



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Council** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, parnaple centre, 137 Rooke Street, Devonport on Monday 28 March 2022, commencing at 5:30 PM.

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

QUALIFIED PERSONS

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

Matthew Atkins
GENERAL MANAGER

23 03 2022

April 2022

Meeting	Date	Commencement Time
Ordinary Council	Tuesday 26 April 2022	5:30pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 28 MARCH 2022, IN THE ABERDEEN ROOM, LEVEL 2, paranaple centre,
137 ROOKE STREET, DEVONPORT AT 5:30 PM**

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ATTENDEES

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

ACKNOWLEDGEMENT OF COUNTRY

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

IN ATTENDANCE

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

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Council meeting held on 28 February 2022 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

PUBLIC QUESTION TIME

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

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

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the responses to questions from Mr Janney and Mr Smith at the February 2022 Council meeting be noted.

Responses to questions raised at prior meetings are attached.

ATTACHMENTS

1. Response to Questions Without Notice - 28 February 2022 - D Janney [**3.2.1.1** - 1 page]
2. Response to Questions Without Notice - 28 February 2022 - T Smith [**3.2.1.2** - 2 pages]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

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

Trevor Smith – 7 Glen Court, Devonport

A letter containing questions on notice received from Mr Smith on 15 March 2022 is **reproduced as attachment 1**.

- Q1** What is the total amount that Council has received from the sale of Council owned properties/ land, including buildings, from the period of January 2018 to January 2022?
- Q2** How much of the amount received has been used to pay off The Living City Debt?
- Q3** If no amount has been utilised to pay off debt, then what has the money been used for?
- Q4** Please provide a list of properties that the Council has sold since January 2018 to January 2022; where situated and amounts received for each?

Response

Council has sold the following properties during the period January 2018 and January 2022:

- Lots 60-63 (24-26) Triton Road, East Devonport
- 1-3 North Caroline Street, Devonport (Child Care Centre)
- 169 Steele Street, Devonport
- Lot 65 (24-26) Triton Road, East Devonport
- 35 Loane Avenue, East Devonport (park)
- 92 North Fenton Street - Contains 12 Units
- 2-12 Murray Street, East Devonport
- 2-24 Best Street, Devonport
- 92 Formby Road (Visitor Centre)

The proceeds for the combined sales totalled \$5,305,500.

Unless determined otherwise by Council, the individual sale prices are not publicly disclosed.

During the period January 2018 and January 2022 Council made principal repayments totalling \$6,022,727 across all loans. Repayment of debt is in line with the 10 Year Long Term Financial Plan which demonstrates that Council will make regular principal repayments across that period.

Robert Vellacott – 11 Cocker Place, Devonport

A letter containing questions on notice received from Mr Vellacott on 20 March 2022 is reproduced as attachment 2.

Q1 I refer to the removal of the splendid London Plane tree, which I assess to have been planted about 25 years ago, that was situated in the riverside park land almost directly across from the T junction of Best Street and Formby Road.

The tree I believe was one that was considered suitable to be kept because of, among other creditable attributes, its suitability for the site, its excellent condition, size and most importantly its safe structure and low maintenance. Was this London Plane tree, because of its excellent condition, in fact, ever included in any of the original landscape plans and or noted in the schedule for trees that might be suitable to be retained?

Q2 During any of the consultancy or work shop sessions did anyone -

a) in fact, ask or suggest that the tree as mentioned in question 1 should be left in situ and or -

b) was there ever any consideration given to modifying the plans, if it was in the way of pathways, so it could remain for, among other things, the immediate shade it could provide and its aesthetic /visual enjoyment it would give to those visiting the park?

Q3 Please inform -

a) who made the final decision to remove the London Plane tree? And -

b) what was the reason for the tree to be removed, particularly, at such a late stage in the development of the site?

Response

Council conducted extensive community and interest group consultation processes in relation to the design of the Waterfront Park precinct, including consideration of the landscape design and tree retention, relocation, or removal. The tree removal recently undertaken on site was included in the original project scope approved by Council and has not been a recent change to the design.

ATTACHMENTS

1. Questions On Notice - 28 March 2022 - Mr Trevor Smith [**3.2.2.1** - 1 page]
2. Questions on Notice - 28 March 2022 - Mr R Vellacott [**3.2.2.2** - 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 NOTICE OF MOTION - FEASIBILITY STUDY FOR OCEAN POOL WITHIN THE BLUFF PRECINCT

Author: **Councillor Gerard Enniss**

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 Gerard Enniss.

MOTION

That Council allocate funds in the 22/23 budget to complete a feasibility study into the proposal of having an ocean pool within the Bluff precinct.

SUPPORT

Devonport City Council in the last year has partnered with UTas and the CAPITOL Project to progress the health of the community of those who live within and around our city. This idea was originally presented by Max Boyles Life Member of the Devonport Surf Lifesaving Club some time ago. He also presented this to an open forum called, Ideas for Devonport held by Cr Gerard Enniss late last year. This has been well received by many who have commented on it, but we need to see if it stacks up. The ocean pool would provide a safe and healthy place for families, individuals and sporting people to use for recreation, rehabilitation, fitness and fun. It would be a unique place and a drawcard for this region adding to the list of amenities we provide for our community.

OFFICER'S COMMENTS

If Council were to support the motion it would form an action for the 2022/23 Annual Plan and require a budget commitment. The feasibility study would need to consider the significant environmental and cultural characteristics specific to the Bluff site along with the economic and whole of life cost implications. The initial stage of such a study is likely to require a budget allocation in the order of \$30–50k.

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 2022/23 BUDGET CONSULTATION

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

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the Budget Consultation 2022/23 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 2022/23 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 2022/23 budget, to assist Council and management in the budget making process;
- Involve the community in the decision-making process for the 2022/23 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 2022/23 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 and through Council's Customer Service Centre.

The consultation received 36 submissions, compared to 53 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
Improvements to The Bluff walking track to the lighthouse	1
Better signage - Kelcey Tier walking track	1
Upgrade carparks, Coles Beach Road between Back Beach and Coles Beach	1
New Carpark and playground at Coles Beach Don railway stop	1
New dog park in Spreyton-Maidstone Park	1
Devonport to become a bitcoin enabled city	1
Improvements to pathway at North Caroline Street for wheelchair accessibility	1
Footpath continued down Tugrah Road	1
New playground on vacant blocks – Spreyton	1
Gutters on Bovil Street East Devonport and facelift to footpath and street	1
Improvements to junctions of Watkinson Street and Don Road, and Hillcrest Rd and Don Road	1
Risk assessment of shared footpath on Victoria Parade – Separation of pedestrians and cyclists	1
Improvement or additional toilet facilities at The Bluff playground and surf club area	1
Improved cycling infrastructure / road verges wide enough to accommodate Bicycles and Scooters	3
Bike/walking path on Stony Rise Road near Hydro Power Station down to the Lawn Cemetery	1
Ocean pool at the Bluff	2
4 Ways (William St) median strip	1
Formby Rd/Elizabeth St turn IN/OUT	1
Improved road markings at traffic lights	1
Road potholes fixed	1
Shopping strips speed limit reduction	1
Traffic light control upgrade	1
Unmetered road markings	1
Don Rd Footpath delineated	1
Greening the streetscape	3
Old Library building facade maintenance	1
Improvements to Rooke Lane	1
Devonport Recreation Centre upgrades	1

Topic	Number of times raised
Coles Beach walkway upgrades	2
Extension to walkway or steps at dog beach	1
Increased maintenance for Mary Binks Wetlands	1
Education program re sexual education, domestic violence/ music and art therapy, and women's support groups	1
Musical in honour of Hillcrest Tragedy	1
Aged care/ in home services	1
Additional trees at Pioneer Park near old Wesleyan cemetery area	1
Aurora box refurbishment	1
Dana Drive to Burrows Crescent - proposed street connection	1
Green space at Dana Drive	2
Small theatre/performance area	1
Picnic tables at park adjacent to the Don Markets	1
Improvements to Byard Park	1
Redo the car park at the Devonport Football Club	1
Additional lighting on footpaths from the Bluff - Coles Beach - Victoria Parade	1
Upgrades to skate bowl at the Bluff	1
Caravan/motorhome parking on western side of Bass Strait Maritime Centre	1
Relocate the storage house in front of the Bass Strait Maritime Centre	1
No fares for ferry across Mersey River	1
Improve drainage at Devonport Oval	1
Fairy lights in the trees from Waterfront Park to the Bluff	1

COMMUNITY ENGAGEMENT

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

Community engagement was undertaken between 3 February 2022 and 25 February 2022.

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;
- A media release was distributed to Tasmanian media
- Council's Facebook page, Twitter and LinkedIn accounts were used to announce the consultation period
- Reminders were provided through social media and 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.

ATTACHMENTS

Nil

5.2 FINANCIAL ASSISTANCE SCHEME ROUND TWO 2021/2022

Author: **Danielle O'Brien, Administration and Project Officer**

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 2021/2022 Community Financial Assistance program as follows:

Major Grants

Devonport Football Club	\$3,889.88
Devonport Table Tennis	\$4,052.75
Lifeway Devonport Baptist Church	\$5,000.00
Reclink Australia	\$5,000.00
Gateway Community Care	\$1,560.00

Minor Grants

Devonport Cricket Club	\$556.00
Community Hub Play and Cafe - Gateway Community Care	\$2,160.00
Rotary Club of Devonport North Inc	\$2,200.00

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 2021/22 grant program.

BACKGROUND

Through the provision of its Financial Assistance Scheme, Council supports projects, programs and activities developed for the benefit of Devonport's residents and visitors. This financial year, five (5) 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.

The Community Financial Assistance Working Group members are:

- Mayor Rockliff;
- Councillor Hollister;
- Councillor Murphy;
- Carol Bryant – 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 2021/2022 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; and
- Individual Development Grants.

Applications for Donations, In Kind Assistance only grants and Individual Development grants are open throughout the 2021/2022 financial year and are generally assessed and approved, if appropriate, by the Financial Assistance Working Group, the first week of each month.

Rate Remissions are assessed once a year, with applications being accepted during July and August.

Major Grants

Twelve 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 Football Club	Dishwasher Upgrade	\$8,500	\$7,500	\$3,889.88
Devonport Table Tennis	Equipment upgrade - Table Tennis tables	\$8,105	\$4,052.75	\$4,052.75
Lifeway Devonport Baptist Church	Solar power system	\$29,995	\$14,997.35	\$5,000
Reclink Australia	Reclink Community Series	\$6,500	\$5,000	\$5,000
Gateway Community Care	Cooking with Care	\$6,920	\$3,640	\$1,560
Total				\$19,502.63

UNSUCCESSFUL applications:

Organisation	Project description	Total value of project	Amount requested	Amount Recommended
Frontline - Care Comes First	First Aid/Mental Health	\$38,000	\$6,500	Nil
Devonport Tennis Club	Children's Playground, Two Redball Tennis Hot Shots, Family Covered Barbecue and Sealed Basketball Area	\$105,000	\$25,000	Nil
West Devonport Hockey Club	West Devonport Hockey Club 75th Anniversary	\$7,000	\$6,500	Nil
Devonport Chaplaincy Inc (Loaves and Fishes)	Production Kitchen	\$240,000	\$25,000	Nil
Spreyton Football Club	Upgrades to the clubrooms / New Windows	\$7,000	\$7,500	Nil
Don River Railway	Sleeping accommodation for volunteers	\$15,975	\$15,000	Nil
RESPECT Communications Ltd.	RESPECT Communications Charity Infrastructure Upgrade	\$81,5870	\$13,499	Nil

Minor Grants

Six 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 Cricket Club	Pavilion Stools	\$1,112	\$1,112	\$556

Organisation	Project Description	Total Value of Project	Amount Requested	Amount Recommended
Community Hub Play and Cafe - Gateway Community Care	Sensory Play Equipment	\$4,320	\$2,160	\$2,160
Rotary Club of Devonport North Inc	Splash Playground picnic table and bench seats	\$4,930	\$2,200	\$2,200
Total				\$4,916

UNSUCCESSFUL applications:

Organisation	Project description	Total value of project	Amount requested	Amount Recommended
Rapid Relief Team (RRT) Ltd	RRT Devonport FoodBox Project 2022	Not Provided	\$3,000	Nil
Mersey Colts Cricket Club	Upgrading capacity of two electrical circuits in the Byard Park Clubrooms	\$1,754.50	\$1,754.50	Nil
CareFlight	Vital Trauma Training for Devonport's First Responders	\$9,550.00	\$3,000	Nil

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; and
- 2015-2021 grant recipients

FINANCIAL IMPLICATIONS

The approved grants will be funded through the 2021/2022 Community Financial Assistance budget allocation.

