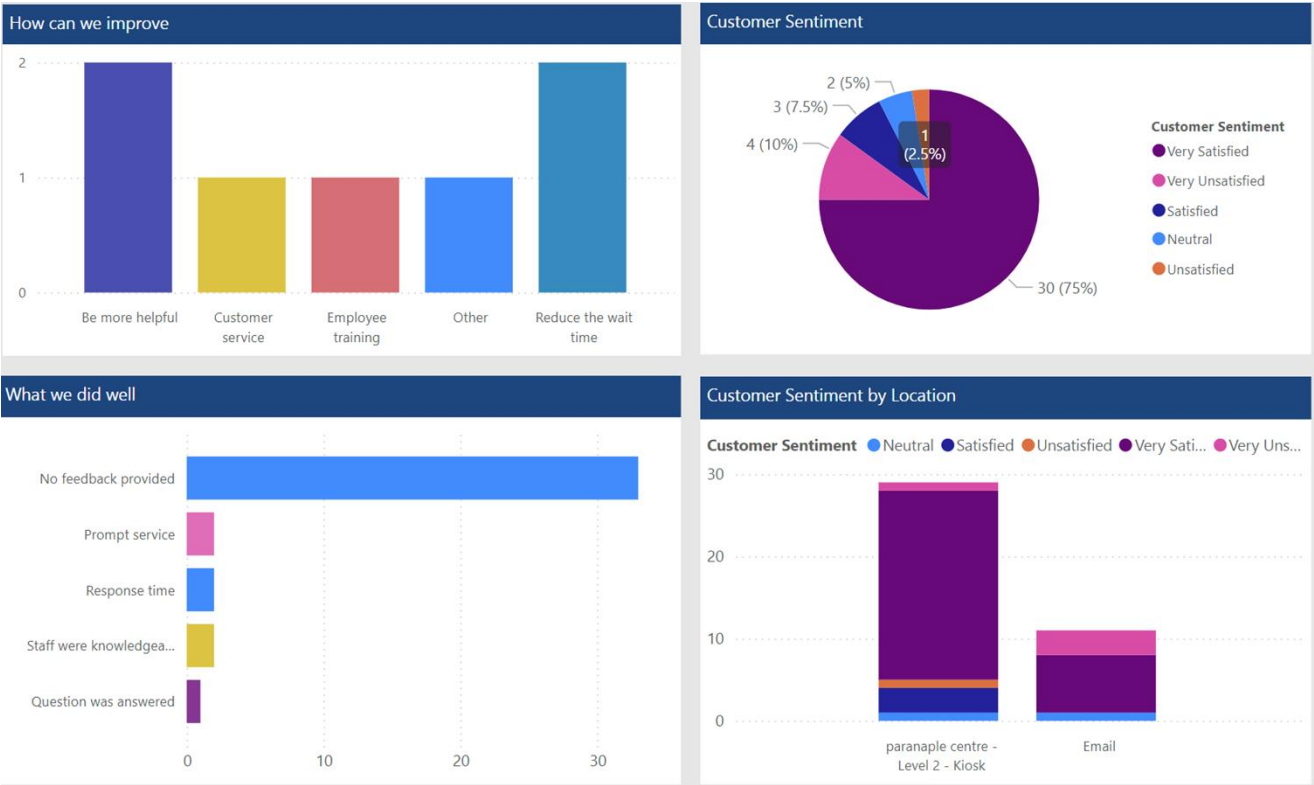
5.4. Customer Service:

5.4.1. The following graphs show the breakdown of customer sentiment to Council's Customer Service over the phone during November:



NOTE: Customer Sentiment Stats along with other useful Council reports can be found on Council's website at [Your Council Dashboards | Devonport City Council](#)

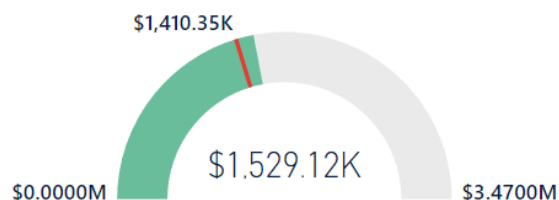
5.4.2 The following graphs details the customer feedback received by Council by email, phone, in person and chatbot in the calendar year to November:



