



*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 March 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.

Paul West  
GENERAL MANAGER

**13 March 2019**

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

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

**PRESENT**

		Present	Apology
Chair	Cr A Jarman		
	Cr J Alexiou		
	Cr G Ennis		
	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 Audio Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months. Members of the public in attendance at the meeting who do not wish for their words to be recorded and/or published on the website, should contact a relevant Council Officer and advise of their wishes prior to the start of the meeting.

**1.0 APOLOGIES**

**2.0 DECLARATIONS OF INTEREST**

### **3.0 PROCEDURAL**

#### **3.1 PUBLIC QUESTION TIME**

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 159/17 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.
-

### **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 PUBLIC LAND REGISTER - REVIEW OF REGISTER

File: 28636 D567522

#### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

#### SUMMARY

This report is provided to Council to advise of proposed updates to the Public Land Register following its biennial review.

#### BACKGROUND

In accordance with the *Local Government Act 1993*, Council is required to maintain a Public Land Register, and to make it available for public inspection.

The Public Land Register was formally adopted in May 2015, and last reviewed in March 2017. The most recent review has identified three additional properties for inclusion on the Register.

#### STATUTORY REQUIREMENTS

Section 177A of the *Local Government Act 1993* ("the Act") states:

- (1) *The following land owned by a council is public land:*
- a) *a public pier or public jetty;*
  - b) *any land that provides health, recreation, amusement or sporting facilities for public use;*
  - c) *any public park or garden;*
  - d) *any land occupied under section 176 for the purposes of establishing or extending public land;*
  - e) *any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;*
  - f) *any other land that the council determines is public land;*
  - g) *any other prescribed land or class of land.*
- (2) *The general manager is to:*
- a) *keep lists or maps of all public land within the municipal area; and*
  - b) *make the lists and maps available for public inspection at any time during normal business hours.*

#### DISCUSSION

A scheduled review of Council's public land identified parcels of land that require inclusion on the Public Land Register. The following public land is deemed to be public land and therefore should be added to Council's Public Land Register:

Land	PID	Improvement/Land Description
Loane Avenue Reserve	6366484	Recreation

Land	PID	Improvement/Land Description
John Street Reserve	7361634	Recreation
33 Dana Drive	3365427	Recreation
46 Dana Drive	3450242	Recreation

There also has been an amendment to a property currently listed on the Register. The Mary Street Wetlands (under the Reserves/Parks category) is now known as the Mary Binks Wetlands.

### COMMUNITY ENGAGEMENT

No community engagement has been undertaken in respect to this report. However, members of the community may object, in writing, to the General Manager in respect of an omission or inclusion of land on the Register.

### FINANCIAL IMPLICATIONS

There are no financial implications for Council in relation to reviewing and updating the Public Land Register.

### RISK IMPLICATIONS

There are no risks identified in Council updating its Public Land Register.

### CONCLUSION

It is recommended that the Public Land Register be updated to include land as detailed in this report.

### ATTACHMENTS

- [1](#). Public Land Register - March 2019

## RECOMMENDATION

That it be recommended to Council that:

(a) the Public Land Register be updated to include land at:

- Loane Avenue, East Devonport;
- John Street, East Devonport;
- 33 Dana Drive, Devonport; and
- 46 Dana Drive, Devonport and

(b) an updated copy of the Register be publicly available on Council's website and at the Council offices.

Author: Position:	Claire Jordan Governance Officer	Endorsed By: Position:	Paul West General Manager
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# DEVONPORT CITY COUNCIL PUBLIC LAND REGISTER



## Contact Information

Council Office  
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[www.facebook.com/DevonportCityCouncil](http://www.facebook.com/DevonportCityCouncil)

Adopted May 2015  
Updated March 2019

The Devonport City Council is required to keep and maintain a register of "Public Land" in accordance with Section 177A of the *Local Government Act 1993*.

The following land, owned by Council, is classified as public land:

- (a) A pier or public jetty;
- (b) Any land that provides health, recreation, amusement or sporting facilities for public use;
- (c) Any public park or garden;
- (d) Any land acquired under Section 176 of the *Local Government Act 1993* for the purpose of establishing or extending public land;
- (e) Any land shown on a subdivision plan as public open space that is acquired by a council under the *Local Government (Building and Miscellaneous Provisions) Act 1993*;
- (f) Any other land the Council determines is public land; or
- (g) Any other prescribed land or class of land.

## LAND CONTAINING BUILDINGS

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Don Memorial Hall	Public Hall	Forth Road, Don	0.487	1727770	157645/1	Public Service	(b)

## LAND CONTAINING SPORTING FACILITIES

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
East Devonport Recreation Centre/ Girdlestone Park	Sports Centre & Sports Ground	Caroline Street, East Devonport	8.0937	6360410	145094/1	Recreation	(b) (EDRC) (b) (Girdlestone Park)
Byard Park	Byard Park	33-61 James Street, Devonport	4.535	6295604	230239/1	Recreation	(b)
Devonport Oval	Sports Oval Reserve	16-40 James Street, Devonport	7.039	6294425	107084/1	Recreation	(b)
Devonport Recreation Centre	Recreation Centre	30-46 Forbes Street, Devonport	1.7062	6330705	145067/1	Recreation	(b)
Devonport Soccer Club (incorporating Centennial Park and Hiller Flora Reserve)	Clubrooms/ Grandstand and Reserve	34-44 Lovett Street, Devonport	11.77	2008452	131917/2	Recreation	(b)
Don Recreation Ground	Recreation Ground	8 Richardson Drive, Don	15.5108 (part of)	2005681	135735/3 86614/2 233538/1	Recreation	(b)
Spreyton Netball Centre	Netball Centre and Amenities	3-9 Mersey Road Spreyton	2.377	6384914	39640/1	Recreation	(b)
Meercroft Park - Hockey Complex (incorporating Eugene Street Reserve - Tennis Centre)	Sportsground	18-32 North Street, Devonport	13.88	7528270	15621/1	Recreation	(b)

## LAND CONTAINING SPORTING FACILITIES (cont)

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Maidstone Park	House, Clubrooms, Hall	31-49 Mersey Road, Spreyton	13.1453	6385036	145127/1 145130/1 145131/1 145131/2 145132/1 145136/1 145433/1 157646/1	Recreation	(b)

## LAND CONTAINING RESERVES/PARKS

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Mary Binks Wetlands (formerly Mary Street Wetlands)	Reserve	Mary Street, East Devonport (incorporating 93 & 95 Mary Street)	0.7593	6367743 & 6367735	84931/1 & 13425/2	Recreation	(c)
Pioneer Park (incorporating Apex Park)	Park	17 Thomas Street, East Devonport	1.6187	7797307	7433/1	Recreation	(c)
Roundhouse Park	Recreation Area	Formby Road, Devonport	0.9431	1673805	26024/1	Recreation	(c)
Dell Luck Reserve	Reserve	Forth Road, Don	15.5108 (part of 8 Richardson Drive, Don)	2005681	135735/2	Recreation	(c)
Kelcey Tier Greenbelt	Greenbelt	23 & 190 Durkins Road; 95 Tugrah Road, Quoiba	15.3 (23 Durkins Road); 8.109 (190 Durkins Road); 108.7764 (95 Tugrah Road)	3211575 (23 Durkins Road); 6381609 (190 Durkins Road); 2913831 (95 Tugrah Road)	121377/1 & 21875/1 (23 Durkins Road); 34156/1 (190 Durkins Road); 224861/1; 211096/1; 225932/1; 145480/1; 121032/1; 155738/26; 235509/1	Recreation	(c)
East Devonport Beach Coastal Reserve	Recreation Area	30 Teatree Lane, East Devonport	1.871	6358273	66087/1	Recreation	(c)
Devonport Maritime Museum & Gardens	Maritime Museum	6 Gloucester Avenue, Devonport	0.8751	3098584	157647/1	Public Service	(c)
Neely Street	Recreation Area	Neely Street, East Devonport	1.146	6370045	228214/1	Recreation	(c)

## LAND CONTAINING RESERVES/PARKS (cont)

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Mersey Bluff Reserve	N/A	1 Bluff Access Road, Devonport	5.663	2919248	248784/1	Recreation	(c)
Coles Beach Foreshore Reserve	Recreation Area	Coles Beach Road, Devonport	2.523	7512420	35059/3	Recreation	(c)
Don Memorial Hall Reserve	N/A	Forth Road, Don	0.1382	7146061	145126/1	Recreation	(c)
Durkins Road Bush Reserve	N/A	67 Durkins Road, Quoiba	3.463	7493370	121500/1	Recreation	(c)
193 Melrose Road	N/A	193 Melrose Road, Aberdeen	1.211	6383989	157648/1	Public Open Space	(c)
Madden Street Reserve	Playground	Corner Madden & William Streets, Devonport	0.4067	6320064	211900/1	Recreation	(b)
Adina Place	Recreation Area	Adina Place, East Devonport	0.0509	1873006	113697/1	Recreation	(c)
Kiah Place	Recreation Area	Kiah Place, East Devonport	0.0509	1873006	113697/1	Recreation	(c)
2-4 Gloucester Street	Reserve	2-4 Gloucester Street, Devonport	0.6079	6292470	160040/1	Recreation	(c)
124 North Street	N/A	124 North Street, Devonport	3.216	2036859	135735/4	Recreation	(b)
Nyora Court	Reserve	Nyora Court, Miandetta	0.6475	6343610	205390/1	Recreation	(b)
9A Payton Place	Park Reserve	9A Payton Place, Devonport	0.3182	6308559	249374/1	Recreation	(c)
Westbury Place	Nature strip	Westbury Place, Devonport	0.1252	1872943	55060/77	Recreation Reserve	(b)
43 Devonport Road	Recreation Area	43 Devonport Road, Quoiba	0.3338	1946324	132831/1	Recreation	(b)
Champion Park	Reserve	313 Pumping Station Road, Forth	5.498	6386346	196990/1	Recreation	(c)

## LAND CONTAINING RESERVES/PARKS (cont)

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Loane Avenue Reserve	Recreation Area	Loane Avenue, East Devonport	1.86	6366484	239490/1	Recreation	(c)
John Street Reserve	Reserve	John Street, East Devonport	0.7361	7361634	30858/324	Recreation	(c)

## LAND TRANSFERRED VIA SUBDIVISION PROCESS

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
Addison Street Reserve (includes City of Devonport Scout Hall)	Hall	11 Addison Street, Devonport	0.4252	6284278	240944/1	Public Service	(e)
Victoria Street Reserve	Recreation Area	Victoria Street, Devonport	0.1886	2658578	32339/20	Recreation	(e)
Kelly Place Reserve	Recreation Area	2A Kelly Place, Devonport	0.332	7126773	19738/220	Recreation	(e)
Miandetta Park East	Public Reserve	Beaumont Drive, Miandetta	5.4267	6344218	63804/48; 105780/21	Recreation	(e)
Miandetta Park West - 'Wiena Park'	Park Lands	Berrigan Road, Miandetta	0.9417	7564810	5408/302	Recreation	(e)
Leary Avenue	Recreation Area	Leary Avenue, Stony Rise	2.585	2676370	145993/1001	Recreation	(e)
Highfield Estate Reserve	Reserve	Chichester Drive, Devonport	1.106	1943799	132599/1	Recreation	(e)
Mersey Lions Park	Public Reserve	Beaumont Drive, Miandetta	1.54	6344082	63804/46	Recreation	(e)
15 McArthur Drive	Reserve	15 McArthur Drive, Spreyton	1.903	3254436	166308/201	Recreation	(e)
Orion Court	Recreation Area	Orion Court, Devonport	0.0344	1810283	126524/102	Recreation	(e)
5A Jasmine Place	Recreation Reserve	5A Jasmine Place, East Devonport	0.1096	7407698	37407/22	Recreation	(e)
10A Langslow Drive	Public Open Space	10A Langslow Drive, Miandetta	0.6702	2285118	144404/6	Recreation	(e)
Wise Court	Public Open Space	Wise Court, Devonport	0.0786	7731236	36025/12	Recreation	(e)

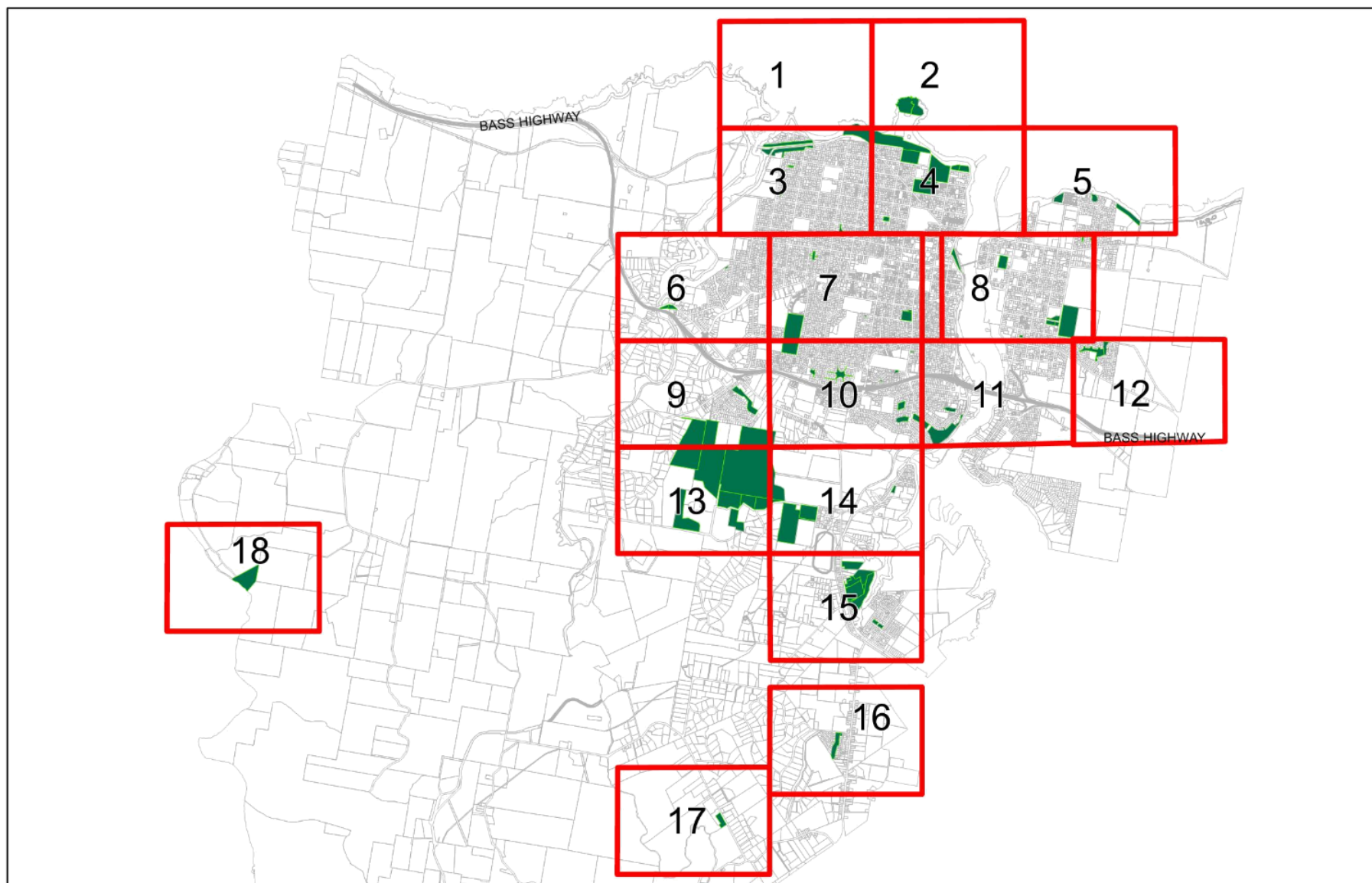
## LAND TRANSFERRED VIA SUBDIVISION PROCESS

Property	Improvements/ Description	Street Address	Land Area (ha)	PID	Title/s	Land Classification	Reason for defining as Public Land
2 Gibson Court	Public Open Space	2 Gibson Court, Spreyton	0.083	3029562	159322/101	Recreation	(e)
5 Valkyrie Close	Public Open Space	5 Valkyrie Close, Devonport	0.0712	2964962	157040/100	Recreation	(e)
McCabe Avenue	Reserve	McCabe Avenue, Devonport	0.1831	6296631	54671/50	Recreation	(e)
Woodrising Avenue	Recreation Space	16 Woodrising Avenue, Spreyton	0.5641	6389408	11478/1 11478/2	Recreation	(e)
Pardoe Esplanade	Reserve	Pardoe Esplanade, East Devonport	0.615	6361800	54661/134	Recreation	(e)
33 Dana Drive	Public Open Space	33 Dana Drive, Devonport	0.1328	3365427	169455/104	Recreation	(e)
46 Dana Drive	Public Open Space	44 Dana Drive, Devonport	0.0653	3450242	171583/105	Recreation	(e)



## Public Land - Overview

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend**

Public Land

Public Land - Sheet 1

These maps should be used in conjunction with the Devonport City Council Public Land Register.

