

COUNCIL MEETING - 22 JANUARY 2024 ATTACHMENTS

<b>3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS.....</b>	<b>2</b>
3.2.1.1 RESPONSE TO QUESTIONS WITHOUT NOTICE - 18 DECEMBER 2023 T BURGESS.....	2
<b>3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC.....</b>	<b>3</b>
3.2.2.1 QON - SHANE WARREN - 8 JANUARY 2024.....	3
<b>5.1 DELEGATIONS - GENERAL MANAGER - BIENNIAL UPDATE.....</b>	<b>5</b>
5.1.1 INSTRUMENT OF DELEGATION GENERAL MANAGER JANUARY 2024.....	5
<b>5.4 DEVONPORT EVENTS STRATEGY 2024-2030.....</b>	<b>29</b>
5.4.1 EVENTS STRATEGY 2030 DRAFT (1).....	29
<b>6.3 GENERAL MANAGER'S REPORT.....</b>	<b>52</b>
6.3.1 CURRENT & PREVIOUS MINUTES RESOLUTIONS - DECEMBER 2023.....	52
<b>6.4 MONTHLY OPERATIONAL REPORT - DECEMBER 2023.....</b>	<b>53</b>
6.4.1 20231231 CONSOLIDATED FINANCIAL REPORT.....	53



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22 December 2023

Ms T Burgess

[tharisaburgess@gmail.com](mailto:tharisaburgess@gmail.com)

Dear Ms Burgess

**Response to Question Without Notice raised Monday, 18 December 2023**

Thank you for your question raised at the Council Meeting on Monday, 18 December 2023. I trust the response provided at Monday nights meeting has given you a better understanding of councils role in relation to the concerns you raised.

Further details regarding Councils legislative powers relating to dilapidated buildings can be found in our [Dilapidated Buildings Policy](#) available on council's website.

Yours sincerely,

Matthew Atkins

GENERAL MANAGER



*The City with Spirit*

**From:** Shane Warren <shanewarren58@gmail.com>  
**Sent on:** Monday, January 8, 2024 1:27:45 AM  
**To:** Devonport City Council <council@devonport.tas.gov.au>  
**Subject:** Questions on Notice - Council Meeting 22 January 2024

To:  
The General Manager

I wish to submit the following to the next Council meeting.

Preamble

At the December 18th Council meeting last year a tender report (Item 5.6) was revisited after deferral (Resolution 23/230) from the November 20th Council meeting. It was deferred pending the outcome of a further workshop meeting to be held in the meantime.

The minutes from the 18th December Council meeting indicate that this tender has now been awarded. This as I understand is for a project that has not yet been subject to any approval from the Planning Authority.

Question 1

What is the Council policy on this scenario of awarding tenders on unapproved projects that are subject to the discretion of the Planning Authority and which would require subsequent permits under the relevant building and plumbing legislation. What if the project does not commence and there has already been substantial work undertaken by the successful tenderer in the preparation of drawings. How is this accounted for?

Question 2

The Item 5.6 Report in the December 18th Agenda also indicated that should additional funding not be secured then this tender will not progress.  
Can it be confirmed that the successful tenderer is mindful of this and has not commenced any work on the project drawings?

The background to this report indicates that the previously mentioned workshop after deferral was conducted on 11 November 2023.

The minutes of the December Council meeting confirm this so this date must obviously be correct? After all the Officer's report to the full December Council meeting would have been revised and checked by the author before being passed onto the Executive Leadership Team for final vetting before becoming an official Council meeting agenda item. It would have then been subsequently discussed and in this instance approved by the elected members and now finally ratified with confirmation of the minutes from that particular meeting.  
If it isn't obvious yet then perhaps some confirmation that there was an actual workshop meeting held between the November and December Council meetings and not before the November Council meeting as minuted would be advantageous to the Devonport community.

My next question follows on from this.

The report to the December meeting also indicated that the:

“The development of expanded High-ball indoor capacity for the Devonport Community was identified as the highest priority project in Council's Sports Infrastructure Master Plan 2035”

I can find no such dedicated and specific wording to this in the Master Plan. There are several high priority projects identified at specific sites but no unilateral statement that indicates ‘the development of expanded High-Ball indoor capacity for the Devonport Community was identified as the highest priority project in Council’s Sports Infrastructure Master Plan 2035’ as documented in the report.

Following my question without notice at the November Council meeting and the response it appears that there have been several purported interpretative changes to some aspects of the Master Plan. It also seems credible that these these new ‘interpretations’ were not known to the Council officer in the preparation of his report because the available public copy of the Master Plan on the Council website provides no such details.

That being said it seems to me that the Council resolution to award the tender is potentially flawed if it was submitted to the elected members that the High-Ball stadium is the highest priority in the Master Plan notwithstanding the timing of the workshop meeting held.

Question 3

Can it be confirmed that due process has been followed and that the credibility of the tender processes and procedures hasn’t been compromised?

Regards

Shane Warren

<b>Archives Act 1983</b>	
All of Council's powers and functions under the <i>Archives Act 1983</i>	
<b>Building Act 2016</b>	
All of Council's powers and functions under the <i>Building Act 2016</i>	
<b>Building Regulations 2016</b>	
All of Council's powers and functions under the <i>Building Regulations 2016</i>	
<b>Burial and Cremation Act 2019</b>	
All of Council's powers and functions under the <i>Burial and Cremation Act 2019</i>	
<b>Burial and Cremation Regulations 2015</b>	
All of Council's powers and functions under the <i>Burial and Cremation Regulations 2015</i>	
<b>Dog Control Act 2000</b>	
All of Council's powers and functions under the <i>Dog Control Act 2000</i>	
<b>Emergency Management Act 2006</b>	
SECTION	DESCRIPTION
s23	Municipal Emergency Management Coordinators and Deputies
s47	Councils to establish or provide for resources
<b>Environmental Management and Pollution Control Act 1994</b>	
All of Council's powers and functions under the <i>Environmental Management and Pollution Control Act 1994</i>	
<b>Fire Services Act 1979</b>	
SECTION	DESCRIPTION
s50(1)	Protection of public premises
s56(3)	Formation of firebreaks
<b>Food Act 2003</b>	
All of Council's powers and functions under the <i>Food Act 2003</i> (except s130 and those sections that are strictly powers and functions of Authorised Officers only)	
<b>Heavy Vehicle National Law (Tasmania) Act 2013</b>	
All of Council's powers and functions under the <i>Heavy Vehicle National Law (Tasmania) Act 2013</i> as a 'road manager'	
<b>Historic Cultural Heritage Act 1995</b>	
SECTION	DESCRIPTION
s36(2)	Permit application to be sent to and considered by Heritage Council
s37(2) & (3)	Procedure if Heritage Council requires additional information to consider permit application
s38(3)	Procedure if Heritage Council has no interest in permit application

s38(4)	Procedure if Heritage Council has no interest in permit application
s38(5)	Procedure if Heritage Council has no interest in permit application
s39(8)	Procedure if Heritage Council wishes to be involved in determining discretionary permit application
s39(10)	Procedure if Heritage Council wishes to be involved in determining discretionary permit application
s39A(2) (8) & (10)	Procedure if Heritage Council wishes to be involved in determining combined permit application
s39B	Provision of further information to Heritage Council
s41(2)	Correction and minor amendment of permits
s47	Heritage agreement
s49	Variation or termination of heritage agreement
s50	Notification to Recorder of Titles
s55	Financial and other assistance
<b>Land Acquisition Act 1993</b>	
<b>SECTION</b>	<b>DESCRIPTION</b>
s9	Power to purchase by agreement
s10	Purchase of surplus land
s18(3)	Notice of acquisition
s80	Signing of notices and other documents
<b>Land Titles Act 1980</b>	
<b>SECTION</b>	<b>DESCRIPTION</b>
s138U(2)	Restriction on title by possession
s138Y	Avoidance of sub-minimum lots
<b>Land Use Planning and Approvals Act 1993</b>	
As delegated by Council 26 April 2021 – Min Ref.21/71 and 23 October 2023 – Min Ref.23/212	
<b>Litter Act 2007</b>	
All of Council's powers and functions under the <i>Litter Act 2007</i>	
<b>Local Government Act 1993</b>	
<b>SECTION</b>	<b>DESCRIPTION</b>
s19	Corporation of councils
s22	Delegation by council
s33	Notice of establishment of authority
s60A	Public meetings and submissions

s72B(2)	Annual General Meeting
s73	Sources of funds
s74	Expenditure
s75	Investments
s76	Writing off bad debts
s77(1)	Grants & Benefits
s81	Authorised deposit-taking institution accounts
s82(6)	Estimates
s101(1)(a)	Intention to make separate rate or charge
s109G(1)	Applications for certificates
s109J(1)	Rectification Orders
s113	Declaration of land as urban farm land
s114	Revocation of declaration
s124	Instalment payments
s126	Conditions of postponement
s127	Postponement ceases to operate
s129	Remission of rates
s133	Recovery of rates
s134	Recovery from certain persons
s135	Rents under leases and for unpaid rates
s137	Sale of land for unpaid rates
s140	Procedure if council cannot sell land
s149	Infringement notices and fines
s152	Enforcement
s152A	Requirement to give name and address
s153(1)	Publication of by-laws
s156A(1)	Regulatory Impact Statement
s156A(5)	Regulatory Impact Statement
s161	Making by- laws
s162	Certification of by-law
s164	By-law to Director

s167	Notice of by-laws
s170	Parking of vehicles
s172(4)	Council may adopt model by-laws
s172(5B)	Council may adopt model by-laws
s175	Purchase or lease of land
s176	Acquisition of land
s185	Compliance with notice
s189	Closure of local highways
s190	Objections
s193	Establishment of pounds
s197	Sale or destruction of unclaimed animals
s198A	Operation of private pounds
s203	Nuisance orders
s204	Costs
s204A	Infringement notice for non-compliance with abatement notice
s205	Fees and charges
s207	Remission of fees and charges
s209	Corrections of map
s237(b) & (c)	Authentication of certain documents
s240	Appearances in court
s252	Several owners
s333A	Tenders
<b>Local Government (Building &amp; Miscellaneous Provisions) Act 1993</b>	
All of Council's powers and functions under the <i>Local Government (Building &amp; Miscellaneous Provisions) Act 1993</i>	
<b>Local Government (General) Regulations 2015</b>	
<b>REG</b>	<b>DESCRIPTION</b>
r23	Public tenders
r25	Multiple-use register
r26	Multiple-stage register
r37(b) (d) (e) (f) (g) (h)	Purposes for which land may be compulsorily acquired
r39	Plan of boundaries of towns



<b>Local Government (Highways) Act 1982</b>	
All of Council's powers and functions under the <i>Local Government (Highways) Act 1982</i>	
<b>Monetary Penalties Enforcement Act 2005</b>	
All of Council's powers and functions under the <i>Monetary Penalties Enforcement Act 2005</i>	
<b>Personal Information Protection Act 2004</b>	
All of Council's powers and functions under the <i>Personal Information Protection Act 2004</i>	
<b>Place Names Act 2020</b>	
All of Council's powers and functions under the <i>Place Names Act 2020</i>	
<b>Public Health Act 1997</b>	
All of Council's powers and functions under the <i>Public Health Act 1997</i> (except s185.1 and those sections that are strictly powers and functions of Authorised Officers or Environmental Health Officers only)	
<b>Public Interest Disclosures Act 2002</b>	
All of Council's powers and functions under the <i>Public Interest Disclosures Act 2002</i>	
<b>Right to Information Act 2009</b>	
All of Council's powers and functions under the <i>Right to Information Act 2009</i>	
<b>Roads and Jetties Act 1935</b>	
All of Council's powers and functions under the <i>Roads and Jetties Act 1935</i>	
<b>Strata Titles Act 1998</b>	
<b>SECTION</b>	<b>DESCRIPTION</b>
s6(1A)	Lodgement of plan for registration
s12(2)	Disposal of interest in common property
s14(2)	Creation of easements, covenants and profits a prendre
s19(2)	Application for amendment
s23(2)	Application for consolidation
s27(2)	Application for cancellation
s31(2A)	Application for, and grant of, certificate of approval
s31(2B)	Application for, and grant of, certificate of approval
s31(3)	Application for, and grant of, certificate of approval
s31(4)	Application for, and grant of, certificate of approval
s31(6)	Application for, and grant of, certificate of approval
s31AA	Requirement for staged development scheme
s32	Reinstatement of buildings

s36	Application for council approval
s37(1&2)	Approval of scheme in principle
s37(4)	Approval of scheme in principle
s41(2)	Progressive Development
s42	Application for variation of scheme
s43(2)	Registration of variation
s45	Injunction
s48	Assignment of developer's interest
s54(1)	Approval of scheme
s54(2)	Approval of scheme
s54(4)	Approval of scheme
s57	Progressive development
s58	Application for variation of scheme
s59(2)	Registration of variation
s60	Variation of scheme by the Supreme Court
s61	Injunction
s65	Assignment of interest in land subject to scheme
s142	Recording of certain orders
s158	Power of entry by public or local authority
<b>Traffic Act 1925</b>	
All of Council's powers and functions under the <i>Traffic Act 1925</i>	
<b>Urban Drainage Act 2013</b>	
All of Council's powers and functions under the <i>Urban Drainage Act 2013</i>	
<b>Vehicle and Traffic Act 1999</b>	
All of Council's powers and functions under the <i>Vehicle and Traffic Act 1999</i>	
<b>Water &amp; Sewerage Industry Act 2008</b>	
<b>SECTION</b>	<b>DESCRIPTION</b>
s56P	Action by relevant regulated entity
s56TB	Regulated entity's consent required before grant of certain permits under <i>Building Act 2016</i>
s56TD	Certification of water and sewerage compliance

<b>By-Laws</b>
Reserves, Parks & Gardens By-Law No.1 of 2017
Parking By-Law No.1 of 2023
Street Trading By-Law No.1 of 2020

**Archives Act 1983**

All of Council's powers and functions under the <i>Archives Act 1983</i>
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**Building Act 2016**

All of Council's powers and functions under the <i>Building Act 2016</i>
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**Building Regulations 2016**

All of Council's powers and functions under the <i>Building Regulations 2016</i>
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**Burial and Cremation Act 2019**

All of Council's powers and functions under the <i>Burial and Cremation Act 2019</i>
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**Burial and Cremation Regulations 2015**

All of Council's powers and functions under the <i>Burial and Cremation Act Regulations 2015</i>
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**Dog Control Act 2000**

All of Council's powers and functions under the <i>Dog Control Act 2000</i>
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**Emergency Management Act 2006**

<b>Section</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>
s23 Municipal Emergency Management Coordinators and Deputies	Nominate a Municipal Emergency Management Coordinator and Deputy Municipal Emergency Management Coordinator for appointment by the Minister	Council

s47 Councils to establish or provide resources	Establish and maintain, and otherwise provide for the availability of, all resources and facilities considered necessary for the management of an emergency within the municipal area in accordance with the Municipal Emergency Management Plan	Council
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***Environmental Management and Pollution Control Act 1994***

All of Council's powers and functions under the <i>Environmental Management and Pollution Control Act 1994</i>
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***Fire Services Act 1979***

Section	Item Delegated / Authorisation	Conditions and Limitations
s50(1) Protection of public premises	Request the Commission provide such information or advice as may be required in relation to the protection from fire	Council
s56(3) Formation of firebreaks	Cause the formation of firebreaks considered necessary or desirable to arrest the spread or to facilitate the suppression of fires	Council

***Food Act 2003***

All of Council's powers and functions under the <i>Food Act 2003</i> (except s130 and those sections that are strictly powers and functions of Authorised Officers only)
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***Heavy Vehicle National Law (Tasmania) Act 2013***

All of Council's powers and functions under the <i>Heavy Vehicle National Law (Tasmania) Act 2013</i>
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***Historic Cultural Heritage Act 1995***

