



Devonport City Council
Strategic Plan Progress Report

Period: ***20/21***

Strategic Plan Progress Report

Goal: 1 Living lightly on our environment

Outcome: 1.1 Devonport is an energy efficient City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.1.1 Lead and actively promote the adoption of practices that support the sustainable use of energy and other natural resources by Council, businesses and the community					
1.1.1.1 Deliver the Devonport Commuter Cycling Initiative which focuses on increasing active transport	In Progress	20%	Planning is underway for the Devonport Commuter Cycling Cafe to commence in October 2020.	Community Services Manager	31/03/2021

Outcome: 1.2 Sustainability is promoted and integrated across all sectors

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.2.1 Support the conservation and maintenance of biodiversity corridors including coastal landscapes and preservation areas of remnant vegetation					
1.2.1.1 Participate in the development of the North-West Regional Cat Management Strategy	In Progress	16%	Cradle Coast Working Group includes representation from nine Cradle Coast Councils, veterinary services, Parks & Wildlife and the Regional Cat Management Coordinator. This group will develop and implement the North West regional Cat Management Strategy.	Risk & Compliance Coordinator	30/06/2021
1.2.1.1 Construct, install and monitor nest boxes for the critically endangered Swift Parrot	In Progress	16%	Mens Shed have all materials and are in the process of construction. Estimated time for completion of Construction is November.	NRM Officer	30/06/2021
1.2.1.1 Advocate to the Cradle Coast Authority for a regional approach toward managing climate change impacts and improving adaptations	In Progress	16%	Initial research underway to determine possible areas for regional collaboration.	Executive Officer	30/06/2021
1.2.1.2 Develop climate change related Key Performance Indicators that could be reported on through Council's annual report	In Progress	16%	Desktop review of suitable local government KPIs underway.	Executive Officer	30/06/2021

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Goal: 1 Living lightly on our environment

Outcome: 1.3 "Living Lightly" is promoted and encouraged

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.3.1 Identify and implement initiatives to educate and encourage our community on opportunities to "live lightly"					
1.3.1.1 Undertake education programs with Friends of Don, Don College, Devonport Wildcare Group	In Progress	16%	Regular meetings with Friends of don Reserve every fortnight and weekly while planting season is in action.	NRM Officer	30/06/2021

Outcome: 1.4 Our energy is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.1 Promote reduction, re-use and recycling options to minimise waste materials within Council, the community and businesses					
1.4.1.1 Increase use of recycling bins in public places	In Progress	16%	Project planning has commenced. An application has been made for external funds to increase the scope of work.	Infrastructure & Works Manager	30/06/2021

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities					
1.4.2.1 Increase use and recycling of waste generated from construction projects.	In Progress	16%	Use of crushed waste concrete and bricks has become standard practice on footpath projects.	Infrastructure & Works Manager	30/06/2021

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.3 Lead and actively promote emissions minimisation					
1.4.3.1 Install and promote electric vehicle fast charger	In Progress	50%	Tender was completed and in the process of installing the equipment.	City Engineer	31/12/2020
1.4.3.1 Investigate joining the Cities Power Partnerships Program and pledge to reduce emissions	In Progress	50%	Council resolved to join the program at the August meeting. The Mayor has notified the Climate Council of Council's interest in joining. Membership is currently being established. Council has 6 months to nominate 5 'pledges' or actions to reduce emissions.	Executive Officer	30/06/2021

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Goal: 1 Living lightly on our environment

Outcome: 1.4 Our energy is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.3 Lead and actively promote emissions minimisation					
1.4.3.2 Increase uptake of low carbon vehicles in Council's fleet	Not Started	0%	Not yet commenced	Infrastructure & Works Manager	30/06/2021

Outcome: 1.5 Water is actively conserved and well managed

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.5.1 Promote sustainable water usage and water quality management					
1.5.1.1 Investigate installation of smart technology for high water-using facilities and/or opportunities to retrofit high water-using properties with water efficient fixtures and fittings	In Progress	16%	Water efficient fixtures and fittings installed during upgrades as required. Potential projects to integrate smart technology to be developed for consideration in the 2021/22 budget.	Executive Officer	30/06/2021

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Goal: 2 Building a unique city