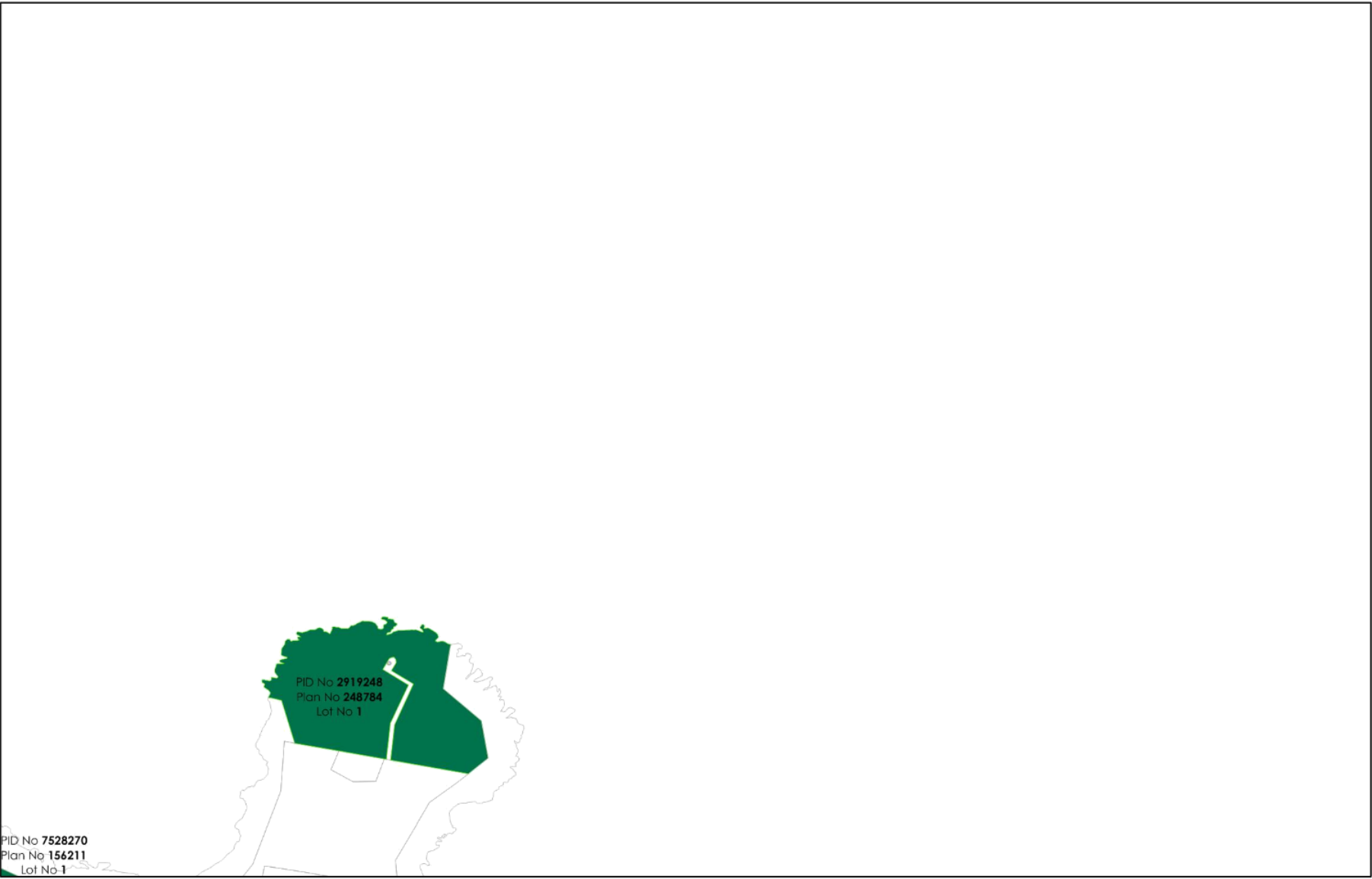


**Legend**

Public Land

Public Land - Sheet 2

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend**

 Public Land

**Public Land - Sheet 3**

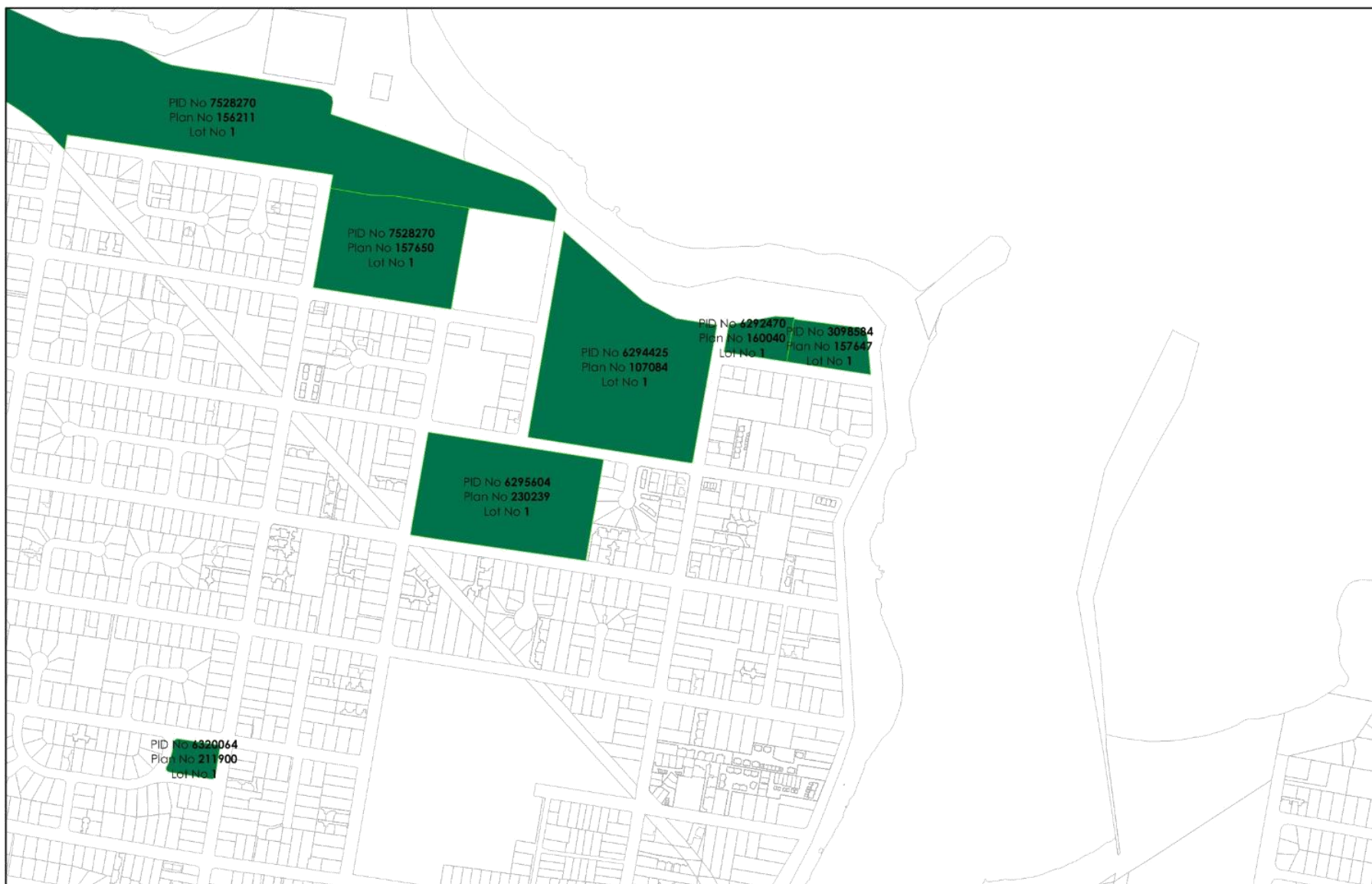
These maps should be used in conjunction with the Devonport City Council Public Land Register.






## Public Land - Sheet 4

These maps should be used in conjunction with the Devonport City Council Public Land Register.

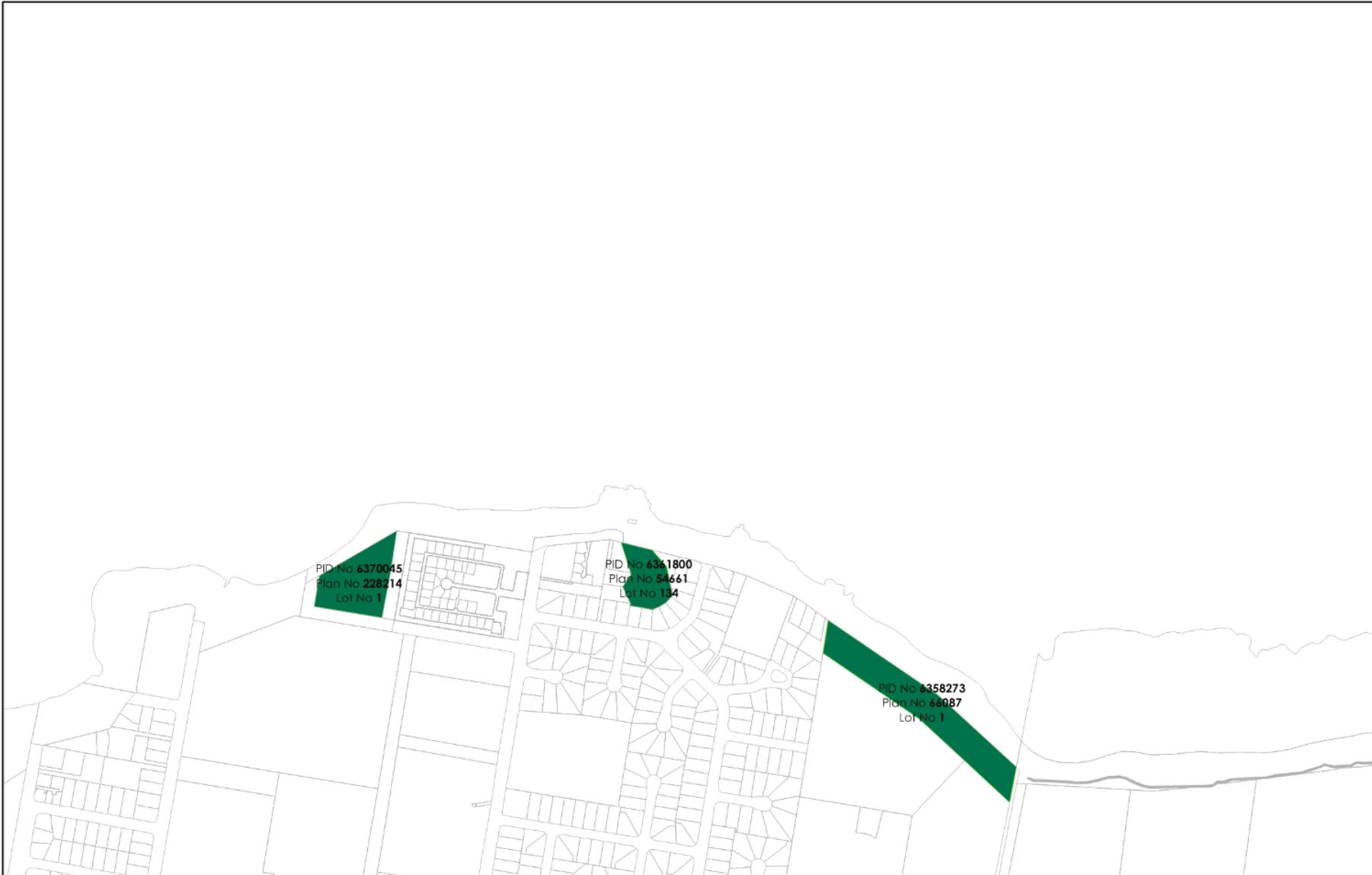


**Legend**

 Public Land

**Public Land - Sheet 5**

These maps should be used in conjunction with the Devonport City Council Public Land Register.

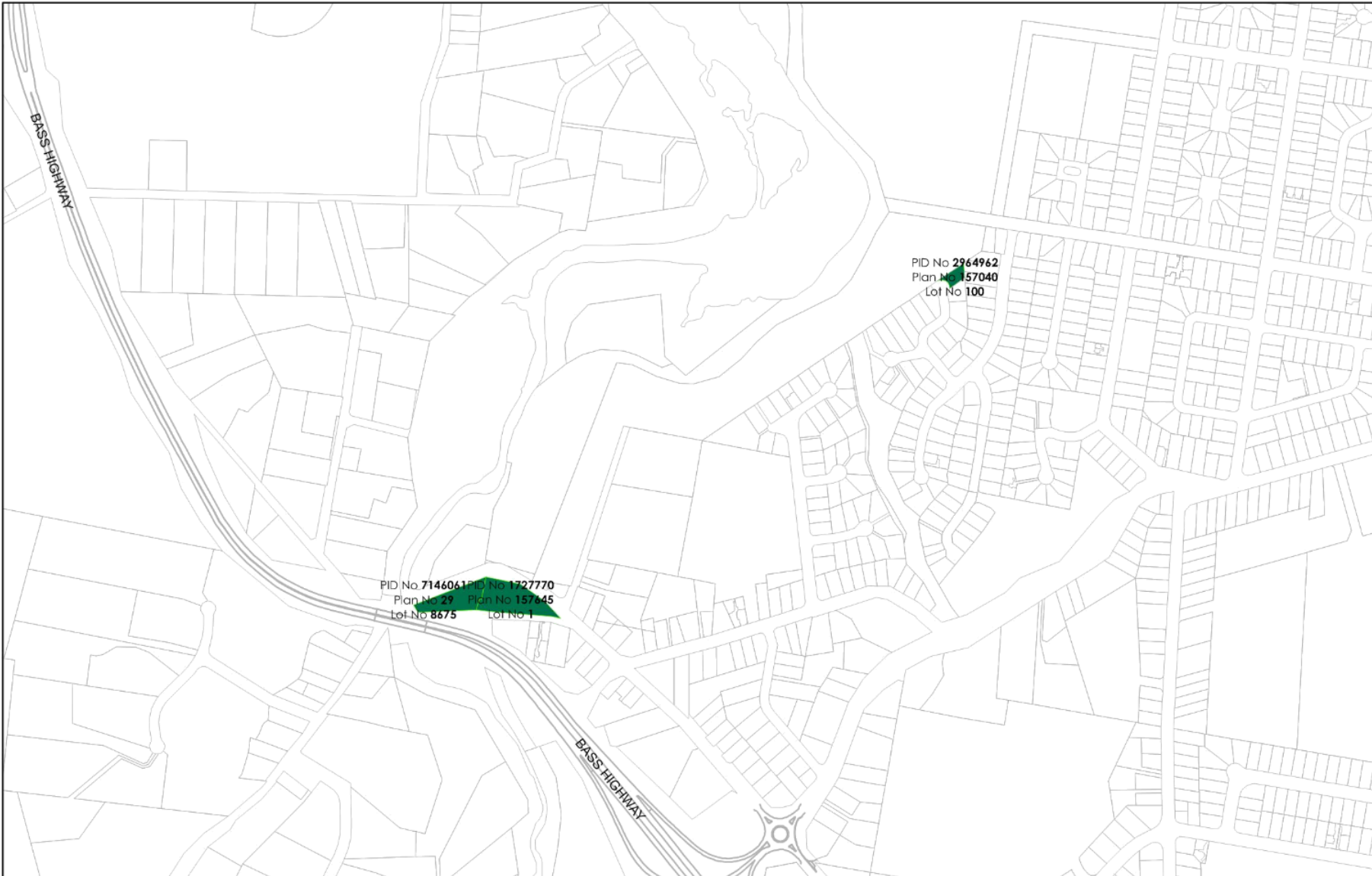


**Legend**

 Public Land

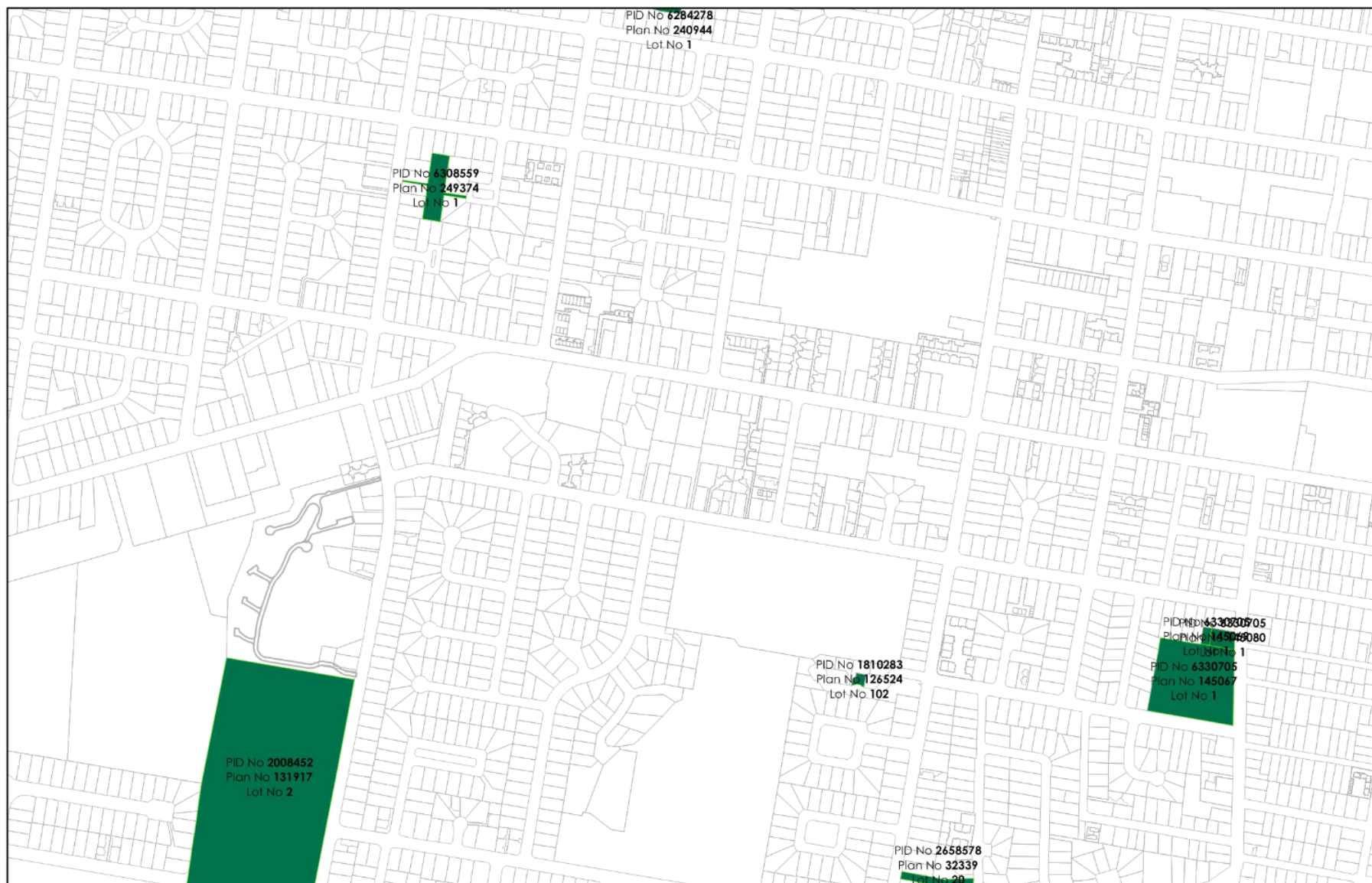
**Public Land - Sheet 6**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend** Public Land**Public Land - Sheet 7**

These maps should be used in conjunction  
with the Devonport City Council Public  
Land Register.