Section	Item Delegated / Authorisation	Conditions and Limitations
s36(2) Permit application to be sent to and considered by Heritage Council	Give a copy of the permit application to the Heritage Council as soon as practicable after the application	Planning Authority
s37(2) & (3) Procedure if Heritage Council requires additional information to	Require applicant provide additional information, and provide to Heritage Council	Planning Authority

consider permit application		
s38(3) Procedure if Heritage Council has no interest in permit application	If, but for s34(2), no permit (discretionary or otherwise) in respect of the relevant heritage works would have been required under Planning Act, notify applicant and Heritage Council that a permit is not required and that the permit application is taken to have been withdrawn	Planning Authority
s38(4) Procedure if Heritage Council has no interest in permit application	If, but for s34(2), a discretionary permit would not have been required under Planning Act but another permit would have been required in respect of the relevant heritage works, the permit application is taken to be an application made under the appropriate section of the Planning Act for that other permit and the planning authority is to, if the application was made under Division 2A of Part 3 or Division 2 of Part 4 of the Planning Act as in force before the commencement of s10 of the <i>Land Use Planning and Approvals Amendment (Tasmanian Planning Scheme) Act 2015</i> , determine the application under the appropriate provisions of that Division; or Division 4 of Part 3B, or Division 2A of Part 4, of the Planning Act as in force after the commencement of s10 of the <i>Land Use Planning and Approvals Amendment (Tasmanian Planning Scheme) Act 2015</i> , determine the application under the appropriate provisions of that Division; and once it has determined the application, notify Heritage Council of the determination	Planning Authority
s38(5) Procedure if Heritage Council has no interest in permit application	If a permit is required under Planning Act in respect of relevant heritage works regardless of the operation of s34(2), determine the permit application under appropriate provisions of Division 2A of Part 3, or Division 2 of Part 4, of the Planning Act; and once determined the permit application, notify Heritage Council of decision	Planning Authority
s39(8) Procedure if Heritage Council wishes to be involved in determining discretionary permit application	If subsection (6)(a) applies or the Heritage Council fails to give notification of any kind under subsection (6) within the assessment period for the discretionary permit application, then, subject to s39C(4), determine the discretionary permit application without further reference to the Heritage Council; and once the discretionary permit application is determined, notify Heritage Council of determination	Planning Authority
s39(10) Procedure if Heritage Council wishes to be involved in determining discretionary permit application	If subsection (6)(c) applies, refuse to grant the discretionary permit	Planning Authority

s39A(2)(8) & (10) Procedure if Heritage Council wishes to be involved in determining combined permit application	Liaise with Heritage Council in regard to a combined permit application. If subsection (6)(a) applies or Heritage Council fails to give notification of any kind under subsection (6) within the time that subsection requires, then, subject to s39C(5), determine the application without further reference to the Heritage Council; and once the application is determined, notify Heritage Council of determination. If subsection (6)(c) applies, refuse to grant the combined permit	Planning Authority
s39B Provision of further information to Heritage Council	Provide any further information received from permit applicant to Heritage Council	Planning Authority
s41(2) Correction and minor amendment of permits	Before making a correction or minor amendment, consult Heritage Council and have regard to any submissions they make pursuant to that consultation	Planning Authority
s47 Heritage Agreement	Consult with Minister in regard to a heritage agreement, and only make an agreement after obtaining and considering Heritage Council's advice. May be a party to an agreement	Planning Authority
s49 Variation or termination of heritage agreement	With Minister's approval, vary or terminate a heritage agreement, on the advice of Heritage Council	Planning Authority
s50 Notification of Recorder of Titles	Lodge for registration with the Recorder of Titles notice of heritage agreements that come into effect or the variation or termination of a heritage agreement	Planning Authority
s55 Financial and other assistance	Provide approval to Heritage Council to arrange for reductions to be made in any rates, charges, duties or taxes payable in respect of a place which is subject of a heritage agreement	Planning Authority

**Land Acquisition Act 1993**

<b>Section</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>
s9 Power to purchase by agreement	Agree with an owner of land for the purchase of that land	Acquiring authority
s10 Purchase of surplus land	Enter into an agreement under s9 for the purchase of land	Acquiring authority
s18(3) Notice of acquisition	Sign a notice of acquisition on behalf of the acquiring authority	Acquiring authority

s80 Signing of notices and other documents	Where an acquiring authority may or is required to provide to, or serve on, any person a notice or other document under this Act, sign the document on behalf of the acquiring authority	Acquiring authority
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**Land Titles Act 1980**

Section	Item Delegated / Authorisation	Conditions and Limitations
s138U(2) Restriction on title by possession	If council has certified in writing that it is unclear who has paid or is paying the relevant council rates this section does not apply	Council
s138Y Avoidance of sub-minimum lots	Upon request from applicant, provide certificate stating an application would not result in the continuation or creation of a sub-minimum lot or that Council consents to the application	Council

**Land Use Planning and Approvals Act 1993**

As delegated by Council as Planning Authority - 26 April 2021 – Min Ref.21/71 and in addendum adopted 23 October 2023 (s51A and s56AA) – Min Ref.23/212
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**Litter Act 2007**

All of Council's powers and functions under the <i>Litter Act 2007</i>
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**Local Government Act 1993**

Section	Item Delegated / Authorisation	Conditions and Limitations
s19 Corporation of councils	Execute and attest documents	Council
s22 Delegation by council	Authorised, by delegation, to: collect rates and charges under Part 9; postpone rates and charges; provide for the remission or rebate of rates and charges; write off debts owed to Council; make grants or the provision of benefits. Keep a register of any delegation and make the register available for public inspection	Council delegate to General Manager only
s33 Notice of establishment of authority	After proposed rules of a single or joint authority are approved, publish in Gazette the establishment of the authority and the name by which the authority is to be known	Council
s60A Public meetings and submissions	Before holding a public meeting under s59 or s60(3) display notice of meeting and invite submissions	Council

s72B(2) Annual General Meeting	Publish notice specifying the date, time and place of the Annual General Meeting	Council
s73 Sources of funds	Raise funds	Council
s74 Expenditure	Expend funds for the purpose of exercising powers or carrying out functions under this or any other Act within estimates adopted under s82	Council
s75 Investments	Invest money	Council
s76 Writing off bad debts	Certify that reasonable attempts have been made to recover the debt; or that costs of recovery are likely to equal or exceed amount to be recovered, to write off bad debt	Council
s77(1) Grants & Benefits	Make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose considered appropriate	Council
s81 Authorised deposit-taking institution accounts	Establish and maintain in Council's name authorised deposit-taking institution accounts	Council
s82(6) Estimates	By absolute majority, make minor adjustments up to specified amounts to individual items within any estimate so long as the total amount of the estimate is not altered	Council
s101(1)(a) Intention to make separate rate or charge	Make all reasonable attempts to notify all ratepayers likely to be affected by the making of the separate rate or separate charge	Council
s109G(1) Applications for certificates	Apply to the Director for the issue of a certificate	Council
s109J(1) Rectification Orders	Apply to the Minister for a rectification order to be made in respect of a rate made, or purportedly made by Council under this Part	Council
s113 Declaration of land as urban farm land	Grant or refuse to grant an application to declare land to be urban farm land	Council
s114 Revocation of declaration	Revoke a declaration in respect of land on the sale or conveyance of the land; or if the land is no longer farm land or urban farm land	Council
s124 Instalment payments	Permit a ratepayer to pay rates by instalments instead of by one payment and determine dates by which instalments are to be paid	Council



s126 Conditions of postponement	Grant postponement of payment of rates for a specified period, on condition the ratepayer pay interest on the amount of rates postponed at a fixed rate; and on any other condition determined, if satisfied such payment would cause hardship	Council
s127 Postponement ceases to operate	Revoke a postponement of payment of rates	Council
s129 Remission of rates	Grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer or grant a remission of any rates, penalty or interest paid or payable by class of ratepayers	Council
s133 Recovery of rates	Recover in court of competent jurisdiction as a debt due to it, any outstanding unpaid rates; and any additional amount payable as a result of an objection under this Part	Council
s134 Recovery from certain persons	Recover rates for a ratepayer or owner of land; occupier of land (with their agreement) or the ratepayer or owner of land at the time the rates were made	Council
s135 Rents under leases and for unpaid rates	By notice, require a person who holds a lease or licence relating to land in respect of which rates are due to pay to Council any rent or other consideration payable under the lease or licence in satisfaction of any unpaid rates	Council
s137 Sale of land for unpaid rates	In respect of land where rates have been outstanding for 3 years or more, sell that land or part of that land as if it were the owner of the land or apply to the Minister for an order that the land be transferred to Council if it is not possible after reasonable inquiry to identify the owner of the land or the whereabouts of the owner	Council
s140 Procedure if council cannot sell land	If, after reasonable attempts to sell land it appears there are no reasonable prospects of selling the land within a reasonable time, apply to the Minister for an order under this section	Council
s149 Infringement notices and fines	Issue infringement notices in respect of offences specified in the by-laws; and issue one infringement notice in respect of more than one offence; and impose a monetary penalty for an offence in respect of which an infringement notice is issued	Council
s152 Enforcement	Remove any person from land owned or controlled by, Council whom they reasonably believe is offending against a by-law; and remove anything which is on such land without Council approval. Authorise a police officer to carry out any action under subsection (1); and to arrest a person who is on land owned or controlled by Council and whom the police officer reasonably believes is offending against a by-law	Authorised employee of Council

s152A Requirement to give name and address	Require person to give name and address if reasonably believed the person is offending or has offended against a by-law	Authorised employees of Council
s153(1) Publication of by-laws	Publish in the Gazette a by-law made or adopted	Council
s156A(1) Regulatory Impact Statement	Prepare a regulatory impact statement in respect of any by-law to be made	Council
s156A(5) Regulatory Impact Statement	Submit regulatory impact statement to the Director	Council
s161 Making by- laws	Affix common seal to by-law	Council
s162 Certification of by-law	Certify a by-law	Council
s164 By-law to Director	Upon Council making a by-law, forward to the Director a sealed copy of the by-law; certification under s162 and a statement explaining the purpose and effect of the by-law and outcomes of public consultation in respect of by-law	Council
s167 Notice of by-laws	Place at appropriate locations notices advising of any by-law affecting the conduct of the public	Council
s170 Parking of vehicles	Serve an infringement notice in respect of by-laws which create an offence concerning a vehicle	Council
s172(4) Council may adopt model by-laws	Cause a notice to be published in the Gazette that a model by-law has been adopted by Council	Council
s172(5B) Council may adopt model by-laws	Affix common seal to two copies of a model by-law, that has been adopted or is taken to be adopted, and forward one to the Director	Council
s175 Purchase or lease of land	Purchase or lease land for any purpose considered to be of benefit to council or the community	Council Delegation given by General Manager - limited to leasing of land only and does not include purchasing of land
s176 Acquisition of land	Acquire land for prescribed purposes in accordance with the <i>Land Acquisition Act 1993</i>	Council Delegation given by General Manager. Restricted to the delegated provisions of r37 of

		<i>Local Government (General) Regulations 2015</i>
s185 Compliance with notice	If work directed in notice to be undertaken is not undertaken within the period specified in the notice, have the work done and charge the owner or occupier for the cost of that work	Council
s189 Closure of local highways	Allow any person to operate a market subject to any terms and conditions determined or operate a market itself	Council
s190 Objections	Consider any objection before closing a local highway or part of a local highway	Council
s193 Establishment of pounds	Establish pounds for the detention of stray animals	Council
s197 Sale or destruction of unclaimed animals	Sell, give away free of charge or destroy any impounded animal if no one has claimed it within 14 days after its impounding; or any fee, cost or charge payable by the owner has not been paid within 14 days of the date of the notice of impounding	Council
s198A Operation of private pounds	Issue a permit to operate a pound, on own behalf or on behalf of Council, for the detention of stray animals	Council
s203 Nuisance orders	Take necessary action to abate a nuisance under a court order	Council
s204 Costs	Sell land in respect of which an abatement notice is served as if unpaid costs were unpaid rates where a court has ordered a person to pay council any costs incurred by council	Council
s204A Infringement notice for non-compliance with abatement notice	Issue and serve an infringement notice on a person who is 18 years or over if believed the person has committed an offence against s200(3)	Authorised Officer
s205 Fees and charges	Impose fees and charges in respect of the use of any property or facility owned, controlled, managed or maintained by Council; services supplied at a person's request; carrying out work at a person's request; providing information or materials, or providing copies of, or extracts from, records of Council; any application to Council; any licence, permit, registration or authorization granted by Council; any other prescribed matter	Council
s207 Remission of fees and charges	Remit all or part of any fee or charge paid or payable	Council

s209 Corrections of map	Accept a request to correct a council map, and determine to accept or refuse the correction	Council
s237(b) & (c) Authentication of certain documents	Authenticate a summons, notice or other document, without Council's seal, by signing or in accordance with any by-law	Council
s240 Appearances in court	Represent council before any court or in any proceedings	General Manager or person authorised by Council or General Manager
s252 Several owners	If any sum of money is payable to Council under this Act by the owner of any land, and the rights of ownership of the land belong jointly, severally or successively, to more than one person, proceed against each of those persons severally in respect of the ultimate liability under this section; or against any of those persons who are known to it and may be conveniently served with the writ or other process jointly in respect of the whole sum; or against the person seized in possession of the land in respect of the whole sum	Council
s333A Tenders	Invite tenders for any contract for the supply or provision of goods or services valued at or above the prescribed amount	Council

***Local Government (Building and Miscellaneous Provisions) Act 1993***

All of Council's powers and functions under the *Local Government (Building and Miscellaneous Provisions) Act 1993*

***Local Government (General) Regulations 2015***

<b>Regulation</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>
r23 Public tenders	Through a public tender process may establish a standing contract in which a single tenderer or multiple tenderers may be contracted for a specified period to provide specified goods or services during that period without the need for a further tender process or extend a contract entered into by tender	Council
r25 Multiple-use register	Establish a multiple-use register of suppliers who meet criteria in respect of the supply of particular categories of goods or services; invite applications for inclusion on the register; and accept or reject an application received. Review the register at least once every 2 years	Council
r26 Multiple-stage tender	Invite tenders for a contract for the supply of goods or services using a multiple-stage tender process. If only one supplier meets criteria determined by council at	Council

	the first stage, may contract with that supplier after a tender by that supplier; or a decision by absolute majority of council to do so	
r37 (b) (d) (e) (f) (g) (h)	Compulsorily acquire land for the establishment of, or extension to, Council's public offices; establishment of, or extension to, a works depot, pound or plant nursery; establishment of, or extension to any education and care service premises, within the meaning of the Education and Care Services National Law (Tasmania), other than any premises for a family day care service, within the meaning of that Law; or a child care centre within the meaning of the <i>Child Care Act 2001</i> ; establishment of, or extension to, public land; establishment or realignment of a highway, or local highway, as defined by section 3 of the <i>Local Government (Highways) Act 1982</i> ; establishment of, or the provision of access to a stormwater reticulation system, drainage system, handling system, disposal facility system or pump station; and a waste management facility, waste disposal site or waste transfer station; undertaking of work, or the provision of access for the undertaking of work, for the prevention, control or mitigation of a flood; establishment and operation of a quarry for the extraction, processing and storage of rock, crushed rock, gravel, or sand, for council works	Council
r39 Plan of boundaries of towns	Lodge a plan with the Central Plan Register established under the <i>Survey Co-ordination Act 1944</i> of the boundaries of any town or proposed town	Council

***Local Government (Highways) Act 1982***

All of Council's powers and functions under the *Local Government (Highways) Act 1982*

***Monetary Penalties Enforcement Act 2005***

All of Council's powers and functions under the *Monetary Penalties Enforcement Act 2005*

***Personal Information Protection Act 2004***

All of Council's powers and functions under the *Personal Information Protection Act 2004*