Outcome: 2.1 Council's Planning Scheme facilitates appropriate property use and development

<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 2.1.1 Apply and review the Devonport Interim Planning Scheme as required, to ensure it delivers local community character and appropriate land use					
2.1.1.1 Finalise the Local Planning Schedules through the Tasmanian Planning Commission	In Progress	75%	Tasmanian Planning Commission completed public hearings and continuing assessment.	Project Officer	31/12/2020
2.1.1.2 Undertake actions required for finalising the new Statewide Planning Scheme	In Progress	75%	Tasmanian Planning Commission completed public hearings and continuing assessment.	Project Officer	30/06/2021
<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 2.1.2 Provide consistent and responsive development assessment and compliance processes					
2.1.2.1 Develop a Residential Strategy for Devonport	In Progress	16%	Preliminary background research commenced to inform strategy content.	Project Officer	30/06/2021
2.1.2.2 Review Council's Retail Strategy from a planning perspective	In Progress	16%	Preliminary background research commenced to inform strategy content.	Project Officer	30/06/2021
<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 2.1.3 Work in partnership with neighbouring councils, State Government and other key stakeholders on regional planning and development issues					
2.1.3.1 Maintain membership of Cradle Coast Regional Planning Group and advocate for review and update of Regional Land Use Strategy	Completed	100%	Regional planning groups meets on an "as required" basis.	Project Officer	30/06/2021

Strategic Plan Progress Report

Goal: 2 Building a unique city

Outcome: 2.2 The Devonport brand supports our marketing and promotion

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.2.1 Maintain a local brand that supports our competitive advantages					
2.2.1.1 Continue to implement actions from Council's Retail Marketing Strategy	In Progress	16%	Presentation to Retail stakeholders held July 2020 with a Retail/Tourism Steering Committee being formed by Devonport Chamber of Commerce and Industry.	Community Services Manager	30/06/2021

Outcome: 2.3 Infrastructure priorities support well planned, managed and appropriately funded development within our unique City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.1 Develop and maintain long term Strategic Asset Management Plans					
2.3.1.1 Develop and adopt a Parks Asset Management Plan	Not Started	0%	To commence in September.	Technical Support Supervisor	31/03/2021
2.3.1.2 Develop an Asset Management Plan for Council's plant and fleet assets	In Progress	16%	Asset data has been updated in preparation to commence plan.	Works Supervisor	30/06/2021
2.3.1.3 Review Council's Asset Management Strategy	In Progress	16%	Draft document in development.	Infrastructure & Works Manager	30/06/2021
Strategy: 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards					
2.3.2.1 Review and update Road Network Strategy	Not Started	0%	Not yet commenced.	City Engineer	30/06/2021
2.3.2.2 Review and update Bike Riding Strategy	Not Started	0%	Not yet commenced.	Infrastructure & Works Manager	30/06/2021
2.3.2.3 Review Public Lighting Strategy	In Progress	16%	Draft document in development	Infrastructure & Works Manager	30/06/2021

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Goal: 2 Building a unique city

Outcome: 2.3 Infrastructure priorities support well planned, managed and appropriately funded development within our unique City

<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards					
Strategy: 2.3.3 Provide and maintain stormwater infrastructure to appropriate standards					
2.3.3.1 Progress improvements to the Oldaker (East) catchment upgrade – stage 2	In Progress	40%	Survey work and storm water modelling for this catchment is underway.	City Engineer	30/06/2021
Strategy: 2.3.4 Provide and maintain Council buildings, facilities and amenities to appropriate standards					
2.3.4.1 Improve access throughout Mersey Vale Memorial Park by way of directional signage	In Progress	45%	Manufacture in ground hardware has been completed. Final sign design due for completion by end of September. Installation scheduled for November 2020.	Technical Support Supervisor	31/12/2020
2.3.4.1 Install new toilet block at Horsehead creek	In Progress	16%	Site location investigations are underway to assess suitability for wastewater disposal. Building kit quotations received are being assessed.	Project Manager	30/06/2021
2.3.4.2 Install an information kiosk at the Mersey Vale Memorial Park	In Progress	75%	Installation scheduled for November 2020.	Technical Support Supervisor	31/12/2020
Strategy: 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards					
2.3.5.1 Investigate methods to improve pedestrian safety and restrict vehicular access at Pioneer Park	In Progress	16%	An investigation is underway. External funding has been secured for accessible parking and path access to the park.	Infrastructure & Works Manager	30/06/2021
2.3.5.2 Review Council's Open Space Strategy	In Progress	10%	Project planning underway.	Infrastructure & Works Manager	30/06/2021