**Legend**

 Public Land

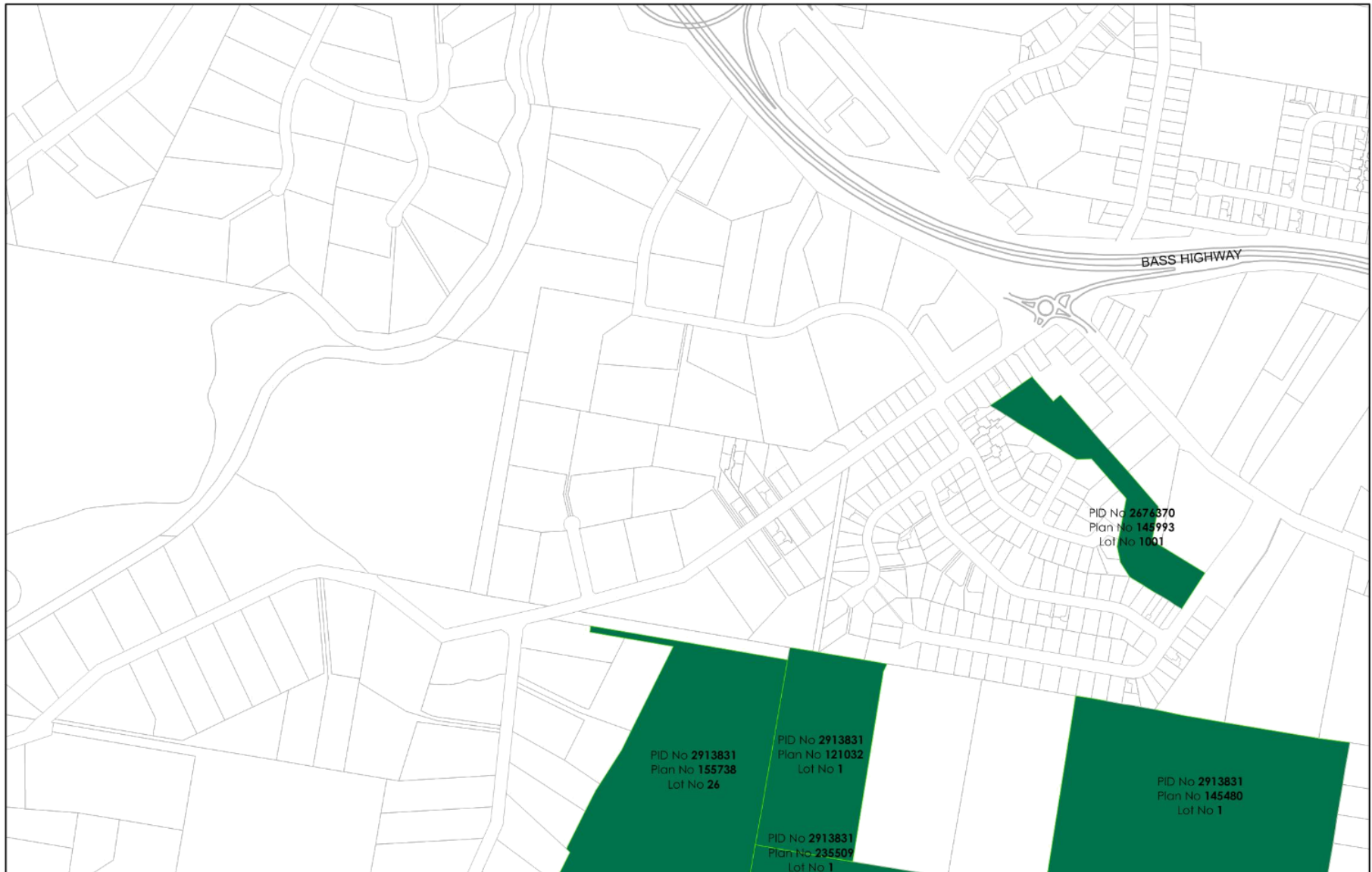
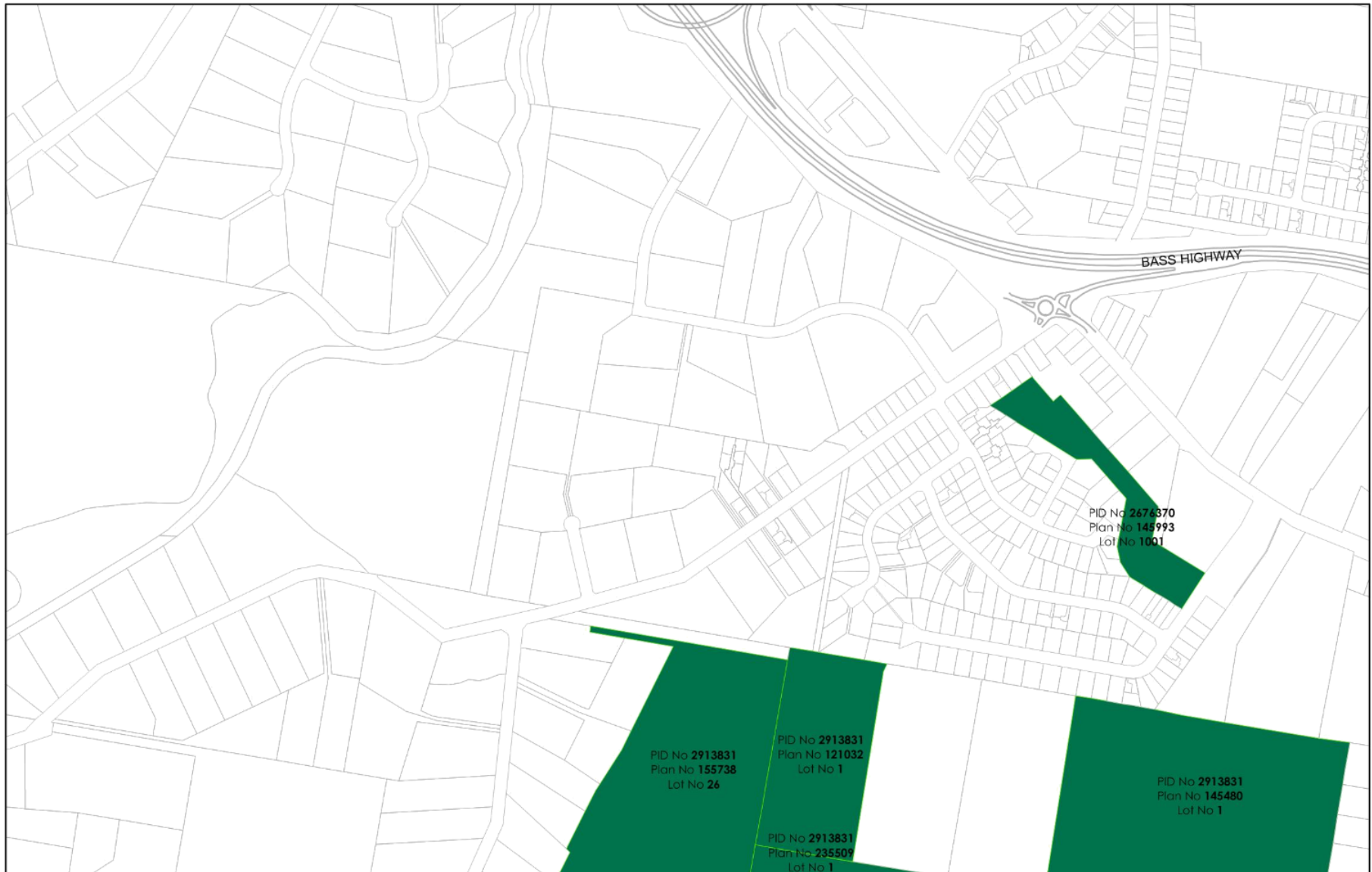
**Public Land - Sheet 8**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



## Public Land - Sheet 9

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend**

 Public Land

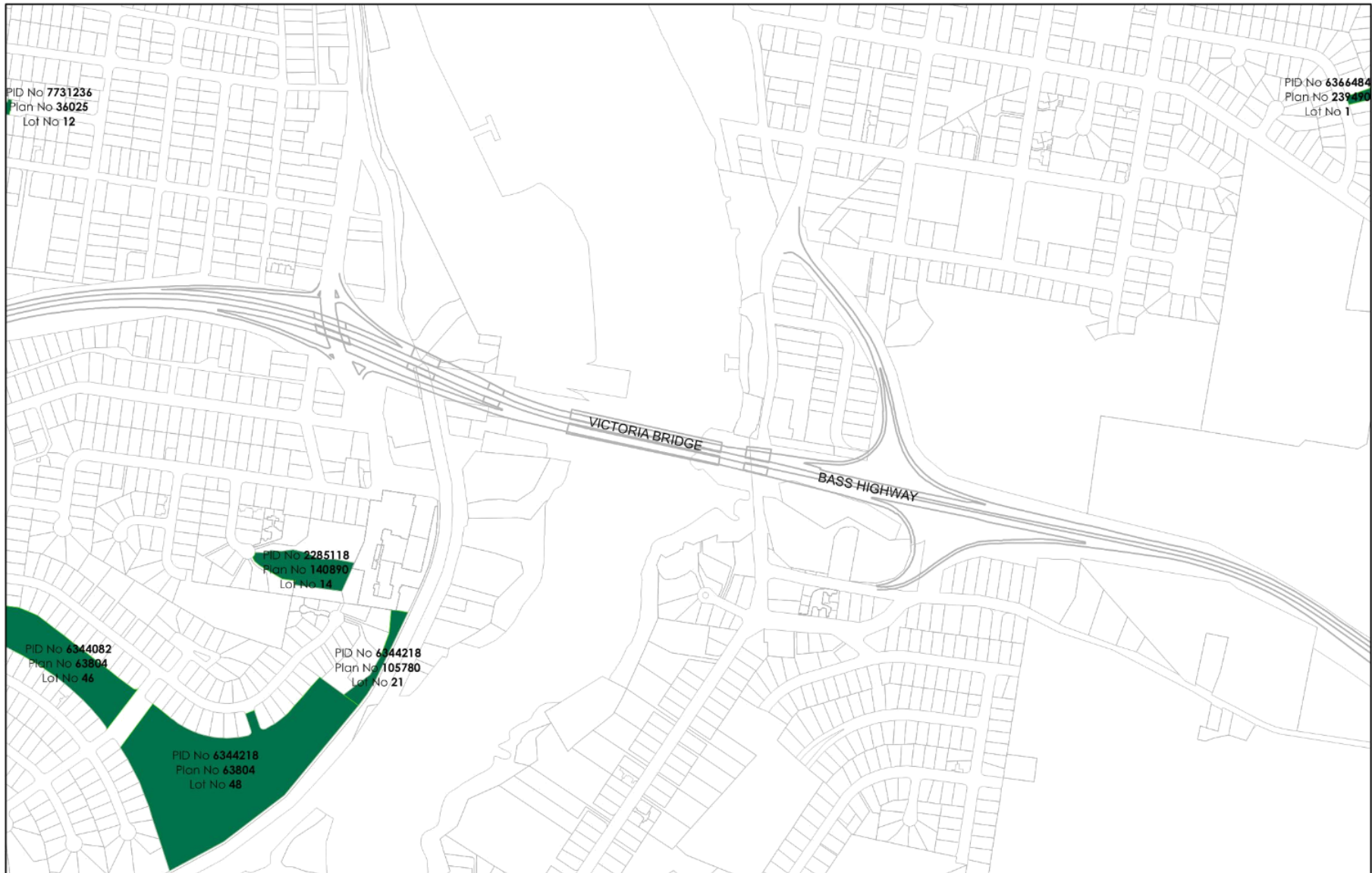
**Public Land - Sheet 10**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend** Public Land**Public Land - Sheet 11**

These maps should be used in conjunction  
with the Devonport City Council Public  
Land Register.

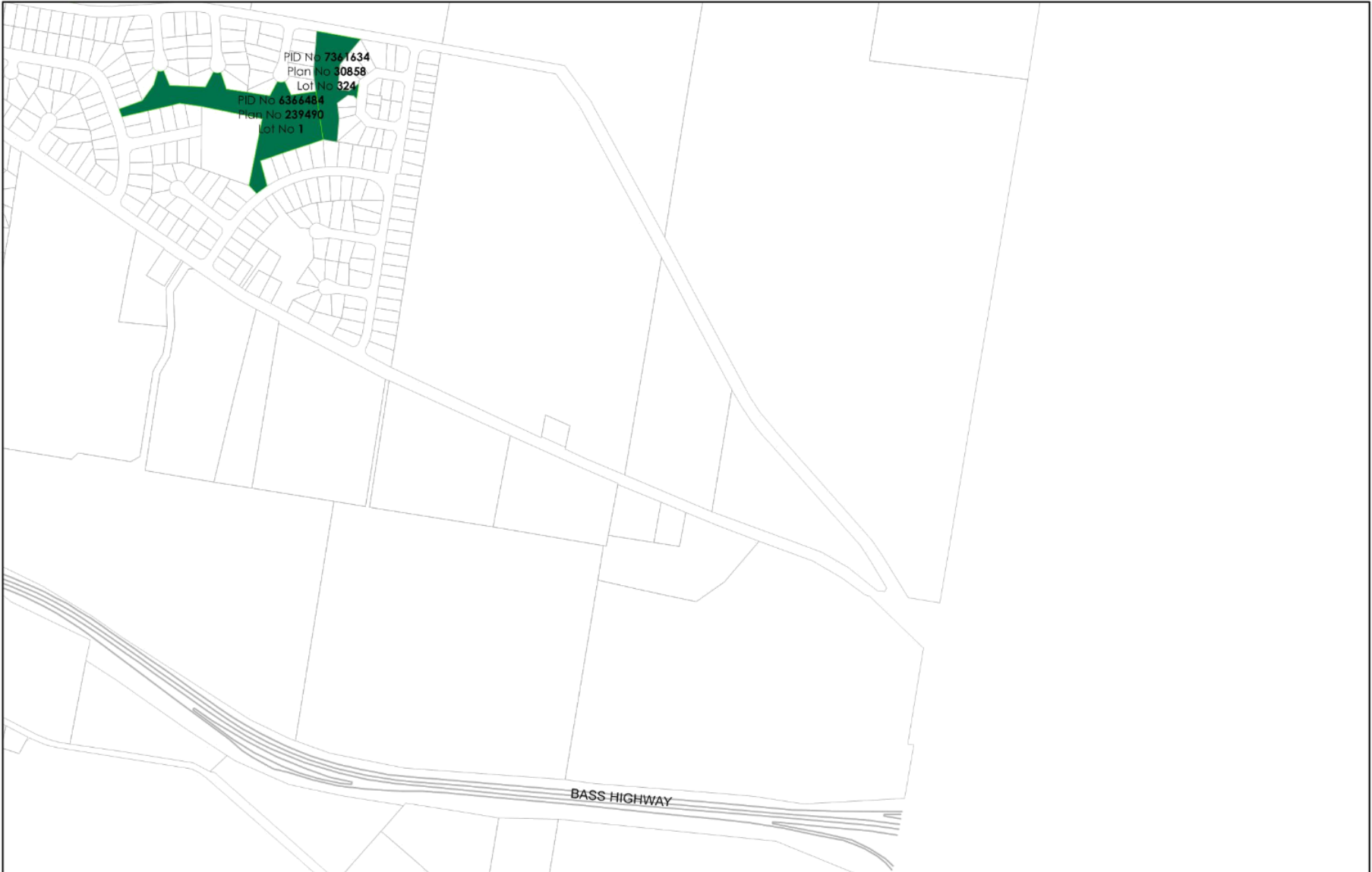


**Legend**

 Public Land

**Public Land - Sheet 12**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend**

 Public Land

**Public Land - Sheet 13**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend**

 Public Land

**Public Land - Sheet 14**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



**Legend** Public Land**Public Land - Sheet 15**

These maps should be used in conjunction  
with the Devonport City Council Public  
Land Register.

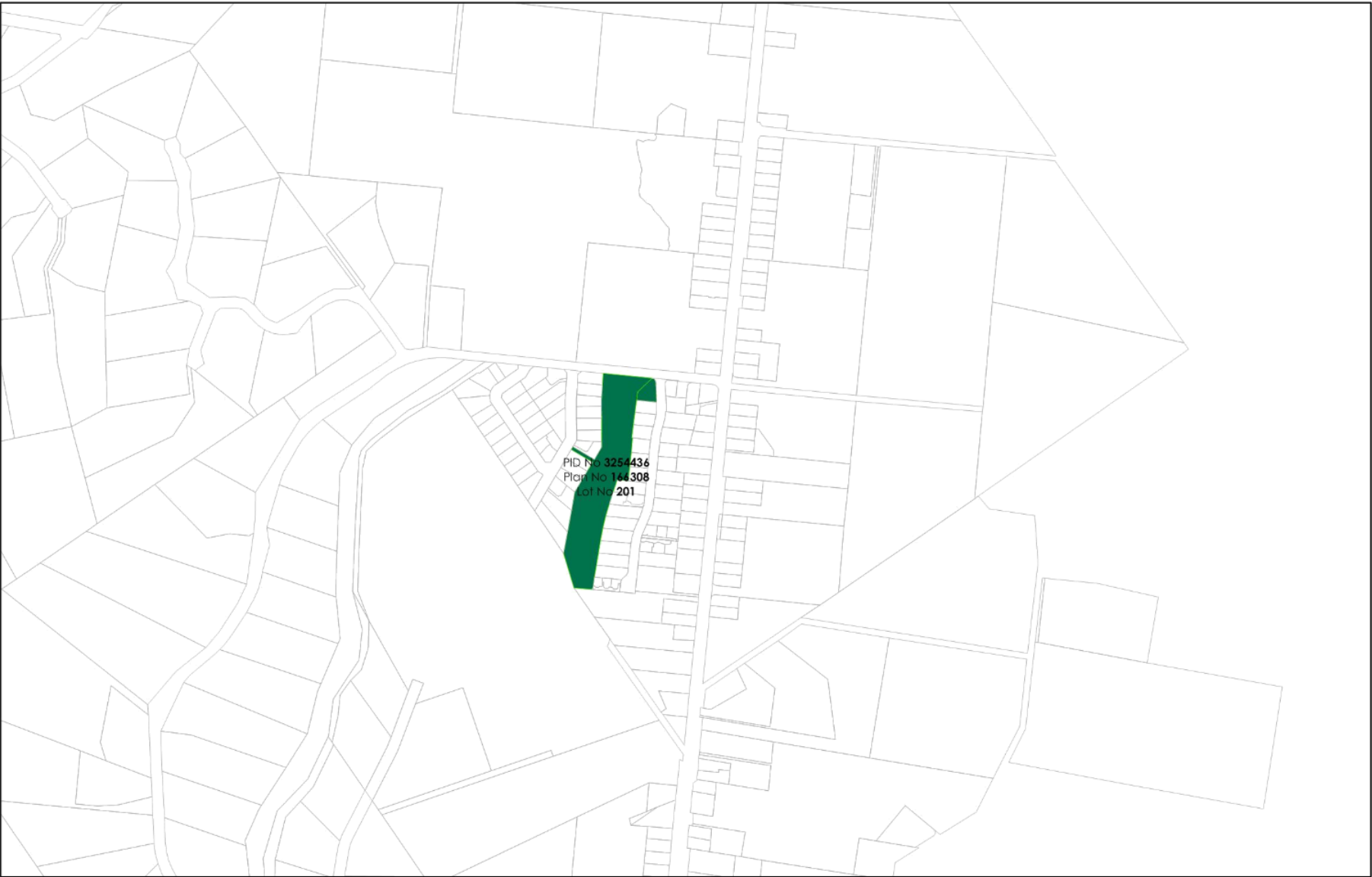


**Legend**

 Public Land

**Public Land - Sheet 16**

These maps should be used in conjunction with the Devonport City Council Public Land Register.