5.5. Parking

5.5.1 Parking statistics this financial year:

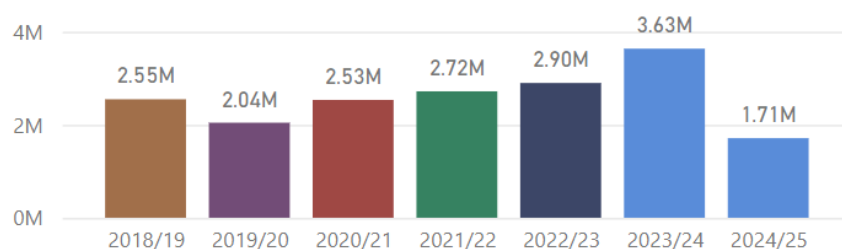
Budget v Revenue Period to Date



Revenue/Budget Period to Date

Description	Budget \$	Revenue \$	Variance \$	Variance %
Edward St CP	\$47,916.65	43,063.11	(\$4,853.54)	-10%
Fenton Way CP	\$10,416.65	12,979.62	\$2,562.97	25%
Fines Received	\$418,750.00	470,276.00	\$51,526.00	12%
Formby Rd CP	\$116,666.65	109,037.02	(\$7,629.63)	-7%
Fourways CP	\$47,916.65	45,701.26	(\$2,215.39)	-5%
Multi Storey CP	\$137,500.00	146,521.37	\$9,021.37	7%
Other - MPES	\$150,000.00	174,816.37	\$24,816.37	17%
Parking Meters	\$264,520.11	297,595.88	\$33,075.77	13%
Parking Permits	\$97,916.65	108,016.53	\$10,099.88	10%
Payne Ave CP	\$43,750.00	46,525.18	\$2,775.18	6%
Steele St CP	\$33,333.35	32,360.26	(\$973.09)	-3%
Wenvoe St CP	\$41,666.65	42,225.14	\$558.49	1%
Total	\$1,410,353.36	1,529,117.74	\$118,764.38	8%

