



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, parnapple centre, 137 Rooke Street, Devonport on Monday 22 August 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

17 08 2022

September 2022

Meeting	Date	Commencement Time
Council Meeting	26 September 2022	5:30pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 22 AUGUST 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

Apologies for this meeting have been submitted by Cr Milbourne and Cr Enniss.

2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Council meeting held on 25 July 2022 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

PUBLIC QUESTION TIME

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

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

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the responses to questions from Mr Vellacott at the July 2022 Council meeting, be noted.

ATTACHMENTS

1. Response to Questions Without Notice - 25 July 2022 - Robert Vellacott [**3.2.1.1** - 1 page]

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 Martin, endorse the responses proposed and authorise their release.

Mr Steve Martin - Devonport

A letter containing questions on notice received from Mr Steve Martin on 13 August, is **reproduced as attachment 1**.

Q1 The annual Devonport Australia Day Awards recognises the achievements of community members and groups who have made a significant contribution to the Devonport community. Nominations may be submitted in the categories of Citizen of the Year, Young Citizen of the Year and Community Event of the Year.

The awards reflect values such as the pursuit of excellence, commitment to tolerant and diverse society, a fair go and public service.

With two individual awards, groups are only recognised if a submission is made in the category of Community Event of the Year, i.e. if the group has conducted an event/s. However, sometimes there's not just one committee member or volunteer making a significant impact – it may be a whole group of members and or volunteers that come together to make incredible things happen and it may not be through an event.

There are many local community groups and not for profit organisations that make significant contributions to the welfare of people, the quality of life, the arts, science, the environment and many other fields of endeavour. Such local groups and organisations may not conduct events but still play a vital role for our community, enhancing the social, economic, commercial and environmental prosperity and in making meaningful connections within and outside our community.

It is therefore respectfully asked of Council to officially recognise the extraordinary efforts of our local community and not for profit groups by including the category of The Community Group of the Year Award in the upcoming 2023 Devonport Australia Day Awards and then on in perpetuity.

The importance in recognising and celebrating "groups who have made a significant contribution to the Devonport community" cannot be under estimated, as they generate such a positive impact that helps make our community strong and vibrant.

I look forward to your most positive reply.

Response

Thank you for your suggestion to introduce an additional category to the Devonport Australia Day Awards. Council certainly appreciates the valuable contribution that the many organisations within our City make to the Devonport Community and are always willing to consider ideas and suggestions on how these groups can be recognised and supported. Your suggestion for a specific 'Australia Day Community Group of the Year' award will be listed for consideration by Councillors at the next available workshop.

ATTACHMENTS

1. Question on Notice - August 2022 - Steve Martin - Aust Day Awards [**3.2.2.1** - 2 pages]

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

3.3 QUESTIONS ON NOTICE FROM COUNCILLORS

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

3.4 NOTICES OF MOTION

3.4.1 NAMING OF PUBLIC OPEN SPACE

Author: **Councillor Lynn Laycock**

Endorser: **Matthew Atkins, General Manager**

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

MOTION

That Council (understanding there will most likely be a consultation process) supports the naming of the public open space in front of the Novotel Hotel as LYONS PLAZA to honour notable former Devonport citizens: Joseph Lyons - Tasmania's only ever Prime Minister, and wife Dame Enid Lyons - Tasmania's first woman elected to the House of Representatives and Cabinet.

SUPPORT

Joseph and Dame Enid Lyons's political and family partnership is unmatched in Australia's political history. Devonport, and their house Home Hill, was central to all they achieved. This was where they sought refuge, rest and renewal from public life, and where they contemplated issues facing Australia and the world. Both spoke regularly and publicly about the significance Devonport and Home Hill to their lives.

Dame Enid described her return to Devonport and Home Hill after a short period of living in Hobart while Joe was Premier of Tasmania:

'There had been a wonderful moment on the road where the forest ended abruptly and we came to open country within sight of the sea. Even today, as I approach the spot on a homecoming journey, memory never fails to recall the scene and the sensations of that morning long ago. The mounting excitement of the children, our own feelings as we approached the goal of our hopes, and then, suddenly, the sight of the lovely rolling farmlands warm in the spring sunshine, and the distant shimmering sea.

A few more miles and we came to our Shangri-la. Nothing disappointed us. Nothing I believe, could have disappointed us. ...the wide free acres for the children, the trees, the birds; and for Joe and me the restfulness of familiar scenes, the quiet, and the freedom from the exhausting round of public engagements, these things made it Paradise indeed.'

OFFICER'S COMMENTS

In addition to section 14 of the *Place Names Act 2020*, establishing Council's status as a responsible authority for nominating place names under this enabling legislation, the Devonport City Council has an established *Commemorative Seat Policy* and associated Procedure which includes consideration of the naming of public spaces within the municipality for commemorative purposes.

Section 5 of the Council Policy deals with the naming of public spaces, and section 7 of the Procedure identifies the consideration of a community consultation process, as foreshadowed in the Notice of Motion.

While "Waterfront Park" has been the adopted 'working title' for the project delivery stage of the new parkland, this name is not considered to be the inevitable choice for permanent attribution to the newly created space(s). Given the significance of the project and new spaces created for the City, it is recommended that a naming process for this new public space be subject to a robust consultation process.

Council Officers recommend undertaking a consultation process, via our online community consultation platform, and suitably promoted on our established communication channels and within the local media.

On this basis, Councillors may wish to consider an alternative motion such as:

Alternative Motion

"That Council hold a workshop to determine the process for naming the area currently known as 'Waterfront Park' noting that the process should include suitable public consultation and LYONS PLAZA be included as one of the names presented for public consideration."

ATTACHMENTS

Nil

4 PLANNING AUTHORITY MATTERS

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

5 REPORTS

5.1 TENDER REPORT CONTRACT CT0332 GEORGE ST / WILLIAM ST ROADWORKS

Author: **Shannon Eade, Project Management Officer**
Endorser: **Matthew Skirving, Executive Manager City Growth**

RECOMMENDATION

That Council in relation to Contract CT0332 George St / William St Roadworks:

- a) award the contract to Hardings Hotmix Pty Ltd for the tendered sum of \$326,050 (ex GST);
- b) note project design, management and administration costs for the project are estimated at \$18,000 (ex GST);
- c) note utility and other costs for the project are \$26,500 (ex GST); and
- d) note a construction contingency of \$48,908 (ex GST) is included.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards

SUMMARY

This report seeks approval to award Contract CT0332 George St/William St Roadworks to Hardings Hotmix Pty Ltd.

BACKGROUND

This report considers tenders received for "George St / William St Roadworks" listed within the 2022/23 capital expenditure budget.

A design has been prepared that meets the identified objectives for the project. The scope of work includes:

- Kerb & Channel replacing damaged and misaligned kerb
- Footpath works to link new kerb access ramps
- Kerb access ramps to improve pedestrian access
- New road surface and pavement upgrades
- Upgrade stormwater management to reduce flooding on the road

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

A Tender Planning and Evaluation Committee was formed to evaluate all tenders received. The Tender Planning and Evaluation Committee minutes are available for viewing by Councillors upon request.

Tenders were received from three companies. All tenders are summarised in table 1:

TABLE 1

No.	Tender	Total Price (ex GST)
1	Hardings Hotmix	\$326,050
2	Walters Construction	\$349,824
3	Treloar Transport	\$362,475

The Tender Planning and Evaluation Committee has considered each of the selection criteria and Hardings Hotmix Pty Ltd were ranked highest overall and therefore offers Council the best value for money.

COMMUNITY ENGAGEMENT

A public advertisement calling for tenders was placed in The Advocate Newspaper on 9 July 2022 and tenders were also advertised on Council's website.

FINANCIAL IMPLICATIONS

The 2022/23 capital expenditure budget includes an allocation for the "CT0332 George St/William St Roadworks" project of \$460,000. The tender received from Hardings Hotmix Pty Ltd is \$326,050.

The breakdown of the forecast expenditure for this project is summarised in table 2.

TABLE 2

No.	Tender	Budget (ex GST)
1	CT0332	\$326,050
2	Project design, management, administration	\$18,000
3	Construction contingency (15%)	\$48,908
4	Plants	\$1,500
5	Utilities	\$25,000
		\$419,458

RISK IMPLICATIONS

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

CONCLUSION

It is recommended that Hardings Hotmix Pty Ltd offer "best overall value" and should therefore be awarded the Contract CT0332 George St / William St Roadworks.

ATTACHMENTS

Nil

5.2 TENDER REPORT CONTRACT CT0333-01 SUPPLY, DELIVERY AND PLACEMENT OF HOTMIX ASPHALT

Author: **Shannon Eade, Project Management Officer**
Endorser: **Matthew Skirving, Executive Manager City Growth**

RECOMMENDATION

That Council, in relation to Contract CT0333-01 for the Supply, Delivery and Placement of Hotmix Asphalt Sealing Services:

- a) award the contract to Roadways Pty Ltd based on their submitted schedule of rates;
- b) note that additional roads may be added to the scope of work on a priority basis throughout the financial year, up to the total available capital program budget allocation; and
- c) note the associated design, project management, and reseal preparation costs that will be incurred in association with this contract.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards

SUMMARY

This report seeks Council's approval to award Contract CT0333-01 for the supply, delivery and placement of hotmix asphalt sealing to Roadways Pty Ltd.

BACKGROUND

This contract relates to the hotmix asphalt component within the "Reseal Program 2022-2023" listed in the capital works program, and the associated reseal preparation work which is included as an operational budget allocation. These budget allocations are required to deliver both Contracts CT0333-01 (Asphalt Reseals) and CT0333-02 (Sprayed Bituminous Surfacing).

A separate Tender Report for CT0333-02 is included in this meeting agenda for consideration by Council.

Sites were selected by considering the condition of both the seal and underlying pavement asset, the rate of deterioration, recent maintenance history, general vehicle traffic, and heavy vehicle traffic volumes.

Tenderers were asked to submit prices for the following prioritised list of roads requiring resealing:

- Best & Ronald RAB
- William St: Madden - Nicholls
- Forbes St: Steele St - Harold St
- Gunn St: Oldaker St - Best St
- Don Road: Sorell St - No 2-8
- Tugrah Rd and Forest Heights intersection
- Clayton drive intersection

Tenderers were also asked to provide rates for supply only of asphalt materials, supply and placement of asphalt materials, and milling and road edge treatments associated with hotmix sealing work that can also be utilised on other Council projects throughout the year.

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

A Tender Planning and Evaluation Committee was formed to evaluate all tenders received.

The Tender Planning and Evaluation Committee minutes are available for viewing by Councillors upon request.

Tenders were received from three companies. All tenders are summarised in Table 1:

Table 1 – Tender Submission Details

	Roadways P/L	Fulton Hogan P/L	Hardings Hotmix P/L
Tendered Price	\$399,711	\$420,203	\$433,083

As highlighted in Table 1, Roadways Pty Ltd (\$399,711) is the lowest priced tender submission. The Tender Planning and Evaluation Committee has considered each of the selection criteria and Roadways Pty Ltd were ranked highest overall and therefore demonstrated best value for money outcome for Council.

COMMUNITY ENGAGEMENT

A public advertisement calling for tenders was placed in The Advocate Newspaper on 2 July 2022 and tenders were also advertised on Council's website.

FINANCIAL IMPLICATIONS

The available capital and operational budget allocations for preparation and reseal works is required to deliver contracts CT0333-01 and CT0333-02. The budget allocations are shown in Table 2.

TABLE 2 - Available Budget Allocations

No.	Description	Budget (ex GST)
1	Reseal work (capital budget)	\$660,000
2	Reseal work (capital budget) - 20/21 carry forward	\$40,000
3	Reseal preparation (operational budget)	\$135,000

The forecast capital expenditure is shown in Table 3 below.

TABLE 3 - Capital Costs

No.	Description	Forecast (ex GST)
1	Contract CT0333-01	\$399,711
2	DSG Traffic Loops	\$8,000
3	Project management costs (estimated)	\$9,000
	TOTAL	\$416,711

The forecast capital expenditure of \$416,711 leaves \$283,289 available for the delivery of the capital works component of Contract CT0333-02 sprayed bituminous surfacing.

Additional reseal sites may be added to the scope of work based on the accepted schedule of rates, and up to the total available capital budget allocation.

No additional operational expenditure is required for Contract CT0333-02.

RISK IMPLICATIONS

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

The tender specification makes provision for rise and fall adjustments in the contract rates.

This inclusion to the contract lessens the risk to both Council and the Contractor during periods of oil and bitumen price volatility.

CONCLUSION

Considering the selection criteria assessment and the tendered rates, the Tender Planning and Evaluation Committee has determined that Roadways Pty Ltd has achieved the highest total score and is therefore most likely to offer 'best value' in relation to Contract CT0333-01.

ATTACHMENTS

Nil

5.3 TENDER REPORT CONTRACT CT0333-02 SUPPLY, DELIVERY AND PLACEMENT OF SPRAYED BITUMINOUS SURFACING

Author: **Shannon Eade, Project Management Officer**
Endorser: **Matthew Skirving, Executive Manager City Growth**

RECOMMENDATION

That Council, in relation to Contract CT0333-02 – Supply, Delivery and Placement of Sprayed Bituminous Surfacing Services:

- a. award the contract to Hardings Hotmix based on their submitted schedule of rates;
- b. note that additional roads may be added to the scope of work on a priority basis throughout the financial year, up to the total available capital expenditure budget allocation; and
- c. note the associated design, project management, and reseal preparation costs that will be incurred in association with this contract.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards

SUMMARY

This report seeks Council's approval to award Contract CT0333-02 for the supply, delivery and placement of sprayed bituminous surfacing to Hardings Hotmix.

BACKGROUND

This contract relates to the spray seal component within the "Reseal Program 2022-2023" listed in the 2022/23 capital works program, and the associated reseal preparation work which has an operational budget allocation. These budget allocations are required to deliver both Contracts CT0333-01 (Asphalt Reseals) and CT0333-02 (Sprayed Bituminous Surfacing). A separate Tender Report for CT0333-01 is included in this meeting agenda for consideration by Council.

Sites were selected by considering the condition of the seal asset and the underlying pavement asset, the rate of deterioration, recent maintenance history, general traffic volume and heavy vehicle traffic volume.

Tenderers were asked to submit prices for the following prioritised list of roads requiring resealing:

- Caroline and Torquay Rd intersection Road
- Torquay Rd: Caroline to Oak Court
- Kelcey Tier Rd: Bishops Rd - No127
- Sorell St: Best St - Steele St
- Turton St: Forbes St - Hiller St
- Turton St: Hiller St – McFie
- Turton St: Mc Fie St - Wenvoe St
- Buster Rd: Melrose to Gravel pit
- River Road: Ambleside place to Bayview Ave
- Wenvoe St: Steele St to carpark

- Leila Avenue
- Clayton Drive
- Devonport Oval (carpark)
- Percy St: Best St to Steele St

The reseal preparation work includes pavement repairs and adjustment of manhole lids on the roads to be resealed to ensure that the useful life of the new seal is maximised. One contractor has control over the delivery of both components of the work and can schedule the work to ensure the best quality and least disruption.

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 Tender Planning and Evaluation Committee minutes are available for viewing by Councillors upon request.

Tenders were received from three companies. All tenders are summarised in Table 1 below:

TABLE 1 - Tender Submission Details

	Hardings Hotmix		Fulton Hogan Pty Ltd		Roadways Pty Ltd	
	Reseal	Prep	Reseal	Prep	Reseal	Prep
	\$271,477	\$32,310	\$287,084	\$41,569	\$361,481	\$49,809
Tendered Price	\$303,787		\$328,653		\$411,290	

As highlighted in Table 1, Hardings Hotmix (\$303,787) is the lowest tender. The Tender Planning and Evaluation Committee have considered each of the selection criteria and Hardings Hotmix has ranked highest overall and therefore offer Council best value for money.

COMMUNITY ENGAGEMENT

A public advertisement calling for tenders was placed in The Advocate Newspaper on 2 July 2022 and tenders were also advertised on Council's website.

FINANCIAL IMPLICATIONS

The available capital and operational budget allocations for reseal preparation and reseals is required to deliver contracts CT0333-01 and CT0333-02. A portion of these allocations is required to deliver Contract CT0333-01. This is discussed in a separate report.

The remaining budget allocations for Contract CT0333 are shown in Table 2.

TABLE 2 - Available Budget Allocations

No.	Description	Remaining Budget (ex GST)
1	Reseal work (capital budget)	\$283,289
2	Reseal preparation (operational budget)	\$135,000

The forecast capital expenditure is shown in Table 3.

TABLE 3 - Capital Costs

No.	Description	Forecast (ex GST)
1	Contract CT0333-02	\$271,477
2	Project management costs (estimated)	\$9,000
	TOTAL	\$280,477

The capital expenditure component of the project can be accommodated within the available budget.

Additional reseal sites may be added to the scope of work based on the accepted schedule of rates up to the capital budget allocation.

The forecast operational expenditure is shown in Table 4.

TABLE 4 - Operation Costs

No.	Description	Forecast (ex GST)
1	Contract CT0333-02	\$32,310
2	Contingency	\$16,155
	TOTAL	\$48,465

The operational expenditure component of the project can be accommodated within the available budget.

RISK IMPLICATIONS

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

The tender specification also makes provision for rise and fall adjustments in the contract rate. This is a sensible inclusion to the contract to lessen the risk to both Council and the Contractor during periods of oil and bitumen price volatility.

A contingency of 10% has been included on the capital expenditure component as the risk of unforeseen variations is low. However, on previous reseal contracts, there have been scope increases.

