



*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, paranable centre, 137 Rooke Street, Devonport on Monday 22 March 2021, commencing at 5:30 PM.

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

## QUALIFIED PERSONS

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

Matthew Atkins  
GENERAL MANAGER

**17/03/2020**

### April 2021

Meeting	Date	Commencement Time
Ordinary Council	26 April 2021	5:30pm

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**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL  
HELD ON MONDAY 22 MARCH 2021, IN THE ABERDEEN ROOM, LEVEL 2, paranaple centre,  
137 ROOKE STREET, DEVONPORT AT 5:30 PM**

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## ATTENDEES

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

## ACKNOWLEDGEMENT OF COUNTRY

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

## IN ATTENDANCE

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

## 1 APOLOGIES

## 2 DECLARATIONS OF INTEREST

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## **3 PROCEDURAL**

### **3.1 CONFIRMATION OF MINUTES**

### **3.2 PUBLIC QUESTION TIME**

#### **PUBLIC QUESTION TIME**

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

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

### **3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS**

Author: **Matthew Atkins, General Manager**

#### **RECOMMENDATION**

That the responses to questions from Mr Rodney Russell, Mr Malcolm Gardam and Mr Christopher Mills at the February 2021 Council meeting be noted.

#### **ATTACHMENTS**

1. Response to Question Without Notice - 22 February 2021 - R Russell [**3.2.1.1** - 1 page]
2. Response to Question Without Notice - 22 February 2021 - M Gardam [**3.2.1.2** - 1 page]
3. Response to Question Without Notice - 22 February 2021 - C Mills [**3.2.1.3** - 1 page]

### 3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

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

#### RECOMMENDATION

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

#### **Malcolm Gardam – 4 Beaumont Drive, Miandetta**

A letter containing questions on notice from Mr Malcolm Gardam, received 12 March 2021 is **reproduced as attachment 1**.

- Q1** The previously repeated question as to whether Council has a binding legal agreement with Fairbrother and/or Fragrance requiring the reimbursement of any delay costs resulting from hotel delays, exceeding the previously agreed site occupation periods, and flowing onto and delaying the Waterfront Parkland Redevelopment contract have not been answered; accordingly, I now ask in regards to any hotel delays causing delays and delay costs to Vos Constructions, will council require the hotel contractor to fund those costs rather than the ratepayers?
- Q2** If the answer to Q1 is NO then why is Fairbrother and/or Fragrance not required to reimburse Council for any valid flow on delay costs claimed by Vos Constructions, the waterfront parkland contractor?
- Q3** Will Council commit that if any delays by the hotel contractor, causing delays to the Waterfront Parkland Redevelopment contract, shall be specifically addressed and recorded separately as such and not as part of payment for any other delay costs or variation to the contract?
- Q4** Has Council received an extension of time claim from Vos Constructions based on delays to the previously agreed sharing or handback timeframes associated with Fairbrother's occupation of the Waterfront Parkland Redevelopment site?
- Q5** Has Council received a claim for delay costs (sometimes referred to as prolongation costs) from Vos Constructions?
- Q6** Will Council assure ratepayers that any delay costs incurred under the Waterfront Parkland contract that are attributable to delays flowing from the hotel development shall not be funded either directly or indirectly by ratepayers?
- Q7** Will Council assure ratepayers that the "hotel land sale contract" protects ratepayers from any delay costs incurred under the Waterfront Parkland Redevelopment contract flowing directly from hotel delays and not be reminiscent of what occurred at Providore Place whereby ratepayers had to bear the massive cost of the problems with the initial head lease?

#### **Response**

Both contractors (Fairbrother & Vos) undertaking projects in the LIVING CITY Waterfront Precinct are working together collaboratively and managing any overlap in relation to work areas. Neither party is being delayed by the other and Council has not to date received any claims for associated time extensions or delay costs.

Council has appointed an independent Superintendent to administer the Waterfront Park construction contract in a fair and equitable manner and it is not appropriate to answer hypothetical questions regarding future contractual claims that may or may not occur.

Council will continue to consider the complexities of both developments along with the broader implications, such as impacts on nearby businesses and the local road network as these exciting CBD developments are completed.

A second letter containing a question on notice was received from Mr Gardam on 15 March 2021. It is **reproduced as attachment 2**.

**Q1** In August 2020 the Code of Conduct Panel released its report upholding a complaint against Mayor Annette Rockliff in that while acting as Chairperson she had prematurely closed the December 2019 AGM and I hereby request Council confirm as to what was the total amount that the Code of Conduct process cost Devonport ratepayers to have the Mayor's decision making challenged?

**Response**

To date Council has not incurred any costs associated with the code of conduct complaint to which you refer. Costs associated with code of conduct complaints are disclosed each year in Council's Annual Report.

**Bob Vellacott – 11 Cocker Place, Devonport**

A letter containing questions on notice from Mr Bob Vellacott, received 13 March 2021 is **reproduced as attachment 2**.

**Q1** Does Council have a policy in regard to the maximum amount of litres of volatile and or flammable liquids, such as pure ethanol (i.e. a liquid that could be used to manufacture high performance racing car fuels,) that is permitted to be stored in council owned properties situated within the central business district?

**Response**

No, Council does not have a policy in this regard. The management, storage and handling of hazardous chemicals are regulated by Workcover Tasmania, with provisions set out in the *Work Health and Safety Regulations 2012*.

**Q2** If yes to question one above- please inform - what is the maximum amount of litres of volatile /flammable liquid that council will permit to be stored?

**Response**

Refer response to Q1.

**Q3** Is council confident that all of their leased properties comply with the relevant safety acts and regulations pertaining to fire protection and building construction, including council's insurance company's requirements in regard to the buildings structure and storage of volatile /flammable liquids and fluids?

**Response**

Yes, Council are satisfied that all our leased premises are fit for purpose for their intended use, adequately insured, and include the necessary fire and emergency management infrastructure. The obligations and requirements of the landlord and tenants are documented and disclosed in formal lease agreements.

**Christopher Mills – 52 Caroline Street, East Devonport**

A letter containing questions on notice from Mr Christopher Mills, received 14 March 2021 is **reproduced as attachment 4**.

**Q1** The land, next to my home, known as 54 Caroline St, ( 22 Feb) was claimed by the General Manager at the last Council Meeting (22 Feb) to be a "Public Space".

It is in fact lawfully the property of State Nominees Proprietary Ltd....Torrens Title Vol 64728 Folio 69. A new sub division was created in May 1970, with this land remaining in private ownership.

The land does not appear on any subdivision plan (as required by the Local Government Act TAS 1993). The land has not been acquired in accordance with the Land Acquisitions Act TAS 1993 and does not appear on Devonport Council's Public Land Register.

The General Manager has also admitted that there is no legal documentation to support his claim that the land is "Public Land". Could the General Manager please clarify Council's position and supply the name and address of the current, legal owner of this land?

### **Response**

Council has previously acknowledged that the title for the land to which you refer remains in the name of the original subdivider. Previous correspondence has also clarified the maintenance responsibilities which Council undertakes, and Council has nothing further to add.

### **ATTACHMENTS**

1. M Gardam - Questions on Notice re waterfront park - March 2021 [**3.2.2.1** - 3 pages]
2. M Gardam - Questions on Notice re code of conduct costs - March 2021 [**3.2.2.2** - 1 page]
3. B Vellacott - Questions on Notice re Storage of Volatile and or Flammable Liquids - March 2021 [**3.2.2.3** - 1 page]
4. C Mills - Questions On Notice re 54 Caroline Street - March 2021 [**3.2.2.4** - 1 page]



### **3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC**

### **3.3 QUESTIONS ON NOTICE FROM COUNCILLORS**

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

## 3.4 NOTICES OF MOTION

### 3.4.1 COLLABORATION WITH UTAS/CAPITOL

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

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

#### MOTION

That Council, in collaboration with UTAS/CAPITOL\*, actively work towards establishing Devonport as the leading municipality in the Cradle Coast Region for developing and implementing age targeted health improvement activities, with the goal of measurably being the healthiest municipality in the region within 10 years.

#### SUPPORT

The Devonport City Council has in the past by separate resolution (2010 & 2012) determined to become the 'Major sporting and recreation centre of the Cradle Coast Region', and the 'Retail hub of the North West Coast'. These resolutions align with the physical transformation and infrastructure improvements our city has undergone since 2010.

This Notice of Motion is designed to similarly align with and place a sharpened focus on targeted health improvements in the community, and the prevention of obesity - particularly in our young.

Australia ranks 5th among OECD countries for obesity. In 2017-18, 67% of Australian adults were overweight or obese. What is most concerning is children's level of obesity has doubled over the last decade.

The University of Tasmania - College of Health and Medicine, has undertaken the CAPITOL Project. The project team has engaged with three municipal areas in the Cradle Coast Region – Devonport, Burnie & Circular Head, and has commenced collaboration via workshops with groups from each municipality.

UTAS/CAPITOL has volunteered to work alongside DCC Officers and the Devonport community to help achieve the ambition expressed in the Notice of Motion.

**\*CAPITOL - Critical Age Periods in the Trajectory of Obesogenic Lifestyles**

#### OFFICER'S COMMENTS

Staff have been working with UTAS on the CAPITOL project and data produced to date will assist with the long-term planning of both future capital expenditure and operational budgeting.

Consideration will need to be given to suitable indicators that could be used to measure the "healthiness" of the community, both to determine the current status of Devonport residents and to monitor improvement.

#### ATTACHMENTS

Nil

## **4 PLANNING AUTHORITY MATTERS**

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

## 5 REPORTS

### 5.1 PUBLIC LAND REGISTER - BIENNIAL REVIEW

Author: **Claire Jordan, Governance Officer**

Endorser: **Matthew Atkins, General Manager**

#### RECOMMENDATION

That Council:

- a) update its Public Land Register following its biennial review to include:
- 2 Marine Street East Devonport;
  - 56A Percy Street Devonport;
  - Pardoe Esplanade East Devonport;
  - 46 Laphorne Close Don;
  - Lot 101 Forth Road Don;
  - 39 Clayton Drive Spreyton;
  - 44 Lawrence Drive (part of);
  - 29-31 Stony Rise Road Quoiba;
  - Hiller Street Devonport
  - 2 Morris Avenue Devonport;
  - 13 Racecourse Road Spreyton;
  - 14 Illaroo Avenue East Devonport;
  - 673 Melrose Road Melrose;
  - 8 Victoria Parade Devonport; and
  - 145-151 Rooke Street Devonport;
- b) amend the following existing property entry:
- Devonport Soccer Club (incorporating Centennial Park and Hiller Flora Reserve) – amend name of Centennial Park to Bicentennial Park; and
- c) make an updated copy of the Register publicly available on Council's website and at the Council Offices.

#### 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 provided to Council to advise of proposed updates and amendment to the Public Land Register following its biennial review.

#### BACKGROUND

In accordance with the *Local Government Act 1993*, Council is required to maintain a Public Land Register, and to make it available for public inspection.

The Public Land Register was formally adopted in May 2015, and last reviewed in March 2019. The most recent review has identified a number of additional properties for inclusion in the Register, and a minor naming amendment to an existing property.

**STATUTORY REQUIREMENTS**

Section 177A of the Local Government Act 1993 (the Act) states:

(1) The following land owned by a council is public land:

- a) a public pier or public jetty;
- b) any land that provides health, recreation, amusement or sporting facilities for public use;
- c) any public park or garden;
- d) any land occupied under section 176 for the purposes of establishing or extending public land;
- e) any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;
- f) any other land that the council determines is public land;
- g) any other prescribed land or class of land.

(2) The general manager is to:

- a) keep lists of all public land within the municipal area; and
- b) make the lists available for public inspection at any time during normal business hours.

**DISCUSSION**

A scheduled review of Council's public land identified parcels that require inclusion on the Public Land Register. The following public land is deemed to be public land and therefore should be added to Council's Public Land Register:

Land	PID	Improvement/Land Description	Reason for inclusion
Harvey Park (2 Marine Street East Devonport)	6366783	Park Reserve	(c) – gifted to Council from Roy Harvey to be set aside as park – 26/6/1950
56A Percy Street	6309033	Reserve	(c) – Transfer requirement for land to be left as POS and walkway
East Devonport (Pardoe Esplanade)	6361800	Reserve	(e) Set apart for public recreation space
46 Lapthorne Close	7399536	Nil	(e) Set apart for public recreation space
Don River Corridor	2636950	Recreation area	(e) Listed as Public Open Space

<b>Land</b>	<b>PID</b>	<b>Improvement/Land Description</b>	<b>Reason for inclusion</b>
Clayton Drive Corridor	2984998 & 9097789	Ground improvements	(e) Set apart for public recreation space
Mersey Vale Cemetery	6388165	Lawn cemetery and buildings	(f) - Cemetery
Old Cemetery	Part of 7679706	Nil	(f) - Cemetery
Morris Avenue Reserve (Community Gardens)	6342327	Recreation Park	(b) Community Gardens
Spreyton Racecourse	3169303	Tapeta Park & Dog's Home	(b) – Sporting facility
Hiller Street Reserve	7187381	Nil	(e) - Set apart for public recreation space on Title
Pardoe Esplanade East Devonport	6361771	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361878	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361835	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361827	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361819	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361798	Reserve	(c) - Memorandum of Transfer states Public Recreation Space

<b>Land</b>	<b>PID</b>	<b>Improvement/Land Description</b>	<b>Reason for inclusion</b>
East Devonport Foreshore - 14 Illaroo Avenue	6365238	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361843	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361851	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361886	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361894	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361907	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361915	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
Pardoe Esplanade East Devonport	6361923	Reserve	(c) - Memorandum of Transfer states Public Recreation Space
673 Melrose Road Melrose	6384279	Fire Station & Hall	(b) Recreation and amusement facility
8 Victoria Parade Devonport	7404235	Clubhouse	(b) Recreation and amusement facility
145-151 Rooke Street Devonport	9911943	Cultural Centre	(b) Recreation and amusement facility

### COMMUNITY ENGAGEMENT

No community engagement has been undertaken in respect of this report. However, members of the community may object, in writing, to the General Manager, in respect of an omission or inclusion of land on the Register.