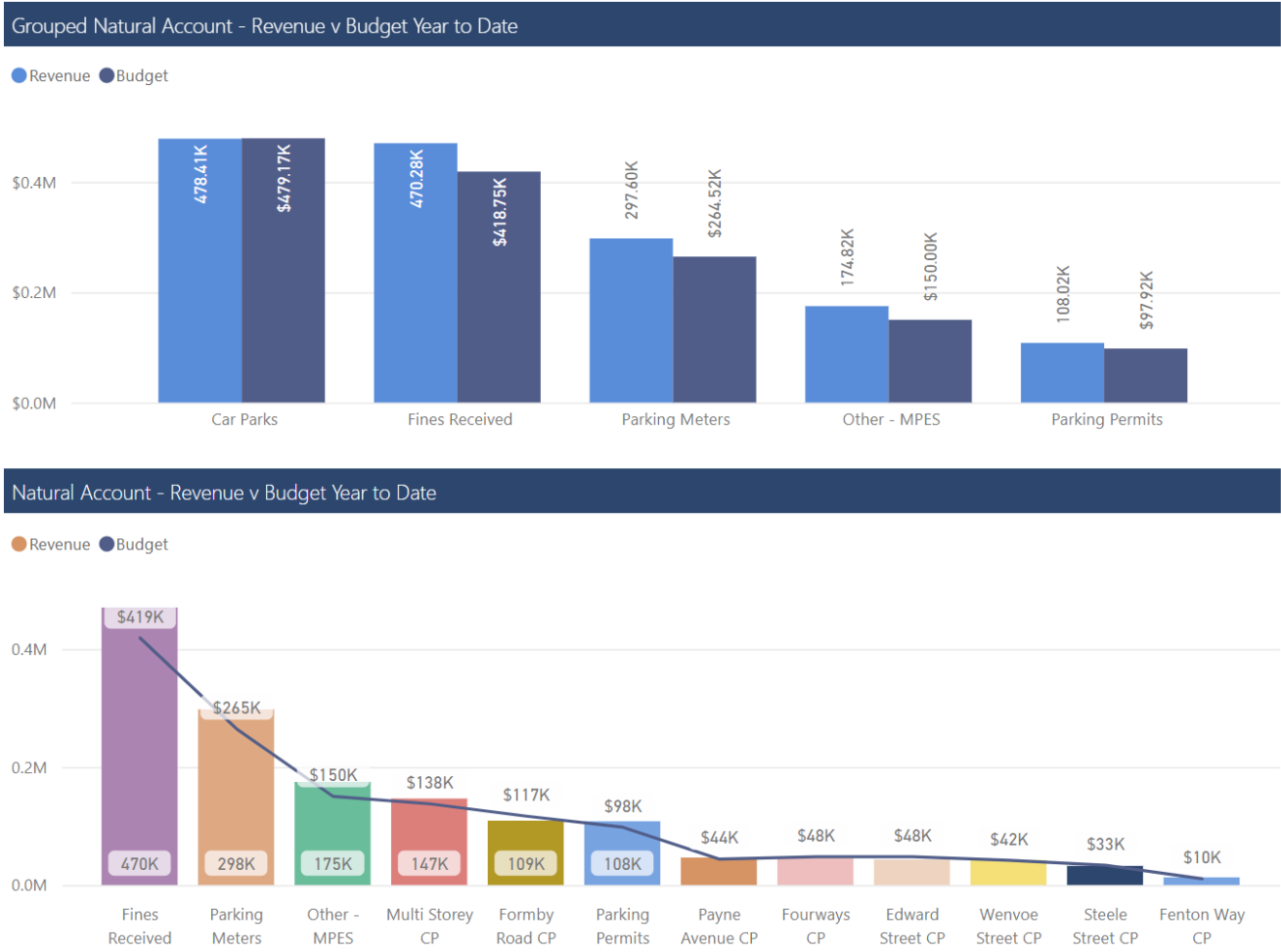
Previous Years Revenue



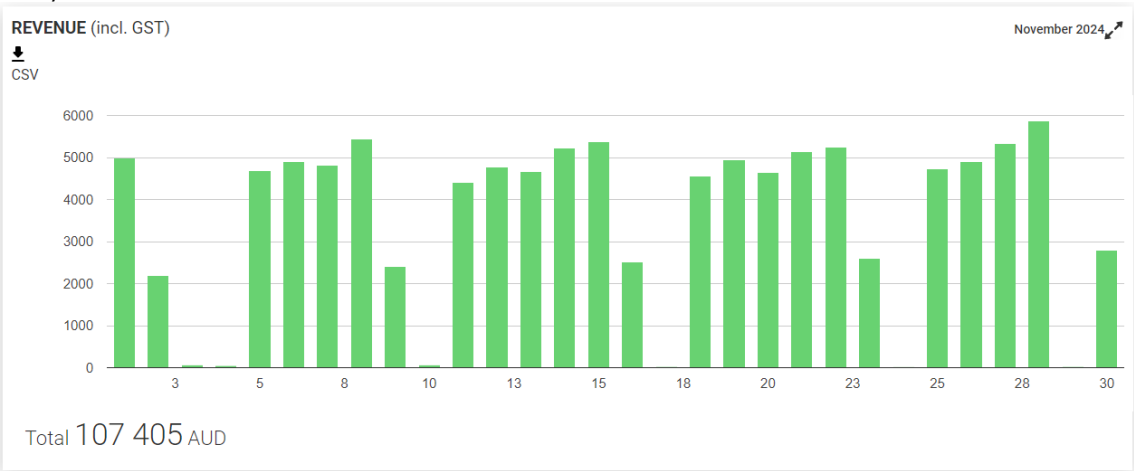
NOTE:

- The timing of cash collection from parking meters usually results in revenue falling in the next period. Cash collected in one month will be recognised in the following month.