The 2021/2022 Financial Assistance Major Grants allocation is \$75,000 with Round One expenditure amounting to \$53,660.91. Round Two expenditure amounting to \$19,502.63 leaving a balance of \$1,836.46.

The 2021/2022 Financial Assistance Minor Grants allocation is \$65,000 with the Round One expenditure totalling \$9,559.95. Round Two expenditure amounting to \$4,916.00 (totalling \$14,475.95), leaving a balance of \$50,524.05.

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. Note that the allocation of funds is based on an assessment across a set of guidelines and eligibility in keeping with Council's policies and strategies.

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

CONCLUSION

The 2021/2022 Financial Assistance Working Group recommends that Council approve the Round Two Major and Minor Grants to the value of \$24,418.63.

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

5.3 RECOGNITION OF ACHIEVEMENTS BY NORTH WEST COASTERS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council note the report in relation to the "Steps in History" proposal and advise the proponents that the proposal is supported in-principle and offer to work with them to progress the project during the 2022/23 financial year.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage

SUMMARY

Council has been approached to allow plaques to be displayed in Market Square containing stories of North West Tasmanians who have made extraordinary contributions to society. It is suggested the plaques would be placed in suitable locations around Market Square and become assets of Council. Whilst the concept delivery needs further consideration, the project intent has merit, and it is recommended that Council investigate further.

BACKGROUND

Dr Vicki Russell and Rodney Croome (the proponents) presented to Council at its Workshop on 7 March 2022 a project titled "Steps in History". The project aims to tell the story of people from the North West Coast of Tasmania, either living or deceased, who have made significant contributions to the community and society in general.

STATUTORY REQUIREMENTS

Depending on the final project design, approval maybe required under the *Land Use Planning and Approvals Act 1993* and/or the *Building Act 2016*.

DISCUSSION

The discussion paper provided by the proponents identifies the following six project benefits:

1. Through sharing the life achievements of ordinary people, the extraordinary is possible. This will add something different to Galleries, Museums and Cultural Attractions and fulfill the Living City goal of "creating a cultural heart for the region" in central Devonport.
2. Provide Devonport with a new visitor attraction as the City seeks to increase post pandemic visitor numbers.
3. Engage individuals in proposing possible names for inclusion on pavers.
4. Bring residents and school groups into the day to day use of the paranapple centre and Market Square.
5. Spark more appreciation of, and interest in, the history and culture of the North West Coast.
6. Overcome the challenge of past limitations in our recorded history and bring to life the stories of important people to future generations.

The idea of recognising those who have made a valuable contribution to Devonport and the broader region has merit. It is not something that currently occurs in a permanent public manner and if done well would be of interest to both residents and visitors of Devonport.

Market Square, as suggested, has the potential to be an ideal location for such history to be displayed.

However, the concept does require further thought and refinement relating to both the process of identification of suitable individuals and aesthetically how any details are ultimately presented.

With the proponents suggesting the information be displayed on Council land and the subjective nature which could be perceived in any process, it is recommended that Council would need to be closely involved if the project was supported.

Process

A suitable process would need to be developed, considering matters such as:

- Criteria on what constitutes an “important contribution” and to whom or where the contribution is made
- Define the extent of eligible individuals i.e. locally born, long term resident, connection to any part of North West Tasmania or more Devonport region, etc.
- Selection and approval of individuals to be honoured
- How the community can make nominations
- In the case of the deceased, how family approvals are managed
- Managing any objections in relation to individuals that are being recognised
- Managing objections to individuals that were not selected to be recognised

Presentation

The display of bronze plaques throughout Market Square may not be the most aesthetically pleasing or inviting method of displaying the details on any selected individuals. There are many innovative, and unique ways history is captured and honoured in public locations across the world and further investigation should occur into how best to do this in Devonport.

Next Steps

If Council were to support the proposal, it is recommended that a working group consisting of the proponents, community members, Councillors and Council staff be established to consider the issues outlined above and make recommendations to Council for consideration.

The working group and the broader project would need resourcing by Council staff and it is recommended that if in principle support was provided, then the project would be identified as an action for the 2022/23 financial year.

COMMUNITY ENGAGEMENT

Council has not undertaken any community consultation to date, however, should the project proceed, any process to identifying and select individuals should include a robust system for community input.

FINANCIAL IMPLICATIONS

The full financial impact of the project is unknown at present. Providing in principle support and progressing the matter as an annual plan action would not require a specific budget allocation.

However, once the final scope is determined, it is likely Council would be required to fund both the initial implementation and any ongoing maintenance. Some grant funding opportunities may be available to support Council with the initial implementation costs.

RISK IMPLICATIONS

There is little risk to Council in providing initial support for the project. Once a process is established and the project is implemented, Council may risk criticism in relation to decisions regarding the selection or non-selection of individuals.

CONCLUSION

The intent of the proposal to recognise individuals who have made a valuable contribution to the community and society has merit, however significant detail needs to be considered before the project is implemented.

ATTACHMENTS

1. 1.1 Steps in History - Proposal by Rodney Croome & Vicki Russell [**5.3.1** - 9 pages]

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

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

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

Date	Description	Purpose
7 March 2022	Rodney Croome & Dr Vicki Russell	NW Steps into History presentation
	LGAT General Meeting	Discussion of Motions for LGAT General Meeting
	Organisational Culture	Overview for Councillors
	Annual Plan Action Progress Report	Update on reporting format
	Library Site/Indie School	Update

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 23 February and 22 March 2022:

- Council meeting and workshops
- 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:
 - ABC Drive
 - Martin Agatyn (7AD)
 - Belinda King (ABC)
 - Darren Kerwin (7AD) (x2)
 - Libby Bingham (The Advocate)
 - Monte Bovill (ABC TV)
 - Adam & Arie (SeaFM)
 - Channel 7
 - Mike O'Loughlin (Tas Talks)
 - Channel 9
- Met with the management team of Ten Days on The Island
- Attended Dulverton Waste Management Owners' Representatives meeting
- Attended an on-line briefing for LGAT General Management Committee members from the Chair of the Local Government Board regarding the review process
- Attended the official opening of the Don River Bridge component of the Coastal Pathway project
- Attended the Devonport Triathlon – presented medals to the para triathletes
- Guest speaker at the monthly breakfast meeting of Coastal Business Network
- Guest speaker at an event in tribute to Mary Binks
- Officially opened the SAPS junior soccer tournament at Valley Road
- Attended the AFL Hillcrest Tribute Match fundraiser

- With Jenny Mountney from East Devonport Child & Family Learning Centre and Councillor Alexiou, met with the management of Medifab in East Devonport and toured their facility
- With the General Manager, met with Inspector John King as part of a regular catch up
- Attended the announcement of funding for our waterfront Sound & Light Show
- With the General Manager, met with Braddon MP Felix Ellis
- Attended the LGAT Mayors' Forum
- With the General Manager, attended the LGAT General Meeting
- Attended a meeting of LGAT General Management Committee
- Attended Arboretum Committee meeting.

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT

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 23 February and 22 March 2022. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

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

STATUTORY REQUIREMENTS

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

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops, Section 23 Committee and Council Meetings as required.
- 1.3. Attended the official opening of the new Don foot/cycle bridge which is part of the Coastal Pathway Project.
- 1.4. Along with the Mayor, met with Zoe Smith and her legal representative, Rae & Partners, regarding an update on the finalisation of matters between her and the Crown in relation to the Hillcrest Go Fund Me campaign. It was confirmed that all outstanding issues are now resolved and that the distribution of these funds to the affected families will now commence. This distribution will be managed and undertaken by Rae & Partners on behalf of Zoe.
- 1.5. Attended a workshop with a consultant engaged by LGAT to consider the future direction and opportunities of the LGAT Procurement service.
- 1.6. Met with staff from the Department of Premier and Cabinet who are leading the State Government component of the Hillcrest recovery.
- 1.7. Along with the Mayor, met with Devonport Police Inspector John King for an update on local issues.
- 1.8. Met with a developer regarding a potential rezoning for a tourism venture.

- 1.9. Met with the CEO of Vos Constructions for an update on local projects and more broadly issues affecting the construction sector in Tasmania.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with Mr Graham Kent from the Julie Burgess Committee regarding Council's role in the long term planning and future of the Mersey River. Mr Kent has been invited to present at a future Council workshop.
- 2.2. Met with a resident, along with a representative from Advocacy Tasmania, concerning a complaint regarding a number of disability matters.
- 2.3. Met with a Kentish resident regarding a number of concerns related to parking and other issues in Devonport.
- 2.4. Attended the first meeting of the Hillcrest Affected Area Recovery Committee.
- 2.5. Attended the Healing for Hillcrest AFL game at the Devonport Oval.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the Owners Representatives Meeting of the Dulverton Waste Management Authority.
- 3.2. Attended the Owners Representatives Meeting of the Cradle Coast Authority.
- 3.3. As Tasmanian Director, attended, virtually, the National Board and Executive Meetings of Local Government Professionals Australia.
- 3.4. Attended the LGAT General Meeting at the Tramsheds in Launceston.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Attended a virtual Pre-Federal Election Briefing facilitated by Australian Local Government Association with the Shadow Minister for Local Government the Hon Jason Clare MP.
- 4.2. Attended the announcement by Mr Gavin Pearce MP of \$1.5m from the Federal Government towards the Devonport LIVING CITY Sound and Light Show. The State Government have also confirmed a commitment of \$750,000 towards the project.
- 4.3. Along with the Mayor, met with local State Braddon Representative Felix Ellis MP, for an update on local issues.

5. OTHER

- 5.1. The Local Government Board established to oversee a review of local government in Tasmania has released the first of a number of discussion papers. Dates have also been set for consultation sessions across the State. Separate forums are being held specifically for Councillors, Officers and community members.

Full details on the review along with the latest news can be found at the [Future of Local Government Review – Tasmanian Government \(futurelocal.tas.gov.au\)](https://futurelocal.tas.gov.au)

COMMUNITY ENGAGEMENT

The information included above details any matters 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 risk that may result in an issue for Council is likely to be subject of a separate report to Council.

CONCLUSION

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

ATTACHMENTS

1. Current and Previous Minutes Resolutions - March 2022 [**6.3.1** - 1 page]

6.4 COMMUNITY SERVICES REPORT JANUARY AND FEBRUARY 2022

Author: **Carol Bryant, 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 operational highlights of Council's Community Services Department for January and February 2022.