***Place Names Act 2020***

All of Council's powers and functions under the *Place Names Act 2020*

**Public Health Act 1997**

All of Council's powers and functions under the *Public Health Act 1997* (except s185.1 and those sections that are strictly powers and functions of Authorised Officers or Environmental Health Officers only)

**Public Interest Disclosures Act 2002**

All of Council's powers and functions under the *Public Interest Disclosures Act 2002*

**Right to Information Act 2009**

All of Council's powers and functions under the *Right to Information Act 2009*

**Roads & Jetties Act 1935**

All of Council's powers and functions under the *Roads and Jetties Act 1935*

**Strata Titles Act 1998**

Section	Item Delegated / Authorisation	Conditions and Limitations
s6(1A) Lodgement of plan for registration	Endorse a plan with a certificate of approval	Council
s12(2) Disposal of interest in common property	If council's approval is required by law, issue a certificate under authority of council certifying that the transaction has been approved by Council, for a disposal of interest in common property	Council
s14(2) Creation of easements, covenants and profits a prendre	If council's approval is required by law, issue a certificate under authority of council certifying the transaction has been approved by council, for the creation of easements, covenants and profits a prendre	Council
s19(2) Application for amendment	Issue a certificate under authority of council for an application for registration of amendment to a strata plan	Council
s23(2) Application for consolidation	Issue a certificate of approval under authority of council for an application for the consolidation of two or more strata plans	Council
s27(2) Application for cancellation	Issue a certificate of approval under authority of council for an application for the cancellation of a strata plan	Council
s31(2A) Application for, and grant of, certificate of approval	Within 30 days after receipt of application, issue or refuse to issue a certificate of approval in relation to the application	Council

s31(2B) Application for, and grant of, certificate of approval	Require further information in order to determine an application for a certificate of approval	Council
s31(3) Application for, and grant of, certificate of approval	Issue a certificate of approval for a strata plan after satisfying itself of certain matters	Council
s31(4) Application for, and grant of, certificate of approval	Return sketches, plans and models if it refuses to issue a certificate of approval	Council
s31(6) Application for, and grant of, certificate of approval	Refuse an application if it is reasonably considered the proposal is for a subdivision within meaning of Part 3 <i>Local Government (Building &amp; Miscellaneous Provisions) Act 1993</i>	Council
s31AA Requirement for staged development scheme	Refuse an application on the ground that an application for a staged development scheme under S38 should be made, where an application for a certificate of approval is made	Council
s32 Reinstatement of buildings	As an interested party, agree to the approval of a reinstatement scheme	Council
s36 Application for council approval	Request other documentation with an application for a staged development scheme	Council
s37(1&2) Approval of scheme in principle	Before approving a proposed staged development scheme, exercise either or both powers: require specified changes to proposed scheme; require demolition or alteration of buildings on the site of the proposed staged development scheme. Approve unconditionally or conditionally (and issue a certificate of approval), or refuse the staged development scheme	Council
s37(4) Approval of scheme in principle	If approving a proposed staged development scheme, issue a certificate of approval	Council
s41(2) Progressive Development	Refuse to approve a particular stage in a staged development scheme if an earlier stage of the scheme has not been completed as required under the terms of the registered scheme	Council
s42 Application for variation of scheme	Dispense with the consent of a present or prospective owner if satisfied the owner would not be adversely affected by the variation; or if satisfied the whereabouts of the owner or prospective owner is unknown to, and not reasonably ascertainable by, the applicant; or if less than 25% of the present and prospective owners have refused or failed to consent and is satisfied that	Council

	consent has been unreasonably withheld. Approve conditionally or unconditionally or refuse the variation	
s43(2) Registration of variation	Issue a certificate under authority of council certifying council has approved the proposed variation and stating any conditions to which the approval was granted was subject	Council
s45 Injunction	As an interested party, make application to the Supreme Court for a mandatory injunction requiring the developer under a staged development scheme complete the scheme in accordance with the terms of the scheme	Council
s48 Assignment of developer's interest	Require security within 28 days after notice of the transaction was given to Council for the development of the land in accordance with the scheme	Council
s54(1) Approval of scheme	Exercise either or both powers: require specified changes to the proposed scheme; require demolition or alteration of buildings on the site of proposed scheme. Approve proposed community development scheme unconditionally or conditionally; or refuse to approve	Council
s54(2) Approval of scheme	Approve a proposed community development scheme unconditionally, or approve subject to specified conditions, or refuse to approve	Council
s54(4) Approval of scheme	If approving a proposed community development scheme, issue a certificate of approval	Council
s57 Progressive development	Refuse to approve the development of a particular stage of the scheme if an earlier stage of the scheme has not been completed as required under the terms of the registered scheme	Council
s58 Application for variation of scheme	Dispense with the consent of a present or prospective owner if satisfied the owner would not be adversely affected by the variation; or if satisfied the whereabouts of the owner or prospective owner is unknown to, and not reasonably ascertainable by, the applicant; or if less than 25% of the present and prospective owners have refused or failed to consent, if satisfied that consent has been unreasonably withheld. Approve conditionally or unconditionally or refuse to approve the variation	Council
s59(2) Registration of variation	Provide a certificate issued under Council's authority certifying council has approved the proposed variation and state any conditions subject to which the approval was granted	Council
s60 Variation of scheme by Supreme Court	As an interested person, apply to Supreme Court for an order for variation of community development scheme if satisfied it is impossible or impracticable to complete the scheme as proposed in the master plan	Council



s61 Injunction	As an interested person, apply to Supreme Court for mandatory injunction requiring the developer under a community development scheme complete the scheme in accordance with the terms of the scheme	Council
s65 Assignment of interest in land subject to scheme	Request security within 28 days after notice of the transaction was given to Council for the development of the land in accordance with the scheme	Council
s142 Recording of certain orders	As an interested person, apply to the Recorder of Titles to cancel any recording in the register of title referred to in s33 of the <i>Land Titles Act 1980</i> which they are satisfied does not affect or has ceased to affect the land to which it purports to relate and may, for that purpose, call in and cancel or correct any certificate of title, grant or duplicate registered dealing	Interested person (Council)
s158 Power of entry by public or local authority	Enter on any other part of the site to the extent necessary or expedient for the exercise of the statutory powers if Council has a statutory right to enter on any part of a site	Public or Local Authority

**Traffic Act 1925**

All of Council's powers and functions under the <i>Traffic Act 1925</i>
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**Urban Drainage Act 2013**

All of Council's powers and functions under the <i>Urban Drainage Act 2013</i>
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**Vehicle and Traffic Act 1999**

All of Council's powers and functions under the <i>Vehicle and Traffic Act 1999</i>
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**Water & Sewerage Industry Act 2008**

Section	Item Delegated / Authorisation	Conditions and Limitations
s56P Planning Authority's decision	Receive submissions made under subsection(1) from a regulated entity. Assume the relevant regulated entity has no submissions to make in relation to an application of which notice has been given under s56O(1) if no such submissions are received within 14 days after the notice was given to the relevant regulated entity or within such further period allowed. Provide additional information to the regulated entity if required	Planning Authority

s56TB Regulated entity's consent required before grant of certain permits under <i>Building Act 2016</i>	Grant an application for a building permit under the <i>Building Act 2016</i> for building work that consists in whole or in part of certifiable work, if the relevant regulated entity has issued a certificate for certifiable work (building) in respect of the certifiable work. Grant an application for a plumbing permit under the <i>Building Act 2016</i> for plumbing work that consists in whole or in part of certifiable work, if the relevant regulated entity has issued a certificate for certifiable work (plumbing) in respect of the certifiable work	Permit Authority
s56TD Certification of water and sewerage compliance	Issue a certificate of completion under <i>Building Act 2016</i> in relation to building works consisting in whole or in part of certifiable work, if a certificate of water and sewerage compliance (building) has been issued under subsection (4) in respect of the work. Issue a certificate of completion under <i>Building Act 2016</i> in relation to plumbing works consisting in whole or in part of certifiable work, if a certificate of water and sewerage compliance (plumbing) has been issued under subsection (4) in respect of the work	Permit Authority

#### Other

Sign contracts, leases, agreements, routine, non-routine or technical letters on behalf of Council in accordance with Council policies, Signing/Authorising Documentation and Correspondence Procedure
In accordance with any applicable Council policy, sign contracts, leases and agreements on behalf of Council and negotiate and approve leases of Council properties
Determine and communicate to the relevant government agency any special requirements or conditions that may affect any sale of Crown Land in the municipal area
An approval authority to the financial transactions within level of financial delegation
Signatory to financial transactions of Council
Call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment and materials (Must be in accordance with Council's Tenders & Contracts Policy)
Call for and accept tenders for the provision of goods and services for less than the prescribed amount (Must be in accordance with Council's Tenders & Contracts Policy)
Exercise all of Council's functions and powers with respect to the implementation of the provisions of the Code of Tenders and Contracts, except for the authority to review or revise the Code
Seek legal advice and complete affidavits on behalf of Council in any matter where the Council is a party to the legal proceedings

Control and supervise contracts and approve any expenditure authorised thereunder in the relevant budget, including any contingency provision
Make pro-rata refunds of registration fees for the current year only, when dogs are de-sexed or die, based on a pro-rata basis, calculated on the unexpired complete months of annual fees paid at the date of death or spaying
In accordance with any applicable Council Policy, waive or reduce Planning and Building Fees
Approve taking over of engineering works involved in the development of a subdivision
Authorise the total or partial release of bonds, guarantees and security deposits, subject to the recommendation by the appropriate Council Officer, or to call on any bonds, guarantees and deposits where the works as secured has not been carried out in accordance with Council requirements
Defend any actions brought against Council, Councillors or Officers, and agree to any settlement amount where it is in Council's interest to do so
Approve boundary fences which exceed Council's Boundary Fence Policy where appropriate
Subject to the provisions of any Act, permit or refuse to permit the disposal of waste or rubbish at a council tip, refuse or disposal site or Waste Transfer Station
Authorise the closure of the Waste Transfer Station in the event of any adverse or unsafe conditions

**Miscellaneous**

<b>Delegation Source</b>	<b>Item Delegated / Authorisation</b>
<i>Building Act 2016</i>	Authorised Person
<i>Burial &amp; Cremation Act 2019</i>	Authorised Officer and Cemetery Manager
<i>Dog Control Act 2000</i>	Authorised Person
<i>Environmental Management &amp; Pollution Control Act 1994</i>	Council Officer
<i>Heavy Vehicle National Law (Tasmania) act 2013</i>	Road Manager
<i>Land Acquisition Act 1993</i>	Clerk
<i>Land Use Planning &amp; Approvals Act 1993</i>	Authorised Officer
<i>Local Government (Highways) Act 1982</i>	Council Clerk
<i>Local Government Act 1993</i>	Authorised Person
<i>Public Interest Disclosures Act 2002</i>	Principal Officer

<i>Right to Information Act 2009</i>	Principal Officer
<i>Traffic Act 1925</i>	Authorised Officer
<i>Urban Drainage Act 2013</i>	Authorised Officer
Reserves, Parks & Gardens By-Law No.1 of 2017	Authorised Officer
Parking By-Law No.1 of 2023	General Manager
Street Trading By-Law No.1 of 2020	Authorised Officer
Bank signatory for the organisation	
Authorise payment of expenditure from Council's bank account, subject to financial delegation and account approvals	
Process financial transactions of Council	
Approve cash investments in line with Council's Investment Policy	



### **Acknowledgement of Country**

The City of Devonport acknowledges the Tasmanian Aboriginal people as the traditional owners and ongoing custodians of lutruwita, Tasmania. We pay our respects to all their elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

**Next Date of Review:** July 2030

**Document Controller:** Community Services Manager

**Document Reviewer:** Executive Manager

**Date Adopted by Council:**

**Resolution Number:**

## Contents

1	Foreword	1
2	Introduction	2
2.1	Purpose .....	2
2.2	Methodology .....	2
2.3	Strategic Alignment.....	2
2.4	Implementation and Monitoring.....	4
3	What is an Event?	5
3.1	Events defined .....	5
3.2	Council Roles.....	5
3.3	Event Categories .....	6
3.4	Events 2020-2023 .....	7
4	Context	8
4.1	Resident and visitor profile .....	8
4.2	Strengths, challenges, trends and influences.....	9
4.3	Consultation Outcomes.....	10
4.4	Implications .....	11
5	2030 Aspirations	12
6	Guiding Principles	13
7	Priorities	13
7.1	Goal 1: Grow Devonport's reputation as an event destination .....	13
7.2	Goal 2: Establish a balanced events portfolio and build capacity to generate greater benefits for Devonport's community and businesses	16
7.3	Action Plan .....	17
8	References	17
9	Appendices	18
	Action Plan	19

# **1 Foreword**

**Cr Alison Jarman**

**Mayor City of Devonport**



## 2 Introduction

### 2.1 Purpose

The Devonport Events Strategy 2024-2030 aims to contribute to the vision for Devonport to be a thriving and welcoming regional City, living lightly by river and sea.

The strategy presents a framework for Council to guide decisions around attracting, supporting, and producing events to enhance community liveability. The three main purposes of the strategy are to:

1. Attract, support, and deliver events that generate social and cultural benefits, such as connectivity, pride, belonging, diversity, strengthened community identity and wellbeing.
2. Leverage events to increase Devonport's destination appeal and economic impact. This includes generating positive event experiences for audiences and the events industry, activating city spaces, and raising the profile of Devonport as a highly desirable place to live, work, visit and invest.
3. Develop capability, such as commitment, skills, and resources, across the events system to plan and deliver a highly engaging portfolio of events.
4. Define Council's role in shaping Devonport's events landscape.

#### In Scope:

- ✓ Council managed and supported event activities, facilities, and processes.
- ✓ Council event cash and in-kind investment streams including Financial Assistance Grants, Sporting Event Sponsorship, Partnership Agreements.

#### Out of Scope:

- ✗ Convention and paraple arts centre day-to-day operations.
- ✗ Non-council managed or supported events, such as private events that do not require a Council permit.

### 2.2 Methodology

The following steps have been undertaken in developing this Strategy.

- Review of the 2015-2020 Devonport Events Strategy, other contemporary Australian event strategies, and
- Desktop scan of events landscape including current context and trends.
- Analysis of Council processes and resources to deliver and support events.
- Consultation with local industry stakeholders, Council elected representatives and employees.
- Development of aspirations guiding principles, goals and actions based on research and consultation outcomes.

Further consultation with industry stakeholders and the broader community will be sought prior to strategy finalisation.

### 2.3 Strategic Alignment

The Events Strategy aligns with several strategies that commonly seek to utilise events as a mechanism to generate social, cultural, and economic value.