A contingency of 50% has been included on the operational expenditure component as the risk of unforeseen variations is significant. On previous reseal preparation work packages, there has been scope increases as assets approaching the end of life can deteriorate quickly.

CONCLUSION

Considering the selection criteria assessment and the tendered rates, the Tender Planning and Evaluation Committee has determined that Hardings Hotmix has achieved the highest total score and is therefore most likely to offer "best value" in relation to Contract CT0333-02.

ATTACHMENTS

Nil

5.4 REQUEST TO ACQUIRE TITLE - CT44775/1 - 12A STONY RISE ROAD

Author: **Claire Jordan, Governance Officer**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council note the report regarding Council owned land at 12A Stony Rise Road, Quoiba and authorise the General Manager to negotiate and execute a sale contract for the land with Fairbrother Pty Ltd based on a sale price of \$45,000 (exc. GST).

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 3.4.1 Work in partnership with industry and government to identify needs of business and industry to pursue opportunities, which fosters economic development in the area

SUMMARY

The purpose of this report is to consider the disposal of Council owned land at 12A Stony Rise Road, Quoiba to Fairbrother Pty Ltd.

BACKGROUND

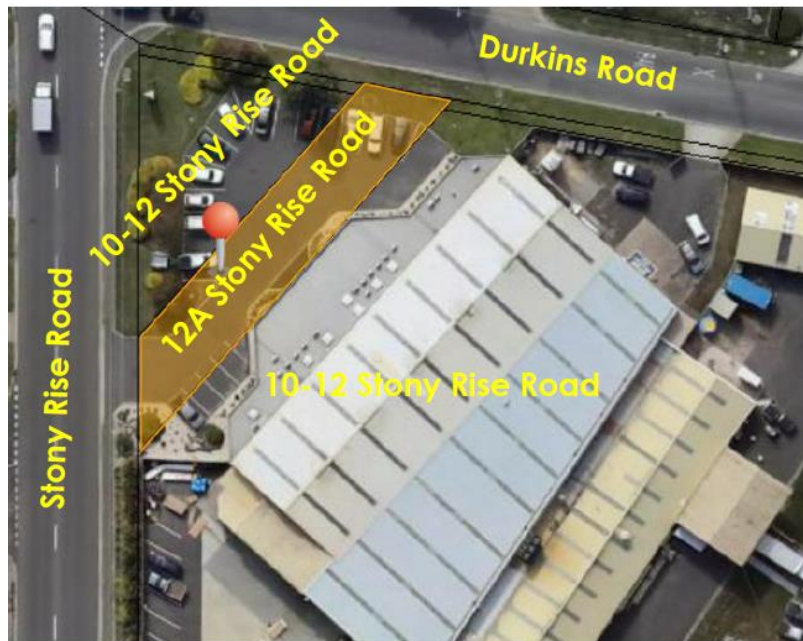
Council received a request in March 2022 from Fairbrother Pty Ltd, expressing interest in the purchase of a parcel of Council owned land that dissects their property at 10-12 Stony Rise Road, Quoiba. The purchase of Certificate of Title (CT44775/1) for 12A Stony Rise Road, would enable Fairbrother Pty Ltd to adhere their two existing Titles (CT 8459/8 and CT 111981/1), to CT44775/1, to facilitate future development of the site.

It appears that this particular land parcel was originally intended for the carriage of water supply infrastructure. The associated folio text (included with the Certificate of Title as attachments to this report) makes similar reference to this original intended purpose. This conclusion is also supported by the general alignment of the similar land parcel/corridor located on the western side of Stony Rise Road, which extends in a south-westerly direction as far as the Spreyton Racecourse. This corridor on the western side of Stony Rise Road is shown to contain reticulated water supply infrastructure.

Whilst the alignment/carriage of water supply infrastructure may have been the original purpose of this land parcel, it is evident that it has no existing function for that purpose. This has been confirmed by TasWater, who have assessed the request to acquire Title CT44775/1, and found there is no infrastructure dissecting the Title, and that there is no future asset renewal or augmentation plan that requires infrastructure to dissect the Title.

A review of Council's GIS mapping also did not reveal any stormwater infrastructure located within this land parcel.

The Title does not appear on Council's Public Land Register, nor does it appear to have been intended for public land purposes.



A valuation was undertaken by Opteon in June 2022. The valuation report is provided as a confidential attachment to the Agenda. The land has little value to Council, and no prospects for Council or public use. It is currently informally used by Fairbrother Pty Ltd as part of their facility's car park, and if acquired by the prospective purchaser, would facilitate the redevelopment of their site and support further investment in their business operations.

STATUTORY REQUIREMENTS

Section 177 of the *Local Government Act 1993* (the Act) outlines the requirements Council must follow for the sale of Council owned land.

"Section 177. Sale and disposal of land

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

DISCUSSION

As Council does not currently utilise this land parcel, nor has any proposed or future use, there is no impediment to proceeding with the sale of the land to Fairbrother Pty Ltd, subject to Fairbrother Pty Ltd agreeing to the sale price.

The sale of the land, currently used by Fairbrother Pty Ltd, will enable the business to undertake expansion at the site from a property ownership perspective, with the adhesion of the three titles located within the property boundary of 10-12 Stony Rise Road, Quoiba, a predicator for any future development works at the site.

Council has met its requirements under the *Local Government Act 1993*, by way of obtaining an independent valuation of the land parcel, and as such, may proceed with negotiations for the sale of the land to Fairbrother Pty Ltd. Further, it has been confirmed that there is no existing pipeline infrastructure located within the land parcel, nor any future requirement for it to be used for such purpose.

This parcel of land affords little value to Council and is not required for any future public use.

COMMUNITY ENGAGEMENT

There is no community engagement as a result of this report. The land is Council owned land rather than public land, and therefore there is no consultation required under the *Local Government Act 1993*.

FINANCIAL IMPLICATIONS

Sale of the unused land would return a sum to Council (as determined by valuation).

A current market valuation was undertaken by a licensed valuer and a copy is provided as a confidential attachment.

RISK IMPLICATIONS

There are no known risk implications from the sale of this land, as it is currently not utilised for any purpose, nor has Council identified it for any future use. The land dissects two parcels of land (CT 8459/8 and CT 111981/1) which are currently owned by Fairbrother Pty Ltd.

CONCLUSION

Council has been approached by Fairbrother Pty Ltd, seeking Council's interest in selling CT44775/1 to Fairbrother Pty Ltd, to enable all titles within the property boundary of 10-12 Stony Rise Road, Quoiba, to be adhered, enabling any future development of the site to be supported from a property ownership perspective.

ATTACHMENTS

1. DCC - Letter of Offer C T 44775-1 [**5.4.1** - 2 pages]
2. Folio Text-44775-1 - 12 A Stony Rise Road [**5.4.2** - 1 page]
3. Folio Plan-44775-1 - 12 A Stony Rise Road [**5.4.3** - 1 page]

Report NA 12 A Stony Rise Road Quoiba (Confidential Attachment)

5.5 BLACK BOX STUDIO

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

RECOMMENDATION

That Council identify the development of Market Square Pavilion as the preferred location for a parnaple black box studio and progress the concept and preliminary design work to present the project for suitable external funding opportunities.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 3.2.1 Support tourism through the provision of well-designed and managed infrastructure and facilities
- Strategy 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability

SUMMARY

This report provides Council with information relating to the feasibility of a new venue within the parnaple precinct, to support and increase Council's capacity to meet the needs of the performing arts and MICE (meetings, incentives, conferences, and exhibitions) sectors. The type of venue is commonly referred to as a black box theatre or black box studio.

BACKGROUND

The idea of a black box theatre was first raised by respondents to the Living City Master Plan during the community consultation process. At the time, the idea was in keeping with the LIVING CITY strategy and seemingly had general support from within Council. So much so, that in 2018 the redevelopment of the Devonport Entertainment and Convention Centre (DECC), included provisions for a 250-seat black box theatre to be constructed above the current customer service area of the parnaple arts centre. Provisions built at the time included: a concrete floor that forms the ceiling of the Main Gallery and foyer space; an internal stairwell void currently concealed in the ceiling of the arts avenue; concrete piers installed in the current foyer to support the structure; and a lightweight façade above the customer service entry point and Main Gallery, to be easily dismantled in the future.

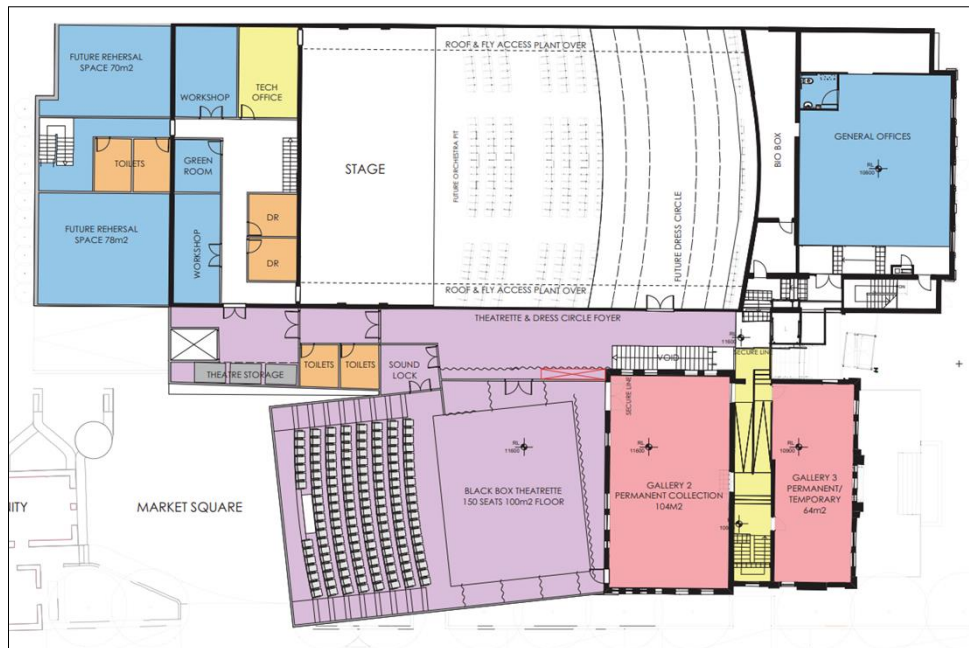


Figure 1: paranable arts centre Black Box Theatre concept (credit: Birrelli Architects)

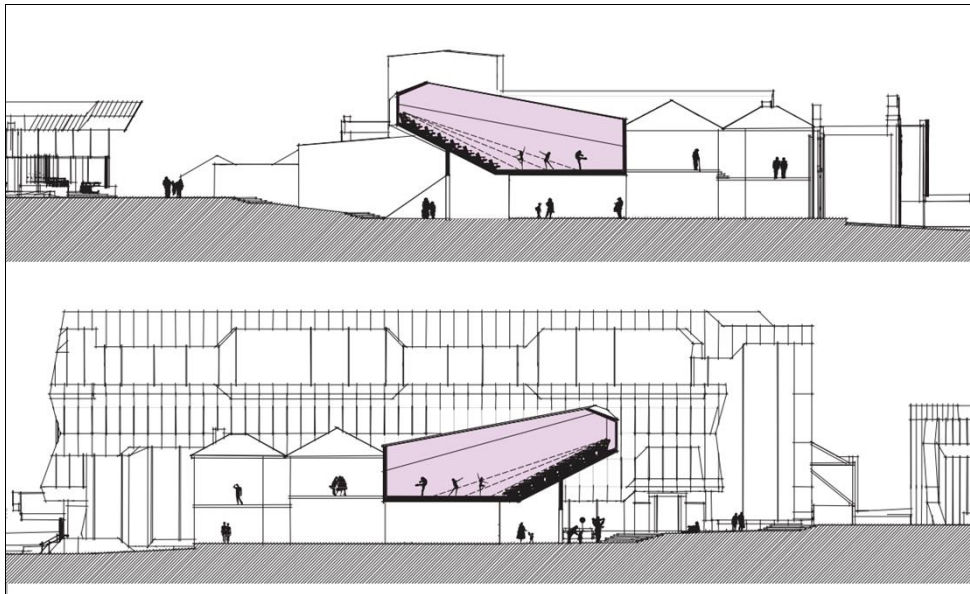


Figure 2: paranable arts centre Black Box Theatre concept (credit: Birrelli Architects)

The 2018 development led to the DECC being renamed the paranable arts centre, in-keeping with the surrounding precinct that includes the paranable centre, Market Square and Market Square Pavilion. The arts centre houses the Town Hall Theatre, Devonport Regional Gallery and Visitor Information Centre. The centre's programming has contributed to Devonport's renewed identity as a progressive arts city. This is evident in the 2020 relocation of RANT Arts, and independent arts organisation formally based in Launceston, who decided to move their operation to Devonport. More recently, Devonport has been able to attract major cultural events, as example, the international wearable paper art competition, Paper on Skin.

Council will likely be able to capitalise on this recent success and expand its operations in the precinct. Working fluidly throughout available spaces, suited to individual event requirements.

Furthermore, the paranable convention centre, a business unit servicing the MICE sector, is experiencing significant growth. That growth is demonstratable in the increased activity

across all room types, and the level of interest from intrastate and interstate clients. This interest is likely to grow as the new Novotel hotel located in the adjacent Waterfront Park begins operating in late 2022.

The convention centre facilities frequently operate at capacity, and at times, have not been able to accommodate clients due to the lack of space or availability.

Therefore, it is timely to revisit the black box theatre concept and consider its potential impact to the performing arts and the MICE markets. In addition, it is prudent to consider the location of any potential development to best align with the breadth of Council's operations.

Recently, due to the growth of the parnaple convention centre, Council engaged Tim Long, Hawkrige Entertainment Services to provide an overview of the operations to date.

His report considers an alternate location for a potential black box theatre; Market Square Pavilion.

Importantly, a redevelopment of Market Square Pavilion would seek to improve the venue for performing arts and MICE events, whilst aiming to maintain the venue's suitability for the existing activities, such as evening markets.

Devonport is ideally located for a black box studio. If constructed, it would be the only venue of its type located in North-West Tasmania. Furthermore, there are few professionally operated black box studios, for hire in Tasmania:

Space	Location	Seating	Operator	Operator
Earl Arts Centre	Launceston	184	Theatre North	Independent Org.
Studio Theatre	Hobart	284 (350-210)	Theatre Royal	Independent Org.
Peacock Theatre	Hobart	131	Salamanca Arts	Independent Org.
Meander Valley Performing Arts Centre	Deloraine	120	Meander Valley Council	Local Government

Table 1: Black Box Theatres, Tasmania

STATUTORY REQUIREMENTS

There are no statutory requirements associated with this report.

DISCUSSION

The term, black box theatre, was first used by the American theatre sector in the early part of the twenty-first century, making the concept comparatively new in theatre terms. The style of space was developed to support an increase in smaller, more intimate performances that were unsuitable for proscenium arch theatres. A traditional proscenium arch theatre consists of the audience sitting in fixed, normally raked seating, to one side of an arch, or window. On the other side of the window is the raised stage. The parnaple arts centre's Town Hall Theatre is an example of a traditional proscenium arch theatre.

Hireable proscenium arch theatres located in North-West Tasmania include:

Space	Location	Seating	Operator
Town Hall Theatre	Devonport	400	Devonport City Council
Leven Theatre	Ulverstone	240	Central Coast Council
Arts Theatre	Burnie	363	Burnie City Council

Table 2: Proscenium Arch Theatres, North-West Tasmania

A black box theatre is typically square, or rectangle in shape with a flat floor and the provision for some form of seating that is removable or retractable. Importantly, a black box theatre should be flexible enough to permit a wide variety of uses and configurations.

The name derives from the common, but not always painted black walls. This reduces the reflection of light, therefore making the space suitable for events that require an audience to focus on a certain activity, for example live performance or film presentations.



Figure 3: Typical Black Box Theatre configuration



Figure 4: Example of retractable seating in Black Box Theatre

Considering the breadth of activity already undertaken, Council would require a highly flexible venue. The paranple convention centre has limited availability for 50-100 seat meeting rooms. As example, the Aberdeen Room has averaged 8.5 events, for every 10 days throughout 2022. Likewise, Council is experiencing competing requests for the Aberdeen and Quoiba room, and for smaller events in the paranple convention centre and Market Square Pavilion.

This report has identified the following use categories of a black box theatre/studio, relative to Council's existing operations:

1. Performing Arts

The North-West region has a high number of performing arts organisations compared to other regions of Tasmania. There is 16 professional and community performing arts organisations based between Devonport and Wynyard. In addition, many local senior secondary schools, including Don College, Devonport

High School and St Brendan Shaw College, support a drama program. It is known that many North-West organisations currently use improvised performance spaces, such as gymnasiums, church halls and converted office spaces.

Council would also seek to program its own performances in a black box theatre. The paranapple arts centre currently presents an entrepreneurial season of performing arts events and has an established reputation for presenting professional touring content. However, not all content sourced by the paranapple arts centre is suitable for the Town Hall Theatre. This has been both detrimental to performances and future audience development.

A smaller, more intimate venue would be ideal to broaden the range of productions on offer. The type of programming could include naturalistic theatre, one act plays, contemporary dance, solo and ensemble instrumental and vocal concerts. A black box theatre would also be suited to the Devonport Eisteddfod competitions.

