



*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, paranaple centre, 137 Rooke Street, Devonport on Monday 25 July 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

**20/07/2022**

### August 2022

Meeting	Date	Commencement Time
Council Meeting	22 August 2022	5:30pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL  
HELD ON MONDAY 25 JULY 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

An apology for this meeting has been submitted by Cr Milbourne.

## 2 DECLARATIONS OF INTEREST

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## **3 PROCEDURAL**

### **3.1 CONFIRMATION OF MINUTES**

#### **RECOMMENDATION**

That the minutes of the Council meeting held on 27 June 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.

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

Author: **Matthew Atkins, General Manager**

#### **RECOMMENDATION**

That the responses to questions from Mr Janney at the June 2022 Council meeting, be noted.

#### **ATTACHMENTS**

1. Response to Questions Without Notice - 27 June 2022 - D Janney [**3.2.1.1** - 2 pages]

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### 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 Vellacott, endorse the responses proposed and authorise their release.

#### **Mr Robert Vellacott – 11 Cocker Place, Devonport**

A letter containing questions on notice received from Mr Vellacott on Sunday, 17 July 2022, is **reproduced as attachment 1**.

**Q1** In regard to the forthcoming 2022 Local Government elections will council on behalf of ratepayers /electors organise an open forum in a suitable venue so as give an opportunity for the candidates to present their views or policy, give reasons as to why they wish to represent ratepayers and also answer questions asked by ratepayers?

#### **Response**

In the past potential candidate forums have been organised in Devonport by external organisations and at this point Council is most likely to again support this approach for the 2022 elections.

**Q2** Will the General Manager inform if the DCC 2022 Annual General Meeting will be held before or after this year's Local Government /Council elections?

#### **Response**

Council's preference is to hold the AGM prior to the election of the new Council, however this will ultimately depend on when the audited financial statements are received.

**Q3** I note - Council has expressed its desire for the municipality to have an increase in the population from 26, 150 to 30,000 by 2030 and among other things, in the past, has predicted Living City will create 830 new full time Central Business District jobs. I also note that a partnership with Devonport Chamber of Commerce and Industry, that includes ratepayer funding, has been formed to help ensure the viability of the CBD.

Apart from the above I understand that Council is also in the process of disposing of several very convenient car parks, and that there is every possibility of a new shopping complex to be constructed on Stony Rise Road which will have, more than likely, plenty of free parking.

Given that the success or viability of existing businesses in the CBD is, and will be, more than ever dependent on easy/assessable parking; is council confident, taking into consideration that extra parking will be required for the guests of the new hotel because of the very limited spaces provided in their building, that to dispose of existing parking areas will have no effect in regard to the future viability of the CBD?

#### **Response**

Based on the current peak occupancy of the Council-owned car parking facilities within the CBD, there are no forecast capacity constraints that would negatively impact on the

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status of Devonport's CBD as the primary specialist retail and professional services centre for the local region.

## **ATTACHMENTS**

1. Questions on Notice - July 2025 - Mr Vellacott [**3.2.2.1** - 1 page]



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

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

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

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### **3.4 NOTICES OF MOTION**

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 REGIONAL RECYCLING COLLECTION AND PROCESSING

Author: **Michael Williams, Infrastructure and Works Manager**  
Endorser: **Matt Skirving, Executive Manager City Growth**

#### RECOMMENDATION

That Council:

1. Advise Cradle Coast Waste Management Group of its commitment to participate in the regional Kerbside Recycling collection and processing contract, including the collection of bulk cardboard from the Spreyton Waste Transfer Station; and
2. Note that Cradle Coast Waste Management Group requires a commitment to participate in the regional FOGO kerbside collection contract by 1 February 2023, and that this will be the subject of a future report to Council.

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

Council's Strategic Plan 2009-2030:

Strategy 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities

#### SUMMARY

This report describes the procurement process undertaken on behalf of north west councils for a regional contract for recycling collection and sorting, other waste services, and the commitment required from Council to participate in the regional contract.

#### BACKGROUND

Council participates in a regional recycling collection and processing contract, managed by Dulverton Waste Management on behalf of north west councils. Veolia is contracted to collect a 240L bin weekly from each residential property and sort the material at the material recovery facility (MRF) at Spreyton. The collection contract expires in September 2024 and the sorting contract in October 2024.

#### STATUTORY REQUIREMENTS

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

#### DISCUSSION

The Cradle Coast Waste Management Group (CCWMG) have progressed a multistage procurement process for regional waste management services including:

1. Kerbside recyclables collection service
2. Kerbside food and garden organics (FOGO) collection service
3. Transfer station bulk cardboard recyclables collection
4. Materials recovery facility (MRF) recyclables sorting

The term of the contract is 7 years, with a 7 year extension available by negotiation.

Items 1, 3 and 4 were specified as services to be provided to a comparable level as is being delivered under the current contract. Item 2 is included for councils to consider as an option if they choose to deliver a kerbside FOGO collection service, which could commence in late 2023 when the Dulverton landfill is capable of accepting domestic FOGO for processing.

Note that the bulk replacement of kerbside recycling bins is excluded from the contract as an assessment determined that on-demand replacement (i.e. at failure) would be more economical. Provision of new kerbside FOGO bins is an option that can be taken up if councils progress with the kerbside FOGO collection service under this contract.

An expression of interest process was completed in 2021 which resulted in three parties being invited to submit tenders. Subsequently, two parties submitted tenders.

The tender assessment panel identified Veolia as providing the best value for money for councils and recommended CCWMG undertake negotiations to maximise value for money for councils.

The CCWMG tender assessment is available for viewing by Councillors upon request.

To proceed to the execution of a contract, CCWMG requires councils to:

- Provide a commitment by 1 August 2022 to participate in a regional kerbside recycling collection and sorting contract (items 1 and 4). This commitment includes the provision of a bulk cardboard collection service from the Waste Transfer Station (items 3).
- Provide a commitment, by 1 February 2023, to participate in a regional FOGO kerbside collection contract (item 2).
- Provide a commitment by 1 February 2023 should Council wish to participate in regional FOGO bin rollout for implementation by calendar quarter 3, 2023 (an option under item 2).

A commitment to Council's participation in the regional kerbside collection and processing contract (items 1 and 4) is required to ensure continuity of service to Devonport residents. Continuation of this service is integral to Council achieving its strategic goals related to waste management. Council's participation in this contract assists other councils in the region obtain a value for money service as Devonport is the largest contributor to the scale of the contract and is closest to the MRF.

The collection of bulk cardboard from the Waste Transfer Station (item 3) is a small part of Council's waste management operations and the continuation of this service provision through a regional contract provides benefits for Council.

The commencement of a FOGO kerbside collection service (item 2) strongly aligns with Council's Strategic Plan Goals. However, further analysis is required on a range of service delivery options to determine the best option for Council to provide this service and a full understanding of the cost and other impacts of this service. It is intended that this analysis can be provided to Council for consideration prior to 1 February 2023.

### **COMMUNITY ENGAGEMENT**

No community engagement has been undertaken in preparation of this report.

### **FINANCIAL IMPLICATIONS**

Price was one of the evaluation criteria used by the tender assessment panel to determine that Veolia can provide councils with the best value for money.

For recycling collection and sorting (items 1 and 4), the cost to Council over the term of the contract will vary depending on:

- Number of properties serviced

- Volume of material collected
- Number of new and replacement bins supplied
- Cost escalation calculations through the contractual mechanism

Council will need to accurately forecast costs each year for the purposes of allocating a suitable budget for this service.

For the collection of bulk cardboard from the Waste Transfer Station (item 3), the cost to council will vary depending on:

- Volume of material collected
- Value of cardboard as a commodity

The cost impact of these variables is not significant to the overall cost of providing waste management services. A suitable budget allocation can be made annually.

For FOGO collection, further analysis is required prior to 1 February 2023 on a range of service delivery options.

### **RISK IMPLICATIONS**

- **Workplace Health and Safety**  
The contract specification safety enhancements including on board collision prevention systems and low-entry vehicles.
- **Corporate and Business**  
The cost effectiveness of a kerbside recycling service may be impacted by a container refunds scheme (CRS) which could reduce the volume of recyclables collected kerbside. Council's role in the CRS is yet to be understood and it is possible the volume reduction could result in benefits to other parts of the community participating in the scheme.
- **Environmental Sustainability**  
Ongoing delivery of a kerbside recycling collection is important part of Council meeting its strategic goals related to waste management.

### **CONCLUSION**

Council currently participates in regional recycling collection and sorting contracts, which expire in 2024. A multistage procurement process has been commenced for the provision of waste services including:

1. Kerbside recyclables collection service
2. Kerbside food and garden organics (FOGO) collection service
3. Transfer station bulk cardboard recyclables collection
4. Materials recovery facility (MRF) recyclables sorting

The assessment concluded that Veolia could provide councils with the best value for money for these services.

Participation in a regional recycling collection and processing contract, including collection of bulk cardboard from the Waste Transfer Station strongly aligns with Council's Strategic Plan Goals. Providing a commitment to CCWMG ensures this service can continue effectively.

The commencement of a FOGO kerbside collection service strongly aligns with Council's Strategic Plan Goals. However, further analysis is required on a range of service delivery options and suitable budget allocations would need to be made before Council could make a commitment to Cradle Coast Waste Management Group by 1 February 2023 regarding its participation in a regional FOGO kerbside collection contract.

**ATTACHMENTS**

1. Kerbside Collection Processing - CCWS Final Report - RN 22 [**5.1.1** - 27 pages]

## 5.2 DEVONPORT OPEN SPACE STRATEGY 2022-2032

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

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

### RECOMMENDATION

That Council receive and note the report relating to the draft Devonport Open Space Strategy 2022-32 and endorse the release of the Strategy for a 30-day public consultation period.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- |                |   |
|----------------|---|
| Strategy 1.2.1 | Support the conservation and maintenance of biodiversity including coastal landscapes and preservation of areas of remnant vegetation |
| Strategy 2.1.1 | Apply and review the Planning Scheme as required, to ensure it delivers local community character and appropriate land use            |
| Strategy 2.3.5 | Provide and maintain sustainable parks, gardens and open spaces to appropriate standards  |
| Strategy 3.2.1 | Support tourism through the provision of well-designed and managed infrastructure and facilities                                      |
| Strategy 3.2.4 | Promote our natural environment and assets to underpin tourism opportunities  |
| Strategy 4.1.1 | Provide and manage accessible sport, recreation and leisure facilities and programs   |
| Strategy 4.1.3 | Promote passive recreational usage including walking, bike paths, trails, parks and playspaces  |

### SUMMARY

To present the draft Devonport Open Space Strategy (DOSS) 2022-32 to Council, and to endorse its release for a period of public consultation.

### BACKGROUND

Council adopted its current Open Space Strategy in 2013. Many actions and improvements have been undertaken either directly or indirectly as a result of this Strategy, contributing to the way Council provides and maintains public open space.

The review and renewal of the Strategy is required to ensure it remains in alignment with Council's Strategic Plan 2009-2030, and that it responds to any significant external changes and opportunities in order to continue to meet the needs and expectations of the community.

Council requires a balanced approach to the protection of natural values and more active recreation forms such as parks and other sporting facilities. The DOSS identifies underutilised or unequal distribution of POS, recommends ways to improve access to POS, and sets expectations for the development assessment processes of future POS contributions. It also considers future trends and challenges for open space, such as changing population,



demographics, recreational interests, community health and safety, urban heat island effects, and impacts on environmental and cultural values.

### **STATUTORY REQUIREMENTS**

There are no specific statutory requirements relating to this report.

### **DISCUSSION**

Council has engaged GHD to prepare the draft Devonport Open Space Strategy 2022-32.

The draft Strategy defines six key goals to ensure the future management and investment of our Public Open Space (POS) network aligns with community needs and expectations. The six thematic goals are:

- Equitable and Diverse
- Connected & Accessible
- Safe and Healthy
- Social and Cultural
- Sustainable and Conserved
- Managed and Strategic

The municipality has 405 hectares of useable POS, which excludes open spaces that are private, restricted or limited for community use, including non-Council managed Crown Land and private open spaces (e.g. golf courses, race courses, education sites).

The draft Strategy incorporates a review of supporting documents including, but not limited to, Cradle Coast Regional Strategy, the Tasmanian Open Space Policy and Planning Framework, Council strategies and plans, the planning scheme, approved development plans, relevant legislations, and strategies by other Tasmanian councils.

The draft Strategy considers the outcomes of analysis of the distribution of POS, the level of development and access to POS, particularly from nearby residential areas, and also considers the significant volume of feedback received during the community engagement undertaken during the development of the DOSS.

The draft Strategy combines data from these three sources into key recommendations and an action plan.

33 actions are included as 'General Actions' that directly support the goals described above. These actions, intended for delivery over the 10-year life of the Strategy, include policy and planning work, which may not necessarily result in tangible benefits to the community in the short term, but will contribute to the delivery of Council's strategic goals for POS in the medium to long term. The actions include:

- Delivery of policy for developer POS contributions.
- POS climate change risk assessments.
- Development of engagement programs with traditional owners and for public art in POS.
- Investigation of opportunities to expand POS through acquisition.
- Development and subsequent implementation of environmental management plans and master plans for certain sites.
- Development of sustainable design guidelines for POS with respect to material selection, water use and stormwater management.

This part of the action plan is likely to generate subsequent projects and programs that will require further consideration by Council.

The second part of the action plan includes 42 actions that are location specific and feed more directly into annual capital and operational budgets. These actions focus on improvements to existing POS and access to POS and are sorted by suburb:

- Central Devonport
- East Devonport
- Ambleside
- Don
- Stony Rise
- Don
- Miandetta
- Quioba
- Spreyton

Delivery of these actions will be directly dependant on budget allocations across future years of Council's Capital Works Program.

### **COMMUNITY ENGAGEMENT**

A significant community engagement phase was undertaken by Council and GHD staff. The consultation included a survey which was accessible via QR codes at 36 open spaces around Devonport or via Council's website

A feature of the survey, was its two-stage design, with the first stage asking two simple questions:

*What do you love about this space? and*

*What would make you stay longer?*

before inviting people to complete a longer survey about open spaces in Devonport.

The pop-up sessions were more open-ended, with opportunities for the community, particularly children, to 'design the dream space', as well as opportunities to speak to Council directly or undertake the survey.

There were 479 survey responses and more than 100 artistic submissions received from the pop-up sessions.

The level of engagement demonstrates the importance of POS to the community, and the engagement methodology has generated a significant amount of goodwill for Council. However, it has also created a level of expectation for the delivery of improvements and enhancements proposed. It is therefore important for Council to firstly align the Strategy action plan with the feedback received, and secondly to make meaningful progress on the identified actions to provide the community with tangible outcomes.

### **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from this report. However, should the Strategy be adopted, the 75 identified actions that will require appropriate resource allocations to deliver over the life of the Strategy may include:

- Suitable capital budget allocations
- Suitable allocation of operational resources, including staff time
- Training and development to maintain and enhance organisational capability
- Embedding of activities into existing processes
- Engagement of specialist consultants
- Community consultation and engagement

Allocations as required by the Strategy Action Plan can be considered during the adoption of Council's Annual Plan and Budget.

### **RISK IMPLICATIONS**

- **Asset & Property Infrastructure**  
The draft Strategy Action Plan proposes significant new investment in Devonport POS. The delivery of these actions will need to be aligned with Council's Strategic Asset Management Plan and Long Term Financial Plan.
- **Environmental Sustainability**  
The draft Strategy identifies that Devonport's POS has high environmental value and the protection and enhancement of these spaces is important.
- **Consultation and/or Communication**  
The development of the draft Strategy included extensive community consultation. This has ensured that the draft Strategy is aligned with community sentiment. The next consultation phase allows confirmation of that alignment before adoption by Council.

### **CONCLUSION**

The review and renewal of Council's Public Open Space Strategy is required to ensure it remains in alignment with Council's Strategic Plan 2009-2030. The draft Strategy 2022-2032 identifies six goals for POS in Devonport:

- Equitable and Diverse
- Connected & Accessible
- Safe and Healthy
- Social and Cultural
- Sustainable and Conserved
- Managed and Strategic

Providing an opportunity for the community to consider the draft Strategy and provide feedback ensures alignment of the Strategy with community expectations.

### **ATTACHMENTS**

1. DRAFT Devonport Open Space Strategy Rev A [**5.2.1** - 97 pages]

## 5.3 MOBILE VENDING GUIDELINES

Author: **Kylie Lunson, Development Services Manager**

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

### RECOMMENDATION

That Council endorse the updated Mobile Vending Guidelines to be effective immediately.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 3.4.2 Promote, encourage and develop initiatives that support the local economy

### SUMMARY

This is a review of the Mobile Vending Guidelines (Guidelines) to ensure that they remain current and relevant to requirements.