Strategy	Alignment / Relevance
<b>Devonport City Council</b>	
<i>Strategic Plan 2009-2030</i>	Strategy contributes to Goal 4. Building Quality of Life and Outcome 4.2 A vibrant City is created through the provision of cultural activities, events, and facilities.
<i>Term Plan 2022-2026</i>	Strategy addresses Priority 3.2 Support implementation of festival, events, and attractions in accordance with our Events Strategy.
<i>Living Well: Devonport Health and Wellbeing Strategy 2022-2033</i>	One of six strategy focuses areas, <i>Belonging</i> , includes the aspiration that our cultural activities, events and festivals celebrate diversity, identity and what it means to belong as part of our 'Living Well' communities.
<i>Waste Strategy 2023-2028</i>	Improved waste management at events can assist in meeting two objectives aimed in limiting waste to landfill: Objective 2 - Eliminate use of problematic single use plastic from Council operations and Objective 3 - increase range and quantity of recycled and recovered materials into its operations.
<i>Disability Inclusion Plan 2020-2025</i>	The Plan outlines several actions aimed at improving inclusivity and accessibility of Council events.
<i>Strategic Asset Management Plan 2021-2031</i>	Outlines framework for asset investment, renewal, and maintenance to ensure long-term financial sustainability of Council. Improvements to event infrastructure would be integrated into Council's rolling 5-year Capital Works program.
<i>Financial Management Strategy - 2033</i>	Resourcing of events strategy actions need to be considered across the revenue and expenditure strategies of Council to ensure Council can effectively deliver a range of services to the community now and into the future.
<b>State Government</b>	
<i>Tasmanian Government Events Strategy 2023-2027</i>	Outlines three areas where the Tasmanian Government prioritises support for events: 1. Economic growth: Focus on supporting mass-participation events and events that stimulate the economy; partnerships; research and measurement; building capacity in regional areas. 2. Social cohesion: Focus on supporting events that encourage creativity, community participation, engagement with Tasmanian Aboriginal People and culture, access and inclusivity, events that drive visitation into the regions, and are environmentally sustainable. 3. Alignment with Tasmania's destination brand, and Tasmanian communities' identity.
<i>2030 Visitor Economy Strategy</i>	One of the eight directions to grow Tasmania's visitor economy includes investment in the events sector. Relevant actions in the 2023-2026 action plan include: <ul style="list-style-type: none"> <li>Invest in events infrastructure across the state.</li> <li>Prioritise events that are unique to Tasmania, contribute to our environment, wellbeing, connectedness and incorporate a genuine recognition of our island and its people.</li> <li>Champion Tasmania's seasonal events strategy, with a focus on winter and shoulder periods, supporting cultural and participation-based events, and that generate demand for regional destinations.</li> <li>Support to attract and expand business events.</li> <li>Grow the capacity and professionalism of the events industry; align the events sector with the visitor economy.</li> </ul>

## 2.4 Implementation and Monitoring

To reach the overall 2030 vision, multistakeholder collaboration and investment will be required. In terms of Council's investment, resources are allocated as part of the annual planning and budgetary process. Consideration is given to legal obligations, community expectations, and the Strategy's guiding principles. The level of investment is also considered in relation to other strategic priorities of Council.

Strategy actions will be assessed and reported to Council on an annual basis. This may include recommendations to alter or introduce new actions as opportunities or issues arise. The Devonport Events Strategy will be formally reviewed in 2030.

## 3 What is an Event?

### 3.1 Events defined

For the purposes of this Strategy an event is considered a planned and organised activity or occasion that takes place wholly or partly on public land (including roads, footpaths, parks, council venues and sports grounds) and/or requires approval from Council or other government agencies.

An event is generally a complex social endeavour characterized by sophisticated planning in a dynamic environment with a fixed deadline. The event management process can be thought of in four phases, where ideas and activities of each phase are continually refined:

1. ideation and concept analysis in the pre-planning stage;
2. planning;
3. execution, and
4. post event analysis<sup>1</sup>.

Events often occur in challenging diverse environments, that are unique in concept and execution, and require a broad range of skills to execute<sup>2</sup>. As such events often involve numerous stakeholders. Stakeholders in the Devonport events sector include:

- Attendees – audiences comprising residents and visitors.
- Ratepayers and the community in general who may be positively or negatively impacted directly or indirectly by events
- Event organisers, hosts, promoters, participants, and suppliers.
- Organisations - community, sporting, arts/music/culture, and environmental organisations who deliver, partner or may be impacted by events.
- Industry – tourism operators, hospitality, other businesses.
- Investors – sponsors, funders.
- Government including Devonport City Council, neighbouring local government authorities and state government agencies.

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<sup>1</sup> Thomas, K, and Stephens, S., 2022, in SSRN Electronic Journal, [https://www.researchgate.net/publication/351229536\\_Understanding\\_the\\_Management\\_Theory\\_in\\_Event\\_Management](https://www.researchgate.net/publication/351229536_Understanding_the_Management_Theory_in_Event_Management)

<sup>2</sup> *ibid*

### 3.2 Council Roles

Devonport City Council plays four roles in the events system.

#### 1. Strategy & leadership

- Influences Devonport's profile as an event destination for visitors and organisers.
- Aims to coordinate a diverse, vibrant and balanced yearly event calendar that supports strategic community objectives.
- Events development including event acquisition, growth and sustainability.
- Advocacy for event investment into the city and region.

#### 2. Provider

- Event planning, execution, and evaluation.
- Creates and maintains an enabling built environment and event friendly spaces.

#### 3. Facilitator & investor

- Event funding through sponsorship, grants, and partnerships.
- In-kind support such as promotion, equipment, advice, sharing information, pre-planning analysis.
- Foster connections and sharing of information and resources, to expand calendar of quality events.

#### 4. Regulator

- Manages the permit approval process for to ensure the health and safety of event participants and broader community.

### 3.3 Event Categories

Events can be categorised:

- By scale (Local community & civic, regional, or major events), and/or
- By theme: social/community, sports & active leisure, arts, music & culture, business & industry

Events can be delivered in various mediums - in-person, digital only or a hybrid. The majority of events in the City are currently delivered in-person.

Category	Purpose	Examples
<b>Community events</b>	Primarily delivers social value for residents, focus on belonging, pride, connectedness, and creativity. May attract audience from outside the city. Attract up to 500 people, sometimes up to 1,000. Free or low cost. Planning usually commences 3-6 months prior to event.	Christmas in the East Carols by Candlelight Christmas Parade Harmony Day Winter Solstice Splash Expo of Everything Music by the Sea LuminoCity digital art event
Civic events are subset of community events	Events that celebrate or commemorate a significant aspect of community life - these have a local reach with the Mayor usually present.	Citizenship ceremonies Anzac Day memorial service Diamonds of Devonport Volunteers Week Launches of major initiatives Receptions

<b>Regional events</b>	These are larger scale delivering social and economic value. Attract up to 3,000 people. Regional/statewide reach. Requires 6-12 months lead time. Often requires experienced event organisers.	Sporting tournaments Business events - eg PFD Food Expo Active leisure eg Run Devonport Regatta
<b>Major events</b>	Large scale. May be one off or recurring. Primarily delivers economic value. Attract 3,000+ including intra, interstate and international audiences. State/national media exposure. Often more intensive and complex to deliver involving wide range of stakeholders and experienced organisers. Usually requires 10 months - 2 year lead time.	New Years Eve Triathlon Tour of Tasmania cycling tour Devonport Cup horse race Motor Show Symphony on the Waterfront
Signature events	Iconic events at a regional or major scale that showcase the city and attract participants and spectators from outside the region. These can also be considered "Anchor" events.	Devonport Jazz Devonport Junior Soccer Cup

### 3.4 Events 2020-2023

Figures 1 and 2 provide a snapshot of the events delivered that received an event permit in the three financial years commencing July 2020. Key observations:

- 64% of events were at the local community scale, 28% of events were at the regional scale and 8% major scale.
- 61% of events had a civic or a social wellbeing focus, 33% were sporting and active leisure events and a small number of environment and business events.
- The low number of events held in 2020-21 compared to following years reflects the difficulty in delivering in-person events due to COVID-19 pandemic restrictions.

Further analysis, not captured in the figures reveals that 20% of events were executed solely by Council. Event frequency is relatively well distributed across the year, with exclusions being early Spring, December and March which have the highest number of events and July-August with the least, aligning with the outdoor nature of events.

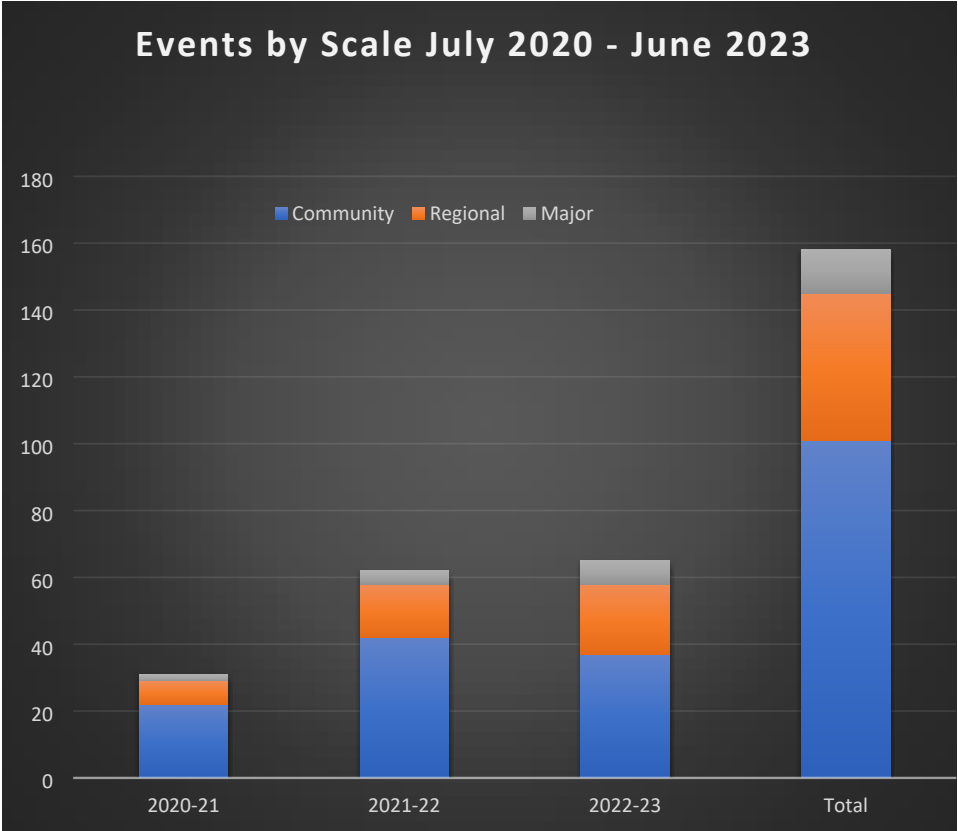


Figure 1. Events by Scale July 2020-June 2023

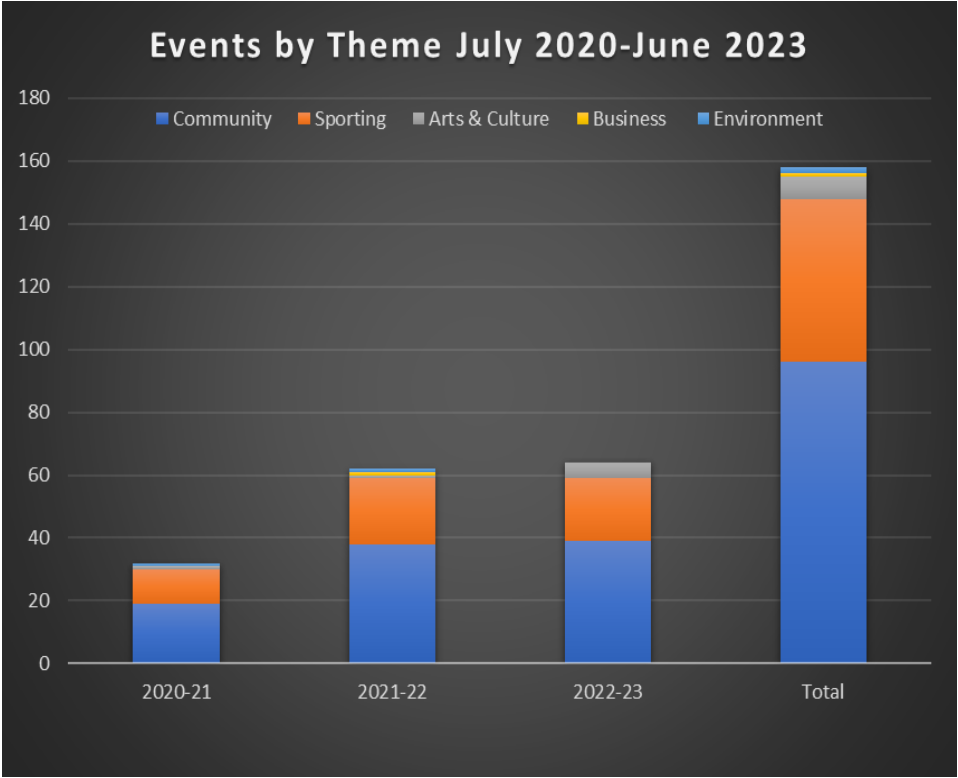


Figure 2. Events by Theme July 2020 – June 2023

## 4 Context

### 4.1 Resident and visitor profile

Devonport's population is growing with Council aspiring numbers to reach 30,000 by the year 2030; and 35,000 by 2040<sup>3</sup>. Our cultural diversity is increasing along with the number of residents aging, young workers, people experiencing disability and social isolation. The number of people volunteering is in decline and there is also a low level of physical activity<sup>4</sup>. This will further create demand for a range of experiences to target the changing demographic profile and socio-economic challenges. Creating opportunities for new residents to connect and engender a sense of belonging is an important outcome of events.

Enticing visitors to Devonport via events can create greater flow on effects, especially to the local economy. In the year ending March 2023, 317,000 people visited Devonport, being the third most visited city behind Hobart and Launceston. 35% of visitors stayed for at least one night with the average stay of 5 nights, totalling 578,811 nights spent. This amounts to a total spend of \$185M calculated at \$320 per night<sup>5</sup>.

Most visitors comprise people on holiday, those visiting friends and family, and business/conference travellers. The main experiences sought by visitors to the state include visiting historic sites/museums and galleries, natural environment immersion (bushwalking/National Parks), to buy Tasmanian art/craft/produce, consume food and beverages, and sport/adventure tourism<sup>6</sup>.

### 4.2 Strengths, challenges, trends and influences

Understanding patterns of social, economic, or environmental activity provides insights into possibilities for change. The events sector must adapt to the changing landscape to ensure events remain relevant and achieve strategic outcomes. The following table highlights some of the strengths, challenges and external influences that may give rise to opportunities.

Strengths	Challenges	Trends & influences
<ul style="list-style-type: none"> <li>Diversity of events, venues, and open scenic spaces in close proximity</li> <li>Infrastructure investment – including Living City, Sports Infrastructure Master Plan</li> <li>Devonport “brand” emerging – our story and identity is shifting and building</li> <li>Good level of event suppliers for relatively small city</li> </ul>	<ul style="list-style-type: none"> <li>Event Management (Ideation, Planning and Execution)               <ul style="list-style-type: none"> <li>Staffing of events (paid and volunteers)</li> <li>Increased supplier costs</li> <li>Stakeholder engagement: lack of communication/awareness of process and timing, roles/responsibilities unclear which results in delays in process</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Cost of living creating barriers for participation</li> <li>Changing consumer demands - audiences expecting more meaningful, transformational experiences (wow factor) and rate connection / experience above entertainment and content</li> <li>COVID-19 created a behaviour change legacy, for instance some residents remain isolated</li> </ul>

<sup>3</sup> Population targets endorsed by Council in the Greater Devonport Residential Growth Strategy 2021-2041, p.13

<sup>4</sup> Living Well: Devonport Health and Wellbeing Strategy 2023-2033

<sup>5</sup> Tourism Tasmania, Tasmanian Visitor Survey Data, <http://www.tvsanalyser.com.au/>

<sup>6</sup> *ibid*

Strengths	Challenges	Trends & influences
<ul style="list-style-type: none"> <li>Centrally located in the State – good proximity to resident and visitor markets including transport routes</li> <li>Council role – community consultation, connection, partnerships, good reputation in event support and delivery in the state – other Councils seek advice from DCC events staff</li> <li>Immersion in quality natural environment</li> </ul>	<ul style="list-style-type: none"> <li>Siloed event planning</li> <li>Expectation for Council to deliver more in terms of quantity and quality and sometimes to deliver the same formula each year (eg Food and Wine, Jazz festival)</li> <li>Limited resources within DCC to attract or develop innovative events</li> <li>Infrastructure               <ul style="list-style-type: none"> <li>Some venues and spaces lacking in assets required for events (eg power/water)</li> <li>Difficult for event organisers to determine best location due to incomplete knowledge of facilities available</li> </ul> </li> <li>Investment - inconsistencies in processes for assessing level of investment across DCC funding streams</li> <li>Capacity building               <ul style="list-style-type: none"> <li>Limited resources to support event organisers, especially volunteer organisers</li> <li>Lack of private sector / professional event organisers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Weather – results in event calendar peaking in late spring and late summer</li> <li>Competition to attract event organisers and attendees is increasing between localities               <ul style="list-style-type: none"> <li>attracting events to smaller regional areas a challenge</li> <li>also trend where national event promoters expect hosts to pay (and essentially bid) for their event</li> </ul> </li> <li>Big data / digitization changing rapidly - Opportunity to improve data collection and analysis to inform strategic event delivery and promotion</li> <li>Environmental sustainability – expectation to deliver low carbon / sustainable events</li> <li>Infrastructure developments, e.g. Port, coastal pathway etc, shape our story and appeal</li> </ul>

### 4.3 Consultation Outcomes

Event sector stakeholders were invited to complete an online survey during November 2023. Of the 169 people contacted, 44 responded with 73% of these completing all survey questions. Following is a summary of the survey outcomes.

