



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that a **Infrastructure Works and Development Committee** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport, on Monday 12 August 2019, 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.

Matthew Atkins
ACTING GENERAL MANAGER

7 AUGUST 2019

**AGENDA FOR A MEETING OF THE INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE
OF DEVONPORT CITY COUNCIL HELD ON MONDAY 12 AUGUST 2019
IN THE ABERDEEN ROOM, paranaple centre, 137 ROOKE STREET, DEVONPORT AT 5:30PM**

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Agenda of a meeting of the Devonport City Council's **Infrastructure Works and Development Committee** to be held in the Aberdeen Room, paranable centre, 137 Rooke Street, Devonport on Monday 12, August 2019 commencing at 5:30pm.

PRESENT

		Present	Apology
Chairman	Cr L Perry		
	Cr G Enniss		
	Cr P Hollister		
	Cr A Jarman		
	Cr L Laycock		
	Cr L Murphy		

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 PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 153/19 refers):

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

3.2 QUESTIONS ON NOTICE FROM COUNCILLORS

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

**4.1 CONTRACT 1335 WATERFRONT PARK SUPERINTENDENT
CONSULTANCY**

File: 32575 D603014

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.4.1 Implement initiatives from the LIVING CITY Master Plan

SUMMARY

This purpose of this report is to appoint 6TY for Contract 1335 - Waterfront Park Superintendent Consultancy.

BACKGROUND

Over the last four years Council has been progressing the development of the LIVING CITY Waterfront Precinct, a key component of the LIVING CITY Master Plan adopted in September 2014.

The Precinct consists of two elements, being a privately developed hotel and a Council developed public park.

The Waterfront Park design has evolved over the last four years and included several phases of community consultation. The final iteration of the design was approved by Council at its meeting in February 2019, allowing documentation to be completed and the calling of construction tenders in mid-2019.

Tenders are currently being assessed and it is anticipated that a report will be presented to Council's August meeting with a recommended construction contractor.

On large projects Council has previously found it beneficial to appoint a dedicated Contract Superintendent.

This report outlines the process for the appointment of a Superintendent for the Waterfront Parkland project.

STATUTORY REQUIREMENTS

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

It should be noted that although Council is not required under legislation to undertake an open tender for any procurement under \$250,000 in value, Council's practice is generally to publicly advertise any contracts over \$100,000. In this instance due to specialist nature of the services and the limited number of suitable local providers, a selected field of three firms were invited to tender, rather than an open tender.

DISCUSSION

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

Tenderers were asked to provide a monthly rate for the provision of Superintendent services.

Documentation was provided to each of the tenderers outlining the scope of services required and a meeting was held with each to further clarify the requirements of the role.

Tenders were received from the three selected companies. All tenders received were conforming tenders and are summarised in table 1.

TABLE 1

No.	Tender	Status	Tender - Monthly fee (ex GST)
1	GHD	Conforming	\$14,800
2	Pitt & Sherry	Conforming	\$13,600
3	6TY	Conforming	\$9,100

The Tender Planning and Evaluation Committee have considered the suitability of each of the tenderers in undertaking the works and conclude that each of the firms have the necessary personnel to successfully provide the services required. Therefore, the differentiating factor between the three submissions was price, with 6TY selected as offering Council best value for money.

It is recommended that 6ty be engaged to provide the services of Contract Superintendent for the period of the construction contract.

The Tender Planning and Evaluation Committee minutes are available for Councillors to view, upon request.

COMMUNITY ENGAGEMENT

There has been no community consultation in relation to this report

FINANCIAL IMPLICATIONS

A monthly fee of \$9,100 has been provided by 6TY to undertake the services of Contract Superintendent.

The construction works are expected to take 21 months to complete and as a result the total cost of the Superintendent services are estimated to be in the order of \$191,100.

There are sufficient funds allocated within the LIVING CITY 2018/19 capital expenditure budget for Waterfront Park design and project consultancy services, these allocations will be carried forward as part of the capital expenditure reconciliation report to be presented to Council upon the finalisation of the financial statements.

RISK IMPLICATIONS

The appointed of a dedicated Contract Superintendent on major projects is a key risk mitigation measure.

It ensures third party scrutiny of project variations and progress claims, controls quality issues and ensures contractual compliance by the contractor. The Superintendent will also assist with independent reporting in relation to the Federal Government grant funding milestones.

CONCLUSION

Submissions have been received from three firms to undertake the role of Contract Superintendent for the Waterfront Park project and it is recommended that Council engage 6TY.

ATTACHMENTS

Nil

RECOMMENDATION

That it be recommended to Council, that in relation to Contract 1335 - Waterfront Park Superintendent Consultancy, Council award the contract to 6TY for the tendered sum of \$9,100 per month (ex GST).

Author:	Jamie Goodwin	Endorsed By:	Matthew Atkins
Position:	Project Manager	Position:	Deputy General Manager

5.0 INFRASTRUCTURE AND WORKS REPORTS

5.1 PUBLIC LIGHTING STRATEGY - YEAR 5 STATUS

File: 27349 D584150

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.1 Develop and maintain long term Strategic Asset Management Plans

SUMMARY

To report to Council on the progress of the actions outlined in the Devonport City Council Public Lighting Strategy.

BACKGROUND

Council's Public Lighting Strategy was adopted in May 2014 (Min 126/14 refers). The objective of the Strategy is "To provide public lighting across Devonport using a consistent and equitable approach, whilst being environmentally and financially responsible." The Strategy contains an action plan which consists of 13 actions to deliver the four key outcomes:

- Long term improvement in lighting levels to meet the relevant Australian Standard,
- Long term improvement in energy efficiency,
- Long term financial sustainability, and
- Strong asset management practices.

The Public Lighting Strategy is available from Council's website:

<http://www.devonport.tas.gov.au/Council/Publications-Plans-Reports/Council-Plans-Strategies>

STATUTORY REQUIREMENTS

Section 21 of the *Local Government (Highways) Act 1982* states:

- (1) *Subject to this Act, the corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.*

Section 32 of the *Local Government (Highways) Act 1982* states:

- (2) *The corporation of a municipality may light, or arrange for the lighting of, a local highway within the municipality or a public place in the municipality that is not a local highway.*

Both these sections explain that Council is responsible for the lighting of roads and public places.

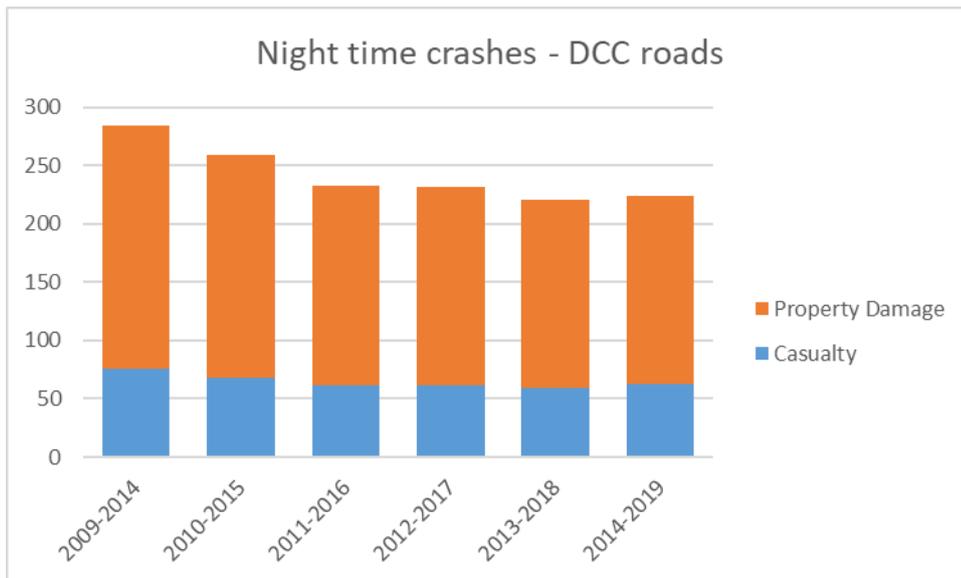
DISCUSSION

Substantial progress has been made on the 13 actions in the Public Lighting Strategy Action Plan. Six actions have been completed, six are ongoing throughout the life of the strategy and one is underway. Details of the status of each action are attached to this report.

Key developments in the last year include:

- Action 5: A review of night time crash data was completed in June 2019. The review included comparison of the number of night crashes that have occurred since the adoption of the Strategy in 2014.
 - Total night time crashes reduced by 21% since 2014 (284 to 224*).
 - Night time casualty crashes reduced by 17% since 2014 (76 to 63*).

* Crash totals compared are five-year totals to June 2014 and June 2019.

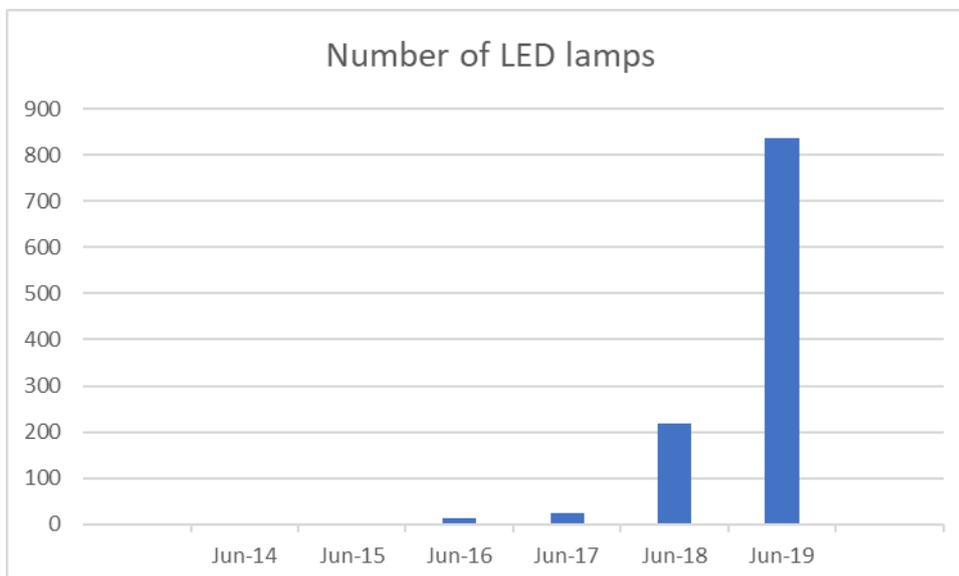
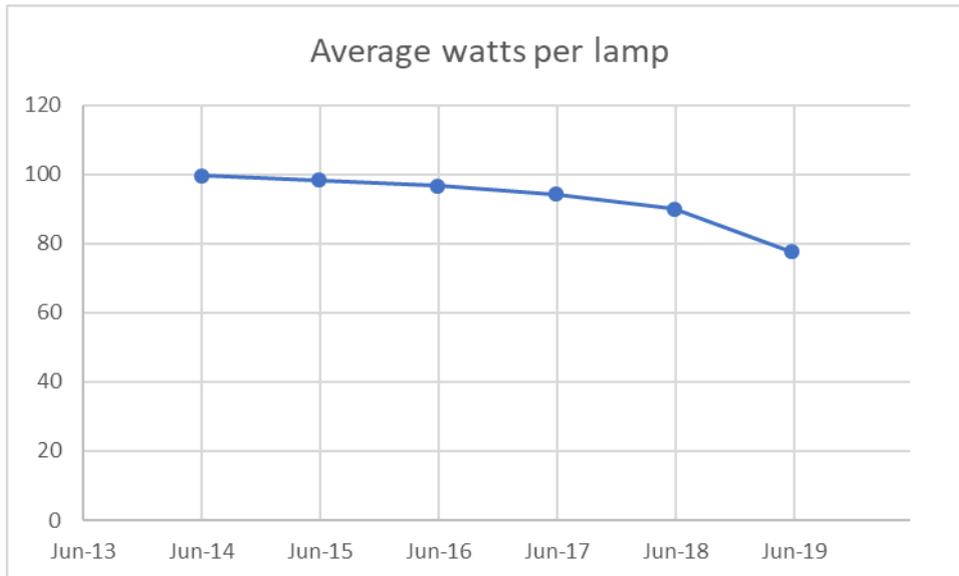


This data indicates that the number of night time crashes has reduced significantly, and the number of casualty crashes have also reduced.

The reduction in total crashes is likely to be at least in part related to Council's investment in road safety projects. Inclusion of additional projects at night time crash locations in Council's forward capital works program may provide further reductions. There may also be opportunities to implement proactive projects.

- Action 8: Since 2014, more efficient light types have been added to the list of options available from Tas Networks, including light emitting diodes (LEDs).

Through scheduled and reactive renewal of public lights by TasNetworks, Council's public lighting inventory has increased in efficiency by around 23% (reduction in average watts/light) and now includes 25% LEDs (836 total). This is expected to increase to around 70% by 2022.



The increase in efficiency does not directly translate to costs savings as energy use is only one component of street lighting costs. There is also an expectation that the total number of lights will increase as new subdivisions are constructed, and lighting upgrade projects are undertaken in other areas to comply with Australian Standards.

- Action 9: Council is participating in an LGAT procurement process to obtain competitive energy prices for public lighting energy.

A review of the Strategy is scheduled for later this financial year. Actions that are ongoing or incomplete will be considered for inclusion in the updated strategy. The review provides an opportunity to identify and address any new issues and challenges faced by Council as the manager of public lighting assets.

COMMUNITY ENGAGEMENT

Community engagement was undertaken to assist with the development of the Strategy. The review of the strategy will provide an opportunity for public consultation.

FINANCIAL IMPLICATIONS

Actions that are underway or ongoing can be progressed within existing budget allocations.

RISK IMPLICATIONS

Continued progress on the Public Lighting Strategy Action Plan ensures Council appropriately manages risks associated with public lighting, notably by improving asset management practices and improving energy efficiency.

CONCLUSION

Substantial progress has been made to implement the actions listed in the Devonport City Council Public Lighting Strategy, since its adoption in May 2014. A review of the Strategy is proposed within the next 12 months.

ATTACHMENTS

- [1.](#) Public Lighting Strategy - Year 5 Status - Action List

RECOMMENDATION

That it be recommended to Council that the report of the Infrastructure and Works Manager be received and Council note the status of actions listed in the Devonport City Council Public Lighting Strategy.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	Acting General Manager

Action Plan

Public Lighting Strategy – Year 5 Status

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2014/15	2015/16	2016/17	2017/18	2018/19				
1	Adopt a minimum site classification from AS1158 for each road and open space hierarchy level that will be the base level for all new work and relevant upgrade work.						H	Complete	The lighting levels proposed in the strategy have been suitable for guiding the lighting requirements on relevant projects.	Infrastructure and Works
2	Develop a tool to compare and assess the benefit of each competing project. Projects are to be prioritised in a fair and transparent way.						H	Complete	The use of asset hierarchies and standard cost benefit analysis processes are suitable for comparing competing projects.	Infrastructure and Works
3	Compile and maintain a register of all projects initiated and the assigned priority ranking. Projects are to be identified through: <ul style="list-style-type: none"> • Initial consultation process • Action requests • Investigations attached to capital projects • Investigations related to crash data • Formal and informal liaison with committees and community groups 						H	Ongoing	Existing tools including forward capital works program and action request system are suitable as a register of projects.	Infrastructure and Works
4	Engage a consultant to analyse the lighting levels at the 14 intersections and 21 links identified and to determine the scope of works required to achieve AS1158 compliance at each site. Prioritise these works using the priority ranking tool.						M	Complete	Completed in 2017. Refer to IWC12/17. Priority projects have been included in the forward capital works program.	Infrastructure and Works
5	Monitor night-time crash data on a quarterly basis to identify new key sites.						M	Ongoing	Data to June 2019 shows a 21% reduction in night-time crashes since adoption of the Strategy.	Infrastructure and Works
6	Review the capital project design brief to ensure it is consistent with						M	Complete	Documentation has been developed and embedded in project management processes.	Infrastructure & Works

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2014/15	2015/16	2016/17	2017/18	2018/19				
	the strategic outcomes and adopted standards.									
7	Identify and pursue grant funding that may be available for bulk replacement of lights or other works that align with the outcomes of this Strategy						H	Ongoing	No grant funding opportunities have become available. However, an accelerated transition to LED streetlights is underway, somewhat negating the need for external funding.	Infrastructure & Works
8	Identify and utilise technological improvements that can increase efficiency and reduce costs						H	Ongoing	Installation of LED lighting is standard practice. Smart lighting controls are utilised where possible.	Infrastructure & Works
9	Review energy supply and service agreements when available.						H	Ongoing	DCC has engaged with LGAT for the procurement of statewide public lighting energy supply agreements.	Infrastructure & Works
10	Review the existing public lighting asset data and address identified areas for improvement.						M	Complete	Completed in 2018 – high confidence in DCC asset data. To be maintained using normal processes.	Infrastructure & Works
11	Review the inspection and maintenance regime of public lighting assets and address identified areas for improvement.						M	Complete	Completed in 2016. Inspection program integrated into service level document and future budget projections.	Infrastructure & Works
12	Develop, implement and maintain an Asset Management Plan (AM Plan) for public lighting assets, either as a separate asset group or within each existing asset group.						H	Underway	AM Plans are being developed. Most lighting assets are in the transport asset class, for which an AM plan was adopted in 2018.	Infrastructure & Works
13	Continue to provide capital funds annually for upgrade and renewal projects. Budget to consider depreciation costs.						M	Ongoing	Funding is allocated in the forward capital works program for lighting renewals and upgrades	Infrastructure & Works

5.2 ROAD NETWORK STRATEGY - YEAR 4 STATUS

File: 28041 D584154

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.1 Develop and maintain long term Strategic Asset Management Plans

SUMMARY

To report to Council on the progress of the actions outlined in the Devonport City Council Road Network Strategy.