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Goal: 2 Building a unique city

Outcome: 2.3 Infrastructure priorities support well planned, managed and appropriately funded development within our unique City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards					
2.3.5.3 Develop a plan and implementation program for improvements to the garden/former burial area in the south east corner of Pioneer Park	In Progress	75%	Project has been unsuccessful securing funding through internal or external sources, so work is unlikely to progress in the short to medium term.	Infrastructure & Works Manager	30/06/2021
2.3.5.4 Develop a plan for the grounds surrounding the Don Hall	Not Started	0%	Not yet commenced.	Infrastructure & Works Manager	30/06/2021

Outcome: 2.4 Promote the development of the CBD in a manner which achieves the LIVING CITY Principles Plan

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.1 Implement initiatives from the LIVING CITY Master Plan					
2.4.1.1 Continuation of Waterfront Park construction.	In Progress	16%	Progress within the Waterfront Park precinct is continuing in-line with the construction program. Current areas of activity include the eastern portion of the site along the river-edge, and modifications to the section of Formby Road dissecting the site.	Executive Manager City Growth	30/06/2021
Strategy: 2.4.2 Lobby and attract Government support to assist with the implementation of LIVING CITY Master Plans					
2.4.2.1 Seek funding opportunities for Waterfront Precinct Sound and Light Show	In Progress	30%	Concept design work is now complete. Project overview and marketing documentation, along with detailed economic benefit analysis, is currently being prepared to form the basis of grant funding submissions.	Executive Manager City Growth	30/06/2021
Strategy: 2.4.3 Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan					

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Goal: 2 Building a unique city

Outcome: 2.4 Promote the development of the CBD in a manner which achieves the LIVING CITY Principles Plan

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.3 Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan					
2.4.3.1 Investigate opportunities to attract Commercial developments on Council-owned development sites	In Progress	20%	Workshop briefing session has been conducted with Council to identify possible development parcels, and consider option for disposal of identified sites in order to stimulate private sector development. A report for consideration by Council is currently under development, and is proposed to be presented to the September Council meeting.	Executive Manager City Growth	30/06/2021

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Goal: 3 Growing a vibrant economy

Outcome: 3.1 Devonport is the business, service and retail centre for North West Tasmania

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.1.1 Market and promote the City as a regional business, service and retail hub					
3.1.1.1 Develop an interstate marketing campaign for the paranapple convention centre and maintain membership with Business Events Tasmania and Meetings and Events Australia	In Progress	25%	Membership with BET waived for the upcoming 20/21 budget.	Function and Events Coordinator	30/06/2021

Outcome: 3.2 Devonport's visitor industry is developed around its natural assets, history and location

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.1 Support tourism through the provision of well designed and managed infrastructure and facilities					
3.2.1.1 Develop a strategy to link Council's cultural facilities, promoted through the Visitor Information Centre at the paranapple arts centre	In Progress	16%	Work has commenced on creating a strategy that will identify facilities and focus on ways locations are promoted to visitors. The meeting of the Maritime and Heritage Special Interest Group will be used as a way to continue to develop relationships with key organisations.	Visitor Services Coordinator	30/06/2021
3.2.1.2 Undertake a detailed investigation into the cost and feasibility of a tourist train service linking key Devonport attractions	In Progress	15%	Not started. Minor work commenced on costings of a vehicle.	Convention and Arts Centre Director	30/06/2021
Strategy: 3.2.2 Support regional tourism development through productive relationships with regional partners and State and Federal Government					
3.2.2.1 Maintain relationships with the Tasmanian Visitor Centre Network and Regional Tourism Networks	In Progress	16%	During the period staff had the opportunity to attend both online and in person meetings hosted by the RTO, West by North West. The main focus has been on the Visitor Economy Action Plan for the coming two years.	Visitor Services Coordinator	30/06/2021

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Goal: 3 Growing a vibrant economy