BACKGROUND

Council's Community Services Department includes:

- Community Development
- Environmental Sustainability
- Sport and Recreation Development
- Events and Marketing

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

1. COMMUNITY DEVELOPMENT

1.1. Australia Day Citizenship Ceremony

On 26 January, the Australia Day Awards and Citizenship Ceremony was held at the paranapple convention centre. Those attending included Devonport's 2022 Australia Day Ambassador Dr Christina Henri, Gavin Pearce MP Federal Member for Braddon, and Hon Mike Gaffney MLC Member of Mersey.

The crowd celebrated Australia Day Award nominees and the following recipients:

- Community Event of the Year – Devonport Poultry Club 67th Annual Show
- Young Citizen of the Year – Emma Evison
- Citizen of the Year – Dr Catherine Broun



Citizen of the Year - Dr Catherine Broun

In the largest ceremony Devonport has held in many years, 43 new Australian citizens were welcomed, with new citizens coming from Canada, Denmark, Germany, Hong Kong, India, Nepal, New Zealand, Philippines, Sri Lanka, Sweden, Taiwan, Thailand, Ukraine, United Kingdom and Vietnam.



New Australia Citizens – 26 January 2022

1.2. International Women's Day

During January and February planning of the Diamonds of Devonport event continued, and Council Officers had the pleasure of contacting 40 Devonport locals to advise that they had been nominated as Diamonds of Devonport.

Council officers asked female leaders in the local community to provide their thoughts on the International Women's Day 2022 theme of *#breakthebias*. These images and quotes will be shared on social media and on the Market Square TV during International Women's Week.



Local female leaders shared their thoughts on #breakthebias

1.3. Youth Advisory Council

Conversations were held with secondary schools regarding the development of a youth advisory council. First meeting date is set for 15 March 2022.

1.4. East Devonport Heritage Walk

The Rotary Club of Devonport South East, in conjunction with the Devonport City Council, is currently upgrading the heritage walk at East Devonport thanks to a Healthy Tasmania Grant. New signage will include QR codes linking to further historical information. The project is currently in the design stage.

1.5. Community Services Newsletter

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

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

Editions published between June 2020 and February 2022 can be found on the Council website located at:

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

A form to subscribe to the newsletter can also be found at this address.

The newsletter has proved to be a popular method of communication, with Council receiving feedback that it was being shared throughout the North West. Readership grew by over 120 subscribers in 2021. Two editions were published during January and February. The most popular links accessed via the Newsletters were:

- Twilight Market Street Eats
- The Great Train Race
- Spreyton Harvest Fest
- Treasured lives supporting older Tasmanians
- 2022 AFL Game Community Series Hawthorn v Richmond
- Diamonds of Devonport
- Music in the Garden
- Sweet Caroline Tour

1.6. Families

The 2022 East Devonport Child and Family Learning Centre Annual Beach Day was held at the East Devonport Beach. East Devonport families with young children came along to enjoy scavenger hunts, ball games and to play on the beach with Devonport Surf Life Saving members in attendance. Community Services officers assisted with the BBQ and activities.



East Devonport Beach Day

1.7. Working Groups

Members of the Access and Inclusion Working Group convened for the first time with the focus on group purpose and review of Devonport Disability Inclusion Plan actions.

1.8. Financial Assistance Scheme

Council officers provided guidance to community groups interested in submitting applications for Round Two of the 2021/2022 Financial Assistance Scheme. Major and Minor grant applications were accepted 1 January, until 28 February 2022.

1.9 Partnership Agreements

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	\$ 3,500 P/A
City of Devonport Eisteddfod	3-year Agreement – 2019 – 2022 (extended to 2022 due to Eisteddfod being cancelled in 2020 due to COVID)	\$10,000 P/A
Devonport Brass Band	3-year Agreement 30 June 2022	\$10,000 P/A
Devonport Community House	3-year Agreement 30 June 2022	\$18,000 P/A
Devonport Men's Shed	3-year agreement June 2022	\$ 8,000 P/A
Devonport Motor Show	5-year Agreement 29 January 2024	\$ 2,500 P/A
Devonport Surf Club	3-year Agreement 1 July 2022	\$ 2,000 P/A
National Trust of Australia – Home Hill operations	3-year Agreement October 2022	\$28,000 P/A
RANT Arts	5 year Agreement November 2026	Rental agreement/Arts & cultural services – in kind funding 45-47 Stewart Street Devonport
Tasmanian Arboretum	2-year Agreement 1 July 2022	\$22,000 P/A
Youth and Family & Community Connections	5-year Agreement 29 Jan 2024	Rental agreement/Youth services - in kind funding

2. ENVIRONMENTAL SUSTAINABILITY

2.1. Friends of Don Reserve

After a summer break, the Friends of Don Reserve returned in February and invested their time weeding garden escapees - foxglove, grannies bonnet and red-hot pokers near Don College and Surrey Street. Whilst the number of these plants in the reserve have decreased due to the Friends' efforts, it is concerning to see them planted in so many gardens nearby. Participation rates detailed below.

Group	Date	Number of People	Number of Hours
Friends of Don Reserve	8 February	8	16
Friends of Don Reserve	22 February	2	4

2.2. Bat Discovery Night

A Bat Discovery Night was held 31 January 2022 with 20 people learning about bats from Environmental Educator – Dr Lisa Cawthen. The Group discovered 6 species of bats out of the 8 species in the State which is very impressive for a small reserve. Micro-bats need large old hollow-bearing trees to roost, so this is further evidence the importance of the Kelcey Tier Greenbelt.

The event gathered media interest with a newspaper article and radio interviews.

Due to the popularity of the event, council organised two more events in early March, these events were not advertised due to the 90+ people on the wait list.



Bat Discovery Night 31 January 2022

2.3. Clean Up Australia Day

In the lead up to Clean Up Australia Day, (6 March 2022) Council worked with Don College students in their annual local clean-up project. Two groups of 15 students collected two ute loads of rubbish from the eastern side of the Don River through to Coles Beach and dunes areas.



Don College Students – Cleaning Up 28 February 2022

Many other groups participated in their own clean-ups including City of Devonport Scout Groups, Devonport Girl Guides and St Brendan Shaw.

3. SPORT AND RECREATION DEVELOPMENT

3.1 Healing for Hillcrest Tribute AFL Match Richmond Verse Hawthorn

The Community Services team provided coordination in a cross-Council effort to prepare for the Healing for Hillcrest AFL Tribute Match. In an extremely limited timeframe of 3 weeks, members of the events and sports & recreation teams worked with external stakeholders and local sporting clubs to create a successful and

meaningful community event. External stakeholders included Launceston City Council, AFL Tasmania, AFL, Hawthorn Football Club, Richmond Football Club, Devonport Football Club, Devonport Cricket Club, Tasmania Police and Ambulance Tasmania. Some of the tasks performed by the Community Services team include:

- Food vendor scouting & coordination
- Site layout
- Signage production
- Volunteer coordination
- Stakeholder liaison
- Accessibility assessment
- Event planning and administration

3.2 Major Sporting events held in January and February 2022

Devonport Triathlon

The 37th edition of the Devonport Triathlon was held on 26-27 February 2022. Known as one of Australia's best triathlon experiences, the defending Devonport Men's champion Matthew Hauser said "Devonport is one of my favourite races on the domestic calendar – the locals treat you as if you are one of their own; it's like a breath of fresh air."



Devonport Triathlon 2022

3.3 Upcoming Major Sporting Events

Sporting Event	Dates 2022	Venue
Football Tasmania SAP Carnival	5-6 March	Meercroft Park & Valley Road
RUN Devonport	20 March	Victoria Parade and Bluff Precinct
Devonport Junior Soccer Cup	11-12 June	Meercroft Park and Valley Road

3.4 Recreation Centres Participation

Facility	Customers through the Door	
	January 2022	February 2022
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	3,414	10,064

TOTAL	3,414	10,064
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Special events held at the Devonport Recreation and East Devonport Recreation and Function Centre for January and February 2022 are listed in the table below:

Special Events	Date 2022	Venue
Reclink – basketball	27 January	Devonport Recreation Centre
Politician Announcement	28 January	Devonport Recreation Centre
BTAS Holiday Clinic	2-3 February	Devonport Recreation Centre
WNBL Training	28 February	Devonport Recreation Centre

Group bookings for the Recreation Centres are detailed in the following table. Note: Recreation Centres are closed most of January as floors are polished.

Recreation Usage			
Facility	Room/Ground	Number of Bookings January	Number of Bookings February
Devonport Recreation Centre (DRC)	Judo Room	0	0
	Meeting Room	1	2
	Sauna	11	14
	Squash	25	29
	Stadium	171	134
	Table Tennis Building	27	49
	Youth Centre	112	78
Total DRC		147	306
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	1	29
Total EDRFC		1	29

4 EVENTS AND MARKETING

The following City events were held during January and February:

- Devonport Cup – 5 January 2022
- Scooter Qualifier – Australian Scooter Association – 16 January 2022
- Giant Devonport Fun Run – Everyday Lions – 23 January 2022
- Surf Life Saving Competition – Devonport Surf Life Saving Club – 5 February 2022
- Spreyton Harvest Fest – Spreyton Cider – 12 February 2022
- Halliwell Teddy Bear Fly-in – Rotary Club of Devonport – 3 February 2022
- Devonport Triathlon – Cradle Coast Sports and Events – 26-27 February 2022



Spreyton Harvest Fest and Halliwell Teddy Bear Fly-in

The following applications for upcoming events were received during January and February:

- Devonport Family Fun Fair
- PFD expo
- Potter music & BBQ
- Healing for Hillcrest AFL Game

COMMUNITY ENGAGEMENT

The information provided above details relevant community engagement.

FINANCIAL IMPLICATIONS

No impact on Council's operating budget is expected because of this report.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

This report presents operational highlights of Council's Community Services Department for January and February 2022.

ATTACHMENTS

Nil

6.5 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT JANUARY AND FEBRUARY 2022

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Kym Peebles, Executive Manager People & Finance, & Jeffrey 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 2022 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 January and February 2022.

REG/741	Final Plan of Survey - PA2021.0084 - 126 Forth Road Don	7/01/2021
REG/742	Plan of Survey PA.2021.0040 119-121 Mersey Main Road Spreyton	24/01/2022
REG/743	Schedule of Easements & Plan of survey PA 2020.0095	25/01/2022
REG/744	Instrument of Delegation - General Manager	25/01/2022
REG/745	Planning Adhesion ADH2022.001 14 Beachrock Road & 16 Beachrock View, East Devonport	1/02/2022
REG/746	PA2021.0106 1A Highfield Road, Ambleside	1/02/2022
REG/747	Planning Adhesion ADH2021.005 - 124725/1 & 148072/1 - 47A & 47B David Street East Devonport	8/02/2022
REG/748	Deed of Variation of Licence - DCC & Crown Land - Public Cycleway Quoiba	11/02/2022
REG/749	Withdrawal of Caveat - 13736/9	17/02/2022
REG/750	Plan of Survey - PA2021.0027 - CT170317/2	22/02/2022

Councillor Attendance

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

	Council	Planning Authority		Workshops	Leave of Absence Approved during the January/February 22
No. of Meetings	8	3		7	
Attendance		Member	Non Member		
Mayor Cr A Rockliff	8	2	0	6	
Cr J Alexiou	8	3	0	7	
Cr G Ennis	6	0	1	7	
Cr P Hollister	8	3	0	7	
Cr A Jarman	7	0	1	7	
Cr L Laycock	8	0	2	7	
Cr S Milbourne	8	2	0	7	
Cr L Murphy	8	3	0	7	
Cr L Perry	8	2	0	7	

1.2. Property Management Update

Council Officers worked on a number of property matters during January and February 2022 including the following:

- Crown Land applications:
 - Deed of Variation of Licence – Spreyton Cycleway – finalised
 - Works authority consent – Pedestrian Footbridge & pathway – Figure of 8 Creek - received
 - Works authority consent – Coastal erosion protection works – Don River/Coles Beach Headland - received
 - Works authority consent obo tenant – 6 Wright Street East Devonport - received
 - Works authority consent – Amenities Block at Horsehead Creek - received
- Licence agreement renewal – 36 Triton Road East Devonport – finalised
- Advertising – intention to licence unused highway – 143 William Street

- Discussions with DSLSC re-Deed of Extension of Lease
- DRC works approval at Spreyton Racecourse
- Liaison with community/non-commercial tenants.

