



The City with Spirit

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Council** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, paranable centre, 137 Rooke Street, Devonport on Monday 24 July 2023, commencing at 5:30 PM.

The meeting will be open to the public and live streamed from 5:30 PM on Council's [YouTube channel](#).

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
GENERAL MANAGER

19 07 2023

August 2023

Meeting	Date	Commencement Time
Council Meeting	28 August 2023	5.30 pm

**AGENDA FOR AN ORDINARY COUNCIL MEETING OF DEVONPORT CITY COUNCIL
HELD ON MONDAY 24 JULY 2023, IN THE ABERDEEN ROOM, LEVEL 2, paranaple centre, 137
ROOKE STREET, DEVONPORT AT 5:30 PM**

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ACKNOWLEDGEMENT OF COUNTRY

Devonport City Council acknowledges and pays respect to the palawa-pakana people as the traditional and original owners of lutrawita and continuing custodians of this land on which we gather.

We also acknowledge and pay our respects to the Tasmanian Aboriginal elders past and present.

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 digital recording of this meeting will be made available to the public on Council's website for a minimum period of six months. The meeting will also be live streamed on Council's YouTube channel.

ATTENDEES

		Apology
Chair	Cr A Jarman (Mayor)	
	Cr S Sheehan (Deputy Mayor)	
	Cr G Ennis	
	Cr P Hollister	
	Cr S Martin	
	Cr A Moore	
	Cr L Murphy	
	Cr D Viney	
	Cr J Wilczynski	

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Council meeting held on 26th June 2023 as previously circulated be confirmed.

3.2 PUBLIC QUESTION TIME

PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 20/90 refers):

1. Public participation shall take place at Council meetings in accordance with Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015*.
2. Public participation will be the first agenda item following the formal motions: Apologies, Minutes and Declarations of Interest.
3. Questions without notice will be dependent on available time at the meeting (with a period of 30 minutes set aside at each meeting).
4. A member of the public who wishes to ask a question at the meeting is to state their name and address prior to asking their question.
5. A maximum of 3 questions per person are permitted.
6. A maximum period of 5 minutes will be allowed per person.
7. Questions are to be succinct and not contain lengthy preamble.
8. To allow opportunity, where necessary to research answers and limit questions taken on notice, a copy of any questions without notice, where possible, are to be provided by email or in person to Council by 12 noon on the day of the meeting.
9. A question by any member of the public and an answer to that question are not to be debated.
10. Questions without notice and their answers will be recorded in the minutes.
11. 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.
12. 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.
13. The Chairperson may refuse to accept a question. If the Chairperson refuses to accept a question, the Chairperson is to give reason for doing so in accordance with the Public Question Time Policy.

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the responses to questions from Mr Gardam and Mr Janney at the June 2023 Council meeting be noted.

ATTACHMENTS

1. Response to Questions Without Notice 26 June 2023 M Gardam (2) [**3.2.1.1** - 1 page]
2. Response to Questions Without Notice 26 June 2023 D Janney (1) [**3.2.1.2** - 1 page]

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council in relation to the correspondence received from Mr Bob Vellacott, endorse the response proposed and authorise its release.

MR BOB VELLACOTT, 11 COCKER PLACE, DEVONPORT

A letter containing questions on notice received from Mr Bob Vellacott on 24 July 2023 is **reproduced as attachment 1**.

Q1 I refer to The Advocate 1 July 2023 where it was reported that the General Manager, Mr. Matthew Atkins was asked by Ms. Libby Bingham how many dogs were declared dangerous in Devonport in the last financial year; and the General Manager said

“Unfortunately, due to the sensitivity of the topic this is not information that council can disclose,”

If the General Manager ,as stated above, is not permitted to provide the required number of declared dangerous dogs for the last financial year(which I presume being 2022-2023) then will you please :-

(a) provide the number of declared dangerous dogs for the previous year i.e. 2021- 2022?

And

(b) quote / provide the relevant section of the Local Government Act, and also inform of the wording if council has a policy, that prohibits the general Manager from revealing the current number of dogs declared as dangerous in Devonport ?

Q2 If the Local Government Act does not prohibit you from informing ratepayers ,then will any person wishing to know how many declared dangerous dogs there are in Devonport, have to resort to make a Right to Information application to obtain the information ?

Response

There are currently four registered dangerous dogs within the Devonport municipality.

ATTACHMENTS

1. QsoN RBV for 24 July 2023 number of Dangerous dogs in Devonport [**3.2.2.1** - 1 page]

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

3.3 QUESTIONS ON NOTICE FROM COUNCILLORS

At the time of compilation of the agenda, no questions had been received from Councillors.

3.4 NOTICES OF MOTION

Nil

4 PLANNING AUTHORITY MATTERS

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

5 REPORTS

5.1 CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL PLAN AND BUDGET - 2023-2024

Author: **Jason Bellchambers, Infrastructure Manager**

Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council note and endorse the Cradle Coast Waste Management Group's 2023/24 Annual Plan and Budget.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities

SUMMARY

This report is to advise Council of the proposed activities of the Cradle Coast Waste Management Group (CCWMG) for the 2023/24 financial year as outlined in their Annual Plan and Budget.

BACKGROUND

The Cradle Coast Waste Management Group (CCWMG) was formed in 2007 to improve waste management from a regional perspective, providing efficiencies and economies of scale and to provide specialty waste reduction services in the North-West of Tasmania. CCWMG currently represents seven northwest Tasmanian municipal councils. These are Burnie City, Central Coast, Circular Head, Devonport City, Latrobe, Kentish and Waratah Wynyard Councils. Over the last year, the group has been working with King Island and West Coast Council on a range of matters and these two Councils are expected to become formal members in the 2023/24 year.

Each year, the group prepares an Annual Plan and Budget to identify the projects and focus for the coming year. The development, of this work, is underpinned by the Cradle Coast Waste Management Group Strategic Plan 2022/23 - 2027/28, together with the individual waste strategies of the member Councils and an understanding of the state and national expectations.

The CCWMG Strategic Plan 2022/23 – 2027/28 has four key focus areas:

- **Regional management and planning:** Provide regional planning and coordination of waste infrastructure and services to provide improved resource recovery, delivering efficiencies and reducing costs of services/waste infrastructure with the Waste and Resource Recovery (WRRB) as funding partner.
- **Waste diversion:** Diversion of materials from landfill to increase resource recovery, extend the life of existing landfills and reducing greenhouse gas emissions from waste.
- **Partnerships:** Maintain partnerships with government, planning authorities and the three waste regions to shape waste management policies and regulation to

influence future regulatory requirements and identify programs and infrastructure best delivered with a state-wide approach.

- **Community engagement:** Work with the community and industry, through education and feedback, to take ownership of waste avoidance and reuse to improve the use of existing and future services.

The CCWMG 2023/24 Annual Plan and Budget outlines the proposed activities for the upcoming year that will be undertaken to achieve the objectives of the Strategic Plan. A copy of the 2023/24 Annual Plan and Budget is attached to this report.

STATUTORY REQUIREMENTS

There are no statutory requirements in relation to this report.

DISCUSSION

The CCWMG Annual Plan & Budget contains a list of actions to be achieved or progressed throughout the year. An overview of key action areas from the report is as follows:

- **Waste education and awareness** – focus on recycling and Food Organics Garden Organics (FOGO) education, marketing and rollout.
- **Waste industry improvements** – focus on infrastructure upgrades at Waste Transfer Stations (WTS), illegal dumping initiatives and operational staff training.
- **Waste diversion programs** – focus on household hazardous waste collection, e-waste collection and regional concrete waste crushing contract.
- **Governance and program delivery** – administration and project delivery on services improvements.

The actions outlined above, align with Council's recently adopted Waste Strategy 2023-2028. The Council Waste Strategy key action areas are outlined as follows:

- **Achieve 60% resource recovery by 2028** – focus is on implementation of FOGO, upgrade the WTS to include a resource recovery centre and participate in the Container Refund Scheme (CRS).
- **Eliminate use of single use plastic from Council operations** – audit, plan, communicate and implement initiatives to reduce plastic use.
- **Increase range and quantity of recycled and recovered materials into its operations** – update procurement practices, improve recovered and reuse materials through the WTS.
- **Contribute to regionally consistent and effective waste management practice** – participation in regional procurement and alignment of best practice across the region.

Council is working with CCWMG to deliver common key actions over the next year which will provide benefits to both Council and CCWMG by combining resources for delivery of actions. CCWMG also provide access to industry experts, best practice knowledge, regional consistency in community education and marketing, and cost-effective procurement opportunities.

The Tasmanian Waste and Resource Recovery Strategy 2022-2025 (Draft) identifies the key goal for the state is to move toward circular economy principles. Which ultimately seeks to reuse products and materials, reduce the generation and landfilling of waste, and to increase resource recovery. Both the CCWMG and Council actions align with the State Strategy and Objectives, which are detailed below.



TASMANIA - A PLACE WHERE NOTHING IS WASTED

1

Integrated Planning and Action

Alignment of state, regional and local strategic planning

Effective landfill levy administration

Moving towards a circular economy

2

Strategic Investment

Understanding infrastructure capacity and priorities

Supporting infrastructure, new systems and skills

Improved regional and remote access to services

3

Prioritise Circularity

Understanding priorities

Reducing waste production

Increasing reuse and recovery (organic, plastic and C&D)

4

Engagement and Partnerships

Improved community and business education and engagement

Strong partnerships addressing priority issues

Promoting success and champions

The alignment of state, regional and local strategic planning is the first objective listed above. This report demonstrates that the actions and priorities are aligned, which ultimately supports the efficient and effective delivery of outcomes.

COMMUNITY ENGAGEMENT

Community engagement by the CCWVG is undertaken on a project specific basis. Media advertising is used to promote selected initiatives along with a website (Re-think Waste Tasmania) jointly managed with the Northern regional waste entity. Further details can be found at www.rethinkwaste.com.au.

FINANCIAL IMPLICATIONS

No impact on Council's operating budget is anticipated because of this recommendation.

RISK IMPLICATIONS

No risks to Council have been identified in relation to the recommendation of this report.

The Actions identified in the 2023/24 Annual Plan & Budget are structured around improving waste and recoverable streams both operationally and environmentally, improving compliance and reducing risk. Actions such as community education programs, waste diversion programs, WTS staff training and infrastructure upgrades to support best practice are all steps towards reducing operational and environmental risks.

CONCLUSION

The Cradle Coast Waste Management Group 2023/24 Annual Plan & Budget has been finalised and is presented to Council for information and endorsement.

ATTACHMENTS

1. CCWVG Annual Plan & Budget 2023- 2024 [5.1.1 - 21 pages]

5.2 TENDER REPORT CONTRACT CB0120 THEATRE CEILING, LIGHTS, PAINTING & CARPET

Author: **Shannon Eade, Technical Support Coordinator**

Endorser: **Jeffrey Griffith, Deputy General Manager**

RECOMMENDATION

That Council in relation to Contract CB0120 Theatre Ceiling, Lights, Painting & Carpet award the contract to AJR Construction and:

1. Award contract CB0120 Theatre Ceiling, Lights, Painting & Carpet for the tendered sum of \$406,867 (ex GST) for the Suspended Plaster Ceiling Option;
2. Complete a structural engineering assessment to confirm structural capacity for Suspended Plaster Ceiling Option at an estimated cost of \$10,000 (ex GST);
3. Allow a construction contingency of \$42,687. (ex GST);
4. Allow project management and administration costs of \$10,000 (ex GST); and
5. Note that the forecast additional budget requirement of up to \$95,000 will be offset by savings on other projects within this year's capital program.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.4 Provide and maintain Council buildings, facilities and amenities to appropriate standards

SUMMARY

This report considers tenders received for project CB0131 paranapple arts centre – Renew Carpet & Ceiling listed within the 2023/24 capital expenditure program and seeks Council's approval to award the contract to AJR Construction.

BACKGROUND

At the April 2023 Council Meeting, the Tender Report for the replacement of the paranapple arts centre theatre seating was approved, noting that a budget allocation for the 2023/24 financial year was required to address other opportune replacements including the ceiling, lighting and carpet.

The paranapple arts centre theatre ceiling, lighting and carpet are reaching their end of life and in need of replacement. The new light system will comply with current Australian Standards; the fire heads are due for their 25-year replacement improving safety and compliance; and the new seats to be installed require a new electrical system to service seat lighting.

The replacement of the ceiling, lights and carpet can only occur during the Seating Replacement Project which is scheduled for January 2024. Failure for these projects to occur simultaneously will result in the need to remove the seats again later causing disruption, extra cost and risk of damaging the new seats.

STATUTORY REQUIREMENTS

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

DISCUSSION

A Tender Planning and Evaluation Committee was formed to evaluate tenders received.

A tender was received from one company which comprised of two options summarised in table 1 below.

TABLE 1

No.	Tender	Option	Scope	Total Price (ex GST)
1	AJR Construction	1	Ceiling – Luxalon System Lights – LED system Carpet – Carpet tiles	\$567,467
		2	Ceiling – 10mm suspended plaster ceiling. Lights – LED system Carpet - Carpet tiles	\$406,867

The tender submission and options were assessed by the Tender Planning & Evaluation Committee to meet the requirements of the selection criteria to be a conforming tender.

Option 1 proposes to install a new Luxalon Ceiling System, which is currently in place (a like for like replacement). This product is reasonably expensive option due to the product being a unique system, a metal material composite and the panel size challenging to install.

Option 2 provides an alternate for a typical suspended plaster ceiling to be installed using the existing ceiling hanging rods, which would be subject to an engineer assessment on structural capacity. A plaster ceiling would also require a thicker insulation installed to match the performance requirement of the tender and the Luxalon System.

The lighting and carpet solutions are the same for either option.

Based on the tender specification, Option 2 demonstrates it will satisfy requirements and objective of the tender at a lower cost to Option 1.

COMMUNITY ENGAGEMENT

A public advertisement calling for Tenders was placed in The Advocate newspaper on 13th May 2023 and tenders were also advertised on Council's website and via Tenderlink.

No tender submissions were received by the closing date, and subsequently the tender re-released and advertised on the 6th June 2023, which included two extensions to the closing date that resulted in only one submission received.

The Tenderlink portal database provides national reach across registered suppliers, with final statistics indicating that 13 companies downloaded the tender documents.

FINANCIAL IMPLICATIONS

The 2023/24 Capital Budget includes an allocation of **\$375,000** for the project CB0131 paranaple arts centre – Renew Carpet & Ceiling.

The project estimate and budget impact are detailed in Table 2 below.

TABLE 2

No.	Tender	Budget
1	Contract CB0120 – Option 2.	\$406,867
2	Engineer structural assessment	\$10,000
3	Project management/administration	\$10,000
4	Construction contingency (10%)	\$42,687
	TOTAL (ex GST)	\$469,554
	Budget	\$375,000
	Difference	\$94,554

It is anticipated that the additional cost of up to \$94,554 can be offset by savings with other projects across the capital works budget during the financial year.

RISK IMPLICATIONS

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

The replacement of the ceiling, lights and carpet can only occur during the Seating Replacement Project which is scheduled for January 2024. Failure for these projects to occur simultaneously will result in the need to remove the seats again at a later date causing disruption, extra cost and risk of damaging the new seats.

There is a small risk, that with progressing with Tendered Option 2, which is contingent on a structural engineering assessment, that some minor works may be required to improve the roofing structure and hangers prior to installing the suspended plaster ceiling. A 10% construction contingency has been allowed for this unknown.

CONCLUSION

The Tender Planning and Evaluation Committee recommends that AJR Construction be awarded Contract CB0120 Theatre Ceiling, lights, Painting & Carpet for Option 2 (Suspended Plaster Ceiling) in the tender submission.

ATTACHMENTS

Nil

5.3 YOUTH FAMILY AND COMMUNITY CONNECTIONS - LEASE AND PARTNERSHIP AGREEMENT

Author: **Karen Hampton, Community Services Manager**
Endorser: **Matthew Skirving, Executive Manager**

RECOMMENDATION

That the Lease and Partnership Agreement between Council and Youth Family and Community Connections be approved for execution.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 4.6.1 Facilitate and advocate for child and family support services
- Strategy 4.6.4 Develop partnerships between all levels of government, the private and not for profit sectors that deliver innovative solutions

SUMMARY

To present a 5-year Partnership Agreement and Lease for 62 and 64 Stewart Street, Devonport between Council and Youth, Family and Community Connections (YFCC) for consideration.