Outcome: 3.2 Devonport's visitor industry is developed around its natural assets, history and location

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.3 Facilitate a pro-active approach by business to embrace tourism opportunities					
3.2.3.1 Facilitate a familiarisation tour for local and regional tourism operators and provide operators with the opportunity to engage in professional development exercises	In Progress	25%	Working with the Regional Tourism Organisation, West by North West, and council's Executive Manager - City Growth Economic Development/Living City, an opportunity is being developed where local tourism operators will have the chance to attend an information session that will provide an update on the Living City Project including the hotel development.	Visitor Services Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.5 Support festivals, events and attractions that add value to the City's economy					
3.2.5.1 Promote an Events Assistance Package	Not Started	0%	Not yet commenced.	Community Services Manager	30/06/2021
3.2.5.2 Offer the following Council initiated events: Food and Wine, New Years Eve, Harmony Day, Christmas Parade, International Women's Day	In Progress	16%	Devonport Food and Wine Festival planning underway for a mix of online and small activities due to COVID restrictions. At the August meeting, it was determined to cancel the New Year's Eve event due to COVID, and hold smaller community events throughout December. These activities are currently being planned. A decision regarding the Christmas Parade will be made on 1 October.	Community Services Manager	30/06/2021

Outcome: 3.4 Our economic progress continuously improves

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.4.1 Work in partnership with industry and government to identify needs of business and industry to pursue opportunities, which fosters economic development in the area					

Strategic Plan Progress Report

Goal: 3 Growing a vibrant economy

Outcome: 3.4 Our economic progress continuously improves

<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 3.4.1 Work in partnership with industry and government to identify needs of business and industry to pursue opportunities, which fosters economic development in the area					
3.4.1.1 Maintain relationships with relevant industry and Government economic development stakeholders	In Progress	16%	Active engagement with regional and statewide economic development bodies has been maintained during the reporting period.	Executive Manager City Growth	30/06/2021
<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 3.4.2 Promote, encourage and develop initiatives that support the local economy					
3.4.2.1 Work with the Cradle Coast Authority in delivering the Regional Futures Plan	In Progress	16%	Council Officers have maintained active contact and engagement with the Cradle Coast Authority during the reporting period. A project proposal to be considered via the CCA's Regional Investment Framework is currently being prepared.	Executive Manager City Growth	30/06/2021

Strategic Plan Progress Report

Goal: 4 Building quality of life

Outcome: 4.1 Sport and recreation facilities and programs are well planned to meet community needs

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.1.1 Provide and manage accessible sport, recreation and leisure facilities and programs					
4.1.1.1 Facilitate the development of a City wide recreation infrastructure Master Plan	In Progress	16%	First meeting of the Sports Infrastructure Master Plan Committee was held in August to commence the process.	Sport & Recreation Development Coordinator	30/06/2021
4.1.1.2 Run a series of programs at the Recreation Centres for all ages and abilities	In Progress	16%	Tai Chi classes are available for people of all ages. Tai Chi for beginners has commenced due to increase in demand.	Sport & Recreation Development Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.1.3 Promote passive recreational usage including walking, bike paths, trails, parks and playspaces					
4.1.3.1 Undertake renewal of high use riding and walking paths	In Progress	25%	Design completed for the renewal of two sections of path and 3 railway crossings (total 800m) to be undertaken in 20-21 capital works program.	Technical Support Supervisor	31/12/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage					
4.2.1.1 Maintain and promote the Council's permanent collection and continue to acquire work by significant Tasmanian artists	In Progress	18%	Staff are currently undertaking an audit of the permanent collection, which includes documentation and checking of provenance. The Gallery regularly loans works to institutions within Tasmania as well as interstate. In 2020 the winning work of tidal will be added to the permanent collection, and additional works will be acquired through donations.	Visual Arts Coordinator	30/06/2021
4.2.1.2 Produce an annual program of exhibitions and programs that acknowledges Devonport's maritime	In Progress	16%	Due to closure and COVID-19, the exhibition calendar has been rethought in terms of timing. Cats and Dogs: All at Sea will run for	Bass Strait Maritime Centre Coordinator	30/06/2021