1.3. Corporate Communication

1.3.1. Devonport City Council Website

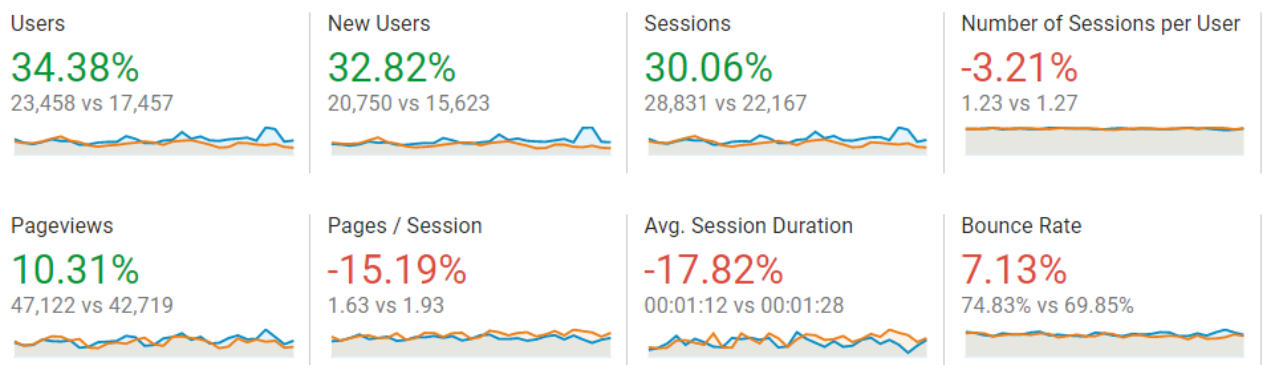
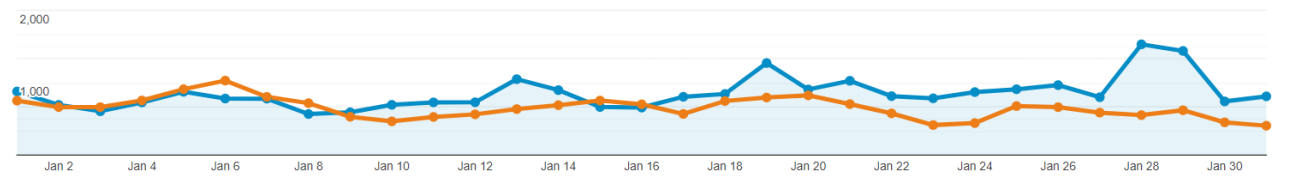
Devonport City Council Website content is refreshed on an on-going basis, by updating information and the addition of new public notices, planning applications, news stories and events.

Top 10 Website Pages	January 2022	February 2022
	<ol style="list-style-type: none"> 1. News and Media 2. Contact Us 3. Waste Transfer Station 4. Employment Opportunities – Waste Management Customer Service Officer 5. Advertised Planning Permit Applications 6. Cemetery Search 7. Employment Opportunities 8. Council Forms and Payments 9. Make a Request 10. What's on Devonport 	<ol style="list-style-type: none"> 1. News and Media 2. Contact Us 3. Advertised Planning Permit Applications 4. Council Forms and Payments 5. Horsehead Creek Riverside Park 6. Waste Transfer Station 7. Hillcrest Primary School support 8. What's On Devonport 9. Cemetery Search 10. Make a Request
Note: Most visitors to the website begin at the home page, but this is not listed in the top 10 pages, as it would be a normal starting point for most website visits.		

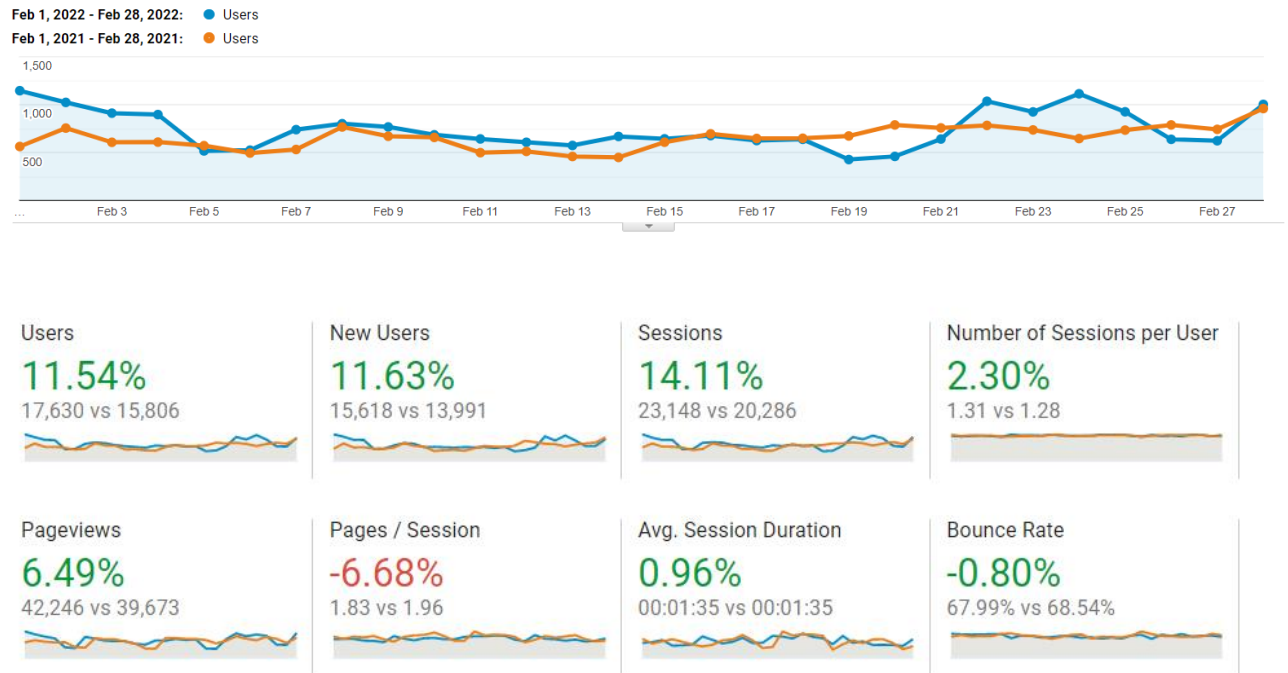
Website statistics taken from Google Analytics

January 2022 (Verse 2021), Website Statistics

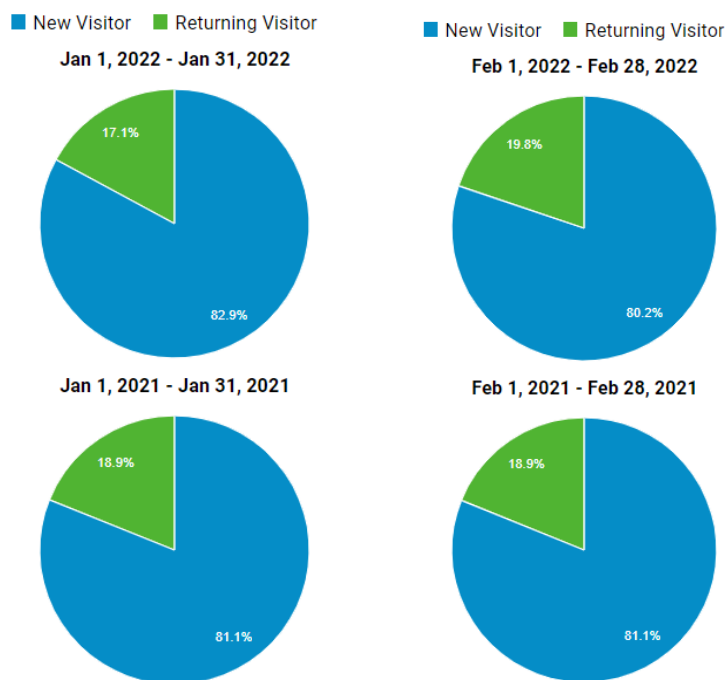
Jan 1, 2022 - Jan 31, 2022: ● Users
Jan 1, 2021 - Jan 31, 2021: ● Users



February 2022 (Verse 2021), Website Statistics



New Visitors versus Returning Visitors



1.3.2. Community Consultations

Council's online engagement platform www.speakupdevonport.com.au is utilised for all of Council's community consultations. In January, Council continued seeking community input on management priorities for the Don Reserve, and in February budget consultation was undertaken.

1.3.3. Social Media

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

Followers at the end of February:

Facebook	10.4K – up by 100
LinkedIn	764 – up by 39
Twitter	684 – up by 4

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 2022	February 2022
Facebook Average Monthly Reach: Number of Facebook users who have seen content associated with the page during the period (individual users can be 'reached' numerous times per month).	52,800TY (26,059LY)	39,746TY (15,944LY)

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

January 2022	February 2022
1. Positions Vacant – Waste Management Customer Service Officer, 12/1/2022, 20.1K	1. Media Release - 2022 Diamonds of Devonport Ambassador, 2/02/2022, 14.1K
2. Media Release – Don Reserve Playground, 18/1/2022, 19.5K	2. Horsehead Creek Open, 8/02/2022, 13.4K
3. Horsehead Creek Closed, 31/1/2022, 19K	3. Media Release – Share the Dignity Drive, 21/02/2022, 6.2K
4. Bat Discovery Night at Kelcey Tier, 18/1/2022, 15.3K	4. Employment Opportunity - Civil Works Serviceperson, 5/02/2022, 6K
5. Road Works - Department of State Growth, 3/1/2022, 12.8K	5. Don River Bridge Opening, 24/02/2022, 5.6K
6. Temporary Closure of Public Streets - The Devonport Christmas Fun Run, 19/1/2022, 11.3K	6. AFL Tribute Match Announcement, 21/02/2022, 5.6K
7. Media Release - Hillcrest fund to support affected families, 20/1/2022, 11.1K	7. Hillcrest Community Public Fund Facts, 23/02/2022, 5.1K
8. Media Release - \$25 million funding pledge, 27/1/2022, 9.8K	8. Temporary Closure of Public Street - Devonport Triathlon, 21/02/2022, 4.6K
9. Media Release – Solar panel installation, 19/1/2022, 9.1K	9. Changes to Cat Management Act, 8/02/2021, 4.4K
10. Temporary Closure of Public Street - Elm Avenue, 10/1/2022, 8.1K	10. Road Works - Department of State Growth, 14/02/2022, 4.2K