BACKGROUND

Council has had a Partnership Agreement with YFCC for many years, with the most recent agreement expiring 30 June 2023. A review of the Agreement has recently been undertaken by Council and YFCC and a revised agreement is presented for Council's consideration (attached).

YFCC provides a wide range of youth and family related activities including:

- Youth Health Promotion Programs
- Youth Engagement Program (afternoon and school holiday activities)
- Family Support Service
- Emergency Relief Program (financial support)
- Needle and Syringe Program and disposal
- Free feminine hygiene pack vending machine
- Emergency Relief Program
- Therapeutic Groupwork

YFCC has provided a report outlining progress over the past 12 months as it relates to the Partnership Agreement and this is attached.

YFCC lease Council buildings situate at 62 and 64 Stewart Street, Devonport and their five year lease has also expired. A revised lease is attached, also for Council's approval for execution.

STATUTORY REQUIREMENTS

Details relating to the financial impacts of the Agreement will be included in Council's Annual Report each year in accordance with section 77 of the *Local Government Act 1993*.

DISCUSSION

In 2018, YFCC moved into Council's premises at 62 Stewart Street making their administrative base next door to 64 Stewart Street, which is the Centre from which they run programs and activities in Devonport. Both properties are owned by Council and formal leases were entered into.

The Partnership Agreement sets out the obligations of both parties and the services that YFCC will provide to the Devonport community. By working together with programs such as school holiday programs, the ability to increase numbers of participants is achievable at no added expense to either organisation.

COMMUNITY ENGAGEMENT

There has been no community engagement as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report. YFCC will continue to provide in-kind services to the value of \$20,000 in line with previous Partnership Agreements.

The rental received for the properties, together with the in-kind services valued at \$20,000, equates to a fair and equitable rental based on the Value-General's valuations from 2022.

The Assessed Annual Values being \$15,760 for 62 Stewart Street and \$18,940 for 64 Stewart Street respectively.

RISK IMPLICATIONS

There are no risks identified as a result of this report as it is a continuation of the collaboration and partnership that has existed for many years between the two organisations.

CONCLUSION

The ongoing partnership and collaboration between Council and YFCC has proven beneficial to the Devonport community. The Partnership Agreement strengthens the relationship and clearly sets out each parties' obligations and commitments. Future opportunities have already been identified which will see increased programs being offered to more young people in Devonport.

ATTACHMENTS

1. YFCC Partnership Agreement 2023 DRAFT [**5.3.1** - 4 pages]
2. YFCC report to DCC July 2023 [**5.3.2** - 3 pages]
3. Lease - DCC YAFF - 62 64 Stewart Street - 2023-2028 [**5.3.3** - 17 pages]

5.4 LOCAL GOVERNMENT REFORM STAGE 2 INTERIM REPORT SUBMISSION

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council endorse the attached submission in response to the Stage 2 Interim Report released as part of the Tasmanian Government's Future of Local Government Review.

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

Following a Council Workshop, a submission in response to the Stage 2 Interim Report of the Future of Local Government Review has been prepared for Council's endorsement.

BACKGROUND

The Future of Local Government Review has been commissioned by the Tasmanian Government to ensure the State's local government is robust, capable, and ready for the challenges and opportunities of the future.

The Review is described on the Government's website as an ambitious, generational opportunity to explore the role, function, and design of local government in Tasmania.

The Minister for Local Government has appointed five members to the Local Government Board (the Board), which also includes the Director of Local Government, to undertake the Review. The Board is chaired by the Hon. Sue Smith AM.

The Future of Local Government Review commenced in January 2022 and will take approximately 18 months to complete, involving three stages of approximately six months each. The Board was due to make its final recommendation to the Minister by 30 June 2023, however earlier this year an extension was provided with the final report now due by 31 October 2023.

A [Future of Local Government Review](#) website has been created and contains information regarding the review including initial public submissions, research papers and comparative data on each of Tasmania's 29 councils.

To date, Council has made the following three submissions to the Review:

- Initial submission - April 2022
- Stage 1 Interim Report - August 2022
- Stage 2 Options Paper – February 2023.

STATUTORY REQUIREMENTS

The Local Government Board, established to undertake the review, has been appointed by the Minister for Local Government under section 210 of the *Local Government Act 1993*.

DISCUSSION

In response to the research, investigation and consultation to date, the Board have released a Stage 2 Interim Report (the Report) for comment.

Following the Council Workshop on 10 July 2023, a Devonport City Council submission in response to this Interim Report has been drafted and is presented for Council's endorsement.

The submission supports the Board's findings that reform of the local government sector in Tasmania is necessary, to ensure the future success and sustainability of councils and by extension, the economic, social and environmental wellbeing of the Tasmanian community.

The Report highlights that 'scaling-up' of council services is necessary and would drive cost efficiencies and deliver better value and higher quality services for Tasmanian communities. It also clearly states that while the status quo is no longer an option, any change will not happen voluntarily and will have to be mandated through legislation.

Unfortunately, the State Government have recently stated they do not intend to force any boundary changes that are not supported by the existing councils or the community.

COMMUNITY ENGAGEMENT

The Future of Local Government Review has involved an extensive community consultation process.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

With Devonport City Council taking a leadership role in the reform process, it risks criticism from neighbouring councils who may not necessarily share the same views.

The submission aims to address this by considering issues in a purely logical, rather than emotive manner, and presents a clear, rational model for the future of local government in this region.

CONCLUSION

A submission to the current phase of the Future of Local Government Review has been prepared for Council's endorsement. The submission reflects the sentiments of Councillors at a recent Workshop, is consistent with previous submissions, and responds to the Interim Report released by the Local Government Board.

ATTACHMENTS

1. Response to Stage 2 interim report future of local government [5.4.1 – 6 pages]

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

Author: **Claire Jordan, Executive Coordinator**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

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

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

Date	Description	Purpose
10 th July 2023	Pro Vice Chancellor, Sonya Stanford, University of Tasmania – Cradle Coast Region	Introduction by the newly appointed Vice-Chancellor and update on UTAS activities within the region
	TasWater Community & Stakeholder Engagement Specialist, Nikita Heazlewood	Update to Council on finances and capital works program
	Future of Local Government Review	Discussion on future of Local Government reform
	Employee Assistance Provider	Update on access to service
	Home Hill	Briefing and tour of Home Hill facility

6.2 MAYOR'S MONTHLY REPORT

RECOMMENDATION

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

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report details meetings and functions attended by the Mayor.

BACKGROUND

This report is provided regularly to Council, listing the meetings and functions attended by the Mayor.

STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

DISCUSSION

In her capacity as Mayor, Councillor Alison Jarman attended the following meetings and functions between 21 June and 18 July 2023:

- Met with the General Manager and staff as required
- Met with Councillors as required
- Radio Interviews, including SeaFM, ABC Radio and 7AD
- Attended meeting with Ten Days on the Island: mapali to discuss Partnership Report and debrief
- Attended the Local Government Review Engagement Session (Online)
- Met with Principals of East Devonport Primary School and St Brendan-Shaw College
- Met with Church Leaders
- With the General Manager, met with Stuart Ritchie and Stephen Casey re-Marina
- Officiated at the John Luck Park Official Naming Ceremony
- Attended the West by North West Regional Tourism Forum and Cocktail Party
- With the General Manager and Executive Manager, met with members of the Friends of Don Reserve
- Attended the LGAT Mayors of the North and North West session regarding Council reform
- Visited the Devonport Christian School to provide an overview to students on Local Government
- Attended the TasWater General Meeting (online)
- Officiated at the Devonport City Council 2023/24 Budget Breakfast
- Introduced guest and spoke at the Karen Young – Empowerment Unleashed Event
- Attended the Cradle Coast Community Catchment Session for Elected Representatives
- Attended the Official opening of the Due South Community Wellness and Reconnection Centre in Ulverstone

- With the General Manager, met with Central Coast Council Mayor, Cheryl Fuller and General Manager, Sandra Ayton regarding Council reform
- Attended the Dulverton Waste Management Representative Meeting
- Attended the LGAT Annual General Meeting and General Meeting in Hobart
- Attended the LGAT Elected Members Workshop in Hobart
- Attended the Devonport Vinnies Retail Store Grand Opening
- Interview with The Advocate
- Attended the Access and Inclusion Working Group Meeting
- Visited Devonport Primary School to provide an overview to students on Local Government
- Met with members of the Rotary Club of Devonport North
- Attended the Cement Australia Railton 100 years of Tasmanian Cement Gala Dinner
- Jazz scarf Presentation at 7AD/SeaFM
- Meeting with HOFFIE van Huyssteen - Sunrise Devonport
- Delivered Welcome Speech at the National Energy and Climate Change Ministerial Council
- DCCI Meet and Greets each Tuesday morning with John Alexiou
- Attended the National Sister City Day Afternoon Tea
- Met with Minister Catherine King during her visit and tour
- Attended Home Hill site tour
- Met with ratepayer regarding traffic at Stony Rise
- Met with Premier Jeremy Rockliff and Minister Nic Street (online) regarding Devonport's sporting infrastructure master plans
- Attended Byard Park funding announcement with Senator Urquhart
- Attended and gave speech at the Bass Strait Maritime Centre 50th Anniversary Event

ATTACHMENTS

Nil

6.3 GENERAL MANAGER'S REPORT

Author: **Matthew Atkins, General Manager**

RECOMMENDATION

That the report of the General Manager be received.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.8.2 Ensure access to Council information that meets user demands

SUMMARY

This report provides a summary of the activities undertaken by the General Manager, between 21 June and 18 July 2023. It also provides information on matters that may be of interest to Councillors and the community.

BACKGROUND

A monthly report provided by the General Manager to highlight management and strategic issues that are being addressed by Council. The report also provides regular updates in relation to National, Regional and State based local government matters as well as State and Federal Government programs.

STATUTORY REQUIREMENTS

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

DISCUSSION

COUNCIL MANAGEMENT

1. Attended and participated in regular scheduled internal staff and management meetings.
2. Attended Workshops, Planning Authority Committee Meetings and Council Meetings as required.
3. Met with representatives of TasPorts and the local fishing fraternity regarding an update on securing Federal Government funding for a new community marina in East Devonport.
4. Participated in filming a short [promotional video](#) for Harbour Software, highlighting Devonport City Council's (DCC) adoption of their product initially for preparing council agendas and minutes, and then for Land Information Certificate processing. DCC was the first Tasmanian Council to introduce this software which has since been adopted by several other councils within the State.
5. Along with several Councillors undertook tour of Home Hill.
6. Met with Simon Want for an update on the redevelopment of the Devonport Showgrounds.

7. Met with the Manager of the Devonport Library regarding plans to trial a program to increase access to the Library.
8. Attended a Men's Health week BBQ at Council's Works Depot with guest speaker Mitch McPherson from Speak Up, Stay ChatTY talking about mental health and suicide.
9. Met with Sylvia Sayers from the Australian Radio Network regarding matters concerning local radio media.
10. Met with Richard Eccleston from UTAS regarding local government reform and the research work he is leading.
11. Attended the 50th Anniversary event at the Bass Strait Maritime Museum.

COMMUNITY ENGAGEMENT (RESIDENTS & COMMUNITY GROUPS)

1. Along with the Mayor, met with The Advocate regarding the 2023/24 budget and annual plan.
2. Attended the John Luck Park official naming ceremony and media event, along with several current and former Councillors, Mr Luck's family descendants and interested community members.
3. Presented an overview of Council's 2023/24 budget and annual plan at a community breakfast at the paranapple centre, attended by over 100 people.
4. Met with representatives of the Rotary Club North regarding potential community projects.
5. Along with the Mayor met with the new managers of the Sunrise Motel.

NATIONAL, REGIONAL AND STATE BASED LOCAL GOVERNMENT

1. Attended a General Meeting of the Local Government Association of Tasmania.
2. Attended the Annual General Meeting of the Local Government Association of Tasmania. The meeting was the last for outgoing President Christina Holmdahl with Break O'Day Mayor Mick Tucker the incoming President.
3. Attended a General Representatives Meeting of TasWater at the Tailrace Centre in Launceston.
4. Along with the Mayor, met the Central Coast Council Mayor and General Manager to discuss the latest Report in the Future of Local Government Review.

STATE AND FEDERAL GOVERNMENT PROGRAMS

1. Along with the Mayor met with Hon. Roger Jaensch MP, Minister for Education, Children and Youth regarding the North West Support School.
2. Along with the Mayor met with Hon. Catherine King MP, Federal Minister for Regional Development, for an update on Federally funded projects in Devonport.
3. Along with the Mayor met with the Premier, Hon. Jeremy Rockliff MP, and Minister for Sport and Recreation, Nic Street MP, regarding Council's funding request for the Devonport Indoor Sports Complex.
4. Attended a welcome event for Climate and Energy Ministers from each State and Territory Government and the Federal Government at the paranapple centre.

OTHER

Nil

COMMUNITY ENGAGEMENT

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONCLUSION

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

ATTACHMENTS

1. Current & Previous Minutes Resolution - June 2023 [**6.3.1** - 1 page]

6.4 MONTHLY OPERATIONAL REPORT - JUNE 2023

Author: **Claire Jordan, Executive Coordinator**
Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the Monthly Operational Report for the period ending 30 June 2023.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

SUMMARY

This report provides a summary of council performance and general matters of interest during the month of June 2023.

BACKGROUND

This report is provided to update Councillors and the community on council's performance over the previous month and includes:

- monthly financial performance reports;
- progress on annual plan actions;
- information on matters relating to operational activities of the Council;
- general council matters that maybe of interest to the community; and
- tabling of minutes received relating to Council Committees, Authorities and related External Organisations.

Further operational information can be obtained by viewing Council dashboards at Council's website: [Your Council Dashboards | Devonport City Council](#)

STATUTORY REQUIREMENTS

In undertaking its operational activities, Council is required to comply with the *Local Government Act 1993* and various other legislation.

DISCUSSION

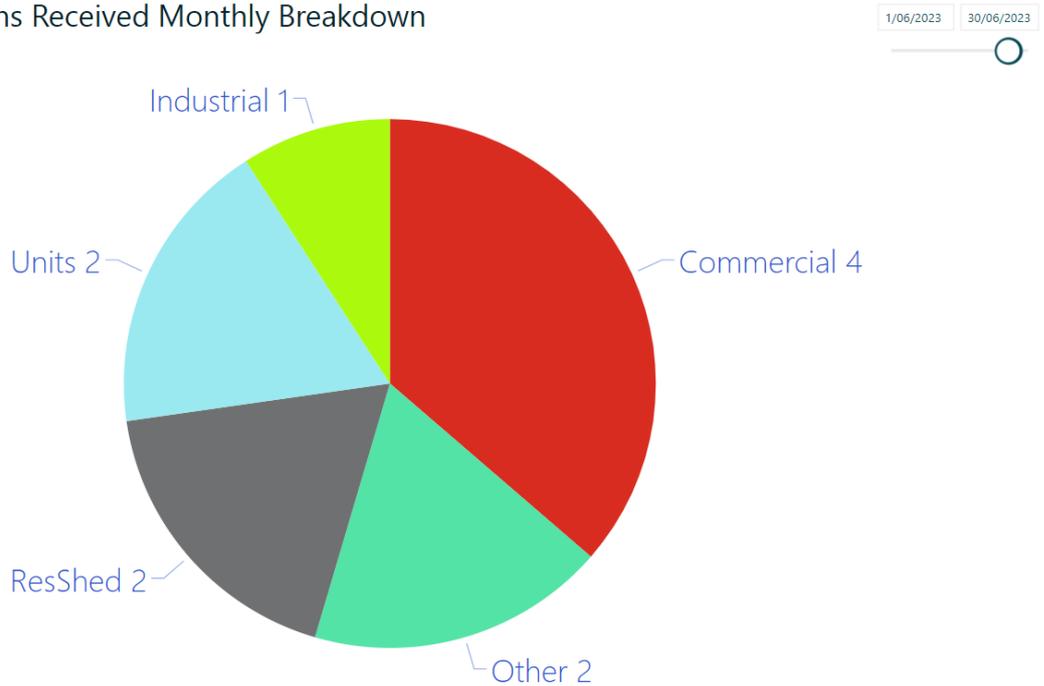
The following information is provided as an update on operational activity undertaken by Council during the month of June 2023:

1. DEVELOPMENT SERVICES:

1.1. Planning:

1.1.1. The following graph details the breakdown of planning applications received during June:

Planning Applications Received Monthly Breakdown

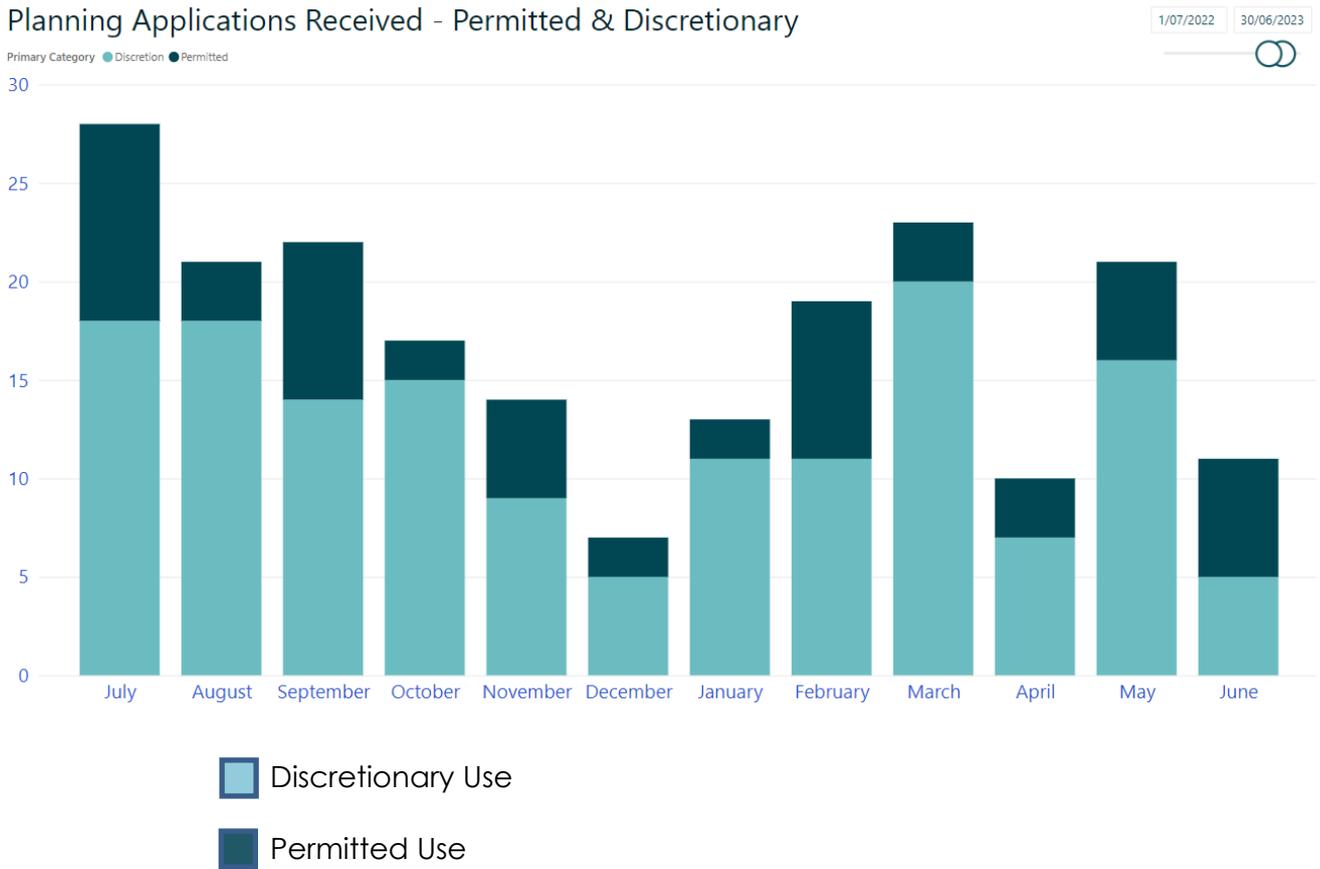


Definitions:

Single Dwellings – means single residential dwelling on a single lot.

- Residential Shed – means shed on a residential lot.
- Units – means two or more dwellings on a site.
- Subdivision – means the division of a single lot into multiple lots giving separate rights of occupation, excluding boundary adjustments.
- Commercial – means bulky goods sales, business and professional services, community meeting and entertainment, educational and occasional care, equipment and machinery sales and hire, food services, general retail and hire, hotel industry, research and development.
- Tourism – means tourist operations and visitor accommodation.
- Industrial and Utilities – means extractive industry, manufacturing and processing, port and shipping, recycling and waste disposal. Resource processing, service industry, storage, transport depot and distribution, utilities, vehicle fuel sales and service.
- Other – means all other use classes.

1.1.2. The following graph details the number of Planning Applications received in June (permitted/discretionary):

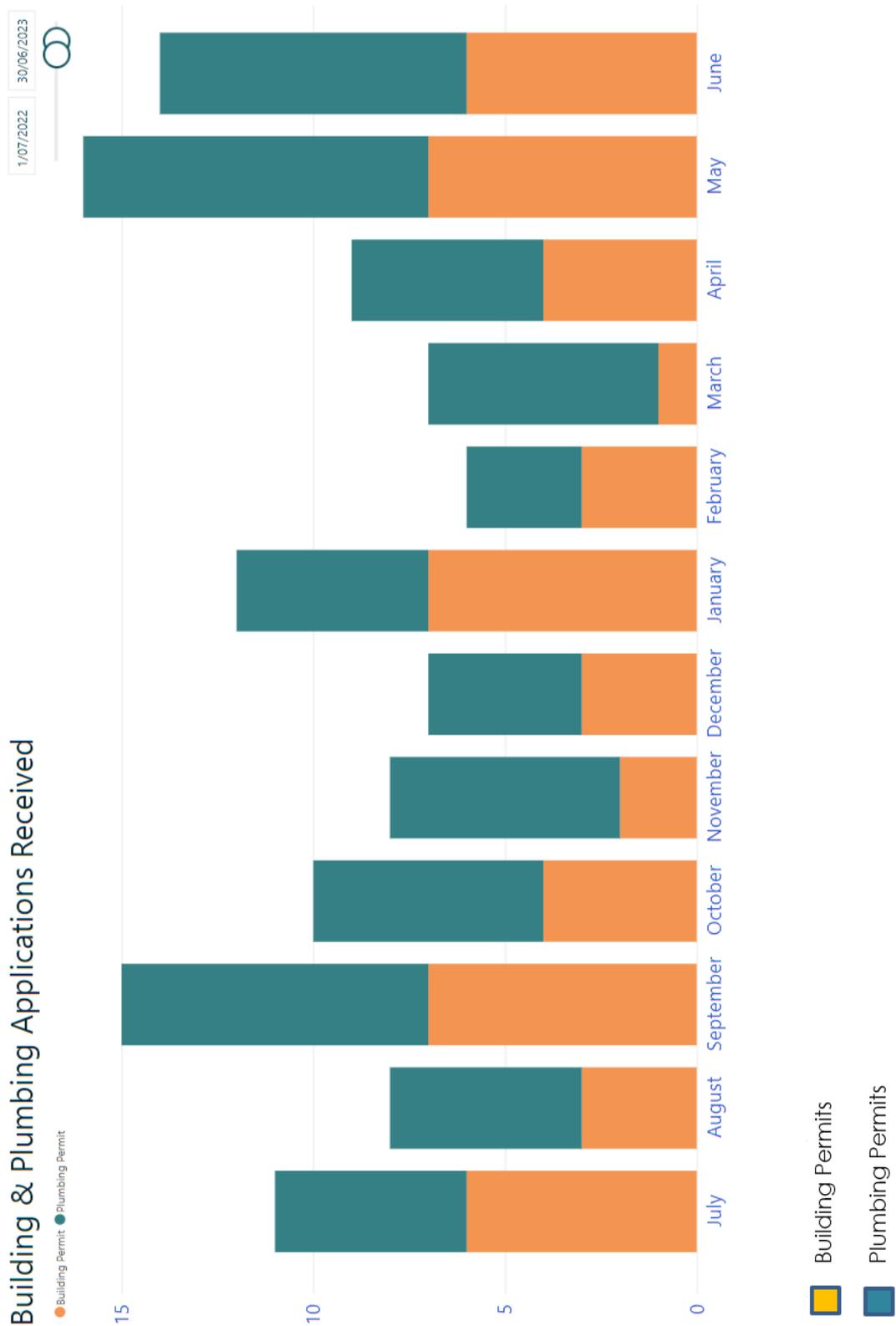


1.1.3. Planning Applications approved under delegation:

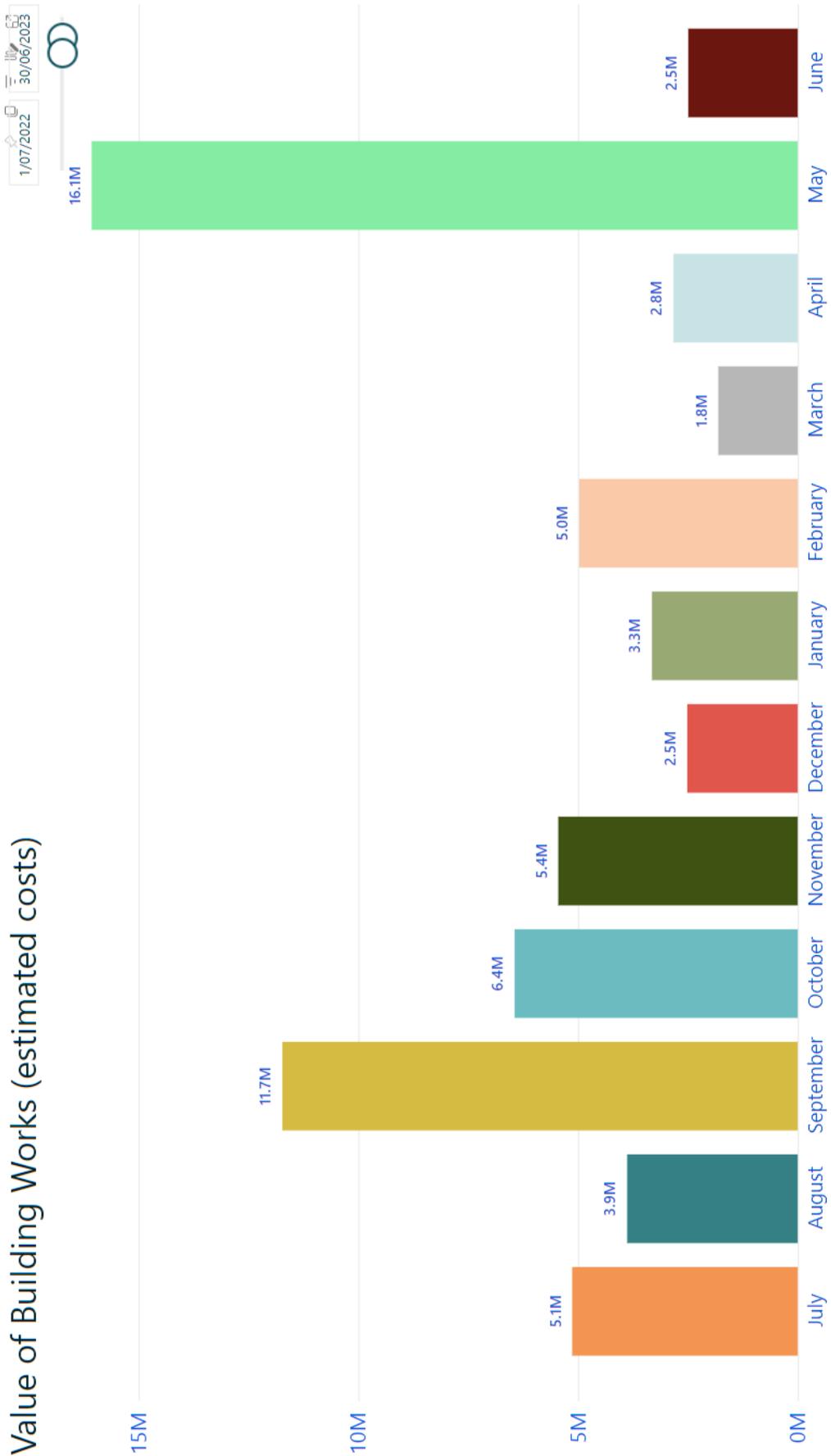
Planning Applications approved under delegation 1 June 2023 - 30 June 2023				
Application ID	Primary Category	Primary Property	Full Details	Approved
PA2023.0003	Discretion	16 Lawrence Drive, Devonport	Residential (multiple dwellings) one additional unit	7/06/2023
PA2023.0039	Discretion	2 Smith Street, Devonport	Residential (single dwelling and outbuilding)	5/06/2023
PA2023.0045	Discretion	51 Fleetwood Drive, Spreyton	2 lot subdivision and dwellings	2/06/2023
PA2023.0047	Discretion	101 Parker Street, Devonport	Residential additions	5/06/2023
PA2023.0058	Discretion	33-61 James Street, Devonport	Sports and recreation (sports ground lighting – 4 x light poles)	14/06/2023
PA2023.0060	Discretion	2/84 Lovett Street, Devonport	Residential (front fence)	1/06/2023
PA2023.0061	Discretion	138 Nixon Street, Devonport	Residential (single dwelling)	2/06/2023
PA2023.0062	Discretion	39 Victoria Parade, Devonport	Residential (2 x multiple dwellings)	5/06/2023
PA2023.0063	Discretion	10 Wigmore Road, Spreyton	Storage	14/06/2023
PA2023.0064	Discretion	13 Chalmers Lane, Devonport	Residential (alterations and additions to dwelling)	29/06/2023
PA2023.0065	Permitted	11 North Street, Devonport	Visitor Accommodation	7/06/2023
PA2023.0066	Discretion	7-9 Finlaysons Way, Devonport	Bulky goods sales (demolition and development of large format retail sales)	26/06/2023
PA2023.0068	Permitted	56 Nielsens Road, Tugrah	Storage (contractor's yard) and shed extension	8/06/2023
PA2023.0069	Discretion	198 Kelcey Tier Road, Spreyton	2 Lot Subdivision	15/06/2023
PA2023.0070	Discretion	41 Cameray Street, East Devonport	Residential (outbuilding)	26/06/2023
PA2023.0072	Discretion	5a Collins Way, Tugrah	Residential (single dwelling and outbuilding)	22/06/2023
PA2023.0073	Discretion	2 Kuranda Close, Devonport	Residential (single dwelling) – additions and alterations	30/06/2023
PA2023.0075	Permitted	42 Macfie Street, Devonport	Visitor Accommodation	23/06/2023
PA2023.0077	Permitted	62 Percy Street, Devonport	Residential (multiple dwellings x 2 additional)	21/06/2023
PA2023.0080	Discretion	12 Donvista Drive, Don	Residential (shed extension – existing)	26/06/2023
PA2023.0082	Permitted	87-121 Watkinson Street, Devonport	Educational and Occasional Care (covered outdoor addition)	14/06/2023