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage					
history			two months when we reopen with permission from the Australian National Maritime Museum. Strata will begin early 2021. The travelling exhibition coordinated between museums along the coast is also underway with grant support.		
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability					
4.2.2.1 Deliver an exhibition program that aligns with the Devonport Regional Gallery's strategy and exhibition policy	In Progress	17%	The 2020-2021 exhibition program includes two Nationally touring exhibitions, three exhibitions with works from the Devonport City Council's permanent collection, exhibitions by mid-career Tasmanian Artists, including the 2020 Solo Commission, The Little Gallery Emerging Artist Program, group shows by Tasmanian artist and two exhibitions by local youth. In addition, the Creative and Foyer Spaces are available for community art displays.	Visual Arts Coordinator	30/06/2021
4.2.2.2 Deliver a performing arts presenter season that enhances the cultural experiences of the community	In Progress	16%	As a result of COVID-19 the programming of the 2021 theatre season has been delayed. Many of the performances booked for 2020 have been reschedule into 2021.	DECC Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.3 Develop and implement an integrated approach to public art					
4.2.3.1 Develop a public art strategy that considers existing and future public art assets	In Progress	16%	Not started.	Convention and Arts Centre Director	30/06/2021

Strategic Plan Progress Report

Goal: 4 Building quality of life

Outcome: 4.3 Heritage is valued

<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest					
4.3.1.1 Develop a Master Plan for the Don Congregational Cemetery	Not Started	0%	Project will commence towards the end of 2020.	Executive Officer	30/06/2021
4.3.1.1 Develop a marketing plan that promotes Devonport as a regional centre of cultural heritage	Not Started	0%	Not started. Will take to Maritime and Heritage Special Interest Group in September 2020.	Convention and Arts Centre Director	30/06/2021

Outcome: 4.4 Our community and visitors are safe and secure

<i>Actions</i>	<i>STATUS</i>	<i>% COMP</i>	<i>PROGRESS COMMENTS</i>	<i>RESP. OFFICER</i>	<i>COMP DATE</i>
Strategy: 4.4.1 Support the community in emergency management response and recovery					
4.4.1.1 Provide information to residents to inform their preparedness for an emergency	In Progress	16%	Community Safety Handbook under review. Information will be updated and a determination made on the best communication methods.	Risk & Compliance Coordinator	30/06/2021
Strategy: 4.4.2 Coordinate and promote effective management of animals					
4.4.2.1 Provide information to residents to promote responsible pet ownership	In Progress	16%	Program developed, delivery method to be confirmed.	Risk & Compliance Coordinator	30/06/2021
Strategy: 4.4.3 Encourage safe and responsible community behaviour					
4.4.3.1 Review Community Safety Strategy	Not Started	0%	Not yet commenced.	Community Services Manager	30/06/2021

Strategic Plan Progress Report

Goal: 4 Building quality of life

Outcome: 4.5 Education and learning is accessible and responsive

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.5.1 Support the provision of facilities and services that encourage lifelong learning, literacy and meet the information needs of the community					
4.5.1.1 Facilitate and support the Live and Learn Steering Group to implement the actions from the Live and Learn Strategy	In Progress	20%	Meetings held on a monthly basis. Festival of Learning planned for month of September.	Community Services Manager	30/06/2021
4.5.1.1 Provide creative learning programs for young people and adults at the paranaple arts centre	In Progress	16%	The gallery is presenting a weekly art workshops program "Home is where the 'art is" that is presented through the gallery's website and Facebook. These activities are primarily aimed at the young, but open to anyone to take part in.	Creative Learning & Public Programs Officer	30/06/2021

Outcome: 4.6 Integrated health and wellbeing services and facilities are accessible to all

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.1 Facilitate and advocate for child and family support services					
4.6.1.1 Continue the 'Square Peg' project working with at risk young people	In Progress	16%	The program has successfully recommenced every Tuesday afternoon working out of the Devonport Recreation Centre and Space, due to COVID clinic being run from East Devonport Recreation Centre.	Community Development & Volunteer Coordinator	30/06/2021
Strategy: 4.6.2 Facilitate and advocate for services for seniors in the community					
4.6.2.1 Facilitate a week long program of events during Seniors Week	In Progress	80%	Council's Seniors week program has been planned and we are now in the process of promotion and will deliver during 12-18 October.	Community Development & Volunteer Coordinator	30/06/2021