### BACKGROUND

Mobile vending relates to an individual, organisation or business selling or offering goods for sale (including food) from a mobile vehicle on a public street, reserve or carpark.

Devonport City Council recognises that mobile vending can add to the vibrancy of the City. Council is also aware that there is a requirement to manage the competing needs and interests of local business, residents, consumers and users of the facilities.

Anyone wishing to use public roads, reserves or carparks for mobile vending requires Council approval.

The Guidelines were developed to assist vendors in making an application for a Mobile Vending Permit and to encourage compliance with the conditions of the permit. The Guidelines include limiting trading periods to four hours in one location and that a vendor cannot trade from the same location for two consecutive days. These control measures were introduced as a way to manage the competing needs of the local businesses.

The current Guidelines were due to be reviewed in February 2022. This report is a result of that review.

### STATUTORY REQUIREMENTS

Mobile vending is regulated under the *Vehicle and Traffic Act 1999* and Council's *Reserves, Parks and Gardens By-Law*.

### DISCUSSION

Council has a well-established process for mobile vending in the city which includes an online booking system to trade from Council owned/managed land.

There are 12 preapproved locations across the city that permit holders can reserve via the online booking system. The Bluff area is the most popular location for mobile vendors to trade from.

There are currently 6 active Mobile Vending Permits. There have been 25 Mobile Vending Permits issued since Council moved to the current system.

Not all mobile vendors trade from Council owned or managed land. There are an increasing number of mobile food vendors trading from privately owned land (such as carparks). These vendors do not require a Mobile Vending Permit but still require a Food Business Registration.

The review of the Guidelines has involved:

- meeting with concerned food premise operators;
- community consultation on Speak-up Devonport (9 responses); and
- reviewing reported issues from recent years.

Council met with the operator of Drift Café to discuss their concerns regarding mobile vending in the area. Since that meeting the operator has written to Council outlining their concerns. A copy of that letter is attached, refer Attachment 1.

The Speak-up Devonport platform was utilised for public consultation. A copy of the results of this consultation have been attached to this report (Refer Attachment 2).

A review of Council records shows that there have been very few reports of issues pertaining to mobile vending since the introduction of the Guidelines. The reported incidents were primarily operational issues that were addressed at the time.

From the consultation it was established:

- At the Bluff:
  - o The operator of Drift Cafe would prefer mobile vending to be only available at the Bluff after 2pm.
  - o The Bluff is the most popular location for mobile vending.
  - o Vendors would prefer the span of hours increased. Currently vendors are only permitted to trade from a location for a maximum of four hours.
- Mobile vendors support the online booking system.
- In some cases, the vendors would like longer trading sessions to maximise feasibility.
- Fixed premise operators would prefer the nominated areas to be further from them.
- Minimal instances of non-compliance of the Guidelines from vendors have been reported.

It is noted that Drift Café is located 150m to 200m (depending which way you walk around the Surf Club) from the current mobile vending locations at the Bluff.

### **COMMUNITY ENGAGEMENT**

As part of the review of the Guidelines community consultation via Speak-up Devonport was undertaken.

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

- Asset & Property Infrastructure  
The Mobile Vending Permit process enables Council to control and regulate mobile vending on Council owned/managed land in a uniform, equitable and safe manner.
- Legal Compliance

The Mobile Vending Guidelines enable Council to facilitate a regulated approach to mobile vending on Council owned/managed land, through the issuing of Mobile Vending Permits.

- **Reputation**

Council is at risk from negative feedback from local business that are competing for trade.

### **CONCLUSION**

The review of the Mobile Vending Guidelines has identified that the existing Guidelines generally work well.

Feedback from community consultation indicated that mobile vendors would like the opportunity to trade for a longer period of time.

Information from the booking system demonstrates that the Bluff is the most popular location, however the Drift Café operator has indicated that mobile vending in the area is affecting his business.

Increasing the trading hours at all other preapproved locations except the Bluff from 4½ hours to six hours is recommended to encourage mobile vending in other locations. This is the only substantial change proposed. Other refinements are noted as tracked changes on the attached document.

Once endorsed, tracked changes will be removed from the Guidelines, and minor formatting changes applied in order to finalise the document.

### **ATTACHMENTS**

1. Letter to Council from the Drift Cafe operator [**5.3.1** - 2 pages]
2. Speak-up Devonport survey results for Mobile Vending Guidelines - personal information removed [**5.3.2** - 7 pages]
3. Guidelines for Applications - Mobile Vending v 2 [**5.3.3** - 29 pages]

## 5.4 SPORTING EVENT SPONSORSHIP

Author: **Carol Bryant, Community Services Manager**

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

### RECOMMENDATION

That Council note the Sporting Event Sponsorship report and:

1. Enter into the following sponsorship agreements:
  - a. Devonport Triathlon – Tri Events Tasmania, 3-year agreement, 2023-25, \$35,000 per year.
  - b. National Skills Acquisition Phase Festival – Football Tasmania, 3-year agreement, 2023-25, year 1 \$15,000, year 2 \$13,000, year 3 \$11,000 plus \$1,000 in-kind support per annum.
  - c. Tasmanian Squash Open – Squash Australia, 3-year agreement, 2023-25, \$12,000 per year.
  - d. Run Devonport – Everyday Lions Events, 3-year agreement, 2023-2025, \$10,000 per year;and,
2. Underwrite the Australia Cup Round 32 Game – Devonport City Strikers Football Club, up to \$10,000 should the event incur a loss.

### 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

To present sporting event sponsorship to Council for consideration.

### BACKGROUND

Council for many years have sponsored sporting events in the city that aim to encourage greater visitation to Devonport, stimulate the local economy and provide opportunities for community members to connect and celebrate through sport. Council support is provided in cash and/or in-kind through several avenues including:

- Equipment hire and other in-kind such as promotion and event management advice/support.
- Grants under Council's Financial Assistance Scheme.
- Sporting event sponsorship (the focus of this report).

Under Council's Sponsorship Policy, sponsorship arrangements above the value of \$15,000 are to be reported to Council for determination. Sponsorship arrangements for \$15,000 or less may be determined by the General Manager under delegated authority.

Sporting event sponsorship as of 30 June 2022 is included in Table 1. This report focuses on the renewal of four sponsorship agreements above \$15,000 highlighted in Table 1:

- Devonport Triathlon – Tri Events Tasmania.
- National Skills Acquisition Phase (NSAP) Festival – Football Tasmania.
- Tasmanian Squash Open – Squash Australia.
- Run Devonport – Everyday Lions Events.

A fifth sponsorship proposal has been submitted by the Devonport City Strikers Football Club on 17 July 2022 to deliver the Australia Cup Round 32 Game between Wellington Phoenix (NZ) and the Strikers. This request is below the threshold for Council determination, however, is being included for consideration due to limited funds in the sponsorship budget, the events profitability and the financial commitments proposed for other soccer events.

**Table 1. Sporting Event Sponsorship 30 June 2022**

Event	Organisation	Event Date (2021/22)	Agreement Term	Expiry Date	Total value
Devonport Triathlon	Cradle Coast Sports & Events	26-27 February 2022	3 years	June 2022	\$ 30,000
Cold Climate Classic	Touch Football Tasmania	22-25 October 2021	3 years	June 2024	\$20,000
Tour of Tasmania - cycling event	GTR Events	27-28 November 2021	3 years	June 2023	\$20,000
National Skills Acquisition Phase (NSAP) Festival	Football Tasmania	5-6 March 2022	3 years	June 2022	Y1 \$12,000 Y2 \$11,000 Y3 \$10,000 + \$5,000 in-kind pa
Tasmanian Squash Open	Squash Australia	April 2022	1 year	June 2022	\$10,000
Run Devonport	Cradle Coast Events	20 March 2022	1 year	June 2022	\$5,000 + \$1,000 in-kind
Devonport Christmas Carnival	Devonport Athletics Club	29 December 2021	3 years	June 2023	\$8,000
National Bowls	Country Club	5 -10 September 2021	Cancelled due Covid	June 2022	\$7,000
Devonport Cup	Devonport Junior Soccer Association	11-12 June 2022	3 years	June 2022	\$3,000
State-wide Netball Tournament - Club and Mixed Carnival	Devon Netball Association	October 2021	3 years	June 2023	\$3,000
Basketball Pre-season Classic	Basketball Tasmania	February 2022	3 years	June 2022	\$3,000
Under 12 Championships	Basketball Tasmania	28-29 August 2021	3 years	June 2022	\$2,000



Event	Organisation	Event Date (2021/22)	Agreement Term	Expiry Date	Total value
Regional Primary School Basketball Tournament	Devonport Warriors	18-19 September 2021	3 years	June 2024	\$2,000
Futsal Islanders Cup	Australian Futsal	13-14 November 2021	3 years	June 2022	\$2,000

### STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

### DISCUSSION

Sponsorship requests and recommendations for the Devonport Triathlon, National Skills Acquisition Phase Festival, Tasmanian Squash Open, RUN Devonport and the Australia Cup Round 32 Game are outlined below.

#### Devonport Triathlon – Tri Events Tasmania

##### 2022 Highlights:

- 2022 was the 37<sup>th</sup> triathlon.
- Australian and Oceania Cup for Elite/U23 Male and Females – 40 participants.
- Australian and Oceania Cup for Junior Male and Females – 63 participants.
- Australian Championship Paratriathlon – 16 participants.
- Local Age Group event – 52 participants.
- Mixed relay Australian Championship conducted on the Sunday morning for 25 teams made up of 2 male and 2 females.
- 65% participants from interstate, 1 participant from USA.
- 30 officials from interstate.
- Event coverage both pre and post Devonport Triathlon via the Triathlon Australia Facebook page reached over 102,000 people; Instagram page reached over 52,000 people.

##### Sponsorship Request:

- 3-year agreement at \$40,000 per annum by Cradle Coast Sports and Events. Since then, the event organiser has changed to Tri Events Tasmania with request reduced to \$35,000.
- Increase in sponsorship by \$5,000 per annum to cover increasing event costs, expand the paratriathlon race to be a feature event with significant prize money, and the introduction of a National Schools Triathlon, making the Devonport Triathlon a four-day event.

##### Discussion/Benefits:

- Iconic event, glamour sport, elite national and international athletes competing in world class events such as Olympics and World Championships.
- Live streamed across the world, strong exposure for Devonport.
- Events Tasmania contribute \$40,000 per annum.
- Economic benefit estimated at \$350,000.

Recommendation:

- 3-year agreement, 2023-2025, totalling \$105,000 - \$35,000 per annum.

**National Skills Acquisition Phase Festival – Football Tasmania**

2022 Highlights:

- 18 teams under 10s to under 13s – 220 players, 35 coaches, including 2 teams from northern NSW.
- Social media reach: Facebook - 3500 per image, 4,828 photo gallery; Instagram – 2,487 accounts.

Sponsorship Request:

- 3-year agreement totalling \$39,000 – year 1 \$15,000, year 2 \$13,000, year 3 \$11,000
- In-kind support: \$1,000 per year. This includes additional ground maintenance, line marking, mowing, additional garbage collections and any incidentals as necessary.
- Improvements expected:
  - Higher participation due to COVID-19 recovery (higher vaccination rates, more certainty around event proceeding, less interstate travel uncertainty)
  - Increased attractiveness for participants due to hotel and waterfront completion
  - Potential involvement of Western United Football A League club
  - Formal coach's workshop will be built back into the program
  - Potential referee workshop/program to be run concurrently with the festival

Discussion/Benefits:

- This event relocated from Launceston to Devonport approximately 7 years ago. This is a national junior soccer event with teams from most states. The 2023 festival will see the return of mainland teams which have been absent for the past two years due to Covid-19.
- Economic benefit estimated at \$300,000.

Recommendation:

- 3-year agreement, 2023-2025, total \$39,000 - year 1 \$15,000, year 2 \$13,000, year 3 \$11,000 – plus \$1,000 in kind support per year.

**City of Devonport Tasmanian Squash Open – Squash Australia**

2021 Highlights:

- Limited number of entrants from overseas due to Covid-19. However, this year's event held over five days in September with increased prizemoney has already seen a record number of entries from overseas.

Sponsorship Request:

- 3-year agreement, 2023-2025, totalling \$36,000 - \$12,000, per annum.

Discussion/Benefits:

- Having 8 squash courts in the one centre, allows Squash Tasmania and Squash Australia to combine the Tasmania Open with a national championship. The City of Devonport - Tasmanian Open is one of the longest continuously running tournaments in all of Australia, an event that has been running since 1940.
- The tournament will be held over 5 days in September, with visitors from overseas, interstate, and intrastate all coming to visit and stay in the Devonport area.
- An event of this calibre will attract players ranked inside the 50 in the world, and with the highest seeds reaching potentially to the top 20 in the world, something not seen in Australia for over a decade.
- Economic benefit estimated at \$100,000.

Recommendation:

- 3-year agreement, 2023-2025, totalling \$36,000 - \$12,000 per annum.

**Run Devonport – Everyday Lions Events**

2022 Highlights:

- 722 participants, 208 (28%) under 12 years, 42% traveling more than 100km to participate, highest participation since 2016.

Sponsorship Request:

- 3-year agreement totalling \$31,525 - \$10,000 in year one + 5% increase each year thereafter
- This course likely to start and finish at the Bluff Precinct and continue along Devonport Road as far as Horse Head Creek and return (10km).
- Aim to attract elite runners and increase other visitors to participate or spectate.

Discussion / Benefits:

- A popular road running event for all ages, especially family groups. Run Devonport is a regular event for Devonport, previously managed by Cradle Coast Events and is now managed by Everyday Lions Events.
- Economic benefit estimated at \$100,000.

Recommendation:

- 3-year agreement, 2023-2025, total \$30,000 - \$10,000 per annum, plus \$2,000 in-kind per annum.

**Australia Cup Round 32 Game – Devonport City Strikers Football Club**

Event information:

The Devonport City Strikers have been successful in qualifying for the Australia Cup finals series and have drawn a home game at Valley Road, Devonport against A League team Wellington Phoenix. The game is to be played on the evening of 3 August 2022.

The competition commences with Preliminary Rounds before moving into the Final Rounds (from the round of 32 onwards). This year 742 clubs from around the country competed in the Preliminary Round and the Final Rounds.

Sponsorship Request:

- Sponsorship of \$10,000 requested to hire and transport lighting from the mainland to ensure the event meets the minimum 500 lux lighting requirements.
- Total expenditure estimated by the Club is \$49,600.
- Total revenue estimated by the Club is \$54,000 with 2,000 ticket sales, and \$84,000 with 3,000 ticket sales.

Discussion/Benefits:

- The event will have a large reach being telecast live and free on Channel 10 Play throughout Australia and New Zealand. Channel 10 visited Devonport on the 20 July 2022 to complete a story on the Club and the City.
- It is expected the game will draw 2,000-5,000 spectators - 40% residents, 56% travelling up to two hours, 4% staying overnight.
- Approximately 2,000 tickets will need to be sold for the event to break even. The Club have indicated that ticket sales above 2,000 would generate a profit for the Club.
- Whilst for separate organisations, the proposed list of sponsorship already includes sponsorship for two other soccer events plus a futsal event.
- Council also has committed to undertake some minor capital works items for the Australia Cup event.

Recommendation:

- Given the expected profitability, Council could consider underwriting the event to the value of \$10,000 should the event make a loss.

**COMMUNITY ENGAGEMENT**

Beyond direct communication with each organisation there has been no broader community engagement undertaken in preparation of this report.

**FINANCIAL IMPLICATIONS**

There is \$140,000 allocated toward sporting event sponsorship in the 2022/23 budget. Should the recommendations in this report be adopted \$133,000 would be allocated (as per Table 2), leaving \$7,000 unallocated. This includes \$10,000 to underwrite the Australia Cup Round 32 Game.

**Table 2. Proposed Sporting Event Sponsorship Allocation 2022/23**

Event	Organiser	Event date	Sponsorship amount 22/23	Economic benefit estimate#
Devonport Triathlon	Tri Events Tasmania	February	\$35,000	\$350,000
Cold Climate Classic	Touch Football Tasmania	October	\$25,000	\$470,000
Tour of Tasmania	GTR Events	November	\$20,000	\$220,000
Football Tasmania SAP Festival	Football Tasmania	February	\$15,000	\$300,000
Australian National Championships + Tasmanian Squash Open	Squash Australia	June and Oct	\$12,000	\$100,000

Event	Organiser	Event date	Sponsorship amount 22/23	Economic benefit estimate#
RUN Devonport	Everyday Lions Events	March	\$10,000	\$15,000
Devonport Christmas Carnival	Devonport Athletics Club	December	\$8,000	\$25,000
Devonport Cup - Junior Soccer	Devonport Junior Soccer Association	June	\$3,000	\$650,000
State-wide Netball Tournament - Club and Mixed Carnival	Devon Netball Association	October	\$3,000	\$130,000
Regional Primary School Basketball Tournament	Devonport Basketball Club	September	\$2,000	\$10,000
Special Event - National Indoor Bias Bowls Championships*	Tasmania Bowls Bias Committee	19-28 August 2022	\$7,500	\$650,000
Australia Cup Round 32 Game	Devonport City Strikers Football Club	3 August 2022	\$10,000 (underwriting event)	\$150,000
<b>TOTAL</b>			<b>\$133,000</b>	<b>\$3,070,000</b>

# Economic benefit is estimated as follows:

\$262.00 per night x number of competitors x number of nights x additional persons factor.

e.g., \$262.00 x 600 x 2 x 1.5 = \$471,600 (formula supplied to Council by Sports Marketing Australia)

\*National event, teams from most states staying 7 nights in August. Participants spend heavily on food, beverages, and entertainment.