2. MICE sector (Meetings, Incentives, Conferences, Exhibitions/Expos)

Council would seek to promote a black box studio to both the performing arts and MICE markets. The success of the paranapple convention centre and associated meeting room business throughout the paranapple centre has highlighted a need for additional meeting rooms. For example, an appropriately developed black box studio would be suitable for:

- Breakout/Plenary room for larger conferences and events
- Keynote Sessions
- Presentations and Lectures
- Professional Development Courses
- Training Courses
- Recreational Classes
- Regional Business/Corporate Presentations and Workshops
- Staff meetings

The interstate MICE sector is a strategic target market for the paranapple convention centre. A black box studio will undoubtedly increase the attractiveness of Devonport to host large interstate events.

Regarding large scale exhibitions, the current level of usage of the Devonport Regional Gallery does not allow for an extended 10-week major travelling exhibition. Likewise, the consistent usage of the paranapple convention centre would not permit an extended period of single usage. Within the region, it has been demonstrated that major travelling exhibitions, such as the *Da Vinci Machines* (Burnie 2014, approximately 10,000 visitation), can provide a significant tourism economic, and cultural impact in the region, particular throughout the holiday summer period. This is often a down period for the performing arts sector. Council would have the option to use a black box studio for major travelling exhibitions, such as the *Da Vinci Machines*, which do not require museum air handling standards.

3. Education Sector

A black box studio would provide for a lecture theatre enabling in-person instruction or remote presentations. This may attract providers, such as the University of Tasmania, to provide remote learning in Devonport.

4. Themed Dinners

Past clients of the paranapple convention centre have used Market Square Pavilion for dinners. Anecdotally, conference organisers prefer to host conference dinners outside of the day venue. For example, a conference organiser is reluctant to agree to a full day event in the paranapple convention centre and dinner in the same venue.

Market Square Pavilion is of interest to conference organisers because is located close by but separate from the main venue. However, the venue has limitations, including noise intrusion and isolation from other events in the precinct.

Therefore, it would be important to consider a black box studio development as a dinner venue, to increase the paranapple convention centre's conference package.

5. Film Screening

Currently, the North-West Film Society hires the paranapple convention centre monthly. The seating is individual banquet chairs, positioned on the flat floor. This is a resource-heavy setup. It is likely the North-West Film Society would prefer a black box studio to a flat floor venue.

In addition to the North-West Film society, Central Coast Film Society and Art Screen Events may be encouraged to utilise a facility in Devonport.

6. Markets/Alternative Uses

As proposed in this report, an alternate site to the paranapple arts centre for a black box studio is Market Square Pavilion. With the appropriate engineering, mechanical systems, and by maintaining patron circulation, it is foreseeable that Market Square Pavilion could still accommodate much of its existing activity.

Development and Location

As per the concept in 2018, the paranapple arts centre was considered as a location for a black box theatre/studio. Since that time, the precinct has evolved, and a third party, Tim Long, Hawkrigde Entertainment Services, has provided justification for an alternate location, Market Square Pavilion:

A Studio space has been proposed as an addition to the Paranapple Arts Centre. This report does not outline the benefits of such a space from an Arts delivery perspective although they are likely to be numerous. Depending on the design of the studio space it could be utilised as an additional breakout space for conferences and events.

There is however also the potential of enclosing part of the Market Square Pavilion to accommodate the studio space into the currently available area. The outline provided is very crude and further investigation of whether the proposed studio space would fit, would need to be analysed. There would be some immediate benefits which would include:

- *Lower cost of construction (than building on top of the Paranapple Arts Centre)*
- *Activation of a low utilised space*
- *Activation of the area.*

The footprint of the Market Square Pavilion may need to change with the requirement to move some switchboards and wiring, analysis on how to access the amenities as well as thought on how to get patrons in and out of the studio in the

most effective way. Further analysis and design would be needed to be undertaken by an architect with support from the relevant services.

In addition, consultation would be required with the existing tenancies to ensure their support for the proposal and redevelopment. It is thought however that given that it is likely to have positive impacts on their business through additional customers, they are likely to be supportive.

Tim Long, Hawkrigge Entertainment Services, 2022

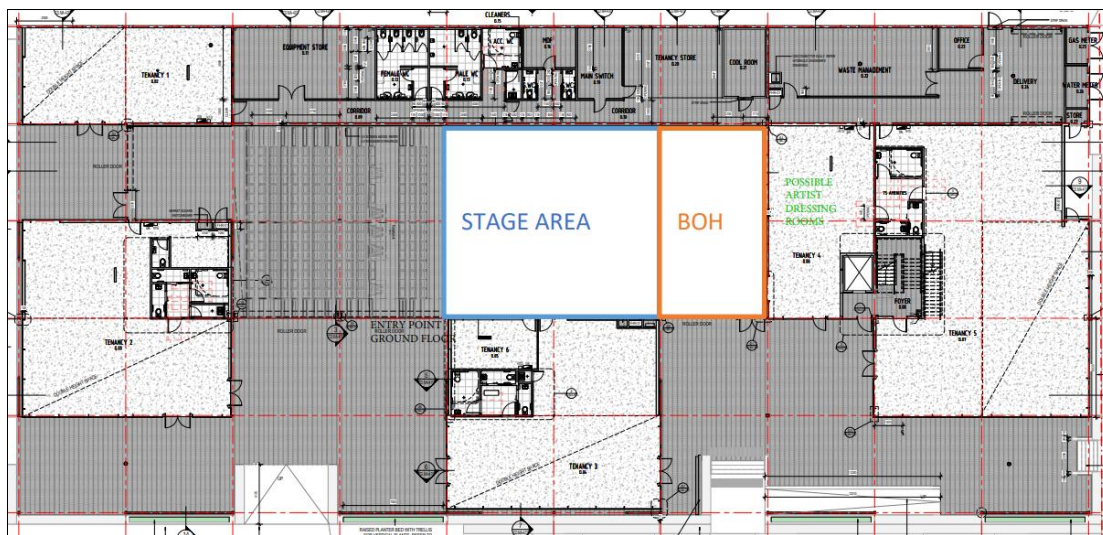


Figure 5: Market Square Pavilion concept (credit: Tim Long, Hawkrigge Entertainment Services)

Both sites present challenges, however developing the arts centre is likely to require significantly greater expenditure. As an example, a freight elevator would be required to reach the upper level of the venue, and it is likely that the existing plant deck would need to be reclaimed resulting in the relocation of existing mechanical plant. Construction would also be disruptive to Market Square users.

The alternative, Market Square Pavilion, would be better to provide autonomous access for users (street access), and if the design scope included retractable seating and ability to maintain patron circulation through the building, much of the existing activity should be possible. The aim of the redevelopment would be to make the venue more conducive to the performing arts and MICE sectors, whilst maintaining its ability to accommodate themed dinners, markets, and social events. The construction costs are likely to be lower than the paranple arts centre concept.

It is feasible to assume that redeveloping Market Square Pavilion would address noise issues and provide more privacy for all users.

If constructed, a black box theatre/studio would likely be managed by Council utilising existing resources.

The following table provides an indicative revenue summary, based on varied use. It is realistic to assume that at least five, or more, performing arts organisations would hire the space annually for seasonal productions. The MICE sector usage assumption is based on 30% of the current usage of the Aberdeen Room.

Type of Event	Days	Daily Rate	Total
Rehearsal Days	50	\$200	\$10,000
Performance Days	25	\$500	\$12,500
MICE Sector	100	\$500	\$50,000
Film Screenings	12	\$200	\$2,400
TOTAL	212 Days (58%)		\$74,900

Table 3: Indicative hire revenue

Operating expenses will only be determined once final building and fit-out costs are known. The construction costs and mechanical fit-out will have the greatest impact on the financial feasibility of operating a black box studio, as the depreciation will likely form the greatest operational expense. A rudimentary analysis can determine that the most favourable operating position would be based on the lowest construction and fit-out costs.

Detailed plans, for either site, are not available. Council officers estimate a conservative cost of \$5M for construction atop of the paranapple arts centre, as per the concept in 2018. This is partly based on the elevated work area. Conversely, construction within the Market Square Pavilion is likely to be significantly less, due to existing building infrastructure and reduced mechanical requirements. Council staff estimate the cost of redeveloping Market Square Pavilion to be half, or even less than half that of developing the paranapple arts centre site.

Increasing the capacity of Council to facilitate activity in the precinct will have an economic impact. Based on the TVS (Tasmanian Visitor Survey) data, a 2-day, 200pax association conference in Devonport has the potential to generate \$75K in economic benefit for providers in the region.

In addition, performing arts patrons are likely to generate economic benefits to the surrounding food and beverage operators through pre and post show dining.

Case Study: Earl Arts Centre

Theatre North, the operator of the Princess Theatre and Earl Arts Centre in Launceston, have reported that the Earl Arts Centre attracts more hire days than the Princess Theatre, by a lower number of hirers.

Theatre North provided:

"The Earl is regularly used for longer runs of community theatre shows

Youth Theatres and Schools. Additionally, once, or twice a year Launceston College or the Competitions will hire the Earl as overflow dressing room space for the Princess Theatre. It is also used quite regularly for workshops, launches, trivia nights, professional developments etc."

"The Earl Arts is a low-cost, hirer-friendly, well-equipped theatre that has been, and remains, accessible to emerging theatre makers to produce new work. Similarly, it is a space in which established companies can affordably stage work that is not 'block buster' in nature. Indeed, the Earl is so popular with hirers that within two days of opening our 2023 booking sheet, nearly 50% of dates were booked."

"Additionally, the local theatre community has convened a steering committee to explore options for a second black box space in Launceston." Theatre North

COMMUNITY ENGAGEMENT

The community raised a black box theatre during the Living City Master Plan community consultation process.

Additional community engagement has not formed part of this report.

FINANCIAL IMPLICATIONS

This report's recommendation is to develop suitable, costed plans for the redevelopment of Market Square Pavilion to accommodate the performing arts and MICE sector. This will result in an un-budgeted operational expense in 2022/23 Operational Budget. The additional costs are likely to be accommodated in the paranapple arts centre budget.

Furthermore, this report proposes a new venue and additional capital expenditure. This capital expenditure will inform the assessment of operational costs for the venue.

The capital costs will be presented as part of a future capital works program for assessment. However, Council will be seeking external funding for the project.

RISK IMPLICATIONS

Council will need to devise an appropriate engagement strategy for key stakeholders and the broader community. The engagement strategy will need to consider existing activities and potential changes to the current operations of the facility. The aim would be to make the venue more appropriate for the performing arts and MICE sectors.

CONCLUSION

This report seeks to secure support for a black box theatre/studio in the paranapple precinct, and progress to detailed and costed plans for the redevelopment of Market Square Pavilion. Once appropriately costed, an accurate operational budget can be determined and provided to Council.

A black box theatre/studio based in the paranapple precinct would allow Council to offer a multi-tier, flexible performance/MICE package, including an 800-seat convention centre, 400 seat proscenium arch theatre, a smaller 150-250 seat black box theatre/studio and selection of meeting rooms of various sizes to accommodate four to fifty people.

As per the recommendation and detailed in this report, Market Square Pavilion is the preferred location for a paranapple black box studio.

ATTACHMENTS

Nil

5.6 NATIONAL TRUST AUSTRALIA, TASMANIA, PARTNERSHIP AGREEMENT FOR HOME HILL

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

RECOMMENDATION

That Council approve a renewed three-year Home Hill 2022-25 Partnership Agreement, between National Trust Australia, Tasmania, and the Devonport City Council.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest

SUMMARY

This report details the renewal of a three-year partnership agreement (2022-25) with National Trust, Tasmania. The Agreement ensures the ongoing operations of Home Hill, 77 Middle Road, Devonport - preserving the family home of former Prime Minister Joseph Lyons, and his wife, Dame Enid Lyons.

BACKGROUND

Home Hill was built by Joseph and Enid Lyons in 1916. After Joe Lyon's death in 1939, Dame Enid remained living at Home Hill until she herself passed away in 1981.

The Council assumed ownership of the buildings and property grounds in 1977. In 1983, National Trust Australia, Tasmania, received ownership of the contents within the buildings, to preserve and maintain for perpetuity.

Since that time, the National Trust is responsible for the preservation, restoration, exhibition, marketing and promotion of the collection, furniture and fittings inside Home Hill. Council is responsible for the maintenance and development of the buildings, gardens and grounds at Home Hill.

In consultation with National Trust, in 2015 Council agreed to pay National Trust \$28,000 per annum to enhance and protect the visitor experience, generate public support, maintain and enhance the volunteer program, increase public programming and the educational programming for Home Hill and to set a national benchmark for sustainable heritage management of a community asset.

The facility is open to the public and provides a range of community events, including high teas, fetes, weddings and special functions.

National Trust are to provide Council with an Annual Report detailing achievements against the performance indicators of the agreement.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

The Partnership Agreement with National Trust ensures Home Hill's cultural collection is maintained and the property remains open to the public. The capacity of the property to generate sustainable revenue is minimal, not dissimilar to museums and art galleries.

The renewed 2022-25 Partnership Agreement is, in principle, a continuation of the previous agreement.

In association with the Partnership Agreement, Council is committed to working with National Trust on the strategic direction of the property and seek opportunities for the development of the Home Hill in the future.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

Council allocates an amount of \$28,000 per annum in the operating budget to support the Partnership Agreement.

RISK IMPLICATIONS

The National Trust is an established organisation and has demonstrated the knowledge and resources to operate Home Hill.

Council continually evaluates the property for potential personal injury risks.

CONCLUSION

Home Hill delivers a range of tangible outcomes to the community which are aligned to Devonport City Council's strategic plan. The historic asset contributes to Council's overall tourism economy as a local place of interest and attraction. The facility is unique to Devonport and the State and is one of only three former Prime Minister Residences open to the public nationwide. It is recommended to Council that the partnership with the National Trust, Tasmania, be continued with a new three-year partnership agreement, of \$28,000 per annum for the term 2022 to 2025.

ATTACHMENTS

1. Home Hill Partnership Agreement 2022-2025 [**5.6.1** - 6 pages]

5.7 LOCAL GOVERNMENT REFORM SUBMISSION

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council endorse the attached submission to phase two of the Tasmanian Government's Future of Local Government Review and make a copy of the submission publicly available on its website.

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

Following a Council workshop, a submission in response to the Interim Report released as part of the second phase of the Future of Local Government Review has been prepared for Council's endorsement.

BACKGROUND

The Future of Local Government Review has been commissioned by the Tasmanian Government to ensure the State's local government is robust, capable, and ready for the challenges and opportunities of the future.

The Review is described on the Government's web site as an ambitious, generational opportunity to explore the role, function, and design of local government in Tasmania.

The Minister for Local Government and Planning has appointed five members to the Local Government Board (the Board), which also includes the Director of Local Government, to undertake the Review. The Board is chaired by the Hon Sue Smith AM.

The Future of Local Government Review commenced in January 2022 and will take approximately 18 months to complete, involving three stages of approximately six months each.

Stage 1 – has now been completed. It focused on community engagement and research to understand what Tasmanians expect from local government. Council endorsed a submission to phase 1 at its meeting in April 2022.

Stage 2 - focusses on the identification and development of opportunities for reform, and the testing of these ideas through focussed engagement and further research and exploration.

Stage 3 - includes the evaluation of options and the delivery of practical recommendations to the Tasmanian Government, along with advice about the implementation of reforms and transition.

Submissions to Stage two can be made up until 25 August 2022.

A [Future of Local Government Review](#) website has been created and contains information regarding the review including phase 1 submissions, research papers and comparative data on each of Tasmania's 29 Councils.

STATUTORY REQUIREMENTS

The Local Government Board, established to undertake the review, has been appointed by the Minister for Local Government under section 210 of the *Local Government Act 1993*.

DISCUSSION

In response to the work undertaken as part of phase 1 of the Review the Board have released an Interim Report which is to form the basis of consultation during this next phase.

Following the Council workshop on 8 August, a Devonport City Council submission (provided as a confidential attachment) in response to the Interim Report has been finalised and is presented for Council's endorsement.

The submission supports the Interim Report findings that reform of the local government sector in Tasmania is necessary to ensure the future success and sustainability of Councils and by extension, the economic, social and environmental wellbeing of the Tasmanian community. The Report clearly articulates that the status quo is no longer an option.

The Report acknowledges greater scale economies could drive substantial cost efficiencies and deliver better value and higher quality services for Tasmanian communities.

Consistent with feedback provided as part of phase 1, Council's submission outlines the logic in achieving these improvements through fewer, larger councils. This direction is considered superior to consolidation at a service delivery level (rather than whole of Council level) as it provides the desired benefits and gains without additional overhead, the need for inefficient accountability structures and the loss of interdependence between services.

Fewer, larger councils generally retaining existing roles and functions will ensure autonomy is maintained under the direction of local representation. It increases the capacity of councils and ensures the third level of government remains relevant and meaningful, something which would potentially be lost with service consolidation.

COMMUNITY ENGAGEMENT

The Future of Local Government Review has already involved a community consultation process, and as outlined on the website this is planned to continue during the second phase of the Review.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

With Devonport City Council taking a leadership role in the reform process, it risks further criticism from neighbouring councils who may not necessarily share the same views.

The submission aims to address this by considering issues in a purely logical, rather than emotive, manner and presents a clear, rational model for the future of local government in this region.

CONCLUSION

A submission to the second phase of the Future of Local Government Review has been prepared for Council's endorsement. The submission reflects the sentiments of Councillors at a recent workshop and responds to the Interim Report released by the Local Government Board.

ATTACHMENTS

Future of Local Government Review – Phase Two Submission (Confidential Attachment)

5.8 LOCAL GOVERNMENT CODE OF CONDUCT DRAFT LEGISLATION

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council endorse the attached submission in response to the draft *Local Government Amendment (Code of Conduct) Bill 2022*.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

The State Government have released draft amendments to the *Local Government Act 1993* to improve the existing code of conduct process and are undertaking consultation on the draft Bill.