### **FINANCIAL IMPLICATIONS**

There are no financial implications for Council in reviewing and updating the Public Land Register.

### **RISK IMPLICATIONS**

There are no risks identified pertaining to Council updating its Public Land Register.

### **CONCLUSION**

It is recommended that the Public Land Register be updated to include additional properties and a minor naming amendment as detailed in this report.

### **ATTACHMENTS**

1. DCC Public Land Register - Updated March 2021 [**5.1.1** - 12 pages]
2. Public Land Register - maps - updated March 2021 [**5.1.2** - 18 pages]

## 5.2 2021-22 BUDGET CONSULTATION

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

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

That Council receive and note the Budget Consultation 2021/22 report and refer submissions to its budget deliberations.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.2.1 Encourage community participation initiatives that supports two-way communication and consultation which results in increased engagement

### SUMMARY

This report presents the outcomes from the community budget consultation undertaken for the 2021/22 financial year.

### BACKGROUND

Council has sought community input through structured community engagement as part of its annual budget preparation for several years. Community consultation provides an opportunity for Devonport ratepayers and residents to provide input and suggestions to Councillors for their consideration as part of the budget process.

Devonport residents indicated they had a strong desire for greater input into Council's decision making in a community satisfaction survey conducted some years ago.

Council's Community Engagement Policy and feedback from previous consultations were considered in the preparation of a project community engagement plan, together with Council's *Strategic Plan* and *Long Term Financial Plan*.

Objectives for the community engagement were defined as follows:

- Seek community input regarding key priorities for the 2021/22 budget, to assist Council and management in the budget making process;
- Involve the community in the decision-making process for the 2021/22 operating and capital budgets; and
- Help ensure a better match between community expectations and actual expenditure and delivery of services and projects.

### STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

### DISCUSSION

The 2021/22 Council budget consultation invited community members to contribute their ideas for projects and initiatives which they felt would benefit the community and was hosted at [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au) and through Council's Customer Service Centre.

The consultation achieved 53 submissions, compared to 29 last year. Submissions were received via Speak Up Devonport and in writing. A summary of the feedback received is shown below. Full details of each submission will be provided to Councillors as a confidential attachment for their consideration as part of the budget process.

Topic	Number of times raised
Table and chairs installed in the Mary Binks Wetlands	1
Correct stormwater issues at 1 Wattlepod Court	1
A footpath in Melrose Rd from the Cider Shed, to Buster Road	1
Melrose Rd (from no. 1 to no. 37) – drain repairs	1
Pump tracks to be developed at Miandetta	1
Development of walking track from the western end of sawdust bridge, to Don Heads	1
An initiative to increase quality doctors within Devonport region/better hospital facilities for the region	1
Development of a mountain bike track through Don Reserve	1
Family friendly improvements to Splash – longer opening hours/outside toddler pool/wading pool/bbq areas/area for free play in inside pool/pricing signs	2
More playgrounds	1
Revamp of the mall	1
Murals on the silos	1
Improvements to Devonport Little Athletics facilities – larger storage shed, updated toilets	8
Introduce an 'Edible Landscape & Urban Food Forest' Strategy, including the development of a botanical park	1
A dog park in Quoiba	1
DCC to employ a part-time Retail Coordinator	1
Development of a peak education centre showcasing the achievements of Tasmanians	1
Wheelchair swings at the Bluff	9
Improvements to equipment for the Friends of Don volunteer group	3
Training to employees and contractors working in reserves to ensure habitats and ecosystems are not destroyed, funding to raise awareness of the importance of the reserves, for example, with interpretive signage	1
A safe link to Turners Beach to connect the coastal pathway	1
Funds allocated to cleaning up roadside rubbish more frequently, and better containment of rubbish escaping from the WTS into Figure of Eight Creek	1
A school crossing sign and speed limit adjustments at the North West Support School	1
Dana Drive to burrows Crescent – proposed street connection	1
Expansion of area and toilet facilities at the Visitor Information Bay on the Bass Highway, travelling West before Victoria Bridge	1
Maintenance to the Don Heads to Paradise Cove walking track	1
Soap in the public toilets along Victoria Parade	1
Climate change mitigation projects	1
Devonport sports precinct – inc full size athletics track, AFL national rated ground, rectangular sports ground and netball courts all at one place	1

More trees planted in East Devonport, finishing at the intersection of Brooke & Wright Streets	1
Extension to the basketball courts, plus additional change rooms and seating	1
Beautification of East Devonport beaches	1
Drinking fountains along Pardoe Beach esplanade	1
Permanent flashing lights at the pedestrian crossings along Bluff Road	1
Upgrade path from Mersey River through to new playground area/carpark and to at least corner of Wright St in East Devonport.	1
Concrete footpath and drive at 201 (and further along) Sheffield Rd Spreyton	1
Corrections to easements to stop flooding in Sheffield Rd Spreyton	1
Extend the watering system to include the foreshore from the Vietnam Veterans Memorial to the Bluff	1
Extend footpath in Tugrah Road	1
Off-leash park adjacent to the general dog park, for greyhounds only	1
Fourways (William Street) Median Strip – zebra crossing	1
Improvement to Formby Rod/Elizabeth Street turn in	1
Road markings at traffic lights	1
Fix potholes (including the ones that relate to other entities)	1
Reduce the speed limits in shopping strips to 40kph	1
DIER need to be put on notice to update the traffic light signals	1
Un-metered road markings	1
A pedestrian walkway marked on the west side of Rooke Lane	1
Don Road Footpath needs to be more clearly delineated	1
More greening of the landscape, ie trees in road verges	1

## COMMUNITY ENGAGEMENT

Community engagement was planned, developed and implemented in accordance with Council's Community Engagement Policy.

Community engagement was undertaken between 9 February 2021 and 22 February 2021.

The consultation was promoted through:

- Council's website – promotion was featured on the home page and news pages and re-directed users to the consultation tool at [speakupdevonport.com.au](https://speakupdevonport.com.au);
- A media release was distributed to Tasmanian media and was reported on by The Advocate and by 7AD
- Council's Facebook page & Twitter was used to announce the consultation period.
- Reminders were provided in the Community Services Newsletter.

## FINANCIAL IMPLICATIONS

The consultation was planned, developed, managed and delivered by Council staff. The design and development for the consultation material was developed and printed in-house, with associated costs part of Council's annual operating expenses.

## RISK IMPLICATIONS

Consultation and/or Communication

The positive sentiment created for Council through the consultation process needs to be maintained. Council must ensure that the public are kept informed of the budget decisions.

## **CONCLUSION**

The feedback received through the budget consultation process provides Council with a high level of community input and will be taken into consideration in the budget decision making process.

Following Council's adoption of the 2021/22 budget, it is proposed to prepare a Budget Consultation Summary outlining the key budget measures and how Council responded to the consultation feedback.

## **ATTACHMENTS**

Nil

## **5.3 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA - NOMINATION FOR GENERAL MANAGEMENT COMMITTEE**

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### **RECOMMENDATION**

That Council nominate Mayor Annette Rockliff for the Local Government Association of Tasmania (LGAT) General Management Committee.

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

Strategy 5.1.1 Promote open communication and cooperation whilst representing Council at a regional, state and national level

### **SUMMARY**

This report is provided to assist Council in formalising the nomination of Mayor Annette Rockliff for the General Management Committee (GMC) of the Local Government Association of Tasmania (LGAT).

### **BACKGROUND**

Council has received advice regarding the election for the appointment of representatives to the General Management Committee (GMC).

The GMC comprises eight members and provides oversight to LGAT operations. The GMC is elected by LGAT member councils every two years and comprises the popularly elected president, the Lord Mayor of Hobart and six other members elected by regional groupings of councils.

One of the two representatives from the North-West Coast represents councils with populations over 20,000 (ie Devonport and Central Coast Councils). Following the receipt of nominations, an election takes place in respect of each of the vacancies (if required) and all councils in the region are able to vote for both positions.

### **STATUTORY REQUIREMENTS**

Council as a member of the LGAT is entitled to vote in accordance with the Rules of the Association.

### **DISCUSSION**

Mayor Rockliff has indicated her interest in being nominated as the representative for North West Councils with populations over 20,000. The Mayor is currently the representative and is willing to continue in the role.

The election timetable is as follows:

Nominations open	1 March 2021
Nominations close	21 April 2021
Ballot material posted (if a ballot is required)	26 April 2021
Close of postal ballot	17 June 2021
Declaration of the result	17 June 2021

**COMMUNITY ENGAGEMENT**

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

**FINANCIAL IMPLICATIONS**

There may be minimal costs incurred by the Mayor for attendance at GMC meetings.

**RISK IMPLICATIONS**

There are no identified risks in relation to this report.

**CONCLUSION**

As Mayor Rockliff has indicated her interest in being nominated for this position, Council's endorsement of the nomination is required.

**ATTACHMENTS**

Nil

## **5.4 COMMUNITY HOUSING DEVELOPMENT - 108 TARLETON STREET EAST DEVONPORT**

Author: **Matthew Skirving, Executive Manager – City Growth**

Endorser: **Matthew Atkins, General Manager**

### **RECOMMENDATION**

That Council:

1. note the update from Possability regarding their partnership with Community Housing Limited for the proposed development at 108 Tarleton Street, East Devonport;
2. approve the transfer of Certificate of Title – 178619/1 to Housing Choices Tasmania Ltd upon completion of the development works, at the transferee's expense, and in all other respects in accordance with the Memorandum of Understanding between Council and Optia Pty Ltd; and
3. authorise the General Manager to provide written confirmation of the proposed transfer to Housing Choices Tasmania Ltd to satisfy the funding requirements associated with the development.

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

- Strategy 4.6.4 Develop partnerships between all levels of government, the private and not for profit sectors that deliver innovative solutions
- Strategy 4.7.2 Encourage opportunities for active participation in community life

### **SUMMARY**

The purpose of this report is to note and acknowledge the update provided by Possability in respect of the proposed community housing development at 108 Tarleton Street, East Devonport, and agree to their request to formally confirm the proposed disposal by Council and transfer of ownership to Housing Choices Tasmania Ltd, upon completion of the proposed works.

### **BACKGROUND**

Commencing in 2016, Council were approached by Possability, a Tasmanian-based not-for-profit organisation that provides a wide range of support services for people living with disability and their families within a community setting, regarding the possibility of establishing a specialist disability accommodation facility in Devonport. Representatives of Possability attended a Workshop session with Aldermen on 4 July 2016 to seek support for their 'intentional community proposal'.

The request from Possability was for Council to support their proposal by identifying an appropriate parcel of land that could be provided to them for the purpose of development.

A parcel of land in Council ownership at 108 Tarleton Street, East Devonport was identified as an ideal location for the development.

The land in question is depicted below and encompasses an area of approximately 8,837m<sup>2</sup> (.88 hectares):





The subject property was transferred to Council by the State Government in 2011 following a decision by the Government that the property was surplus to their requirements. Initially the property had been listed for auction by the Government, however after lengthy negotiations it was determined that it should be transferred to Council, as Council had originally transferred the land to the Government for the location of a child health facility.

A document provided by Possability, at this time, outlined the benefits that this project would likely bring to Devonport including:

- Improved specialist disability accommodation for 10-16 people with disability – currently there are shortages for purpose-built housing in the Devonport area resulting in people moving out of the local community to access housing.
- Economic benefits– estimated \$4.5M construction project and between \$400,000 and \$900,000 recurrent salaries paid to staff annually.
- Additional Council income – through rates paid on the facility developed.
- Showcasing Devonport for excellence and innovation – through the provision of innovative housing and evaluating the impact of housing on a range of outcomes including social inclusion, health and well-being, independence and ongoing support costs.

At the Closed Council Meeting of 27 February 2017, Council endorsed entering into a Memorandum of Understanding between Devonport City Council and Optia Pty Ltd (trading as Oak Possability) for the development of Community Housing on land to be transferred from Council, at 108 Tarleton Street, East Devonport (Min. 30/17 refers). A copy of the MOU is provided as a confidential attachment.

The MOU was extended twice due to delays relating to the funding model, changes in Federal Regulations relating to the introduction of the NDIS, related project ownership structure, and unexpected issues pertaining to development permits.

At the most recent meeting between Council, Possability, and their development partner Housing Choices Tasmania in early March 2021, Possability confirmed they were now able to commence the project, having secured the required funding and permits, and

developed an operational model in line with the originally intended development outcomes.

Possability will be responsible for providing disability support to five of the units on site and is partnering with Housing Choices Tasmania (HCT) on this project, who will oversee development of the project, and assume ownership of the land and developed assets. As partner, HCT has received confirmation of funding by Housing Tasmania to support the full funding of this project, as per the original plans submitted with Council, and including the community centre. The community centre will include a multi-function space, including meeting rooms and amenities, and is intended for community-wide use.

There is also currently a use agreement in place between Devonport City Council and Gran's Van Association Inc for use of the former child health building for their operations. This agreement is ongoing, with a six month termination notice clause. Gran's Van Association Inc are aware, and have been kept informed, of the transfer to Possability, and Possability have previously advised that they will undertake discussions with Gran's Van to enable them to continue their operations from the site.

### **STATUTORY REQUIREMENTS**

In accordance with section 177 of the *Local Government Act 1993*:

- (1) A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.*
- (2) Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.*
- (3) A council may sell –*
  - (a) any land by auction or tender; or*
  - (b) any specific land by any other method it approves.*
- (4) A council may exchange land for other land –*
  - (a) if the valuations of each land are comparable in value; or*
  - (b) in any other case, as it considers appropriate.*
- (5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.*
- (6) A decision by a council under this section must be made by absolute majority.*

This property was formerly classified as public land, however Council undertook the required process to dispose of the land (and subsequently remove from the Public Land Register), under section 178, when the Memorandum of Understanding with Possability was entered into in 2017, and public notice of Council's intention to dispose of public land made.