BACKGROUND

Council's Road Network Strategy 2014 was adopted in April 2015 and was amended in April 2016 to incorporate the Tasmanian Local Government Road Hierarchy. The amended document is known as the Road Network Strategy 2016 (the Strategy).

The objective of the Strategy is to provide a road network suitable for all road users, balancing efficiency, safety and amenity. The Strategy identifies 7 outcomes and the action plan identifies 22 actions to deliver the outcomes:

- Improve access to and from the Bass Highway
- Improved access to the CBD
- Maintain the road hierarchy
- Maintain the 'Ring Road' system
- Improve traffic management arrangements
- Address road safety concerns
- Improve asset management and maintenance

The Strategy is available from Council's website:

<http://www.devonport.tas.gov.au/Council/Publications-Plans-Reports/Council-Plans-Strategies>

STATUTORY REQUIREMENTS

Section 21 of the *Local Government (Highways) Act 1982* describes Council's responsibilities regarding road maintenance on local roads.

- "(1) Subject to this Act, the corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.*
- (2) For the purposes of the discharge of its duties under this section in respect of a highway, a corporation may carry out such works as it considers necessary for the maintenance or renewal of any bridge, embankment, or other work carrying, or otherwise associated with, the highway."*

Section 11 of the *Roads and Jetties Act 1935* describes Council's responsibilities State Highways, where the State Government has primary responsibility.

"Where in a city, town or village there is a footpath on one side or both of a State highway or subsidiary road –

- (a) the Minister is required to maintain and reconstruct –*
 - (i) the carriageways and the surface lying between them, in the case of 2 paved carriageways divided by a median strip;*
 - (ii) the carriageway and the overtaking lane, in the case of a single paved carriageway incorporating an overtaking lane;*
 - (iii) a paved carriageway not exceeding 7.4 metres in width, in the case of a single undivided paved carriageway;*
 - (iv) a paved carriageway not exceeding 4.3 metres in width, in the case of a carriageway providing a traffic lane to a traffic interchange; and*
 - (v) the culverts and bridges over which the State highway or subsidiary road runs; and*
- (b) the remainder of the State highway or subsidiary road, including drainage and shoulders but not culverts and bridges, shall be maintained and reconstructed by the local authority."*

DISCUSSION

Implementation of the Strategy is largely the responsibility of the Infrastructure and Works Department, with input from internal and external stakeholders.

Of the 22 actions, 3 are underway, 5 are ongoing throughout the life of the strategy, 11 are complete, 1 is yet to commence while 2 are no longer required. Details of the status of each action are attached to this report.

Key developments in the last year include:

- Action 1: Key road safety indicators show upward trends in crash data in the last year:
 - Total crashes increased by 0.7% in the last year (1024 to 1031*).
 - Casualty crashes increased by 2.3% (257 to 263*).
 - Percentage of crashes resulting in fatality or serious injury (%FSI) increased by 0.18% (1.27% of total to 1.45% of total*).

* Crash totals compared are five-year totals to June 2018 and June 2019.

The upwards trend of crash data in the last year is concerning but should be considered in the context of a long-term reduction of around 7% in total crash numbers over the life of the Strategy.

Analysis of crash data at locations where road safety projects have been completed have shown these projects to be effective. However, further investment is required to make Devonport's road network safer. A safer road network is only one part of reducing the likelihood and severity of crashes, with safe drivers, safe vehicles and safe speeds are the other components.

- Action 7: Council has continued to collect traffic data at the Bass Highway/Middle Road interchange, showing a 4.7% annual growth rate between 2012 and 2018. The next data set will be collected in August. Data is discussed with the Department of State Growth who are responsible for the ramps. Any major upgrades in the short to medium term appear unlikely.

- Action 8.4: Following the receipt of a report into traffic, parking and pedestrian movement in the Mersey Bluff precinct, work has commenced on the priority actions including improved traffic management facilities to cater for the high number of pedestrians in the area during peak use periods.



- Action 8.5: Traffic management improvements were made at the Stony Rise Road intersection with Mersey Road and Devonport Road. The primary objective of this \$275,000 project was to renew failing assets on the Devonport Road approach. However, the available crash data showed a history of rear end crashes on the same approach. The change to alignment of this approach reduced the likelihood of this type of crash but retained the ability of heavy vehicles to use the intersection. Responsibility for the remainder of the intersection lies with the Department of State Growth as the owner of the other two roads. Major changes in the short to medium term appear unlikely. Council's project was completed in 2018. Since completion, there hasn't been a report of the rear end type crashes that had occurred previously.



Report to Infrastructure Works and Development Committee meeting on 12 August 2019

- Action 8.8: Council is working with the Department of State Growth to improve traffic management and road safety in Watkinson Street near Don College. Although the rollout of the route changes has been deferred, the design of the improvements has been refined in consultation with key stakeholders. The Department of State Growth has agreed to fund the works.

- Action 8.13: Council considered a report on Stony Rise Road and resolved:

"...that the report be received and that it be noted that construction of missing sections of footpath on Stony Rise Road, between Durkins Road and Tugrah Road are not currently a high priority but applicable grant opportunities will be pursued as and when they arise." Min IWC 42/18 refers.

Council is awaiting external funding opportunities.

- Action 9: Council continues to undertake traffic management improvement projects as part of the capital works program. Relevant projects include:

Installation of traffic calming on Triton Road, East Devonport



Installation of pedestrian facilities on Coles Beach Road



Installation of left turn slip lane from Best Street into Formby Road



Council's engineering team has worked closely with the consultant throughout the design of the Waterfront park, which includes traffic management changes on Rooke Street and Formby Road.

- Action 10: Identify and pursue grant funding. A total of \$390,000 of grant funding was allocated to road safety projects in 2018-19 including:
 - Parker and Ronald Street Black Spot Project (\$270,000)
 - Steele Street pedestrian facilities (\$80,000)
 - Valley Road and Elm Avenue intersection improvements (\$40,000)



Report to Infrastructure Works and Development Committee meeting on 12 August 2019

Six grant submissions were made for projects proposed for Council's 2019-20 capital works program and five were successful with a combined value of \$927,000:

- Road safety improvements at the intersection of Fenton Street and Stewart Street (\$415,000)
- Road safety improvements at the intersection of Berrigan Road and Lyons Avenue (\$400,000)
- Pedestrian safety improvements on Lovett Street (\$60,000)
- Pedestrian safety improvements on Middle Road (\$30,000)
- Purchase of a variable message sign for road safety messaging (\$22,000)

A review of the Strategy is scheduled for 2020-21. Work is scheduled to complete outstanding actions prior to the review. However, actions that are ongoing or incomplete will be considered for inclusion in the updated strategy. The review provides an opportunity to identify and address any new issues and challenges faced by Council as the manager of a road network.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken in the preparation of this report. However, consultation with relevant stakeholders is undertaken as part of the investigation of road network issues and the implementation of projects when appropriate.

Multiple requests and enquiries regarding management of the road network are received by Council. Each request is responded to based on its merits using the Strategy as a guide.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report.

RISK IMPLICATIONS

Implementation of the Strategy action plan will ensure that the road network meets the requirements of the community into the future.

CONCLUSION

Progress has been made to implement the actions listed in the Devonport City Council Road Network Strategy since its adoption.

ATTACHMENTS

- [1.](#) Road Network Strategy - Year 4 Status - Action List

RECOMMENDATION

That it be recommended to Council that the report of the Infrastructure and Works Manager be received and that the status of actions listed in the Road Network Strategy 2016 be noted.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	Deputy General Manager

Action Plan

Road Network Strategy 2016 – Year 4 Status

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2015/16	2016/17	2017/18	2018/19	2019/20				
1	Monitor crash data quarterly. Investigate and develop solutions for high crash locations.						H	Ongoing	Reviewed crash data quarterly and identified sites will be investigated further.	Infrastructure & Works
2	Collect and monitor traffic volumes and intersection turning counts. Investigate and develop solutions.						H	Ongoing	Data being collected in accordance with program – approximately 25 locations per year.	Infrastructure & Works
3	Develop Council's Freight and Heavy Vehicle Plan.						M	Complete	Document developed in collaboration with DSG and industry. Key points to be incorporated into next strategy review.	Infrastructure & Works
4	Develop Council's Public Transport Plan.						L	Underway	On hold pending outcome of bus route review by State Government.	Infrastructure & Works
5	Review ring road signage and implement clear consistent signage scheme.						H	Complete	Installation work completed in 2016.	Infrastructure & Works
6	Facilitate construction works associated with future fringe ring road.						-	Not required	Dependant on major private development of a specific land area. Action unlikely to be required in the life of this strategy.	Infrastructure & Works
7	Continue to monitor traffic volumes at Middle Road interchange. Work with Department of State Growth to investigate and develop solutions						H	Ongoing	Ramp widening completed in 2017. Traffic volumes monitored annually.	Infrastructure & Works
8.1	Investigate and develop improved traffic management arrangement at the Don Road intersections with Watkinson Street and Hillcrest Road.						H	Complete	Construction work completed in 2015	Infrastructure & Works
8.2	Investigate and develop improved traffic management arrangement at Wright Street and Norton Way.						M	Complete	Construction work completed in 2017	Infrastructure & Works

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2015/16	2016/17	2017/18	2018/19	2019/20				
8.3	Investigate and develop improved traffic management arrangement at the Formby Road intersection with Elizabeth Street.						H	Complete	No action recommended. Refer to IWC 08/16.	Infrastructure & Works
8.4	Investigate and develop improved traffic management arrangement at William Street and Bluff Road.						M	Complete	Road humps installed on William Street in 2016. Recommendation from traffic, parking and pedestrian study being implemented from 2019.	Infrastructure & Works
8.5	Investigate and develop improved traffic management arrangement at the Stony Rise Road intersection with Mersey Road and Devonport Road.						M	Complete	Construction work completed in 2018	Infrastructure & Works
8.6	Investigate and develop improved traffic management arrangement at the Tarleton Street intersection with Wright Street.						H	Complete	Construction work and signal upgrade completed in 2018	Infrastructure & Works
8.7	Investigate and develop improved traffic management arrangement at the Mersey Road intersection with Kelcey Tier Road.						M	Complete	Construction work completed in 2016	Infrastructure & Works
8.8	Investigate and develop improved traffic management arrangement in Watkinson Street near Don College.						M	Underway	Preliminary design prepared. Consultation underway with key stakeholders. Grant funding being pursued.	Infrastructure & Works
8.9	Investigate and develop improved traffic management arrangement at the Steele Street intersection with Forbes Street.						M	Complete	No action recommended. Refer to IWC13/17.	Infrastructure & Works
8.10	Investigate and develop improved traffic management arrangement at the Mersey Road intersection with Sheffield Road.						-	Not required	Both roads are State roads, unless DSG approach Council for assistance, this action is unlikely to be required in the life of this strategy	Infrastructure & Works
8.11	Investigate and develop improved traffic management arrangement at Spreyton Primary School.						L	Underway	Investigation underway.	Infrastructure & Works

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2015/16	2016/17	2017/18	2018/19	2019/20				
8.12	Investigate and develop improved traffic management arrangement at the William Street intersection with Middle Road.						L	Yet to commence		Infrastructure & Works
8.13	Investigate and develop improved traffic management arrangement on Stony Rise Road between the lawn cemetery and Tugrah Road.						M	Complete	Investigation completed in 2018. Refer to IWC 42/18	Infrastructure & Works
9	Continue to undertake traffic management improvement projects as part of the capital works program, prioritizing projects in a consistent and transparent way in line with sound engineering principles						M	Ongoing	Multiple projects in each year of forward capital works program	Infrastructure & Works
10	Identify and pursue grants and other external funding that may be available for projects that align with this strategy						M	Ongoing	\$390,000 of grant funding obtained for 3 projects in 2018-19.	Infrastructure & Works

5.3 DOG MANAGEMENT POLICY

File: 31893 D590911

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

To present the revised Dog Management Policy for public consultation.

BACKGROUND

Council policies are in place to facilitate and ensure the effective and consistent administration of relevant legislation and/or matters of significance to both Council and the community.

Council's Policy framework enhances the administration and management of policies that assist in the delivery of Council services.

STATUTORY REQUIREMENTS

The provisions of Section 7 of *the Dog Control Act 2000* require Council to develop and implement a policy for dog management in its municipal area.

7. Dog management policy

- (1) A council is to develop and implement a policy relating to dog management in its municipal area.
- (2) A dog management policy is to include the following:
 - (a) a code relating to responsible ownership of dogs;
 - (b) the provision of declared areas;
 - (c) a fee structure;
 - (d) any other relevant matter.
- (3) A council is to –
 - (a) invite public submissions relating to a proposed dog management policy; and
 - (b) consult with any appropriate body or organisation; and
 - (c) consider any submissions and results of any consultation before finalising the policy.
- (4) A council is to review its dog management policy at least once every 5 years.
- (5) In reviewing its dog management policy, a council is to take the actions referred to in [subsection \(3\)](#).

DISCUSSION

The Dog Management Policy (Policy) is not due for review until June 2021, however following the identification of a number of anomalies in the Policy it was determined that a formal review was required.

Following is an explanation of the recommended changes to the Policy:

- Section 8 - Kennel licence fees are not required to be paid until the application for a kennel licence has been approved. This is the current practice.

Report to Infrastructure Works and Development Committee meeting on 12 August 2019

- Section 9.1 – dot points 1 & 2 – This section has been removed as the wording was misleading.
- Section 9.1.1 – dot point 2 – East Devonport Foreshore – Indicates that dogs can be off lead on the grassed area from Wright Street heading east towards Pardoe Beach and Moorlands Beach, however Map 2 indicates that this grassed area is an on-lead area. The map has been amended to reflect the wording in the Policy.
- Section 9.3 – Restricted Area – dot point 3 & 4 – The times detailed in the Policy were not consistent with the times on the signage in the restricted areas. The times detailed in the Policy have been changed to be consistent with the times on the signage.
- Section 10 – dot point 6 – Current practice is that Concession Card Holders have been offered the discount, the Policy has been amended to indicate this concession applies.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken in the preparation of this report.

As a result of the review of the Policy it will be necessary for the proposed Dog Management Policy to be subject to consultation before it is implemented.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

- Legal Compliance
The revised Dog Management Policy will ensure that Council complies with the provisions of the *Dog Control Act 2000*.
- Consultation and/or Communication
The revised Dog Management Policy will reduce the risk of public confusion and misunderstanding of the requirements of dog owners.

CONCLUSION

This report is provided to explain and clarify the recommended changes to the Dog Management Policy and seeks Council support to place the draft Dog Management Policy on a 21 day period of public consultation.

ATTACHMENTS

- [1.](#) Dog Management Policy 1.0 - Revision August 2019

RECOMMENDATION

That it be recommended to Council that Council endorse the revised draft of the Dog Management Policy for a 21-day public consultation period and that a further report be provided to Council regarding any submissions which are received.

Author:	Karen Stone	Endorsed By:	Matthew Atkins
Position:	Risk & Compliance Coordinator	Position:	Acting General Manager

		DOG MANAGEMENT POLICY 2016	
POLICY TYPE	POLICY ADOPTED (DATE)	MINUTE NUMBER	POLICY DOCUMENT NUMBER (TRIM):
Council	21 March 2016	54/16	D409965
DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	STRATEGIC PLAN 2009-2030 (STRATEGY REFERENCE)	DATE OF NEXT REVIEW
Risk & Compliance Coordinator	Development Services & Health Manager	4.4.2 Provide Coordinate and promote effective management of animals within the community	June 2021 August 2024
PURPOSE	Council is committed to promoting responsible dog ownership. Dog ownership has many important benefits to the community through companionship, health promotion, general well-being as well as their use as working dogs. All dog owners have a legal and ethical responsibility to their dogs and to the wider community as irresponsible dog ownership can affect the physical and social environment of other residents. This Dog Management Policy is provided to assist dog owners to minimise any negative impacts on the community.		
SCOPE	This policy is designed to provide information on responsible dog ownership, identify areas within the municipal area which are available for exercising dogs and which areas for dogs are restricted or prohibited. This policy will also outline Council's approach and responsibilities for dog management and control.		
POLICY	<p>1. Council's Responsibilities</p> <p>Under the <i>Dog Control Act 2000</i>, (the Act) Council provides Animal Control Officers authorised persons who are appropriately trained to enforce compliance of the Dog Management Policy and the Dog Control Act 2000.</p> <p>During normal business hours Council will:</p> <ul style="list-style-type: none"> • Conduct regular patrols throughout the municipal area to ensure dogs are being properly controlled; and • Respond as soon as practicable to complaints of dog nuisance, reports of a dog attack and reports of any dog at large. <p>Outside of normal business hours Council will:</p> <ul style="list-style-type: none"> • Provide an emergency out-of-hours service to respond to reports of dog attacks and where dogs are at large that are likely to create a nuisance; and • Where a dog is at large but can be restrained within a property, Council will arrange for collection of the dog on the next working day. <p>2. Dog Owners' Responsibilities</p> <ul style="list-style-type: none"> • Ensure that all dogs over the age of six months are registered with Council; • Ensure that a dog receives all necessary care and 		

attention in accordance with good practice, and is supplied with adequate food, water and shelter;

- Ensure that the dog is kept under control at all times;
- When walking with a dog/s in a built up area the dog is to be on a lead that does not exceed 2 metres;
- Ensure that the dog wears a collar, registration tag and is micro-chipped;
- Notify Council of any change of ownership details;
- Ensure that the dog does not cause a nuisance to any other person by;
 - persistent or loud barking;
 - howling;
 - roaming at large;
 - threatening, harassing or attacking any other animal or person;
 - chasing vehicles, people or other animals.
- Owner or responsible person must appropriately remove any faecal matter if the dog defecates in a public place.
- Apply for a kennel licence if there are more than two domestic dogs or four working dogs over the age of six months on a property (refer to page 4 for further information); and
- Comply with the requirements of the *Dog Control Act 2000* and the Dog Management Policy.