1.2. Building & Plumbing:

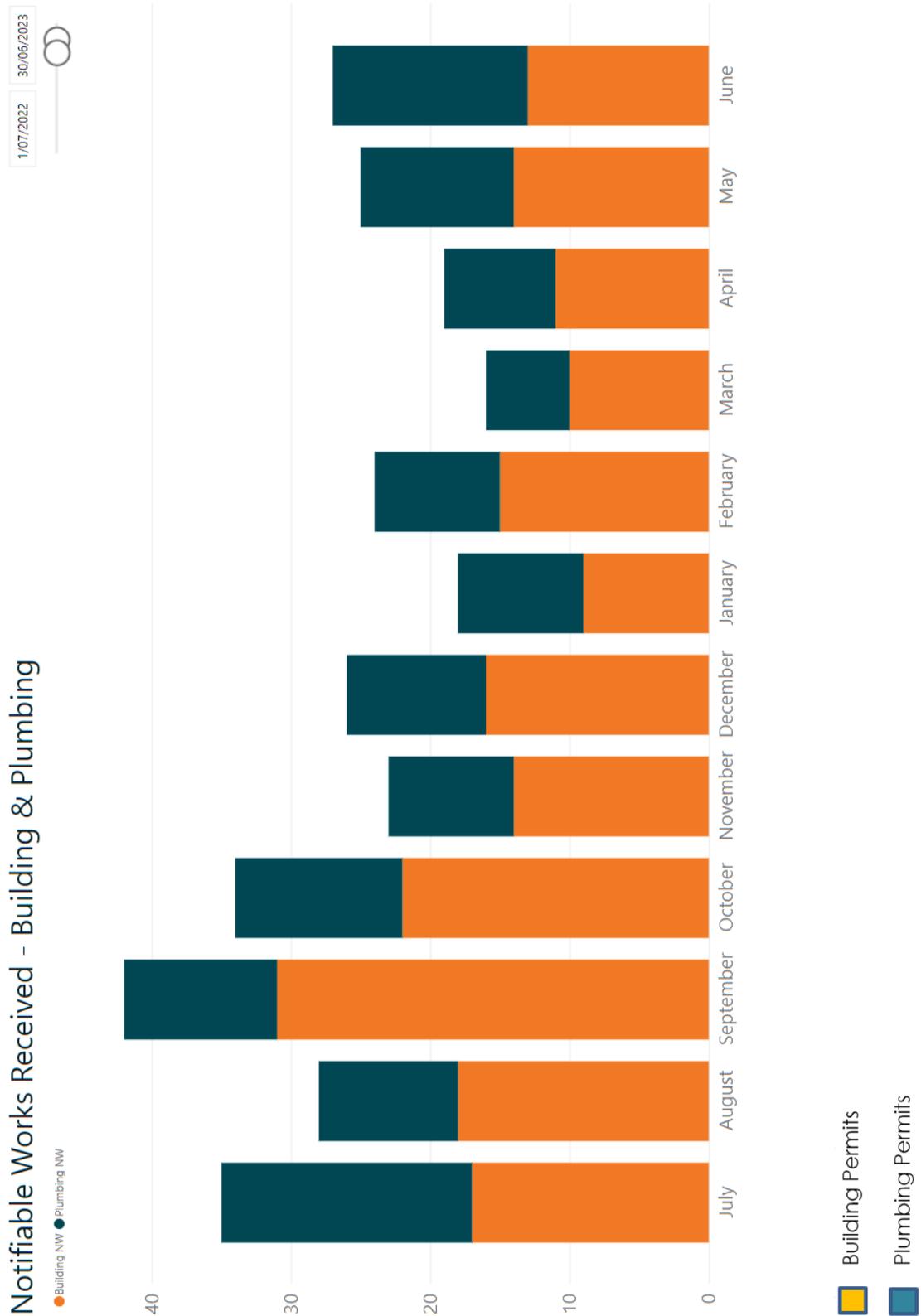
1.2.1. The following graph details the Building and Plumbing Applications received this financial year:



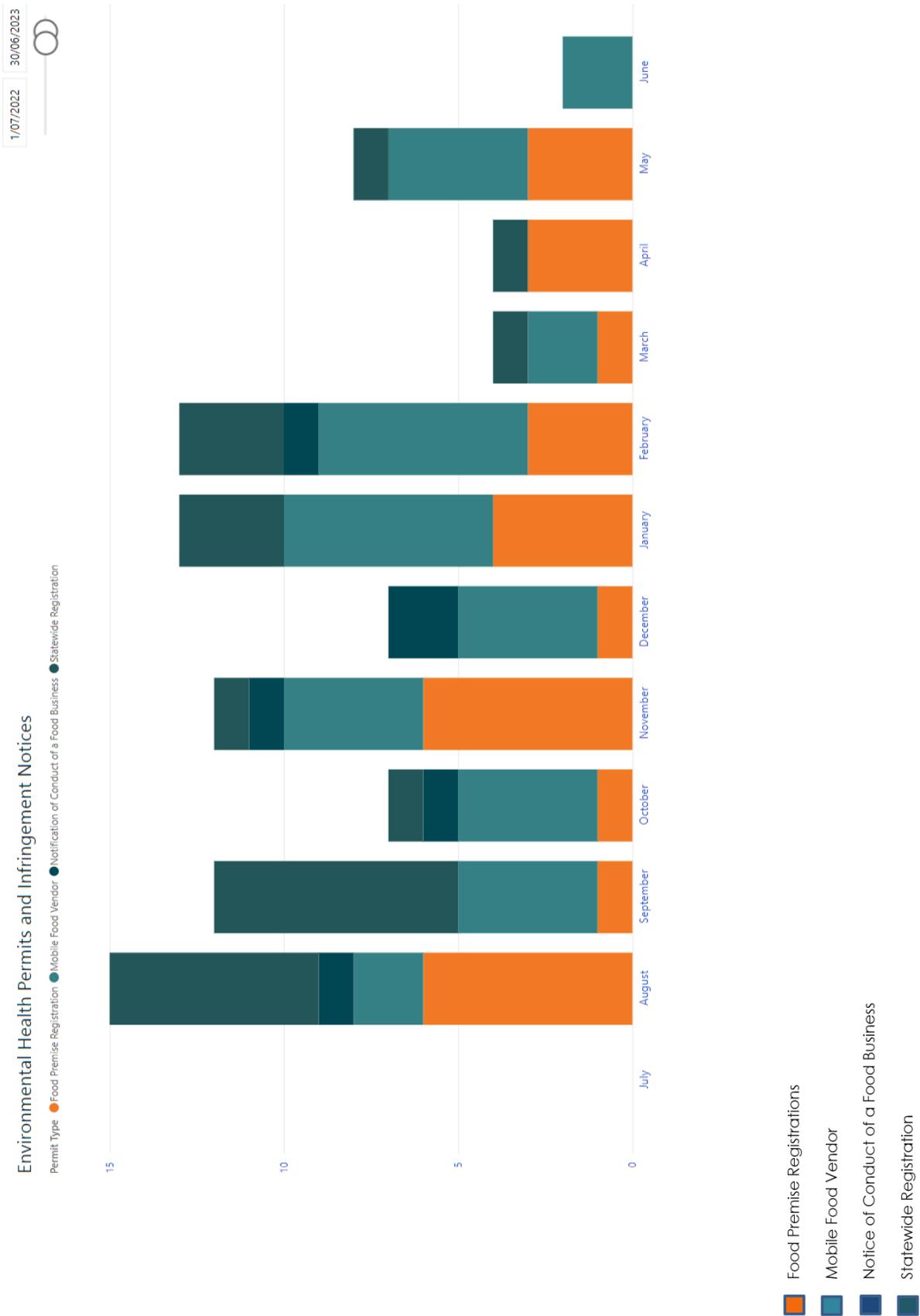
1.2.2. The following graph details the value of building works received this financial year:



1.2.3. The following graph details the notifiable works received for building and plumbing that have been issued this financial year:

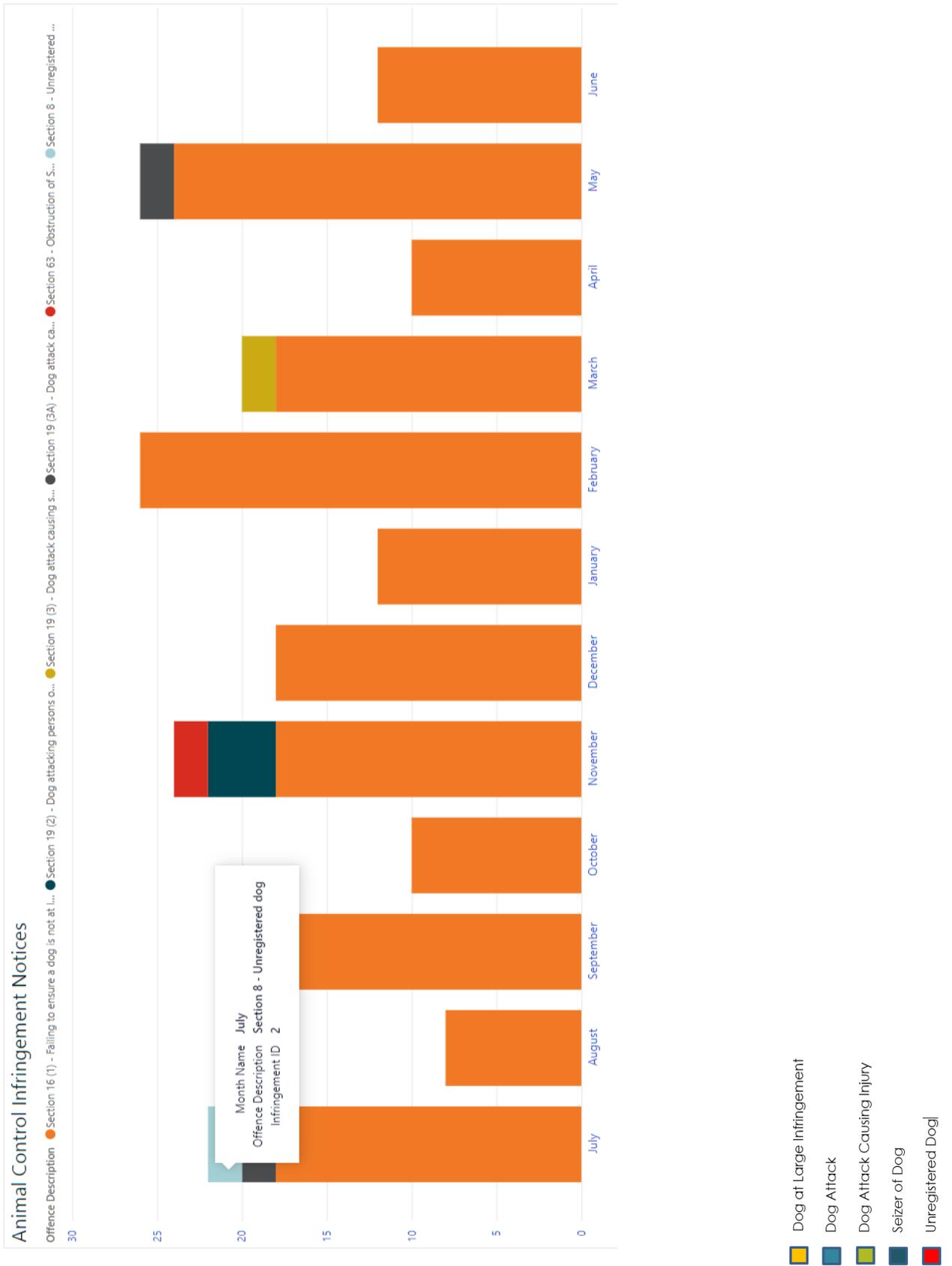


1.3. Environmental Health:
 1.3.1. Food Business Registrations:



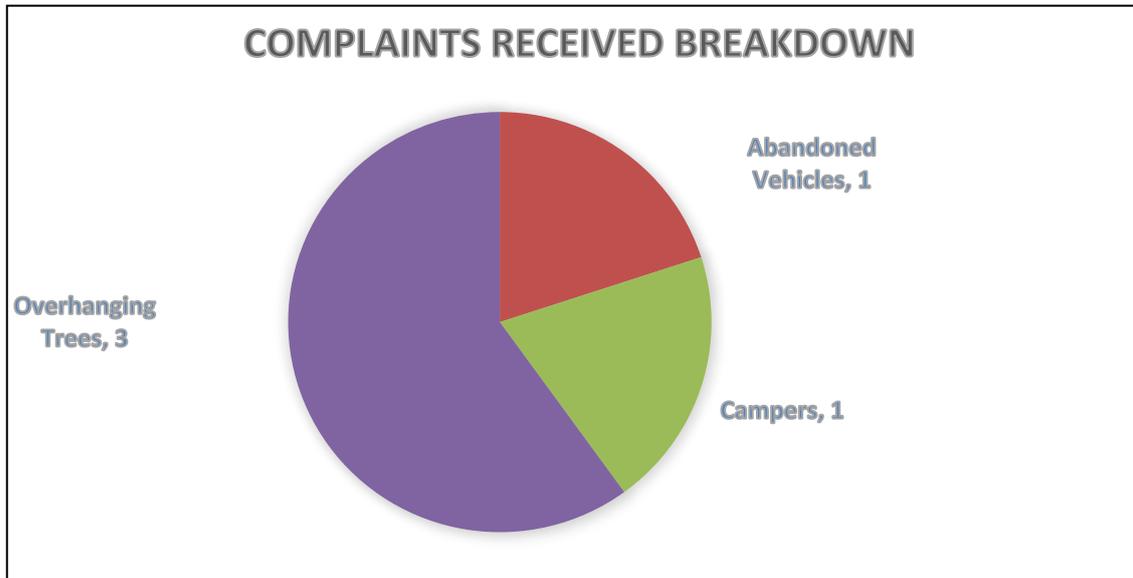
1.4. Animal Control:

1.4.1. The following graph details the number of animal complaints for this financial year:



Risk & Compliance:

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



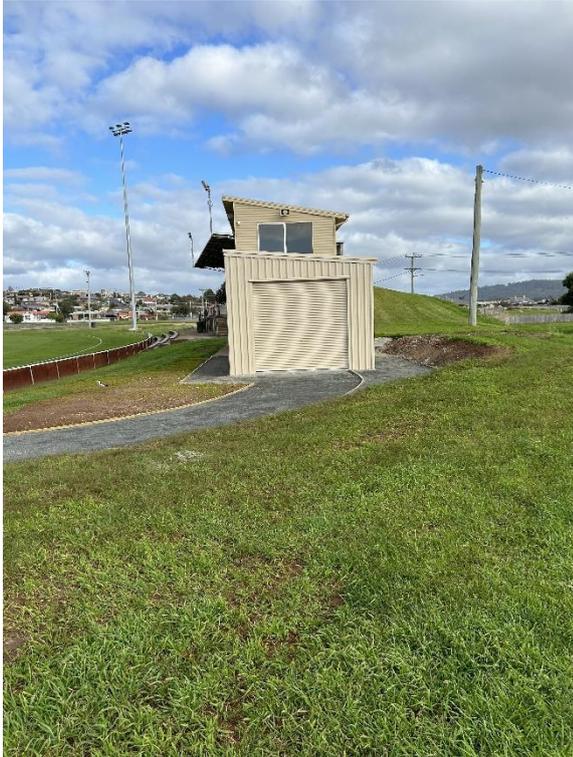
1.4.3. The following table details the types of incidents reported in June:

Council/Public	Number Reported
<input type="checkbox"/> Council	11
<input type="checkbox"/> Hazard	5
<input type="checkbox"/> Property	3
<input type="checkbox"/> Motor Vehicle	1
<input type="checkbox"/> Near Hit	1
<input type="checkbox"/> Personal Injury	1
<input type="checkbox"/> Public	8
<input type="checkbox"/> General Public	2
<input type="checkbox"/> Hazard	2
<input type="checkbox"/> Personal Injury	2
<input type="checkbox"/> Motor Vehicle	1
<input type="checkbox"/> Property	1
	19