### **DISCUSSION**

Now that Possability, and project partner Housing Choices Tasmania Ltd, have secured the required funding, outlined the project timeframe and obtained the required permits and approvals to support a proposed construction commencement date of June 2021, Council has the required assurance to provide formal acknowledgement of agreeing to the transfer of the property's title upon completion of the development.

As outlined in recent correspondence from Possability (included as an attachment to this report), regulatory changes in relation to the introduction of the NDIS and associated funding arrangements now requires separation between NDIS *Support Providers* and *Accommodation Providers*. As such, Possability has partnered with HCT to deliver and

assume ownership of the development. This change requires Council to recognise HCT as the transferee of the proposed land to be donated by Council. In all other respects, the development outcomes will be in accordance with the original intent.

### COMMUNITY ENGAGEMENT

No community engagement was undertaken as a result of this report. Council did undertake formal public notice requirements when initially providing its notice of intention to dispose of public land in 2017, in accordance with the section 178 of the *Local Government Act 1993*.

### FINANCIAL IMPLICATIONS

A valuation undertaken by the Valuer General's Office in March 2020, valued 108 Tarleton Street at:

- \$220,000 (Land)
- \$245,000 (Improved Capital Value)

A copy of the Valuer General's valuation information is included as an attachment to this report.

The assets held by Council in relation to this land are noted in the table below, including their current Written Down Value:

Asset Number	Description	Written Down Value
B000037	Building - 108 Tarleton Street (was East Devonport Child Health Centre)	\$27,772.05
L000077	108 TARLETON ST. EAST D'PORT LAND	\$264,000.00
P000312	Lawn - Police Park Tarleton Street	\$7,916.32
		<b>\$299,688.37</b>

Council will recognise a charge against Donated Assets for the value of the assets shown above. Once the land has been developed, Council will receive rates income from the transferee as property owner.

Outgoings and expenses including land tax and maintenance costs will no longer be incurred by Council, which will result in cost savings.

Short-term and ongoing economic benefits will be derived by the community from construction jobs and on-going specialist support jobs within the community, as previously estimated by Possability.

### RISK IMPLICATIONS

- **Asset & Property Infrastructure**  
In accordance with the Memorandum of Understanding signed by both parties in 2017, the transfer of Titles will not be actioned until all required development approvals/permits and funding required to proceed has first been obtained, therefore Council's risk is minimised.

Further, the MOU provides for any sale proceeds being paid to Council (an amount equivalent to the value of the land as assessed by the Valuer-General at the time of sale), should the property be disposed of to an entity which is not a "not for profit" organisation.

## **CONCLUSION**

The donation and transfer of land and assets associated with the Council-owned property at 108 Tarleton Street, East Devonport, as Council's in-kind contribution to the project would allow significant benefits to be achieved for the community, both economically and socially.

On this basis, it is recommended that Council endorse the recommendations outlined in this report.

## **ATTACHMENTS**

1. Letter - Update from Possability to DCC 9 March 2021 [**5.4.1** - 3 pages]
2. Premium Property Report - including valuation -178619-1 [**5.4.2** - 5 pages]
3. Overview Site Plan - 108 Tarleton Street East Devonport [**5.4.3** - 1 page]
4. Concept Design Plan - 108 Tarleton Street East Devonport [**5.4.4** - 1 page]

## 5.5 NOVELTY TRAIN EXPERIENCE

Author: **Geoff Dobson, Convention & Art Centre Director**  
Endorser: **Kym Peebles, Executive Manager People & Finance**

### RECOMMENDATION

That Council undertake an expression of interest process to seek an independent operator to provide a novelty train tourist experience that connects the Waterfront Park to the Bluff precinct.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 3.2.3 Facilitate a pro-active approach by business to embrace tourism opportunities

### SUMMARY

This report provides Council with a summary of discussions and a recommendation on the notice of motion by Cr Ennis regarding a family/tourist friendly novelty train.

### BACKGROUND

At the October 2019 Ordinary Meeting of Council, Cr Ennis moved a notice of motion:

That Council have a Workshop to explore the opportunities for family/tourist friendly public transport between our prime tourist activities/spots.

#### 219/19 RESOLUTION

The motion was passed unanimously. Subsequently, two workshops were held, firstly in December 2019 and secondly in March 2021.

### STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

### DISCUSSION

Tourist and novelty trains offer several opportunities for cities. On a large scale, they provide a useful means of transport for visitors and residents at a low cost without the need to understand the public transport system, and in a more controlled environment they can provide an entertainment attraction for families.

It was identified through discussions held at workshops that Devonport has dispersed tourist attractions and facilities. It is evident that there are challenges with public transport between several recognised tourist locations that would not easily connect with a novelty style vehicle. The example of Don River Railway and Home Hill would be more appropriately connected using a larger vehicle, such as a small bus.

Identifying strategic sites of interest led to considerations for a larger vehicle option, a small bus, as well as a larger bus like the Tiger Bus model in Launceston.

The development of the Waterfront Park, and its proximity to the multi-level carpark and Visitor Centre, also informed the discussion at workshops, around the likely usage and need of a family/tourist friendly public transport option.

Ultimately, the discussion led to two strategies. Firstly, an immediate focus on connecting the new Waterfront Park with the Bluff Precinct. Secondly, a broader focus on suitable public transport options that would allow visitors and residents to access and connect to tourist locations and facilities outside the CBD. The latter is outside the scope of this report.

To test the viability of a connection between the Waterfront Park and the Bluff Precinct, preferably utilising the waterside reserve along Victoria Parade and Bluff Road, it is proposed Council seek an independent operator to undertake a trial. Council would consider both a commercial operator and service club as suitable.

Workshop discussions identified that Council were not prepared to operate the venture at this time, considering an external operator would be a more viable option.

The majority of the Waterfront Park is not due to be public ready until late 2021, with certain areas within the park likely to be completed in early 2022. Therefore, Council has adequate time to seek expressions of interest and enter discussions with suitable operators.

### **COMMUNITY ENGAGEMENT**

No community engagement was undertaken as part of this report.

### **FINANCIAL IMPLICATIONS**

Council is seeking an independent operator to provide a novelty train tourist experience that connects the Waterfront Park to the Bluff Precinct. Council would provide a licence to the preferred operator, and therefore lessen any capital or operational expenditure. Final costs if any cannot be confirmed until the outcomes of the EOI process are known.

### **RISK IMPLICATIONS**

Council will mitigate its financial risk by seeking an independent operator. Through the provision of a licence, Council will ensure the operator has appropriate insurance and risk measures in place.

### **CONCLUSION**

A novelty train will provide a connection for families and tourists between the Waterfront Park and the Bluff Precinct. It will also provide an experience for families to enjoy independently of a transport option. Council should seek an independent operator to test the viability of the proposal.

### **ATTACHMENTS**

Nil

## 6 INFORMATION

### 6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

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

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

<b>Date</b>	<b>Description</b>	<b>Purpose</b>
1 March 2021	University of Tasmania	Feedback from recreation infrastructure survey
	New Year's Eve 2021	Discussion around options for 2021
	Tourist Train	Discussion regarding options for routes/vehicles
	LGAT March General Meeting	Discussion regarding March motions
	TasWater	Update on current matters

## 6.2 MAYOR'S MONTHLY REPORT

### RECOMMENDATION

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

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

This report details meetings and functions attended by the Mayor.

### BACKGROUND

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

### STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

### DISCUSSION

In her capacity as Mayor, Councillor Annette Rockliff attended the following meetings and functions between 17 February 2021 and 16 March 2021:

- Council Meeting
- Planning Authority Committee meeting
- Regular meetings with General Manager
- Catch ups with staff members and councillors as required
- Met with community members on a range of topics
- Media as requested: Martin Agatyn (7AD) (x2), ABC Drive (x2), Darren Kerwin (7AD) (x2), Mike O'Loughlin (Tasmania Talks 7AD), Libby Bingham (The Advocate), Leon Crompton (ABC)
- Attended LGAT General Management Committee meeting (Hobart)
- Attended Cradle Coast Authority Board meeting (x2)
- With the General Manager and Deputy Mayor met with Minister Ferguson
- Met with DCCI President Eric Mobbs
- Officially opened the SAPS Junior Soccer tournament
- Attended the Brynn Parry fundraiser for Motor Neurone Disease
- With the General Manager, met with management of Simplot and toured the facility
- With the General Manager, attended the Dulverton Representatives quarterly meeting
- Attended dinner with the Regatta Committee and sponsors
- With the General Manager and the Deputy Mayor, met with stakeholders regarding 'hooning' issues in the Bluff area
- Attended Mapali at Burnie – the first event of 10 Days on the Island followed by breakfast with sponsors and the Board of 10 Days
- Attended the Devonport Food & Wine Schools Challenge
- Met with Children's Commissioner McLean
- Attended Mersey Leven Emergency Management Committee meeting
- Attended LGAT Mayors' Workshop
- Attended Tasmanian Honour Roll for Women announcements



- Attended dinner with students hosted by Australian Manufacturing Workers' Union
- Attended Devonport Food & Wine Long Table Dinner
- Met with Ella Dixon from Migrant Resource Centre
- Attended official opening of new Diabetes Australia Devonport office
- Attended International Women's Day events:
  - Forum – Choose to Challenge
  - Devonport Soroptimists event
  - International Café
  - Diamonds of Devonport

## **ATTACHMENTS**

Nil

## **6.3 GENERAL MANAGER'S REPORT - MARCH 2021**

Author: **Matthew Atkins, General Manager**

### **RECOMMENDATION**

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

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

Strategy 5.8.2 Ensure access to Council information that meets user demands

### **SUMMARY**

This report provides a summary of the activities undertaken by the General Manager, between 17 February 2021 and 16 March 2021. It also provides information on matters that may be of interest to Councillors and the community.

### **BACKGROUND**

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

### **STATUTORY REQUIREMENTS**

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

### **DISCUSSION**

#### **1. COUNCIL MANAGEMENT**

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops, Planning Authority Committee and Council Meetings as required.
- 1.3. Met with Sam Marshall, Community Engagement Manager with the NBN Co. regarding the roll out of fibre connections across the City.
- 1.4. Attended a special meeting of the audit panel to consider options relating to the refinancing of Councils debt.
- 1.5. Attended the DCCI Community Luncheon at Providore Place with guest speaker the Hon. Josh Frydenberg, Federal Treasurer.
- 1.6. Met with representatives of Possibility and Housing Choices Tasmania regarding eth development of 108 Tarleton Street East Devonport.
- 1.7. Attended the opening by the Premier of Tasmania, Hon. Peter Gutwein MP, of "The Cove" tourism development at Don Heads.
- 1.8. Attended the "Diamonds of Devonport" function at the paranple centre. A total of 37 women were recognised at what was the 10<sup>th</sup> anniversary of the Council organised event.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with a resident from East Devonport in regard to stormwater flooding issues.
- 2.2. Met with Linda Johnson Partner of local law firm Temple-Smith for a general catch up on current matters.
- 2.3. Along with the Mayor met with management of Simplot for a presentation on their Quoiba operations and a site of their plant. Simplot are one of Devonport's major employers with over 330 employees. The plant processes the vast majority of frozen Australian grown vegetables and following a review some years ago the company have made a long-term commitment to this region.
- 2.4. With the Mayor and Deputy Mayor met with Tas Police Inspector Steve Jones and Mersey Bluff Caravan Park caretakers regarding hooning at the Bluff.
- 2.5. Along with the Mayor, met with a resident regarding ideas to promote the Mersey-Leven region for tourism and economic development activities. A copy of the ideas have been circulated to Councillors for consideration.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. As State Director, attended the National Board Meeting of Local Government Professionals Australia.
- 3.2. Attended the Owners Representative meeting of Dulverton Waste Management Authority. The meeting included a presentation on the proposed Dulverton Organics Transformation (DOT) project.

The Board have agreed to proceed with full documentation in preparation for construction. The project requires \$6m in government support to proceed and various funding avenues are currently being explored. The DOT will significantly increase Dulverton's composting capacity and also provide a local facility that can receive product from household FOGO collections.

- 3.3. Attended the Cradle Coast General Managers meeting. The meeting included a workshop with Professor Robyn Eversole from Utas regarding the Cradle Coast Future's Plan.
- 3.4. Along with Cr Leon Perry, attended the general meeting of the Local Government Association of Tasmania.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. With the Mayor and Deputy Mayor, hosted the Infrastructure Minister, Michael Ferguson MP for an inspection of the Rooke Street bus interchange, the paranapple centre and the visitor information centre.
- 4.2. Attended a presentation by Officers from the Department of Primary Industries, Parks, Water and Environment on the Waste & Resource Recovery Bill 2021. A copy of Councils response to the initial consultation is attached for information.

5. OTHER

- 5.1. A contract has been signed with Claude Neon to provide advertising signage in the multi-level carpark. The 10 year contract will generate up to \$16,300 p.a. in revenue depending on demand by advertisers for signage space. The contract does provide a guaranteed fixed annual amount to Council of \$12,000 p.a. The contract allows for external signage in agreed locations and subject to necessary permits.

### **COMMUNITY ENGAGEMENT**

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

### **FINANCIAL IMPLICATIONS**

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

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

### **RISK IMPLICATIONS**

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

### **CONCLUSION**

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

### **ATTACHMENTS**

1. Waste and Resource Recovery Bill Discussion Paper - DCC submission [**6.3.1** - 5 pages]
2. Current & Previous Minutes Resolutions - March 2021 [**6.3.2** - 1 page]

## **6.4 COMMUNITY SERVICES REPORT - JANUARY AND FEBRUARY 2021**

Author: **Karen Hampton, Community Services Manager**  
Endorser: **Jeffrey Griffith, Deputy General Manager**

### **RECOMMENDATION**

That Council receive and note the Community Services report.

