



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that a **Governance, Finance & Community Service Committee** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport, on Monday 18 November 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

13 November 2019

**AGENDA FOR A MEETING OF THE GOVERNANCE, FINANCE & COMMUNITY SERVICE
COMMITTEE OF DEVONPORT CITY COUNCIL HELD ON MONDAY 18 NOVEMBER 2019
LEVEL 2, paranaple centre, 137 ROOKE STREET, DEVONPORT AT 5:30PM**

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Agenda of a meeting of the Devonport City Council's **Governance, Finance & Community Service Committee** to be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport on Monday 18 November 2019 commencing at 5:30pm.

PRESENT

		Present	Apology
Chair	Cr A Jarman		
	Cr J Alexiou		
	Cr G Enniss		
	Cr L Laycock		
	Cr S Milbourne		
	Cr A Rockliff		

IN ATTENDANCE

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's Digital Recording Policy. The 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, 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.
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3.1.1 Question without notice from the public

3.2 QUESTIONS ON NOTICE FROM COUNCILLORS

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

4.0 GOVERNANCE REPORTS

4.1 ANNUAL PLAN PROGRESS REPORT TO 31 OCTOBER 2019

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.5 Maintain and monitor a fully integrated strategic and business planning process

SUMMARY

To provide an update on the progress of the 2019/20 Annual Plan as at 31 October 2019.

BACKGROUND

Council adopted its 2019/20 Annual Plan on 24 June 2019. The Annual Plan outlines the actions to be undertaken this financial year to work towards achieving Council's strategic goals.

STATUTORY REQUIREMENTS

In accordance with Section 71 of the *Local Government Act 1993*, a Council is to prepare an Annual Plan for the municipal area each financial year.

DISCUSSION

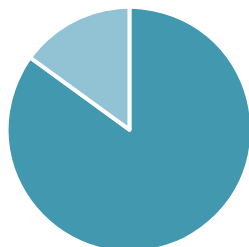
The Annual Plan has been developed to guide Council in its actions to ensure the future aspirations of the Devonport community can be achieved.

Key activities noted in the attached Progress Report include:

- Initial discussions have been held with Cradle Coast Authority to progress a regional approach toward managing climate change impacts;
- Work has commenced to draft a Residential Strategy by collecting the statistical data and preparing a draft document for review;
- Work has commenced to draft the updated Stormwater Strategy;
- A development application has been submitted for the Ambleside-Latrobe section of the Coastal Pathway;
- Round one of the Financial Assistance Grants Program has been completed;
- Implementation of a modern records management platform;
- Invitations to advertise products within the Visitor Centre have recently been sent out and staff have been engaging with new and existing operators from across the State.
- A program of events and activities to increase commuter bike riding has been developed, and funding is being sought through the Healthy Tasmania Fund.
- Information for the 2020 Presenter Season at the paranapple arts centre is in the process of being compiled.
- Festival of Learning was held in September, 50+ community events were delivered in September as part of Seniors Week, and Devonport Food and Wine Festival was held in October.

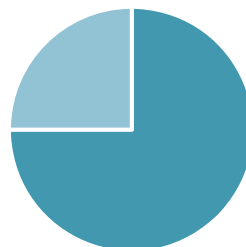
Progress comments are provided for each action in the Progress Report. Below are graphical snapshots of Council's performance against each Strategic Goal and against actions overall across the organisation.

2019/20 AP Actions - Organisation



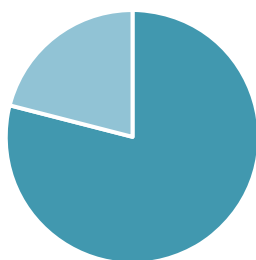
■ On Track - 85% ■ Off Track - 15%

Goal 1 - Living Lightly on our Environment



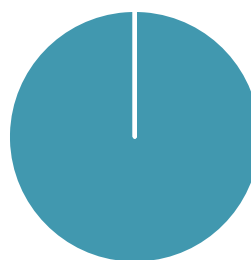
■ On Track - 75% ■ Off Track - 25%

Goal 2 - Building a Unique City



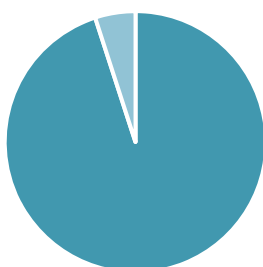
■ On Track - 79% ■ Off Track - 21%

Goal 3 - Growing a Vibrant Economy



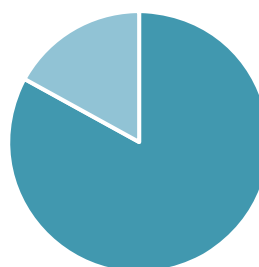
■ On Track - 100% ■ Off Track - 0%

Goal 4 - Building Quality of Life



■ On Track - 95% ■ Off Track - 5%

Goal 5 - Practicing Excellence in Governance



■ On Track - 83% ■ Off Track - 17%

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

Budget implications are communicated to Councillors separately and do not form part of this report.

RISK IMPLICATIONS

There is always a risk that actions will not be achieved on time, however, no issues have been identified based on the current status of actions at this time.

CONCLUSION

The 2019/20 Annual Plan Progress Report as at 31 October 2019 is provided for the information of the Councillors and the community.

ATTACHMENTS

1. Annual Plan Progress Report to 31 October 2019

RECOMMENDATION

That it be recommended to Council that the 2019/20 Annual Plan Progress Report for the period ended 31 October 2019 be received and noted.

Author:	Jacqui Surtees	Endorsed By:	Matthew Atkins
Position:	Executive Officer	Position:	Acting General Manager



Devonport City Council ***Strategic Plan Progress Report***

Period: 19/20



Strategic Plan Progress Report

Goal: 1 Living lightly on our environment

Outcome: 1.2 Sustainability is promoted and integrated across all sectors

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.2.1 Support the conservation and maintenance of biodiversity corridors including coastal landscapes and preservation areas of remnant vegetation					
1.2.1.1 Undertake works to repair and prevent further coastal erosion along the Victoria Parade parkland	In Progress	25%	Detailed design is underway on the \$75,000 project funded in Council's capital works program. Expert advice has been received on Council's preliminary design.	Infrastructure & Works Manager	30/06/2020
1.2.1.1 Deliver a Bioblitz event that focuses on finding as many species as possible in a specific area over a short period of time	In Progress	59%	Planning finalised - to be held in November 2019.	Community Services Manager	30/11/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.2.2 Develop and implement local and regional policies and initiatives to mitigate climate change impacts in partnership with all spheres of Government					
1.2.2.1 Advocate to the Cradle Coast Authority for a regional approach toward managing climate change impacts and improving adaption	In Progress	33%	Initial discussions held with Cradle Coast Authority staff to discuss process for working together.	Executive Officer	30/06/2020
1.2.2.1 Support LGAT to consider a climate emergency with State Govt support	In Progress	33%	Council supported a motion at LGAT's July General Meeting, acknowledging a climate emergency and calling on all levels of government to act.	Deputy General Manager	30/06/2020
1.2.2.2 Develop and publish a statement of recognised climate related risks for the municipal area	In Progress	33%	Risks as outlined in the Corporate Climate Change Adaptation Plan are currently under review. Reserach undertaken to assess risks given most recent climate change data.	Executive Officer	30/06/2020

Outcome: 1.3 "Living Lightly" is promoted and encouraged

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.3.1 Identify and implement initiatives to educate and encourage our community on opportunities to "live lightly"					
1.3.1.1 Investigate opportunities to	In Progress	50%	A program of events and activities has been	City Engineer	30/06/2020



Strategic Plan Progress Report

Goal: 1 Living lightly on our environment

Outcome: 1.3 "Living Lightly" is promoted and encouraged

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.3.1 Identify and implement initiatives to educate and encourage our community on opportunities to "live lightly"					
increase commuter bike riding			developed and funding is being sought through the Healthy Tasmania Fund.		
1.3.1.1 Implement community based educational initiatives in accordance with the Environment Strategy	In Progress	47%	Educational programs underway with Friends of Don, Bioblitz and Don College	Community Services Manager	30/06/2020

Outcome: 1.4 Our energy is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.1 Promote reduction, re-use and recycling options to minimise waste materials within Council, the community and businesses					
1.4.1.1 Support initiatives for waste minimisation through Dulverton and the Cradle Coast Waste Management Group	In Progress	33%	Participation in CCWMG is continuing and relevant waste minimisation initiatives are being implemented.	Deputy General Manager	30/06/2020
1.4.1.1 Distribute recycling educational material with the rates notices	Completed	100%	Information to educate the community on recycling was distributed as part of Council's 2019/20 rates notice	Deputy General Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities					
1.4.2.1 Explore and trial recycling bins in public places, including events	In Progress	5%	Work is underway to consider how recycling bins and collections can be integrated into the design of the Waterfront Precinct.	Infrastructure & Works Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.3 Lead and actively promote emissions minimisation					
1.4.3.1 Consider the options for the future provision of electric vehicle charging stations in Devonport	In Progress	33%	TasNetworks are currently logging two existing substations to determine the peak usage of each substation.	Project Manager	30/06/2020

Strategic Plan Progress Report

Goal: 1 Living lightly on our environment

Outcome: 1.4 Our energy is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 1.4.3 Lead and actively promote emissions minimisation					
1.4.3.1 Implement Council's Electric Vehicle Integration Plan	In Progress	33%	Fleet purchases are being made using the principles of the Electric Vehicle Integration Plan.	Infrastructure & Works Manager	30/06/2020

Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.1.1 <i>Apply and review the Devonport Interim Planning Scheme as required, to ensure it delivers local community character and appropriate land use</i>					
2.1.1.1 Finalise Local Planning Provisions through the Tasmanian Planning Commission	In Progress	33%	The draft Local Planning Schedules (LPS) for Devonport has been forwarded to the Tasmanian Planning Commission (TPC) for review. The TPC have provided some feedback and it is anticipated that the TPC will endorse the draft LPS for public exhibition by the end of the year.	Development Services Manager	30/06/2020
2.1.1.2 Undertake actions required for finalising the new Statewide Planning Scheme	In Progress	33%	The draft Local Planning Schedules (LPS) for Devonport has been forwarded to the Tasmanian Planning Commission (TPC) for review. The TPC have provided some feedback and it is anticipated that the TPC will endorse the draft LPS for public exhibition by the end of the year.	Development Services Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.1.2 <i>Provide consistent and responsive development assessment and compliance processes</i>					
2.1.2.1 Develop a Residential Strategy for Devonport	In Progress	33%	Work has commenced to draft a Residential Strategy by collecting the statistical data and preparing a draft document for review.	Development Services Manager	30/06/2020
2.1.2.2 Review Council's Retail Strategy from a planning perspective	Not Started	0%	Action due to commence in November 2019.	Development Services Manager	30/06/2020
2.1.2.3 Adopt a Retaining Wall Policy	In Progress	33%	A Retaining Wall Policy is being drafted by staff for internal review.	Development Services Manager	30/06/2020

Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Strategy: 2.1.3 *Work in partnership with neighbouring councils, State Government and other key stakeholders on regional planning and development issues*

2.1.3.1 Maintain membership of Cradle Coast Regional Planning Group and contribute to regional forums.	In Progress	33%	Meetings attended as required.	Planning Coordinator	30/06/2020
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Outcome: 2.2 *The Devonport brand supports our marketing and promotion*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.2.2 <i>Develop an integrated approach to local branding in partnership with business and community groups</i>					
2.2.2.1 Implement actions from Council's Retail Strategy	In Progress	33%	Project Officer has commenced detailing actions from Retail Strategy - Visit Devonport destination website currently being developed and a Retail Conference being planned.	Community Services Manager	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.1 <i>Develop and maintain long term Strategic Asset Management Plans</i>					
2.3.1.1 Review Council's Asset Management Strategy	In Progress	20%	Review of Strategy by key stakeholders is underway	Infrastructure & Works Manager	30/06/2020
2.3.1.2 Develop an Asset Management Plan for Council's stormwater assets	In Progress	22%	Draft plan is being prepared.	City Engineer	30/06/2020
2.3.1.3 Develop an Asset Management Plan for Council's plant and fleet assets	In Progress	33%	The asset register is being updated to accurately reflect likely replacement dates. Updated data can then be used as the key input to a draft asset management plan. Asset list updated and data being changed in Tech One. Obsolete plant removed from plant list.	Works Supervisor	30/06/2020
2.3.1.4 Undertake a safety assessment	In Progress	50%	Bike path safety assessment check-list is	City Engineer	30/06/2020

Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.1 <i>Develop and maintain long term Strategic Asset Management Plans</i>					
of bike paths			completed. An inspection program is being developed.		
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.2 <i>Provide and maintain roads, bridges, paths and car parks to appropriate standards</i>					
2.3.2.1 Review Public Lighting Strategy	Not Started	0%	Due to commence in January 2020	City Engineer	30/06/2020
2.3.2.2 Undertake a review of the provision of footpaths, public open space, etc in the Woodrising area	Not Started	0%	Due to commence in January 2020	Infrastructure & Works Manager	30/06/2020
2.3.2.3 Continue to review and update Council's Stormwater Strategy	In Progress	40%	Consultation has been undertaken with both internal and external stakeholders on the current Strategy and work has commenced on a draft of the updated Strategy.	City Engineer	30/06/2020
2.3.2.4 Audit all 'Guide Signs' from the airport, Spirit of Tasmania Terminal and the Bass Highway into the City	Not Started	0%	Due to commence in November 2019	Infrastructure & Works Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.3 <i>Provide and maintain stormwater infrastructure to appropriate standards</i>					
2.3.3.1 Progress implementation and improvements for the Oldaker (East) catchment in conjunction with Waterfront Park works	In Progress	33%	Stormwater upgrades have been designed and construction work is incorporated into the Waterfront Park, with construction imminent.	Infrastructure & Works Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.4 <i>Provide and maintain Council buildings, facilities and amenities to appropriate standards</i>					
2.3.4.1 Install an information kiosk at the Mersey Vale Memorial Park office	In Progress	35%	Information kiosk (sign based) to be included with 2.3.4.3	Technical Support Supervisor	30/06/2020



Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.4 Provide and maintain Council buildings, facilities and amenities to appropriate standards					
2.3.4.2 Improve access throughout Mersey Vale Memorial Park by way of directional signage	In Progress	33%	Quotation are being sought on the likely scope of works.	Infrastructure & Works Manager	30/06/2020
2.3.4.3 Develop and implement a program for installation of Destination Signage at all Cemeteries in Devonport	In Progress	35%	Destination signage for Mersey Vale Memorial Park is included in the signage upgrade project for that site. A plan for other sites will follow. Phase 1 Design is in place, request for quotation for signage and for installation is being sent out mid November, full content design still in progress.	Technical Support Supervisor	30/06/2020
2.3.4.4 Investigate methods to improve pedestrian safety and restrict vehicular access at Pioneer Park	In Progress	5%	Some preliminary work has been undertaken to understand the issue in more detail.	Infrastructure & Works Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards					
2.3.5.1 Review Council's Open Space Strategy	In Progress	5%	Due to commence in November 2019	Technical Support Supervisor	30/06/2020
2.3.5.2 Consider natural or built shelter options for shade/wind/rain at Pioneer Park	Not Started	0%	Due to commence in February 2020	Infrastructure & Works Manager	30/06/2020
2.3.5.3 Develop a plan and implementation program for improvements to the garden/former burial area in the south east corner of Pioneer Park	In Progress	33%	Awaiting outcome of grant submission	Technical Support Supervisor	30/06/2020

Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.3.5 <i>Provide and maintain sustainable parks, gardens and open spaces to appropriate standards</i>					
2.3.5.4 Construct a walking path through Highfield Park from west to east	In Progress	15%	Path is to be included in a large grant submission including other components of the Highfield Park Master Plan. Design is underway for expected construction in Feb/Mar 20 pending minor grant submission.	Technical Support Supervisor	30/06/2020
2.3.5.5 Develop a plan for the grounds surrounding the Don Hall	In Progress	16%	A concept plan has been developed. Further action will be deferred until Council's updated Public Open Space Strategy is developed.	Infrastructure & Works Manager	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.1 <i>Implement initiatives from the LIVING CITY Master Plan</i>					
2.4.1.1 Complete design of the Waterfront Parkland and commence construction	In Progress	33%	Design completed and construction tender awarded to Vos Construction & Joinery Pty Ltd	Deputy General Manager	30/06/2021
2.4.1.2 Relocate remaining commercial tenants within the Waterfront Precinct and demolish redundant buildings	In Progress	67%	Relocation of one tenant is complete with other tenant to move by 30 November	Deputy General Manager	31/12/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.2 <i>Lobby and attract Government support to assist with the implementation of LIVING CITY Master Plans</i>					
2.4.2.1 Develop concept for lightshow within LIVING CITY Waterfront Park and seek necessary government funding to implement	In Progress	32%	The Council appointed design consultant is developing an initial concept for consideration. Input has been sought from Council's public art subcommittee.	Deputy General Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.3 <i>Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan</i>					

Strategic Plan Progress Report

Goal: 2 *Building a unique city*

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 2.4.3 <i>Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan</i>					
2.4.3.1 Continue to work with the LIVING CITY Waterfront Hotel developer to establish a privately funded hotel within the LIVING CITY Waterfront Precinct	In Progress	30%	Hotel developer is providing regular updates to Council and is anticipating a start on site in late 2019	Deputy General Manager	30/06/2020

Strategic Plan Progress Report

Goal: 3 Growing a vibrant economy

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.1.1 Market and promote the City as a regional business, service and retail hub					
3.1.1.1 Develop an intrastate and interstate marketing campaign for the paranple convention centre	In Progress	50%	Advertised in Qantaslink September to October edition of Spirit.	Function and Events Coordinator	30/06/2020
3.1.1.2 Maintain membership with Business Events Tasmania to secure events for the paranple convention centre	Completed	100%	Membership renewed until September 2020.	Function and Events Coordinator	31/08/2019

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.1 Support tourism through the provision of well designed and managed nfastructure and facilities					
3.2.1.1 Develop a tourism website to engage visitors and provides an online booking platform for accommodation and attractions	In Progress	80%	The Visit Devonport site is currently in final testing and approval stages with a scheduled launch for November 2019	Visitor Services Coordinator	31/12/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.2 Support regional tourism development through productive relationships with regional partners and State and Federal Government					
3.2.2.1 Maintain relationships with the Tasmanian Visitor Centre network and regional tourism networks	In Progress	41%	TVIN continues to meet on a regular basis, by attended these meetings we are able to continue to develop networking and strengthen communication with Visitor Centres and Outlets within the region	Visitor Services Coordinator	30/06/2020
3.2.2.2 Undertake actions that support regional tourism initiatives	In Progress	41%	The Cradle Country Marketing Group are promoting the region over the summer with advertising initiatives in a national magazine, this includes 3 full pages of advertising and advertorial.	Visitor Services Coordinator	30/06/2020

Strategic Plan Progress Report

Goal: 3 Growing a vibrant economy

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.3 Facilitate a pro-active approach by business to embrace tourism opportunities					
3.2.3.1 Facilitate a familiarisation tour for local and regional tourism operators and provide operators with the opportunity to engage in professional development exercises.	In Progress	41%	With the invite to advertise product within the Visitor Centre being sent out recently, staff have been engaging with new and existing operators from across the state.	Visitor Services Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.4 Promote our natural environment and assets to underpin tourism opportunities					
3.2.4.1 Develop a localised marketing strategy, promoting the story of the Julie Burgess as linked to Devonport's maritime history.	In Progress	33%	Continuing the social media strategy of weekly Julie Burgess posts during the sailing season, which includes historical notes and links to the BSMC. Devonport's Food and Wine Festival advertising was used for 4 successful events for the start of the sailing season. Brochures have been updated and circulated.	Bass Strait Maritime Centre Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.2.5 Support festivals, events and attractions that add value to the City's economy					
3.2.5.1 Offer the following Council initiated events: <ul style="list-style-type: none"> Devonport Jazz Food & Wine New Years Eve Harmony Day Christmas Parade 	In Progress	54%	Devonport Food and Wine Festival held in October. Planning underway for Christmas Parade (new route) and New Year's Eve Event.	Community Services Manager	30/06/2020
3.2.5.2 Promote an Events Assistance Program	Not Started	0%	Due to commence in January 2020.	Community Services Manager	30/06/2020

Strategic Plan Progress Report

Goal: 3 Growing a vibrant economy

Outcome: 3.3 Access in to, out of, and around the City is well planned and managed

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.3.1 Improve the City's physical access and connectivity focusing on linkages to and from key access points					
3.3.1.1 Work with the State and Federal Governments to implement the State Vehicle Entry Point project	Not Started	0%	Project is due to commence in December 2019.	Deputy General Manager	30/06/2022
3.3.1.2 Consider the installation of City entrance makers on the Port Sorell Overpass on the Bass Highway and the railway overpass on the Don Hill	Not Started	0%	Project is due to commence in December 2019.	Deputy General Manager	30/06/2022

Outcome: 3.4 Our economic progress continuously improves

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 3.4.1 Work in partnership with industry and government to identify needs of business and industry to pursue opportunities, which fosters economic development in the area					
3.4.1.1 Participate in the implementation of the Cradle Coast Future's Plan, including the provision of agreed staff resources	In Progress	33%	Staff resources have been dedicated to the project and are working closely with representatives of the Cradle Coast Authority to undertake selected projects as per signed Memorandum of Understanding.	Deputy General Manager	30/06/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.1.1 Provide and manage accessible sport, recreation and leisure facilities and programs					
4.1.1.1 Run a number of programs through the Devonport Recreation Centre	In Progress	33%	Ageing Stronger Active Longer, Tai Chi and Tai Chi for beginners held on a weekly basis at the Devonport Recreation Centre as well as school holiday programs.	Sport & Recreation Development Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.1.2 Increase the utilisation of sport and recreation facilities and multi-use open spaces					
4.1.2.1 Develop a calendar of events that support repeat visitations to Council owned sport and recreation facilities	Not Started	0%	Due to commence November 2019.	Sport & Recreation Development Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.1.3 Promote passive recreational usage including walking, bike paths, trails, parks and playspaces					
4.1.3.1 Support the Coastal Pathway project and ensure Council's project objectives are met	In Progress	33%	A development application has been submitted for the Ambleside-Latrobe Section, with the tender to be advertised early November. Preliminary design and stakeholder consultation is progressing on the Don-Leith section. This progress is in line with the State and Federal Government funding milestones.	Infrastructure & Works Manager	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage					
4.2.1.1 Develop a Master Plan for Devonport General Cemetery	Not Started	0%	Due to commence Feb 2020.	Technical Support Supervisor	30/06/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage					
4.2.1.1 Maintain and promote the Council's permanent collection, and continue to acquire work by significant Tasmanian artists	In Progress	33%	The Devonport Regional Gallery will present four permanent collection exhibitions throughout the 2019/20; Uncanny, Here at the Earth's end, Modern Sublime and Portrait of a Place. The Gallery continues to collect work by Tasmanian artists, with regular requests through the Cultural Gifts program, having recently applied to the program for the acquisition of three works by Rodney Pople.	Convention and Arts Centre Director	30/06/2020
4.2.1.2 Produce an annual program of exhibitions and programs that acknowledges Devonport's maritime history	In Progress	66%	The next exhibition after Torquay Stories will be a touring exhibition from Australian National Maritime Museum with a maritime history theme. Educational programming continues to bring schools back to the Centre. Summer programming is being developed to celebrate the Harbour master's house's 100 year anniversary.	Bass Strait Maritime Centre Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability					
4.2.2.1 Maintain an exhibition program that aligns with the Devonport Regional Gallery's strategic plan	In Progress	33%	The 2019/20 exhibition program aligns with the Gallery's strategic plan. The program includes: four touring exhibition; four exhibitions featuring works from the Devonport City Council's permanent collection; exhibitions by mid-career Tasmanian Artists, including the 2019 Solo Commission by Tricky Walsh; The Little Gallery Emerging Artist Program; group shows by Tasmanian artist; and one exhibition by local youth. In addition, the paranapple arts	Visual Arts Coordinator	30/06/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability					
4.2.2.2 Maintain a performing arts presenter season that enhances the cultural experiences of the community	In Progress	80%	centre foyer space is also used for community exhibitions and displays. The performances for the 2020 Presenter Season have been confirmed. Information for our 2020 brochure is being compiled together and ticket prices allocated. The design of the brochure will be finalised by early November.	DECC Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.2.3 Develop and implement an integrated approach to public art					
4.2.3.1 Develop a public art strategy for the parnaple art centre and precinct highlighting the cultural heritage of the region	In Progress	33%	A public art sub-committee has been formed as part of the parnaple arts centre Special Advisory Committee. The committee has met to discuss opportunities that exist in LIVING CITY Stage 2. The committee will work towards a strategy by end of the year.	Convention and Arts Centre Director	30/06/2020

