



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Council** meeting of the Devonport City Council will be held in the Council Chambers, 17 Fenton Way, Devonport on Monday 22 August 2016, commencing at 5:30pm.

The meeting will be open to the public at 5:30pm.

QUALIFIED PERSONS

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

Paul West
GENERAL MANAGER

17 August 2016

September 2016

Meeting	Date	Commencement Time
Governance & Finance Committee	19 September 2016	5:30pm
Council Meeting	26 September 2016	5:30pm

**AGENDA FOR AN ORDINARY MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 22 AUGUST 2016 AT THE COUNCIL CHAMBERS AT 5:30PM**

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Agenda of an ordinary meeting of the **Devonport City Council** to be held at the Council Chambers, Fenton Way, Devonport on Monday, 22 August 2016 commencing at 5:30pm.

PRESENT

		Present	Apology
Chair	Ald S L Martin (Mayor)		
	Ald A L Rockliff (Deputy Mayor)		
	Ald C D Emmerton		
	Ald G F Goodwin		
	Ald A J Jarman		
	Ald L M Laycock		
	Ald J F Matthews		
	Ald T M Milne		
	Ald L M Perry		

IN ATTENDANCE

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's Audio Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months. Members of the public in attendance at the meeting who do not wish for their words to be recorded and/or published on the website, should contact a relevant Council Officer and advise of their wishes prior to the start of the meeting.

1.0 APOLOGIES

2.0 DECLARATIONS OF INTEREST

3.0 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

3.1.1 COUNCIL MEETING - 25 JULY 2016

RECOMMENDATION

That the minutes of the Council meeting held on 25 July 2016 as circulated be confirmed.

3.2 PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with the following resolution of Council (Min Ref 54/16):

1. Public participation shall take place at Council meetings in accordance with Regulation 31 of the *Local Government (meeting Procedures) Regulations 2015*.
 2. Public participation will be the first agenda item following the formal motions; Apologies, Minutes and Declarations of Interest.
 3. A maximum period of time of 30 minutes in total will be allowed for public participation.
 4. A maximum period of time of 3 minutes will be allowed for each individual.
 5. A member of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at that meeting.
 6. A member of the public will be entitled to ask questions relating to the activities of Council, giving an explanation that is necessary to give background to the question and ask supplementary or follow up questions relating to that specific matter that may come to light as a result of the answer.
 7. Questions do not have to be lodged prior to the meeting, however they would be preferably provided in writing.
 8. A question by any member of the public and an answer to that question are not to be debated.
 9. The Chairperson may refuse to accept a question. If the Chairperson refuses to accept a question, the Chairperson is to give reason for doing so.
-

3.2.1 Responses to questions raised at prior meetings

Meeting held 25 July 2016

Reproduced below is the response dated 28 July 2016 to Mr Trevor Smith's question:

"I refer to the questions raised by you at the Council Meeting held on 25 July 2016 and provide the following responses:

Low Audio Levels in the public gallery of the Council Chambers, can this be rectified?

From a technical perspective, the audio system is working correctly. Low audio levels since the change to the new Council Chambers has been caused by the physical location of the microphones. Aldermen have been reminded of the need to move the microphones close enough to them to maximise audio output.

How many short term parking spaces were there in front of the old Council Chamber buildings?

There were a total of eight 15-minute parking spaces in Best Street in front of the former Devonport City Council offices.

What was the outcome of the Governance & Finance Committee meeting held on the 15th March 2016 in relation to the printing of Ordinary Council meeting dates to be included on the rates notice for 2016-17?

Unfortunately the outcome of that meeting, being that future meeting dates be printed on Council's rates brochure, was overlooked at the time the brochure was prepared. Clearly this was an administrative error for which I apologise and advise that it will be rectified in future publications.

Seeing there are only 17 disabled car parking spaces on Street or in Council Carparks will you be increasing these numbers?

I refer to your previous question regarding this matter and advise that the response provided you with the number of disabled parking spaces in the Devonport CBD, either in car parks or on street, rather than those available in the City of Devonport.

To clarify the disabled parking situation in Devonport I can confirm that there are:

- 17 spaces in the Devonport CBD (Council operated off-street car parks and on street)
- 5 spaces in Devonport/East Devonport; (Council operated off street car parks and on street)
- 17 spaces provided at Council facilities (eg Maritime Centre, Recreation Centres, Bluff car park etc)
- 36 spaces available in non-Council operated car parks (eg supermarkets, Government agencies etc)

The recently adopted Parking Strategy lists an action as "Ensure that an adequate provision of disabled parking bays are provided in convenient locations" due for completion no later than December 2017.

This date was chosen to allow time for further designs and details relating to CBD development as part of the LIVING CITY project to progress which will allow greater information to inform decision making. Decisions whether the

number of current spaces available is adequate or need to increase will be made at this time."

RECOMMENDATION

That Council note the response to a question from Mr Trevor Smith at the July Council meeting.

3.2.2 Questions on notice from the public

MR BOB VELLACOTT - LIVING CITY

The following question on notice was received from Bob Vellacott on 20 July 2016

"The following is an extract from an email to me May 7th 2016 from Mr Brett Whiteley (The then MHR for Braddon).

"You are not the first to contact me raising concerns about the viability of the LIVING CITY project. The Federal Government has committed \$10 million to Stage 1 of the project. There will be no further financial support from the Federal Government until the project demonstrates strong private investment going forward."

My questions to the Mayor and Aldermen are:-

Q1 (a) When were you made aware, if at all, of the Federal Government's intention that:-

*There will be **no** further financial support from the Federal Government until the project demonstrates strong private investment going forward?*

Q1 (b) If Council has had correspondence with the Federal Government regarding the above have you requested the Commonwealth Government to define exactly what constitutes "strong private investment"?

Q2 Council has long maintained that one of the main reasons for demolishing existing buildings is to accommodate a fourth major discount department store.

Devonport is a city of approximately 25,500 people and with little projected population growth, I ask how many other Australian regional cities with populations of between 25,000 and 40,000 have four major discount department stores serving their communities?"

DISCUSSION

In relation to the questions received 20 July 2016 it is proposed that Mr Vellacott be advised of the following:

"In reply to your questions on notice dated 20 July 2016 regarding LIVING CITY the following responses are provided:

Q1a When were you made aware, if at all, of the Federal Government's intention that:

There will be **no** further financial support from the Federal Government until the project demonstrates strong private investment going forward?

A. Council is not able to comment regarding any correspondence that may have occurred between yourself and former Braddon MP Brett Whiteley. However, the statement that further Federal Government funding for LIVING CITY will not occur until after securing additional private investment is consistent with Council's understanding and aligns with Council's expectations in regard to future funding provision.

Q1b If Council has had correspondence with the Federal Government regarding the above have you requested the Commonwealth Government to define exactly what constitutes "strong private investment"?

A. No correspondence has been received.

Q2 Council has long maintained that one of the main reasons for demolishing existing buildings is to accommodate a fourth major discount department store.

Devonport is a city of approximately 25,500 people and with little projected population growth, I ask how many other Australian regional cities with populations of between 25,000 and 40,000 have four major discount department stores serving their communities?

A. Council does not have this information available. However as previously advised evidence indicates that further retail growth will occur within Devonport. The LIVING CITY Master Plan aims to ensure that adequate land exists so these developments can occur within the central business district and therefore avoid further fragmentation of the retail offering within the City."

MR MALCOLM GARDAM - LIVING CITY - FOOD PAVILION

Mr Gardam requested at the 25 July 2016 Council meeting that question 3 of his questions on notice dated 29 June 2016 be resubmitted to Council to check as to how the tenancies are going for the Food Pavilion:

Question 3 was:

"Provide an update as to how many contracted commercial commitments the Food Ambassador has secured to date, and if any, what percentage of the floor space uptake required for the Food Pavilion to proceed as a financially viable entity?"

DISCUSSION

In relation to the resubmitted question on notice dated 29 June 2016 it is proposed that Mr Gardam be advised that Council is not yet in a position to make any further comment from that previously advised. Council is hopeful that it will be able to make some public announcements in relation to the Food Pavilion in the near future.

MR RAY CHAPLIN (BRAND FOCUS) - LIVING CITY - FOOD PAVILION

The following question on notice was received from Mr Ray Chaplin (Brand Focus) on 14 August 2016:

"I refer to your letter of 26 July 2016 (Reference Number: 32161)

I believe that your response is both inaccurate and incomplete.

Please provide the written evidence that supports your bolded statement below:

In response to your question 1, these precedents were included in design concepts prepared by the architects engaged to design the Food Pavilion. **"As previously advised** they were not intended to be "precedents" **but were merely design inspirations used by the architects."**

In addition if these "were not intended to be "precedents" but were merely design inspirations used by the architects" please state the reason Council included same in printed and display materials circulated amongst the Community to promote and gain public support for the Food Pavilion concept?

As requested in my letter of July 14th please provide an answer to the question below which the Mayor and Aldermen's reply ignored.

"How in all honesty, do you reconcile your decision to publicly promote the acknowledged professional reputation of Hill PDA directly linked to your economic outcome claims in the full knowledge that the Hill PDA estimates have not been the subject of the "business case feasibility studies and detailed analysis" validation required by Hill PDA?"

It would be appreciated if you would record this letter and your reply in the agenda of your August Council meeting."

DISCUSSION

In relation to the questions received 14 August 2016 it is proposed that Mr Chaplin be advised of the following:

"Council considered your questions at its meeting on Monday 22 August 2016.

It was noted that you are obviously unprepared to accept the Council's responses as previously provided.

Council believes that it has already adequately responded to your question in relation to the use of the term 'precedents' in the design concepts and therefore refers you to that previous correspondence.

In relation to the question regarding the Hill PDA Report, Council does not accept your views and is comfortable that it has used the Report appropriately and for the purposes for which it was commissioned.

Further, please be advised that Council has no intention of entering into any further dialogue with you regarding these two matters."

MR MALCOLM GARDAM - LIVING CITY

The following question on notice was received from Mr Malcolm Gardam on 14 August 2016:

"Council has previously stated it has no firm third party commercial commitments to Living City but nonetheless relied upon non-binding commitments to justify proceeding with certain commercial aspects only to see those commitments dissipate. It is to be expected that ratepayers become sceptical of mere statements and newspaper articles repeating same and therefore will Council please advise as to the following:

- Q1** *In regards to the Conference Centre, for the purpose of the government grant application the Gateway Church included written advice committing to investment and operating the Conference Facility (commitment since withdrawn) plus it has been stated that the Conference Centre would be underpinned by Gateway First weekly meetings. Accordingly, does Council still have a firm commitment from Gateway First that its weekly meetings will still financially underpin the facility and that it will pay full commercial rates for any such use?*
- Q2** *Does Council still maintain that the 800 seat Conference Centre is viable in Devonport and how does it intend to accommodate its full potential in the absence of adequate "break-out rooms" generally integral to conferences of this size?*
- Q3** *In regards to the Food Pavilion, it has been stated by Council that "In relation to the Food Pavilion, Council's risk is minimised by ensuring that high quality tenants are in place prior to the commencement of construction" and "It is accepted that work will not commence on the Food Pavilion until Council has the necessary level of certainty in the form of secured tenant commitments." and ".....delay the commencement of construction on this element until it has sufficient certainty that tenants are secured." Accordingly, will Council be relying on legally binding agreements to establish a position of certainty of tenants to justify proceeding with construction of the Food Pavilion as stated?*
- Q4** *Prior to committing such a sizeable expenditure on the Food Pavilion it would be commercially prudent to include personal guarantees where a corporate entity is entering into the agreement plus a realistic term of say 10 years to support a period of known returns. Please confirm these conditions are included in the binding agreements.*

Please provide responses in writing and ensure inclusion in the next Ordinary Meeting Agenda."

DISCUSSION

In relation to the questions received 14 August 2016 it is proposed that Mr Gardam be advised of the following:

- "Q1 In regards to the Conference Centre, for the purpose of the government grant application the Gateway Church included written advice committing to investment and operating the Conference Facility (commitment since withdrawn) plus it has been stated that the Conference Centre would be underpinned by Gateway First weekly meetings. Accordingly, does Council still have a firm commitment from Gateway First that its weekly meetings will still financially underpin the facility and that it will pay full commercial rates for any such use?*
- A. An expressions of interest process resulted in Council selecting City First (an entity of Gateway Church) as the preferred operator of the conference facilities to be built as part of Stage 1. Discussions commenced with a view to explore an operational model which was in the best interests of both City First and Council. Following many months of discussions it was agreed that City First will not operate the convention centre, with Council initially better placed to undertake this role in conjunction with the operations of the existing Devonport
-

Entertainment and Convention Centre. This was reported in the open session of Council's meeting in December 2015.

Q2. *Does Council still maintain that the 800 seat Conference Centre is viable in Devonport and how does it intend to accommodate its full potential in the absence of adequate "break-out rooms" generally integral to conferences of this size?*

A. The funding model for LIVING CITY Stage 1 was developed in early 2016 after the decision not to proceed with City First.

Council consider that the new multi-purpose building in conjunction with the adjacent Devonport Entertainment and Convention Centre provide more than adequate break out rooms for the anticipated conference market.

Q3. *In regards to the Food Pavilion, it has been stated by Council that "In relation to the Food Pavilion, Council's risk is minimised by ensuring that high quality tenants are in place prior to the commencement of construction" and "It is accepted that work will not commence on the Food Pavilion until Council has the necessary level of certainty in the form of secured tenant commitments." and*

".....delay the commencement of construction on this element until it has sufficient certainty that tenants are secured."

Accordingly, will Council be relying on legally binding agreements to establish a position of certainty of tenants to justify proceeding with construction of the Food Pavilion as stated?

A. Council is not yet in a position to provide any further information than what has been previously advised in regard to this question.

Q4. *Prior to committing such a sizeable expenditure on the Food Pavilion it would be commercially prudent to include personal guarantees where a corporate entity is entering into the agreement plus a realistic term of say 10 years to support a period of known returns. Please confirm these conditions are included in the binding agreements.*

A. Council is not yet in a position to provide any further information than what has been previously advised in regard to this question."

RECOMMENDATION

That Council in relation to the correspondence received from Mr Bob Vellacott, Mr Ray Chaplin and Mr Malcolm Gardam, note the responses proposed and authorise their release.

3.2.3 Question without notice from the public

3.3 QUESTIONS ON NOTICE FROM ALDERMEN

At the time of compilation of the agenda no questions on notice from Aldermen were received.

3.4 NOTICES OF MOTION

3.4.1 FUNDING AND ASSISTANCE - HOME HILL - NOTICE OF MOTION - ALD L M LAYCOCK

File: 22973 D434303

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

ATTACHMENTS

Nil

MOTION

"That Council seek to develop a stronger relationship with the Australian Councils of National Trusts (ACNT)/National Trusts of Australia to explore opportunities for funding and assistance available to complete actions within the Home Hill strategic plan."

SUPPORT

There were no supporting comments provided.

OFFICER'S COMMENTS

The Australian Council of National Trusts (ACNT) is the peak body and national voice in Canberra of the eight State and Territory National Trust bodies. Council currently have a formal partnership agreement in place with National Trust Australia (Tasmania) to ensure the ongoing sustainability of Home Hill, expiring in June 2017 and generally communicate through this body.

The Chief Executive Officer of National Trusts of Australia recently visited Home Hill and there may be some benefit in maintaining a direct relationship with him and his team in conjunction with maintaining contact with National Trust Australia (Tasmania).

Council and the National Trust Australia (Tasmania) developed in partnership a strategic plan for Home Hill to ensure a key element of Australia's political history is not lost to future generations. Still in its early stages, actions are at various stages of completion.

As part of this document strategic objectives have been developed to assist with mapping a clear path between the present state of Home Hill and the vision for the historic property's future. The objectives are:

- Infrastructure - Develop and implement infrastructure initiatives that will ensure Home Hill is an aesthetically pleasant, safe and accessible place to visit.
- Preservation and Restoration - Ensure the conservation and protection of Home Hill's history, collection, home and surrounding grounds in ways that meet the highest professional practice.
- Business Planning and Development - Develop and implement sound business management principles and practices to ensure proposed initiatives contribute to the long term sustainability of Home Hill.
- Tourism Development - Maximise tourism opportunities by improving the quality of visitor experiences to match or exceed customer expectations.

Report to Council meeting on 22 August 2016

- Funding - Ensure the long term conservation of Home Hill through the allocation of available resources in partnership with relevant funding bodies.
- Partnerships - Identify and develop partnerships between key stakeholders, the Cradle Coast Authority, State and Federal governments.
- Marketing and Promotion - Increase and improve visitor and community awareness of Home Hill through flexible and competitive marketing and promotion strategies.

The suggested motion does not have any financial implications but may in turn provide greater opportunity to be aware of, and access, funding sources coordinated through the national body.

4.0 PLANNING AUTHORITY MATTERS

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

5.0 REPORTS

5.1 CONTRACT 1311 - TENDER - STEELE STREET BUILDING DEMOLITION AND CARPARK CONSTRUCTION

File: 32589 D429964

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.4.3 Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plans

SUMMARY

This report seeks Council's approval to award Contract 1311 "Steele Street Building Demolition and Carpark Construction" to Oliver Kelly Construction.

BACKGROUND

The LIVING CITY Master Plan promotes the creation of a Business and Professional Precinct in the Southern CBD. The establishment of the TasWater regional office in King Street is an important anchor tenant in this precinct, and provides an excellent opportunity to facilitate an improved amenity for the area.

Additionally, the Devonport Parking Strategy 2015 has identified the need for additional parking in the Southern CBD. Wenvoe Street Car Park currently has a peak average occupancy of 82%, with the establishment of an office precinct expected to create significant extra parking at this end of town.

A report on the proposal was provided to the closed session of Council at its meeting in December 2014 and it was determined (Min Ref. 320/14):

"That Council:

- 1. support the preparation in conjunction with Devonport Central Pty Ltd of a proposal to TasWater to locate their North West Head Office in the Southern CBD of Devonport;*
- 2. authorise the General Manager to further negotiations, generally in line with the information provided in this report with Devonport Central Pty Ltd to purchase the required properties; and*
- 3. endorse the development of a new car park adjacent to 15-19 King Street as part of the proposal."*

Artas Architects were engaged to design the car park and attachment 2 demonstrates the general layout.

