



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Council** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, parnaple centre, 137 Rooke Street, Devonport, on Monday 24 February 2020, commencing at 5:30pm.

The meeting will be open to the public at 5:30pm.

QUALIFIED PERSONS

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

Matthew Atkins
GENERAL MANAGER

19 February 2020

MARCH 2020

Meeting	Date	Commencement Time
Planning Authority Committee	16/03/2020	5:15pm
Governance, Finance & Community Services Committee	16/3/2020	5:30pm
Ordinary Council	23/03/2020	5:30pm

**AGENDA FOR AN ORDINARY MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 24 FEBRUARY 2020 IN THE ABERDEEN ROOM, LEVEL 2, paranapple centre,
137 ROOKE STREET, DEVONPORT AT 5:30PM**

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Agenda of an ordinary meeting of the Devonport City Council to be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport on Monday, 24 February 2020 commencing at 5:30pm.

PRESENT

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

ACKNOWLEDGEMENT OF COUNTRY

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

IN ATTENDANCE

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's Digital Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months. Members of the public in attendance at the meeting who do not wish for their words to be recorded and/or published on the website, should contact a relevant Council Officer and advise of their wishes prior to the start of the meeting.

1.0 APOLOGIES

2.0 DECLARATIONS OF INTEREST

3.0 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

3.1.1 COUNCIL MEETING - 28 JANUARY 2020

RECOMMENDATION

That the minutes of the Council meeting held on 28 January 2020 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 153/19 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 2 questions per person are permitted.
 6. A maximum period of 3 minutes will be allowed per person.
 7. If time permits, a third question may be asked once all community members who wish to ask questions have done so. A time limit of 2 minutes will apply.
 8. Questions are to be succinct and not contain lengthy preamble.
 9. Questions do not have to be lodged prior to the meeting, however they will preferably be provided in writing.
 10. A question by any member of the public and an answer to that question are not to be debated.
 11. Questions without notice and their answers will be recorded in the minutes.
 12. 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.
 13. 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.
 14. 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

Responses to questions raised at prior meetings are attached.

ATTACHMENTS

1. GMGOV - Letter - Response to Question Without Notice - GFCS - 20202001 - Malcolm Gardam
2. GMGOV - Letter - Response to Question Without Notice - GFCS - 20202001 - Bob Vellacott
3. GMGOV - Letter - Response to Question Without Notice - GFCS - 20202001 - Rodney Russell
4. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Malcolm Gardam
5. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Patrick Johnson
6. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Rodney Russell
7. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Wendy Hilditch
8. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Chris Mills
9. GMGOV - Letter - Response to Question Without Notice - Council Meeting 20202801 - Trevor Smith
10. GMGOV - Letter - Response to Question Without Notice - IWD 20201002 - Chris Mills

RECOMMENDATION

That the responses to questions from Mr Malcolm Gardam, Mr Bob Vellacott and Mr Rodney Russell at the Governance, Finance and Community Services Committee meeting held 20 January 2020, Mr Malcolm Gardam, Mr Patrick Johnson, Mr Rodney Russell, Ms Wendy Hilditch, Mr Chris Mills and Mr Trevor Smith at the Council meeting held 28 January 2020 and Mr Chris Mills at the Infrastructure Works and Development Committee meeting held 10 February 2020 be noted.

Author:	Matthew Atkins
Position:	General Manager



DEVONPORT CITY COUNCIL

ABN: 47 611 446 016

PO Box 604 Devonport TAS 7310 – 137 Rooke Street, Devonport

Telephone 03 6424 0511

Email council@devonport.tas.gov.au Web www.devonport.tas.gov.au

29 January 2020

Mr Malcolm Gardam
4 Beaumont Drive
MIANDETTA TAS 7310

Dear Mr Gardam

RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 20 JANUARY 2020

I refer to your question taken on notice at the Governance, Finance & Community Services Committee Meeting on Monday, 20 January 2020 and provide the following response:

Question

Noting the supposed finalisation of the new Waterfront Parkland development tender with Vos Constructions, as at today's date, has Council received approval from TasRail for the necessary public interfaces with the rail corridor and the projection of the elevated walkway out over the river?

Response

Council has received all permits from TasRail that are required at this point in time. Further work permits will be required before the contractor proceeds with some elements of the project, however responsibility for this sits with the contractor.

In regard to the projection of the walkway over the river, this is outside the jurisdiction of TasRail, however approval has been obtained from the applicable bodies being TasPorts and Crown Land Services.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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29 January 2020

Mr Bob Vellacott
11 Cocker Place
DEVONPORT TAS 7310

Dear Mr Vellacott

RESPONSE TO QUESTIONS WITHOUT NOTICE RAISED MONDAY 20 JANUARY 2020

I refer to your questions taken on notice at the Governance, Finance & Community Services Committee Meeting on Monday, 20 January 2020 and provide the following response:

Q.1

As of the 31 December or thereabouts is the revenue received for Stage 1 LIVING CITY as predicted/budgeted and if not, what is the shortfall?

Response

Revenue generated from the buildings that were constructed as part of LIVING CITY Stage 1 is currently exceeding budget for the 2019/20 financial year.

Q.2

When is it predicted that Council will commence to receive revenue as originally budgeted from, the now, Stage 2 of the LIVING CITY project ie, Waterfront Hotel?

Response

Payment for the hotel land will occur upon settlement of the contract, which is expected late this financial year, which aligns with assumptions made in Council's 2019/20 budget.

Q.3

What is the now estimated cost to ratepayers for the subsidised access road that will be necessary for the proposed Waterfront Hotel?

Response

Council does not agree with the premises of your question that the area under the bridge is a "subsidised access road". The access to which you refer has been designed as part of the Waterfront Park redevelopment and the construction cost forms part of the \$16.8M contract currently being undertaken by Vos Construction.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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29 January 2020

Mr Rodney Russell
225 Steele Street
DEVONPORT TAS 7310

Dear Mr Russell

RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 20 JANUARY 2020

I refer to your question taken on notice at the Governance, Finance & Community Services Committee Meeting on Monday, 20 January 2020 and provide the following response:

Question

Page 4, Annual Plan Progress for 31 December 2019 states a Retaining Wall Policy has been drafted for internal review. When will the Retaining Wall Policy be available for the public to view?

Response

The Retaining Wall Policy will be made public once it has been adopted by Council. It is anticipated that will be in May 2020.

Yours sincerely

Matthew Atkins
ACTING GENERAL MANAGER

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5 February 2020

Mr Malcolm Gardam
4 Beaumont Drive
DEVONPORT TAS 7310

Dear Mr Gardam

RESPONSE TO QUESTIONS WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your questions taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Q1.

The former General Manager stated at the Ordinary Meeting of the 23rd September 2019 that the voting by Councillors to enter into the "initial head lease agreement," in 2016 between Devonport City Council and Providore Place (Devonport) Pty Ltd for the management of the food pavilion, was unanimous; accordingly, will the Mayor now disclose the voting to enter into the "replacement head lease agreement" and if not unanimous then in terms of numbers "For – Against – Abstentions and Absentees" in relation to the specific motion to approve the said two year Term replacement lease since terminated by Council after only three months of operation?

Response

This matter was determined by Council in Closed session and therefore the requested information cannot be released.

Q2.

It was reported in The Advocate 24 December 2019 that Cr Rockliff said, "Council will be working with the sub tenants and where appropriate taking over the management of commercial leases which are in place. It has already met with some of the businesses which operate in Providore Place and will meet with the remainder in coming days." Accordingly, will Council confirm if the leases with existing tenants Southern Wild Distillery, CharlotteJack, Redline Bus Service and Pinctada Café previously entered into with the former head lessee, Providore Place (Devonport) Pty Ltd, have been honoured to the full extent or renegotiated?

Response

Council is continuing to work through the transition with existing sub tenants and expect this process to take some time to complete.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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4 February 2020

Mr Patrick Johnson
672 Melrose Road
MELROSE TAS 7310

Dear Mr Johnson

RESPONSE TO QUESTION WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your question taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Question

Will the Devonport Council join with 85 other Australian Local Government areas, representing approximately 7.4 million Australians, rectify your failure, to date, to signal clearly to Devonport residents the urgency of the situation and now overturn your refusal to declare a climate emergency?

Response

Devonport City Council acknowledges that there are a number of individual councils throughout Australia that are actively pursuing their own responses to climate change and have signed the climate emergency declaration. Council recognises that the climate emergency is more than an individual council responsibility; it is the responsibility of all levels of government and the community to work together. Council is committed to developing a sector wide approach to climate change, supported by the State Government, and therefore, at the March 2019 Council Meeting, Councillors unanimously voted to submit the following motion to the Local Government Association of Tasmania's General Meeting in July 2019:

"That the Local Government Association of Tasmania investigate opportunities for the sector to develop a position on climate change including acknowledging:

- a) there is a state of climate emergency that requires action by all levels of government;
- b) human induced climate change is at the forefront of the climate emergency;
- c) the State Government has a particular role in assisting local governments in dealing with the impacts of climate change and coastal erosion."

A similar motion was also put forward by Huon Valley Council and the City of Hobart:

"That the LGAT call upon the Federal and Tasmanian State Governments and Parliaments urging them to:

- a) acknowledge the urgency created by climate change that requires immediate and collaborative action across all tiers of government;

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- b) acknowledge that the world climate crisis is an issue of social and environmental injustice and, to a great extent, the burden of the frontline impacts of climate change fall on low income communities, vulnerable groups and future generations; and
- c) facilitate emergency action to address the climate crisis, reduce greenhouse gas emissions and meet or exceed targets in the Paris Agreement.

Due to two similar motions being submitted, Devonport City Council's motion was withdrawn, and the Huon Valley Council/City of Hobart motion was carried.

Council is committed to mitigating the effects of climate change and have a number of strategies and plans in place to assist in achieving this aim. For example:

- the Climate Change Adaption Plan – adopted in 2013 and reviewed internally in late 2017, this plan aims to improve the capability of the Council to manage corporate risks associated with climate change that are within the Council's sphere of influence;
- the Environment Strategy 2019-2024 – outlines Council's environmental management activities focused on three main areas, 'conserving our biodiversity', 'healthy waterways and coasts' and 'living lightly'; and
- in 2017 Council participated in the Tasmanian Government's Climate Resilient Councils Project - participating in this project identified opportunities for Council to build on existing climate change management efforts.

Council acknowledges that natural disasters in Australia such as the bushfires, droughts and floods are having a devastating impact on communities and will undertake to give further consideration to declaring a climate emergency.

Yours sincerely



Matthew Atkins
GENERAL MANAGER



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4 February 2020

Mr Rodney Russell
225 Steele Street
DEVONPORT TAS 7310

Dear Mr Russell

RESPONSE TO QUESTION WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your question taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Question

Victory Avenue kerb renewal. You have on the plan on page 281 numbers 1 to 5. Number 5 is, no stopping close to the intersection. How do you plan on marking that, or implementing that particular item number?

Response

The design shows a 'no stopping' line on the Victory Avenue approaches to each of the road humps, which is required to ensure adequate sight distance to facilitate pedestrians crossing the road. On the Best and Oldaker Street approaches to the road humps, the road rules prohibit parking or stopping within 10m of an intersection without traffic lights.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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4 February 2020

Ms Wendy Hilditch
41 Murray Street
EAST DEVONPORT TAS 7310

Dear Ms Hilditch,

RESPONSE TO QUESTIONS WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your questions taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Q1.

The first question I would like to ask is, going back two to three years ago, the Devonport Council gave away some land in Tarleton Street, East Devonport to a disability group called Possability. Would you please advise me if that has been passed over to that particular group?

Response

As advised at the meeting, Council has entered into an MOU with Oak Possability in regard to land at 108 Tarleton Street East Devonport. There are a number of conditions and obligations as part of the MOU before a formal land transfer can proceed. I can confirm that some of the conditions remain outstanding and that the MOU was extended in March 2019 for a further twelve-month period, expiring in March 2020.

Q2.

My second question pertains to the development of the backpacker's accommodation at the end of Brooke Street.

I would just ask that the Council arrange for somebody to go and have a look, to see whether or not all the conditions have been met and do something about it, because it is a disgrace.

Response

The development to which you refer has a valid planning permit and building permit. Council's regulatory staff have undertaken the necessary construction inspections and found that works to date are compliant with the relevant standards.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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4 February 2020

Mr Chris Mills
52 Caroline Street
EAST DEVONPORT TAS 7310

Via email: oceansteamers@hotmail.com

Dear Mr Mills

RESPONSE TO QUESTION WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your question taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Question

I am obliged to Jennie Claire for raising concerns about the Consultant Arborist's Report for the Waterfront Park. Minutes of Council Meeting 24 August 2019 pages 5 and 6.

If Council considers that a staff member was competent enough to assess any species of tree, why then was a highly paid Consultant Arborist engaged from ENSPEC in preference to the suitably qualified Coordinator of Parks and Reserves?

Response

Council typically utilise staff from within its own workforce to undertake tree assessments, however in some cases it is determined more appropriate to outsource this function. This was the case in relation to the Waterfront Park as there was a large number of trees to be assessed and a publicly presentable independent report was required to be produced as part of the assessment.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

*The City with Spirit*



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6 February 2020

Mr Trevor Smith
7 Glen Court
DEVONPORT TAS 7310

Dear Mr Smith

RESPONSE TO QUESTIONS WITHOUT NOTICE RAISED TUESDAY 28 JANUARY 2020

I refer to your questions taken on notice at the Council Meeting on Tuesday, 28 January 2020 and provide the following response:

Q1.

Could you please explain why, in response to my question, "how long had the Adelaide Street job been on the Council's works schedule? A simple question in laymen's terms, your answer was. "The Adelaide Street upgrade was initially due to be completed in 2018/19 however it was carried over to 2019/20." I wish to ask you again, to have the correct answer, "How long has this job been on the Council's work schedule?"

Response

The project was listed in the Forward Capital Works Program attached to the 2017/18 Annual Plan. Prior to that, the wearing surface was considered for inclusion in the resal program, but this could not proceed due to the condition of the kerbs.

Q2.

You had a notice in the paper, stating that the warm water pool and the learn to swim pool, were to be closed from December 21 to January 20, as of last week, these pools were still closed, due to trouble with adhesives. When will these two indoor pools be opened and will these repairs be guaranteed not to fail as before?

In October last year, you hired a contractor, using a scissor lift, to repair a broken, rusty support cable, five years old and holding up the ductwork to the indoor pool, warm water pool and the indoor learn to swim pool, for young children. As of last week, the rusty support cables have not been replaced, are you playing Russian roulette with the patrons and children who use this facility?

Early last year, you said that you were going to put this job out to tender, so when is it going to be fixed, you had an ideal timeframe for repairs just gone.

The Budget shouldn't have a higher priority, over the safety of young children and the ratepayers that use this indoor pool.

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Response

There has been some further issues with the filling in the warm water pool which are currently being investigated. Unfortunately, this has delayed the reopening of the pool and at this point Council is unable to confirm the extent of the delays however expect the repairs will take 4- 6 weeks.

The rusty support cables that you refer to, were replaced as planned last year. The rust that has accumulated on the new wire is surface rust, which is unfortunately inevitable due to the highly corrosive environment. Council is confident the cables are structurally sound and are of no risk to users.

Yours sincerely



Matthew Atkins
GENERAL MANAGER



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17 February 2020

Mr Chris Mills
52 Caroline Street
EAST DEVONPORT TAS 7310

Via email: oceansteamers@hotmail.com

Dear Mr Mills

RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 10 FEBRUARY 2020

I refer to your question taken on notice at the Infrastructure Works and Development meeting on Monday 10 February 2020 and provide the following response:

Question

At a previous Infrastructure and Works Meeting, 9 December on page 145 of the Minutes item 6.1 it was reported that seven trees were removed at 54 Caroline Street (on 5 December). The fact that the trees were stabilising a Declared Landslip Zone is omitted from that report.

As opinions from this Council, so far, have come from unqualified persons, it would be appropriate now, would it not, for Council to commission a Consultant Engineer to conduct an on site geotechnical investigation and to provide a report on the slope's stability?

Response

As previously advised, Council consider that the decision to remove the trees was made by a suitably qualified and experienced person. The site has subsequently been inspected by a Council engineer. Council does not intend to engage a consultant to undertake a further investigation.

Yours sincerely

Matthew Atkins
GENERAL MANAGER

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3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

MALCOLM GARDAM – 4 BEAUMONT CRESCENT, MIANDETTA

A Question on notice from Mr Malcolm Gardam received 12 February 2020 is **reproduced as attachment 1**.

- Q1** a) Once the Valuer General has provided the AAV will the General Manager be issuing a supplementary rate notice that will become due and owing by the now terminated former head lessee or will Council write off, waive or forgo those payments?

Response

As previously advised the commercial terms of the lease agreements remain confidential, however it can be confirmed that the former head leasee has met his obligations in regard to the payment of rates.

- b) Will Council confirm that it has no authority to levy supplementary or interim rate notices on new buildings in the absence of a property valuation from the Valuer General?

Response

Correct, Council requires the valuation in order to raise rates.

- Q2** Given that until recently the documents requested were legally required to be publicly displayed on the premises, will Council now reconsider the request to provide copies of all Occupancy Permits or Certificates of Occupancy, as the case may be, (including Temporary or Partial) as issued for the Food Pavilion; and if not, advise if both the "Request for a Search of Building/Plumbing Record Information" and because Council is the owner also a "Right to Information" request? (NOTE: The "Request for a Search of Building/Plumbing Record Information" requires the permission of the owner so can I take the above advice as Council permission to submit a request for a search?)

Response

The Occupancy Permits you have requested for each of the tenancies in Providore Place are on display in the building as per section 69 of the *Building Regulations 2016*, however I have attached a courtesy copy for you.

- Q3** a) Will Council now please clarify which periods and the amounts payable as rent relate to "waived the rent it was owed" and the "part invoiced as money owing"?

Response

As noted in Council's response to you last month Council agreed not to apply rent between 1 July 2018 and 1 February 2019. Rent was invoiced for the period from 1 February 2019 until August 2019.

- b) Will Council please confirm that under the terms of the initial head lease agreement the head lessee still owed rent for the full period from 1 July 2018 until September 2019 at the time a replacement head lease agreement was announced?

Response

No, the rent still owing at the commencement of the new lease was for the period 1 February 2019 until August 2019.

- c) What was the date that the Council first invoiced Providore Place (Devonport) Pty Ltd for rent on the food pavilion (Providore Place) whether subsequently paid or not?

Response

Refer answer to Q3a.

- Q4** a) Approved the head lease believing Council was transferring the financial risk and gaining a guaranteed return; or
- b) Approved the head lease with full understanding as to the true nature and effects of the head lease which clearly neither provided a "guaranteed return" nor "...removed the Council's exposure to financial risk."

Response

As noted last month Council does not have anything to add from what has previously been said in response to similar questions. This also applies to the Mayor, who has also previously provided her answers to you at Council meetings.

- Q5** Will Councillors now in a demonstration of transparency and accountability and without conflicts of self-interest take a vote at the earliest to give themselves permission to release the voting numbers, as previously submitted at the January meeting, in relation to the entering into of the since failed Providore Place replacement head lease agreement?

Response

Council has previously considered the extent of information that could be made public in regard to the Providore Place head lease agreement and all information determined suitable for release has been made publicly available.

- Q6** Will Council please provide details of the "extenuating circumstances" (Section 27 "Non-application of public tender process" of the Local Government (General) Regulations - if applicable in this instance) relied on to award the "replacement head lease agreement" to Providore Place (Devonport) Pty Ltd without going to public tender or seeking Expressions of Interest?

Response

The section of the Act to which you refer is not applicable to leases.

- Q7** Will Council confirm just who drafted the proposed waterfront hotel 2 year exclusivity agreement and on behalf of which entity?

Response

The "Preferred Proponent Agreement" for the hotel development was initially drafted by Council's Development Manager P+i and then revised with further input by both Council and Fairbrother Pty Ltd.

- Q8** Now that Council has advised that the title transfer and final payment for Lot 1 (proposed waterfront hotel development) is expected by end of this financial year will Council now confirm the precise final sale price?

Response

The sale price as announced in March 2019, was \$1.18M.

- Q9** Will Council please confirm the total amount paid to Projects & Infrastructure Group Pty Ltd for the whole of its engagement by Devonport Council under all arrangements whether under contract or otherwise?

- Q10** a) Were there further "success fee" payments to P+i in the 2017-18 and 2018-19 FY's?

- b) If yes then what was the value of said payment(s) and in which FY year(s) were they made?
- c) If "success fee" payments were made then what were the deliverables that supported those payments under the PDMA?

Response Q9 and Q10

I refer you to the report by the Auditor-General in regard to Council's contract with P+i. This document outlines the details, value, payment components and provides the Auditor's opinion in regard to the contract and is based on an extensive review of all procurement matters relating to LIVING CITY.

Payments to P+i have been disclosed in full in Council's Annual Reports over the last six years.

CHRISTOPHER MILLS – 52 CAROLINE STREET, EAST DEVONPORT

A Question on notice from Mr Christopher Mills received 12 February 2020 is **reproduced as attachment 2.**

- Q1** It may be that the General Manager is following Section 14 of the Public Question Time Policy, that may or not be the case. Either way, can I expect some response to those two questions.

Response

Your questions asked at the 16 December 2019 Council meeting have all been answered. Questions 1 and 2 were verbally responded to at the meeting (page 3 of the Council minutes) advising that the matter is currently being investigated as a result of your formal complaint about a staff member.

It was believed that an email sent to you on 17 January 2020 from the Infrastructure and Works Manager providing a summary of a number of items of written correspondence, as well as a meeting held with you at the paranaple centre on 14 January 2020, was sufficient to have answered all of your questions up until that point in time including the questions raised in your letter dated 2 January 2020.

BOB VELLACOTT – 11 COCKER PLACE, DEVONPORT

A Question on notice from Mr Bob Vellacott received 14 February 2020 is **reproduced as attachment 3.**

- Q1** Please inform: - To protect ratepayers' interests,
- a) Did the second (aborted) Providore Place Head Lease Agreement contain a clause stipulating that a director's or bankers' guarantee and/or security bond was required considering Council's statement that rent was not paid on the initial head lease agreement?
 - b) If yes, what was the amount?
 - c) has Council converted this amount on termination of the replacement head lease?
 - d) If Council does not expect to receive any money of this kind will you please inform why it does not?
 - e) If the Councillors who were responsible, as I understand, were Cr Annette Rockliff (Mayor) and Cr Leon Perry for negotiating the agreement did not stipulate and or insist on there being an absolute secure director's or bankers guarantee and/or security bond to protect ratepayers interest please inform why some form of security, as outlined, was not sought?

Response

All information relating to the Providore Place Head Lease that can be publicly released has been previously provided.