BACKGROUND

The draft *Local Government Amendment (Code of Conduct) Bill 2022* (the draft Bill), which contains targeted legislative changes, has been released for public consultation.

Between July and August 2021, the Government consulted about potential targeted legislative changes with the release of a Code of Conduct Framework Discussion Paper. Devonport City Council provided input into this process. The Government's response to the submissions received was released on 20 December 2021.

In its response, the Government committed to reform across six key areas: improving consistency and clarity across councils; using dispute resolution processes for less serious issues; focusing initial assessment on more serious allegations; increasing confidence in the assessment and investigation process; stronger monitoring of compliance with sanctions; and positioning the framework for the future

Councillors discussed the draft Bill and proposed amendments at a workshop on 8 August 2022.

STATUTORY REQUIREMENTS

The draft Bill outlines proposed amendments to the code of conduct process in the *Local Government Act 1993*, under which Council operates.

DISCUSSION

The main changes proposed in the draft Bill are a standard code of conduct for councils, voluntary adoption of a behaviour standard policy for councillors, mandatory local dispute resolution policy, an improved process for the initial assessment of complaints, and the disclosure and management of interests by Panel members.

The Government has advised that changes relating to penalties and eligibility for nomination as councillor will be consulted on separately, in the near future and are not included as part of this draft Bill. amendments generally appear reasonable with many being of a more administrative nature.

Comments against each of the changes are provided on the attachment, which is provided for Council's consideration.

COMMUNITY ENGAGEMENT

Council has not undertaken any specific consultation in relation to this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of the report.

RISK IMPLICATIONS

There are no significant risks identified in relation to this report.

CONCLUSION

A draft response is provided, to the State Governments proposed legislative changes to the code of conduct process for Council's consideration.

ATTACHMENTS

1. DCC response to legislative changes to code of conduct [5.8.1 - 3 pages]

5.9 COUNCILLOR ALLOWANCES, EXPENSES AND PROVISION OF FACILITIES POLICY

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council adopt the updated Councillor Allowances, Expenses and Provision of Facilities 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

This report has been prepared to assist Council in formally reviewing its policy and procedures which apply to the payment of allowances, expenses and provision of services to Councillors.

BACKGROUND

Council is required to determine a policy position in relation to the payment of allowances and the provision of facilities to Councillors to assist them in carrying out their civic responsibilities.

Schedule 5 of the *Local Government Act 1993* (the Act) expressly requires Council to adopt a policy in respect of payment of expenses incurred by Councillors in carrying out their duties of office. The policy adopted is to be made available for public inspection.

STATUTORY REQUIREMENTS

The *Local Government (General) Regulations 2005* provides:

43. *Expenses for councillors*

A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 to the Act in relation to –

- (a) Telephone rental and telephone calls; and*
- (b) Travelling; and*
- (c) Care of any child of the councillor.*

In relation to the reimbursement of expenses, Schedule 5 of the Act provides that:

1. *Expenses*

- (1) A council, on or before 1 January 2006, is to –*
 - (a) Adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office; and*
 - (b) Make a copy of the policy available for public inspection.*
- (2) A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under subclause (1) in relation to –*
 - (a) any prescribed expenses; and*

(b) any other expenses the council determines appropriate.

2. *Loan of services, facilities and equipment*

A council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.

DISCUSSION

Council is required, under legislation, to adopt a policy in relation to the payment of expenses incurred by Councillors in carrying out their duties of office. A Councillor is entitled to be reimbursed for reasonable expenses in accordance with the adopted policy. Further, Council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.

The policy is usually updated following each election, however, it was considered appropriate to review the policy prior to the upcoming election so that prospective candidates are aware of what they will be entitled to, should they be successful. The updated policy provides recommendations for the new four year term of the Council in relation to the payment of allowances, reimbursements for expenses and the provision of support services, facilities and equipment.

Most of the suggested changes to the Policy are minor in nature and do not impact the intent of the Policy. However, changes have been made to clause 6 - Expenses and clause 7 - Provision of Facilities, to reflect current administrative practices and technological changes to the provision of facilities.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken for the preparation of this report.

FINANCIAL IMPLICATIONS

Council's annual budget contains provision for Councillor allowances, the Mayor's vehicle, general expenses, digital expenses, conferences, travel, accommodation and airfares.

RISK IMPLICATIONS

Council is required to have a policy in relation to the reimbursement of expenses and the provision of support services, facilities and equipment on loan to a councillor.

The proposed policy ensures that Council meets its statutory obligations.

CONCLUSION

The provision of support services and reimbursement of expenses as outlined in the attached policy is appropriate and meets statutory requirements.

ATTACHMENTS

1. Councillor Allowances, Expenses and Provision of Facilities Policy [5.9.1 - 4 pages]

5.10 SIGNAGE STRATEGY 2022-27

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

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

RECOMMENDATION

That Council adopt the Signage Strategy 2022-27.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.2.1	Ensure access to Council information that meets user demands
Strategy 3.2.1	Support tourism through the provision of well designed and managed infrastructure and facilities
Strategy 3.3.1	Improve the City's physical access and connectivity focusing on linkages to and from key access points
Strategy 4.3.1	Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest
Strategy 5.4.1	Provide timely, efficient, consistent services which are aligned with and meet customer needs

SUMMARY

To present the Signage Strategy 2022-27 to Council for adoption, following a period of public consultation.

BACKGROUND

Council endorsed a draft Strategy for public consultation in June 2022 (Min 22/121 refers).

The Signage Strategy 2022-27 identifies four objectives intended to maximise the effectiveness and impact of the information being conveyed.

1. Signage aligns with and positively contributes to the Devonport Brand.
2. Signage enhances the Devonport experience for visitors and locals.
3. Signage supports universal access to information and destinations.
4. Signage is designed and installed in accordance with recognised principles.

The Strategy describes the status of signage in Devonport and identifies opportunities and 17 actions that can be delivered to achieve the four objectives. The Strategy is attached to this report.

STATUTORY REQUIREMENTS

There are no specific statutory requirements relating to this report.

DISCUSSION

The draft Strategy was published for consultation purposes on Council's on-line engagement portal, Speak Up Devonport, from 12 July to 12 August 2022 inclusive. The consultation period was promoted on Council's social media channels, and an article was published in *The Advocate* promoting the opportunity to provide feedback and input on the proposed Strategy.

Three responses were received. Two responses were assessed as having positive sentiment towards the Strategy and one was about a specific issue that can be resolved separately to the Strategy content.

None of the responses requested or warranted a change to the Draft Strategy.

COMMUNITY ENGAGEMENT

The community engagement undertaken is outlined in the discussion contained in this report.

FINANCIAL IMPLICATIONS

The adoption of the Signage Strategy does not have any immediate financial implications. The action plan includes activities that require capital and operational budget allocations. These can be considered during respective budget deliberations by Council each year. External funding may be available for some actions, and has already been secured for city entrance markers, to be delivered within the State Vehicle Entry Project.

RISK IMPLICATIONS

- Corporate and Business
The Strategy and action plan strongly aligns with Council's Strategic Plan 2009-2030.
- Asset & Property Infrastructure
The Strategy provides a prioritised action plan delivering new and renewed signage assets. These actions will need to be delivered within the constraints of the relevant Asset Management Plans.

CONCLUSION

Council endorsed a draft Signage Strategy for public consultation in June (Min 22/121 refers).

Three responses were received during the public consultation period. No changes to the draft Strategy were required as a result of the consultation

Adoption of the Strategy and achievement of the four identified objectives strongly aligns with Council's Strategic Plan 2009-2030.

ATTACHMENTS

1. Signage Strategy 2022-27 [**5.10.1** - 14 pages]
2. feedback summary [**5.10.2** - 1 page]

5.11 CORPORATE CLIMATE CHANGE ADAPTATION PLAN - YEAR FOUR STATUS

Author: **Carol Bryant, Community Services Manager**
Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council receive and note the report on the status of actions listed in the Corporate Climate Change Adaptation Plan 2018-2023.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 1.2.2 Develop and implement local and regional policies and initiatives to mitigate climate change impacts in partnership with all spheres of Government

SUMMARY

To report progress on the actions in the Corporate Climate Change Adaptation Plan 2018-2023 to Council.

BACKGROUND

The Corporate Climate Change Adaptation Plan 2018-2023 aims to improve the capability of the Council to manage corporate risks associated with climate change that are within Council's sphere of influence.

The development of the Plan is based upon climate projection data, specific to Devonport, provided by the Antarctic Climate and Ecosystems Cooperative Research Centre 'Climate Futures for Tasmania' program.

The Plan presents summarised scientific climate projections, risk statements, and adaptation actions for four key climate change impacts: Rainfall; Sea Level Rise and Storm Tide; Heat; and Bushfire.

Council adopted the Plan at the meeting held 26 March 2018 (Min No 52/18 refers).

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

Achievements for the fourth year of implementation of the Plan are outlined in the attached document. Four of the twenty-four actions over the five-year plan have been completed to date; four are in progress; thirteen are ongoing; two have not commenced; and one did not require any action. Key progress includes:

1. Rainfall

Revegetation with 1,100 plants along Figure of Eight Creek to reduce the velocity of overland flow during more intense, short duration rain events resulting in erosion of waterways and sedimentation downstream.

2. Sea Level Rise and Storm Tide

Restoration works at Coles Beach and Don Heads undertaken in 2021/22 to avoid further environmental degradation and loss of capital values due to extreme storm tide events.

3. Heat

Shade sails to be installed in the Waterfront Park and at the Mersey Bluff Skate Park in 2022 and budget allocated to reinstate shade sails in the Rooke Street Mall to address sunburn and heat stress risks for users of council's public open space.

4. Bushfire

Continued improvements to emergency management and community disaster preparedness in the event of a bushfire.

COMMUNITY ENGAGEMENT

As an internal corporate plan, no community engagement was undertaken in preparation of this report.

FINANCIAL IMPLICATIONS

Several actions in the Plan are undertaken as part of usual business operations and have been budgeted for in the annual operational budget. Some actions may require a specific allocation in future operational and capital budgets that will be considered on an annual basis as part of Council's budgetary process.

RISK IMPLICATIONS

- **Asset & Property Infrastructure**
Increased damage to Council's assets and infrastructure may result from extreme weather events. Actions to mitigate this risk are outlined in the plan.
- **Environmental Sustainability**
Changes in climatic conditions may negatively impact on Devonport's environmental values and biodiversity. These have been factored into the plan.
- **Emergency Business Continuity**
Increased extreme weather events resulting in power outages and telecommunications failure to Council buildings and assets may result in an inability of the Council to coordinate and deliver services and emergency management responses placing the community at risk. Council's Business Continuity Plan outlines strategies to address this.
- **Risk Reporting**
Adaptation actions have been integrated into Council's Risk Register and will be reported through Council's risk reporting process.

CONCLUSION

The Corporate Climate Change Adaptation Plan 2018-2023 uses a risk management approach to climate change impacts, based on available scientific data, local knowledge, and internal expertise. Progress has been made during the fourth year of the Plan's implementation.

ATTACHMENTS

1. Corporate Climate Change Adaptation Plan Year Four Status 2022 [5.11.1 - 6 pages]

5.12 DEVONPORT VOLUNTEERING WORKING GROUP TERMS OF REFERENCE

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

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

RECOMMENDATION

That Council endorse the Devonport Volunteering Working Group Terms of Reference.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.2.2 Develop an integrated approach to "volunteerism" in our community

SUMMARY

To present the Devonport Volunteering Working Group (DVWG) Terms of Reference to Council for endorsement.

BACKGROUND

Council adopted the Devonport Community Volunteering Sustainability Strategy 2021-2026 in May 2021 (min 21/94 refers). A Local Volunteering Network Group comprised of community volunteering organisations was established to develop the strategy. This group disbanded upon strategy adoption due to the lack of staffing resources to facilitate the group. Resources have now been secured, enabling the re-establishment of the working group that will assist Council to implement the strategy action plan.

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

As outlined in the attached Terms of Reference, the DVWG will:

- Review, update, and implement the action plan in the Devonport Community Volunteering Sustainability Strategy 2021-2026.
- Promote action plan initiatives to volunteers, volunteer involving organisations and the broader Devonport community.

Membership of the DVWG is to include representatives with extensive knowledge and experience in volunteer management and support, including:

- One representative of Volunteering Tasmania.
- A maximum of 10 representatives from volunteer involving organisations from the Devonport local government area, including those involved in the development of the *Devonport Community Volunteering Sustainability Strategy 2021-2026*. The latter includes the following organisations:
 - Devonport Library
 - Don River Railway
 - Gran's Van Association
 - Hospice Care Association of Tasmania Inc

- Mersey Community Care
- Red Cross
- The Salvation Army

It is expected two-three further organisations will be invited to participate.

Up to two Devonport City Council elected members will also be appointed to the working group in November after the 2022 Local Government election.

COMMUNITY ENGAGEMENT

Invitations for DVWG membership have been extended to the volunteer involving organisations mentioned above. Members will have the opportunity to shape the aims, roles and scope of the group which is reflected in the Terms of Reference. The first meeting is scheduled to be held early September 2022.

FINANCIAL IMPLICATIONS

There is \$7,000 allocated in the 2022/23 operational budget for implementing the Devonport Community Volunteer Sustainability Strategy 2021-2026.

RISK IMPLICATIONS

- Consultation and/or Communication
There is a low risk that the DVWG does not make progress on implementing the Community Volunteering Sustainability Strategy action plan. Establishing a clear and collaborative process from the outset should reduce this risk.

CONCLUSION

The purpose of the Devonport Volunteering Working Group is to implement actions from the Devonport Community Volunteer Sustainability Strategy 2021-2026. The DVWG members will have 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 working group, is provided to Council for endorsement.

ATTACHMENTS

1. Devonport Volunteering Working Group - Terms of Reference 2022 [**5.12.1** - 2 pages]

5.13 SPORTS INFRASTRUCTURE MASTER PLAN PRIORITY PROJECT

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

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive the report on the Devonport Sports Infrastructure Master Plan and:

1. Endorse the addition of a new project to the 2022/23 Capital Works program to recognise the Federal Government Grant funding attributed to the delivery of Master Plan projects;
2. Commence detailed planning and options analysis of a new multi-sport, indoor stadium facility for Devonport;
3. Progress detailed engagement with key stakeholders to confirm their shared commitment to a new facility, and to determine detailed functional requirements, operation, and governance arrangements;
4. Commence engagement with the State Government and other potential partners in relation to co-funding opportunities; and
5. Noting decisions on the location, final project scope, and associated project elements will be subject to future Council consideration.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- | | |
|----------------|---|
| Strategy 2.3.4 | Provide and maintain Council buildings, facilities and amenities to appropriate standards |
| Strategy 4.1.1 | Provide and manage accessible sport, recreation and leisure facilities and programs |

SUMMARY

This report provides background information on The Devonport Sports Infrastructure Master Plan (SIMP), including details on the establishment of a new project in the 2022/23 Capital Works Program to enable progression of the first high priority project identified in the Plan.

BACKGROUND

In December 2021 Council adopted *The Devonport Sports Infrastructure Masterplan 2035* (Min No, 21/270 refers) following a period of detailed analysis and consultation to determine existing utilisation and demand for sporting facilities within the municipality. The Plan provides a framework to develop public sports infrastructure that supports wider community participation in sport, health, and wellbeing activities to 2035 and beyond.

The Master Plan vision is:

A healthy and active city with high quality accessible and affordable sports infrastructure delivering community-wide social, economic, and environmental benefits.

The objectives of the Master Plan are to:

- Improve community health and wellbeing through fostering sport participation via the provision of accessible, inclusive facilities.

- Consider the wider social, economic, and environmental impacts and benefits in precinct and facility planning.
- Create spaces that can be used for community activities that complement sport and recreation.
- Enhance the quality of facilities to meet infrastructure and sporting standards.
- Identify and prioritise facility improvements to inform future precinct planning.
- Foster partnerships for capital development and management of facilities.

The Plan recommends that future development and investment by Council should be prioritised based on three Guiding Principles:

1. Maximise Carrying Capacity - This means increasing facility use at all available times and efficiently utilising spaces/land available.
2. Multi-use Facilities - This means developing accessible, inclusive, multi-use facilities for sport, recreation, and broader community activities.
3. Strategic Investment - This means working in partnership to create financially viable facilities that deliver positive social, environmental, and economic outcomes.

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

Following adoption of the Master Plan in December 2021 Council sought to engage specialist consultants to undertake additional analysis and benchmarking to inform the potential investment opportunities identified in the Plan. Specifically, this work has sought to:

- Undertake independent verification and benchmarking of sports participation and growth data from the Plan;
- Analysis of existing facility utilisation rates and carrying capacity compared to benchmark data from other locations;
- Recommendations on the appropriate increase or enhancement of facilities to meet these growth projections; and
- Specialist advice on complementary co-location opportunities to maximise the return on investment from new facility development.

While this work is ongoing, there are some key initial findings that provide sufficient information for Council to commence design and more detailed options investigation activities for a new multi-court indoor stadium facility.

Key Findings to Date

The initial recommendations made to Council in relation to renewal and investment in "high-ball" indoor stadium infrastructure in Devonport clearly support the provision of additional indoor court capacity in the medium term, and to accommodate future growth of key user groups. While the participation and growth data originally sourced by Council is not fully correlated to benchmarking data across all sports, the need for additional facility development has been clearly demonstrated.