1.3.4. Publications & Media

Council issued the following official media releases, alerts, comments and statements during January and February 2022:

Date	Media Type	Title/Topic
5/01/22	Media Release	Financial Assistance Scheme
8/01/22	Media Comment – The Mercury	Hillcrest funding

Date	Media Type	Title/Topic
10/01/22	Media Comment – The Advocate	Council's 2022 project priorities
18/01/22	Media Release	Don Reserve Playground
20/01/22	Media Comment – The Advocate	E-scooters
20/01/22	Media Release	Solar Panels
20/01/22	Media Comment – The Advocate	Mersey ferry
25/01/22	Media Comment – The Advocate	Australia Day new citizens
25/01/22	Media Comment – The Advocate	Bluff access ramp
26/01/22	Media Release	Australia Day awards
27/01/22	Media Comment – The Advocate	Victoria Parade boat ramp lighting
29/01/22	Media Release	\$25M funding pledge from Federal Labour
29/01/22	Media Comment – The Advocate	Oriental Chef theft
1/03/22	Media Comment – The Advocate	Temporary closure of Horsehead Creek
3/02/22	Media Comment – The Advocate	Rubbish dumped at beach
4/02/22	Media Release	Diamonds of Devonport Ambassador
4/02/22	Media Release	DCC calls for budget submissions
8/02/22	Media Comment – The Advocate	Devonport fishing boat wharf support
9/02/22	Media Comment – The Advocate	Waterfront hotel completed by September
9/02/22	Media Release	Lindy Lee exhibition
13/02/22	Media Comment – The Advocate	Hillcrest Recovery Coordinator (DPAC) role
15/02/22	Media Comment – The Advocate	Waterfront Park update
18/02/22	Media Comment – The Advocate	Reclaim 2022
22/02/22	Media Release	Share the Dignity
22/02/22	Media Comment – The Advocate	Hillcrest AFL tribute match
22/02/22	Media Comment – Seven Nightly News	Hillcrest AFL tribute match
24/02/22	Media Release	Hillcrest Community Public Fund

2. PEOPLE AND FINANCE

2.1 Human Resources

2.1.1. Recruitment

Staff positions advertised January and February 2022

Position	Department	Work Location
Plumbing Surveyor	Corporate Services – Development Services	paranaple centre
Permit Authority Administration Officer Re- Advertised as Administration Officer	Corporate Services – Development Services	paranaple centre

Position	Department	Work Location
Waste Management Customer Service Officer	City Growth – Works	Waste Management
Civil Works Serviceperson	City Growth – Infrastructure & Works	Works Depot - Civil

Staff Appointments January and February 2022

Position	Name	Department	Work Location
Customer Service Officer (part-time) BSMC	Stephen Oakley	People & Finance	Bass Strait Maritime Centre
Casual Nurse Immuniser	Trish Horne	Corporate Services – Development Services	paranaple centre
Parking & Information Officer - Part-time (change in employment status from casual to part-time)	Lissy Hampton	Corporate Services	paranaple centre

Staff Departures January and February 2022

Position	Name	Department	Work Location	Date Effective
Community Development & Volunteer Coordinator	Charmane Hardy	Corporate Services – Community Services	paranaple centre	21/01/22
Civil Works Serviceperson	Kerry Dick	City Growth – Infrastructure & Works	Works depot – Civil	25/2/2022

Workers Compensation

Policy year ending 30 June	Number of Workers Compensation Claims lodged with Council's Insurer	Current Open claims	Nett value incurred by the Insurer (including estimates)
30/6/2022	6 claims	0	\$37,168.49
30/6/2021	7 claims	0	\$26,494.39
30/6/2020	6 claims	0	\$ 29,481.08
30/6/2019	12 claims	0	\$347,651.52
30/6/2018	6 claims	0	\$ 32,029.49
30/6/2017	7 claims	0	\$ 27,839.69

New Workers Compensation claims for the period

One new claim lodged in January 2022 (this claim is since closed)

No new claims lodged in February 2022.

2.1.2. Work Experience

Dates of Placement	Location	School	Student
21 February 2022 to 16 May 2022	Corporate Services – Community Services Sport and Recreation. Uni Practicum – Bachelor of Business	Deakin University	W. Jago

	(Sport Management)		
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2.1.3. Health & Wellbeing

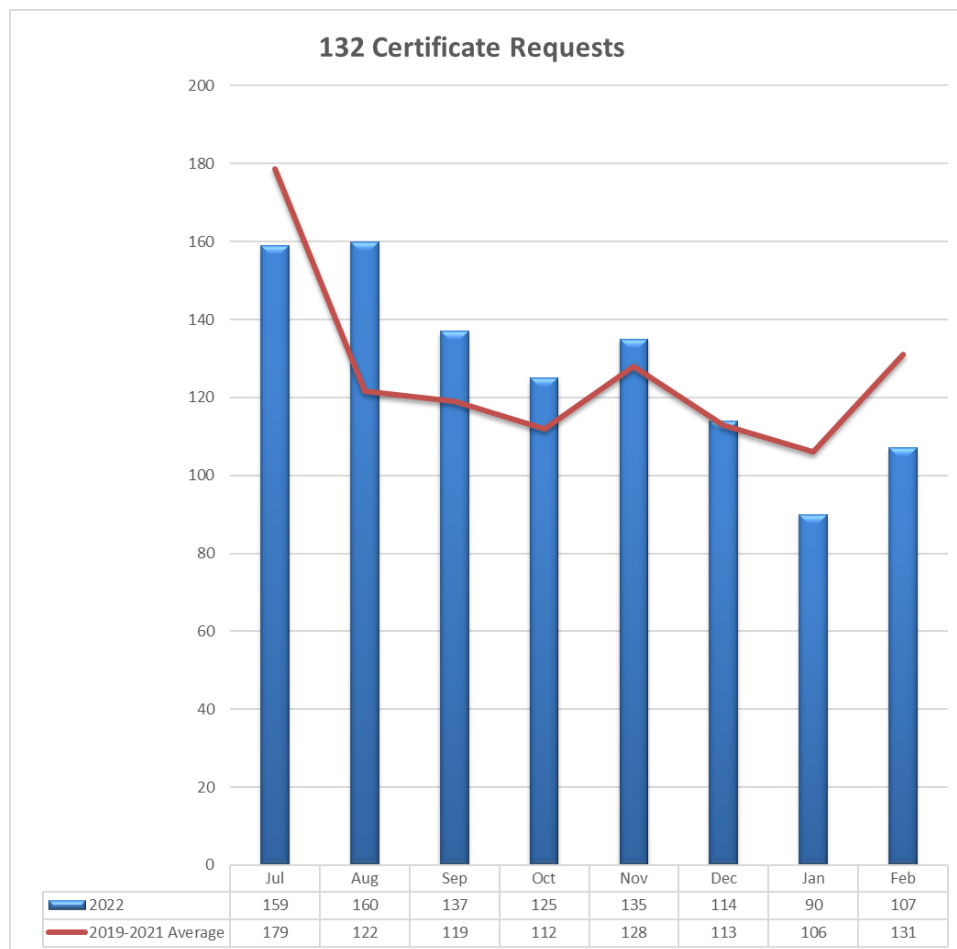
The following activities and initiatives were promoted for January and February 2022:

- Employee Assistance Provider – CLS
- COVID updates and promotion of COVID safe behaviours and tips on wearing masks
- Promotion of resources relating to anxiety
- Review of activities for upcoming 22/23 Health and Wellbeing Calendar

2.2. Finance

2.2.1. Certificates

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



2.2.2. Rate Statistics

Percentage of Rates Paid*

	2019/2020	2020/2021	2021/2022
January	68.15%	70.05%	71.41%
February	79.25%	79.16%	81.57%

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

Rates in advance as at 28 February 2022 totalled \$281,222.57.

2.2.3 Finance Report

The attached report provides an overview of Council's financial position and year to date operating result as at 28 February 2022.

Included in the report are the following:

Financial Summary – This report provides an overview of Council's Operational and Capital Income and Expenditure, along with details on cash position and Debtors information for the reporting period, including commentary on material movements between budget and actual revenue and expenditure for the period.

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

Financial Charts – These charts provide a visual representation of year to date Income and Expenditure compared to budget and prior year, plus a Capital Expenditure chart.

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

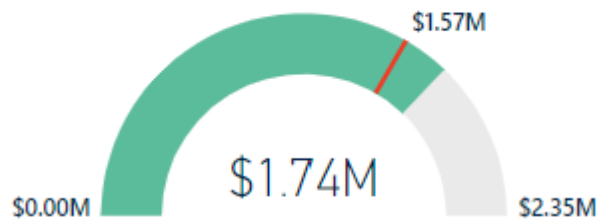
Capital Expenditure Report – This report provides a list of all approved capital expenditure projects with their allocated budget, year to date expenditure and forecast expenditure including commentary in relation to budget variances, as well as whole of project budget and cost for those projects which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

3. CORPORATE SERVICES

3.1. Parking

3.1.1. Parking Statistics

Budget v Revenue Period to Date



Revenue/Budget Period to Date

Description	Budget	Revenue	Variance	Variance %
Edward St CP	\$63,333.36	\$65,274.06	1,940.7	3%
Fenton Way CP	\$10,666.64	\$13,571.01	2,904.37	27%
Fines Received	\$363,333.36	\$387,020.00	23,686.64	7%
Formby Rd CP	\$166,666.64	\$157,371.01	(9,295.63)	-6%
Fourways CP	\$60,000.00	\$65,111.46	5,111.46	9%
Multi Storey CP	\$120,000.00	\$159,233.97	39,233.97	33%
Other - MPES	\$133,333.36	\$162,984.47	29,651.11	22%
Parking Metres	\$410,000.00	\$439,106.93	29,106.93	7%
Parking Permits	\$76,666.64	\$106,587.01	29,920.37	39%
Payne Ave CP	\$60,000.00	\$66,974.41	6,974.41	12%
Steele St CP	\$43,333.36	\$54,501.78	11,168.42	26%
Wenvoe St CP	\$60,000.00	\$66,680.39	6,680.39	11%
Total	\$1,567,333.36	\$1,744,416.50	177,083.14	11%