- Q2**
- a) As of this date has Council recorded in any inventory/register the fixtures and fittings funded by ratepayers, in each of the tenancies in Providore Place?
 - b) What is the minimum value of any movable asset, owned or held in trust by Council on behalf of ratepayers that must be recorded? and
 - c) are all the various inventories/registers of assets held in trust available for ratepayer perusal?

Response

Council maintains an extensive data base of all its assets, which includes those at Providore Place. Whilst the accounting practice varies for different asset classes, typically a \$1,000 threshold applies to assets classed as equipment and fixtures. The data base includes over 25,000 Council assets and is not available for public review.

- Q3**
- a) Did Council fund, what appears to be about, 20 decorative dome "Gothic" light fittings/shades that were installed in the Charlotte Jack restaurant? and
 - b) If the lights were funded by Council, exactly how many are there and what was the total cost?

Response

The light shades to which you refer were part of the fit out of tenancy 2 within Providore Place and are owned by Council. The shades are not individually listed on Council's asset register but have been taken up with other like components as part of the capitalisation of the fit out works.

- Q4** Did Council fund the fire sprinkler system installed in the Southern Wild Distillery tenancy?

Response

Yes.

- Q5** Will Council inform what the individual amounts are, as of this date, being paid by the other tenancies within Providore Place?

Response

No, not at this point in time.

- Q6**
- a) Will Council inform why it did not advertise for the present management of Providore Place?
 - b) Will Council inform the reason/s for selecting the estate agency that now holds that position?

Response

Council is currently utilising internal resources to manage the events and market area within Providore Place and a Real Estate Agent to manage the tenancies. Council is yet to determine if this will be the permanent management model.

The Agent is currently managing the body corporate functions of the parade centre and there are obvious synergies and efficiencies for this service to extend to Providore Place.

BOB VELLACOTT – 11 COCKER PLACE, DEVONPORT

A Question on notice from Mr Bob Vellacott received 14 February 2020 is **reproduced as attachment 4**.

- Q1**
- a) Will all Councillors, who were requested by a ratepayer at the DCC meeting 28 Jan 2020, inform if they have visited the site to see firsthand (from at least the road side) the pathetic conditions therein?
 - b) When was the last inspection of this property made by the appropriate Council officers to ensure that the property grounds, buildings and other infrastructure are in compliance with all approvals and regulations?
 - c) Who conducted the inspection if any?
 - d) If there was any non compliance issues please inform the details and what action has or will be taken to ensure compliance.

Response

The Brooke Street development to which you refer has been constructed in accordance with the National Building Code and has approvals in accordance with the *Building Act 2016*. During the construction period the standard inspections were undertaken by relevant building and plumbing compliance officers. Council does not have a role to undertake in on-going inspections in regard to this private development. The facility is providing affordable budget accommodation for seasonal fruit pickers who are a vital part of the agricultural industry in this region.

- Q2**
- Pertains to other known existing accommodation for seasonal farm workers in the Devonport municipality
- a) Does Council have a register of these and other like properties? and
 - b) a policy in regard to a regular inspection to ensure all are in compliance?
 - c) Has Council been informed of properties that may have possible overcrowding or other issues? And
 - d) If so has Council investigated same to ensure all reported properties are compliant?

Response

Council does not maintain a register of accommodation facilities for seasonal workers and does not have a role in scheduled inspections of such facilities. From time to time Council receives complaints (eg noise, parking, etc) in regard to shared accommodation and these are followed up in the normal manner and action taken where appropriate.

- Q3**
- Does any Councillor or any of the senior managers own, have or had a pecuniary or other interest direct or indirect in regard to properties within the region being rented out for seasonal farm workers?

Response

Councillors and Senior Staff declare pecuniary interests in accordance with relevant legislation. A register of interest for elected members is available for viewing upon request.

ATTACHMENTS

- 1. GMGOV - Letter - Questions on Notice - Council Meeting - 24 February 2020 - Malcolm Gardam - Providore Place and Waterfront Hotel
- 2. GMGOV - Letter - Question on Notice - Council Meeting - 24 February 2020 - Christopher Mills

Report to Council meeting on 24 February 2020

3. GMGOV - Letter - Questions on Notice - Council Meeting - 24 February 2020 - Bob Vellacott - Providore Place.
4. GMGOV - Letter - Questions on Notice - Council Meeting - 24 February 2020 - Bob Vellacott - Accommodation

RECOMMENDATION

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

Author:	Robyn Woolsey	Endorsed By:	Matthew Atkins
Position:	Executive Assistant General Management	Position:	General Manager

12th February 2020

Devonport City Council
137 Rooke Street
DEVONPORT TAS 7310

Malcolm Gardam
4 Beaumont Drive
MIANDETTA TAS 7310
(Mobile No: 0417 355 813)

ATTENTION: MR. MATTHEW ATKINS – GENERAL MANAGER (MAYOR & COUNCILLORS)

RE: LIVING CITY – GOVERNANCE AND OPERATIONAL QUESTIONS ON NOTICE (Ref. File 32161)

Dear Sir,

The following are submitted as questions on notice for the next Ordinary Meeting of Council scheduled for Monday 24th February 2020.

Providore Place including questions relating to the January 2020 Ordinary Meeting

Q1. I asked a series of questions on notice in the January Agenda relating to AAV and rates payable on Providore Place. The Council response was a collective to all those questions **but I have only included the sections relevant to the separately requested clarifications that follow to which I request separate responses.**

Q2 to Q7 Council Response from January 2020 Agenda

"Council calculates property rates based on the Assessed Annual Value (AAV) provided by the Valuer General. When improvements or developments occur on a property the rates payable continue to be calculated based on the most recent AAV, until a supplementary notice is provided, at which point the General Manger has authorisation to issue an amended rate notice for any additional amount payable....."

- a) Once the Valuer General has provided the AAV will the General Manager be issuing a supplementary rates notice that will become due and owing by the now terminated former head lessee or will Council write off, waive or forgo those payments?
- b) Will Council confirm that it **has no authority** to levy supplementary or interim rate notices on new buildings in the absence of a property valuation from the Valuer General?

Q2. I also asked and received the following response to my question 8 on notice in the January 2020 Agenda.

"Will Council provide copies of all Occupancy Permits or Certificates of Occupancy, as the case may be, (including Temporary or Partial) as issued for the Food Pavilion?"

Council Response from January 2020 Agenda

"The documents to which you refer are statutory building records. Council has an established system to process requests for building/plumbing information, which is outlined on Council's website. Applicants are required to complete a "Request for a

Search of Building/Plumbing Record Information" which requires authorisation from the property owner. In this instance given Council is the property owner, a "Right to Information" request will be required."

Given that until recently the documents requested were legally required to be publicly displayed on the premises, will Council **now** reconsider the request to provide copies of all Occupancy Permits or Certificates of Occupancy, as the case may be, (including Temporary or Partial) as issued for the Food Pavilion; **and if not**, advise if both the "Request for a Search of Building/Plumbing Record Information" and because Council is the owner also a "Right to Information" request? (NOTE: The "Request for a Search of Building/Plumbing Record Information" requires the permission of the owner so can I take the above advice as Council permission to submit a request for a search?)

- Q3.** I asked and received the following to my questions 14 (a&b) on notice in the January 2020 Agenda (I have reproduced it in full to put in context and not relied on the question only version that appears with Council's responses to questions in the Agenda)

"On Friday the 13/9/19 it was reported in The Advocate that "Mr Atkins said the council previously waived the rent it was owed on Providore Place by the head lessee up until February 1 2019, but is yet to determine its approach to the current \$179,000 in unpaid rent for the period from February until August this year."

On the 26/9/19 the Acting General Manager responded to the following question relating to the above statement he had made.

- Q9. a)** The article reported that *"The Council said the rent break down was \$280,000 for the period from July 2018 to July 2019 which includes the rent the council previously waived and the \$179,000 amount it was still owed for the period from February until August."* Will council please clarify that:

- i *what proportion of the \$280,000 was for "...the rent the council previously waived..."?* ; and

Response

\$163,333 (excluding GST).

- ii *what was the precise period that applied to "...the rent the council previously waived..." appearing as it reads to be before July 2018?*

Response

From 1 July 2018.

On the 16/12/19 I asked the following question without notice which council took on notice and the Acting General Manager responded as follows.

Question 1

Will Council please indicate which subsection of sections of section 76 of the Local Government Act (writing off bad debts) Council relied upon to justify waiving of the some \$163,000 of previously unpaid rent owed by Providore Place (Devonport) Pty Ltd around September 2018 as since reported on and confirmed by Council as having occurred?

Response

Council did not write off the debt to which you refer, rather a decision was made by the Council at the time to defer the commencement of rent from 1 July 2018 until February 2019.

Clearly both responses cannot be correct and accordingly I ask

- a) which response does the Council say is true, did council waive/write off rent or not?
- b) If Council says rent was not waived/written off, does council wish to offer an explanation for the false statement made on 26 September 2019 and the false information provided to the Advocate?

DCC Response in January 2020 Agenda

Council has been very clear in outlining the amount of forgone rent on Providore Place. Both statements are correct in the context of the questions asked and simply relate to the fact that part of the forgone rent was deferred and part invoiced as money owing."

I find it difficult to reconcile Council's initial statement of "Mr Atkins said the council previously waived the rent it was owed on Providore Place by the head lessee up until February 1 2019, but is yet to determine its approach to the current \$179,000 in unpaid rent for the period from February until August this year." and its further statement that "The council said the rent breakdown was \$280,000 for the period from July 2018 to July 2019 which includes the rent the council previously waived and the \$179,000 amount it was still owed for the period from February until August."

Accordingly, I request separate clarifications to each of the following:

- a) Will Council **now** please clarify which periods and the amounts payable as rent relate to "waived the rent it was owed" and the "part invoiced as money owing"?
- b) If Council maintains its last statement that "*Council did not write off the debt to which you refer, (the \$163,000 I mentioned) rather a decision was made by the Council at the time to defer the commencement of rent from 1 July 2018 until February 2019.*" will Council please confirm that **under the terms of the initial head lease agreement** the head lessee still owed rent for the full period from 1 July 2018 until September 2019 at the time a replacement head lease agreement was announced?
- c) What was the date that the Council first invoiced Providore Place (Devonport) Pty Ltd for rent on the food pavilion (Providore Place) whether subsequently paid or not?

Q4. I asked and received a response to a similar question on notice in the January 2020 Agenda **but now submit the question directly to the Mayor** as follows:

Having held the position of Deputy Mayor at the time of approving the "initial head lease agreement" with Providore Place (Devonport) Pty Ltd to manage the food pavilion, around July 2016, **will you Mayor, Cr Rockliff, please respond separately as to which of the following personally prevailed for you at the time of the lease being unanimously approved by Councillors;**

- a) Approved the head lease believing council was **transferring the financial risk and gaining a guaranteed return;** or

- b) Approved the head lease with full understanding as to the true nature and effects of the head lease which clearly neither provided a ***“guaranteed return”*** nor ***“...removed the council’s exposure to financial risk.”***

Q5. I also asked the following question without notice at the January 2020 meeting;

“The former General Manager stated at the Ordinary Meeting of the 23rd September 2019 that the voting by Councillors to enter into the “initial head lease agreement,” in 2016 between Devonport City Council and Providore Place (Devonport) Pty Ltd for the management of the food pavilion, was unanimous; accordingly, **will the Mayor now disclose the voting to enter into the “replacement head lease agreement”** and if not unanimous then **in terms of numbers “For – Against – Abstentions and Absentees”** in relation to the specific motion to approve the said 2 year Term replacement lease since terminated by Council after only three months of operation?”

The Mayor took the question on notice and the following response was received; *“This matter was determined by Council in Closed Session and therefore the requested information cannot be released.”*

Firstly, the response is misleading at best because it states that *“...the requested information cannot be released.”* when in fact that is not totally correct as **the disclosure of matters from Closed Session is at the sole discretion of the Councillors if a majority votes to release information.** I note that the minutes from the Confidential Special Meeting of the 9/9/19 listed a typically secretive description of “Providore Place” under “Matter” and recorded *“Authorise the Mayor to make any announcement necessary as a result of the Council decision at the appropriate time.”* under “Resolution”.

Assuming the Mayor does not want to disclose the voting numbers, and therefore the vote was not unanimous when Council approved the replacement head lease (in Closed Session) with the same entity that Council claimed had not paid rent under the initial head lease, my question is; **will Councillors now in a demonstration of transparency and accountability and without conflicts of self-interest take a vote at the earliest to give themselves permission to release the voting numbers,** as previously submitted at the January meeting, in relation to the entering into of the since failed Providore Place replacement head lease agreement?

Q6. Will Council please provide details of the “extenuating circumstances” (Section 27 “Non-application of public tender process” of the Local Government (General) Regulations - if applicable in this instance) relied on to award the “replacement head lease agreement” to Providore Place (Devonport) Pty Ltd without going to public tender or seeking Expressions of Interest?

Proposed waterfront hotel development

Q7. Noting that a legal practitioner was not engaged in relation to the drafting or negotiation of the 2 year exclusivity agreement for the proposed waterfront hotel development between Council and Fairbrother Pty Ltd, and appearing to be only the second significant Living City contract along with the initial Providore Place head lease to not be legally

drafted or reviewed prior to signing, will Council confirm just who drafted the proposed waterfront hotel 2 year exclusivity agreement and on behalf of which entity?

- Q8.** Now that Council has advised that the title transfer and final payment for Lot 1 (proposed waterfront hotel development) is expected by end of this financial year will Council now confirm the precise final sale price?

Projects & Infrastructure Group Pty Ltd (P+i)

- Q9.** Will Council please confirm the total amount paid to Projects & Infrastructure Group Pty Ltd for the whole of its engagement by Devonport Council under all arrangements whether under contract or otherwise?
- Q10.** The Auditor-General Report No. 1 of 2019-20 exposed that within the Project Development Management Agreement (PDMA), as entered into between DCC and Projects and Infrastructure Group Pty Ltd in 2014, there were "success fee elements" that provided "incentives" and despite earlier questions as to the existence of same the amount was only then disclosed by Council on the 31/10/19 as being \$1.3 million within the \$1,993,626 payment to P+i in the 2016-17 FY.

The Annual Reports declare further payments to P+i of \$1,063,777 in 2017-18 FY and \$875,710 in the 2018-19 FY.

Accordingly, my separate questions seeking separate answers are:

- a) Were there further "success fee" payments to P+i in the 2017-18 and 2018-19 FY's?
- b) If yes then what was the value of said payment(s) and in which FY year(s) were they made?
- c) If "success fee" payments were made then what were the deliverables that supported those payments under the PDMA?

Please acknowledge receipt and ensure inclusion in full in the February meeting Agenda.

Yours sincerely,



Malcolm Gardam

CC: Mayor & Councillors

Question With Notice for DCC Ordinary Meeting 24 Feb 2020.

From Christopher Mills 52 Caroline St
(concerns unanswered questions)

May I refer to the Council Meeting Agenda 28 Jan.... page 5, Section 3.2.1 which is
“ Questions Raised at Prior Meetings Without Notice” – item No 12 Chris Mills.

This concerns the Ordinary Council Meeting 16 December, where I asked 3 questions in
accordance with Council's Public Question Time Policy.

Only the third question recorded on page 8 of the minutes of that Meeting have been answered
by the General Manager .The first & second questions (page 3 of the minutes) have not
been answered.

*I handed in a letter on 2 January, politely advising the General Manager that he had overlooked
answering those 2 questions. To date 12 Feb I have had no response whatsoever to that letter.*

Question

It may be that the General Manager is following Section 14 of the Public Question Time Policy ,
that may or not be the case..... Either way... can I expect some response to those two questions ?

*C. Mills
12 Feb*

Qon RBV re Providore Place etc for 24th Feb 2020 send

ROBERT B. VELLACOTT
11 COCKER PLACE
DEVONPORT 7310

QUESTIONS ON NOTICE FOR THE DCC MEETING 24TH FEBRUARY 2020.

To Mayor and Councillors Devonport City Council

QUESTION 1. Please inform: - To protect ratepayers interests,

(a) Did the second (aborted) Providore Place Head Lease Agreement contain a clause stipulating that a director's or bankers' guarantee and /or security bond was required considering Council's statement that rent was not paid on the initial head lease agreement?

(b) If yes; what was the amount? And

(c) has Council converted this amount on termination of the replacement head lease?

(d) If Council does not expect to receive any money of this kind will you please inform why it does not?

(e) If the Councillors who were responsible ,as I understand ,were Cr Annette Rockliff (Mayor) and Cr Leon Perry for negotiating the agreement did not stipulate and or insist on there being an absolute secure director's or bankers guarantee and /or security bond to protect ratepayers interest please inform why some form of security ,as outlined, was not sought ?

Q 2. (a) As of this date has Council recorded in any inventory/register the fixtures and fittings funded by ratepayers, in each of the tenancies in Providore Place?

(b) What is the minimum value of any movable asset, owned or held in trust by Council on behalf of ratepayers that must be recorded? And -

(c) are all the various inventories/registers of assets held in trust available for ratepayer perusal?

Q 3. (a) Did Council fund, what appears to be about, 20 decorative dome "Gothic" light fittings/shades that were installed in the Charlotte Jack restaurant? And -

(b) If the lights were funded by council ,exactly how many are there and what was the total cost?

Q4. Did Council fund the fire sprinkler system installed in the Southern Wild Distillery tenancy?

Q5. The Tasmanian State Minister for Education and also Council has informed that the annual rental to be paid for the tenancy in Providore Place occupied by TasTAFE Drysdale will be \$40,000; **will Council inform what the individual amounts are, as of this date , being paid by the other tenancies within Providore Place?**

Q6. (a) Will council inform why it did not advertise for the present management of Providore Place?
AND

(b) Will Council Inform the reason/s for selecting the estate agency that now holds that position?

Please Include all of above and the responses in the Agenda for the DCC meeting scheduled for the 24th February 2020

R.B. Vellacott - 14th Feb 2020

QoN RBV re DCC Brooke St etc Seasonal Workers accommodation send

ROBERT B. VELLACOTT _ FINANCIAL RATEPAYER
11 COCKER PLACE DEVONPORT

QUESTIONS ON NOTICE FOR THE DEVONPORT CITY COUNCIL ORDINARY MEETING 24TH FEBRUARY 2020

Mayor, Councillors and General Manager

Subject - Seasonal Workers accommodation compliance and possible conflicts of interest.

Preamble - It would be appreciated if all Councillors, where appropriate, would have direct input and respond to the questions asked.

Due to the fact that there has been, arguably some blatant, exploitation in regard to the housing of seasonal workers in the region, as reported in not only the local but also national media, the absolute adverse publicity and poor image being presented that reflects against not only the local region but also the rest of Tasmania, I ask the following questions –

Question1. - Pertains to the recently approved and constructed seasonal farm workers accommodation units at Brooke St. East Devonport.

(a)– Will all councillors, who were requested by a ratepayer at the DCC meeting 28 Jan 2020, inform if they have visited the site to see firsthand (from at least the road side) the pathetic conditions therein?

(b) When was the last inspection of this property made by the appropriate council officers to ensure that the property grounds, buildings and other infrastructure are in compliance with all approvals and regulations?

(c) Who conducted the inspection if any?

(d) If there was any non compliance issues please inform the details and what action has or will be taken to ensure compliance.

Q2. - Pertains to other known existing accommodation for seasonal farm workers in the Devonport Municipality.

(a) Does council have a register of these and other like properties? And

(b) a policy in regard to a regular inspection to ensure all are in compliance ?

(c) Has council been informed of properties that may have possible overcrowding or other issues? And

(d) If so has council investigated same to ensure all reported properties are compliant?

Q3. Does any councillor or any of the senior managers own, have or had a pecuniary or other interest direct or indirect in regard to properties within the region being rented out for seasonal farm workers?

Please include all of the above and responses as appropriate in the Agenda and Minutes for the DCC meeting for 24TH February 2020

R. B. Vellacott - Robert. B. Vellacott - 14th Feb. 2020

3.2.3 Question 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.

4.0 PLANNING AUTHORITY MATTERS

There are no items in this agenda to be considered by Council in its capacity as a Planning Authority.

5.0 REPORTS

5.1 DISABILITY INCLUSION PLAN

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity

SUMMARY

To present the Disability Inclusion Plan 2020-2025 to Council for adoption.

BACKGROUND

Council resolved at their meeting held 25 November 2019 (Min No 242/19 refers) to receive and note the report relating to the draft Disability Inclusion Plan and release the Strategy for a 60-day public consultation period.

STATUTORY REQUIREMENTS

There are no specific statutory requirements relating to this report.

DISCUSSION

The purpose of the Disability Inclusion Plan is to ensure that the full range of Council information, services and facilities are available to all community members.

The draft plan was developed by a working group comprising key disability advocates, service providers, the Liveable City Special Interest Group and community members. The group reflected on community concerns and considered opportunities in line with the Plan's objectives, assets of the local community, and budget options.

The Plan presents 37 actions grouped into four focus areas. These are:

1. Participation and Inclusion
2. Communication and Awareness
3. Buildings and Facilities
4. Parking and Mobility

Actions are detailed in the attached Plan.

COMMUNITY ENGAGEMENT

Community feedback on the draft plan was invited between 28 November 2019 and 31 January 2020 inclusive, a period of 65 days. 44 responses to an online and paper-based Easy English survey were received. On average across the 37 actions, 96.57% of respondents were in agreement with proposed actions. The full survey results are attached as well as considered responses for each comment/suggestion. No variations to actions as listed in the draft plan are proposed.

FINANCIAL IMPLICATIONS

Recommended actions in the Plan require resourcing from a range of sources. Many actions will require an allocation in future operational and capital budgets that will be considered on an annual basis as part of Council's budgetary process.

RISK IMPLICATIONS

- Consultation and/or Communication
Given the extensive local community input and interest in improving access and inclusion the community would likely have an expectation that Council delivers a plan reflective of shared concerns and ideas for improvement.
- Reputational Risk
There is a low reputational risk that not having a Disability Inclusion Plan may signal to the community and disability stakeholders that embracing a culture of inclusion is a low priority of Council.

CONCLUSION

The development of the Disability Inclusion Plan 2020-2025 reflects the work of the community, key stakeholders and Council officers to develop opportunities to reduce barriers to participation and increase access to Council services and information, in order to create a more inclusive community. Based on the community feedback received on the draft plan no changes have been made to the proposed actions. The action plan will be reviewed annually with a full review of the Plan to occur in 2025.