### RISK IMPLICATIONS

- Corporate and Business  
There is a risk that funds provided through sponsorship agreements are not expended in line with agreement terms. Regular collaboration and communication with sponsored organisations combined with annual reviews in line with agreement terms and conditions will lower the risk.

### CONCLUSION

Council sponsors sporting events which aim to encourage greater visitation to Devonport, stimulate the local economy and provide opportunities for community members to connect and celebrate through sport. Sponsorship of a total of \$123,000 is proposed for 10 events in 2022/23 with an economic benefit nearing \$3M. Council is to consider sponsorship arrangement for four sporting events, including:

- Devonport Triathlon – Tri Events Tasmania.
- National Skills Acquisition Phase Festival – Football Tasmania.
- Tasmanian Squash Open – Squash Australia.
- Run Devonport – Everyday Lions Events.

Council is also to consider underwriting the Australia Cup Round 32 Game – Devonport City Strikers Football Club, to a value up to \$10,000.

**ATTACHMENTS**

Nil

## 5.5 DEVONPORT YOUTH ADVISORY GROUP TERMS OF REFERENCE

Author: **Carol Bryant, Community Services Manager**

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

### RECOMMENDATION

That Council endorse the Devonport Youth Advisory Group Terms of Reference.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.8.1 Promote programs that encourage youth participation, engagement in decision making, development and leadership

### SUMMARY

To present the Devonport Youth Advisory Group Terms of Reference to Council for endorsement.

### BACKGROUND

Council resolved to establish a Devonport youth council as an advisory committee to promote youth issues and concerns in Devonport at their meeting held 28 June 2021 (min 21/114 refers). Discussion with high schools and colleges commenced in late 2021 whereby it was agreed that a youth advisory group be established in the first term of the 2022 school year.

### STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

### DISCUSSION

A draft terms of reference was developed in late 2021 to guide the establishment of a youth advisory committee. In February 2022, principals of Devonport high schools and colleges nominated representatives. The first meeting of the group was held 29 March 2022 and five meetings of the group have been held since. The group comprises sixteen members from Devonport High School, Reece High School, Don College and St Brendan Shaw College.

Members have had the opportunity to shape the operations of the group, including agreeing on a suitable name, Devonport Youth Advisory Group (DEVYAG). They were also given the opportunity to provide input into the development of Terms of Reference (refer attachment).

The key purpose of the Devonport Youth Advisory Group is to involve young people in community decision-making processes. The group provides an avenue for young people to share their views and have their voice heard. It is a forum that allows young people to develop their confidence, social connections, and leadership skills, whilst playing a key role in planning and delivering initiatives for their community.

Initial meetings focused on brainstorming issues for young people. Priorities raised by the group include:

- Health and wellbeing to include alcohol and other drugs, racism, peer pressure and improvements to sex education
- Lack of activities for young people such as youth friendly spaces
- Job availability and dissatisfaction with the minimum wage

These concerns are similar themes that emerged during the youth consultation conducted as part of the Regional Youth Strategy in late 2017.

Meetings have involved discussions with Mayor Rockliff and Council staff focused on raising their understanding of the role of local government and opportunities to increase youth participation in community strengthening activities. Members have also represented Devonport at the recent Statewide Youth Network of Tasmania forum. The focus for the group, in the coming months, is to develop strategies to address some of the priority opportunities they have identified. One opportunity identified included the organisation of a youth event.

### **COMMUNITY ENGAGEMENT**

Community engagement included input from principals and the youth advisory group members in establishing the group have shaped the finalisation of the Terms of Reference.

### **FINANCIAL IMPLICATIONS**

There is a 2022/23 operational budget allocation of \$10,000 allocated to youth development initiatives.

### **RISK IMPLICATIONS**

- Consultation and/or Communication  
There is a strong level of active participation by advisory group members who are being supported in their leadership development. There is a low risk that their contribution and concerns may not be integrated in wider council decision-making processes. This is being addressed through the documenting of their discussions and recommendations which are being communicated as required.

### **CONCLUSION**

The main purpose of the group is to increase youth participation in community governance. Members of the Devonport Youth Advisory Group have had the opportunity to shape the aims, roles and scope of the group which is reflected in the Terms of Reference. This governing document, for the advisory group, is provided to Council for endorsement.

### **ATTACHMENTS**

1. Devonport Youth Advisory Group Terms of Reference [5.5.1 - 2 pages]



## 5.6 ELECTION CARETAKER PERIOD POLICY

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

That Council adopt the Election Caretaker Period Policy.

### 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 present the draft Election Caretaker Period Policy for adoption.

### BACKGROUND

The Minister for Local Government wrote to Mayor Rockliff on 7 June 2022 in relation to the approval of the *Local Government Amendment (Elections) Act 2022* (the Act). The Act will make voting compulsory for all local government elections, for all individuals enrolled on the House of Assembly electoral roll, and simplifies the voting procedure.

The Minister noted a desire from the local government sector to introduce caretaker periods in advance of the 2022 elections. Unfortunately, it was not possible to make legislative changes to accommodate this in the time available, however the Minister strongly encouraged councils to voluntarily adopt their own caretaker policies prior to the election period commencing. The Government is committed to introducing caretaker provisions as part of the Local Government Act review and intends to introduce further amendments once the Future of Local Government Review is complete.

### STATUTORY REQUIREMENTS

There are no statutory requirements that relate to this report.

### DISCUSSION

The draft Election Caretaker Period Policy applies to all elected members and employees of Council and will apply from the writ of an election through until the close of the polls.

The purpose of the policy is to establish guidelines for the conduct of Councillors and employees in the lead up to a local government election by ensuring that:

- Major policy decisions are not made by Council in the leadup to an election that would prove binding on an incoming Council.
- Council resources are not used for the advantage of a candidate in a local government general election.
- The requirement to act impartially in relation to all candidates standing for election is clearly understood.

Nothing in the draft policy prevents the Mayor, Councillors and staff from continuing the ordinary business of Council during the caretaker period.

### **COMMUNITY ENGAGEMENT**

Community engagement was not required for the preparation of this report.

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

- **Political/Governance**  
In accordance with good governance principles, the Election Caretaker Period Policy assists in managing risks associated with actual or perceived inappropriate decision-making during the election campaign.
- **Risk Management Practices**  
Having an Election Caretaker Period Policy in place assists in managing risks associated with an election and seeks to provide transparent guidelines that restrict the decision-making ability of Council, so as not to unreasonably bind the incoming Council.

The Election Caretaker Period Policy is not intended to impact the ordinary course of Council business during the caretaker period, and the Policy is not expected to impact delivery of the current year's annual plan actions or capital works program.

### **CONCLUSION**

The State Government has indicated it will likely legislate an Election Caretaker Period Policy once the Future of Local Government Review is complete. It is recommended that Council choose to adopt the Election Caretaker Period Policy in order to ensure transparent guidelines around the use of public resources and decision making are in place for the upcoming local government election period.

### **ATTACHMENTS**

1. Councillor Annette Rockliff - Local Government Amendment ( Elections) Act 2022 [5.6.1 - 2 pages]
2. Election Caretaker Period Policy [5.6.2 - 4 pages]

## 5.7 E-SCOOTER TRIAL

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

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

That Council receive and note the report in relation to the establishment of a commercially operated “hire and ride” E-scooter trial in the Devonport municipality and:

#### Option 1

endorse the commencement of the trial, without restricting the overall operating area.

Or

#### Option 2

endorse the commencement of the trial, wholly excluding residential areas of municipality and restricting the operating area to established recreational trials only.

Or

#### Option 3

determine to not proceed with a trial at this time and continue to monitor the risk and benefit outcomes from existing trials currently underway in other Council areas.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

This report outlines the options and consideration in relation to establishing a 12-month trial for the operation of a commercial “hire and ride” E-scooter service within the Devonport Municipality.

### BACKGROUND

In November 2021, the State Government introduced amendments to the *Traffic Act 1925* to legalise the use of Personal Mobility Devices (PMDs) in Tasmania. These “micro-mobility” devices are typically electrically powered devices such as E-scooters and E-skateboards, designed to carry one person over short distances.

Following these legislative changes, and in partnership with private sector operators, some Council areas have commenced trials of “hire and ride” E-scooter services to evaluate the relative benefit and risks of the service.

### STATUTORY REQUIREMENTS

The *Traffic Act 1925* sets out the legislative framework for the use of all PMDs within Tasmania. The Act enables use of PMDs on footpaths, shared paths, bicycle paths, and local roads which:

- have a speed limit of 50km/h or less;
- do not have dividing lines or median strip; and
- do not have multiple lanes (if a one-way road).

Users of PMDs are subject to the same Tasmanian Road Rules as other road users, with Tasmanian Police able to enforce these road and traffic laws, including the ability to penalise users and confiscate PMDs for breaches of the rules.

Local Road Managers (such as Councils) may also declare additional roads with a speed limit of less than 50km/h that PMDs can access, or declare pathways and other public areas under their control where PMDs are not able to operate, or have restricted operating conditions.

Users are required to be 16 years or older to ride a PMD, wear a helmet, not carry a secondary passenger, and observe the local controls in place in any operating area. In addition to any local controls, E-scooters are speed limited to 15km/h on footpaths, and 25km/h on shared pathways, and bicycle paths.

Motorised wheelchairs, mobility scooters, bicycles, and E-bikes are not considered to be PMDs.

Additional information relating to PMDs, their operating requirements, and the changes to the Act are available on the Department of State Growth website:

[Personal mobility devices – Transport Services](#)

### **DISCUSSION**

In addition to monitoring the benefits and outcomes of E-scooter trial programs already underway within Tasmania, Council officers have been in discussion with established commercial “hire and ride” E-scooter operators regarding the operational considerations and viability of a similar 12-month trial to be undertaken within the Devonport Municipality.

With some trials in other local government areas now underway for over 6-months, and progressed beyond their initial implementation phase, a greater understanding of the operating models, utilisation, and risk mitigation strategies is available. Following a review of the trial underway in Hobart, the following key information has been publicly released:

- 419,057 individual rides have taken place
- A total distance of 483,824km has been travelled
- 22 E-scooter related injuries have been reported
- 19 of these required some form of first aid or medical treatment
- The remaining 3 were serious incidents, which resulted in hospitalisation for a period of 24hrs or more

During the trial, several changes have been implemented by the Hobart City Council in collaboration with the operators to manage some of the operating impacts. This has included adjustments to the operating areas, speed restrictions, permitted and restricted parking locations, and scooter management requirements by the operators.

### Local Trial Considerations

In discussion with several commercial E-scooter operators, they have confirmed their desire to conduct a similar trial within the Devonport municipality, to determine the demand and viability of a commercial hire and ride service.

Both existing major operators conducting trials within the State have established Partnership and Service Level agreement structures which provide the basis for their operations within a discreet Council area. Several recommendations to be implemented in any agreement for a Devonport trial are outlined as follows:

- A trial duration of 12 months, with agreed review periods, and reporting of utilisation and incident data to Council during the trial.

- An initial cap of 100 PMDs to be available within the operating area, regardless of the number of service providers involved in the trial, with the option to increase the cap depending on user demand and successful operational management.
- The ability for Council, at its sole discretion, to determine exclusion zones, no riding zones, no parking zones, speed controlled, and footpath exclusion zones.
- Agreed resourcing and response times for addressing operational issues, such as PMDs incorrectly parked limiting access to property or creating a hazard, damaged or abandoned, and clustered in one location breaching agreed density limits.
- Agreed programs to encourage responsible riding, such as community information campaigns and new rider training programs.
- Agreed programs and controls to manage inappropriate or dangerous use, including rider alerts, user fines, and customer bans.

Should Council wish to undertake a trial within Devonport, it is recommended that an Expression of interest process is undertaken to identify suitable operators who can demonstrate the experience and capacity to provide the service in accordance with Council's requirements.

#### Operating Area

Existing trial locations in Tasmania have adopted a suite of consistent controls as a part of their trials. While the specific controls would be subject to further detailed planning, similar controls would be applied to the Devonport trial, including:

- No ride zones in major shopping precincts within the CBD, Fourways and other suburban service centres.
- Generally, no parking zones on the footpath in these locations, with specific locations designated for parking E-scooters and accompany density limits.
- Exclusion zones in specific locations, prohibiting E-scooter operation and parking at all times.
- Footpath exclusion zones, where E-scooters are permitted to use the road, but not footpath areas.
- Time-restricted zones, enabling specific day and time management of E-scooter operation.
- Speed controlled zones.

The following image provides an example of the mapped zones currently identified within the Hobart CBD to control the operation of their trial.

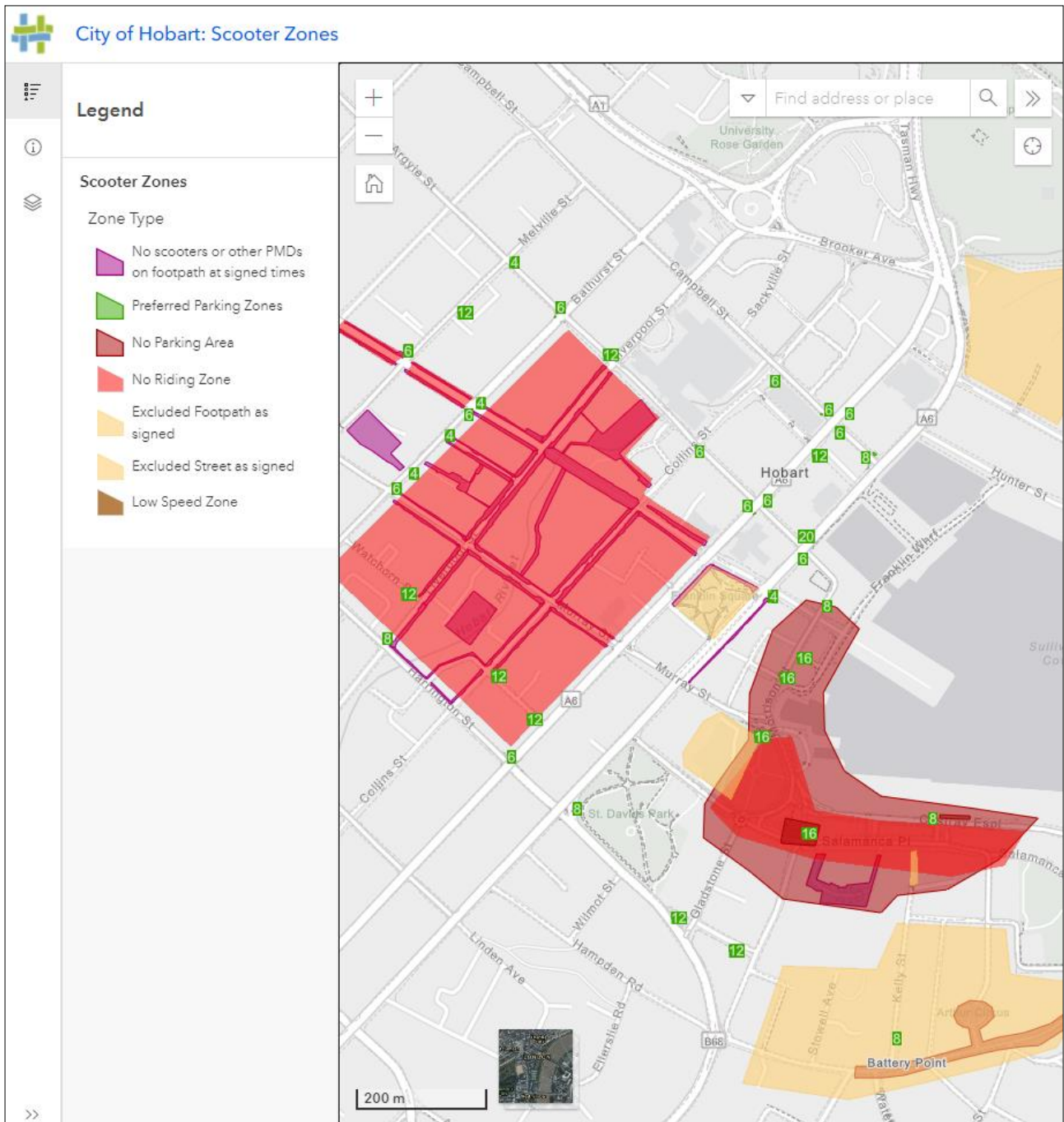


Image: Example of the operating restrictions implemented as part of the Hobart E-scooter trial program.