Outcome: 4.4 Our community and visitors are safe and secure

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.4.1 Support the community in emergency management response and recovery					
4.4.1.1 Provide information to residents to inform their preparedness for an emergency	In Progress	28%	Material is being prepared for residents.	Risk & Compliance Coordinator	31/03/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.4.2 Coordinate and promote effective management of animals					
4.4.2.1 Deliver an education program for responsible dog ownership	In Progress	44%	Planning has commenced. Community Groups will be the target audience for this year.	Risk & Compliance Coordinator	31/03/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

Outcome: 4.4 Our community and visitors are safe and secure

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.4.3 Encourage safe and responsible community behaviour					
4.4.3.1 Review Community Safety Strategy	Not Started	0%	Not yet commenced	Community Services Manager	30/06/2020

Outcome: 4.5 Education and learning is accessible and responsive

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.5.1 Support the provision of facilities and services that encourage lifelong learning, literacy and meet the information needs of the community					
4.5.1.1 Continue to support the Live and Learn Steering Group to implement the actions from the Live and Learn Strategy	In Progress	51%	Grant sourced from 26Ten - Project Officer position advertised. Festival of Learning held in September.	Community Services Manager	30/06/2020
4.5.1.1 Provide creative learning programs for young people and adults at the paranple arts centre	In Progress	33%	The creative learning and public programs of the paranple arts centre are reported bi-monthly in Council's Section 23, Governance, Finance and Community Services agenda. The programs include activities for young people, toddlers, adults and established artists. Programs are well subscribed, and participation statistics indicates strong support and uptake.	Visual Arts Coordinator	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.1 Facilitate and advocate for child and family support services					
4.6.1.1 Continue the "Square Peg" project working with 'at risk' young people	In Progress	40%	Square Peg continues to be held on a weekly basis at the Devonport Recreation Centre.	Community Services Manager	30/06/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.2 Facilitate and advocate for services for seniors in the community					
4.6.2.1 Offer a number of programs aimed at Seniors	In Progress	33%	Tai Chi for seniors and people with parkinsons, MS and arthritis, and the seniors program, 'Ageing Stronger, Active Longer' continue to be delivered by Council staff.	Community Development & Volunteer Coordinator	30/06/2020
4.6.2.2 Develop events and activities as part of Seniors Week	In Progress	50%	50 plus community activities and events were delivered in Seniors Week - September 2019.	Community Development & Volunteer Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.6.3 Provide quality public and environmental health services					
4.6.3.1 Implement an inspection schedule that complies with the Tasmanian Food Business Risk Classification System	In Progress	66%	Inspections are being carried out by handheld devices in accordance with the new classification system.	Development Services Manager	31/12/2019

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.7.3 Promote the equitable distribution and sharing of resources throughout the community that supports the delivery of quality outcomes					
4.7.3.1 Undertake two rounds of Financial Assistance Grants Program during the financial year	In Progress	51%	Round one completed	Community Services Manager	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity					
4.7.4.1 Promote Harmony Day to ensure active participation by all sectors of the community	Not Started	0%	Harmony Day to be held in March 2020.	Community Services Manager	31/03/2020

Strategic Plan Progress Report

Goal: 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.8.1 Promote programs that encourage youth participation, engagement in decision making, development and leadership					
4.8.1.1 Run a youth event which coincides with Youth Week in conjunction with Youth Family and Community Connec	In Progress	33%	Memorandum of Understanding has been developed between Council and YFCC to deliver Youth Week Activities in 2020.	Community Development & Volunteer Coordinator	30/06/2020
4.8.1.1 Maintain a Devonport Regional Gallery Young Members Committee that engages with, and develops its own, creative programs and events	In Progress	33%	The Devonport Regional Gallery Young Members Committee, The Droogs, meet on a monthly basis for skill-based workshops and committee meetings.	Visual Arts Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.8.2 Provide, promote and advocate for appropriate and accessible services, information, facilities, activities and spaces for young people					
4.8.2.1 Implement initiatives from the adopted Youth Strategy	In Progress	33%	Continue to deliver and grow school holiday activities in partnership with YFCC. Develop and make available opportunities to work together with Don College, Devonport High and Square Peg/Space program to be involved and support Community programs for example the Reflections Cafe and Ageing Stronger - Active Longer program.	Community Development & Volunteer Coordinator	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 4.8.3 Assist in the development, promotion and celebration of young people					
4.8.3.1 Promote youth engagement through the delivery of creative programs and event, such as Youth Week Tasmania	In Progress	33%	The Gallery is working with the local high schools towards an exhibition, This is Us, which will be the opened mid March 2020 in the Little Gallery. The Gallery will work with the community and youth sector organisations to develop programs around Youth Week Tasmania.	Visual Arts Coordinator	30/06/2020

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.1.1 Promote open communication and cooperation whilst representing Council at regional, state and national level					
5.1.1.1 Actively participate in activities at the National, State & Regional Level	In Progress	33%	Council's elected members and officers continue to participate in LGAT, PLGC, LG Professionals, ALGA and other similar State and National activities.	Deputy General Manager	30/06/2020

Outcome: 5.2 Promote active and purposeful community engagement and participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.2.1 Encourage community participation initiatives that supports two-way communication and consultation which results in increased engagement					
5.2.1.1 Undertake community consultation throughout the year to provide input into council decision making.	In Progress	33%	Community consultation undertaken as required.	Executive Manager - Organisational Performance	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.2.2 Develop an integrated approach to "volunteerism" in our community					
5.2.2.1 Review Volunteer Strategy	Not Started	0%	Due to commence in November 2019.	Community Development & Volunteer Coordinator	30/06/2020
5.2.2.2 Provide volunteer recognition opportunities	In Progress	33%	Council volunteers were invited to attend a breakfast in recognition of their contribution to Council over the past year. Council will also host a community Volunteer breakfast at the Bluff in December to recognise volunteers in the Devonport municipal area.	Community Development & Volunteer Coordinator	30/06/2020

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

Outcome: 5.3 Council looks to employ best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.1 Review and amend structures, policies and procedures to adapt to changing circumstances					
5.3.1.1 Review all Council Policies when required	Completed	100%	Policy review completed and adopted by Council.	Executive Manager - Organisational Performance	31/12/2019
5.3.1.2 Transition Council Delegations from paper based to electronic version	In Progress	33%	Paper based delegations are currently being transitioned to new software platform. Work will carry over into the first half of 2020.	Executive Manager - Organisational Performance	31/12/2019
5.3.1.3 Review all Community and Sporting Group leases	Not Started	0%	Due to commence in January 2020	Executive Manager - Organisational Performance	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.2 Provide appropriate support to elected members to enable them to discharge their functions					
5.3.2.1 Develop a formal Councillor training program	Not Started	0%	Due to commence in January 2020.	Executive Manager - Organisational Performance	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.3.5 Maintain and monitor a fully integrated strategic and business planning process					
5.3.5.1 Review corporate systems used to monitor strategic plan actions, staff performance reviews and incorporate other functions such as risk reporting if possible	In Progress	50%	Corporate systems have been reviewed and currently assessing options to increase the usage of the software.	Executive Manager - Organisational Performance	30/06/2020

Outcome: 5.4 Council is recognised for its customer service delivery

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs					
5.4.1.1 Continue the integration of Council services with Service Tasmania	In Progress	50%	Service Tasmania are processing all payment transactions. Online electronic forms with	Executive Manager Corporate Services	30/06/2020

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

Outcome: 5.4 Council is recognised for its customer service delivery

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs					
			payment options has increased convenience for the community. Continuing to assess transactions that Service Tasmania can deliver.		
5.4.1.2 Delivery of electronic services through Council's online presence	In Progress	50%	Additional electronic forms have been made available on Council's website such as Dog Registration with online payment. Road closure permit application will be released in November. Numerous other PDF forms have been converted to electronic forms.	Executive Manager Corporate Services	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.2 Monitor and evaluate Council's service standards					
5.4.2.1 Action service delivery improvements where monitoring indicates there are gaps in service delivery	In Progress	50%	Continuing to review services that Service Tasmania can deliver, increasing convenience to the community. Improving online service access making it easier for the community to engage with Council.	Executive Manager Corporate Services	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.4.3 Manage customer requests and complaints with a view to continual improvement of service delivery					
5.4.3.1 Monitor customer feedback and drive improvements in service delivery to meet community expectations.	In Progress	50%	Ongoing action to improve service based on community feedback.	Executive Manager Corporate Services	30/06/2020

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

Outcome: 5.5 Council's services are financially sustainable

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.5.2 Ensure comprehensive financial planning and reporting to guarantee sustainability and meet or exceed financial targets					
5.5.2.1 Review and update Council's Financial Management Strategy	Not Started	0%	Due to commence in March 2020.	Executive Manager - Organisational Performance	30/06/2020

Outcome: 5.6 Risk management is a core organisational focus

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.1 Ensure safe work practices through adherence to Work Health and Safety standards					
5.6.1.1 Audit compliance of Council's processes against the WHS codes of Practice	In Progress	36%	Code of Practice review continues to be assessed against current Safe Operating Procedures and the requirement for new SOP's to be developed.	Risk & Compliance Coordinator	31/03/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.2 Comply with Council's Risk Management Framework					
5.6.2.1 Deliver Risk Management Training to all staff	In Progress	60%	100% new staff trained. Risk Management refresher training to be delivered to all staff mid next year.	Risk & Compliance Coordinator	31/12/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.3 Provide internal and external audit functions to review Council's performance					
5.6.3.1 Assess and implement, where appropriate, recommendations from the Annual Risk Audit	Not Started	0%	Due to commence in January 2020. This action will be reviewed in conjunction with the implementation of the new Asset Management Software.	Risk & Compliance Coordinator	30/06/2020
5.6.3.1 Support the activities of the Audit Panel	In Progress	33%	Provided support for Audit Panel meetings held 14 August and 18 November.	Executive Manager - Organisational Performance	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.5 Ensure compliance with all relevant legislative requirements, standards, policies and procedures					

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

Outcome: 5.6 Risk management is a core organisational focus

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.6.5 Ensure compliance with all relevant legislative requirements, standards, policies and procedures					
5.6.5.1 Implement internal audits of Council's WHS Systems	In Progress	33%	Three audits have been conducted this financial year. Management Team have been provided with an overview of the outcomes and trends from these audits. Actions have been allocated to relevant Manager.	Risk & Compliance Coordinator	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.7.1 Provide opportunities for the development of Council employees					
5.7.1.1 Support the roll out of Competitive Systems training across the organisation	In Progress	50%	Currently a number of employees are undertaking LEAN training and members of the Management Team participated in training during November.	Executive Manager - Organisational Performance	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.7.3 Ensure Human Resource policies, procedures and management systems support effective Council service delivery					
5.7.3.1 Prepare and negotiate terms and conditions for a new Enterprise Agreement.	Not Started	0%	Due to commence in November 2019.	Executive Manager - Organisational Performance	30/06/2020

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.8.1 Provide efficient, effective and secure information management services that support Council's operations					
5.8.1.1 Increase the utilisation of Council's business system, TechnologyOne, to support the most effective and efficient processes	In Progress	35%	This is a multi-year initiative with the current focus on implementing the full capability of Asset Management. The project commences in November and will run for 12 to 15 months. Implementing Procure to Pay, Electronic timesheets have been implemented for more	Executive Manager Corporate Services	30/06/2020

Strategic Plan Progress Report

Goal: 5 Practicing excellence in governance

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.8.1 Provide efficient, effective and secure information management services that support Council's operations					
			than 50% of employees with the remainder to be completed in November.		
5.8.1.1 Develop a standard communication plan for capital works projects	In Progress	16%	A draft external stakeholder matrix has been developed, while options are being considered for internal consultation using the tools available in Office 365.	Infrastructure & Works Manager	30/06/2020
5.8.1.2 Implement a records management system that delivers efficient and effective protection and security, capture and retention of Council information assets	In Progress	90%	Council has implemented a modern Records Management platform. Currently migrating records from previous records solution to SharePoint. Completion target of December 2019.	Executive Manager Corporate Services	30/06/2020
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
Strategy: 5.8.2 Ensure access to Council information that meets user demands					
5.8.2.1 Further develop and enhance the delivery of online services to the community	In Progress	50%	Progressing the inclusion of services on Council's website, making it easier for the community to secure services from Council.	Executive Manager Corporate Services	30/06/2020
5.8.2.2 Continue to develop and enhance Council's online presence and branding to support the delivery of quality services to the community and to capture a greater share of the tourism market.	In Progress	75%	A new website titled Visit Devonport is in development and is due for release in November. Convention Centre site under development and to be released by late November. The paranple arts centre and Bass Strait Maritime will be released in early 2020	Executive Manager Corporate Services	30/06/2020
5.8.2.3 Implement quality asset management processes and systems to ensure a well maintained asset base and to delivery assets that return the greatest value to the community	In Progress	25%	The implementation of the TechnologyOne Asset Management system has commenced. Full implementation commences in November with the project having a life of 12 to 15 months.	Executive Manager Corporate Services	30/06/2020

4.2 HEALTH & SAFETY POLICY

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.6.5 Ensure compliance with all relevant legislative requirements, standards, policies and procedures

SUMMARY

To present the Health & Safety Policy for adoption.

BACKGROUND

Council has had a Health & Safety Policy for a number of years, however it has previously been classified as a 'Management' policy as it was applicable to employees, labour hire staff, volunteers, apprentices, work placement participants, contractors and consultants, employed or engaged by Council at any of its workplaces. A recent review of the policy has determined that it should also be applicable to Councillors, when attending a Council workplace as an elected member.

STATUTORY REQUIREMENTS

Under the *Work Health & Safety Act 2012* employers and workers have 'duty of care' obligations.

Council has a 'duty of care' to ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the business or undertaking.

Workers have a 'duty of care' to take reasonable care of their own health and safety, and to take reasonable care so that their acts or omissions do not adversely affect the health and safety of other persons. They must comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking and co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace.

DISCUSSION

Devonport City Council is committed to providing a workplace that minimises risks to health and safety by implementing best practice standards and embedding risk and safety into our culture. Council aims to instil a safety focused culture across the organisation in which we all personally share a responsibility for the health, welfare and safety of our people.

The key features of the policy are:

- Council aims to achieve a zero-harm workplace by establishing, improving and monitoring identified objectives, targets and measures relating to health and safety;
- all workers are responsible for ensuring that their work area is without risk to the health and safety of themselves and others;
- Council is committed to:
 - managing and monitoring the Health & Safety Management System;
 - the provision and maintenance of a safe environment including plant, equipment, structures and substances;

- providing any information, training, instruction or supervision that is necessary to protect persons from risks to their health and safety;
- providing adequate resources, including finances, to facilitate the fulfilment of Council's health and safety responsibilities;
- the General Manager is responsible for the implementation and review of Council's Health & Safety Policy and delegation of health and safety management, as appropriate. Managers and supervisory officers are accountable for day-to-day health and safety practices within their areas and have the authority to fulfil those duties.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

Expenses relating to health and safety are included each year in Council's operational budget.

RISK IMPLICATIONS

- Workplace Health and Safety
Failure to comply with the policy has the potential to increase the risk to the health, safety and welfare of workers.

CONCLUSION

The Health & Safety Policy provides Council with the framework to ensure that health and safety is appropriately managed and promoted to ensure a safe working environment in accordance with legislative requirements. Minor formatting changes may be made to the policy post adoption.


ATTACHMENTS

1. Health & Safety Policy

RECOMMENDATION

That it be recommended to Council that the Health & Safety Policy be adopted with immediate effect.

Author:	Jacqui Surtees	Endorsed By:	Matthew Atkins
Position:	Executive Officer	Position:	Acting General Manager

	HEALTH & SAFETY POLICY		
POLICY TYPE	POLICY ADOPTED (DATE)	DATE OF NEXT REVIEW	MINUTE NUMBER
Council		July 2021	
DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	STRATEGIC PLAN 2009-2030 (STRATEGY REFERENCE)	
Risk & Compliance Coordinator	General Manager	5.6.5 – Ensure compliance with all relevant legislative requirements, standards, policies and procedures	
PURPOSE	Devonport City Council is committed to providing a workplace that minimises risks to health and safety by implementing best practice standards and embedding risk and safety into our culture to protect workers' health, safety, mental and social wellbeing. Council will appropriately manage and promote work health, welfare and safety by engaging and consulting with workers to ensure hazards and risk are identified, health and safety issues are raised, and processes implemented to reduce the impact		
SCOPE	This Policy applies to all workers (a worker includes an employee, labour hire staff, volunteer, apprentice, work placement participant, sub-contractor, contractor and consultants employed or engaged by Council at any of its workplaces, and Councillors when attending a Council workplace as part of their role as an elected member).		
POLICY	The health and safety of workers is an overriding consideration in all Council's activities. Our approach is based on instilling a safety focused culture across the organisation in which we all personally share a responsibility for the health, welfare and safety of our people. Without exception, no activity is to be attempted unless it can be done safely. 1. Towards Zero-Harm Council aims to achieve a zero-harm outcome by: 1.1 embedding a culture that champions positive attitudes to health and safety outcomes; 1.2 supporting and committing to delivering health and wellbeing programs; 1.3 ensuring a system that delivers a consistent approach to documentation; 1.4 establishing, improving and monitoring identified objectives, targets and measures relating to health and safety; and 1.5 removing or reducing the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone else that may be affected by our business operations.		

	<p>2. Responsibilities</p> <p>Council recognises its responsibilities under the <i>Work Health & Safety Act 2012</i> and the <i>Work Health & Safety Regulations 2012</i>.</p> <p>To achieve our objectives, Council applies and upholds our corporate values, ensuring workers have a clear understanding of all elements of their role in promoting and managing health, welfare and safety.</p> <p>2.1 Each worker will have the leadership to accept responsibility for health and safety in their area of work and behave in a manner that is caring and mindful of the health and safety of employees, stakeholders and others in our workplace.</p> <p>2.2 Each worker will be respectful and honest, creating a place where everybody has the courage to express themselves and can feel safe at work.</p> <p>2.3 Encourage and sustain a culture of authenticity that holds health, welfare and safety paramount, and ensures all workers choose to do the right thing every time.</p> <p>2.4 Focus on solutions and the energy to improve the workplace health, welfare and safety, celebrating success in achieving our commitment of:</p> <ul style="list-style-type: none"> • managing and monitoring of the Health & Safety Management System; • the provision and maintenance of a safe environment including plant, equipment, structures and substances; • providing any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety; • undertaking consultation with workers when identifying hazards and risks, making decisions about ways to eliminate or minimise those risks and the adequacy of facilities for the welfare of workers and proposing changes that may positively affect the health and safety of workers; • providing adequate resources, including finances, to facilitate the fulfilment of Council's health and safety responsibilities; • encouraging and promoting a greater understanding of the benefits of health and safety management; • supporting and operating a proactive and fully representative Health & Safety Committee; • reviewing the key performance indicators, annually, to evaluate the organisation's health and safety performance; • ensuring health and safety compliance is an essential component of an employee's annual performance review, where applicable; and
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	<ul style="list-style-type: none"> providing a comprehensive Health & Wellbeing Program, including an employee assistance program, that is suitable and accessible to employees. <p>2.5 All workers are responsible for ensuring that their work area is without risk to the health and safety of themselves and others and will be encouraged to actively participate in promoting and adhering to this policy and to make full use of our open communication.</p> <p>2.6 The General Manager is responsible for the implementation and review of Council's Health & Safety Policy and delegation of health and safety management, as appropriate. Managers and supervisory officers are accountable for day-to-day health and safety practices within their areas and have the authority to fulfil those duties.</p>		
LEGISLATION AND RELATED DOCUMENTS	<i>Work Health & Safety Act 2012</i> <i>Work Health & Safety Regulations 2012</i>		
ATTACHMENT/S (IF APPLICABLE)			
TRAINING REQUIREMENTS (IF APPLICABLE)	Is training required as result of this Policy	YES	NO
	Training required by:	Councillors	Staff Department

4.3 ELECTED MEMBERS EXPENDITURE REPORT SEPTEMBER AND OCTOBER 2019

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

To detail expenditure of the Mayor and Councillors

BACKGROUND

This report is a regular bi-monthly update on the costs associated with the payment of allowances and expenses for Councillors.

STATUTORY REQUIREMENTS

Under the *Local Government Act 1993*, Council is required to publish details of the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors in its Annual Report, however there is no obligation to do so at any other time.

DISCUSSION

Expenditure processed for the months of September and October 2019, is detailed below:

Mayor, Cr Annette Rockliff

\$1,454 – Economic Development Australia Awards Ceremony & Conference

\$ 660 – Accommodation – Economic Development Australia

\$ 57 – Telephone

Councillors

\$ 327 – iPads

The attached table sets out the cumulative expenditure for the 2019/20 financial year. Expenditure will be reported as and when the account is paid. Items in this report may relate to transactions that occurred in previous months.

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

Mayoral and Councillor expenses are costed to the general ledger account for Councillor Support.

RISK IMPLICATIONS

There are no identified risks in relation to this report.

CONCLUSION

Expenses are reported in accordance with Council's direction.

ATTACHMENTS

1. Cumulative Totals - YTD - October 2019

RECOMMENDATION

That it be recommended to Council that the bi-monthly report advising of Councillor allowances and expenses be received and noted.

Author:	Jacqui Surtees	Endorsed By:	Matthew Atkins
Position:	Executive Officer	Position:	Acting General Manager

Councillor Expenses

Cumulative figures year to date: September - October 2019

Councillor Expenses	Mayoral Allowance	Deputy Mayoral Allowance	Councillor's Allowance	Mileage R'ments	IPads	Conference/ Professional Development Attendance	Travel, Accommm & Meal expenses	Meeting expenses	Mobile Phone	Total
Mayor Cr Rockliff	26,982			3,500	109	1,607	1,596	95	170	\$ 34,060
Deputy Mayor Cr Jarman		13,735			109		306			\$ 14,150
Cr Alexiou			7,709		109					\$ 7,818
Cr Enniss			7,709		109					\$ 7,818
Cr Hollister			7,709		109		298			\$ 8,116
Cr Laycock			7,709		109					\$ 7,818
Cr Milbourne			7,709		109					\$ 7,818
Cr Murphy			7,709		109					\$ 7,818
Cr Perry			7,709		109					\$ 7,818
Other Non Attributable										\$ -
TOTAL - YEAR TO DATE	\$ 26,982	\$ 13,735	\$ 53,965	\$ 3,500	\$ 981	\$ 1,607	\$ 2,200	\$ 95	\$ 170	\$ 103,236
Budget	83,218	40,713	155,169	10,500	4,418	15,000	9,200	1,500	655	320,373
BALANCE UNSPENT	\$ 56,236	\$ 26,978	\$ 101,204	\$ 7,000	\$ 3,437	\$ 13,393	\$ 7,000	\$ 1,405	\$ 485	\$ 217,137
% Spent Year to Date	32%	34%	35%	33%	22%	11%	24%	6%	26%	32%

Note: Council provides a motor vehicle for use by the Mayor - the cost of this vehicle is shown in the Mileage column.

5.0 FINANCE REPORTS

5.1 FINANCE REPORT TO 31 OCTOBER 2019

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.5.1 Provide financial services to support Council's operations and meet reporting and accountability requirements

SUMMARY

To report the details of Council's financial position and operational outcomes against budget for the current financial year.

BACKGROUND

Monthly financial reports are provided to Council for information.

STATUTORY REQUIREMENTS

Council needs to comply with the *Local Government Act 1993* in relation to its financial management activities.

DISCUSSION

The attached report provides an overview of Council's financial position and year to date operating result as of 31 October 2019.

Included in the report are the following:

Financial Summary – This report provides an overview of Council's Operational and Capital Income and Expenditure, along with details on cash position and Debtors information for the reporting period.

Summarised Operating Report – This report provides a summary of operational income and expenditure for the period to date compared to both the YTD Budget and Annual Budget.

Financial Charts – These charts provide a visual representation of year to date Income and Expenditure compared to budget and prior year, plus a Capital Expenditure chart which demonstrates the progress of the current year capital plan against budget and prior year capital plan information for reference.

Balance Sheet Report – This report provides a snapshot of Council's financial position at the end of the reporting period.

Capital Expenditure Report – This report provides a list of all approved capital expenditure projects with their allocated budget, year to date expenditure and forecast expenditure including commentary in relation to budget variances, as well as whole of project budget and cost for those projects which span more than one financial year.