3. Complaints and Nuisance Provisions

The Council recognises the right for individuals to own and keep dogs; however it also balances the rights with the community's right to seek assistance in dealing with nuisances created by dogs.

~~Animal Control staff will at all times adhere to the Council's Customer Service Charter and any Any valid complaint will be investigated as quickly as is practical and in accordance with Council's Customer Service Charter.~~

Council staff will not deal with complaints of a frivolous or vexatious nature, and as such Council will not deal with anonymous complaints.

It is essential that Council has access to the complainant's name, address and contact details as well as the details of the complaint. This information is strictly confidential, unless the matter goes to Court, and is not passed on to any other member of the community without the permission of the complainant. The complainant must be prepared to lodge a formal complaint (if required) and/or appear as a witness in any court proceedings.

A formal complaint is made through completing the 'Notice of Complaint Nuisance Created by A Dog' form which can be found on the Council's website or at the Council Customer Service Centre ~~and on payment of the prescribed fee~~. Upon confirmation that the complaint has been substantiated the Council ~~will refund the prescribed fee will not be applicable that accompanied the complaint.~~

3.1. Barking/Howling Complaints –

Barking dogs can be a difficult issue to rectify as every situation is different. The *Dog Control Act 2000* defines a barking nuisance as a noise "that consistently occurs or continues to such an extent that it unreasonably interferes with the peace, comfort or convenience of any person in any premises or public place". Residents are encouraged to attempt to resolve these matters by directly dealing with the owner before making contact with Council. If this is not possible or the problem persists then the complainant should contact Council. ~~Animal Control staff will make a visit to the property in question to discuss with the owner their dog's behaviour and make suggestions as to how the owners can resolve the issue.~~

If the issue persists then Council will require the complainant to complete an official complaint form before ~~an authorised person~~ Council's Animal Control Officers investigate and takes ~~the~~ appropriate action to reduce the nuisance behaviour. An authorised person will make a visit to the property in question to discuss with the owner their dog's behaviour and make suggestions as to how the owners can resolve the issue.

If the issue continues then Council may issue an Abatement Notice and/or fines. This type of complaint can take time to resolve as what works for one situation may not work for another.

3.2. Dog at Large/Chasing Vehicles –

Any dog that wanders off its own property without being under the control of a person, even in front of its own house, is contravening the *Dog Control Act 2000*. This is referred to under the Act as being 'at large'. This is an offence and the dog can be impounded.

If a dog is found 'at large', ~~or~~ or is causing a nuisance by chasing cars a member of the public can contact Council at any time and report it to Council's Customer Service or After Hours staff. ~~these details are then passed onto the Animal Control Officer.~~

3.3 Dog Attack on Person or Animal –

If a dog attacks a person or animal whether it causes injury or not, it is an offence under the *Dog Control Act 2000*. Witnesses to the attack are encouraged to call Council's Customer Services or After Hours staff giving them a brief description of the dog/s, the complaint and their contact details as soon as possible.

In these circumstances an investigation will be commenced. ~~Those involved~~ Customers will be required to file a Statutory Declaration including such information as veterinary reports, medical reports, photos and any other relevant information.

	<p>4. Lost Dogs Should a member of the public find a lost animal or if your-an animal becomes lost, please contact Council's Customer Service Centre or Dogs' Homes of Tasmania – Devonport Dogs Home (Spreyton).</p> <p>5. Infringement Process Infringement Notices for breaches of the provisions of the Dog Control Act 2000 are issued in compliance with the requirements of the <i>Monetary Penalties Enforcement Act 2005</i>.</p> <p>6. Complaints Complaints are handled as part of Council's Complaint Handling Policy.</p> <p>7. Dog Waste Bag Dispensers Council has provided dog waste bag dispensers at numerous popular reserves throughout Devonport. Refer Map 4.</p> <p>8. Kennel Licences Any person who wishes to keep more than two domestic dogs or four working dogs (as defined under the <i>Dog Control Act 2000</i>) on a property must apply to the General Manager for a Kennel Licence. The application is to be on the approved form and accompanied by the appropriate fee. Fees will be required to be paid following approval of the license. All Kennel licences are to be renewed at the beginning of each financial year in line with the Schedule of Fees and Charges as determined by Devonport City Council.</p> <p>9. Dog Control Zones: Declared Areas Council under the provisions of the <i>Dog Control Act 2000</i> has declared certain locations where dogs may be exercised, subject to conditions. Please refer to the attached maps for exact details. These areas include the following:</p> <p>9.1. Exercise Areas – Dog Off Lead areas: Under the Dog Control Act 2000 dogs can be off lead in areas which are not next to a road or road related area. For example:</p> <ol style="list-style-type: none"> 1. A footpath or nature strip adjacent to a road; or 2. A track which is designed for use by cyclists or pedestrians and is open to the public. <p>Council has also declared several areas where dogs can be exercised off lead and although these areas have been created dogs must be:</p> <ul style="list-style-type: none"> • In close proximity of the owner or person in control; • In sight of the owner or person in control; and • Be immediately responsive to the handler's commands. <p>9.1.1 Beaches:</p> <ol style="list-style-type: none"> a) Back Beach - This is the beach located to the west of Bluff Beach on Coles Beach Road.
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	<p>There is a bin containing dog waste bags and a receptacle for used bags at the top of the concrete stairway leading from the car park to the beach. Refer Map 1.</p> <p>b) East Devonport Foreshore - The beach and grassed area starting from Wright Street and heading east towards Pardoe and Moorlands Beach and the <u>grassed area from Wright Street to Tarleton Street north of the footpath.</u> There is a bin containing dog waste bags and for used bags in the car park just to the west of the Wright Street and Melrose Street intersection and another further to the west near the corner of Melrose and Tarleton Streets. The East Devonport walking track is an on lead area only. Refer Map 2.</p> <p>c) Shipwreck Beach – This beach is at the end of Wheeler Street through to the breakwater. Refer Map 2.</p> <p>9.1.2 Fenced off-lead area:</p> <p>a) Don Reserve Off-Leadsh Dog Area - Council has designated a specific fenced off-lead area at 260 Steele Street, Devonport (near Splash Devonport Aquatic & Leisure Centre). Refer Map 3.</p> <p>9.2. Prohibited Public areas: The <i>Dog Control Act 2000</i> specifies certain areas and also enables Council to declare additional areas where a person must not take a dog other than a guide dog or assistance animal, these are:</p> <p>a) Sporting grounds – All sporting grounds throughout the municipal area.</p> <p>b) Mersey Bluff Precinct and Bluff Beach – This contains Bluff Beach below the walkway and the grassed area including the playground and skate park. The walkway connecting these areas is all on lead and is marked in blue on Map 1.</p> <p>9.3. Restricted areas: The <i>Dog Control Act 2000</i> also enables Council to declare an area where dogs; other than guide dogs or assistance dogs, can only enter at certain times of the day and/or year and require dogs to be kept on a lead. Devonport City Council has declared several areas as restricted areas, these are:</p> <p>a) Coles Beach – This beach is the far western end on Coles Beach Road. This beach is signed with the restrictions at the major entrance pathways to the beach. Dogs must be on a lead at all times of the year. Exercising of dogs <u>Dogs are</u> not permitted on the beach between 7<u>10</u>:00am and 8<u>6</u>:00pm from</p>
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	<p>1 November until 31 March. Refer Map 1.</p> <p>b) East Devonport Beach - This beach is to the left side at the end of Wright Street. This beach is signed with the restrictions at the major entrance pathways to the beach. Dogs must be on a lead at all times of the year. Exercising of dogs is Dogs are not permitted on the beach between 9:00am 9:40:00am and 8:00pm from 1 November until 31 March. Refer Map 2.</p> <p>c) Parks and Reserves – In all of the other Council's parks and reserves dogs are required to be on a lead and under effective control at all times.</p> <p>10. Fee Structure Council utilises the <i>Schedule of Fees and Charges</i> to establish the current fees payable. The following principles have been developed to underpin the fee structure for all animal control charges:</p> <p>a) All dogs over the age of 6 months are to be registered with Council;</p> <p>b) Registration fees are payable annually in order to ensure accuracy and currency of the Dog Register;</p> <p>c) Fees are reviewed annually and will be set in conjunction with the adoption of Councils budget process;</p> <p>d) Discounts are to apply for sterilised dogs to encourage responsible dog ownership;</p> <p>e) Owners who choose to keep entire dogs (i.e. not sterilised) will be charged a higher fee;</p> <p>f) Pensioners <u>and concession card holders</u> will be provided with an opportunity to register their first dog at a discounted rate;</p> <p>g) Registration fees are not applicable for assistance dogs, such as guide dogs; and</p> <p>h) Council will provide a lifetime registration option.</p> <p>11. Policy Review Every 25 255 years.</p>
LEGISLATION AND RELATED DOCUMENTS	<p><i>Dog Control Act 2000</i> <i>Dog Control Regulations 2010</i> <i>Local Government Act 1993</i> <i>Parks and Reserves By-Law No. 1 of 2007</i> Customer Services Charter Complaint Handling Policy Schedule of Fees and Charges</p>
ATTACHMENT/S (IF APPLICABLE)	<p>Dog Management Zone West Dog Management Zone East Dog Management Zone New Dog Waste Bag Dispenser Map</p>





5.4 ASSET MANAGEMENT POLICY

File: 26315 D593898

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

To present the revised Asset Management Policy for adoption.

BACKGROUND

Council policies are in place to facilitate and ensure the effective and consistent administration of relevant legislation and/or matters of significance to both Council and the community.

Council's Policy framework enhances the administration and management of policies that assist in the delivery of Council services.

STATUTORY REQUIREMENTS

Section 70C of the *Local Government Act 1993* describes Council's obligation to develop an asset management policy. It states:

70C. Asset management policies

- (1) A council is to prepare an asset management policy for the municipal area.
- (2) An asset management policy for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) guide the development of the long-term strategic asset management plan for the municipal area; and
 - (c) guide the development of the long-term financial management plan for the municipal area; and
 - (d) contain at least the matters that are specified in an order made under section 70F as required to be included in an asset management policy.

Section 8, Subsection 2 of the *Local Government (Content of Plans and Strategies) Order 2014* describes the compulsory contents of a Council's asset management policy

- (2) An asset management policy of a council is required to include the following matters:
 - (a) the council's goals and objectives for asset management to facilitate delivery of services;
 - (b) the principles, requirements and other matters relating to the management of relevant assets including –
 - (i) agreed service levels; and
 - (ii) information on those assets; and
 - (iii) resourcing for those assets; and
 - (iv) compliance with all applicable legislation; and

- (v) *continual improvement of the management of those assets; and*
 - (vi) *the promotion of sustainability and community resilience; and*
 - (vii) *planning for climate change adaptation and mitigation; and*
 - (viii) *the adoption of whole of life costing;*
- (c) *the assignment of responsibility for service delivery and for the management of relevant assets.*

DISCUSSION

The Asset Management Policy was most recently adopted in July 2017 (Min GFC 01/17 refers) and is scheduled for review.

The fundamentals of the policy remain unchanged, but minor updates have been made, including:

- References updated to suit Devonport Strategic Plan 2009 – 2030 (2019 Review)
- Stronger references to financial and environmental sustainability
- Reference to Council's Climate Change Adaptation Plan 2018-2023 added
- Updates to value of Council assets and description of asset classes
- Several minor wording changes to preferred asset management and financial terminology.

COMMUNITY ENGAGEMENT

There has been no community engagement undertaken in the preparation of this report.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

- **Legal Compliance**
Scheduled reviews of the Asset Management Policy will ensure that Council continues to comply with the provisions of the *Local Government Act 1993*.
- **Asset & Property Infrastructure**
Council's Asset Management Policy is a key component in the management of Council's assets, currently valued at around \$448M.
- **Risk Management Practices**
The total value of Council's assets means there are significant risks associated with inferior asset management practices. The Asset Management Policy is one of the control measures in place to manage those risks.

CONCLUSION

This report is provided to present the recommended updates to the Asset Management Policy and seeks Council adoption of the policy.

ATTACHMENTS

- [1.](#) Asset Management Policy - Review July 2019

RECOMMENDATION

That it be recommended to Council that the revised draft of the Asset Management Policy be adopted.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	Deputy General Manager

 ASSET MANAGEMENT POLICY			
POLICY TYPE	POLICY ADOPTED (DATE)	MINUTE NUMBER	POLICY DOCUMENT NUMBER (TRIM)
Council	24 July 2017	131/17	D479551
DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	STRATEGIC PLAN 2009-2030 (STRATEGY REFERENCE)	DATE OF NEXT REVIEW
Infrastructure & Works Manager	Deputy GM – Infrastructure, Works & Development	2.3.5 – Develop and maintain long term Strategic Asset Management Plans and Capital Improvement Program 2.3.1 Develop and maintain long term Strategic Asset Management Plans	July 2019
PURPOSE	<p>To set guidelines for implementing consistent asset management processes throughout Devonport City Council.</p> <p>To ensure adequate provision is made for the long-term replacement of major assets by:</p> <ul style="list-style-type: none"> Ensuring that Council's <u>asset-based services are delivered in a financially and environmentally sustainable manner, meeting the needs of the community, services and infrastructure are provided in a sustainable manner, with the appropriate levels of service for residents and visitors and while maintaining a focus on the environmental sustainability.</u> Safeguarding Council assets <u>including to include physical assets and employees</u> by implementing <u>disciplined</u> asset management strategies and <u>sufficient</u> financial resources <u>to maintain those</u> assets. Creating <u>a environment culture</u> where <u>all</u> Council employees <u>take an integral part in understand the importance of supporting the overall disciplined</u> management of Council's assets, <u>by creating and sustaining asset management awareness throughout the organisation by training and development.</u> Meeting legislative requirements for asset management. Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated. Providing quality reporting on asset and asset management performance. Demonstrating transparent and responsible asset management processes that align with demonstrated best practice. 		
SCOPE	<p>This Policy applies to all asset classes which are owned and maintained by Council. This includes:</p> <ul style="list-style-type: none"> Roads, Stormwater, Buildings, Public Open SpaceSpace, Plant and Fleet, Land, Office and equipment, Art and Cultural assets. 		
POLICY	<p>1. Background:</p> <p>1.1. Council is committed to implementing a systematic asset management methodology in order to apply <u>disciplined</u> asset management practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated,</p>		

	<p>maintained, depreciated, renewed and disposed of in accordance with Council's priorities for service delivery.</p> <p>1.2. Council owns and uses assets with a written down value of approximately \$448 million to support the delivery of quality asset based services to the community.</p> <p>1.3. Asset management practices impact directly on the core business of the organisation delivery of asset based services to the community and appropriate disciplined asset management is required to achieve our strategic service delivery objectives.</p> <p>1.4. Adopting asset management principals will assist Council in achieving its Strategic Longer-Term Plan and Long Term Financial objectives.</p> <p>1.5. A strategic approach to asset management will ensure that the Council delivers a sustainable the highest appropriate level of service through its assets. This will provide positive impact on:</p> <ul style="list-style-type: none"> • Members of the public and staffCommunity and employees. • Council's financial position. • The ability of Council to deliver the appropriate expected level of service and infrastructure. • The political environment in which Council operates. • The legal liabilities of Council. <p>2. Policy Details:</p> <p>2.1. Asset Planning and Budgeting: Council is committed to implementing asset management practices to ensure that all assets are planned, created, operated, maintained, renewed and disposed of in accordance with identified priorities and in line with the objectives of the adopted Long-TermLong-Term Financial Plan and Asset Management Plans by:</p> <ul style="list-style-type: none"> • Ensuring the asset renewal and maintenance programs will be met prior to any new or additional assets being considered. • Managing assets based on aEffectiveEffective asset life-cycle perspective—management whereby all capital investment expenditure is only approved in conjunction with a clear understanding of what the impact will be on identified recurrent operational expenditure budgets. • Undertaking preventative maintenance programs to ensure that the lowest life-cycle cost is achievedachieved, and asset values are maintained. <p>2.2. Asset Operations and Maintenance: To ensure Councils assets are maintained and operated properly Council will:</p> <ul style="list-style-type: none"> • Undertake appropriate planned maintenance regimes to assist its assets in meeting their expected design lives in the most cost-effectivecost-effective manner. • Ensure maintenance plans are designed to incorporate a cost benefit approach. • Capture information about the activities undertaken to assist it in the analysis of current and/or future expenditure requirements.
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2.3. Asset Accounting and Costing:

The asset accounting and costing arrangements, at Council, will allow for:

- ~~Keeping The capture of Maintenance of~~ detailed asset registers on all assets owned or under the control of Council.
- Effective economic lives will be given to each of Council's assets with the written down value and depreciation value determined in accordance with current accounting standards and requirements.
- Depreciation will be calculated on an appropriate basis with the objective being to use a method that best reflects the consumption of the asset or provides an indication of future cash flows necessary to sustain the asset condition to the required level of service.
- Assets to be revalued ~~at regular intervals, not greater than 3 years and~~ in accordance with the [Australian Accounting Standards, Asset Revaluation Procedure](#).
- Planned asset acquisitions, modifications or disposals will proceed in accordance with the Council's capitalisations and disposal procedures.