In total, 96 spaces will be created with 30 of these to be leased to Taswater and the remaining 66 to be available for public use. Three spaces will be dedicated for disabled parking. The car park will operate on a pay and display basis and standard parking fees will apply as per Council's adopted fees and charges.

This report considers tenders received for "Steele Street Building Demolition and Carpark Construction". The Car park is being delivered out of the LIVING CITY capital projects budget.

STATUTORY REQUIREMENTS

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

DISCUSSION

In accordance with Council's Code of Tenders and Contracts, a Tender Planning and Evaluation Committee was formed to evaluate the tenders received.

Tenders were received from five companies. All tenders received were conforming tenders and are summarised in table 1.

TABLE 1

No.	Tender	Status	Tender Price (ex GST)
1	Oliver Kelly Construction	Conforming	532,973.00
2	Vos Construction & Joinery	Conforming	620,648.38
3	Mead Con	Conforming	712,153.00
4	Gradco	Conforming	902,454.37
5	Batchelor	Conforming	843,127.30

As highlighted in the above table, the Oliver Kelly Construction tender of \$532,973.00 is the lowest priced. The Tender Planning and Evaluation Committee have considered the tenders against each of the selection criteria, these being:

- Relevant Experience
- Quality, Safety and Environmental Management
- Methodology
- Price

The evaluation by the committee indicates that Oliver Kelly Construction scored highest overall against the selection criteria and therefore offers Council the best value for money.

The Tender Planning and Evaluation Committee minutes have been provided to Aldermen as a confidential attachment.

Land purchases and necessary title adjustments are almost finalised and it is anticipated that onsite works will commence within the next month and take approximately 12 weeks to complete. This timeframe is subject to change depending on progress with the adjacent refurbishment of the new Taswater offices.

COMMUNITY ENGAGEMENT

A public advertisement calling for tenders was placed in the Advocate Newspaper on 9 July 2016 and tenders were also advertised on Council's website.

FINANCIAL IMPLICATIONS

The 2016/17 capital expenditure budget includes an allocation for the Living City Capital Projects to the value of \$31M.

Council at its January 2016 Meeting (Min Ref 18/16) approved a \$1.65M budget for the Steele Street carpark project from the 2015/2016 and 2016/2017 LIVING CITY capital budgets. \$650,000 of this was allocated for the construction of the car park.

The breakdown of the budget for this project is summarised below in table 2.

TABLE 2:

No.	Tender	Tender Price (ex GST)
1	Contract 1311 tender price	\$532,973.00
2	Provisional Items	\$10,000.00
3	Design, project management/administration	\$48,000.00
4	10% construction contingency	\$53,297.00
	TOTAL	\$644,270.00

RISK IMPLICATIONS

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

CONCLUSION

Taking into account the selection criteria assessment, the Tender Planning and Evaluation Committee has determined that Oliver Kelly Construction meets Council's requirements and is therefore most likely to offer "best value" in relation to Contract 1311 Steele Street Building Demolition and Carpark Construction.

ATTACHMENTS

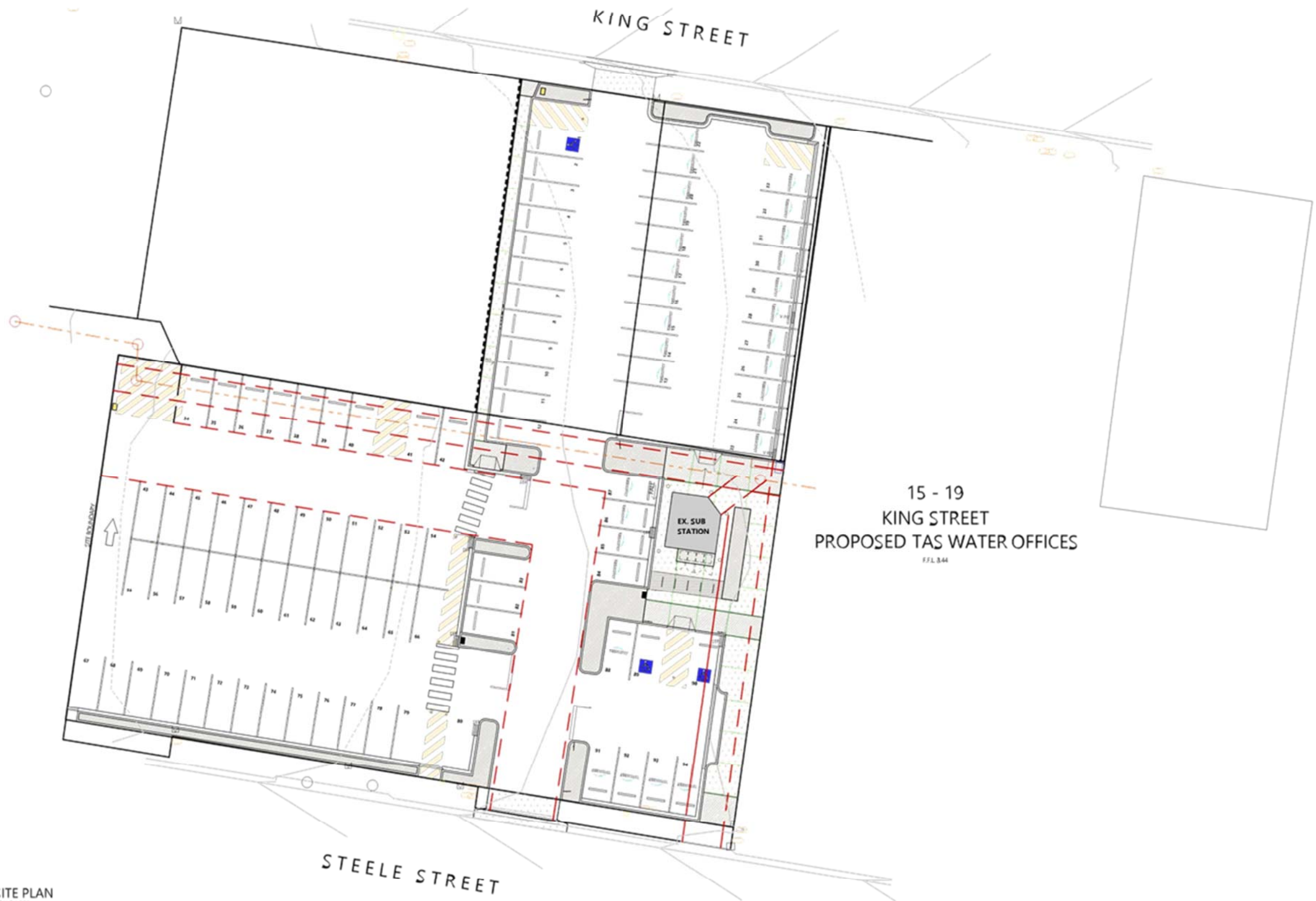
1. Tender Evaluation Committee Minutes Confidential
2. General Layout - Steele Street Car Park

RECOMMENDATION

That Council in relation to Contract 1311 for the Steele Street Building Demolition and Car Park Construction:

- a) award the contract to Oliver Kelly Construction for the tendered sum of \$532,973 (ex GST);
- b) note that design, project management and administration for the project are estimated to cost \$48,000 (ex GST); and
- c) note that a construction contingency of \$53,973 (ex GST) is included in the budget.

Author: Position:	Rebecca McKenna Project Officer Economic Development	Endorsed By: Position:	Matthew Atkins Deputy General Manager
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15 - 19
KING STREET
PROPOSED TAS WATER OFFICES
FFL 844



STEELE STREET CARPARK DEVONPORT

DEVONPORT CITY COUNCIL

ARTAS
ARCHITECTS

REVISION		PRELIMINARY	A617/P1
No.	Date	Description	Int. App.
P1	17.08.14	ISSUED TO CLIENT FOR INFORMATION	JAY DC

151113
SHEET SIZE: A2 (LANDSCAPE)

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5.2 DULVERTON REGIONAL WASTE MANAGEMENT AUTHORITY - FORMAL ADOPTION OF RULES

File: 28155 D431995

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 5.1.4 Develop and maintain partnerships and advocate for improved service provision, funding and infrastructure

SUMMARY

This report is provided to assist Council in considering a request from Dulverton Regional Waste Management Authority (DRWMA) to formally approve the amended Rules of the Authority.

BACKGROUND

At its March 2016 Council meeting, Council endorsed the proposed amendments to the Rules.

As a result of agreement by all member councils, the process required to change the Rules was undertaken. This included advertising that amendments were proposed and seeking submissions.

As noted in the attached letter from DRWMA, there were no submissions received from the public following the newspaper advertisement and 21 day display of the amended Rules at each participating Council office.

STATUTORY REQUIREMENTS

DRWMA is a Joint Authority established under the *Local Government Act 1993* and is governed by its Rules. Its owners are Kentish, Latrobe, Devonport and Central Coast Councils.

Amending Joint Authority Rules must comply with the *Local Government Act 1993*.

DISCUSSION

As all required processes have now been attended to in accordance with the *Local Government Act 1993*, the Rules amendment process can now be finalised.

A copy of the certified Rules is available upon request however for Council's reference the amended Rules are in accordance with the draft presented to Council in March 2016.

COMMUNITY ENGAGEMENT

Notification regarding proposed changes to the Rules was publically advertised and no submissions received by any participating Councils or DRWMA.

FINANCIAL IMPLICATIONS

Changing Rules of a Joint Authority is a time consuming process which involves considerable legal advice. The cost of this particular review will be met by DRWMA.

RISK IMPLICATIONS

Now that all participating councils have approved the proposed amendments, it is believed there are no risks associated with this report.

CONCLUSION

Reviewing the Rules represents good governance and ensures that DRWMA is operating effectively in accordance with its Rules.

As no submissions were received and all participating Councils are in agreeance with the amendments, it is recommended that Council now formally approve the amended Rules.

ATTACHMENTS

1. Letter to Devonport City Council to formally adopt DRWMA Rules Sept 2016

RECOMMENDATION

That Council formally approve the amended Dulverton Regional Waste Management Authority Rules.

Author:	Karen Hampton	Endorsed By:	Paul West
Position:	Governance Coordinator	Position:	General Manager



29th July, 2016

Mr Paul West
General Manager
Devonport City Council
PO Box 604
Devonport, TAS 7310

Dear Paul

**Re: Formal approval of the amended Dulverton Regional Waste Management Authority Rules
1st September 2016**

As per my letter to you dated 26th February 2016, I now advise the following;

- There were no submissions from the public following the newspaper advertisement and 21-day display of the proposed amended Authority Rules at each Participating Council office;
- A copy of the proposed amended Authority Rules has been forwarded to the Director of Local Government, Mr Phillip Hoystead;
- The Rules have now been certified by Lawyer, Cassandra Blair, of Rae & Partners in Launceston;
- The Rules have now been certified by General Manager, Paul West, of the Devonport City Council; and
- A copy of the certified Rules are attached for your reference.

To finalise the adoption of the amended Rules, each Participating Council must pass a motion to formally approve the amended Authority Rules. If you could arrange do this at your August 2016 Council Meeting and advise DWM once completed.

If you have any questions or require clarification of any of the above items please do not hesitate to contact our office on 6424 7344.

Yours sincerely


for **Mat Greskie**
Chief Executive Officer.



Dulverton Waste Management
ABN 11 784 477 180

PO Box 46, Devonport TAS 7310
P: 03 6424 7344

Email: admin@dulverton.com.au
Web: www.dulverton.com.au

5.3 RESPONSE TO THE TASMANIAN GOVERNMENT DRAFT TRANSPORT ACCESS STRATEGY

File: 12375 D433178

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that assist the frail, aged, people with disabilities and their carers to engage in all aspects of community life

SUMMARY

For Council to consider a response to the Tasmanian Government's draft Transport Access Strategy.

BACKGROUND

The Tasmanian Government has released the draft Transport Access Strategy for public consultation (refer attachment). The Strategy sets out the Tasmanian Government's approach to providing better integrated and coordinated transport services for all Tasmanians, particularly those disadvantaged through economic circumstances, age or disability.

The Local Government Association of Tasmania has invited councils to develop a sectoral submission with comments to be provided by 6 September 2016.

STATUTORY REQUIREMENTS

Section 20(1) of the *Local Government Act 1993* outlines Council's functions and powers including:

(b) *to represent and promote the interests of the community.*

Providing input into State Government strategies is one way to fulfil Council's advocacy role.

DISCUSSION

The Strategy aims to improve social connectivity and access to employment (paid and voluntary), training and education, services and recreational opportunities by focusing on progressing seven priority areas:

- Living Closer - Improved opportunities for people to live closer to employment, education, services, recreational opportunities and key transport corridors.
- Working Together - Stronger collaboration and partnership between governments, key service providers, and public, private and not-for-profit transport providers.
- Connected Transport System – A focus on frequent, accessible, affordable, efficient and reliable services to connect people to employment, education, services and recreational opportunities.
- Better Integration – Ensuring public transport is easier to use through better coordination and integration of services.
- Closing Transport Gaps – Developing innovative approaches to enable those members of the community who are transport disadvantaged to overcome transport barriers.

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- Innovative pricing – Developing innovative pricing mechanisms to support the greater use of public transport in order to make it more viable.
- Improved infrastructure – Providing more opportunities for people to walk, cycle and use public transport by making sure infrastructure is safe, accessible and attractive to use.

Accessing transport is a major concern for many residents. This was confirmed in the Devonport Community Survey 2015 whereby 27.45% of surveyed respondents find their ability to access private or public transport as very unsatisfactory, unsatisfactory or fair. Other key issues for residents include affordability, connectivity and location of bus routes.

The Strategy sets out initiatives that are underway and proposes a range of new initiatives. There is no indication for how proposed initiatives will be resourced.

Commentary against each proposed initiative is provided in the table below. These are to be considered by Aldermen for inclusion in any response provided on the draft Strategy.

Initiative – Future Opportunities	Responsibility	DCC Comments
Priority Area 1. Living closer: Improved opportunities for people to live closer to employment, education, services, recreational opportunities and key transport corridors.		
1.5 Investigate planning mechanisms to provide stronger integration between land use planning and passenger transport provision.	Department of State Growth, Department of Justice	Council supports this initiative. In the medium to longer term Council would also support inclusion of transport networks where possible in new developments (greenfield residential, commercial etc) that do not affect the amenity of residents or pedestrian/traffic flow by inappropriate placement of street furniture.
Priority Area 2. Working together: Stronger collaboration and partnership between governments, key service providers, and public, private and not-for-profit transport providers.		
2.2 Develop a framework for schools and large employers to: <ul style="list-style-type: none"> • Ensure transport access is considered as part of the planning of new development. • Provide guidance in developing travel plans for students, clients and staff. 	Department of State Growth, Department of Justice	Council supports this initiative.
Priority Area 3. Connected transport system: A focus on frequent, accessible, affordable, efficient and reliable services to connect people to employment, education, services and recreational opportunities. (This includes improving bus service between Latrobe and Burnie including between the Mersey Community Hospital and North West Regional Hospital.)		
3.6 Implement the Main Road Transit Corridor bus priority and bus stop optimisation measures to improve travel time reliability.	Department of State Growth, City of Hobart, Glenorchy City Council	Council supports this initiative. Council would encourage development of partnerships with business and community organisations to develop creative solutions to public transport access barriers.
3.7 Review existing data, identify gaps and determine requirements for new data collection to improve public transport services.	Department of State Growth	Council supports this initiative.

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Initiative – Future Opportunities	Responsibility	DCC Comments
<p>Priority Area 4. Better integration: ensuring public transport is easier to use through better coordination and integration of services. (This includes a project currently underway piloting a web-based one stop resource for the NW Coast that provides information about public transport routes, timetables and fares)</p>		
<p>4.4 Upgrade bus interchanges and bus stops to facilitate transfers, including:</p> <ul style="list-style-type: none"> • Implementing the Hobart CBD and Launceston CBD bus interchanges. • Identifying the location and upgrade requirements for major transfer points on the network. 	<p>Department of State Growth, bus operators, councils</p>	<p>Council supports this initiative. Council has some concerns regarding resourcing of bus interchanges and bus stops. Currently private operators fund bus stops with Council funding the supporting infrastructure e.g. paths.</p>
<p>4.5 Introduce common ticketing across bus companies, including consistency of fares and concessions.</p>	<p>Department of State Growth, bus operators</p>	<p>Council supports this initiative, however, suggests to introduce common ticketing across all modes of public transport, not just buses.</p>
<p>4.6 Improve the provision of consistent and reliable service information to passengers by developing a state-wide web based 'one stop' passenger information resource including a smart phone journey planner application.</p>	<p>Department of State Growth, bus operators</p>	<p>Council supports this initiative.</p>
<p>Priority Area 5. Closing transport gaps: developing innovative approaches to enable those members of the community who are transport disadvantaged to overcome transport barriers.</p>		
<p>5.3 Trial the use of taxis (including accessible taxis), ride-sourcing, school buses and community transport in urban, urban fringe and rural areas to:</p> <ul style="list-style-type: none"> • Replace existing bus routes which are poorly patronised, circuitous and inefficient. • Address 'first mile/last mile' issues. • Increase span of hours. 	<p>Department of State Growth</p>	<p>Council supports this initiative. In addition, consider additional resources or conducting trial for public transport operators to include assistants helping people on and off the bus (eg. elderly, parents with prams etc)</p>
<p>5.4 Investigate car-pooling, car-sharing and bike share schemes to help address transport 'gaps'.</p>	<p>Department of State Growth, community advocacy groups</p>	<p>Council supports this initiative.</p>
<p>Priority Area 6. Innovative pricing: developing innovative pricing mechanisms to support the greater use of public transport in order to make it more viable.</p>		
<p>6.1 Undertake research to better understand the public transport market and develop 'fare products' that incentivise public transport use.</p>	<p>Department of State Growth, bus operators</p>	<p>Council supports this initiative.</p>
<p>6.2 In conjunction with local government explore the opportunity to manage the</p>	<p>Department of State Growth, Tasmanian</p>	<p>Council supports this initiative.</p>

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Initiative – Future Opportunities	Responsibility	DCC Comments
demand, supply and pricing of car parking through measures such as: <ul style="list-style-type: none"> • Examining the way that car parking requirements are set for developments. • Shared parking provisions. • Developing an accord between councils to manage parking across municipalities. 	Planning Commission, Department of Justice, councils	
Priority Area 7. Improved infrastructure: providing more opportunities for people to walk, cycle and use public transport by making sure infrastructure is safe, accessible and attractive to use.		
7.6 Continue to improve the safety, amenity and accessibility of bus stops.	Department of State Growth, bus operators, councils	Council supports this initiative.
7.7 Continue to implement the Walking and Cycling for Active Transport Strategy 2010 focusing on: <ul style="list-style-type: none"> • Working with stakeholders to implement the principal urban cycling network. • Implementing the State Growth Cycleway Directional Resource Manual. • Working with councils to improve walking and cycling connections to major destinations. 	Department of State Growth, councils, cycling advocates	Council supports this initiative which aligns with Council's Bike and Pedestrian Strategies.