COMMUNITY ENGAGEMENT

No community engagement was required for this report.

FINANCIAL IMPLICATIONS

This report presents Council's operating result and financial position and is provided for information purposes.

RISK IMPLICATIONS

- Financial
Inaccurate financial information could lead to poor financial decision making.

CONCLUSION

The monthly financial report provides an overview of Council's operating result and financial position at the end of the reporting period.

ATTACHMENTS

1. Finance Report - October 2019

RECOMMENDATION

That it be recommended to Council that the Finance Report as of 31 October 2019 be received and noted.

Author:	Joshua Jackson	Endorsed By:	Jeffrey Griffith
Position:	Finance Manager	Position:	Executive Manager Corporate Services



Devonport City Council FINANCE REPORT

YTD for the month ended October 2019

Contents:

Monthly Finance Report for Council.

Financial Summary	1
Summarised Operating Report, including Financial Charts	2-3
Balance Sheet Report	4
Capital Expenditure Report (with Commitments)	5-7

Page

The operating result for the year to October is higher than budget surplus by \$279K, which represents a 1.6% gain on budget. At this stage the forecast operating result for the financial year ending June 2020 is a surplus of \$48K.

Rates & Service Charges - \$88K Favourable

The favourable budget variance of \$88K includes higher than budget supplementary rates issued and Waste Management charges of \$56K. A forecast adjustment of \$56K has been made.

Fees and User Charges - \$214K Favourable

The favourable budget variance of \$214K includes higher than expected revenue from the paranple Convention Centre and paranple Arts Centre for facility hire and sale of goods including catering, which is offset in part by higher catering costs. The variance is also a result of timing differences relating to admission charges, cemetery fees and other licences.

Grants - Operating - \$19K Favourable

The favourable budget variance of \$19K includes an unbudgeted Arts Tasmania Grant of \$21K and higher than budget heavy vehicle motor tax rebate \$24K, which has been offset by the timing of receipt of other grants. A forecast adjustment of \$45K has been made.

Contributions - Operating - \$1K Favourable

The minor variance includes payroll tax rebate training incentives.

Dividend Income - \$114K Favourable

The favourable variance is mostly due to a top up payment from Dulverton relating to 2018/19 Tax equivalents. A forecast adjustment of \$98K has been made.

Interest Income - \$8K Unfavourable

The unfavourable variance is due to lower interest rates received on deposits, following RBA decisions to lower the cash rate. A forecast adjustment of \$150K has been made for the year.

Other Revenue - \$2K Favourable

The minor favourable variance is a result of timing differences from commission Income received.

Employee Benefits - \$63K Unfavourable

Timing variance as a result of staff movements.

Materials and Services - \$52K Unfavourable

The majority of the variance relates to timing of payments for computer software, electricity, professional services and contractors. Catering contractors costs are higher than budget due to increased sales.

Depreciation - \$10K Favourable variance

Minor variance.

Financial Costs - \$11K Unfavourable variance

Minor variance.

Levies & Taxes - \$74K Unfavourable variance

The unfavourable variance includes timing variances in relation to recoveries of land tax and rates and general increases in land tax as a result adjustment factors being applied by the Valuation Department. A \$35K forecast adjustment has been made.

Other Expenses - \$86K Favourable variance

The majority of the variance relates to the timing of writing off infringements referred to MPES.

Internal Charges and Recoveries - \$48K Unfavourable

The variance relates to timing differences between the estimated and actual labour hours that have been capitalised.

Balance Sheet

The balance of Capital Work in Progress at the end of October is \$5.967M, the majority relates to prior year projects not yet capitalised, including \$1.3M which relates to the LIVING CITY project.

FINANCIAL SUMMARY YTD to October 2019

Operating Summary

	Budget	YTD Actual	Annual Budget	Current Forecast
Revenue	31,900,654	32,332,328	41,600,863	41,635,462
Expenditure	14,028,714	14,180,873	41,499,615	41,587,115
Operating Position	17,871,939	18,151,455	101,248	48,347

Capital Expenditure Summary

	Annual Budget	Actual	Annual Forecast
Capital Expenditure	24,422	2,565	23,893

Cash Information

	October 2019	June 2019
Operating Account (Reconciled balance)	2,516,884	1,439,517
Interest-Earning Deposits	19,463,562	14,400,632
	21,980,446	15,840,149

Debtor Information

	October 2019	June 2019	Rates Debtors Ageing	October 2019	% of Annual Rates
Rates Debtors	11,214,162	93,438	2019/2020 - Current	10,952,089	38.2%
Infringement Debtors	108,213	69,429	2018/2019 - 1 Year	144,525	
Sundry Debtors	7,419,100	6,795,630	2017/2018 - 2 Years	41,155	
Planning & Health Debtors	49,821	18,221	2016/2017 - 3 Years	20,033	
			Over 3 years	56,359	
	18,791,296	6,976,718		11,214,162	

Cash Investment Information

	Actual Rate	October 2019
ANZ Cash Deposits - At Call	1.15%	945,880
CBA Cash Deposits - At Call	1.25%	517,682
MyState Term Deposit	2.60% 6 months maturing 28/11/2019	4,000,000
AMP Term Deposit	2.45% 6 months maturing 25/11/2019	2,000,000
Westpac Term Deposit	2.30% 6 months maturing 01/12/2019	4,000,000
MyState Term Deposit	1.75% 3 months maturing 05/01/2020	2,000,000
MACQ Term Deposit	1.60% 6 months maturing 09/04/2020	6,000,000
		19,463,561

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

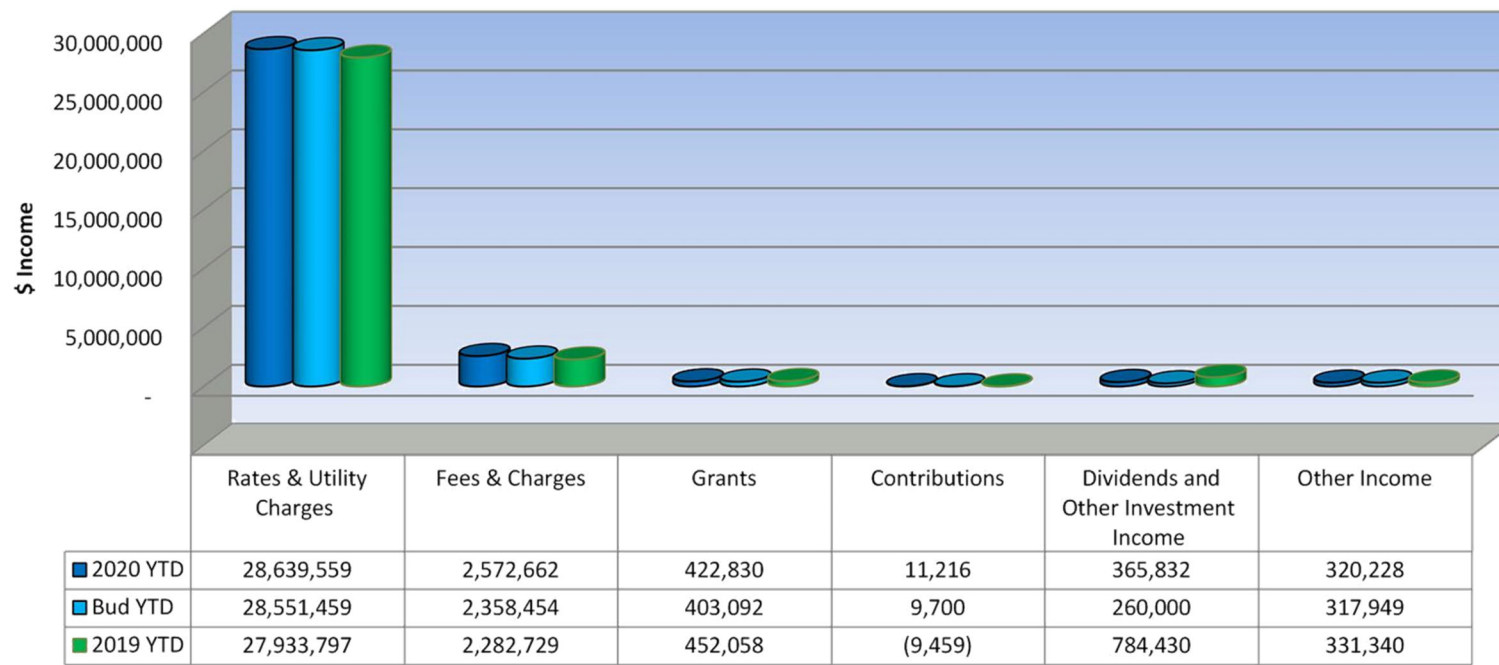
Benchmarks: BBSW90 Day Index 0.93%
RBA Cash Rate 0.75%

Commentary

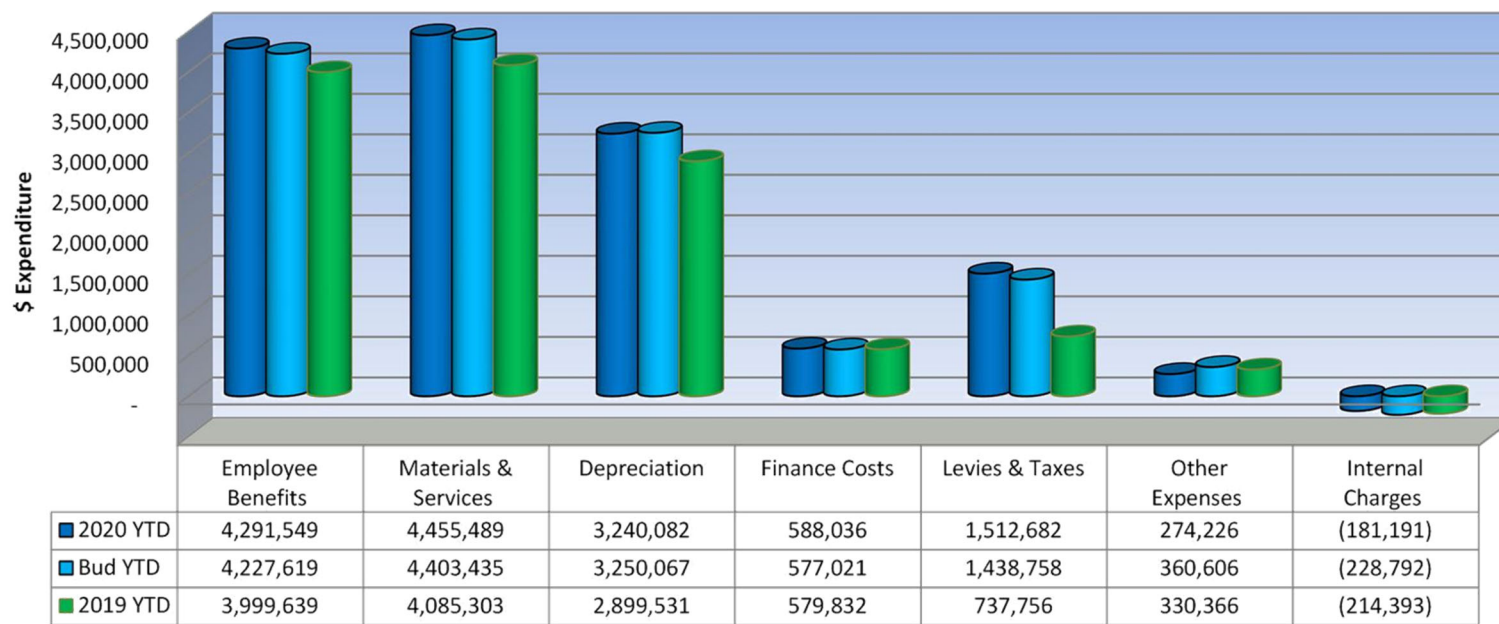
This report provides a high level summary of operational income and expenditure, capital expenditure and the cash and receivables position as at the date of the report.

SUMMARISED OPERATING REPORT					YTD to October 2019	
	Budget	YTD Actual	YTD Variance \$	YTD Variance %	Full Budget 2020	Forecast 2020
INCOME						
Rates and Service Charges	28,551,459	28,639,559	88,100	0.3%	28,642,209	28,698,209
Fees and User Charges	2,358,454	2,572,662	214,208	9.1%	6,831,093	6,973,593
Grants - Operating	403,092	422,830	19,738	4.9%	2,643,991	2,502,090
Contributions - Operating	9,700	11,216	1,516	15.6%	35,700	35,700
Dividend Income	120,000	233,713	113,713	94.8%	1,868,560	1,966,560
Profit Sharing	-	-	-	0.0%	20,000	20,000
Interest Income	140,000	132,119	(7,881)	-5.6%	420,000	270,000
Other Revenue	317,949	320,228	2,280	0.7%	1,139,310	1,169,310
TOTAL INCOME	31,900,654	32,332,328	431,674	1.4%	41,600,863	41,635,462
EXPENSES						
Employee Benefits	4,227,619	4,291,549	63,930	1.5%	12,331,843	12,331,843
Materials and Services	4,403,435	4,455,489	52,054	1.2%	13,738,203	13,850,703
Depreciation	3,250,067	3,240,082	(9,984)	-0.3%	9,750,200	9,750,200
Financial Costs	577,021	588,036	11,015	1.9%	1,731,064	1,731,064
Levies & Taxes	1,438,758	1,512,682	73,924	5.1%	3,639,222	3,674,222
Other Expenses	360,606	274,226	(86,381)	-24.0%	995,458	935,458
Internal Charges and Recoveries	(228,792)	(181,191)	47,601	-20.8%	(686,375)	(686,375)
TOTAL EXPENSES	14,028,714	14,180,873	152,159	1.1%	41,499,615	41,587,115
NET OPERATING SURPLUS / (DEFICIT)	17,871,939	18,151,455	279,515	1.6%	101,248	48,347
CAPITAL ITEMS						
Grants - Capital	-	435,400	435,400	-	3,945,893	
Contributions - Capital	-	7,516	7,516	-	-	
Gain / Loss on Disposal of Assets	-	(306,528)	(306,528)	-	(403,853)	
Change in Value of Investment in DRWMA	-	-	-	0.0%	372,000	
TOTAL CAPITAL ITEMS	-	136,388	136,388	-	3,914,040	
NET SURPLUS / (DEFICIT)	17,871,939	18,287,843	415,903	2.3%	4,015,288	
Own Source Revenue:	98.7%	98.7%			93.6%	

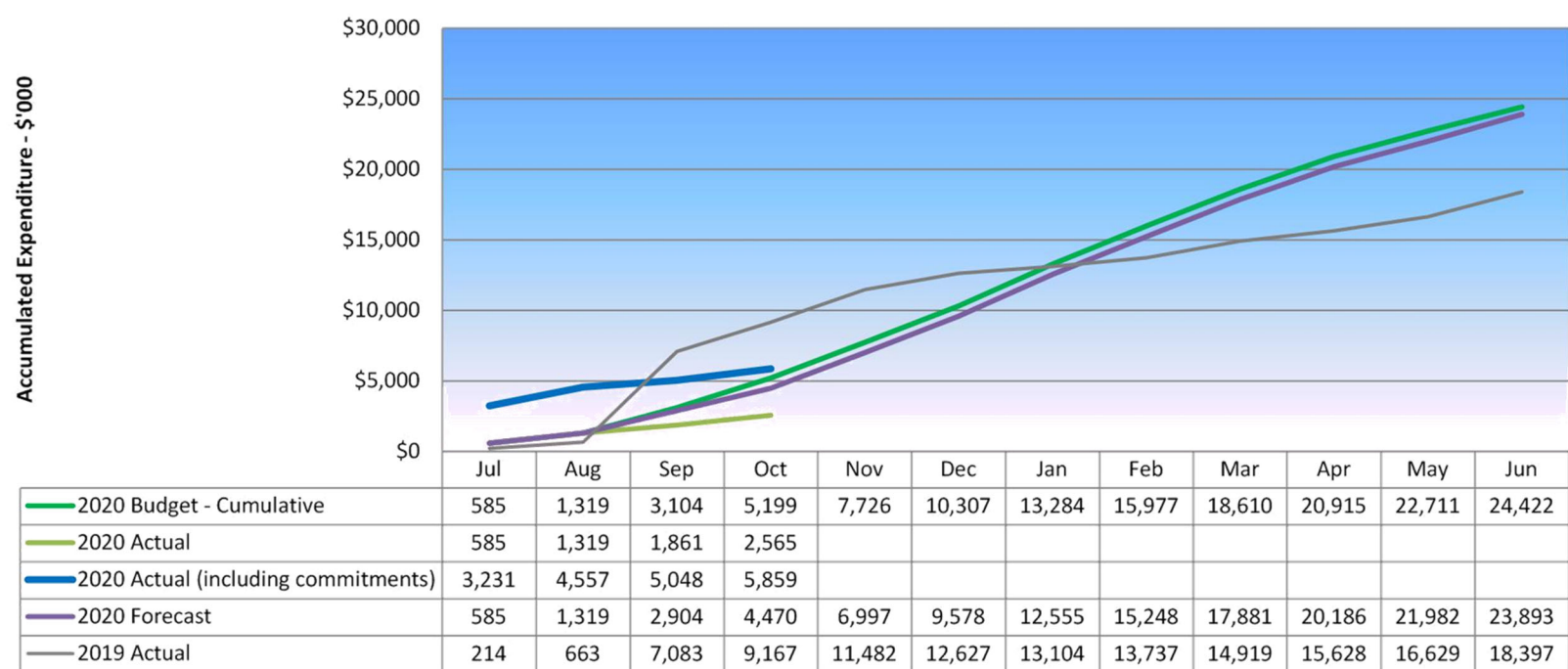
Income Analysis



Expenditure Analysis



Capital Expenditure - \$'000



BALANCE SHEET REPORT			As at October 2019	
	31 Oct 2019	30 Jun 2019		
Current Assets				
Cash at Bank and On Hand	2,516,884	1,439,517		
Trust Deposits	136,533	125,343		
Cash Investments	19,463,562	14,400,632		
Receivables - Rates and Utility Charges	11,214,162	93,438		
Receivables - Infringements	108,213	69,429		
Receivables - Sundry	7,419,100	6,795,630		
Receivables - Planning & Health	49,821	18,221		
Loans Receivable - Current	3,700	3,700		
Accrued Revenue	106,152	442,532		
Prepayments	225,880	225,880		
Net GST Receivable	107,831	155,524		
Other Asset	1,177,755	347,505		
	42,529,592	24,117,350		
Non Current Assets				
Loans Receivable - Non-Current	20,200	23,900		
Dulverton Regional Waste Management Authority	7,234,104	7,234,104		
TasWater	100,027,973	100,027,973		
Property, Plant & Equipment	771,875,766	772,299,223		
Accumulated Depreciation - PP&E	(295,258,569)	(293,019,815)		
Capital Work in Progress	5,967,327	4,311,648		
	589,866,801	590,877,033		
Total Assets	632,396,394	614,994,383		
Current Liabilities				
Trade Creditors	851,623	430,975		
Accrued Expenses	435,022	1,621,860		
Trust Liability	175,528	140,792		
Income In Advance - Current	281,087	184,325		
Loans - Current	1,804,000	1,804,000		
Annual Leave	1,131,939	1,072,125		
Long Service Leave - Current	1,138,242	1,236,635		
	5,817,442	6,490,712		
Non Current Liabilities				
Derivative Financial Instruments	2,499,054	2,499,054		
Loans - Non-Current	49,415,336	50,016,668		
Long Service Leave - Non-Current	350,416	350,416		
	52,264,806	52,866,138		
Total Liabilities	58,082,248	59,356,850		
Net Assets	574,314,146	555,637,533		
Equity				
Asset Revaluation Reserve	318,857,846	318,857,846		
Asset Revaluation Reserve - Associates	1,589,126	1,589,126		
Other Reserves	23,631,069	23,631,069		
Accumulated Surplus	211,948,262	214,308,092		
Operating Surplus / (Deficit)	18,151,455	(1,789,760)		
Capital Surplus / (Deficit)	136,388	(958,841)		
Total Equity	574,314,146	555,637,533		
Current Ratio:	7.31	3.72		

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

Capital Works Income & Expenditure Report October 2019													
	Funding 2019/20					Expenditure 2019/20			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	1,322,000	1,678,701	3,000,701	124,160	-	548,415	1,036,057	1,584,472	1,416,228			53%	
Buildings & Facilities	342,000	34,250	376,250	-	-	35,524	64,573	100,097	276,153			27%	
Transport	6,297,000	885,591	7,182,591	1,411,000	-	1,070,934	1,538,953	2,609,887	4,572,704			36%	
Stormwater	1,292,000	283,994	1,575,994	-	-	93,074	4,369	97,443	1,478,551			6%	
Living City	6,000,000	3,590,200	9,590,200	2,500,000	-	109,924	25,754	135,678	9,454,522			1%	
Plant & Fleet	874,600	756,673	1,631,273	-	-	621,412	404,456	1,025,868	605,537			63%	
Other Equipment	666,500	398,095	1,064,595	22,000	-	85,745	219,682	305,427	759,168			29%	
Total Capital Works	16,794,100	7,627,504	24,421,604	4,057,160	-	2,565,030	3,293,844	5,858,874	18,562,863				
Open Space & Recreation													
CP0129 Don River Rail Trail - land purchase		30,000	30,000			227	-	227	29,773	Oct-19	Mar-20	0.8%	Contracts for sale in place. Development application required
CP0143 Mersey Vale cemetery - Children's Area	100,000	84,783	184,783			2,598	-	2,598	182,185	Oct-19	Dec-20	1.4%	Construction underway
CP0145 Victoria Parade Lighting Stage 2						1,168	-	1,168	(1,168)	Complete	Complete		Prior year project completed.
CP0146 Mersey Vale Cemetery - Lighting Renewal		70,000	70,000			66,983	-	66,983	3,017	Complete	Complete	95.7%	
CP0150 Maidstone Park - Replace Ground Lighting		150,945	150,945			5,598	-	5,598	145,347		TBA	3.7%	Tenders being assessed
CP0151 Maidstone Park - Gymnastics Club Car Park		240,000	240,000			120,000	120,000	240,000	-	Aug-19	Jan-20	100.0%	Construction underway
CP0154 Dog Exercise Park - Dog Agility Equipment & Drink Fountain		3,124	3,124			151	-	151	2,973	TBA	TBA	4.8%	
CP0158 Mersey Vale Cemetery - Modern Burial Stage 2		1,038,536	1,038,536			178,068	703,168	881,235	157,301	Jul-19	Apr-20	84.9%	Manufacturing underway off site
CP0160 Horsehead Creek - Bank Stabilisation between Horsehead Creek & Waterfront Complex		61,312	61,312			63,502	-	63,502	(2,189)	Complete	Complete	103.6%	C/fwd. project completed.
CP0164 Back Beach - path from base of stairs	18,000	-	18,000			1,016	-	1,016	16,984	TBA	TBA	5.6%	Design underway
CP0165 Victoria Parade foreshore - erosion repairs and mowing strip - stage 2	75,000	-	75,000			354	-	354	74,646	Jan-20	Feb-20	0.5%	
CP0166 Coastal Pathway - lighting - Aikenhead Point to skate park	150,000	-	150,000			79,011	13,293	92,304	57,696	Complete	Complete	61.5%	Invoices pending
CP0167 Hiller Flora Reserve - park furniture renewal	15,000	-	15,000			-	-	-	15,000	Jan-20	Feb-20	0.0%	
CP0168 Victoria Parade and Mersey Bluff - park furniture renewal	25,000	-	25,000			-	-	-	25,000	Nov-19	Dec-19	0.0%	
CP0169 Mersey Bluff - Barbeque renewal	20,000	-	20,000			85	-	85	19,915	Nov-19	Dec-19	0.4%	
CP0170 Signage Strategy Actions	25,000	-	25,000			445	-	445	24,555	TBA	TBA	1.8%	
CP0171 Don Reserve path renewal - aquatic centre to Best Street	120,000	-	120,000			16,672	5,188	21,860	98,140	Complete	Complete	18.2%	Invoices pending
CP0172 Victoria Parade - Cenotaph - base surface renewal	10,000	-	10,000			-	-	-	10,000	Jan-20	Feb-20	0.0%	
CP0173 Mary Binks wetlands - path upgrade - stage 1	35,000	-	35,000			-	-	-	35,000	Jan-20	Feb-20	0.0%	
CP0174 Highfield Park - new path - East to West	40,000	-	40,000			165	-	165	39,835	TBA	TBA	0.4%	
CP0175 Mersey Bluff - inclusive playground	96,000	-	96,000	54,160		166	-	166	95,834	Apr-20	May-20	0.2%	Consultation underway
CP0176 Mersey Bluff - bin compound	5,000	-	5,000			109	-	109	4,891	Mar-20	Apr-20	2.2%	To be included with adjacent roadworks
CP0177 Devonport Recreation Centre - Laundry	15,000	-	15,000			-	-	-	15,000	Dec-19	Jan-20	0.0%	
CP0178 Lovett Street Soccer Ground - Ground renovation	182,000	-	182,000			2,005	179,317	181,322	678	Oct-19	Nov-19	99.6%	Construction underway
CP0179 Reg Hope Park - slab and services for shopfront at Julie Burgess	11,000	-	11,000			-	-	-	11,000	TBA	TBA	0.0%	
CP0180 Bluff Beach - accessible ramp	100,000	-	100,000			-	-	-	100,000	TBA	TBA	0.0%	
CP0181 Mersey Bluff Caravan Park - accessible amenities	75,000	-	75,000			83	-	83	74,917	TBA	TBA	0.1%	Quotations requested
CP0182 Mersey Vale Memorial Park - signage upgrade	30,000	-	30,000			9,304	-	9,304	20,696	Nov-19	Dec-20	31.0%	Quotations requested
CP0183 Mersey Vale Memorial Garden - ash interment columns	35,000	-	35,000			-	15,091	15,091	19,909	Mar-20	Apr-20	43.1%	Manufacturing underway off site
CP0184 Don River Rail Trail - construction	140,000	-	140,000	70,000		-	-	-	140,000	Mar-20	May-20	0.0%	Subject to grant funding
Total Open Space & Recreation	1,322,000	1,678,701	3,000,701	124,160	-	548,415	1,036,057	1,584,472	1,416,228			52.8%	