ATTACHMENTS

1. Draft Disability Inclusion Plan - Community Survey Results
2. Disability Inclusion Plan Responses to Community Survey Comments
3. Disability Incusion Plan 2020-2025

RECOMMENDATION

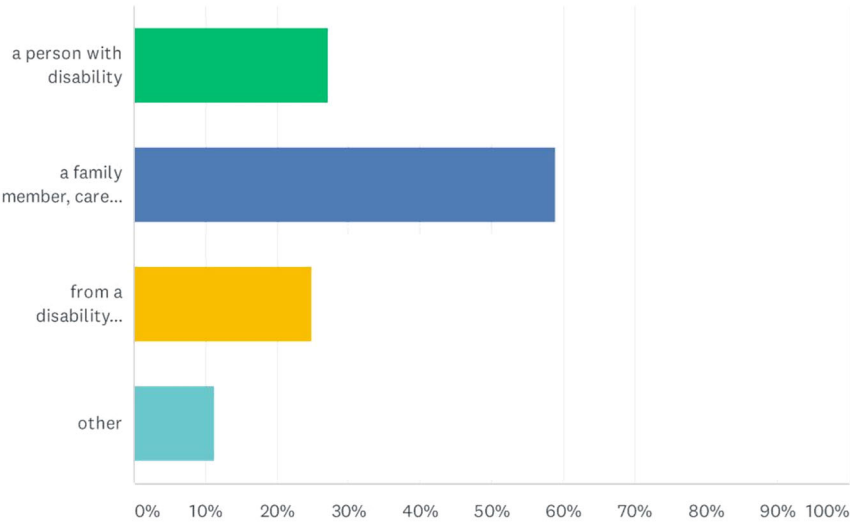
That Council adopt the Disability Inclusion Plan 2020-2025.

Author:	Carol Bryant	Endorsed By:	Matthew Atkins
Position:	Executive Officer Community Services	Position:	General Manager

Disability Inclusion Plan Community Survey

Q1 Are you (you are able to tick more than one box)

Answered: 44 Skipped: 0

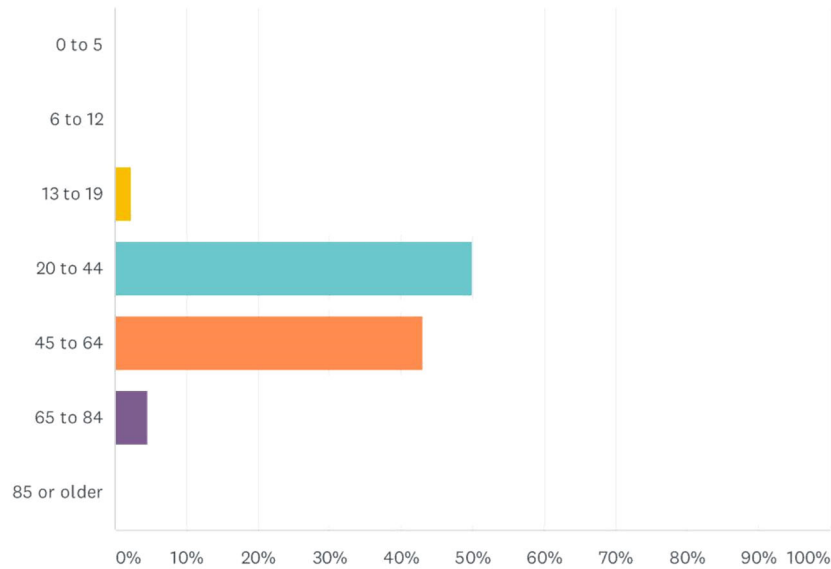


ANSWER CHOICES	RESPONSES	
a person with disability	27.27%	12
a family member, carer, support worker or friend of a person with disability	59.09%	26
from a disability services or advocacy organisation	25.00%	11
other	11.36%	5
Total Respondents: 44		

Disability Inclusion Plan Community Survey

Q2 How old are you?

Answered: 44 Skipped: 0



ANSWER CHOICES	RESPONSES	
0 to 5	0.00%	0
6 to 12	0.00%	0
13 to 19	2.27%	1
20 to 44	50.00%	22
45 to 64	43.18%	19
65 to 84	4.55%	2
85 or older	0.00%	0
TOTAL		44

Disability Inclusion Plan Community Survey

Q3 What town do you live in?

Answered: 44 Skipped: 0

Disability Inclusion Plan Community Survey

#	RESPONSES	DATE
1	Devonport	2/3/2020 9:52 AM
2	Devonport	1/31/2020 12:08 PM
3	Devonport	1/30/2020 4:52 PM
4	Devonport	1/28/2020 2:35 PM
5	Devonport	1/27/2020 10:57 PM
6	Devonport	1/27/2020 8:10 PM
7	Devonport	1/27/2020 1:59 PM
8	Devonport	1/26/2020 11:32 PM
9	Devonport	1/26/2020 4:56 PM
10	Devonport	1/25/2020 12:48 PM
11	Launceston	1/25/2020 7:15 AM
12	Devonport	1/25/2020 12:32 AM
13	Ulverstone	1/24/2020 10:16 PM
14	Ulverstone	1/24/2020 9:49 PM
15	Turners Beach	1/24/2020 9:39 PM
16	Ulverstone	1/24/2020 9:30 PM
17	Devonport	1/24/2020 9:29 PM
18	Devonport	1/24/2020 9:26 PM
19	Burnie	1/24/2020 9:21 PM
20	Devonport	1/24/2020 8:42 PM
21	Devonport	1/24/2020 10:13 AM
22	Devonport	1/9/2020 11:30 AM
23	Devonport	1/9/2020 8:59 AM
24	Devonport	12/5/2019 3:00 PM
25	Devonport	12/5/2019 2:39 PM
26	Launceston	12/5/2019 8:47 AM
27	Spreyton	12/5/2019 8:42 AM
28	Burnie	12/5/2019 8:16 AM
29	Kindred	12/5/2019 7:44 AM
30	Devonport	12/5/2019 7:22 AM
31	Latrobe	12/4/2019 9:10 PM
32	Devonport	12/4/2019 8:05 PM
33	Devonport	12/3/2019 11:16 PM
34	Sheffield	12/3/2019 4:32 PM
35	Devonport	12/3/2019 3:42 PM
36	Sulphur Creek	12/3/2019 2:25 PM
37	Devonport	12/3/2019 2:16 PM
38	Devonport	12/3/2019 12:42 PM
39	Ulverstone	12/3/2019 7:47 AM
40	Devonport	11/29/2019 12:04 PM

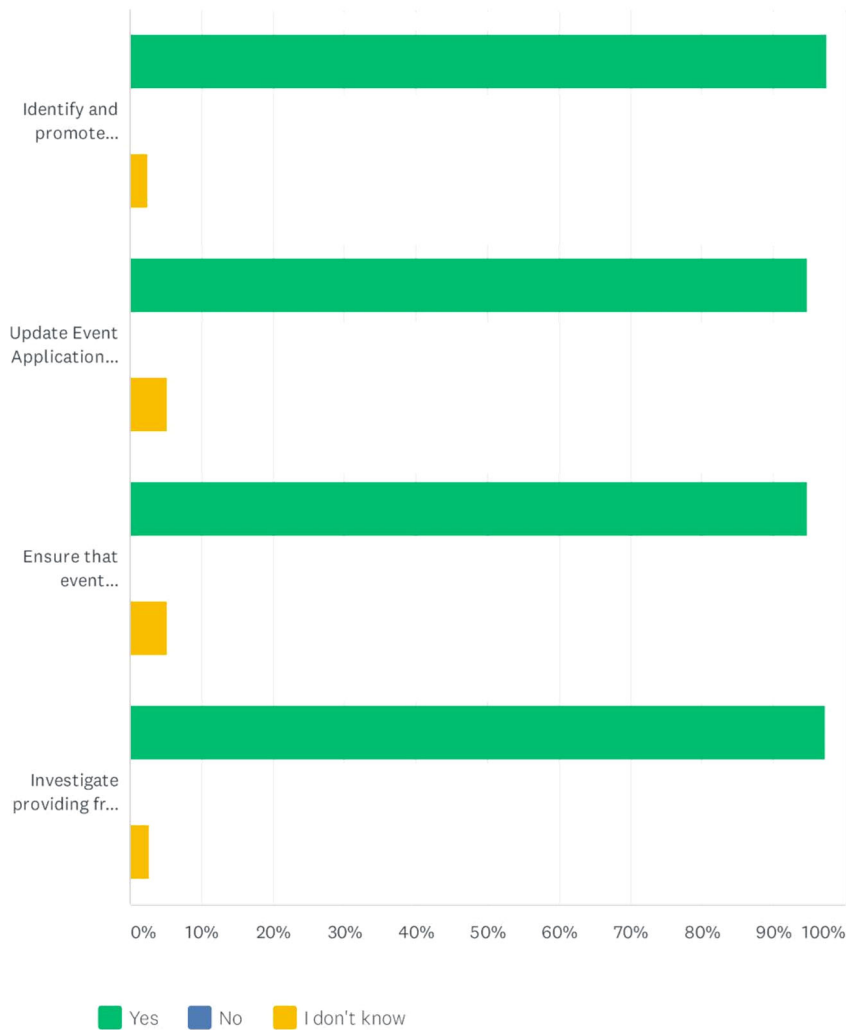
Disability Inclusion Plan Community Survey

41	Ambleside	11/29/2019 7:33 AM
42	East Devonport	11/28/2019 9:14 PM
43	devonport	11/28/2019 5:22 PM
44	Spreyton	11/28/2019 10:43 AM

Disability Inclusion Plan Community Survey

Q4 Do you support the following actions to improve accessibility of Council's events?

Answered: 39 Skipped: 5



	YES	NO	I DON'T KNOW	TOTAL
Identify and promote opportunities for people with disability to attend, perform, participate in planning, or volunteer at public events (eg Jazz Festival, New Year's Eve event, Food and Wine Festival)	97.44% 38	0.00% 0	2.56% 1	39
Update Event Application Pack for community event organisers to include accessibility when planning and holding events	94.87% 37	0.00% 0	5.13% 2	39
Ensure that event information is provided in an accessible format where possible (eg captioning, audio)	94.87% 37	0.00% 0	5.13% 2	39
Investigate providing free admission to council events and programs for the companion of any person holding a valid Companion Card	97.37% 37	0.00% 0	2.63% 1	38

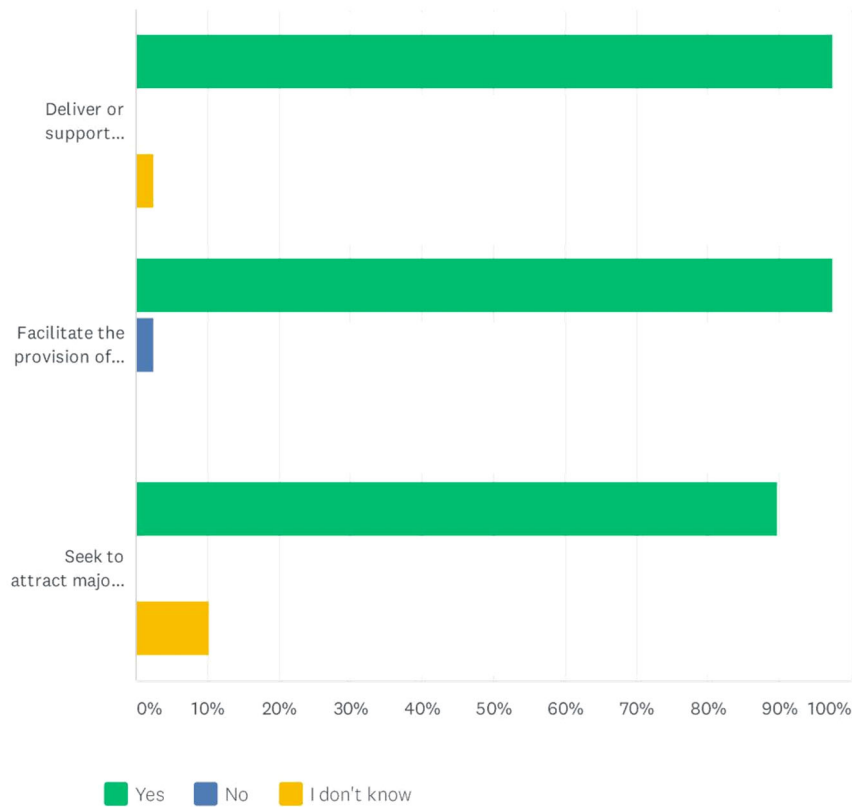
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Consider professional development for subsidiary providers to events in the areas of disability awareness.	1/31/2020 1:12 PM
2	This is a no brainer. Any good council or organisation would be doing this already. Rather than just saying lets do it, we should be looking at what is currently being done and what the gap is between where we should be. Not a huge gap at all I would think.	1/30/2020 5:02 PM
3	Open more inclusive Job opportunities for people with Intellectual Impairments and Autism within in the Council	1/9/2020 9:16 AM
4	In the Event Application Pack and Council policies, firmly state that the Council expects organisers of events held in its area to make their events accessible to all residents and visitors and will not approve use of Council facilities unless it is satisfied that organisers have made their best efforts and can explain their shortcomings. This is consistent with the Disability Discrimination Act, in which; - non-discrimination is expected; - those who cannot provide it must convince the Human Rights Commission that they cannot make 'reasonable adjustments' without 'unjustified hardship' and; -in extreme cases, wish to apply for an exemption which, if granted, will be as limited in duration and scope as possible.	12/5/2019 9:08 AM
5	Companion card holders definitely should be admitted to events for free. They are working and supporting the disabled person to attend an event they would not otherwise be able to go to (so lost revenue from event holder if they don't go) and companion card holder would not be attending the event otherwise. (they would be working with the disabled person doing something else at that time if the disabled person did not attend event.	12/5/2019 8:57 AM
6	So many Community Events do not know anything about the Companion Card nor what it represents. Ensuring that Community Representatives and Events CoOrdinators ect. are informed of what the Card represents would allow for smoother entrance into a payed event.	12/3/2019 11:26 PM
7	It is very important to provide accessibility to as many events as possible, disability parking or drop zones are also important as our family often doesn't attend community events due to this issue.	12/3/2019 3:48 PM
8	People with disabilities should have the ability to participate or watch social events. To enable this to happen in a lot of circumstances a companion is required. Said companion should not have to pay as they may have no interest in the event but be accompanying the disabled person either in a work capacity, family member or friend.	12/3/2019 2:32 PM

Disability Inclusion Plan Community Survey

Q5 Do you support the following actions to tailor programs to be inclusive of all abilities?

Answered: 39 Skipped: 5



	YES	NO	I DON'T KNOW	TOTAL
Deliver or support activities and events celebrating community diversity	97.44% 38	0.00% 0	2.56% 1	39
Facilitate the provision of supportive equipment for people with disability to trial new activities.	97.44% 38	2.56% 1	0.00% 0	39
Seek to attract major sporting and cultural events involving participants with a disability (to increase community awareness about opportunities and achievements of people with disability).	89.74% 35	0.00% 0	10.26% 4	39

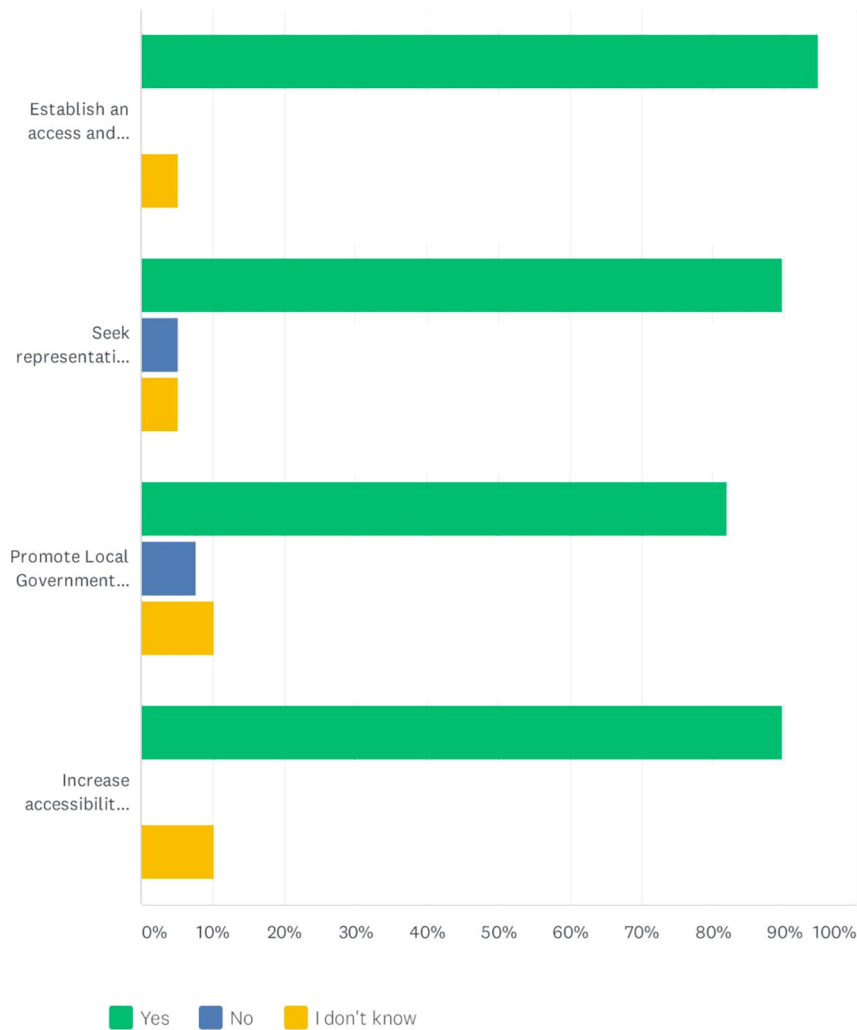
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Firstly it is disgusting that at least 40% of the 36 council workers surveyed admitted to knowing nothing about diversity and equal opportunity and these 36 would no doubt have been office workers. Get it sorted! Diversity is law and should be automatic. Plenty of events in dport to facilitate people with a disability.	1/30/2020 5:02 PM
2	Care needs to be taken to use facilities already available and to have them updated for handicap-access. Dont build complete new facilities, make what we have useable for all.	1/26/2020 5:04 PM
3	If this will be of long term benefit for meaning for employment for people with Disabilities	1/9/2020 9:16 AM
4	Supportive equipment should be supported by the people and processes to ensure it can do its job well.	12/5/2019 9:08 AM
5	It's important to not make a fan fare out of providing inclusive events and access. We all have different abilities and no one wants a big deal made out of council doing what's necessary for all people in out community.	12/3/2019 3:48 PM
6	By providing equipment to enable people with disabilities to participate it makes them feel like an equal and like they matter. This helps both mentally and physically as they will get out and about more.	12/3/2019 2:32 PM

Disability Inclusion Plan Community Survey

Q6 Do you support the following actions to engage more people with disability in Council's decision making processes?

Answered: 39 Skipped: 5



	YES	NO	I DON'T KNOW	TOTAL
Establish an access and inclusion working group comprising stakeholders representing a range of disability	94.87% 37	0.00% 0	5.13% 2	39
Seek representation on Council's Special Committees to ensure people with a disability are directly involved in decision-making	89.74% 35	5.13% 2	5.13% 2	39
Promote Local Government elections to disability service providers to encourage involvement and participation	82.05% 32	7.69% 3	10.26% 4	39
Increase accessibility of consultation (e.g. consider need for interpreters, accessible venues, accessible information formats etc)	89.74% 35	0.00% 0	10.26% 4	39

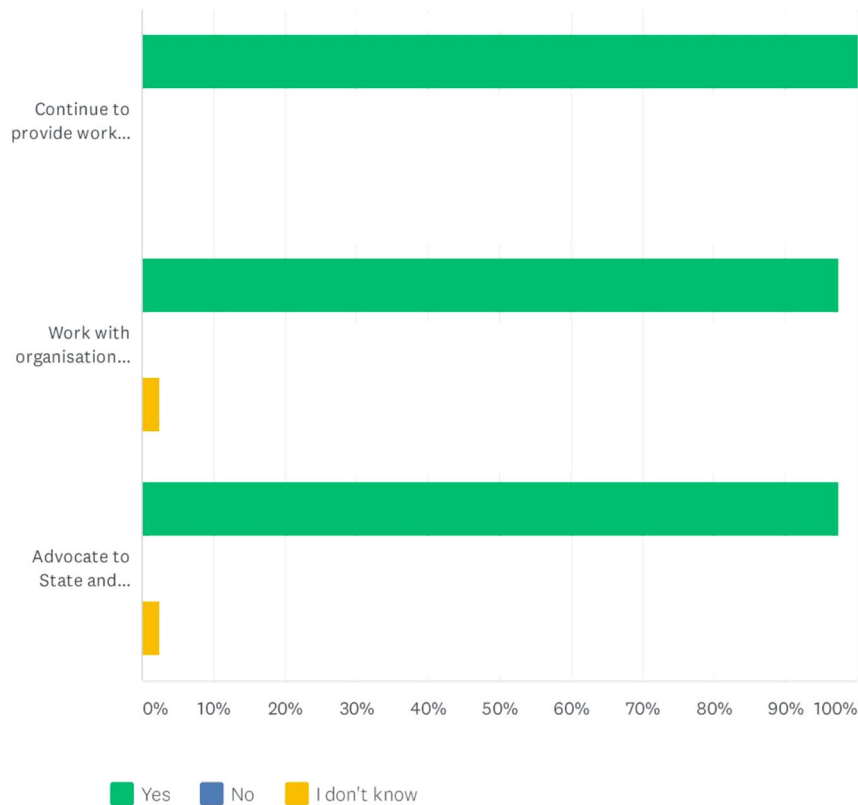
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Working group should have able bodied people as well. Diversity remember! Sounds a bit like a quota system is what you are looking for. Should be best person for the job whether they have a disability or not and the same goes for committees.	1/30/2020 5:02 PM
2	Promoting by local government needs to, if done, be non-political or non-partisan. There should be rules to make sure no political fliers, letters, etc are funneled through providers. Penalties should apply to those who use disabbility service providers as funnel for their political junk mail reaching vulnerable familes. And penalties for lying within any of that infomation.	1/26/2020 5:04 PM
3	Absolutely, this should already be implemented and a normal part of a inclusive society.	1/9/2020 9:16 AM
4	Great idea to go beyond just one access & inclusion advisory committee by seeking representation on other Council Special Committees. Gets people at the table with the decision makers.	12/5/2019 9:08 AM

Disability Inclusion Plan Community Survey

Q7 Do you support the following actions to increase accessibility of employment, education and training?