COMMUNITY ENGAGEMENT

Any member of the public is able to provide feedback on the draft Strategy until 9 September 2016.

There has been no direct community engagement conducted by Council as a result of this report, however, community concerns raised in previous years through various consultation mechanisms have been reflected in the commentary.

FINANCIAL IMPLICATIONS

There are no financial implications related to this report.

RISK IMPLICATIONS

No risks have been identified.

CONCLUSION

Public consultation on the Tasmanian Government draft Transport Access Strategy is now being sought. This is an opportunity for Council to provide feedback on the proposed initiatives. Suggested comments are provided for the consideration of Council.

ATTACHMENTS

1. Tasmanian Government Draft Transport Access Strategy

RECOMMENDATION

That the report of the Executive Officer Community Services relating to the Tasmanian Government draft Transport Access Strategy be received and noted and that Council provide a response to the Local Government Association of Tasmania in line with the contents of this report.

Author:	Carol Bryant	Endorsed By:	Shane Crawford
Position:	Executive Officer Community Services	Position:	Executive Manager Corporate, Community & Business Services

Public consultation

Draft Transport Access Strategy



Department of State Growth



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Purpose

The *Transport Access Strategy* sets out the Tasmanian Government's approach to providing better integrated and coordinated transport services for all Tasmanians, particularly those disadvantaged through economic circumstances, age or disability.

This Strategy will help give effect to the Government's commitment to building a modern economy for Tasmania and providing essential services that create resourceful and resilient people, strong communities, and viable industry.

The *Transport Access Strategy* aims to improve social connectivity and access to employment (paid and voluntary), training and education, services and recreational opportunities through progressing the following priority areas:

1. **Living closer:** improved opportunities for people to live closer to employment, education, services, recreational opportunities and key transport corridors.
2. **Working together:** stronger collaboration and partnership between governments, key service providers, and public, private and not-for-profit transport providers.
3. **Connected transport system:** a focus on frequent, efficient, accessible, affordable and reliable transport services.
4. **Better integration:** ensuring public transport is easier to use through better coordination and integration of services.
5. **Closing transport gaps:** developing innovative approaches to enable those members of the community who are transport disadvantaged to overcome transport barriers.
6. **Innovative pricing:** developing innovative pricing mechanisms to support the greater use of public transport in order to make it more viable.
7. **Improved infrastructure:** providing more opportunities for people to walk, cycle and use public transport by making sure infrastructure is safe, accessible and attractive to use.

Policy context

Transport access issues are often complex and are unlikely to be effectively resolved in isolation from the broader policy environment. Consequently the *Transport Access Strategy* favours a holistic, collaborative approach to addressing transport issues and gaps.

A number of new Tasmanian Government initiatives are already underway that will contribute towards improving access to employment, education and training, services and public transport. For example the state-wide land use planning reform process and the *Tasmania's Affordable Housing Strategy 2015-25*.

The engagement and collaboration of a wide range of community, transport, local and state government stakeholders will be required to develop and implement the initiatives identified in the *Transport Access Strategy*. For initiatives where there is shared responsibility, negotiation and flexibility will be required.

The development and implementation of initiatives will also need to take into account, and be responsive to, differences between urban and non-urban environments, and differing local community needs.

The *Transport Access Strategy* complements the *Tasmanian Urban Passenger Transport Framework* which aims to provide a safe and responsive passenger transport system that supports improved accessibility, liveability and health outcomes in our urban areas.

The *Transport Access Strategy* will extend the considerations set out in the *Tasmanian Urban Passenger Transport Framework* by:

- improving transport access for those who may experience disadvantage due to economic circumstances, age or disability
- addressing 'transport gaps' in urban areas
- addressing the transport disadvantage faced by many Tasmanians living in urban-fringe, rural and regional areas.

Links to other initiatives and policies

- *Tasmanian Infrastructure Strategy*.
- *Tasmanian Urban Passenger Transport Framework*.
- *Tasmanian Walking and Cycling for Active Transport Strategy*.
- *Draft Main Road Transit Corridor Plan*.
- *Draft Greater Launceston Metropolitan Passenger Transport Plan*.
- *Regional Integrated Transport Plans: Northern Integrated Transport Plan, Southern Integrated Transport Plan, Cradle Coast Integrated Transport Strategy*.
- The Tasmanian Government's planning reform agenda, including the development of the Tasmanian Planning Scheme and Tasmanian Planning Policies.

- Regional Land Use Strategies: *Living on the Coast: The Cradle Coast Regional Land Use Planning Framework, Regional Land Use Strategy of Northern Tasmania, Southern Tasmania Regional Land Use Strategy 2010-2035.*
- *Tasmania's Affordable Housing Strategy 2015-25.*
- *Inclusive Ageing Tasmania 2012-2014 Strategy.*
- *Tasmania's Plan for Physical Activity 2011 – 2021.*
- *Disability Framework for Action 2013-2017.*
- *Working in Health Promoting Ways* framework document.
- *A Hand Up for Vulnerable Tasmanians and Celebrating Seniors – The Plan to Rebuild Essential Services.*
- *Delivering Safe and Sustainable Clinical Services*, white paper 2015.

The nature of transport disadvantage in Tasmania

Transport disadvantage occurs where those members of the community are not able to access either public or private transport to get to where they need to go.

Transport disadvantage is often experienced by specific sections of the community such as young people, people with a disability or single parents. However transport disadvantage can also occur as a result of where you live. People living in urban fringe and regional areas are more likely to experience difficulty in accessing transport.

ABS research conducted in 2010 shows that:

- 26 percent of Tasmanians in the lowest income quintile could not easily get to the places they needed to go
- for unemployed adults, the figure was higher at 34 percent.
- for those with poor health, the figure was even higher at 40 percent
- 42 percent of Housing Tasmania renters reported not being able to get to places they needed to go, with 46 percent lacking access to a vehicle¹.

State-wide community consultation conducted by the Tasmanian Council of Social Services (TASCOSS) in 2013 found that the group currently most vulnerable to transport disadvantage are people who are not necessarily aged or living with a disability but are:

"...not eligible to drive or who cannot afford a vehicle and who live outside the catchment of regular services, cannot afford existing taxi fares and are not formally eligible to use existing not-for-profit services²."

¹ ABS General Social Survey: Tasmania (2010) 4159.0.55.003, ABS.

² *Transport in the Community Project Final Report* Tasmanian Council of Social Services, October 2014 [www/tascoss.org.au/Portals/0/Documents/Publications/Reports/TasCOSS%20transport%20in%20the%20Community%20Project%20report%20Oct%202014.pdf](http://tascoss.org.au/Portals/0/Documents/Publications/Reports/TasCOSS%20transport%20in%20the%20Community%20Project%20report%20Oct%202014.pdf) .

TasCOSS notes that younger people currently constitute a high proportion of those falling into this category. Being able to access post-secondary education and training, employment, essential services, recreation and social networks is vital if young people are to contribute to the economic and social fabric of our communities.

During the TasCOSS consultation process³ participants identified a range of issues specifically relating to public transport:

- Bus services are limited to particular areas, people have trouble getting to the bus and getting from the bus to their destination.
- People often need transport outside the span of hours in which buses (and community based transport) operates.
- It is often necessary to catch more than one bus operated by different companies and the timetables are often not coordinated.
- It is often physically difficult for people to transfer between services as the bus stops or interchanges used by different operators are often not co-located or near each other.
- Public transport fares are unaffordable for many and it is necessary to buy separate tickets for each different bus service. Concessions are not available to people on low wages.
- It is difficult to find information about bus services as there is no centralised source of information about services in particular areas, timetables, fares or routes.
- It is difficult to provide feedback to transport operators about their services.

Challenges for public transport

Tasmania's small and highly dispersed population makes it difficult for our public transport system to meet the needs of all users. Tasmanians are highly dependent on the car as a means of travelling to work, accessing education, training and services and participating in recreational and social activities. Those without access to a car are likely to have difficulties accessing the places they need to go. This affects individuals' quality of life and the productivity and vibrancy of our communities.

Public transport patronage in Tasmania is low. The *Greater Hobart Household Travel Survey 2010* found that 75 percent of all trips are made by car, with public transport accounting for only four percent of all trips⁴.

In Tasmania 85 percent of journey to work trips are undertaken by car, with bus travel accounting for six percent of mode share in Hobart, two percent in Launceston and well under one percent in Burnie and Devonport. Across Tasmania, six percent of people walk to work, three percent catch a bus and less than one percent cycle⁵.

³ *Transport in the Community Project Phase 1 Report*, Tasmanian Council of Social Services, February 2014.

⁴ *Greater Hobart Household Travel Survey 2010*, Department of Infrastructure, Energy and Resources.

⁵ *ABS Census 2011 – Journey to Work data*, Australian Bureau of Statistics 2012.

For school related trips within Tasmania, 53 percent of students travel by bus, 30 percent by car and 15 percent walk or cycle⁶.

People who live in rural or urban fringe areas, and those who need to travel to the urban fringe (for example to industrial estates) or rural areas to work may experience difficulty accessing public transport. Where bus services are available in regional, rural and urban fringe areas, they are likely to be less frequent and operate over a shorter span of hours compared with urban services.

Therefore people who live in these areas may be forced into car ownership through a lack of alternative transport options. For low income households this is likely to result in a higher proportion of spending on transport, meaning less money available for other household purposes. Low income households are also likely to be more vulnerable to increases in costs associated with car use, including rising fuel prices⁷.

Where public transport is available, journey times are likely to be slower than by car. This is exacerbated if bus services utilise circuitous routes, or transfers between services involve long waiting times.

People who start and finish work outside the weekday 8:00am-6:00pm span of hours (hospitality and food industry workers, some retail employees, shift workers, agriculture and aquaculture industry employees) are likely to have difficulty using public transport to commute to work. For these groups, and those who use public transport for social and recreational outings, the provision of services across all days of the week and a wide span of hours is important.

Given that Tasmania's population is ageing faster than the rest of Australia and we have a high level of car dependency, it is likely that there are greater numbers of older people experiencing difficulty in accessing essential services⁸, particularly for those living in urban fringe and regional areas.

As a consequence of the challenges in providing public transport that meets the needs of all Tasmanians and factors that support car use, cars will continue to be the dominant transport mode in Tasmania. Tasmania's terrain and our dispersed population dictates that, (despite the challenges of providing bus services that meet the needs of all users) buses should continue to be the cornerstone of public transport into the near future⁹.

⁶ ABS, *Method of Travel to School*, Australian Bureau of Statistics 2011.

⁷ Currie G; and Z Sensberg, "Exploring forced car ownership in metropolitan Melbourne" (30th Australasian Transport Research Forum) 25-27 September 2007 Melbourne AUST.

⁸ *Riverline – Hobart Light Rail Strategic Assessment* PricewaterhouseCoopers for the Department of Infrastructure, Energy and Resources, March 2014, p25.

⁹ *Riverline – Hobart Light Rail Strategic Assessment*, PricewaterhouseCoopers for the Department of Infrastructure, Energy and Resources, March 2014 p3.

Public transport needs

The needs of public transport users are varied – which is in itself a challenge for public transport provision.

People commuting to employment, education and training generally aim to minimise total journey time and consequently value frequent, fast, reliable and direct services. They also may be prepared to walk further, particularly in urban areas to access efficient services that minimise overall journey time.

Other people, including those who have mobility limitations because of age or disability (or the need to carry the weekly shopping or manage a pram) may place higher value on being able to access public transport close to where they live or their travel destination. For people with mobility limitations, the distance (however short) between their home or travel destination and the bus stop can constitute a major barrier to the use of public transport, particularly if there are no footpaths or footpaths which are difficult to negotiate. The accessibility of (disability discrimination compliant) bus stops and buses can also be a major barrier for those with shopping, prams or personal mobility limitations.

For some people with mobility limitations, using a bus is impractical or impossible. Wheelchair accessible taxis (WATs) may be the only transport alternative. Transport issues arise in areas where WATs are not available at all, or not available when required, or too expensive for people to use for long trips, (even with a Transport Access Scheme subsidy).

For people with greater physical mobility, walking and cycling as part of daily transport journeys can be cost effective and form part of a daily physical activity regime which can deliver a range of social, physical and mental health benefits, including reducing the risk of chronic diseases like cardiovascular disease¹⁰. However people need safe, well connected walking and cycling routes in order to walk and cycle as part of transport journeys.

In order to use public transport, people living or working in non-urban or urban fringe locations need to be able to physically get to the bus stop from their residence or place of work. Addressing the 'first mile/last mile' issues that often arise in these settings is important in enabling people to access public transport for their every-day journeys.

The provision of early, late and weekend services are important in meeting the needs of those travelling for recreation or social purposes, and those who work outside the typical weekday 8:00am-6:00pm span of hours.

Service provision needs to reflect a balance between providing fast, efficient, direct and reliable services on key public transport corridors; while also ensuring that people who live away from key corridors, have mobility limitations or need to travel outside peak periods have access to transport.

¹⁰ National Heart Foundation 2014 *Blueprint for an active Australia* 2nd edition Melbourne: National Heart Foundation of Australia 2014.

Addressing transport gaps: focusing on supporting mobility

Whilst regular bus services should form the 'spine' of public transport into the future, the bus network cannot in isolation, efficiently and effectively meet the disparate needs of all users, especially given Tasmania's small and dispersed population.

Addressing 'transport gaps' demands a holistic, collaborative approach to public transport, including the innovative use of a range of public, private and not-for-profit services to facilitate transport access for a diverse public. Taxis, ride-sourcing, community cars, under-utilised school buses and private car pools are resources that might potentially be used in various ways to address identified transport issues and gaps.

In urban areas and some larger regional centres, taxis provide a flexible (though relatively expensive) transport alternative. There may be potential to also use taxis as an adjunct to bus transport by contracting operators to collect passengers from areas that cannot be efficiently serviced by buses and deliver them to key bus routes.

The Tasmanian Government has also introduced legislation to provide for the operation of ride-sourcing businesses in Tasmania. Ride-sourcing can provide a convenient point to point transport option through the use of application summoned rides.

The Tasmanian Government funded Transport Access Scheme provides Tasmanians with a disability who qualify for the scheme with subsidised taxi travel. In combination with the availability of WATs, the Transport Access Scheme provides people living with a disability with a 'door to door' transport option. A 'door to door' service may be the best way to meet the needs of some users, but there may be potential for combining subsidised taxi transport and regular bus services to provide a more cost-effective option for some users or journeys.

The provision of permit-based 'disability parking' is another measure that aims to address transport access issues for people with a disability – providing that person has access to a car.

Australian Government and state funded community transport services provide transport for eligible people – generally aged people or those with a disability. Community-type transport services are also provided by a number of other bodies (such as neighbourhood houses, councils, clubs and religious groups) that do not necessarily receive funding through Australian Government programs. There may be scope to utilise these vehicles in combination with regular passenger transport services in order to address service gaps.

There are also on-line car-pooling schemes that could potentially be leveraged to provide cost-effective alternatives and adjuncts to public transport for some people.

Structure of the strategy

The *Transport Access Strategy* identifies seven priority areas for improving transport access for Tasmanians, particularly those who are disadvantaged through economic circumstances, age or disability. The priority areas are mutually reinforcing and some of the identified initiatives contribute to the realisation of aims in more than one priority area.

The priority areas contain initiatives that are already underway including existing commitments by the Tasmanian Government. The future opportunities section of the *Transport Access Strategy* provides direction on how transport access can be further improved in the future.

The Transport Access Strategy is a 'living document' and it is acknowledged that some initiatives may be added or deleted and others may be modified through a process of review, as the implementation of the strategy progresses. Changes to technology and product innovation will require this to occur if finite resources are to be best applied.

Priority areas

1. **Living closer:** Improved opportunities for people to live closer to employment, education, services, recreational opportunities and key transport corridors.

Growth in urban fringe areas has been a key characteristic of Tasmania's development pattern over recent decades. This has resulted in dispersed, low density residential development, separation of land uses and the location of large public housing areas on the fringe of major urban areas. Greater Hobart has a larger geographic footprint than Manhattan but only 13 percent of the population¹¹ and the trend continues with 85 percent of new dwellings in Hobart being constructed in greenfield areas¹². This pattern of development makes it difficult for people to walk and cycle for transport, and poses significant challenges to the provision of fast, frequent and reliable public transport services.

Where students live and go to school, particularly if they attend schools beyond their home area can add to travel demand. It is estimated that 10-15 percent of car traffic in the morning peak in Launceston is generated by

¹¹ *Riverline – Hobart Light Rail Strategic Assessment* (PriceWaterhouse Coopers for the Department of Infrastructure, Energy and Resources) March 2104.

¹² *Infill Development in Greater Hobart Stage 2 Report*, (Pitt and Sherry with PDA Hill) March 2014.

school-related trips¹³. Encouraging attendance at local schools has the potential to reduce the need for travel and support more active travel options to school.