In prior Workshop discussions with Councillors regarding a potential trial, some concerns have been raised in relation to the use of E-scooters within residential areas, and that an operational area for the Devonport trial should be limited to the established recreation trial network. Feedback from operators undertaking the existing trials within the State notes that this level of control limits the capacity of the trial to test the demand and benefit of micro-mobility within a jurisdiction, with some trials on hold in other locations due to similar restrictions making the operating business case unviable.

### **COMMUNITY ENGAGEMENT**

No specific consultation has been undertaken in the development of this report. As a part of upcoming consultation to Council's updated Pedestrian and Bike Strategy, it is proposed to incorporate some content to test community sentiment and demand for commercial hire and ride E-scooter services in Devonport.

### **FINANCIAL IMPLICATIONS**

There are no direct financial implications for Council in relation to this report. The operating model proposed as a part of any trials does not include any cost or profit sharing provisions with the trial operators.

### **RISK IMPLICATIONS**

- **Environmental Sustainability**  
One stated advantage of micro-mobility device suppliers is the relative environmental
- **Consultation and/or Communication**  
No specific community consultation has been undertaken in relation to the preparation of this report.
- **Risk Reporting**  
Council will require data sharing of incident and rider behaviour data as a part of the trial.

### **CONCLUSION**

While some of the potential benefits of micro-mobility services in large cities such as parking and traffic congestion mitigation are not as directly relevant for Devonport, other potential benefits such as flexible transport options as an alternative to existing public transport services may provide significant benefits.

An appropriately configured trial would provide the evidence to determine local demand, benefits, and operational impacts of a commercial hire E-scooter service for Devonport.

### **ATTACHMENTS**

Nil

## 6 INFORMATION

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

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

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

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

<b>Date</b>	<b>Description</b>	<b>Purpose</b>
11 July 2022	Cradle Coast Authority (CCA)	An update from the CCA Chair and Acting CEO
	Parks Strategy	Presentation of the draft strategy
	Sister Cities	A discussion regarding the 2022 national convention
	Frankie J's	Discussion regarding future works
	Market Square Pavilion Tenancies	Update
	Retail Study	An overview of the draft Retail Study



## 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 22 June and 19 July 2022:

- Council meetings and workshops
- Council committee and working group meetings
- 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: Darren Kerwin (7AD) (x2), Lee Dixon (7AD), Libby Bingham (The Advocate), Tasmania Talks (7AD)
- Conducted a Citizenship Ceremony for eight new citizens
- With the General Manager, attended the Dulverton Representatives meeting
- Hosted a civic reception to congratulate the Soroptimists International Devonport branch on its 70th Anniversary
- Attended a lunch to celebrate the Soroptimists Devonport 70th anniversary
- Attended Rotary Club of Devonport North annual changeover dinner
- Officially opened C3 Church Devonport's premises in Steele Street
- Hosted Council's Budget Breakfast
- Attended the Devonport Ladies Probus Club 30th birthday lunch
- With the General Manager, attended the TasWater Representatives meeting
- Presented medallions at the Spreyton Scouts
- Attended the LGAT AGM and Elected Members Forum
- Attended NAIDOC Week celebrations at Tiagarra
- Attended the Devonport Chamber of Commerce and Industry breakfast
- Met with Shane Broad MP and a community member
- Attended Cradle Coast Authority Board Workshop
- Attended official launch of a mural and garden at Mission Australia, Valley Road
- Attended afternoon tea at Home Hill to celebrate Dame Enid's 125th birthday
- Attended the opening of an exhibition at RANT Arts
- Attended a meeting of port users facilitated by TasPorts

- Attended an announcement by the Premier of funding for further work at Highfield Park
- With other councillors, met with the Nic Street, Minister for Local Government
- Attended an event at the East Devonport Child and Family Learning Centre to celebrate the end of a project and the launch of a recipe book.

## **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 and that Council appoint the General Manager as a proxy delegate for TasWater Owner's Representative meetings.

### 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 22 June and 19 July 2022. It also provides information on matters that may be of interest to Councillors and the community and provides a recommendation in relation to appointing the General Manager as a proxy Representative for TasWater Owner Representative Meetings.

### BACKGROUND

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

### STATUTORY REQUIREMENTS

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

### DISCUSSION

#### 1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops, Planning Authority Committee and Council Meetings as required.
- 1.3. Attended the Council audit panel meeting as required under the terms of reference.
- 1.4. Met with Bill Wilson, National President of Sisters Cities Australia and Councillor Peter Hollister to discuss the potential for a future conference in Devonport.
- 1.5. Attended the annual regional dinner of the Master Builders Association, as guest speaker to talk about Council and the growth which is occurring across the Devonport region.
- 1.6. Attended a meeting of the Hillcrest Affected Area Recovery Committee.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Attended a civic reception at the paranple arts centre to recognise 70 years of the Soroptimist Club in Devonport.
- 2.2. A Council Budget Breakfast was held at the paranple convention centre the morning following the adoption of Council's 2022/23 Annual Plan and Budget. The breakfast was well supported with approximately 110 people in attendance. The Mayor hosted the morning, which included an update on the LIVING CITY Waterfront hotel, a media clip from the recent paper on skin exhibition and an overview by the General Manager of the budget highlights.
- 2.3. Met with representatives of the Devonport Strikers and Football Federation Tasmania for a briefing on their expansion plans for the Valley Road soccer complex.
- 2.4. Attended the Devonport Chamber of Commerce and Industry breakfast at the paranple convention centre with guest speakers Chas Kelly and Stephen Casey talking about the wharf redevelopment which is underway in East Devonport.
- 2.5. Met with the CEO and a board representative of Meercroft Aged Care facility, regarding their expansion plans.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. As Council's Representative, along with the Mayor, attended the Owner's Representative meeting of the Dulverton Regional Waste Management Authority held at the Latrobe Council Offices.
- 3.2. Attended an Owner's Representative meeting for TasWater at the Tailrace Centre in Launceston. A copy of the meeting agenda along with their 5-year Corporate Plan was circulated previously to Councillors.

At this meeting the Board Chairman outlined concerns that the Representatives approval of TasWater's annual report and the conduct of the AGM potentially clashing with local government elections.

The requirements on TasWater provide limited scope to delay these activities and the board are concerned that should existing nominated Council Representatives not re-stand or not be elected, alternative arrangements may not be in place in sufficient time, for TasWater to meet their obligations. To overcome this situation the Board has suggested each Council nominate their General Manager as proxy, to overcome the situation should it arise.

Devonport City Council's current Owner's Representative is the Mayor and the proxy is the Deputy Mayor.

- 3.3. As the Tasmanian Director, attended a virtual national board meeting of Local Government Professionals Australia.
- 3.4. Attended several meetings as part of a sub committee of the Dulverton Waste Management Authority. The sub-committee is overseeing the recruitment of two new board directors, including a chairperson. Existing director Jeff McNamara and chairman, Grant Atkins will be concluding their terms in December 2022, having both served the maximum three terms as stipulated under the Authority Rules.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Met with Todd Williams, Director of Assets with the Department of Education.
- 4.2. Met with State Government Minister, Nic Street MP along with his chief of staff, in Hobart for a catch up on matters relating to Devonport and local government in general.
- 4.3. The Premier, the Hon. Jeremy Rockliff MP officially opened the new State Government funded play equipment which has been installed in Highfield Park.
- 4.4. Minister Nic Street MP, met with available Councillors and management as part of a tour of northwest Councils.

5. OTHER

- 5.1. Advice has been received from the Chairman of the Dulverton Waste Management Authority that following an extensive recruitment process, Veronica Schilling has been appointed as the organisations new CEO and will commence in late August 2022.

**COMMUNITY ENGAGEMENT**

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

**FINANCIAL IMPLICATIONS**

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

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

**RISK IMPLICATIONS**

Any specific risk implications will be outlined in the commentary above. Any specific 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 - July 2022 [**6.3.1** - 1 page]

## **6.4 HIGHFIELD PARK MASTER PLAN 2018-2028 - YEAR FOUR STATUS UPDATE**

Author: **Michael Williams, Infrastructure and Works Manager**  
Endorser: **Matt Skirving, Executive Manager City Growth**

### **RECOMMENDATION**

That Council receive the report of the Infrastructure and Works Manager and note the status of actions listed in the Highfield Park Master Plan 2018-2028.

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

Council's Strategic Plan 2009-2030:

- |                |  |
|----------------|--|
| Strategy 2.3.5 | Provide and maintain sustainable parks, gardens and open spaces to appropriate standards   |
| Strategy 4.1.3 | Promote passive recreational usage including walking, bike paths, trails, parks and playspaces   |
| Strategy 4.7.2 | Encourage opportunities for active participation in community life.  |
| Strategy 4.8.2 | Provide, promote and advocate for appropriate and accessible services, information and facilities, activities and spaces for young people. |

### **SUMMARY**

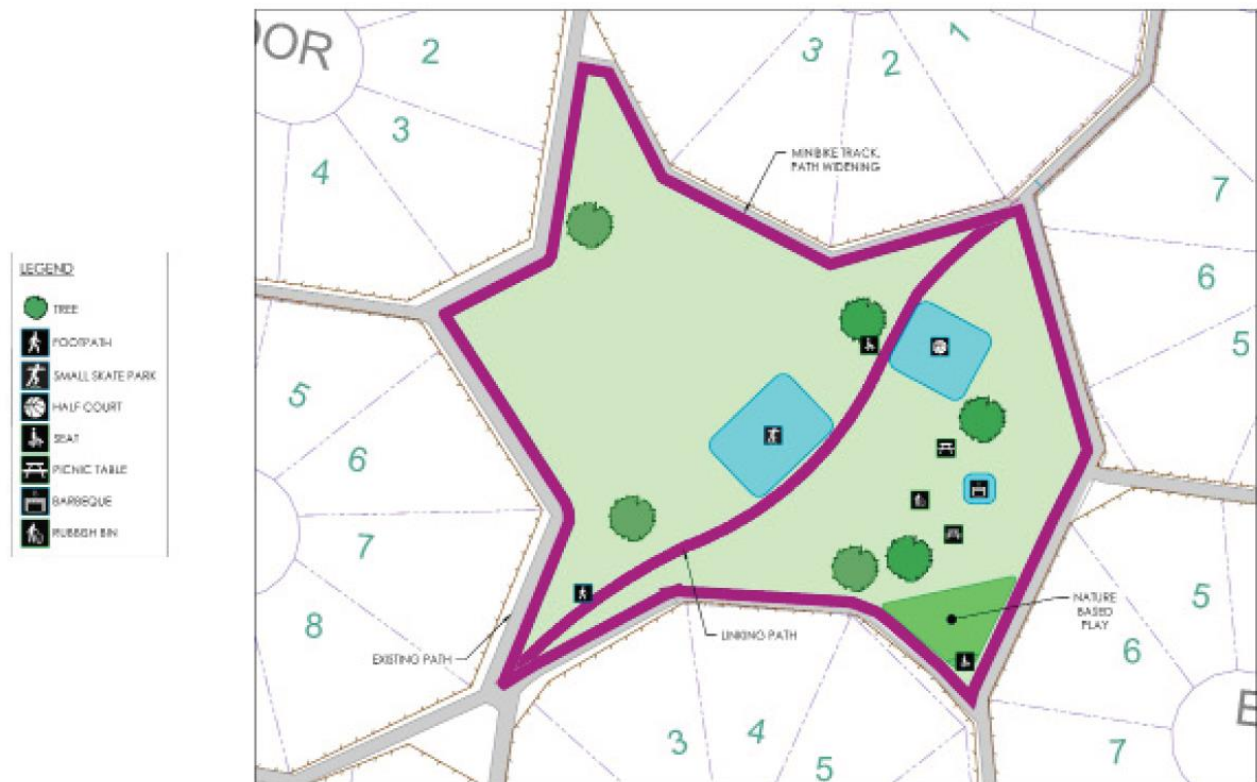
To report on the progress of the actions outlined in the Highfield Park Master Plan 2018-2028

### **BACKGROUND**

The Highfield Park Master Plan 2018-2028 (the Plan) is a guiding document for the design, development and management of Highfield Park. The Plan was developed in response to heightened local community interest in improving the park.

The Plan was developed by a working group comprising of Devonport Community House, Tasmania Police and Devonport City Council. The draft Plan was subject to a period of public consultation before being adopted by Council in April 2018. A copy of the Plan is available on Council's website at:

<https://www.devonport.tas.gov.au/council/governance/strategies-reports-publications/council-plans-strategies/>



Site plan from Highfield Park Master Plan 2018-2028.

### STATUTORY REQUIREMENTS

There are no statutory requirements relevant to this report.

### DISCUSSION

Achievements and progress for the first three years of the Plan are outlined in the attachment to this report. Four of the fourteen actions are complete, two are underway, three are ongoing and five are yet to commence.

Major achievements in year four are:

Action 1.1: A nature-based play area was completed in 2022. This project was funded by the Federal Government's *Local Roads and Community Infrastructure Program – Phase 2*.





Action 1.2: External funding has been secured from the *Premier's Fund for Children and Young People* for the construction of a skate park. Council has made a co-contribution of \$30,000 in its 2022-23 capital works program and further support has been committed by Devonport Community House. Completion of the project is expected by May 2023.

Action 3.1: One new table was installed in December 2021.

Action 3.2: A BBQ was installed in December 2021.

Action 3.5: Two small shelters were installed in December 2021.





### **COMMUNITY ENGAGEMENT**

Delivery of each action in the Plan is progressed in collaboration with Devonport Community House, who are in ongoing close contact with local residents.

### **FINANCIAL IMPLICATIONS**

There are no financial implications from this report.

### **RISK IMPLICATIONS**

- Asset & Property Infrastructure  
Many of the actions are infrastructure-based which require an ongoing commitment to operate and maintain. Consideration of this during the design and procurement phases will ensure life cycle costs are minimised.
- Consultation and/or Communication  
Ongoing consultation with relevant stakeholders ensures the actions meet the expectations of the community.

### **CONCLUSION**

Progress has been made on the action plan of the Highfield Park Master Plan 2018-2028.

### **ATTACHMENTS**

1. Highfield Park Master Plan 2018-2028- Year Four Status - Action Plan [**6.4.1** - 2 pages]

## 6.5 CEMETERY STRATEGY 2011-2030 - YEAR ELEVEN STATUS

Author: **Michael Williams, Infrastructure and Works Manager**  
Endorser: **Matt Skirving, Executive Manager City Growth**

### RECOMMENDATION

That Council receive the report of the Infrastructure and Works Manager and note the status of actions listed in the Devonport City Council Cemetery Strategy.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards
- Strategy 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest
- Strategy 5.6.5 Ensure compliance with all relevant legislative requirements, standards, policies and procedures

### SUMMARY

To report to Council on the progress of the actions outlined in the Devonport City Council Cemetery Strategy 2011-2030.

### BACKGROUND

The Cemetery Strategy 2011-2030 provides an overall approach to the management of cemeteries and defines a strategic direction for these facilities which will serve the sustainability, social, environmental, and cultural needs of the City into the future. The strategy defines Council's role as a provider, operator, and cemetery manager, from initial planning through to the day-to-day operations of cemeteries within Devonport.

Council's Cemetery Strategy was developed during 2011 by a working group consisting of Councillors and staff. The draft Strategy was released for public comment prior to formal adoption by Council in November 2011. A copy of the strategy can be found on Council's website at <https://www.devonport.tas.gov.au/council/governance/strategies-reports-publications/council-plans-strategies/>

### STATUTORY REQUIREMENTS

The *Burial and Cremation Act 2019* prescribes Council's obligations as a manager of cemeteries. The implementation of the Cemetery Strategy 2011-2030 contributes to ensuring Council is meeting its obligations under this Act.

Section 20(2) of the *Local Government Act 1993* outlines Council requirements in relation to reporting to the community.

#### 20. Functions and powers

- (2) *In performing its functions, a council is to consult, involve and be accountable to the community.*

Providing information on the progress of Council strategies is one way to demonstrate accountability.

## DISCUSSION

Achievements and progress for the first eleven years of the Strategy are outlined in the attachment to this report. Eight of the twenty-two actions have been completed to date, nine are ongoing, three are in progress and two are yet to commence.

Achievements in the last year include:

- Action 1.4            40 new memorial columns were installed, creating 200 new ash interment niches. The 2022-23 capital works program includes an allowance for the third of nine stages of the modern burial system, which will create 300 new burial plots.