	Funding 2019/20					Expenditure 2019/20			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	
Buildings & Facilities													
CB0092 Don Memorial Hall - Install Public Toilet		34,250	34,250			34,249	-	34,249	2	Complete	Complete	100.0%	
CB0093 Devonport Oval - Football Club grease trap installation	10,000	-	10,000			156	11,897	12,053	(2,053)	Oct-19	Nov-19	120.5%	Construction pending
CB0094 Council contribution to Sports Club Grants (Level the Playing Field)	150,000	-	150,000			-	-	-	150,000	TBA	TBA	0.0%	
CB0095 Works Depot - Covered plant storage shed	32,000	-	32,000			-	-	-	32,000	Apr-20	Jun-20	0.0%	
CB0096 Miandetta Park - New toilet block	150,000	-	150,000			-	52,676	52,676	97,324	Mar-20	Apr-20	35.1%	Order placed
Total Facilities	342,000	34,250	376,250	-	-	35,524	64,573	100,097	276,153			26.6%	
Transport													
CT0169 Formby Road & Best Street intersection safety improvements		69,000	69,000			28,761	36,364	65,125	3,875	Complete	Complete	94.4%	
CT0198 Mersey Bluff Pedestrian Link		218,228	218,228			204,707	295	205,002	13,226	Complete	Complete	93.9%	
CT0220 Southern Rooke Street Renewal		40,000	40,000			11,102	1,920	13,022	26,978	Complete	Complete	32.6%	
CT0221 Triton Road Safety Improvements		-	-			1,330	-	1,330	(1,330)	Complete	Complete	#DIV/0!	Prior year invoice.
CT0222 Coles Beach/Back Beach Pedestrian Links		33,631	33,631			30,068	-	30,068	3,563	Complete	Complete	89.4%	
CT0225 New Street Light - Wright Street and Tarleton Street		-	-			(8,821)	-	(8,821)	8,821	Complete	Complete	#DIV/0!	Credited for non-council asset constructed in prior year now transferred to Tasnetworks.
CT0226 Intersection Safety Improvements - Parker Street and Ronald Street		273,757	273,757			260,356	11,948	272,304	1,453	Complete	Complete	99.5%	
CT0230 Transport Minor Works		20,000	20,000			-	-	-	20,000	TBA	TBA	0.0%	
CT0232 Parking Infrastructure Renewal 2018-19		33,566	33,566		(21,167)	12,399	-	12,399	-	TBA	TBA	36.9%	Budget transferred to current year project CT0259.
CT0233 Adelaide Street Kerb Renewal		193,850	193,850			109,302	42,445	151,747	42,103	Complete	Complete	78.3%	
CT0244 Steele St Pedestrian Facilities		3,559	3,559			17	3,542	3,559	-	Complete	Complete	100.0%	
CT0245 New bus stop infrastructure		-	-			696	720	1,416	(1,416)	TBA	Mar-20		No budget to be recouped through grant funds.
CT0246 Reseal Program 2019-2020	700,000	-	700,000			47,598	306,845	354,443	345,557	Dec-19	Mar-20	50.6%	Construction underway
CT0247 Street light provision	25,000	-	25,000			1,993	-	1,993	23,007	TBA	TBA	8.0%	
CT0248 Tugrah Road bus turn facility	40,000	-	40,000			3,808	-	3,808	36,192	Jan-20	Feb-20	9.5%	Design underway
CT0249 Parker Street footpath - North Fenton to Victoria Parade	18,000	-	18,000			19,219	-	19,219	(1,219)	Complete	Complete	106.8%	
CT0250 Forbes Street overpass - west side guard rail works	11,000	-	11,000			(8)	10,620	10,612	388	Oct-19	Jan-19	96.5%	Construction pending
CT0251 Forbes Street renewal - bridge to Burrows Crescent	75,000	-	75,000			(266)	60,352	60,086	14,914	Oct-19	Jan-19	80.1%	Construction pending
CT0252 Berrigan Road and Lyons Avenue - Intersection safety improvements	400,000	-	400,000	400,000		51,287	266,773	318,061	81,939	Oct-19	Jan-19	79.5%	Construction pending
CT0253 Curr Street new footpath and ramp renewal	28,000	-	28,000			30,517	-	30,517	(2,517)	Complete	Complete	109.0%	
CT0254 Middle Road pedestrian crossing - Gate by Drive	60,000	-	60,000	30,000		51,899	-	51,899	8,101	Complete	Complete	86.5%	
CT0255 Lovett St pedestrian facilities - Tasman to Lawrence	120,000	-	120,000	60,000		63,167	26,744	89,911	30,089	Sep-19	Oct-19	74.9%	Construction underway
CT0256 Roberts Court renewal	250,000	-	250,000			3,757	182,281	186,038	63,962	Sep-19	Nov-19	74.4%	Construction underway
CT0257 Road traffic device renewal	25,000	-	25,000			-	-	-	25,000	TBA	TBA	0.0%	
CT0258 Transport minor works	25,000	-	25,000			12,881	101	12,982	12,018	Aug-19	TBA	51.9%	Footpath in Parker St completed
CT0259 Parking infrastructure renewal	25,000	-	25,000		21,167	-	-	-	46,167	TBA	TBA	0.0%	Budget transferred from prior year project CT0232.
CT0260 Victory Avenue kerb renewal	210,000	-	210,000			360	-	360	209,640	Feb-20	Apr-20	0.2%	Design underway
CT0261 Stewart Street kerb renewal - William to Gunn	405,000	-	405,000			10,217	60	10,277	394,723	Oct-19	Jan-20	2.5%	Construction pending
CT0262 Lower Madden Street renewal - Montague to North Fenton	200,000	-	200,000			11,417	12,918	24,334	175,666	Jan-20	Mar-20	12.2%	Construction pending
CT0263 Oldaker Street footpath renewal - west of Rooke, south side	160,000	-	160,000			4,357	-	4,357	155,643	TBA	TBA	2.7%	Design underway
CT0264 Victoria Street Renewal - Northern End	370,000	-	370,000	250,000		15,428	60	15,488	354,512	Nov-19	Jan-20	4.2%	Tenders requested
CT0265 Holyman Street renewal	400,000	-	400,000	256,000		11,102	-	11,102	388,898	Jan-20	Apr-20	2.8%	Tenders requested
CT0266 Holyman Street footpath renewal	90,000	-	90,000			7,720	-	7,720	82,280	Jan-20	Apr-20	8.6%	Tenders requested
CT0267 Fenton St & Stewart St - Intersection	415,000	-	415,000	415,000		26,744	3,000	29,744	385,256	Dec-19	Feb-20	7.2%	Tenders requested
CT0268 Devonport Oval - Clements St entry renewal	80,000	-	80,000			1,348	-	1,348	78,653	Feb-20	Mar-20	1.7%	
CT0269 Winspears Road renewal - Stage 2	250,000	-	250,000			11,661	1,835	13,496	236,504	Jan-20	Apr-20	5.4%	Construction pending
CT0270 Northern Rooke Street renewal	1,000,000	-	1,000,000			-	-	-	1,000,000	Nov-19	Mar-20	0.0%	Construction pending
CT0271 Mersey Bluff Precinct - traffic, pedestrian, and parking improvements - stage 2	265,000	-	265,000			373	-	373	264,627	Mar-20	Apr-20	0.1%	
CT0272 Coastal Pathway contribution - part 1	600,000	-	600,000			29,869	570,131	600,000	0	Dec-19	TBA	100.0%	Design underway
CT0273 Southern Rooke Street - street scape enhancement	50,000	-	50,000			-	-	-	50,000	TBA	TBA	0.0%	
CT0274 Electric Vehicle Charging Station	-	-	-			4,569	-	4,569	(4,569)				External funding secured
Total Transport	6,297,000	885,591	7,182,591	1,411,000	-	1,070,934	1,538,953	2,609,887	4,572,704			36.3%	

	Funding 2019/20					Expenditure 2019/20			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	
Stormwater													
CS0055 Squibbs Road drainage improvements		83,994	83,994			15,725	3,300	19,025	64,969	TBA	TBA	22.7%	Environmental approvals required
CS0081 John Stormwater Catchment Stage 1		200,000	200,000			1,308	-	1,308	198,692	TBA	TBA	0.7%	Design underway
CS0082 Minor Stormwater Works	60,000	-	60,000			5,898	-	5,898	54,102	Sep-19	TBA	9.8%	Minor works completed on Steele St fire trail
CS0083 Stormwater outfall risk management	20,000	-	20,000			455	-	455	19,545	Apr-20	Jun-20	2.3%	
CS0084 Tugrah Road drainage	40,000	-	40,000			1,131	-	1,131	38,869	Nov-19	Dec-19	2.8%	Design underway
CS0086 Coles Beach Road - new pit	10,000	-	10,000			7,320	-	7,320	2,680	Complete	Complete	73.2%	
CS0085 Oldaker (East) stormwater catchment upgrade - stage 1	1,000,000	-	1,000,000			-	-	-	1,000,000	Oct-19	Dec-19	0.0%	Construction pending
CS0087 William Street stormwater improvements - Fourways east side	50,000	-	50,000			49,554	-	49,554	446	Complete	Complete	99.1%	
CS0088 Kelcey Tier Road - pipe extension and headwall	20,000	-	20,000			10,290	1,069	11,359	8,641	Complete	Complete	56.8%	invoices pending
CS0089 Pit replacements	50,000	-	50,000			1,393	-	1,393	48,607	TBA	TBA	2.8%	
CS0090 Watkinson St - north of George St - stormwater renewal	42,000	-	42,000			-	-	-	42,000	N/A	N/A	0.0%	to be reallocated to TBA
Total Stormwater	1,292,000	283,994	1,575,994	-	-	93,074	4,369	97,443	1,478,551			6.2%	
Plant & Fleet													
CF0022 Fleet Replacement Plan 18/19 (including disposal proceeds)		37,241	37,241			37,241	-	37,241	-			100.0%	
CF0023 Hire Plant Replacement Plan 18/19 (including disposal proceeds)		542,557	542,557			542,689	-	542,689	-			100.0%	
CF0025 Fleet replacement program 19/20	167,000	118,446	285,446			-	-	-	285,446	TBA	TBA	0.0%	
CF0026 Hire Plant Replacement Plan 19/20 (including disposal proceeds)	671,600	-	671,600			35,407	385,396	420,803	250,797	Jul-19	Jun-20	62.7%	Purchases being made progressively
CF0027 Non-Hire Plant Replacement Plan 19/20 (including disposal proceeds)	36,000	58,429	94,429			6,075	19,060	25,135	69,294	Jul-19	Jun-20	26.6%	Purchases being made progressively
Total Plant & Fleet	874,600	756,673	1,631,273	-	-	621,412	404,456	1,025,868	605,537			62.9%	
Other Equipment													
CE0010 Office & Equipment 2019-20	256,500	111,736	368,236	22,000		38,380	25,275	63,655	304,581	Jul-19	Jun-20	17.3%	Purchases being made progressively
IT Renewals & upgrades	410,000	286,359	696,359	-	-	47,365	194,407	241,772	454,587	Jul-19	Jun-20		
Total Other Equipment	666,500	398,095	1,064,595	22,000	-	85,745	219,682	305,427	759,168			28.7%	
TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY	10,794,100	4,037,304	14,831,404	1,557,160	-	2,455,106	3,268,090	5,723,195	9,108,341			38.6%	
Living City													
Living City Strategic Initiatives	-	1,590,200	1,590,200	-	-	109,924	25,754	135,678	1,454,522	TBA	TBA	8.5%	
Living City Waterfront Construction	6,000,000	2,000,000	8,000,000	2,500,000		-	-	-	8,000,000	Oct-19	Jun-21		Construction pending
Total Living City	6,000,000	3,590,200	9,590,200	2,500,000	-	109,924	25,754	135,678	9,454,522			1.4%	
TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY	16,794,100	7,627,504	24,421,604	4,057,160	-	2,565,030	3,293,844	5,858,874	18,562,863			24.0%	

6.0 COMMUNITY SERVICES REPORTS

6.1 MINUTES OF COUNCIL'S SPECIAL INTEREST GROUPS AND ADVISORY BOARDS

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.3.4 Ensure effective administration and operation of Council's committees

SUMMARY

To present the Minutes of the Council's Special Interest Groups and Advisory Boards.

BACKGROUND

Minutes of Special Committees are presented to Council for their information and consideration of any decisions when and if required.

STATUTORY REQUIREMENTS

Under Section 24 of the *Local Government Act, 1993*, a Council may establish Special Committees on such terms and for such purposes as it thinks fit.

DISCUSSION

The minutes of the following meetings are attached (September and October):

East Devonport Special Interest Group:

- Elected Chair and reviewed Terms of Reference
- Discussed East Devonport projects and events

Devonport Maritime and Heritage Special Interest Group:

- Discussed General Marketing and Heritage Trail Actions
- Reviewed the most recent Bass Strait Maritime Centre report

paranple arts centre Special Advisory Committee:

- Reviewed the recent paranple arts centre report
- Discussed the current and possible future performing arts spaces
- Discussed the Cultural Gifts Program guidelines and a recent donation offer

COMMUNITY ENGAGEMENT

Committees allow Council to engage with the community in collaboration. This means the public are partners in decision-making including the development of alternatives and identifying the preferred solution.

FINANCIAL IMPLICATIONS

There are no financial implications which relate to this report.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

The minutes of Council's Special Interest Groups and Advisory Boards are provided for Council's consideration.

ATTACHMENTS

1. Unconfirmed Minutes of the East Devonport Special Interest Group 18 September 2019
2. Unconfirmed Minutes of the Devonport Maritime Heritage Special Interest Group 26 September 2019
3. Unconfirmed Minutes of the paranaple arts centre Special Advisory Committee 9 October 2019

RECOMMENDATION

That it be recommended to Council that the minutes of the Devonport Maritime and Heritage Special Interest Group, paranaple arts centre Special Advisory Committee and East Devonport Special Interest Group be received and noted.

Author:	Karen Hampton	Endorsed By:	Jeffrey Griffith
Position:	Community Services Manager	Position:	Executive Manager Corporate Services

**MINUTES OF A MEETING OF THE
EAST DEVONPORT SPECIAL INTEREST GROUP MEETING
HELD WEDNESDAY, 18 SEPTEMBER 2019 COMMENCING AT 3.30PM**

PRESENT

Cr Jarman (Chair), Cr Alexiou, Tracey Carter, Maureen Clarke, Dave Mangenner Gough, Jenny Mountney, Scott Newman, Frances Wilson, Karen Hampton and Danielle O'Brien

1.0 APOLOGIES

Cr Murphy, Janene Wilcynski, Charmane Hardy

2.0 INTRODUCTION OF NEW MEMBERS

As a new member, Dave Gough introduced himself to members.

3.0 DECLARATION OF INTEREST

NIL

4.0 CONFIRMATION OF PREVIOUS MINUTES

The group reviewed and noted the minutes of the East Devonport Special Interest Group meeting held 19 June 2019.

Moved: Cr Alexiou/F Wilson

CARRIED

5.0 ACTION LIST

Group reviewed and noted the Action List and updated as required.

6.0 AGENDA ITEMS

The current terms of reference were reviewed and minor edits made. It was noted the membership of the EDSIG was endorsed by Council on 22 July 2019 to be increased from 5 community members to seven.

That it be recommended to Council that the Terms of Reference as reviewed by the East Devonport Special Interest Group be endorsed.

Moved: J Mountney/M Clarke

CARRIED

7.0 INFORMATION SHARINGEast Devonport Child and Family Centre

- Provided Sanitary packs and Overnight Packs to Council's Compliance Officer, to assist those sleeping rough in the community
- Successfully received a Relationships Tasmania Grant - Men's Suicide Prevention Evening, 9 Nov 12-2.30pm East Devonport Football Club. Will include a screening of Jimmy Barnes answering scripted questions (Jimmy Barnes unable to be there in person due to ill health).
- Playgroup at Melrose Park
- Christmas in the East, 7 December 2019
- East Devonport Primary School participated in the Devonport Eisteddfod

Council

- Devonport Jazz well received in East Devonport
- Devonport Food and Wine, "Spring Fling" will be held at Aikenhead Point on 5 October, Seniors Week and Mental Health
- Australia Day Award Nominations will soon be open. Diamonds of Devonport open throughout the year
- Spring Guide 2019 biggest yet
- Tag/Share "Devonport Events" if hosting an event

Cr Alexiou

- Notice of Motion to Council for a Pump Track in East Devonport. Preferably near facilities and a Bike Path, Council Officers investigating opportunities.
- Foodworks to run a Food and Wine Event. East Meets Greek, Friday 11 October 2019

SN

- On-going Events Calendar, please send through events

East Devonport Community House

- East Devonport Has Talent 16 November 2019
- Community House Conference at the paranple convention centre, largest in Community House history
- Successfully received a Relationships Tasmania Grant for Project – "Grow a Row". Working with Melaleuca, and community members to put in 'another'/an extra, starting to take off.
- Working with Rotary to initiate a "Pay it Forward" scheme.
- Have a number of homeless people parking in driveway or camping in the Community House backyard. Averaging around 12 people a night, mostly transient.

DG

- Children's University - Good to see the number of children from East Devonport graduation

FW

- Home Hill car boot event held last week
- 17 November Garden Fete

Cr Jarman

- East Devonport has Talent 16 November 2019
- Community Choir run by YFCC is growing

8.0 AGENDA ITEMS FOR NEXT MEETING

- Complete 1 or more sections of the Community Plan prior to reviewing the Action List
- Invite a representative of Grans Van to a future meeting
- Invite YFCC's Shane Leonard to a future meeting regarding Homelessness in the community
- Guest - BioMar Representative to be confirmed (future meeting)

NEXT MEETING TO BE CONFIRMED**MEETING CLOSED 4.50PM**

**EAST DEVONPORT SPECIAL INTEREST GROUP ACTION LIST
MEETING HELD 18 SEPTEMBER 2019**

DATE	ACTION	RESP. PERSON	STATUS Not started In progress On-going Completed	COMMENT	DUE
18 SEPTEMBER 2019	Future Port development	Cr Jarman	On-going	Update the Group on future Port development information available.	
	Pump Track	Cr Alexiou	In progress	Notice of Motion at Council Meeting Sept 2019 for a Pump Track in East Devonport. Preferably near facilities and a Bike Path, Council Officers investigating opportunities.	
	Public Amenities		In progress	Fire suppression systems in Public Amenities. Do Council include them why/why not?	
	Homelessness		In progress	What services are available? Invite Guest speakers Add details to Council website.	
16 APRIL	Sporting Clubs, accessibility for Low Income families	All	On-going	Share low cost arrangements/opportunities for low-income families to participate in Sports.	
12 FEBRUARY 2019	Undertake conservation of the historic Cemetery located in Pioneer Park	Mayor R	In progress	19 June – Michael Williams advised..... In efforts to preserve in accordance with Heritage Listings. Long Term Project 1. Find out legally what changes need to be made/what can be done. 2. Work with Church 3. Invite a Service club to assist	
	Kiah Place Playground		Completed	Playground Equipment has received maintenance and scheduled monitoring of its compliance will continue. Playground equipment to be replaced or removed – to meet current compliance standards. Group provided feedback.	

DATE	ACTION	RESP. PERSON	STATUS Not started In progress On-going Completed	COMMENT	DUE
9 OCT 2018	Advocating for the East Devonport Community	KH	Completed	Request Print advertising regarding available positions. Update provided via email 10 September: o BioMar are halfway through their recruiting for 2019. The roles currently scheduled for advertising in October are: production operators, finance director/controller, warehouse operators, warehouse team leader, lab supervisor and a few other admin/lab/technical staff. Best way to view these opportunities is via their website. BioMar Human Resources Representative to be invited to a future meeting.	
26 JUNE 2018	Garden of Reflection – Pioneer Park		In progress	Future Works Oct 2019 East Devonport Village People to workshop Project briefs for future funding with Carol Bryant (Councillor). July 2018 Council Recommendation: consider the development of a conceptual plan in the future, dependent on priorities emanating from the Pioneer Park Master Plan. Email received 11 May 2016, on behalf of Mersey Apex, Ald Goodwin granted permission to relocate the memorial plaque.	
17 APRIL 2018	East Devonport Retailers	KH/Cr Jarman/NN/JR	In progress	Sept 2019 a retailers meeting was held with a small number of retailers to discuss future port works and how they may impact East Devonport. April 2019 Invitation sent out to Workshop. Due to the small response received, meeting postponed. Cr Jarman and Cr Alexiou to engage with retailers. 9 October 2018 - East Devonport Retail Strategy Workshop Report distributed to the group.	
	East Devonport Community Plan	All	In progress	Group to update actions completed/identify future actions. Share document sent 2 July 2018.	

DATE	ACTION	RESP. PERSON	STATUS Not started In progress On-going Completed	COMMENT	DUE
7 OCTOBER 2017	East Devonport Shopping Sign		Completed	<p>16 April – Cr Jarman to seek retailers support.</p> <p>12 Feb 2019 – Cr Jarman to source information and funding.</p> <p>Location: -41.183090, 146.412264 Latrobe municipality.</p> <p>Cr Jarman has spoken to the owner of the property. The sign has been there for about 30 years.</p> <p>KH/ DO'B advised by Latrobe Council (April-August 2018) that the requirements are the same as DCC planning requirements.</p> <p>DO'B has signage requirements provided by Dept of State Growth and DCC Planning. Signage Codes dictate that signage would need to be for visitor information and destination direction.</p>	



TERMS OF REFERENCE EAST DEVONPORT SPECIAL INTEREST GROUP

NAME

East Devonport Special Interest Group

CATEGORY

Special Interest Group

PURPOSE

To clearly establish the role and function of the East Devonport Special Interest Group.

The East Devonport Special Interest Group is established to provide advice to Council about future development of East Devonport.

FUNCTION

Group will:

- Identify the strategic needs/issues and direction and assist in the implementation of the East Devonport Community Plan;
- Provide input and advice on decision and policy related to East Devonport;
- Actively advocate on behalf of and promote Community Plan initiatives;
- Work with the Council to attract funding and other resources in accordance with identified needs and the strategic direction of the Plan;
- Raise awareness of East Devonport's potential as a visitor attraction and business/retail hub;
- Engage residents in activities and programs related to the Community Plan.

MEMBERSHIP

The East Devonport Special Interest Group will be representative of stakeholders and include up to:

- Two (2) Councillors;
- Council's Community Services Manager (or nominee);
- Council's Community Development and Volunteer Coordinator (or nominee);
- Council staff may be seconded on an as needs basis; and
- Seven(7) community member representatives.

Community Members will ideally include individuals with skills or interest in the East Devonport, education, business, policy development, tourism, economic development and/or marketing within the Devonport municipal area.

Community members will be appointed by the Council following a formal expression of interest process for a two-year period.