#### Opportunities your event presents:

- Community health and wellbeing and engagement in event delivery, including awareness raising of organisation or topic
- Promoting City
- Economic stimulus – fundraising, sales, local economic benefits, employment

#### Challenges in delivering events:

- Rising costs, difficulty in seeking sponsors/additional funds
- Staffing/volunteer availability
- Weather



- Promotion
- Access to indoor venues with appropriate facilities

#### Devonport's strengths as event destination

- Central, accessible/compact
- Amenity – natural attractions
- Good range of venues, accommodation, and infrastructure generally across City
- Community culture - organised, proud
- Positive comments about Council support – communication, process, staff engagement
- Diversity of events on offer, affordability

#### Importance of event outcomes

Outcome	% respondents rating outcome 'extremely' or 'very important'
Community connectedness, pride, belonging and wellbeing	100%
Enhanced destination profile	97%
Positive economic impact	90%
Increased visitation	93%
Skilled and collaborative events industry	86%
Increased investment from sponsors and funding bodies	83%
Zero or low negative environmental impact	70%

#### Importance of Council roles

Role	% respondents rating role 'extremely' or 'very important'
Creating and maintaining event venues and spaces	100.00%
Developing partnerships to increase investment in and support for events	100.00%
Increasing Devonport's profile as an event destination for visitors and hosts	96.43%
Coordinating a diverse, vibrant and balanced yearly event calendar	92.86%
Investing/collaborating in non-Council delivered events - providing financial and in-kind support (promotion/equipment/advice etc)	92.86%
Ensuring events meet risk, health and safety requirements (i.e. through event application/permit process)	92.59%
Organising events	78.58%

Additional comments focused on importance of Council to facilitate and build capacity; develop partnerships (including with the private sector), engage businesses, and continue to consult.

#### What to Change

- Event programming, including delivery of events that increase overnight stays, are unique, and target young people/adults
- Strive for sustainable events

- Streamlined event approval process.
- Promotion of events and City
- Facilities improvements – such as parking, water and power supply

#### **Events landscape in 2030:**

- Balanced variety and volume of vendors
- Events encapsulating entire foreshore
- Community engaged in event delivery, including young people
- Known for dynamic, progressive, inclusive, engaging, diverse, unique, high quality events
- Signature event showcasing region
- Strong brand, reputation as place to easily run and attend events
- Community curious of what's coming, raise the bar
- Increase the delivery of arts, music culture; and sporting/active leisure events - with a regional/state reach (attract 1,000+ attendees)

### **4.4 Implications for events**

#### **Impact Summary**

- Devonport has a good reputation in delivering quality events – in terms of geographic location, accessibility of venues, diversity of portfolio, skilled organisers, and supportive Council staff.
- Challenges with rising costs impacting supply and participation, affecting quantity and quality of events. The financial squeeze on residents places pressure on Council and event organisers to deliver subsidised events and may limit quality due to need to find cost savings/efficiencies. which is increasingly difficult due to increased supplier costs. Higher cost and competition also reduces the ability to attract appealing events.
- Some event organiser struggle with inputs to continually deliver high quality events, eg staffing availability, ability to promote and seek additional funding.
- Pre-planning of events – concept, timing, knowledge of venues often undertaken in silo.
- Lack of clarity around Council and stakeholder roles and responsibilities.
- Inconsistencies in Council funding mechanisms means potential positive impacts of investment are not being maximised.
- Greater recognition that event success is tied to wellbeing as opposed to economic benefits alone. Changing consumer demands - audiences expecting more meaningful, transformational experiences and rate experiences above content.

#### **Opportunities:**

- Revitalise portfolio of events to capture stronger social and economic benefits. For instance:
  - Design events that focus on connection/experience that champion diversity, equity, and inclusion.

- Leverage from technological and digital innovation, local/regional assets, and emerging or growing trends (such as adventure tourism, sports tourism, low carbon).
- Growing interest in arts, music and cultural events targeting different genres and demographics.
- Build a more compelling proposition (as a City and for events) to attract event organisers, attendees and investors.
- Improve evaluation and learning outcomes to increase event quality, quantify impact and increase investment.
- Establish clearer roles, responsibilities, systems, and processes within Council and between event partners and stakeholders. While Council is a central producer and co-producer of events there is opportunity to take a stronger facilitation role to enable a thriving events calendar and industry.
- Expand local business and industry involvement with events.
- Simplify event planning and administration processes and systems.
- Greater consideration is to be given to how Council invests in events (including non-Council and Council produced events).
- Harness motivation of event sector to amplify events with resources available.

## 5 2030 Aspirations

### By 2030:

- An appealing diverse events portfolio engages local and visitor audiences.
- Devonport is home to at least one destination event held biennially that is uniquely Devonport.
- Arts, music & cultural events, and sporting & active leisure events feature prominently in events calendar.
- Council's event investment is aligned with Strategy and City goals and delivers strong social and economic outcomes.
- Infrastructure and assets are maximised to enrich the event stakeholder experience.
- There is a strong local and regional events network committed to working together.
- Working with Council to plan, execute and evaluate an event is a seamless process. Even organisers confidently bring events to our City.
- We know and understand the value that events bring to our community and continually innovate to expand the benefits.
- Events reinforce Devonport's reputation as a desirable place to live, work, visit and invest.

## 6 Guiding Principles

To meet the 2030 aspirations, the following principles should be embedded in decision making and across the event management cycle. These are reflective of themes grounded in research, data analysis, and stakeholder input.

We will:

- Embrace our community diversity, be accessible and inclusive in event planning.
- Create or leverage event opportunities to stimulate the local economy and enhance wellbeing.
- Maximise the potential of Devonport's infrastructure, assets, and local places.
- Demonstrate best practice in environmental management.
- Collaborate and inspire community, organisations, and the private sector to lead, partner and support events.
- Take the courage to innovate, seek out new concepts, test different approaches.
- Target investment to meet community and Strategy priorities.
- Raise the profile of Devonport as a highly desirable place to live, work, visit and invest.

## 7 Priorities

Two focus areas have been distilled from research and stakeholder input.

### 7.1 Goal 1: Grow Devonport's reputation as an event destination

**Strategy: Establish an Event Acquisition and Sponsorship Fund to attract new events and nurture retained events.**

This involves realignment of Council's investment avenues (Sporting Event Sponsorship, Financial Assistance, event Partnership Agreements, general Sponsorship) to this strategy. The fund aims to:

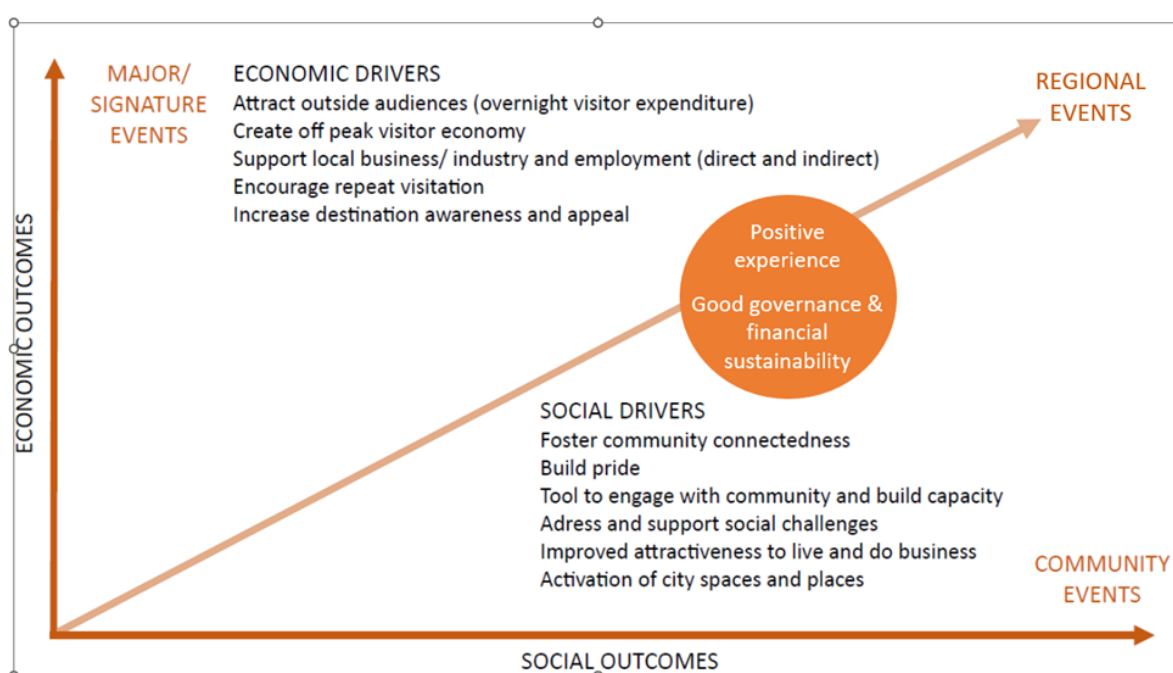
- Target new and emerging events with unique content and profiling opportunities.
- Consider events to retain and nurture.
- Maximize economic opportunities for local business.
- Engage our community and visitors and generate positive social outcomes such as connectedness, pride.
- Improving consistency in decision making and provide a clearer investment process.
- Capture the socio-economic return on investment.

Keys steps involve:

1. Establishing the governance model. It is recommended that the Fund is governed by an internal Council Committee comprising existing Financial Assistance Working Group members. When required, input from external stakeholders would be sought.
2. Developing guidelines, assessment criteria and decision-making tools. Depending on the event purpose and scale, support would be considered

against how well organisers demonstrate social and economic drivers such as inclusion, pride, engaging experiences, increasing destination appeal, supporting local economy as well as good governance and financial sustainability. Such a lens can also be applied to Council produced events (refer figure 1).

3. Reviewing funding contracts that including key performance requirements and a post event reporting model.
4. Communicating and promoting changes to the investment process to existing and potential organisers.
5. Capturing the return across Council event investments to generate greater social and economic capital.



**Figure 1. Event Acquisition and Sponsorship Fund Approach.**

This diagram<sup>7</sup> represents the approach that will help inform event program and resource allocation, including how social and economic drivers and outcomes may be balanced according to event type.

**Strategy: Build Devonport's profile as a leading regional events destination.**

Devonport has a good reputation in delivering quality events – in terms of geographic location, accessibility of venues, diversity of portfolio, skilled organisers, supportive Council staff and processes, combined with a resourceful and proud events network and community. Several actions can be taken to elevate the City's as a leading regional events destination including:

<sup>7</sup> Adapted from Tilma Group, 2020, *Penrith Events Strategy*, p. 20

- Actively promote Devonport's strengths and event support available to events industry, promoters, and potential event organisers (e.g. case studies, social media campaigns, networking events, speaking opportunities etc)
- Work with Tasmanian Government (e.g. Events Tasmania), regional bodies, peak arts, culture, and sporting bodies to promote the city as a niche/desirable events location.
- Offer guidance to event organisers in their development of event marketing plans and campaigns that reinforces Devonport's events reputation.
- Work with neighbouring and connected destinations in cross-promotion of events to increase length of stay and repeat visitation.

**Strategy: Activate infrastructure and spaces.**

There is an opportunity to realise the potential of investment in the Living City urban renewal project and sporting infrastructure to broaden the experience and benefits of events across the city. Actions include:

- Build Devonport's reputation as a regional centre for excellence for sporting events and sports tourism This includes capturing sporting trends for instance female events, and emerging sports/variations of codes.
- Undertake audit of venues and spaces (natural and built) to ensure diversity of facilities are available for different event types, identify opportunities, and integrate into capital works and maintenance programs. This includes consideration of event needs early in relevant master planning and infrastructure development.
- Develop online venue guide and reservation system (layout/facilities available for different event types) to make it easy to plan and deliver events.

**7.2 Goal 2: Establish a balanced events portfolio and build capacity to generate greater benefits for Devonport's community and businesses**

**Strategy: Revitalise events that showcase Devonport's unique qualities, reflect community values, utilise city precincts and resonate with target audiences.**

Analysis of the events portfolio may require rationalisation of some events for new events to emerge. This does not necessarily mean more events, rather leveraging and building on our strengths. Actions include:

- Investigate opportunities to leverage existing Council events to create a multi-day arts, music & cultural event.
- Annually review portfolio of Council events (timing, scale, theme/content, location) to ensure events individually and collectively meet community priorities and Strategy objectives.
- Continue to capture and promote sporting and active leisure events as part of the events calendar.
- Leverage paranalpe arts centre and conference centre events to create city-wide experiences that encourage longer stays and repeat visitation.

**Strategy: Increase capacity to support and deliver quality events.**

- Collaborate broadly to ensure pre-event planning & analysis creates a calendar of events distributed across the year appealing to diverse audiences. Continue to develop and distribute calendar to support forward planning by event organisers, also allowing business to leverage from key events or reduce potential negative effects.
- Streamline event promotion using digital platforms, including clarifying responsibilities for promotion of Council and non-Council events.
- Refine the Events Approval process - improve online systems, review event guidelines (for instance encourage inclusion and sustainability), communicate process and support event organisers. The permit process applies to all city events utilising wholly or partly public assets, including Council produced events. The approval process is part of council's responsibilities to ensure the safety of the community but also creates an opportunity to heighten event quality.
- Collaborate across the region to improve major event coordination and delivery.

**Strategy: Embed evaluation and learning to understand the social, economic and environmental impact on investment.**

Evaluation of individual events and more importantly the entire portfolio allows opportunities for replication or changes, and creation of new events or approaches that increase event quality, investment, and impact. Actions include:

- Develop and communicate procedures, tools, and templates for Council and non-Council event organisers to measure event outcomes in a consistent purposeful manner.
- Apply multiple data sources to improve understanding of audience reach and event derived benefits.
- Communicate impacts of a balanced events portfolio to community, business, and investors

### 7.3 Action Plan

An action plan for implementation (ref Appendix 1) has been developed around the three goals with the following components.

Action:	The activity or output to be delivered
Year planned:	Suggested year(s) for activity to be delivered. Timing of will be dependent on dedicated budget allocation and the type of staff resourcing required.
Priority:	High: Critical importance, high impact, easier to implement Medium: Complimentary to existing services, medium impact Low: Limited impact, possibly difficult to implement
Resources:	A-OPEX: Annual operational expenditure by Council – staffing or operational resource allocated as part of the annual plan. F-OPEX: Future operational expenditure by Council – increased requirements for future consideration in annual allocation. F-CAPEX: Future capital expenditure – identified infrastructure requirements of Council.

Responsible            The team in Devonport City Council that will lead the action  
Department:

## 8 References

Devonport City Council, 2023, Living Well: Devonport's health and wellbeing strategy 2023-2033, prepared by the noa group.

Devonport City Council, 2021, Greater Devonport Residential Growth Strategy 2021-2041.