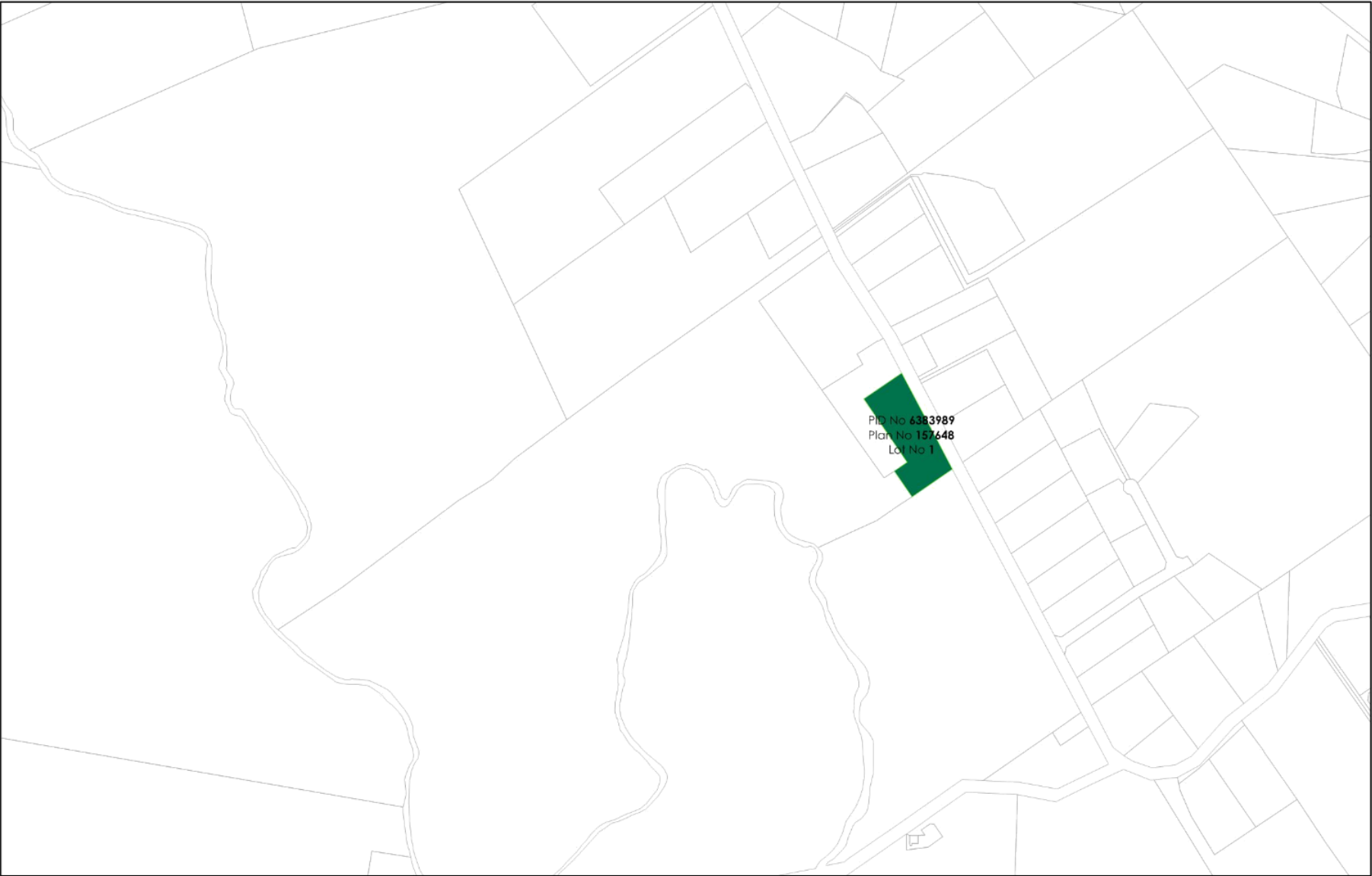


**Legend**

Public Land

Public Land - Sheet 17

These maps should be used in conjunction with the Devonport City Council Public Land Register.

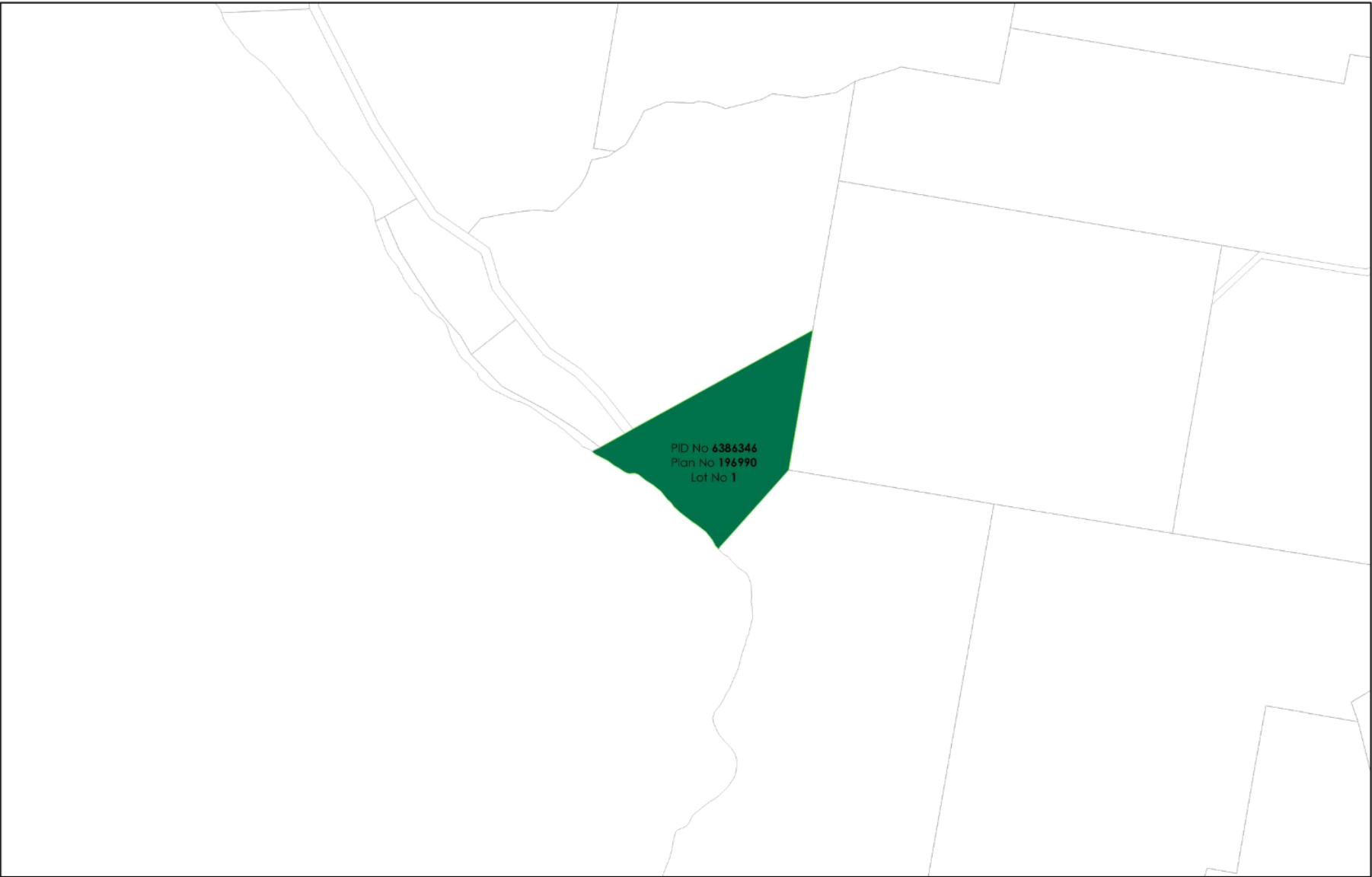


**Legend**

 Public Land

**Public Land - Sheet 18**

These maps should be used in conjunction with the Devonport City Council Public Land Register.



## 4.2 ELECTORAL SIGNAGE POLICY

File: 26315 D566917

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

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

### SUMMARY

To present the Electoral Signage Policy.

### BACKGROUND

During the 2018 local government election, there was some confusion around the ability for candidates to display material on Council owned land (ie sports grounds and leased property).

If adopted, the proposed policy will apply to candidates in Federal, State and Local Government elections, and the signage displayed by them as part of any campaign

### STATUTORY REQUIREMENTS

There are no direct statutory requirements relating to the subject of this report.

### DISCUSSION

It is important that Council retain an "a-political" stance during election campaigns, and to ensure that all candidates are subject to the same level of opportunity to display election signage. The policy proposes the following:

- the length of display of any sign at one location does not exceed the defined election campaign period;
- signs are to be properly installed and secured;
- signs are not to project over footpaths;
- signs are to be removed at the conclusion of the election campaign;
- prior permission for the placement of signs must be obtained by the sign owner from the relevant property owner;
- election signage is NOT to be placed on Council owned or Council controlled property or infrastructure. Any signs that are placed on property owned or controlled by the Council will be removed; and
- election candidates will be permitted to display election signage on registered vehicles on Council controlled highways and car parks (including metered spaces).

In addition to the above, all electoral signage must comply with the Devonport Interim Planning Scheme 2013.

The Electoral Signage Policy does not apply to signs that have been erected in conjunction with advertising and sponsorship agreements between candidates and sports or community clubs/organisations.

### COMMUNITY ENGAGEMENT

There has been no community consultation relating to this report.

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

Without a policy in place, there is a risk that signs may be placed on Council property, giving the perception that Council may be supporting one candidate or party over others.

Council does lease a number of properties to third parties. If the Policy position is accepted by Council, it will need to communicate this to all leaseholders to ensure that they are aware and abide by the Council direction. In some circumstances, it may be necessary to address the issue during any re-negotiation of lease arrangements.

### **CONCLUSION**

An Electoral Signage Policy is preferable to ensure Council retains a non political position during Federal, State and Local Government Elections.


### **ATTACHMENTS**

[1.](#) Electoral Signage Policy.docx

### **RECOMMENDATION**

That it be recommended to Council that the Electoral Signage Policy be adopted with immediate effect.

Author:	Jacqui Surtees	Endorsed By:	Paul West
Position:	Executive Officer	Position:	General Manager

	<h2 style="text-align: center;">ELECTORAL SIGNAGE POLICY</h2>		
POLICY TYPE	POLICY ADOPTED (DATE)	MINUTE NUMBER	POLICY DOCUMENT NUMBER (TRIM)
Council			
DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	STRATEGIC PLAN 2009-2030 (STRATEGY REFERENCE)	DATE OF NEXT REVIEW
General Manager	General Manager	5.3 Council employs best practice governance	July 2021
<b>PURPOSE</b>	To ensure that any form of electoral campaign advertising on Council owned and Council controlled land is prohibited, to enable the Council to retain its a-political status and to ensure that all candidates are subject to the same level of opportunity to display election signage.		
<b>SCOPE</b>	This policy applies to candidates in all Federal, State and local government elections.		
<b>POLICY</b>	<p><b>1. Definitions:</b></p> <p><b>Election Campaign Period</b> (i) For Federal and State elections, from the date on which the election writ is issued until 14 days after the election day; and (ii) For local government elections, from the date of publication of the Notice of Election until 14 days after the close of poll.</p> <p><b>Location</b> Any one property</p> <p><b>Electoral Signage</b> Any graphic, pictorial or written display that promotes a candidate or political party vying for election in a Federal, State or local government election or any other elections that may be conducted. (Does not include signage displayed as part of a sponsorship agreement between a member of a political party and a sporting/community club or organisation.)</p> <p><b>2. Placement of electoral signage during an election campaign period in the Devonport municipal area is subject to the following:</b></p> <ol style="list-style-type: none"> <li>1.1 the length of display of any sign at one location does not exceed the defined election campaign period;</li> <li>1.2 signs are to be properly installed and secured;</li> <li>1.3 signs are not to project over footpaths;</li> <li>1.4 prior permission for the placement of signs must be obtained by the sign owner from the relevant property owner; and</li> <li>1.5 no sign is to be placed on Council owned or Council controlled property or infrastructure. Any signs that are placed on property owned or controlled by the Council will be removed.</li> </ol>		

	<p><b>3.</b> The Devonport City Council does not permit any election advertising signage to be affixed to any Council owned or Council controlled land or building save and except that election candidates will be permitted to display election signage on registered vehicles on Council controlled highways (including metered spaces) and car parks.</p> <p><b>4.</b> Electoral signage must comply with the Devonport Interim Planning Scheme 2013</p>			
<b>LEGISLATION AND RELATED DOCUMENTS</b>	<p><i>Local Government Act 1993</i>  Devonport Interim Planning Scheme 2013</p>			
<b>ATTACHMENT/S (IF APPLICABLE)</b>	N/A			
<b>TRAINING REQUIREMENTS (IF APPLICABLE)</b>	Is training required as result of this Policy		<b>YES</b>	NO
	Training required by:	<b>Councillors</b>	Staff	Department

## 4.3 COMMUNITY SURVEY 2019 - RESEARCH REPORT

File: 26614 D569645

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.2.3 Encourage community action and participation that results in increased well-being and engagement

### SUMMARY

This report is provided to inform Council of the outcome of the recently completed EMRS Survey. A copy of the full survey report is provided as an attachment to this report.

### BACKGROUND

Council, as part of the review process for the Strategic Plan, identified that undertaking a telephone survey within the area may assist in understanding the community views on the delivery of services by Council.

After the close of public submission period for the Strategic Plan, utilising the standard communication methods, it was evident that only a small number of residents had contributed. Therefore, in January 2019 Council determined to proceed with the telephone survey. The proposal of undertaking a survey was discussed with Council following the Council meeting on 29 January 2019. At the Workshop on 4 February 2019, the proposed questions to be asked were outlined to Councillors, with a number of suggested changes/clarifications incorporated.

### STATUTORY REQUIREMENTS

Council is required to undertake a review of its Strategic Plan on a regular basis. The *Local Government Act 1993* states:

#### **66 Strategic Plan**

- (1) A council is to prepare a strategic plan for the municipal area.
- (2) A strategic plan is to be in respect of at least a 10-year period.

#### **70E. Review of plans, strategies and policies**

- (1) A council, at least every 4 years, is to review its –
  - (a) strategic plan;

### DISCUSSION

The Community Survey was undertaken by EMRS, an independent Tasmanian research agency. EMRS were requested to gather and analyse feedback from ratepayers and residents on their awareness and perceptions of its services and its Strategic Plan. The opportunity to ask two questions relating to the LIVING CITY project was also included.

The scope of the research was to design, conduct, analyse and report. EMRS undertook the design of the survey instrument, the conduct and management of the fieldwork, and the full analysis of and the reporting of the survey results.

The key informational objectives were to establish and explore:

- The age and gender profile of the respondents;
- Which key goals of the Council's Strategic Plan are seen as the greatest priority;

- Patronage and impressions of the paranapple centre;
- Overall satisfaction with the delivery of Council services;
- How informed residents feel about Council services;
- Contact with the Council in the last 12 months, and satisfaction with the experience;
- Overall satisfaction with the maintenance of Council roads;
- Agreement with the progression of the LIVING CITY Masterplan; and
- The likelihood of utilising each of the Waterfront Park features.

The fieldwork was conducted by EMRS between 14 and 18 February 2019.