3. Principles:

- 3.1. A consistent Asset Management Strategy must exist for implementing systematic asset management and [disciplined asset management practices across all operational areas](#) of Council.
- 3.2. All relevant legislative requirements together with political, social and economic environments are to be [considered as important to effective](#) asset management.
- 3.3. Asset management principles will be integrated within existing planning and operational processes.
- 3.4. Asset Management Plans will be developed and maintained for major service/asset categories. The plans will ~~inform financial~~ [inform financial](#) planning and reporting.
- 3.5. An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- 3.6. Asset renewals required to meet agreed service levels and identified in adopted asset management plans and [long-term financial plans](#) will form the basis of annual budget estimates.
- 3.7. Service levels defined in adopted asset management plans will form the basis of annual budget estimates.
- 3.8. Asset renewal plans will be prioritised and implemented progressively based on agreed [levels of service provision service levels](#) and the effectiveness of the current assets to provide that ~~level of~~ service.
- 3.9. Asset renewals should consider climate change impacts and adhere to Council's ~~Climate Change Policy when adopted~~ [Climate Change Adaptation Plan 2018-2023](#).
- 3.10. Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with [appropriate best practice](#)

	<p>and-applicable Australian Accounting Standards and industry guidelines.</p> <p>3.11. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.</p> <p>3.12. Future service <u>Level of asset-based service provision</u> <u>Service levels will consider the expectations of the community, financial and environmental sustainability consideration and legislative requirements. be determined aligned with consideration of feedback from the community expectation based on their feedback.</u></p> <p>3.13. Training in asset and financial management will be provided for <u>Alderman-Councillors</u> and <u>relevant staff/employees</u>.</p> <p><u>Aldermen-Councillors</u> are responsible for adopting the policy, allocation of <u>financial</u> resources, providing high level oversight of the delivery of the organisation's asset management strategy and plan and maintaining accountability mechanisms to ensure that organisational resources are appropriately utilised to address the organisations strategic plans and priorities.</p> <p>The General Manager has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.</p>		
LEGISLATION AND RELATED DOCUMENTS	<p><i>Local Government Act 1993 – S70C (1) and (2).</i> Local Government Division, 2014. Local Government (Contents of Plans and Strategies) Order 2014, Clause 8 (2) Local Government Association Tasmania – Practice Summary 2. Strategic Plan 2009-2030 Asset Management Strategy Asset Management Plans Asset Management Manual</p> <p>AASB 13 Fair Value Measurement AASB 116 Property, Plant and Equipment Accounting Policy Long Term Financial Plan Asset Capitalisation Procedure (PR TF CI AS 007 v2) Asset Depreciation Procedure (PR TF CI AS 005 v2) Asset Revaluation Procedure (PR TF CI AS 004 v2) Asset Disposal Procedure (PR TF CI AS 006 v2)</p>		
ATTACHMENT/S (IF APPLICABLE)	N/A		
TRAINING REQUIREMENTS (IF APPLICABLE)	<u>Is training required as result of this Policy</u>	<u>YES</u>	<u>NO</u>
	<u>Training required by:</u>	<u>Councillors</u>	<u>Staff</u>
		<u>Department</u>	

6.0 INFRASTRUCTURE AND WORKS BI-MONTHLY UPDATE

6.1 DEVELOPMENT AND HEALTH SERVICES REPORT

File: 29543 D592434

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report provides a summary of the activities undertaken by the Development Services Department for the months of June and July 2019 and statistical reports for the end of financial year 2019.

BACKGROUND

This report is provided to the bi-monthly Infrastructure, Works and Development Committee meeting to summarise the activities of the Development Services Department in the preceding two months.

The Council functions undertaken by the Department are:

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

STATUTORY REQUIREMENTS

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

- *Local Government Act 1993*
- *Land Use Planning and Approvals Act 1993*
- *Building Act 2016*
- *Building Regulations 2016*
- *Public Health Act 1997*
- *Food Act 2003*
- *Environmental Management and Pollution Control Act 1994*
- *Dog Control Act 2000*
- *Devonport Interim Planning Scheme 2013*
- *Work Health and Safety Act 2012*

DISCUSSION

1. State Planning Scheme/Local Provisions Schedules

In June 2019 Council endorsed a draft Local Provisions Schedule (LPS) which has been prepared as part of the transition to the Tasmanian Planning Scheme.

The draft LPS has been submitted to the Tasmanian Planning Commission (the Commission) who has now commenced its assessment.

Before Council seeks community input on the draft LPS, the Commission must first assess and endorse the draft LPS to proceed to the public exhibition phase.

The Tasmanian Planning Scheme will come into effect for the Devonport municipal area once the draft LPS is assessed by the Commission, placed on public exhibition and then formally approved by the Minister for Planning.

2. Building Control

Consumer, Building and Occupational Services (CBOS) recently completed an audit of short and medium term visitor accommodation in Tasmania.

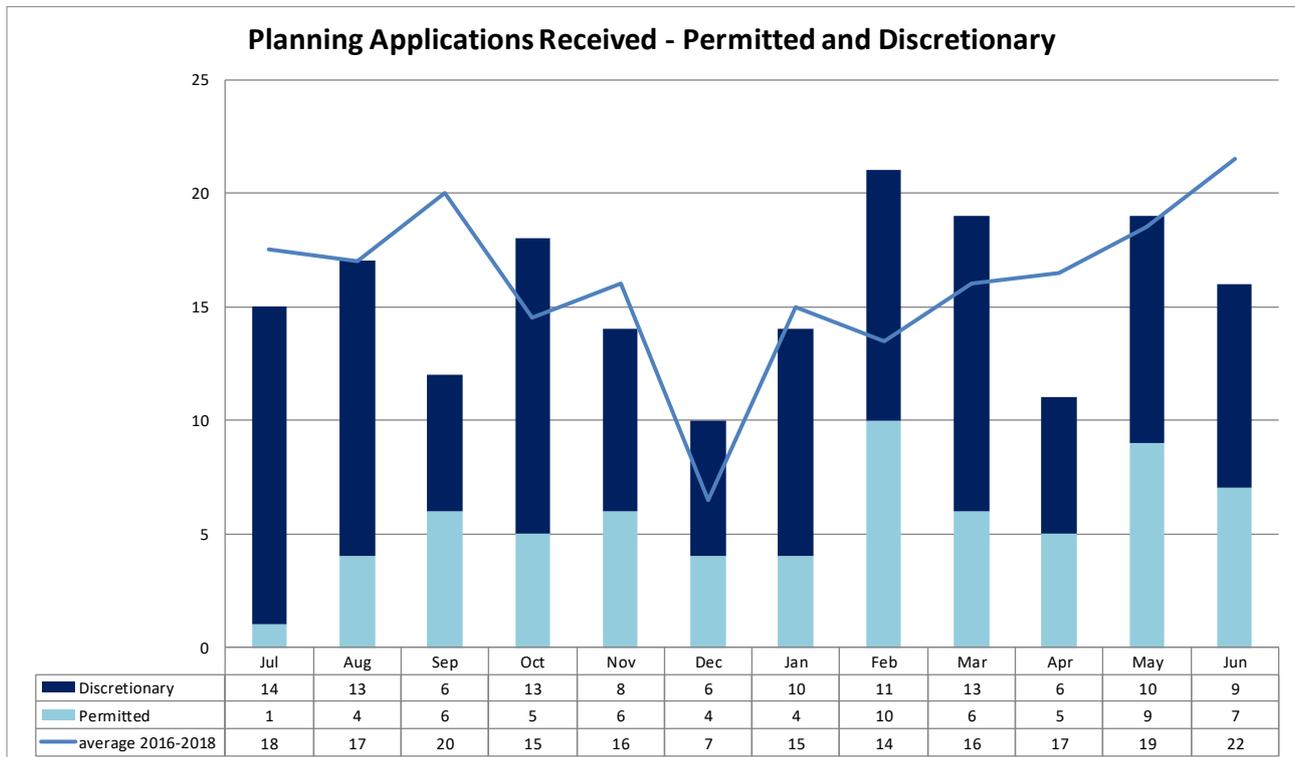
The results from the audit have been distributed to Permit Authorities. A copy of the audit summary has been provided as Attachment 1.

A fully copy of the audit report can be found on the CBOS website:

https://www.cbos.tas.gov.au/_data/assets/pdf_file/0004/533146/CBOS-Final-report-Short-and-Medium-Term-Visitor-Accommodation-Audit-Program-2018-19.pdf

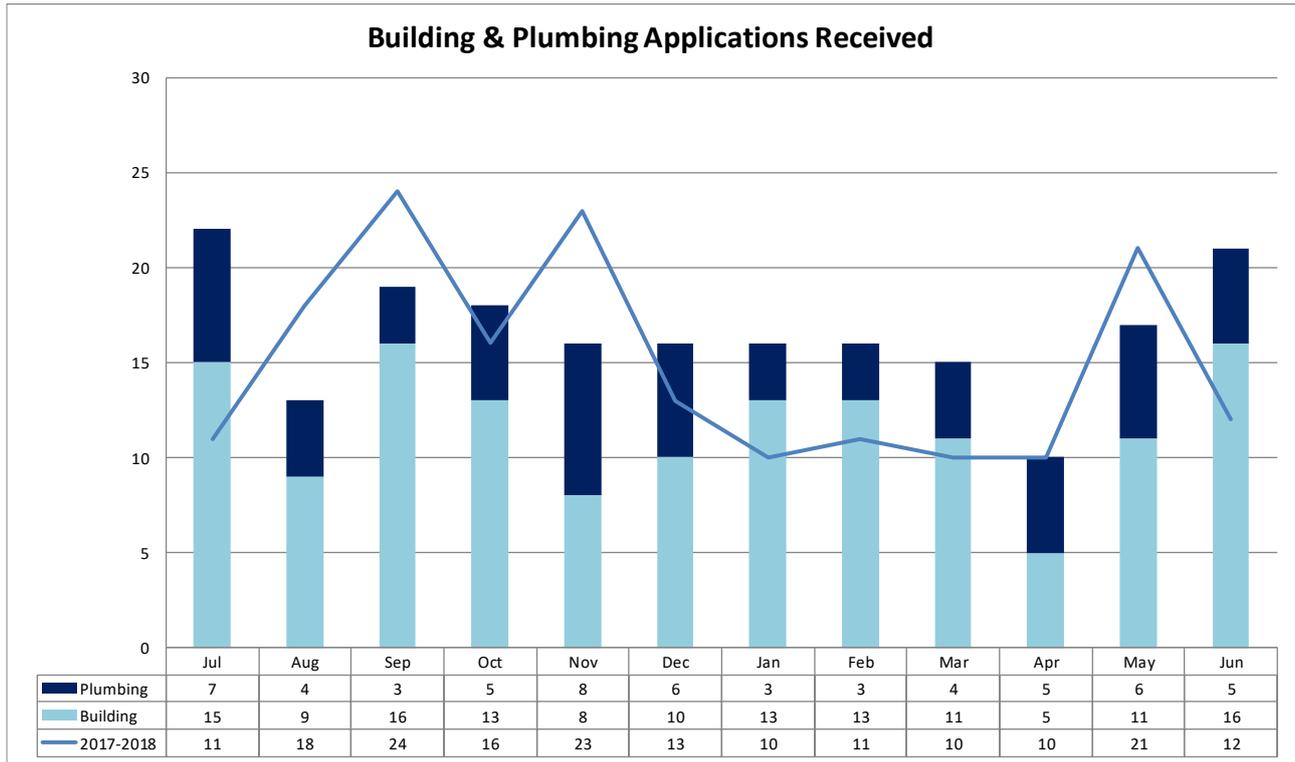
3. Planning

3.1. 119 Discretionary planning applications and 67 Permitted planning applications were received during the 2018/19 financial year. The total of 186 planning applications received is slightly less than the total for the 2017/18 financial year when 198 planning applications were received. The following graph details the number of planning applications received compared to previous years:

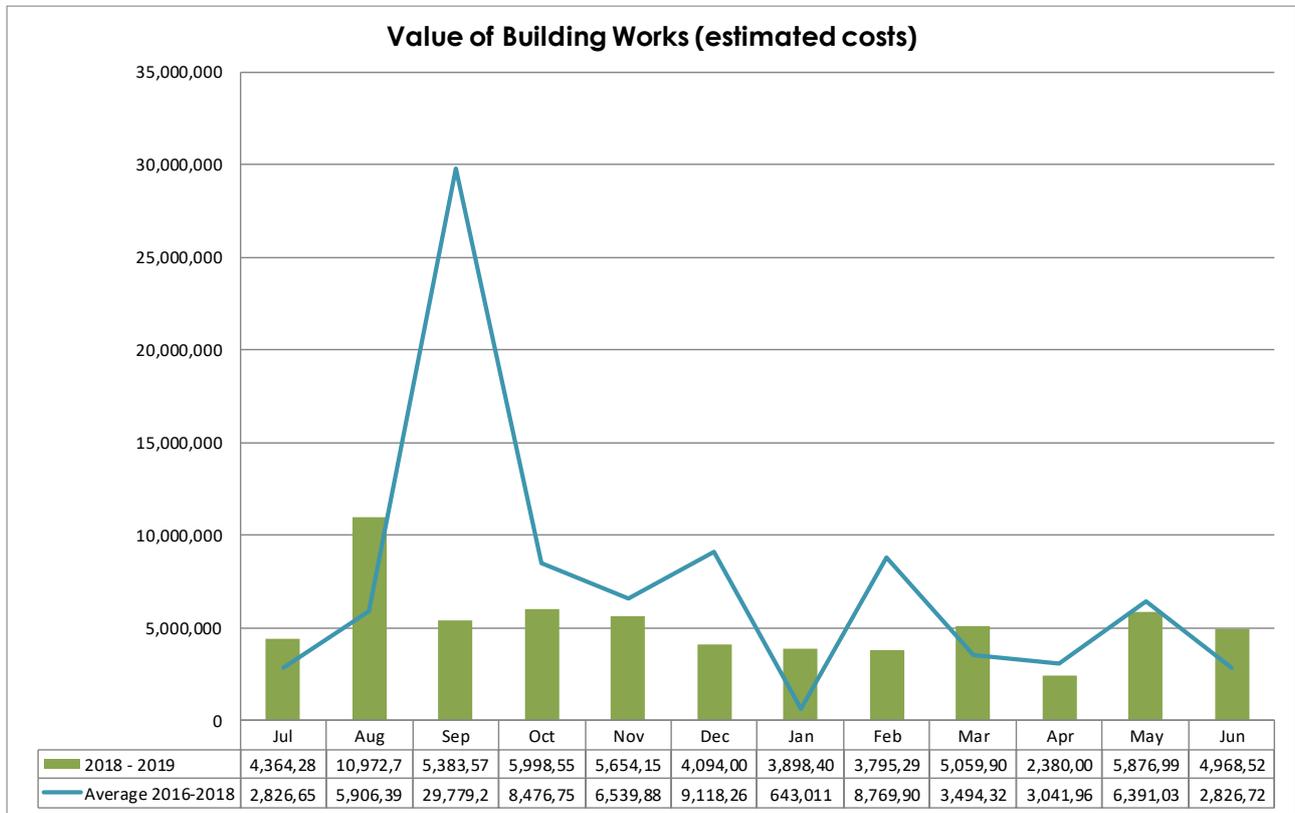


4. Building/Plumbing

4.1. 140 Building applications and 59 Plumbing applications were received during the 2018/19 financial year. The total of 199 applications received exceeded the 2017/18 financial year total of 179 applications. The following graph details the Building applications compared to the previous year:

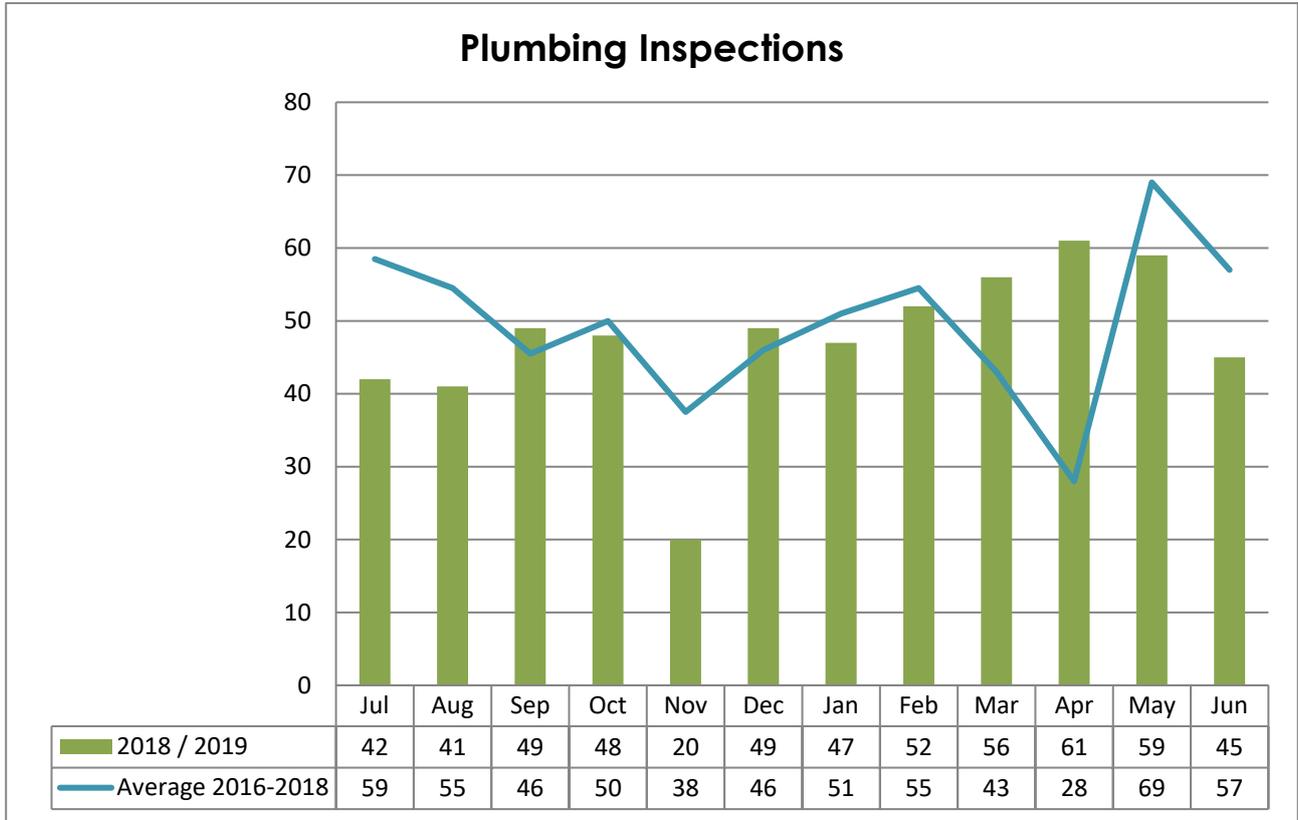


4.2. Building applications for \$62 million worth of building works were received during the 2018/19 financial year, which is below the 2017/18 total of \$104 million. The following graph details the value of buildings works received compared to previous years:

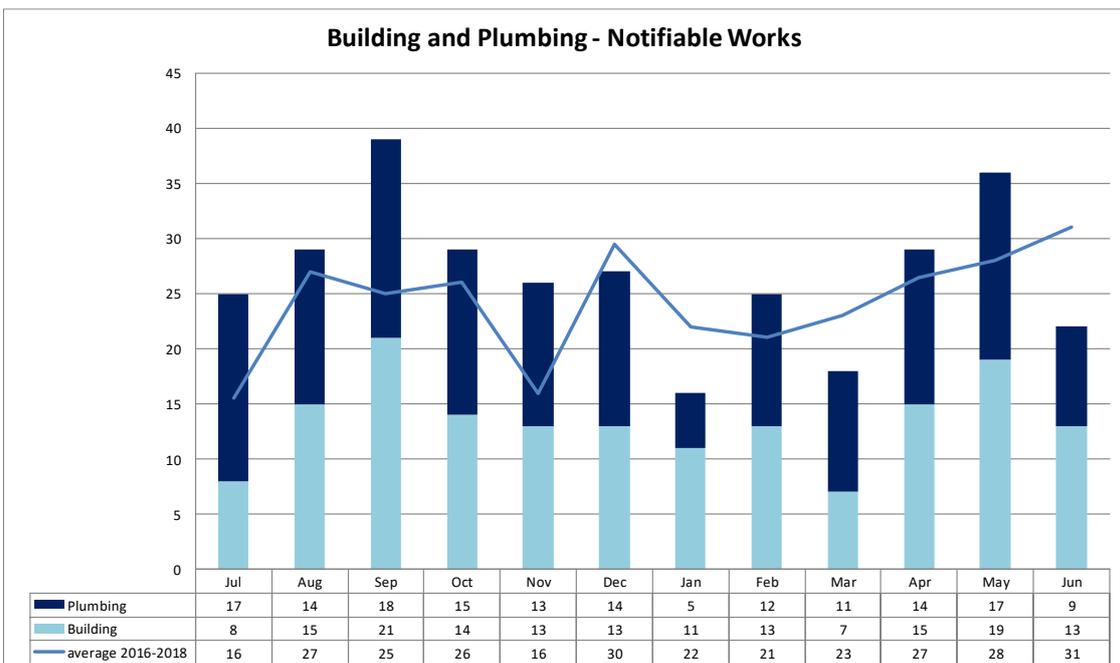


4.3. 569 plumbing inspections were carried out during the 2018/19 financial year, which is less than the 582 plumbing inspections carried out during the 2017/18

financial year. The following graph details the number of plumbing inspections carried out last financial year compared to previous years:



4.4. 162 notifiable works were received for building and 159 notifiable works were received for plumbing during the 2018/19 financial year. The total of 321 notifiable works received is well above the 255 notifiable works received during the 2017/18 financial year. The following graph details the notifiable works received for building and plumbing that were issued last year compared to previous years:



5. Environmental Health

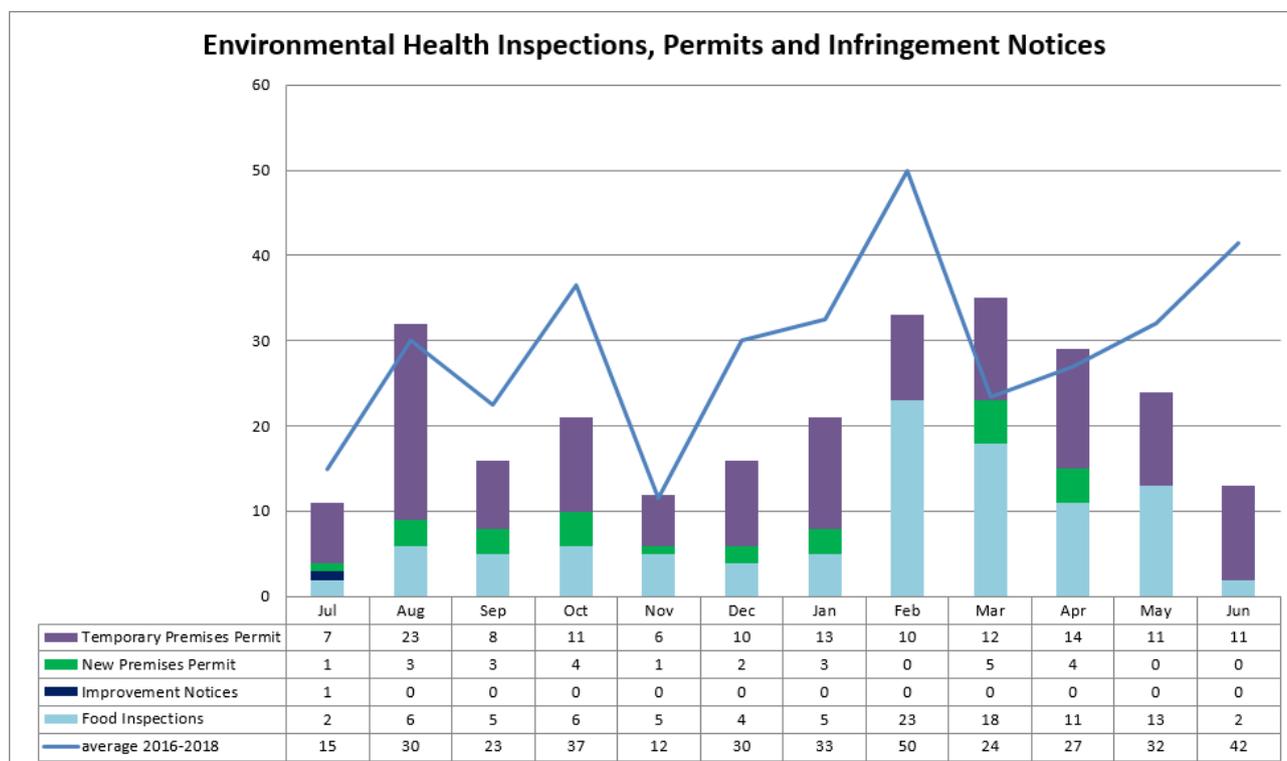
5.1. A total of 100 food premises inspections were conducted during 2018/19. This is well down on the 359 inspections conducted during the 2017/18 financial year. One of those inspections resulted in the service of an improvement notice under the provisions of the *Food Act 2003*. No infringement notices were issued for breaches of the Act.

26 new Food Premises permits were issued, and a further 136 Temporary Food Premises requests were approved. This has increased slightly from the 24 new Food Premises permits issued and the 105 Temporary Food Premises requests approved during the 2017/18 financial year.

Six food complaints were received to the end of June 2019 and have been investigated and resolved satisfactorily.

The school immunisation program for the calendar year was commenced in March and will continue during the year in accordance with the mandatory program set by the Director of Public Health. During the 2018/19 financial year 799 immunisations were administered at schools in the program which is significantly less than the 1,436 immunisations administered during the 2017/18 financial year.

5.2. The following graph details the inspections, permits and infringement notices that were issued by the Environmental Health Officers last year compared to previous years:

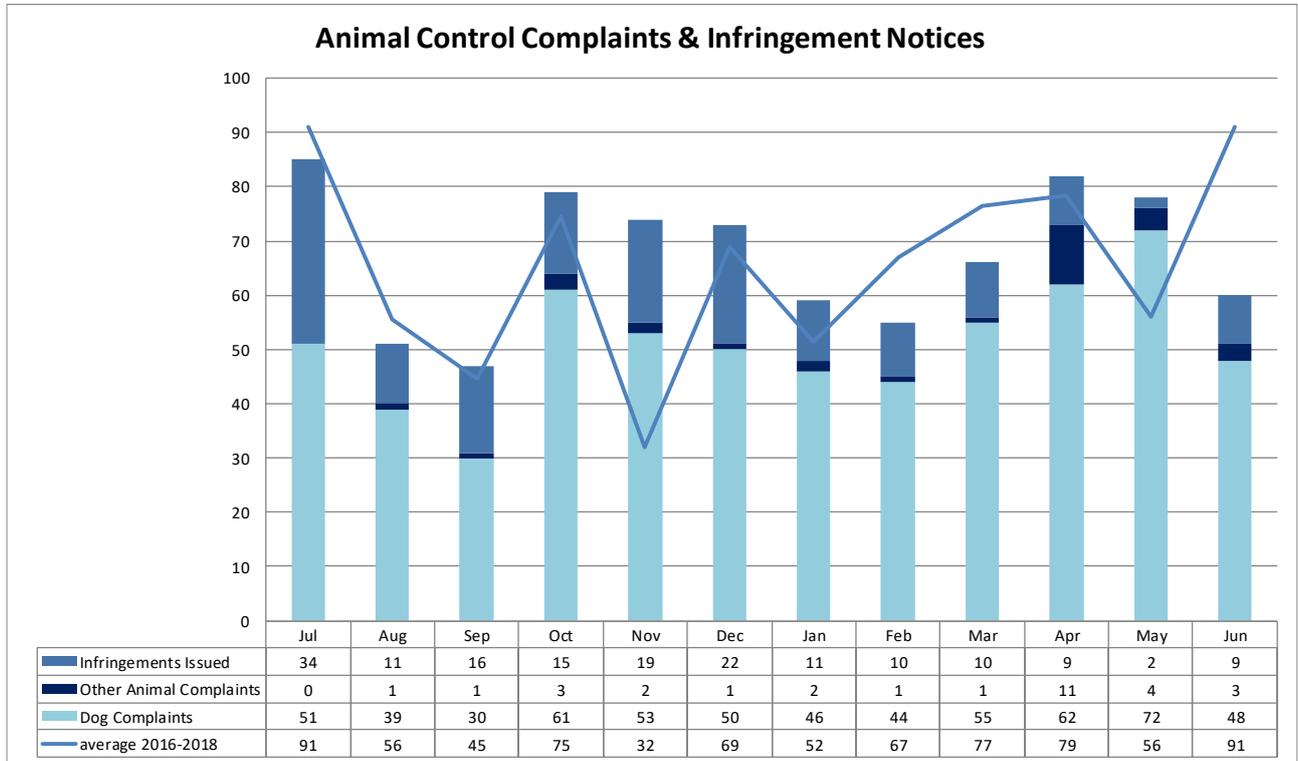


6. Animal Control

6.1. At the end of the financial year there were 4,015 dogs registered in Devonport. This is similar to the 4,059 dogs registered during the 2017/18 financial year.

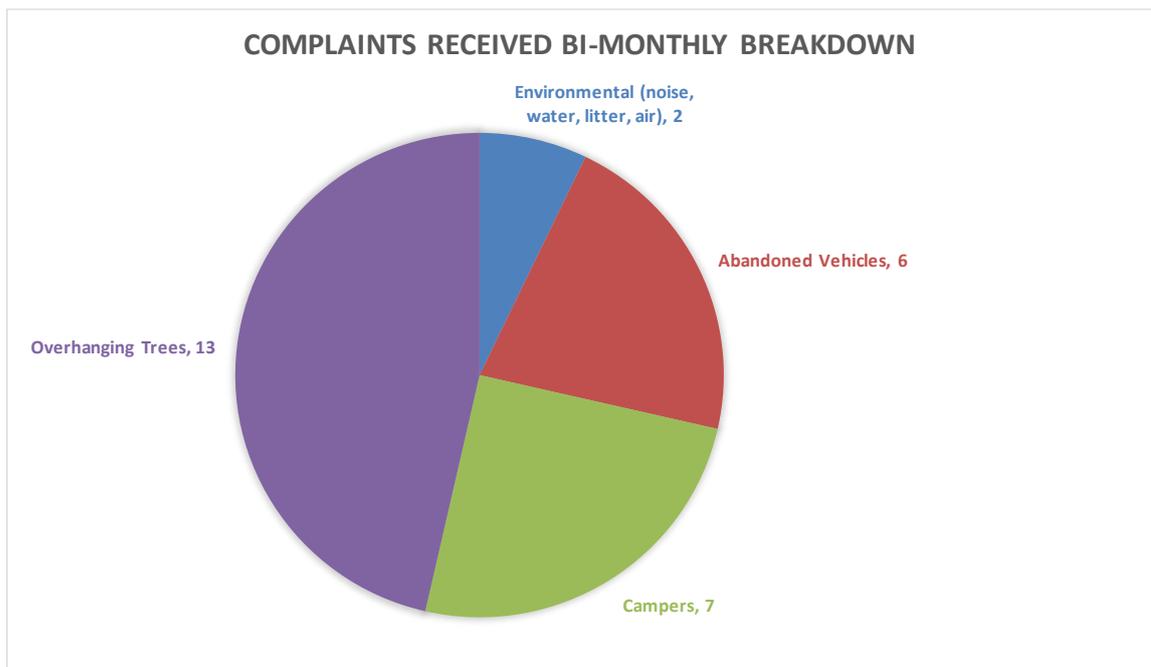
A total of 641 animal complaints were received during the 2018/19 financial year, compared to 681 received during the 2017/18 financial year. These complaints predominately related to dog at large and barking dogs. All complaints were responded to within two working days.

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



7. Risk and Compliance

7.1. The following graph details the breakdown of the complaints received by the Risk Department during June:



7.2. 11 internal incidents and 6 external incidents were reported during June. The following table details the types of incidents:

Internal Incident Type	No. of Reports	Description
Personal Injury	6	<ul style="list-style-type: none"> • Dog bite • Rolled ankle • Tingling & burning sensation in hand • Grazed ankle • Fall • Trip on concrete wheel stop
Property Damage	1	<ul style="list-style-type: none"> • Guardrail damaged by vehicle
Hazard	3	<ul style="list-style-type: none"> • Water pooling at various locations
Near Hit	1	<ul style="list-style-type: none"> • Door caught by wind and flew open
Report only	1	<ul style="list-style-type: none"> • Volunteer had a document removed from the Library
External Incident Type	No. of Reports	Description
Personal Injury	6	<ul style="list-style-type: none"> • Trips and falls at various locations

The following table details the breakdown of potential and actual claims:

	Internal Incidents	External Incidents
Potential Claims	0	0
Potential Claim Costs	\$0	\$0
Actual Claims	0	0
Actual Claim Costs	\$0	\$0

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

This report is provided for information purposes only as it relates to the activities of the Development Services Department in June and July 2019.

ATTACHMENTS

- 1. Short and Medium Term Visitor Accommodation Audit

RECOMMENDATION

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

Author:	Kylie Lunson	Endorsed By:	Matthew Atkins
Position:	Development Services Manager	Position:	Acting General Manager

Department of Justice
CONSUMER, BUILDING AND OCCUPATIONAL SERVICES

PO Box 56, Rosny Park 7018
Phone 1300 654 499 Fax 03 6233 7657
Email cbos.info@justice.tas.gov.au
Web www.cbos.tas.gov.au



Permit Authority
Devonport Council
PO Box 604
DEVONPORT TAS 7310

Dear Permit Authority,

Consumer, Building and Occupational Services (CBOS) would like to thank you for your assistance throughout the Short and Medium Term Visitor Accommodation Audit Program 2018-19.

The audit program has now been completed. As part of the audit, a report has been prepared for the Director of Building Control. A summary of this report has been included with this letter. The full report can be viewed by visiting www.cbos.tas.gov.au.

CBOS will continue to work closely with owners, industry, and local Government to ensure safety of visitors using short or medium term accommodation in Tasmania. Should you have any questions, CBOS can be contacted by email cbos.info@justice.tas.gov.au, phone 1300 654 499, or web form at www.cbos.tas.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "A. Goldsworthy".