Previous Years Revenue

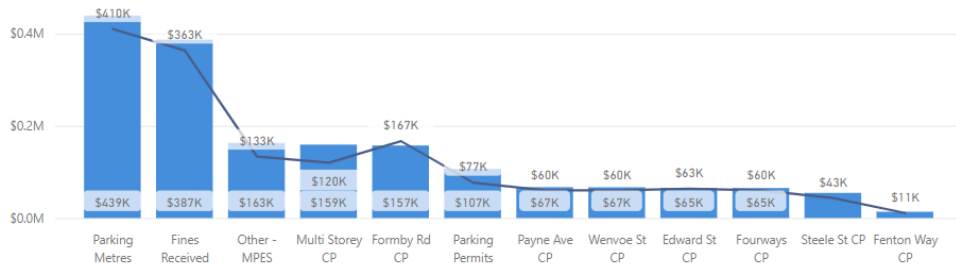
Revenue v Budget Period to Date

● Revenue ● Budget

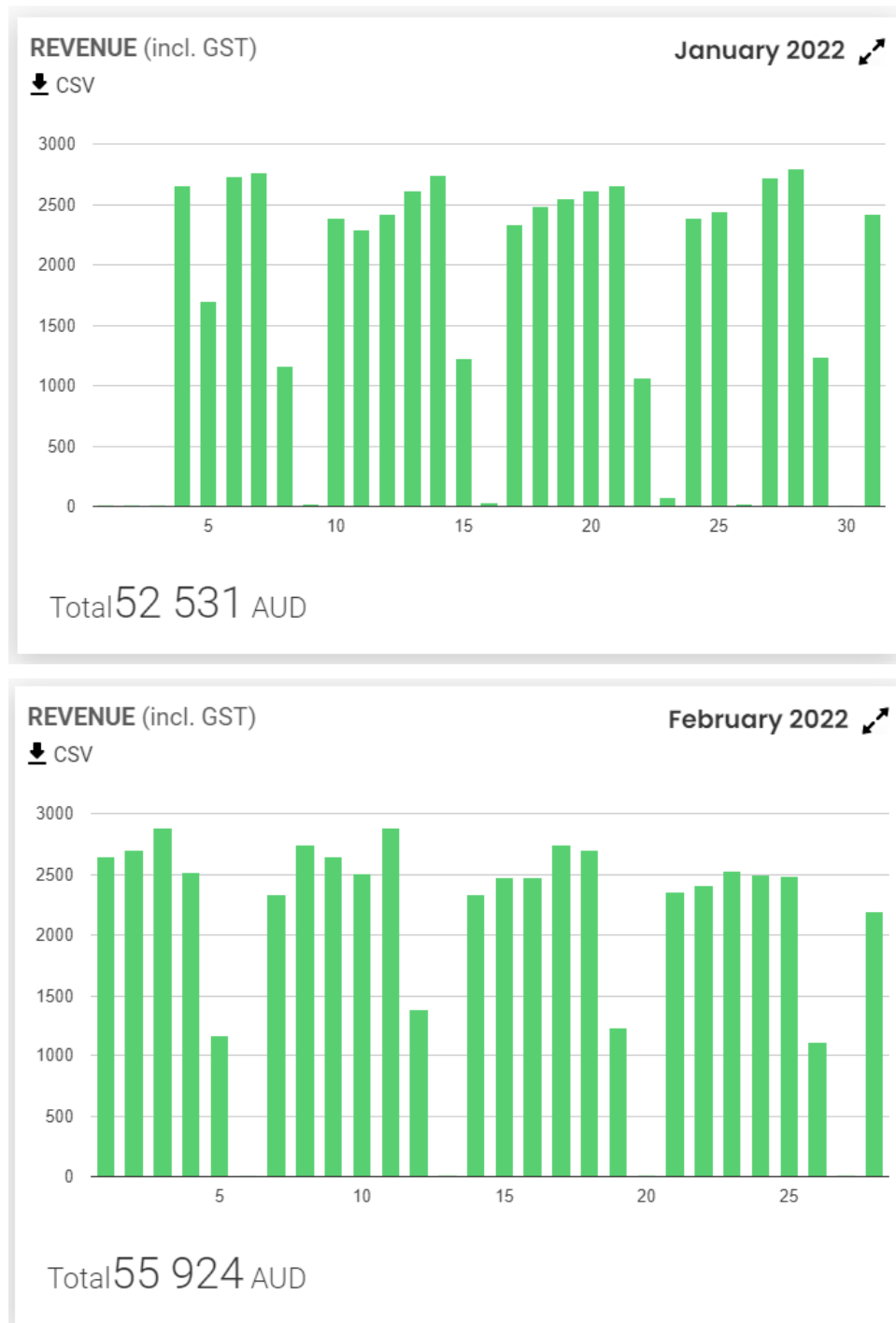


Revenue v Budget Period to Date

● Revenue ● Budget



EasyPark



Note: EasyPark revenue is about 50% of total parking revenue.

3.2. Information Technology

3.2.1. Project Devonport Live

One of Council's Annual Plan Action Items is to deliver a Smart City pilot project. TasmaNet and Indicium have been engaged to implement a LoraWAN network with a number of IoT (Internet of Things) devices.

Devices to support Storm Drain Monitoring, Soil Moisture Monitoring, Bin Level Monitoring, Utilisation and Occupancy of Council facilities such as BBQ shelters

and public toilets are a few of the devices included in the Project Devonport Live Smart City Pilot Project.

The data captured by the installed devices will be managed and stored in a Software as a Service (SaaS) environment managed by Indiciium Dynamics. This data will be reported on using PowerBI.

Over the next few years, Council will continue to invest in IoT devices designed to facilitate a deeper understanding of the services that Council provides to the community as well as improved asset management and maintenance.

3.2.2. Project GIS

Council commenced a project in 2021 to upgrade and migrate the ESRI ArcGIS system. ArcGIS was one of few remaining systems hosted in Council's data centre. Having transitioned to the Cloud, ensures that relevant Council officers can have access to the platform from any device at any time.

Previously, the viewer was Geocortex, but that will fully transition to the ESRI ArcGIS platform by the end of March 2022. The viewer will be made available to the community on Council's website by June 2022.

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. 20220228 Consolidated Financial Report for Council [**6.5.1** - 10 pages]

6.6 CONVENTION AND ARTS REPORT - JANUARY AND FEBRUARY 2022

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 4.2 A vibrant City is created through the provision of cultural activities, events and facilities

SUMMARY

This report provides a summary of the activities undertaken in the Convention and Arts Department for the period January and February 2022.

BACKGROUND

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

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

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

STATUTORY REQUIREMENTS

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

Convention and Arts Department

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

DISCUSSION

ARTS AND CULTURAL DEVELOPMENT

1.1. Devonport Regional Gallery

1.1 Gallery Exhibitions

Systematic

Upper and Little Galleries: 20 November – 29 January

Artist Floor Talk and Opening Attendance: 26

Systematic explored current artistic approaches to concepts of 'the system', showcasing eight Australian artists. Curator: Dr Eliza Burke. Artists: Tega Brain, Ian Burns,

Bill Hart, Jacob Leary, Nadège Philippe-Janon, Patrick Pound, Tricky Walsh & Laura Woodward.



Detail of Nadège Philippe-Janon's *At the Core is Another*, shown in *Systematic*.

Painting Places: Past and Present

Stephen Lees

Main Gallery: 4 December – 29 January

Artist Floor Talk and Opening Attendance: 27

Painting Places: Past and Present was highly representative of Stephen Lees' working practice and his pursuit of Tasmanian colour and light. The exhibition included some key landscape and still-life paintings from his 45 years in Tasmania.



Painting Places: Past and Present Stephen Lees

Ebb and Flow

Foyer Space: 3 December – 15 January

No public event

The works in *Ebb and Flow* were made by students from TasTAFE Devonport as part of a Certificate IV in Visual Arts.

The collective theme for the exhibition was ebb and flow, encompassing cycles in nature.



Ebb and Flow by TasTAFE Devonport Certificate IV in Visual Arts students

Art of Abundance

Works from the DCC Permanent Collection

Foyer space: 17 January – 23 February

No Public Event

This group of works was selected from the DCC Permanent Collection to explore how artists in their practice have celebrated nature's abundance.



Art of Abundance

***Moon in a Dew Drop* Lindy Lee**

Main, Upper & Little Galleries: 12 February – 19 April

Opening Attendance: 50

Lindy Lee: Moon in a Dew Drop, introduces audiences to key works from across Lindy Lee's extensive career, from early photocopy artworks to recent installations and sculptures. The exhibition is organised and toured by the Museum of Contemporary Art Australia.



Greg Leong, Curator, visual and performing artist opening *Moon in a Dew Drop*

1.2 Education and Public Programs

The Creative Learning and Public Programs Officer organised five school holiday workshops in conjunction with the exhibition *Systematic*, and one workshop through East Devonport Child & Family Learning Services for youth.

The online arts program *Home Is Where the Art Is* can be accessed through the centre's website.



School holiday workshops in the Creative Space

Event	Participation	Date
School Holiday Workshop in conjunction with the exhibition <i>Systematic</i>	7	17-Jan
Books + Art	7	17-Jan
School Holiday Workshop in conjunction with the exhibition <i>Systematic</i>	7	19-Jan
Floor talk with curator Eliza Burke and artist Laura Woodward on <i>Systematic</i>	11	21-Jan
School Holiday Workshop in conjunction with the exhibition <i>Systematic</i>	10	24-Jan
School Holiday Workshop in conjunction with the exhibition <i>Systematic</i>	8	25-Jan
East Devonport Child & Family Learning Services Printmaking Workshop	8	27-Jan
Opening: <i>Moon in a Dew Drop: Lindy Lee</i>	50	11-Feb
Books + Art	6	21-Feb
TOTAL	114	

2. Bass Strait Maritime Centre

2.1. Bass Strait Maritime Centre Update

In January and February, two newly appointed Customer Service Staff continued their induction and training, an increase in visitors was noticed, and the first Maritime and History Talk for 2022 was held.

2.2. Collection Management and Auditing

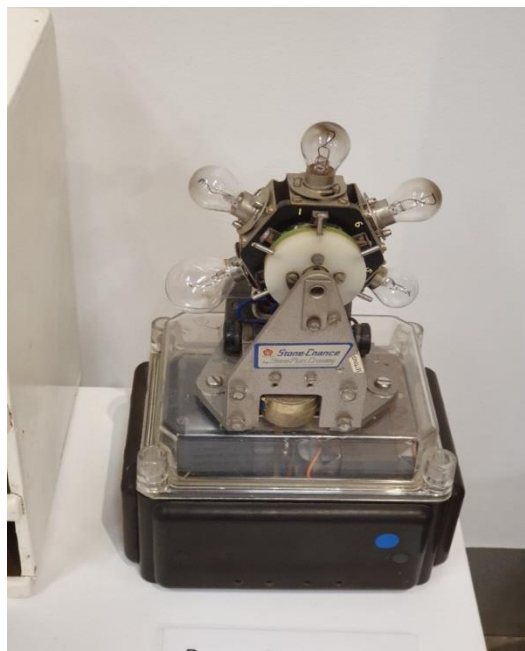
Auditing of the Collection continued in January and February with two specialised valuers scheduled to travel to the Centre in the first week of March. Collection records and the PastPerfect database records continue to be assessed and corrected. The Historical Archives digitisation project now has around 9,000 pages completed.

2.3. Current Exhibition

Instrumental: Navigating and Communicating on the High Seas

24 December – June 2022

An exploration of BSMC Collection maritime instrumentation and their stories.



Part of the *Instrumental* exhibition focussing on communication. Note the early schematics for the Mersey Bluff Lighthouse and the signal lamp from the ship William Holyman.

Repeater Light. The internal workings of channel lights that guide and inform ships.

2.4. Upcoming Exhibitions

Title	Source	Date
Maritime Links: Nairana and Maheno	BSMC / Artist	July 2022
Remarkable: Stories of Australians and their Boats	ANMM	Nov 2022
Strata: Metals, Minerals, and Mining along the Strait	QVMAG	Feb 2023

2.5. Education and Public Programming

In February, the first Maritime and History Talk for 2022 was delivered by Karl Rowbottom. This was the third in his series of Lighthouse talks and Council will attempt to livestream the talks in the future.

Event	Participation	Date
Maritime and History Talk: Karl Rowbottom	31	28-Feb
TOTAL	31	

3. Town Hall Theatre

3.1 Theatre Performances and Events, January and February 2022

The Town Hall Theatre experienced a number of last-minute cancellations throughout the period, resulting in no performances being presented for January and February 2022.

Staff continue to work with promoters and presenters to reschedule productions for the remainder of the year.