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

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

### **SUMMARY**

This report provides a summary of the activities undertaken in the Community Services Department for the period, January and February 2021.

### **BACKGROUND**

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

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

### **STATUTORY REQUIREMENTS**

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

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

### **DISCUSSION**

#### **1. COMMUNITY SERVICES**

##### **1.1. Community Services Manager's update**

- Had extended leave from December 21 to February 8
- Safeguarding Volunteering in Devonport project meetings
- Meeting with representatives of Devonport Table Tennis Association
- Meetings with Patron and Ambassador – Diamonds of Devonport
- Monthly meeting with Belgravia management
- Devonport Food and Wine Working Group meeting
- Meeting with representative of 'Just like Jack'
- Meetings with representatives of the Devonport Men's Shed

##### **1.2. Events/Programs/Activities**

###### **1.2.1. Adding to the Council's photo-bank** October 2020 – February 2021

Photographer Kelly Slater was engaged to increase the images available for Council staff to use for reports, social media and Council websites.

With the assistance of NDIS, Council connected with a number of families and individuals interested in participating in photoshoots. The locations were chosen by the participants.



*Aikenhead Point and Devonport Surf Club Carnival*



*The Bluff inclusive playground and Splash*



*The Tasmanian Arboretum and Rooke Street Mall*

#### **1.2.2. 'Square Peg' Project**

The Square Peg program continues to be delivered in 2021 on Tuesday afternoons between the Space Education Centre and Devonport Recreation Centre. The program is run in partnership with the Education Department ('Space Program') with up to six young students attending on a part time basis.

#### **1.2.3. Volunteering Safeguard Project**

Staff are currently working with Volunteering Tasmania on a Volunteering Safeguard project. Due to COVID-19, the project has been re-scoped to partner with councils to build community-based volunteering and connect with local response and recovery efforts in relation to the COVID-19 pandemic. The end aim for the project is the development of a framework



(with tools and resources) to assist councils to support, maintain, recruit and re-energise volunteers through COVID-19.

#### 1.2.4. International Women's Week

Council will deliver a week-long calendar of events to celebrate International Women's Day from 4-11 March.

Council will host two events; a speakers' forum and the annual Diamonds of Devonport function.

Nominations for Diamonds of Devonport closed on Wednesday 5 February.

#### 1.2.5. Commuter Café

The commuter café was established to encourage people to get back on their bikes with the reward of a free breakfast. The café was launched on National Ride to Work 21 October.

The Café took a break over the Christmas period and resumed on 20 January. A marketing campaign including radio ads, Facebook posts and boosts, multiple emails to cycling clubs, sporting clubs, DCCI & local businesses has been undertaken.



*Commuter Café attendees and Bikes outside the breakfast*

#### 1.2.6. Know Your Odds Skate Competition

Staff are currently in the planning stages for the annual Know your Odds Skate Competition. The competition will be held Saturday 20 March at Devonport Skate Bowl in partnership with Anglicare Devonport and Youth, Family and Community Connections.



## KNOW YOUR ODDS

### SCOOT, SKATE AND BMX COMPETITION SERIES

Where: The Bluff Skate Park  
When: 20 March 2021  
Registrations from: 10am  
Helmets compulsory for all competitors.  
Under the age of 18yrs, must have signed adult consent.  
For more information contact Damien Collins  
03 6424 7353 Email: [Damian@yfcc.com.au](mailto:Damian@yfcc.com.au)



THE LONGER  
YOU PLAY  
THE MORE  
YOU LOSE  
[www.knowyourodds.net.au](http://www.knowyourodds.net.au)



GamblersHelp  
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DROP IN  
2019 2020  
SKATE SCHOOL



YFCC  
YOUTH, FAMILY  
& COMMUNITY  
CONNECTIONS



DEVONPORT

### 1.2.7. Australia Day

Devonport's Australia Day event was held Tuesday, 26 January 2021 at the paranapple convention centre.

#### Australia Day Awards

Winners of the Australia Day Citizen of the Year, Young Citizen of the Year and Community event of the year were announced, and a Spirit of Devonport Award was also given. Ten people became Australian citizens. The Australia Day Ambassador for the event was Incat founder, Robert Clifford.

- Citizen of the Year: Bruce and Alida Beattie
- Young Citizens of the Year: Oliver Bailey
- Community event of the Year: International Café
- Spirit of Devonport Award: Dr Thomas Sayers



*Australia Day Award Recipients and the Australia Day Crowd*

#### Australia Day Citizenship Ceremony

Council held its Australia Day citizenship ceremony on 26 January. Devonport welcomed 10 new citizens from Philippines, China, Pakistan, New Zealand, Chile and Taiwan.



*Australia Day Citizenship Ceremony*

### 1.2.8. Community Services Newsletter

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

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



Past editions can be found on the Council Website located at: <https://www.devonport.tas.gov.au/live/your-community/community-services/newsletter/>. A form to subscribe to the newsletter can also be found at this address.

The newsletter has proved to be a popular method of communication, with Council receiving feedback that it was being shared throughout the North West. An added benefit of the newsletter is the reporting that gives Council visibility to those topics that are of greater interest to the community. During January and February, six editions were published. The most popular links accessed via the Newsletter were:

	<b>Title</b>	<b>Website</b>
1 <sup>st</sup>	Devonport What's On	Devonport City Council Website
2 <sup>nd</sup>	Media Release: Australia Day Award Winners announced	Devonport City Council Website
	Volunteering Tasmania Volunteering Awards	Volunteering Tas
	Diamonds of Devonport	Devonport City Council Website
	Media Release: Devonport Regional Gallery Permanent Collection EOI	Devonport City Council Website
	Choose to Challenge Speakers Forum Tickets	Eventbrite
	Devonport Food and Wine	Devonport Food and Wine Website
	This River – Kelly Slater Photography Project	Kelly Slater.com.au
	DCC Employment Opportunities: Design Officer	Devonport City Council Website
	UTAS Health Facilities Survey	UTAS



*What's on in Devonport*

#### **1.2.9. Devonport Food and Wine 2021**

The Devonport Food and Wine (DFW) has been split over two seasons this year, with a two-week program in March and another two-week program scheduled for October. Throughout February, the March program was finalised and promotion of events begun. Expressions of Interest are being accepted for the October program.



Devonport Food and Wine Launch

#### 1.2.10. External Events

External event applications increased in January and February. COVID-Plans are taking up to 6-8 weeks to be approved through Business Tasmania with Council staff actively encouraging groups and organisations to get their plans in well ahead of time. Applications received:

- Devonport Family Fun Fair
- Devonport Regatta
- Devonport Surf Life Saving Club
- Scouts' Founders Day
- Halliwell Teddy Bear Fly In
- National SAP Festival
- Tassie Care Fun Day for Bryn Barry
- Coles Beach Triathlon
- Devonport Triathlon
- Great Australia Sandcastle Building Comp

#### 1.2.11. Devonport Jazz

Planning is underway for Council's annual Jazz Festival to be held 22-25 July 2021. As the event was cancelled last year, all the scheduled musicians have been invited to come to the festival this year. Some contingencies will be needed for the large community events held within the festival and any last-minute changes for interstate artists.

#### 1.2.12. Environmental Sustainability

##### NRM Volunteer Statistics for January and February 2021

	Month	Number of People	Number of Hours
Friends of Don Reserve	January	11	22
Friends of Don Reserve	February	16	32

##### Weed Action Fund

Five coastal councils from Devonport to Circular Head were successful in applying for a grant through the Weed Action Fund (WAF) to map the extent of Spanish Heath, a declared weed within our region. The intent of the grant is to map the weed and then apply for funding through the next round of the WAF for control of it.

##### Friends of Don Reserve film screening

The Friends of Don Reserve gathered in Market Square for a screening of Dr Tom Sayers film – *Don Reserve, a Tasmanian Wildlife Film*.



*Friends of Don Reserve film screening*

### 1.3. Community Partnerships

#### 1.3.1. Council and Community Partnerships

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

Existing partnership arrangements are included in the table below.

Details	End date and length of agreement	Amount – If Applicable
Carols by Candlelight	2 year Agreement 30 June 2020	\$ 3,500 P/A
City of Devonport Eisteddfod	3 year Agreement – 2019 - 2021	\$10,000 P/A
City of Devonport Lions Club (Taste the Harvest)	2 year Agreement 29 November 2021	\$ 5,000 P/A
Devonport Brass Band	3 year Agreement 30 June 2021	\$10,000 P/A
Devonport Community House	3 year Agreement 30 June 2022	\$18,000 P/A
Devonport Men's Shed	3 year Agreement June 2022	\$ 8,000 P/A
Devonport Motor Show	5 year Agreement 29 January 2024	\$ 2,500 P/A
Devonport Surf Club	3 year Agreement 1 July 2022	\$ 2,000 P/A
National Trust of Australia – Home Hill operations	3 year Agreement October 2022	\$28,000 P/A
RANT Arts	1 year Agreement November 2021	Commercial Lease 45-47 Stewart Street Devonport
Tasmanian Arboretum	2 year Agreement 1 July 2022	\$22,000 P/A
Youth and Family & Community Connections	5 year Agreement 29 Jan 2024	Rental agreement/Youth services - in kind funding

### 1.4. Recreation, Health and Wellbeing

#### 1.4.1. Sporting Grants update

- Maidstone Park Lighting Project – after several delays due to the unstable condition of the ground, this project is due to be completed by end of March 2021.





*Maidstone Park Lighting Project*

- East Devonport Football Club Lighting Project – this project is also due to be completed by end of March 2021.



*East Devonport Football Club Lighting Project*

- East Devonport Football Club New Female Changerooms Project – on schedule, due to be completed by mid-March 2021.





*East Devonport Football Club Female Changerooms Project*

- Meercroft Park Facilities Upgrade Project – completed February 2021.



*Meercroft Park Facilities Upgrade Project*

- Devonport Football Club Changerooms Redevelopment Project – Work is expected to be completed by end of August 2021.

#### 1.4.2. Major Sporting events held in January and February 2021

Sporting Event	Dates 2021	Venue
Junior State Touch Football Cup	13 February	Meercroft Park
National Junior Soccer Carnival (SAP)	19-21 February	Valley Road
Devonport Triathlon	27-28 February	Bluff Precinct



*SAP Carnival*

#### 1.4.3. Upcoming Major Sporting events in 2021

Sporting Event	Dates 2021	Venue
BTAS Pre-season Tournament	March	Devonport Recreation Centre Stadium

<b>Sporting Event</b>	<b>Dates 2021</b>	<b>Venue</b>
Devonport Table Tennis Association Tournament	20 March	Devonport Recreation Centre
Devonport Squash Club Masters Competition	20 - 21 March	Devonport Recreation Centre
Australian Junior Squash Open	2 - 5 April	Devonport Recreation Centre
NW Thunder game (TBC)	May	Devonport Recreation Centre
Devonport Cup – Junior Soccer State-wide Event	June 2021	Meercroft Park
Cold Climate Classic – Touch Football Australia (To be confirmed)	October 2021	Meercroft Park

#### 1.4.4. Health & Wellbeing Programs

Council's Health and Wellbeing programs, at the Devonport Recreation Centre, have commenced for 2021. Programs are continuing to be very successful with new participants joining on a regular basis.

#### 1.4.5. Participation Across Community Services Facilities and Events

<b>Facility</b>	<b>Customers through the Door</b>	<b>Customers through the Door</b>
	<b>January 2021</b>	<b>February 2021</b>
East Devonport Recreation and Function Centre	Not available due to COVID-19 Test Clinic	Not available due to COVID-19 Test Clinic
Devonport Recreation Centre	Not available, centre closed due to floors being re-surfaced.	8,405
<b>TOTAL</b>	<b>N/A</b>	<b>8,405</b>

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

<b>Special Events</b>	<b>Date</b>	<b>Venue</b>
BTAS Grading	20-21, 27-28 February	Devonport Recreation Centre
<b>Total</b>	<b>1</b>	

#### 1.4.6. Recreation Facilities Usage (noting closures as stated in 1.4.5 above)

<b>Recreation Usage</b>			
<b>Facility</b>	<b>Room/Ground</b>	<b>Number of Bookings January</b>	<b>Number of Bookings February</b>
Devonport Recreation Centre (DRC)	Judo Room	0	8
	Meeting Room	0	3
	Sauna	3	17
	Squash	20	33
	Stadium	0	84
	Table Tennis Building	0	48

<b>Recreation Usage</b>			
<b>Facility</b>	<b>Room/Ground</b>	<b>Number of Bookings January</b>	<b>Number of Bookings February</b>
	Youth Centre	0	97
<b>Total DRC</b>		<b>23</b>	<b>290</b>
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	0	33
<b>Total EDRFC</b>		<b>0</b>	<b>33</b>

**COMMUNITY ENGAGEMENT**

The information provided above details all community engagement.

**FINANCIAL IMPLICATIONS**

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

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

**RISK IMPLICATIONS**

There are no risk implications which relate to this report.

**CONCLUSION**

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

**ATTACHMENTS**

Nil

## 6.5 CONVENTION AND ARTS REPORT - JANUARY AND FEBRUARY 2021

Author: **Geoff Dobson, Convention and Arts Centre Director**  
Endorser: **Kym Peebles, Executive Manager People & Finance**

### RECOMMENDATION

That Council receive and note the Convention and Arts report.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

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

### BACKGROUND

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

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

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

### STATUTORY REQUIREMENTS

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

Convention and Arts Department

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

### DISCUSSION

#### 1. ARTS AND CULTURAL DEVELOPMENT

##### 1.1. Convention & Arts Centre Director update

- Attended Round Table Theatre Sector meeting, convened by State Growth and Public Health to discuss Level 2 Events, and increasing audience capacity;
- Met with community organisations, Devonport Eisteddfod Society and Devonport Choral Society, regarding their 2021 productions and likelihood of increased audiences;
- Attended Lead and Manage Remote Work Teams training;



- Attended Arts and Culture Working Group Meeting, facilitated by Cradle Coast Authority.