Providing opportunities for people to live closer to employment, education, services and key public transport corridors, especially affordable and social housing, increases the transport options available to people, thereby reducing car dependency and transport disadvantage.

The three regional land use strategies¹⁴ establish a framework for Tasmanian and local Governments to work together to manage growth and development. The strategies include a focus on promoting liveability (including improved access to transport), through facilitation of higher residential densities and management of urban growth boundaries. The Tasmanian Government's initiative to prepare Tasmanian Planning Policies will directly inform the future review of these strategies.

The Department of State Growth collaborated with local government to commission the *Infill Development Report* which identified barriers, enablers and potential measures to facilitate greater levels of infill development in Greater Hobart.

As part of progressing the first two actions in the *Infill Development Report*, the Department and the Hobart and Glenorchy City Councils have contributed funding to investigate priority sites for infill development along the Main Road Corridor between Hobart CBD and Glenorchy.

Housing Tasmania has developed the *Tasmania's Affordable Housing Strategy 2015-2025* and the *Tasmania Affordable Housing Action Plan 2015-2019* to decrease the number of low income Tasmanian households experiencing housing stress and to decrease the number of people experiencing homelessness. The strategy aims to ensure that affordable housing is better located in areas which are well serviced and close to transport corridors and employment and education opportunities.

In the medium to long term, there is potential for improving transport access through better integration between land use and passenger transport planning. Strategies to improve integration could include:

- As part of the development of the Tasmanian Planning Policies and in the implementation and review of regional land use strategies, consideration of how the design and location of significant new developments, such as greenfield residential or commercial developments can ensure the effective use of the transport network.
- Development of public transport network plans that identify land for future development that can be effectively serviced by public transport.
- Development and adoption by local government of street design guidelines that support walking, cycling and public transport.

¹³ *Draft Greater Launceston Metropolitan Passenger Transport Plan*, Department of State Growth (2015).

¹⁴ *Living on the Coast: The Cradle Coast Regional Land Use Planning Framework, Regional Land Use Strategy of Northern Tasmania, Southern Tasmania Regional Land Use Strategy 2010-2035*.

Initiatives:

	Underway	Responsibility
1.1	Implement <i>Tasmania's Affordable Housing Strategy 2015-2025</i> and <i>Tasmania's Affordable Housing Action Plan 2015-2019</i> to ensure that new residential development commissioned by Housing Tasmania meets the liveability and universal design policy requirements of the Minimum Standards for Social Housing and is well located close to services and transport.	Department of Health and Human Services (Housing Tasmania) By when: Action Plan implemented by 2019
1.2	Uphold urban growth boundaries and ensure residential density targets outlined in the regional land use strategies are met.	Tasmanian Planning Commission, Department of Justice, councils By when: on-going
1.3	Develop state planning policies to guide the location of development to ensure effective use of the transport network.	Department of State Growth, Department of Justice By when: 2017
1.4	Identify and undertake strategic planning for priority sites for infill development focusing on the Main Road corridor between Hobart and Glenorchy.	Department of State Growth, City of Hobart, Glenorchy City Council By when: 2016
	Future opportunities	
1.5	Investigate planning mechanisms to provide stronger integration between land use planning and passenger transport provision.	Department of State Growth, Department of Justice

2. **Working together:** Stronger collaboration and partnership between governments, key service providers, and public, private and not-for-profit transport providers

Developing transport options that address 'transport gaps' and effectively and efficiently meet the needs of communities, requires:

- collaboration between stakeholders to achieve better integration of land use and transport planning
- facilitating partnerships and alliances between public, private and not-for-profit transport providers to deliver cost effective and efficient transport outcomes
- partnerships and alliances between transport providers, essential service providers and businesses to facilitate access to services
- collaboration between all levels of government in relation to the provision of infrastructure, services and information to the public that supports transport access.

Addressing 'transport gaps' and issues demands a holistic approach to transportation – it is about supporting transport providers, service providers and various levels of government to form partnerships and alliances to facilitate and deliver transport that best meets the needs of the community.

The Ride2School initiative is an example of how the Bicycle Network, which is a not-for-profit organisation, can work with government, schools and the local community to encourage students to walk and ride to school.

The Tasmanian Council of Social Services (TasCOSS) recent *Transport in the Community Report* recommends that government service agencies:

- conduct transport needs/gap analysis
- create transport access plans
- provide information to their clients in relation to travel options.

A focus on working with organisations to facilitate travel planning (including 'travel training' appropriate to specific audiences) is a key opportunity to increase the uptake of walking, cycling and public transport.

Travel planning can be utilised by schools and other educational institutions to ensure that students are able to travel safely, sustainably and affordably, and to manage issues such as traffic movement and parking demand around their institutions.

For other organisations such as private business and not-for-profit organisations, travel planning provides opportunities for identifying transport issues for staff and clients and developing plans that address these issues. Travel planning can be of value in attracting and retaining staff and volunteers, meeting client needs, managing parking demand, and reducing parking impacts on surrounding areas.

Initiatives:

	Underway	Responsibility
2.1	<p>Encourage higher levels of active travel to school, by:</p> <ul style="list-style-type: none"> Working with the Bicycle Network to roll-out the Ride2School program to primary schools. Implementing the 'Part Way is OK' walk to school initiative for primary schools. 	<p>Ride2School: Department of State Growth</p> <p>By when: funding commitment is for 2015/16 (financial year)</p> <p>"Part Way is OK": Department of Health and Human Services</p> <p>By when: ongoing</p>
	Future opportunities	
2.2	<p>Develop a framework for schools and large employers to:</p> <ul style="list-style-type: none"> Ensure transport access is considered as part of the planning of new development. Provide guidance in developing travel plans for students, clients and staff. 	<p>Department of State Growth, Department of Justice</p>

3. Connected transport system: A focus on frequent, accessible, affordable, efficient and reliable services to connect people to employment, education, services and recreational opportunities

Improving public transport on both key urban corridors and in urban fringe and rural areas will improve access to employment, education and services for people living in these areas. For key urban corridors the emphasis is on achieving faster overall journey times, a higher level of frequency and services operating over a wider span of hours. For urban fringe and rural areas, service frequencies will be lower due to less demand, but the emphasis is still focused on providing services which are efficient and direct.

In 2013, through the *Wheels for Work and Training* grants program, the Tasmanian Government provided a grant to fund the *Integrated Bus Transport for the North West Coast Project*. The aim of the project was to improve access to, and travel time of, public transport services to key areas of employment, education and training – particularly for members of the community who are transport disadvantaged. The learnings of the project will be applied to the 2018 bus procurement process to develop a public transport network which is integrated, direct and easy to understand.

The Tasmanian Government is also working with stakeholders to plan and deliver better bus services on key transport corridors in urban areas. In Hobart, the draft *Main Road Transit Corridor Plan* focuses on introducing measures to improve bus frequency, travel time and reliability on the Main Road corridor, including the

introduction of the very successful¹⁵ 'Turn Up and Go' Metro Tasmania high frequency service between Hobart and Glenorchy.

Metro have introduced a new public transport network in Greater Hobart which is more efficient by providing more direct and express services, better connections at main interchanges and increased weekend services in some areas. The new network also improves frequency on key urban corridors such as the Hobart to Shoreline 'Turn Up and Go' service.

A draft *Greater Launceston Metropolitan Passenger Transport Plan* has also been developed to improve passenger transport in Greater Launceston. The key focus of the Plan is to improve the efficiency, reliability and effectiveness of the bus network. As an initial step in the implementation of the Plan the Tasmanian Government partnered with the University of Tasmania to trial a high frequency Metro 'Turn Up and Go' service on the Mowbray corridor between the Launceston CBD and the Newnham Campus. This trial was a success due to an increase in patronage by students (30 per cent increase in concession travel¹⁶) and will be continued in university term times in 2016.

In regional areas, the Tasmanian Government has provided funding for a trial service between Queenstown and Burnie, which will provide west coast residents with better access to their nearest service centre. The trial is due to commence in April 2016. The Tasmanian Government is also in the process of finalising specifications for a new bus service between Latrobe and Burnie, which will commence later in 2016.

The Tasmanian Government is currently finalising state-wide public transport service standards that will be used to guide network planning and inform the procurement of general access public transport services when existing contracts expire in 2018-2019.

Developing a new public transport network provides the opportunity to reduce route duplication (including routes on closely spaced parallel roads) and circuitous deviations. For example, route duplication may be reduced by allowing urban fringe bus operators that travel through metropolitan areas to collect passengers within the urban boundary. This may be particularly applicable where:

- identified Metro routes/services are under-patronised, enabling Metro to withdraw its services and better utilise the resources elsewhere
- allowing an urban fringe operator to collect passengers at some or all stops may increase the efficiency of the network by providing additional service frequency and capacity without incurring additional costs
- private operators can fill in the gaps of Metro timetables, particularly during peak times.

There may be potential to change the way that student services are delivered in order to create greater network efficiency. This might involve removing some student-only services and using general access services to carry students, and/or requiring students to transfer between services. Potential is strongest where student-only services are under-patronised and/or where student-only services operate on under-patronised general access routes.

¹⁵ The Metro Turn Up and Go initiative has delivered a nine per cent increase in patronage on the Main Road (Hobart – Glenorchy) route.

¹⁶ Metro Tasmania, 2016.

Any network improvements through either creating more efficient routes or conversion of student-only services to general access can result in potentially more resources being made available to provide a greater service frequency, or services over a broader span of hours.

Analysis of transport needs as part of the development for a new public transport network may reveal opportunities for improving transport access by altering routes in a logical manner to service existing and emerging needs and/or altering timetables to better match the requirements of the travelling public, local employers and training providers.

Developing a better understanding of people's travel needs, for example those with limited mobility, the aged or young people may also reveal a need for specific training to ensure that transport operators and providers of transport infrastructure are aware of specific user perspectives and requirements.

There may be scope for businesses, education institutions and other stakeholders to enter into partnerships with transport providers to develop services and products that best meet the needs of current and potential public transport users.

The *Disability Standards for Accessible Public Transport 2002* require that all new vehicles for general access bus services are accessible. State Growth, through its current contract payment system, has taken positive steps to support the progressive updating of Tasmania's bus fleet, including providing funding for the purchase of new, compliant buses and requiring that general access bus operators develop action plans in relation to accessibility.

Initiatives:

	Underway	Responsibility
3.1	Develop and implement state-wide public transport service standards to inform general access public transport planning and procurement.	Department of State Growth By when: 2019
3.2	Progressively improve the accessibility of public transport: <ul style="list-style-type: none"> Through providing a funding model to incentivise the purchase of compliant vehicles. Requiring all general access bus operators to provide an Action Plan to the 'Australian Human Rights Commission'. 	Department of State Growth (for contracted bus services), bus operators By when: ongoing
3.3	Finalise the <i>Greater Launceston Metropolitan Passenger Transport Plan</i> .	Department of State Growth By when: 2016
3.4	Improve transport needs on the north west and west coasts by: <ul style="list-style-type: none"> Improving bus services between Latrobe and Burnie to minimise travel times and improve connectivity, particularly between the North West Regional Hospital and the Mersey Community Hospital to support the implementation of health reform, as well as to the Burnie campus of the University of Tasmania. Trialling improved bus services between the west coast and Burnie. 	Department of State Growth, Department of Health and Human Services, bus operators By when: services to commence in 2016
3.5	As part of the 2018 bus procurement project develop a public transport network which is integrated, direct and easy to understand.	Department of State Growth By when: 2019
	Future opportunities	
3.6	Implement the Main Road Transit Corridor bus priority and bus stop optimisation measures to improve travel time reliability.	Department of State Growth, City of Hobart, Glenorchy City Council
3.7	Review existing data, identify gaps and determine requirements for new data collection to improve public transport services.	Department of State Growth

4. **Better integration: ensuring public transport is easier to use through better coordination and integration of services.**

Public consultation conducted by TasCOSS in 2013 identified the lack of coordination between services, and the absence of common bus stops and interchanges as key transport issues for transport disadvantaged Tasmanians.

The 2018 bus procurement project provides an opportunity to ensure services are better integrated, by providing a mechanism to ensure services and timetables are better coordinated.

Implementing a system of transfers, particularly on urban fringe and student-only services, may improve network function by bringing passengers into high frequency corridors or interchanges rather than endeavouring to deliver passengers to their final destination.

The use of transfers to deliver general access (urban and urban fringe) and student-only services has the potential to reduce route duplication and make the delivery of services more efficient, thus freeing up bus resources for more frequent services, or services over a wider span of hours.

In order to make transfers acceptable to passengers, particularly in Tasmania where transfers have not traditionally been part of network design:

- waiting time between services must be acceptable
- timetables must be harmonised
- transfers must deliver an overall benefit to passengers in terms of overall journey time, service frequency and/or span of hours
- ticketing arrangements must be convenient for passengers
- stops need to be co-located, safe, accessible and have a reasonable standard of passenger amenity.

Providing information and reassurance to passengers about the arrival time of connecting bus services is important. Timetable information at stops should be a minimum requirement, but ultimately initiatives such as providing 'real time' information represents a better benefit to customers.

The absence of common/integrated ticketing was also identified as an issue in TasCOSS' consultations. While common/integrated ticketing (together with harmonisation of fares and concessions) would provide greater convenience and potential cost savings for passengers, there are quite significant challenges for transport providers and the state government in achieving this.

Lack of access to reliable information about services, timetables, fares and location of bus stops were also identified as an issue through TasCOSS' consultations. Where multiple providers are involved in the delivery of transport services, it is highly desirable that comprehensive information about all services is available in one location.

Developing a 'one stop' passenger information resource on the internet would be one method of improving the provision of passenger transport information. The development of a 'journey-planner' would also enable passengers to use technology to identify and link together all the elements of their journey. This is particularly important to people who need to make complex journeys using a number of different services.

Initiatives:

	Underway	Responsibility
4.1	Finalise the planning and design of the Hobart and Launceston CBD bus interchanges.	Department of State Growth, City of Hobart, City of Launceston, bus operators By when: 2017
4.2	Pilot a web-based 'one stop' resource for the north west coast that provides information about public transport routes, timetables and fares.	Department of State Growth, bus operators, Cradle Coast Authority By when: 2016
4.3	As part of the 2018 bus procurement project, ensure timetables are better coordinated to improve overall journey times for passengers.	Department of State Growth, bus operators By when: 2019
Future opportunities		
4.4	Upgrade bus interchanges and bus stops to facilitate transfers, including: <ul style="list-style-type: none"> • Implementing the Hobart CBD and Launceston CBD bus interchanges. • Identifying the location and upgrade requirements for major transfer points on the network. 	Department of State Growth, bus operators, councils
4.5	Introduce common ticketing across bus companies, including consistency of fares and concessions.	Department of State Growth, bus operators
4.6	Improve the provision of consistent and reliable service information to passengers by developing a state-wide web based 'one stop' passenger information resource including a smart phone journey planner application.	Department of State Growth, bus operators

5. Closing transport gaps: developing innovative approaches to enable those members of the community who are transport disadvantaged to overcome transport barriers.

Community transport, taxis and community buses/cars already help to fill transport gaps for the wider public and those with particular needs. Through collaboration between community, industry and government stakeholders, there may be opportunities to use existing resources (including school buses in the off-peak), taxis (including WATs), council and community buses and cars and car-pooling arrangements in innovative and flexible ways to fill other gaps in the transport market.

The introduction of legislation to make it legal for ride-sourcing businesses to operate in Tasmania will also provide an opportunity for ride-sourcing to be used as an alternative transport option to help fill the transport gaps.

Transport gaps may be spatial in the case of 'first mile/last mile' (getting to the bus stop/getting to the end destination) issues, or temporal where there is a need to provide early or late services to fulfil identified needs. Adjunct services could be 'scheduled' or 'demand-responsive', but the aim would be to augment and support regular bus services by connecting passengers to those services, rather than operating in competition with these services.

Car-pooling, car-sharing (subscription-based) and bike-share schemes may also help to fill transport gaps in limited contexts.

There are barriers that would need to be overcome to using resources such as taxis, community cars/buses and school buses to fill gaps in regular passenger transport services. For example:

- the school bus fleet (and school bus stops) are not currently required to be DDA (*Disability Discrimination Act 1992*) compliant which has significant implications for use of those buses and stops for general access services
- many community transport services are funded by the Tasmanian or Australian Government to deliver services to specific client groups, and have limited scope for operating outside this remit
- existing legislation may limit the ways that taxis can be used as adjuncts to regular passenger services.

Scope may exist however, to work through these issues to provide better and more accessible transport services for all Tasmanians. For example:

- The *Integrated Bus Transport for the North West Coast* project explored the feasibility of using alternative transport resources as adjuncts to fill gaps in general passenger transport services. There may be value in delivering similar pilot projects in other areas to provide a wider range of operators and stakeholders with experience of the concepts, and to more fully develop an understanding of the opportunities and limitations that might apply in different environments.
- *Drive 2 Work* (a project funded through the *Wheels for Work and Training Grant Program*) aims to reduce transport-related barriers to employment in rural industries by facilitating car-pooling for work related travel. The project also supports people to gain their driver licence.

- The 2008 *Rural Rides Project*¹⁷ (a project funded through a Climate Connect Grant) explored the potential for, and barriers to, car-pooling in two rural Tasmanian communities.
- *Youth Futures* (also funded through the *Wheels for Work and Training Grant Program*) focuses on providing specialised transport services to support job seekers to obtain employment in vineyards, orchards and forestry in rural areas where public transport is not available.

Evaluation of the outcomes of these projects may help to inform the development of innovative solutions to transport 'gaps' and issues.