3.2 Upcoming Performances

Performance Event	Performance Date
Damien Leith	Postponed TBC
The Rock Show	Postponed TBC
Sweet Caroline Tour: The Neil Diamond Story	Friday 4 March
Ring of Fire – The Music of Johnny Cash	Postponed to May

4. Participation Across Arts and Cultural Development

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

Facility	Visitors January 2022	Visitors February
paranaple arts centre	1,286	1,634
Bass Strait Maritime Centre	274	255
Total	1,560	1,889

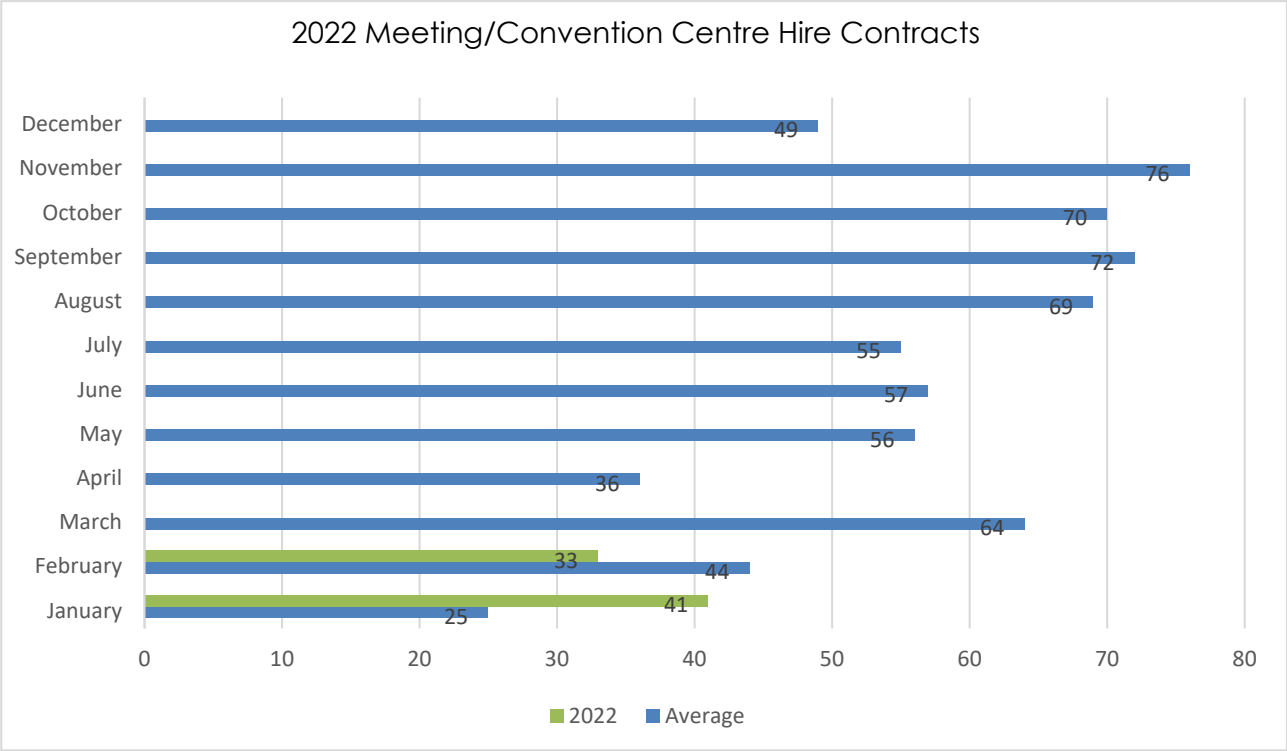
5. paranaple convention centre

5.1 Meetings at paranaple convention centre and Providore Place

For January and February 2022, the DCC meeting rooms held 74 events, 5 events in the convention centre. Total attendance of 3,137 patrons.

Events held in the paranaple convention centre:

Event	Presented by	Attendance
Wedding	Private	117
Australia Day Awards and Citizenship Ceremony	Devonport City Council	160
Vaccine Clinic (9 days)	Department of Health	1,800
Film Screening	Northwest Film Society	75
Synectic Meeting	Synectic Accountants & Advisers	45



Australia Day Award and Citizenship Ceremony

6. Tourism

6.1 Industry Knowledge and Development

In February, the Visitor Services Coordinator attended the Regional TVIN (Tasmanian Visitor Information Network) Meeting at Hive in Ulverstone. This provided the opportunity to tour the facility to get a better understanding of the services on offer.

6.2 Customer Service

During the period, the Visitor Information Centre experienced a decrease in visitation compared to the same time last year. Anecdotally, mornings are consistently busier, with travel enquiries from customers utilising the centre to plan an itinerary around the region and beyond.

Travel Enquiries

Conversion rates of travel-based sales have improved on the previous year but there has been a drop in spend. This represents a higher number of low-priced products sold during the period.

Month	Conversion Rate	Average Spend	Spend on previous year
January 2022	9.8%	\$46.68	9.37% Down
February 2022	7.7%	\$42.53	13.72% Down

Retail & Merchandise

Through January and February, there was a positive increase in retail sales attributed to map products and walking books particularly.

Month	Conversion Rate	Average Spend	Spend on previous year
January 2022	9.6%	\$12.67	11.98% Up
February 2022	9.8%	\$13.70	32.82% Up

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

6.7 ELECTED MEMBERS EXPENSE REPORT TO 28 FEBRUARY 2022

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 2022 is detailed below:

Mayor, Cr Annette Rockliff	\$675.82 – LGAT - Mayor's Workshop
	\$520.35 – LGAT Special General Meeting & General Meeting

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

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

There are no identified risks in relation to this report.

CONCLUSION

Expenses are reported in accordance with Council direction.

ATTACHMENTS

1. Councillor Remuneration Schedule 2021-22 - YTD 28 February 2022 [**6.7.1** - 1 page]

6.8 ANNUAL PLAN PROGRESS REPORT TO 28 FEBRUARY 2022

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the 2021/22 Annual Plan Progress Report for the period ended 28 February 2022.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

To provide an update on the progress of the 2021/22 Annual Plan as of 28 February 2022.

BACKGROUND

Council adopted its 2021/22 Annual Plan on 28 June 2021. The Annual Plan outlines the actions to be undertaken this financial year to work towards achieving Council's strategic goals.

STATUTORY REQUIREMENTS

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

DISCUSSION

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

Key activities noted for the period include:

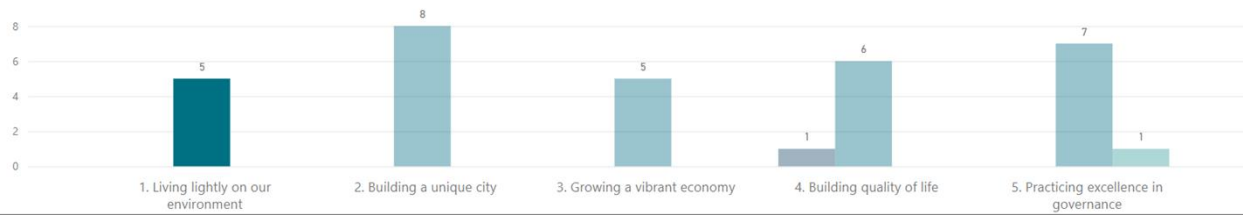
- Agreement documentation associated with the Fenton Way/Oldaker Street site finalised and provided to the shortlisted project proponent for review and completion.
- Public Art Committee has been appointed and working on review and updating of existing public art policy and new Strategy.
- Access and Inclusion Working Group has been established.
- TasmaNet and Indiciu Dynamics have been engaged to commence implementation of a Smart City pilot project based on the LoraWAN network. The pilot will include Storm Drain Monitoring, Bin Level Monitoring, Utilisation and Occupancy counts of public facilities, traffic and pedestrian counting and Weather monitoring.
- A number of new dashboards have been developed and released to employees for use across a range of departments. Community facing dashboards will begin to be released before the end of the financial year.

Following are graphical snapshots of Council's performance against each Strategic Goal and Actions overall across the organisation as at the 28 February 2022.

Goal 1 – Living Lightly on our environment

Action by Goal and Status

Status ● Completed ● In Progress ● Not Started

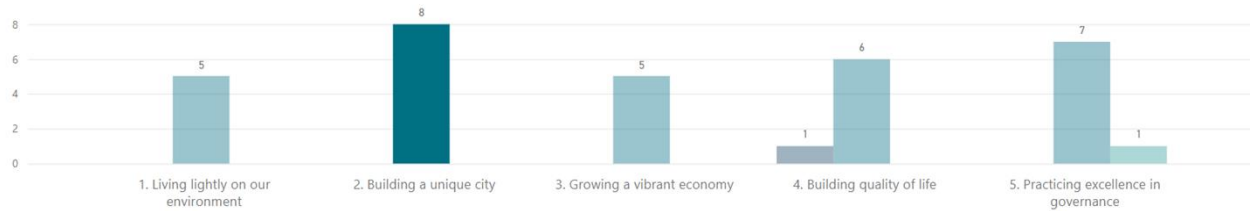


Action No.	Status	Progress %	Action	Responsible Officer	Progress Comments
1.1.1.1	In Progress	60	Implement Devonport's obligations under the Cities Power Partnership, including the installation of solar panels on selected buildings and completion of greenhouse emissions audit	Community Services Manager	Installation works for the new Solar PV system located at the paranapple arts centre is now well progressed, and expected to be completed during March/April 2022.
1.2.1.1	In Progress	48	Participate in the North-West Regional Cat Management Group to finalise and implement a regional cat management strategy	Risk & Compliance Coordinator	8 out of 9 Councils have endorsed the Strategy. The current Cat Management Coordinator has resigned from her position so ongoing discussions will be temporarily interrupted. Recommence the working group in mid 2022.
1.2.1.1	In Progress	60	Review and update the 2015-2020 Don Reserve Environmental Management Plan	Community Services Manager	First stage community consultation closed January 2022. Draft plan under development.
1.4.2.1	In Progress	15	Prepare Council and the community for the introduction of a State Waste Levy	Infrastructure & Works Manager	Planning for improvements to infrastructure and facilities required to increase recovery rate at Spreyton Waste Transfer Station is underway.
1.4.2.2	In Progress	5	Develop business and operational planning for implementation of a kerbside organics (FOGO) collection service within the local government area	Infrastructure & Works Manager	Dulverton Regional Waste Management Authority have closed tenders for FOGO collection and other services. Council to consider options for service delivery.