Answered: 39 Skipped: 5



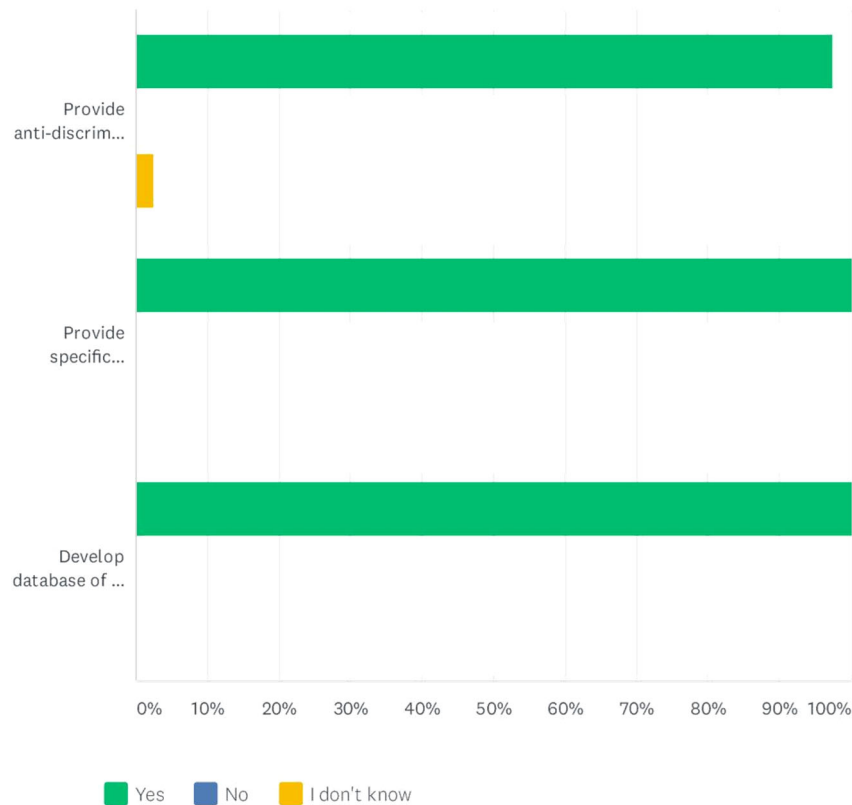
	YES	NO	I DON'T KNOW	TOTAL
Continue to provide work and volunteer opportunities within Council for people of all abilities including work placement	100.00% 39	0.00% 0	0.00% 0	39
Work with organisations to identify volunteering opportunities for people with a disability	97.44% 38	0.00% 0	2.56% 1	39
Advocate to State and Federal Government service providers for accessible education and training opportunities for people with a disability	97.44% 38	0.00% 0	2.56% 1	39

#	FEEL FREE TO COMMENT:	DATE
1	Provide opportunities for personsons of disability to volunteer with appropriate training and skill acquisition in order for the person to be on a pathway to paid employment.	1/31/2020 1:12 PM
2	as long as the council do not set a quota for any set positions. see above comment.	1/30/2020 5:02 PM
3	Absolutely and If you need help to do this let me know.	1/9/2020 9:16 AM
4	Council should consider an affirmative action plan to hire and enable its employees with disabilities. The plan should include a quota or at least an aspiration to have the workforce match the profile of residents with disabilities of working age i.e. the Council should look like its community.	12/5/2019 9:08 AM

Disability Inclusion Plan Community Survey

Q8 Do you support the following actions that aim to improve Council staff capacity to understand and engage with all community members

Answered: 39 Skipped: 5



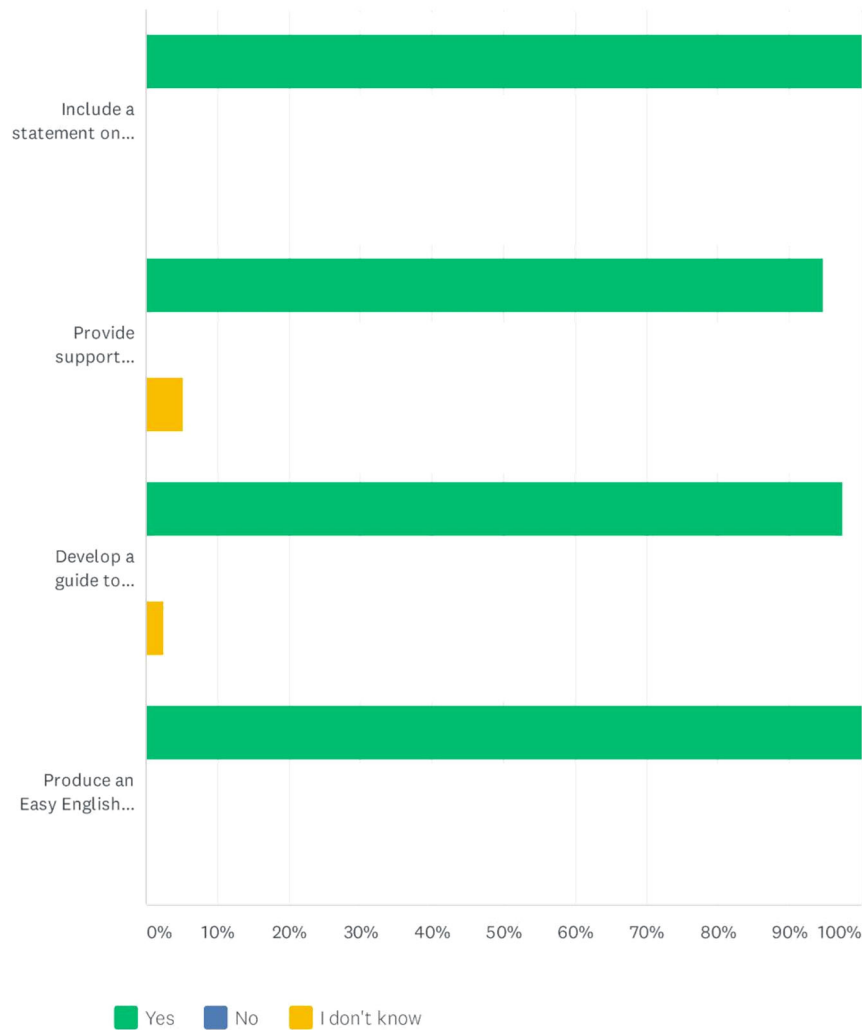
	YES	NO	I DON'T KNOW	TOTAL
Provide anti-discrimination training to Council staff and elected members, consider including volunteers	97.44% 38	0.00% 0	2.56% 1	39
Provide specific training tailored for staff in different areas, such as communication for front counter staff, accessible information for web /social media designers	100.00% 39	0.00% 0	0.00% 0	39
Develop database of key disability contacts and services to assist Council staff to build a network of support	100.00% 39	0.00% 0	0.00% 0	39

#	FEEL FREE TO COMMENT:	DATE
1	surely the first dot point is already mandatory. If not what are the council playing at?	1/30/2020 5:06 PM
2	Why is any of this in a survey? It's all common sense.	1/27/2020 8:15 PM
3	Create more inclusive Job opportunities for meaningful work for people with disabilities. Not just Smoke and Mirrors.	1/9/2020 9:22 AM
4	Include inclusive practice as an assessment criterion in performance assessment and in employee recognition / reward programs.	12/5/2019 9:20 AM

Disability Inclusion Plan Community Survey

Q9 Do you support the following actions to improve the accessibility of Council information?

Answered: 39 Skipped: 5



	YES	NO	I DON'T KNOW	TOTAL
Include a statement on Council's website and public documents to encourage people to contact Council if they need an alternative means of communication (e.g. face to face, phone, Auslan, Email, interpreters)	100.00% 39	0.00% 0	0.00% 0	39
Provide support materials, and training where required, for staff to prepare all public documents and correspondence in plain English	94.87% 37	0.00% 0	5.13% 2	39
Develop a guide to assistive technology and accessible format services, such as AUSLAN, Hearing Loop availability, captioning, audio description and Easy Read document providers	97.44% 38	0.00% 0	2.56% 1	39
Produce an Easy English guide to living in Devonport (includes essential information, uses colours and images to make information clear)	100.00% 39	0.00% 0	0.00% 0	39

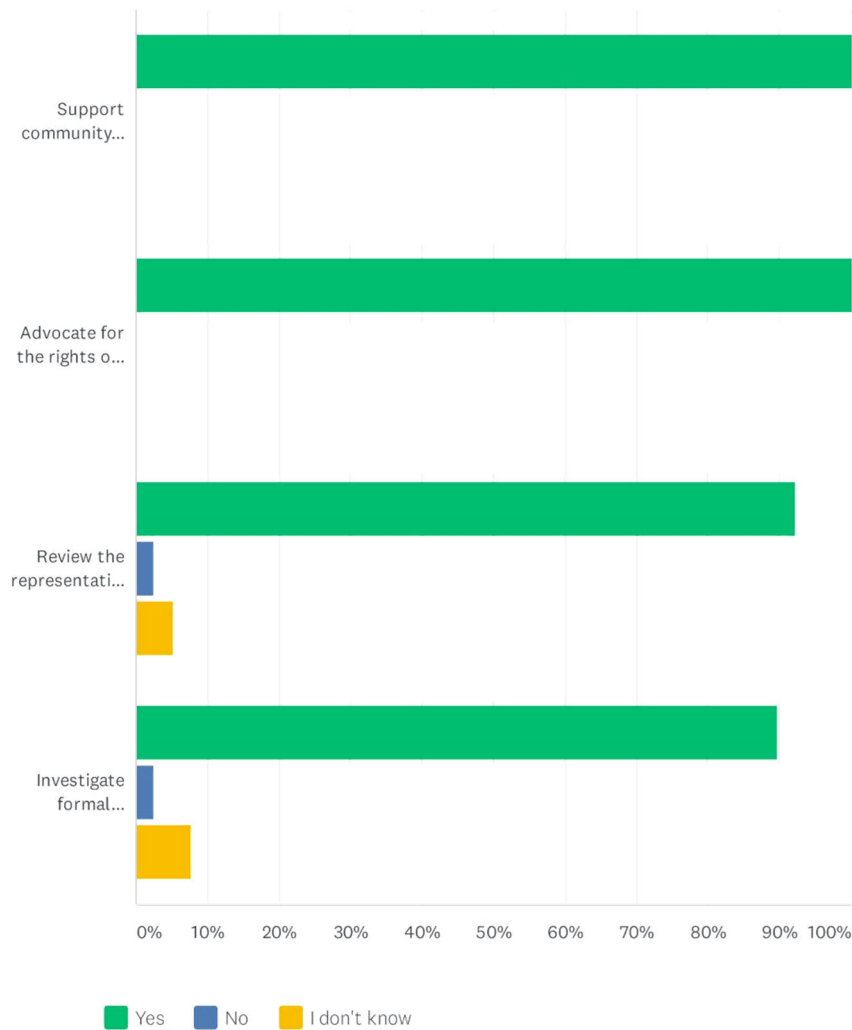
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Consider the prospect that Devonport will be increasing in its cultural diversity'	1/31/2020 1:19 PM
2	Plain english is good but there is a fine line between that and dumbing it down. Please make sure the plain english isnt belittling or demeaning.	1/26/2020 5:07 PM
3	The money is there to provide inclusive Communication tools etc. Just do It.	1/9/2020 9:22 AM
4	Do not limit accessibility requirement to public documents and correspondence. A citizen may ask for internal documents under F.O.I. laws. Also, if everyone routinely prepares all documents so that they are accessible and ready to be turned into alternative formats, best practice is more likely to become routine and training more likely to be applied. Provide support materials and training where required for staff to prepare all documents in formats that can be efficiently and accurately rendered in accessible formats e.g. use of style sheets in word processors, use of templates designed to be accessible. Provide a budget and guidance for use of external consultants on assistive technology. This is essential because the field is changing rapidly.and because, quite often, expert help may be needed to tailor the technology for the particular user.	12/5/2019 9:20 AM

Disability Inclusion Plan Community Survey

Q10 Do you support the following actions that aim to foster a community culture that embraces people of all abilities?

Answered: 39 Skipped: 5



	YES	NO	I DON'T KNOW	TOTAL
Support community groups and organisations with disability awareness raising activities/events	100.00% 39	0.00% 0	0.00% 0	39
Advocate for the rights of people with a disability through any consultation with Commonwealth Government, State Government, transport operators, building developers and business owners as required	100.00% 39	0.00% 0	0.00% 0	39
Review the representation of the City's diverse population in Council's marketing material and activities	92.31% 36	2.56% 1	5.13% 2	39
Investigate formal recognition of community organisations and local businesses that recognise and celebrate access and inclusion	89.74% 35	2.56% 1	7.69% 3	39

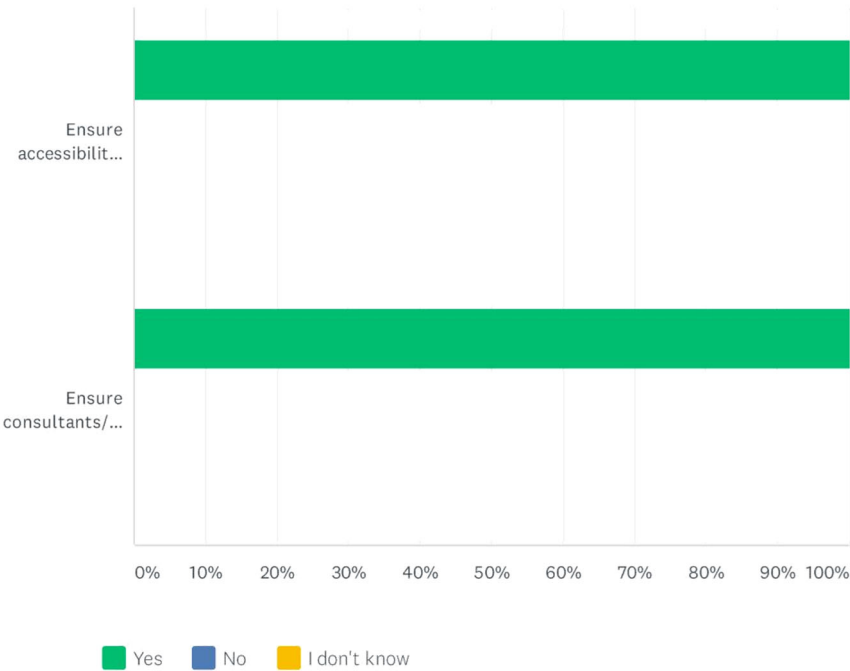
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	with the last dot point you must ensure that it does not have a reverse effect on the people with disabilities by making them feel that they have been given special treatment because of their disability. This is the worst possible outcome.	1/30/2020 5:06 PM
2	Dear Devonport council I am writing to you in support of inclusion. I would like to see programmes such as a dark sensory room be made accessible for people with either dementia or autism. An inclusive playground where people of all disabilities can engage in swings, spinning circles etc. And also a sensitivity garden with a bare foot path, raised and accessible garden beds for people in wheel chairs to engage in garden/sand or water activities. Wheel chair access all the way to the sea at the bluff beach. Regards, Natasha Smith.	1/26/2020 11:45 PM
3	These must be real and measurable outcomes. I want to see it and feel it not just have a bunch of words on paper to say you are doing it.	1/9/2020 9:22 AM

Disability Inclusion Plan Community Survey

Q11 Do you support the following actions to ensure new Council developments are accessible

Answered: 37 Skipped: 7



	YES	NO	I DON'T KNOW	TOTAL
Ensure accessibility compliance of new infrastructure as per relevant legislation, standards and codes	100.00% 37	0.00% 0	0.00% 0	37
Ensure consultants/contractors address access/inclusion in planning design and construction	100.00% 37	0.00% 0	0.00% 0	37

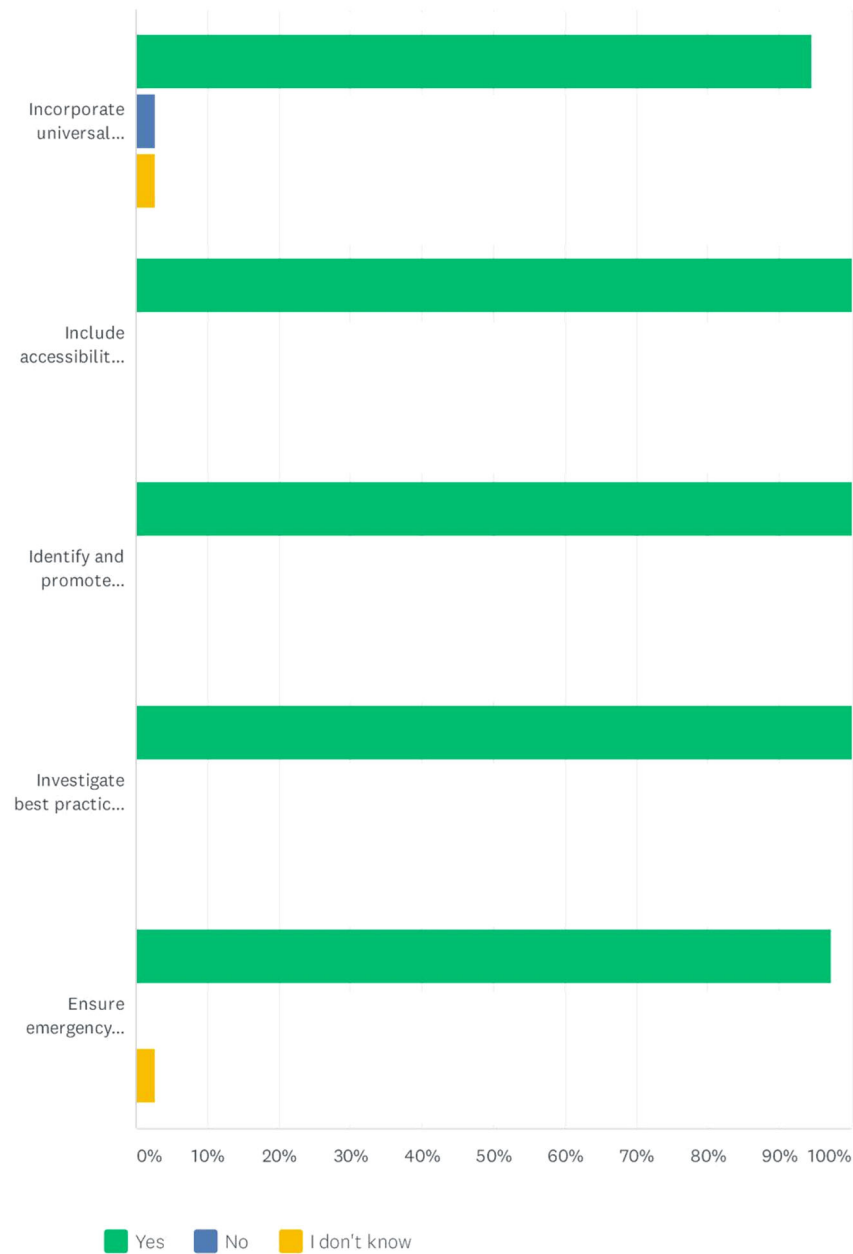
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Public access ways and footpaths that are consistently considered by builders as their working areas and parking locations needs to be addressed.	1/31/2020 1:27 PM
2	Should not even be here. This should already be mandatory	1/30/2020 5:09 PM
3	Ensure that when designing an area specifically for people living with disabilities that you consult with them on the practical usability of designs. For example proper ventilation in bathrooms so that you do not have to use fragrance dispensers to make up for poor design. When you need to use the railed toilet for safety reasons you don't want to be squirted by random fragrances, particularly when you are allergic to sulphur, pine, lavender etc. Cleaning with steam instead of chemicals etc.	1/25/2020 1:08 PM
4	Yes and be open to all contractors and consultants just not your Mates in Business. The contractors and business that are contracted to perform the works MUST BE Inclusive employers that have a min of 30% workforce with disabilities.	1/9/2020 9:31 AM
5	Minor glitch, whcih I think is addressed by the questions themselves: The page begins by saying that the Council's role in ensuring an accessible physical environment is to monitor new developments... etc. The Council's role goes beyond monitoring in areas for which it has regulatory responsibility e.g. planning approvals. If a Council fails to use its powers to prevent discrimination when it could have done so, it may be vicariously liable for disability discrimination. The proposed actions in Q11 seem to agree with what I have said.	12/5/2019 9:40 AM
6	Equal access means that every building in our city should be accessible to everyone who wishes to enter, sadly this is not always the case. It should be a given going forward.	12/3/2019 11:35 PM

Disability Inclusion Plan Community Survey

Q12 Do you support the following actions to continually improve access to existing Council infrastructure?

Answered: 37 Skipped: 7



Disability Inclusion Plan Community Survey

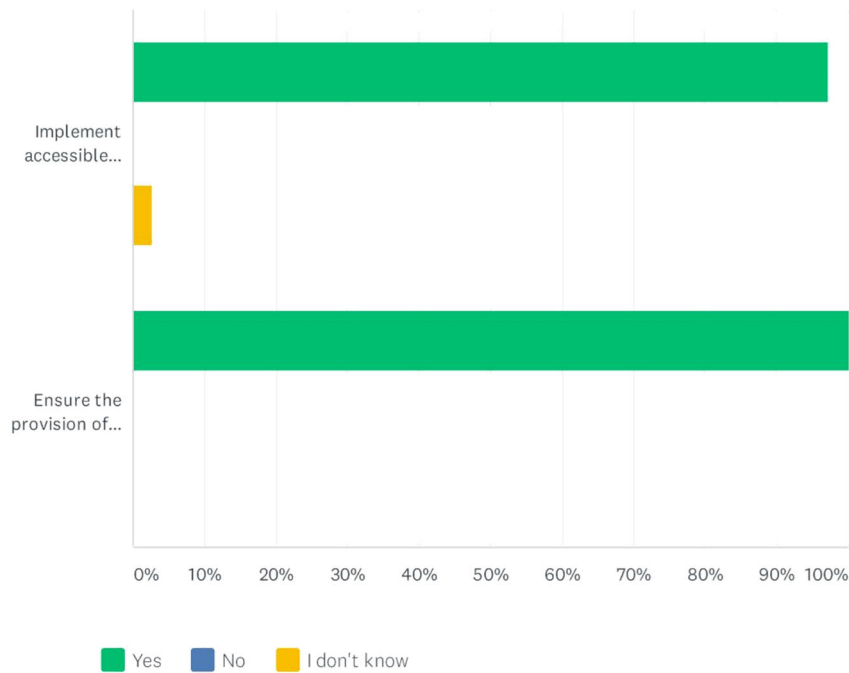
	YES	NO	I DON'T KNOW	TOTAL
Incorporate universal design principles in upgrades of buildings, toilets, streetscapes, parks, play spaces, fitness equipment stations, signage, and public spaces	94.59% 35	2.70% 1	2.70% 1	37
Include accessibility/inclusion as part of criteria when assessing projects for renewal	100.00% 37	0.00% 0	0.00% 0	37
Identify and promote appropriate, accessible recreation routes / pathways; seek funding for enhancements	100.00% 37	0.00% 0	0.00% 0	37
Investigate best practice way-finding principles to allow everyone to safely access buildings and streetscapes in accordance with Council's Signage Strategy	100.00% 37	0.00% 0	0.00% 0	37
Ensure emergency evacuation procedures for Council buildings (and for city-wide emergencies) include safeguards and management of people with disability	97.30% 36	0.00% 0	2.70% 1	37

#	FEEL FREE TO COMMENT:	DATE
1	All the above, however, there is a limit as to what can be done realistically. There will be instances where a person with a disability will miss out due to cost, time, or simply value for money and other factors. Everyone must have a common sense approach.	1/30/2020 5:09 PM
2	Universal design leaves less room for innovation.	1/26/2020 5:09 PM
3	Keep pathways smooth, and in good repair, so that people don't fall, and those in chairs aren't jolted which can cause bone pain. Make sure ramps at pedestrian crossings match up with the area you want them to walk in. Don't place poles in the middle of footpaths. Ensure vehicles are not parked on paths, this causes the disabled elderly and those with prams to have no option than to use the road instead because it's not passable.	1/25/2020 1:08 PM
4	MAKE IT MEASURABLE "According to Australian and International Standards not just Davenport Standards this is way to limited".	1/9/2020 9:31 AM
5	Accessible areas for fishing for people with mobility issues are hard to find and need to be improved	12/5/2019 9:02 AM
6	Please consider young people with disabilities! They like to play as much as "normal" children!	12/3/2019 3:51 PM

Disability Inclusion Plan Community Survey

Q13 Do you support the following actions to improve the accessibility of parking?