The following summarises the results of the survey:

**Table 1 – Gender**  
(Number and percentage of respondents)†

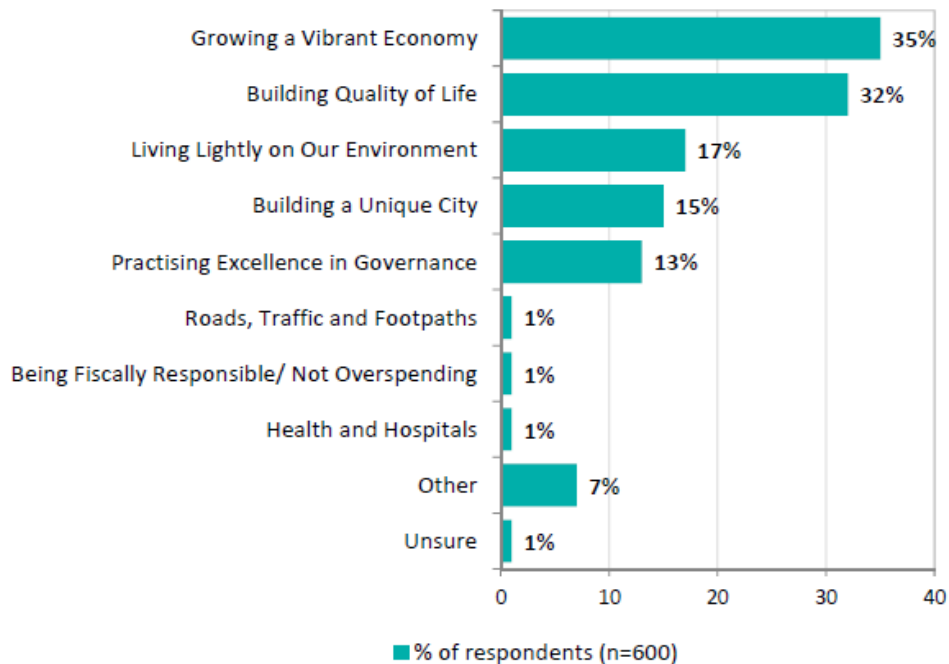
Demographic Group	Number	Percentage
Total	600	100
<i>Gender</i>		
Male	250	42
Female	350	58

**Table 2 – Age**  
(Number and percentage of respondents)\*†

Demographic Group	Number	Percentage
Total	600	100
<i>Age</i>		
18 to 29 years	21	4
30 to 39 years	54	9
40 to 49 years	82	14
50 to 59 years	114	19
60 to 69 years	147	25
70 years and over	182	30

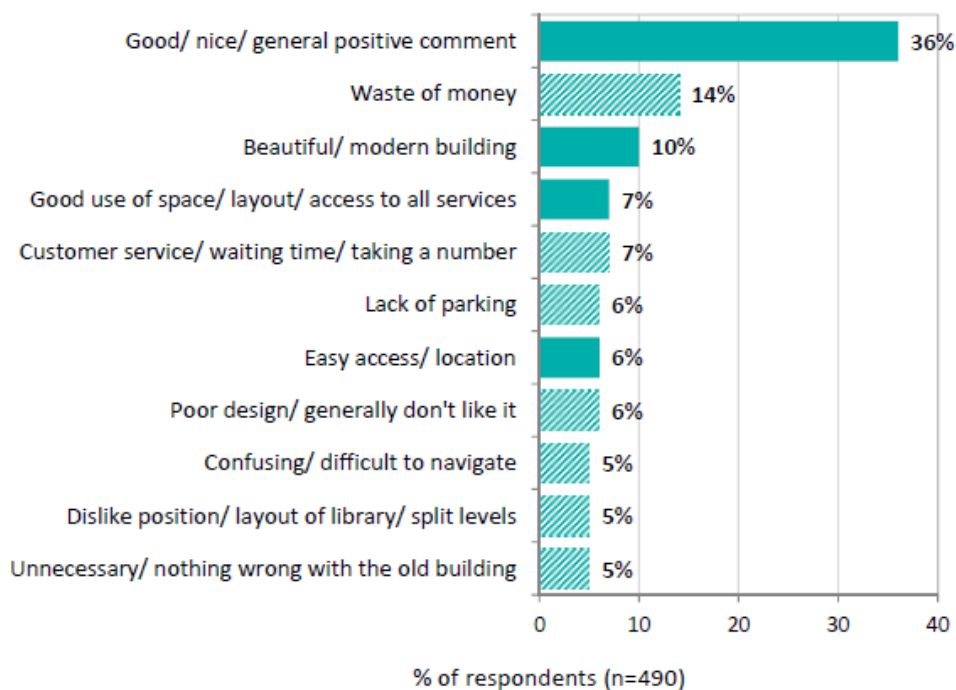
\*Percentages do not sum to 100 due to rounding.

**Chart 1 – Priority Activity or Service Area Choices – TOTALS**  
(Percentage of all respondents)\*



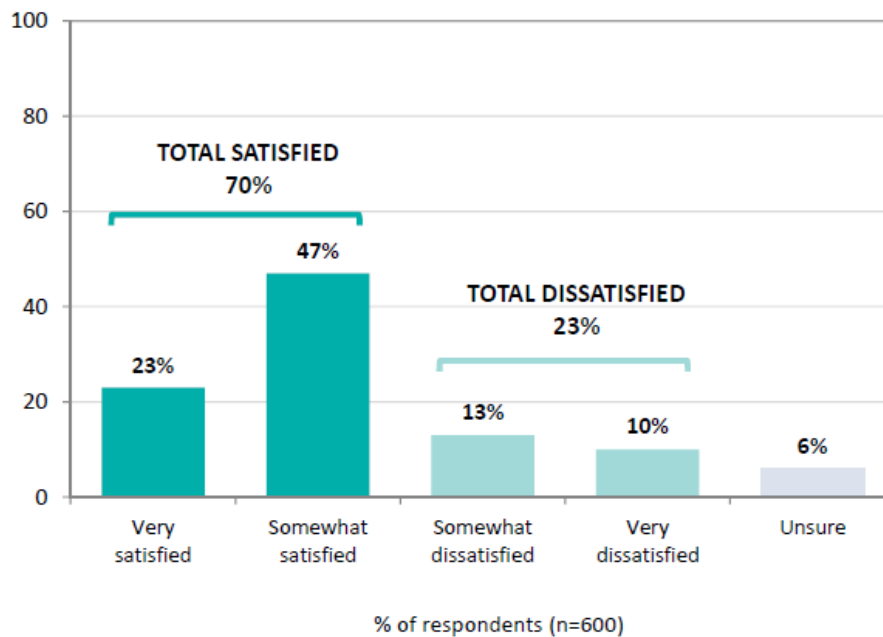
\*Percentages do not sum to 100 due to multiple responses being possible.  
In the case of "unsure", this response was an exclusive answer.

**Chart 3 – Impressions of the paranapple centre**  
(Percentage of respondents who had visited the paranapple centre)\*



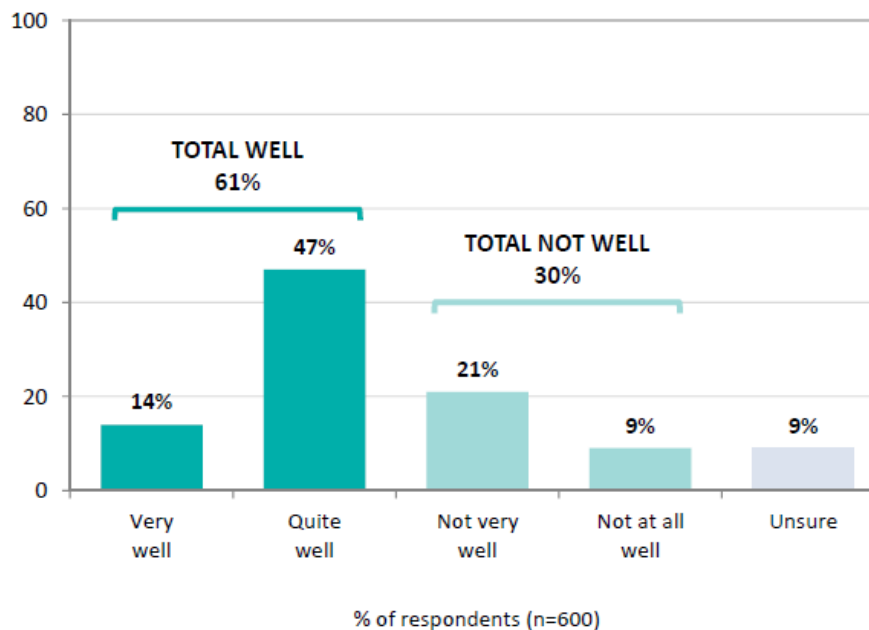
\*Percentages do not sum to 100 due to multiple responses being possible.

**Chart 4 – Overall Satisfaction with the Delivery of Council Services  
(Percentage of all respondents)\***

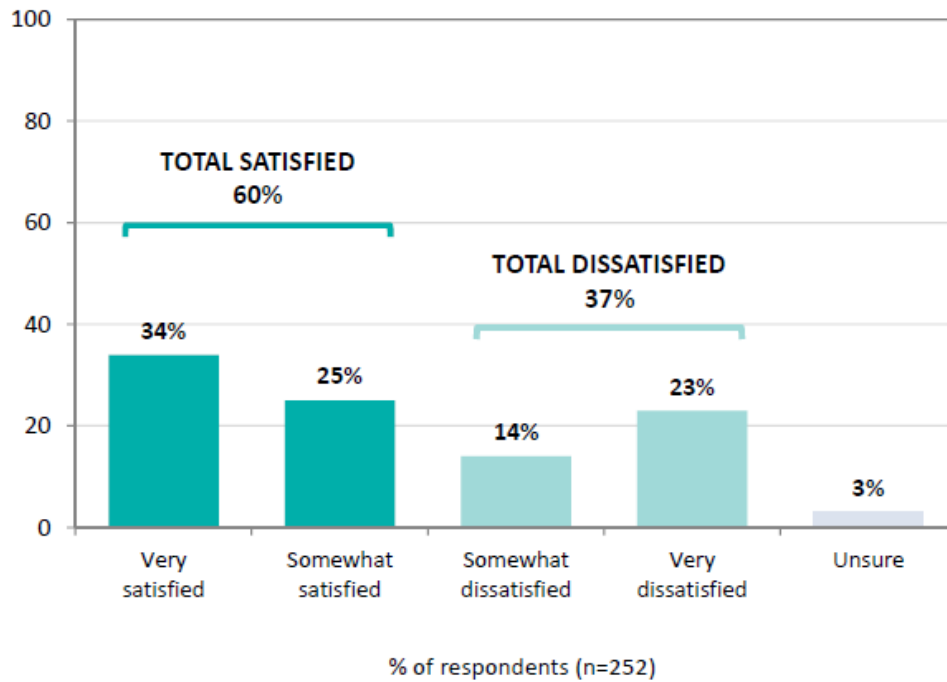


\*Percentages do not sum to 100 due to rounding.

**Chart 5 – How Well Council Informs Residents about its Activities  
(Percentage of all respondents)**

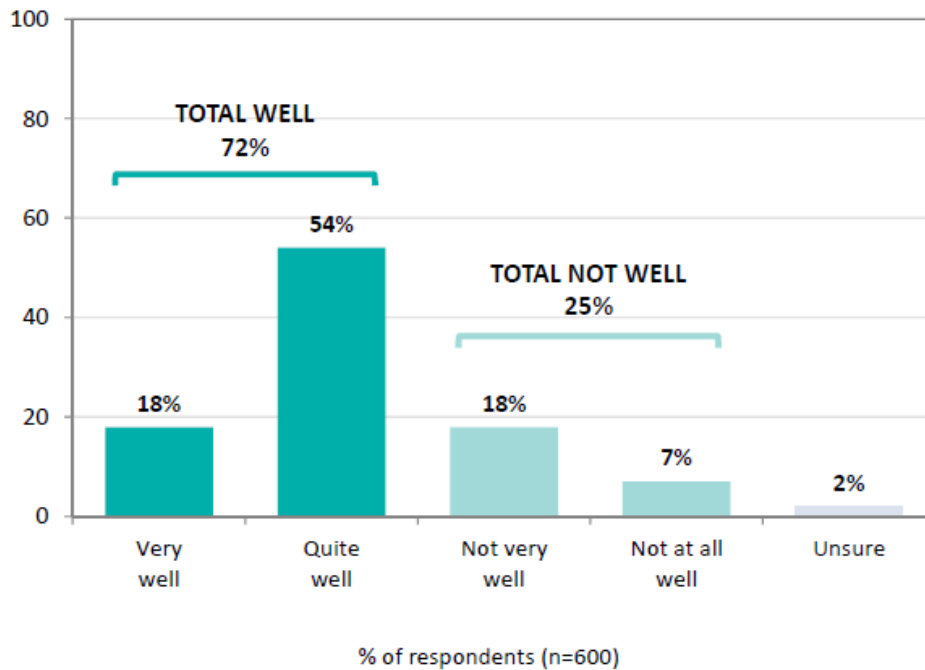


**Chart 7 – Satisfaction with the Service Council Provided**  
(Percentage of respondents who had contacted Council in the last 12 months)\*



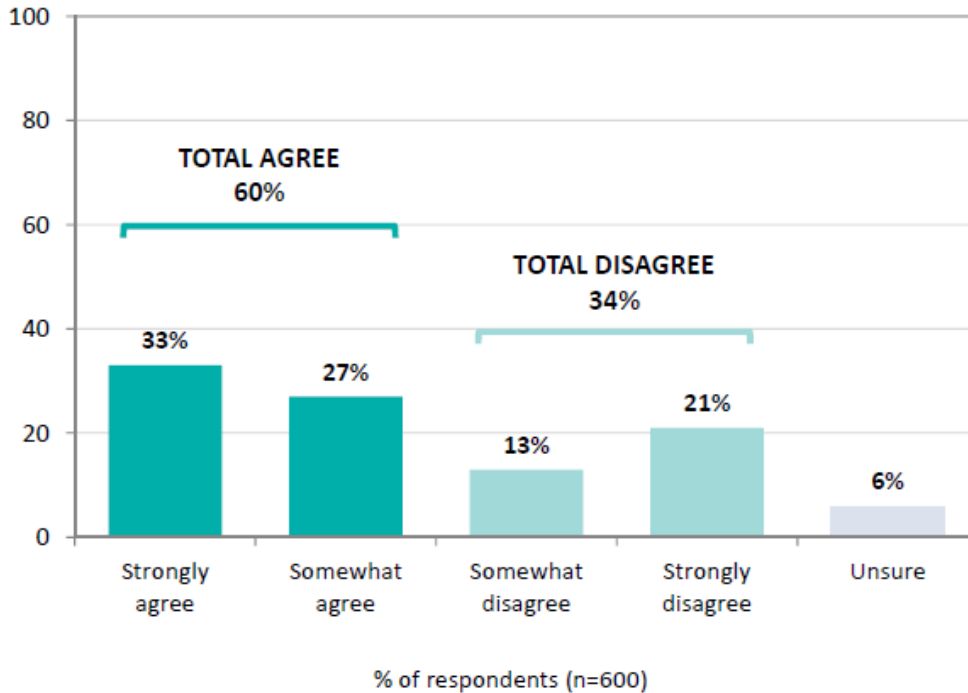
\*Percentages may not sum to 100 due to rounding.

**Chart 8 – How Well Council Roads Are Maintained**  
(Percentage of all respondents)\*



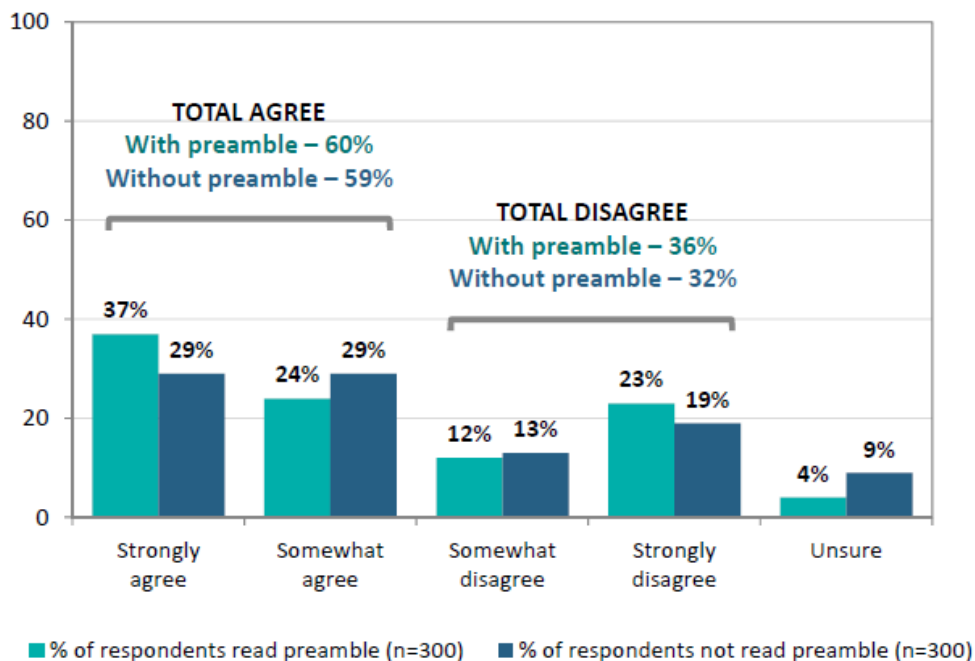
\*Percentages do not sum to 100 due to rounding.

**Chart 9 – Agreement with Council's Progression of the LIVING CITY Masterplan  
(Percentage of all respondents)**



A concern was raised with Council that the preamble to the question relating to Council's progression of the LIVING CITY Masterplan could possibly "lead" respondents. To ascertain whether the preamble had introduced bias into the results, the sample was split evenly, with 300 respondents being read the question with the preamble and the remaining 300 read the question without it.

**Chart 10 – Agreement with Council's Progression of the LIVING CITY Masterplan  
(Percentage of all respondents)\***



\*Percentages may not sum to 100 due to rounding.

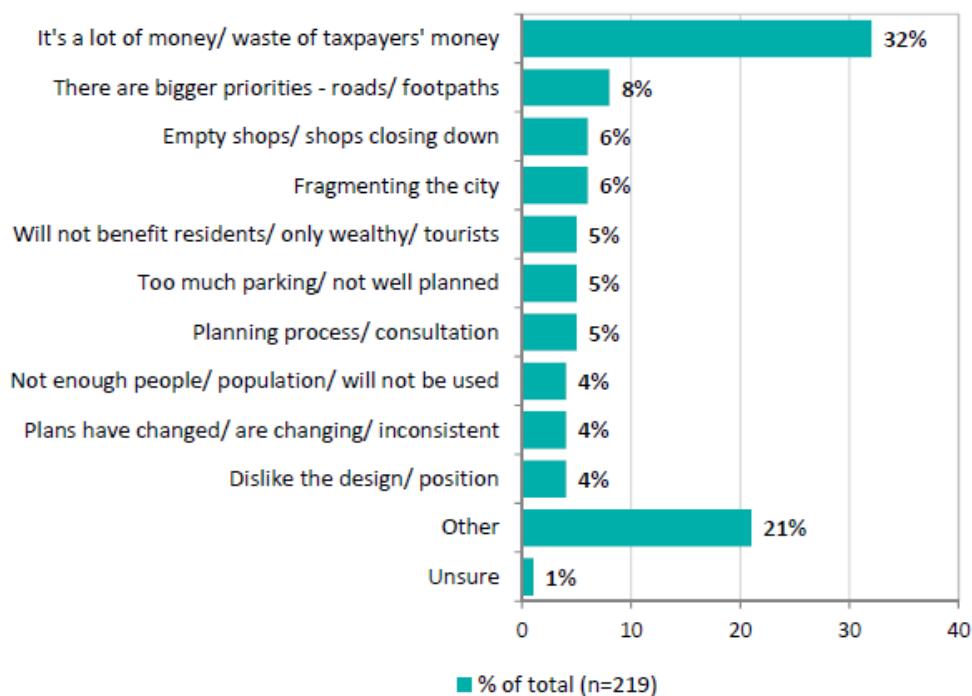
On analysing the results, there were no significant variations in the agreement and disagreement levels of those who were read the preamble and those who were not.