Andrew Goldsworthy
Acting Executive Director
Consumer, Building and Occupational Services

19 July 2019



Audit Summary

July 2019

DOC/19/12972 v1.0

Short and Medium Term Visitor Accommodation Audit

Consumer, Building and Occupational Services (CBOS) has completed an audit into short and medium term visitor accommodation within Tasmania.

The audit aimed to ensure safety of visitors utilising this type of accommodation and compliance with the:

- *Building Act 2016*
- *Director's Determination – Short or Medium Term Visitor Accommodation (Director's Determination).*

As of 1 July 2017, the Director's Determination came into effect. It applies to existing properties where owners are charging a fee for use as visitor accommodation.

The Determination allows owners to self-assess that the property meets certain safety requirements. This is instead of having to go through a full application for a change of use or classification for the property.

As part of the audit CBOS undertook property inspections which identified a number of compliance issues.

As a result the following outcomes and recommendations were identified:

Community and industry engagement and education

A web page has been created on the CBOS website to provide information to owners thinking of using their property as visitor accommodation.

The creation of guidance material that outlines the specifications required for visitor accommodation properties, which supports the Director's Determination, would assist in providing clarity to the community and industry.

Strengthening current legislative framework

The Directors Determination, since its introduction, has assisted in streamlining the planning process, and is designed to make the process easier for owners who are wishing to use their homes or investment properties as visitor accommodation.

To aid industry and community, the Directors Determination could provide examples or standards that further clarify the requirements.

The Tasmanian Government has since introduced the Short Stay Accommodation Act. The primary purpose of this Act is to set data requirements for listing properties on sharing websites and allowing the Director of Building Control to collect that data.

This means that after a six month transition period, the Director of Building Control will receive quarterly figures from booking platforms that will provide essential information regarding the use of property for short stay accommodation.

Non-compliance identified outside the scope of the audit

Properties identified as having significant compliance issues that may be a threat to public safety have been referred to the relevant Permit Authorities for further compliance action.

Find out more

For the full audit report visit the CBOS website at www.cbos.tas.gov.au.

For further information contact:

Web form: www.cbos.tas.gov.au
Phone: 1 300 654 499
Email: cbos.info@justice.tas.gov.au
Post: Consumer, Building and Occupational Services
PO Box 56
Rosny Park TAS 7018

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6.2 INFRASTRUCTURE AND WORKS REPORT

File: 29528 D592980

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 5.4.1 Provide timely, efficient, consistent and quality services which are aligned with and meet our customers needs

SUMMARY

This report provides a summary of the activities undertaken by the Infrastructure and Works Department during the months of June and July 2019.

BACKGROUND

The report is provided to the Infrastructure, Works and Development Committee and aims to update Councillors and the community on matters of interest. The functional areas of Council covered by this report are:

- Asset Management Program (forward planning and maintenance)
- Capital Works
- Roads, Footpaths and Cycleways
- Streetscape Design (including lighting, signs, furniture, vegetation)
- Stormwater Management
- Traffic Management
- Waste Management
- Recreation Reserves (including playgrounds, parks and gardens)
- Sporting Grounds and Facilities
- Tracks and Trails
- Public Buildings (including public halls, toilets)
- Marine Structures (including jetties, boat ramps)
- Recreation and open space planning

STATUTORY REQUIREMENTS

Council is required to comply with the provisions of the *Local Government Act 1993* and other relevant legislation.

DISCUSSION

1. Capital Works Program

- 1.1. In June and July, progress was made on both the 2018/19 and 2019/20 capital works programs. Several projects in the 2018-19 program were completed, whilst projects in the 2019-20 program were commenced.

The Capital Works Income & Expenditure Report June 2019 is attached to this report.

Some projects in the 2018-19 program are required to be carried forward and be completed in 2019-20. A separate report detailing the projects to be carried forward will be provided.

- 1.2. The improvements at the intersection of Best Street and Formby Road have been completed. The left slip lane is operational and will provide flexibility for buses and other larger vehicles in the CBD.



- 1.3. Work on the traffic parking and pedestrian improvements at Mersey Bluff is underway. Delays have been encountered due to wet weather. However, construction at this time of year has limited the impact on the public.



- 1.4. Construction of footpaths in Parker Street and Curr Street are underway and completion is expected in August. These small projects improve the footpath network to the requirements of Council's Pedestrian Strategy 2016-2021.



- 1.5. East Devonport playground and toilet block

The playground is open to the public but delays with the electrical connection have meant the new amenities block will remain closed until mid-August.



1.6. The new public toilets at the Don Hall are now open.



1.7. Detailed design work for the Latrobe to Ambleside section of the Coastal pathway is underway. A construction tender is expected to be advertised in October, which should enable construction to start in December.

Survey and consultation have commenced on the Don to Leith section.



River Road, Ambleside.

- 1.8. Council has taken delivery of a new side arm garbage truck, ordered in October 2018. This truck replaces an existing truck on the domestic collection routes. The existing truck has been traded.



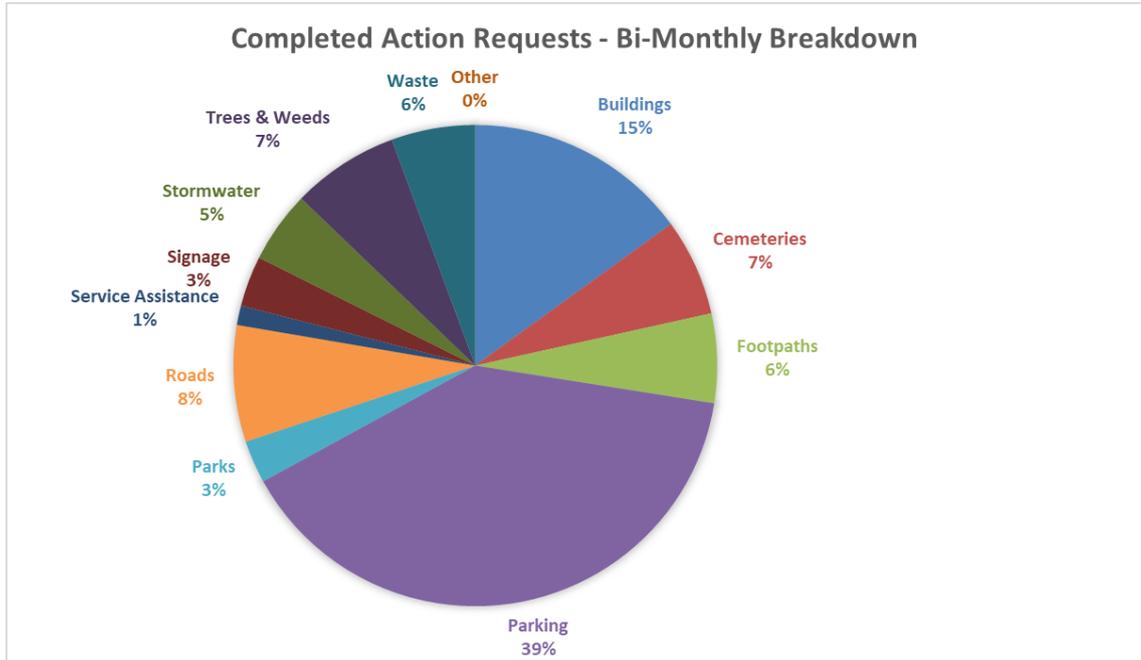
- 1.9. The pay station that was located in the Best St. carpark has been installed on the upper ground floor of the multi-level car park. The machine, in the south west corner has been positioned to make pedestrian access to a pay station easier and to reduce the number of pedestrians using the vehicle ramps for access.
- 1.10. Investigation on the Watkinson Street stormwater renewal project has shown that the pipeline is in better condition that previously reported, and that renewal is not required. As part of the project planning, the CCTV footage of the pipe was reassessed, and the structural rating was revised favourably. Tree roots have previously been cut from the pipe but have not returned, as some trees over the pipeline have been removed. It is recommended that the \$42,000 budget for this project be reallocated to a similar stormwater asset renewal project. The most appropriate candidate project will be identified in a future report.
- 1.11. Design and planning work has commenced on several projects in the 2019-20 capital works program. Projects that are likely to see construction commence in the next two months are:
- Middle Road pedestrian facilities
 - Adelaide Street renewal (from 2018-19)
 - William Street stormwater improvements – east side

2. Management

- 2.1. The following table is a summary of the action requests for the Infrastructure and Works Department:

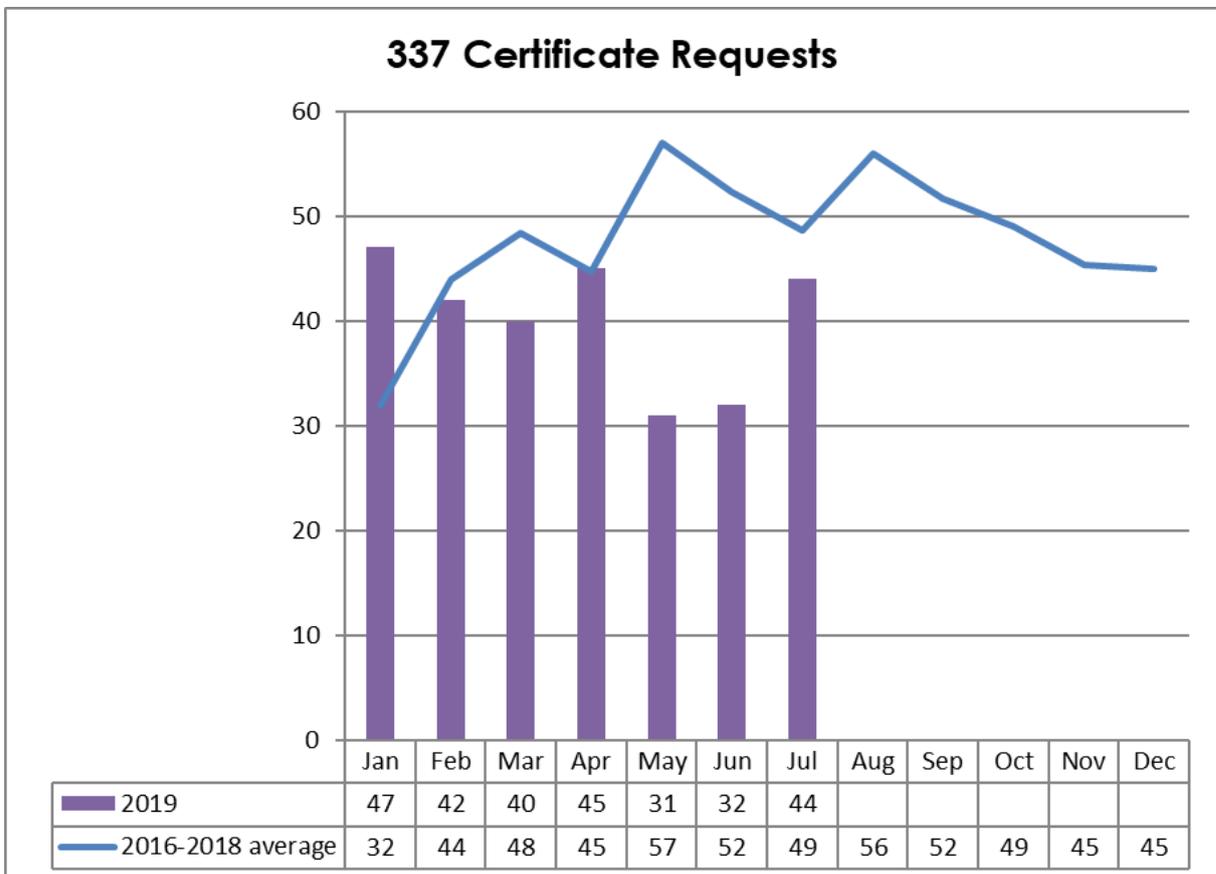
Balance of Action Requests as at 31 May 2019	533
Number of Action Requests created in June and July	806
Number of Action Requests completed in June and July	789
Balance of Action Requests as at 31 July 2019	550

2.2. The following graph details the categories of the action requests completed during June and July.



3. Technical and Engineering

3.1. 32 Section 337 Certificates were processed in June and 44 in July. The following graph details the 337 Certificates that have been assessed by the Infrastructure and Works Department this calendar year compared to previous years:



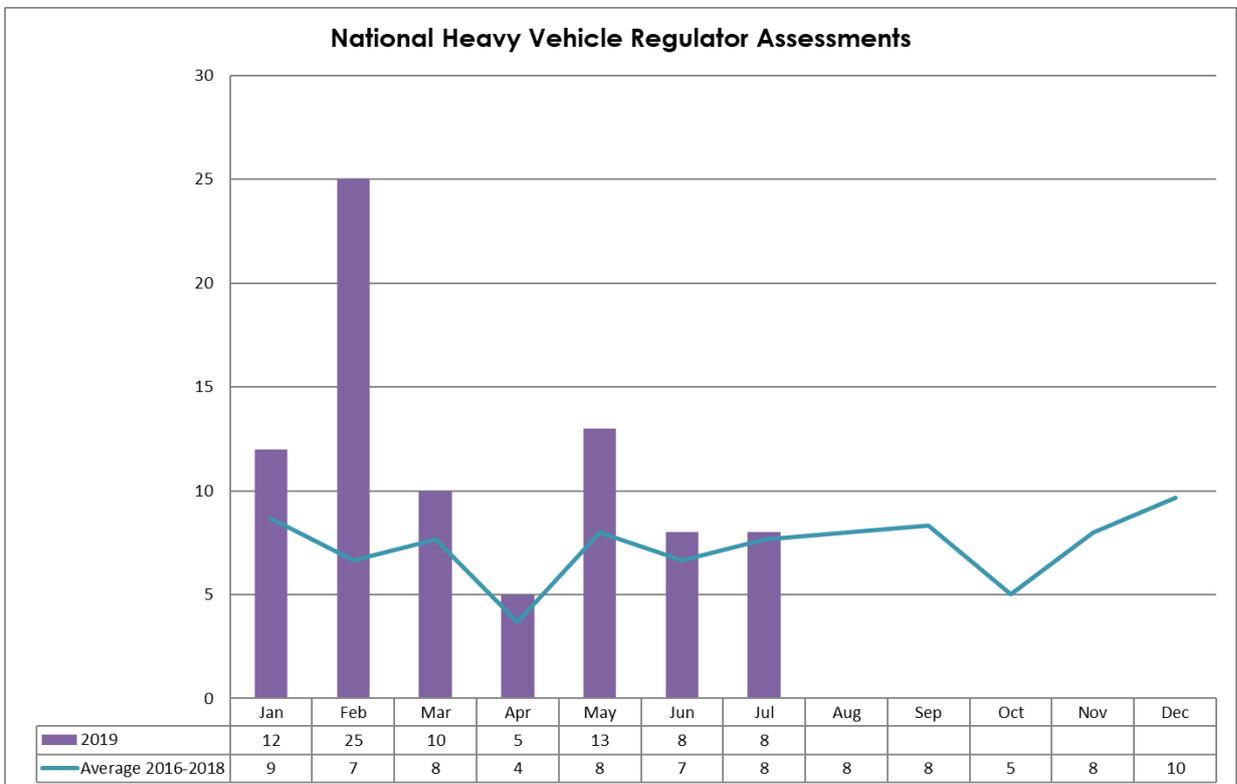
3.2. The following is a summary of the projects capitalised in the period since the last report.

Number of projects capitalised in period	24
Total value of capitalisations in period	\$13.71M
Total value of Works in Progress (WIP) as at 30 June	\$54.69*
Donated Asset Capitalised (Subdivisions) in February	\$0
Number of projects awaiting capitalisation next month	7

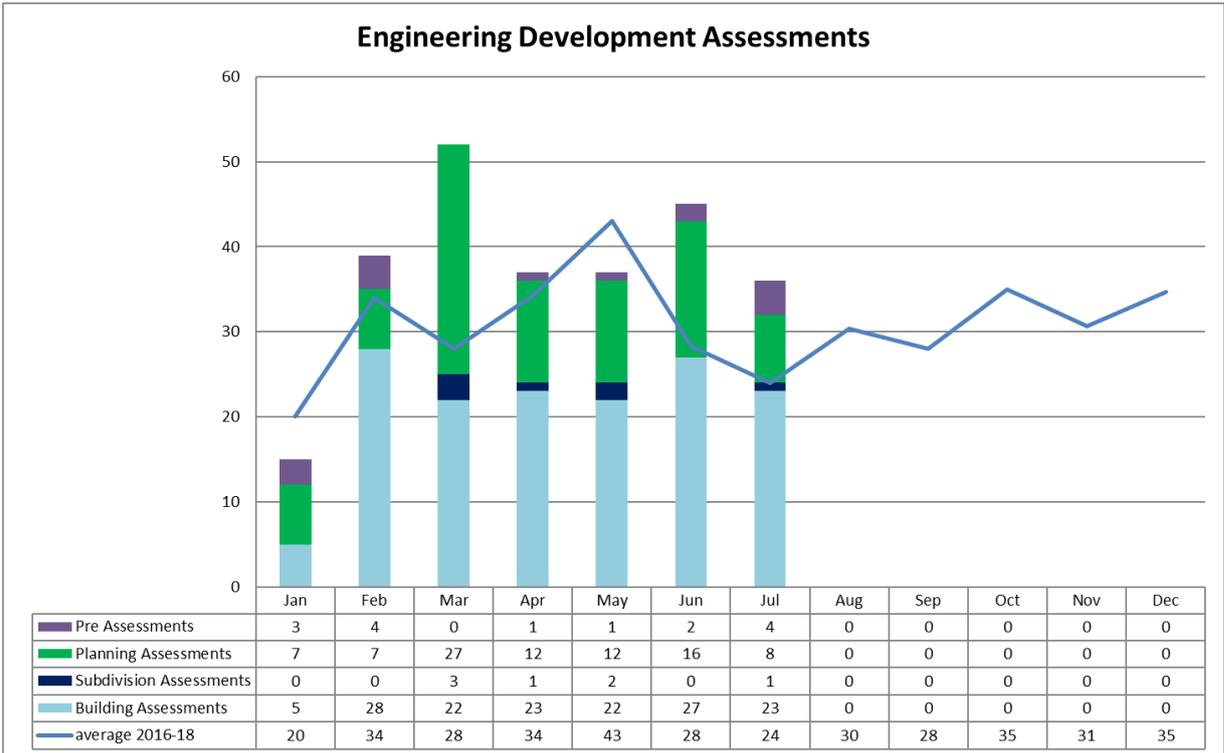
* includes \$47.78 LIVING CITY costs yet to be capitalised

The projects capitalised included Providore Place and the paranapple arts centre. Work is underway to capitalise the paranapple centre and will be completed in August, significantly reducing the WIP balance.