Answered: 36 Skipped: 8



	YES	NO	I DON'T KNOW	TOTAL
Implement accessible parking improvements in the Council's Parking Strategy 2016-2021:- Review pricing for disabled parking bays- Continue to ensure that an adequate provision of disabled parking bays is provided in convenient locations- Review of bus shelters in Devonport for compliance and prioritisation of improvements	97.22% 35	0.00% 0	2.78% 1	36
Ensure the provision of adequate accessible parking spaces (including drop off/pick up zones) at all Council and large community events	100.00% 35	0.00% 0	0.00% 0	35

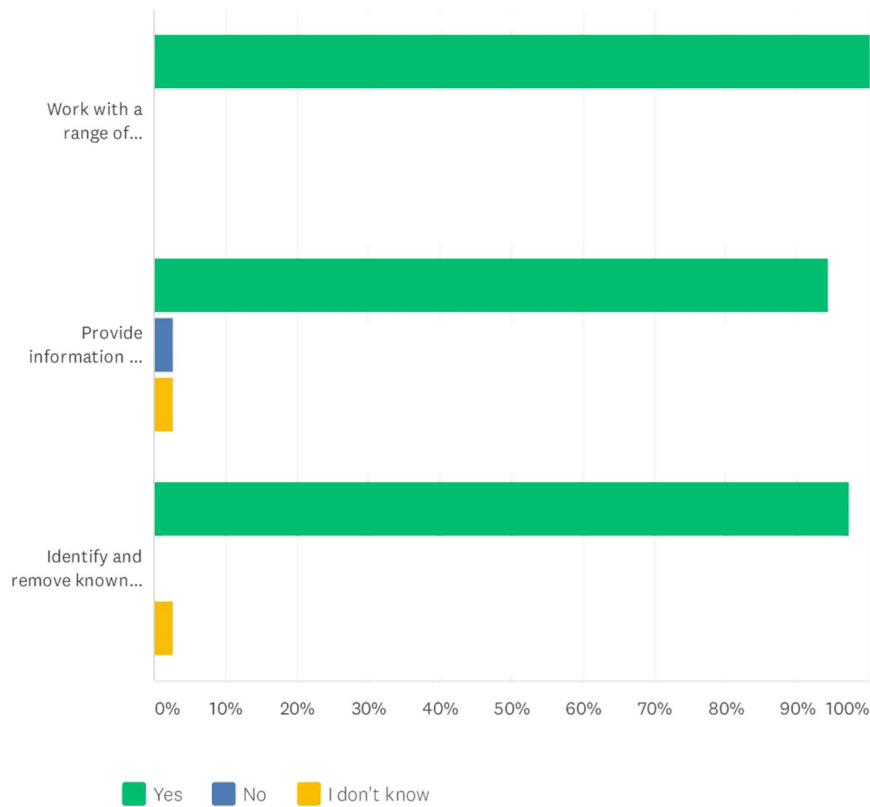
Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT:	DATE
1	Seems fair however the biggest problem is that the current bays for disabled people are not wide enough.	1/30/2020 5:12 PM
2	There is not enough disabled parking and if you hold a permit card we should never have to pay for parking anywhere. We are disabled, this cannot be helped.	1/24/2020 9:44 PM
3	Growth and improvement is required in these areas	1/9/2020 9:35 AM
4	Bus shelters need to be installed to encourage use of the bus by all, not just disabled people. A bus shelter need to be erected at the Bus Stops Outside Devonfield particularly, as their participants use the buses regularly and at times have no choice but to stand in the wind and rain to catch the bus if they want to go somewhere.	12/5/2019 9:37 AM
5	We need access to public transport for people with mobility issues! Wheelchair access on our buses.	12/3/2019 3:56 PM
6	Under current council practices people who have a disability pension receive a parking permit. In my case I have a low income concession card but prior to my accident took out income protection. I believe there are people in my circumstances who have disabilities but don't receive the pension due to income protection but still have low incomes. We should have access to the parking permits as quite often I can not get a disabled park and due to lower limb paralysis have to park on metres close to stores as I am on walking frames/sticks. We still have low incomes but shouldn't be disadvantaged because we paid to have some income not provided by the government yet low anyway.	12/3/2019 2:38 PM

Disability Inclusion Plan Community Survey

Q14 Do you support the following actions to enhance public transport and mobility options?

Answered: 36 Skipped: 8



	YES	NO	I DON'T KNOW	TOTAL
Work with a range of stakeholders to improve public transport options for people with disability	100.00% 36	0.00% 0	0.00% 0	36
Provide information on the accessibility of Council facilities and services (e.g. via an online map) to assist trip planning for residents and visitors	94.44% 34	2.78% 1	2.78% 1	36
Identify and remove known infrastructure barriers to accessibility (e.g. stairs, narrow or steep paths etc), in line with the Pedestrian Strategy	97.22% 35	0.00% 0	2.78% 1	36

Disability Inclusion Plan Community Survey

#	FEEL FREE TO COMMENT	DATE
1	common-sense approach	1/30/2020 5:12 PM
2	Saying yes to everything here. Who's stupid idea was it to make a survey for something that should obviously just be done?	1/27/2020 8:18 PM
3	Public transport should be improved for everybody. It is currently minamal and could be much more convenient.	1/26/2020 5:12 PM
4	Buses need to regularly go to the pool not just in school holidays, not just day time, include the night time to allow for flexibility in life. Would be nice if buses did a church and market run on Sunday.	1/25/2020 1:34 PM
5	Create a inclusive workforce to complete these works one with a min of 30% of people with disabilities (paid meaningful Work)	1/9/2020 9:35 AM
6	Bring it on Devonport City Council, what a great way to make our City even better!	12/3/2019 11:38 PM

Disability Inclusion Plan Community Survey

Q15 Do you have any further comments about the draft Disability Inclusion Plan or ways Council can make Devonport more inclusive?

Answered: 13 Skipped: 31

Disability Inclusion Plan Community Survey

#	RESPONSES	DATE
1	Advertise/promote the necessity to pick up your dog(s) faeces from footpaths. This is a real problem for those with visual impairment. There needs to be a continual reminder to dog owners of the problem and embarrassment for some with poor sight with dog excrement stuck to their foot of their cane! There is inadequate signage re dogs on/off leashes at the Don pool reserve areas along both tracks to Coles Beach. With multiple entry points to both these paths there are no signs (except near dog fenced park) along either track. I had the recent experience while walking with my blind granddaughter of a large dog charging past us and then turning to playfully jump on us. The lady (in running gear) apologised and hadn't seen any signage when told her dog should be on the lead she was carrying. She jogged off with her dog still running free.	2/3/2020 10:04 AM
2	Public accessways and footpaths to be monitored and kept clear to allow safe access to persons of disability. Appropriate maintenance of footpaths for trip hazards. Avoid the use of inaccessible touch screens as used by Service Tasmania in their queuing system.	1/31/2020 1:36 PM
3	Is this a tick and flick process only. When only 45 people turn up to 5 workshops and around 30 of that was to the first meeting. When the council gets serious I will have a far greater input. Scott Whiley	1/30/2020 5:12 PM
4	Have more common sense in the future maybe? Move forward with way if thinking, less surveys less talk more action.	1/27/2020 8:18 PM
5	Parks to have more playground equipment accessible to people with a disability. I.e, a liberty swing and herdy gerdys made for people in wheel chairs. A sensory garden with a bare foot path Raised garden beds made inclusive of people in a wheel chair. Wheelchair access all the way down to the sea at bluff beach. Sensory room in the paranapple building for people with Autism or dementia.	1/27/2020 12:01 AM
6	Make sure that people with disability and disease are always seen as a person first, treat them the way you would want to be treated. If you don't know what a person needs just ask. If someone in a wheelchair, on crutches, with walking frame, or using a walking stick comes into an event or to use a service make sure they know what facilities are available for them. Can you ask for a review of how doctors use service Tas rulings/guidelines on driving to bully people into treatments that are not right for them. Could you ask to have a review on the transparency of ingredients used in medications, at present it's very difficult for people with allergies/intolerances to know what is safe to use and what is not safe to use because not all ingredients used in the production of medications are listed. The doctors database only shows up active ingredients so if your allergy is to something in the excipient (inactive) ingredients those used to deliver the active ingredient then you keep getting adverse reactions. When a company changes any ingredient in the medication it should mean the packaging changes colour to prompt patients to check what those different ingredients are so they can avoid being made more ill by the medications that are supposed to help. It would be great if there was an app that you could scan a medications barcode or unique ID number and it bring up the information regarding what is in it, the information sheet that used to come with medications including safe use, side effects and interactions so people can be fully aware of what they are putting into their bodies to avoid adverse reactions.	1/25/2020 1:34 PM
7	You need to upgrade the disability toilets in town. For older children who need to be change there is no area for this to happen, in a clean involvement, trying to change a older child standing up is hard.	1/24/2020 8:54 PM
8	Some of these question shouldn't the practice be in place already,.	1/24/2020 10:19 AM
9	I found this survey by accident, I do hope it has been distributed more opening across Devonport for the Residents of Devonport to complete.	1/9/2020 9:35 AM
10	This plan should already be implemented, why has it taken so long?	12/5/2019 3:05 PM
11	The authors have obviously thought long and hard about the plan. It seems to include the full scope of Council's own activities and its role as a regulator and community leader. It's a truly great start. Well done!	12/5/2019 9:44 AM
12	Again stressing the importance of positive visibility and representation for people so they feel seen, supported and valued and can see themselves in these representations around the community.	12/3/2019 2:32 PM
13	Sounds great, hope it all happens.	11/29/2019 12:11 PM

Disability Inclusion Plan 2020-2025 – Responses to Community Comments Received on Draft Plan

Q4. Do you support the following actions to improve accessibility of Council's events?

- 1.1 Identify and promote opportunities for people with disability to attend, perform, participate in planning, or volunteer at public events (e.g. Jazz Festival, New Year's Eve event, Food and Wine Festival)
- 1.2 Update Event Application Pack for community event organisers to include accessibility when planning and holding events
- 1.3 Ensure that event information is provided in an accessible format where possible (e.g. captioning, audio)
- 1.4 Investigate providing free admission to council events and programs for the companion of any person holding a valid Companion Card

Survey Comments		Response
1	Consider professional development for subsidiary providers to events in the areas of disability awareness.	Consider in delivery of Action 1.2: improvements to event planning
2	This is a no brainer. Any good council or organisation would be doing this already. Rather than just saying lets do it, we should be looking at what is currently being done and what the gap is between where we should be. Not a huge gap at all I would think.	Comment noted
3	Open more inclusive Job opportunities for people with Intellectual Impairments and Autism within in the Council	Councils provides work opportunities for people of all abilities as per Action 1.12, Council's recruitment process is based upon the principles of merit, equal employment opportunity and confidentiality as per Council's Recruitment & Selection Policy.
4	In the Event Application Pack and Council policies, firmly state that the Council expects organisers of events held in its area to make their events accessible to all residents and visitors and will not approve use of Council facilities unless it is satisfied that organisers have made their best efforts and can explain their shortcomings. This is consistent with the Disability Discrimination Act, in which; - non-discrimination is expected; - those who cannot provide it must convince the Human Rights Commission that they cannot make 'reasonable adjustments' without 'unjustified hardship' and;	Consider in delivery of Action 1.2: improvements to event planning

Survey Comments		Response
	-in extreme cases, wish to apply for an exemption which, if granted, will be as limited in duration and scope as possible."	
5	Companion card holders definitely should be admitted to events for free. They are working and supporting the disabled person to attend an event they would not otherwise be able to go to (so lost revenue from event holder if they don't go) and companion card holder would not be attending the event otherwise. (they would be working with the disabled person doing something else at that time if the disabled person did not attend event.	Comment relating to Action 1.4
6	So many Community Events do not know anything about the Companion Card nor what it represents. Ensuring that Community Representatives and Events Coordinators etc. are informed of what the Card represents would allow for smoother entrance into a payed event.	Comment relating to Action 1.4
7	It is very important to provide accessibility to as many events as possible, disability parking or drop zones are also important as our family often doesn't attend community events due to this issue.	Comment relating to Actions 1.1-1.4, 4.2
8	People with disabilities should have the ability to participate or watch social events. To enable this to happen in a lot of circumstances a companion is required. Said companion should not have to pay as they may have no interest in the event but be accompanying the disabled person either in a work capacity, family member or friend.	Comment relating to Action 1.4

Q5. Do you support the following actions to tailor programs to be inclusive of all abilities?

- 1.1 Deliver or support activities and events celebrating community diversity
- 1.2 Facilitate the provision of supportive equipment for people with disability to trial new activities.
- 1.3 Seek to attract major sporting and cultural events involving participants with a disability (to increase community awareness about opportunities and achievements of people with disability).

Survey Comments		Response
9	Firstly, it is disgusting that at least 40% of the 36 council workers surveyed admitted to knowing nothing about diversity and equal opportunity and these 36 would no doubt have been office workers. Get it sorted! Diversity is law and should be automatic. Plenty of events in dport to facilitate people with a disability.	Compulsory anti-discrimination and equal opportunity training is delivered every two years to all DCC staff as per Action 2.1
10	Care needs to be taken to use facilities already available and to have them updated for handicap-access. Don't build complete new facilities, make what we have useable for all.	Comment relating to Actions 3.3-3.6 that focus on improving access to existing infrastructure
11	If this will be of long term benefit for meaningful employment for people with Disabilities	Comment noted
12	Supportive equipment should be supported by the people and processes to ensure it can do its job well.	Consider in delivery of Action 1.6
13	It's important to not make a fan fare out of providing inclusive events and access. We all have different abilities and no one wants a big deal made out of council doing what's necessary for all people in out community.	Consider in delivery of Actions 1.5, 1.7
14	By providing equipment to enable people with disabilities to participate it makes them feel like an equal and like they matter. This helps both mentally and physically as they will get out and about more.	Consider in delivery of Action 1.6

- Q6. Do you support the following actions to engage more people with disability in Council's decision-making processes?
- 1.1 Establish an access and inclusion working group comprising stakeholders representing a range of disability
 - 1.2 Seek representation on Council's Special Committees to ensure people with a disability are directly involved in decision-making
 - 1.3 Promote Local Government elections to disability service providers to encourage involvement and participation
 - 1.4 Increase accessibility of consultation (e.g. consider need for interpreters, accessible venues, accessible information formats etc)

Survey Comments		Response
15	Working group should have able bodied people as well. Diversity remember! Sounds a bit like a quota system is what you are looking for. Should be best person for the job whether they have a disability or not and the same goes for committees.	Consider in delivery of Action 1.8
16	Promoting by local government needs to, if done, be non-political or non-partisan. There should be rules to make sure no political fliers, letters, etc are funnelled through providers. Penalties should apply to those who use disability service providers as funnel for their political junk mail reaching vulnerable families. And penalties for lying within any of that information.	Consider in delivery of Action 1.10
17	Absolutely, this should already be implemented and a normal part of an inclusive society.	Comment noted
18	Great idea to go beyond just one access & inclusion advisory committee by seeking representation on other Council Special Committees. Gets people at the table with the decision makers.	Comment re Action 1.9

Q7. Do you support the following actions to increase accessibility of employment, education and training?

- 1.1 Continue to provide work and volunteer opportunities within Council for people of all abilities including work placement
- 1.2 Work with organisations to identify volunteering opportunities for people with a disability
- 1.3 Advocate to State and Federal Government service providers for accessible education and training opportunities for people with a disability

Survey Comments		Response
19	Provide opportunities for persons of disability to volunteer with appropriate training and skill acquisition in order for the person to be on a pathway to paid employment.	Comment re Action 1.12
20	As long as the council do not set a quota for any set positions. see above comment.	Comment re Action 1.12
21	Absolutely and If you need help to do this let me know.	Comment noted
22	Council should consider an affirmative action plan to hire and enable its employees with disabilities. The plan should include a quota or at least an aspiration to have the workforce match the profile of residents with disabilities of working age i.e. the Council should look like its community.	Comment re Action 1.12 Selection to positions within the Council is based on the principles of merit and the provision of equal employment opportunity, as per Council's Recruitment & Selection Policy. In addition, Council's Equal Employment Opportunity and Diversity Policy is a commitment by the Council to create a workplace that is fair and inclusive and to build a workforce which reflects the diversity of the Devonport community.

Q8. Do you support the following actions that aim to improve Council staff capacity to understand and engage with all community members?

- 2.1 Provide anti-discrimination training to Council staff and elected members, consider including volunteers
- 2.2 Provide specific training tailored for staff in different areas, such as communication for front counter staff, accessible information for web /social media designers
- 2.3 Develop database of key disability contacts and services to assist Council staff to build a network of support

Survey Comments		Response
23	surely the first dot point is already mandatory. If not what are the council playing at?	Comment noted
24	Why is any of this in a survey? It's all common sense.	Comment noted
25	Create more inclusive Job opportunities for meaningful work for people with disabilities. Not just Smoke and Mirrors.	Comment re Action 1.12
26	Include inclusive practice as an assessment criterion in performance assessment and in employee recognition / reward programs.	Considered as part of Council's Equal Employment Opportunity and Diversity Policy

Q9. Do you support the following actions to improve the accessibility of Council information?

- 2.4 Include a statement on Council's website and public documents to encourage people to contact Council if they need an alternative means of communication (e.g. face to face, phone, Auslan, Email, interpreters)
- 2.5 Provide support materials, and training where required, for staff to prepare all public documents and correspondence in plain English
- 2.6 Develop a guide to assistive technology and accessible format services, such as AUSLAN, Hearing Loop availability, captioning, audio description and Easy Read document providers
- 2.7 Produce an Easy English guide to living in Devonport (includes essential information, uses colours and images to make information clear)

Survey Comments		Response
27	Consider the prospect that Devonport will be increasing in its cultural diversity	Comment noted
28	Plain English is good but there is a fine line between that and dumbing it down. Please make sure the plain English isn't belittling or demeaning.	Consider in delivery of Actions 2.5, 2.7
29	The money is there to provide inclusive Communication tools etc. Just do it.	Comment noted
30	Do not limit accessibility requirement to public documents and correspondence. A citizen may ask for internal documents under F.O.I. laws. Also, if everyone routinely prepares all documents so that they are accessible and ready to be turned into alternative formats, best practice is more likely to become routine and training more likely to be applied. Provide support materials and training where required for staff to prepare all documents in formats that can be efficiently and accurately rendered in accessible formats e.g. use of style sheets in word processors, use of templates designed to be accessible. Provide a budget and guidance for use of external consultants on assistive technology. This is essential because the field is changing rapidly and because, quite often, expert help may be needed to tailor the technology for the particular user.	Consider in delivery of Actions 2.4-2.7

Q10. Do you support the following actions that aim to foster a community culture that embraces people of all abilities?

- 2.8 Support community groups and organisations with disability awareness raising activities/events
- 2.9 Advocate for the rights of people with a disability through any consultation with Commonwealth Government, State Government, transport operators, building developers and business owners as required
- 2.10 Review the representation of the City's diverse population in Council's marketing material and activities
- 2.11 Investigate formal recognition of community organisations and local businesses that recognise and celebrate access and inclusion

Survey Comments		Response
31	With the last dot point you must ensure that it does not have a reverse effect on the people with disabilities by making them feel that they have been given special treatment because of their disability. This is the worst possible outcome.	Consider in delivery of Action 2.11
32	Dear Devonport council I am writing to you in support of inclusion. I would like to see programmes such as a dark sensory room be made accessible for people with either dementia or autism.	Refer to proposed access and inclusion working group
33	An inclusive playground where people of all disabilities can engage in swings, spinning circles etc.	Consider in delivery of Action 3.3
34	And also a sensitivity garden with a bare foot path, raised and accessible garden beds for people in wheel chairs to engage in garden/sand or water activities.	Consider in delivery of Action 3.3
35	Wheelchair access all the way to the sea at the bluff beach.	Consider in delivery of Action 3.3, 3.5
36	These must be real and measurable outcomes. I want to see it and feel it not just have a bunch of words on paper to say you are doing it.	Comment noted. Progress reports of outcomes will be tabled annually at Council meetings.

Q11. Do you support the following actions to ensure new Council developments are accessible?

- 3.1 Ensure accessibility compliance of new infrastructure as per relevant legislation, standards and codes
- 3.2 Ensure consultants/contractors address access/inclusion in planning design and construction

Survey Comments		Response
37	Public access ways and footpaths that are consistently considered by builders as their working areas and parking locations needs to be addressed.	Refer to proposed access and inclusion working group
38	Should not even be here. This should already be mandatory	Comment noted
39	Ensure that when designing an area specifically for people living with disabilities that you consult with them on the practical usability of designs. For example proper ventilation in bathrooms so that you do not have to use fragrance dispensers to make up for poor design. When you need to use the railed toilet for safety reasons you don't want to be squirted by random fragrances, particularly when you are allergic to sulphur, pine, lavender etc. Cleaning with steam instead of chemicals etc.	Consider in delivery of Actions 1.8, 3.2
40	Yes and be open to all contractors and consultants just not your Mates in Business. The contractors and business that are contracted to perform the works MUST BE Inclusive employers that have a min of 30% workforce with disabilities.	Council's tendering processes is impartial, open and encourages competition, ethical behaviour and fair dealing as required under the <i>Local Government Act</i> .
41	Minor glitch, which I think is addressed by the questions themselves: The page begins by saying that the Council's role in ensuring an accessible physical environment is to monitor new developments... etc. The Council's role goes beyond monitoring in areas for which it has regulatory responsibility e.g. planning approvals. If a Council fails to use its powers to prevent discrimination when it could have done so, it may be vicariously liable for disability discrimination. The proposed actions in Q11 seem to agree with what I have said.	Comment noted
42	Equal access means that every building in our city should be accessible to everyone who wishes to enter, sadly this is not always the case. It should be a given going forward.	Comment noted

Q12. Do you support the following actions to continually improve access to existing Council infrastructure?