- Action 1.5            A project is underway to review the Cemetery database, which is a vital tool used by Council to meet its legislative record keeping obligations, but also allows online searching by community members and researchers.
- Action 3.3            The Don Congregational Cemetery Master Plan 2022-32 has been adopted (min 21/120 refers). Master Plans are now in place for three cemeteries. Other sites are likely to be managed through conservation plans given their operational status.

## COMMUNITY ENGAGEMENT

Community engagement was undertaken to assist with the development of the Strategy and is required for many of the identified actions.

## FINANCIAL IMPLICATIONS

The funding source for each action is outlined in the attachment of this report.

## RISK IMPLICATIONS

- Assets, Property, and Infrastructure  
The Strategy aims to consider options for the future provision of cemetery services and infrastructure needs.

## **CONCLUSION**

Substantial progress has been made to implement the actions listed in the Devonport City Council Cemetery Strategy, since its adoption in November 2011.

## **ATTACHMENTS**

1. Cemetery Strategy 2011-2030 - Year Eleven Status - Action Plan [**6.5.1** - 4 pages]

## **6.6 GENERAL MANAGEMENT, PEOPLE & FINANCE AND CORPORATE SERVICES REPORT - MAY AND JUNE 2022**

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Kym Peebles, Executive Manager People and Finance, and 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 May and June 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
- 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 May and June 2022.

REG/765	Lease Agreement - Devonport City Council & St John Ambulance Australia (Tas) Inc - Devonport Oval	3/05/2022
REG/766	Addendum to Instrument of Delegation - General Manager - April 2022	5/05/2022
REG/767	Lease Agreement - Devonport City Council & Tasmanian Canine Defence League Inc - Devonport Dogs Home	12/05/2022
REG/768	Plan of Survey - PA2020.0095 - CT182335/50 & CT182335/100	13/05/2022
REG/769	Deed of variation on contract Roberts & DCC - Don Rail Trail	17/05/2022
REG/770	Transfer DCC to Wallace - 119444/1	17/05/2022
REG/771	Variation to Lease of Crown Land - Percy Street Devonport - DNRET & DCC	19/05/2022
REG/772	Plan of Survey - PA2020.0090 - 200 Buster Road, Melrose Subdivision	19/05/2022
REG/773	Plan of Survey - 6 Queen Street Burnie PA2020.0048	23/05/2022
REG/774	Deed of Variation of Lease - Meercroft Park - DCC - Meercroft Park Development Committee & Devonport Touch Association	24/05/2022
REG/775	Deed of Assignment - Sub Lease - JAD & Co Pty Ltd	24/05/2022
Reg/776	Schedule of Easements & Plan of Survey PA2018.0130	26/05/2022
REG/777	Grant Deed - The Crown in Right of Tasmania & DCC - Sound & Light Show	26/05/2022
REG/778	Grant Deed - The Crown in Right of Tasmania & DCC - Home Hill Devonport	8/06/2022
REG/779	Grant Deed - Landfill Levy Readiness Grant Program - Dept of NRE & DCC	15/06/2022
REG/780	Grant Deed - Cultural Heritage Organisations (Multi-Year) - DSG & DCC	16/06/2022
REG/781	Transfer of Title - 123947/1 - Roberts to DCC	20/06/2022
REG/782	Deed of Variation - Sub Lease - DCC & Devonport Surf Life Saving Club	20/06/2022
REG/784	Schedule of Easements & Plan of Survey SA2003.0019	30/06/2022

##### Councillor Attendance

Councillor attendance at Council meetings and workshops attendance up to 30 June is detailed as follows:

	Council	Planning Authority		Workshops	Leave of Absence Approved during the May/June 22
No. of Meetings Attendance	13	6		12	
		Member	Non Member		
Mayor Cr A Rockliff	13	5	0	11	
Cr J Alexiou	13	6	0	12	
Cr G Enniss	11	0	1	12	1
Cr P Hollister	13	6	0	12	1
Cr A Jarman	12	0	4	11	
Cr L Laycock	12	0	5	11	1
Cr S Milbourne	12	4	0	11	1
Cr L Murphy	13	5	0	11	
Cr L Perry	13	5	0	11	

#### 1.2. Property Management Update

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

- Crown Land applications/matters:
  - Men's Shed Devonport Works Application
  - Coles Beach Stormwater Works Application
  - Deed of Assignment for Mrs Jones
  - Liaised with the Crown regarding illegal access to Crown Land in Spreyton
- St John Ambulance Lease renewal (Devonport Oval)
- Tasmanian Canine Defence League lease renewal (Spreyton Dog's Home)
- Devonport Surf Life Saving Club sub lease Deed of Variation
- Devonport Choral Society sub lease discussions
- Finalised Deed of Variation – Meercroft Park Development Committee and Devonport Touch Association
- Draft Lease discussions with Devonport Junior Soccer Association (Meercroft Pavilion)
- Public land disposal process – Bluff Road, Devonport
- PlaceNames Tasmania – registration of parkland name

### 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	May 2022	June 2022
	1. Advertised Planning Permit Applications 2. News and Media 3. Contact Us 4. Council Forms and Payments 5. Cemetery Search 6. Waste Transfer Station 7. Employment Opportunities 8. Speak Up Devonport 9. What's On Devonport 10. Make a Request	1. Advertised Planning Permit Applications 2. Contact Us 3. Employment Opportunities 4. Council Forms and Payments 5. Employment – Customer Service Officer (PAC) 6. Cemetery Search 7. Waste Transfer Station 8. Minutes & Agendas Devonport Council Meetings 9. Employment – Administration Officer 10. What's On Devonport

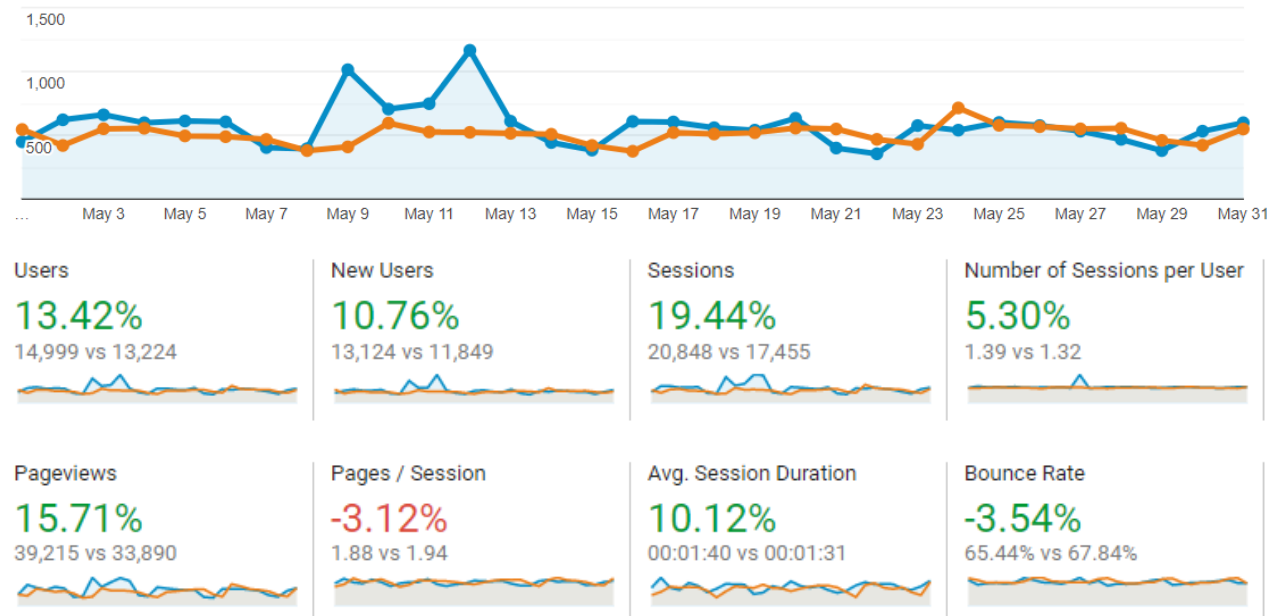
Note: Most visitors to the website begin at the home page, but this is not listed in the top 10 pages, as it would be a normal starting point for most website visits.

## Website statistics taken from Google Analytics

### May 2022 (Verse 2021), Website Statistics

May 1, 2022 - May 31, 2022: ● Users

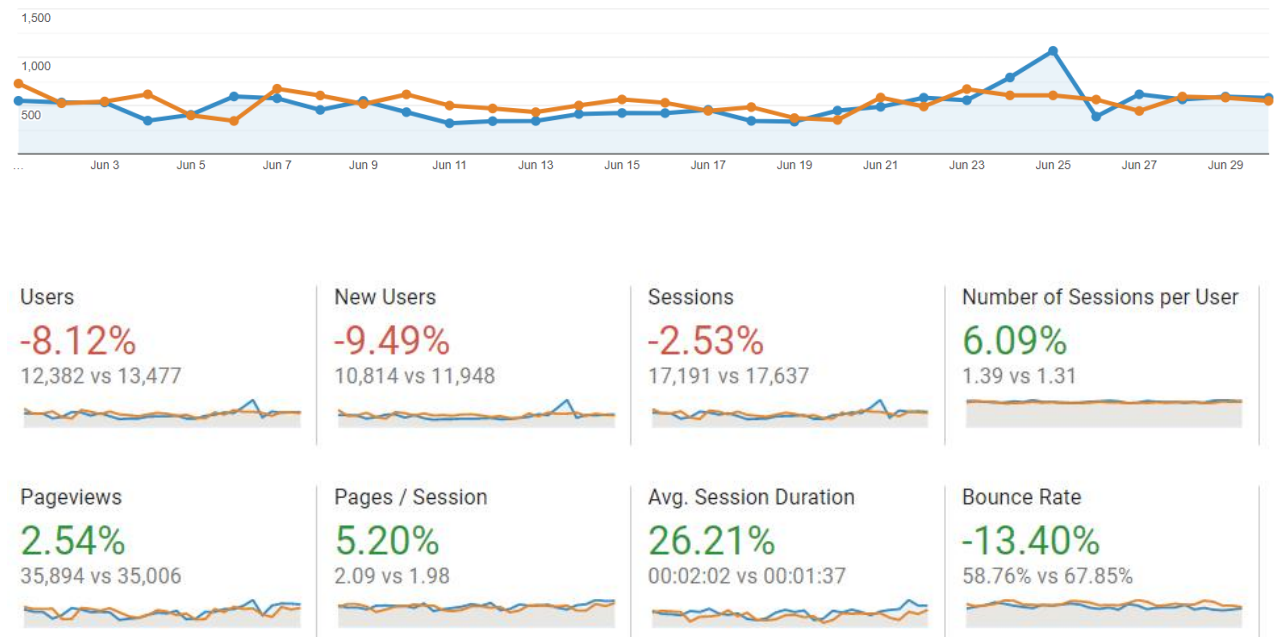
May 1, 2021 - May 31, 2021: ● Users



### June 2022 (Verse 2021), Website Statistics

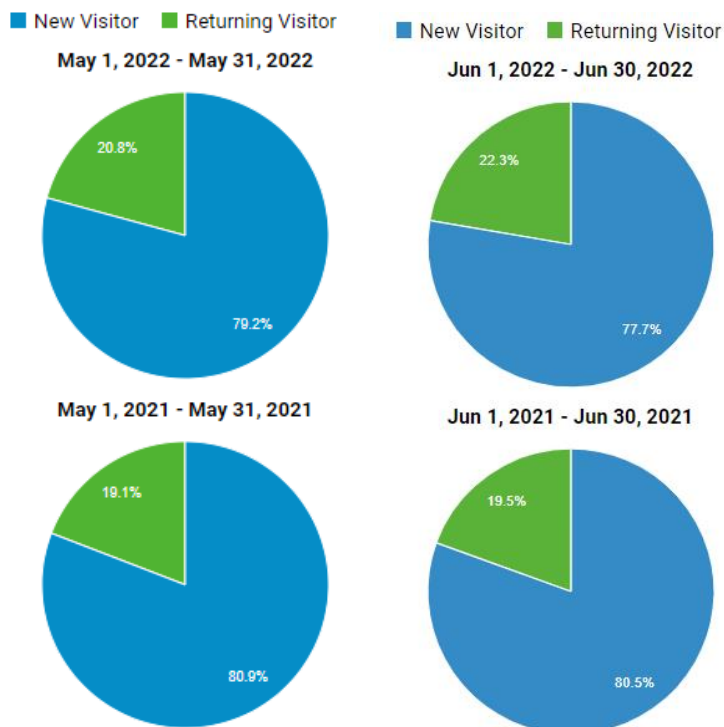
Jun 1, 2022 - Jun 30, 2022: ● Users

Jun 1, 2021 - Jun 30, 2021: ● Users





### New Visitors versus Returning Visitors



#### 1.3.2. Community Consultations

Council's online engagement platform [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au) is utilised for all of Council's community consultations.

During the reporting period, Council sought feedback on the draft Nature Strip Policy, the revised Mobile Vending Guidelines and the Residential Growth Strategy.

#### 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 June:

Facebook	10.6K – up by 100
LinkedIn	882 – up by 47
Twitter	693 – up by 2

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 parnaple arts and convention centre. Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

DCC Corporate Facebook Page Statistics	May 2022	June 2022
<b>Facebook Average Monthly Reach:</b> Number of Facebook users who have seen content associated with the page during the period	19,109TY (37,629LY)	34,012TY (15,014LY)

<b>DCC Corporate Facebook Page Statistics</b>	<b>May 2022</b>	<b>June 2022</b>
(individual users can be 'reached' numerous times per month).		

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

<b>May 2022</b>	<b>June 2022</b>
<ol style="list-style-type: none"> <li>1. Road works - Formby Road, 25/05/2022, 5.5K</li> <li>2. National Families Week, 08/05/2022, 5.4K</li> <li>3. Amenities Block Closed – Vandalism, 20/05/2022, 5.1K</li> <li>4. Road Works - Don Road, 26/05/2022, 4.9K</li> <li>5. ABC Hobart Broadcast outside paranapple arts centre, 11/05/2022, 4.8K</li> <li>6. Media Release - Speak up Devonport, Nature Strip Policy, 08/05/2022, 4.7K</li> <li>7. Weather Alert, 14/05/2022, 4.6K</li> <li>8. Road Works – Don Road, 31/05/2022, 4.1K</li> <li>9. Road Works – Department of State Growth Bridge Maintenance, 12/05/2022, 3.3K</li> <li>10. Media Release – Call for soccer gear donations, 05/05/2022, 3.3K</li> </ol>	<ol style="list-style-type: none"> <li>1. Road Works – Tarleton Street, 06/06/2022, 11.8K</li> <li>2. Horsehead Creek Riverside Park Closure, 08/06/2022, 11.2K</li> <li>3. Employment opportunity – Customer Service Officer, 23/06/2022, 9.4K</li> <li>4. Road Works – Best Street, 14/06/2022, 8.5K</li> <li>5. 2022 Devonport Junior Soccer Cup, 01/06/2022, 5.6K</li> <li>6. Variety Activate Inclusion Day, 22/06/2022, 4.5K</li> <li>7. Media Release – Paper on Skin, 17/06/2022, 4.2K</li> <li>8. Back on your bike sessions, 15/06/2022, 3.5K</li> <li>9. Media Release – Youth Advisory Group, 08/06/2022, 3.3K</li> <li>10. Amenities Block Closed – The Bluff, 11/06/2022, 3.3K</li> </ol>

#### 1.3.4. Publications & Media

Council issued the following official media releases, alerts, comments and statements during May and June 2022:

<b>Date</b>	<b>Media Type</b>	<b>Title/Topic</b>
3/5/2022	Media Release	Draft Residential Growth Strategy
5/5/2022	Media Comment – The Advocate	Waterfront Park - elevated walkway
5/5/2022	Media Release	Japan's Children's Day celebrated through exhibition
6/5/2022	Media Release	Call for Devonport soccer gear donations
9/5/2022	Media Release	Have your say on your nature strip
9/5/2022	Media comment - FinTech	Live elnvoicing
11/5/2022	Media Release	Devonport's mobile vending guidelines up for review
12/5/2022	Media Comment - ABC	Devonport visit –live broadcast
14/5/2022	Media Comment – The Advocate	Retail centre development application lodged
16/5/2022	Media Comment – The Advocate	Council debates kerbside organics collection
17/5/2022	Media Comment – The Advocate	Developer shows interest in CBD
20/5/2022	Media Release	Access and Inclusion Working Group participates in kerbside ramp inspections
21/5/2022	Media Comment – The Advocate	Top Tourism Town Awards

Date	Media Type	Title/Topic
21/5/2022	Media Comment – The Advocate	Council considers Bluff lease
23/5/2022	Media Comment – The Advocate	Devonport to keep rate rise under inflation
25/5/2022	Media Comment – The Advocate	Local government mandatory voting
31/5/2022	Media Release	Paper on Skin gala parade and award evening
1/6/2022	Media Comment – The Advocate	Devastating loss for wildlife carer
3/6/2022	Media Comment – The Advocate	Coast's most popular dog names revealed
3/6/2022	Media Release	Zanny Begg to showcase different stories
9/6/2022	Media Release	Devonport Youth Advisory Group in action
10/6/2022	Media Release	Devonport Jazz finger clickin' good for 21 years
11/6/2022	Media Comment – The Advocate	Horsehead Creek Riverside Park area closed
16/6/2022	Media Comment – The Advocate	Airline Rex returns to Devonport
21/6/2022	Media Release	Growing rate base ensures minimal increase for 2022/23 budget
21/6/2022	Media Comment – The Advocate	Modest rate rise proposed
22/6/2022	Media comment – The Advocate	East Devonport potato processing factory upgrades approved

## 2. PEOPLE AND FINANCE

### 2.1 Human Resources

#### 2.1.1. Recruitment

##### Staff positions advertised May and June 2022

Position	Department	Work Location
Customer Service Officer (PAC) - part-time (internal only)	People & Finance	paranaple arts centre
Building Maintenance Serviceperson	Infrastructure & Works	Works – Building Maintenance
Administration Officer – part-time Works	Infrastructure & Works	Works
Customer Service Officer (PAC) – part-time	People & Finance	paranaple arts centre
Technician	People & Finance	paranaple arts centre
Plumbing Surveyor	Development Services	Permit Authority

##### Staff Appointments May and June 2022

Position	Name	Department	Work Location
Community Projects Officer	Brett Patterson	Corporate Services	paranaple centre
Parking & information Officer (casual)	Kenny Corker	Corporate Services	paranaple centre

**Staff Departures May and June 2022**

Position	Name	Department	Work Location	Date Effective
Building Maintenance Serviceperson	Mitchell Farr	Infrastructure & Works	Works Depot	4/05/2022

**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	7 claims	1	\$179,589.01
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**

0 new claims lodged in May 2022.