The only variation of any note to emerge was that those who were not read the preamble were marginally more likely to be “unsure”, most likely due to the lack of context.

On removing those who were “unsure” from the sample, the total levels of agreement and disagreement shifted marginally to:

- AGREE (63% with preamble, 65% without)
- DISAGREE (37% with preamble, 35% without)

**Chart 11 – Main Concerns about the LIVING CITY Masterplan**  
(Percentage of respondents who disagreed that the Council should progress the LIVING CITY Masterplan)\*



\*Percentages do not sum to 100 due to multiple responses being possible.

The final question in the survey was in relation to the likelihood of visiting features of the Waterfront Park. The question asked was:

*The next stage of LIVING CITY is the proposed 15-million-dollar Waterfront Park Plan, of which the Federal Government has committed 10-million-dollars towards the costs. For each*

could you please tell me if you and/or your family would be "very likely", "somewhat likely", "not very likely" or not at all likely" to visit that feature?

The report provides the following results:

<b>Waterfront Park Feature</b>	<b>Total Likely</b>	<b>Total Unlikely</b>	<b>Unsure</b>
Open lawn area	71	27	3
Elevated walkway from Rooke Street to the river	68	30	2
Water feature	58	34	7
Tree Woodland	57	31	12
Terraced Event Space	57	35	8
BBQ Shelter	55	43	2
Nature based playground	51	46	3
Rotunda / Pavillion	49	35	17

An analysis of the result provided by EMRS indicates the following:

- Perceptions of the Key Goals of the Council's Strategic Plan - when participants were asked what activity or area of services they thought the Council should make a priority over the next few years – the predominant choices were "Growing a Vibrant Economy" and "Building Quality of Life".
- Impressions of the parnaple centre – the clear majority of the total sample of respondents had visited the parnaple centre – among those that had visited, the predominant impression was positive.
- Perceptions of the Council's Delivery of Services – positively, the majority of respondents were satisfied overall with the delivery of services provided by Council. Just over one in five respondents were dissatisfied to some degree.
- Informing residents about Council activities – around three in five respondents believed that Council informs residents about its activities well (61% in total). Just under one in three respondents felt that Council does not inform residents well (30%). The remaining 9% of respondents were "unsure".
- Satisfaction with the service Council provided – among the total sample of respondents, 44% confirmed that they had needed to contact Council in the last 12 months. Three in five respondents who had contacted Council were satisfied to some degree with the service provided (60% in total). In total, just under two in five respondents were dissatisfied (37%).
- Maintenance of Council roads – the majority of respondents felt that Council roads were well maintained (72% in total). One in four respondents thought they were not well maintained (25%).
- Agreement with Council's progression of the LIVING CITY Masterplan – three in five respondents agreed at some level with the Council's continued focus on progressing the LIVING CITY Masterplan (60% in total). Around one in three respondents disagreed (34%). The remaining 6% of respondents were unsure.

- Likelihood of visiting features of the Waterfront Park – with confirmation that they would be “very Likely” or “somewhat likely” to visit ranging in total from 49% to 71%, it emerged that a significant proportion of Devonport residents would be likely to visit each of the eight features of the Waterfront Park that were mentioned.

There is further commentary in the attached report which analyses the results further.

The information relating to LIVING CITY and the Waterfront Park features were provided to Council prior to the 25 February 2019 ordinary meeting. This information was relevant to the agenda item relating to the community feedback on the Waterfront Park.

In finalising the review of the Strategic Plan, the information received as part of the survey will assist in this process and includes:

- A focus on “Growing a Vibrant Economy” and “Building Quality of Life”.
- Identifying improvements in the delivery of Council services to increase the satisfaction level of residents, acknowledging that, as Council is required to undertake compliance and enforcement activities, it will be difficult to achieve 100% customer satisfaction.
- Identify new methods for informing the community of the activities of Council. This is an evolving space that requires a continued emphasis on social media. Ensuring that all sections of the community, including those without ready access to social media are kept informed may become more of a challenge going forward.

### **COMMUNITY ENGAGEMENT**

The purpose of the EMRS survey was to gauge a broader view of the delivery of Council services.

The target population was based on around 19,234 adults residing in Devonport, including ratepayers and residents. A representative sample of the target population was gained through the use of a dual sample frame, calling both landline and mobile phone numbers. In total, n=600 respondents were interviewed via Computer Assisted Telephone Interviewing (CATI), yielding a margin of error of +/- 3.94 percentage points at the 95% confidence level.

### **FINANCIAL IMPLICATIONS**

The cost to undertake the survey was \$14,850 (ex GST). The report presented to the Governance, Finance & Community Services Committee in September 2018 relating to the review of the Strategic Plan discussed that a telephone survey was an option to gain additional community feedback. The 2018/19 budget contained an allocation of \$30,000 in the Governance program area to meet the costs of the Strategic Plan review.

### **RISK IMPLICATIONS**

The survey was undertaken by Enterprise Marketing & Research Services (EMRS). EMRS is a respected research company located in Hobart. The sample size chosen of 600 people is considered statistically reliable. As there are diverse views across the community, criticism of the results was anticipated. Council, at the outset, indicated that the full report would be released irrespective of the results.

### **CONCLUSION**

The EMRS survey was commissioned to assist Council in the review of its Strategic Plan. It enabled Council to obtain a snapshot of the community's views on a number of operational areas and strategic direction. An opportunity to ask two questions relating to LIVING CITY was also included.

## ATTACHMENTS

1. [Devonport City Council Community Survey 2019 Research Report - EMRS - February 2019](#)

## RECOMMENDATION

That it be recommended to Council that the results of the EMRS Survey be received and noted and that the information contained in the Research Report be considered during the review of the Strategic Plan.

Author:	Paul West
Position:	General Manager



# Devonport City Council Community Survey 2019 Research Report

February 2019

**emrs**

enterprise marketing & research services



enterprise marketing & research services

This report has been prepared by  
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## Section One

# Executive Summary



## Executive Summary

The City of Devonport is located on the Mersey River on the North West Coast of Tasmania. Its unique location opens the city up to river, ocean and mountain views, and a lifestyle enjoyed by its 26,000 residents. It offers a safe and pristine environment, friendly and welcoming people, and plenty of recreational opportunities. Devonport City Council (the Council) has a vision covering the following areas:

- Being strong, thriving and welcoming;
- Valuing the past, caring for the present, embracing the future;
- Engaging with the world; and
- Living lightly by river and sea.

### The LIVING CITY Project

LIVING CITY is the largest urban renewal project ever undertaken in regional Tasmania. The LIVING CITY project will transform Devonport through the creation of new retail, business/service and waterfront precincts focused on highlighting the city's tourism, arts, food and services. The Council has officially opened Stage 1 of the project, a \$71.1 million investment in Devonport, incorporating the new multi-purpose civic building, the paranple centre, which is home to a state-of-the-art Library; an integrated customer-service centre including Service Tasmania; a café, Devonport Online, and Council offices; and an 800-seat conference centre. Development Applications have been lodged for Stage 2, The Waterfront Precinct.

The Council commissioned EMRS, an independent Tasmanian research agency, to gather feedback from Devonport residents on their awareness and perceptions of its services and its Strategic Plan. The research, via telephone interviewing of 600 residents, was conducted between the 14th and the 18th of February 2019.

### Perceptions of the Key Goals of the Devonport City Council's Strategic Plan

Respondents were read the five key goals of the Council's Strategic Plan, and asked what activity or area of service they thought Council should make a priority over the next few years.

The predominant choices were "Growing a Vibrant Economy" and "Building Quality of Life".



## Executive Summary

More specifically, the ranked choices were:

**In TOTAL:** “Growing a Vibrant Economy” (35%), “Building Quality of Life” (32%), “Living Lightly on Our Environment” (17%), “Building a Unique City” (15%), and “Practising Excellence in Governance” (13%).

**Top Choice:** “Growing a Vibrant Economy” (29%), “Building Quality of Life” (26%), “Living Lightly on Our Environment” (15%), “Building a Unique City” (11%), and “Practising Excellence in Governance” (9%).

### Impressions of the paranple centre

The clear majority of the total sample of respondents had visited the paranple centre (81%).

Among those who had visited the paranple centre, the predominant impression was positive. The most common responses were:

**Positive Impressions:** “Good/ nice/ general positive comment” (36%), “beautiful/ modern building” (10%), “good use of space/ layout/ access to all services” (7%).

The most common negative responses were:

**Negative Impressions:** “Waste of money” (14%), “customer service/ waiting time/ taking a number” (7%).

### Perceptions of the Devonport City Council’s Delivery of Services

Overall Satisfaction  
with the Delivery  
of Council Services



Positively, the majority of respondents were satisfied overall with the delivery of services provided by Council (70% in total):

- 23% were “very satisfied”, while 47% were “somewhat satisfied”.

In total, just over one in five respondents were dissatisfied to some degree (23%):

- 10% were “very dissatisfied”, while 13% were “somewhat dissatisfied”.

The remaining 6% of respondents were “unsure”.



## Executive Summary

### Informing Residents about Council Activities



**Around three in five respondents believed that Council informs residents about its activities well (61% in total):**

- 14% said “very well”, while 47% said “quite well”.

**In total, just under one in three respondents felt that Council does not inform residents well (30%):**

- 9% said “not at all well”, while 21% said “not very well”.

**The remaining 9% of respondents were “unsure”.**

**Among the total sample of respondents, 44% confirmed that they had needed to contact Council in the last 12 months.**

### Reason for Contact with Council in the Last 12 Months



The area of Council responsibility mentioned most frequently by far as the reason for contact was:

“Roads and parking” (27%);

Followed by “animal management” (9%), “planning” (8%), “building” (7%), and “waste management” (7%).



### Satisfaction with the Service Council Provided



**Three in five respondents who had contacted Council were satisfied to some degree with the service provided (60% in total):**

- 34% said “very satisfied”, while 25% said “somewhat satisfied”.

**In total, just under two in five respondents were dissatisfied (37%):**

- 23% said “very dissatisfied”, while 14% said “somewhat dissatisfied”.

**The remaining 3% of respondents were “unsure”.**



## Executive Summary

### Devonport City Council's Infrastructure

#### Maintenance of Council Roads



**Positively, the majority of respondents felt that Council roads were well maintained (72% in total):**

- 18% said “very well”, while 54% said “quite well”.

**In total, one in four respondents thought they were not well maintained (25%):**

- 7% said “not at all well”, while 18% said “not very well”.

**The remaining 2% of respondents were “unsure”.**

### Devonport City Council's LIVING CITY Masterplan

The first question focusing on the Council's LIVING CITY Masterplan was introduced to one half of the sample (n=300) with the following preamble:

*In 2014, Council adopted the LIVING CITY Masterplan with the aims of: opening the City to the Mersey River; creating new retail, business, services and waterfront precincts; reducing fragmentation in the CBD; and positioning Devonport as a vibrant City servicing the North West Coast by creating opportunities in tourism, art and food services.*

The respondents were then asked whether they agreed or disagreed with Council's continued focus on progressing the LIVING CITY Masterplan. For quality control and to confirm if any bias would be introduced in the responses, the remaining half of the sample (n=300) were asked the question without the preamble.

#### Agreement with Council's Progression of the LIVING CITY Masterplan TOTAL SAMPLE (n=600)



**Of the total sample, three in five respondents agreed at some level with the Council's continued focus on progressing the LIVING CITY Masterplan (60% in total):**

- 33% agreed “strongly”, while 27% agreed “somewhat”.

**In total, around one in three respondents disagreed (34%):**

- 21% disagreed “strongly”, while 13% disagreed “somewhat”.

**The remaining 6% of respondents were “unsure”.**



## Executive Summary

On analysing the responses by the split sample of half the respondents having been asked the question with the preamble and half the respondents having been asked the question without the preamble, no significant variations emerged in the agreement and disagreement levels between the two groups.

### Agreement with Council's Progression of the LIVING CITY Masterplan

With preamble  
(n=300)



Without preamble  
(n=300)



**Of the sample who had been asked the question with the preamble, 60% in total agreed at some level:**

- 37% agreed “strongly”, while 24% agreed “somewhat”.

**In total, 36% disagreed at some level:**

- 23% disagreed “strongly”, while 12% disagreed “somewhat”.

**Of the sample who had been asked the question without the preamble, 59% in total agreed at some level:**

- 29% agreed “strongly”, and 29% agreed “somewhat”.

**In total, 32% disagreed at some level:**

- 19% disagreed “strongly”, while 13% disagreed “somewhat”.

The tendency of respondents to agree or disagree “strongly” rather than “somewhat” indicates a degree of polarisation in the views on the issue.

### Main Concerns about the LIVING CITY Masterplan



The concern identified by respondents regarding the LIVING CITY Masterplan which emerged most clearly was that:

“It’s a lot of money/ waste of taxpayers’ money” (32%);

Followed by “there are bigger priorities – roads/ footpaths” (8%), “empty shops/ shops closing down” (6%), and

“fragmenting the city” (6%).



## Executive Summary

All respondents were informed that the next stage of LIVING CITY is the proposed 15-million-dollar Waterfront Park Plan, of which the Federal Government has committed 10-million-dollars towards the costs. They were then read a list of features of the proposed Waterfront Park and asked whether they and/or their families would be likely to visit that feature.

### Likelihood of Visiting Features of the Waterfront Park



The Waterfront Park features that respondents reported they would be most likely to visit were:

The “open lawn area” (71% in total stating “very likely” or “somewhat likely”), and the “elevated walkway from Rooke Street to the river” (68%).

A somewhat lower likelihood was recorded in the case of the “water feature” (58%), the “Tree Woodland” (57%), the “Terraced Event Space” (57%), the “BBQ shelter” (55%), the “nature based playground” (51%), and the “Rotunda/ Pavilion” (49%).

**With confirmation that they would be “very likely” or “somewhat likely” to visit ranging in total from 49% up to 71%, it emerged that a significant proportion of Devonport residents would be likely to visit each of the eight features of the Waterfront Park that were mentioned.**



## Section Two

### Introduction



## Background to the Research

### Background

The City of Devonport is located on the Mersey River on the North West Coast of Tasmania. Its unique location opens the city up to river, ocean and mountain views, and a lifestyle enjoyed by its 26,000 residents. It offers a safe and pristine environment, friendly and welcoming people, and plenty of opportunities. Devonport is particularly well known for its reserves and recreational facilities. From the kilometres of walking and cycling tracks, many beautiful beaches, a river which is suitable for various water sports, great fishing spots and numerous parklands, the city encourages an active and family-friendly lifestyle.

Devonport City Council (the Council) has a vision covering the following areas:

- Being strong, thriving and welcoming;
- Valuing the past, caring for the present, embracing the future;
- Engaging with the world; and
- Living lightly by river and sea.

### The LIVING CITY Project

LIVING CITY is the largest urban renewal project ever undertaken in regional Tasmania. The LIVING CITY project will transform Devonport through the creation of new retail, business/service and waterfront precincts focused on highlighting the city's tourism, arts, food and services.

The Devonport City Council has officially opened Stage 1 of the project, a \$71.1 million investment in Devonport, incorporating the new multi-purpose civic building, the paranple centre, which is home to a state-of-the-art Library; integrated customer-service centre including Service Tasmania; a café, Devonport Online, and Council offices; and an 800-seat conference centre. Development Applications have been lodged for Stage 2, The Waterfront Precinct.

The Council engaged the services of EMRS, an independent Tasmanian research agency, to gather and analyse feedback from Council residents on their awareness and perceptions of its services and its Strategic Plan.

The research was conducted via Computer Assisted Telephone Interviewing (CATI), between the 14th and the 18th of February 2019.



## Scope and Objectives of the Research

### Scope

The scope of the research brief was to design, conduct, analyse and report on a survey of Devonport City Council residents. In line with the Council's research brief, EMRS undertook the design of the survey instrument, the conduct and management of the fieldwork, and full analysis of and reporting on the survey results.

### Objectives

The key informational objectives were to establish and explore:

- The age and gender profile of the respondents;
- Which key goals of the Council's Strategic Plan are seen as the greatest priority;
- Patronage and impressions of the parnaple centre;
- Overall satisfaction with the delivery of Council services;
- How informed residents feel about Council activities;
- Contact with the Council in the last 12 months, and satisfaction with the experience;
- Overall satisfaction with the maintenance of Council roads;
- Agreement with the progression of the LIVING CITY Masterplan; and
- The likelihood of utilising each of the Waterfront Park features.



## The Research Methodology

### Methodology

In order to collect the required information to meet all the objectives specified in the brief, EMRS used a quantitative survey methodology. The method of data collection was through a survey questionnaire, administered via Computer Assisted Telephone Interviewing (CATI), and of around 5 minutes in length.

The target population was based on around 19,234 adults resident in the Devonport City Council LGA, including ratepayers and non-ratepayers. A representative sample of the target population was gained through the use of a dual sample frame, calling both landline and mobile phone numbers. In total, n=600 respondents were interviewed via CATI, yielding a margin of error of  $\pm 3.94$  percentage points at the 95% confidence level.

Quotas were put in place for gender and age. To further ensure that the results accurately reflected the demographic profile of the target population with regard to gender and age, weighting was applied where the quotas were not met.

**The fieldwork was conducted between the 14<sup>th</sup> and the 18<sup>th</sup> of February 2019.**

The data gathered has been presented in the following report in charts and tables accompanied by analytical commentary. Any statistically significant variations in the results across the demographic subgroups have been remarked upon in the commentary.



## The People Interviewed

Between the 14th and the 18th of February 2019, n=600 Devonport City Council residents were interviewed.

Table 1 – Gender  
(Number and percentage of respondents)†

Demographic Group	Number	Percentage
Total	600	100
<i>Gender</i>		
Male	250	42
Female	350	58

Table 2 – Age  
(Number and percentage of respondents)\*†

Demographic Group	Number	Percentage
Total	600	100
<i>Age</i>		
18 to 29 years	21	4
30 to 39 years	54	9
40 to 49 years	82	14
50 to 59 years	114	19
60 to 69 years	147	25
70 years and over	182	30

\*Percentages do not sum to 100 due to rounding.

†Numbers and percentages in these tables are unweighted. Elsewhere in the report, the percentage figures have been weighted to accurately reflect the demographic profile of the target population.