Failure to attend three (3) consecutive meetings without prior approval, of the Special Interest Group will result in termination of membership.

Should a vacancy occur the Council will consider appointing a new member.

The role, functions and membership of the Special Interest Group will be biennially reviewed by Council.

WORKING WITH CHILDREN (if relevant)

All Committee members are to have a valid Registration for Working with Vulnerable People Act 2013.

MEETING FREQUENCY AND MEETING PLACE

The East Devonport Special Interest Group will generally meet bi-monthly. Meetings will commence at 3:30pm to 5:00pm at East Devonport Child and Family Centre, Drew Street, East Devonport unless otherwise determined by the Group.

The Group Chair shall preside at each meeting and in their absence those members present shall choose an alternate chair.

The minutes will include (without limitation) the following:

- Attendance;
- Apologies;
- Declarations of interest;
- A record of all recommendations made by the Special Interest group

The minutes will be distributed to all members.

REPORTING REQUIREMENTS TO COUNCIL

Minutes and/or action list of the Special Interest Group meetings will usually be listed on the Governance, Finance and Community Service Section 23 Committee for consideration.

DELEGATIONS

The Group may at its discretion form sub-groups to assist it in meeting objectives.

ANY OTHER REQUIREMENTS

Group Members are automatically covered under the terms and conditions of Council's Public Liability and Professional Indemnity policies provided members act within the scope of their duties as a member of the Special Interest Group.

Community members not associated with an organisation/corporate entity are classified by Council as a volunteer and will be required to comply with Council's Volunteer Policy and Procedures when attending meetings or delivering agreed actions.

As a volunteer, individuals will be automatically covered under Council's Public Liability and indemnity policies, providing they are attending meetings or delivering agreed actions.

Special interest group members are not covered for activities that they may get involved in, through their own initiatives, outside those defined by the guidelines.

RESPONSIBILITY

- **Responsible Manager**
Community Services Manager
- **Document Controller**
Community Services Administration

AUTHORISATION

- **Adoption of Terms of Reference**
Adopted by Council on 25 November 2019

- **Terms of Reference Review**
June 2021

DEFINITIONS

To assist in the interpretation the following definitions shall apply:

"Group" shall mean East Devonport Special Interest Group

"Council" shall mean Devonport City Council

Trim File Ref: D476273

**MINUTES FOR A MEETING OF THE
DEVONPORT MARITIME AND HERITAGE SPECIAL INTEREST GROUP
MEETING HELD THURSDAY, 26 SEPTEMBER 2019 AT 4.00PM**

PRESENT

Cr Laycock (Chair), Graham Kent, Anne Teesdale, Geoff Dobson (DCC), Timothy Cooper (DCC), Kerrie Shurley (DCC)

1.0 APOLOGIES

Cr Alexiou, Jaydeyn Thomas (DCC),

ABSENT

Cr Murphy, Neils Brun, Frances Wilson

2.0 DECLARATION OF INTEREST

NIL

3.0 CONFIRMATION OF PREVIOUS MINUTES

The group reviewed and noted the minutes of the meeting held Wednesday 14 August 2019.

Moved: A Teesdale/ G Dobson

CARRIED

4.0 ACTION LIST

Group reviewed and discussed the Action List. Updated list attached.

Heritage Trail

T Cooper has investigated several apps and is currently trialing the Echoes app, this is free and widely used, very user friendly and has the ability to embed audio recordings. East Devonport information has been uploaded, awaiting information from Don and Victoria Parade areas. This app also has the potential to upload narrative for sites as well. TC to investigate.

Heritage Flyer

As the bulk of the information is now being included on the app it will be more appropriate to reduce the flyer to a DL size with the app details included.

5.0 REPORTS**5.1 Don River Railway**

- No report provided due to NB absence.

5.2 Home Hill

- Verbal report given by AT.
- Home Hill has reopened.
- Car boot sale went well. The early start has meant that things quieten down by lunch time. Discussing possibility of a twilight sale next time.
- The new items donated by J Lyons have resulted in the Collection Store being moved and the old store being converted into another room.
- Pommes de Terre Banquet coming up in Oct. Mike Badcock speaking
- Home Hill will have featured in the current Travelways edition
- Garden plan meeting next week.

5.3 Bass Strait Maritime Centre & Julie Burgess

Written report by JT submitted. See attached.

GK added Julie Burgess prepping and opening sale happening Saturday and Sunday.

6.0 AGENDA ITEMS

6.1 Heritage Trail Updates

As per the attached Action List.

6.2 Lillico Beach Pioneer Property

GD tabled a letter sent regarding recognition of the heritage value of the houses along Lillico Strait. After discussion it was decided that GD will continue discussion Barry Hardy regarding what that might look like.

7.0 BUSINESS ARISING

N/A

8.0 AGENDA ITEMS FOR NEXT MEETING

N/A

NEXT MEETING: THURSDAY 24 OCTOBER 2019, 4.00PM

THURSDAY 21 NOVEMBER 2019, 4.00PM

MEETING CLOSED 5.00PM

DEVONPORT MARITIME AND HERITAGE SPECIAL INTEREST GROUP
MEETING HELD WEDNESDAY 26 SEPTEMBER 2019

12 JUNE 2019	Heritage Trail	All	In Progress	<p>Zones allocated to conduct trail research:</p> <ul style="list-style-type: none"> • Don Area – NB • East Devonport – HA has forwarded her information for East Devonport. An electronic copy will be forwarded to LF • Victoria Parade - LL <p>TC has set up test site on Echoes app and uploaded East Dev information. Awaiting balance of areas to complete the site.</p>	Sept 2019
	Heritage Flyer	TC	In Progress	<p>Two brochures to be developed by end of 2020 financial year:</p> <ul style="list-style-type: none"> • Heritage Trail changed to DL size and will include link to Echoes app. • Devonport Tourism Attractions- GD finalising contents 	Dec 2019
11 APRIL 2018	Heritage Trail & Flyer	NB	Completed	<p>In April 2018, NB compiled a spreadsheet of information that is available online:</p> <p>https://drive.google.com/open?id=1aTw3TEOBDombzcEZY7hqO2eBtO9Kfxx9</p>	April 2018
12 AUGUST 2015	Heritage Trail & Flyer	All	On-going	<p>June 2019: East Devonport markers require maintenance/cleaning. GD to request through M.Williams (DCC).</p> <p>Future Project: Photographic imagery display of historic sites; refer to map from 2010 DRG exhibition 'Tales from Suburbia'.</p> <p>2017: Information - a report reviewing current East Devonport Signage was distributed by H.Anderson & P.Kent (distributed March 2017 meeting, document number D517206). Suggestion – when all signage is finalised & installed a guided walk be developed.</p> <p>2015: Development of a webpage on a cultural facility/destinations website to include heritage images. Heritage Trail – fact sheet & flyer in progress; a long-term project to begin once information & website are in place.</p>	

**MINUTES FOR A MEETING OF THE
PARANABLE ARTS CENTRE SPECIAL ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, 2019 OCTOBER 2019 5.00PM**

PRESENT

Cr Hollister, Vivienne Breheney, Deborah Conroy, Bronwen Dickinson, Lee Dixon, Annette Frewin, Jennifer Frost, Scott Newman, Sid (Peter) Sidebottom, Geoff Dobson (DCC), Kerrie Shurley (DCC)

1.0 APOLOGIES

Cr Jarman, David mangenner Gough, Josephine Kelly, Marilyn Raw, Lee-Anne Flint, Debbie Kershaw, Birgitta Magnusson-Reid

ABSENT

Cr Alexiou, Luke Viney,

2.0 DECLARATION OF INTEREST

NIL

3.0 CONFIRMATION OF PREVIOUS MINUTES

The group reviewed and noted the minutes of the paranable arts centre Special Advisory Committee meeting held on the Thursday 22 August 2019.

Moved: P Hollister/ J Frost

CARRIED

4.0 REPORTS**4.1 pac Report**

Attached.

Moved: S Newman/ L Dixon

CARRIED

4.2 Sub-committee UpdatesPublic Art- Given by GD

Held a meeting with acting General Manager and Rebecca McKenna regarding a light installation for waterfront park. Feedback has been given to the consultant and committee is awaiting reply.

Noted Public Art Trail and Vertex on beach need updating.

PH enquired about the possibility of public art for Roundhouse Park.

Visual Art- Given by GD

5 applicants for solo commission. The selection process has changed this year in that the selected artist will be chosen by this committee instead of being the sole decision of the Director.

GD ran through the exhibition calendar for next year.

Performing Arts- Given by GD and AF

The launch of the 2020 season shows will be the end of November

The committee discussed the future possibilities for the pac including the option of a Black Box Theatre and Dress Circle.

Acquisitions- Given by GD

The council receive numerous applications to donate art works through the Cultural Gifts Program, that provides a tax benefit to the donor. The Gallery receives regular applications through this program. Discussions were held regarding a donation of a Wayne Brookes painting. After assessing the painting against the guidelines, the pac SAC decided to decline the offer.

GD will distribute Public Art policy to members of committee for their reference.

5.0 ACTION LIST

As per attached list

6.0 AGENDA ITEMS

The committee viewed the Wonthaggi Sculpture Town video and will be held over for discussion at next meeting when MR is present.

NEXT MEETING WEDNESDAY, 4 DECEMBER COMMENCING 5.00PM ABERDEEN ROOM

MEETING CLOSED 6.16PM

SPECIAL ADVISORY BOARD WORKING GROUP ACTION LIST
MEETING HELD THURSDAY, 22 AUGUST 2019

DATE	ACTION	RESP. PERSON	STATUS	COMMENT	DUE
			Not started In progress On-going Completed		
22 AUG 2020	Mary Binks Wetlands Public Art		In progress	Debbie Qadri is working with East Devonport's Village People, the mosaic group from Devonport's Community House and Reece High School students on a mosaic paver project for the Mary Binks Wetlands.	



EXHIBITIONS

11 June -14 August

Portal

Foyer Space

No opening event

8 June – 25 August 2019

Uncanny

Upper Gallery

Opened Friday 7 June

Opening attendance 41

29 July – 15 September

Swap Across the Strait

Foyer Space and Creative Space

No opening event

27 July – 1 September 2019

Threads Of Childhoods Past Jen Frost and Jan Larcombe

Little Gallery

Opened Friday 2 August

Opening Attendance 100

3 August – 22 September

On Belonging(s)

Main Gallery

Opened Friday 2 August

Opening Attendance 100

7 September – 24 November

Here at the Earth's End

Upper Gallery

Opened Friday 6 September

Opening Attendance 38

7 September – 13 October

Shattered - Anne O'Connor

Little Gallery

Opened Friday 6 September

Opening Attendance 38

23 September – 13 October

Object Design - Earthworks

Foyer and Creative Spaces

Opening Wednesday 23 October

Opening Attendance 38



Gallery Report October 2019

28 September – 17 November

flatland – Tricky Walsh

Main Gallery

Opened Friday 27 September

Opening Attendance 25

THEATRE EVENTS

July 2019

Jukebox Revolution – The Boys in the Band

Presented by the SMA Productions

Friday 19th July

Following on from their 2018 sell-out concert, internationally acclaimed Boys in the Band presented their brand-new show “Jukebox Revolution...every record tells a story!” celebrating the most iconic artists of the 20th century. Starring Australia’s finest leading men and backed by their sensational band The Players, this dazzling performance featured over 50 years of mega hits in an all singing, all dancing, high octane concert.

Rock Bang – Presented by the Circus Oz

Tuesday 23rd July

Rock Bang was a sensory feast of heart stopping stunts, physical ridiculousness, soaring guitars, thumping drums and contagious tunes. This show was not an average circus, this was a rock opera fusion circus, teaming musicians with Circus Oz’s acrobatic players.

James Morrison – presented by Devonport Jazz

Friday 26th July

This year’s Devonport Jazz was headlined by the great multi-instrumentalist James Morrison. This sold out performance was a highlight of this year’s festival.

The Syncopators – presented by Devonport Jazz

Saturday 27th July

The Syncopators celebrated the roots of jazz with its most influential figure, Louis Armstrong. Due to increased ticket sales, this performance was relocated from its original venue to the Town Hall Theatre.

August 2019

Chicago – Presented by St Brendan Shaw College

14th – 18th August

St Brendan-Shaw College proudly presented the legendary and award-winning musical Chicago - High School Edition during August. Chicago dived into the hazy world of the 1920s cabaret scene filled with starry-eyed performers and unscrupulous operators manipulating the justice. The college presented 4 general public performances with local schools attended a matinee performance held prior to opening night. (attach image)



Gallery Report October 2019

Roald Dahl's Dirty Beasts & Revolting Rhymes – Presented by the Shake & Stir Theatre Company 29th & 30th August

Award winning, Shake & Stir Theatre Company presented their spectacular live show, taking the world's best-loved fairy tales and rearranging them with some surprising and hilarious twists. This show was frighteningly funny and seriously silly and was the perfect family entertainment – for children 5 to 105.

In addition to the three performance the cast from Shake and Stir Theatre Company held an acting workshop to drama students attending from Don College and Leighland Christian School. The workshop aimed to encourage cooperation, creative storytelling, bold physical and vocal character choices and ignited each participant's imagination in brave and ridiculous ways.

September

City of Devonport Eisteddfod – Devonport Eisteddfod Society

Wednesday 04 – Thursday 19 September

The 91st City of Devonport Eisteddfod registered 1794 entries consisting of approximately 127 Music classes including Brass Band Instrumental, 49 classes in Speech & Drama and 109 classes in the Dance section, with dance being the strongest section with approximately 1359 tickets sold over 5 days.

The Eisteddfod had a wonderful team of volunteers, with many new volunteers and a reserve list for the first time in the last five years. The volunteers are committed supporters of the Eisteddfod and they worked tirelessly and effectively to assist the committee to produce a solid and successful year.

Overall, the 2019 Eisteddfod had another successful year. The talent continues to be of a high standard with competitors receiving and enjoyable rewarding experience.

Waist Watchers the Musical – Presented by Hit Productions

Saturday 21st September

WaistWatches The Musical offered a hilarious and light-hearted look at four women dishing on food, diets, exercise, friendship and love.

Swan Lake – Imperial Russian Ballet Ltd

Thursday 26 September

The Imperial Russian Ballet Company returned to Devonport with Swan Lake. Swan Lake is a story where the virtues of love and forgiveness in the end conquer evil and betrayal. This masterpiece ballet was presented in two acts and follows the original storyline.

October

Coming Events

- The Cat in the Hat – Showcase Entertainment Group
Thursday 10th October
- Kasey Chambers The Captain 20th Anniversary Tour – Premier Artists
Friday 11th October
- Possum Magic – Monkey Baa Theatre Company
Saturday 12 October



- The Sapphires – Hit Productions
Tuesday 15th October
- Mamma Mia the Concert – The Ten Sopranos
Saturday 19th October
- Akmal – Open for Renovations – A-list Entertainment
Friday 25th October

EDUCATION & PUBLIC PROGRAMS 22 August – 09 October 2019

Program	Attendance	Date
Youth Arts	7	26-Aug
Devonfield Workshop Community Access in Creative Space	24	27-Aug
Create & Make	17	27-Aug
Create & Make	18	28-Aug
Miandetta Primary Prep/Gr 1 Gallery tour and workshop	57	30-Aug
Sassafras Primary Grade 2-6 Gallery visit	30	30-Aug
Youth Arts	5	2-Sep
Devonfield Workshop Community Access in Creative Space	21	3-Sep
Opening Shattered- Anne O'Connor/ Here at the Earths End	38	6-Sep
Devonfield Workshop Community Access in Creative Space	21	10-Sep
Books + Art	5	16-Sep
Devonfield Workshop Community Access in Creative Space	22	17-Sep
Sprent Primary K-Gr 6	25	18-Sep
Friends AGM	11	19-Sep
Object & Design Opening by Don College	38	25-Sep
flatland pre-opening talk with Tricky Walsh & Erin Wilson	15	27-Sep
flatland Tricky Walsh Opening	25	27-Sep
October School Holiday Program Paint or Sculpt	23	1-Oct
October School Holiday Program Paint or Sculpt	7	1-Oct
Devonport Childcare Centre Gallery visit and workshop (6 Groups)	49	2-Oct
October School Holiday Program Costume making	13	2-Oct
October School Holiday Program Costume making	8	2-Oct
Toddle Pop-Up Costume make, mime and roar	15	3-Oct
Liberal Party Social Function	85	4-Oct
October School Holiday Program Object Design	11	7-Oct
Devonfield Workshop Community Access in Creative Space	13	8-Oct
TOTAL	603	



THE DROOGS

The Droogs are holding monthly workshops, which are open to anyone aged between 15 – 30 years. The workshops are then followed by a meeting for the members of the committee.

GALLERY WEBSITE

Niche Ignite have begun on a new Devonport Regional Gallery website. It is expected to go-live in the first quarter of the new financial year 2019.

7.0 INFORMATION REPORTS

7.1 ARTS AND CONVENTION REPORT - SEPTEMBER AND OCTOBER 2019

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 in the Arts, Culture and Convention departments during the period from 1 September 2019 to 31 October 2019.

BACKGROUND

This report is provided to the Governance, Finance and Community Services Committee and aims to update the Councillors and community on matters of interest.

STATUTORY REQUIREMENTS

Council is required to comply with the provision of the *Local Government Act 1993* and other legislation. The functional areas of Council covered in this report include:

Arts and Cultural Development

- paranapple arts centre
- Devonport Regional Gallery
- Town Hall Theatre
- Bass Strait Maritime Museum
- paranapple convention centre
- Visitor Information Centre and Tourism

DISCUSSION

1. ARTS AND CULTURAL DEVELOPMENT

1.1 Convention & Arts Centre Director update

- Attended meeting of the Cradle Country Marketing Group;
- Met with representatives from Tennis Tasmania regarding event for Market Square during the Australian Open;
- Met with Aletta McDonald, along with Community Services Manager, Karen Hampton, to discuss Cruise Ships and Ground Tours for Devonport;
- Met with Greg Seymour, CEO of Australian Olive Association;
- Met with Joe Budgen, CEO of Salamanca Arts Centre, regarding shared program content;
- Met with Michael van Balen, Principal of Australian Maritime College.

1.2 Devonport Regional Gallery

1.2.1 Gallery Exhibitions

Swap Across the Strait

Foyer Space and Creative Space

29 July – 15 September

No opening event

Swap Across the Strait featured artworks by students of Sunshine College (Sunshine, Victoria), Mother of God School (Ardeer, Victoria) and the Create and Make classes at the Devonport Regional Gallery. The artworks were about what it is like to live in Melbourne or Tasmania and responded to questions and answers sent in by young people to each other, back and forth across Bass Strait.

Threads of Childhoods Past: Jen Frost and Jan Larcombe

Emerging Artist Program

Little Gallery

27 July – 1 September 2019

Opening attendance: 100

In *Threads of Childhoods Past*, two artists with a shared childhood growing up in the remote area of Trowutta in the far North West coast of Tasmania in the 1950's and early 1960's created art works based on their reflections of that time.



Opening, Threads of Childhood Past, Friday 2 August

On Belonging(s)

Main Gallery

3 August – 22 September

Opening Attendance: 100

On Belonging(s) brought together four Tasmanian artists, exploring how we attach value to objects and the role they play in the stories we tell about ourselves, both individually and communally. *On Belonging(s)* reflected on how we construct our identity, connect ourselves to place, and engage with our possessions, both nostalgically and idealistically, as extensions of the self. Artists: Alex Davern, Liam James, Amber Koroluk-Stephenson, Jessie Pangas. Curated by Erin Wilson.

Shattered: Anne O'Connor

Emerging Artist Program

Little Gallery

7 September – 13 October

Opening Attendance: 38

Shattered featured photographs capturing broken glass, graffiti riddled walls and dilapidated interiors of the Royal Derwent Hospital. Anne O'Connor intended viewers to consider the people who called the Royal Derwent Hospital home over many years; their struggles, their isolation and the loss they experienced due to mental illness. The exhibition aimed to draw attention to a subject that is often hidden and start conversation about the support systems needed for those who struggle with family issues, homelessness and mental illness.



Opening, Shattered: Anne O'Connor

Out of Sight, Not Out of Mind

Little Gallery

12 October

Attendance: 12

A conversation with Anne O'Connor, Dr Ben Elijah and Dr Eric Ratcliff.

Conversation took place during Mental Health Week, with artist Anne O'Connor, Dr Eric Ratcliff and Dr Ben Elijah, Medical Director, Statewide Mental Health Services. They discussed the exhibition *Shattered* and its exploration of the Royal Derwent Hospital, while reflecting on mental health in time and place.

Object Design - Earthworks

Foyer and Creative Spaces

23 September – 13 October

Opening Attendance: 38

The paranapple arts centre assisted with a University of Tasmania College Program. Designed for college students who have successfully completed or are demonstrating excellent progress in Design and Production (or an equivalent subject). The program was project-based. Students attended a one-day symposium that included designer talks, technical demonstrations and

an introduction to their project brief. Students worked with teachers in their 'home' colleges towards completing a design in response to the project brief, 'earthworks'.

***flatland*: Tricky Walsh**

Main Gallery

28 September – 17 November

Opening Attendance: 25

flatland is based on recent scientific discoveries about the actual potential 2-dimensional nature of our universe, (a string theory off shoot called the holographic principle). With reference to the novel of the same name written in 1884 by Edwin Abbott, *flatland* is a geometric exploration of our universe. Fundamentally we live in a two-dimensional world. Everything we see around us is flat images arranged on a continually shifting series of planes. It is light and its movement around us which allows us to perceive three-dimensionality, or solidness. It is space and our movement through it which allows us to perceive four-dimensionality, or time. Perhaps it is a combination of space and light which will allow us to perceive the next-to-be discovered dimension.

The Natural Estate

Emerging Artist Program

Little Gallery

19 October - 24 November

Opening attendance: 30

The Natural Estate explored the alternate narratives and landscapes neglected by glossy pamphlets and travel magazines. It questioned the popular representations of Tasmania as an island of dreams and possibilities, abundant with pristine wilderness and fine wine. Simultaneously and on the contrary Tasmania is depicted as the 'freeloading' state, defined by statistics reporting on high crime, unemployment, teen pregnancies and growing homelessness. In the *Natural Estate*, three Tasmanian artists used their experiences of growing up in regional towns to question the schisms and parallels between these two defining narratives.

National Water Week

Foyer Space

21 - 27 October

No Opening Event

For National Water Week, Tas Water organised a children's poster competition. This year's theme was 'It's time for a change'. The 110 posters on display at the paranapple arts centre were made by local primary school students ranging in age from Prep to Grade 6.

1.2.2 DRG Committee Update

The Droogs

The Droogs hold monthly workshops, which are open to anyone aged between 15–30 years. The workshops are followed by a meeting for committee members.

Friends of the Gallery

The Friends AGM was held on 19 September during which a new committee was elected. New committee members will register as DCC volunteers in order to assist with openings and events.

1.3 Bass Strait Maritime Centre

1.3.1 Bass Strait Maritime Centre Update

September and October saw eight public programs; the start of the Julie Burgess sailing season; another travelling exhibition workshop; and the Australian Maritime Museums Council Workshop.

Travelling Exhibition Workshop

The development of the multi-museum travelling exhibition spearheaded by staff at the Bass Strait Maritime Centre continued in September with a workshop held at the Burnie Regional Museum with five north west coast museums represented. Participants discussed themes, story construction, and what stories we have in common. Roving Curator Melissa Smith continues to deliver the workshops. The next one is in Low Head on 13 November.

Australian Maritime Museums Council Workshop

The first day of the AMMC Workshop was held 31 October with approximately 50 delegates. Representatives from all Australian States were present. The workshop was focussed on public and educational program building.

Retail

Retail sales for September were double the 2018 season with a significant increase in sales (36%) in October.



Bass Strait Maritime Centre Shop

Cruise Ship Season

Cruise Ship Season began 28 October with two full buses resulting in 84 passengers from the Sea Princess visiting the Centre.

1.3.2 Bass Strait Maritime Centre Current and Upcoming Exhibitions Calendar

Torquay Stories: East Devonport

26 July 2019 – February 2020

Torquay Stories brings to light stories of courage and commitment, strength and resilience, and unknown gems from the eastern side of the Mersey River.

Cats and Dogs, All at Sea

February 2020 – August 2020

The next temporary exhibition will be a travelling exhibition from the Australian National Maritime Museum.

1.3.3 Bass Strait Maritime Centre Education and Public Programming

September and October Education and Public Programming schedule included eight events over two months with 130 people attending.