## 1.2. Devonport Regional Gallery

### 1.2.1. Gallery Exhibitions

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

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

Opening Attendance: 58

Floor talk Attendance: 28

*tidal: City of Devonport Tasmanian Art Award* was first launched in 2004 and has, since 2010, been an acquisitive award, with winning works becoming a part of the Devonport City Council's Permanent Collection. The Gallery received 162 entries in 2020 from which the judging panel selected 40 entries to be included in the finalists' exhibition.

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

The People's Choice Award sponsored by One Agency Collins Real Estate, was awarded to local artist Mary Wilson for her painting, *The Bluff*.

#### ***Somewhere Else by Susan Simonini***

Little Gallery: 12 December – 23 January 2021

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

#### ***Portal***

Foyer Space: 19 January – 22 February

No opening event

*Portal* is an annual community photographic exhibition with local contributors capturing a glimpse of life of the North West Coast of Tasmania on Sunday 3 January 2021. *Portal* was presented as part of the Tidal.20 festival with the theme tidal.

#### ***Home is Where the 'Art Is***

Little Gallery: 30 January – 13 March

No opening event

*Home is Where the 'Art Is* - an exhibition of works created through the Gallery's 2020 on-line and home-based art programs; an initiative born out of the pandemic lockdown when the gallery's Creative Learning Space closed its doors.

#### ***Terra Incognita: A duck-billed what?***

Milan Milojevic 2020 Solo Commission

Main Gallery: 6 February - 27 March  
Opening: 28  
Floor Talk: 17

2020's Solo Commissioned artist, Milan Milojevic, has created his own museum populated with imagined plants and animals based on Jorge Luis Borges The Book of Imaginary Beings, a book which has been a catalyst for his work over the past three decades.

The exhibition of prints and 3-dimensional objects are also a reflection of Milan's family history as a first generation Australian of German/Serbian parents, and the complexities that naturally arise from dealing with multiple cultural belonging.

Presented in partnership with Ten Days on the Island.



*Opening event for Terra Incognita: A duck-billed what? Milan Milojevic in conversation with Mayor Annette Rockliff*

### **Recollections**

Upper Gallery: 6 February – 1 May  
No opening event

The Devonport Regional Gallery's collection has its beginnings in the works collected by Jean Thomas for The Little Gallery, starting in 1966 with an exhibition of works by Tasmanian artist Christopher Pyett. This exhibition looks back on the artists represented in the original Little Gallery, featuring works from the Permanent Collection that was built from Jean Thomas' original vision.

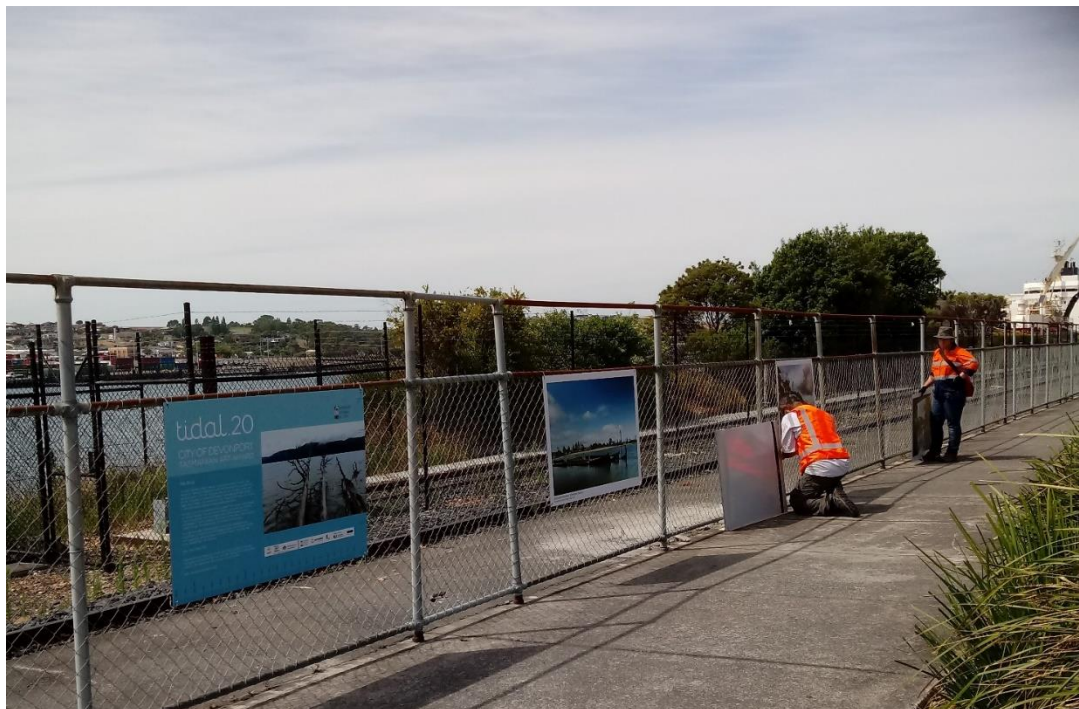
Artists: Paul Boam, Vivienne Breheney, Dale Burke, Carol Dell, Vita Endelmanis, John Gilbert, Victor Greenaway, Edith Holmes, Bob Iddon, Nerida de Jong, Owen Lade, Bea Maddock, Geoff Parr, Christopher Pyett, Dale Richards, Fran van Riemsdyk, Carol (Caz) Rodwell, Jeff Stillman, David Voigt and Tony Woods.

Curator: Ellina Evans

### ***tidal.20* Festival week**

Due to pandemic restrictions a small *tidal.20* festival was held during the last week of the *tidal.20* exhibition, starting Monday 25 January. The festival included an installation of photographic prints on Formby Road titled *This River* and a slide show of images on the Market Square screen by Kelly Slater. The 2021 Portal community photography event was on display in the pac Foyer Space.

The ongoing online art activity project *Home is Where the 'Art Is* received works from the community artist for the project *Message In A Bottle* where members of the public were invited to write, draw and photograph works to be displayed in glass bottles.



*Kelly Slater installing This River for the tidal.20 Festival on Formby Road*

### **1.2.2. DRG Committee Update**

#### **Friends of the Gallery**

The Friends are assisting with openings in the Gallery. Meetings have been in recess.

#### **The Droogs**

The Droogs, the Gallery's youth committee, are in recess. However, talks are being held with RANT regarding Reclaim the Lane 2021.

### **1.2.3. Education and Public Programs**

In January, the Gallery was able to offer a hands-on school holiday workshop, Suminigashi Marbling, held on Tuesday 12 January. 19 participants took part.



12/01/2021 Covid safe school holiday program in the Creative Space

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

**Home Is Where the Art Is**

Material Packages are available to be picked up from pac or Devonport Library. Weekly online activities open to the public, running for one week as dated but available on-going through the website.

Exquisite Tidal Beasts	19/01/2021
Exquisite Tidal Beasts Mural Paste-Ups	21/01/2021
Shadow Drawing	11/01/2021
Magic and Mystery in Mixed Media inspired by Milan Milojevic	18/02/2021
Recollections and Collections in Still Life	25/02/2021

### 1.3. Bass Strait Maritime Centre

#### 1.3.1. Bass Strait Maritime Centre Update

In January, the Centre returned to operating seven days a week, 10am – 3pm. There have been no public or educational programs in keeping with COVID-19 restrictions during January and February. Staff continue social media and collection management projects.

#### 1.3.2. Collection Management and Auditing

The audit on the PastPerfect database for potential cloud-based migration continued. The Richmond Collection and Postcard Collection audit, rehouse, and digitisation for social media is ongoing. The Historical Archives digitisation project now has around 7,000 pages completed.

### 1.3.3. Current and Upcoming Exhibitions

Availability for temporary exhibitions has changed recently and a new calendar is being devised.

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

February 2020 – April 2021

#### **Devonport Embroiderer's Guild Annual Display**

Date to be confirmed.

#### **Strata: Metals, Minerals, and Mining along the Strait**

Date to be confirmed.

### 1.3.4. Education and Public Programming

A new Project Officer was welcomed in January and is currently undertaking an audit of public programs.

One school group visited in February with 74 students, undertaking a trial COVID-safe visit. The visit was successful, and another school group is visiting in March.

## 1.4. Town Hall Theatre

### 1.4.1. Theatre Performances and Events

In January and February, the Town Hall Theatre did not hold any events.

#### **State Government Events Framework**

In February, the Town Hall Theatre applied to the Department of State Growth for approval as a Level 2 Events Space, requesting an audience capacity of up to 75% total audience, equating to 330 patrons. At the time of compiling this report, the Town Hall Theatre was yet to receive approval.

Many commercial and community events will be unviable, if Level 2 is not granted, resulting in an audience cap of 250.

## 1.5. Participation Across Arts and Cultural Development Facilities

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

Facility	Visitors January 2021	Visitors February 2021
paranple arts centre, including DRG	1,814	1,859
Town Hall - Audience	0	0
Bass Strait Maritime Centre	293	373
<b>Total</b>	<b>2,107</b>	<b>2,232</b>



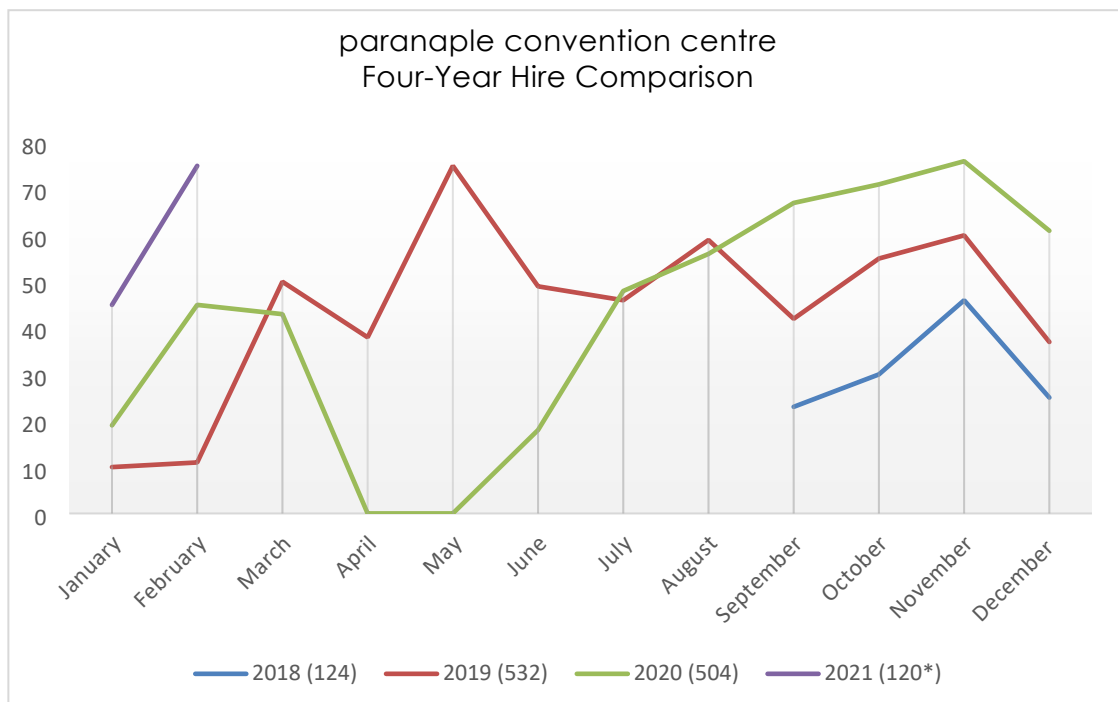
## 1.6. paranable convention centre

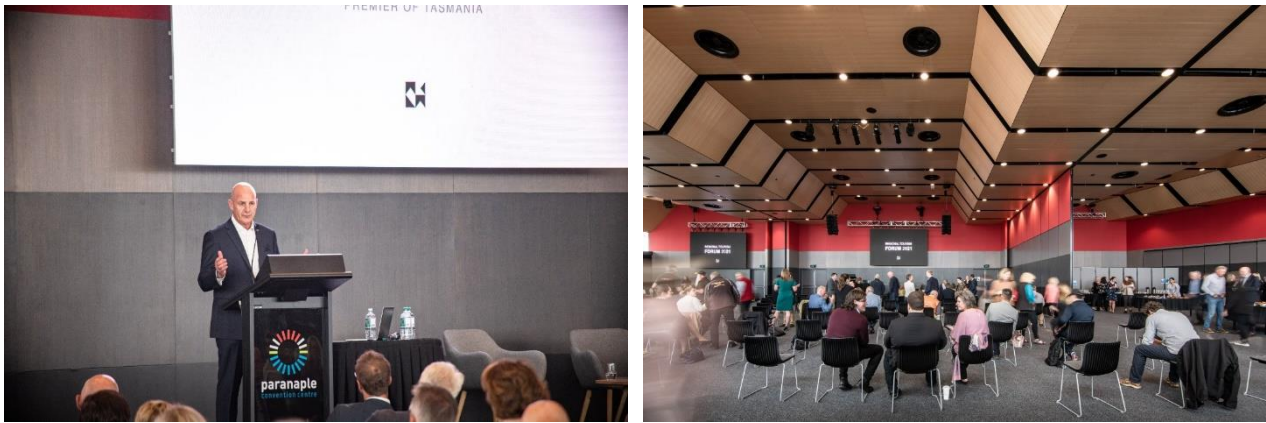
### 1.6.1. Meetings at paranable convention centre and Providore Place

For January and February, the Council meeting rooms at the paranable centre held 105 events along with 15 events in the convention centre and 4 events in Providore Place. Total attendance of 2,693 patrons.