2. INFRASTRUCTURE & WORKS:

2.1. Capital Works:

2.1.1.Box Out Little Athletics East Devonport



2.2. Asset Maintenance:

2.2.1.Mill outs various locations

- Best Street
- Tarleton & Murray Street
- Bridge Road
- Devonport Road

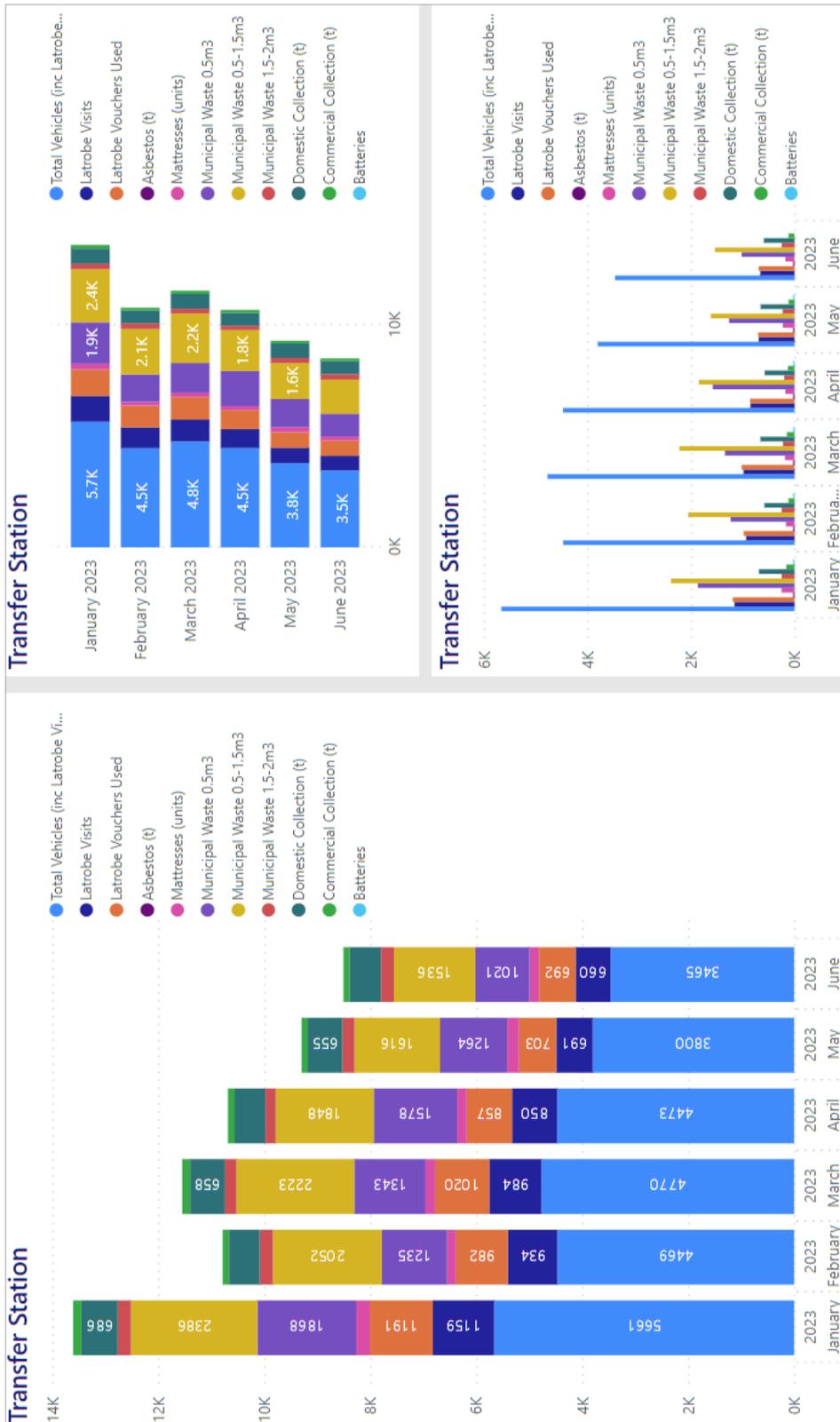




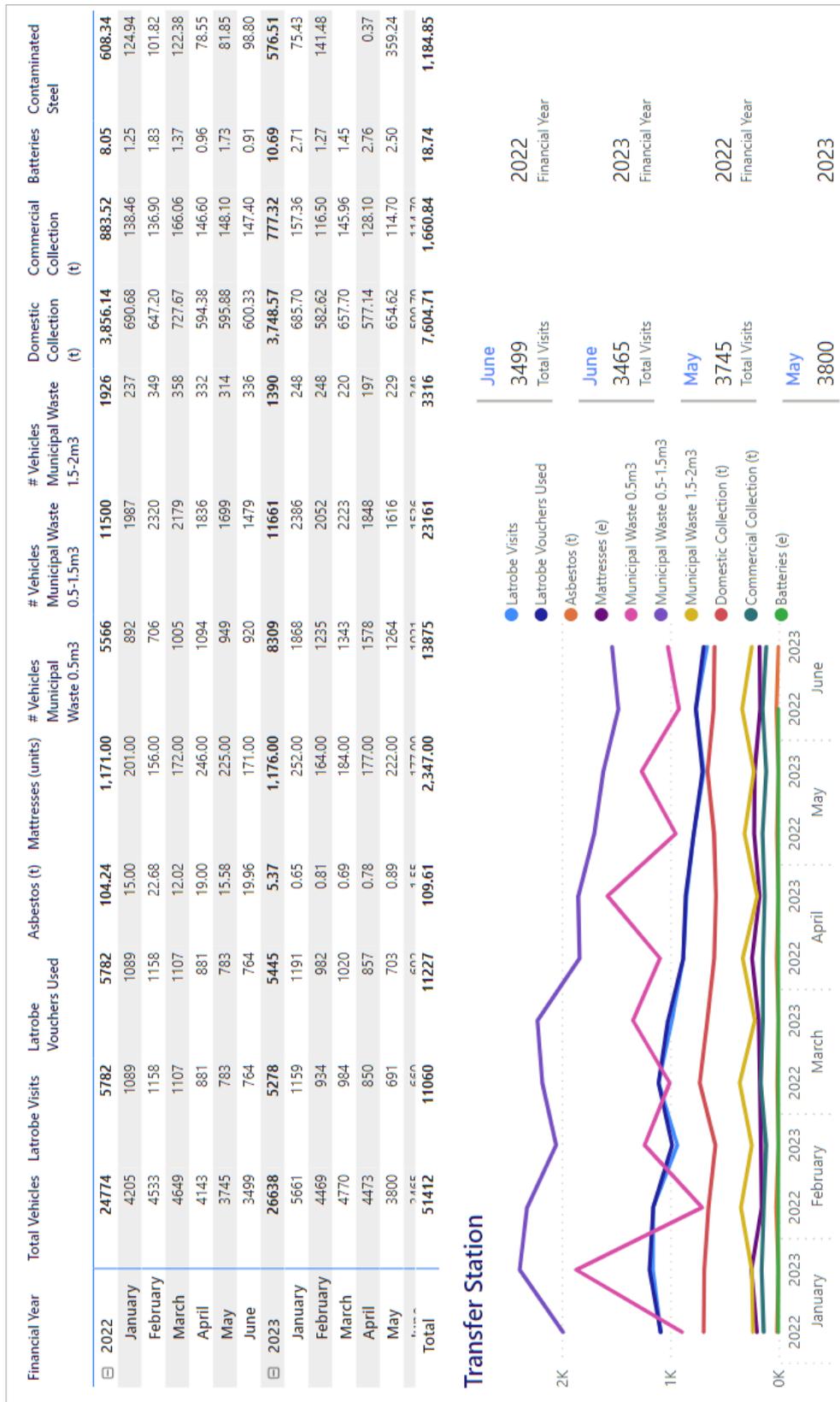
2.2.2. King Street kerbing and concrete

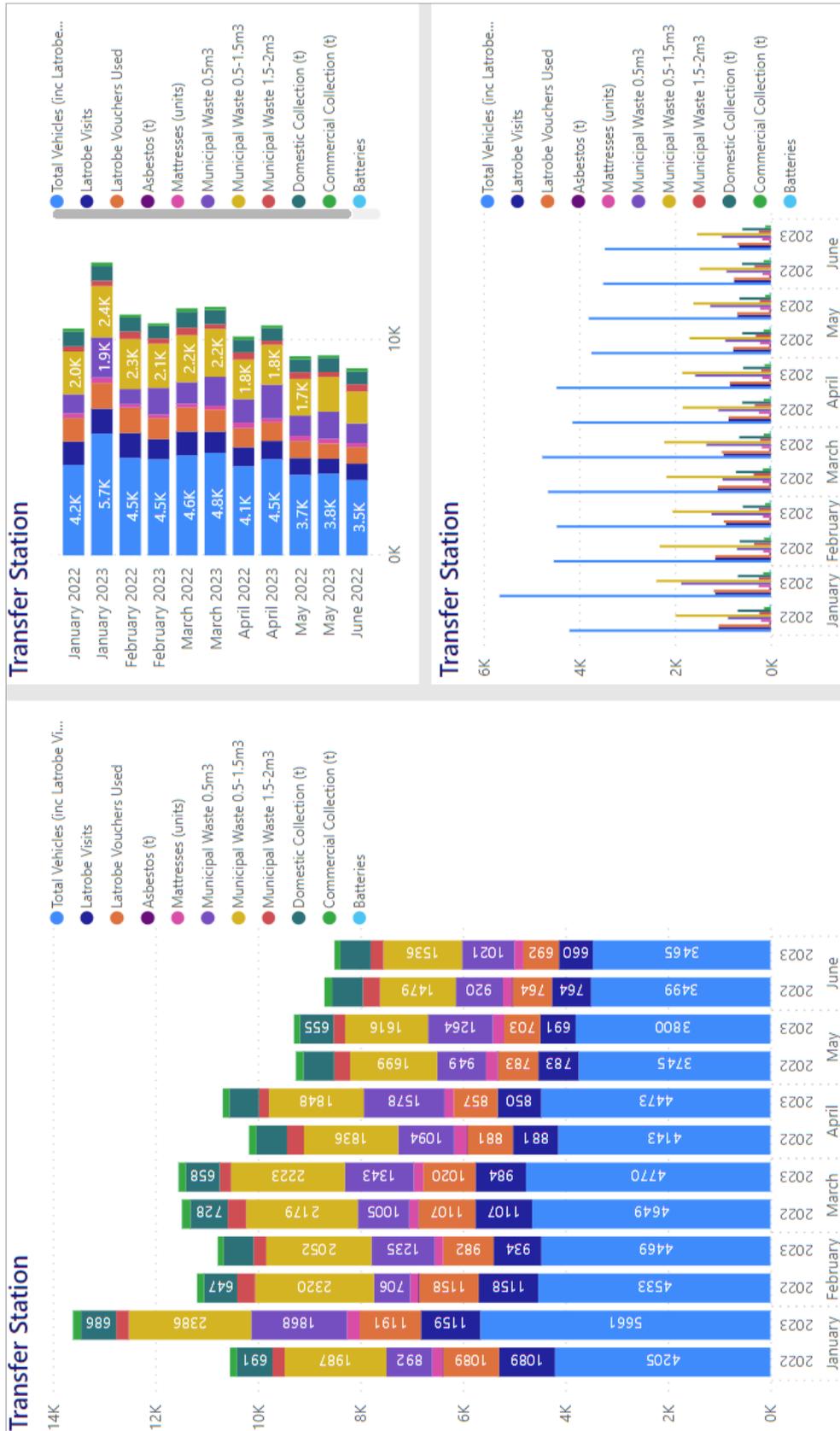


2.3. Waste Management: 2023 Year to date:



2022/2023 Comparison:



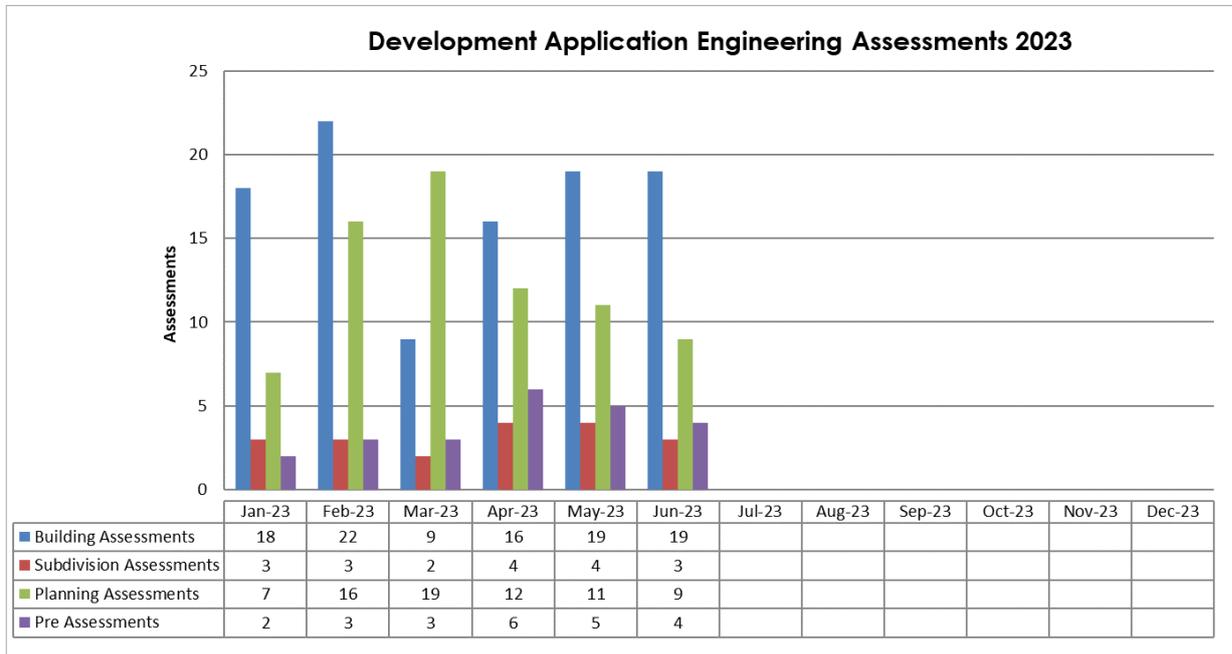


2021/2022/2023 – June:

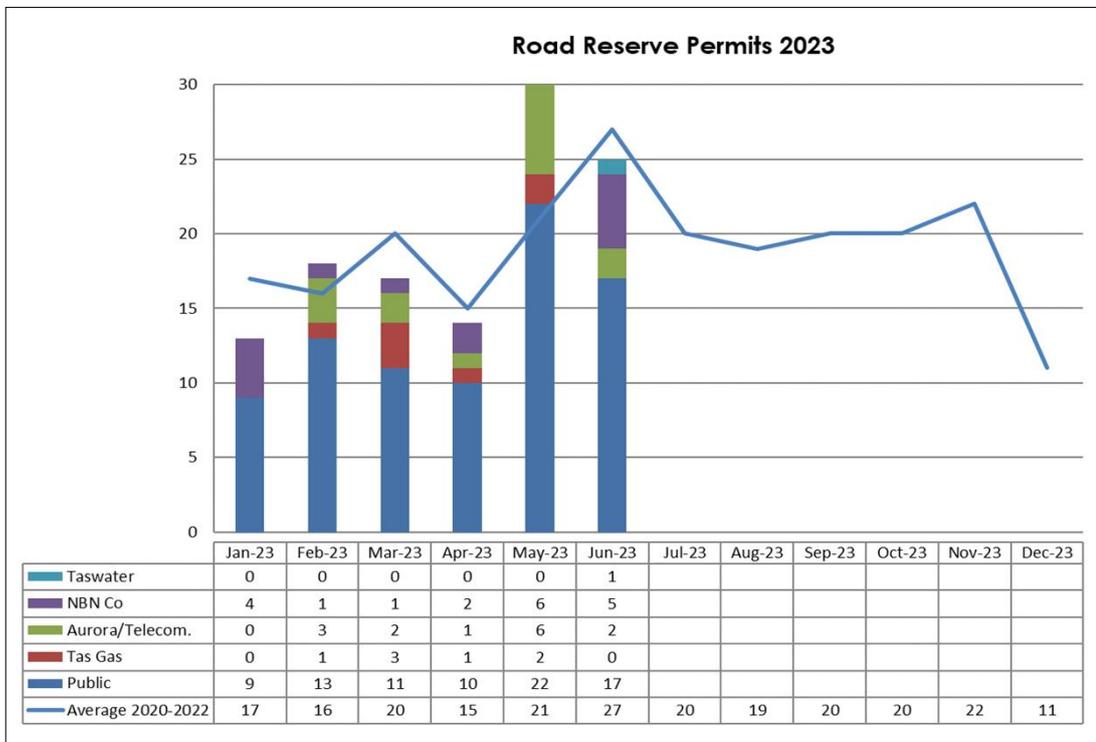


2.4. General Infrastructure Matters:

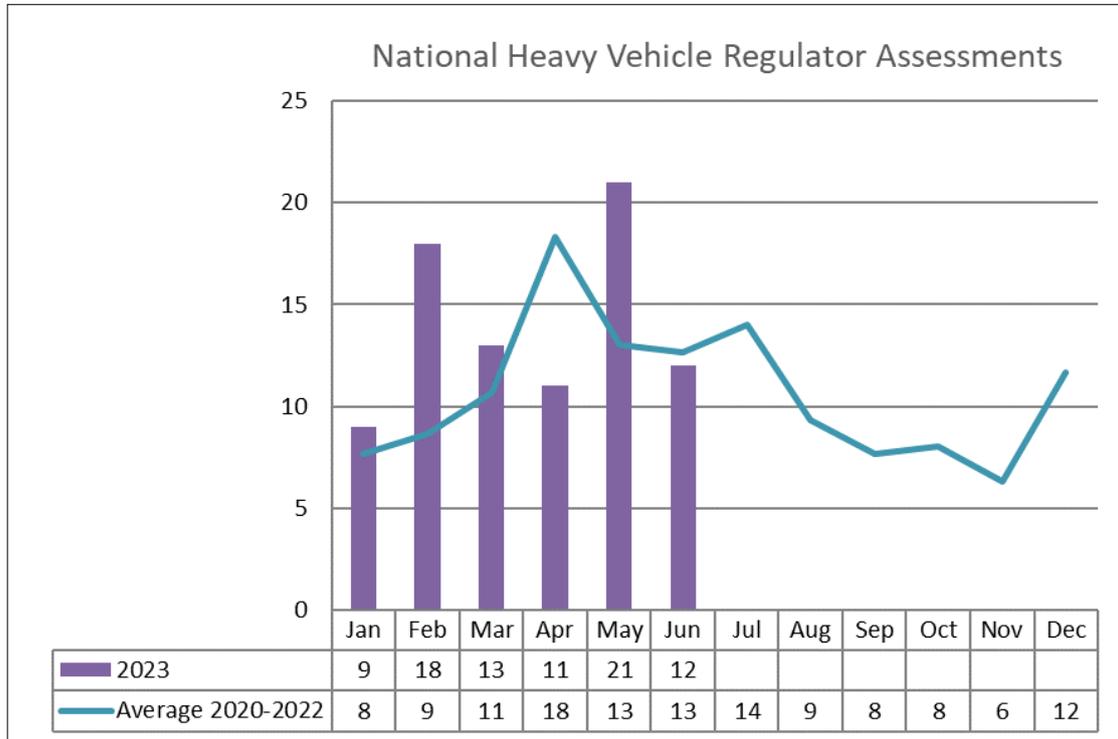
2.4.1. The following graph details the Engineering Assessments for Development Applications that have been completed year to date.