Maritime and History Talk with Pirrie Shiel

The talk was co-hosted with the Stanley Discovery Museum. 'Bridging the Strait' was a tribute to Tasmanian born Lt Arthur L Long. Pirrie has written a book (now available from the Stanley Discovery Museum) about his WWI service, life, and family and was the first man to fly across Bass Strait.

Knots to Know Workshops

Julie Burgess volunteers Gareth Gunn and John Rich prepared and delivered four outstanding Knots to Know workshops. Two were held in the school holidays and two during Senior's Week. Each participant made and went home with their own knot boards.



Knots to Know Seniors Week and School Holiday Workshop

Vino & the Visual

The second Vino & the Visual was held on the last Tuesday of September and focussed on an A W Marshall photograph of the old band Rotunda on Victoria Parade called 'Sunrise'.

The third Vino was held on 22 October with a focus on the Annie Cocker watercolour 'Wattle and Wrens'. Both workshops were delivered by Elysium Greene and Wattle and Wrens featured Neil Gibson performing live music. The next Vino & the Visual will be held on 26 November.



Vino & the Visual #2 and #3. Image Credit: Elysium Greene

1.3.4 Julie Burgess

The sailing season began on 9 October with nine sailings held in October. There were four events during the Devonport Food and Wine Festival beginning with the Mulled Wine and Mouldy Cheese River Cruise. The Evening River Cruise and Senior's River Cruise were both booked out and there was strong attendance at the family Chocolate Cupcake Day, held alongside, with excellent feedback from all events.

The catering for Food and Wine festival events was by volunteer Wendy Beaton with assistance from other volunteers.

A revised fee schedule for the 2019/20 sailing season has been adopted, with a Senior and School Group discount now available.

There were three public sailings during October.





Julie Burgess Devonport Food and Wine Sailings

1.4 Town Hall Theatre

1.4.1 Theatre Performances and Events

The Town Hall Theatre was hired for a total of 24 days during September and October.

City of Devonport Eisteddfod – Devonport Eisteddfod Society

4 – 19 September

The 91st City of Devonport Eisteddfod registered 1,794 entries consisting of approximately 127 Music classes including Brass Band Instrumental, 49 classes in Speech & Drama and 109 classes in the Dance section, with dance being the strongest section with approximately 1,359 tickets sold over five days.

Waist Watchers the Musical – Presented by Hit Productions

21 September

Waist Watches the Musical offered a hilarious and light-hearted look at four women dishing on food, diets, exercise, friendship and love.

Swan Lake – Imperial Russian Ballet Ltd

26 September

The Imperial Russian Ballet Company returned to Devonport with *Swan Lake*. *Swan Lake* is a story where the virtues of love and forgiveness in the end conquer evil and betrayal.

This masterpiece ballet was presented in two acts and follows the original storyline.

The Cat in the Hat – Showcase Entertainment Group

10 October

Children and adults alike were left in raptures by this zany and imaginative live performance of Dr Seuss's masterpiece, *The Cat in the Hat*. Two performances were presented as school holiday entertainment and both were well attended.

Kasey Chambers The Captain 20th Anniversary Tour – Premier Artists

11 October

This sold out performance celebrated the 20th anniversary of Kasey Chambers' debut album *The Captain*.

Possum Magic – Monkey Baa Theatre Company

12 October

Possum Magic was presented as part of the paranapple art centre's professional theatre season. This magical, unforgettable new production transported the young audience on an unforgettable journey around Australia. This production was fun-filled and entertaining and a great way to introduce children to the theatre.



Possum Magic production image

The Sapphires – Hit Productions

15 October

The multiple award-winning musical play that inspired the film was presented as one of the feature performances of the paranapple art centre's theatre season. The play told of the incredible journey of a singing group of four Yorta Yorta Women, who sing classic soul hits against the backdrop of personal change and massive social upheaval.

Mamma Mia the Concert – The Ten Sopranos

19 October

A masterful and stimulating concert with new vocal and symphonic harmonies, bringing to life the ABBA repertoire in a concert of epic proportions! Patrons were singing and dancing in the aisles whilst simply enjoying the number one vocal interpretation of the ABBA songs in the world today.

Akmal – Open for Renovations – A-list Entertainment

25 October

Akmal is one of Australia's most loved comics, displaying an incredible ability to deal with hot topics in a slightly offensive way. Akmal presented his new show 'Open For Renovations'.

1.4.2 paranapple arts centre Audience and Ticketing

Facility	Show	Presented by	Audience Attendance
Town Hall Theatre	City of Devonport Eisteddfod	Devonport Eisteddfod Society	2,215
	WaistWatchers the Musical	Hit Productions & paranapple arts centre	126
	Swan Lake	Imperial Russian Ballet	382
	The Cat in the Hat	Showcase Entertainment Group	754
	Kasey Chambers – 20 th Anniversary Tour	Premier Artists	419
	Possum Magic	Monkey Baa Theatre Company & paranapple arts centre	116
	Workshop – Possum Magic	paranapple arts centre	7
	The Sapphires	Hit Productions & paranapple arts centre	301
	Mamma Mia – The Concert	Giant Entertainment	179
	Akmal – Open for Renovations	A-List Entertainment	148
Totals			4,647

The following table shows the Theatre hire for the September and October period.

Performance	Number of Days Hired	Number of Perform/Events	Audience Attendances
Commercial Hire	5	4	1,882
Community Hire	16	16	2,215
Presenter Season	3	4	594
Totals	24	24	4,691

A summary is provided for all performances and events sold through the paranapple arts centre Box Office for the September and October period.

Box Office/Agency Sales	Number of Tickets Sold
paranapple arts centre performances	588
External Ticketed Events	76
Ticketmaster Events	130
Ticketek Events	87
Totals	881

1.5 Participation Across Arts and Cultural Development Facilities

Levels of participation are a determinant of an inclusive, strong and robust community. Council monitors the level of participation to capture trends and demand for services, usage of existing services, opportunities to increase participation and customer satisfaction.

The following table shows the customers across Council Cultural facilities over the September and October period.

Facility	Customers through the Door September 2019	Customers through the Door October 2019
paranaple art centre	3,987	4,807
Devonport Regional Gallery (Main Gallery Entrance)	527*	1008*
Town Hall - Audience	2,767*	1,924*
Bass Strait Maritime Centre	403	685
Julie Burgess	0	110
Totals	4,390	5,602

*Included in paranaple arts centre total

1.5.1 Education and Public Programs – September and October

Devonport Regional Gallery Program	Attendance	Date
Youth Arts	5	2-Sep
Devonfield Workshop Community Access in Creative Space	21	3-Sep
Opening Shattered- Anne O'Connor/ Here at the Earths End	38	6-Sep
Devonfield Workshop Community Access in Creative Space	21	10-Sep
Books + Art	5	16-Sep
Devonfield Workshop Community Access in Creative Space	22	17-Sep
Sprent Primary K-Gr 6	25	18-Sep
Friends AGM	11	19-Sep
Object & Design Opening by Don College	38	25-Sep
flatland pre-opening talk with Tricky Walsh & Erin Wilson	15	27-Sep
flatland Tricky Walsh Opening	25	27-Sep
October School Holiday Program Paint or Sculpt	23	1-Oct
October School Holiday Program Paint or Sculpt	7	1-Oct
Devonport Childcare Centre Gallery visit and workshop (6 Groups)	49	2-Oct
October School Holiday Program Costume making	13	2-Oct
October School Holiday Program Costume making	8	2-Oct
Toddle Pop-Up Costume make, mime and roar	15	3-Oct
Liberal Party Social Function	85	4-Oct
October School Holiday Program Object Design	11	7-Oct
Devonfield Workshop Community Access in Creative Space	13	8-Oct
October School Holiday Program Shadow Puppet	20	9-Oct
October School Holiday Program Shadow Puppet	7	9-Oct
East Devonport Child and Family centre ceramic workshop	20	9-Oct

Report to Governance, Finance & Community Service Committee meeting on 18 November 2019

October School Holiday Program Drawing Tasmanian Landscapes & Human interaction	5	10-Oct
October School Holiday Program Magic Possum - Costume Making	7	12-Oct
Floor Talk: For Shattered 19/09/2019 Out of Sight, Out of Mind	12	12-Oct
Special Needs Group Workshop Community Access in Creative Space	9	15-Oct
Munnew Day Centre Workshop Community Access in Creative Space	9	15-Oct
Silkscreen and also kids turned up for the classes accidentally	7	15-Oct
Then Natural Estate Preopening talk with artists Callum, Gracia & Gillam	20	18-Oct
Then Natural Estate Opening	30	18-Oct
Burnie Primary Gr 1 Guided tour of flatland & workshop 46 + 5 adults	51	21-Oct
Youth Arts	6	21-Oct
Books + Art	2	21-Oct
Munnew Day Centre outreach mosaic designs	12	22-Oct
Devonfield Workshop Community Access in Creative Space	0	22-Oct
Create & Make	20	22-Oct
North West Teddy Bears picnic	34	23-Oct
Create & Make	13	23-Oct
Droogs Workshop design mural	1	24-Oct
Friends Committee meeting	6	24-Oct
SPACE - working on youth exhibition	7	28-Oct
Youth Arts	7	28-Oct
Devonfield Workshop Community Access in Creative Space	6	29-Oct
Create & Make	27	29-Oct
Workshops for adults: Basic learn to knit or crochet With Angeline and Debbie	3	29-Oct
Create & Make	14	30-Oct
Bass Strait Maritime Centre Program		
Maritime and History Talk with Pirrie Shiel	32	17-Sept
Curious Creatures Workshop: Ulverstone Primary	26	20-Sept
Vino & the Visual: Sunrise	6	24-Sept
Knots to Know School Holiday Workshop	17	3-Oct
Knots to Know School Holiday Workshop	21	7-Oct
Knots to Know Seniors Week Workshop	12	17-Oct
Knots to Know Seniors Week Workshop	3	18-Oct
Vino & the Visual: Wattle and Wrens	13	22-Oct
Education and Public Programs Total	935	

1.6 paranple convention centre

1.6.1 Meetings at paranple convention centre

During September and October, the DCC meeting rooms held 81 events along with 16 events in the convention centre. Total attendance 4,673.

Events held in the paranple convention centre:

Facility	Event	Presented by	Audience Attendance
paranaple convention centre	Simplot Training	Simplot Australia	60
	40 Years of Transport Dinner	Chas Kelly Transport	176
	Children's University Graduation	University of Tasmania	650
	2019 Disability Expo	Speak Out Association	600
	Speak Out Advocacy Conference	Speak Out Association	140 x 2 days
	Choral Spectacular	Crescendo Choir	750
	Neighbourhood Houses Conference	Neighbourhood Houses	188 x 3 days
	Squash Championships Dinner	Squash Australia	219
	2019 State Council	Liberal Party of Australia	250 x 2 days
	Mental Health Week Film	North-West Film Society	150
	50-year Rate Payers Luncheon	Devonport City Council	32
	LG Professional Conference	Local Government Professionals Australia Tas	85 x 2 days
	Parkinson's Seminar 2019	Parkinson's Tasmania	160
	ART Conference 2019	Australian Regional Tourism	90 x 2 days
	Allied Health Workshop	NDIA	40
	Australian Maritime Museums Council	AMMC	50 x 2 days



2019 Disability Expo



Choral Festival – Celebrating 150 Years of Compulsory Public Education



2019 Liberal Party State Council

1.7 Tourism

1.7.1 Tourism Development Strategy

The parnaple arts centre maintain their involvement with the TVIN (Tasmanian Visitor Information Network). Our organisation continues to network with other

centres across Tasmania, this allows us to update other centres on the region's activities in the coming months.

1.7.2 Cradle Country Marketing Group (CCMG)

The Cradle Country Marketing Group have marketed the region in a national publication with a focus on camping and staying within the area.

1.7.3 Regional Tourism Organisation (RTO)

The New RTO has formed, Tom Wootton, Chief Executive of the RTO is now meeting with Councils and Visitor Centres to discuss the future plans of the RTO.

COMMUNITY ENGAGEMENT

The information provided above details all community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implication related to matters discussed in this report will be separately reported to Council. There is not expected to be any impact on the Council's operating budget as a result of this recommendation.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

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

ATTACHMENTS

Nil

RECOMMENDATION

That it be recommended to Council that the Arts and Convention report be received and noted.

Author:	Geoff Dobson	Endorsed By:	Kym Peebles
Position:	Convention and Arts Centre Manager	Position:	Executive Manager Organisational Performance

7.2 GOVERNANCE AND FINANCE REPORT - SEPTEMBER AND OCTOBER 2019

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report provides a summary of the activities undertaken during the months September and October 2019 in the following areas of Council:

- Organisational Performance; and
- Corporate Services

BACKGROUND

This report is provided to the Governance, Finance and Community Services Committee every two months and aims to update the Councillors and the community on matters of interest. The functional areas of Council covered by this report include:

- | | |
|-----------------------------------|-------------------------------------|
| • Governance | • Property Management |
| • Financial Reporting | • Legal Issues |
| • Strategic and Operational Plans | • Customer Service |
| • Corporate Communication | • Financial Strategy and Management |
| • Human Resources | - Revenue and Rating |
| • Partnerships | - Grants |
| • Information Technology | - Loan Borrowings |
| • Budget Management | - Compliance |
| • Car Parking | - Related Policies |
| | - Financial Reporting |

STATUTORY REQUIREMENTS

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

DISCUSSION

1. ORGANISATIONAL PERFORMANCE

1.1. Common Seal Register

The following documents have been signed under Council's seal for the period September and October 2019:

Report to Governance, Finance & Community Service Committee meeting on 18 November 2019

REG/519	Lease Agreement - DCC and TasTafe - Providore Place	10/09/2019
REG/520	Title Transfers - 92 North Fenton Street Devonport	11/09/2019
REG/521	Grant Agreement - Crown in the Right of Tasmania and Devonport City Council	20/09/2019
REG/522	Plan of Survey - Folio Reference CT 158400/1 - PA2019.0037	23/09/2019
REG/523	Lease Agreement - 19-23 Oldaker Street, Devonport	4/10/2019
REG/524	Adhesion Order - 108 Tarleton Street, East Devonport	7/10/2019
REG/525	Deed of Termination and Release - Tiagarra	15/10/2019
REG/526	Plan of Survey - Folio Reference 109440/3 - PA2014.0123	16/10/2019
REG/527	Amendment to Sealed Plan No 1716612	16/10/2019
REG/528	Plan of Survey - Folio Reference F/R 228401-1 and F/R 230339-9 - PA2018.0171	22/10/2019

1.2. Property Management Update

Council Officers worked on a number of property matters including the following:

- Liaison with Crown Land Services in relation to the Mersey Valley Pony Club; the River Road and Don-Leith sections of the Coastal Pathway; improved access to Back Beach at the Bluff and overflow RV parking at the Mersey Bluff Caravan Park;
- general liaison with property tenants on lease matters; and
- providing high level advice and assistance to Council staff in relation to community and sporting lease development and renewal.

1.3. Councillor's Attendance

Councillor's attendance for the year to date is detailed as follows:

	Council	Planning Authority		Governance, Finance & Community Services		Infrastructure, Works & Development		Workshops
No. of Meetings	5	3		2		2		8
Attendance		Member	Non Member	Member	Non Member	Member	Non Member	
Mayor Cr A Rockliff	5	3	0	2	0	0	2	8
Cr J Alexiou	5	3	0	2	0	0	2	8
Cr G Enniss	4	0	1	2	0	2	0	8
Cr P Hollister	4	3	0	0	2	2	0	8
Cr A Jarman	5	0	3	2	0	1	0	7
Cr L Laycock	5	0	2	1	0	2	0	6
Cr S Milbourne	5	3	0	2	0	0	2	8
Cr L Murphy	5	3	0	0	2	2	0	8
Cr L Perry	5	2	0	0	2	2	0	7

1.4. Human Resources

1.4.1. Recruitment

Staff positions advertised September and October 2019

Position	Department	Work Location
Function and Events Officer (part-time)	Convention and Arts	paranaple convention centre
Revenue Coordinator	Corporate Services	paranaple centre
Attendant (part-time)	Convention and Arts	paranaple arts centre and Bass Strait Maritime Centre

Staff Appointments September and October 2019

Position	Name	Department	Work Location
Casual Technician	Christian Storan	Convention and Arts	paranaple arts centre and paranaple convention centre
Function and Events Officer (part-time)	Linda Petersen	Convention and Arts	paranaple convention centre

Staff Departures September and October 2019

Position	Name	Department	Work Location	Date Effective
Building Maintenance Carpenter (Tradesperson)	Garry French	Infrastructure Works and Development	Works	27/9/2019
General Manager	Paul West	General Management	paranaple centre	25/10/2019

Workers Compensation

Policy year ending 30 June	Number of Workers Compensation Claims lodged with Council's Insurer	Current Open claims	Gross value incurred by the Insurer (including estimates)
30/6/2020 *	3 claims	2	\$ 72,685.27
30/6/2019 *	12 claims	2	\$274,680.23
30/6/2018 *	6 claims	1	\$ 87,752.48
30/6/2017	7 claims	0	\$ 27,839.69
30/6/2016	20 claims	0	\$128,445.62
30/6/2015	12 claims	0	\$201,329.20
30/6/2014	8 claims	0	\$ 20,368.14

Commentary:

* Claim/s remains open in this year ending.

New Workers Compensation claims for the period

No claims lodged in September 2019 and one other claim closed.

Two new claims lodged in October 2019.

1.4.2. Work Experience

Date	Work Experience Program	Student	Location of placement
9/10/19 to 11/10/19	Drysdale - TasTAFE Certificate III in Tourism	Nadia Manundap	paranaple arts centre
10/10/19 to 25/10/19	Regional Employment Trials Project/Cradle Coast Authority/ National Job Link	Chloe McCullagh and Anastasia Sofronius	paranaple arts centre
14/10/19 to 18/10/19	Regional Employment Trials Project/Cradle Coast	Guilbert Leary	paranaple convention centre

Date	Work Experience Program	Student	Location of placement
	Authority/ National Job Link		
14/10/19 to 18/10/19	Regional Employment Trials Project/Cradle Coast Authority/ National Job Link	Kylie Randall- Reynders	Community Services - Events

1.4.3. Staff Training

Issued Date	Training Description	No of employees	Department	Location
4/9/19 to 5/9/19	Telstra Vantage	1	Corporate Services	paranaple centre
10/9/19 to 12/9/19 and 9/10/19	Harassment, Bullying and Anti- Discrimination Training	128	All	paranaple centre and Works Depot
17/9/2019	Collections tour of QVMAG Natural Sciences	1	Convention and Arts	Bass Strait Maritime Centre
17/9/2019	LGBTI Workplace Inclusion and Service Workshop	1	Organisational Performance	paranaple centre
18/9/19 to 19/9/19	Bookeasy Masterclass Program	1	Convention and Arts	paranaple arts centre
24/9/2019	HR Special Interest Group	2	Organisational Performance	paranaple centre
26/9/19	DRAINS ARR 2019 and Advanced Workshop	1	Infrastructure Works and Development	paranaple centre
September 2019	XLOne training Hobart	2	Corporate Services	paranaple centre
September 2019	ECR training	1	Corporate Services	paranaple centre
September 2019	CPR First Aid	1	Community Services	Devonport Recreation Centre
September 2019	Injury Prevention workshop – WorkSafe Tas	1	Infrastructure Works and Development	paranaple centre
September 2019	Workshop Burnie Gallery	1	Convention and Arts	paranaple arts centre
27/9/19 to 25/10/19	Digital Security training	130	Various	paranaple centre
1/10/2019	Sun smart training	73	All	paranaple centre and Works Depot
8/10/19	RIMPA Conference 2019	1	Corporate Services	paranaple centre

Issued Date	Training Description	No of employees	Department	Location
15/10/19	Control Traffic with Stop-slow bat and Implement Traffic Management Plan	2	Infrastructure Works and Development	paranaple centre
16/10/19 to 18/10/19	Local Government Professionals Annual Conference	5	Corporate Services	paranaple centre
22/10/19 to 23/10/19	New Supervisor	1	Corporate Services	paranaple centre
28/10/19 to 1/11/19	Workshop in Rural an Urban Stream Management Principles and Practices	1	Community Services	paranaple centre
30/10/19	Contact Officer Network Meeting	5	Community Services, Organisational Performance and Infrastructure Works and Development	paranaple centre and Works

1.4.4. Health & Wellbeing

The 2019/20 Health and Wellbeing program was actively promoted to staff referring to the activities and initiatives undertaken within the workplace that are designed to impact positively on the general health and wellbeing of employees and their families. This has included:

- Promotion of workplace counselling
- Resources and information provided on R U OK? Day
- Promotion of Women's Health Week 2-6 September
- Promotion of National Walk to Work Day
- Promotion of National Ride to Work Day – 8 staff rode to work and started the day with a light breakfast at Council offices.
- Promotion of Skin Cancer Awareness and Prevention through Worksafe month activities including rehydration and skin checks offered for outside employees
- 7/10/19 Love your Sister – Samuel Johnson. Samuel shared his inspirational story with staff on his epic challenge to raise awareness and funds for breast cancer research
- Promotion of Burnie 10
- Healthy Recipe share – staff shared their favourite healthy recipes



Love your Sister – Samuel Johnson

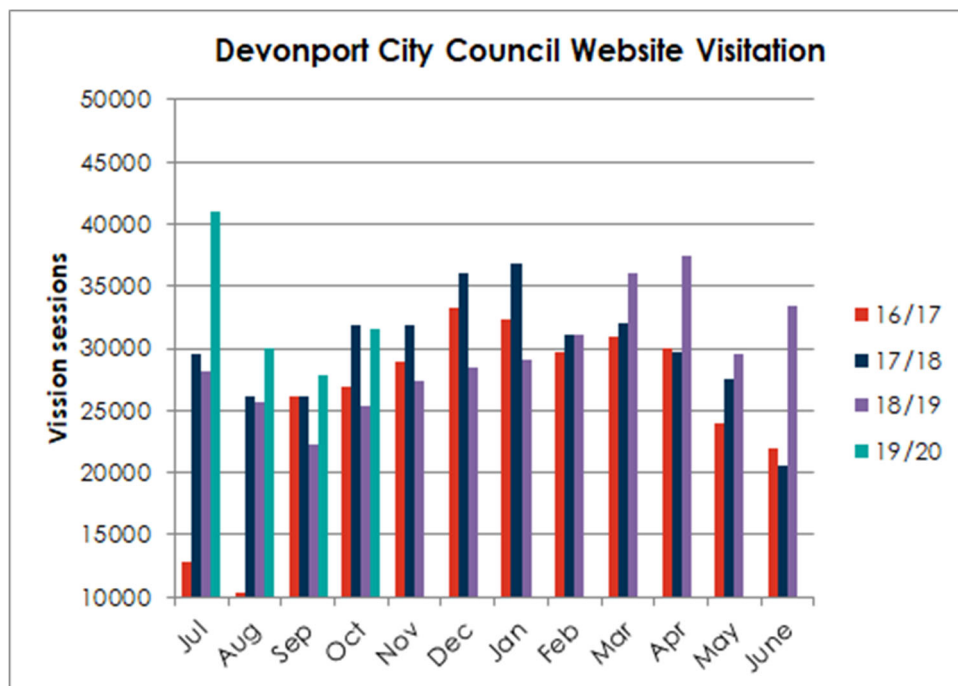
1.5. Corporate Communication – September and October 2019

1.5.1. Devonport City Council Website

Visitation to Council's website in September and October continued to show solid improvement over the same period in 2018/19, rising by about 25 per cent across the two-month period.

Site content is refreshed on an on-going basis, through the addition of new public notices, planning applications, news stories and events.

Desktop and mobile access remain fairly consistent with mobile devices representing more than 50% of users.



Content relating to how to contact Council, employment opportunities, events, news events and Mersey Vale Cemetery continue to rank highly in terms of pages visited during the reporting period.

Devonport City Council Website Statistics	September 2019	October 2019
Total visitor sessions	12,983	14,513
Total page views	27,912	31,502
Average daily sessions	432.76	468.16
Average session duration (minutes)	1:40	1:37
Average page views per visit	2.15	2.17
Device Category		
• Desktop	41.24%	53.96%
• Mobile	58.76%	46.04%
Top 10 Pages	<ol style="list-style-type: none"> 1. Council/Council Meetings 2. Council/Get Involved/Employment/ Opportunities 3. Contact us 4. Building-development/ planning/advertised planning permit applications/ 5. New lease deal for Providore Place 6. Live/you-community/ cemeteries/cemetery search/ 7. Council/Our City/ Cemeteries/Devonport Cemetery search 8. Council/forms and payments 9. functions and events officer 10. Contact us/how to contact us 	<ol style="list-style-type: none"> 1. Council/Get Involved/ employment/ employment opportunities 2. Contact Us 3. Council forms and payments 4. Building-development/ planning/advertised planning permit applications 5. Council/forms and payments 6. What's on-Devonport 7. Contact us/how to contact us 8. Live/you communities/ cemeteries/cemetery search 9. Live/residents/rubbish-ewaste-recycling/ ewaste-transfer-station 10. /Council/council meetings

1.5.2. Community Consultations

Council's online engagement platform www.speakupdevonport.com.au is utilised for all of Council's community consultations. During the reporting period no community consultation was undertaken.