Strategic Plan Progress Report

Goal: 4 Building quality of life

Outcome: 4.6 Integrated health and wellbeing services and facilities are accessible to all

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.2 Facilitate and advocate for services for seniors in the community					
			An expression of interest has been distributed to community organisations, to enable Council to collate and circulate a Seniors Week Calendar.		
4.6.2.2 Continue to deliver a range of programs at Recreation Centres for seniors	In Progress	16%	Health and Well-being programs for seniors have commenced after the enforced break due to COVID-19. An additional session has been added to cope with demand.	Sport & Recreation Development Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.3 Provide quality public and environmental health services					
4.6.3.1 Develop Community Sharps Management Guidelines in accordance with LGAT's Sharps Management Guidelines	Not Started	0%	Action due to commence in October 2020.	Development Services Manager	31/03/2021

Outcome: 4.7 An engaged community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.7.2 Encourage opportunities for active participation in community life					
4.7.2.1 Promote Harmony Day to encourage active participation by all sectors of the community	Not Started	0%	Not yet commenced - will consider the planning for Harmony Day in December based on COVID restrictions	Community Services Manager	30/04/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.7.3 Promote the equitable distribution and sharing of resources throughout the community that supports the delivery of quality outcomes					
4.7.3.1 Undertake two rounds of Financial Assistance Grants during the financial year	In Progress	20%	First round of Financial Assistance Grants sought August, closing Sept 30. As well as Major and Minor Grants, a COVID impact assistance program has been commenced.	Community Services Manager	30/04/2021

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Goal: 4 Building quality of life

Outcome: 4.7 An engaged community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity					
4.7.4.1 Deliver the outcomes of year one of the Disability Inclusion Plan	In Progress	16%	Action Plan to be assessed and update on actions delivered/underway to be prepared.	Community Services Manager	30/06/2021

Outcome: 4.8 Young people are recognised and valued allowing them to reach their full potential

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.8.1 Promote programs that encourage youth participation, engagement in decision making, development and leadership					
4.8.1.1 Maintain a Devonport Regional Gallery Young Members Committee that engages with, and develops its own, creative programs and events	In Progress	16%	Due to COVID restrictions the Droogs are currently not meeting. When restrictions are lifted monthly meetings will resume including skill sharing and committee meetings.	Creative Learning & Public Programs Officer	30/06/2021
Strategy: 4.8.2 Provide, promote and advocate for appropriate and accessible services, information, facilities, activities and spaces for young people					
4.8.2.1 Continue to work with Youth Family and Community Connections to deliver youth delivered activities, services	In Progress	20%	Youth Week 2020 cancelled due to COVID however, discussions with YFCC are continuing regarding a smaller Youth activity in December.	Community Services Manager	31/05/2021
Strategy: 4.8.3 Assist in the development, promotion and celebration of young people					
4.8.3.1 Hold Youth Week activities	In Progress	10%	Youth Week 2020 cancelled due to COVID however, discussions with YFCC are continuing regarding a smaller Youth activity in December.	Community Development & Volunteer Coordinator	31/05/2021

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

Outcome: 5.1 Regional co-operation is achieved through purposeful participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.1.1 Promote open communication and cooperation whilst representing Council at regional, state and national level					
5.1.1.1 Council to host NW Finance Group meeting and participate in LG Professional regional meetings and activities	Not Started	0%	Not yet commenced.	Executive Manager People and Finance	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.1.2 Pursue opportunities for cooperative initiatives including resource sharing with other councils, organisations and community groups					
5.1.2.1 Participate in Cradle Coast Authority shared services project	In Progress	16%	Council has been active in supporting the Cradle Coast Shared Services project. To date this has included assisting with the telecommunications project and the regional skills analysis.	General Manager	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.1.3 Develop and maintain partnerships and advocate for improved service provision, funding and infrastructure that balances the needs of industry, business, community, government and the environment					
5.1.3.1 Assist the Cradle Coast Authority in the delivery, promotion and expansion of the coastal pathway project	In Progress	16%	Construction of the Devonport section of the River Road to Latrobe pathway is now complete. Design work and planning is continuing on the Don to Leith section.	General Manager	30/06/2021