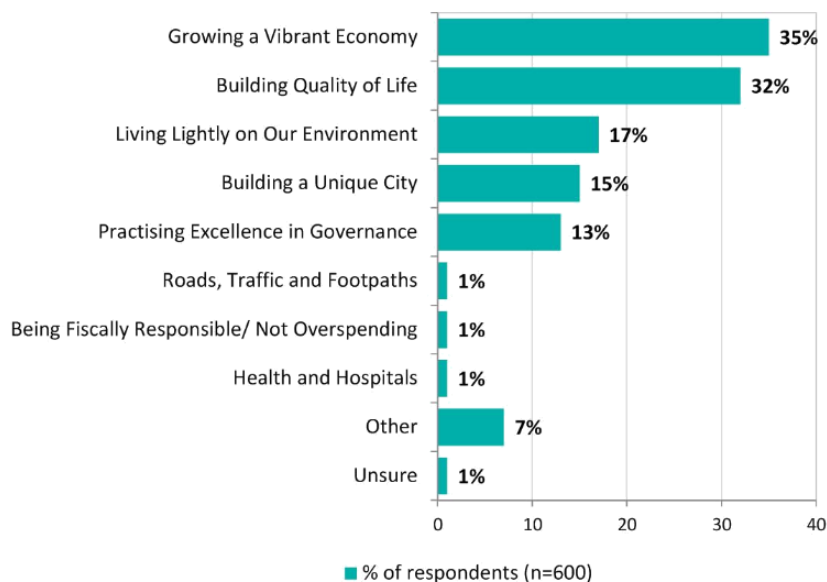
## Section Three

# Perceptions of the Key Goals of the Devonport City Council's Strategic Plan



## Priority Activity or Service Area Choices – TOTALS

Chart 1 – Priority Activity or Service Area Choices – TOTALS  
(Percentage of all respondents)\*



\*Percentages do not sum to 100 due to multiple responses being possible.  
In the case of "unsure", this response was an exclusive answer.

Among the total sample of respondents, the most commonly chosen areas of priority for the Council over the next few years were "Growing a Vibrant Economy" and "Building Quality of Life" (35% and 32% respectively).

The following demographic variations emerged:

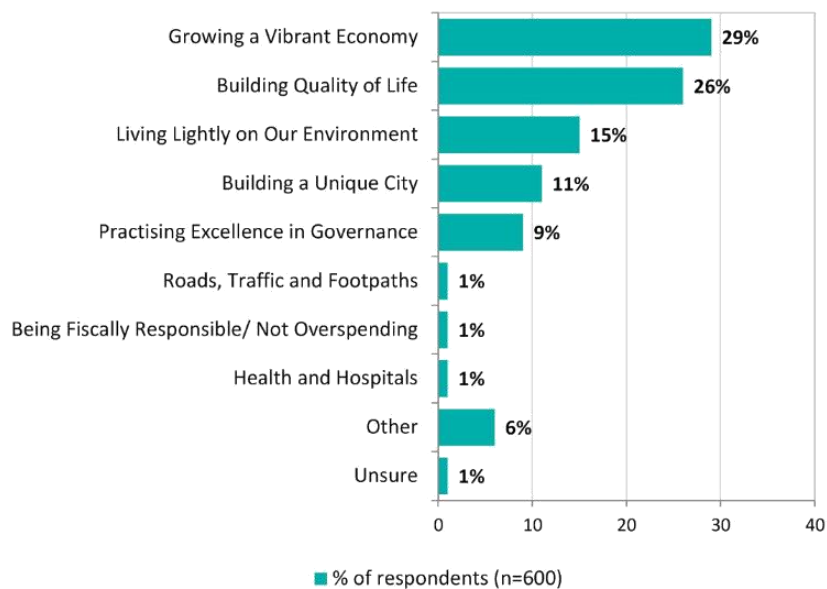
- Respondents aged 40 to 49 years were significantly more likely to nominate "Growing a Vibrant Economy" (54%).
- Respondents aged 70 years and over were significantly more likely to nominate "Practising Excellence in Governance" (23%).

Q1. Council's Strategic Plan includes five key goals, which I will read out to you. What activity or area of service do you think Council should make a priority over the next few years?



## Priority Activity or Service Area Choices – Top Choice

Chart 2 – Priority Activity or Service Area Choices – Top Choice  
(Percentage of all respondents)



On looking at the top choice of respondents, again the most commonly nominated areas of priority for the Council over the next few years were “Growing a Vibrant Economy” and “Building Quality of Life” (29% and 26% respectively).

The following demographic variations emerged:

- Male respondents were significantly more likely to nominate “Practising Excellence in Governance” (13%, compared to 6% of females).
- Respondents aged 70 years and over were significantly more likely to nominate “Practising Excellence in Governance” (19%), and significantly less likely to nominate “Growing a Vibrant Economy” (17%), than their younger counterparts.

Q1. Council’s Strategic Plan includes five key goals, which I will read out to you. What activity or area of service do you think Council should make a priority over the next few years?



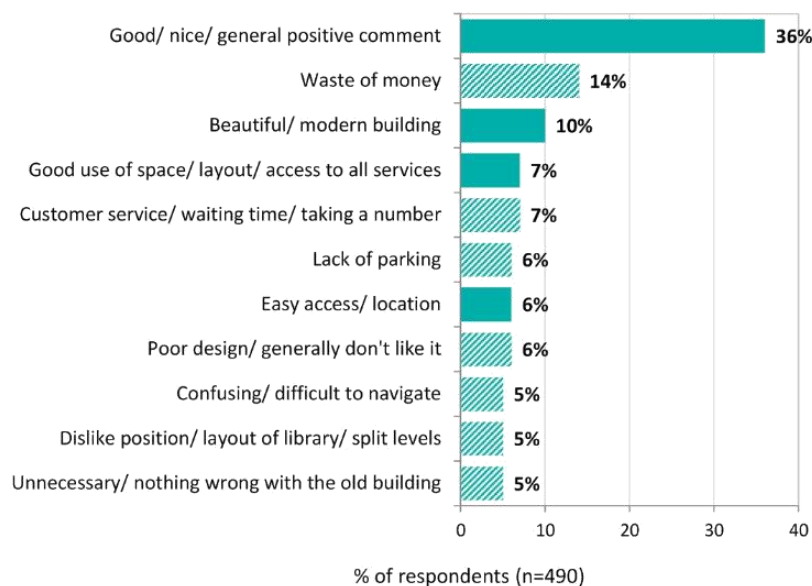
## Section Four

# Impressions of the paranapple centre



## Impressions of the paranable centre (1)

Chart 3 – Impressions of the paranable centre  
(Percentage of respondents who had visited the paranable centre)\*



\*Percentages do not sum to 100 due to multiple responses being possible.

Among the total sample of respondents, the clear majority (81%) had visited the paranable centre, while around one in five (19%) had not done so.

Overall, 36% of respondents who had visited the paranable centre provided a general positive comment to convey their impression, most frequently stating “good”, “great”, “I like it”, or “very nice”.

Further positive impressions included “beautiful/ modern building” (10%), “good use of space/ layout/ access to all services” (7%) and “easy access/ location” (6%).

The most frequently mentioned negative impression of the paranable centre was that it was a “waste of money” (14%), followed by the “customer service/ waiting time/ taking a number” (7%).

There were no significant variations to be noted across the demographic subgroups.

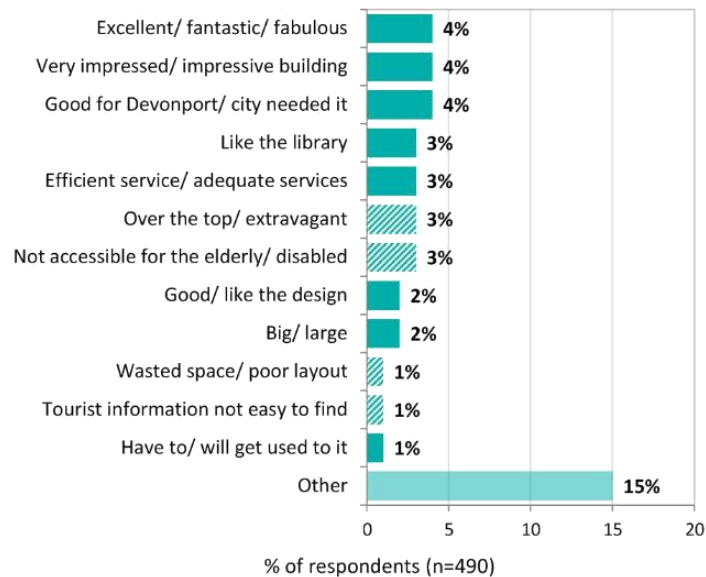
Q3. Council have recently moved to the paranable centre, sharing the new premises with Library Tasmania and Service Tasmania. Have you visited the paranable centre?

Q3a. What is your impression of the paranable centre?



## Impressions of the paranapple centre (2)

Chart 3 (cont'd) – Impressions of the paranapple centre  
(Percentage of respondents who had visited the paranapple centre)\*†



There were no significant variations to be noted across the demographic subgroups.

\*Percentages do not sum to 100 due to multiple responses being possible.

†The 2 respondents who were "unsure" of their impression have not been included in this chart.

Q3a. What is your impression of the paranapple centre?



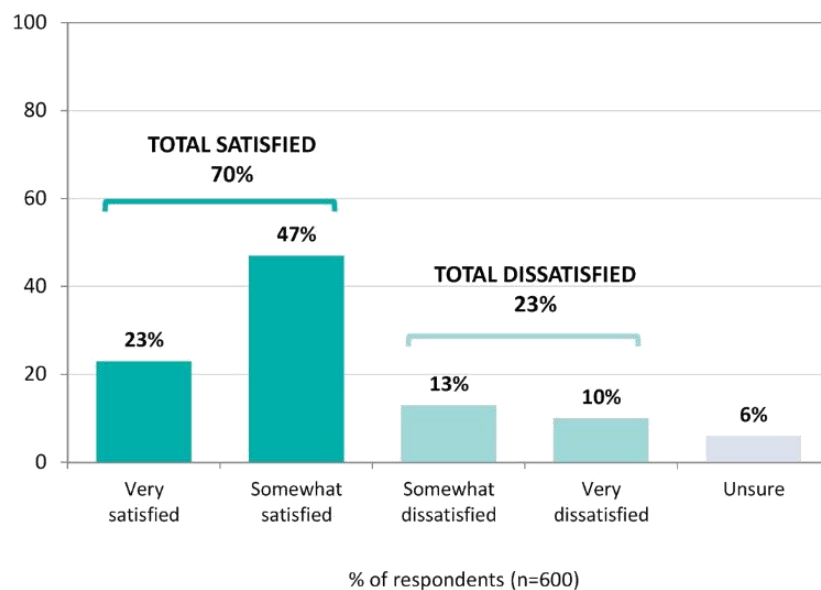
## Section Five

# Perceptions of the Devonport City Council's Delivery of Services



## Overall Satisfaction with the Delivery of Council Services

Chart 4 – Overall Satisfaction with the Delivery of Council Services  
(Percentage of all respondents)\*



\*Percentages do not sum to 100 due to rounding.

Overall, the majority of respondents (70% in total) were satisfied to some degree with the delivery of services provided by Council, of whom 23% were “very satisfied” and 47% “somewhat satisfied”.

23% of respondents in total were “dissatisfied” at some level with the delivery of services provided by Council, while the remaining 6% were “unsure”.

The following demographic variations emerged:

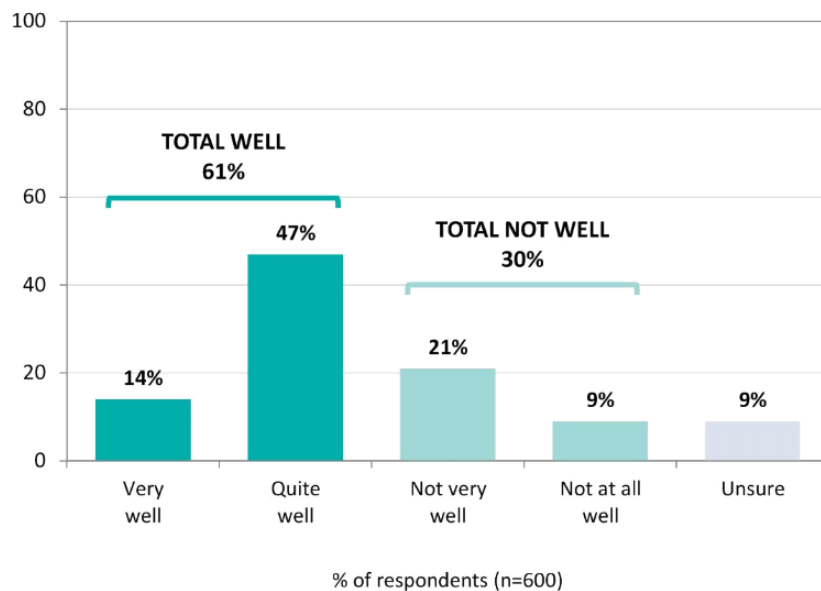
- Respondents aged 50 to 59 years were significantly more likely to state they were “dissatisfied” at some level with the delivery of Council services (40%), with the greater proportion stating “very dissatisfied” (22%).

Q2. Overall, are you satisfied or dissatisfied with the delivery of services provided by Council?



## Informing Residents about Council Activities

Chart 5 – How Well Council Informs Residents about its Activities  
(Percentage of all respondents)



Overall, around three fifths of respondents (61% in total) reported that they believe Council informs residents about its activities well, 14% of whom said “very well” and 47% “quite well”.

In total, 30% of respondents felt that Council does not inform residents well, with the larger proportion stating “not very well” (21%) rather than “not at all well” (9%).

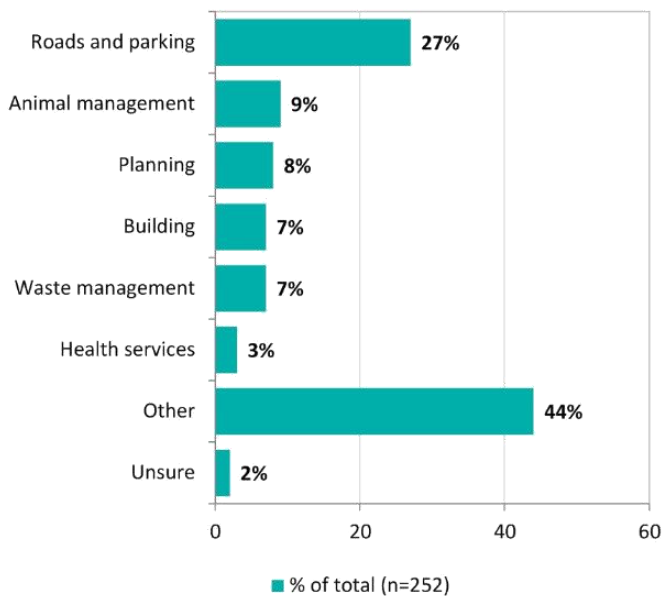
There were no significant variations to be noted across the demographic subgroups.

**Q4. Thinking now about how well Council informs residents about its activities, for example through websites, publications, Facebook and other social media tools. Would you say Council informs residents...**



## Reason for Contact with Council in the Last 12 Months (1)

Chart 6 – Reason for Contact with Council in the Last 12 Months – Broad Areas  
(Percentage of respondents who had contacted Council in the last 12 months)\*



Among the total sample of respondents, 44% confirmed that they had needed to contact Council in the last 12 months.

The area of Council responsibility mentioned most frequently by far as the reason for contact was “roads and parking” (27%).

The next most frequently mentioned areas were “animal management” (9%), “planning” (8%), “building” and “waste management” (7% in each case).

\*Percentages do not sum to 100 due to multiple responses being possible.

Q5. Have you needed to contact Council in the last 12 months?

Q6. What was the reason/s you contacted Council?



## Reason for Contact with Council in the Last 12 Months (2)

Table 3 – Reason for Contact with Council in the Last 12 Months – Specific Issues  
(Percentage of respondents who had contacted Council in the last 12 months)\*

Reason for Contact	%	Reason for Contact	%	Reason for Contact	%
<b>Roads and Parking</b>	<b>27</b>	<b>Planning</b>	<b>8</b>	<b>Other Reasons</b>	<b>44</b>
Parking/ parking enquiry	6	Planning permit/ approval	6	Payment of rates/ rate information	10
Footpaths	5	Planning information (general)	2	In a work capacity	4
Parking fine	4	Reviewing a neighbour's application	1	Drainage/ sewerage/ storm water	3
Removal of a tree near road	4	<b>Building</b>		General suggestions	1
Roads/ parking (general)	3	Building permit/ application	4	Local development (non-specific)	1
Potholes	3	Building enquiry (general)	3	Noise complaints	1
Roadworks	2	<b>Waste Management</b>		Other Issues†	25
Signage	1	Rubbish collection	6		
<b>Animal Management</b>	<b>9</b>	Broken bin/ damaged by Council	1		
Animal control/ barking dogs	6	<b>Health Services</b>	<b>3</b>		
Dog registration	2	Food licences	1		
Dogs on the beach	1	Health services (general)	1		
Dog attack	1				

The only demographic variation to emerge was that:

- Respondents aged 30 to 39 years were significantly more likely to state they contacted the Council regarding "dog registration" (9%).

\*Percentages do not sum to 100 due to multiple responses being possible.

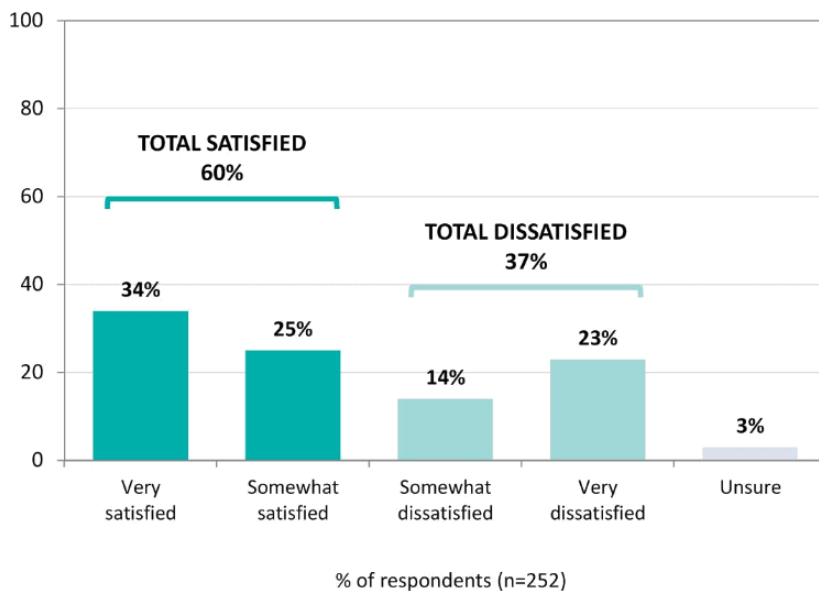
†"Other" issues consisted of areas each mentioned by just 1 respondent and were therefore not included in a coded category.