Initiatives:

	Underway	Responsibility
5.1	<p>Evaluate the outcomes of the initiatives funded through the <i>Wheels for Work and Training Grants Program</i>, in respect of:</p> <ul style="list-style-type: none"> • Overcoming transport barriers to enable Tasmanians to participate in employment, education and training opportunities. 	<p>Department of Premier and Cabinet (Communities, Sport and Recreation Division)</p> <p>By when: 2016</p>
	Future opportunities	
5.3	<p>Trial the use of taxis (including accessible taxis), ride-sourcing, school buses and community transport in urban, urban fringe and rural areas to:</p> <ul style="list-style-type: none"> • Replace existing bus routes which are poorly patronised, circuitous and inefficient. • Address 'first mile/last mile' issues. • Increase span of hours. 	Department of State Growth
5.4	Investigate car-pooling, car-sharing and bike share schemes to help address transport 'gaps'.	Department of State Growth, community advocacy groups

¹⁷*Increasing Car Pooling to Cut Carbon Emissions, Report to the Tasmanian Climate Change Office, Waddell and Marshall 2008, www.climatechange.tas.gov.au/__data/assets/pdf_file/0004/130963/RURAL_RIDES_FINAL2_2.pdf.*

6. Innovative pricing: developing innovative pricing mechanisms to support the greater use of public transport in order to make it more viable.

If public and private bus operators are to grow their businesses and continue to provide transport access for all Tasmanians, public transport mode share needs to rise from its current level of four percent for all trips¹⁸ and three percent for all journeys to work - and transport a greater number of full fare passengers.

Tasmania's heavy reliance on cars for transport results in low numbers of full fare paying passengers on public transport. For example, Metro's state-wide first boardings show that:

- full fare paying adults constitute 21 percent of patronage
- student travel (which is heavily subsidised for travel to schools both within the local school area and to schools outside those areas) accounts for 46 percent of total passenger numbers in peak periods - when the cost of providing services is high
- adult concession passengers, who make up the majority of bus users in the off-peak, constitute 34 percent of the market¹⁹.

If the overall viability of public transport is threatened by lack of patronage and fare revenue, the most affected will be those who do not have access to a car. There is a need to better understand the needs of both existing and potential passengers in order to develop services and fare products that encourage mode shift from private cars to public transport.

Together with convenient ticketing arrangements, fare products that incentivise travel by full fare paying adults are mechanisms with potential for increasing bus ridership and fare revenue, whilst lowering costs associated with peak bus services²⁰. For example, there may be opportunities to develop fare products that encourage full fare paying (commuter) adults to use buses before/after the early morning peak and in the inter-peak.

Examining the potential for removing some student-only services, and either removing or reducing the subsidy for student travel beyond local schools, might be considered as mechanisms for lowering costs associated with moving students during peak periods (when service provision is expensive), and enabling more effective use of public transport resources.

Parking pricing provides another mechanism for incentivising effective public transport usage both in general and for particular groups (for example, commuters). Low cost or free parking in and around Tasmania's urban centres has been identified as a factor that contributes to on-going dependency on private cars for transport²¹.

¹⁸ *Greater Hobart Household Travel Survey*, Department of Infrastructure, Energy and Resources, December 2010.

¹⁹ Metro Tasmania first boarding data 2013.

²⁰ *Riverline – Hobart Light Rail Strategic Assessment* PriceWaterhouse Cooper for the Department of Infrastructure, Energy and Resources March 2014 p86.

www.stategrowth.tas.gov.au/__data/assets/pdf_file/0005/88619/Hobart_Light_Rail_2014_-_Strategic_Assessment.pdf.

²¹ *Ibid* p49.

The *Hobart Passenger Transport Case Study* modelled an increase in the price of car parking in central Hobart, and found that it would result in a decrease in car vehicle kilometres travelled (VKT) by two percent and an increase in public transport share by around two percent with more significant change experienced in the peak periods. The *Tasmanian Urban Passenger Transport Framework* identified parking policy as one of the most effective support measures for promoting the greater use of public transport.

Policies that could be adopted include imposing maximum parking requirements for developments, Tasmanian Government imposed car parking levies, and/or creating car parking accords across local government areas to manage council operated, private and on-street parking in a way that results in better land use and higher public transport patronage²².

Without access to attractive, accessible public transport services, car parking pricing will not in itself be effective in incentivising bus travel²³.

Initiatives:

	Future opportunities	Responsibility
6.1	Undertake research to better understand the public transport market and develop 'fare products' that incentivise public transport use.	Department of State Growth, bus operators
6.2	In conjunction with local government explore the opportunity to manage the demand, supply and pricing of car parking through measures such as: <ul style="list-style-type: none"> Examining the way that car parking requirements are set for developments. Shared parking provisions. Developing an accord between councils to manage parking across municipalities. 	Department of State Growth, Tasmanian Planning Commission, Department of Justice, councils

²² Ibid p78 & 83.

²³ Ibid p79.

7. Improved infrastructure: providing more opportunities for people to walk, cycle and use public transport by making sure infrastructure is safe, accessible and attractive to use.

Walking and cycling are low cost, healthy transport options for short trips, and supporting people to walk and cycle to fulfil part or all of their everyday travel needs provides health benefits for individuals and a range of social and economic benefits to the wider community - including reducing traffic congestion, lower greenhouse gas emissions, increasing public safety and improving social connectivity²⁴.

National data analysed and mapped by the Heart Foundation found that Tasmania has the highest rate of cardiovascular disease in Australia with one in four people affected²⁵. Tasmanians are among the most overweight and physically inactive people in Australia:

- Seven out of 10 people aged 18 years and older are classified as being inactive or having low physical activity levels.
- Seven out of 10 children aged between five and 11 years do not do enough physical activity.
- The statistics are even more alarming for Tasmanians aged between 12 and 17 years, with nine out of 10 not doing enough physical activity to deliver health benefits²⁶.

Additionally, 64 percent of Tasmanians are overweight or obese²⁷.

Participating in 30 minutes of moderately intense physical exercise daily can lower the risk of cardiovascular disease, diabetes and osteoporosis, and improve overall health and wellbeing. Supporting walking and cycling for transport can play an important part in increasing physical activity across the community.

There is evidence that people will cycle around six kilometres to work and other destinations, and three kilometres to access high quality public transport, providing there are suitable bike storage facilities at the transfer point²⁸. Safe, well-connected, direct cycling routes are important in supporting people to cycle or 'bike-bus' for transport.

²⁴ National Heart Foundation 2014 *Blueprint for an active Australia 2nd edition* Melbourne: National Heart Foundation of Australia 2014.

²⁵ Heart Foundation Top Twenty Regional of CVD Prevalence, www.heartfoundation.org.au/SiteCollectionDocuments/140814%20CVD%20Prevalence%20Maps%20National%20MR%20-%20FINAL.pdf August 2014 (from ABS Australia Health Survey Data 2011/12).

²⁶ ABS 2013. *Australian Health Survey, 2013*, Cat. No 43640DO014_20112012 Table 114.1 Australian Health Survey: Physical Activity 2011-12 – Australia.

²⁷ Ibid.

²⁸ Ensor M and Slason J PE *Forecasting the Benefits of Integrating Cycling and Public Transport* IPENZ Transportation Group Conference: Auckland: March 2011.

It is accepted that most people will walk around three kilometres to work and other destinations, and 400-800 metres to access quality bus services²⁹. However in order for people to walk as part of their journeys, they need well-connected, navigable, direct and safe walking routes.

There is also evidence that higher density, more compact environments encourage people to walk more because the places they need to go are located closer together³⁰.

The National Heart Foundation's *Healthy by Design* (Tasmania) guidelines³¹ provide guidance to local practitioners around best practice support for active travel.

Accessible walking routes, including access to bus stops is particularly important for people living with a mobility related disability to be able to make use of public transport for all or part of their every-day journeys. The *Disability Standards for Accessible Public Transport 2002* seeks to improve transport access for people with a disability, including supporting the development and maintenance of accessible routes to bus stops, and the provision of accessible bus stop infrastructure.

The Tasmanian Government's *Walking and Cycling for Active Transport Strategy 2010* provides a framework for supporting active travel, and consideration could be given to the development of planning instruments that support the creation of built environments that are conducive to active travel.

In addition to the above initiatives, the Department of Premier and Cabinet and the Council on the Ageing Tasmania (COTA Tas) are working to develop a range of resources that can benefit older people and support their active participation in the community.

29 Burke M and Brown A 2007 'Distances people walk for transit' *Road and Transport Research*, 16(3) pp17-29.

30 *Does Density Matter* – Discussion Paper, Heart Foundation, 2014

www.heartfoundation.org.au/SiteCollectionDocuments/Heart_Foundation_%20Does_density_matter_FINAL2014.pdf.

31 www.heartfoundation.org.au/SiteCollectionDocuments/Healthy-by-Design-Tasmania.pdf.

Initiatives:

	Underway	Responsibility
7.1	Implement the <i>Positive Provision Policy</i> to support development of cycling infrastructure on key cycling routes.	Department of State Growth By when: ongoing
7.2	Develop a system to prioritise cycling projects and a funding framework to upgrade and develop suitable cycling infrastructure.	Department of State Growth By when: 2016
7.3	Implement the Safer Roads Vulnerable Road User Program to implement infrastructure treatments to improve the safety of pedestrians, cyclists and motorcyclists.	Department of State Growth By when: funded until 2016-2017 (financial year)
7.4	Implement the rural school bus stop grant program to improve safety at bus stops.	Department of State Growth By when: 2017
7.5	COTA Tas to develop a range of resources that can benefit older people and support their active participation in the community.	Department of Premier and Cabinet By when: 2017
	Future opportunities	
7.6	Continue to improve the safety, amenity and accessibility of bus stops.	Department of State Growth, bus operators, councils
7.7	Continue to implement the <i>Walking and Cycling for Active Transport Strategy 2010</i> focusing on: <ul style="list-style-type: none"> Working with stakeholders to implement the principal urban cycling network. Implementing the <i>State Growth Cycleway Directional Resource Manual</i>. Working with councils to improve walking and cycling connections to major destinations. 	Department of State Growth, councils, cycling advocates



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5.4 FLOODING - DON RIVER - JOANNA & JOHN GAIR

File: 8786 D434095

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.4.3 Manage customer requests and complaints with a view to continual improvement of service delivery

SUMMARY

Council is in receipt of correspondence from Mr John and Mrs Joanna Gair regarding their experience relating to the flooding of their property at Don in June 2016. The Gair's have requested that their letter be listed for discussion by Council at its meeting.

BACKGROUND

The Gair's own a 143 year old residence at 15 Waverley Road, Don (the former Nicholls' General Store).

The property is low lying and is in close proximity to the Don River. In high rain fall events there is an ongoing likelihood that the property will be inundated by a rise in the river level.

The property has been subjected to flooding on several occasions over the years and it is likely that it will continue to be in the future.

STATUTORY REQUIREMENTS

There are no specific statutory requirements that relate to the content of this report.

DISCUSSION

The correspondence from the Gair's raises a number of issues. These issues were responded to by formal letter on 29 June 2016.

Sandbags: *Please determine how the issue of providing sandbags is to be administered, and then socialise this with the relevant parties. It's heartbreaking to realise that something so simple could be mismanaged...twice!*

Response: Council does not provide sandbags to private residents. The fact that Council was involved in 2011 was under the direction of the SES. I understand there was also some confusion on this matter in a number of other municipal areas and some discussions have begun between Councils and the SES at a regional level to determine how best to avoid future issues.

Given the history of flooding at your property it would be worth you considering purchasing some sandbags in preparation of any future event.

Emergency Help Line: *Please provide a reliable service for your DCC emergency help-line, even a recorded message with the SES phone Number would be better than nothing.*

Response: Whilst call out staff were extremely busy during Sunday night and the early hours of Monday morning it is unusual if the phone was not answered. Typically the after-hours service would revert to message bank and an employee would reply as soon as possible.

Road Closures: *Despite making a request to close Waverley Rd early on Monday morning (DCC and SES) Waverley Road remained open with only a "Hazard" sign in place. The road was not closed until the flood waters had reached very dangerous*

levels. Whilst evacuating our home, we had to contend with hoons who were deliberately entering the flood waters, trying to get us wet, laughing and taking photos of us. Every car that drove through the flood waters (and there were many) pushed a wave of flood water into our home.

Response: It is unfortunate that you had to endure the dangerous behaviour of hoons driving through flood waters and pushing water into your home, however correct road closure procedures were followed at the time.

Some instances of cars disobeying road closure signage have been captured on camera and referred to Tasmanian Police for follow up.

Evacuation Centre: *We went to the Evacuation Centre in East Devonport, only to find that you had located your evacuation centre on a road which was closed in both directions...ironically due to flooding! (...we still can't believe you would do this) I'm sure many evacuees would have sought alternative options once they saw the road closure signs.*

Response: The Evacuation Centre was still accessible via Stephen Street and signage indicated that a detour was available.

Preventions: *Since the flood in 2011, we are not aware of any works done to provide flood support infrastructure, (i.e. creating better drainage, a levy or improving the river bank infrastructure). The bare dirt drainage channels at the front of our property have been shallow and overgrown for many years, we could really do with some proper drainage infrastructure now.*

Response: There are no drainage upgrades planned for the Waverley Road area, however Council's Engineers have confirmed that no feasible drainage solutions are possible that would prevent flooding as experienced during this recent event.

Communication: *We believe that a key contributing factor to the seriousness of the 2011 flood was the Railton Dam waters were released, coinciding with high tide. Unfortunately our home was one of the points of convergence and suffered terribly as a consequence. With this in mind is it possible that future flood emergency strategies take these "down stream" issues into account?*

Response: Information has been sought from Kentish Council relating to the release of waters from the Railton Dam. They are unsure as to the dam that you reference, but have confirmed that any water from Railton flows in to the Mersey River and not the Don River.

Basic Support: *Post flood clean-up is an arduous and expensive task. It would be considerate of the Council to offer additional waste collections and subsidised tipping fees to get rid of flood damaged materials. In the immediate time after a flood, these small gestures would do much to make flood victims feel supported and less alone.*

Response: With regards to post flood clean-up Council does offer additional support when requested. If you are able to provide your specific disposal requirements these can be considered.

The extent of the impact of the flooding which occurred in early June 2016 was not predicted. Council tried to respond to issues as they arose in the best way that it could considering how quickly the water rose and the limited resources available to it.

There will always be people affected who believe that Council should have done more or made arrangements that met their individual specific needs. Unfortunately in emergency

Report to Council meeting on 22 August 2016

events Council resources are directed by priority and not all requests can be met or attended to as timely as some would like.

In relation to the provision of sandbags the confusion created is being addressed at a regional level to ensure that a consistent message is provided. Property owners of houses located in potential flood areas also have a responsibility to make their own arrangements to protect their property.

At the time the emergency evacuation centre was opened access to the facility from all directions was possible. Currently the Mersey Leven Emergency Management Committee are looking for other alternative venues that may be suitable for use as an emergency evacuation centre.

COMMUNITY ENGAGEMENT

The flood which occurred in early June 2016 took most people by surprise, particularly how quickly it turned from a heavy rain event to a full scale flood. Council did all that it could with the limited resources available, however unfortunately there will inevitably be some situations where expectations are not met to the satisfaction of individuals.

FINANCIAL IMPLICATIONS

Council incurred significant additional costs as a result of the flooding in June. Thankfully Devonport was not as significantly impacted as other neighbouring council areas.

RISK IMPLICATIONS

Risk management is an area that Council does take seriously. Unfortunately there is limited risk mitigation options available that would protect the property at 15 Waverley Road in future flood events.

Council works closely with the Mersey Leven Emergency Management Committee and the SES to review and improve its responses to specific events. The information provided by Mr and Mrs Gair will aid that review process.

CONCLUSION

Council proactively responded to the flooding event in June 2016 with the resources it had available to it at the time and considering the suddenness of the event.

The comments by Mr and Mrs Gair have been referred to the appropriate review processes underway through various internal and external groups.

ATTACHMENTS

- 1. John & Joanna Gair
- 2. Response to letter

RECOMMENDATION

That the report relating the impact of flooding on the property at 15 Waverley Road, Don be received and it be noted that the comments by Mr and Mrs Gair have been referred to the review processes underway.

Author:	Paul West	Endorsed By:	Paul West
Position:	General Manager	Position:	General Manager

General Manager, Mayor and Aldermen
Devonport City Council
Devonport, TASMANIA

Friday, 17 June 2016

Dear General Manager and Councillors

My husband and I would like to provide some feedback after our recent experiences with the floods at Don, in the hope that you might discuss the issues at your next meeting.

We own a 143 year old heritage-listed property known as Don Bank, it's the former Nicholls' General Store, built in 1873. As one of the earliest surviving homes in the region, our home, is heritage listed and is supposedly a valuable cultural asset for Devonport; but during these two recent floods we felt that neither DCC nor Heritage Tasmania gave much thought to these cultural values either pre or post flood events. This is the second serious flood our home has endured in the past 5.5 years, we are not sure how many more it will be able to withstand, at least not without your help.

The January 2011 floods were the hardest to deal with, as the water levels were higher (1.4m) than those we experienced last week. Aside from the costs and hygiene issues around cleaning up after a ruptured septic tank, mould growth and contents damage, we sustained some expensive subsidence issues. (Our insurance claim was over \$22k).

A key factor for us was that neither the SES nor the DCC would provide us with sandbags. With each entity referring us to the other in this matter. Eventually after many phone calls; the Devonport Fire Chief called DCC and demanded the provision of sandbags, who brought them only a few moments before our home was inundated.

This time around, we could see that a flood was likely to occur on the Sunday night, and managed to pack our belongings into our car, prepare the kids and remove any valuables from the low areas. At first light I called the DCC emergency help-line, **no-one answered**, I tried again and the phone cut-out! Afterwards I left a message on the main DCC answering service to urgently request sandbags. When we had our message returned we were once again told that sandbags could only be provided by the SES, and once again we had the SES telling us that this was DCC's responsibility...we tried many more phone calls, and eventually the SES delivered them 6 hours after the peak of the flood. It is difficult to accept that the lessons from the previous flood had been ignored, and that we had to go through this all again.

We self-evacuated just as the water started lapping at the front door, leaving our home completely exposed to the flood waters. Once again our septic tank ruptured distributing human waste throughout the property, once again the old timber walls of our home soaked-up the contaminated water like a sponge; we are at a loss to think that much of this could have been prevented with some common sense and basic communication.

Here's a list of the key issues and priorities as we see them.