0 new claims lodged in June 2022.

**2.1.2. Work Experience**

Dates of Placement	Location	School	Student
21 February 2022 to 30 July 2022 extension to placement	Corporate Services – Community Services   Sport and Recreation  Uni Practicum – Bachelor of Business (Sport Management)	Deakin University	W. Jago
30 May 2022 to 2 June 2022	Park and Reserves – Infrastructure and Works	Devonport High School	B. Fidler

**2.1.3. Health & Wellbeing**

The following activities and initiatives were promoted for May and June 2022:

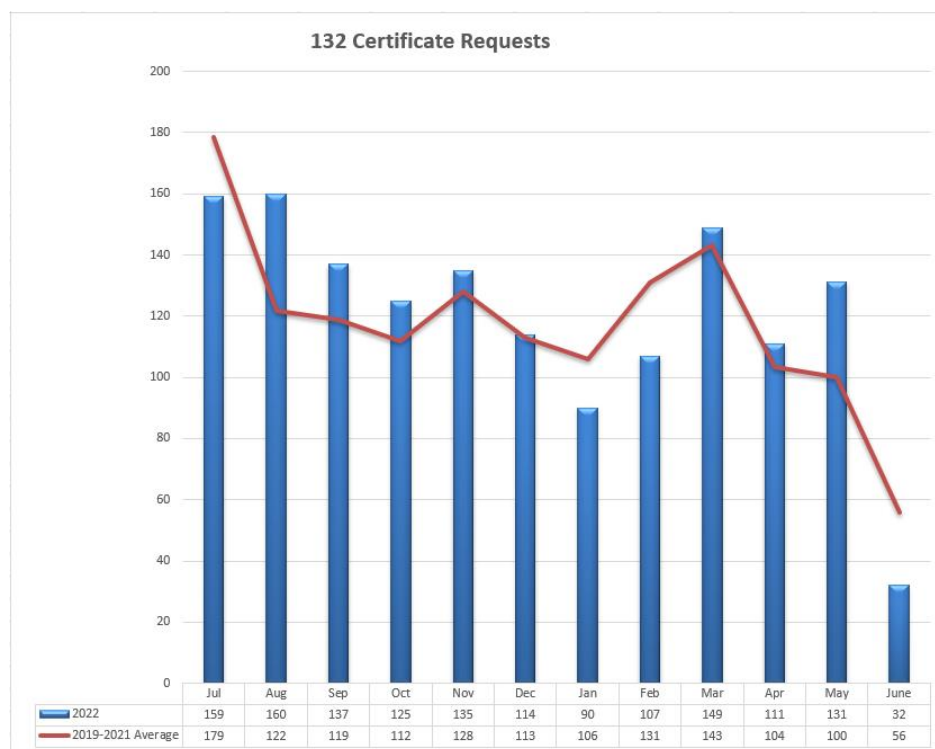
- Dementia Awareness – promotion of resource information to staff
- Men's Health Week – promotion of resource information on preventable health problems and encourage early detection and treatment of disease among men and boys – Lunchtime BBQ for all staff
- National Blood Donor Awareness Week – promotional of resource information
- CLS – promotion of workplace support through Council's employee assistance provider



## 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.

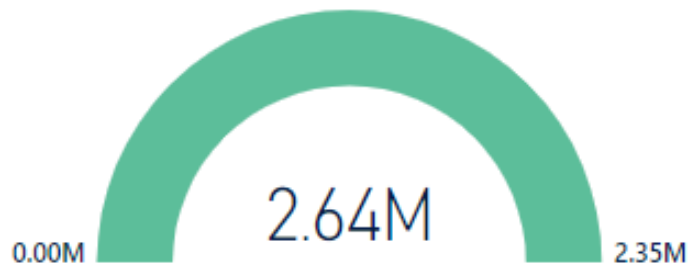


**2.2.2. Rate Statistics****Percentage of Rates Paid\***

	2019/2020	2020/2021	2021/2022
<b>May</b>	96.30%	98.16%	98.15%
<b>June</b>	98.98%	99.11%	99.36%

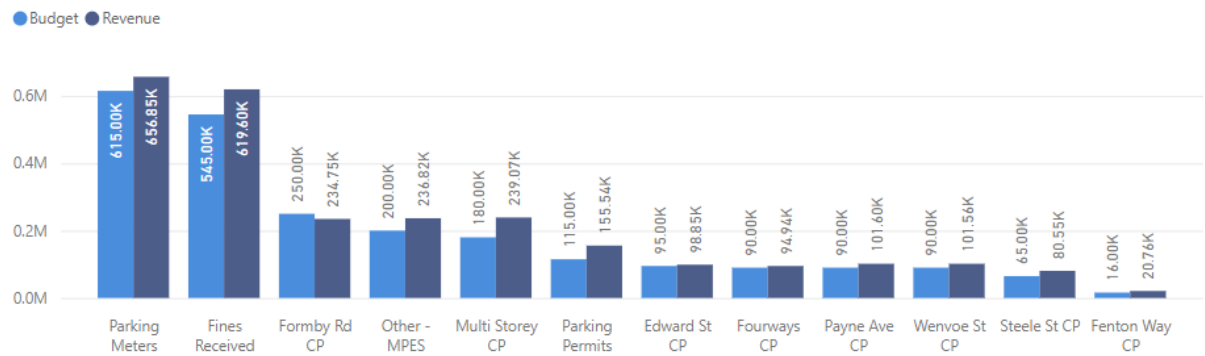
\*Please note the Rate statistics include rates paid in advance.

Rates in advance as at 30 June 2022 totalled \$602,443.36.

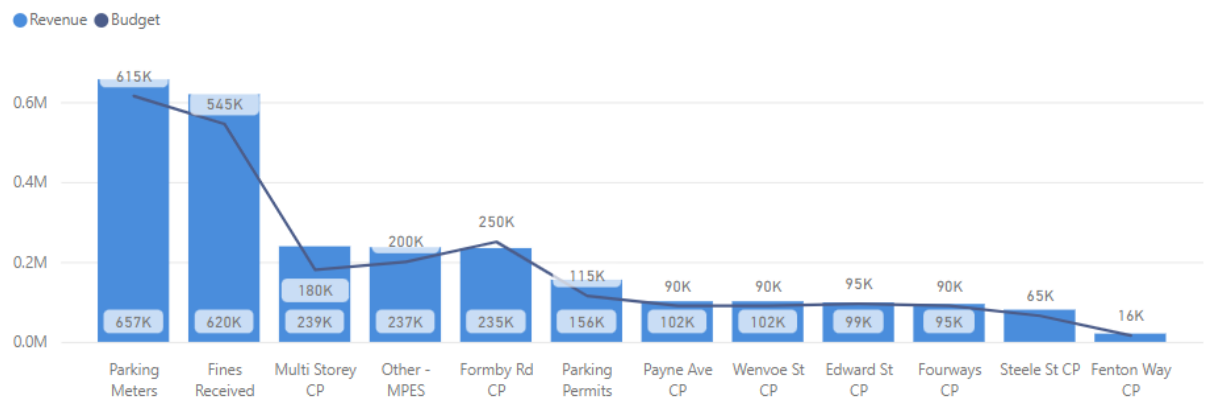
**3. CORPORATE SERVICES****3.1. Parking****3.1.1. Parking Statistics****Budget v Revenue Period to Date****Revenue/Budget Period to Date**

Description	Budget	Revenue	Variance	Variance %
Edward St CP	95,000.00	98,853.78	3,853.78	4.06%
Fenton Way CP	16,000.00	20,757.16	4,757.16	29.73%
Fines Received	545,000.02	619,601.50	74,601.48	13.69%
Formby Rd CP	250,000.00	234,745.28	(15,254.72)	-6.10%
Fourways CP	90,000.00	94,935.59	4,935.59	5.48%
Multi Storey CP	180,000.00	239,071.84	59,071.84	32.82%
Other - MPES	200,000.00	236,823.22	36,823.22	18.41%
Parking Meters	615,000.00	656,852.89	41,852.89	6.81%
Parking Permits	115,000.00	155,540.44	40,540.44	35.25%
Payne Ave CP	90,000.00	101,600.08	11,600.08	12.89%
Steele St CP	65,000.00	80,548.23	15,548.23	23.92%
Wenvoe St CP	90,000.00	101,555.92	11,555.92	12.84%
<b>Total</b>	<b>2,351,000.02</b>	<b>2,640,885.93</b>	<b>289,885.91</b>	<b>12.33%</b>

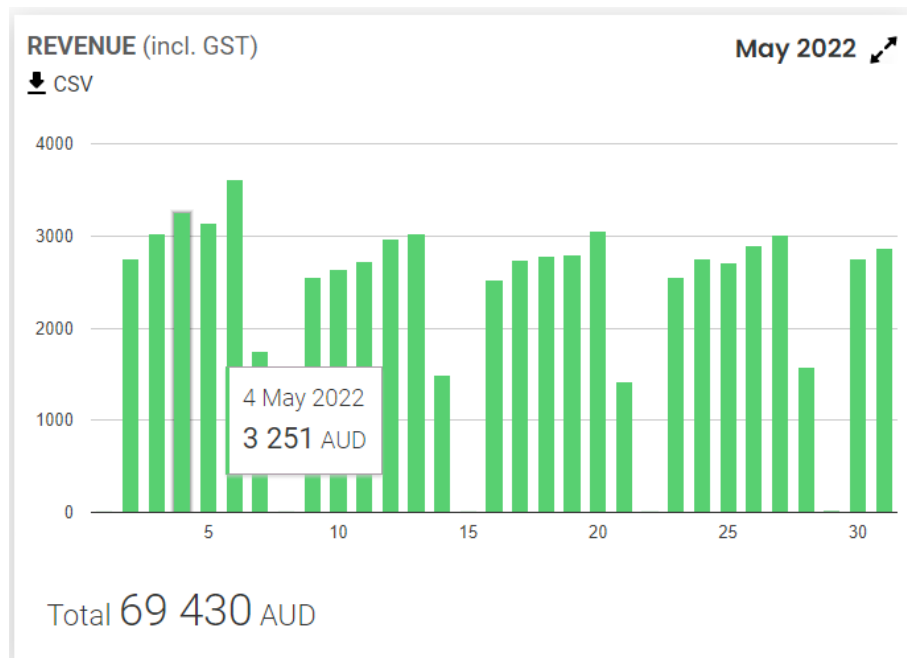
Revenue v Budget Period to Date

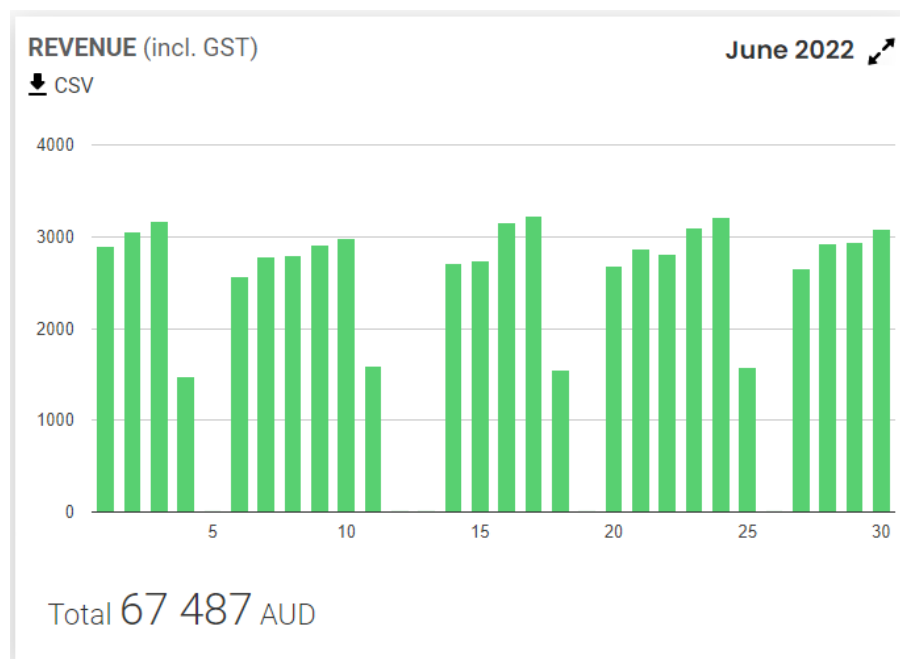


Revenue v Budget Period to Date



## EasyPark





### 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

Nil



## 6.7 CONVENTION AND ARTS REPORT - MAY AND JUNE 2022

Author: **Geoff Dobson, Convention and Arts Centre Manager**  
Endorser: **Kym Peebles, Executive Manager People and 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 May and June 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.

The functional areas of Council covered in this report include:

- Devonport Regional Gallery
- Bass Strait Maritime Museum
- Town Hall Theatre
- paranple convention centre

### STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

### DISCUSSION

#### ARTS AND CULTURAL DEVELOPMENT

##### 1. Devonport Regional Gallery

##### 1.1 Gallery Exhibitions

###### ***This is Us 2022: Emotion***

Upper Gallery: 30 April – 28 May

Opening/Meet & Greet the Artist: 25

The second instalment of *This Is Us* included works created by students from Devonport High School, Reece High School and Don College. The works investigated moods, feelings, relationships, public and environmental circumstances. Through multidisciplinary approaches the students revealed the depth, and sentiment held by youth in current times.



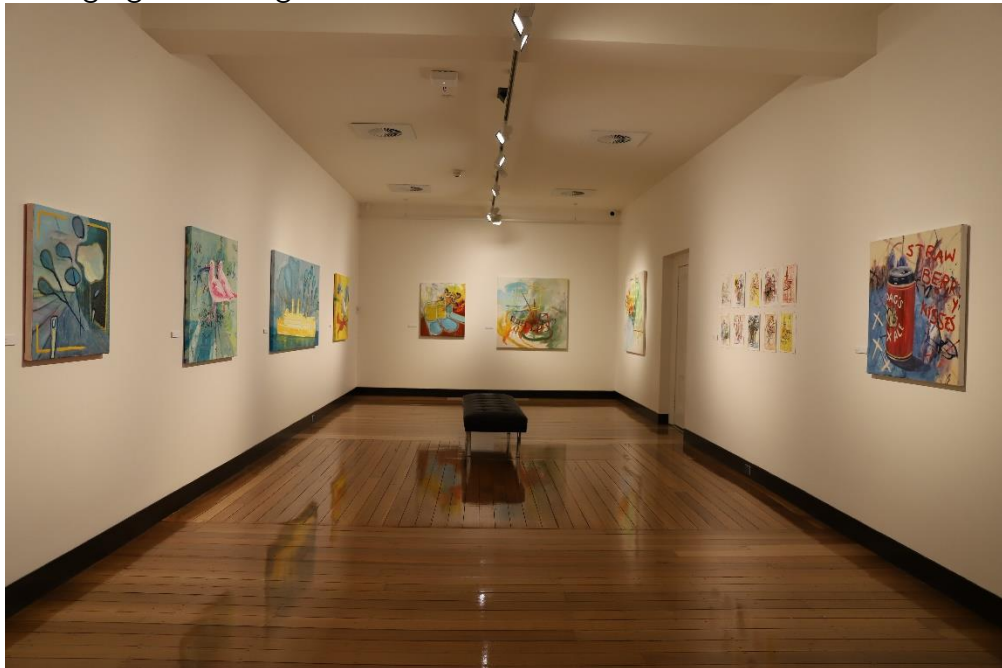
Installation view of *This is Us*

***A Place in Flux: Queering the North Coast* by George Kennedy**

Little Gallery: 30 April – 28 May

Opening/Meet & Greet the Artist: 21

Hobart based artist, George Kennedy has for the last few years spent much time travelling Tasmania to explore and get a feeling for places and their unique landscapes. His current practice focuses on sites of curated beauty, at the expense of other places, contextualising them within a queer framework. For his exhibition, *A Place in Flux: Queering the North Coast*, George's explorations focused on the landscape surrounding Devonport. This exhibition was presented under the Little Gallery Emerging Artist Program.