2.4.2. The following graph details the Road Reserve Permit Assessments that have been completed to date and compared to the three-year average.



2.4.3. The following graph details the National Heavy Vehicle Regulator Assessments that have been processed to date and compared to the three-year average.



3. COMMUNITY SERVICES:

3.1. Community Development

3.1.1. Citizenship Ceremony:

Council held a Citizenship Ceremony during Refugee Week on 20 June 2023. This year's Refugee Week theme was: Finding Freedom. The week aims to highlight refugee experiences and promote harmony and togetherness.

Thirteen new citizens were welcomed by over sixty community members. The conferees came from India, Mozambique, New Zealand, Philippines, Taiwan, Thailand, United Kingdom, United States and Vietnam.



Reciting the pledge at the Citizenship Ceremony 20 June 2023

3.1.2. MISQ v2 Music in the Square:

Devonport's Youth Advisory Group (DEVYAG) is hosting their second (v2) Music in the Square (MISQ) event in partnership with Libraries Tasmania.

The event will be held 11 August 2023 from 5-8pm located on the ground floor and level 1 of the Devonport Library.

Music in the Square is a platform for people to broadcast their talents and showcase them to the wider community. This year DEVYAG are targeting the 16-45 age group, and are encouraging those who sing, dance, are a poet (spoken word), or play an instrument to participate.



MISQ advert for 2023

There will be free food and refreshments provided on the night. During June, DEVYAG raised \$400 in sponsorship items, which will be used as lucky door prizes throughout the evening.

3.1.3. Financial Assistance:

Council received the acquittals (final reports) for the following projects during June.

Spreyton Cricket and Community Club

Spreyton Cricket and Community Club submitted an acquittal for a grant that assisted them to instal a solar panel system onto the roof of the club.

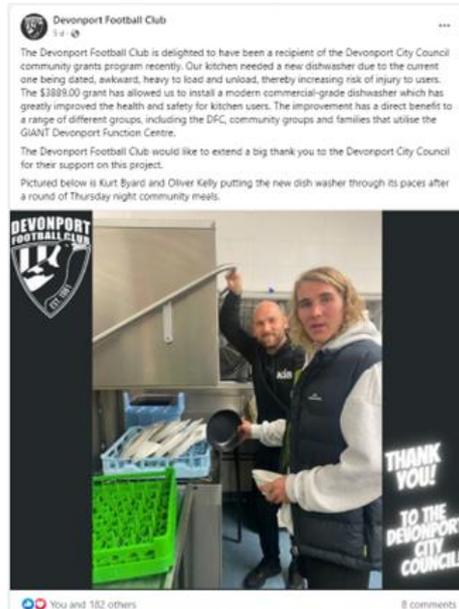
The solar panels allow them to reduce their impact on the environment, and in the long term save money for the club and club's patrons.



Spreyton Cricket & Community Club social media post thanking Council for the grant that assisted in installing solar panels

Devonport Football Club

Devonport Football Club purchase a new dishwasher with grant assistance. The modern appliance, designed for commercial use, significantly enhances the club's health and safety measures while also offering improved speed and efficiency in its cleaning cycles. These features are of utmost importance, particularly when catering to large groups.

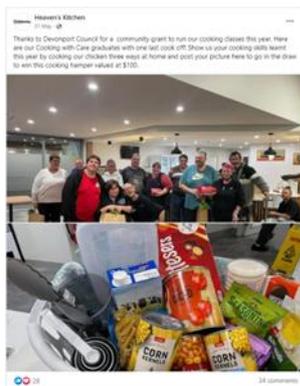


Devonport Football Club thank Council with Facebook post; the new dishwasher.

Gateway Community Care Inc

The Cooking with Care program brought some of the most disadvantaged community members together to learn how to cook, to purchase food on a tight budget and to then take their learnings into their everyday family lives. Gateway Community Care introduced the program to provide social connection, develop the participants skills, their understanding of food and how it is of benefit to their health and well-being.

The program created great excitement and enthusiastic response from the participants, it proved to benefit to their cooking skills and gave them confidence to try to cook new healthy foods that they may not have tried before.



Gateway thank Council with a Facebook post, the cooking program in action.

- 3.1.4. Primary Health Tasmania Community Grants:
On behalf of Primary Health Tasmania Community Services distributed funding to community groups and organisations for Health and Wellbeing Projects.

Mental Health Forum

The Community Services team with Man Up Tasmania used Primary Health Tasmania funding to host a Speakers Panel and Mental Health Expo. The 15 June event looked at Life beyond Trauma and Strategies for support.

The event saw 12 Exhibitors, 76 people in the paranable convention centre watching the speakers, whilst 43 watched the event via the live stream (over 100 have watched the live stream since). The event is available to watch on Council's YouTube Channel (Note: from 15 August it will show a partial version) [Devonport City Council - YouTube](#)

Keynote speakers at the event were: Alex Noble, Miranda Stephens and Dean Yates. They were joined by Sarah Walker, Jonathan Bedloe and Ben Fisher for the panel discussion.



Speakers, Man Up Tasmania and Council attendees at the mental health forum. The expo being set up.

Karen Young Speaking Events

Thanks to support from Primary Health Tasmania, Community Services engaged Author and Psychologist Karen Young to visit Devonport. 289 people attended 2 events to learn about strategies to assist with children, teens and adults with Anxiety.

A sample of the feedback received after the events:

- Was fabulous and I have been able to learn and implement immediately, thank you so much
- So grateful to the Council for putting on this event. More more more! Please. Really helps community knowledge, supporting families
- Just a huge thank you for helping us navigate a difficult stage in parenting. We left feeling so excited to try new methods.



Audience at Karen Young Events 27 and 28 June 2023

3.1.5. Working Groups:

Access and Inclusion Working Group

The Devonport Access and Inclusion Working Group held two meetings in June. The group heard from Devonport Choral Society a review on the Freaky Friday relaxed performance and worked on the Alex Noble Speaking events, noted below.

Access and Inclusion Working Group Alex Nobel Speaking Event

The Devonport Access and Inclusion Working Group hosted Speaker Alex Noble for a morning event 15 June 2023.

Alex spoke about the importance of keeping a positive mind frame to 68 people including 50 local students.



Devonport Access and Inclusion Working Group with Alex Noble. A Facebook post showing St Brendan Shaw Students with speaker Alex Noble.

East Devonport Working Group

Working Group began planning the 2023 East Devonport Job Forum October or November and discussed plans for the East Devonport Belonging Project.

East Devonport Working Group - The Belonging Project

The East Devonport Working Group have developed a winter project for the East Devonport community – The Belonging Project.

Project aim: To encourage a sense of belonging through pride in ourselves, our families, our friends and community.

How: Council working with key stakeholders (East Devonport Child and Family Learning Centre, East Devonport Neighbourhood House and Pathway Shed) to value add to winter events with a photographer to take portraits and photos, and then printing photos to gift to the East Devonport Individuals and Family groups involved.

Pathway Shed held their event 24 June 2023 with a Family friendly event at the Shed.

The event included food, crafts, games and a photo wall with a balloon backdrop (not seen in the images below).

East Devonport Child and Family Learning Centre and East Devonport Neighbourhood House events to occur in July.



Images of the event at the Pathway Shed East Devonport



Social Media post from Pathway Shed thanking Council for its support

3.2. Active Communities:

Sport and Recreation department name has transitioned to Active Communities during June.

3.2.1. Internal Department update:

Cricket Tasmania

Cricket Tasmania will be joining our user groups with a permanent office space at the Devonport Recreation Centre. This move has come about with the collaboration of many external and internal stakeholders.

Women in Sport and Recreation

Meeting was held with WSPR to identify potential partnerships and or collaboration of events. A number of possibilities were discussed, with their successful 'School Girls Breakfast' an event the organisation is keen to explore and potentially deliver in Devonport.

New Hire Agreements

During June Active Communities implemented new annual Hire Agreements for user groups (where applicable) at a variety of Council own recreation grounds and venues.

Development of these hire agreements saw multiple departments providing their feedback, suggestions, and legislation requirements to mitigate any potential issues that may/have previously occurred.

These new agreements are to be implemented from 1st of July – 30th June 2024 and include the new fees and charges.

These new Agreements aim to provide clarity on the requirements and obligations of both Council to the hirer, and the hirer when using the venue, positive feedback is continually being received as signed copies make their way back to Council.

New Hire Agreement Policy

A Hire Agreement Policy is currently in development in consultation with Governance to determine what discounts can and should be applied to the various user groups (community, commercial, education, NFP) when hiring Council recreation grounds and venues.

Online/IT systems

An audit of the departmental IT systems has resulted in reconfiguring how Active Communities SharePoint can be better used to our advantage. An update has resulted in more efficiency when filing, accessing, and updating files.

A new Samsung Tablet was purchased to provide remote access to Office365 applications across recreation grounds and venues. Council's IT department provided guidance in the purchase of a suitable Tablet that has the capabilities to be used as a till (payment gateway) for remote events, walk in bookings and registrations for swipe card access to Council facilities.

3.2.2. External Departmental updates:

Recreation Centre Participation Data

Devonport Recreation Centre		
	Bookings	User Groups
Judo	20	1
Meeting Room	5	3
Sauna	166	1
Squash	26	5
Stadium Court 1	70	11
Stadium Court 2	60	7
Table Tennis	48	4
Youth Centre	128	16
Total	523	48

East Devonport Recreation and Function Centre		
	Bookings	User Groups
Stadium	49	8
Community Room	6	2
Total	55	10

Devonport Recreation Centre	
Squash Centre	2652
Stadium	9752
Youth Centre	4495
Table Tennis	2509

3.2.3. Active Communities June Events:

Event	Dates	Venue
NWBU (North West Basketball Union) Grand Final	9 June	Devonport Recreation Centre
Variety Inclusion Day	12 June	Devonport Recreation Centre
JackJumpers Clinic	24 June	Devonport Recreation Centre
Pickleball	Monday Nights	Devonport Recreation Centre

North West Basketball Union Grand Final

The first week of June saw the Devonport Recreation Centre host the Finals of the North West Basketball Union. The Finals matches were well attended across the board, and the on-court action did not disappoint. Grand Final night saw two close finishes, with the Devonport Women and Penguin Men coming out victors after both being challenged.

Variety Inclusion Day

On 13 June the Devonport Recreation Centre hosted Variety's Active Inclusion Day. The event saw the stadium turned into 4 separate sporting arenas, with inclusive sport offerings including football (AFL), softball, and basketball.

JackJumpers Clinic

On Saturday 24 June, the Tasmanian JackJumpers hosted a junior clinic at the Devonport Recreation Centre. It was fantastic to see the club engaging and developing local talent on the North West Coast, and the Recreation Centre team were thrilled to assist in fostering the dreams of young basketballers.

Pickleball

A community group have begun playing Pickleball at the Devonport Recreation Centre and have found an extraordinary amount of interest, with people suggesting that they would travel from Launceston weekly to attend.

Combining elements of tennis, badminton, and table tennis, pickleball offers a unique and enjoyable experience for participants. It has been popular in the United States for the last few years and is a rapidly growing sport in Australia.

3.2.4. Upcoming Active Communities July events:

Event	Dates 2023	Venue
DBC Primary School Roster	7-9 June	Stadium & Youth Centre
BTAS Holiday Programs	12 & 19 June	Stadium
PSA Challenger and Satellite and Devonport Squash Graded Open	2-6 August	Squash Centre

3.3. Events:

3.3.1. The events team are in the planning process for the following events:

Devonport Jazz – 27th – 30th July 2023 – www.devonportjazz.com.au

The Devonport Jazz program was released, with 27 events at 20 venues in and around Devonport, including a Big Band Workshop and an Electronic Music Workshop. Increasing the levels of community accessibility has been a focus on programming. Many of the events are either free or low cost, as well as having a Relaxed Performance by Sydney band The Cope Street Parade, who will also be performing at concerts for pre-school and primary school aged children. The paranapple precinct will host many hours of entertainment both by visiting interstate artists as well as local emerging performers.



2023 Devonport Jazz Logo

LuminoCity – paranapple precinct and Haines Park - 24th – 30th July

The inaugural art and light project, LuminoCity will be hosted around the paranapple precinct and Haines Park for the last week in July. The project will host artworks at various locations in the area, providing an exciting Art Walk experience. Works will include static and animated art and will also host 10 augmented reality artworks.



LuminoCity advert

Spring Fling Fair – Haines Park – 22nd October 2023

The events team are currently seeking Expressions of Interest from local producers to showcase their products at the Spring Fling Fair.



2023 Devonport Spring Fair advert

Devonport Christmas Parade – 8th December 2023

New Years Eve Event – Aikenhead Point – 31st December 2023

The team are currently seeking Expressions of Interest for food and alcohol vendors for this event.

Full details of events can be found on Council's website <https://www.devonport.tas.gov.au/whats-on-devonport/> or events facebook page <https://www.facebook.com/devonportevents/>

3.4.1 External Event Approvals for June:

The following events received event approvals

External Events – June 2023			
9-11 June	Devonport Junior Soccer Association – Devonport Cup	Meercroft Grounds - 10th & 11th June Eugene Street Grounds - 10th & 11th June Devonport Soccer Centre - 9th, 10th & 11th June Devonport Oval - 10th & 11th June	Devonport Junior Soccer Association
24 June	Winter Solstice Splash	Devonport Bluff	Devonport Chaplaincy Inc.