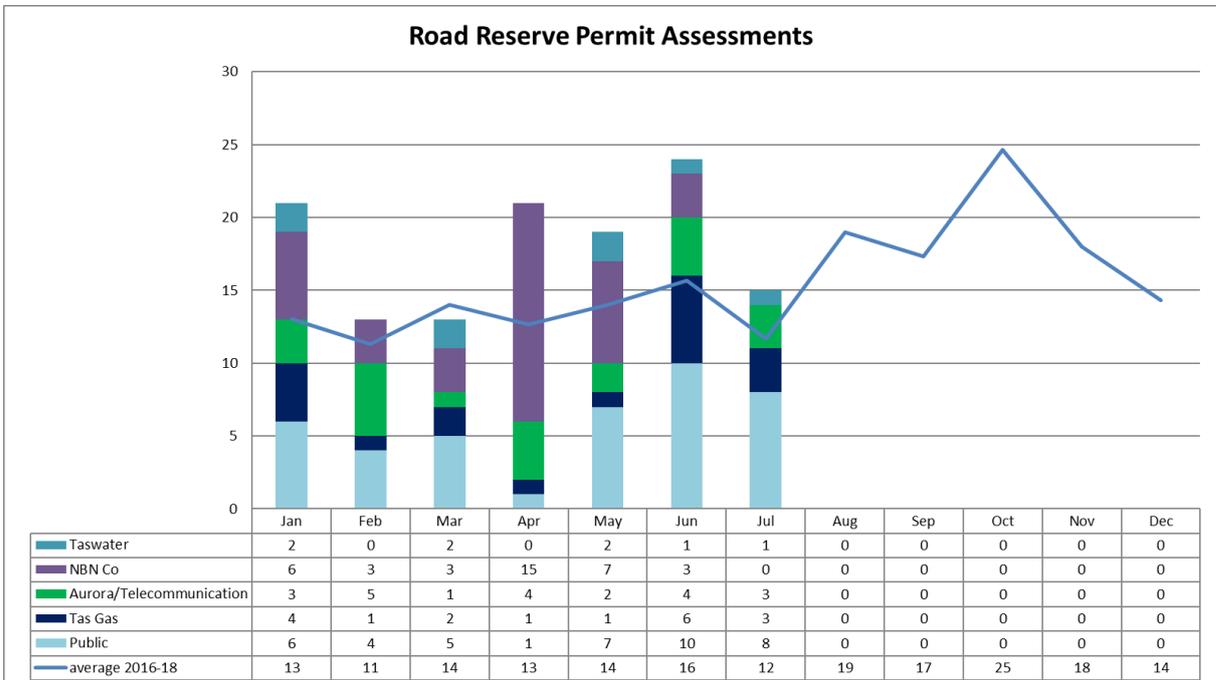
3.3. The following graph details the National Heavy Vehicle Regulator Assessments that have been issued this year compared to previous years:



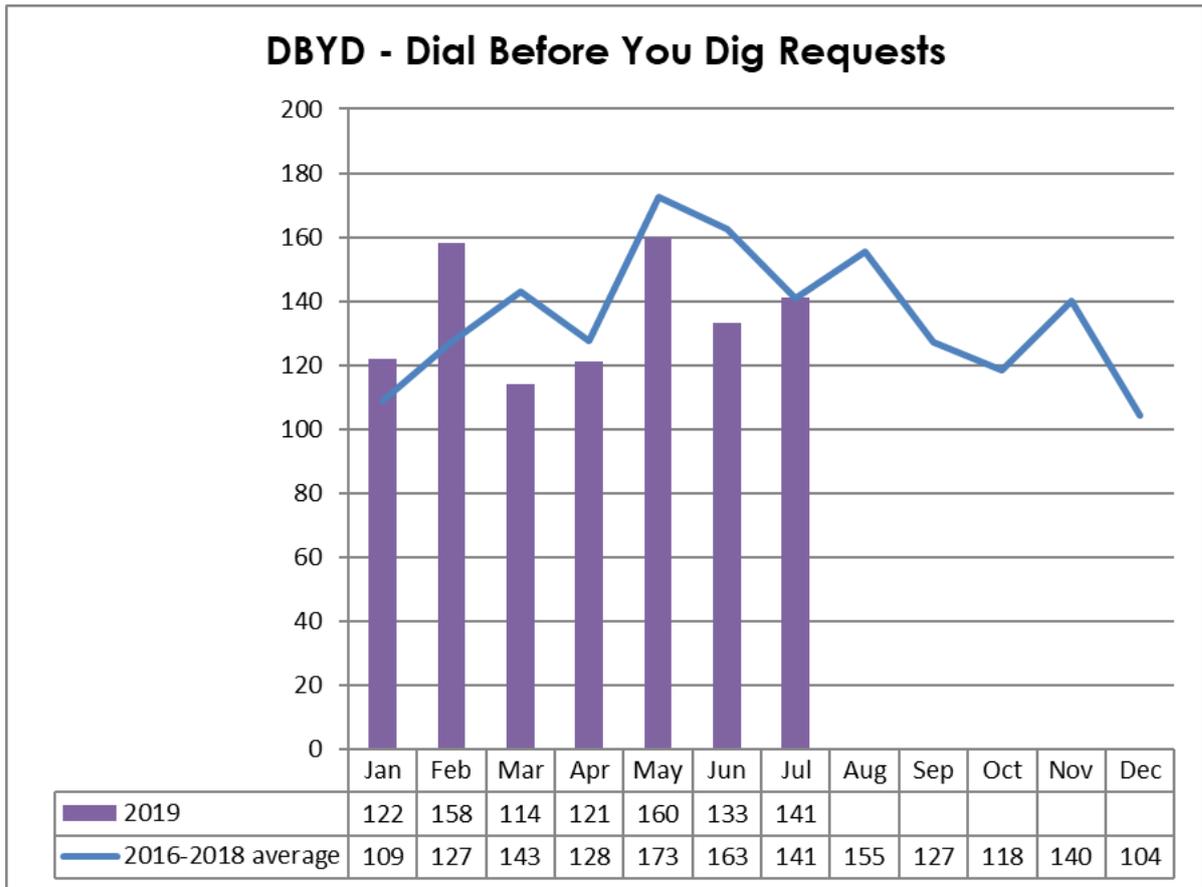
3.4. The following graph details the Engineering Assessments for Development Applications that were completed in June and July compared to previous years:



3.5. The following graph details the Road Reserve Permit Assessments that were completed in June and July compared to previous years:



3.6. The following graph details the Dial Before You Dig requests that have been processed this year compared to previous years:



4. Operational Contracts

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

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor
Contract 1314 - Supply & Delivery of Pre-mixed Concrete	1/07/2019 option 1+1	The original contract signed in June 2017 was for a 12 month period and had an option for two 12 month extensions. Further to a review the option for the second 12 month extension was accepted.	Schedule of Rates	Boral Construction Materials
Contract – 1320 - Weed Control	1/07/2019 option 1+1	The original contract signed in June 2018 was for a 12 month period and had an option for two 12 month extensions. Further to a review the option for the second 12 month extension was accepted.	\$107,180 per annum	Steeds Weeds Solution
Contract – 1321 - Roadside Mowing	1/07/2019 option 1+1	The original contract signed in June 2018 was for a 12 month period and had an option for two 12 month extensions. Further to a review the option for the second 12 month extension was accepted.	\$65,250 per annum	Mareeba Trust

5. Civil Works and Stormwater Maintenance

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

- Footpath repairs in Woodrising Avenue and Fleetwood Drive
- Replacement of damaged guard rail on Forth Road
- Repair of storm damage to Harris Road, Squibbs Road and Donvista Drive
- Repair of edge breaks on Bellamy Road



5.2. In August and September, it is anticipated that civil works and stormwater maintenance works will include:

- Line marking of pedestrian walkways at the corner of Nixon Street and Oldaker Street
- Various footpath repairs identified from inspections

- Shouldering of Forthside Road
- Engaging contractors for gravel road resheeting and urban patching programs

6. Parks and Reserves Maintenance

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

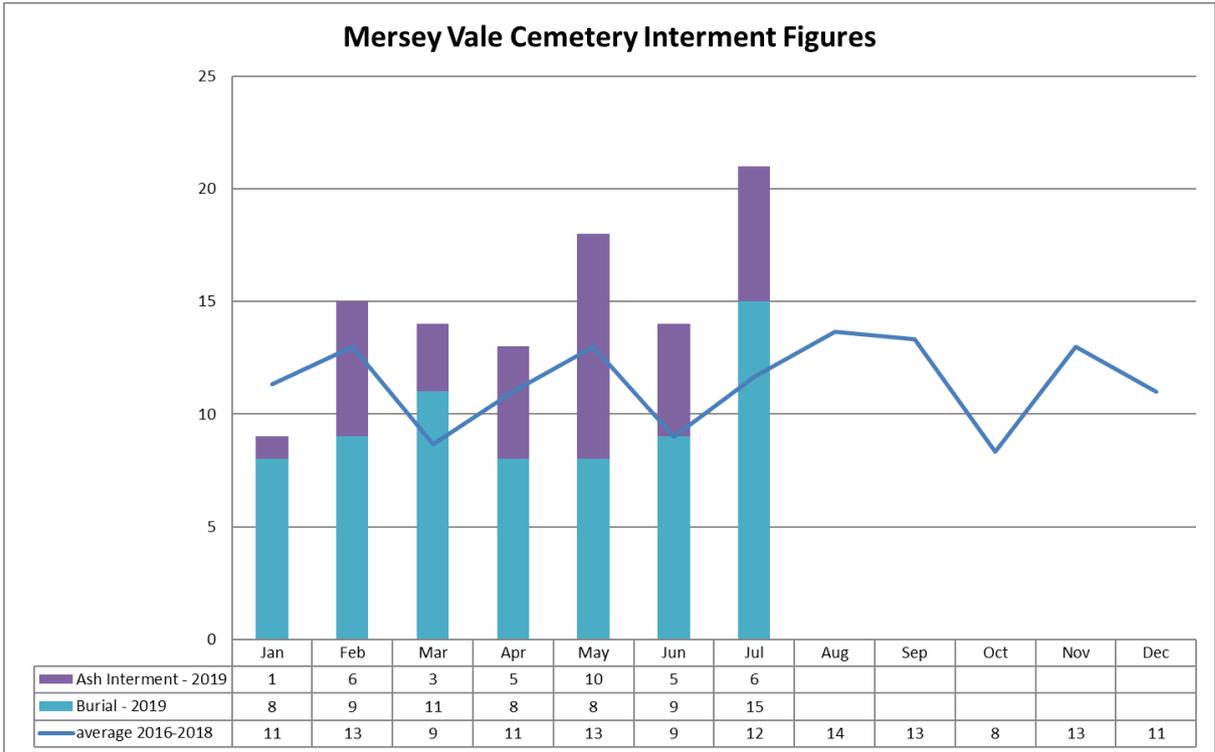
- Preparation of soccer fields for state junior carnival
- Renewal of sections of sawdust walking tracks
- Ongoing maintenance of winter sports grounds
- Commencement of tree relocations from Roundhouse Park



6.2. In August and September, it is anticipated that parks and reserves maintenance works will include:

- Ground renovation of Maidstone Park ground including thatch removal, over sewing and releveling
- Tree planting at Horsehead Creek
- Completion of tree relocations from Roundhouse Park

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



7. Building and Facilities Maintenance

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

- Re-tile barbecue shelter bench top at Vietnam Veterans
- Polish stainless steel downpipes at Surf Club building
- Maintenance to 50m outdoor pool at aquatic centre
- Paint squash courts at Devonport Recreation Centre

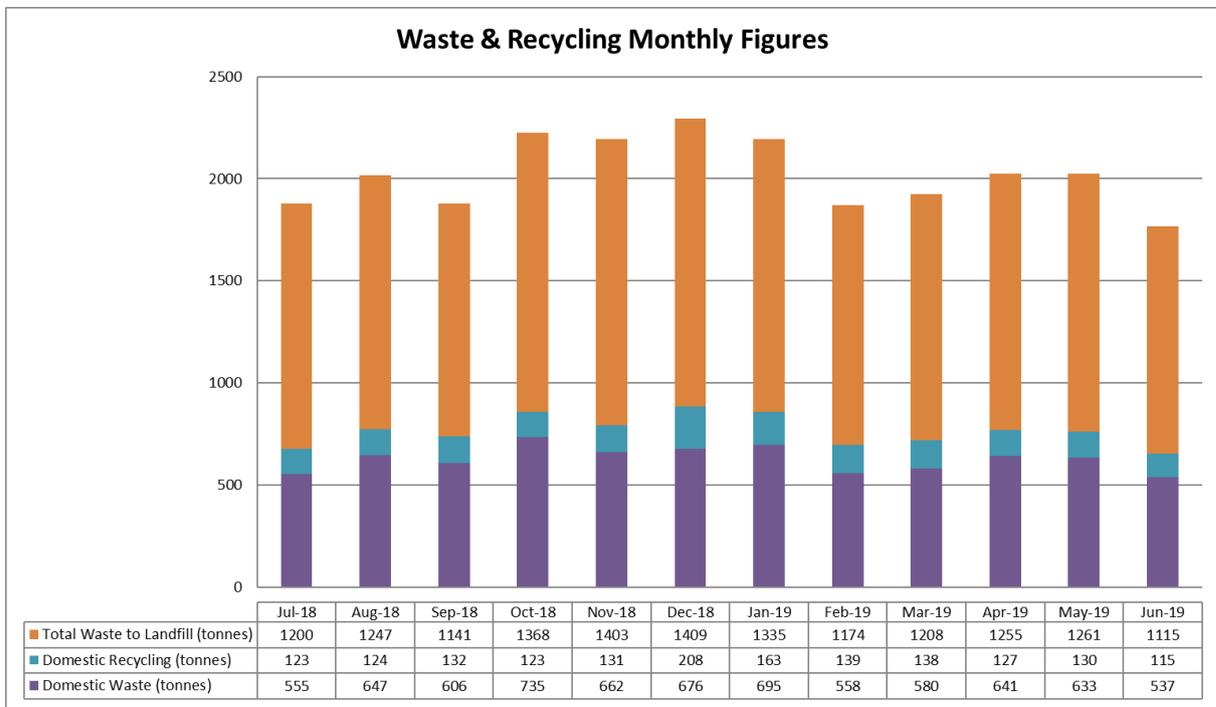


7.2. In August and September, it is anticipated that building and facilities maintenance works will include:

- Replace gas struts on basketball backboards at the Youth Centre
- Replace external doors at Devonport Oval
- Painting at Surf Club foyer
- Stain timber seating on Rooke Street Mall

8. Waste Management Operations

8.1. Waste Management Services were conducted in accordance with the Service Level Document during June and July. The following graph details the volumes of waste and recycling from the domestic collection services and the total volume of waste to landfill from the Spreyton Waste Transfer Station, noting that July totals were unavailable at the time this report was compiled.



8.2. The following table details the monthly figures for the Spreyton Waste Transfer Station:

Item	19/20 YTD	18/19 Total	17/18 Total	16/17 Total
Asbestos – large loads (Tonnes)	0.84	9.16	9.94	11.02
Asbestos – small loads (m ³)	14	149	90.5	102.5
Mattresses (no.)	167	1,128	828	695
Vehicle Loads – up to 0.5m ³ (no.)	377	5,688	5,117	4,859
Vehicle Loads – 0.5m ³ to 1.5m ³ (no.)	1280	17,940	11,724	13,985
Vehicle Loads – 1.5m ³ to 2m ³ (no.)	150	3,135	6,380	6,422
DCC Garbage Trucks (Domestic & Commercial Collection Services) (tonnes)	701	8,981	9,207	9,192
Steel Recycling (tonnes)	70	1,135	845	897
e-Waste (tonnes)	N/A	45	12	0
Tyres (no.)	19	439	348	293

- 8.3. EFTPOS is now accepted as a payment method at the Spreyton Waste Transfer Station. Council has received numerous requests for this option and are now expecting up to 50% of transactions on occur via card.
- 8.4. Council are working with Worksafe Tasmania and industry on formalising the process for the disposal of silica dust. The current practice includes handling and disposing of the material in the same way as asbestos, which is considered appropriate, but formalisation of the processes will provide certainty for all stakeholders.
- 8.5. Older bins, drums and crates have been replaced with new 660L bins in the recycling area at the Spreyton Waste Transfer Station. The bins are opened using a foot pedal, which is safer for all users. The new bins will result in improved quality of the recovered products and will be more efficient to collect.