- 3.1 Incorporate universal design principles in upgrades of buildings, toilets, streetscapes, parks, play spaces, fitness equipment stations, signage, and public spaces
- 3.2 Include accessibility/inclusion as part of criteria when assessing projects for renewal
- 3.3 Identify and promote appropriate, accessible recreation routes / pathways; seek funding for enhancements
- 3.4 Investigate best practice way-finding principles to allow everyone to safely access buildings and streetscapes in accordance with Council's Signage Strategy
- 3.5 Ensure emergency evacuation procedures for Council buildings (and for city-wide emergencies) include safeguards and management of people with disability

Survey Comments		Response
43	All the above, however, there is a limit as to what can be done realistically. There will be instances where a person with a disability will miss out due to cost, time, or simply value for money and other factors. Everyone must have a common sense approach.	Comment noted
44	Universal design leaves less room for innovation.	Comment noted
45	Keep pathways smooth, and in good repair, so that people don't fall, and those in chairs aren't jolted which can cause bone pain. Make sure ramps at pedestrian crossings match up with the area you want them to walk in. Don't place poles in the middle of footpaths. Ensure vehicles are not parked on paths, this causes the disabled elderly and those with prams to have no option than to use the road instead because it's not passable.	Comments noted
46	MAKE IT MEASURABLE According to Australian and International Standards not just Davenport Standards this is way too limited.	Comment noted. Council complies will relevant Australian Standards.
47	Accessible areas for fishing for people with mobility issues are hard to find and need to be improved	Consider in delivery of Action 3.3. Improvements to the Mussel Rock fishing platform are scheduled to be completed by June 2020, subject to approval by TasPorts.
48	Please consider young people with disabilities! They like to play as much as "normal" children!	Continue to consider in delivery of Council activities and facility improvements

Q13. Do you support the following actions to improve the accessibility of parking?

- 4.1 Implement accessible parking improvements in the Council's Parking Strategy 2016-2021:
- o Review pricing for disabled parking bays
 - o Continue to ensure that an adequate provision of disabled parking bays is provided in convenient locations
 - o Review of bus shelters in Devonport for compliance and prioritisation of improvements
- 4.2 Ensure the provision of adequate accessible parking spaces (including drop off/pick up zones) at all Council and large community events

Survey Comments		Response
49	Seems fair however the biggest problem is that the current bays for disabled people are not wide enough.	Comment noted
50	There is not enough disabled parking and if you hold a permit card we should never have to pay for parking anywhere. We are disabled, this cannot be helped.	Consider in delivery of Action 4.1
51	Growth and improvement is required in these areas	Comment noted
52	Bus shelters need to be installed to encourage use of the bus by all, not just disabled people. A bus shelter need to be erected at the Bus Stops Outside Devonfield particularly, as their participants use the buses regularly and at times have no choice but to stand in the wind and rain to catch the bus if they want to go somewhere.	Consider in delivery of Action 4.3. To be referred to Merseylink as the owners of bus shelters.
53	We need access to public transport for people with mobility issues! Wheelchair access on our buses.	Comment re Action 4.3
54	Under current council practices people who have a disability pension receive a parking permit. In my case I have a low income concession card but prior to my accident took out income protection. I believe there are people in my circumstances who have disabilities but don't receive the pension due to income protection but still have low incomes. We should have access to the parking permits as quite often I cannot get a disabled park and due to lower limb paralysis have to park on metres close to stores as I am on walking frames/sticks. We still have low incomes but shouldn't be disadvantaged because we paid to have some income not provided by the government yet low anyway.	Parking concessions are provided to Devonport residents receiving an aged, service or disability pension and who are the registered owner of a vehicle. Dissatisfaction with the criteria regarding pension eligibility is a matter for the Australian Government

Q14. Do you support the following actions to enhance public transport and mobility options?

- 4.1 Work with a range of stakeholders to improve public transport options for people with disability
- 4.2 Provide information on the accessibility of Council facilities and services (e.g. via an online map) to assist trip planning for residents and visitors
- 4.3 Identify and remove known infrastructure barriers to accessibility (e.g. stairs, narrow or steep paths etc), in line with the Pedestrian Strategy

Survey Comments		Response
55	Common-sense approach	Comment noted
56	Saying yes to everything here. Whose stupid idea was it to make a survey for something that should obviously just be done?	Comment noted
57	Public transport should be improved for everybody. It is currently minimal and could be much more convenient.	Comment noted
58	Buses need to regularly go to the pool not just in school holidays, not just daytime, include the night time to allow for flexibility in life. Would be nice if buses did a church and market run on Sunday.	Consider in delivery of Action 4.3
59	Create an inclusive workforce to complete these works one with a min of 30% of people with disabilities (paid meaningful Work)	Selection to positions within the Council is based on the principles of merit and the provision of equal employment opportunity, as per Council's Recruitment & Selection Policy
60	Bring it on Devonport City Council, what a great way to make our City even better!	Comment noted

Q15. Do you have any further comments about the draft Disability Inclusion Plan or ways Council can make Devonport more inclusive?

Survey Comments		Response
61	<p>Advertise/promote the necessity to pick up your dog(s) faeces from footpaths. This is a real problem for those with visual impairment. There needs to be a continual reminder to dog owners of the problem and embarrassment for some with poor sight with dog excrement stuck to their foot of their cane!</p> <p>There is inadequate signage re dogs on/off leashes at the Don pool reserve areas along both tracks to Coles Beach. With multiple entry points to both these paths there are no signs (except near dog fenced park) along either track. I had the recent experience while walking with my blind granddaughter of a large dog charging past us and then turning to playfully jump on us. The lady (in running gear) apologised and hadn't seen any signage when told her dog should be on the lead she was carrying. She jogged off with her dog still running free.</p>	To be considered as part of implementation of Council's Dog Management Policy
62	Public accessways and footpaths to be monitored and kept clear to allow safe access to persons of disability. Appropriate maintenance of footpaths for trip hazards.	Refer to proposed access and inclusion working group to consider solutions for additional ways the community can assist Council to monitor access and condition of footpaths (beyond Council's current audit/service levels)
63	Avoid the use of inaccessible touch screens as used by Service Tasmania in their queuing system.	Comment noted when considering new developments/upgrades
64	Is this a tick and flick process only. When only 45 people turn up to 5 workshops and around 30 of that was to the first meeting. When the council gets serious, I will have a far greater input.	Comment noted
65	Have more common sense in the future maybe? Move forward with way if thinking, less surveys less talk more action.	Comment noted
66	<p>Parks to have more playground equipment accessible to people with a disability, i.e., a liberty swing and herdy gerdy's made for people in wheelchairs.</p> <p>A sensory garden with a bare foot path</p> <p>Raised garden beds made inclusive of people in a wheelchair.</p> <p>Wheelchair access all the way down to the sea at bluff beach.</p> <p>Sensory room in the paraplane building for people with Autism or dementia.</p>	Consider in delivery of Action 3.3, 3.5
67	Make sure that people with disability and disease are always seen as a person first, treat them the way you would want to be treated. If you don't know what a person needs just ask. If someone in a wheelchair, on crutches, with walking frame, or using a	Comment noted. Treating all people with respect falls part of the staff Code of Conduct

Survey Comments		Response
	walking stick comes into an event or to use a service make sure they know what facilities are available for them.	
68	<p>Can you ask for a review of how doctors use service Tas rulings/guidelines on driving to bully people into treatments that are not right for them.</p> <p>Could you ask to have a review on the transparency of ingredients used in medications, at present it's very difficult for people with allergies/intolerances to know what is safe to use and what is not safe to use because not all ingredients used in the production of medications are listed. The doctor's database only shows up active ingredients so if your allergy is to something in the excipient (inactive) ingredients those used to deliver the active ingredient then you keep getting adverse reactions. When a company changes any ingredient in the medication it should mean the packaging changes colour to prompt patients to check what those different ingredients are so they can avoid being made more ill by the medications that are supposed to help. It would be great if there was an app that you could scan a medications barcode or unique ID number and it bring up the information regarding what is in it, the information sheet that used to come with medications including safe use, side effects and interactions so people can be fully aware of what they are putting into their bodies to avoid adverse reactions.</p>	Consider in delivery of Action 2.9: advocacy
69	You need to upgrade the disability toilets in town. For older children who need to be change there is no area for this to happen, in a clean involvement, trying to change an older child standing up is hard.	Consider in delivery of Action 3.3
70	Some of these questions shouldn't the practice be in place already.	Comment noted
71	I found this survey by accident; I do hope it has been distributed more opening across Devonport for the Residents of Devonport to complete.	Comment noted
72	This plan should already be implemented, why has it taken so long?	Comment noted
73	The authors have obviously thought long and hard about the plan. It seems to include the full scope of Council's own activities and its role as a regulator and community leader. It's a truly great start. Well done!	Comment noted
74	Again, stressing the importance of positive visibility and representation for people so they feel seen, supported and valued and can see themselves in these representations around the community.	Consider in delivery of Action 2.10
75	Sounds great, hope it all happens.	Comment noted



DISABILITY INCLUSION PLAN 2020-2025

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1 Introduction

The Disability Inclusion Plan supports the Devonport City Council's commitment to build an engaged community which promotes and values diversity and equity¹.

A **disability** is any continuing condition that restricts everyday activities. The Tasmanian Disability Services Act 2011 defines 'disability' as meaning a disability:

- which is attributable to an intellectual, psychiatric, cognitive, neurological, sensory or physical impairment or a combination of those impairments;
- which is permanent or likely to be permanent;
- which may or may not be of a chronic or episodic nature;
- which results in substantially reduced capacity of the person for communication, social interaction, learning or mobility and a need for continuing support services².

Persons with disabilities include *those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others*³.

Inclusion is a long-term goal that involves removing or reducing the barriers to participation so that every person who wishes to can access and participate fully in all aspects of community life. Inclusive practices can create a more cohesive and liveable community. The aim of the Plan is to ensure that the full range of Council information, services and facilities are available to all community members.

1.1 Methodology

Development of this plan has involved:

1. Data collection, analysis and review including analysis of demographic and social data, as well the policy context.
2. Review of best practice to identify best practice examples at the state, national and international levels. Recommendations from the Australian Local Government Associations' 'Disability Inclusion Planning – A Guide for Local Government' were also considered.
3. Community consultation in the form of workshops and surveys to identify key activities.
4. Development of outcomes, actions and targets based on community input.

2 Policy Context

The Disability Inclusion Plan shares the reform agenda across all levels of government to shift community attitudes and practice to support people with disability to participate fully in civic life.

¹ Devonport City Council, 2009, *Strategic Plan 2009-2030*, revised 2019, Outcome 4.7, p.12.

² Tasmanian Government, 2011, *Disability Services Act 2011*,
<https://www.legislation.tas.gov.au/view/html/inforce/current/act-2011-027>

³ United Nations, 2006, *Convention on the Rights of Persons with Disabilities*, p.3

2.1 International Participation

Australia ratified the United Nations Convention on the Rights of Persons with Disabilities (CRPD) in 2008. The CRPD⁴ provides a framework for all nations, describing the rights of persons with disabilities and setting out processes and expectations to maintain and secure these rights. Although the CRPD does not create new rights, it specifically prohibits discrimination against people with disability in all areas of life.

2.2 Australian Government

The vision of the *National Disability Strategy 2010-2020*, developed by the Council of Australian Governments (COAG), is for an inclusive Australian society that enables people with disability to fulfil their potential as equal citizens. The Strategy covers six policy areas:

- Inclusive and accessible communities;
- Rights protection, justice and legislation;
- Economic security;
- Personal and community support;
- Learning and skills; and
- Health and wellbeing⁵.

2.3 State Government

Accessible Island: Tasmania's Disability Framework for Action 2018-2021 aims to ensure that all government departments implement socially just policies and practices for Tasmanians with disability. It also acknowledges that many challenges faced by people with disability are not due to the functional limitations of individuals but rather, by the failure of society to meet their needs. The plan outlines various actions aligning with the six policy areas of the *National Disability Strategy 2010-2020*⁶.

2.4 Devonport City Council

This Plan represents Devonport City Council's approach to address disability inclusion. In delivering the Plan, Council will draw on its various roles and responsibilities, as follows:

- Provider - delivering services, programs and events;
- Funder - funding other organisations to deliver services;
- Regulator - regulating some activities through legislation;
- Partner - working collaboratively and in partnership with other;
- Facilitator - bringing groups and interested parties together to act; and
- Advocate - promote community priorities to other decision-makers and influencers.

3 Current Context

Although disability is usually associated with health conditions (physical, mental, or emotional conditions) or events (such as injuries), the functioning, health, independence, and civic engagement of people with disabilities can vary depending on several factors:

⁴ United Nations, 2006, *Convention on the Rights of Persons with Disabilities (CRPD)*.
<https://www.un.org/development/desa/disabilities/convention-on-the-rights-of-persons-with-disabilities.html>

⁵ Commonwealth of Australia, 2011, *National Disability Strategy 2010-2020*, p.10.

⁶ Tasmanian Government, 2018, *Accessible Island: Tasmania's Disability Framework for Action 2018-2021*.

- Severity of the underlying impairment;
- Social, political, and cultural influences and expectations;
- Aspects of the natural and built environment;
- Availability of assistive technology and devices; and
- Family and community support and engagement.

Disability inclusion means understanding the relationship between the way people function and how they participate in society and making sure everybody has the same opportunities to participate in every aspect of life to the best of their abilities and desires. While not extensive, the disability community profile and community feedback has informed the development of this Plan.

3.1 Community Profile

Disability affects one in four Tasmanians - 25.8% of the population or 131,700 people. This is the highest rate of disability in Australia, compared to 18% nationally⁷. In addition, 84,300 Tasmanians identify as carers (16.6%), with 28,300 people (5.6%) aged 15 years and over identified as primary carers⁸. Some of these carers also live with disability.

In Devonport, in 2016⁹:

- 1,984 residents or 8.0% of residents, had a severe or profound disability¹⁰. This was an increase from 5.9% in 2006.
- 2,505 people aged over 15 years (12.4%) provided unpaid assistance to a person with a disability, with 84 people aged 15-19 providing assistance.

People with disabilities experience significant disadvantages when it comes to employment, education, and health and well-being, as demonstrated by these 2015 statistics of the Tasmanian population.

Education, Employment & Income¹¹

- More than half of those with disability aged 15 to 64 years participated in the labour force (54.3%), which is considerably fewer than those without disability (83.3%).
- Young adults with a disability are more likely to have left school before completing Year 12 (65.5%) than people without a disability of the same age (56.5%).
- The average gross weekly income among residents with a disability was \$430 – about half (56%) the income of residents without a disability (\$769).
- In Devonport, 8.3% of people with a disability are in paid work, compared with 56% of others¹².

^{7,8} Australian Bureau of Statistics (ABS), 2015, *Disability, Ageing and Carers, Australia: Summary of Findings*, <https://www.abs.gov.au/ausstats/abs@.nsf/0/C258C88A7AA5A87ECA2568A9001393E8?OpenDocument>

⁹ ABS, 2017, *2016 Census of Population and Housing General Community Profile*, Cat. No. 2001.0.

¹⁰ Profound disability - A person's need for help or assistance in one or more of the three core activity areas of self-care, mobility and communication, because of a disability, long term health condition (lasting six months or more) or old age.

^{11,12,14} Australian Bureau of Statistics (ABS), 2015, *Disability, Ageing and Carers, Australia: Summary of Findings*, <https://www.abs.gov.au/ausstats/abs@.nsf/0/C258C88A7AA5A87ECA2568A9001393E8?OpenDocument>

¹² ABS, 2016, *Census of Population and Housing, Working Population Profile Based on Place of Work*, Cat No. 2006.0.

Living arrangements¹³

- 96.7 % or 127,400 residents with disability live in private dwellings, with the rest in non-private settings, such as nursing homes or other age accommodation.
- Among people with a disability living at home, one in five (23.5% or 30,000) live alone.
- Rates of home ownership among residents with a disability are similar (66.9%) than for people without a disability (69.9%).

Civic Life¹⁴

- 1 in 3 people (32.3%) have difficulty or inability using public transport.
- 1 in five Tasmanians aged 5-64 years with a disability (20.1%) did not participate in any social or community activities away from home in the previous 12 months.
- Almost one in 10 Tasmanians with disability (10,300 people or 9.7%) reported they had experienced discrimination or unfair treatment because of their disability.
- Young people with disability (aged 15 to 24 years) were 16 times more likely to report the experience of discrimination (38.5%) than those aged 65 years and over (2.1%).

3.2 Consultation – Key Themes

The Disability Inclusion Plan draws on community input raised through three main avenues:

1. Community Survey – resident and broader community survey closed 6 October 2017 (45 responses); additional 8 online submissions received.
2. Devonport City Council Staff Survey – closed 2 August 2019 (37 responses).
3. Community Workshops – 5 workshops (46 participants).

The main findings are summarised below. Refer to the Consultation Outcomes Report for unedited comments.

Issues	Opportunities
Activities / information	
Finding information about Council services and activities	Simplify website
DCC Website - complicated, not accessible for diversity disabilities	Deliver more and improve accessibility of activities– e.g. consider transport
Getting to an event/activity – barriers	Mobility map / information
Lack of specialised equipment	Financial incentives
Lack of accessible activities prevents inclusion	Improved marketing re options to get involved
	Activities for young carers
Engagement/consultation	
May not be accessible to all	Access & inclusion committee / group
	Consider accessibility in design of engagement process
Employment/volunteering	
Lack of awareness of opportunities	Promotion
Lack education/training opportunities	
Community Awareness	
Discrimination, stigma	Change culture/perception - promotion, education
Exclusion / isolation	Disability liaison/contact staff (DCC)

Issues	Opportunities
Medium understanding legislative requirements (DCC Staff)	Education/awareness – staff and community
Economic security Financial hardship, poverty	
Parking / Public Transport	
Parking – improve location and number of; multistorey carpark confusing Bus shelters - Lack of, kerb height/slope	Parking bays – improve proximity to destination, e.g. Splash, wider bays More accessible buses, free shuttle bus
Facilities / infrastructure	
Kerbing - heights and crossover location difficult to navigate / distance to destination Footpaths – uneven, hazards, poor visibility / lack indicators, non-continuous on one side of the road paranple centre & arts centre – parking proximity, lack of shelter, distance to travel to access counters, no closed loop audio in Theatre Playgrounds – lack of accessible spaces, equipment, lack of barriers for containment Amenities – increase amount in public and private locations, design issues such as confusion if experiencing dementia, no adult change facilities/hoist, lack of unisex amenities Lack of sheltered accessible picnic tables Design - Lack of whole systems thinking in design e.g. – accessible beach ramps good but how to allow movement on sand Legislative requirements - codes/standards do not always meet the needs of a range of disabilities Crowded shops Excessive stimuli	Public education to reduce hazards on nature strip Amenities – adult change table, hoist, increase number of accessible toilets Playgrounds - 'Cognitive containment' options in play spaces – landscaping, seats, etc; play equipment for adults Dementia friendly signage / wayfinding / community Sheltered (and more) seating in CBD / parks etc Consider quiet rooms Accessible shops – uncluttered, ramps etc

4 Guiding Principles

The following principles, outlined in the National Disability Strategy, will guide Devonport City Council's approach in the delivery of actions outlined in this plan.

- Involvement of people with disability - the views of people with disability are central to the design, funding, delivery and evaluation of policies, programs and services which impact on them, with appropriate support and adjustment for participation.
- Community engagement - a whole-of-community change effort is required to remove barriers and support inclusion of people with disability in the life of their communities.
- Universal approach - products, services, environments and communities are accessible and usable by all people to the greatest extent possible without the need for specialised modification.
- Interconnectivity - governments (and non-government organisations) work together to ensure interconnectivity of policies and programs.



5 Focus Areas

The Disability Inclusion Plan provides a framework for the Devonport City Council to advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity.

The Plan focuses on actions identified by people with disability, community stakeholders and the Devonport City Council, grouped into four focus areas.

These are:

1. Participation and Inclusion
2. Communication and Awareness
3. Buildings and Facilities
4. Parking and Mobility

A detailed action plan is provided in Appendix 1.

5.1 Focus Area 1. Participation and Inclusion

Physical activity, the arts, community events, employment and education opportunities benefit people's physical, emotional and mental wellbeing. People with disabilities experience barriers to participation in these areas due to a range of factors, including transport, cost, issues with the built environment, and attitudes or awareness. Considering access and inclusion in the planning and delivery of activities and events will ensure they can be enjoyed by the whole community. Meaningful employment further contributes to economic security, independence, social interaction, improved mental health, and other life opportunities.

Council has a strong role in supporting, encouraging, facilitating and advocating for community participation opportunities to enable greater inclusion. Council also has a role in advocating on behalf of people with a disability to ensure that the community is inclusive and has an awareness of the issues facing people with a disability.


Outcome: Improve accessibility of Council's events

Actions:

- Identify and promote opportunities to people with disability to attend, perform, participate in planning, or volunteer at public events (e.g. Jazz Festival, New Year's Eve event, Food and Wine Festival).
- Update Event Application Pack for community event managers to include accessibility when planning and holding events.
- Ensure that event information is provided in an accessible format where possible (e.g. captioning, audio).
- Investigate providing free admission to council events and programs for the companion of any person holding a valid Companion Card.

Outcome: Programs tailored to be inclusive of all abilities

Actions:

- Deliver or support activities and events celebrating community diversity.
 - Facilitate the provision of supportive equipment for people with disability to trial new activities.
- 

- Seek to attract major sporting and cultural events involving participants with a disability (to increase community awareness about opportunities and achievements of people with disability).

Outcome: More people with disability engaged in decision making processes

Actions:

- Establish an access and inclusion working group comprising stakeholders representing a range of disability.
- Seek representation on Council's Special Committees to ensure people with a disability are directly involved in decision-making.
- Promote Local Government elections to disability service providers to encourage involvement and participation.
- Increase accessibility of consultation (e.g. consider need for interpreters, accessible venues, accessible information formats etc).

Outcome: Increase accessibility of employment, education and training

Actions:

- Continue to provide work and volunteer opportunities within Council for people of all abilities including work placement.
- Work with organisations to identify volunteering opportunities for people with a disability.
- Advocate to State and Federal Government service providers for accessible education and training opportunities for people with a disability.

5.2 Focus Area 2: Communication and Awareness

The ability to access information is vital for everyone in the community but for people with a disability, they can face specific barriers to gaining and understanding information.