1.5.3. Social Media

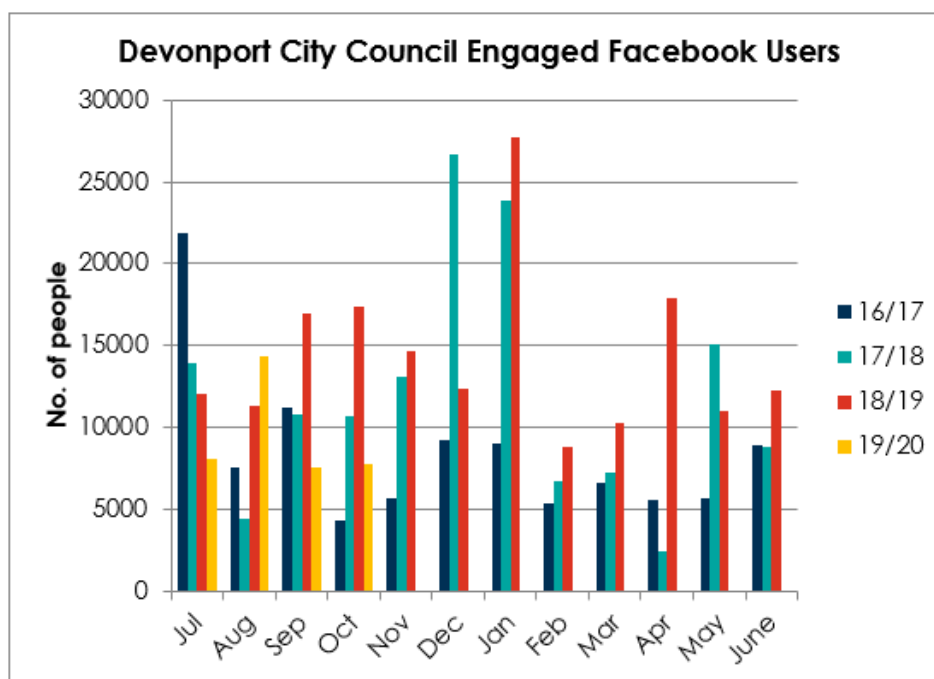
Council currently utilises both Twitter and Facebook as social media tools to engage with the community and local media.

Council's corporate Twitter account (@devonportcity) had 589 followers at the end of the reporting period. It is actively used to 'break' news to the media.

Council currently operates thirteen (11) Facebook pages (Devonport City Council, Devonport Food & Wine Festival, Devonport Jazz, Devonport Events, Bass Strait Maritime Centre, Devonport Entertainment & Convention Centre, Living+Learning Devonport, Devonport Regional Gallery, Devonport Recreation, Diamonds of Devonport and The Julie Burgess). Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

The Devonport City Council Corporate Facebook page is well utilised by the community, with high engagement regarding capital works projects, events, weather events, Council decisions, community initiatives and road works. The community can use the page to ask questions of Council and find out what is happening in Devonport. Key questions or matters raised by the public are generally around Council's services, opening times and reports of community infrastructure needing repairs. Activity remains at its highest between 6:00pm and 9:00pm.

DCC Facebook Page Statistics	September 2019	October 2019
Facebook Followers: Number of Facebook users who 'like' the DCC Facebook page at the end of each period.	7,993 TY (6,888 LY) +16%	8,052 TY (6,968 LY) +15.6%
Facebook Reach: Number of Facebook users who have seen content associated with the page during the period (individual users can be 'reached' numerous times per month).	84,829 TY (110,142 LY) -23%	85,867 TY (114,742 LY) -39.8%
Facebook Engaged Users: Unique number of people who actively engaged with the page by liking, commenting, sharing or clicking on posts on the page during the period.	8,039 TY (12,082 LY) -33.5%	7,737 TY (17,333 LY) -55.4%



During September and October, the top 10 page posts each month in terms of audience reach were:

September 2019	October 2019
1. Best Street roadworks to begin – 26/9/19 – 9.6K	1. Intersection improvement works to begin – 10/10/19 – 10.1K
2. Christmas Parade registrations now open – 27/09/19 – 6.1K	2. Position vacant-Building Maintenance – 29/10/19 6.3K
3. Good luck Devonport Magpies – 18/9/19 – 4.9K	3. No parking in bus stops – 25/10/19 – 5.6K
4. Pedestrian crossings at the Bluff – 13/9/19 – 4.9K	4. Position Vacant-Attendant – 10/10/19 – 5.3K
5. Have you booked your spot – 19/9/19 – 4.3K	5. Coastal Pathway lighting extended – 25/10/19 – 4.5K
6. Homemade preserve competition – 26/9/19 – 4.1K	6. Mersey Main Road works – 22/10/19 – 4.3K
7. Volunteer Penguin guide training – 2/9/19 – 4.0K	7. Successful local men to speak – 9/10/19 – 3.9K
8. EOI sought for Julie Burgess – 13/9/19 – 3.5K	8. Council to undertake reseal work – 21/10/19 – 3.8K
9. Julie Burgess to set sail – 5/9/2019 – 3.1K	9. Roadworks planned – 28/10/2019 – 3.7K
10. Tarleton Street works – 3/9/19 – 3.1K	Best Street roadworks to begin – 16/10/19 – 3.6K

1.5.4. Publications & Media

During the month of September, Council issued nine media releases, alerts, comment statements and invitations:

- Little Gallery Emerging Artists Program
- Upcoming exhibition, flatland
- paranple centre marks its first birthday
- Fifty events planned for Seniors Week
- Light Up Orange planned for Devonport
- New lease deal for Providore Place
- Devonport Food and Wine launched
- Devonport Football Club in grand final
- Council welcomes Auditor General report

During the month of October, Council issued four media releases, alerts, comment statements and invitations:

- Three successful local men to speak at International Men's Day event
- General Manager moving on
- Australia Day Award nominations open
- Upcoming exhibition, The Natural Estate

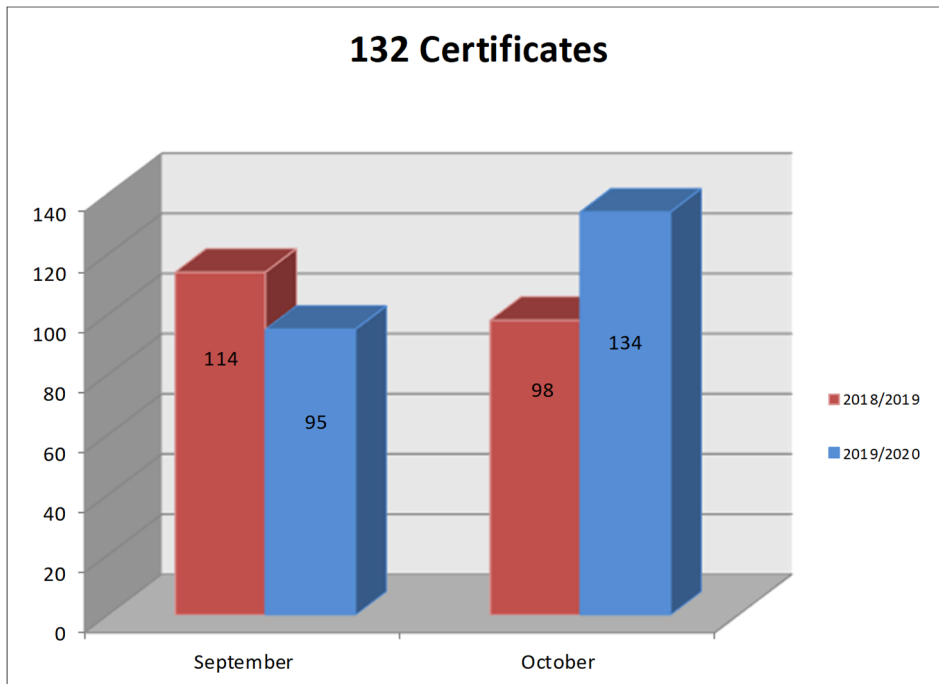
2. CORPORATE SERVICES

2.1. Finance

2.1.1. S132 Certificates

During the months of September and October 2019, the Finance Team issued 257 Section 229 certificates under the *Local Government Act 1993* (Certificate of Liabilities in relation to rates on properties). This information is a good

indicator of property sales in the municipality. A comparison to the previous year is shown below.



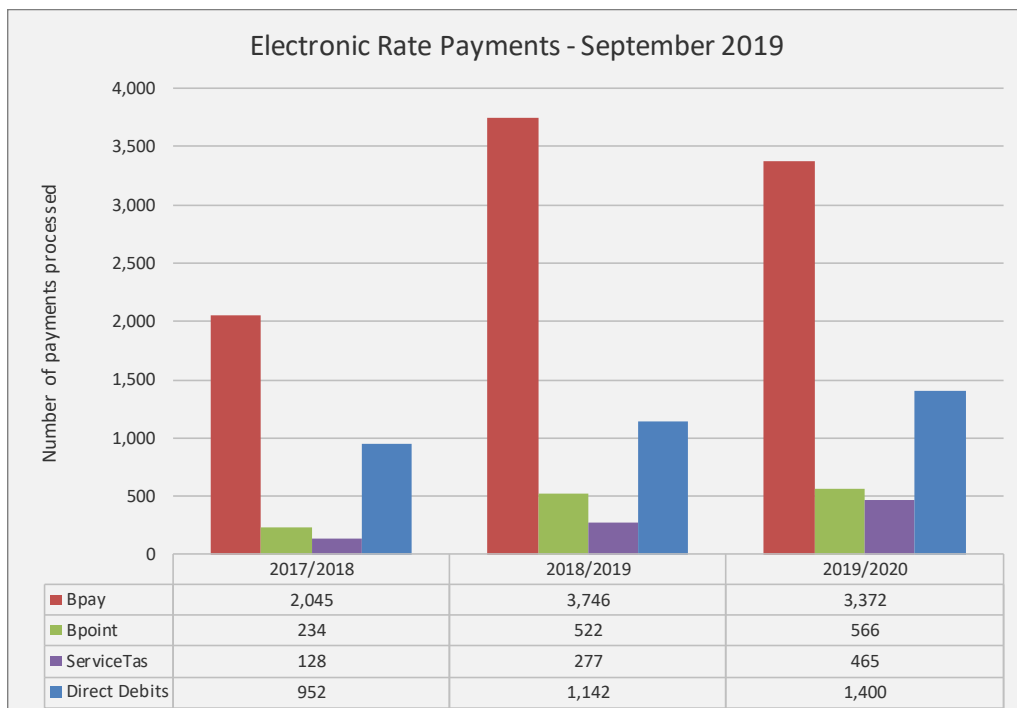
2.1.2. Rate Statistics

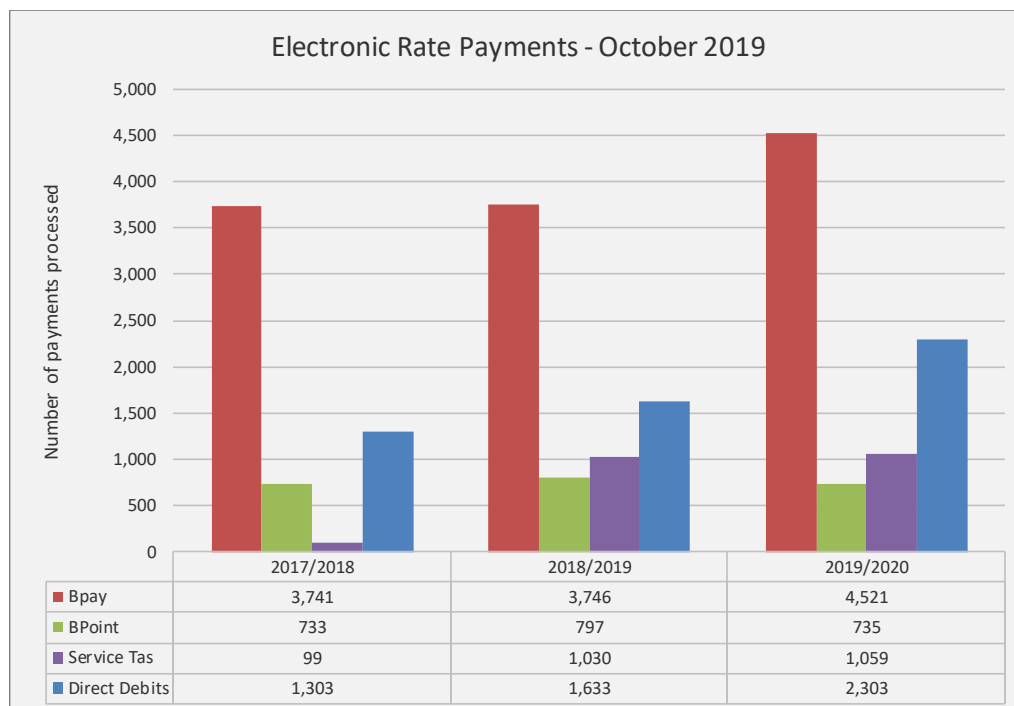
Percentage of Rates Paid*

	2017/2018	2018/2019	2019/2020
September	43.94%	47.18%	48.30%
October	56.07%	58.24%	61.24%

*Please note the above statistics include rates paid in advance.

Number of Electronic Rate Payments Processed





2.2. Parking

2.2.1. Parking Statistics

September

Income – Car Parks (Total)	18/19	19/20	Commentary
September	\$77,781	\$84,512	Occupancy and income remained consistent.

Income from Meters	18/19	19/20	Commentary
September	\$44,645	\$66,328	Timing of cash collections boosts 19/20 numbers, as occupancy remained relatively consistent.

Infringements Issued	18/19	19/20	Commentary
September	1,235	1,178	EasyPark continues to increase in utilisation leading to a reduction in infringements.

Income – Multi-level Car Park	18/19	19/20	Commentary
September	\$12,060	\$20,361	Increased use, in September 2018, 5,716 cars used the carpark, compared with 7,895 in September 2019. This is a 59% increase.

Total Parking Income	18/19	19/20	Commentary
September	\$197,204	\$215,643	Overall occupancy counts show very slight increase in usage of parking spaces. Infringements issued have reduced due to EasyPark and use of CBD ML carpark.

October

Income – Car Parks (Total)	18/19	19/20	Commentary
October	\$101,232	\$97,102	Occupancy and income remain consistent.

Income from Meters	18/19	19/20	Commentary
October	\$60,049	\$65,711	Occupancy and income remained consistent.

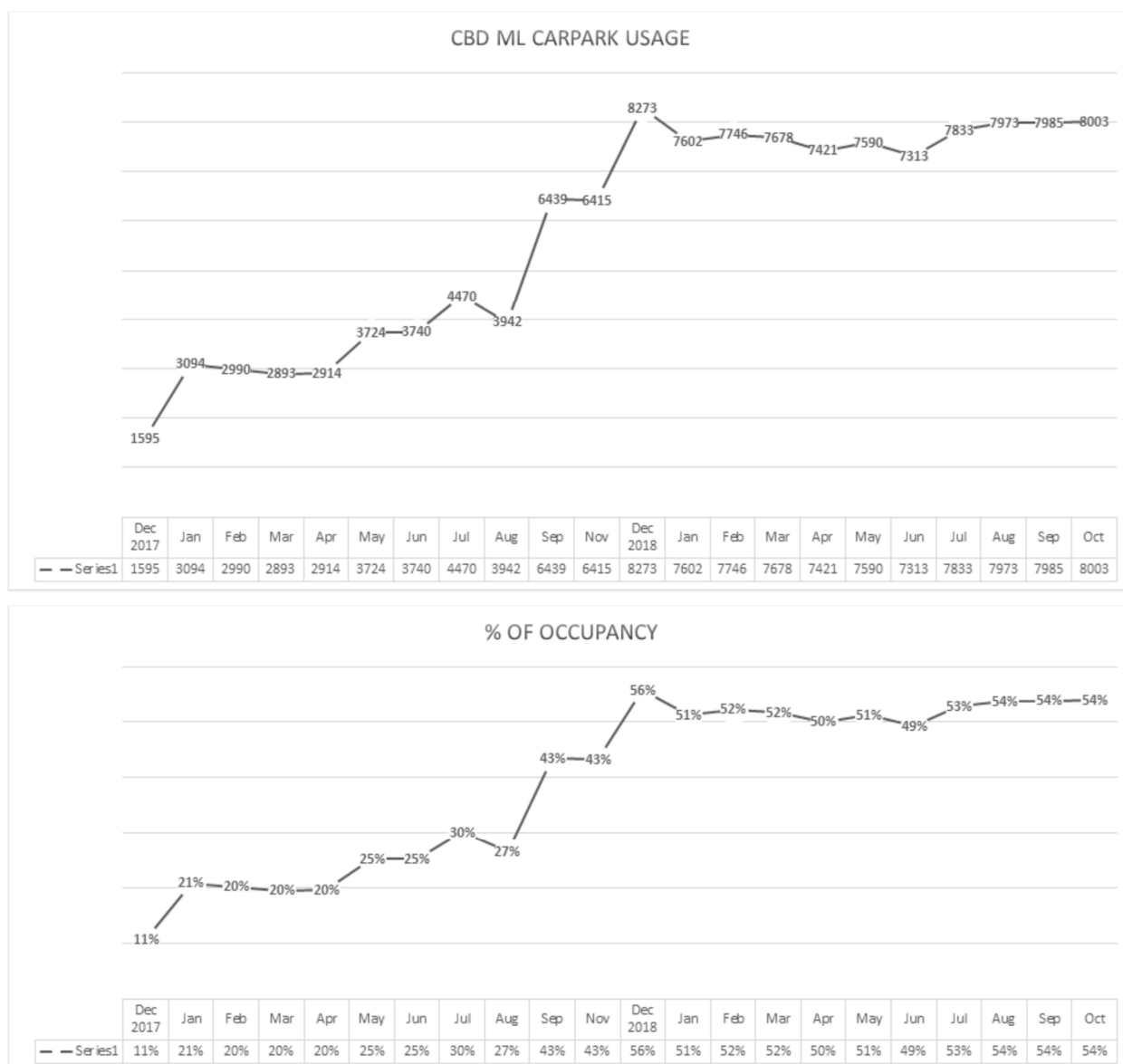
Infringements Issued	18/19	19/20	Commentary
October	1,427	1,248	EasyPark continues to increase in utilisation leading to fewer infringements. Software issues impacted numbers in October with 1.5 days without any infringements being issued.

Income – Multi-level Car Park	18/19	19/20	Commentary
October	\$16,689	\$17,370	Approximately 18%-20% increase in income compared to same period last year. Another \$2,250 is to be billed for pre-printed exit tickets in October 2019 ultimately increasing the revenue to \$20,370. In October 2018 there was a large conference which bolstered October 2018's income.

Total Parking Income	18/19	19/20	Commentary
October	\$240,665	\$187,611	Occupancy counts show a very slight increase in usage of parking spaces. Decrease in Infringements issued has also resulted in a decrease in recovery from the Monetary Penalty Enforcement Service for the unpaid infringements.

Total parking income YTD	18/19	19/20	Commentary
October	\$899,876	\$819,166	<p>Easy Park usage has increased 417% on parking meters and 261% in car parks since this time last year which may explain the slight increase in meter and carpark income.</p> <p>The CBD ML Carpark usage has also increased.</p> <p>Both these increases mean people are paying to park rather than receive a parking infringement, which results in decreased infringement revenue.</p>

2.2.2. Multi Level Carpark Usage Statistics



2.3. Information Technology and Customer Service

2.3.1. DCC Website Project

Stage 2 of Council's website development commenced in July with the following websites under development:

WEBSITE	TARGET RELEASE
Devonport Food & Wine	Complete
Visit Devonport	11 November 2019
paranaple convention centre	1 December 2019
paranaple arts centre	January 2020
Bass Strait Maritime Centre	February 2020

Council's forms continue conversion from PDF to electronic forms. More than 50 forms have been converted to electronic forms to date. Dog registrations can be done online now where previously the person applying had to come to Council. A Road Closure Application form will be released soon saving on Council administration time and providing increased convenience to the community.

Council is realising substantial ongoing savings by working with a local Northwest Tasmanian web development firm and is delivering on the goal of consistent branding across all online presence.

2.3.2. Asset Management System Implementation

The full implementation of the Asset Management system includes, Dynamic Work Orders, Scheduled Maintenance, Inspections, Embedded Mapping and Test Points Configuration. The project has a life span of 15 to 18 months, from commencement and is expected to deliver significant operational and financial benefits.

The project is known as Project Transform. It will kick off on 11 November with workshops set to commence with TechnologyOne from the week of 18 November.

Project Transform required a transition of Procure to Pay to TechnologyOne's Ci Anywhere and this is currently underway. It also required that all employees, including the outdoor workforce, transition to Ci Anywhere electronic time sheets. Both of these smaller projects are nearing completion.

2.3.3. Records Management

Council has employed a records management system called HP Records Manager for more than a decade. The solution has served Council well, however with the advent of Cloud hosted Document Management systems such as Office 365 and SharePoint it has necessitated the need to review and consider alternative Cloud based Records Management solutions.

Council selected AvePoint Cloud Records, which works in conjunction with Microsoft SharePoint. The transition from HP Records Manager to AvePoint commenced in March 2019 and is targeted to complete in November 2019. More than 1.2 terabytes of records equating to more than 1 million documents are being migrated from HP Records Manager to SharePoint.

The solution is allowing employees to remove the admin overhead of moving documents to the HP Records Management solution and will deliver more comprehensive records management for Council's information assets. Council will realise substantial ongoing savings as Cloud based solutions are often substantially less than comparable on premises hosted solutions.

2.3.4. Remote Site Networks and Telecoms

Council transitioned to Telstra's LAN as a Service at paranapple centre and paranapple arts centre in 2018 when we moved into the new offices providing a more reliable network that is provided and managed as a service by Telstra.

The paranapple centre and arts centre also transitioned from a self-hosted telecommunications system to a cloud hosted solution provided by Telstra called TIPT.

Stage 2 of this project includes the deployment of LAN as a Service and TIPT at all of Council's remaining sites to include:

- Depot
- Waste Transfer Station
- Bass Strait Maritime Centre
- Devonport Recreation Centre

- Mersey Vale Cemetery

This project will deliver a common platform across all sites, simplifying Council's network and telecommunications infrastructure while delivering greater reliability, ease of use and substantial added value.

2.3.5. Customer Service Integration with Service Tasmania

Service Tasmania are now processing a majority of all Council transactions leading to a substantial reduction in transactions to Council's counters 7 and 8 on the ground floor. This coupled with an increase of online transactions using Council's web site and electronic forms will permit Council to assess the decommissioning of counters 7 and 8 on the ground floor.

Council will review and consider the impact of decommissioning both counters and structure a trial to confirm whether the minimal transactions coming to Council can be sent to Level 2 for service.

COMMUNITY ENGAGEMENT

The information provided above provides details relating to community engagement.

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

Any specific risk implications have been outlined in the commentary above. Any specific risk that becomes an issue for Council may become the subject of a separate report to Council.

CONCLUSION

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

ATTACHMENTS

Nil

RECOMMENDATION

That it be recommended to Council that the Governance and Finance report be received and noted.

Author: Position:	Robyn Woolsey Executive Assistant Management	General	Endorsed By: Position:	Matthew Atkins Acting General Manager
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7.3 COMMUNITY SERVICES REPORT - SEPTEMBER AND OCTOBER 2019

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 in the Community Services Department for the period 1 September 2019 to 31 October 2019.

BACKGROUND

This report is provided to the Governance, Finance and Community Services Committee and is for the purpose of providing an update to the Councillors and community on matters of interest.