Sandbags: Please determine how the issue of providing sandbags is to be administered, and then socialise this with the relevant parties. It's heartbreaking to realise that something so simple could be mismanaged...twice!

Emergency Help Line: Please provide a reliable service for your DCC emergency help-line, even a recorded message with the SES phone number would be better than nothing.

Road Closures: Despite making a request to close Waverley Rd early on Monday morning (DCC and SES) Waverly Road remained open with only a "Hazard" sign in place. The road was not closed until the flood waters had reached very dangerous levels. Whilst evacuating our home, we had to contend with hoons who were deliberately entering the flood waters, trying to get us wet, laughing and taking photos of us. Every car that drove through the flood waters (and there were many) pushed a wave of flood water into our home.

Evacuation Centre: We went to the Evacuation Centre in East Devonport, only to find that you had located your evacuation centre on a road which was closed in both directions...ironically due to flooding! (...we still can't believe you would do this) I'm sure many evacuees would have sought alternative options once they saw the road closure signs.

Preventions: Since the flood in 2011, we are not aware of any works done to provide flood support infrastructure, (i.e. creating better drainage, a levy or improving the river bank infrastructure) The bare dirt drainage channels at the front of our property have been shallow and overgrown for many years, we could really do with some proper drainage infrastructure here.

Communication: We believe that a key contributing factor to the seriousness of the 2011 flood was that the Railton Dam waters were released, coinciding with high tide. Unfortunately our home was one of the points of convergence and suffered terribly as a consequence. With this in mind is it possible that future flood emergency strategies take these "down-stream" issues into account?

Basic Support: Post flood clean-up is an arduous and expensive task. It would be considerate of the council to offer additional waste collections and subsidised tipping fees for to get rid of flood damaged materials. In the immediate time after a flood, these small gestures would do much to make flood victims feel supported and less alone.

To conclude; Last Monday, one of your staffers mentioned that he was familiar with our house, because it features in DCC's flood prevention strategy document. We found this piece of information very upsetting, as it demonstrates that council knows that our property is vulnerable, and yet this has not translated into meaningful support during either of these recent flood events.

We hope that this letter may help to rally your support and make our own and Devonport's future flood prevention that much stronger.

We are very willing to work with you to assist in any way we can to support a better flood prevention strategy for the region. With this in mind please do not hesitate to contact us for further information or clarification.

Sincerely

Joanna and John Gair



Monday 6th June 2016

The front yard at Don Bank, 5 minutes later the water was lapping at the front door.


DEVONPORT CITY COUNCIL
ABN: 47 611 446 016
PO Box 604 Devonport TAS 7310 – 17 Fenton Way Devonport
Telephone 03 6424 0511
Email council@devonport.tas.gov.au Web www.devonport.tas.gov.au

29 June 2016

In reply please quote:

File 8786

Joanna & John Gair
15 Waverley Rd
DON TAS 7310

Dear Joanna & John,

RECENT FLOODING AT DON

I refer to your correspondence dated 17 June 2016 where you have expressed some concerns and noted a number of issues from the flood event in early June.

Council appreciate the feedback you have provided and have outlined below a response to the specific matters that you raise. It should be noted that Council's responsibility in events such as this, is primarily as a support to the State Emergency Service (SES). The SES is the lead agency in the management of floods and the interaction with the public regarding any associated emergency situation. Whilst Council aim to assist wherever possible and work closely with all emergency services, our primary responsibility is to maintain and protect public infrastructure assets.

Sandbags: Council does not provide sandbags to private residents. The fact that Council was involved in 2011 was under the direction of the SES. I understand there was also some confusion on this matter in a number of other municipal areas and some discussions have begun between Councils and the SES at a regional level to determine how best to avoid future issues.

Given the history of flooding at your property it would be worth you considering purchasing some sandbags in preparation of any future event.

Emergency Help Line: Whilst call out staff were extremely busy during Sunday night and the early hours of Monday morning it is unusual if the phone was not answered. Typically the after-hours service would revert to message bank and an employee would reply as soon as possible.

Road Closures: It is unfortunate that you had to endure the dangerous behaviour of hoons driving through flood waters and pushing water into your home, however correct road closure procedures were followed at the time.



The City with Spirit

Some instances of cars disobeying road closure signage have been captured on camera and referred to Tasmanian Police for follow up.

Evacuation Centre: The Evacuation Centre was still accessible via Stephen St and signage indicated that a detour was available.

Prevention: There are no drainage upgrades planned for the Waverley Road area, however Council's Engineers have confirmed that no feasible drainage solutions are possible that would prevent flooding as experienced during this recent event.

Communication: Information has been sought from Kentish Council relating to the release of waters from the Railton Dam. They are unsure as to the dam that you reference, but have confirmed that any water from Railton flows in to the Mersey River and not the Don River.

Basic Support: With regards to post flood clean-up Council does offer additional support when requested. If you are able to provide your specific disposal requirements these can be considered.

I trust this letter provides clarity regarding the matters you raise, however should you wish to discuss any of these issues further please contact Council's Risk Management Co-ordinator Karen Stone on 64240570.

Yours sincerely



Paul West
GENERAL MANAGER

Enquiry Officer: Karen Stone – Risk Management Coordinator
Direct Line: 64 240570

6.0 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

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

Date	Description	Purpose
01/08/2016	Implementing Model Code of Conduct for Aldermen	Training provided by the Integrity Commission on the implementation of Model Code of Conduct and ethical decision making.
	Related Parties Transaction	Provision of update on AASB 124 Related Parties Disclosures and its introduction to local government financial reporting.
	Bass Strait Maritime Centre Café & Visitor Services Update	Provision of overview of outcome of review and presentation of options.
	Planning Authority Committee Meeting Times	Outlined proposal to change meeting times.

RECOMMENDATION

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

Author: Position:	Robyn Woolsey Administration Officer	Endorsed By: Position:	Paul West General Manager
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6.2 MAYOR'S MONTHLY REPORT

File: 22947 D432154

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report details meetings and functions attended by the Mayor, Ald Annette Rockliff during Mayor Martin's leave of absence.

BACKGROUND

This report is provided by the Mayor to provide a list of meetings and functions attended by him for the month of July 2016.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

In his capacity as Mayor, Alderman Steve Martin attended the following meetings and functions during the month of July 2016:

- Deputy Mayor Annette Rockliff
- 7AD Radio interviews
- Australian Masters Games (internal)
- Alderman Tammy Milne
- Council's Community Drop In Session – Christmas Parade
- Learning Communities Special Interest Group
- Cradle Coast Authority – Regional Governance Review - Burnie
- LINC, Child & Family Health Centre East Devonport, Council Officers – Mem Fox debrief
- Brixibition
- Devonport Soccer Club – home game
- Tasmanian & Devonport Open Squash Tournaments
- Tiagarra Board, GM Paul West & Council Governance Coordinator Karen Hampton
- Karingal Independent Living residents & GM Paul West
- Mrs Edna Baulch's 100th birthday celebration
- East Devonport Special Interest Group
- Braddon MHR Elect Justine Keay, Senator Anne Urquhart & Waratah Wynyard Mayor Robbie Walsh – Cradle Coast Authority, Burnie; interviewed WIN TV
- Michael Moschogainis NMFC Next Generation Academy Trials – Turners Beach
- Maritime & Heritage Special Interest Group
- Devonport Regional Gallery Special Interest Group
- Living + Learning Social Media meeting
- Southern Cross Television interview Learning Communities
- Jazz "flash mob" – Latrobe, Fourways, the Mall & Ulverstone; interviewed Southern Cross TV
- Devonport Basketball Council Annual Dinner
- Planning Authority Committee Meeting
- Governance & Finance Committee Meeting

Report to Council meeting on 22 August 2016

- Building Families Special Interest Group
- Local Government Association of Tasmania Annual Conference, AGM and General Meeting - Hobart
 - Mayor's Meeting - Hobart
- Rob Auld, CEO AFL Tasmania - Hobart
- Mark Alridge, Simon Black Australian Rules Academy - Launceston
- Devonport Christian School – National Tree Day planting
- Resident meetings
- Jazz Window prize presentation
- Developer John Briggs
- East Devonport Road Safety Park media event
- Ald Leon Perry
- Community Development Strategic Committee
- Crime Stoppers “Dob in a Dealer” Devonport launch
- Child & Family Health Centre, East Devonport meeting
- Qantaslink Cradle Coast Regional Tourist Forum Welcome Launch - Ulverstone
- Community Safety Special Interest Group
- Child & Family Health Centre, East Devonport
- East Devonport - Bike Park listening post, East Devonport
- Maternity Hospital meeting – Brett Smith, Justine Keay, Jeremy Rockliff, Paul West
- Devonport Jazz – Officially welcomed Emma Paske DECC
- Malangenna Child Care Centre – Opening of Vegetable Garden
- National Trust Matthew Smithies & CEO Tom Perrigo & Ald Lynn Laycock
- Devonport Jazz in the Mall
- Devonport Jazz – Frances Madden

ATTACHMENTS

Nil

RECOMMENDATION

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

6.3 GENERAL MANAGER'S REPORT - AUGUST 2016

File: 29092 D408095

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 5.8.2 Ensure access to Council information that meets user demands, is easy to understand, whilst complying with legislative requirements

SUMMARY

This report provides a summary of the activities undertaken by the General Manager, 20 July to 17 August 2016. It also provides information on matters that may be of interest to Aldermen and the community.

BACKGROUND

The report is provided on a regular monthly basis and addresses a number of management and strategic issues currently being undertaken by Council. The report also provides regular updates in relation to National, Regional and State based local government matters as well as State and Federal Government programs.

STATUTORY REQUIREMENTS

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

DISCUSSION

1. COUNCIL MANAGEMENT

- 1.1. Attended and participated in a number of internal staff and management meetings.
- 1.2. Attended Workshops, Section 23 Committee and Council Meetings as required.
- 1.3. As part of Council's internal safety inspection program participated in a 'safety inspection' of the Council Works Depot at Lawrence Drive.
- 1.4. Attended a meeting of the Devonport and Central Coast Council's Shared Audit Panel.

2. LIVING CITY

- 2.1. Participated in a number of internal meetings relating to LIVING CITY, including Project Team meetings with Council's appointed Development Manager's P+i Group.
- 2.2. The site for Stage 1 of LIVING CITY has now been cleared of all previous structures. Bulk excavations have commenced on site and will take approximately 8 weeks to complete. During this time around 20,000 tonnes of rock/gravel material will be excavated on the site.



- 2.3. On 29 July Council refinanced its TasCorp debt of \$20,388,972.24 with the ANZ Bank. The refinancing resulted in 8 facilities merging into one and a decrease in average interest rate payable from 5.09% to 2.36%.

In order to complete the refinancing Council paid a market value adjustment of \$1,709,273.02 to TasCorp and accrued interest of \$175,280.87. The market value adjustment payment is an unbudgeted amount in the 2016/17 budget (it was initially proposed that the refinancing would occur prior to 30 June however this did not eventuate) and will impact on the operating result at year end. As noted in the report to Council on 27 June 2016, the interest rate applicable to the refinancing was expected to be between 3.0% and 3.2% and the full market value adjustment payment was expected to be recouped in around 5 years. Based on the actual interest rate achieved on refinancing, the payment is expected to be recouped in under 4 years.

At present the total loan is at the variable rate of 2.36%. Council is currently in the process of negotiating fixed terms for the debt as per the Council resolution on 27 June 2016 (Min 111/16 refers):

"determine and modify, as required, the mix of variable and fixed components of the total borrowings, based on anticipated business needs, noting that at least three quarters of the Refinance Loan will be at fixed interest rates for periods of up to 10 years."

The decision to execute the refinancing prior to the Reserve Bank of Australia (RBA) meeting on 2 August 2016 has saved Council a potential additional \$200,000 in fees payable to TasCorp associated with the market value adjustment.

3. COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

- 3.1. Met with a ratepayer to discuss her concerns about the levying of rates on properties in Devonport. In particular her concern was around the fact that the rates are levied on the basis of the valuation of properties when the provision of services is similar irrespective of property value. It was explained the rating processes of Council and the link to valuations provided by the Valuer General. The change cap has impacted on this particular ratepayer's property since the revaluation in 2015.
- 3.2. Met with a resident regarding a planning issue related to a neighbouring property. As a result a process has been commenced to ensure that the business use of the property in a residential area is subject to correct planning approval.
- 3.3. Attended the launch of the 'Crime Stoppers – Dob in a Dealer' launch held at the Council Offices on 27 July 2016.
- 3.4. Attended a meeting organised by the Mayor for interested parties regarding the former Maternity Hospital in Steele Street. Those in attendance included the Deputy Premier, Hon Jeremy Rockliff, Justine Keay, Member for Braddon, and a representative from Senator Jacqui Lambie's office.
- 3.5. Met with property owners to discuss ongoing drainage issues associated with their property. Ald Goodwin was also in attendance at this meeting.

4. NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

- 4.1. With a number of Aldermen attended the Annual General Meeting and Conference of the Local Government Association of Tasmania. The theme of the conference was Metamorphosis – A time of change and transformation. The focus was around the ever changing environment and how local government is continually evolving.
- 4.2. Met with the CEO of the Cradle Coast Authority to informally discuss the Council's decision to withdraw from the Authority effective 30 June 2017.
- 4.3. Met with the General Manager of the 2017 Masters Games, Scott Wade. The purpose of the meeting was to be updated on proposed arrangements for the 2017 Masters Games including the allocation of various sports across the region as well as other associated activities. It is hoped that details of the sports and activities to occur in Devonport will be announced in the near future.

5. STATE AND FEDERAL GOVERNMENT PROGRAMS

- 5.1. Met with a representative of the Regional Development Authority to discuss future opportunities for grant funding.
- 5.2. Council has received formal notification of the allocation of funding under the 2016/17 Black Spot Programme. The Black Spot Programme is funded through the Australian Government. In total Council has received \$455,000 funding toward four projects with an estimated cost of \$510,000 as follows:
 - Ronald Street/Madden Street, Devonport - \$195,000 to install a roundabout
 - Formby Road/Best Street, Devonport - \$95,000 to modify traffic signals and install skid resistant surfacing (\$70,000 from the Programme and \$25,000 from Council)

Report to Council meeting on 22 August 2016

- Tarleton Street/Thomas Street, East Devonport - \$95,000 to install traffic island and kerb extension
- Tarleton Street/Wright Street, East Devonport - \$125,000 to provide right turn lane and separate right turn signal phase (\$95,000 from the Programme and \$30,000 from Council)

The four projects were included in Council's 2016/17 capital budget subject to receipt of the external funding.

- 5.3. Council has been successful in its application for a \$20,000 grant towards the upgrading of the bus stop at Melrose Road and \$9,000 towards the upgrading of the bus stop at Tugrah Road. The funding is provided by the Department of State Growth through the Rural Bus Stop Grant Program. The grant will fund the construction of a lay-by at each location so the school bus has an area to pull off the main road when unloading children and so improve road safety and pedestrian safety.
- 5.4. Met with the Director Portfolio & Supply with the Department of Health and Human Services to be updated on the Tasmanian Government's recent announcement regarding commitment to funding the State's Affordable Housing Strategy. It is proposed that there will be an Expression of Interest process opened later this year seeking respondents who can deliver new supply of affordable housing in regional areas. A number of projects currently underway or planned in the Devonport area were outlined including the subdivision of land at the TAFE property, the proposed conversion of the student residence at TAFE to youth accommodation and the development of social enterprises to support these initiatives. A purpose built four-unit complex will be developed in Devonport to support people with advanced Huntington's disease.
- 5.5. The State Grants Commission has advised that the 2016-17 financial assistance grants (FAGs) have been approved. The following summarises the allocated Devonport grants compared with budget and previous financial years:

	Base Grant	Road Grant	Total
2012/13	806,899	1,126,525	1,933,424
2013/14	829,489	1,186,945	2,016,434
2014/15	753,348	1,231,023	1,984,371
2015/16	782,957	1,182,440	1,965,397
Budget 2016/17	785,000	1,183,000	1,968,000
Actual 2016/17	809,073	1,174,324	1,983,397
Difference (Actual to Budget)	24,073	(8,676)	15,397

6. OTHER

- 6.1. Council has been successful in gaining a grant of \$29,750 from the Tasmanian Community Fund for the 'Don River Rail Trail' project. This funding will assist Council with the development of the first stage of the project from Don to Tugrah.
- 6.2. Met with the Chief Executive Officer of Possability, a not-for-profit provider of services associated with the National Disability Insurance Scheme (NDIS).

Possibility are looking for opportunities to develop their services under the NDIS in the Devonport area.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

Any specific risk implications will be outlined in the commentary above. Any specific issue that may result is any form of risk to Council is likely to be subject of a separate report to Council.

CONCLUSION

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

ATTACHMENTS

1. Action Report on Council Resolutions - August 2016
2. CONFIDENTIAL - Action Report on Council Resolutions - August 2016 Confidential

RECOMMENDATION

That the report of the General Manager be received and noted.