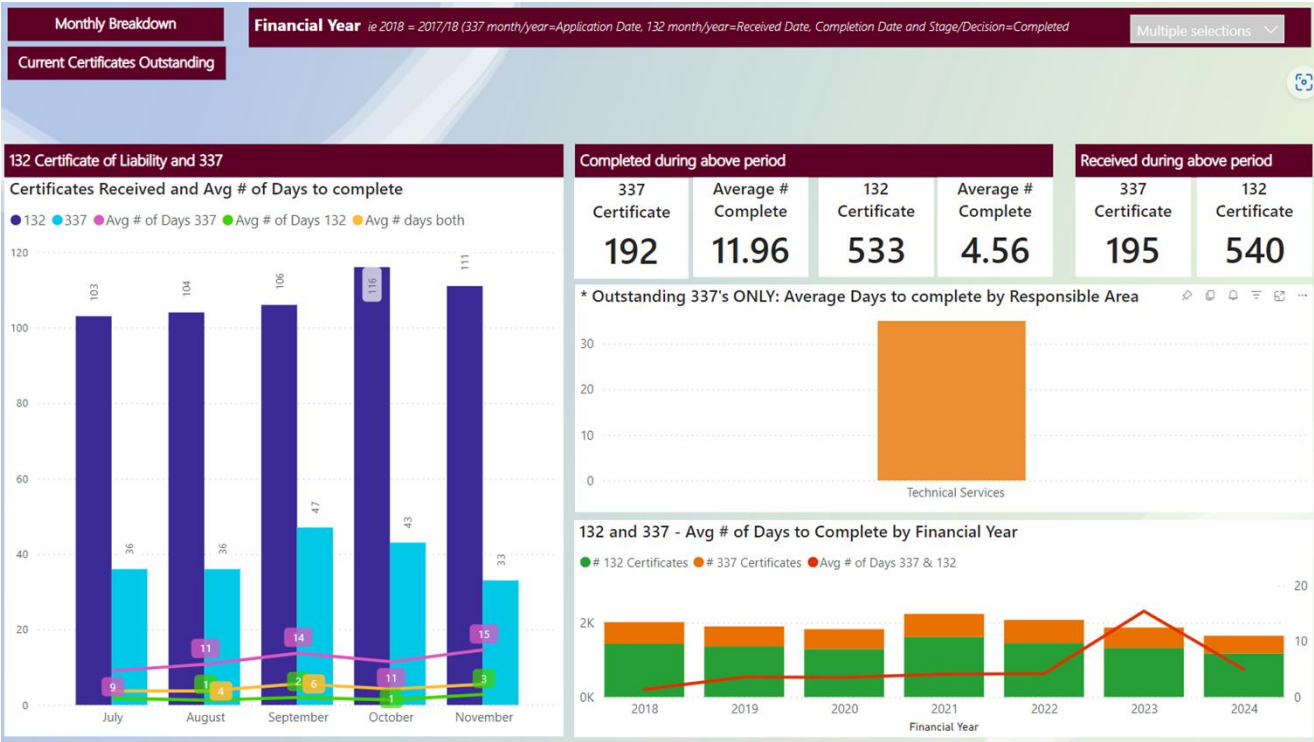
5.5.2 Revenue (Revenue v Budget – type breakdown; location breakdown)



5.5.3 EasyPark Statistics:



5.6. Section 132 & 337 Certificates:
5.6.1 Statistics on completed certificates Financial YTD:



5.7. Annual Plan Action Update:

5.7.1 Status as of 30 November 2024:



Action Highlights:

Develop a Zero Emissions Fleet Strategy and Implementation Plan

Background information and data currently being collated.

Review and update the Environment Strategy

Council is currently considering a proposal to undertake a Baseline Emissions Assessment of Council operations which will contribute to the update of the Environment Strategy.

Identify and support development opportunities on Council owned land

A number of development proposals are currently being developed by Council Officers, including liaison with private sector project proponents. The first of these opportunities was considered by Council at their September Workshop and the Closed Session of the October Council meeting.

Facilitate the commencement of the new Indie School

Development Approval for the Indie School project was issued by Council during November, with construction works for the new facility expected to commence during December 2024.

Establish and facilitate an Event Acquisition and Sponsorship Fund to attract new events and nurture retained events

Sponsorship Fund open – no applications received for Round 2 to date.

Investigate potential opportunities to promote higher density residential use development in line with the strategic policy directions contained in the Greater Devonport Residential Growth Strategy 2021-2041.

Council officers are currently engaging with a number of project proponents to support progression of inner city, higher density housing developments in Devonport. This includes active discussion and development facilitation with both private sector, government and community housing providers. Council considered a specific development proposal for a medium density, infill project at the closed session of its October meeting.

6. COMMITTEES, AUTHORITIES & EXTERNAL ORGANISATIONS:

6.1. Minutes: The minutes of the Planning Authority Committee Meeting held on 9 December 2024.

COMMUNITY ENGAGEMENT

This report includes information that relates to community engagement undertaken in relation to operational activity.

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

Any specific risk implications have been outlined in the commentary included as part of this report. Any specific risk that is identified as 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 and the community to be updated on matters of interest.

ATTACHMENTS

1. Planning Authority Committee - 9 December 2024 - Minutes [**6.6.1** - 3 pages]
2. 20241130 Consolidated Financial Report - Council Meeting [**6.6.2** - 10 pages]

7 CLOSED SESSION

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

RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 25 November 2024	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments	15(2)(g)
5.1	Australia Day Awards	15(2)(g)

8 CLOSURE