Thomas, K. and Stephens, S., 2022, Understanding the Management Theory in Event Management: A Conceptual Framework, *SSRN Electronic Journal*, accessed 9 September 2023,  
[https://www.researchgate.net/publication/351229536\\_Understanding\\_the\\_Management\\_Theory\\_in\\_Event\\_Management](https://www.researchgate.net/publication/351229536_Understanding_the_Management_Theory_in_Event_Management)

Tilma Group, 2020, Think Penrith. Think Events - Penrith Event Strategy 2020 – 2024.

Tourism Tasmania, Tasmanian Visitor Survey Data, accessed 30 August 2023  
<http://www.tvsanalyser.com.au/>

## 9 Appendices

Action Plan – Devonport Events Strategy



## Action Plan

### Devonport Events Strategy 2024-2030 Action Plan

No	Action	Year Planned						2029/30	Priority: H,M,L	Resources: A-OPEX F-OPEX F-CAPEX	Responsible Department
		2024/25	2025/65	2026/27	2027/28	2028/29					
	Goal 1: Grow Devonport's reputation as an event destination										
	Establish an Event Acquisition and Sponsorship Fund to attract new events and nurture retained events										
1.1	Establish assessment panel and develop guidelines, assessment criteria and process to support decision making								H	A-OPEX	Community Services
1.2	Review funding contracts including post event reporting model								H	A-OPEX	Community Services
1.3	Communicate and promote changes to investment process to existing and potential organisers								H	A-OPEX	Community Services
	Build Devonport's profile as a leading regional events destination										
1.4	Actively promote Devonport's strengths and event support available to events industry, promoters, and potential event organisers (eg case studies, social media campaigns, networking events, speaking opportunities etc)								H	A-OPEX	Community Services
1.5	Work with Tasmanian Government (eg Events Tasmania), regional bodies, peak arts, culture and sporting bodies and influencers to promote the city as a desirable events location								H	A-OPEX	Community Services
1.6	Offer guidance to event organisers in their development of event marketing plans and campaigns that reinforces Devonport's events reputation								M	A-OPEX	Community Services
1.7	Work with neighbouring and connected destinations in cross-promotion of events to increase length of stay and repeat visitation								L	A-OPEX	Community Services

No	Action	Year Planned						Priority: H,M,L	Resources: A-OPEX F-OPEX F-CAPEX	Responsible Department
		2024/25	2025/65	2026/27	2027/28	2028/29	2029/30			
	Activate infrastructure and spaces									
1.8	Work with local and state sporting organisations and sports promoters to attract regional and major scale events (including trending and emerging sports, variations of codes) that activate and profile investment in sports infrastructure							H	A-OPEX	Community Services
1.9	Undertake audit of venues and spaces (natural and built) to ensure diversity of facilities are available for different event types, identify opportunities and integrate into capital works and maintenance programs							M	F-OPEX F-CAPEX	Community Services
1.10	Develop online venue guide to make it easier to plan events							M	F-OPEX	Community Services
	Goal 2: Establish a balanced events portfolio and build capacity to generate greater benefits for Devonport's community and businesses									
	Revitalise events that showcase Devonport's unique qualities, reflect community values, utilise city precincts and resonate with target audiences									
2.1	Investigate opportunities to leverage existing Council events to create a multi-day arts, music & cultural event							H	F-OPEX	Community Services Convention & Arts Centre
2.2	Annually review portfolio of Council events (timing, scale, theme/content, location) to ensure events individually and collectively meet community priorities and Strategy objectives							H	A-OPEX	Community Services
2.3	Continue to capture and promote sporting and active leisure events as part of the events calendar							H	A-OPEX	Community Services
2.4	Leverage paranaple arts centre and conference centre events to create city-wide experiences that encourage longer stays and repeat visitation							M	F-OPEX	Convention & Arts Centre Community Services
	Increase capacity to support and deliver quality events									

No	Action	Year Planned						Priority: H,M,L	Resources: A-OPEX F-OPEX F-CAPEX	Responsible Department
		2024/25	2025/26	2026/27	2027/28	2028/29	2029/30			
2.5	Collaborate broadly to ensure pre-event planning & analysis creates a calendar of events distributed across the year appealing to diverse audiences. Continue to develop and distribute calendar to support forward planning by event organisers, also allowing business to leverage from key events or reduce potential negative effects.							H	A-OPEX	Community Services
2.6	Streamline event promotion using digital platforms, including clarifying responsibilities for promotion of Council and non-Council events							H	A-OPEX	Community Services
2.7	Refine the Events Approval process - improve online systems, review event guidelines (encourage inclusion and sustainability), communicate process and support event organisers							H	A-OPEX	Community Services
2.8	Collaborate across the region to improve major event coordination and delivery							M	A-OPEX	Community Services
<b>Embed evaluation and learning to understand the social, economic, and environmental impact of investment</b>										
2.9	Develop and communicate procedures, tools, and templates for Council and non-Council event organisers to measure event outcomes in a consistent purposeful manner							H	A-OPEX	Community Services
2.10	Apply multiple data sources to improve understanding of audience reach and event derived benefits							M	A-OPEX	Community Services
2.11	Communicate impacts of a balanced events portfolio to community, business, and investors							M	A-OPEX	Community Services

# Attachment 6.3.1 Current & Previous Minutes Resolutions - December 2023

Current and Previous Minutes Resolutions - December 2023					
Meeting Date	Resolution	Item	Status	Assignees	Action Taken
27/03/2023	23/56	Improved Access to Coles Beach (Back Beach)	In progress	Infrastructure Manager	Crown approval received. Construction of the new beach accesses commenced.
24/04/2023	23/78	Urban Art Free Wall	In progress	Convention & Arts Centre Manager	Developing guidelines and online application
25/09/2023	23/187	Notice of Motion - Request for Report on Higher Density Housing - Cr S Sheehan	In progress	General Manager	Research and investigation underway in preparation for a report to Council
18/12/2023	23/241	Confirmation of Previous Minutes	Completed	Governance Officer	Noted
18/12/2023	23/242	Responses to Questions Raised at Prior Meetings	Completed	Governance Officer	Response noted
18/12/2023	23/243	Questions on Notice from the Public	Completed	Governance Officer	Responses endorsed for release
18/12/2023	23/244	Notice of Motion - Exploring Opportunities for Joint Ownership of the Devonport Airport with Kentish, Latrobe and Central Coast Councils - Cr S Martin	In progress	General Manager	General Manager to contact Kentish, Latrobe and Central Coast Councils regarding setting up a working group
18/12/2023	23/245	PA2023.0150 - 10 Sandwood Place East Devonport - Residential (units x 3)	Completed	Planning Administration Officer	Issued Planning Permit and endorsed plans to applicant. Issued copy of Planning Permit and right of appeal info sheet to representor
18/12/2023	23/246	PA2023.0129 - 29 Fenton Way Devonport - General Retail and Hire, Food Services, Residential (multiple dwellings) and Visitor Accommodation	Completed	Planning Administration Officer	Issued Planning Permit and endorsed plans to applicant. Issued copy of Planning Permit and right of appeal info sheet to representor
18/12/2023	23/247	PA2023.0086 - 84-86 Hillcrest Road and 65 Lawrence Drive Devonport - Multiple dwellings (34 x additional units)	Completed	Planning Administration Officer	Issued Planning Permit and endorsed plans to applicant. Issued copy of Planning Permit and right of appeal info sheet to representor
18/12/2023	23/248	PA2023.0167 - 123a River Road Ambleside - Two lot subdivision	Completed	Planning Administration Officer	Issued Planning Permit and endorsed plans to applicant. Issued copy of Planning Permit and right of appeal info sheet to representor
18/12/2023	23/249	Sport and Recreation Facilities Hire Policy	Completed	Executive Coordinator	Policy placed on Council Website
18/12/2023	23/250	Safeguarding Children and Young People Policy	Completed	Executive Coordinator	Policy placed on Council's website
18/12/2023	23/251	Dulverton Regional Waste Management Authority Rules	Completed	Executive Coordinator	Amended Dulverton Regional Waste Management Authority Rules noted
18/12/2023	23/252	Paper on Skin Partnership Agreement	In progress	Convention & Arts Centre Manager	Partnership Agreement to be executed in accordance with Council Resolution.
18/12/2023	23/253	Migrant Resource Centre - Partnership Agreement	In progress	Executive Manager	Agreement to be executed in accordance with Council Resolution.
18/12/2023	23/254	Tender Report - Devonport Stadium Sub-consultants	Completed	Executive Manager	Consultant engagement completed in accordance with Council Resolution.
18/12/2023	23/255	Financial Management Strategy 2024-2033	Completed	Executive Coordinator	Adopted Financial Management Strategy available on Council's website
18/12/2023	23/256	Workshops and Briefing Sessions held since the last Council Meeting	Completed	Governance Officer	Report received and information noted
18/12/2023	23/257	Mayor's Monthly Report	Completed	Governance Officer	Report received and noted
18/12/2023	23/258	General Manager's Report	Completed	Governance Officer	Letter re Conflicts of Interest of Councillors Discussion Paper emailed to lgconsultation@dpac.tas.gov.au
18/12/2023	23/259	Monthly Operational Report - November 2023	Completed	Governance Officer	Report received and noted



## Devonport City Council

### FINANCE REPORT

#### YTD for the month ended December 2023

##### Contents:

	Page
Monthly Finance Report for Council	
Financial Summary	1
Summarised Operating Report, including Financial Charts	2-3
Balance Sheet Report	4
Capital Expenditure Report (with Commitments)	5-8
Forecast Adjustments	9

The operating result for the financial year to the end of December 2023 is favourable with actual revenue being higher than budget by \$2M and actual expenses being higher than budget by \$575K, resulting in an overall favourable variance of \$1.5M. The forecast operating surplus for the financial year is \$4.1M, which includes share of profit of associates (Dulverton) of \$2.3M.

##### **Rates & Service Charges - \$284K Favourable**

The favourable variance is due to additional supplementary rates raised. A forecast adjustment of \$250K has been made.

##### **Fees and User Charges - \$808K Favourable**

The favourable variance includes income from the Convention Centre, facility hire and infringements & fines. A forecast adjustment of \$500k has been made.

##### **Grants - Operating - \$9K Favourable**

The favourable variance is due to the timing of receiving grants for community development and museum operations.

##### **Contributions - Operating - \$31K Favourable**

The favourable variances include training incentives for employees and sponsorship income in the marketing and events area.

##### **Interest Income - \$538K Favourable**

The favourable variance is a result of funds on hand that are invested until expended on allocated capital projects. A \$540K forecast adjustment has been made.

**Other Investment Income - \$284K favourable**

The favourable budget variance is due to a tax equivalent payment received from Dulverton for the previous financial year which was not budgeted for. A \$280K forecast adjustment has been made.

**Other Revenue - \$97K Favourable**

The favourable timing variance includes the recovery of fines, reimbursements and sundry income relating to events.

**Employee Benefits - \$99K Favourable**

Favourable timing variance relating to salary and wages.

**Materials and Services - \$688K Unfavourable**

The unfavourable variances include contract catering expenses relating to the Convention Centre, (which are offset by higher catering revenues) and the timing of waste disposal fees. A \$400K forecast adjustment has been made.

**Depreciation - \$90K Unfavourable**

The unfavourable variance of 1.7% can be attributed in part to revaluations applied to recognise assets at fair value. A \$180K forecast adjustment has been made.

**Financial Costs - \$6K Unfavourable**

The unfavourable variance is due to increases in the variable rate loan interest rate.

**Levies & Taxes - \$46K Unfavourable**

The unfavourable variance can be attributed to the timing of recoveries from tenants.

**Other Expenses - \$209K Favourable**

The favourable variance is mostly due to the timing of grant payments, including community partnership grants.

**Internal Charges and Recoveries - \$53K Unfavourable**

Unfavourable timing variance.

**Balance Sheet**

The balance of capital work in progress at the end of December is \$12.07M.

## FINANCIAL SUMMARY YTD to December 2023

Operating Summary	Budget	YTD Actual	Annual Budget	Current Forecast
Revenue	39,281,364	41,330,532	50,247,718	51,817,718
Expenditure	25,579,541	26,154,611	47,123,162	47,703,163
<b>Operating Position</b>	<b>13,701,823</b>	<b>15,175,921</b>	<b>3,124,555</b>	<b>4,114,555</b>

Capital Expenditure Summary	Annual Budget \$'000	Actual \$'000	Annual Forecast \$'000
<b>Capital Expenditure</b>	<b>26,836</b>	<b>5,323</b>	<b>24,856</b>

Cash Information	December 2023	June 2023
Operating Account (Reconciled balance)	1,341,691	708,458
Interest-Earning Deposits	26,174,497	20,605,864
	<b>27,516,188</b>	<b>21,314,322</b>

Debtor Information	December 2023	June 2023	Rates Debtors Ageing	December 2023	% of Annual Rates
Rates Debtors	11,295,924	747,551	2023/2024 - Current	10,905,365	32.2%
Infringement Debtors	119,423	117,900	2022/2023 - 1 Year	247,017	
Sundry Debtors	2,757,025	2,716,579	2021/2022 - 2 Years	64,923	
Planning & Health Debtors	8,089	32,546	2020/2021 - 3 Years	19,168	
			Over 3 years	59,451	
	<b>14,180,460</b>	<b>3,614,576</b>		<b>11,295,924</b>	

Cash Investment Information	Actual Rate	Credit rating	Maximum Holding Allowed	Actual Holding % of total Cash	December 2023
CBA Cash Deposits - At Call	4.15%	A1+ /AA-			2,165,402
CBA Term Deposit - (8 months)	5.33%	A1+ /AA-			10,000,000
		A1+	100%	44.21%	12,165,402
NAB Term Deposit (182 days)	5.37%	A-1/A+			8,000,000
		A-1/A+	80%	29.07%	8,000,000
AMP 31 days notice account	4.70%	A2/BBB+			9,095
MyState Term Deposit (271 days)	5.20%	A2/BBB+			6,000,000
		A2-A3	40%	21.84%	6,009,095
					<b>26,174,497</b>

All cash investments are invested in compliance with Council's Investment Policy.

Benchmarks: BBSW90 Day Index	4.3575%
RBA Cash Rate	4.35%

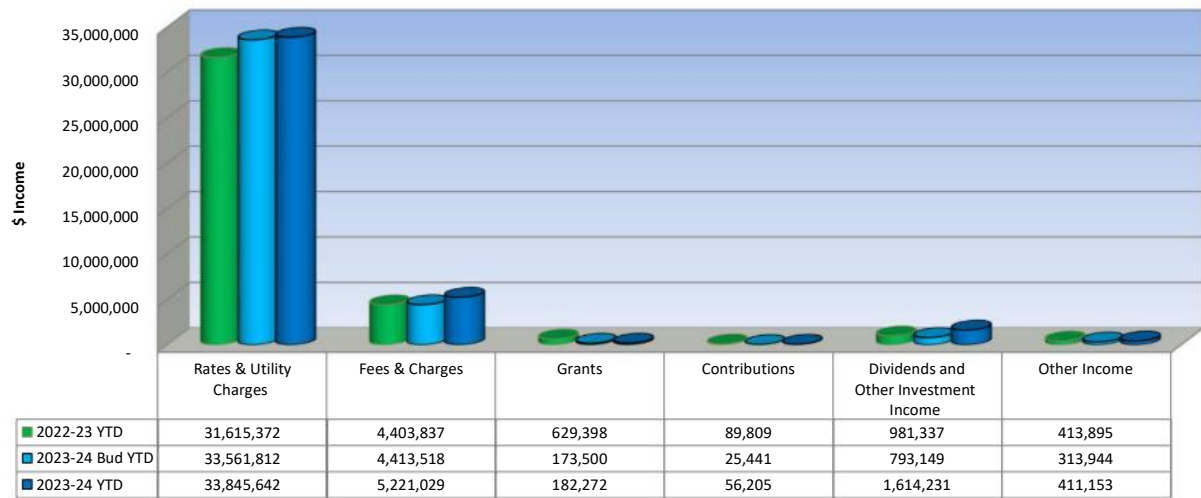
### Commentary

This report provides a high level summary of operational income and expenditure, capital expenditure and the cash and receivables position as at the date of the report.