STATUTORY REQUIREMENTS

Council is required to comply with the provision of the *Local Government Act 1993* and other legislation. The functional areas of Council covered in this report include:

- Community Services and Engagement
- Recreation and Sports Development
- Events and Marketing
- Environmental Sustainability

DISCUSSION

1. COMMUNITY SERVICES

1.1 Community Services Manager's update

- Attended the Devonport Food and Wine Festival launch;
- Assisted in the open day for the paranapple centre one-year celebration event;
- Met consultants engaged to prepare a Valley Road Soccer Club development plan on site and attended an open forum for community members;
- Various meetings with representatives of the Devonport Motor Show Committee;
- Attended the Beacon Foundation's Devonport Business Partnership Group meeting;
- Various meetings to finalise Levelling the Playing Field funding applications;
- Attended the 50-year ratepayers luncheon at the paranapple centre;
- Attended a planning workshop with representatives of Belgravia Leisure regarding future Squash Aquatic Centre programs;
- Attended the State Local Government Professionals Tas conference, held at the paranapple centre;
- Attended Live and Learn Steering Group meetings – The 4th annual Festival of Learning was held during the month of September.

1.2 Events/Programs/Activities

1.2.1 paranapple centre One year celebration

The paranapple centre celebrated it's one-year anniversary by opening the doors to the paranapple convention centre, giving the community the opportunity to see the spaces that are not usually accessible unless attending an event or conference.



paranable
centre



paranable
convention centre





paranable centre

One year celebration

If you are not one of the 22,000 people that have already attended an event in the paranable convention centre Devonport and would like to visit, the doors will be open Friday, 6 September from 3pm – 5pm.

See the spaces that are normally not accessible unless attending an event or conference, on the top floor of the paranable centre.

Friday

6 Sept 2019

3-5pm

1.2.2 'Square Peg' Project

The Square Peg program continues to be delivered at the Devonport Recreation Centre. Council runs the program in partnership with the Education Department ('Space Program') with up to six young students attending on a part time basis. There has been an increase in the number of students wanting to be involved in the program and to accommodate this increase, the session has shifted from morning to afternoon.

1.2.3 School Holiday Program

Continuing from the July school holiday success, the October school holiday program was run in conjunction with Youth Family and Community Connections (YFCC). Four sessions were held between Devonport and Burnie during the school holidays. Sessions included a fishing and beach Sports Day, how to make bee wax wraps, bowling and learn to rollerblade day. The programs were well received, and every session was sold out. Two twelve-seater buses were used to go to the Burnie programs and one twelve-seater to Devonport programs. The partnership with YFCC has resulted in increased participation with up to thirty plus participants attending each event.

Planning is currently underway for Summer school holidays.

1.2.4 Dementia Café

Since opening on 14 August, the 'Reflections Café' has been attended by approximately 40 plus dementia patients and their carers/support person. The café has been organised and supported by Munnew Day Care, Devonport Council and the Devonport Lions Club. Catering for the Café has been donated by Don College, Devonport High School and the Square Peg program. The café runs fortnightly.



Reflections Café – a support and information Café.

1.2.5 Seniors Week

Another successful Seniors week was held with 50 events being offered to Devonport seniors. Council called for services in Devonport to provide details of their events and a calendar was formulated. Council partnered with Don College to deliver two Shine and Dine events, financially supported North West Film Society to show "Swimming with Men", which was attended by 194 people, and "The Trifles" at the Soccer club which was supported by Brad Van Rock. A great time was had by the 70 people who attended.



The Trifles and Brad Von Rock performed at the Devonport Soccer Club



50 year Ratepayers Lunch at the paranaple convention centre

1.2.6 Mental Health Week

Mental Health Week was held between Sunday 6 October to Saturday 12 October. Mayor Rockliff launched the week in Devonport with a combined Council and Youth Family and Community Connections event which was held in Market Square on Monday 7 October. The North West Film Society hosted a Movie and panel discussion in the paranaple convention centre supported by Council with 140 people in attendance. The panel discussion involved local psychiatrists and people with first-hand experience living with bi-polar.



North West Film Society - Mental Health Week movie at the paranaple convention centre

1.2.7 Citizenship Ceremony

Council held a citizenship ceremony at the paranaple centre on 26 September. Devonport welcomed twelve new citizens from Egypt, Philippines, Netherlands, New Zealand, China, India and South Africa.



Citizenship Ceremony 26 September 2019

1.2.8 Seasonal Guides

The 2019 Spring Guide was the biggest seasonal guide to date. The guide encapsulated Devonport Food and Wine, Seniors Week, Mental Health Week, School Holiday activities, and many events at the paranple arts centre, Bass Strait Maritime Centre and the Julie Burgess.



Devonport Spring Activities Guide 2019

1.2.9 Living Lightly Expo – 26 October 2019

Over 250 people enjoyed the 2019 Living Lightly Expo held at the Devonport Community House. Attendees experienced a wide range of activities and demonstrations, including cooking with native Tasmanian plants, plant-based diet tastings, fermenting foods, how to look after your backyard chickens, make your own bath salts, plus a whole lot more. The Living Lightly Expo provided simple and practical advice for community members interested in improving their way of living, especially when it comes to saving money, reducing waste and overall health and wellbeing.



2019 Living Light Expo at the Devonport Community House

1.2.10 External Events

As the warm weather approaches, external event applications are increasing, with several Christmas and Summer events already being processed.

September and October saw the following events happen in and around Devonport: Tim Blair's Run for Kids, Home Hill Car Boot Sale, Children's University Graduation, Colour Devonport, Pink Up Your Town, Mental Health & Wellbeing Expo, Light the Night and the Century 21 Pink Walk.

1.2.11 Devonport Food and Wine 2019

Over 80 events occurred as part of Devonport Food and Wine 2019. October's month-long festival offered a variety of events and experiences for people of all ages.

As the school holidays and Senior's Week also fell in October, there were several targeted events during the first three weeks of the festival. These included sessions on Food Science, cupcake decorating, making mini platters and rice balls and a Bees Wax workshop for children, as well as a river cruise and high tea with hair salon appointments for seniors.

Producer tours included behind the scenes glimpses at Brandsema's Greenhouse, the Petuna factory and Spreyton Cidery. Venues celebrated gin, beer, wine, Eggs Benedict, berries, noodles and potatoes.



*Devonport Food and Wine 2019 included tours of local producers
Brandsema's Greenhouse*

Council coordinated the "Spring Fling" on 5 October which was held at Aikenhead Point. There was live music, food and beverages vendors, and fun and games throughout the afternoon. The Mayor and 7AD's Darren Kerwin had a selection of 23 home-made jams, relishes and chutneys to judge in the Home-made Preserve Competition. Points of difference from Council's other events included old-fashioned sack and egg (onion) and spoon races for kids, a cooper who demonstrated how to make barrels, a pony and some alpacas, and a selection of market vendors. There were several other large events happening that day in the North West, meaning crowds were not as big as last year's event.



Spring Fling 2019

Due to a lack of bookings, seven events were cancelled across the program.

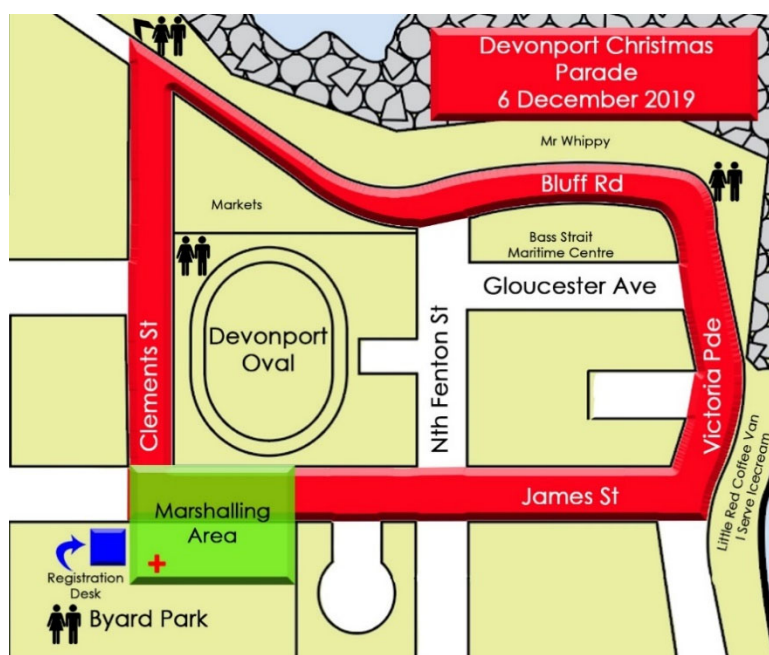
The Food and Wine Working Group will meet in early November to do a comprehensive debrief of the festival.

1.2.12 Christmas

The Devonport Christmas Parade will take place on Friday 6 December featuring a new route which begins at Byard Park, travelling along Victoria Parade via James Street, moving on to Bluff Road and returning to the Byard Marshalling area via Clements Street.

There will be several locations on the route with public toilets and opportunities to buy a coffee or an ice cream.

The Salvation Army will also be holding their annual Christmas Market at Devonport Oval with the Parade passing by. Float applications are beginning to be sent in and promotion of the Devonport Christmas Parade is underway.



Christmas Parade 2019 – the new route

Council once again issued a call out to local schools, for their interest in decorating panels displayed at the base of the Christmas Tree in the Mall. This year there are eight participating primary schools and three childcare centres. Groups are currently decorating the panels ready for collection in mid-November for waterproofing and installation by the end of the month.

Council is once again assisting with Devonport's Carols By Candlelight on Sunday 8 December, under a Heads of Agreement with Soroptimists International. The event will be held at "Circus Corner" at Devonport Oval and will have the theme *Dreaming of a White Christmas*. The program has been specifically designed to showcase local performers and includes four choirs, a selection of small groups and soloists, a dance group, a spoken word piece, a community choir and the City of Devonport Brass Band. The Devonport Cricket Club will also be assisting, along with the City of Devonport Lions Club.

1.2.13 New Year's Eve

Work has begun on confirming key performers, activities and food and beverage offerings for the SKYFIRE New Year's Eve event. Once again Sea FM

will sponsor the fireworks by the way of a sponsorship arrangement granting them naming rights to the event.

A new venue for this year, Aikenhead Point, will require additional infrastructure to be provided, including additional fencing, lighting and power access for the site.

The event will have a nautical theme and plans are underway for a silent disco, a variety of family orientated activities, and the opportunity to share NYE wishes and dreams. Once again, the event will be a free entry event, licenced and smoke-free.

The Summer Family Fun Fair will be opening at "Circus Corner" at Devonport Oval, which will also be free entry and will be an additional offering to those at SKYFIRE. For this reason, Council will not be engaging any carnival rides on the main site.



1.2.14 Environmental Sustainability

Aussie Backyard Bird Count

An annual citizen science event was hosted by Birdlife Australia from 21-27 October 2019. Members of the public were encouraged to count and record the type and numbers of birds seen within a 20 minute period in their backyard, local park, reserve, beach or CBD.

141 Checklists were submitted from the postcode 7310. From those checklists there were 89 species and 3,824 birds sighted. Council's Website has a list which shows the birds recorded.



The 2019 Statistics from postcode 7310 for the Aussie Backyard Bird Count

NRM Volunteer Statistics for September and October 2019

Program	Attendance	Total Hours
Department of Justice – September Weeding	4	8hrs
Friends of Don September – Weed removal	9	18hrs
Wildcare Friends of Devonport Reserves September – Surveyed Swift Parrot Habitat trees and removed vegetation	11	22hrs
Wildcare Friends of Don Reserves October - Surveyed Swift Parrot Habitat trees and removed vegetation	3	6hrs
Friends of Don October – Weed removal	6	12hrs
Don College October – Weed Removal of broom and gorse	30	30hrs

1.3 Community Partnerships

1.3.1 Council and Community Partnerships

Council partners with a diverse range of community-based organisations to achieve shared objectives.

Existing partnership arrangements are included in the table below.

Details	End date and length of agreement	Amount – If Applicable
Carols by Candlelight	2 year Agreement 30 June 2020	\$ 3,500 P/A
City of Devonport Lions Club (Taste the Harvest)	2 year Agreement 29 November 2019 (currently being re-negotiated)	\$ 5,000 P/A Underwrite 2019 and 2020 events
Devonport Brass Band	3 year Agreement 30 June 2021	\$10,000 P/A
Devonport Community House	3 year Agreement 30 June 2022	\$18,000 P/A
Devonport - Cradle Country Marketing Group	Extended to June 2020	\$17,500 P/A
Devonport Men's Shed	3 year agreement June 2022	\$ 8,000 P/A
Devonport Motor Show	5 year Agreement 29 January 2024	\$ 2,500 P/A

Details	End date and length of agreement	Amount – If Applicable
Devonport Surf Club	3 year Agreement 1 July 2020	\$ 2,000 P/A
Tasmanian Arboretum	2 year Agreement 1 July 2020	\$22,000 P/A
National Trust of Australia – Home Hill operations	3 year Agreement October 2022	\$28,000 P/A
City of Devonport Eisteddfod	3 year Agreement – 2019 - 2021	\$10,000 P/A
Youth and Family & Community Connections	5 year Agreement 29 Jan 2024	Rental agreement/ Youth services - in kind funding

The Devonport Eisteddfod Society Inc have submitted a report on the 2019 City of Devonport Eisteddfod, the report is attached.

1.4 Recreation, Health and Wellbeing

1.4.1 Grant Submissions

Council's Sport and Recreation team was successful in three (3) grant applications under the State Governments 2019/2020 Levelling the Playing Field Funding Program. Unfortunately, the application to the Tasmanian Community Fund was unsuccessful.

Meercroft Park Facilities Upgrade - \$452,437 Grant approved

Project brief (modified) - expand and improve facilities for users of Meercroft Park, including changerooms and showers for female players of football (soccer), touch football, gridiron and female runners. One million dollars has already been secured through the Federal Liberal Party; the total cost of the project is approximately 1.5 million dollars.

East Devonport Football Club New Female Change Rooms for Players and Umpires - \$342,129 Grant approved

Project brief (modified) – build a stand-alone facility that will provide full change room capacity for home and visiting female teams and extend umpire change room to accommodate female umpires. The project will also incorporate new lighting at the ground and an upgrade to the existing male change rooms. The total estimated cost of the project is \$832,278. The Federal Government has committed \$300,000 to the project with a further \$50,000 from Council and \$30,000 from AFL Tasmania.

Devonport Football Club Change Room Redevelopment Project - \$307,000 Grant approved

Project brief – this project is for the redevelopment of the Devonport Football Club change room facilities at the Devonport Oval and its purpose is to accommodate the needs of female players, coaches and officials who currently must share facilities with male participants. The scope of the project includes major structural changes and involves converting the two change rooms under the grandstand into four change room areas, two female and two male areas. The total estimated cost for the project is \$818,000. The Federal Government has committed \$418,000 to the project with a further \$50,000 from Council and \$40,000 from AFL Tasmania.

Byard Park Sports Facilities Upgrade Tasmanian Community Fund application - \$196,660 – Unsuccessful

Project brief – construction upgrade to the Byard Park sporting facility to improve safety, accessibility and functionality for players, officials, spectators, and community organisations. The total estimated cost of the project is

\$256,592. Council has committed approximately \$57,000 in cash and in-kind support.

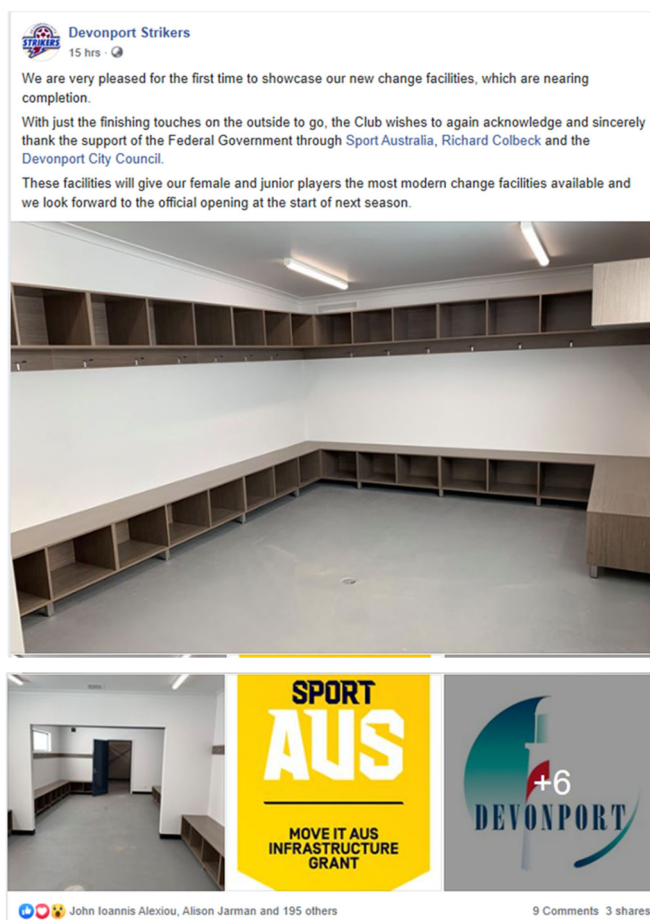
1.4.2 Valley Road Soccer Centre

Contractors began the upgrade of drainage infrastructure and replacement of turf at the Valley Road Soccer Centre Main Ground, scheduled for completion in November.



Valley Road Soccer ground

The Club also unveiled new female and junior change facilities.



Social Media Post 22 October 2019

1.4.3 Gymnastics Club New Facility

The new Gymnastics Club Facility at Maidstone Park is well underway, construction is expected to be completed by end of February 2020.



New Gymnastics Building currently under construction

1.4.4 Major Sporting events held in September and October 2019

Event	Location	Date
Australian Junior Squash Open	Devonport Recreation Centre – Squash Building	26 September – 5 October
Islanders Cup - Futsal	Devonport Recreation Centre – Stadium	11-12 October
Basketball Tasmania Under 12 State Championships	Devonport Recreation Centre – Stadium	31 August and 1 September
NBL Blitz Exhibition Game	Devonport Recreation Centre – Stadium	20 September

1.4.5 Participation Across Community Service Facilities and Events

Levels of participation are a determinant of an inclusive, strong and robust community. Council monitors the level of participation to capture trends and demand for services, usage of existing services, opportunities to increase participation and customer satisfaction.

The following tables shows the activities delivered across Council Recreation and Sport facilities during September and October 2019.

Facility	Customers through the Door	Customers through the Door
	September 2019	October 2019
Devonport Recreation Centre	10,543	14,121
East Devonport Recreation Centre	4,733	3,949
YTD TOTAL 2019	15,276	18,070

1.4.6 Recreation Facilities Usage

Usage for facilities for September and October are listed in the table below:

Facility	Room/Ground	Number of Bookings Sept	Number of Bookings Oct
Devonport Recreation Centre	Judo Room	9	11
	Meeting Room	10	9
	Sauna	49	33
	Squash	69	33
	Stadium	84	86
	Table Tennis Building	74	90
	Youth Centre	69	72
East Devonport Recreation and Function Centre (EDRFC)	Community Room	43	45
	Stadium	46	40

Special recreational events held at the DRC and EDR&FC for September and October are as listed in the table below:

Special Recreation Events		
Facility	Event	Date
Devonport Recreation Centre	Squash Australia Youth Championships	25 Sept – 6 Oct
	NBL Blitz	20 Sept
	Basketball Tasmania Under 12 Championships	30 Aug – 1 Sept
	North West Primary Schools Sports Association Sports Expo	21-22 Oct
	PFD Expo	1 Oct
	National Youth Championships Squash	28 Sept – 6 Oct
	Islanders Cup	11-13 Oct
	Devonport Senior Citizens Indoor Bowls	16 Oct
	Basketball Tasmania Primary School Championships	25-26 Oct
	Basketball Tasmania School Holiday Clinics	7,9-10 Oct
East Devonport Recreation and Function Centre	Anti-Poverty Week Lunch – Housing Choices Australia	15 Oct
	Playgroup Tasmania – annual expo	23 Oct

1.4.7 Splash Aquatic and Leisure Centre

Attendances including YTD comparison:

Year to date comparison				
Attendees	Jul-19	Aug-19	Aug-18	YTD
Casual Entry	3,061	2,923	3,388	5,984
Fitness Members	9,394	9,394	10,229	18,788
Learn to Swim	4,824	4,736	3,960	9,560
Lane Hire	549	650	912	1,199
Bookings	126	134	990	260
Total	17,954	17,837	19,479	35,791

1.4.8 Upcoming Sporting Events 2019

Future confirmed sporting events for the 2019 calendar year are provided in the table below. All events are sponsored by Council.

Upcoming Sporting Events		
Event	Facility	Date
Schools Triathlon	Bluff Road, Meercroft Park	27-28 November
Spirit of Tasmania - Tour of Tasmania Cycling Event	Bluff Road, Devonport Oval Streets	7 December
Christmas Carnival – Devonport Athletic Club	Devonport Oval	29-30 December

1.4.9 Health and Well Being Programs

The following programs are now well established so reporting has not varied from the previous report, the exception being the Seniors Week Program.

East Devonport Boot Camp

The program resumed in February 2019 at the East Devonport Recreation Centre and continues to be very popular with the young participants. This program is conducted by staff from Council's Sport & Recreation Department, with support from the East Devonport Child & Family Centre. Weekly sessions with up to 40 participants.

Tai Chi - For seniors and people with Parkinsons, MS and Arthritis

The program resumed in February 2019 at the Devonport Recreation Centre. Due to popular demand, a 'Tai Chi for Beginner's program was introduced in May 2019. These programs are run by Council staff.

Partnership with TAFE

The partnership with TAFE resumed in February 2019 at the Devonport Recreation Centre. Under supervision from a teacher, students undertaking Certificate 3 in Fitness use the facilities in the gym and assist Council's Sport & Recreation staff with the Seniors Program.

Seniors Program – Ageing Stronger, Active Longer

This program is held every Tuesday and Thursday at the Devonport Recreation Centre and Wednesday at East Devonport Recreation & Function Centre. This program is run by Council staff.

Seniors Week 2019 Activities

As part of Seniors Week activities, Council conducted a series of free health and wellbeing programs for seniors. The 30-minute sessions included elements of resistance training, stretching, bodyweight exercises, breathing and Tai Chi.

COMMUNITY ENGAGEMENT

The information provided above details all community engagement.

FINANCIAL IMPLICATIONS

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

No impact on Council's operating budget is expected as a result of this recommendation.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

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

ATTACHMENTS

1. 2019 Report Devonport Eisteddfod Society Inc

RECOMMENDATION

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

Author:	Karen Hampton	Endorsed By:	Jeffrey Griffith
Position:	Community Services Manager	Position:	Executive Manager Corporate Services

DEVONPORT EISTEDDFOD SOCIETY INC.91ST CITY OF DEVONPORT EISTEDDFOD REPORT24TH September 2019

The 91ST City of Devonport Eisteddfod has now come to a close all but a few loose ends to finalise; once again it has been a very full and busy time with 1974 entries and only a minimum withdrawal this year. The Eisteddfod consisted of approximately 127 Music classes including Brass Band Instrumental, 49 classes in Speech & Drama and 109 classes in the Dance section, with dance being our strongest section with approximately 1359 tickets sold over the 5 days. Choir days are intense and even though we separated the choirs over extra sessions the theatre was filled to capacity on the days of the Infant school choirs as so many family members like to see the young ones perform. Ticket sales whilst at the Town Hall Theatre were approximately 2215 in total including dance passes and season ticket passes.

The Eisteddfod had a wonderful team of volunteers, with many new volunteers and a reserve list for the first time in the last five years. The volunteers are committed supporters of the Eisteddfod and they worked tirelessly and effectively to assist us on the committee to produce a solid and successful year.

Sponsorship has been affected with the close of some businesses and the loss of some valued supporters although we have many generous individuals who continue to sponsor the Eisteddfod for which we would be unable to continue without them.

The Devonport City Council continues to be our major sponsor for which we are greatly thankful for. Their valued assistance and on-going support are paramount to the existence of the Eisteddfod which is evident in the help we receive from the staff and the technicians.

Cost necessitates the need of using the Lifeway Church as a venue for some sessions in Music and Speech & Drama and it continues to deliver a supportive aid in this.

Overall, we had a successful year with only a few minor issues to contend with, as each year ultimately has; the talent is increasingly a high standard and the general public, teachers and parents received an enjoyable and rewarding experience.

Annette Frewin
Secretary
Devonport Eisteddfod Society Inc.

8.0 CLOSED SESSION

RECOMMENDATION

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

Item No	Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> Reference
8.1	Status Update – Outstanding Rates Debtors – Three Years and Ove	15(2)(j)

OUT OF CLOSED SESSION

RECOMMENDATION

That the Committee move out of Closed Session.

9.0 CLOSURE

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