Author:	Paul West
Position:	General Manager

DEVONPORT CITY COUNCIL
ACTION REPORT ON COUNCIL RESOLUTIONS - AUGUST 2016

OPEN SESSION						
MEETING DATE	RESOLUTION NO	TOPIC	RESOLUTION/ITEM	STATUS	COMMENTS	RESPONSIBLE OFFICER
July 2016	132/16	AM2016.02 Rezoning from General Residential to Central Business	Agree to certify AM2016.02 to rezone 83 Stewart Street, Devonport (CT216837/1) from General Residential to Central Business. Approve PA2016.0009 conditionally.	Ongoing	On exhibition in accordance with the requirements of LUPAA.	DGM
	133/16	Tender - LIVING CITY - Waterfront Precinct Masterplan	Engage Lyons Architects to undertake phase 1 design works for contract sum of \$210,500 (ex GST) plus out of pocket expenses.	Completed	Contract awarded to Lyons.	DGM
	134/16	LIVING CITY Stage 1 Construction Contract and Financial Close	<ol style="list-style-type: none"> 1. Authorise execution of modified AS4300 with Fairbrother Pty Ltd based on a guaranteed maximum price contract sum of no more than \$59,440,000 (ex GST). 2. Adopt Value Management design revisions. 3. Note status of State Government funding agreement; and 4. Note final executed documents are anticipated to result in improved financial outcome for Stage 1 funding model, details being released publically once confirmed. 	In progress	Financial close documentation being executed.	DGM

Previous Council Resolutions - still being actioned						
MEETING DATE	RESOLUTION NO	TOPIC	RESOLUTION/ITEM	STATUS	COMMENTS	RESPONSIBLE OFFICER
27 June 2016	111/16	LIVING CITY Finance Approval	Received and noted report and authorised the General Manager to take required action.	In progress	Loan documentation being finalised.	DGM
	121/16	Infrastructure Works and Development Committee Meeting - 14 June 2016	Noted report regarding large vehicle parking in Devonport CBD and East Devonport Shopping Precinct.	Completed	Letter received from Yaxley Holdings advising that they are not interested in having designated RV parking within their carpark.	DGM
	123/16	Community Services Committee Meeting - 20 June 2016	<p>Minutes of the Arts Culture and Tourism Strategic Special Committee Meeting - 26 March 2016</p> <p>Support Devonport Maritime and Heritage Special Interest Group submitting an Expression of Interest in being host location for Australia Maritime Museums Council bi-annual conference, either pre or post Australian Wooden Boat Festival 2019.</p> <p>Financial Assistance Request - Devonport High School Centenary Celebrations \$2,500 to be paid within the 2015/16 financial year to support Devonport High School Centenary Celebrations.</p> <p>Partnership Agreements Finalise agreements with</p> <ul style="list-style-type: none"> • Devonport Community House • City of Devonport Brass Band • Carols by Candlelight • Tasmanian Arboretum <p>Devonport Food Connection Project Status Recommend revised Devonport Food Security Network be established to address food security challenges.</p>	<p>In progress</p> <p>Completed</p> <p>In progress</p> <p>In progress</p>	<p>Devonport Maritime & Heritage Special Interest Group to develop EOI for consideration by the Australian Maritime Museum Council for Devonport to be the host location for 2019 conference.</p> <p>Agreement received and payment processed.</p> <p>Agreements forwarded to partners for consideration. Tasmanian Arboretum completed.</p> <p>First network meeting yet to be organised.</p>	EM(CC&B)

MEETING DATE	RESOLUTION NO	TOPIC	RESOLUTION/ITEM	STATUS	COMMENTS	RESPONSIBLE OFFICER
23 May 2016	88/16	Land - 260 Steele Street - Application from Devonport Choral Society	Offer subjectively Devonport Choral Society Inc and Devonport Repertory Society joint occupancy of storage space located on 260 Steele Street.	In progress	Awaiting approval from Crown Lands Services regarding the sub-lease.	DGM
	98/16	Governance & Finance Committee - 16 May 2016	GFC 13/16 Parking along Victoria Parade Implement two hour metered parking in Victoria Parade as outlined in the report	Completed	New equipment is now installed and operational.	EM(C&B)
March 2016	47/16	Tiagarra - Lease to Six Rivers Aboriginal Corporation	Authorised to finalise a 20 year lease (incl sub-lease) to SRAC. Authorised General Manager to finalise the transfer of built assets to SRAC once lease agreement is finalised.	In progress	Have provided SRAC with revised lease and transfer documentation - awaiting their final approval of documents.	GM
	54/16	Governance and Finance Committee Meeting - 15 March 2016	Public Wi-Fi Expansion Agreed to proceed with provision of free Wi-Fi services to include the Fourways, East Devonport Shopping Precinct, expanded CBD area and Mersey Bluff within existing budget allocation.	In progress	Equipment purchased. Contractor to be scheduled.	EM(CC&B)
December 2015	255/15	State Government Contribution LIVING CITY Stage 1	Authorise General Manager to finalise negotiations with the State Government generally in accordance with its offer received on 7 December 2015 and sign the grant deed and lease agreement once negotiations are complete.	In progress	Documentation being finalised with Crown Law.	DGM
November 2015	233/15	Harbourmaster's Cafe	Authorise a twelve month licence agreement for the extended operation of the Harbourmaster's Café in the area directly north of the Café.	Deferred	12 month licence to use land with appropriate conditions prepared and provided to applicant to consider. Waiting on advice from applicant.	DGM

6.4 UNCONFIRMED MINUTES - CRADLE COAST WASTE MANAGEMENT GROUP - 11 JULY 2016

File: 29119 D431213

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.1.4 Develop and maintain partnerships and advocate for improved service provision, funding and infrastructure

SUMMARY

To provide Council with the unconfirmed Minutes of the Cradle Coast Waste Management Group (CCWMG) meeting which was held on 11 July 2016.

BACKGROUND

As a member of the Cradle Coast Authority, Council is provided with a copy of the Waste Management Group minutes.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

The unconfirmed minutes of the Cradle Coast Waste Management Group meeting which was held on 11 July 2016 are attached for consideration.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

The unconfirmed minutes of the Cradle Coast Waste Management Group meeting which was held on 11 July 2016 are presented for information.

ATTACHMENTS

1. Minutes - Cradle Coast Waste Management Group - 11 July 2016

RECOMMENDATION

That the unconfirmed minutes of the Cradle Coast Waste Management Group meeting which was held on 11 July 2016 be received and noted.

Author: Position:	Matthew Atkins Deputy General Manager	Endorsed By: Position:	Paul West General Manager
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CRADLE COAST WASTE MANAGEMENT GROUP

**UNCONFIRMED MINUTES**

Meeting held Monday, 11 July 2016 at 10.30 am
Cradle Coast Authority, 1-3 Spring Street, Burnie

1. WELCOME AND APOLOGIES

The Chair, Ms. Sandra Ayton, opened the meeting at 10:38 am and welcomed attendees.

Present at the meeting were:

- | | | |
|----------------------|-------------------|---------------------------------------|
| • Mr. Matthew Atkins | Committee member | Devonport City Council |
| • Mr. Bilal Akhtar | Committee member | Waratah-Wynyard/Circular Head Council |
| • Mr. Brett Smith | Committee member | Cradle Coast Authority |
| • Ms. Mel Pearce | Observer | Dulverton Waste |
| • Mr. Don Thwaites | Observer | Council Representative |
| • Ms. Lauren Clarke | Minutes Secretary | Cradle Coast Authority |
| • Ms. Sarah Cairns | Observer | Cradle Coast Authority |

Apologies were received from:

- | | | |
|---------------------|------------------|---------------------|
| • Mr. Rowan Sharman | Committee member | Burnie City Council |
| • Ms. Jan Febey | Committee member | Latrobe Council |
| • Mr. Mat Greskie | Observer | Dulverton Waste |

2. GOVERNANCE**2.1. Confirmation of Minutes**

The Unconfirmed Minutes of the 09 May 2016 meeting were presented at Item 3.1 of the Agenda.

Resolution

That the Group **CONFIRM** and **ACCEPT** the Unconfirmed Minutes of the meeting of 09 May 2016 as a true and correct record.

Moved: Mr. Matthew Atkins / Seconded: Mr. Brett Smith / **CARRIED**

2.2. Business Arising from Minutes

- **Governance Project**

The Chair advised that the matter was being discussed between the General Managers but that there had been no further progress as a result of managing council's responses to the floods.

- **Waste Advisory Council (WAC)**

The Chair advised that the Southern Councils Waste Management Group has been wound up with responsibilities transferred to the Southern Tasmanian Councils Authority.

The Chair reported that the future of the Waste Advisory Council was being reviewed by the Government and that the Government did not support the levying of a state waste charge.

The group discussed and agreed that there remained a role for the WAC, even in the absence of a state waste charge, as many of the issues challenging the regions were issues of state significance.

3. ITEMS FOR DECISION

3.1. Financial Reports

The Quarterly Financial Report was presented at Item 4.1 of the Agenda. A report on the End of Year Financials was tabled at the meeting (copy attached).

It was noted that:

- An invoice for FOGO has been received and will alter the YTD however all other remain the unchanged
- All projects were completed except the Household hazardous waste project. The Waste Governance project came in well below budget but is likely to be on going for many year, FOGO came in below budget too – also the mattress project was complete but came in below budget because only 2 of the 7 Councils decided to utilise the funds.

Motion

The finalised Financial Reports will be circulated out-of-session

Moved: Mr. Brett Smith / Seconded: Mr. Matthew Atkins / **CARRIED**

4. ITEMS FOR DISCUSSION

4.1. E-Waste

Council representatives provided a verbal report of their respective council's e-waste activities.

The group discussed and agreed that e-waste was an issue of state significance and that whilst e-waste is being collected at a local level, it is believed that a large amount ends up in landfill as a result of costs.

The Chair advised that Council's in other regions are continuing to pursue e-waste recycling with a number looking to use the services of City Mission.

4.2. Recycling Assessment Update

Ms. Mel Pearce reported that this year's recycling assessments were being recorded in a new access database which is more accurate and easily accessible. The assessments finished at the end of May/start of June.

The pass rate has improved this year. Soft plastics are the most common contaminant. It was discussed and agreed that whilst the media campaign was considered to be generally working and improving recycling outcomes, there remained some confusion in relation to the types of plastics that can and cannot be recycled.

The Group agreed that a more targeted campaign to assist with identifying types of soft plastics was required to address the issue.

It was discussed that the community wanted to be able to recycle plastic bags. It was noted that Hobart supermarkets have collection points for recycling bags. It was agreed that the

Group could investigate whether there is an opportunity to work with the supermarkets to provide options for the community to recycle plastic bags.

It was reported that the Red Cross, Salvation Army and second hand shops accept plastic bags to use in store.

Action

Ms. Mel Pearce will write to Coles, Woolworths and IGA's regarding opportunities for plastic bag drop off points.

5. FOR NOTING

5.1. Illegal Dumping Report

Ms Pearce advised that there had been 39 reported incidents of illegal dumping in 2015/16.

It was discussed that whilst reports of illegal dumping on crown lands were advised to the relevant agencies, rubbish was generally not removed unless by the councils.

It was noted that database for illegal dumping can only be accessed by the CCWMG, land owners (including Forestry Tasmania, Infracore, Parks & Wildlife, Tas Rail, Department of Primary Industries, Environment Protection Authority, Cradle Coast NRM) and councils at this stage.

Mr. Matthew Atkins mentioned that the Group revisit the previous illegal dumping report for discussion at the next meeting.

ACTION

It is suggested that the CCWMG have a discussion and review reports before scheduling a meeting with Forestry to decide whether the database should continue and what can be done to control illegal dumping.

5.2. Project Task List 2015/16 (Last Financial Year)

It was noted that Devonport City and Central Coast Councils have installed facilities to help with mattress collection including the use of a shipping container for storing mattress out of the weather.

5.3. Project Task List 2016/17

The CCWMG Project Task List for 2016/17 is in draft and subject to further amendment.

5.4. Confirm Minutes To Be Distributed To Open Councils

The Group agreed that the Minutes are to be distributed to open councils.

6. GENERAL BUSINESS

6.1. Garage Sale Trail

Mr. Brett Smith received information about the garage sale trail project and was asked whether it should be supported by the Group.

The Group agree that it has been looked at previously and that the culture is already occurring across the region for sales at homes and that it is unnecessary to pay \$10k for one year to participate for each of the councils.

Motion

That the Group reinforce their decision to not participate on a regional basis as it did not represent value for money in light of the existing garage sale culture.

Moved: Mr. Matthew Atkins / Seconded: Mr. Brett Smith / **CARRIED**

6.2. Battery Collection Points

Mr. Don Thwaites mentioned that there should be a collection point to take batteries as well as plastic bags and perhaps a sticker could be produced for people to put on their bins reminding them to take their batteries to local supermarkets or councils to for disposal.

The Group agreed that there needs to be an easily accessible place for people to dispose of used batteries and there could be an opportunity to discuss with supermarkets as a community service.

Action

Ms. Mel Pearce to write a letter to Coles, Woolworths and IGA's to explore options for providing a collection point for batteries at their stores.

7. NEXT MEETING & MEETING CLOSE

The next meeting will be held at the Cradle Coast Authority on Monday 12 September 2016 at 10:30 am.

The meeting closed at 11:48 am.

6.5 UNCONFIRMED MINUTES OF MEETING - AUDIT PANEL - 8 AUGUST 2016

File: 30196 D434052

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.6.4 Provide internal and external audit functions to review Council's performance, risk management, financial governance and reporting

SUMMARY

To report the unconfirmed minutes of the Audit Panel meeting held on 8 August 2016.

BACKGROUND

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

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

The Audit Panel of each Council comprises two elected members and two independent members. The independent members are appointed jointly by both Councils to be shared between each Council's Audit Panel. Ken Clarke completed his term as a member of the DCC and Shared Audit Panel in July 2016. The Chair of the Audit Panels acknowledged Ken's contribution at the June meeting and the General Manager conveyed Council's appreciation in writing.

STATUTORY REQUIREMENTS

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

DISCUSSION

The unconfirmed minutes of the Audit Panel meeting held on 8 August 2016 are attached for Aldermen's information. These minutes are for the joint meeting of the two Audit Panels and for the Devonport City Council specific section.

Items of note from the combined meeting include:

- Fraud Control Policy;
- Financial Management Strategy; and
- Local Government Act Review.

The Devonport City Council Audit Panel discussed the following:

- Draft 2016 Financial Statement; and
- Refinancing of Council's existing debt.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

The information contained in the report and the minutes of the Audit Panel meeting held on 8 August 2016 are presented to the Aldermen as per the recommendation below.

ATTACHMENTS

1. Unconfirmed Audit Panel Minutes 8 August 2016 - DCC
2. Unconfirmed Audit Panel Minutes 8 August 2016 - Shared

RECOMMENDATION

That the unconfirmed minutes of the Audit Panel meeting held on 8 August 2016 be received and noted.

Author:	Kym Peebles	Endorsed By:	Paul West
Position:	Executive Manager Organisational Performance	Position:	General Manager

DEVONPORT CITY COUNCIL**AUDIT PANEL****Unconfirmed minutes of meeting held Monday 8 August 2016
at Central Coast Council commencing at 1.00pm****Attendance**

Members – Sue Smith (Chair), John Howard, Ald Charlie Emmerton, Ald Grant Goodwin

Officers - Paul West (General Manager), Kym Peebles (Executive Manager Organisational Performance)

Apologies

Nil

1. Confirmation of the minutes

MOVED Ald Goodwin

SECONDED John Howard

That the Minutes of the meeting held on 14 June 2016 be confirmed as true and correct.

Carried Unanimously

2. Declarations of Interest

Nil.

3. Matters arising from previous meeting

The Panel discussed the Outstanding Actions list and requested that Council Management review the list with the view to closing actions where appropriate including:

- Action 8/2013 – rating methodologies
- Action 12/2013 – risk management principles
- Action 12/2014 – financial reporting
- Action 34/2014 – insurance reporting

4. Risk Management

The Panel were provided with an update on current insurance claims. There was some discussion around the impact on Council's insurance claims as a result of the June 2016 storm event.

5. Financial Report

The Panel were provided with an overview of the June 2016 management reports and Financial Report for the 2016 financial year. Matters discussed included:

- The strong operating surplus result compared to budget and several variances between actual and budget;
- The cash position at 30 June 2016;
- Work in Progress balance at 30 June 2016;
- The level of rates debtors and rates paid in advance at 30 June 2016; and

- The agreed accounting treatment of the demolition of the Council Chambers, the building at 13 Oldaker Street and the original cottage in the Rooke Street car park as part of LIVING CITY Stage 1.

6. Major Projects

The General Manager reported on the recent refinancing of TasCorp debt with ANZ. On 29 July Council refinanced its TasCorp debt of \$20,388,972.24 with ANZ. The refinancing resulted in 8 facilities merging into one and a decrease in average interest rate payable from 5.09% to 2.36%. All loans now have a common repayment date and term of 20 years.

The Department of Treasury and Finance had provided conditional approval to Council regarding financing arrangements for LIVING CITY. The Audit Panel Chair to sign a letter to Treasury seeking clarification of the Audit Panel's role in reviewing Council's financing activities.

7. General Business

- 7.1 The Panel noted that a letter had been sent to Ken Clarke acknowledging his contribution to the DCC Audit Panel.

There being no further business relating to the Devonport City Council individual Audit Panel Meeting the Chair closed the meeting at 2.17pm.

**DEVONPORT CITY COUNCIL & CENTRAL COAST
SHARED AUDIT PANEL**

**Unconfirmed minutes of meeting held Monday 8 August 2016
at Central Coast Council commencing at 2:20pm**

Attendance

Members – Sue Smith (Chair): John Howard: Ald Charlie Emmerton: Ald Grant Goodwin; Cr Gary Carpenter & Cr Philip Viney

Officers - Paul West (General Manager DCC): Kym Peebles (Executive Manager Organisational Performance DCC): Sandra Ayton (General Manager CCC) and Vernon Lawrence (Director Organisational Services CCC)

Apologies

Nil

1. Confirmation of the minutes

MOVED John Howard
SECONDED Cr Viney

That the Minutes of Shared Audit Panel Meeting held on 7 March 2016 be confirmed as true and correct.

Carried Unanimously

2. Declarations of Interest

Chair Sue Smith advised the Panel that she was now a member of the Code of Conduct Panel for local government.

3. Matters arising from previous meeting

It was noted that all outstanding matters from previous meetings of the Shared Panel had been satisfactorily addressed.

4. Polices & Procedures

The Panel were provided with copies of the following polices by both Councils:

- Fraud Policy
- Long Term Financial Strategy

Discussion surrounding the minor differences between the polices from each Council occurred. Generally it was thought both covered the statutory requirements placed upon local government. DCC's Financial Strategy is to be updated with actual results for 2015/16 before being formally adopted by Council in September, whereas CCC's Strategy had been updated with forecast results for 2015/16 and had been adopted by the Council as part of their budget process.