What is also clear from the analysis is that the current utilisation rate and carrying capacity (number of users per court, per week) of indoor court space in Devonport is well below benchmarks from other locations. While it is not reasonable to assume utilisation rates achieved in larger metropolitan facilities interstate are achievable (or acceptable to all

user groups) in our municipality, higher rates are required to support both additional court provision and align with the stated principles of the adopted Master Plan.

In addition to community-level need, integration of a dedicated show-court facility with the ability to host high-level regional competition with appropriate spectator capacity has been considered. Although a facility to service this purpose was beyond the scope of the initial Master Plan, feedback from existing user groups, clubs, and peak sporting codes is that a regional need exists for this infrastructure.

While the addition of these elements to the community-scale facility significantly increases the total development cost, integration also provides significant benefits as opposed to stand-alone facility development. Further discussion with funding partners and key user groups is required to substantiate the demand, commitment, and co-funding opportunities associated with this scale of facility and investment.

The principal recommendations from the current analysis are:

1. Co-location of the two major high-ball sports of Basketball and Netball to a shared facility offers the best opportunity to maximise utilisation and return on investment for new facility development.
2. A four-court facility is suitable to meet current and future demand (for community use) at reasonable utilisation levels. Additional court space is dependent on higher than anticipated growth in participation, inability to achieve higher utilisation rates, or integration of additional user groups into a shared facility.
3. An additional regional-scale show court, associated amenities, spectator capacity and facilities would further supplement community infrastructure provision, but would also require an increase in high-level competition to commit to regular utilisation to justify this additional investment.

Along with the principles adopted in the underlaying Master Plan, these recommendations provide clear direction as to the actions and commitments Council needs to progress to better inform these significant investment decisions.

It is proposed that a new project be established in the 2022/23 Capital Works Program to enable the further expenditure of funds on design investigation and scoping of community and regional facility requirements. Planning to be undertaken is intended to inform the future decision-making of Council in relation to the functional requirements, overall project scope, and location options for a new indoor court facility.

Proposed Stakeholder Engagement

As a part of this proposed investigation work, further detailed engagement with identified key stakeholder groups is required. Council Officers propose to engage with local Basketball and Netball sporting clubs, along with their respective State-wide representative bodies to address detailed functional planning, demand management, and operational requirements of a co-located facility. Scoping of the integration of additional sporting codes, and other community use activities for the new facility will also continue as a part of the precinct planning and analysis already underway.

Further exploration of the demand, viability, and appropriate scale of a regional-level indoor court facility will also be undertaken. The outputs of this process will provide the necessary information to enable Council to consider project scope options, location considerations, and anticipated development costs. This process will also provide the basis for further engagement with the State Government and other potential project partners in relation to co-funding opportunities.

Design & Investigation Services

Council proposes to undertake an Expression of Interest Process to select specialist consultant services to undertake design and investigation activities as a part of this stage of the project development. This process will identify a consultancy team with suitable demonstrated experience in the development of specialist sporting infrastructure, and their understanding of the specific challenges and opportunities of this project for Devonport.

This engagement process will be conducted in accordance with Council's established procurements processes and policies and will include a multi-stage submission process to explore specific design responses to this initial project scope.

COMMUNITY ENGAGEMENT

The priority projects contained in the Master Plan have been formulated based on the information and feedback provided by local sports clubs, state sporting organisations and facility users. General feedback from the broader community was sought through an online and print survey conducted in late 2021 which attracted 250 responses.

This report proposes the further detailed engagement with the identified facility stakeholder groups outlined in the report.

FINANCIAL IMPLICATIONS

This report proposes the inclusion of a new project in the 2022/23 Capital Works Program to recognise the \$25m Federal Government funding committed to the delivery of Master Plan outcomes, and to enable commencement of design and investigation works associated with the identified priority project.

RISK IMPLICATIONS

- Consultation and/or Communication
Stakeholder consultation actions are outlined in the discussion contained in this report.
- Risk Management Practices
Established procurement policy processes, and project management frameworks will be used in the delivery of the actions contained in this report.

CONCLUSION

The actions proposed by this report will enable the investigation, stakeholder engagement, and development of the necessary project detail and scope to inform future Council decision making on this significant investment for the Devonport municipality. It is recommended to progress with the actions proposed in this report in order to advance the first high-priority project identified in the Devonport Sports Infrastructure Master Plan.

ATTACHMENTS

Nil

5.14 DEVONPORT RETAIL STUDY 2022

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

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the *Devonport Retail Study 2022* and endorse the action plan contained in this report to Council.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- | | |
|----------------|--|
| Strategy 2.4.3 | Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan |
| Strategy 3.1.1 | Market and promote the City as a regional business, service and retail hub |
| Strategy 3.4.2 | Promote, encourage and develop initiatives that support the local economy |

SUMMARY

This report provides an overview of the independent analysis and report commissioned by Council and undertaken by Ethos Urban Pty Ltd of the Devonport retail catchment, and outlines a series of proposed actions to be undertaken by Council in relation to the opportunities identified in the report.

BACKGROUND

Council previously undertook a review and analysis of retail activities within the municipality in 2008. Since this time a number of significant changes have occurred including an increase in population, growth in retailing activities to include significant new development. Council has also progressed the regeneration of the Devonport CBD via its LIVING CITY Master Plan, which identified further opportunities for private-sector retail development within Devonport.

Given the continued growth and importance of this sector to the local economy, and to Devonport as the service centre to a broader regional population, an updated analysis of the retail catchment has been commissioned.

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

Devonport City plays a critical role as a regional centre to the broader adjoining municipal centres of the Latrobe, Kentish, and Central Coast communities servicing an estimated retail catchment of 69,700 persons. Annual turnover of retail facilities in the City of Devonport are estimated at \$504.5 million, with 59% of this expenditure attributed to residents of the municipality, and the remaining 41% derived from non-residents and visitors to the City.

Since the previous detailed analysis of retail activity within Devonport in 2008, retail floorspace within the municipality has increased by just over 20,000m², with a significant

proportion of this area attributed to the Devonport Homemaker centre which opened in 2013.

Despite the recent disruption of the COVID-19 pandemic, and the related restrictions on supply, and broader economic environment that has directly impacted the presence of some national-level retailers in Devonport, locally the sector remains strong which is demonstrated by an estimated vacancy rate of 3.9% for retail premises across the City. While some local retail centres within the city currently have higher vacancy rates, the overall average is considered low and healthy for a regional city such as Devonport.

Future Growth Potential

The underlying purpose of the Study is to provide contemporary data and analysis on the current composition and future capacity of the retail sector within the city, to help guide future policy, advocacy, and development opportunities for Devonport to continue its grow and evolution as the predominant population and service centre in the region.

Positively, the Study identifies immediate and longer-term growth opportunities for the continued growth and expansion of the retail sector in Devonport. Based on detailed analysis and benchmarking of the current retail businesses, vacancy rates, and existing retailer mix, the Study notes the immediate potential for additional retail growth within the city of approximately 10,000m² of additional retail-specific floorspace.

With further forecast growth in the residential population of the city and border regional catchment areas, a further estimated 24,000m² of retail floorspace can be accommodated over the medium term (out to 2036).

Recommendations

The Study identifies a range of specific opportunities and recommendations to ensure the ongoing success and growth of the city and retailing sector is realised, while also serving the needs of our community with regard to service provision, business opportunities, and the orderly and complimentary growth of our City. The Study contains six principal recommendations:

- Continue to support the primacy of the Devonport CBD.
- Better define a retail centre hierarchy for Devonport.
- Support appropriate retail development.
- Promote development which consolidates activity in established centres and reduces fragmentation.
- Support the ongoing operation and evolution of all activity centres in Devonport.
- Assess major retail development applications against appropriate criteria, including for developments outside established centres.

Proposed Actions in Response to the Study

In response to the analysis and recommendations contained in the report, it is recommended that Council endorse the following four key actions:

1. Develop an *Activity Centre Hierarchy* to be adopted as a Council Policy, providing guidance on the appropriate future development and growth of retailing in the city generally, and also the complementary development of existing retail precincts within the city;
2. Incorporate the background data and statistics contained in the independent report into the Investment Prospectus that Council Officers are currently developing as an annual plan action this year;
3. Utilise the data and recommendations in the report to inform the planning for the next stage of the LIVING CITY Master Plan to redevelop the former Devonport Library Site that Council Officers are currently developing as an Annual Plan action this year; and

4. Undertake engagement with local peak representative bodies and existing retailers within the city in relation to the data and analysis contained within the plan, and the future opportunities for retail growth and expansion within the city.

In addition to the primary actions noted above, Council Officers will also utilise the data and analysis in the following ways:

- To assist with enquiries regarding potential developments within the retail sector, and/or within established retail precincts within the city;
- As an independent reference and overview of retail activity within the city when undertaking assessment of development proposals or planning scheme applications; and
- In the review of Council's Strategic Plans as they relate to retail and business activity within the municipality, and the further development and investment by Council in existing retail centres, public spaces, and infrastructure owned and managed by Council.

Draft Activity Centre Hierarchy

As per the key actions outlined above in response to the Study, Council Officers have commenced drafting of an Activity Centre Hierarchy, which is included as an attachment to this report for review by Council.

The purpose of a retail activity hierarchy is to define and describe the specific role, function and theme of each retail centre in the Devonport local government area. This represents a common practice approach that exists in other jurisdictions within the State, provides an effective means of planning for future growth, and will assist to guide and inform decision making around investment, land use planning, and economic development in a logical and justifiable way in accordance with the desired role and function of each centre and their attributes.

It further aims to promote efficiencies and foster a complementary relationship between activity centres, rather than creating undesirable duplication or competition between centres. While the Activity Centre Hierarchy is informed by existing planning scheme zones and boundaries, the hierarchy does not propose any amendment to these existing statutory controls.

Following consideration of the draft hierarchy by Council as a part of this report, it is proposed to undertake further stakeholder engagement on the structure and content of the hierarchy. Following this process, appropriate refinement and development of the hierarchy will be considered, prior to a new Policy being presented to Council for consideration.

COMMUNITY ENGAGEMENT

No community consultation has been undertaken in the development of this report. High-level consultation was undertaken with key stakeholders within the Devonport retailing sector in the development of the Retail Study.

FINANCIAL IMPLICATIONS

There are no financial implications for Council in relation to this report. Any subsequent expenditure on planning or development activity will be subject to future operational and capital budget deliberations. Existing annual plan action activities noted in the report are already resourced in Council current 2022/23 Budget.

RISK IMPLICATIONS

- Consultation and/or Communication
The report proposes to undertake further consultation on the content of the Retail Study, and the proposed Draft Activity Centre Hierarchy, prior to presenting a Policy to Council for consideration.

CONCLUSION

Retail activity is a central function of our city, providing employment, generating economic activity, and underpinning our status as a service centre to a broader regional population. The continued growth of the sector is central to meeting the service and consumption needs of our communities as they continue to grow and prosper. The insights provided by the Devonport Retail Study 2022 and the proposed actions to be progressed by Council will assist in realising the opportunities identified in the Study, in an orderly and complimentary way, and are recommended for endorsement by Council.

ATTACHMENTS

1. Devonport City Council Retail Study August 2022 [**5.14.1** - 65 pages]
2. Draft Devonport Activity Centre Hierarchy [**5.14.2** - 4 pages]

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

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

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

Date	Description	Purpose
8 August 2022	Black Box Theatre	An overview of the proposed Black Box Theatre project
	Kinetic	Representatives from Kinetic gave an overview of their recent acquisition of MerseyLink
	Local Government Reform	A discussion regarding the Interim Report from the Future of Local Government Review
	Local Government Code of Conduct Legislation Review	A discussion regarding the draft <i>Local Government Amendment (Code of Conduct) Bill 2022</i>
	Sports Infrastructure Master Plan	An overview of precinct planning
	Meercroft Aged Care Inc.	Update
	HAARC	Update

6.2 MAYOR'S MONTHLY REPORT

RECOMMENDATION

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

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report details meetings and functions attended by the Mayor.

BACKGROUND

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

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

In her capacity as Mayor, Councillor Annette Rockliff attended the following meetings and functions between 20 July and 16 August 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: ABC Drive (x2), Belinda King ABC Mornings, Tasmania Talks (7AD), Darren Kerwin (7AD), Lee Dixon (7AD), The Advocate, Mercury/Herald Sun
- Attended LGAT General Management Committee meeting in Hobart
- Attended Devonport Jazz events
- Spoke about Living City at the Tasmanian Leaders Program event and attended the associated networking evening.
- Met with Jesse Brennan from Children's University re upcoming events
- Attended a meeting with the CEO of Cradle Coast Authority and the SEGRA Conference organiser (via Teams)
- Attended a meeting of the General Management Committee of LGAT (via Teams)
- Toured the Cradle Coast University Campus
- Attended the Living Room monthly community information session in the Library
- Attended a lunch hosted by YFCC to highlight the issue of homelessness as part of Homelessness Week 2022
- Opened the Tasmanian Women's Art Prize exhibition at the paranapple art gallery
- Attended the Zonta Club of Devonport's annual Missing Persons Service as part of Missing Persons Week 2022
- As a member of the LGAT GMC attended the Premier's Local Government Committee Meeting (via Teams)
- Attended the DCCI networking breakfast
- With the General Manager met with Anthony Haneever, the editor of the Advocate
- Attended the Catholic Education Week Awards Ceremony

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the report of the General Manager be received.

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 20 July and 16 August 2022. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

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

STATUTORY REQUIREMENTS

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

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in several internal staff and management meetings.
- 1.2. Attended Workshops, 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 Jane Forward, Manager of the Devonport Library, to discuss opportunities for Council and the Library to work on joint community projects or initiatives.
- 1.5. Attended a meeting of the Hillcrest Affected Area Recovery Committee.
- 1.6. Attended a workshop session with consultants working with Council staff on the development of a community health and wellbeing strategy for the City.
- 1.7. Presented as guest speaker at UTAS for their 'Leading People' tutorial.
- 1.8. Met with Simon Want, Developer of the Devonport Showground, for an update.
- 1.9. Met virtually with executive staff from Kinetic for an update on their first few months of taking over Merseylink bus services in the region.

2. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 2.1. Met with executive members from the Devonport Brass Band for an update on the current status of their premises at the Devonport Showground site.
- 2.2. Attended a reception prior to the Australia Cup soccer game at Valley Road, between the Devonport Strikers and Wellington Phoenix.
- 2.3. Along with the Mayor, met with the Editor of The Advocate Newspaper, Anthony Hanoveer, for an update on local matters.
- 2.4. Met with Mr Robert Vellacott who, on behalf of a concerned community member, raised access and parking issues associated with a property in Middle Road.

3. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 3.1. Attended the Cradle Coast General Managers meeting in Burnie.
- 3.2. Attended a Board meeting of the Tasmanian branch of Local Government Professionals.
- 3.3. Participated as part of a subcommittee of the Dulverton Waste Management Authority to oversee the recruitment of two new board directors, including a new chairperson.

4. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 4.1. Nil

5. OTHER

- 5.1. To better understand the needs of our customers, a feedback process was introduced several months ago at the front reception counter on level 2 of the paranapple centre.

This simple survey system is now being rolled out further and will soon be included in the footer of emails to further improve Council's response to customer and community expectations.

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 - August 2022 [**6.3.1** - 1 page]

6.4 INFRASTRUCTURE AND WORKS REPORT

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

RECOMMENDATION

That Council receive and note the Infrastructure and Works report.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- | | |
|----------------|---|
| Strategy 2.3.2 | Provide and maintain roads, bridges, paths and car parks to appropriate standards |
| Strategy 2.3.3 | Provide and maintain stormwater infrastructure to appropriate standards |
| Strategy 2.3.4 | Provide and maintain Council buildings, facilities and amenities to appropriate standards |
| Strategy 2.3.5 | Provide and maintain sustainable parks, gardens and open spaces to appropriate standards |
| Strategy 5.4.1 | Provide timely, efficient, consistent services which are aligned with and meet customer needs |

SUMMARY

This report provides a summary of the activities undertaken by the Infrastructure and Works Department during the months of June and July 2022.

BACKGROUND

This report is provided to update Councillors and the community on matters of interest relating to Council's Infrastructure and Works Department. The functional areas of Council covered by this report are:

- Asset management program (forward planning and maintenance)
- Capital works
- Roads and paths
- Streetscape design (including lighting, signs, furniture, vegetation)
- Stormwater management
- Traffic management
- Waste management
- Recreation reserves (including playgrounds, parks and gardens)
- Sporting grounds and facilities
- Tracks and trails
- Public buildings (including public halls, toilets)
- Marine structures (including jetties, boat ramps)
- Recreation and open space planning

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

1. Capital Works Program

- 1.1. Work continues on projects listed in the 2021/22 Capital Works Program. Incomplete projects will be carried forward to the 2022/23 Capital Works Program. Work on projects in the 2022-23 Capital Works Program has commenced.
- 1.2. The installation of the Highfield Park nature play area is complete and was opened by the Premier of Tasmania Jeremy Rockliff MP and the Mayor at a community event during July, which was well attended by members of the local community.



- 1.3. External funding has been secured for the Highfield Park skate park from the Premier's Fund for Children and Young People, with Devonport Community House contributing as well. The project will be designed and constructed in consultation with the community during the 2022/23 financial year.

- 1.4. Rock protection work has been completed at Coles Beach and the eastern side of the Don River. Over 1000 native plants are being grown at a nursery ready for planting in coming months.



- 1.5. Work is underway on Aquatic Centre accessibility improvements. It is intended that work will be completed in readiness for the Tasmanian Masters Games in October.



- 1.6. A new automatic door has been installed at the Bass Strait Maritime Centre, separating the museum and café areas. The door provides acoustic benefits and improved climate control for the exhibits.