Outcome: 5.2 Promote active and purposeful community engagement and participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.2.1 Encourage community participation initiatives that supports two-way communication and consultation which results in increased engagement					
5.2.1.1 Undertake community consultation throughout the year to provide input into Council decision making	In Progress	16%	Community consultation is undertaken as required.	Executive Coordinator	30/06/2021
5.2.1.2 Develop engagement tools that aim to increase accessibility of consultation	In Progress	16%	Review of tools and approaches applied in other jurisdictions underway.	Executive Officer	30/06/2021

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Goal: 5 Practicing excellence in governance

Outcome: 5.2 Promote active and purposeful community engagement and participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.2.1 Encourage community participation initiatives that supports two-way communication and consultation which results in increased engagement					
Actions					
Strategy: 5.2.2 Develop an integrated approach to "volunteerism" in our community					
5.2.2.1 Review Volunteer Strategy in conjunction with Volunteering Tas	In Progress	16%	Council is currently working with Volunteer Tasmania to develop a Volunteer Sustainability Framework and a suite of tools for local volunteer sustainability. This includes working to understand the issues and developing resources to address some of the challenges related to the COVID pandemic and the subsequent recovery.	Community Development & Volunteer Coordinator	30/06/2021

Outcome: 5.3 Council looks to employ best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.1 Review and amend structures, policies and procedures to adapt to changing circumstances					
5.3.1.1 Review Media Policy and assess requirement for a stand alone Social Media Policy	Not Started	0%	Due to commence in October 2020.	Executive Coordinator	30/06/2021
Actions					
Strategy: 5.3.4 Ensure effective administration and operation of Council's committees					
5.3.4.1 Implement new minutes and agenda software system and review business processes accordingly	In Progress	67%	The new minutes and agenda software has been implemented. Business processes are currently being reviewed to ensure optimum utilisation and efficiency.	Executive Coordinator	30/09/2020
Actions					
Strategy: 5.3.5 Maintain and monitor a fully integrated strategic and business planning process					

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Goal: 5 Practicing excellence in governance

Outcome: 5.3 Council looks to employ best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.5 Maintain and monitor a fully integrated strategic and business planning process					
5.3.5.1 Improve the management of strategy actions and recommendations by utilising existing software to record and monitor progress updates.	In Progress	16%	Work has commenced to enter actions for selected strategies into the software.	Executive Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.6 Integrate continuous improvement behaviours into the organisation's culture					
5.3.6.1 Continue the roll out of training in Competitive Systems across the organisation including the development and integration of Lean Behaviours Framework/Toolkit	In Progress	16%	Council continues to roll out LEAN training across the organisation with another 8 employees enrolled in introductory units.	Executive Manager People and Finance	30/06/2021

Outcome: 5.4 Council is recognised for its customer service delivery

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs					
5.4.1.1 Increase the level of services delivered on digital platforms to make it easier and more efficient for the community to engage with Council services	In Progress	16%	This is an update on a multi-year digital transformation journey being undertaken by Council to improve service delivery and community engagement through an online digital platform. Electronic forms continue to be developed and made available on Council's website. Customer engagement through online forms as well as booking forms to connect with Council officers has been made available with more in development.	Deputy General Manager	30/06/2021
5.4.1.1 Update Council's Business Continuity Plan	In Progress	16%	Sample plans have been sourced and the DCC Business Continuity Plan will be reviewed against these examples and updated where required.	Risk & Compliance Coordinator	30/06/2021

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Goal: 5 Practicing excellence in governance

Outcome: 5.4 Council is recognised for its customer service delivery

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.2 Monitor and evaluate Council's service standards					
5.4.2.1 Enhance reporting on service delivery through real-time dashboard reporting on Council's relevant service delivery metrics	In Progress	5%	Initial planning and technical platform readiness has been undertaken. Business Intelligence reporting and dashboard development will commence from the month of October. This is expected to be a multi-year development initiative that will provide Council management with real time dashboards reporting on Council's KPI's and important management metrics.	Deputy General Manager	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.3 Manage customer requests and complaints with a view to continual improvement of service delivery					
5.4.3.1 Enhance delivery of internal feedback from customers and train employees to adjust service delivery to ensure the best outcome for the community	In Progress	15%	Development of customer support tools is underway designed to support quick and consistent customer service engagement and interaction. These tools will improve the quality of customer information and the timeliness of the delivery of that information to the relevant Council officer.	Deputy General Manager	30/06/2021