SUMMARISED OPERATING REPORT				YTD to December 2023		
	YTD		YTD Variance		Full Budget	Forecast
	Budget	Actual	\$	%	2023-24	2023-24
INCOME						
Rates and Service Charges	33,561,812	33,845,642	283,830	0.8%	33,614,193	33,864,193
Fees and User Charges	4,413,518	5,221,029	807,511	18.3%	8,842,493	9,342,493
Grants - Operating	173,500	182,272	8,772	5.1%	2,838,834	2,838,834
Contributions - Operating	25,441	56,205	30,763	120.9%	50,882	50,882
Dividend Income	546,000	546,000	-	0.0%	1,310,400	1,310,400
Interest Income	180,000	717,537	537,537	298.6%	360,000	900,000
Tax Equivalent Payments	67,149	350,694	283,545	422.3%	268,596	548,596
Share of profit of associates	-	-	-	0.0%	2,360,755	548,596
Other Revenue	313,944	411,153	97,209	31.0%	601,564	2,360,755
TOTAL INCOME	39,281,364	41,330,532	2,049,168	5.2%	50,247,718	51,764,749
EXPENSES						
Employee Benefits	7,462,389	7,363,640	(98,749)	-1.3%	14,799,823	14,799,823
Materials and Services	7,522,822	8,210,629	687,807	9.1%	15,371,879	15,771,879
Depreciation	5,220,400	5,310,050	89,650	1.7%	10,440,800	10,620,800
Financial Costs	661,411	667,717	6,306	1.0%	1,322,822	1,322,822
Levies & Taxes	4,165,074	4,210,850	45,776	1.1%	4,558,578	4,558,578
Other Expenses	895,961	687,300	(208,662)	-23.3%	1,338,276	1,338,276
Internal Charges and Recoveries	(348,516)	(295,575)	52,941	-15.2%	(709,016)	(709,015)
TOTAL EXPENSES	25,579,541	26,154,611	575,070	2.2%	47,123,162	47,703,163
NET OPERATING SURPLUS / (DEFICIT)	13,701,823	15,175,921	1,474,098	10.8%	3,124,555	4,061,587
CAPITAL ITEMS						
Grants - Capital	2,660,000	538,500	(2,121,500)	-79.8%	3,464,839	
Contributions - Capital	-	675,301	675,301	#DIV/0!	-	
Gain / Loss on Disposal of Assets	(300,000)	(225,744)	74,256	-24.8%	(600,000)	
TOTAL CAPITAL ITEMS	2,360,000	988,057	(1,371,943)	-58.1%	2,864,839	
NET SURPLUS / (DEFICIT)	16,061,823	16,163,978	102,155	0.6%	5,989,394	
Own Source Revenue:	99.5%	99.4%			94.2%	



### Income Analysis



### Expenditure Analysis



### Capital Expenditure - \$'000



**BALANCE SHEET REPORT**

As at December 2023

	31 Dec 2023	30 Jun 2023
<b>Current Assets</b>		
Cash at Bank and On Hand	1,341,691	708,458
Trust Deposits	327,331	213,893
Cash Investments	26,174,497	20,605,864
Receivables - Rates and Utility Charges	11,295,924	747,551
Receivables - Infringements	119,423	117,900
Receivables - Sundry	2,757,025	2,716,579
Receivables - Planning & Health	8,089	32,546
Loans Receivable - Current	27,663	27,663
Accrued Revenue	503,214	316,395
Prepayments	169,641	474,714
Net GST Receivable	188,163	455,923
Other Asset	769,899	769,899
	<b>43,682,559</b>	<b>27,187,385</b>
<b>Non Current Assets</b>		
Loans Receivable - Non-Current	278,143	281,843
Dulverton Regional Waste Management Authority	12,282,091	12,584,069
TasWater	87,972,056	87,972,056
Property, Plant & Equipment	927,458,362	927,320,618
Accumulated Depreciation - PP&E	(355,717,736)	(350,948,772)
Capital Work in Progress	12,073,308	7,121,428
	<b>684,346,223</b>	<b>684,331,241</b>
<b>Total Assets</b>	<b>728,028,782</b>	<b>711,518,626</b>
<b>Current Liabilities</b>		
Trade Creditors	1,331,591	216,737
Accrued Expenses	2,419,618	2,319,376
Trust Liability	346,953	208,071
Income In Advance - Current	1,901,323	2,479,722
Loans - Current	1,088,886	1,088,886
Annual Leave	1,344,223	1,276,492
Other Leave - RDO	78,552	71,810
Other Leave - TOIL	11,011	11,733
Lease Liabilities - Current	48,275	48,275
Long Service Leave - Current	1,238,007	1,192,248
	<b>9,808,439</b>	<b>8,913,349</b>
<b>Non Current Liabilities</b>		
Loans - Non-Current	44,136,733	44,685,597
Long Service Leave - Non-Current	393,649	393,649
Lease Liabilities - Non Current	745,218	745,218
	<b>45,275,600</b>	<b>45,824,464</b>
<b>Total Liabilities</b>	<b>55,084,039</b>	<b>54,737,813</b>
<b>Net Assets</b>	<b>672,944,743</b>	<b>656,780,813</b>
<b>Equity</b>		
Asset Revaluation Reserve	396,397,083	396,393,536
Asset Revaluation Reserve - Associates	3,221,386	3,221,386
Other Reserves	11,575,152	11,575,152
Accumulated Surplus	245,587,144	236,420,866
Operating Surplus / (Deficit)	15,175,921	3,466,244
Capital Surplus / (Deficit)	988,057	5,703,629
<b>Total Equity</b>	<b>672,944,743</b>	<b>656,780,813</b>
<b>Current Ratio:</b>	<b>4.45</b>	<b>3.05</b>

The Current ratio indicates Council's ability to pay its debts as and when they become due.  
A ratio of one or higher is required for the entity to remain solvent.

Capital Works Income & Expenditure Report December 2023												
	Funding 2023/24				Expenditure 2023/24			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
<b>Summary</b>												
Open Space & Recreation	519,000	1,740,011	2,259,011	-	715,535	545,678	1,261,213	997,798			56%	
Buildings & Facilities	3,166,000	1,487,185	4,653,185	506,733	1,340,751	1,416,615	2,757,366	1,895,819			59%	
Transport	6,175,000	4,915,984	11,090,984	4,608,106	2,370,878	2,733,382	5,104,261	5,986,724			46%	
Stormwater	1,593,000	986,075	2,579,075	-	317,931	201,858	519,790	2,059,285			20%	
Living City	-	3,311,520	3,311,520	-	(111,804)	1,242,568	1,130,764	2,180,756			34%	
Plant & Fleet	1,308,400	320,055	1,628,455	257,000	394,283	659,484	1,053,766	574,689			65%	
Other Equipment	1,119,000	194,913	1,313,913	-	295,696	503,014	798,710	515,203			61%	
<b>Total Capital Works</b>	<b>13,880,400</b>	<b>12,955,744</b>	<b>26,836,144</b>	<b>5,371,839</b>	<b>5,323,271</b>	<b>7,302,599</b>	<b>12,625,869</b>	<b>14,210,275</b>			<b>47%</b>	
<b>Open Space &amp; Recreation</b>												
CP0129 Don River Rail Trail - land purchase		-	-		5,011	-	5,011	(5,011)	Complete	Complete	#DIV/0!	
CP0184 Don River Rail Trail - construction		-	-		654	141	795	(795)	Complete	Complete	#DIV/0!	
CP0204 Horsehead Creek - RV dump point relocation		39,000	39,000		-	-	-	39,000	TBA	TBA	0.0%	
CP0208 Coastal Erosion Protection - Coles Beach and Don Heads		51,128	51,128		-	-	-	51,128	Complete	Complete	0.0%	
CP0210 Mungala-Langslow path link improvements		79,765	79,765		2,299	2,639	4,937	74,827	Feb-24	Mar-24	6.2%	Works scheduled
CP0219 New pedestrian bridge - Figure of Eight Creek - Woodrising to Maidstone Park		328,252	328,252		238,762	-	238,762	89,491	Jun-23	Apr-24	72.7%	Bridge installed. Creek re-vegetation during Autumn
CP0224 Maidstone Park safety netting		58,323	58,323		35,327	-	35,327	22,996	Complete	Complete	60.6%	
CP0225 Byard Park Lights		309,314	309,314		6,242	232,855	239,097	70,217	Feb-24	Mar-24	77.3%	Installation with CB0134.
CP0226 Mersey Vale Memorial MBS stage 3		473,558	473,558		294,133	1,818	295,951	177,607	Complete	Complete	62.5%	
CP0227 Kelcey Tier - fire trail renewal and consolidation		45,607	45,607		-	-	-	45,607	Mar-24	Apr-24	0.0%	Works scheduled for Autumn.
CP0228 Kelcey Tier Map Signage		14,073	14,073		-	-	-	14,073	Mar-24	Apr-24	0.0%	
CP0229 Waste Transfer Station foreshore rehabilitation		46,018	46,018		1,043	-	1,043	44,975	TBA	TBA	2.3%	Works linked with Foreshore path construction.
CP0233 Park furniture renewal		-	-		6,377	-	6,377	(6,377)	Complete	Complete	#DIV/0!	
CP0234 Rooke Mall Furniture Renewal		15,098	15,098		19,177	1	19,178	(4,080)	Complete	Complete	127.0%	
CP0235 Aquatic Centre waterslide entry		49,307	49,307		498	60,689	61,187	(11,879)	Apr-24	May-24	124.1%	Contract awarded, programmed after summer.
CP0236 Spreyton netball courts - surface renewal - 2 courts		-	-		1,931	-	1,931	(1,931)	Complete	Complete	#DIV/0!	
CP0238 Highfield Park Skate Park		89,202	89,202		-	70,000	70,000	19,202	Jan-24	Mar-24	78.5%	External funding secured
CP0239 East Devonport park furniture		5,606	5,606		14,104	3	14,107	(8,501)	Complete	Complete	251.6%	
CP0240 LRCI Phase 3 grant allocation		135,760	135,760		56,297	42,444	98,741	37,019	Nov-22	Mar-24	72.7%	Projects progressing during the year
CP0241 Mersey Vale Cemetery - Ash Interment Columns f	37,000	-	37,000		23,728	-	23,728	13,272	Apr-24	Jun-24	64.1%	
CP0242 New Totem Signage - Stony Rise Road and Don R	11,000	-	11,000		165	-	165	10,835	Jan-24	Feb-24	1.5%	
CP0243 Aquatic Centre - Minor works in preparation for o	20,000	-	20,000		40	-	40	19,960	Dec-23	Mar-24	0.2%	
CP0244 Mersey Bluff Playground Renewal	150,000	-	150,000		300	-	300	149,700	Jan-24	Jun-24	0.2%	
CP0245 Park furniture renewal	25,000	-	25,000		212	-	212	24,788	Jan-24	Apr-24	0.8%	
CP0246 Bluff Road new irrigation - VV to Nth Fenton St	220,000	-	220,000		9,156	135,088	144,244	75,756	Dec-23	Jan-24	65.6%	
CP0247 Don River Rail Trail Interpretive Signage	16,000	-	16,000		-	-	-	16,000	Feb-24	Apr-24	0.0%	
CP0248 Tiagarra Eye Frame & Viewing Platform	40,000	-	40,000		80	-	80	39,920	Feb-24	Apr-24	0.2%	
<b>Total Open Space &amp; Recreation</b>	<b>519,000</b>	<b>1,740,011</b>	<b>2,259,011</b>	<b>-</b>	<b>715,535</b>	<b>545,678</b>	<b>1,261,213</b>	<b>997,798</b>			<b>55.8%</b>	

Attachment 6.4.1 2023/23 Consolidated Financial Report

Funding 2023/24					Expenditure 2023/24			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
<b>Buildings &amp; Facilities</b>												
CB0107 Payne Avenue toilet block		241,040	241,040		-	-	-	241,040	TBA	TBA	0.0%	Design with project CT0361.
CB0108 Aquatic Centre - Wet change Rm silicon		-	-		-	-	-	-	Complete	Complete	# DIV/OI	
CB0114 Waste Transfer Station - waste and resource	500,000	878,760	1,378,760		160,403	38,450	198,853	1,179,907	Mar-24	Sep-24	14.4%	Design underway. For tender early 2024
CB0117 Little Athletics Storage shed		11,866	11,866		12,427	-	12,427	(561)	Complete	Complete	104.7%	
CB0119 Aquatic Centre Projects		-	-		276	-	276	(276)	Complete	Complete	# DIV/OI	
CB0120 PAC projects		223,302	223,302	131,733	605	205,545	206,150	17,152	Jan-24	Feb-24	92.3%	Commenced works
CB0121 Highfield Park public toilets		60,395	60,395		47,560	-	47,560	12,835	Complete	Complete	78.7%	
CB0122 Art Storage Facility - racking		46,873	46,873		5,921	-	5,921	40,951	TBA	TBA	12.6%	
CB0123 Council facility - renewable energy project		24,950	24,950		-	-	-	24,950	TBA	TBA	0.0%	
CB0126 Aquatic Centre 25m Pool	1,000,000	-	1,000,000		586,934	481,176	1,068,110	(68,110)	Nov-23	Mar-24	106.8%	Works underway
CB0127 Works depot bulk material bins	105,000	-	105,000		7,819	41,792	49,611	55,389	Jan-24	Feb-24	47.2%	
CB0128 Workshop floor refurbish	30,000	-	30,000		1,383	27,520	28,903	1,097	Jan-24	Feb-24	96.3%	
CB0129 Indoor Stadium Design	500,000	-	500,000		362,056	209,716	571,772	(71,772)	Jul-23	Jun-24	114.4%	Design underway
CB0130 Fire panel ROMTECK upgrades	42,000	-	42,000		27,344	-	27,344	14,656	Sep-23	Jan-24	65.1%	Works underway
CB0131 Paranalpe Arts Centre - Renew carpet & ceiling	375,000	-	375,000	375,000	57,413	363,098	420,511	(45,511)	Jan-24	Feb-24	112.1%	Commenced works
CB0132 Play Centre (25 Forbes St) - Replace Roof Cladding	34,000	-	34,000		153	30,731	30,884	3,116	Oct-23	Jan-24	90.8%	
CB0133 Art Storage Facility - Storage Extension for BSMC	580,000	-	580,000	-	1,160	-	1,160	578,840	Mar-24	Jun-24	0.2%	Design underway
CB0134 Byard Park Amenities Redevelopment		-	-		69,296	18,586	87,882	(87,882)	Oct-23	Jun-24	# DIV/OI	
<b>Total Facilities</b>	<b>3,166,000</b>	<b>1,487,185</b>	<b>4,653,185</b>	<b>506,733</b>	<b>1,340,751</b>	<b>1,416,615</b>	<b>2,757,366</b>	<b>1,895,819</b>			<b>59.3%</b>	