- 1.7. The gravel road resheeting program for the 2021/22 period is now complete with renewal of 11 gravel roads and car parks throughout the municipality.
- 1.8. Work has commenced on the Victoria Parade boat ramp lighting, with the installation of new underground power supply completed. Completion of the new pole and light has been delayed due to the extensive repair and clean-up operation Tas Networks have undertaken following recent extreme weather in the region.
- 1.9. Work to commence August and September includes:
- Coastal pathway – Don to Leith
 - Horsehead Creek toilet block
 - Don rail trail
 - Fourways street furniture renewal
 - Surf club beach ramp renewal – Bluff Beach
 - Stormwater pipe relining in Hiller Street, Tasman Street, Macfie Street and Steele Street

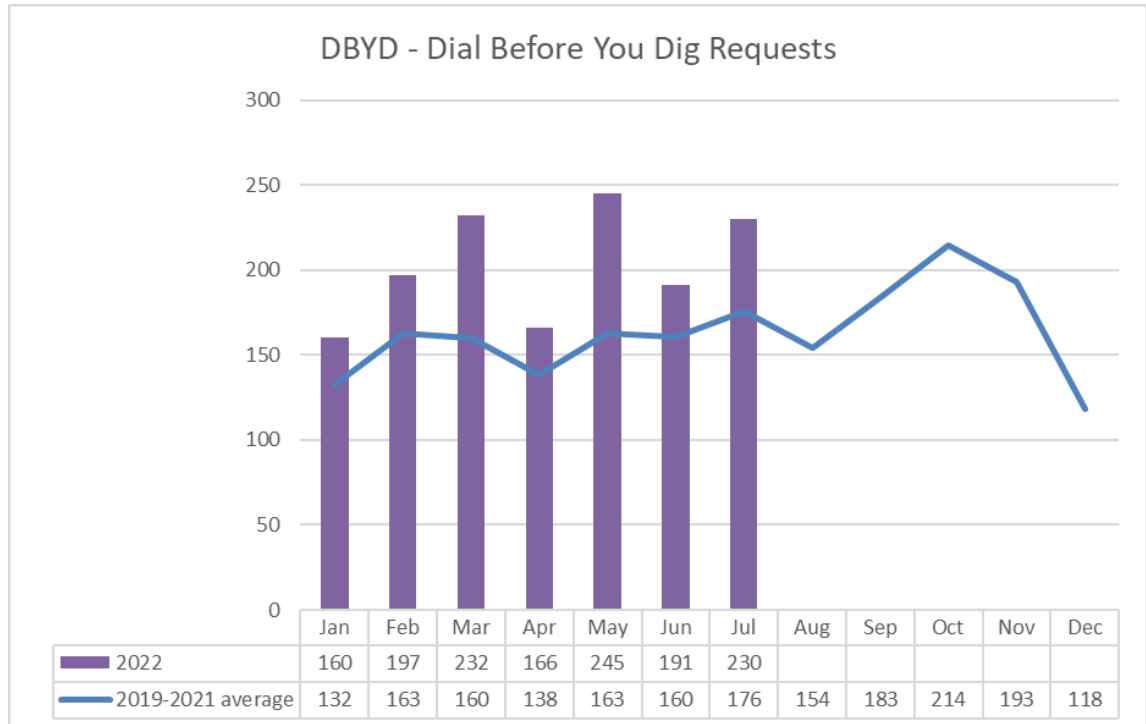
2. Management

- 2.1. Work is underway on Expression of Interest documentation for an operator of a resource recovery and resale facility at the Spreyton waste transfer station. A larger resale footprint and more active recovery area are two identified improvements that will reduce waste to landfill and reduce customers' exposure to the State Landfill Levy, which commenced on 1 July.
- 2.2. An upgrade of gate and weighbridge software has been completed at the Waste Transfer Station. This upgrade creates a consistent platform for Devonport, Dulverton, Central Coast and Burnie City and will allow Council to meet its new reporting requirements related to the State Landfill Levy as simply

as possible. The system is compatible with proposed improvements for the site including changing to charging by weight.

3. Assessments and Approvals

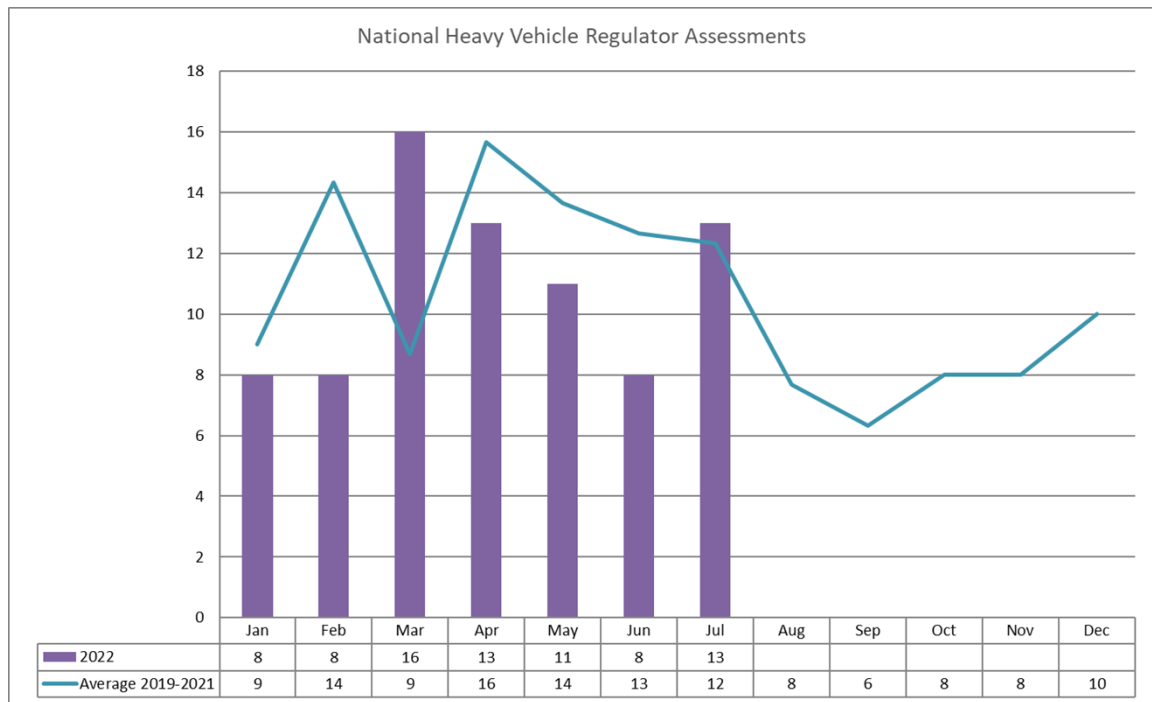
- 3.1. The following graph details the Dial Before You Dig Requests that have been - assessed by the Infrastructure and Works Department this year compared to previous years:



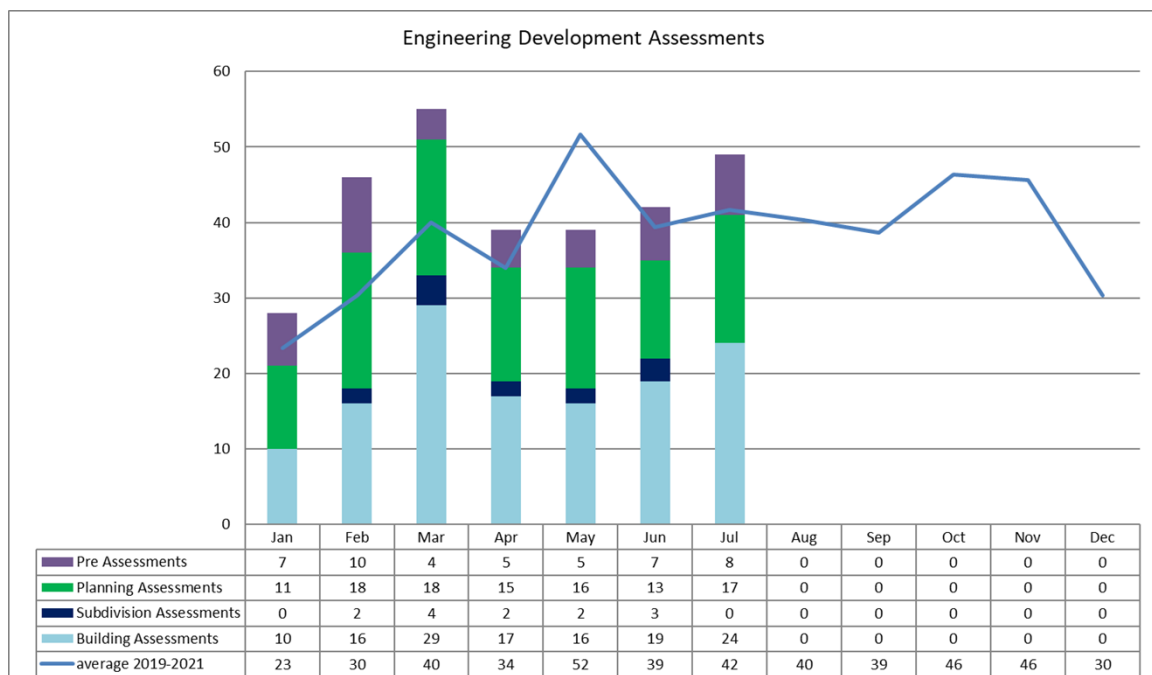
- 3.2. The following is a summary of the projects capitalised in the period since the last report:

Number of projects capitalised in period	1
Donated Asset Capitalised (Subdivisions) in period	1
Total value of capitalisations in period	\$1.21M
Total value of Works in Progress (WIP)	\$30.19M
Number of projects awaiting capitalisation next period	29

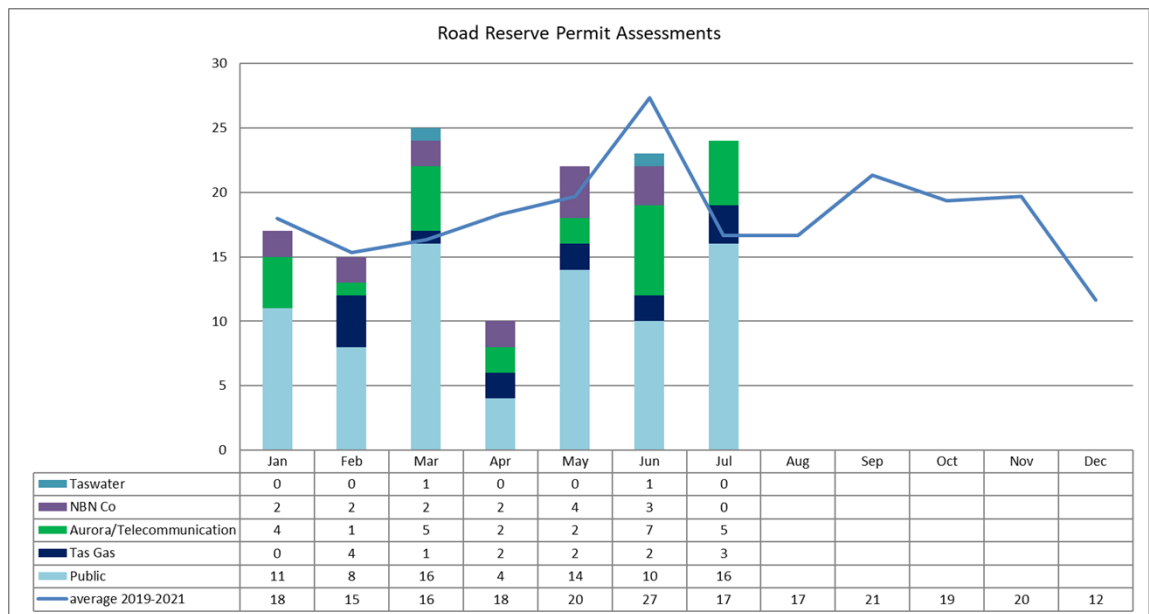
- 3.3. The following graph details the National Heavy Vehicle Regulator Assessments that have been issued this year compared to previous years:



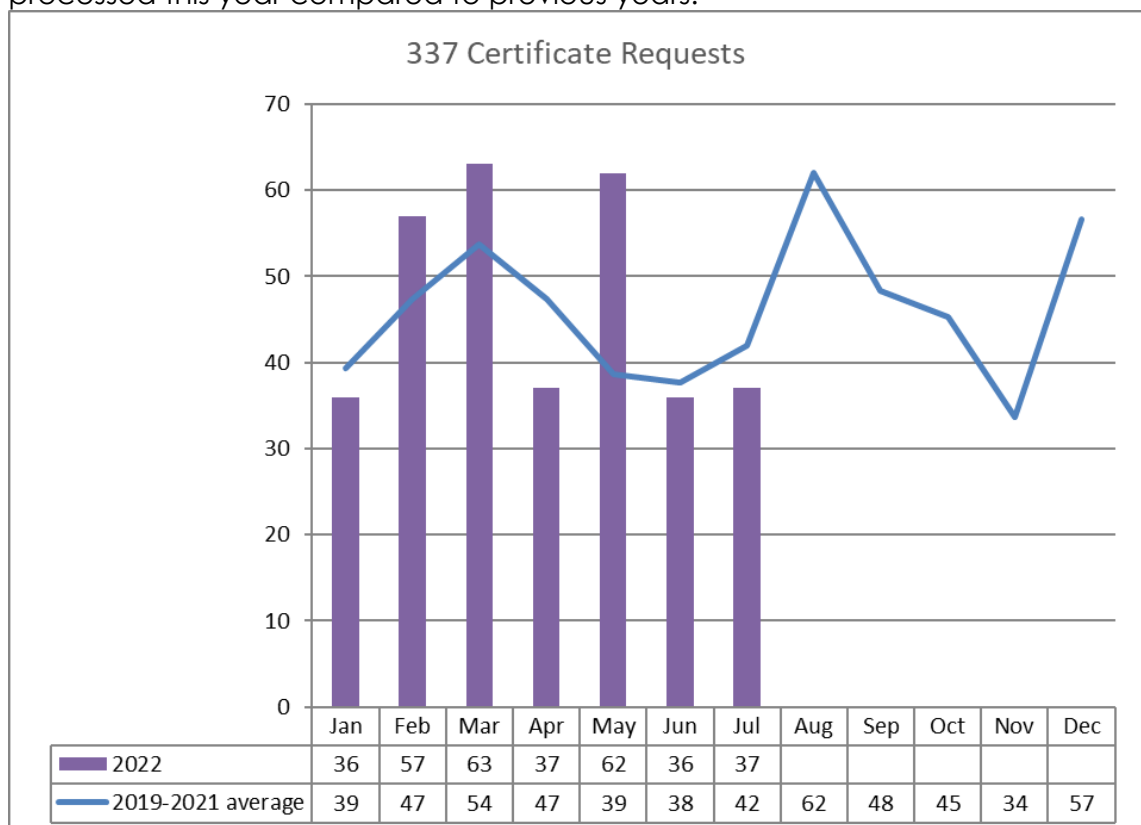
- 3.4. The following graph details the Engineering Assessments for Development Applications that were completed this year compared to previous years.



3.5. The following graph details the Road Reserve Permit Assessments that were completed this year compared to previous years.



3.6. The following graph details the 337 Certificate requests that have been processed this year compared to previous years.



4. Operational Contracts

4.1. The following table details the contracts managed within the Infrastructure and Works Department that have been extended this financial year:

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor
None this period.				

4.2. The following table details the new contracts entered into this financial year that are managed within the Infrastructure and Works Department:

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor
None this period.				