5. Governance

The Panel were provided with an overview of the following:

- Accounting Disclosure Changes – introduction of Related Parties Accounting Standard
- Remuneration Disclosure Changes – Auditor General's desire for remuneration disclosures for local government to mirror GBE's. Currently the *Local*

Government Act 1993 provides that senior officer remuneration disclosure is to be provided in the Annual Report under bands. The Audit Panel expressed the view they were satisfied with the current arrangements and did not believe additional disclosure was necessary.

- Significant Business Activities were reviewed and determined that the traditional services of roads and stormwater do not fit the definition.

6. Legislative

The Panel were briefed on the following matters:

- Local Government Act review
- Model Code of Conduct

7. General Business

- Shared Audit Panel Annual Report
- CCC Audit Panel Annual Report
- DCC Audit Panel Annual Report

The Chair sought comment from Panel Members on the need for an additional independent member to be appointed to the Audit Panel with a particular emphasis on that person having strong financial skills.

As both Councils are due to review their Audit Panel Charters in December, the Chair requested that members give the issue some thought and that the matter be listed as a topic for discussion at the November 2016 Shared Audit Panel Meeting.

There being no further business relating to the Shared Audit Panel Meeting the Chair closed the meeting at 3.20pm.

7.0 SECTION 23 COMMITTEES**7.1 INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE MEETING - 8 AUGUST 2016**

File: 29528 D433602

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

The purpose of this report is to receive the minutes and endorse the recommendations provided to Council by the Infrastructure Works and Development Committee meeting held on Monday, 8 August 2016.

ATTACHMENTS

1. Minutes - Infrastructure Works and Development Committee - 8 August 2016

RECOMMENDATION

That the minutes of the Infrastructure Works and Development Committee meeting held on Monday, 8 August 2016 be received and the recommendations contained therein be adopted.

- IWC 25/16 Contract CT0167-01 - Supply, Delivery and Placement of Hotmix **(approved under delegation)**
- IWC 26/16 Contract CT0167-02 - Supply, Delivery and Placement of Sprayed Bituminous Surfacing **(approved under delegation)**
- IWC 27/16 Sports Ground Grass Lengths
- IWC 28/16 Pedestrian Strategy 2016-2021
- IWC 29/16 Master Builders Tasmania Park Seat Request
- IWC 30/16 Development and Health Services Report
- IWC 31/16 Infrastructure and Works Report

Author:	Robyn Woolsey	Endorsed By:	Paul West
Position:	Administration Officer	Position:	General Manager

**MINUTES OF AN INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE MEETING OF THE
DEVONPORT CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, 17 FENTON WAY,
DEVONPORT ON MONDAY, 8 AUGUST 2016 COMMENCING AT 5:30PM**

PRESENT: Ald L M Perry (Chairman)
Ald C D Emmerton
Ald G F Goodwin
Ald A J Jarman
Ald L M Laycock

Aldermen in Attendance:

Ald S L Martin
Ald T M Milne

Council Officers:

General Manager, P West
Deputy General Manager, M Atkins
Works Supervisor, P Tuson

Audio Recording:

All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Audio Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months.

1.0 APOLOGIES

The following apology was received for the meeting.

Ald Matthews

Apology

2.0 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3.0 PROCEDURAL

3.1 PUBLIC QUESTION TIME

3.1.1 QUESTIONS ON NOTICE FROM THE PUBLIC

Nil

3.1.2 QUESTION WITHOUT NOTICE FROM THE PUBLIC

Nil

3.2 QUESTIONS FROM ALDERMEN

Nil

3.3 NOTICES OF MOTION

Nil

4.0 TENDERS**4.1 CONTRACT CT0167-01 - SUPPLY, DELIVERY AND PLACEMENT OF HOTMIX (D429932)****IWC 25/16 RESOLUTION**

MOVED: Ald Laycock
 SECONDED: Ald Emmerton

That the Infrastructure, Works and Development Committee, in relation to Contract CT0167-01 – Supply, Delivery and Placement of Hotmix Asphalt Sealing Service and in accordance with the delegated authority provided to it by Council under Minute 198/15:

- a) award the contract to Roadways Pty Ltd based on their tendered schedule of rates; and
- b) note that design and project management for the total reseal project is estimated at \$23,000 (ex GST).

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

4.2 CONTRACT CT0167-02 - SUPPLY, DELIVERY AND PLACEMENT OF SPRAYED BITUMINOUS SURFACING (D429939)**IWC 26/16 RESOLUTION**

MOVED: Ald Jarman
 SECONDED: Ald Emmerton

That the Infrastructure, Works and Development Committee, in relation to Contract CT0167-02 – Supply, Delivery and Placement of Sprayed Bituminous Surfacing Services and in accordance with the delegated authority provided to it by Council under Minute 198/15:

- a) award the contract to Venarchie Contracting Pty Ltd based on their tendered schedule of rates.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

5.0 INFRASTRUCTURE AND WORKS REPORTS

5.1 SPORTS GROUND GRASS LENGTHS (D426773)**IWC 27/16 RESOLUTION**

MOVED: Ald Goodwin

SECONDED: Ald Laycock

That it be recommended to Council that the report from the Infrastructure and Works Manager regarding the sports ground grass lengths be received and that Council note:

1. additional maintenance will be carried out as planned at Devonport Oval in the coming weeks in an attempt to increase the outfield speed for the upcoming cricket season; and
2. further discussions will be held with the governing body to address the concerns relating to reduced grass height.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

5.2 PEDESTRIAN STRATEGY 2016-2021 (D428315)**IWC 28/16 RESOLUTION**

MOVED: Ald Goodwin

SECONDED: Ald Jarman

That it be recommended to Council that the report of the City Engineer relating to the Draft Pedestrian Strategy 2016-2021 be received and noted and Council endorse the release of the strategy for a 30 day public consultation period.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

5.3 MASTER BUILDERS TASMANIA PARK SEAT REQUEST (D429151)**IWC 29/16 RESOLUTION**

MOVED: Ald Laycock

SECONDED: Ald Emmerton

That it be recommended to Council that the offer from Master Builders Tasmania to donate and install a seat and plaque along Victoria Parade to mark their 125th year celebrations be accepted.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

6.0 INFRASTRUCTURE AND WORKS MONTHLY UPDATE

6.1 DEVELOPMENT AND HEALTH SERVICES REPORT (D427219)

IWC 30/16 RESOLUTION

MOVED: Ald Goodwin

SECONDED: Ald Jarman

That it be recommended to Council that the Development and Health Services report be received and noted.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

6.2 INFRASTRUCTURE AND WORKS REPORT (D426566)

IWC 31/16 RESOLUTION

MOVED: Ald Laycock

SECONDED: Ald Jarman

That it be recommended to Council that the Infrastructure and Works report be received and noted.

	For	Against		For	Against
Ald Perry	✓		Ald Jarman	✓	
Ald Emmerton	✓		Ald Laycock	✓	
Ald Goodwin	✓				

CARRIED UNANIMOUSLY

7.0 CLOSURE

There being no further business on the agenda the Chairman declared the meeting closed at 6:00pm.

7.2 PLANNING AUTHORITY COMMITTEE MEETING - 15 AUGUST 2016

File: 29133 D434418

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

The purpose of this report is to receive the minutes and endorse the recommendations provided to Council by the Planning Authority Committee meeting held on Monday, 15 August 2016.

ATTACHMENTS

1. Minutes - Planning Authority Committee - 15 August 2016

RECOMMENDATION

That the minutes of the Planning Authority Committee meeting held on Monday, 15 August 2016 be received and the recommendations contained therein be noted.

PAC 09/16 Planning Applications approved under Delegated Authority - 1 July 2016-31 July 2016

PAC 10/16 PA2016.0098 - Storage (Building Extension incorporating Ancillary Offices and Amenities) - Assessment against Performance Criteria under Clause 26.4.2 (Front Setback Variation) - 211 & 246 Brooke Street East Devonport
(approved under delegated authority)

Author:	Robyn Woolsey	Endorsed By:	Paul West
Position:	Administration Officer	Position:	General Manager

**MINUTES OF A PLANNING AUTHORITY COMMITTEE MEETING OF THE DEVONPORT CITY
COUNCIL HELD IN THE COUNCIL CHAMBERS, 17 FENTON WAY, DEVONPORT
ON MONDAY, 15 AUGUST 2016 COMMENCING AT 5:00PM**

PRESENT: Ald S L Martin (Mayor) in the Chair
Ald G F Goodwin
Ald J F Matthews
Ald L M Perry

Aldermen in Attendance:

Ald T M Milne
Ald A L Rockliff

Council Officers:

General Manager, P West
Deputy General Manager, M Atkins
Planning and Environmental Health Coordinator, S Warren
Cadet Planner, A Mountney

Audio Recording:

All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Audio Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months.

1.0 APOLOGIES

The following apology was received for the meeting.

Ald Emmerton	Apology
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2.0 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3.0 DELEGATED APPROVALS

3.1 PLANNING APPLICATIONS APPROVED UNDER DELEGATED AUTHORITY - 1 JULY 2016-31 JULY 2016 (D433054)

PAC 09/16 RESOLUTION

MOVED: Ald Perry
SECONDED: Ald Goodwin

That the list of delegated approvals be received.

	For	Against		For	Against
Ald Martin	✓		Ald Matthews	✓	
Ald Goodwin	✓		Ald Perry	✓	

CARRIED UNANIMOUSLY

4.0 DEVELOPMENT REPORTS**4.1 PA2016.0098 - STORAGE (BUILDING EXTENSION INCORPORATING ANCILLARY OFFICES AND AMENITIES) - ASSESSMENT AGAINST PERFORMANCE CRITERIA UNDER CLAUSE 26.4.2 (FRONT SETBACK VARIATION) - 211 & 246 BROOKE STREET EAST DEVONPORT (D433100)****PAC 10/16 RESOLUTION**

MOVED: Ald Goodwin

SECONDED: Ald Perry

That Council, pursuant to the provisions of the *Devonport Interim Planning Scheme 2013* and Section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2016.0098 and grant a Permit to use and develop land identified as 211 & 246 Brooke Street, East Devonport for the following purposes:

- Storage (building extension incorporating ancillary offices and amenities) – assessment against performance criteria under clause 26.4.2 (front setback variation)

Subject to the following conditions:

1. The Use and Development is to proceed generally in accordance with the submitted plans referenced as Costa Group – Packing & Distribution Centre Facility Expansion - Drawing No. 8409 (180-187), dated 7/07/16 by Tasmanian Consulting Service, copies of which are attached and endorsed as documents forming part of this Planning Permit.
2. The developer is to take all reasonable steps during construction to prevent environmental effects occurring that might result in a nuisance. This includes no immediate off site storage of associated building equipment and materials on public land and the pollutant effects of noise, water and air pollution as the result of any burning of waste.
3. Due to the generation of additional waste water loadings, the existing on-site waste water management system must be reassessed and a new on-site waste water report must be completed by a suitably qualified person and submitted prior to or at the time of lodgement of the Building and Plumbing Permit Application.

Advice: The following is provided for information purposes.

In regard to condition 2 this includes ensuring that noise emitted from portable apparatus and hours of operation are within the scope indicated by the *Environmental Management and Pollution Control Act 1994*.

THIS IS NOT A BUILDING or PLUMBING PERMIT.

You need to provide a copy of this planning permit to a registered Tasmanian Building Surveyor. WORK CANNOT COMMENCE UNTIL BUILDING AND PLUMBING PERMITS ARE ISSUED.

Enquiries regarding conditions and advice can be directed to Council's Development & Health Services Department – Ph 6424 0511.

	For	Against		For	Against
Ald Martin	✓		Ald Matthews	✓	
Ald Goodwin	✓		Ald Perry	✓	

CARRIED UNANIMOUSLY

5.0 CLOSURE

With no further business on the agenda the Chairman declared the meeting closed at 5:06pm.

7.3 COMMUNITY SERVICES COMMITTEE MEETING - 15 AUGUST 2016

File: 29530 D434420

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

The purpose of this report is to receive the minutes and endorse the recommendations provided to Council by the Community Services Committee meeting held on Monday, 15 August 2016.

ATTACHMENTS

1. Minutes - Community Services Committee - 15 August 2016

RECOMMENDATION

That the minutes of the Community Services Committee meeting held on Monday, 15 August 2016 be received and the recommendations contained therein be adopted.

- CSC 40/16 Minutes of the Sport and Recreation Strategic Special Committee Meeting - August 2016
- CSC 41/16 Minutes of the Community Development Strategic Special Committee Meeting
- CSC 42/16 Eastside Village Branding Proposal
- CSC 43/16 Don Reserve Environmental Management Plan - Year One Status
- CSC 44/16 Community Services Report - August 2016

Author:	Robyn Woolsey	Endorsed By:	Paul West
Position:	Administration Officer	Position:	General Manager

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**MINUTES OF A COMMUNITY SERVICES COMMITTEE MEETING OF THE DEVONPORT CITY
COUNCIL HELD IN THE COUNCIL CHAMBERS, 17 FENTON WAY, DEVONPORT
ON MONDAY, 15 AUGUST 2016 COMMENCING AT 5:30PM**

PRESENT: Ald A L Rockliff (Chairman)
Ald G F Goodwin
Ald A J Jarman
Ald L M Laycock
Ald S L Martin
Ald T M Milne

Aldermen in Attendance:
Ald J F Matthews
Ald L M Perry

Council Officers:
General Manager, P West
Executive Manager Corporate, Community & Business, S Crawford
Marketing, Tourism and Recreation Manager, S Jones

Audio Recording:
All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Audio Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months.

1.0 APOLOGIES

There were no apologies received.

2.0 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3.0 PROCEDURAL

3.1 PUBLIC QUESTION TIME

3.1.1 QUESTIONS ON NOTICE FROM THE PUBLIC

Nil

3.1.2 QUESTION WITHOUT NOTICE FROM THE PUBLIC

PAULINE MURPHY - 62 MARY STREET, EAST DEVONPORT

I have been very concerned and interested, more than concerned about the rebranding of the precinct in East Devonport. After canvassing all the retailers right down to the foodworks they are all in agreement that we need an uplifting and an indication to increase the identity and the general feel of the community and I am just wondering tonight if the verdict has come through from the retailers and the community after the pop up stall with the Mayor and the form sent into the Council?

Response

Ald Rockliff advised that the issue would be addressed later in the meeting.

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3.2 QUESTIONS FROM ALDERMEN

Nil

3.3 NOTICES OF MOTION

Nil

4.0 COMMUNITY SERVICES REPORTS**4.1 MINUTES OF THE SPORT AND RECREATION STRATEGIC SPECIAL COMMITTEE MEETING - AUGUST 2016 (D429234)****CSC 40/16 RESOLUTION**

MOVED: Ald Goodwin

SECONDED: Ald Laycock

That it be recommended to Council that the minutes of the Sport and Recreation Strategic Special Committee meeting held on 3 August 2016 be received and noted.

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

4.2 MINUTES OF THE COMMUNITY DEVELOPMENT STRATEGIC SPECIAL COMMITTEE MEETING (D430197)**CSC 41/16 RESOLUTION**

MOVED: Ald Martin

SECONDED: Ald Milne

That it be recommended to Council that:

1. The minutes of the Community Development Strategic Special Committee meeting of 26 July 2016 be received and be noted;
2. Council endorse the Living + Learning Brand Logo and Associated Brand Book;
3. Council approve an interpretation panel being designed and installed in proximity of the avenue of Cherry Blossoms planted on Formby Road to commemorate the 20th Anniversary of the Sister City relationship with Minamata.

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

Page 3 of 6

4.3 EASTSIDE VILLAGE BRANDING PROPOSAL (D427175)**CSC 42/16 RESOLUTION**

MOVED: Ald Jarman
 SECONDED: Ald Goodwin

That it be recommended to Council that the report of the Community and Cultural Development Manager regarding rebranding of the East Devonport retail precinct be received and noted and that Council supports the *Eastside Village* rebranding proposal and undertakes the rebranding of signage during 2016/2017.

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

4.4 DON RESERVE ENVIRONMENTAL MANAGEMENT PLAN - YEAR ONE STATUS (D431563)**CSC 43/16 RESOLUTION**

MOVED: Ald Goodwin
 SECONDED: Ald Martin

That it be recommended to Council that the report of the Executive Officer Community Services be received and the status of actions listed in the Don Reserve Environmental Management Plan 2015-2020 be noted.

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

4.5 COMMUNITY SERVICES REPORT - AUGUST 2016 (D429051)**CSC 44/16 RESOLUTION**

MOVED: Ald Martin
 SECONDED: Ald Jarman

That it be recommended to Council that the Community Services report be received and noted.

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

5.0 CLOSED SESSION

CSC 45/16 RESOLUTION

MOVED: Ald Martin

SECONDED: Ald Milne

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
5.1	Visitor Services	15(2)(a)
5.2	Bass Strait Maritime Centre Café Lease	15(2)(c)

	For	Against		For	Against
Ald Rockliff	✓		Ald Laycock	✓	
Ald Goodwin	✓		Ald Martin	✓	
Ald Jarman	✓		Ald Milne	✓	

CARRIED UNANIMOUSLY

The Chairman adjourned the meeting at 5:48pm to reconvene in Closed Session at 5:49pm

The Committee moved out of Closed Session at 5:55pm.

There being no further business on the open agenda the Chairman declared the meeting closed at 5:55pm.

8.0 CLOSED SESSION

RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
8.1	Application for Leave of Absence	15(2)(h)
8.2	Unconfirmed Minutes - Joint Authorities	15(2)(g)
8.3	160B Sheffield Road Drainage	15(2)(i)
8.4	Closed Session - Community Services Committee Meeting - 15 August 2016	15(2)(f)

OUT OF CLOSED SESSION

RECOMMENDATION

That Council:

- (a) having met and dealt with its business formally move out of Closed Session; and
- (b) resolves to report that it has determined the following:

Item No	Matter	Outcome
8.1	Application for Leave of Absence	
8.2	Unconfirmed Minutes - Joint Authorities	
8.3	160B Sheffield Road Drainage	
8.4	Closed Session - Community Services Committee Meeting - 15 August 2016	

9.0 CLOSURE

There being no further business the Mayor declared the meeting closed at <insert time> pm.