Attachment 6.4.1 2023/23 Consolidated Financial Report

		Funding 2023/24				Expenditure 2023/24			Balance	Performance Measures			
		Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	
		\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	Comments
<b>Transport</b>													
CT0275	State Vehicle Entry Project	1,000,000	1,775,015	2,775,015		138,906	264,000	402,906	2,372,110	TBA	TBA	14.5%	Progression dependant on Port development
CT0289	Coastal Pathway contribution - part 2		1,077,932	1,077,932		735,059	193,394	928,453	149,479	Oct-21	Jan-24	86.1%	Construction completed
CT0309	Webberleys Road seal	-	-	-		-	-	-	-	Complete	Complete	# DIV/0!	
CT0310	Tugrah Road traffic management		203,133	203,133		226,439	-	226,439	(23,306)	Complete	Complete	111.5%	
CT0311	Fenton Way pedestrian improvements		39,920	39,920		-	-	-	39,920	TBA	TBA	0.0%	On hold subject to future development in the area
CT0321	Steele Street footpath renewal - Wenvoe to Fomby - south side		-	-		1,514	-	1,514	(1,514)	Complete	Complete	# DIV/0!	
CT0322	William Street renewal - Valley to Middle		40,000	40,000		6,567	-	6,567	33,433	Oct-22	Feb-24	16.4%	Land acquisition
CT0325	North Fenton Street renewal - Oldaker to Parker		39,355	39,355		-	-	-	39,355	Complete	Complete	0.0%	
CT0326	Rural road renewal - gravel reshe		-	-		224	-	224	(224)	Complete	Complete	# DIV/0!	
CT0332	George Street William Street		(0)	(0)		-	-	-	(0)	Complete	Complete	0.0%	
CT0335	Street Light Provision		-	-		705	5,500	6,205	(6,205)	Complete	Complete	# DIV/0!	
CT0336	Payne Avenue carpark - access to Stewart St		99,800	99,800		-	-	-	99,800	TBA	TBA	0.0%	Design underway. With project CT0361
CT0337	Tarleton Street renewal - Wright Street to River Road		-	-		(1,234)	-	(1,234)	1,234	Complete	Complete	# DIV/0!	
CT0338	Parking infrastructure renewal		-	-		-	-	-	-	Complete	Complete	# DIV/0!	
CT0339	Road traffic device renewal		-	-		-	-	-	-	Complete	Complete	# DIV/0!	
CT0340	Rural road renewal - gravel resheeting program		-	-		-	-	-	-	Complete	Complete	# DIV/0!	
CT0342	Footpath Missing Links		-	-		1,600	-	1,600	(1,600)	Complete	Complete	# DIV/0!	
CT0343	Percy St and Parker St roundabout		343,512	343,512	380,000	237,255	93,792	331,047	12,464	Complete	Complete	96.4%	
CT0344	North West Gateway Project		-	-		-	-	-	-	Complete	Complete	# DIV/0!	
CT0345	Bus Stop Upgrade Program		-	-		36,225	1,372	37,598	(37,598)	Complete	Complete	# DIV/0!	Externally funded project
CT0346	Sheffield Rd Path VRUP	175,000	-	175,000	137,000	102,824	28,149	130,973	44,027	Complete	Complete	74.8%	
CT0347	Reseal Program 2023-24	775,000	-	775,000		9,412	718,449	727,861	47,139	Dec-23	Feb-24	93.9%	Resealing underway
CT0348	Transport Minor Works	30,000	-	30,000		60	-	60	29,940	TBA	TBA	0.2%	
CT0349	Road Traffic Device Renewal	25,000	-	25,000		3,321	-	3,321	21,679	TBA	TBA	13.3%	
CT0350	Street Light Provision	25,000	-	25,000		50	-	50	24,950	TBA	TBA	0.2%	
CT0351	Parking Infrastructure Renewal	25,000	47,318	72,318		62,407	1,510	63,918	8,400	Sep-23	Feb-24	88.4%	
CT0352	Rural Gravel Road Renewal	100,000	-	100,000		248	-	248	99,752	Apr-24	May-24	0.2%	
CT0354	NW Gateway Improvements Project	-	1,250,000	1,250,000	1,000,000	250,702	560,000	810,702	439,298	TBA	TBA	64.9%	Progression dependant on Port development plans
CT0355	Kelcey Tier Road Safety Improvements - Stage 2	1,100,000	-	1,100,000	812,295	26,568	-	26,568	1,073,432	Jan-24	Mar-24	2.4%	Construction commenced
CT0356	Kelcey Tier Road Condition Improvements - (282 -	780,000	-	780,000	508,811	17,019	722,009	739,028	40,972	Jan-24	Mar-24	94.7%	Construction commenced
CT0357	Mersey Bluff Access Road Upgrade	500,000	-	500,000		387,743	2,416	390,159	109,841	Sep-23	Apr-24	78.0%	Construction completed. Landscaping in Autumn
CT0358	Oldaker St - Sorell St Roundabout	500,000	-	500,000	500,000	16,463	8,605	25,068	474,932	Mar-24	May-24	5.0%	Design underway
CT0359	Webberleys Rd Flood Remediation	75,000	-	75,000		40,061	-	40,061	34,939	Complete	Complete	53.4%	
CT0360	Duncans Road Bridge Safety	75,000	-	75,000		26,636	27,433	54,069	20,931	Complete	Complete	72.1%	
CT0361	Stewart Street renewal - Rooke to Edward	50,000	-	50,000		1,337	-	1,337	48,663	Dec-23	Apr-24	2.7%	Design underway
CT0362	Tarleton Street renewal - John to Torquay Rd	50,000	-	50,000		27,724	-	27,724	22,276	Aug-23	Feb-24	55.4%	Design underway
CT0363	Waverley Road Embankment Safety	150,000	-	150,000		1,688	-	1,688	148,312	Jan-24	Feb-24	1.1%	
CT0364	The Lee Kerb Renewal	350,000	-	350,000		3,027	-	3,027	346,973	Mar-24	Apr-24	0.9%	
CT0365	George Street - Gunn St to Charlotte Gns Kerb R	160,000	-	160,000		3,393	107,500	110,893	49,107	Jan-24	Feb-24	69.3%	
CT0366	Footpaths Missing Links - High Walkability	150,000	-	150,000		2,625	-	2,625	147,375	Mar-24	Apr-24	1.8%	
CT0367	Coastal Pathway Safety Compliance	50,000	-	50,000		100	-	100	49,900	Dec-23	Jan-24	0.2%	
CT0368	Multi Level Car Park Safety and Access Improvment	30,000	-	30,000		2,677	-	2,677	27,323	Feb-24	Mar-24	8.9%	
CT0369	Spreyton Connector Path		-	-	1,270,000	1,531	(747)	784		Mar-24	Jun-24	# DIV/0!	Externally funded project
<b>Total Transport</b>		<b>6,175,000</b>	<b>4,915,984</b>	<b>11,090,984</b>	<b>4,608,106</b>	<b>2,370,878</b>	<b>2,733,382</b>	<b>5,104,261</b>	<b>5,986,724</b>			<b>46.0%</b>	

Attachment 6.4.1 20231231 Consolidated Financial Report

Funding 2023/24					Expenditure 2023/24			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
<b>Stormwater</b>												
CS0081 John Stormwater Catchment Stage 1		194,892	194,892		3,175	-	3,175	191,716	Apr-24	Jun-24	1.6%	Works completed with CS0126
CS0085 Oldaker (East) Stormwater catchment upgr		136,001	136,001		136,001	-	136,001	0	Complete	Complete	100.0%	
CS0097 Church street stormwater improvements		331,923	331,923		1,293	-	1,293	330,630	May-24	Jun-24	0.4%	Design underway
CS0099 Pipe renewal - 23 Steele St		57,132	57,132		-	-	-	57,132	Complete	Complete	0.0%	
CS0100 Highfield SW catchment Upgrade - Stage 1		-	-		-	3,049	3,049	(3,049)	Complete	Complete	#DIV/0!	
CS0103 Stormwater pollution control measures		-	-		65,920	-	65,920	(65,920)	Complete	Complete	#DIV/0!	With CS0131
CS0112 North Caroline Street - new open drain		57,014	57,014		-	-	-	57,014	TBA	TBA	0.0%	Design underway
CS0113 Minor Stormwater Works		24,264	24,264		4,681	273	4,954	19,310	Nov-23	Mar-24	20.4%	Works completed with CS0123
CS0116 Walkinson St/ Don College stormwa		82,141	82,141		525	46,549	47,074	35,067	Feb-24	Feb-24	57.3%	Relining works scheduled with CS0129
CS0118 College court stormwater upgrade		64,469	64,469		(531)	-	(531)	65,000	Apr-23	May-23	-0.8%	Design underway
CS0119 Macfie St stormwater renewal		-	-		267	-	267	(267)	Complete	Complete	#DIV/0!	
CS0120 Pit replacements		-	-		-	3,268	3,268	(3,268)	Complete	Complete	#DIV/0!	
CS0122 Eugene Street - open drain renewal		38,239	38,239		1,336	-	1,336	36,903	Feb-24	Apr-24	3.5%	Design underway
CS0123 Minor Stormwater Works	80,000	-	80,000		2,119	29,223	31,341	48,659	Nov-23	Mar-24	39.2%	
CS0124 Pit Replacements	50,000	-	50,000		40,084	5,440	45,524	4,476	Nov-23	Feb-24	91.0%	Underway
CS0125 Development Contribution Fund	30,000	-	30,000		21,060	-	21,060	8,940	Jul-23	Jun-24	70.2%	
CS0126 Torquay Rd - Wright St SW Upgrade	800,000	-	800,000		36,775	-	36,775	763,225	Apr-24	Jun-24	4.6%	Design underway
CS0127 Surrey St Pipe Relining	35,000	-	35,000		600	20,565	21,165	13,835	Feb-24	Mar-24	60.5%	
CS0128 East Devonport Stormwater Upgrade - Port Area	250,000	-	250,000		926	-	926	249,074	Feb-24	Mar-24	0.4%	
CS0129 Watkinson St/ Don College stormwater	138,000	-	138,000		2,093	591	2,684	135,316	Jan-24	Feb-24	1.9%	Works Scheduled
CS0130 Chichester Dr stormwater renewal	100,000	-	100,000		399	92,900	93,299	6,701	Feb-24	Mar-24	93.3%	
CS0131 Stormwater pollution control measures	50,000	-	50,000		100	-	100	49,900	Complete	Complete	0.2%	Completed under CS0103
CS0132 Waniora St - Stormwater Flood Mitigation	45,000	-	45,000		1,016	-	1,016	43,984	Feb-24	Mar-24	2.3%	
CS0133 North St (west) stormwater renewal	15,000	-	15,000		92	-	92	14,908	Feb-24	Mar-24	0.6%	
<b>Total Stormwater</b>	<b>1,593,000</b>	<b>986,075</b>	<b>2,579,075</b>	<b>-</b>	<b>317,931</b>	<b>201,858</b>	<b>519,790</b>	<b>2,059,285</b>			<b>20.2%</b>	
<b>Plant &amp; Fleet</b>												
CF0031 Fleet Replacement program 2021-22		-	-		-	48,187	48,187	(48,187)	TBA	TBA	#DIV/0!	
CF0034 Fleet Replacement program 2022-23		61,407	61,407		77,890	-	77,890	(16,483)	TBA	TBA	126.8%	Budget and actuals excludes trade values
CF0035 Hire Plant Replacement 2022-23		255,389	255,389		222,182	-	222,182	33,206	TBA	TBA	87.0%	Budget and actuals excludes trade values
CF0036 Non Hire Plant Replacement 22-23		3,260	3,260		-	-	-	3,260	TBA	TBA	0.0%	
CF0037 Fleet Replacement program 2023-24	320,000	-	320,000	72,000	84,928	74,495	159,423	160,577	TBA	TBA	49.8%	
CF0038 Hire Plant Replacement	930,000	-	930,000	185,000	178	536,802	536,981	393,019	TBA	TBA	57.7%	
CF0039 Non Hire Plant Replacement 23-24	58,400	-	58,400		9,104	-	9,104	49,296	TBA	TBA	15.6%	
<b>Total Plant &amp; Fleet</b>	<b>1,308,400</b>	<b>320,055</b>	<b>1,628,455</b>	<b>257,000</b>	<b>394,283</b>	<b>659,484</b>	<b>1,053,766</b>	<b>574,689</b>			<b>64.7%</b>	
<b>Other Equipment</b>												
Office and Equipment	1,099,000	75,440	1,174,440	-	190,179	503,014	693,193	481,247				
Information Technology	20,000	119,474	139,474	-	105,517	-	105,517	33,957			75.7%	
<b>Total Other Equipment</b>	<b>1,119,000</b>	<b>194,913</b>	<b>1,313,913</b>	<b>-</b>	<b>295,696</b>	<b>503,014</b>	<b>798,710</b>	<b>515,203</b>			<b>60.8%</b>	
<b>TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY</b>	<b>13,880,400</b>	<b>9,644,224</b>	<b>23,524,624</b>	<b>5,371,839</b>	<b>5,435,075</b>	<b>6,060,031</b>	<b>11,495,105</b>	<b>12,029,518</b>			<b>48.9%</b>	
<b>Living City</b>												
<b>Total Living City</b>	<b>-</b>	<b>3,311,520</b>	<b>3,311,520</b>	<b>-</b>	<b>(111,804)</b>	<b>1,242,568</b>	<b>1,130,764</b>	<b>2,180,756</b>			<b>34.1%</b>	construction underway
<b>TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY</b>	<b>13,880,400</b>	<b>12,955,744</b>	<b>26,836,144</b>	<b>5,371,839</b>	<b>5,323,271</b>	<b>7,302,599</b>	<b>12,625,869</b>	<b>14,210,275</b>			<b>47.0%</b>	

**FORECAST ADJUSTMENTS for 2023/24 FINANCIAL YEAR**

Adjustments at Report Level	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Forecast
<b>INCOME</b>														
Rates and Service Charges	33,614,193				150,000		100,000							33,864,193
Fees and User Charges	8,842,493						500,000							9,342,493
Grants - Operating	2,838,834													2,838,834
Contributions - Operating	50,882													50,882
Dividend Income	1,310,400													1,310,400
Interest Income	360,000			300,000	240,000	280,000								900,000
Tax Equivalent Payments	268,596													548,596
Share of Profit Associates	2,360,755													2,360,755
Other Revenue	601,564													601,564
<b>TOTAL INCOME</b>	<b>50,247,718</b>	-	-	300,000	390,000	280,000	600,000	-	-	-	-	-	-	<b>51,817,718</b>
<b>EXPENSES</b>														
Employee Benefits	14,799,823													14,799,823
Materials and Services	15,371,879					400,000								15,771,879
Depreciation	10,440,800						180,000							10,620,800
Financial Costs	1,322,822													1,322,822
Levies & Taxes	4,558,578													4,558,578
Other Expenses	1,338,276													1,338,276
Internal Charges and Recoveries	(709,015)													(709,015)
<b>TOTAL EXPENSES</b>	<b>47,123,163</b>	-	-	-	-	400,000	180,000	-	-	-	-	-	-	<b>47,703,163</b>
<b>NET OPERATING SURPLUS / (DEFICIT)</b>	<b>3,124,555</b>	-	-	300,000	390,000	(120,000)	420,000	-	-	-	-	-	-	<b>4,114,555</b>
<b>CAPITAL ITEMS</b>														
Gain / Loss on Disposal of Assets	(600,000)													(600,000)
<b>TOTAL CAPITAL ITEMS</b>	<b>(600,000)</b>													<b>(600,000)</b>
<b>UNDERLYING SURPLUS / (DEFICIT)</b>	<b>2,524,555</b>	-	-	300,000	390,000	(120,000)	420,000	-	-	-	-	-	-	<b>3,514,555</b>

**Forecast adjustments for September**

Interest income

Adjustment for Higher interest rates, higher cash balances due to timing of capital expenditure of \$300,000

**Forecast adjustment for October**

Rates and Service Charges

Adjustment to Rates - due to supplementary rates raised \$150,000

Interest income

Adjustment for Higher interest rates, higher cash balances due to timing of capital expenditure of \$240,000

**Forecast adjustment for November**

Tax Equivalent Payments

Year end adjustment - DWM \$280,000

Materials &amp; Services

Adjustment includes higher catering costs in relation to the Convention Centre \$300,000 and waste disposal fees \$100,000.

**Forecast adjustment for December**

Rates and Service Charges

Adjustment to Rates - due to waste charges and supplementary rates raised \$100,000

Fees and User Charges

Adjustment to waste management fees \$150,000, facility hire \$50,000 and catering fees in relation to the Convention Centre \$300,000.

Depreciation

Additional depreciation due to increase asset values \$100,000

Materials and Services

Additional expense associated with maintenance and repairs at the Aquatic Centre \$100,000