4. CURRENT FACILITIES:

4.1. Devonport Regional Gallery:

4.1.1. Gallery Program

Exhibition	Date
Something Old Something New Devonport Regional Gallery 50 Years of Collecting	6 May – 17 June
Xiyue (CiCi) Zhang: Little Gallery Emerging Artist Program	6 May – 10 June
Atmospheres, Ecologies and Attunement: Contemporary Landscape Practice from the Devonport Regional Gallery Permanent Collection. Curated by Dr. Troy Ruffels	27 May – 29 June
Seve de Angelis: Little Gallery Emerging Artist Program	17 June – 29 July
To Companion a Companion: Fernando de Campo	24 June – 5 August
Art Rage 2022	12 Aug – 16 Sept

4.1.2. Education Program activities and participation data:

Event	Participation	Date
Create & Make Thursday T2 session 4	13	1-Jun
Create & Make Wednesday T2 session 5	3	7-Jun
Create & Make Thursday T2 session 5	11	8-Jun
Create & Make Wednesday T2 session 6	5	14-Jun
Create & Make Thursday T2 session 6	12	15-Jun
Outreach Pathway Shed Youth Group	10	19-Jun
Books + Art	6	19-Jun
Outreach to East Devonport Primary School	30	21-Jun
Create & Make Wednesday T2 extra session 1	7	21-Jun
Create & Make Thursday T2 extra session 1	14	22-Jun
Devonport Primary Launch into Learning	35	23-Jun
Headspace G&L group	4	26-Jun
Create & Make Wednesday T2 extra session 2	5	28-Jun
Create & Make Thursday T2 extra session 2	2	29-Jun
TOTAL	157	

4.2. Bass Strait Maritime Centre:

4.2.1. Exhibition Program

Current Exhibition	Opening Date
Strata: Metals, Minerals and Mining along the Strait.	8 May – 9 July
Upcoming Exhibitions & Events	
Opening Event - BSMC 50th Anniversary Exhibition	18 July
BSMC 50 th Anniversary Exhibition	19 July – 22 Feb
Touring Exhibition	
Bass Strait, Above, Below, and In Between (Hive Ulverstone)	May - Aug

4.2.2. Education and public program activities and participation data:

Event	Participation	Date
Beaconsfield RSL	11	15-Jun
Tas Ports Staff Famil Tour	14	29-Jun
TOTAL	25	

4.3. paranapple arts centre

4.3.1. Performance and production program:

Production	Patrons	Date
School of Rock, The Musical: Don College	1,983	16-24 June
Singalong Musicals Mamma Mia – ABBA on Repeat	179	30 June
Upcoming		
Melbourne International Comedy Festival Roadshow	TBC	6-July
Vika and Linda	TBC	14-July
Boy Girl Wall	TBC	15-July
Queen: It's a Kinda Magic	TBC	20-July
Luke Kidgell – Happy Hour	TBC	26-July
Devonport Jazz Presents Vince Jones	TBC	28-July
Devonport Jazz Presents Clooney Tunes – The Life and Music of Rosemary Clooney	TBC	29-July
Devonport Jazz Presents The Cope Street Parade	TBC	29-July

4.3.2. Visitor number data:

Facility	Visitors June
paranapple arts centre	4,680
Bass Strait Maritime Centre	300
TOTAL	4,980

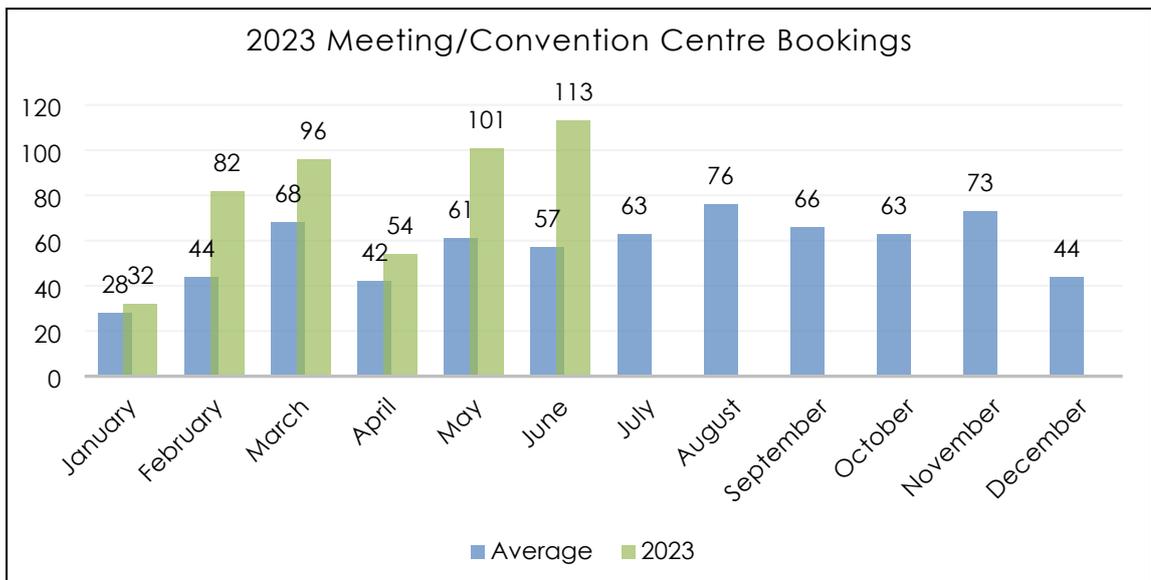
4.4. Convention Centre & Market Square:

4.4.1. Events including attendee numbers and utilisation trends

Event	Presented by	Attendance
Emergency Management Section Special Response and Counterterrorism	Tasmania Police	40
Tasmanian Energy Development Conference	Informa Pty Ltd	160 per day (2 days)
Trauma-informed practice training for general practitioners and allied health professionals	Primary Health Tasmania	40
Our Next Big Step Workshop	TasWater	30
Decision to Leave, Film Screening	North-West Film Society	60
Defence Force Information Session	Defence Force Recruiting	50
Alex Noble – I fight you fight!	Devonport City Council	50
Mental Health Forum and Expo	Man up Tasmania with Devonport City Council	80
Tasmanian Dairy Awards	Dairy Tasmania	180
Winter Wonderland of Wellness Gala Ball	The Greater Purpose	120

Memorial Service	The Funeral Collective	400
The Explicit and Systematic Teaching of Phonics - Refining your Practice	DECYP	40
Regional Tourism Forum	West by Northwest	170
Northwest Masquerade Gala	Cancer Council Tasmania	146
Budget Breakfast	Devonport City Council	120
Karen Young Talks	Devonport City Council	300 (2 events)
Certificate Presentation & EOFY Networking event	CPA Australia	50
DIAA Welcome Function	Dairy Industry Association of Australia - Tasmanian Branch	55
DIAA Conference Dinner	Dairy Industry Association of Australia - Tasmanian Branch	82

For June 2023, the DCC meeting rooms held 93 events, 20 events in the convention centre and 1 event in the Market Square Pavilion. Total attendance of 3,366 patrons.





North West Masquerade Gala

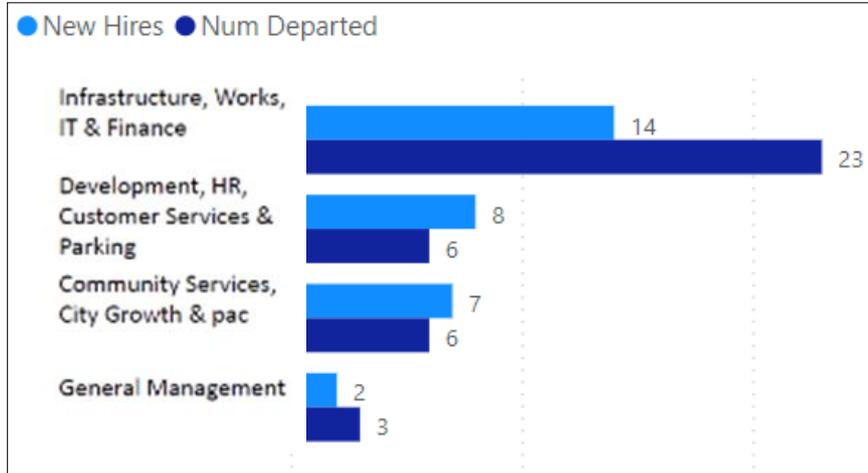


Regional Tourism Forum

5. CORPORATE SERVICES:

5.1. Human Resources:

5.1.1. Staff departures and recruitment (advertised positions and staff appointments) this financial year:



5.2. Communications:

5.2.1. Website and social media statistics and data:

Devonport City Council Website

Devonport City Council website content is refreshed on an on-going basis, by updating information and the addition of new public notices, planning applications, news stories and events.

Top 10 Website Pages	June 2023
1. News and Media	
2. Media Release - LIVING CITY vision enables development of cycling hub in CBD	
3. Advertised Planning Permit Applications	
4. Contact Us	
5. Employment Opportunities	
6. Forms and payments	
7. What's On Devonport	
8. Minutes & Agendas	
9. Waste Transfer Station	
10. Mersey Vale memorial Park Cemetery Search	
Note: Most visitors to the website begin at the home page, but this is not listed in the top 10 pages, as it would be a normal starting point for most website visits.	

Website statistics taken from Google Analytics
June (Verses 2022) Website Statistics

Community Consultation

Council's online engagement platform www.speakupdevonport.com.au is utilised for all of Council's community consultation.

Social Media

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

Followers at the end of June 2023:

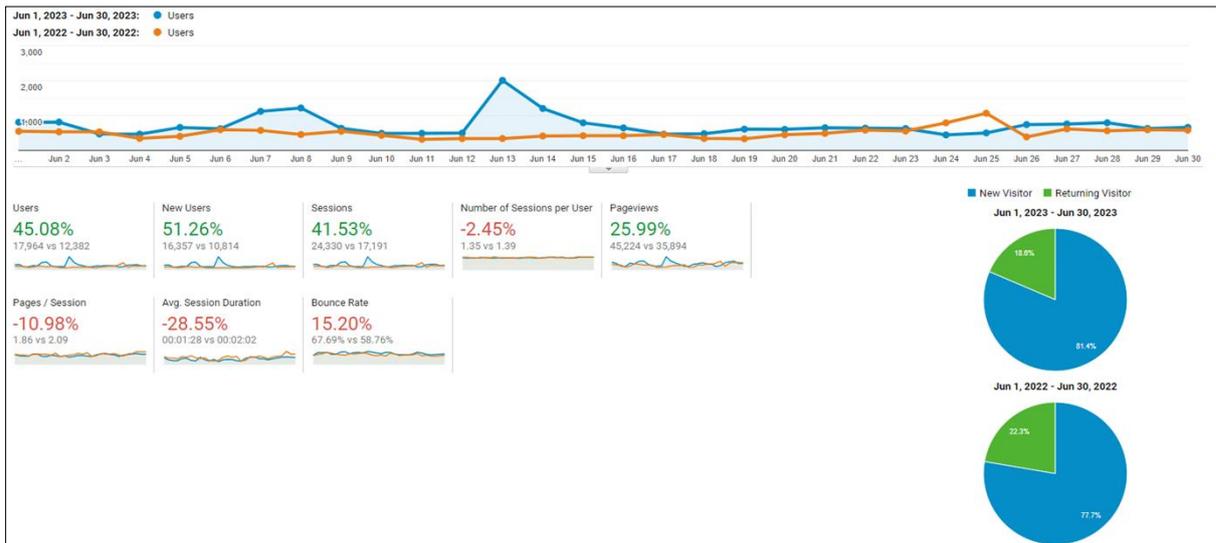
Facebook	11,640 – up by 84
LinkedIn	1167 – up by 3
Twitter	684 – down by 2

The Devonport City Council Corporate Facebook page is well utilised by the community, with high engagement regarding capital works projects, media releases, Council events, emergency updates, community initiatives and road works. Several other Facebook pages and Instagram accounts are administered by Council's Events Team, and the paranple arts and convention centre. Each represent a targeted marketing opportunity, with content planned specific to each page's audience.

DCC Corporate Facebook Page Statistics	June 2023
Facebook Average Monthly 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).	121,594TY (34,012LY)

During June, the top 10 Facebook posts in terms of audience reach were:

June 2023	
1.	LIVING CITY Vision Brings Cycling Hub to Devonport CBD announcement, 13/06/2023, 55.2k
2.	Devonport has been crowned Tassie's Top Tourism Town, 21/06/2023, 46.1k
3.	Roadworks – Tarleton Street & Bridge Road, 14/06/2023, 18.8k
4.	Horsehead Creek Camping Area Closure, 5/06/2023, 14.8k
5.	Road works – Formby Road, 21/06/2023, 12.9k
6.	Devonport Recreation Centre Closed, 21/06/2023, 10.2k
7.	Sports Ground Closures, 27/06/2023
8.	Alex Noble, Building Positive Mindsets event promotion post, 8/06/2023, 7.3k
9.	2023 Devonport Cup, 8/06/2023, 7k
10.	Rose Website Chatbot promotional post, 14/06/2023, 5k



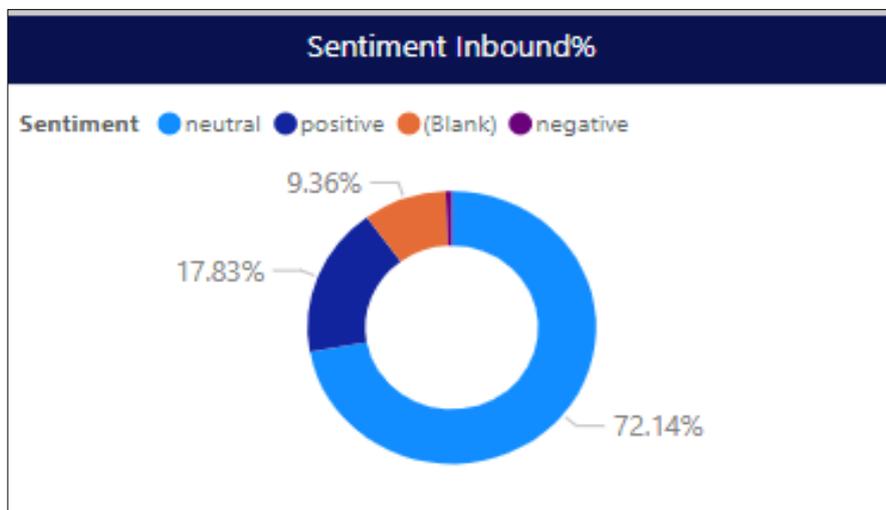
5.3. Finance:

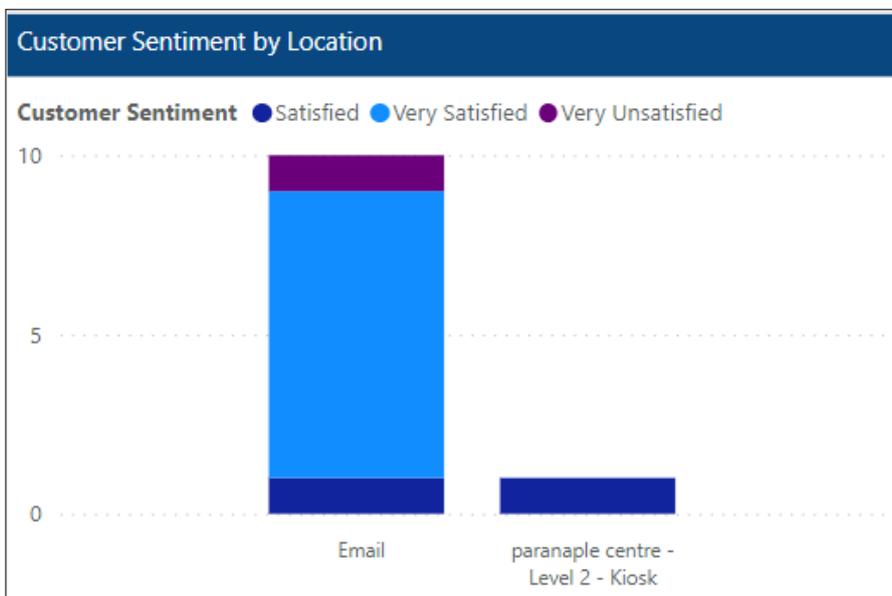
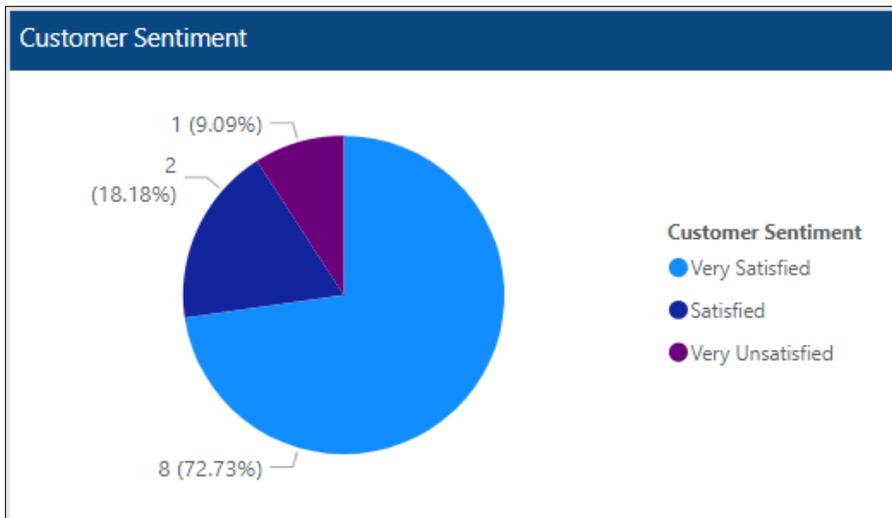
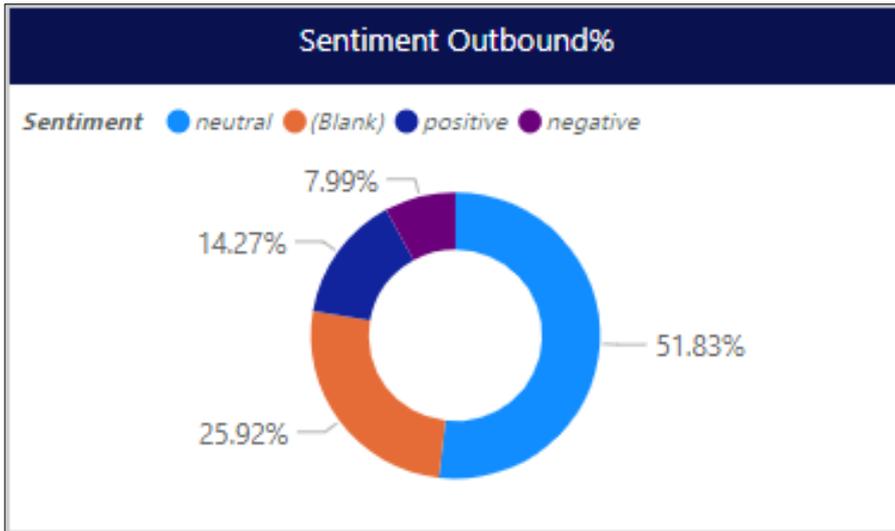
The financials for the 2022/23 financial year are currently being prepared and will form part of the 2023 Annual Report.