The bins were funded by a grant from Dulverton Waste Management's Best Practice Improvements program.



COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

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

ATTACHMENTS

- [1.](#) Capital Works Summary - June 2019

RECOMMENDATION

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

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	Deputy General Manager

Capital Works Income & Expenditure Report June 2019													
	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding Included in Total	Funding Adjustments	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
Summary													
Open Space & Recreation	1,950,200	537,319	2,487,519	62,500	(29,570)	819,904	880,620	1,700,524	786,996			68%	
Buildings & Facilities	80,000	1,050,695	1,130,695	-	-	1,122,990	-	1,122,990	7,705			99%	
Transport	4,340,000	1,020,688	5,360,688	612,146	-	4,399,712	581,918	4,981,629	379,059			93%	
Stormwater	1,180,000	100,235	1,280,235	-	-	577,795	3,300	581,095	699,140			45%	
Living City	3,000,000	12,112,036	15,112,036	1,000,000	-	10,434,468	15,450	10,449,918	4,662,118			69%	
Plant & Fleet	827,000	544,929	1,371,929	-	-	615,256	542,689	1,157,945	213,984			84%	
Other Equipment	479,000	160,192	639,192	-	-	250,964	374	251,338	387,854			39%	
Total Capital Works	11,856,200	15,526,094	27,382,294	1,674,646	(29,570)	18,221,088	2,024,351	20,245,439	7,136,856				
Open Space & Recreation													
CP0128 Signage Strategy Actions		23,744	23,744			11,170	-	11,170	12,574	Complete	Complete	47.0%	
CP0129 Don River Rail Trail - Don to Tugrah gravel track		112,443	112,443		(29,570)	8,000	-	8,000	104,443	TBA	TBA	7.1%	Property acquisition progressing. Construction work pending future grant opportunities. Funding adjustment due to cancellation of grant
CP0136 Aquatic Ctr. O/door filter vessels associated pipework and roof over		134,867	134,867			111,005	-	111,005	23,862	Complete	Complete	82.3%	
CP0137 Vietnam Veteran's Memorial - BBQ shelter renewal		79,137	79,137		(38,105)	21,956	-	21,956	19,076	Complete	Complete	27.7%	The allowance to replace the roof was not required and was re-allocated to CP0163.
CP0163 Victoria Parade George St sea wall repair					38,105	38,105	-	38,105	[0]	Complete	Complete		Project funded from available contingency on project CP0137
CP0140 Fitness Equipment East Devonport		87,128	87,128			67,924	-	67,924	19,204	Complete	Complete	78.0%	
CP0143 Mersey Vale cemetery - Children's Area		100,000	100,000			15,217	-	15,217	84,783	Sep-19	Nov-19	15.2%	Construction pending
CP0145 Victoria Parade Lighting Stage 2	85,000		85,000			64,134	-	64,134	20,866	Complete	Complete	75.5%	
CP0146 Mersey Vale Cemetery - Lighting Renewal	56,000		56,000			812	-	812	55,188	Sep-19	Nov-19	1.4%	Quotations being assessed
CP0147 Playground Equipment Renewal - East Devonport Foreshore	80,000		80,000			77,972	-	77,972	2,028	Complete	Complete	97.5%	
CP0148 Maidstone Park - Netball Goalposts Replacement	8,000		8,000			21,415	-	21,415	(13,415)	Complete	Complete	267.7%	Over expenditure partly offset by grant income
CP0149 Path Renewal - Victoria Parade	133,000		133,000			83,081	-	83,081	49,919	Complete	Complete	62.5%	
CP0150 Maidstone Park - Replace Ground Lighting	125,000		125,000	62,500		14,055	-	14,055	110,945	TBA	TBA	11.2%	Tenders requested
CP0151 Maidstone Park - Gymnastics Club Car Park	150,000		150,000			954	-	954	149,046	Jul-19	Jan-20	0.6%	Construction underway
CP0152 Bluff Plaza - Replace Electrical Cabinet	15,000		15,000			14,232	-	14,232	768	Complete	Complete	94.9%	
CP0153 Mersey Vale Cemetery - Future Ash Interment Columns - Memorial Garden	30,000		30,000			23,614	-	23,614	6,386	Complete	Complete	78.7%	
CP0154 Dog Exercise Park - Dog Agility Equipment & Drink Fountain	15,000		15,000			13,376	-	13,376	1,624	Apr-19	Aug-19	89.2%	Minor works pending
CP0155 Aquatic Centre Carpark - Tree Planter Surrounds	7,200		7,200			8,486	-	8,486	(1,286)	Complete	Complete	117.9%	Over-expenditure offset by savings in other projects.
CP0156 Pioneer Park - Installation of Park Furniture	20,000		20,000			15,334	-	15,334	4,666	Complete	Complete	76.7%	
CP0157 Highfield Park - Installation of Park Furniture	20,000		20,000			13,635	-	13,635	6,365	Complete	Complete	68.2%	
CP0158 Mersey Vale Cemetery - Modern Burial Stage 2	1,050,000		1,050,000			11,464	880,620	892,083	157,917	Nov-19	Feb-20	85.0%	Contract awarded
CP0159 Don Reserve - Bank Stabilisation	18,000		18,000			20,943	-	20,943	(2,943)	Complete	Complete	116.4%	
CP0160 Horsehead Creek - Bank Stabilisation between Horsehead Creek & Waterfront Complex	38,000		38,000			2,117	-	2,117	35,883	TBA	TBA	5.6%	Construction pending
CP0161 New Playground Equipment - Miandetta Park	100,000		100,000			105,171	-	105,171	(5,171)	Complete	Complete	105.2%	
CP0162 East Devonport Beach - All Abilities Acc						54,337	-	54,337	(54,337)	Complete	Complete		Expenditure invoiced to service club who have obtained grant funding for the project
CP0164 Back Beach - path from base of stairs						952	-	952	(952)				Preliminary works on next years projects
CP0165 Victoria Parade foreshore - erosion repa						81	-	81	(81)				Preliminary works on next years projects
CP0166 Coastal Pathway - lighting - Aikenhead P						161	-	161	(161)				Preliminary works on next years projects
CP0182 Mersey Vale Memorial Park - signage						200	-	200	(200)				Preliminary works on next years projects
Total Open Space & Recreation	1,950,200	537,319	2,487,519	62,500	(29,570)	819,904	880,620	1,700,524	786,996			68.4%	

	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget \$	Additional Funds Carried forward & adjustments \$	Total Budget Available \$	External Funding Included in Total \$	Funding Adjustments \$	Actual \$	Commitments \$	Total Expenditure \$	Remaining Funds \$	Works Start Month	Works Completion Month	% Budget Spent	Comments
Buildings & Facilities													
C80091	East Devonport Toilet Block Renewal		218,000			218,305	-	218,305	(305)	Mar	Jun-19	100.1%	minor work pending
C80092	Installation of Public Toilet - Don Hall	80,000		80,000		35,292	-	35,292	44,708	Complete	Complete	44.1%	Construction underway
C80080	Art Gallery Integration Project		832,695	832,695		869,393	-	869,393	(36,698)	Complete	Complete	104.4%	Over-expenditure will be offset by savings in other projects.
	Total Facilities	80,000	1,050,695	1,130,695	-	1,122,990	-	1,122,990	7,705			99.3%	
Transport													
CT0169	Fornby Road & Best Street intersection safety improvements		261,896	261,896		298,725	375	299,100	(37,204)	Complete	Complete	114.2%	
CT0198	Mersey Bluff Pedestrian Link	125,000	74,850	199,850		22,141	176,032	198,173	1,677	Jun-19	Sep-19	99.2%	Construction underway
CT0200	Forth Road, Don - pedestrian link		6,323	6,323		5,881	-	5,881	442	Complete	Complete	93.0%	
CT0208	Bishops Road renewal		515,253	515,253		364,629	-	364,629	150,624	Complete	Complete	70.8%	
CT0218	Street Light Provision	60,000		60,000		61,004	-	61,004	(1,004)	Complete	Complete	101.7%	
CT0219	Reseal Program 2018-2019	700,000		700,000		688,022	-	688,022	11,978	Complete	Complete	98.3%	
CT0220	Southern Rooke Street Renewal	1,000,000		1,000,000		1,101,973	9,712	1,111,685	(111,685)	Jan-19	Aug-19	111.2%	Minor works pending. Waiting on invoices to finalise expenditure
CT0221	Triton Road Safety Improvements	75,000		75,000		86,883	1,330	88,213	(13,213)	Complete	Complete	117.6%	
CT0222	Coles Beach/Back Beach Pedestrian Links	80,000		80,000		46,369	4,380	50,749	29,251	Nov-18	Aug-19	63.4%	Construction underway
CT0223	Intersection Improvements - Valley Road & Elm Avenue	80,000	40,000	120,000	40,000	114,204	-	114,204	5,796	Complete	Complete	95.2%	
CT0224	Footpath Connection - Thomas Street	15,000		15,000		15,803	-	15,803	(803)	Complete	Complete	105.4%	
CT0225	New Street Light - Wight Street and Tarleton Street	15,000		15,000		23,875	-	23,875	(8,875)	May-19	TBA	159.2%	Minor works pending
CT0226	Intersection Safety Improvements - Parker Street and Ronald Street	270,000		270,000	270,000	46,243	230,718	276,962	(6,962)	May-19	Aug-19	102.6%	Construction underway
CT0227	Don Road Safety Barrier Renewal - West of Hillcrest Road	50,000		50,000		15,644	-	15,644	34,356	Complete	Complete	31.3%	
CT0228	Road Traffic Device Renewal	25,000		25,000		22,181	-	22,181	2,819	Jan-19	Aug-19	88.7%	Construction underway
CT0230	Transport Minor Works	45,000		45,000		15,996	-	15,996	29,004	TBA	TBA	35.5%	Eastside Village bin replacements complete. Other work TBA.
CT0231	Works Depot Carpark - Retaining Wall Renewal	30,000		30,000		30,715	-	30,715	(715)	Complete	Complete	102.4%	
CT0232	Parking Infrastructure Renewal 2018-19	25,000	42,366	67,366		33,800	364	34,164	33,202	TBA	TBA	50.7%	
CT0233	Adelaide Street Kerb Renewal	210,000		210,000		16,150	137,079	153,229	56,771	Aug-19	Oct-19	73.0%	Construction pending
CT0234	Wenvoe Street Renewal - Steele Street to Carpark	420,000		420,000		424,165	-	424,165	(4,165)	Complete	Complete	101.0%	
CT0235	Clayton Drive Renewal - East of Hillwood Rise	130,000		130,000		75,035	-	75,035	54,965	Complete	Complete	57.7%	
CT0236	Wingspurs Road Renewal - Stage 1	250,000		250,000	222,146	251,040	-	251,040	(1,040)	Complete	Complete	100.4%	
CT0237	Intersection Renewal - Melrose Road and Buster Road (Aberdeen)	120,000		120,000		73,702	-	73,702	46,298	Complete	Complete	61.4%	
CT0238	Montague Street Renewal - Arthur Street to Lower Madden Street	130,000		130,000		132,884	-	132,884	(2,884)	Complete	Complete	102.2%	
CT0239	Steele Street Footpath Renewal - Rooke Street to Wenvoe Street - South Side	60,000		60,000		2,747	-	2,747	57,253	Complete	Complete	4.6%	Expenditure included in CT0234
CT0240	North Street renewal - William Street threshold	130,000		130,000		125,161	-	125,161	4,839	Complete	Complete	96.3%	
CT0241	Tugrah Road - Seal Part of Gravel Section	105,000		105,000		88,427	-	88,427	16,573	Complete	Complete	84.2%	Waiting on invoices to finalise expenditure
CT0242	Victoria Parade Car Park (Cenotaph) Carpark Improvements	140,000		140,000		130,755	-	130,755	9,245	Complete	Complete	93.4%	
	Northern Rooke St Renewal - Design Only	50,000		50,000		-	-	-	50,000			0.0%	Expenditure included in C80068 - Living City
CT0244	Steele St Pedestrian Facilities		80,000	80,000	80,000	51,690	3,542	55,232	24,768	Jun-19	Jun-19	69.0%	Construction pending
CT0245	New bus stop infrastructure					2,873	-	2,873	(2,873)	TBA	TBA		External funding secured
CT0246	Reseal Program 2019-2020					4,304	-	4,304	(4,304)				Preliminary works on next years projects
CT0249	Parker Street footpath - North Fenton to					3,263	558	3,821	(3,821)				Preliminary works on next years projects
CT0250	Forbes Street overpass - west side guard					1,069	-	1,069	(1,069)				Preliminary works on next years projects
CT0251	Forbes St Renewal - Bridge to Burrows Cr					1,447	435	1,882	(1,882)				Preliminary works on next years projects
CT0252	Berrigan Road and Lyons Avenue - Interse					3,847	210	4,057	(4,057)				Preliminary works on next years projects
CT0253	Cur Street new footpath and ramp renewa					3,304	4,973	8,277	(8,277)				Preliminary works on next years projects
CT0254	Middle Road pedestrian crossing - Gatenb					4,373	2,986	7,360	(7,360)				Preliminary works on next years projects
CT0255	Lovett St pedestrian facilities - Tasman					4,964	-	4,964	(4,964)				Preliminary works on next years projects
CT0258	Transport minor works					154	275	429	(429)				Preliminary works on next years projects
CT0261	Stewart Street kerb renewal - William to					1,981	1,365	3,346	(3,346)				Preliminary works on next years projects
CT0264	Victoria Street Renewal - Northern End					1,318	3,148	4,466	(4,466)				Preliminary works on next years projects
CT0265	Holyman Street Renewal					854	4,435	5,289	(5,289)				Preliminary works on next years projects
CT0266	Holyman Street Footpath					115	-	115	(115)				Preliminary works on next years projects
	Total Transport	4,340,000	1,020,688	5,360,688	612,146	4,399,712	581,918	4,981,629	379,059			92.9%	

	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget \$	Additional Funds Carried forward & adjustments \$	Total Budget Available \$	External Funding Included in Total \$	Funding Adjustments \$	Actual \$	Commitments \$	Total Expenditure \$	Remaining Funds \$	Works Start Month	Works Completion Month	% Budget Spent	Comments
Stormwater													
CS0055		83,831	83,831			9,837	3,300	13,137	70,694	TBA	TBA	15.7%	On hold - threatened species
CS0063		12,000	12,000			1,416	-	1,416	10,584	Complete	Complete	11.8%	
CS0069		4,404	4,404			4,404	-	4,404		Complete	Complete	100.0%	
CS0072	50,000		50,000			48,480	-	48,480	1,520	Complete	Complete	97.0%	
CS0073	30,000		30,000			16,203	-	16,203	13,797	Complete	Complete	54.0%	
CS0074	600,000		600,000			356,307	-	356,307	243,693	Complete	Complete	59.4%	
CS0075	30,000		30,000			4,541	-	4,541	25,459	Complete	Complete	15.1%	
CS0076	200,000		200,000		(200,000)	400	-	400	(400)	N/A	N/A	0.2%	Funding reallocated to CS0081. Ref IWC 09/19
CS0077	20,000		20,000			31,855	-	31,855	(11,855)	Complete	Complete	159.3%	
CS0078	75,000		75,000			36,901	-	36,901	38,099	Complete	Complete	49.2%	
CS0079	50,000		50,000			43,645	-	43,645	6,355	Complete	Complete	87.3%	
CS0080	25,000		25,000			19,668	-	19,668	5,332	Complete	Complete	78.7%	
CS0081	100,000		100,000		200,000	-	-	-	100,000	TBA	TBA	0.0%	Included in CT0220
CS0087						4,139	-	4,139	(4,139)				Funding reallocated from CS0076. Ref IWC 09/19
						-	-	-	-				Preliminary works on next years projects
Total Stormwater	1,180,000	100,235	1,280,235	-	-	577,795	3,300	581,095	699,140			45.4%	
Plant & Fleet													
CF0023	585,000	350,309	935,309			392,752	542,689	935,441	(132)	Sep-18	Jun-19	100.0%	
CF0024	44,000	66,981	110,981			52,552	-	52,552	58,429	Sep-18	Jun-19	47.4%	
CF0022	198,000	127,639	325,639			169,952	-	169,952	155,687	Oct-18	Jun-19	52.2%	
Total Plant & Fleet	827,000	544,929	1,371,929	-	-	615,256	542,689	1,157,945	213,984			84.4%	
Other Equipment													
CE0009	203,000	41,138	244,138			132,402	-	132,402	111,736	Jun-19	Jun-19	54.2%	
CC0012	276,000	119,054	395,054			108,695	374	109,069	285,985	Jun-19	Jun-19	27.6%	
CC0014						9,867	-	9,867	(9,867)				
Total Other Equipment	479,000	160,192	639,192	-	-	250,964	374	251,338	387,854			39.3%	
TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY	8,856,200	3,414,058	12,270,258	674,646	-	7,786,420	2,008,901	9,795,521	2,474,738			79.8%	
Living City													
Total Living City	3,000,000	12,112,036	15,112,036	1,000,000	-	10,434,468	15,450	10,449,918	4,662,118			69.1%	
TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY	11,856,200	15,526,094	27,382,294	1,674,646	-	18,221,088	2,024,351	20,245,439	7,136,856			73.9%	

7.0 CLOSURE

There being no further business the Chairperson declared the meeting closed at
pm.