Events held in the paranable convention centre and Providore Place:

Event	Presented by	Audience Attendance
CIQ Training	Treloar Transport	45
Simplot Careers Evening	Simplot	80
Australia Day Ceremony	Devonport City Council	100
Tourism Forum	West by North West	155
Senior Communicator Meeting	Petuna	40
Babyteeth	North West Film Society	107
Looby	North West Film Society	80
2021 Tasmanian Farm Manager 2IC	Dairy Tasmania	2 x training 51 per
Winter Workshop	Tourism Tasmania	35
SMT Forum	TasPorts	50
Your Brand Marketing	7AD/SeaFM	115
North West Service Providers Forum	Catholic Care	75
Annual Dinner	Devonfield	124
Remote Emergency Care Training	CRANAPlus	30





*Tourism Forum West by North West*

## **1.7. Tourism**

### **1.7.1. Tourism Development Strategy**

West by North-West hosted a Regional Tourism Forum on Friday 29 January. Staff were able to attend this event, which included insights from the Premier, the Hon. Peter Gutwein, Tom Wootton, CEO of WxNW, and Luke Martin, CEO of TICT.

In addition, Tourism Tasmania's Industry Workshop was held in Devonport on Thursday 18 February.

In February, Devonport hosted the TVIN (Tasmanian Visitor Information Network) bi-monthly meeting. This provided staff with the opportunity to update the group on progress of the Waterfront Park and hotel developments.

### **1.7.2. Regional Tourism Organisation (RTO)**

Staff continue to grow the relationship with the RTO, West x North West. The paranple arts centre receive updates on the region and attend hosted events and functions in person or online, creating stronger ties between both organisations.

## **COMMUNITY ENGAGEMENT**

The information provided above details all community engagement.

## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

There are no risk implications which relate to this report.

## **CONCLUSION**

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

## **ATTACHMENTS**

Nil

## **6.6 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT - JANUARY AND FEBRUARY 2021**

Author: **Jacqui Surtees, Executive Coordinator**

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

### **RECOMMENDATION**

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

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

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

### **SUMMARY**

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

- General Management
- People and Finance
- Corporate Services

### **BACKGROUND**

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

The function areas of Council covered by this report include:

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



## STATUTORY REQUIREMENTS

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

## DISCUSSION

### 1. GENERAL MANAGEMENT

#### 1.1. Governance

##### Common Seal Register

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

REG/643	Plan of Survey - Subdivision - 57 Kelcey Tier Road	19/01/2021
REG/644	Contract for Services - Provision of Valuation Services	21/01/2021
REG/645	Adhesion Order - Volume 103553 Folios 1,2 & 3 - 94-98 William Street	21/01/2021
REG/646	Licence Agreement - Public Open Space - 56A Percy Street	2/02/2021
REG/647	Lease Agreement - Tenancy One, Providore Place	3/02/2021
REG/648	Final Plan of Survey - PA2019.0102 - 72A Hillcrest Road	4/02/2021
REG/649	Licence Agreement - Car Park Advertising - DCC & Claude Neon	9/02/2021
REG/650	Commuter Cycling Funding Agreement Amendment	15/02/2021
REG/651	Adhesion Order - 226617/1; 200392/1; 202303/1 - 75, 77 & 79 Oldaker Street	19/02/2021
REG/652	Land Transfer - Volume 109931 Folio 2 - 92 Formby Road	22/02/2021
REG/653	Devonport City Council & Mersey Valley Pony Club Lease Agreement	25/02/2021
REG/654	Certification of draft amendment to the Devonport Local provisions Schedule AM2020.01 (s.40F Land Use Planning and Approvals Act 1993) & determination of concurrent permit application (s.40Y Land Use Planning and Approvals Act 1993) - 17 Devonport Road, Devonport	26/02/2021

##### Councillor Attendance

Councillor attendance at Council meetings and workshops attendance up to 28 February 2021 is detailed as follows:

	Council	Planning Authority		Workshops	Leave of Absence Approved during the period
No. of Meetings	10	4		8	
Attendance		Member	Non Member		
Mayor Cr A Rockliff	10	4	0	8	
Cr J Alexiou	10	4	0	8	
Cr G Ennis	10	0	0	8	
Cr P Hollister	10	4	0	8	
Cr A Jarman	10	0	2	8	
Cr L Laycock	9	0	3	8	
Cr S Milbourne	10	3	0	7	
Cr L Murphy	10	4	0	8	
Cr L Perry	9	4	0	8	

#### 1.2. Property Management Update

Council Officers worked on a number of property matters during January and February including the following:

- Sub-lease agreement with Men's Shed – 260 Steele Street;
- Finalised Mersey Valley Pony Club lease renewal;
- Walk-through Meercroft Park Pavilion – develop building maintenance schedule;
- Finalised access agreements for use of land at 56A Percy Street;
- Letters of consent – proposed works 13 Racecourse Road;

- Crown Land applications – 6 Wright Street East Devonport & 260 Steele Street Devonport; request for extension of term – 260 Steele Street;
- Liaison with community/non-commercial tenants.

### 1.3. Corporate Communication – January 2021 and February 2021

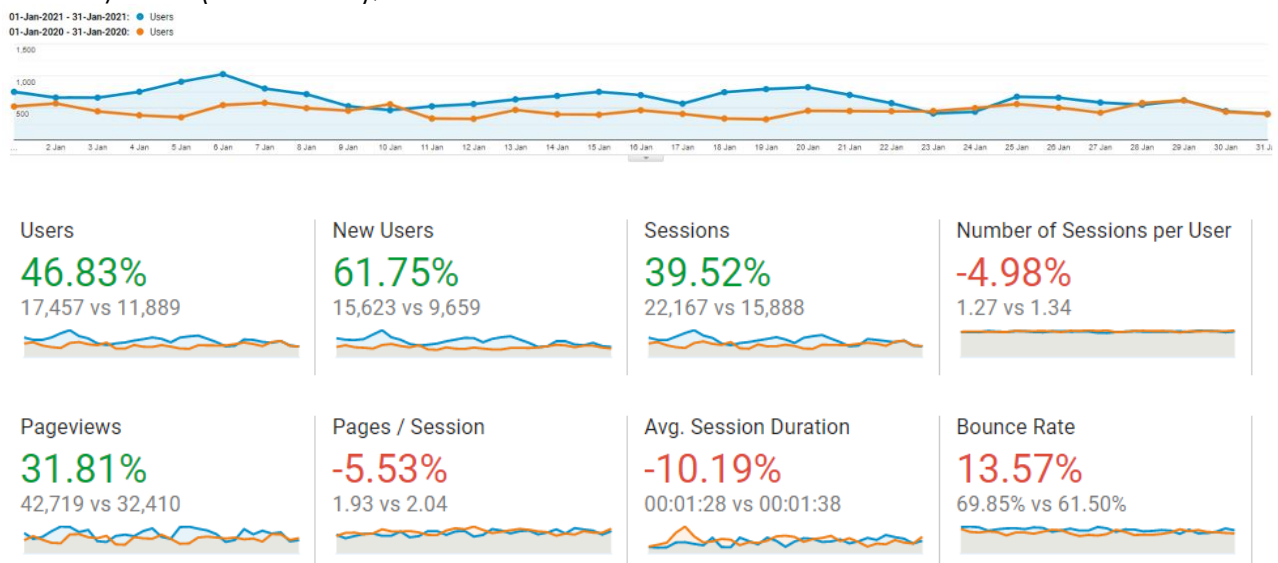
#### 1.3.1. Devonport City Council Website

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

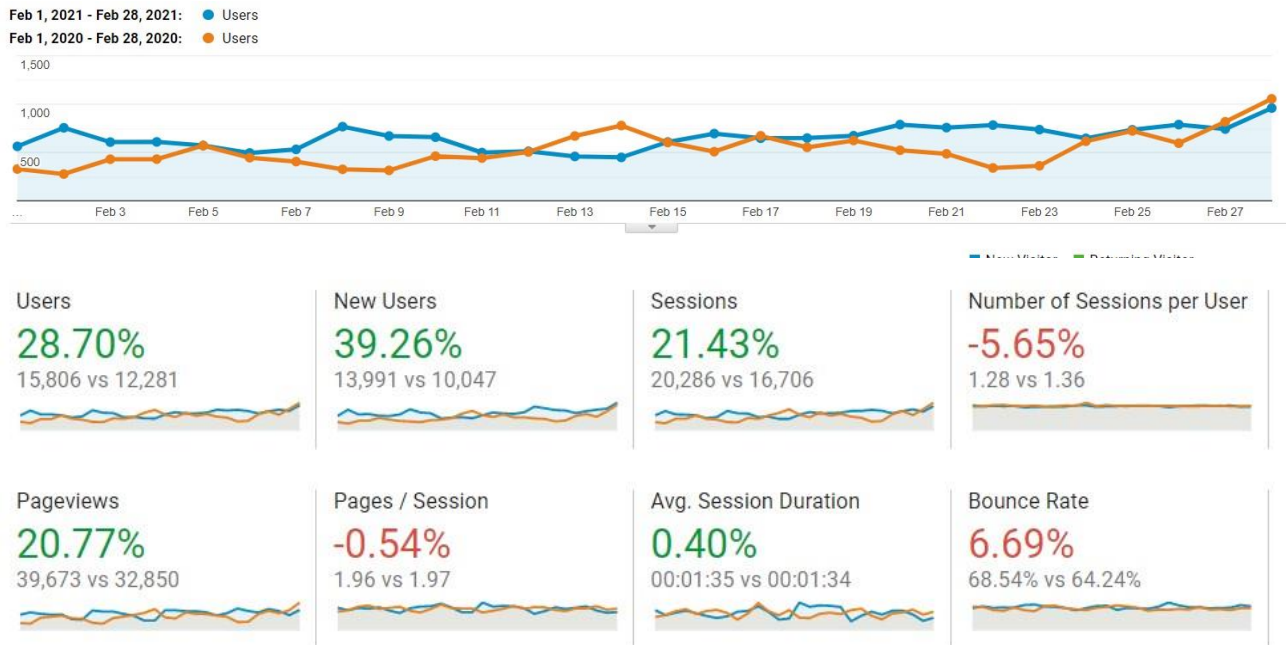
Devonport City Council Website Statistics	January 2021	February 2021
Total visitor sessions	17.4K	15.8K
Total page views	42.7K	39.6K
Top 10 Pages	<ol style="list-style-type: none"> <li>1. News &amp; Media</li> <li>2. What's On Devonport – Devonport Family Fun Fair</li> <li>3. Employment Opportunities – Parking and Information Officer</li> <li>4. Contact Us</li> <li>5. Waste Transfer Station</li> <li>6. Advertised Planning Permit Applications</li> <li>7. Mersey Vale Memorial Park Cemetery Search</li> <li>8. Minutes &amp; Agendas Devonport Council Meetings</li> <li>9. Weekly Rubbish Collection</li> </ol>	<ol style="list-style-type: none"> <li>1. News &amp; Media</li> <li>2. Contact Us</li> <li>3. Advertised Planning Permit Applications</li> <li>4. Forms and Payments</li> <li>5. Employment Opportunities</li> <li>6. Waste Transfer Station</li> <li>7. What's on Devonport – Apex Regatta</li> <li>8. Mersey Vale Memorial Park Cemetery Search</li> <li>9. Weekly rubbish collection</li> <li>10. Minutes &amp; Agendas Devonport Council Meetings</li> </ol>
Note: Most visitors to the website begin at the home page, but this is not listed in the top 10 pages, as it would be a normal starting point for most website visits.		

Website statistics taken from Google Analytics

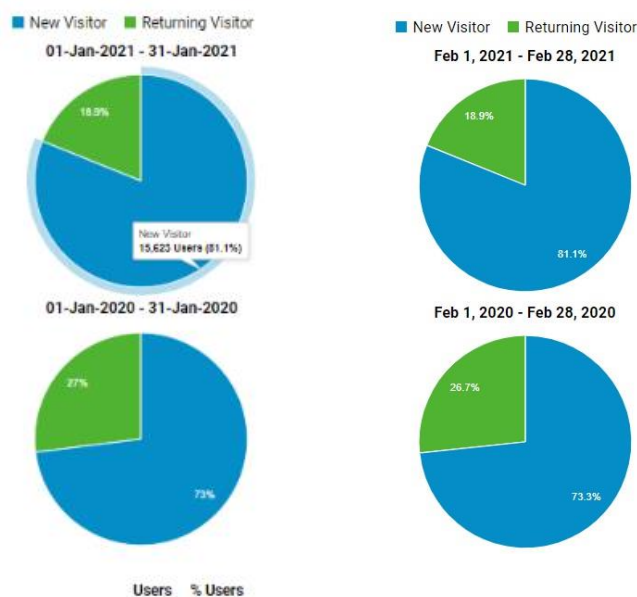
January 2021 (Verse 2020), Website Statistics



## February 2021 (Verse 2020), Website Statistics



## New Visitors verse Returning Visitors

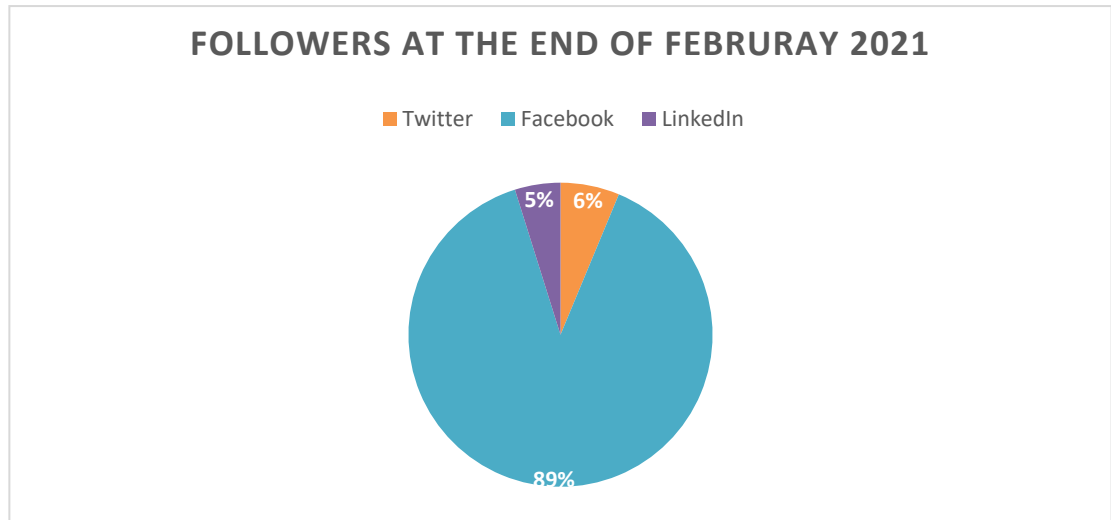


## 1.3.2. Community Consultations

Council's online engagement platform [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au) is utilised for all of Council's community consultations. During the reporting period, Council sought community input on management priorities for the Congregational Cemetery at Don. Input was also invited between 9 - 22 February, for community members to put forward their ideas for projects and initiatives as part of the 2021/22 budget consultation process. A separate report summarising the budget consultation feedback is provided in the March Agenda.