Accessible information means different things to different people – large print font, audio descriptions, braille, screen readers, images, sign language, communication boards - as well as the wide variety of print, social and other media that we are used to. It is imperative to consider how we communicate to different audiences and the need to be creative and innovative, which can result in better outcomes for the entire community.

In addition, disability awareness is vital in creating a City where people with disability are valued and included. Many people with disability experience discrimination and stigma, often primarily associated with society's misconceptions about their ability.

Outcome: Improve Council staff capacity to understand and engage with all community members

Actions:

- Provide anti-discrimination training to Council staff and elected members, consider including volunteers
- Provide specific training tailored for staff in different areas, such as communication for front counter staff, accessible information for web /social media designers.
- Develop database of key disability contacts and services to assist Council staff to build a network of support.



Outcome: Improve availability of Council information in accessible formats

Actions:

- Include a statement on Council's website and public documents to encourage people to contact Council if they need an alternative means of communication (e.g. face to face, phone, Auslan, Email, interpreters).
- Provide support materials, and training where required, for staff to prepare all public documents and correspondence in plain English.
- Develop a guide to assistive technology and accessible format services, such as AUSLAN, Hearing Loop availability, captioning, audio description and Easy Read document providers.
- Produce an Easy English guide to living in Devonport (includes essential information, uses colours and images to make information clear).

Outcome: A community culture that embraces people of all abilities is fostered

Actions:

- Support community groups and organisations with disability awareness raising activities/events.
- Advocate for the rights of people with a disability through any consultation with Commonwealth Government, State Government, transport operators, building developers and business owners as required.
- Review the representation of the City's diverse population in Council's marketing material and activities.
- Investigate formal recognition of community organisations and local businesses that recognise and celebrate access and inclusion.

5.3 Focus Area 3: Buildings and Facilities

Council's role in ensuring an accessible physical environment is to monitor new developments and upgrades at design stage, and regularly monitor and review existing facilities for modification where necessary. Access to buildings, streetscapes, parks, playgrounds and bushland is important to the whole community and there is a clear expectation that Council will continue to play a role in this area.

Outcome: New Council developments are accessible

Actions:

- Ensure accessibility compliance of new infrastructure as per relevant legislation, standards and codes.
- Ensure consultants/contractors address access/inclusion in planning design and construction.



Outcome: Access to existing Council infrastructure continually improves

Actions:

- Incorporate universal design principles in upgrades of buildings, toilets, streetscapes, parks, play spaces, fitness equipment stations, signage, and public spaces.
- Include accessibility/inclusion as part of criteria when assessing projects for renewal.
- Identify and promote appropriate, accessible recreation routes / pathways; seek funding for enhancements.
- Investigate best practice way-finding principles to allow everyone to safely access buildings and streetscapes in accordance with Council's Signage Strategy.
- Ensure emergency evacuation procedures for Council buildings (and for city-wide emergencies) include safeguards and management of people with disability.

5.4 Focus Area 4: Parking and Mobility

Difficulties with accessing suitable parking and transport are situations that people with a disability can face on a day to day basis. The inability to attend appointments or events, go shopping or access important services can cause major problems. Other issues include a perception of a shortage of accessible parking spaces throughout the City and a dependence on public transport. Limited mobility can lead to social isolation and related health conditions such as heart disease and poor mental health.

In the past few years Council has made several improvements to increase parking accessibility. For instance, Devonport residents receiving an aged, service or disability pension who is also the registered owner of a vehicle, are entitled to a free parking permit. Disabled parking bays have also been upgraded in accordance with Australian Standards.

Outcome: Accessibility of parking is improved

Actions:

- Implement accessible parking improvements in the Council's Parking Strategy 2016-2021:
 - Review pricing for disabled parking bays.
 - Continue to ensure that an adequate provision of disabled parking bays is provided in convenient locations.
 - Review of bus shelters in Devonport for compliance and prioritisation of improvements.
- Ensure the provision of adequate accessible parking spaces (including drop off/pick up zones) at all Council and large community events.

Outcome: Public transport and mobility options have expanded

Actions:

- Work with a range of stakeholders to improve public transport options for people with disability.
- Provide information on the accessibility of Council facilities and services (e.g. via an online map) to assist trip planning for residents and visitors.
- Identify and remove known infrastructure barriers to accessibility (e.g. stairs, narrow or steep paths etc), in line with the Pedestrian Strategy.



6 Implementation

Devonport City Council will be responsible for facilitating the implementation of the Plan. Ongoing involvement with people with disability, disability advocacy organisations and service providers is an essential component of the Plan.

Review of Strategic Focus Areas and Actions will occur as required by the proposed access and inclusion working group. The group will review current actions, identify changing issues, and needs and plan for future and upcoming directions.

Progress of the plan will be reported to Council annually and to the wider community via a range of Council communication mediums.

7 Appendices

1. Action Plan

Note - Definition of Resources: The level of human or financial resources required:

- A-OPEX: Annual operational expenditure by Council – staffing or operational resources allocated as part of the annual plan.
- F-OPEX: Future operational expenditure by Council – increased requirements for future consideration during annual budget process.
- F-CAPEX: Future capital expenditure – no current allocation, would need to be considered in future capital budget.
- External: Cash or resources sourced outside of Council, e.g., grants, sponsorships, in-kind support from partners.

Action Plan

Disability Inclusion Plan

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
1. Participation and Inclusion										
Outcome: Improve accessibility of Council's events										
1.1	Identify and promote opportunities to people with disability to attend, perform, participate in planning, or volunteer at public events (e.g. Jazz Festival, New Year's Eve)						H	A-OPEX	Increase in participation by performers/volunteers by 10% in 2024/5 from 2020/21 levels	Community Services
1.2	Update Event Application Pack for community event managers to include accessibility when planning and holding events						H	A-OPEX	Revised Event Application Pack available	Community Services
1.3	Ensure that event information is provided in an accessible format where possible (e.g. captioning, audio)						H	A-OPEX	Minimum of two large city-wide events promoted in accessible formats by June 2022	Community Services
1.4	Investigate providing free admission to council events and programs for the companion of any person holding a valid Companion Card						H	F-OPEX	Report presented to Council by June 2022	Community Services
Outcome: Programs tailored to be inclusive of all abilities										
1.5	Deliver or support activities and events celebrating community diversity						H	F-OPEX	At least one event held per annum	Community Services
1.6	Facilitate the provision of supportive equipment for people with disability to trial new activities						L	External	Work with range of stakeholders to facilitate acquisition of supportive equipment as required	Community Services

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
1.7	Seek to attract major sporting and cultural events involving participants with a disability (to increase community awareness about opportunities and achievements of people with disability)						M	F-OPEX	Two major events held by 2024/25	Community Services
Outcome: More people with disability engaged in decision making processes										
1.8	Establish an access and inclusion working group comprising a range of disability stakeholders						H	A-OPEX	Expressions of Interest sought; Working Group with Terms of Reference established; first meeting held by 30 June 2020	Community Services
1.9	Seek representation on Council's Special Committees to ensure people with a disability are directly involved in decision-making						H	A-OPEX	Increase in membership on Special Committees by 10% in 2024/25 from 2019/20 levels	Community Services
1.10	Promote Local Government elections to disability advocates and service providers to encourage involvement and participation						H	A-OPEX	Increase in nominations by people experiencing disability	Organisational Performance
1.11	Increase accessibility of consultation (e.g. consider need for interpreters, accessible venues, accessible information formats etc)						H	A-OPEX	Engagement planning tools developed by 30 June 2021	Community Services
Outcome: Increase accessibility of employment, education and training										
1.12	Continue to provide work and volunteer opportunities within Council for people of all abilities including work placement						M	A-OPEX	Forge closer relationships with disability service and employment providers	Organisational Performance
1.13	Work with organisations to identify volunteering opportunities for people with a disability						M	A-OPEX	Liaise with Volunteering Tas and	Community Services

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
									other stakeholders as required	
1.14	Advocate to State and Federal Government service providers for accessible education and training opportunities for people with a disability						M	A-OPEX	Advocate as required	General Management
2. Communication and Awareness										
Outcome: Enhance Council staff capacity to understand and engage with all community members										
2.1	Provide anti-discrimination training to Council staff and elected members, consider including volunteers						H	A-OPEX	Training provided every two years	Organisational Performance
2.2	Provide specific training tailored for staff in different areas, such as communication for front counter staff, accessible information for web /social media designers						M	F-OPEX	Training provided when required	All Departments
2.3	Develop database of key disability contacts and services to assist Council staff to build a network of support						H	F-OPEX	Database developed and regularly updated	Community Services
Outcome: Expand availability of Council information in accessible formats										
2.4	Include a statement on Council's website and public documents to encourage people to contact Council if they need an alternative means of communication (e.g. face to face, phone, Auslan, Email, interpreters)	2020-21					H	A-OPEX	Standard statement confirmed and website, public document templates updated	Organisational Performance
2.5	Provide support materials, and training where required, for staff to prepare all public documents						M	F-OPEX	Materials prepared and shared with staff. Training delivered as required.	Corporate Services

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
	and correspondence in plain English									
2.6	Develop a guide to assistive technology and accessible format services, such as AUSLAN, Hearing Loop availability, captioning, audio description and Easy Read document providers						M	A-OPEX	Guide developed and shared with staff. Public written information available electronically and in 'easy read' formats where practical	Corporate Services
2.7	Produce an Easy English guide to living in Devonport (includes essential information, uses colours and images to make information clear)						M	External	Guide developed and promoted	Community Services
Outcome: A community culture that embraces people of all abilities is fostered										
2.8	Support community groups and organisations with disability awareness raising activities/events						H	A-OPEX	Increase in number of events/activities supported	Community Services
2.9	Advocate for the rights of people with a disability through any consultation with Commonwealth Government, State Government, transport operators, building developers and business owners as required						H	A-OPEX	Advocate as required	General Management
2.10	Review the representation of the City's diverse population in Council's marketing material and activities						H	A-OPEX	Increased representation of diversity in publications	Organisational Performance
2.11	Investigate formal recognition of community organisations and local businesses that recognise and celebrate inclusion						M	F-OPEX / External	Report prepared for consideration	Community Services
3. Buildings and Facilities										

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
Outcome: New Council developments are accessible										
3.1	Ensure accessibility compliance of new infrastructure as per relevant legislation, standards and codes						H	F-CAPEX	All new infrastructure in compliance	Infrastructure & Works
3.2	Ensure consultants/contractors address access/inclusion in planning design and construction						H	F-CAPEX	Incorporate in EOI and tender processes where relevant	Infrastructure & Works
Outcome: Access to existing Council infrastructure continually improves (for instance, annual maintenance and upon renewal)										
3.3	Incorporate universal design principles in upgrades of buildings, toilets, streetscapes, parks, play spaces, fitness equipment stations, signage, and public spaces						H	F-CAPEX	Improve processes	Infrastructure & Works
3.4	Include accessibility/inclusion as part of criteria when assessing projects for renewal						M	F-CAPEX	Criteria developed and integrated in to process	Infrastructure & Works
3.5	Identify and promote appropriate, accessible recreation routes / pathways and seek funding for enhancements						M	F-OPEX / External	Routes promoted, funding secured for improvements	Infrastructure & Works
3.6	Investigate best practice way-finding principles to allow everyone to safely access buildings and streetscapes in accordance with Council's Signage Strategy						H	F-OPEX / External	Principles integrated into new signage and upgrades. Access and inclusion considered in review of Signage Strategy in 2023.	Infrastructure & Works

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
3.7	Ensure emergency evacuation procedures for Council buildings (and for city-wide emergencies) include safeguards and management of people with disability						H	F-OPEX	Emergency management staff (including fire wardens) trained in disability evacuation. Evacuation procedures considered in event/meeting planning and communicated to participants. Requirements incorporated into emergency management plan and evacuation procedures.	Development
4. Parking and Mobility										
Outcome: Accessibility of parking is extended										
4.1	Implement accessible parking improvements as per the Council's Parking Strategy 2016-21 - Review pricing for Disabled Parking bays - Continue to ensure that an adequate provision of disabled parking bays are provided in convenient locations - Review of bus shelters in Devonport for compliance and prioritisation of improvements						H	F-OPEX	Review of actions in line with the Parking Strategy review	Corporate Services
4.2	Ensure the provision of adequate accessible parking spaces (including drop off/pick up zones) at all Council and large community events						H	A-OPEX	Events Application Pack updated	Community Services

No.	Action	Year Planned					Priority	Resources	Outputs / Targets	Responsible Department
		2020/21	2021/22	2022/23	2023/24	2024/25				
Outcome: Public transport and mobility options have expanded										
4.3	Work with a range of stakeholders to improve public transport options for people with a disability						H	A-OPEX	Work with Mersey Link, Taxi services, Mersey community care, CHATS, YFCC	Community Services
4.4	Provide information on the accessibility of Council facilities and services (e.g. via an online map) to assist trip planning for residents and visitors						H	External	Current online information promoted. Additional map produced if insufficient/incorrect information and resources available.	Community Services
4.5	Identify and remove known infrastructure barriers to accessibility (e.g. stairs, narrow or steep paths etc), in line with the Pedestrian Strategy						M	F-CAPEX	Infrastructure improved to enhance mobility	Infrastructure & Works

5.2 TENDER - DESIGN AND PROJECT MANAGEMENT - STATE VEHICLE ENTRY POINT PROJECT

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 3.3.1 Improve the City's physical access and connectivity focusing on linkages to and from key access points

SUMMARY

This report seeks Council's approval to award contract Design and Project Management - State Vehicle Entry Point Project, to GHD Woodhouse for \$225,000.

BACKGROUND

In March 2019, the Federal Government promised Devonport City Council \$3M to improve the first impression for visitors to Tasmania arriving by sea. Known as the State Vehicle Entry Point Project, the project will be funded under the Community Development Grant Programme. A copy of the letter from the Deputy Prime Minister awarding the grant is provided as a confidential attachment.

In order for a grant deed to be prepared and signed with the Federal Government, Council needs to submit concept designs together with cost estimates. Council will need to implement the agreed plans in order to meet the conditions of the grant.

The project aims to beautify the Tasmanian sea entrance at East Devonport to create a welcoming environment, encouraging visitors to explore the North West of the State and experience the local attractions available.

In October 2019, Council advertised for expressions of interest from suitably qualified firms to undertake design and project management consultancy services for the State Vehicle Entry Point Project. The tender for Design and Project has been carried out as a two stage process in accordance with Council's Code of Tenders and Contracts. Expressions of interest were publicly advertised with three submissions received. On the basis of their credentials, a shortlist of two organisations were invited to prepare detailed submissions.

STATUTORY REQUIREMENTS

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

DISCUSSION

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

Tenders were received from two companies.

TABLE 1

No.	Tender	Total Price (ex GST)
1	GHD Woodhouse	\$225,000
2	Stafford Strategy	\$343,125

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

- Demonstrated understanding and ability to translate into meaningful designs that fit within the budget (25%)
- Innovations and Ideas (40%)
- Methodology, capacity, timeframes and fees (35%)

The evaluation by the Committee indicates that GHD Woodhouse scored highest overall against the selection criteria and therefore offers Council the best service.

In order to complete the grant agreement, concept designs and costing are required to be submitted to the Federal Government by 30 June 2020. The GHD program submitted as part of the tender would enable this to occur. The program includes regular consultation with key stakeholders and the necessary workshop sessions with Councillors.

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

COMMUNITY ENGAGEMENT

The proposal by GHD Woodhouse includes consultation with relevant stakeholders as part of the design process.

FINANCIAL IMPLICATIONS

The design and project management of the project will be funded from the \$3M grant allocated by the Federal Government.

Given uncertainty in relation to the grant at the time of adopting the 2019/20 capital works budget, the project was not included within the works program. Now that confirmation has been received the funding will be allocated as part of the 2020/21 and 21/22 programs, to align with the timing of the construction works.

It will be necessary to pay a portion of the fees for this consultancy work within this financial year, however Council will have sufficient capital funds from other projects that otherwise would be carried forward due to timing and therefore it will not be necessary to make an additional budget allocation. Funds spent will be reimbursed to Council upon successful completion of project milestones to be negotiated with the Federal Government once the design concept and costs are submitted.

The proposed \$225,000 fee represents 7.5% of the total project value, which demonstrates good value for money.

Internal Council costs will be minimal and limited to Economic Development staff providing support and feedback where required to be funded from normal operating costs.

RISK IMPLICATIONS

- Corporate and Business
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 333A of the *Local Government Act 1993*.

CONCLUSION

Taking into account the selection criteria assessment, the Tender Planning and Evaluation Committee has determined that GHD Woodhouse meets Council's requirements and is most likely to offer the best option for the Design and Project Management – State Vehicle Entry Point Project.

ATTACHMENTS

1. Letter from Deputy Prime Minister

Confidential

RECOMMENDATION

That Council:

- a) agree to undertake the necessary design work and costings required to execute a grant deed with the Federal Government for the State Vehicle Entry Point Project;
- b) award the contract for Design and Project Management – State Vehicle Entry Point Project to GHD Woodhouse for the sum \$225,000; and
- c) note that although a specific budget allocation does not exist within the 2019/20 capital budget for this project, there will be sufficient allocation within the program to fund the works, until the grant monies are received in the 2020/21 financial year.

Author: Position:	Rebecca McKenna Project Officer Economic Development	Endorsed By: Position:	Matthew Atkins General Manager
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5.3 DEVON NETBALL ASSOCIATION - PROPOSED MULTI-FUNCTION FACILITY

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.1.2 Increase the utilisation of sport and recreation facilities and multi-use open spaces

SUMMARY

This report is provided to Council to seek in-principle support regarding Devon Netball Association's preliminary discussions and investigations into a proposed multi-function facility.

BACKGROUND

At its workshop held on 3 February 2020, Council was given a presentation by representatives from Devon Netball Association (DNA) regarding their preliminary discussions and investigations into a multi-function facility at their current site at Spreyton.

STATUTORY REQUIREMENTS

There are no legislative requirements which relate to this report.

DISCUSSION

DNA has been in operation since 1947 and have operated from their current site at Spreyton since 1982.

Over the first 13 years at Spreyton, DNA and Council received funding under the *Public Bodies Assistance Act* and built the change rooms, toilets, canteen, first aid room, storage area, a multi-purpose netball/tennis court area and installed lighting on the top 10 courts.

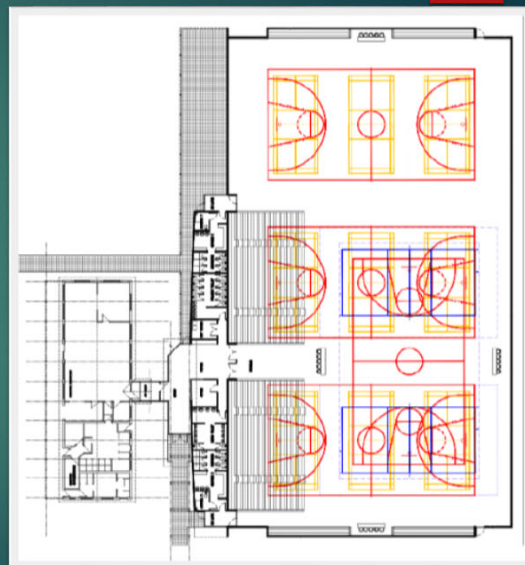
In 1997, DNA established a loan to extend the clubrooms and built a new office area. This loan was re-paid in 2002.

DNA is one of the major providers of netball on the North West Coast with 800 to 1,000 members each year attending from Devonport, Penguin, Ulverstone, Sheffield, Latrobe and Port Sorell. DNA is also the only Club on the North West that participate in the Tasmanian Netball League.

DNA believes that an indoor facility would support more rosters and provides the ability to target participants that are no longer able to play such as offering Walking Netball for players that are no longer capable of running.

DNA has had initial plans drawn up which have been designed to comply with all Australian Standards for indoor stadiums as well as complying with the World Netball ruling for indoor playing surfaces. Their proposal would replace the four enclosed courts at the back of the centre and provide three indoor courts, with the inclusion of a show court. The inclusion of a show court would provide the ability to attract the Tassie Magpies and Australian Netball League games to the Devonport area.

Proposed Stadium



The Netball centre is part of the Maidstone Park complex, which incorporates netball, football, cricket, pony club and soon, gymnastics. The development of an indoor netball stadium with multi-purpose flexibility to play basketball, volleyball and badminton, could complement and enhance a multi-purpose sports area where sport is already a high priority.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken as a result of this report. Should the proposal proceed to the next stage, consultation should be undertaken with potential users of such a facility as well as Maidstone Park Controlling Authority members.

FINANCIAL IMPLICATIONS

As this report relates to in-principle support only, there are no financial implications arising from this report. Should any request be forthcoming in the future from DNA regarding funding, this would be brought back to Council for further consideration.

DNA's preliminary construction budget indicates that the three indoor courts they propose would cost approximately \$6.3 million. Discussions have been held between DNA representatives and Federal and State Government regarding possible funding opportunities.

RISK IMPLICATIONS

Without any broader consultation at this stage, it is not known whether other sporting clubs or community organisations may benefit from a multi-function facility but this will be investigated by DNA as their proposal develops.

Further, there currently does not exist a Maidstone Park Recreation Master Plan which guides future development at this sporting precinct.

CONCLUSION

Council's in-principle support to DNA will enable them to proceed with further investigations around possible funding options, determine other users and supporters of a facility which will enable them to progress with the concept.

ATTACHMENTS

Nil

RECOMMENDATION

That Council provide in-principle support to the Devon Netball Association for preliminary investigations into a proposed multi-function facility at Spreyton Netball Centre.

Author:	Karen Hampton	Endorsed By:	Jeffrey Griffith
Position:	Community Services Manager	Position:	Executive Manager Corporate Services

5.4 AUSTRALIAN CITIZENSHIP CEREMONIES CODE - REQUIREMENT FOR COUNCILS TO ADOPT A DRESS CODE

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.1 Review and amend structures, policies and procedures to adapt to changing circumstances

SUMMARY

This report is to enable Council to consider adopting a Citizenship Ceremony Dress Code in accordance with the Australian Citizenship Ceremonies Code.

BACKGROUND

Following a number of changes to the Australian Citizenship Ceremonies Code by the Federal Government, all Councils are required to establish a Dress Code for Citizenship Ceremonies (see attached letter from The Hon David Coleman, MP, Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs). The Code's purpose is to reflect the significance of the citizenship occasion and once adopted, the Code is to be provided to the Department of Home Affairs.

STATUTORY REQUIREMENTS

The Dress Code is a requirement of the Australian Citizenship Ceremonies Code.

DISCUSSION

A draft Dress Code has been prepared for Council's consideration and is attached.

It provides that smart casual attire is acceptable, as well as National or Cultural dress. No jeans, board shorts or thongs are permitted under the proposed Dress Code.