Goal 2 – Building a unique city

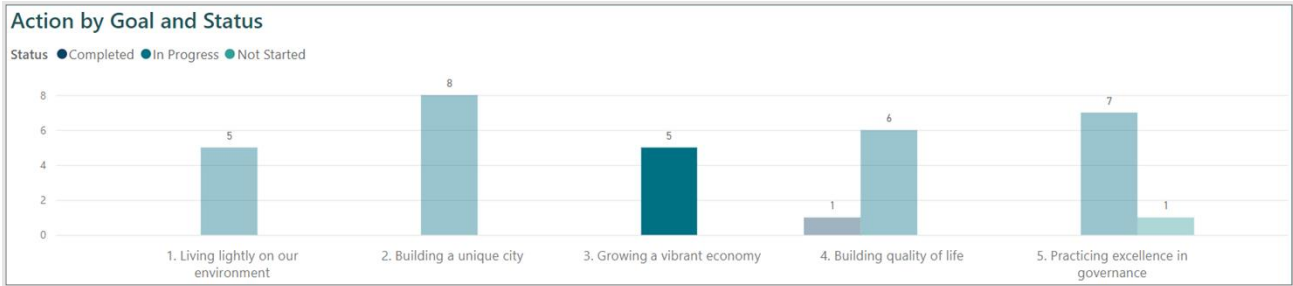
Action by Goal and Status

Status ● Completed ● In Progress ● Not Started



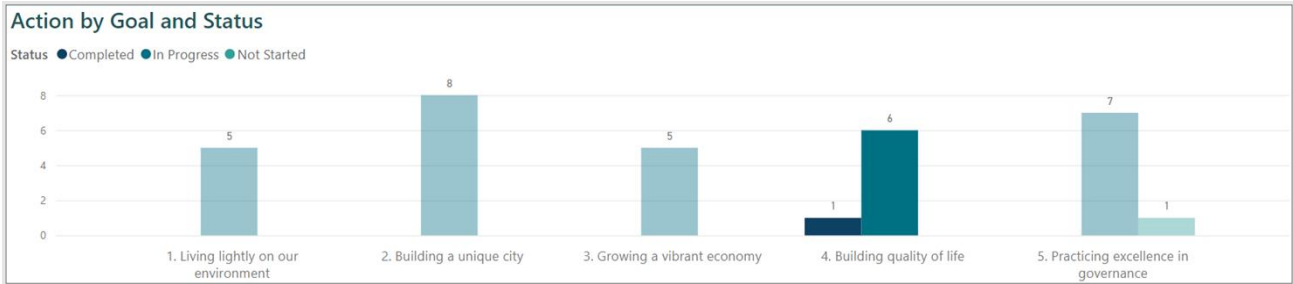
Action No.	Status	Progress %	Action	Responsible Officer	Progress Comments
2.1.2.1	In Progress	75	Develop and adopt a Residential Strategy for Devonport	Project Officer	Following a recent workshop with Council to review the underlying demand and supply data, and proposed growth areas, compilation of the final strategy document is now underway.
2.3.1.1	In Progress	80	Extend Council's forward Capital Works Program from 5 years to 10 years	Infrastructure & Works Manager	Document template in development. Asset condition assessments being used to generate 10 year renewal programs.
2.3.2.1	In Progress	15	Review and update Council's 2015-2020 Bike Riding Strategy and the 2016-2021 Pedestrian Strategy and incorporate into a single Active Transport Strategy	Infrastructure & Works Manager	Internal stakeholder workshops complete. Draft document in development.
2.3.2.2	In Progress	20	Review and update Council's 2017-2022 Signage Strategy	Infrastructure & Works Manager	Draft strategy document and action plan in development
2.3.2.3	In Progress	75	Review and update Council's Road Network Strategy 2016	Infrastructure & Works Manager	Draft document completed for internal review.
2.3.5.1	In Progress	20	Develop a Public Open Space Strategy	Infrastructure & Works Manager	Draft document in development.
2.4.1.1	In Progress	65	Oversee the continuation and completion of the LIVING CITY Waterfront Park and secure external funding to incorporate a sound and light show into the Park	Executive Manager - City Growth	Construction activity on site is progressing across multiple areas, with major milestones during the last reporting period including the completion of the elevated walkway structure, commencement of landscaping and path works in the Geogarden area, commencement of foundations works for the amphitheatre area, and completion of the parkland area adjacent to the bus interchange on Rooke Street.
2.4.3.1	In Progress	60	Advance expressions of interest in the development of selected CBD sites to contract execution phase, allowing works to commence	Executive Manager - City Growth	Agreement documentation associated with the Fenton Way/Oldaker Street site has now been finalised, and provided to the shortlisted project proponent for review and completion. Engagement and negotiation regarding the remaining sites associated with the EOI process has been ongoing during the last reporting period.

Goal 3 – Growing a vibrant economy



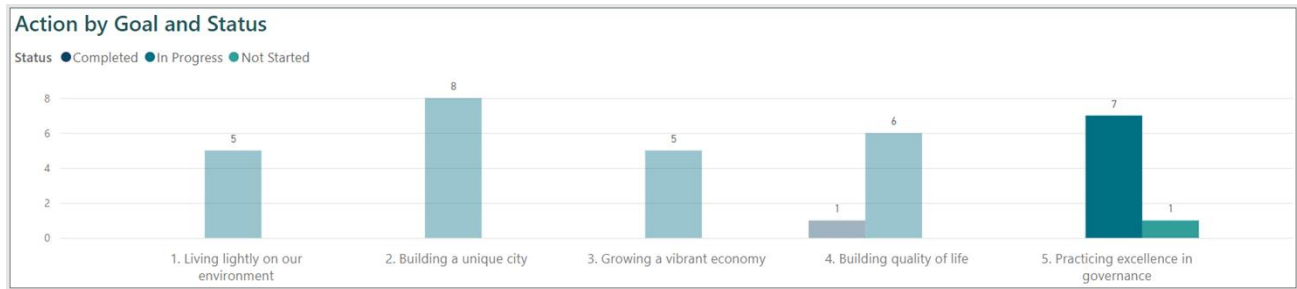
Action No.	Status	Progress %	Action	Responsible Officer	Progress Comments
3.1.1.1	In Progress	10	Develop a prioritised plan regarding retail precinct development within the CBD	Project Officer	Project scope and briefing documentation is currently being finalised to inform an audit of current retail stock and business type across the key retail precincts within greater Devonport.
3.1.1.1	In Progress	75	Identify and deliver multiple smart city initiative pilot projects	Deputy General Manager	TasmaNet and Indicium Dynamics have been engaged to commence implementation of a Smart City pilot project based on the LoraWAN network. The pilot will include Storm Drain Monitoring, Bin Level Monitoring, Utilisation and Occupancy counts of public facilities, traffic and pedestrian counting and Weather monitoring. Data collected will be stored in the Microsoft Azure cloud and business analytics and reporting will be developed in Power BI.
3.1.1.1	In Progress	60	Review existing Council tourism and marketing strategies and develop a consistent or new approach for promoting the City of Devonport	Convention & Arts Centre Director	WxNW (Regional Tourism Organisation) has been engaged to deliver this project. Anticipated completion April 2022.
3.2.5.1	In Progress	85	Develop and initiate the following events and activities in accordance with COVID-19 requirements: - New Year's Eve - Harmony Day - Devonport Food and Wine Festival - Seniors Week - International Women's Day - Jazz Festival	Community Services Manager	Jazz Festival, Devonport Food and Wine Festival, New Year's Eve and Seniors Week events complete. International Women's Day annual event Diamonds of Devonport to be held 8 March. Harmony Day event planning underway.
3.4.1.1	In Progress	30	Develop a partnership agreement with the Devonport Chamber of Commerce and Industry which includes support for the implementation of their Retail Strategy	Community Services Manager	Discussions underway.

Goal 4 – Building quality of life



Action No.	Status	Progress %	Action	Responsible Officer	Progress Comments
4.1.1.1	Completed	100	Undertake precinct planning and feasibility studies for identified areas in the Sports Infrastructure Master Plan	Community Services Manager	Consultation undertaken for Sports Infrastructure Master Plan and presented to December 2021 Council Meeting.
4.2.2.1	In Progress	50	Undertake a feasibility study into the likely usage and return of a Black Box Theatre at the paranapple arts centre	Convention & Arts Centre Director	Business Case report is in draft. Building cost is currently being devised. Report likely April 2022
4.2.3.1	In Progress	50	Develop a 5-Year Public Art Strategy	Convention & Arts Centre Director	A Public Art Committee has been appointed. The Committee has reviewed and updated the existing policy, and begun work on a new Strategy.
4.3.1.1	In Progress	50	Develop a feasibility study and outline potential future operational models to preserve and enhance the historic Home Hill property	Convention & Arts Centre Director	Discussions continue regarding the opportunities for Home Hill into the future.
4.5.1.1	In Progress	70	Facilitate and support actions from the Live and Learn Strategy including: - Festival of Learning to be held in September - Develop connections with UTAS and raise their profile to the Devonport Community - Source funding for a Project Officer to deliver the Live and Learn Strategy	Community Services Manager	The Live and Learn Working Group are presently collaborating with UTAS on a project that aims to address the barriers to women reengaging in the workforce and community.
4.6.4.1	In Progress	35	In collaboration with UTAS/CAPITOL, actively work towards developing and implementing age targeted health improvement activities	Community Services Manager	Health and Wellbeing Plan commenced with University of Tasmania assistance, following on from the CAPITOL project.
4.7.4.1	In Progress	50	Deliver the year one outcomes of the Disability Inclusion Plan, including: - Establish an Access and Inclusion Working Group - Identify and promote opportunities for people to be involved in public events - Update the Event Application Pack to include accessibility - Seek to attract major sporting and cultural events involving participants with a disability - Support community groups and organisations with disability awareness training	Community Services Manager	Access and Inclusion Working Group established. Para athletes competed in the 2022 Devonport Triathlon.

Goal 5 – Practicing excellence in governance



Action No.	Status	Progress %	Action	Responsible Officer	Progress Comments
5.3.6.1	In Progress	65	Modernise and system enable an increased number of Council's business processes - i.e. equipment hire automation, correspondence automation, internal electronic forms automation	Deputy General Manager	Since the last update in January, a further 20+ automations have been implemented which continues to reduce internal admin overhead and supports improved response time and engagement with the community.
5.2.1.1	Not Started	0	Develop a consolidated Communications and Engagement Strategy	Executive Coordinator	Due to commence in March 2022
5.4.1.1	In Progress	48	Increase service delivery on digital platforms to make it easier for the community to engage Council services - chatbot, electronic forms, electronic payments, GIS viewer on Council website and digitise septic records	Deputy General Manager	The ESRI ArcGIS environment is live and being used by the Assets team. The last phase of this project includes the go live of the ESRI ArcGIS viewer for employees and then lastly available on Council's website for use by the community.
5.4.3.1	In Progress	85	Deliver an improved Customer Request Management system	Deputy General Manager	The Customer Request Management System is extensively used and working very well and the planned work for the current financial year has completed.
5.5.1.1	In Progress	30	Review Council's rates methodology and apply updated Valuer General property valuations	Executive Manager - People & Finance	Processing Supplementary Rates information in preparation for receipt of valuation data from the Office of the Valuer General.
5.8.1.1	In Progress	65	Expand development of a real time Business Intelligence dashboard including community facing dashboards	Deputy General Manager	A number of new dashboards have been developed and released to employees for use across a range of departments. Dashboard reporting for Parking, Animal Control, Accounts Payable, Capital Works and numerous others have been developed. Community facing dashboards will begin to be released before the end of the financial year.
5.8.1.2	In Progress	50	Implement Accounts Payable Automation	Deputy General Manager	The project to implement Accounts Payable Automation is progressing according to the timeline. The project is currently undergoing User Acceptance Testing and employee training with the completion expected to be May 2022.
5.8.2.1	In Progress	25	Review scope and content of routine reporting to Council	Executive Coordinator	Review of current content has commenced.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

The 2021/22 Annual Plan Progress Report as of 28 February 2022 is provided for the information of the Councillors and the community.

ATTACHMENTS

Nil

7 SECTION 23 COMMITTEES

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

8 CLOSED SESSION

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

RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 28 February 2022	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
3.3	Notice of Motion – Renaming Don Hall Reserve	15(2)(g)
4.1	Confidential Attachments	15(2)(g)
5.1	Unconfirmed Minutes – Joint Authorities	15(2)(g)

9 CLOSURE