Installation view of *A Place in Flux* by George Kennedy

### **Koinobori from Devonport's sister city Minamata**

Foyer Space: 5 May - 23 July

No Opening Event

A selection of Koinobori made by students in Minamata, Devonport's sister city. The 5<sup>th</sup> of May marks Children's Day in Japan and is celebrated by displaying carp streamers, or Koinobori.

### **North West Art Circle Annual Community Art Exhibition and Awards 2022**

Main Gallery: 7 May – 4 June

Opening: 31

Exhibition closing event, Artists in Action: 14

The annual *North West Art Circle Exhibition and Awards* is an event open to members, who are passionate about sharing their love of art with the wider community.



Opening of North West Art Circle's annual awards exhibition

### **Zanny Begg *These Stories Will be Different***

Upper & Little Galleries: 4 June - 9 July

Opening event: 12

Zanny Begg is an Australian artist and filmmaker interested in contested histories. *These Stories Will be Different* brings together three of the artist's most significant video installations, including *The City of Ladies* (with Elise McLeod) 2017, *The Beehive* 2018, and *Stories of Kannagi* 2019. Between them, these works reimagine a medieval feminist utopia, probe the unsolved murder of a high-profile anti-gentrification campaigner and explore the connections between love, loss, and language in diasporic communities in Australia.



Installation view Zanny Begg *These Stories Will be Different*

### ***Paper On Skin***

Main Gallery: 23 June - 30 July

No Opening Event

First held in 2012, *Paper on Skin* is a biennial wearable award, which challenges artists to design wearable garments made from at least 80% paper. *Paper on Skin* connects North-West Tasmania's papermaking heritage to a community of paper-art lovers and artists from Australia as well as internationally. The exhibition showcases the garments presented on the gala event which was held on Friday 17 June.



Paper On Skin before installing in the Main Gallery

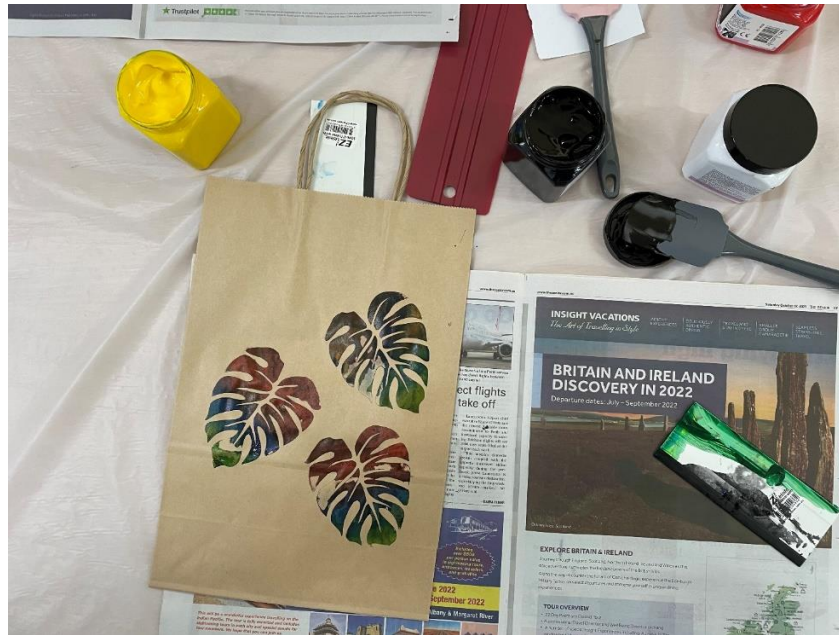


## 1.2 Education and Public Programs

The after-school hours program, *Create and Make*, has been fully booked and well attended. Ellina Evans, Curator and Erin Linhart, Creative Learning and Public Programs Officer, did a presentation based on images from the Robinson collection for the Mersey Valley Ladies Probus Club.

Erin Linhart presented a silkscreen print workshop with the Devonport Library at the Kentish Community Hall.

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



Screen printing. An outreach program with Devonport Library.

Event	Participation	Date
Opening North West Art Circle Award Exhibition	31	6-May
DEVYAG Youth Advisory Group Creative Space - Erin Linhart talk, Ez Ford leading	11	10-May
Outreach: Mersey Valley Ladies Probus Club Presentation	33	23-May
Home School Group Term 2 Session 1	10	25-May
Create and Make Term 2 Session 1	22	26-May
Create and Make Term 2 Session 1	18	26-May
Outreach: Screen Printing Workshop - Kentish Community, DRG with Libraries Tasmania	10	27-May
Create and Make Term 2 Session 2	17	1-Jun
Create and Make Term 2 Session 2	18	2-Jun
Opening: These Stories Will Be Different- Zanny Begg	12	3-Jun
North West Art Circle: Exhibition closing event Artists in Action	14	4-Jun
Create and Make Term 2 Session 3	15	9-Jun
Home School Group Term 2 Session 4	5	15-Jun
Create and Make Term 2 Session 4	16	15-Jun
Create and Make Term 2 Session 4	15	16-Jun

Event	Participation	Date
Paper On Skin Workshop with Mandy Gunn	15	18-Jun
Paper On Skin Workshop with Mandy Gunn	15	19-Jun
Books + Art	4	20-Jun
Our Lady of Lourdes Kinder School Group – Tour of Theatre, Gallery, and Creative Space.	66	22-Jun
Home School Group Term 2 Session 5	8	22-Jun
Create and Make Term 2 Session 5	16	22-Jun
TAFE class self guided	12	23-Jun
Create and Make Term 2 Session 5	15	23-Jun
Marist Tour of Paper on Skin	22	24-Jun
Leighland School Paper on Skin	13	24-Jun
<b>TOTAL</b>	<b>433</b>	

## 2. Bass Strait Maritime Centre

### 2.1. Bass Strait Maritime Centre Update

In May and June, the multi-museum Travelling Exhibition Project resumed after a two-and-a-half-year hiatus; more volunteers returned to the museum; a Maritime and History Talk with Peter Keating was held; and further collection work was undertaken.

### 2.2. Collection Management and Auditing

In May and June, collection management priorities were generated, including work on glass plate negatives and some artworks. The next major project is the update on the Significance Assessment (last completed in 2012). A short series of workshops will be held starting in August with the Arts Tasmania's Roving Curators to refresh skills and the participants in the Travelling Exhibition project are invited to participate.

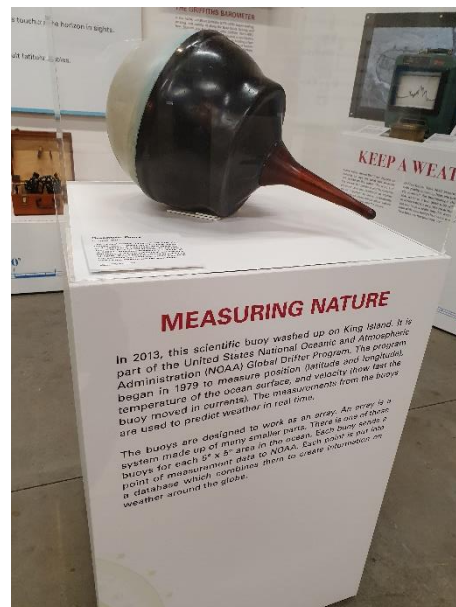
Collection records and the digital PastPerfect database records continue to be assessed and corrected. The Historical Archives digitisation project now has approximately 9,700 pages completed with more volunteers returning to work on further research and updating files ready for the digitisation process.

### 2.3. Current Exhibition

#### **Instrumental: Navigating and Communicating on the High Seas**

24 December 2021 – 20 July 2022

An exploration of BSMC Collection maritime instrumentation and their stories.



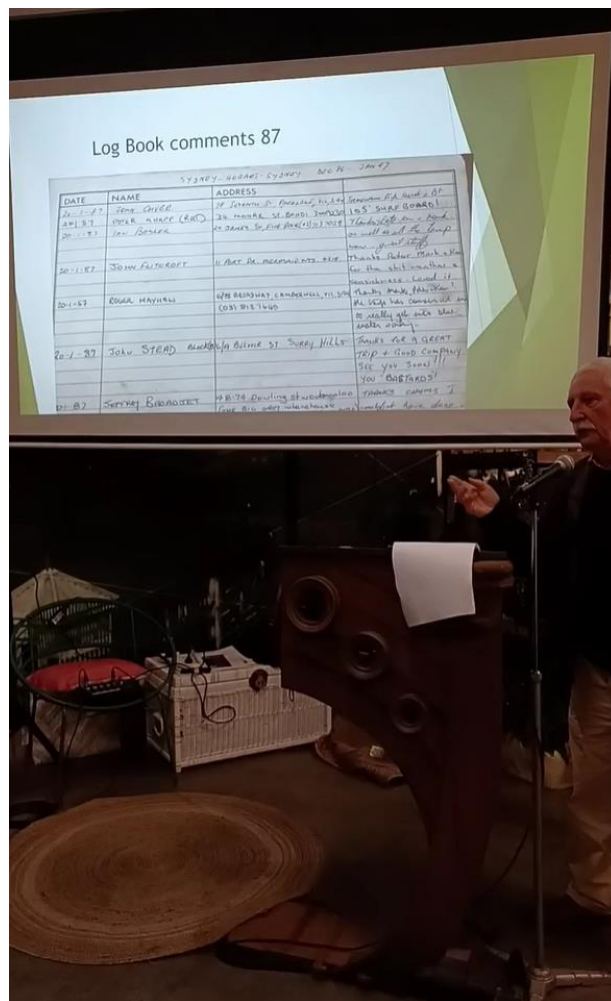
In 2013, this scientific buoy washed up on King Island. It is a Global Drifter Program buoy, measuring position, temperature, and velocity of currents. It is part of an array – a series of instruments linked up together to cover a larger surface area. We contacted NOAA in the United States to ask about the project but have yet to receive a response.

## 2.4. Upcoming Exhibitions

Title	Source	Date
Maritime Links: Nairana and Maheno	BSMC / Artist	Aug 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

The third Maritime and History Talk for 2022 was held in June with Peter Keating, talking about his boat building hobby that led to multiple solo trips in different oceans. A fabulous storyteller, you can catch his talk on our Facebook page as it was recorded and livestreamed. At the time of preparing this report, it had received 264 views.



Peter Keating speaking on meeting up with many other yachts in the Panama Canal and the haunting song that was sung across the water.

The Travelling Exhibition Project begun in 2019 has resumed after a two-and-a-half-year hiatus. Participants from eight museums along the North-West coast have contributed stories and some objects to a banner exhibition that will travel next year between venues. In June, the first workshop was held in the Creative Space at pac to reboot the project. New staff members at other institutions were introduced and the status of the project has been updated. Two grants – a Roving Curator time grant and a successful MMAPSS grant from the Australian National Maritime Museum – are providing time and funds to assist with this project. The next workshop will be at the end of July and will be held at HIVE in Ulverstone.

Event	Participation	Date
Maritime and History Talk: Peter Keating	36	28-June
Travelling Exhibition Workshop	7	30-June
<b>TOTAL</b>	<b>45</b>	

### 3. Town Hall Theatre

### 3.1 Theatre Performances

The Town Hall Theatre was hired for a total of 9 productions during May and June.



### **Ring of Fire**

Presented by Cradle Coast Theatre Inc  
Friday 25 – Sunday 28 May

Unfortunately, the first two weeks of this production were cancelled due to issues regarding Covid-19. Six shows were able to go ahead with the remainder scheduled for August 2022.

### **The Little Mermaid**

Presented by The Victorian State Ballet  
Thursday 23 June

Following sell out seasons, the Victorian State Ballet presented this timeless and most loved fairy-tale classic to Devonport audiences. The Victorian State Ballet's *The Little Mermaid*, featured a cast of the highest standard of classical ballet artists of outstanding skill. This widely known and much-loved story represented an opportunity to bring to life an underwater world inhabited by myriad sea folk and lively characters. In addition to the performance, a master class was held for approximately 25 local dance school students who also attended the performance.



### **The World of Musicals**

Tuesday 28 June

The World of Musicals Concert has graced stages across the globe and featured a world-class ensemble of multi-talented performing artists who exquisitely recreate classic hits, fused with emotive ballads, big-screen anthems and iconic show tunes. This show was well received with good support from local audiences.

### **The Two of Us – The Songs of Lennon & McCartney**

Presented by The Harbour Agency  
Thursday 30 June

Performing immortal songs from The Beatles treasure trove of pop history, along with the richness and diversity of Lennon & McCartney's solo careers, Damien Leith and Darren Coggin transport the audience back in time, back to the well of inspiration, to hear the timeless songs of Lennon & McCartney as they would have sounded when they were freshly penned, just a guitar, a piano and two voices.

<b>Attendance</b>	<b>Attendance</b>
Ring of Fire	2216
Victorian State Ballet	354
World of Musicals	381
The Two of Us	356
<b>Total</b>	<b>3,307</b>

### 3.2 Upcoming Performances

<b>Performance Event</b>	<b>Date</b>
Festival of Voices	6 July
Ross Noble	23 July
Devonport Jazz	29 – 30 July
Amy Shark	4 August
Razzamatazz	9 August
Teeny Tiny Stevie's	14 August
Shake Rattle'n Roll	20 August
Ring of Fire	25 – 27 August

## 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.

<b>Facility</b>	<b>Visitors May</b>	<b>Visitors June</b>
paranapple arts centre	4493	3395
Bass Strait Maritime Centre	396	381
<b>Total</b>		

## 5. paranapple convention centre

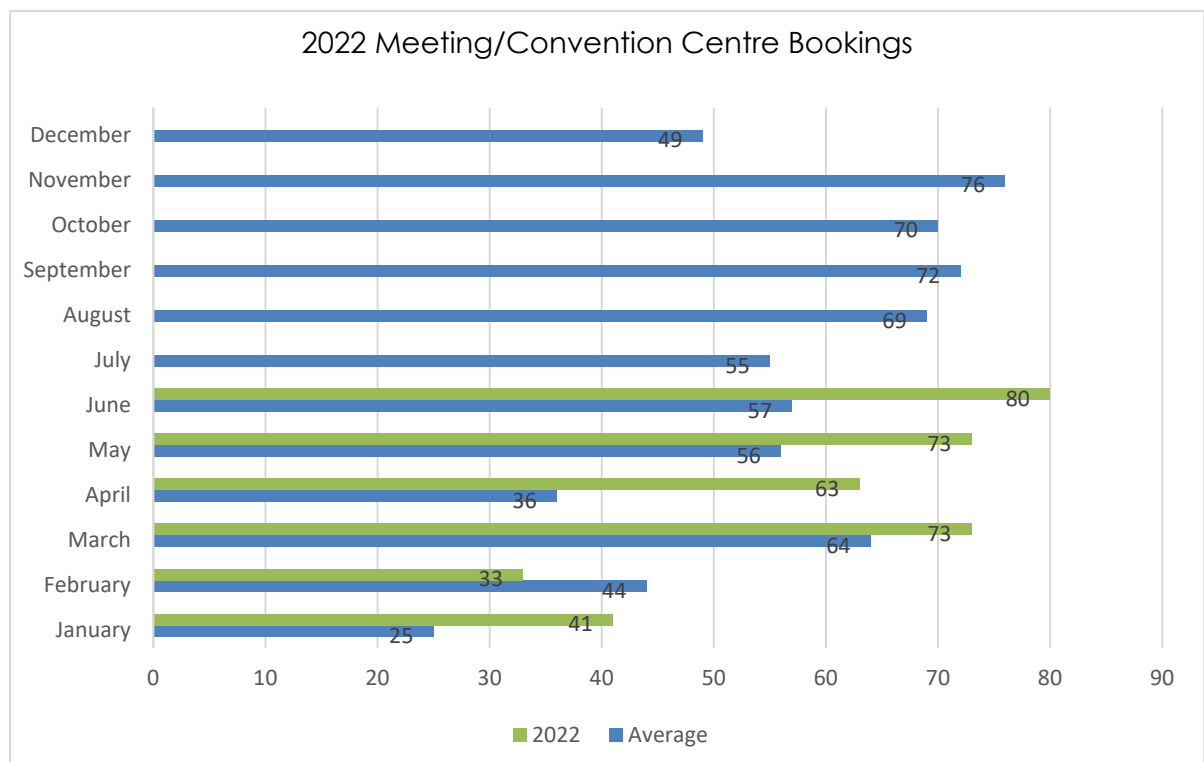
### 5.1 Meetings at paranapple convention centre and Market Square Pavilion

For May and June 2022, the DCC meeting rooms held 138 events, and 15 events were held in the convention centre. Total attendance of 11,724 patrons.