It should be noted that in Council's experience to date, all new Australians and their guests have attended ceremonies in suitably formal and respectful attire reflecting the importance of the occasion.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken as a result of this report. Once adopted, the Dress Code will be placed on Council's website as well as being provided to new citizens prior to their ceremonies.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Failure to adopt the Dress Code by Council will breach the Australian Citizenship Ceremonies Code.

CONCLUSION

The draft Dress Code is submitted for Council's endorsement so that it can be provided to the Department of Home Affairs. The Code has been prepared in accordance with the Australian Citizenship Ceremonies Code requirements.

ATTACHMENTS

1. Letter from the Hon David Coleman MP - 19 September 2019
2. Dress Code

RECOMMENDATION

That Council adopt the draft Citizenship Ceremony Dress Code in accordance with the Australian Citizenship Ceremonies Code.

Author:	Karen Hampton	Endorsed By:	Jeffrey Griffith		
Position:	Community Services Manager	Position:	Executive Manager	Corporate	Services



**THE HON DAVID COLEMAN MP
MINISTER FOR IMMIGRATION, CITIZENSHIP,
MIGRANT SERVICES AND MULTICULTURAL AFFAIRS**

Australian Citizenship Ceremonies Code

Dear Mayor,

I previously wrote to you advising of a number of proposed changes to the *Australian Citizenship Ceremonies Code*, and invited feedback on these changes from all Australian local government councils. Having considered the views of councils, I am now pleased to announce the publication of a new version of the *Australian Citizenship Ceremonies Code*, which will take effect from the date of this letter. Key changes are outlined below:

- Local government councils must ensure ceremonies are conducted in accordance with the *Australian Citizenship Ceremonies Code*. This includes a requirement to hold a citizenship ceremony on Australia Day (January 26). Councils that conferred citizenship on less than 20 people in the previous year are exempt from this requirement.
- Federal Members of Parliament, if attending a citizenship ceremony, should read the Minister's message; and
- Individual councils are to establish a Dress Code for ceremonies, to reflect the significance of the occasion, and provide a copy of their Dress Code to the Department of Home Affairs.

I believe that the changes made to the *Australian Citizenship Ceremonies Code* reflect the expectations of the Australian community and provide clear guidance to councils on hosting citizenship ceremonies. Should your council have any questions regarding these changes, please contact the Department of Home Affairs at natoceremonies@homeaffairs.gov.au.

Thank you on behalf of the Australian Government for your ongoing support of Australian citizenship ceremonies.

Yours sincerely

A handwritten signature in black ink, appearing to be 'David Coleman'.

David Coleman

19 / 09 / 2019



AUSTRALIAN CITIZENSHIP CEREMONY DRESS CODE

In accordance with the *Australian Citizenship Ceremonies Code*, all Australian Councils are required to enforce a Dress Code for Citizenship Ceremonies.

A Citizenship Ceremony is a formal and meaningful occasion conducted with dignity, respect and ceremony. Due to the nature of the ceremonies, it is important that attire for this event reflects the significance of the occasion.

Permitted:

Smart casual attire
National or Cultural Dress

Not Permitted:

Jeans, board shorts or thongs
Peak caps

DATE 24 February 2020



5.5 STANDING DELEGATION - ACTING GENERAL MANAGER

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.1 Review and amend structures, policies and procedures to adapt to changing circumstances

SUMMARY

This report has been prepared to assist Council in determining the procedure for appointment of an Acting General Manager during absences by the General Manager.

BACKGROUND

Due to the appointment of the new General Manager and the recent minor review of the organisational structure, it is appropriate that Council formally determine a process for the appointment of an Acting General Manager, during periods of absence by the General Manager.

STATUTORY REQUIREMENTS

The *Local Government Act 1993* (as amended) states:

22. *Delegation by council*

(3) *A council must not delegate any of its powers relating to the following:*

(f) *the appointment of the general manager*

61B. *Appointment of acting general manager*

(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 5 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 appointment to act in the office of general manager is acting as general manager, that person is taken to be the general manager.*

DISCUSSION

To ensure that the appointment of an Acting General Manager (covering absences by the General Manager) is appropriately delegated is a prudent business continuity decision. The *Local Government Act 1993* indicates that the appointment of a General Manager cannot be delegated and only in extraordinary circumstances can the Mayor appoint a person to undertake the Acting role, but such appointment is to be confirmed at the next available Council meeting, or the Council appoints another person to the position (or Acting position).

There will be times when the General Manager is absent due to leave or other commitments which will necessitate the appointment of an Acting General Manager.

As a result of changes to the organisational structure, Mr Jeffrey Griffith has been appointed to the position of Deputy General Manager.

To ensure that the role of General Manager is appropriately covered and that there is some certainty in relation to the appointment of an Acting General Manager it is recommended that Mr Griffith be provided with a standing delegation by the Council to undertake the Acting role during any absence by the General Manager.

Mr Griffith holds the second most senior position within the organisation and is logically the most suitable person to act in the role of General Manager when required.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken in relation to this matter. This matter is purely a Council decision.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

No risks have been identified in relation to this matter.

If Council chooses not to endorse the recommendation provided it will be left to the Mayor to appoint an Acting General Manager (in circumstances where there is insufficient time for the matter to be referred to a formal Council meeting) and for the appointment to be endorsed by Council at the next available meeting.

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

Council can at anytime review its decision in relation to this delegation.

CONCLUSION

It is recommended that Council formally determine that during absences by the General Manager, that Mr Jeffrey Griffith automatically assumes the role of Acting General Manager with full delegations of that position being conferred upon him.

ATTACHMENTS

Nil

RECOMMENDATION

That Council determine that when circumstances exist that requires the appointment of an Acting General Manager that the Deputy General Manager, Mr Jeffrey Griffith fulfil the role and that full delegations of the position be conferred upon him during these periods.

Author: Position:	Robyn Woolsey Executive Assistant Management	General	Endorsed By: Position:	Matthew Atkins General Manager
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6.0 INFORMATION**6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING**

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
03/02/2020	Devon Netball	Presentation on a proposed Multi-Function Facility at Spreyton
	Prudential Consultants	Presentation of proposal relating to roadside advertising within the State Road Corridor
	Julie Burgess	Review and discussion on expressions of interest received for the Julie Burgess
	Budget	Outline of 2020 Budget Timetable to assist in the development of the Budget and Annual Plan.
17/02/2020	Providore Place	Discussions on future direction.
	Update of Staff Structure	Update on changes.

RECOMMENDATION

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

Author: Position:	Robyn Woolsey Executive Assistant General Management	Endorsed By: Position:	Matthew Atkins General Manager
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6.2 MAYOR'S MONTHLY REPORT

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

Summary

This report details meetings and functions attended by the Mayor.

BACKGROUND

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

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

In her capacity as Mayor, Councillor Annette Rockliff attended the following meetings and functions between 23 January and 19 February 2020:

- Council meeting, Various Council Committees, Special Interest Group and Working Group meetings and workshops as required.
- Meetings with Staff members and Councillors as requested.
- Media as requested: 7AD, ABC, ABC TV News, SeaFM, The Advocate
- Met with Co-ordinator, NW Suicide Prevention Trial Site
- Attended exhibition opening at the paranple arts centre
- Attended meeting with Minister Barnett and others re the announcement of the intention to close the Quoiba Saleyards
- Hosted Australia Day Citizenship and Awards Ceremony
- Chaired meeting of the NW Suicide Prevention Trial Site Working Group
- With the General Manager met with Gavin Pearce, Federal member
- Attended Don College's annual Awards Presentation evening
- With the General Manager attended Tourism Function at Anvers hosted by Premier Gutwein and Luke Martin
- Met with Jim Cavaye and Danielle Kidd from UTAS Cradle Coast Campus
- Met with Diamonds of Devonport 2020 Ambassador, Margaret Fay
- With the General Manager attended a meeting with Opposition Leader, Rebecca White, Anita Dow and Shane Broad
- Officially welcomed members of the CMCA to Devonport for their annual State Rally
- Attended St Brendan Shaw College's annual Awards Presentation
- Meetings re Bushfire Relief Concert: 7AD/Sea FM Staff, representatives of Salvation Army Devonport.
- Attended Arboretum Committee meeting
- Attended Maidstone Park Controlling Authority meeting
- Welcomed participants to Reconciliation Australia event
- Met with Eisteddfod Committee Executive members
- Attended East Devonport Football Club Luncheon
- Attended City of Devonport Lions Club 60th Anniversary celebration
- Attended official opening of new Uniting Church of Australia premises
- Attended Kite Festival

Report to Council meeting on 24 February 2020

- Attended LGAT General Management Committee meeting and LGAT Appreciation event in Hobart

ATTACHMENTS

Nil

RECOMMENDATION

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

6.3 GENERAL MANAGER'S REPORT - FEBRUARY 2020

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.8.2 Ensure access to Council information that meets user demands

SUMMARY

This report provides a summary of the activities undertaken by the General Manager, between 23 January and 19 February 2020. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

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

STATUTORY REQUIREMENTS

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

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops, Section 23 Committee and Council Meetings as required.
- 1.3. Met with the Advocate newspaper to provide an update on a number of operational matters.
- 1.4. Met with representatives of the Julie Burgess Operating Committee in regard to their future plans for the ketch.
- 1.5. Implemented a number of changes to Council's staff structure and the functional responsibilities of executive managers. A media release which outlines the changes is attached for information.
- 1.6. Met with the Deputy Auditor General for an initial discussion regarding the audit schedule for 19/20.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with representatives of the Vietnam Veterans Association in regard to a proposal for a walkway around the existing memorial plaques under the Norfolk Pine trees at Aitken Head point.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the regional Taswater quarterly briefing at their North West office.
- 3.2. Participated in a planning session for the Cradle Coast Authorities' new strategic plan.
- 3.3. Attended the Cradle Coast General Managers' meeting.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Along with the Mayor met with Tom Wootton, CEO of the new Regional Tourism Organisation (RTO), West x North West. The meeting provided an opportunity to outline tourism priorities in Devonport and the surrounding region and gain an understanding of how the RTO intends to interact with local government. The Cradle Coast Authority recently sought expressions of interest from elected members and senior staff to represent local government on the RTO Board.
- 4.2. With the Mayor met with Gavin Pearce MP regarding potential regional community infrastructure priorities.
- 4.3. Attended a forum for North West Mayors and General Managers with the State Labour leader, Rebecca White MP and Braddon members Anita Dow and Shane Broad.
- 4.4. Met with the State Grants Commission to discuss Devonport's allocation of the Federal Assistance Grants. In particular, the proposed changes to methodology for the regional responsibilities index was presented, with the Commission to seek further feedback from Councils on this matter in coming months. A tour of LIVING CITY stage 1 was provided to the Commission members.

5. OTHER

- 5.1. Attended a launch by the Premier, Hon Peter Gutwein MP of the Tourism Industry Council Tasmania's "Tassie's Top Tourism Town" campaign at Latrobe.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

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

CONCLUSION

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

ATTACHMENTS

1. Media Release
2. Current and Previous Minute Resolutions Update - February 2020
3. CONFIDENTIAL Current and Previous Minute Resolutions Update - Confidential February 2020

RECOMMENDATION

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

Author:	Matthew Atkins
Position:	General Manager



DEVONPORT CITY COUNCIL

ABN: 47 611 446 016

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Telephone 03 6424 0511

Email council@devonport.tas.gov.au Web www.devonport.tas.gov.au

MEDIA RELEASE

Council appoints new Deputy General Manager

14 February 2020

Devonport City Council is pleased to announce the appointment of Mr Jeffrey Griffith as the new Deputy General Manager.

Mr Griffith was previously the Executive Manager Corporate Services.

Prior to joining Council two years ago, Mr Griffith was General Manager of ICT company Anderson Morgan and spent 16 years with multi-billion dollar top 40 ASX listed corporation WesTrac Pty Ltd in a variety of roles including IT Manager, Chief Information Officer and General Manager (Project Management Office).

It follows the recent appointment of former Deputy General Manager Matthew Atkins to the role of General Manager.

Mr Griffith will retain oversight of most of the corporate functions previously under his direction, along with the Community Services team and the Development & Health Department.

"Jeff has been with Council for two years now and has led to some significant organisational improvements during this time. Jeff has a professional and disciplined leadership style and extensive executive experience and I am sure he will make a positive impact in his new role," Mr Atkins said.

Kym Peebles will take on responsibility for Finance, in addition to her existing oversight of Human Resources and the Arts and Convention Department as Executive Manager People & Finance.

A new position of Executive Manager City Growth will be advertised this weekend and has been created to focus on Council's priority of driving development and growth within the City

Mr Atkins said the changes better aligned Council's priorities.

"It maintains a relatively lean structure for an organisation our size with the executive team limited to only four people," he said.

"There has been a small realignment of responsibilities within the executive team to ensure Council's priorities are well aligned to the delivery of quality services to the community."

*The City with Spirit*

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"They are based on my belief that overall we have very good people and generally the organisation is in a good place. It is about building on what we have, rather than wholesale change."

ENDS

Media Contact

Nigel Tapp | Media & Communications Officer Devonport City Council
03 6424 0562 | 0427 132 972 | ntapp@devonport.tas.gov.au

Current and Previous Minute Resolutions Update

OPEN SESSION Current Resolutions	
Resolution Title:	Rotunda and Interpretive Sign – Joshua Slocum Park – Notice of Motion – Cr Lynn Laycock
Date:	28 January 2020
Minute No.:	05/20
Status:	In progress
Responsible Officer:	General Manager
Officers Comments:	Workshop to be scheduled.
Resolution Title:	PA2019.0216 Visitor Accommodation (Hotel) – 2-18 Best Street & 20-26 Best Street, Devonport
Date:	28 January 2020
Minute No.:	06/20
Status:	Completed
Responsible Officer:	Development Services Manager
Officers Comments:	Permit issued.
Resolution Title:	Tender Report Contract CT0260 Victory Avenue Kerb Renewal
Date:	28 January 2020
Minute No.:	07/20
Status:	Completed
Responsible Officer:	Infrastructure and Works Manager
Officers Comments:	Contract executed.
Resolution Title:	Request for Commemorative Seat – Devonport General Cemetery – Lawrence Drive
Date:	28 January 2020
Minute No.:	08/20
Status:	Completed
Responsible Officer:	Executive Manager Organisational Performance
Officers Comments:	Applicant advised to proceed.
Resolution Title:	SEA FM and 7AD Fire Relief Concert
Date:	28 January 2020
Minute No.:	09/20
Status:	Completed
Responsible Officer:	Convention and Arts Centre Director
Officers Comments:	Event being organised.

Resolution Title:	General Manager's Delegations (GFC 03/20 – 20 January 2020)
Date:	28 January 2020
Minute No.:	14/20
Status:	Completed
Responsible Officer:	Executive Manager Organisational Performance
Officers Comments:	Delegations issued.
Resolution Title:	HMAS Stuart – The Freedom of Entry to the City of Devonport (GFC 05/20 – 20 January 2020)
Date:	28 January 2020
Minute No.:	14/20
Status:	Completed
Responsible Officer:	Community Services Manager
Officers Comments:	Arrangements being made in liaison with Navy, Tas Police, Council.
Resolution Title:	Reconciliation Australia – National Reconciliation Walks (GFC 06/20 – 20 January 2020)
Date:	28 January 2020
Minute No.:	14/20
Status:	Completed
Responsible Officer:	Community Services Manager
Officers Comments:	Reconciliation Tasmania advised of Council's determination 30 January 2020.

Previous Resolutions Still Being Actioned	
Resolution Title:	Unconfirmed Minutes – Annual General Meeting – 9 December 2019
Date:	16 December 2019
Minute No.:	259/19
Status:	Ongoing
Responsible Officer:	General Manager
Officers Comments:	Workshop to be scheduled.
Resolution Title:	Squibbs Road Stormwater Improvements (IWC 42/19 – Infrastructure Works and Development Committee – 9 December 2019)
Date:	16 December 2019
Minute No.:	266/19
Status:	Completed
Responsible Officer:	Infrastructure and Works Manager
Officers Comments:	Contract awarded.

Resolution Title:	Future Visitation – Australian Navy Ships – Notice of Motion – Ald L M Laycock (D549874)
Date:	22 October 2018
Minute No.:	187/18
Status:	Completed
Responsible Officer:	Community Services Manager
Officers Comments:	Discussions held with Tasports and ongoing discussions with Navy personnel as and when required.

7.0 SECTION 23 COMMITTEES**7.1 INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE MEETING
- 10 FEBRUARY 2020****RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

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

SUMMARY

The purpose of this report is to receive the minutes and endorse the recommendations provided to Council by the Infrastructure Works and Development Committee meeting held on Monday, 10 February 2020.

ATTACHMENTS

1. Minutes - Infrastructure Works and Development - 10 February 2020

RECOMMENDATION

That the minutes of the Infrastructure Works and Development Committee meeting held on Monday, 10 February 2020 be received and the recommendations contained therein be adopted.

IWC 01/20 Cradle Coast Waste Management - Annual Report 2018/19

IWC 02/20 Unconfirmed minutes of the Mersey-Leven Emergency Management Committee

IWC 03/20 Signage Strategy 2017-2022 Year 3 Status Update

IWC 04/20 Woodrising - Infrastructure Review

IWC 05/20 Development and Health Services Report

IWC 06/20 Infrastructure and Works Report

Author:	Robyn Woolsey			Endorsed By:	Matthew Atkins
Position:	Executive Assistant General			Position:	General Manager
	Management				

Page 1 of 4

MINUTES OF AN INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE MEETING OF THE DEVONPORT CITY COUNCIL HELD IN THE ABERDEEN ROOM, LEVEL 2, paranapple centre, 137 ROOKE STREET, DEVONPORT ON MONDAY, 10 FEBRUARY 2020 COMMENCING AT 5:30PM

PRESENT: Cr L Perry (Chairperson)
Cr G Enniss
Cr P Hollister
Cr A Jarman
Cr L Laycock
Cr L Murphy

Councillors in Attendance:

Cr J Alexiou
Cr S Milbourne
Cr A Rockliff

Council Officers:

General Manager, M Atkins
Executive Manager Corporate & Business Services, J Griffith
Development Services Manager, K Lunson
Infrastructure and Works Manager, M Williams

Audio Recording:

All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Digital Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months.

1.0 APOLOGIES

There were no apologies received.

2.0 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3.0 PROCEDURAL

3.1 PUBLIC QUESTION TIME

MR CHRISTOPHER MILLS – 52 CAROLINE STREET, EAST DEVONPORT

At a previous Infrastructure and Works Meeting, 9 December on page 145 of the Minutes item 6.1 it was reported that seven trees were removed at 54 Caroline Street (on 5 December). The fact that the trees were stabilising a Declared Landslip Zone is omitted from that report.

To be clear to staff and elected members a Landslip Zone is declared by the Parliament of Tasmania as being a hazardous area. There are a number of homes situated within this hazardous area all of which are now affected by the removal of these trees.

I have a letter from the General Manager, Paul West, dated 28 August 2017, that leaves no doubt that quote:

"Council is aware that the removal of these trees may cause some destabilisation of the land".

Page 2 of 4

I have primary evidence that the Coordinator of Parks and Reserves in an internal document described this hazardous area as quote a "park".

He did not inform the affected residents that this row of seven trees were going to be felled and that as a result their homes are all now at increased risk of landslip.

Q1 In view of the above, Council and adjacent residents have a common need for long term stability of the slope.

As opinions from this Council, so far, have come from unqualified persons, it would be appropriate now, would it not, for Council to commission a Consultant Engineer to conduct an on site geotechnical investigation and to provide a report on the slope's stability?

Response

The Chairperson advised that the question would be taken on notice and a response provided in writing.

3.2 QUESTIONS FROM COUNCILLORS

Nil

3.3 NOTICES OF MOTION

Nil

4.0 TENDERS

Nil

5.0 INFRASTRUCTURE AND WORKS REPORTS

5.1 CRADLE COAST WASTE MANAGEMENT - ANNUAL REPORT 2018/19

IWC 01/20 RESOLUTION

MOVED: Cr Jarman

SECONDED: Cr Murphy

That it be recommended to Council that the 2018/19 Cradle Coast Waste Management Group Annual Report be received and noted.

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Ennis	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

5.2 UNCONFIRMED MINUTES OF THE MERSEY-LEVEN EMERGENCY MANAGEMENT COMMITTEE

IWC 02/20 RESOLUTION

MOVED: Cr Jarman

SECONDED: Cr Laycock

That it be recommended to Council that the unconfirmed minutes of the Mersey Leven Emergency Management Committee meeting which was held 11 December 2019 be received and noted.

Page 3 of 4

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Enniss	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

5.3 SIGNAGE STRATEGY 2017-2022 YEAR 3 STATUS UPDATE**IWC 03/20 RESOLUTION**

MOVED: Cr Murphy

SECONDED: Cr Jarman

That it be recommended to Council that the report of the Infrastructure and Works Manager be received and Council note the status of actions listed in the Signage Strategy 2017-2022.

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Enniss	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

5.4 WOODRISING - INFRASTRUCTURE REVIEW**IWC 04/20 RESOLUTION**

MOVED: Cr Jarman

SECONDED: Cr Murphy

That it be recommended to Council that the report of the Infrastructure and Works Manager be noted and that the sale of 16 Woodrising Avenue not proceed at this point of time.

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Enniss	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

6.0 INFRASTRUCTURE AND WORKS BI-MONTHLY UPDATE**6.1 DEVELOPMENT AND HEALTH SERVICES REPORT****IWC 05/20 RESOLUTION**

MOVED: Cr Laycock

SECONDED: Cr Murphy

That it be recommended to Council that the Development and Health Services Report be received and noted.

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Enniss	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

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6.2 INFRASTRUCTURE AND WORKS REPORT**IWC 06/20 RESOLUTION**

MOVED: Cr Murphy

SECONDED: Cr Laycock

That it be recommended to Council that the Infrastructure and Works report be received and noted.

	For	Against		For	Against
Cr Perry	✓		Cr Jarman	✓	
Cr Enniss	✓		Cr Laycock	✓	
Cr Hollister	✓		Cr Murphy	✓	

CARRIED UNANIMOUSLY

There being no further business on the agenda the Chairperson declared the meeting closed at 5:49pm.

Confirmed

Chairperson

8.0 CLOSED SESSION

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
8.1	Confirmation of Closed Minutes – Council Meeting – 28 January 2020	15(2)(g)
8.2	Application for Leave of Absences	15(2)(h)

OUT OF CLOSED SESSION

RECOMMENDATION

That Council:

- (a) having met and dealt with its business formally move out of Closed Session; and
- (b) resolves to report that it has determined the following:

Item No	Matter	Outcome
8.1	Confirmation of Closed Minutes - Council Meeting - 28 January 2020	
8.2	Application for Leave of Absence	

9.0 CLOSURE

There being no further business the Mayor declared the meeting closed at pm.