### 1.3.3. Social Media

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



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

DCC Corporate Facebook Page Statistics	January 2021	February 2021
<b>Facebook Followers:</b> Number of Facebook users who 'like' the DCC Facebook page at the end of each period.	9,170 TY (8,409 LY)	9,210 TY (8,467 LY)
<b>Facebook Engaged Users:</b> Unique number of people who actively engaged with the page by liking, commenting, sharing or clicking on posts on the page during the period.	10,127 TY (11,971 LY)	4,196 TY (14,395 LY)
<b>Facebook Average Monthly Reach:</b> Number of Facebook users who have seen content associated with the page during the period (individual users can be 'reached' numerous times per month).	26,059 TY (19,190 LY)	15,944 TY (32,903 LY)

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

January 2021	February 2021
1. No Parking in Rooke St Bus Zone. 22/01/21, 8.6K	1. Road Closure – Devonport Regatta, 27/02/21, 6.2K
2. Aikenhead Point Toilets Closed. 9/01/21, 8.1K	2. Road Closure – Victoria Parade/Bluff Road. 22/02/21, 4.8K
3. Roadworks – Bridge Road Renewal. 8/01/21, 7.3K	3. Road Closure – TasRail Works. 19/02/21, 3.8K
4. Image: Devonport from Ambleside, image credit: Kelly Slater. 1/01/21, 6.7K	4. Road Closure (Don) Fallen Tree. 7/02/21, 3.2K
5. Australia Day Awards & Citizenship Ceremony. 21/01/21, 6.3K	5. National SAP Festival. 17/02/21, 2.8K
	6. Road Closure – Devonport Triathlon. 26/02/21, 2.4K

January 2021	February 2021
6. Road Closure – Stony Rise Road. 7/01/21, 5.6K	7. Community Input Sought – Don Congregational Cemetery. 16/02/21, 2.2K
7. Road Closure – Formby Road. 21/01/21, 4.9K	8. Community Services Newsletter. 26/02/21, 2.1K
8. Caution: Oil Spill. 200/1/21, 4.2K	9. Tidal.20: City Of Devonport People's Choice Award. 4/02/21 2.1K
9. UTAS physical activity survey. 28/01/21, 4.1K	10. Job Application – Technician. 8/02/21, 2K
10. Join us at Commuter Cafe. 27/01/21, 3.9K	

#### 1.3.4. Publications & Media

Council issued the following official media releases, alerts, comments and statements during January and February 2021:

Date	Media Type	Title/Topic
13/1/21	Article - The Advocate	Devonport City Council leads the way with digital transformation
16/1/21	Media Comment – The Advocate	Council sells ex-visitor centre
18/1/21	Media Comment – The Advocate	Championing produce
19/1/21	Media Comment – The Advocate	Zebra crossing reminder
21/1/21	Media Release	Australia Day Awards & Citizenship Ceremony – announcement of ambassador
22/1/21	Media Release	Financial Assistance Scheme – Round 2
26/1/21	Media Release	Australia Day Awards winners announced
26/1/21	Media Comment – The Advocate	Mayor supports centre retention
27/1/21	Media Release	Diamonds of Devonport – announcement of ambassador
28/1/21	Media Comment – 7AD	Regular 'Mayor on the Air' segment
28/1/21	Media Comment – ABC Radio	Diamonds of Devonport
28/1/21	Media Comment – 7AD	Australia Day Award winners & new citizens
30/1/21	Media Comment – The Advocate	Plans for pop-up kiosk
2/2/21	Media Comment – Tasmania Talks	Mayoral Moments
4/2/21	Media Release	The Bluff a clear favourite for tidal.20 public choice award
4/2/21`	Media Comment – 7AD	Regular 'Mayor on the Air' segment
5/2/21	Media Comment – The Advocate	Chicken 'carnage' confronts residents
9/2/21	Media Release	Community input invited for 2021/22 Council budget
11/2/21	Media Release	Hobart's Milan Milojevic's art highlights the quest for cross cultural identity
11/2/21	Media Comment – 7AD	Devonport Council wants your ideas (budget consultation)
13/2/21	Media Comment – The Advocate	Option to store luggage at visitor centre

Date	Media Type	Title/Topic
16/2/21	Media Release	Community input sought historical Don Congregational Cemetery
18/2/21	Media Comment – 7AD	Regular 'Mayor on the Air' segment
19/2/21	Media Comment – ABC Radio	Don Cemetery survey
23/2/21	Media Comment – The Advocate	Walkway lift well goes up
23/2/21	Media Comment – The Advocate	Devonport's game-changing redevelopment
25/2/21	Media Release	Shining the light on International Women's Day
26/2/21	Article – The Advocate	Revaluing the city's unique art collection



Devonport Mayor Annette Rockliff with the 2021 Ambassador for the Diamonds of Devonport Sylvia Sayers

## 2. PEOPLE AND FINANCE

### 2.1 Human Resources

#### 2.1.1. Recruitment

##### Staff positions advertised January and February 2021

Position	Department	Work Location
Civil Engineer	City Growth - Infrastructure & Works, Engineering	paranaple centre
Parking and Information Officer (part-time)	Corporate Services - Parking	paranaple centre
Planning Officer	Corporate Services - Development Services, Planning	paranaple centre

Position	Department	Work Location
Design Officer	City Growth - Infrastructure & Works, Engineering	paranaple centre
Technician (casual)	People & Finance - Convention & Arts	paranaple centre and paranaple arts centre

**Staff Appointments January and February 2021**

Position	Name	Department	Work Location
Parking and Information Officer (part-time)	Jocelyn Skinner	Corporate Services - Parking	paranaple centre
Parking and Information Officer (part-time)	Deanne Wise	Corporate Services - Parking	paranaple centre
Planning Officer	Emma Pieniak	Corporate Services - Development Services, Planning	paranaple centre

**Staff Departures January and February 2021**

Position	Name	Department	Work Location	Date Effective
Design Officer	Amandeep Singh	City Growth - Infrastructure & Works, Engineering	Remotely	29/01/2021
Project Officer	JoHanna Robertson	Corporate Services – Community Services	paranaple centre	3/02/2021
Parking & Information Officer (part-time)	Patrick Jones	Corporate Services – Parking	paranaple centre	4/02/2021
Design Officer	Habib Ur Rehman	City Growth - Infrastructure & Works, Engineering	paranaple centre	8/02/2021

**Workers Compensation**

Policy year ending 30 June	Number of Workers Compensation Claims lodged with Council's Insurer	Current Open claims	Nett value incurred by the Insurer (including estimates)
30/6/2021	5 claims	2	\$44,508.85
30/6/2020	6 claims	0	\$ 29,481.08
30/6/2019	12 claims	0	\$347,651.52
30/6/2018	6 claims	0	\$ 32,029.49
30/6/2017	7 claims	0	\$ 27,839.69
30/6/2016	20 claims	0	\$128,445.62

**New Workers Compensation claims for the period**

Two new claims lodged in January 2021.

No new claims lodged in February 2021.

### 2.1.2. Work Experience

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

### 2.1.3. Health & Wellbeing

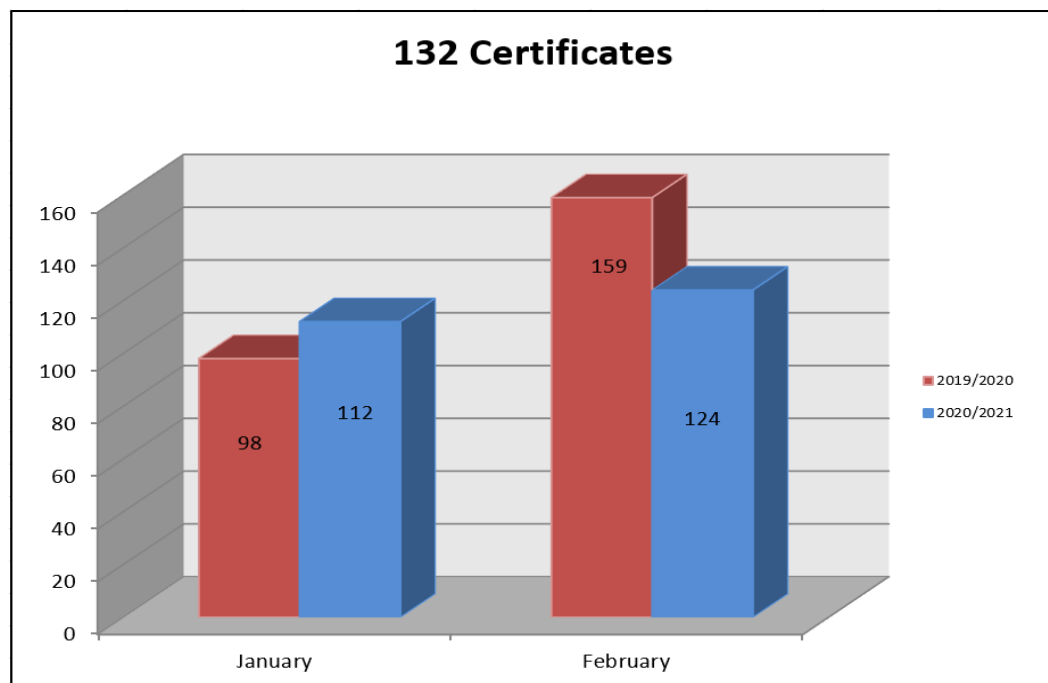
The following activities and initiatives were promoted for January and February 2021:

- Promotion of Sun Protection for all workers if working outside or attending a Council event in an outdoor environment
- Employee Assistance Provider - CLS
- Encountering Snakes information
- Commuter Café
- Run Devonport
- febfast – 1-28 February 2021. febfast is where individuals pause for a cause by giving up alcohol, sugar or another vice of their choice, to support disadvantaged youth in Australia. It is the perfect excuse to kick-start the year with a little good health and good will.
- Breast Screen Tasmania, Don't miss the Bus! – in Devonport 22 February to 28/ May 2021, Devonport Recreation Centre Carpark.

## 2.2. Finance

### 2.2.1. Certificates

During the months of January and February 2021, the Finance Team issued 236 Section 132 certificates under the *Local Government Act 1993* (Certificate of Liabilities in relation to rates on properties). This information is a good indicator of property sales in the municipality. A comparison to the previous year is shown below.





### 2.2.2. Rate Statistics

#### Percentage of Rates Paid\*

	2018/2019	2019/2020	2020/2021
January	67.82%	68.15%	70.05%
February	77.66%	79.25%	79.16%

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

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

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

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

### 2.2.3 Finance Report

The attached report provides an overview of Council's financial position and year to date operating result as of 28 February 2021.

Included in the report are the following:

**Financial Summary** – This report provides an overview of Council's Operational and Capital Income and Expenditure, along with details on cash position and Debtors information for the reporting period, including commentary on material movements between budget and actual revenue and expenditure for the period. Impacts of COVID-19 on the financial result are noted in this report.

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

**Financial Charts** – These charts provide a visual representation of year to date Income and Expenditure compared to budget and prior year, plus a Capital Expenditure chart which demonstrates the progress of the current year capital plan against budget and prior year capital plan information.

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

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

### 3. CORPORATE SERVICES

#### 3.1. Parking

##### 3.1.1. Parking Statistics

<b>January</b>	<b>19/20</b>	<b>20/21</b>	<b>Commentary</b>
Income – Car Parks (Total)	\$80,769	\$75,253	Consistent with same period last year
Income from Meters	\$53,537	\$52,362	
Infringements Issued	1346	1245	
Income – Multi-level Car Park	\$15,770	\$12,949	Reduction in car park usage. Many office workers continue to work remotely and convention bookings are still decreased.
<b>Total Parking Income</b> (includes revenue from MPES and parking permits)	<b>\$218,394</b>	<b>\$227,082</b>	Consistent with same period last year.

<b>February</b>	<b>19/20</b>	<b>20/21</b>	<b>Commentary</b>
Income – Car Parks (Total)	\$74,113	\$76,015	Consistent with same period last year.
Income from Meters	\$54,613	\$51,563	Consistent with same period last year.
Infringements Issued	1246	1064	There has been some unexpected staff shortages which has impacted infringement numbers.
Income – Multi-level Car Park	\$12,467	\$18,016	Occupancy has increased.
<b>Total Parking Income</b> (includes revenue from MPES and parking permits)	<b>\$200,867</b>	<b>\$183,996</b>	
<b>Totally Parking Income YTD</b>	<b>\$1,649,181</b>	<b>\$1,562,065</b>	Parking revenue is slightly less than this same period last year impacted predominantly by reduced activity early in the financial year.