5. Civil Works and Stormwater Maintenance

5.1. Maintenance in accordance with the Service Level Document, undertaken in June and July included:

- Road repairs to Tea Tree Lane
- Road drainage improvements in Rockliff Road and Morris Road
- Road patching in Binda Place and James Street



5.2. In August and September, planned civil works and stormwater maintenance works will include:

- Road patching in Devonport Road and Tarleton Street
- Clearing of gross pollutant traps at detention basins
- Road maintenance on Durkins Road and Bovill Street

6. Parks and Reserves Maintenance

6.1. Maintenance, in accordance with the Service Level Document, undertaken in June and July included:

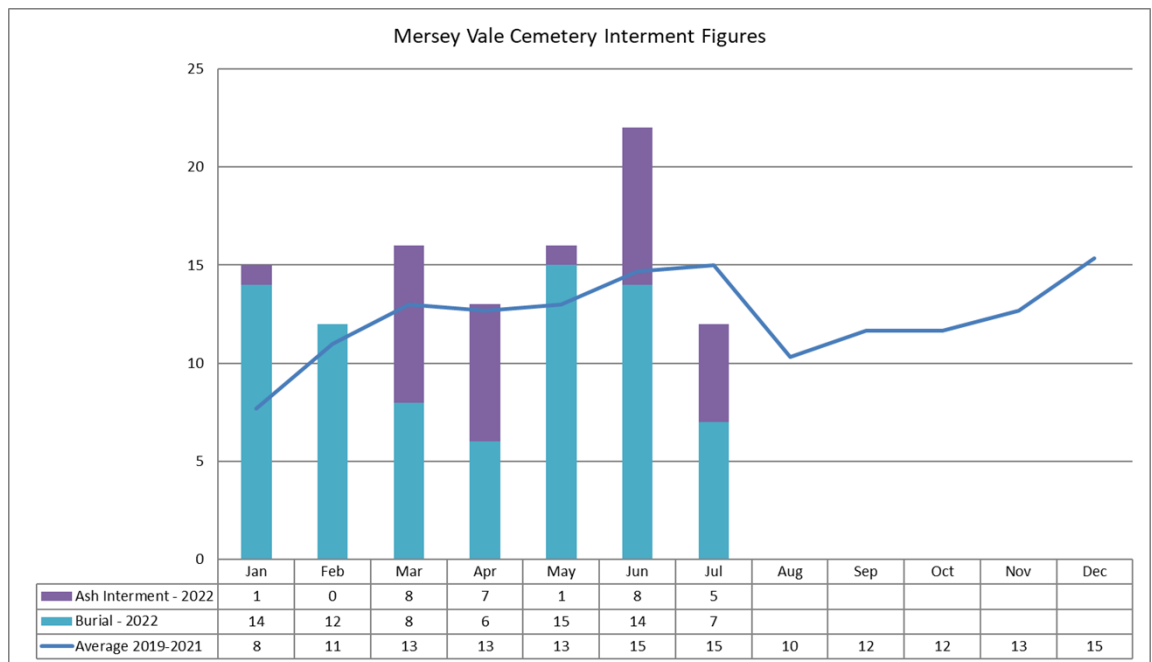
- Tree planting to replace vandalised and unhealthy trees, with limited new planting
- Preparation of Valley Road soccer field for Australia Cup match
- Clean-up of debris at Mersey Bluff following recent severe storm activity



6.2. In August and September, planned parks and reserves maintenance works will include:

- Scheduled renovations of Devonport Oval and Valley Road soccer field
- Changeover of sports fields
- Commencement of maintenance of additional areas of Waterfront Park

6.3. Mersey Vale Memorial Park interment figures compared to previous years are as follows:



7. Building and Facilities Maintenance

7.1. Maintenance in accordance with the Service Level Document, undertaken in June and July included:

- Apply oil to BBQ shelters at Mersey Bluff
- Modifications to reception area of 62 Stewart Street
- Install new roller door at Byard Park kiosk
- External painting at Devonport Cricket Club

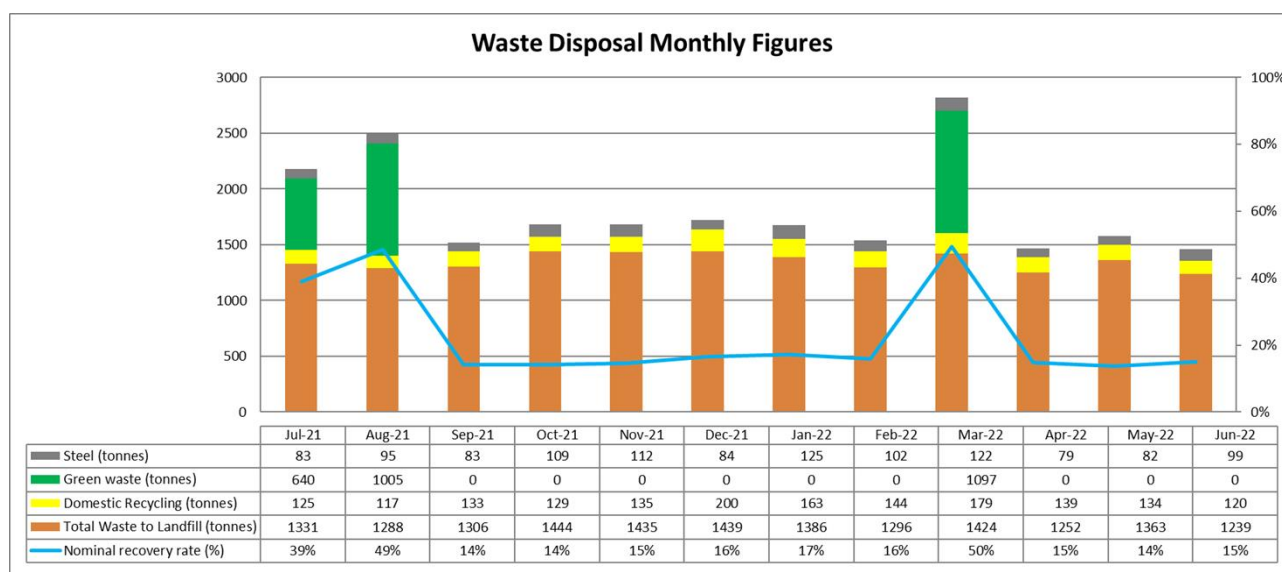


7.2. In August and September, planned building and facilities maintenance works will include:

- Replace toilets and taps at Devonport Playcentre
- Internal painting at Devonport Playcentre
- Modify access to Don Reserve off-leash exercise area

8. Waste Management Operations

8.1. Waste Management Services were conducted in accordance with the Service Level Document during June and July. The following graph details the major waste disposal streams from the Spreyton Waste Transfer Station, noting that July quantities are yet to be finalised.



COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

There are no financial implication resulting from this report.

RISK IMPLICATIONS

Any specific risk implications have been outlined in the discussion above. Any risks that result in an issue to Council will be the subject of a separate report.

CONCLUSION

This report is provided for information purposes only and to allow Council to receive an update on activities undertaken by the Infrastructure and Works Department.

ATTACHMENTS

Nil

6.5 DEVELOPMENT AND HEALTH SERVICES REPORT

Author: **Kylie Lunson, Development Services Manager**
Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council receive and note the Development and Health Services Report.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report provides a summary of the activities undertaken by the Development Services Department for the months of June and July 2022.

BACKGROUND

This report is provided to summarise the activities of the Development Services Department in the preceding two months.

The Council functions undertaken by the Department are:

- Planning;
- Building and Plumbing Services;
- Environmental Health;
- Animal Control; and
- Risk and Regulatory Compliance Services.

STATUTORY REQUIREMENTS

In carrying out its activities, the Development Services Department is required to ensure compliance with a substantial amount of legislation and regulation. The principal legislation administered by the Department includes the:

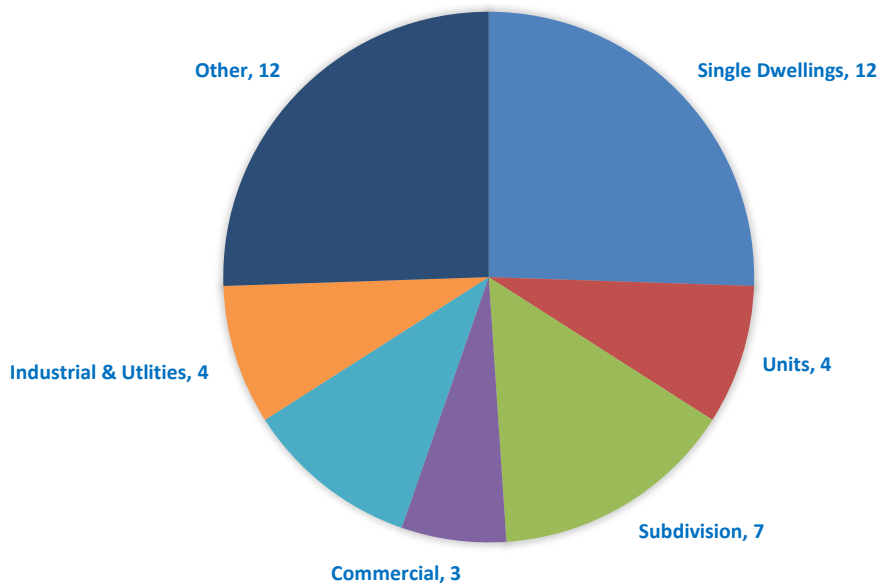
- *Local Government Act 1993*
- *Land Use Planning and Approvals Act 1993*
- *Building Act 2016*
- *Building Regulations 2016*
- *Public Health Act 1997*
- *Food Act 2003*
- *Environmental Management and Pollution Control Act 1994*
- *Dog Control Act 2000*
- *Tasmanian Planning Scheme – Devonport 2020*
- *Work Health and Safety Act 2012*

DISCUSSION

1. Planning

- 1.1. The following graph details the breakdown of planning applications received during June and July:

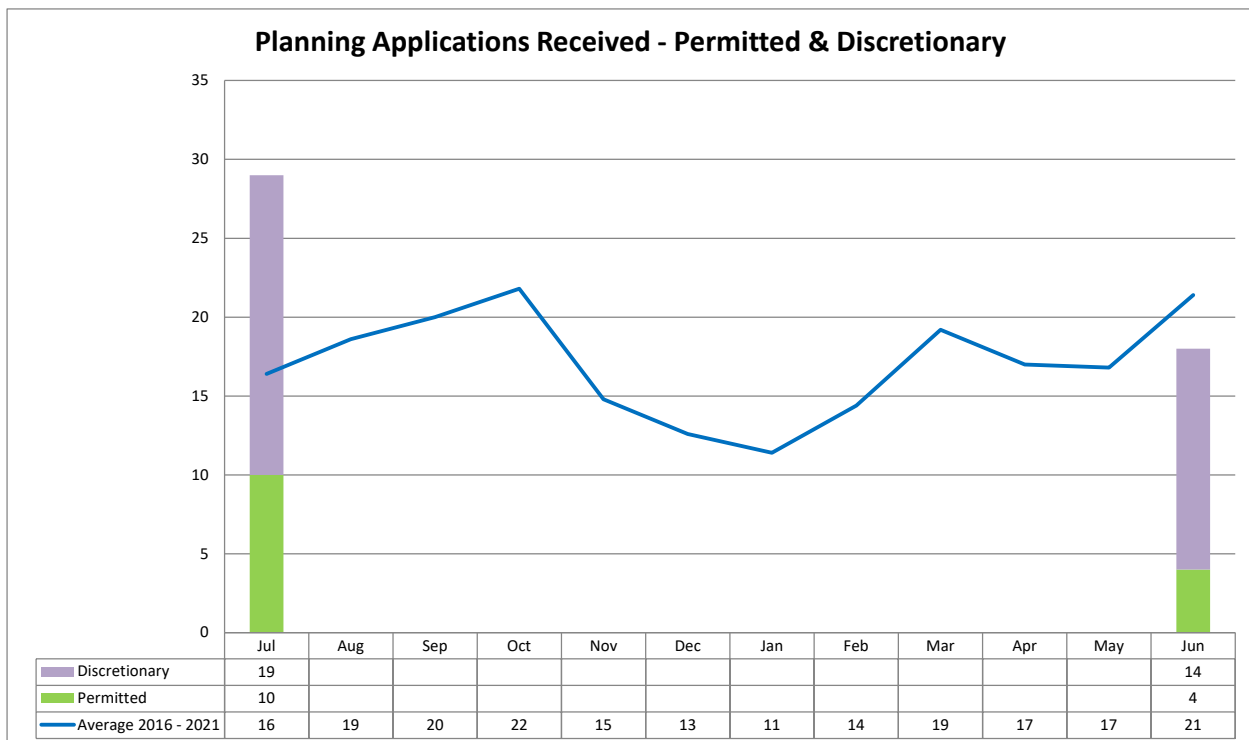
PLANNING APPLICATIONS RECEIVED BI-MONTHLY BREAKDOWN



Note:

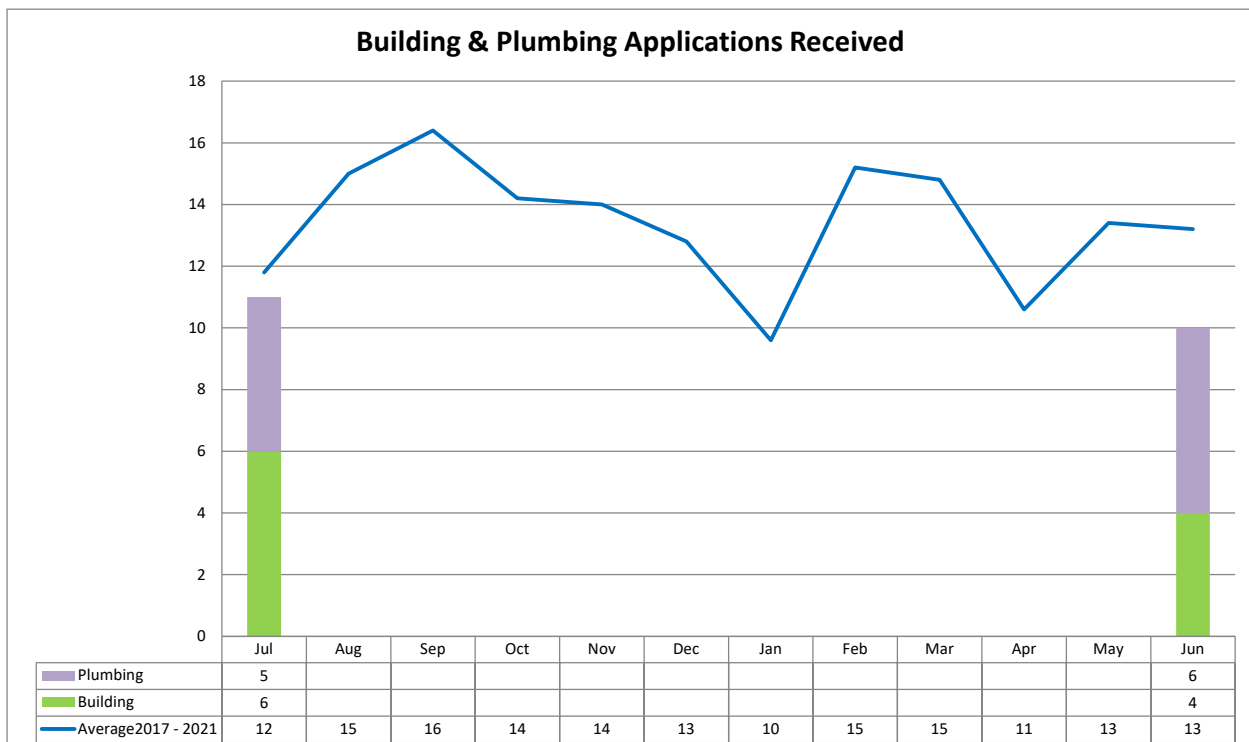
- Single Dwellings – means single residential dwelling on a single lot.
- Units – means two or more dwellings on a site.
- Subdivision – means the division of a single lot into multiple lots giving separate rights of occupation, excluding boundary adjustments.
- Commercial – means bulky goods sales,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

- 1.2. 33 Discretionary Planning Applications and 14 Permitted Planning Applications were received in June and July. The following graph details the number of Planning Applications received compared to previous years:

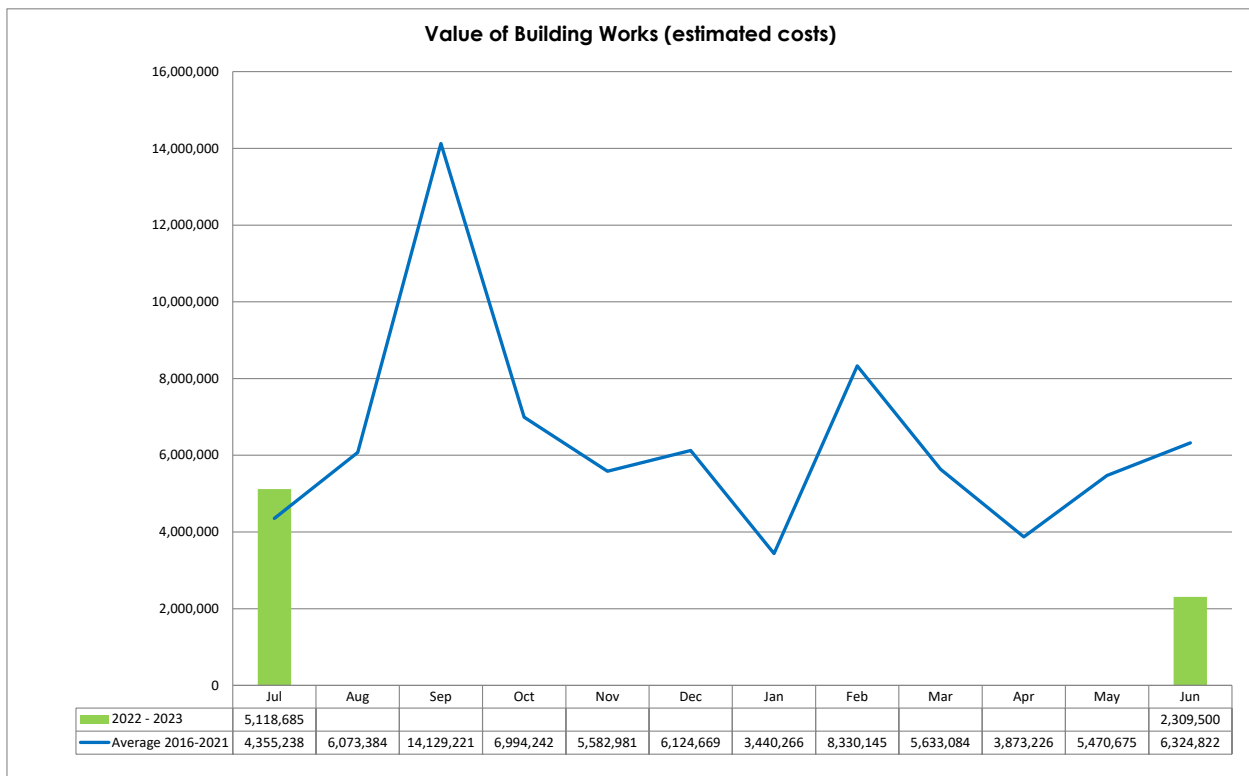


2. Building/Plumbing

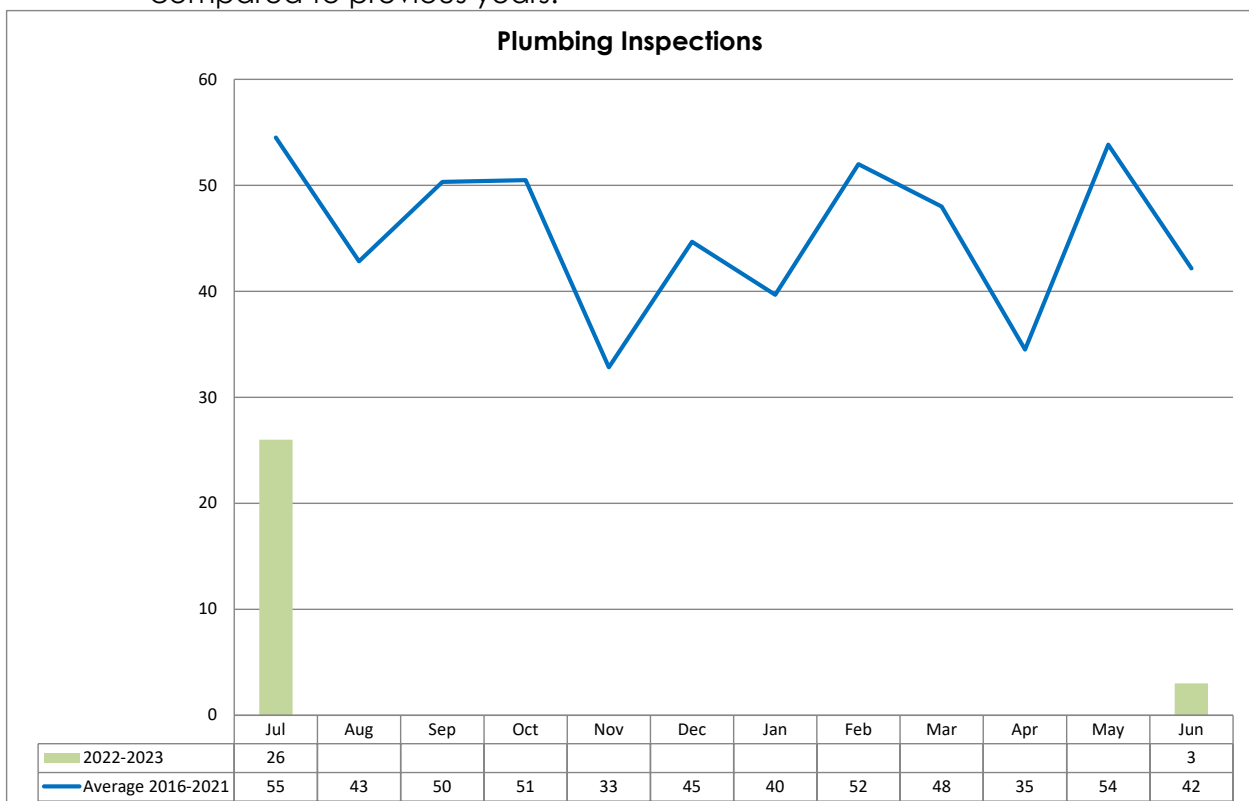
2.1. 10 Building Applications and 11 Plumbing Applications were received in June and July. The following graph details the Building and Plumbing Applications compared to the previous year:



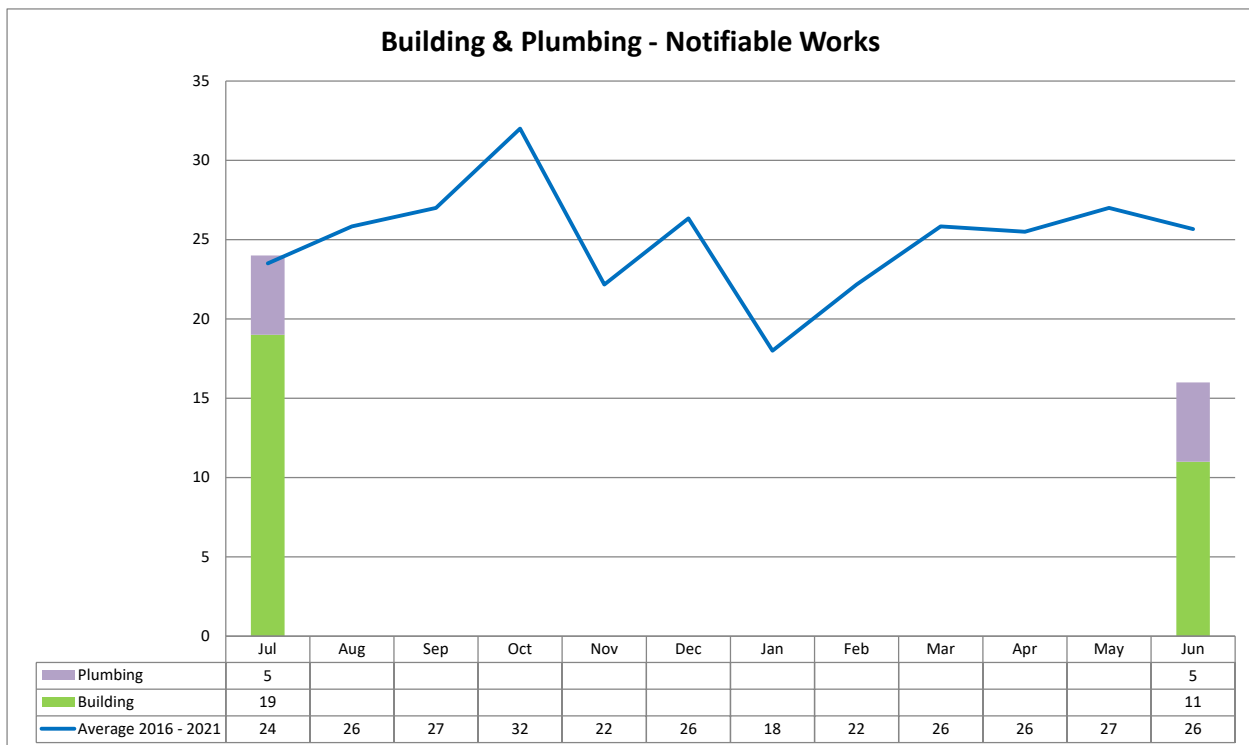
2.2. Building Applications for \$2,309,500 worth of building works were received in June and \$5,118,685 in July. The following graph details the value of building works received compared to previous years:



- 2.3. 3 plumbing inspections were carried out in June and 26 in July. The following graph details the number of plumbing inspections carried out this financial year compared to previous years:

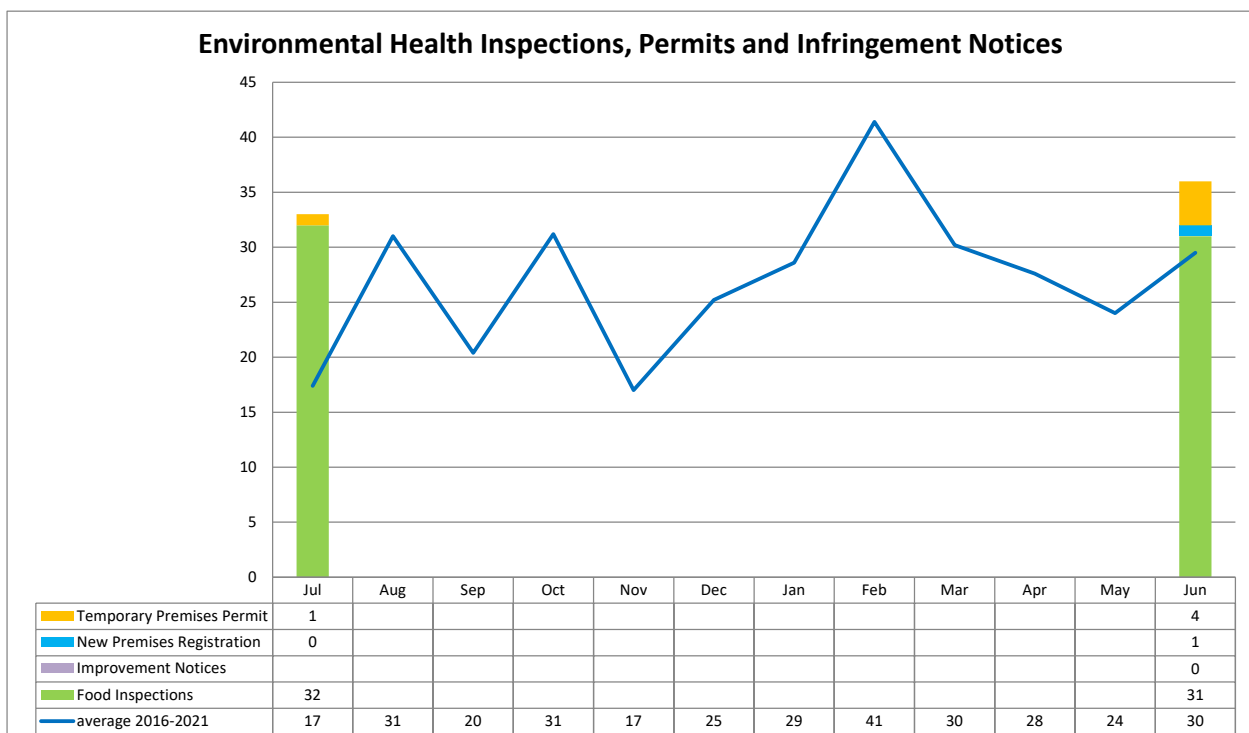


- 2.4. The following graph details the notifiable works received for building and plumbing that have been issued this year compared to previous years:



3. Environmental Health

3.1. The following graph details the inspections, permits and infringement notices that have been issued by Environmental Health this year compared to previous years:

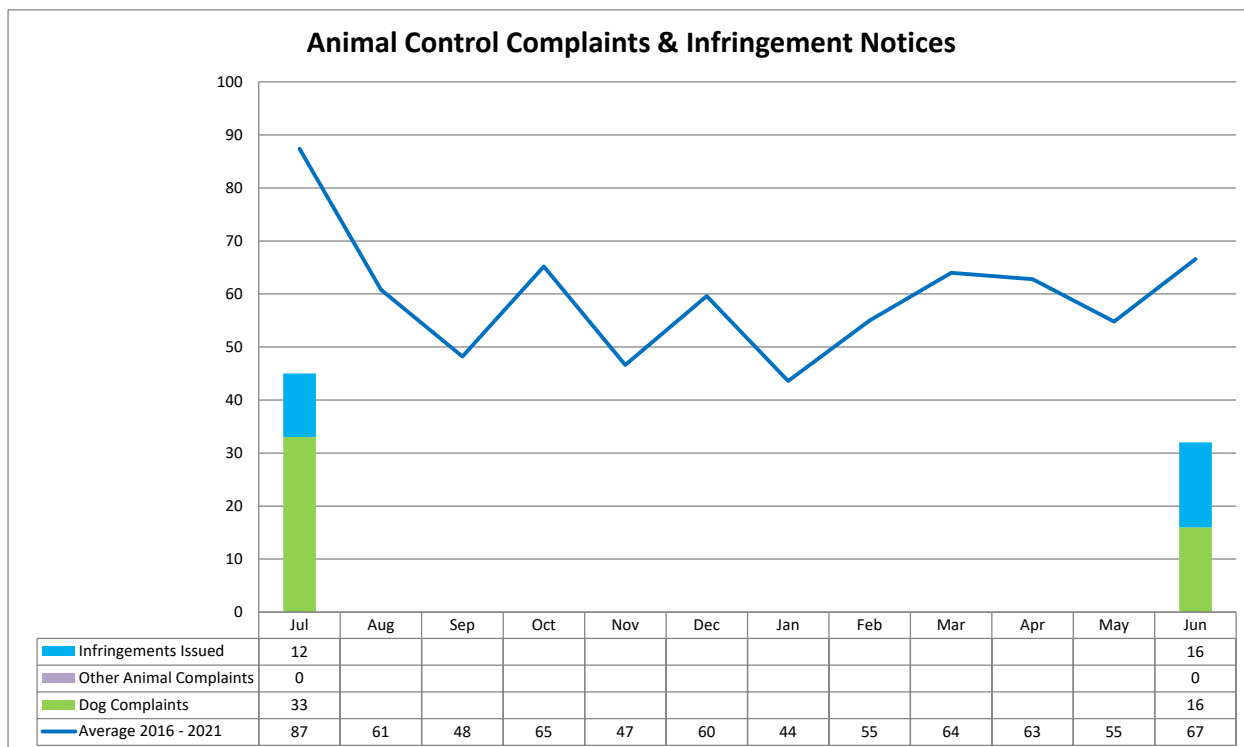


4. Animal Control

4.1. There are currently 2736 registered dogs. In June and July, a total of 49 animal complaints were received. These complaints predominately related to dogs at

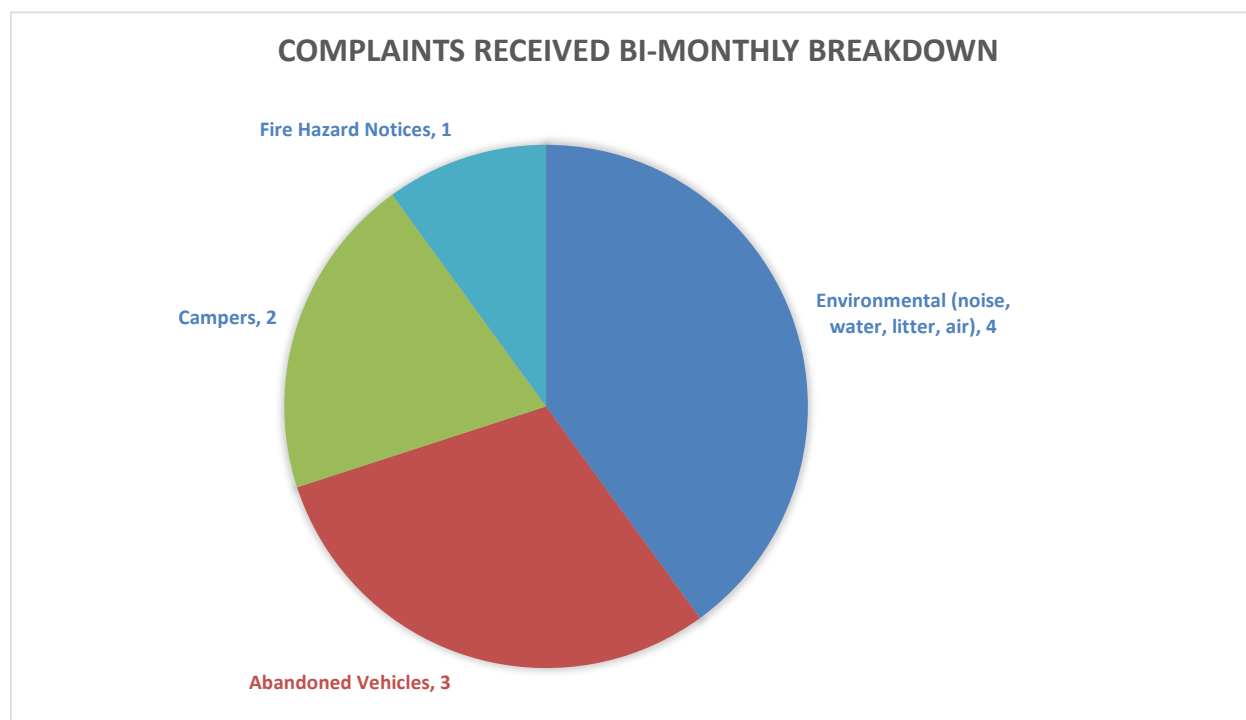
large and barking dogs. All complaints were responded to within two working days.

- 4.2. The following graph details the number of animal complaints for this financial year compared to the same period last year:



5. Risk and Compliance

- 5.1. The following graph details the breakdown of the complaints received by the Risk Department during June and July:



- 5.2. 41 incidents were reported during June and July. The following table details the types of incidents:

Council/Public	Number Reported
<input type="checkbox"/> Council	28
<input type="checkbox"/> Property Damage	19
<input type="checkbox"/> Motor Vehicle	4
<input type="checkbox"/> Personal Injury	3
<input type="checkbox"/> Near Hit	1
<input type="checkbox"/> Property Theft	1
<input type="checkbox"/> Public	13
<input type="checkbox"/> Property Damage	5
<input type="checkbox"/> General Public	3
<input type="checkbox"/> Motor Vehicle	3
<input type="checkbox"/> Personal Injury	1
<input type="checkbox"/> Property Theft	1
	41

5.3. The following details the breakdown of claims costs:

Total costs - \$1300

Council incidents costs - \$400

Public incidents costs - \$900

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

Any financial implications arising out of this report will be reported separately to Council.

RISK IMPLICATIONS

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

CONCLUSION

This report is provided for information purposes only as it relates to the activities of the Development Services Department in June and July 2022.

ATTACHMENTS

Nil

7 SECTION 23 COMMITTEES

7.1 PLANNING AUTHORITY COMMITTEE MEETING - 8 AUGUST 2022

Author: **Jacqui Surtees, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That the minutes of the Planning Authority Committee meeting held on 8 August 2022 be received.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

The purpose of this report is to receive the minutes from the Planning Authority Committee meeting held on 8 August 2022.

ATTACHMENTS

1. Minutes - Planning Authority Committee - 8 August 2022 [**7.1.1** - 4 pages]

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 – 25 July 2022	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)
4.1	Confidential Attachments – August 2022	15(2)(g)

9 CLOSURE