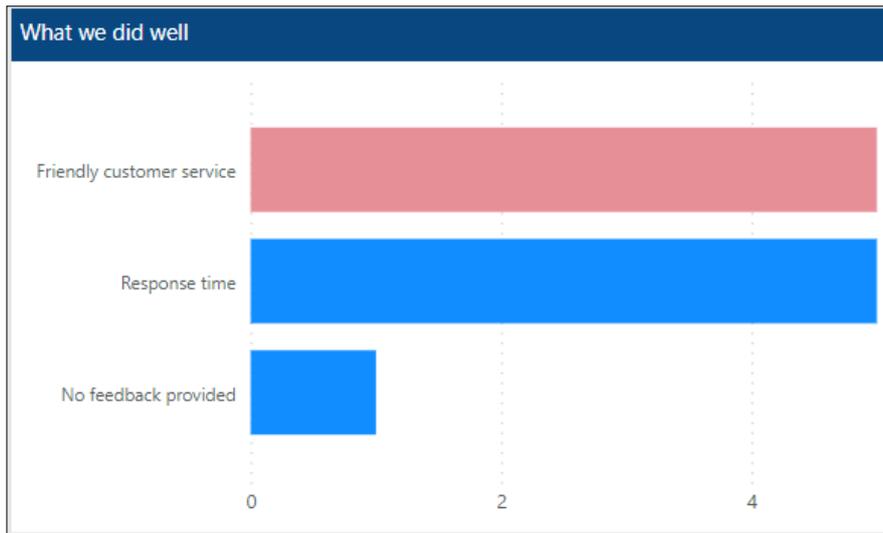
5.4. Customer Service:

5.4.1. The following graph shows the breakdown of customer sentiment for inbound and outbound calls to Council's Customer Service during June:

The following graphs details the customer feedback received by Council during June:







5.5. Parking:

5.5.1. Parking statistics:

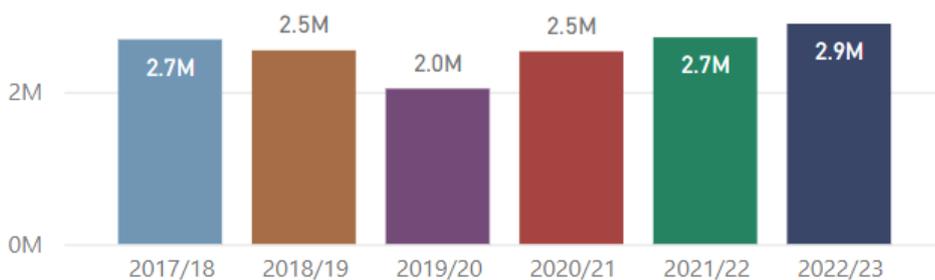
Budget v Revenue Period to Date



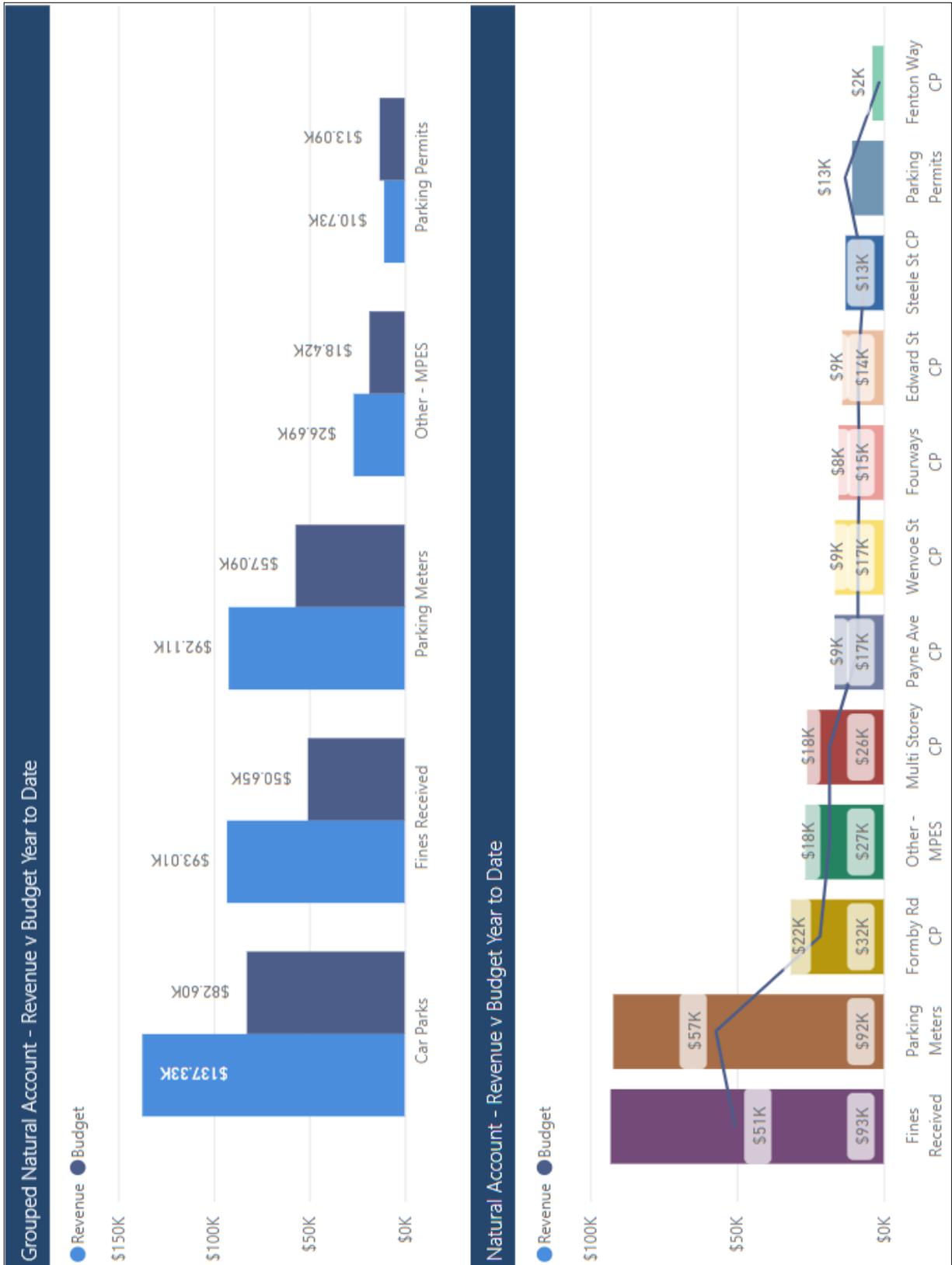
Revenue/Budget Period to Date

Description	Budget	Revenue	Variance	Variance %
Edward St CP	\$113,722.92	\$110,345.85	-3,377.07	-0.03
Fenton Way CP	\$20,350.42	\$23,785.17	3,434.75	0.17
Fines Received	\$658,395.81	\$725,932.90	67,537.09	0.10
Formby Rd CP	\$281,314.58	\$266,598.53	-14,716.05	-0.05
Fourways CP	\$107,737.50	\$108,310.58	573.08	0.01
Multi Storey CP	\$239,416.67	\$302,030.48	62,613.81	0.26
Other - MPES	\$239,416.67	\$226,574.42	-12,842.25	-0.05
Parking Meters	\$742,191.69	\$691,277.06	-50,914.63	-0.07
Parking Permits	\$170,164.58	\$211,127.47	40,962.89	0.24
Payne Ave CP	\$113,722.92	\$114,401.43	678.51	0.01
Steele St CP	\$83,795.83	\$89,787.64	5,991.81	0.07
Wenvoe St CP	\$113,722.92	\$108,603.79	-5,119.13	-0.05
Total	\$2,883,952.51	\$2,978,775.32	94,822.81	0.03

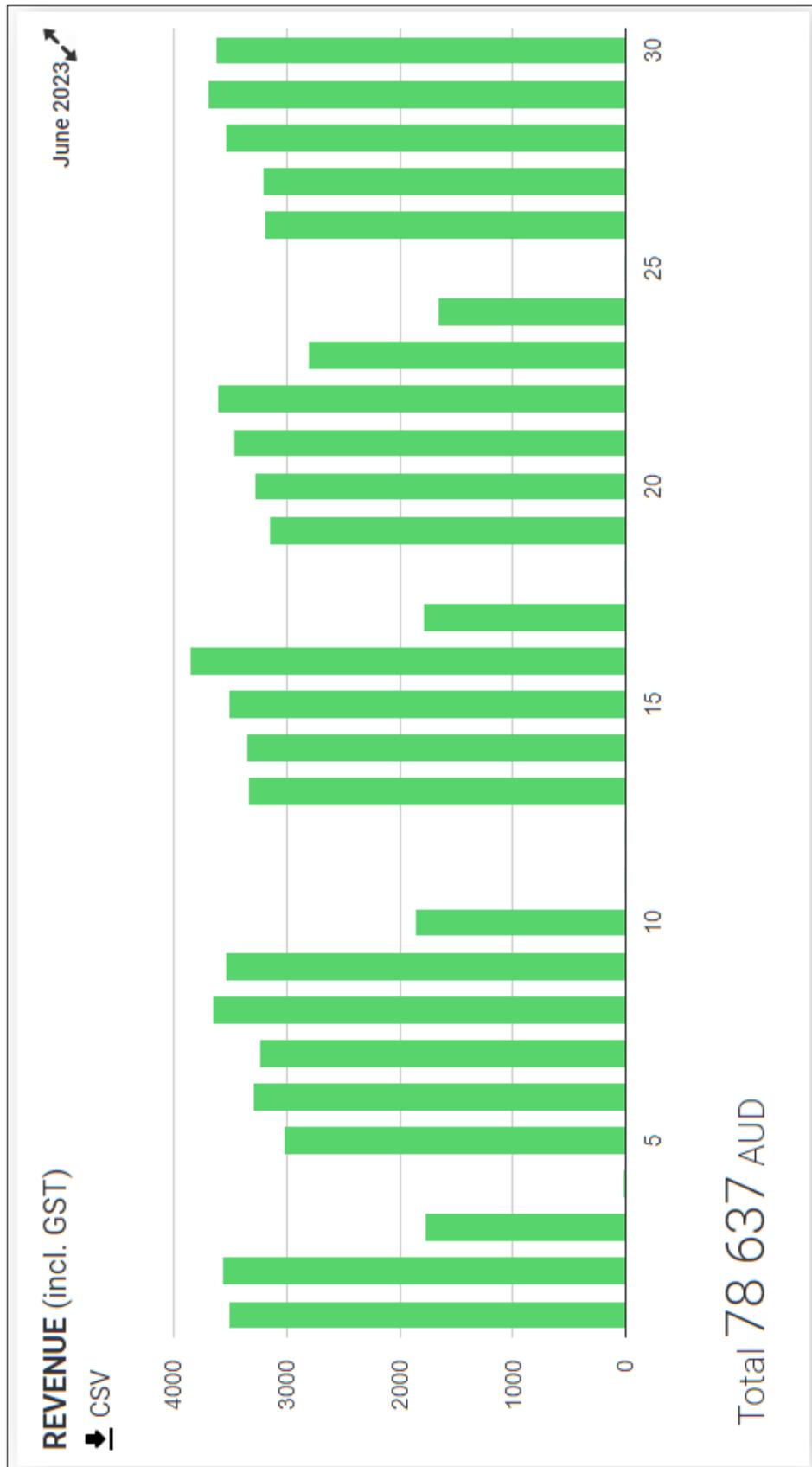
Previous Years Revenue



5.5.2. Revenue (Revenue v Budget – type breakdown; location breakdown):



5.5.3. EasyPark statistics





5.6. Annual Plan Action Update:

The Annual Plan action updates for the period 30 June 2023 will be provided as part of Council's 2023 Annual Report.

6. COMMITTEES, AUTHORITIES & EXTERNAL ORGANISATIONS:

6.1. Minutes:

The following minutes are provided as attachments to this report:

- PAC Minutes from meeting of 5 June 2023
- Draft Minutes from TasWater General Meeting of 26 June 2023

COMMUNITY ENGAGEMENT

This report includes information that relates to community engagement undertaken in relation to operational activity.

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

Any specific risk implications have been outlined in the commentary included as part of this report. Any specific risk that is identified as an issue for Council would result in a separate report to Council.

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. Minutes- Planning- Authority- Committee-5- June-2023 [**6.4.1** - 9 pages]
2. Draft Minutes Tas Water_-_ General Meeting_-_26 June 2023 SNV Lsj Z I 1 km 63 q Tt 4 pwj Qw [**6.4.2** - 5 pages]

6.5 UNCONFIRMED MINUTES DEVONPORT CITY COUNCIL AUDIT PANEL - 5 JUNE 2023

Author: **Chris Delphin, Governance Officer**

Endorser: **Matthew Atkins, General Manager**

RECOMMENDATION

That Council receive and note the unconfirmed minutes of the Audit Panel meeting held on 5 June 2023.

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.6.3 Provide internal and external audit functions to review Council's performance

SUMMARY

This is a report of the unconfirmed minutes of the Audit Panel meeting held on 5 June 2023.

BACKGROUND

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

The Audit Panel comprises two elected members and two independent members. One of the independent members is appointed as Chair of the Audit Panel.

STATUTORY REQUIREMENTS

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

DISCUSSION

The unconfirmed minutes of the Devonport City Council Audit Panel meeting held on 5 June 2023 are included as a confidential attachment. Matters discussed at the meeting include:

- Draft internal audit plan prepared including process review of leases, contractor management, asset management and fraud control;
- An overview of the budget, annual plan and long-term planning process;
- Valuation of stormwater assets;
- A review of infringement management and procurement and expenditure practices; and
- Presentation of the 2022 Audit Panel Evaluation to the Panel by the Chair.

COMMUNITY ENGAGEMENT

Community engagement was not required for the preparation of this report.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

- Political/Governance

The Audit Panel plays a key oversight role in Council's risk management activities providing elected members with an extra level of comfort that the systems in place are adequate. Within its charter, the primary objectives of the Audit Panel are to consider whether:

- the annual financial statements of the Council accurately represent the financial position of the Council;
- the Strategic Plan, Annual Plan, Long Term Financial Management Plan and the Long-Term Strategic Asset Management Plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared are sound and justified;
- the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position are appropriate;
- the Council is complying with the provisions of the Act and any other relevant legislation;
- all strategic and business risks affecting the Council are identified and assessed, and the effectiveness of mitigation controls evaluated; and
- the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council.

CONCLUSION

The information contained in the report and the unconfirmed minutes of the Audit Panel meeting held on 5 June 2023 (confidential attachment) are presented to Council.

ATTACHMENTS

Audit Panel Unconfirmed Minutes – 5 June 2023 (confidential attachment)

7 CLOSED SESSION

The General Manager advises that in his opinion, the agenda items listed below are prescribed items in accordance with Clause 15 of the *Local Government (Meeting Procedures) Regulations 2015* (ie confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

RECOMMENDATION

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

Item No	Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 26 June 2023	15(2)(g)
3.2	Application for Leave of Absence	15(2)(h)

8 CLOSURE