Events held in the paranapple convention centre:

<b>Event</b>	<b>Presented by</b>	<b>Attendance</b>
Limbo – Film Screening	Northwest Film Society	60
Year 11 & 12 Dinner	St Brendan Shaw College	110
Improving Immune Function Through Food	Seventh Day Adventist Church	100
25 <sup>th</sup> Anniversary Dinner	Botanical Resources Australia	122

Event	Presented by	Attendance
Federal Election – Early Voting Centre	Australian Electoral Commission	8000
Live Auction Dinner	Federal Jersey Federation	44
Conference Dinner	Federal Jersey Federation	54
National Reconciliation Week Breakfast	Reconciliation Tasmania	181
The French Dispatch – Film Screening	Northwest Film Society	70
Gala Dinner	Paper on Skin	160
Tourism Forum	West by North-West	150
Tasmanian Energy Conference	Informa Australia	130 per day
Unite in Yellow Gala Dinner	Cancer Council Tasmania	150
Budget Breakfast	Devonport City Council	125
NW Coast Certificate Presentation and EOFY Networking Event	CPA Australia	52





Paper on Skin



Tourism Forum

## 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

## 6.8 COMMUNITY SERVICES REPORT - MAY AND JUNE 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 May and June 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. Refugee Week Citizenship Ceremony

On 22 June, a Citizenship Ceremony welcomed thirteen new Australian citizens, including a two-year-old, with new citizens coming from Chile, India, Philippines and Taiwan.



Citizenship Ceremony – 22 June 2022

##### 1.2. Variety Active Inclusion Day

Devonport Recreation Centre hosted Devonport's first Variety Activate Inclusion Day on Tuesday 21 June. Variety the Children's Charity and Disability Sports Australia brought the event to about 40 north west students. Students got the opportunity to practise skills for wheelchair basketball, AFL, cricket and bowling.



The smile on the students' faces, and the number of photos taken by staff indicated that the event was a huge success and all hope it can be made an annual event.



Variety Activate Inclusion Day – 21 June 2022

### 1.3. Youth Advisory Group

Seven members of the Devonport Youth Advisory Group (DEVYAG) attended the 'I am Me' Forum hosted by Youth Network of Tasmania (YNOT) in Launceston. Topics of discussion included transport, health and wellbeing and more. The forum highlighted that concerns raised in DEVYAG's first meeting are the same as those identified by other youth across the state.



Devonport Youth Advisory Group at the 'I am Me' Forum

Two members attended Council's Budget Breakfast. Michael Hartree and Will Jeeves enjoyed the morning, and appreciated learning how the budget comes together and its importance.



Members are currently organising an art and music event to be held later in the year, to address the lack of engagement of young people in art and music activities, an issue identified by the group.

#### **1.4. Festival of Learning**

The Community Services team are assisting the Live and Learn Steering Group to deliver the annual Festival of Learning in September. The group are seeking expressions of interest from organisations to deliver learning event as part of the festival.

#### **1.5. Seniors Week**

Council is seeking expressions of interest from organisations interested in hosting activities to create a weeklong calendar of events during Seniors Week 17-23 October.

#### **1.6. Families Week**

Families Week ran from 15 – 21 May and feedback from community organisations indicated it was a successful year.

- Splash Devonport Aquatic & Leisure Centre reported 31 families received 50% off pool entry;
- 50 people attended the Youth Family and Community Connections Family Week Movie;
- Don River Railway offered two free children's tickets with every adult ticket sold; and
- East Devonport Child and Family Learning Centre and Anglicare held a conference with speaker Minka Wooley. 30 adults and lots of children appreciated the food and drinks provided by Coffee Cart and Loaves and Fishes

#### **1.7. Volunteer Week**

National Volunteer Week ran from 15-22 May. To celebrate the volunteers within the community, Council asked local organisations to nominate their volunteers for Volunteer Certificates of Recognition. Mayor Annette Rockliff signed 551 certificates for 22 local organisations.

#### **1.8. Living Lightly Festival**

Council Officers are working with Devonport Community House to plan the 2022 Living Lightly Festival. The event will be held at the Devonport Community Garden at the end of October.

#### **1.9. Bicycle Repair Station**

Community Services and the Infrastructure and Works Departments installed a Bike Repair Station and signage in Market Square as part of the Healthy Tasmania Healthy Communities Grant. Officers worked with Bicycle Network Tasmania to produce a video and information sheet showing how to use the tools and assisted in promoting the Bike Networks program "Back on your Bike". The program answers questions and uses practical assistance in small groups to build people's confidence to ride a bike again. Six sessions were held in June with more being planned for September.





*Bicycle Repair Station in Market Square and the Back on your Bike program*

### 1.10. Sister Cities

Devonport celebrated Japan's Children's Day with a display of Koinobori in the paranapple arts centre. The Koinobori were made by Minamata school children as part of a 2018-2020 art exchange program with Devonport's sister city Minamata. Japan's national holiday is celebrated on 5 May where families fly Koinobori, which are carp streamers, to celebrate children's happiness.



*The Advocate 11 May 2022: Minamata Display celebrates children*

### 1.11. 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 April 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. The Department published one March edition. The most popular links accessed via the Newsletters were:

- Self-Care Workshop – Devonport Community Care/Kentish Regional Clinic
- Winter Solstice Splash – Devonport Chaplaincy event
- NAIDOC Week Events – Devonport Council Website
- Palliative Care Tasmania – Speaker Series
- Teeny Tiny Stevies – paranapple arts centre
- Pathway to Life Shed

### 1.12. Working Groups

Members of the East Devonport Working Group met with Splash Health Club Coordinator to discuss inclusive programs at Splash. The members provided updates and agreed to host a future job forum/seminar to assist job seeking locals.

The Access and Inclusion Working Group also met with Splash Health Club Coordinator to discuss what Splash could do moving forward in efforts to improve Access and Inclusion. The group also provided a submission to the Australian Government on the Stage 2 reforms of the Transport Standards.

The Financial Assistance Working Group reviewed Council's Financial Assistance Scheme. The group agreed to update the guidelines and application forms for the Major and Minor grant program due for release July 2022.

### 1.13 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 1 July 2022	\$ 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 2025	\$10,000 P/A
Devonport Community House	3-year Agreement 30 June 2025	\$18,000 P/A
Devonport Men's Shed	3-year agreement 1 July 2025	\$ 8,000 P/A
Devonport Motor Show	5-year Agreement 29 January 2024	\$ 2,500 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	3-year Agreement 30 June 2025	\$22,000 P/A
Youth and Family & Community Connections	5-year Agreement 29 Jan 2024	Rental agreement/Youth services - in kind funding

Details	End date and length of agreement	Amount – If Applicable
Devonport Chamber of Commerce and Industry	2-year agreement 30 Jun 2024	\$40,000 P/A

## 2. ENVIRONMENTAL SUSTAINABILITY

### 2.1. Friends of Don Reserve

The Friends of Don Reserve collected a ute full of rubbish and planted the riparian zone between Laphorne and Georgiana Streets in June. The degrading of the riparian vegetation had occurred due to residents clearing, dumping of garden waste and clearing for bike tracks.

### 2.2. Winter Planting

Gateway Church planted 600 plants along Pardoe Beach at East Devonport to increase the erosion control from Teatree Lane and extend the native coastal habitat westward. The 20 volunteers contributed 40 hours of planting and are keen to do more work with Council.

### 2.3. Swift Parrot Nest-box project

Council have experienced recent success with the nest-boxes that were installed in Kelcey Tier in 2021. Through regular checking of the boxes with a camera on a pole, Council have been able to trap and euthanise sugar gliders, one of the main predators of the swift parrot. The inspections started noticing gliders in late March. It is suspected this is due to the temperature drop and the boxes offering an appealing home. In June the process of regularly checking the boxes became more efficient with the use of a thermal imaging camera which highlights boxes that are occupied with gliders.

We have now removed 33 gliders from 10 boxes. Industry interest has increased, with some of the carcasses being shipped to a vet from Zoos Victoria for further research. It is hoped DNA evidence of their diet will fill in some knowledge gaps with this invasive species of Tasmania.

## 3. SPORT AND RECREATION DEVELOPMENT

### 3.1 Devonport Cup – Junior Soccer

The annual Devonport Cup was again held over the long weekend in June. This year, the event attracted 90 teams from around the State, the largest participation ever.



Image Credit: Devonport Junior Soccer Club

### 3.2 Major Sporting Events Held

Sporting Event	Dates 2022	Venue
North West Basketball Union Finals	7-11 June	Devonport Recreation Centre
Devonport Junior Soccer Cup	10-12 June	Meercroft Park and Valley Road

### 3.3 Upcoming Major Sporting Events

Sporting Event	Dates 2022	Venue
NW Thunder VS Diamond Valley	TBC	
Australia Cup – Devonport Strikers Vs Wellington Phoenix (A League Club)	3 August	Valley Road Soccer Centre
Indoor Bias Bowls National Championships	20-28 August	Devonport Recreation Centre
Tasmanian Open Squash	TBC	Devonport Recreation Centre
Volleyball State League	TBC	East Devonport Recreation Centre
Tasmanian Master Games	20-23 October	Various venues
Tour of Tasmania Cycling Event	TBC	Spreyton Cider & Devonport Oval
Cold Climate Classic	28-30 October	Meercroft Park

### 3.4 Recreation Centre Participation

Facility	Customers through the Door	
	May 2022	June 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	<b>22,103</b>	<b>19,119</b>

Group bookings for the Recreation Centres are detailed in the following table.

Recreation Usage			
Facility	Room/Ground	Number of Bookings May	Number of Bookings April
Devonport Recreation Centre (DRC)	Judo Room	0	0
	Meeting Room	2	2
	Sauna	85	94
	Squash	35	34
	Stadium	140	138
	Table Tennis Building	42	50
	Youth Centre	127	112
<b>Total DRC</b>		<b>431</b>	<b>430</b>
East Devonport Recreation and Function Centre (EDRFC)	Community Room	0	0
	Stadium	49	42
<b>Total EDRFC</b>		<b>49</b>	<b>42</b>

## 4 EVENTS AND MARKETING

### 4.1 Current projects and forward planning

Devonport Jazz 28 – 31 July 2022

- 22 events (this includes 1 school event closed to the public, 1 workshop, and 1 festival related event)
- 14 different venues involved in the festival
- Regular meetings with Taskforce volunteers



- Negotiations with artists and venues
- Stakeholder engagement
- Ongoing promotion of Devonport Jazz – radio, print, social media, regular newsletters, printed program booklets
- Newsletter audience – 953, Facebook followers – 2071, Instagram followers – 378



*Devonport Jazz program cover, article in The Advocate Saturday 11 June 2022, and Devonport Jazz Instagram page*

#### Devonport Food Festival 1-31 October 2022:

- Name change, previously Devonport Food and Wine
- Spring fling – 30 October at the Devonport Bluff
- Cross promoting with Cold Climate Classic
- Engagement with stakeholders

#### New Year's Eve 31 December 2022:

- Concept: Devonport ... into the future
- Venue: Waterfront Park
- Exploring potential activities and sponsorship opportunities
- Family Fun Fair to be involved

#### External Events for May & June:

- MUA Rally – 1 May
- Solstice Splash – 18 June
- Mersey Mountain Bike Club event – 19 June
- 17 Mall/Market Square permits processed

#### External Events processed for July & August:

- NAIDOC Week March – 8 July
- Musos in the Mall – 30 July
- Australia Cup Game – 3 August
- Missing Persons Week Service – 6 August
- The Light Night Glow Run – 27 August
- Tasmanian indoor Bias Bowls Association – 27 August

### 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 May and June 2022.

**ATTACHMENTS**

Nil

## 6.9 ELECTED MEMBERS EXPENSE REPORT TO 30 JUNE 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 May and June 2022 is detailed below:

#### **Mayor, Cr Annette Rockliff**

- \$ 164 – Mobile (Apr, May, June 2022)
- \$ 216 – Accommodation (Mayor's PD workshop)
- \$ 389 – Mayor's Professional Development workshop
- \$ 497 – LGAT AGM/Professional Development day
- \$ 76 – WxNW Tourism Conference
- \$ 88 – LGAT General Meeting
- \$ 24 – DCCI Breakfast

#### **Deputy Mayor, Cr Alison Jarman**

- \$ 497 – LGAT AGM/Professional Development day
- \$ 225 – LGAT Climate Change Conference
- \$ 24 – DCCI Breakfast

#### **Cr John Alexiou**

- \$ 497 – LGAT AGM/Professional Development day

#### **Cr Peter Hollister**

- \$ 497 – LGAT AGM/Professional Development day

#### **Cr Gerard Enniss**

- \$ 497 – LGAT AGM/Professional Development day

#### **All councillors**

- \$ 1,104 – Digital expenses (Apr, May, June 2022)

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 [**6.9.1** - 1 page]



## 6.10 UNCONFIRMED MINUTES DEVONPORT CITY COUNCIL AUDIT PANEL

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

### RECOMMENDATION

That Council receive and note the unconfirmed minutes of the Audit Panel meeting held on 6 June 2022.

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.6.3 Provide internal and external audit functions to review Council's performance

### SUMMARY

This is a report of the unconfirmed minutes of the Audit Panel meeting held on 6 June 2022.

### BACKGROUND

The Audit Panel is in place to assist Council in fulfilling its oversight responsibilities by providing independent advice and assurance regarding the Council's financial management, risk management, internal control and compliance framework.

In late 2014, Council determined to establish a shared Audit Panel with Central Coast Council.

The Audit Panel of each council comprises two elected members and two independent members. The independent members are appointed jointly by both councils to be shared between each council's Audit Panel.

At the February 2019 Council meeting, it was determined that each audit panel should continue to meet independently, and that the Shared Audit Panel would only meet on an as required basis (Min No 36/19 refers).

### STATUTORY REQUIREMENTS

All councils must have Audit Panels that operate in accordance with Part 8 of Division 4 of the *Local Government Act 1993* (the Act) and the *Local Government (Audit Panels) Order 2014*.

### DISCUSSION

The unconfirmed minutes of the Devonport City Council Audit Panel meeting held on 6 June 2022 are included as a confidential attachment. Matters discussed at the meeting included:

- A report on the recently completed internal audit relating to fraud control;
- An overview of the budget, annual plan and long-term planning process;
- A review of the Asset Revaluation Paper relating to Transport and Buildings asset classes; and
- The Chair presented the 2021 Audit Panel Evaluation to the Panel.

### COMMUNITY ENGAGEMENT

Community engagement was not required for the preparation of this report.

### **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report

### **RISK IMPLICATIONS**

- Political/Governance  
The Audit Panel plays a key oversight role in Council's risk management activities providing elected members with an extra level of comfort that the systems in place are adequate. Within its charter, the primary objectives of the Audit Panel are to consider whether:
  - the annual financial statements of the Council accurately represent the financial position of the Council;
  - the Strategic Plan, Annual Plan, Long Term Financial Management Plan and the Long-Term Strategic Asset Management Plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared are sound and justified;
  - the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position are appropriate;
  - the Council is complying with the provisions of the Act and any other relevant legislation;
  - all strategic and business risks affecting the Council are identified and assessed, and the effectiveness of mitigation controls evaluated; and
  - the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council.

### **CONCLUSION**

The information contained in the report and the unconfirmed minutes of the Audit Panel meeting held on 6 June 2022 (confidential attachment) are presented to Council.

### **ATTACHMENTS**

Audit Panel Unconfirmed Minutes – 6 June 2022 (confidential attachment)

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## **7 SECTION 23 COMMITTEES**

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

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## 8 CLOSED SESSION

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

### RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 27 June 2022	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments – July 2022	15(2)(g)
5.1	Outstanding Debtors – 90 Days and Over Report	15(2)(j)
5.2	Outstanding Debtors – Three Years and Over	15(2)(j)
5.3	Unconfirmed Minutes – Joint Authorities	15(2)(g)
5.4	General Manager's Performance Review	15(2)(a)

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## **9 CLOSURE**