Outcome: 5.5 Council's services are financially sustainable

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.5.2 Ensure comprehensive financial planning and reporting to guarantee sustainability and meet or exceed financial targets					
5.5.2.1 Review Financial Management Strategy in light of impact of COVID-19	Not Started	0%	Not yet commenced.	Executive Manager People and Finance	31/12/2021

Outcome: 5.6 Risk management is a core organisational focus

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Goal: 5 Practicing excellence in governance

Outcome: 5.6 Risk management is a core organisational focus

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.2 Comply with Council's Risk Management Framework					
5.6.2.1 Audit compliance of Council's processes against the WHS Codes of Practice	In Progress	16%	Codes of Practice are regularly checked and where applicable Safe Operating Procedures are updated.	Risk & Compliance Coordinator	30/06/2021
5.6.2.2 Deliver Risk Management Training to relevant staff	In Progress	16%	Internal training is delivered by Risk & Compliance Coordinator for new employees. Insurer will provide refresher training for all staff, but cannot be undertaken whilst Victorian restrictions are in place.	Risk & Compliance Coordinator	30/06/2021
5.6.2.3 Update and adopt Council's Risk Register	In Progress	16%	Review is currently underway with managers. Risks have been updated, responsibility to be allocated.	Risk & Compliance Coordinator	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.3 Provide internal and external audit functions to review Council's performance					
5.6.3.1 Assess and implement, where appropriate, recommendations from the Annual Risk Audit	In Progress	16%	With the introduction of Project Transform (Asset Management System), recommendations will be reviewed and implemented.	Risk & Compliance Coordinator	30/06/2021
5.6.3.1 With the Cradle Coast Authority and other Councils, investigate the feasibility of an Internal Audit function.	Not Started	0%	Not yet commenced.	Executive Manager People and Finance	30/06/2021
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.5 Ensure compliance with all relevant legislative requirements, standards, policies and procedures					
5.6.5.1 Complete internal audits of Council's WHS Systems in accordance with adopted schedule	Not Started	0%	Audit Schedule for 2020-2021 has been developed. Audits will commence in December 2020.	Risk & Compliance Coordinator	30/06/2021

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Goal: 5 Practicing excellence in governance

Outcome: 5.7 Skilled, engaged and motivated employees have a supportive environment

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.7.2 Implement human resource management plans and strategies to meet current and future workforce needs					
5.7.2.1 Prepare and negotiate terms and conditions for a new Enterprise Agreement	Not Started	0%	Not yet commenced.	Executive Manager People and Finance	30/06/2021
5.7.2.2 Review Staff Code of Conduct	In Progress	16%	Review of the document has commenced.	HR Coordinator	31/12/2020

Outcome: 5.8 Information management and communication enhances Council's operations and delivery of services

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.8.1 Provide efficient, effective and secure information management services that support Council's operations					
5.8.1.1 Develop real time dashboard reporting of Council's KPI's, management reporting and relevant operational metrics	In Progress	5%	Initial planning and technical platform readiness has been undertaken. Business Intelligence reporting and dashboard development will commence from the month of October. This is expected to be a multi-year development initiative that will provide Council management with real time dashboards reporting on Council's KPI's and important management metrics.	Deputy General Manager	30/06/2021
5.8.1.1 Develop a standard communication plan for capital works projects	Not Started	0%	Not yet commenced.	Infrastructure & Works Manager	30/06/2021
Strategy: 5.8.2 Ensure access to Council information that meets user demands					
5.8.2.1 Review and identify smartcity initiatives that deliver value to the community. Align with broader strategic priorities and develop pilot projects to	In Progress	2%	Early planning is underway to commence Smartcity initiative development.	Deputy General Manager	30/06/2021

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Goal: 5 Practicing excellence in governance

Outcome: 5.8 Information management and communication enhances Council's operations and delivery of services

Actions	RISK	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.8.2 Ensure access to Council information that meets user demands						
deliver quick wins and prove value						