#### 3.2. Information Technology

##### 3.2.1. Chatbot Development

Many organisations are working to deliver chatbots on their websites that offer customers the convenience of using natural language to ask questions and receive relevant answers and useful information. Chatbots employ artificial intelligence to respond with human like characteristics.

Council has been developing a chatbot that is currently under going internal testing and is expected to be made available for use by the community

before the end of the financial year. This added feature on Council's website will offer a quick, efficient and customer focused option for engaging with Council.

### **3.2.2. Project Insight – Business Intelligence**

In late 2020, Council initiated a project (Project Insight) that is designed to deliver real time business analytics, reporting and dashboards providing visibility to Council's KPI's and metrics at an organisational and departmental level.

Business intelligence (BI) will provide the community, through Council's website, increased and more regularly updated visibility to the metrics that are reported in the Annual Report. BI will also assist Council employees with faster and more accurate decision making, improve customer experience, increase productivity and improve data accuracy and compliance.

This is a multi year initiative and progress will be made gradually across an extensive list of reporting requirements.

## **COMMUNITY ENGAGEMENT**

The information provided above provides details relating to community engagement.

## **FINANCIAL IMPLICATIONS**

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

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

## **RISK IMPLICATIONS**

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

## **CONCLUSION**

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

## **ATTACHMENTS**

1. 20210228 Consolidated Financial Report [**6.6.1** - 8 pages]

## 6.7 ANNUAL PLAN PROGRESS REPORT TO 28 FEBRUARY 2021

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

That Council receive and note the 2020/21 Annual Plan Progress Report for the period ended 28 February 2021.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

To provide an update on the progress of the 2020/21 Annual Plan as of 28 February 2021.

### BACKGROUND

Council adopted its 2020/21 Annual Plan on 22 June 2020. The Annual Plan outlines the actions to be undertaken this financial year to work towards achieving Council's strategic goals.

### STATUTORY REQUIREMENTS

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

### DISCUSSION

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

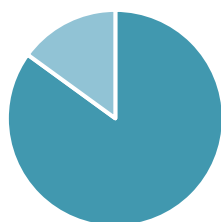
Key activities noted in the attached Progress Report include:

- Council is participating in the north-west working group that is currently reviewing the North West Regional Draft Cat Management Strategy.
- The majority of nesting boxes for the critically endangered Swift Parrot have been installed.
- As part of joining the Cities Power Partnership, Council has nominated 5 pledges to reduce emissions:
  1. Install renewable energy (solar PV and battery storage) on Council buildings.
  2. Power Council operations by renewable energy and set targets to increase the level of renewable power for Council operations over time.
  3. Roll out energy efficient lighting across the municipality.
  4. Provide fast-charging infrastructure throughout the City at key locations for electric vehicles.
  5. Encourage sustainable transport use such as public transport, walking and cycling through Council transport planning and design.
- The Tender has been awarded for Stage 2 of the Oldaker (East) stormwater catchment upgrade.
- Preparation of the draft Master Plan for the Don Congregational Cemetery is currently underway.

- The second round of Council's Financial Assistance scheme has been undertaken.

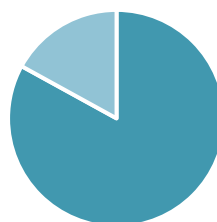
Progress comments are provided for each action in the Progress Report. Following are graphical snapshots of Council's performance against each Strategic Goal and Actions overall across the organisation as at the 31 December 2020.

### 2020/21 AP Actions - Organisation



■ On Track - 85% ■ Off Track - 15%

### Goal 1 - Living Lightly on our Environment



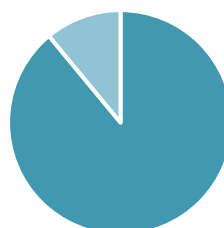
■ On Track - 83% ■ Off Track - 17%

### Goal 2 - Building a Unique City



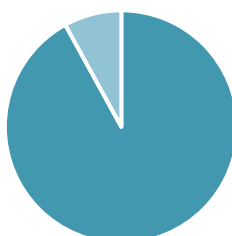
■ On Track - 67% ■ Off Track - 33%

### Goal 3 - Growing a Vibrant Economy



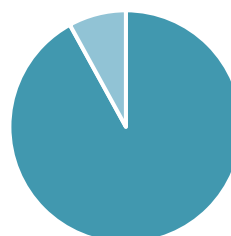
■ On Track - 89% ■ Off Track - 11%

### Goal 4 - Building Quality of Life



■ On Track - 92% ■ Off Track - 8%

### Goal 5 - Practicing Excellence in Governance



■ On Track - 92% ■ Off Track - 8%

A number of Actions within Goal 2 – Building a Unique City are lagging due to the reallocation of resources to manage the high level of planning and building enquiries being received. At least two staff members have been focused on managing this demand since late last year rather than progressing the planned strategy development Actions within the

Annual Plan. If this demand continues some Actions will need to be carried forward until the 21/22 year.

### **COMMUNITY ENGAGEMENT**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONCLUSION**

The 2020/21 Annual Plan Progress Report as of 28 February 2021 is provided for the information of the Councillors and the community.

### **ATTACHMENTS**

1. Strategic Plan Progress Report - 28 February 2021 [**6.7.1** - 27 pages]

## 6.8 ELECTED MEMBERS EXPENSE REPORT TO 28 FEBRUARY 2021

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

### RECOMMENDATION

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

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

To detail expenses of the Mayor and Councillors.

### BACKGROUND

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

### STATUTORY REQUIREMENTS

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

### DISCUSSION

Expenditure processed for the months of January and February 2021 is detailed below:

<b>Mayor, Cr Annette Rockliff</b>	\$74 – WxNW Regional Tourism Forum \$31 – Meals from LGAT Conference (Dec)
<b>Cr Gerard Enniss</b>	\$153 – Accommodation – Elected Members Professional Development weekend
<b>All Councillors</b>	\$327 – iPads

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

### COMMUNITY ENGAGEMENT

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

### FINANCIAL IMPLICATIONS

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

### RISK IMPLICATIONS

There are no identified risks in relation to this report.

## **CONCLUSION**

Expenses are reported in accordance with Council direction.

## **ATTACHMENTS**

1. Councillor Remuneration Schedule 2020-21 [**6.8.1** - 1 page]



## 6.9 FINANCIAL ASSISTANCE SCHEME ROUND TWO 2020 2021

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

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

### RECOMMENDATION

That Council receive and note the Financial Assistance Scheme report and approve the Major and Minor Grants for Round Two of the 2020/2021 Community Financial Assistance program as follows:

#### Major Grants

Devonport Country Club	\$7,500.00
East Devonport Tennis Club	\$15,000.00
Van Diemen Light Railway Society	\$15,000.00
Devonport City Soccer Club Inc	\$10,789.00
Mersey Rowing Club	\$15,000.00
Spreyton Cricket & Community Club	\$2,747.25

#### Minor Grants

Devonport Tennis Club	\$2,000.00
Spreyton Football Club	\$2,700.00
Devonport Surf Lifesaving Club Inc	\$1,236.36

#### COVID-19 Impact Grants

Spreyton Cricket Club	\$2,500.00
Devonport Country Club	\$2,500.00

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

This report presents the outcomes of the Community Financial Assistance Working Group deliberations and seeks endorsement of the Group's recommendations in relation to submissions for Round Two of the 2020/21 grant program.

### BACKGROUND

Through the provision of its Financial Assistance Scheme, the Council supports projects, programs and activities developed for the benefit of Devonport's residents and visitors. This Financial year, six (6) areas of assistance are available as follows:

- Major Grants/In-Kind Grants – provide \$3,000 - \$25,000 support for community development, community events, community facilities, cultural development, cultural heritage, festivals and events, economic development, sport recreation and healthy living.
- Minor Grants – provide up to \$3,000 to organisations to deliver programs that enhance community development, community events, community facilities, cultural

development, cultural heritage, festivals and events, economic development, sport recreation and healthy living.

- Rate Remissions – provide rate support for social, cultural, environmental, sport and recreational initiatives and events held that attract locals and visitors creating commercial benefits for the City.
- Donations – provide assistance to groups, organisations or individuals within the City who are not eligible for sponsorship under any other Financial Assistance Program.
- Individual Development Grants – provide support for individuals, groups or teams who are performing, competing or presenting at national or international competitions, conferences or events.
- COVID-19 Impact Assistance Grants – provide assistance to local community and sporting organisations financially impacted by the COVID-19 pandemic. This is a new funding source established to assist community groups and sporting organisations who have lost income as a direct result of COVID-19.

The Community Financial Assistance Working Group members are:

Mayor Rockliff;

Councillor Hollister;

Councillor Murphy;

Karen Hampton – Community Services Manager; and

Geoff Dobson – Convention and Art Centre Director.

#### **STATUTORY REQUIREMENTS**

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

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

The details of awarded grants will be reported in Council's 2020/2021 Annual Report.

#### **DISCUSSION**

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

- Major Grants;
- Minor Grants;
- Rate Remissions;
- In Kind Assistance Grants;
- Donations;
- Individual Development Grants; and
- COVID-19 Impact Assistance Grants

Applications for Donations, In Kind Assistance Only Grants and Individual Development Grants are open throughout the 2020/2021 financial year and are generally assessed and

approved, if appropriate, by the Financial Assistance Working Group, the first week of each month.

### Major Grants

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

#### **SUCCESSFUL applications:**

Organisation	Project Description	Total Value of Project	Amount Requested	Amount Recommended
Devonport Country Club	Access Road Upgrades	\$10,758.00	\$7,500.00	\$7,500.00
East Devonport Tennis Club	Lighting	\$50,260.00	\$15,000.00	\$15,000.00 *subject to acquittal of previous grant and confirmation of secured co-funding.
Van Diemen Light Railway Society	Infrastructure upgrades	\$234,277.30	\$25,000.00	\$15,000.00
Devonport City Soccer Club Inc	Change Room Refurbishment	\$23,725.80	\$10,789.00	\$10,789.00 *subject to acquittal of previous grant.
Mersey Rowing Club	Junior Eight for school aged female rowers	\$35,000.00	\$15,000.00	\$15,000.00 *50% of the cost up to \$15,000.00.
Spreyton Cricket & Community Club	New 8ball table for competition use	\$5,494.50	\$5,494.50	\$2,747.25
Total				<b>\$66,036.25</b>

#### **UNSUCCESSFUL applications:**

Organisation	Project description	Total value of project	Amount requested	Not approved for funding
Devonport Men's Shed	Electrical upgrade at 260 Steele Street	\$6,880.00	\$6,880.00	Nil

### Minor Grants

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

#### **SUCCESSFUL applications:**

Organisation	Project Description	Total Value of Project	Amount Requested	Amount Recommended
Devonport Tennis Club	Court 6 access path from the Clubhouse	\$4,790.50	\$2,000.00	\$2,000.00
Spreyton Football Club	Table and Chairs upgrade	\$5,400.00	\$3,000.00	\$2,700.00
Devonport Surf Lifesaving Club Inc	Increase youth surf sports participation at Devonport Surf Life Saving Club	\$2,472.73	\$1,236.36	\$1,236.36
Total				<b>\$5,936.36</b>

**UNSUCCESSFUL applications:**

Organisation	Project description	Total value of project	Amount requested	Not approved for funding
RESPECT Communication Ltd	HHH Facilitator Certification	\$3,000.00	\$3,000.00	Nil
Christians Against Poverty (Australia) Ltd	Freeing Families: Community-led Debt Relief	\$5,550.00	\$2,260.00	Nil

**COVID-19 Impact Assistance**

Two eligible applications were received for the second Round of the COVID-19 Assistance funding. The following organisations and clubs are recommended by the Working Group to receive support. Note: Any sundry debt owing to Council (if any) will be removed from the amount awarded to organisation or club.

**SUCCESSFUL applications:**

Organisation	Amount Requested	Amount Recommended
Spreyton Cricket Club	\$2,500.00	\$2,500.00
Devonport Country Club	\$2,500.00	\$2,500.00
<b>Total</b>		<b>\$5,000.00</b>

**COMMUNITY ENGAGEMENT**

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

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

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

**FINANCIAL IMPLICATIONS**

The approved grants will be funded through the 2020/2021 Community Financial Assistance budget allocation.

The 2020/2021 Financial Assistance Major Grants allocation is \$75,000 with Round One expenditure amounting to \$27,500, Round Two expenditure amounting to \$66,036.25 (totalling \$93,536.25) leaving a balance of \$18,536.25 to be transferred from the Minor Grant balance.

The 2020/2021 Financial Assistance Minor Grants allocation is \$65,000 with the Round One expenditure totalling \$5,393, Round Two expenditure amounting to \$5,936.36 leaving a balance of \$53,670.64 (with \$18,536.25 to be transferred to Major Grants leaving a balance of \$35,134.39).

The 2020/2021 Financial Assistance COVID-19 Round Two expenditure amounting to \$5,000.00, the total for both rounds amounting to \$35,800.00.

### **RISK IMPLICATIONS**

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

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

### **CONCLUSION**

The 2020/2021 Financial Assistance Working Group recommends that Council approve the Round Two Major and Minor Grants to the value of \$71,972.61.

The 2020/2021 Financial Assistance Working Group recommends that Council approve the Round Two COVID-19 Assistance Grants to the value of \$5,000.00.

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

### **ATTACHMENTS**

Nil

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## **7 SECTION 23 COMMITTEES**

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

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## 8 CLOSED SESSION

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

### RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – February 2021	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments – March 2021	15(2)(g)
5.1	Unconfirmed Minutes – Joint Authorities	15(2)(g)
5.2	Unconfirmed Minutes – Special Audit Panel Meeting 24 February 2021	15(2)(b) & 15(2)(c)
5.3	Lease Agreement – Tenancy 3 & 6, 13-17 Oldaker Street Devonport	15(2)(b) & 15(2)(g)
5.4	Refinancing of Council Debt	15(2)(b)

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## **9 CLOSURE**