Q6. What was the reason/s you contacted Council?



## Satisfaction with the Service Council Provided

Chart 7 – Satisfaction with the Service Council Provided  
(Percentage of respondents who had contacted Council in the last 12 months)\*



\*Percentages may not sum to 100 due to rounding.

In total, three fifths of the respondents (60%) who had contacted Council in the last 12 months stated that they were satisfied at some level with the service provided to them, of whom the greater proportion said they were “very satisfied” (34%).

Among the 37% of respondents who were dissatisfied at some level with the service provided to them, the greater proportion said they were “very dissatisfied” (23%).

There were no significant variations to be noted across the demographic subgroups.

Q6a. Were you satisfied or dissatisfied with the service provided to you?



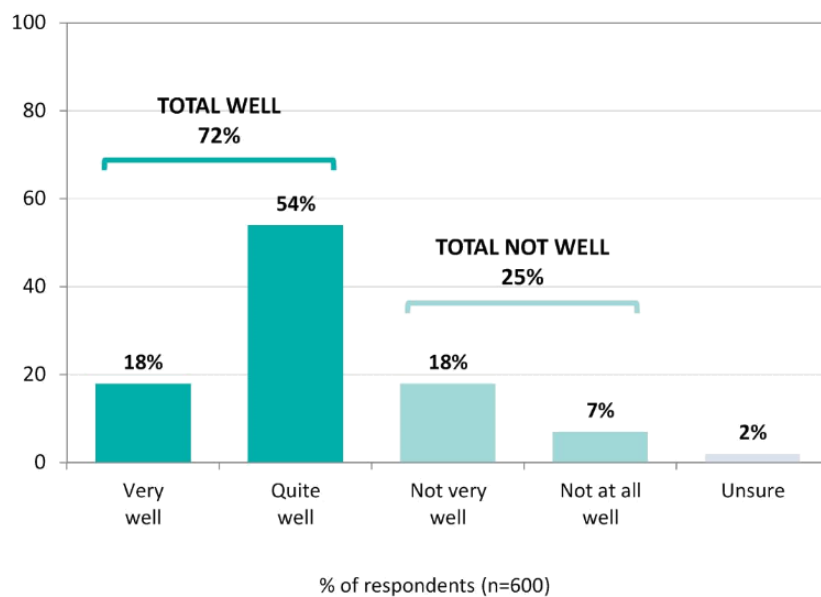
## Section Six

# Devonport City Council's Infrastructure



## Maintenance of Council Roads

Chart 8 – How Well Council Roads Are Maintained  
(Percentage of all respondents)\*



The majority of respondents (72%) reported that they believed Council roads were well maintained, 18% of whom said “very well” and 54% “quite well”.

One quarter of respondents (25%) thought that Council roads were not well maintained, of whom just 7% said “not at all well”.

There were no significant variations to be noted across the demographic subgroups.

\*Percentages do not sum to 100 due to rounding.

Q7. Do you think Council roads are well maintained?



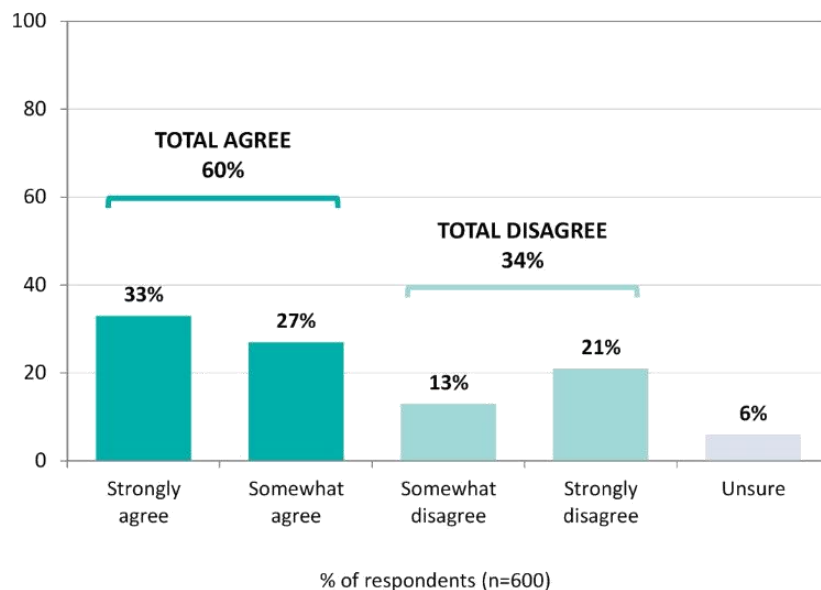
## Section Seven

# Devonport City Council's LIVING CITY Masterplan



## Council's Progression of the LIVING CITY Masterplan (1)

Chart 9 – Agreement with Council's Progression of the LIVING CITY Masterplan  
(Percentage of all respondents)



In total, three fifths of respondents (60%) agreed at some level with Council's continued focus on progressing the LIVING CITY Masterplan, the larger proportion of whom agreed "strongly" (33%).

A little over one third of respondents (34% in total) disagreed at some level with the proposition, the larger proportion of whom disagreed "strongly" (21%).

The results indicate some polarisation in the views held.

There were no significant variations to be noted across the demographic subgroups.

**Preamble:** In 2014, Council adopted the LIVING CITY Masterplan with the aims of: opening the City to the Mersey River; creating new retail, business, services and waterfront precincts; reducing fragmentation in the CBD; and positioning Devonport as a vibrant City servicing the North West Coast by creating opportunities in tourism, art and food services.

**Q8:** Do you agree or disagree with Council's continued focus on progressing the LIVING CITY Masterplan?



## Council's Progression of the LIVING CITY Masterplan (2)

### Concerns raised about the validity of Question 8

Concern raised by the Tasmanian poll analyst, Kevin Bonham, prompted EMRS to test whether the scripted preamble to Question 8 was loaded, possibly leading respondents to confirm that Devonport City Council should continue to progress the LIVING CITY Masterplan. To ascertain whether the preamble had introduced bias into the results for Question 8, split sampling was implemented, whereby the first 300 respondents were read the question with the preamble, while the remaining 300 respondents were read the question without the preamble. Thus:

#### n=300 were read the question with the following preamble:

*"In 2014, Council adopted the LIVING CITY Masterplan with the aims of: opening the City to the Mersey River; creating new retail, business, services and waterfront precincts; reducing fragmentation in the CBD; and positioning Devonport as a vibrant City servicing the North West Coast by creating opportunities in tourism, art and food services. Do you agree or disagree with Council's continued focus on progressing the LIVING CITY Masterplan?"*

#### n=300 were read the question without the preamble:

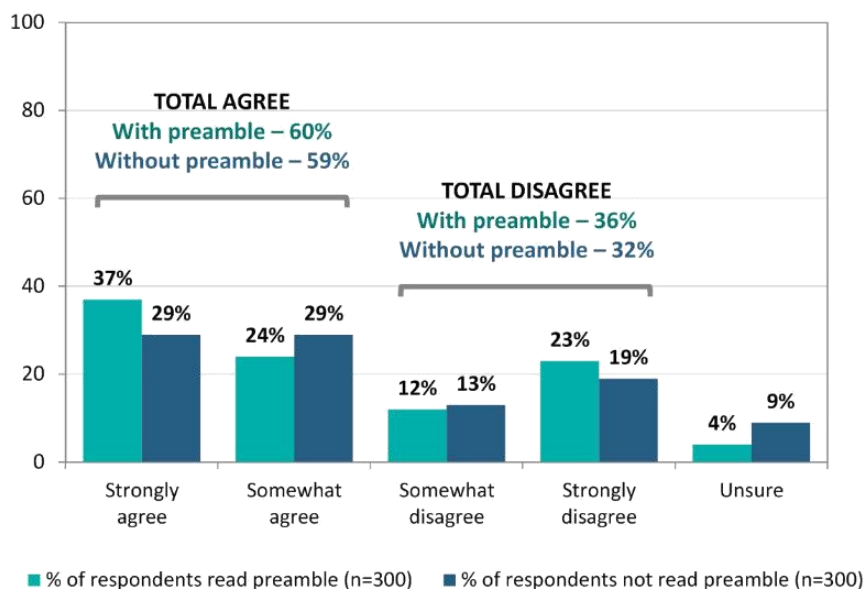
*"Do you agree or disagree with Council's continued focus on progressing the LIVING CITY Masterplan?"*

The results can be seen in the chart on the following page.



## Council's Progression of the LIVING CITY Masterplan (3)

Chart 10 – Agreement with Council's Progression of the LIVING CITY Masterplan  
(Percentage of all respondents)\*



\*Percentages may not sum to 100 due to rounding.

On analysing the results, there were no significant variations in the agreement and disagreement levels of those who were read the preamble and those who were not.

The only variation of any note to emerge was that those who were not read the preamble were marginally more likely to be “unsure”, most likely due to the lack of context.

On removing those who were “unsure” from the sample, the total levels of agreement and disagreement shifted marginally to:

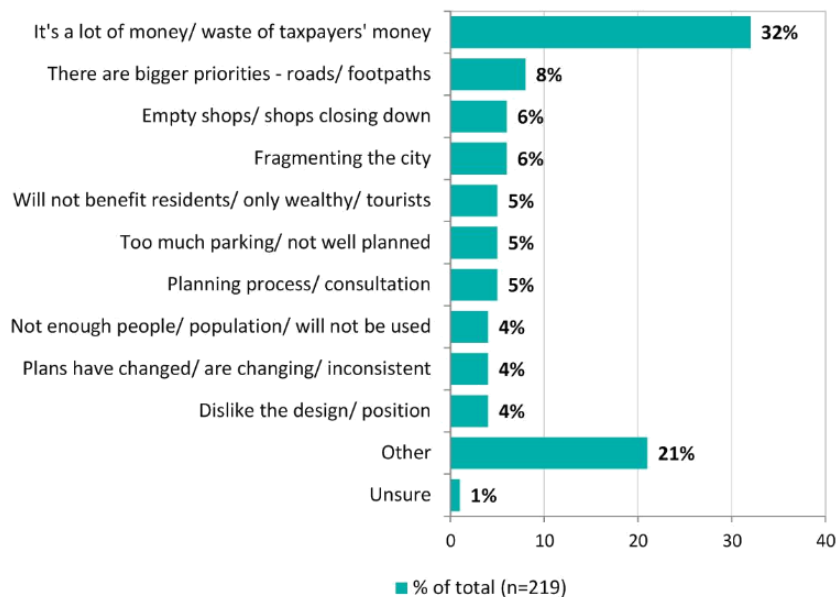
- AGREE (63% with preamble, 65% without)
- DISAGREE (37% with preamble, 35% without)

There were no significant variations to be noted across the demographic subgroups.



## Main Concerns about the LIVING CITY Masterplan

**Chart 11 – Main Concerns about the LIVING CITY Masterplan**  
(Percentage of respondents who disagreed that the Council should progress the LIVING CITY Masterplan)\*



\*Percentages do not sum to 100 due to multiple responses being possible.

The concern identified by respondents regarding the LIVING CITY Masterplan which emerged most clearly was that "it's a lot of money/ waste of taxpayers' money" (32%).

Next most frequently mentioned were that "there are bigger priorities – roads/ footpaths" (8%), "empty shops/ shops closing down" and "fragmenting the city" (6% in each case).

"Other" concerns mentioned by less than 4% of respondents included:

- Not in keeping with the area/ heritage
- Not going to achieve its aims/ bring tourists
- Hotel will impact on views of the river
- Demolished/ destroyed existing buildings

There were no significant variations to be noted across the demographic subgroups.

Q. What is your main concern?



## Likelihood of Visiting Features of the Waterfront Park (1)

Table 4 – Likelihood of Visiting Features of the Waterfront Park  
(Percentage of all respondents, n=600)\*

Waterfront Park Feature	TOTAL LIKELY	Very likely	Somewhat likely	TOTAL UNLIKELY	Not very likely	Not at all likely	Unsure
Open lawn area	71	34	37	27	16	10	3
Elevated walkway from Rooke Street to the river	68	40	28	30	16	14	2
Water feature	58	22	36	34	21	13	7
Tree Woodland	57	25	32	31	17	13	12
Terraced Event Space	57	25	32	35	21	14	8

\*Percentages may not sum to 100 due to rounding.

The Waterfront Park Plan features that respondents reported they and/or their families would be most likely to visit were the “open lawn area” (71%), followed by the “elevated walkway from Rooke Street to the river” (68%).

The only demographic variation to emerge in relation to the above features was that a significantly higher proportion of:

- Respondents aged 70 years and over stated they would be “not at all likely” to visit the “elevated walkway from Rooke Street to the river” (27%).

**Q. The next stage of LIVING CITY is the proposed 15-million-dollar Waterfront Park Plan, of which the Federal Government has committed 10-million-dollars towards the costs. For each could you please tell me if you and/or your family would be “very likely”, “somewhat likely”, “not very likely” or “not at all likely” to visit that feature.**



## Likelihood of Visiting Features of the Waterfront Park (2)

Table 4 (cont'd) – Likelihood of Visiting Features of the Waterfront Park  
(Percentage of all respondents, n=600)\*

Waterfront Park Feature	TOTAL LIKELY	Very likely	Somewhat likely	TOTAL UNLIKELY	Not very likely	Not at all likely	Unsure
BBQ shelter	55	26	29	43	23	20	2
Nature based playground	51	29	21	46	24	22	3
Rotunda / Pavilion	49	18	31	35	22	13	17

\*Percentages may not sum to 100 due to rounding.

The Waterfront Park Plan features that respondents indicated they and/or their families would be least likely to visit were the “rotunda/ pavilion” (49%) and the “nature based playground” (51%). However, the somewhat higher percentage of respondents stating they were “unsure” if they would visit the “rotunda/ pavilion” (17%) should also be noted.

Demographically, respondents aged 70 years and over were significantly less likely to indicate that they would visit:

- The “terraced event space” (24% stating “not at all likely”)
- The “nature based playground” (35% stating “not at all likely”)
- The “rotunda/ pavilion” (22% stating “not at all likely”)

- Respondents aged 60 years and over were significantly less likely to state they would visit a “BBQ shelter” (a combined total of 33% stating “not at all likely”).
- Respondents aged 30 to 39 years were significantly more likely to state they would be likely at some level to visit a “nature based playground” (77% in total), particularly when compared to those aged 50 to 59 years (15%).

**Q. The next stage of LIVING CITY is the proposed 15-million-dollar Waterfront Park Plan, of which the Federal Government has committed 10-million-dollars towards the costs. For each could you please tell me if you and/or your family would be “very likely”, “somewhat likely”, “not very likely” or “not at all likely” to visit that feature.**

## **4.4 ELECTED MEMBERS' EXPENDITURE REPORT JANUARY AND FEBRUARY 2019**

File: 22947 D569903

### **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 January and February 2019, is detailed below:

#### **Mayor Annette Rockliff**

\$32.00 Mobile Phone

#### **Councillors**

\$981.60 iPads (3 months)

The attached table sets out the cumulative expenditure for the 2018/19 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 - February 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:	Paul West
Position:	Executive Officer	Position:	General Manager

### Councillor Expenses

Cumulative figures year to date - Jan-Feb 2019

Councillor Expenses	Mayoral Allowance	Deputy Mayoral Allowance	Councillor's Allowance	Mileage R'ments	IPads	Conference/ Professional Development Attendance	Travel, Accommodation & Meal expenses	Meeting expenses	Mobile Phone	Total
Mayor Rockliff	35,940		14,375	7,000	349		478		102	\$ 58,243
Deputy Mayor Cr Jarman (from 12/11/18)		4,590	14,375		349		380			\$ 19,694
Cr Alexiou			5,873		109					\$ 5,982
Cr Enniss			5,873		109	200	136			\$ 6,318
Cr Hollister			5,873		109					\$ 5,982
Cr Laycock			14,375		349					\$ 14,724
Cr Milbourne			5,873		109	200				\$ 6,182
Cr Murphy			5,873		109					\$ 5,982
Cr Perry (Acting Deputy Mayor 1/7/18-2/11/18)		5,561	14,375		349		585			\$ 20,870
<b>1 July - 31 October 2018</b>										
Ald Emmerton			7,951		240					\$ 8,191
Ald Goodwin			7,951		240		307			\$ 8,498
Ald Matthews			7,951		240					\$ 8,191
Ald Milne			7,951		240		344			\$ 8,535
Other Non Attributable										\$ -
<b>TOTAL - YEAR TO DATE</b>	<b>\$ 35,940</b>	<b>\$ 10,151</b>	<b>\$ 118,672</b>	<b>\$ 7,000</b>	<b>\$ 2,901</b>	<b>\$ 400</b>	<b>\$ 2,229</b>	<b>\$ -</b>	<b>\$ 102</b>	<b>\$ 177,395</b>
Budget	55,292	17,510	201,365	10,500	3,300	15,000	11,450	1,000	700	316,117
<b>BALANCE UNSPENT</b>	<b>\$ 19,352</b>	<b>\$ 7,359</b>	<b>\$ 82,693</b>	<b>\$ 3,500</b>	<b>\$ 399</b>	<b>\$ 14,600</b>	<b>\$ 9,221</b>	<b>\$ 1,000</b>	<b>\$ 598</b>	<b>\$ 138,722</b>
% Spent Year to Date	65%	58%	59%	67%	88%	3%	19%	0%	15%	56%

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

## **4.5 ANNUAL PLAN PROGRESS REPORT - 1 JANUARY 2019 TO 28 FEBRUARY 2019**

File: 26469 D569914

### **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 that meets legislative requirements and provides an increased performance management reporting capacity across the whole organisation and with external stakeholders

### **SUMMARY**

To provide an update on the progress of the 2018/19 Annual Plan as at 28 February 2019.

### **BACKGROUND**

Council adopted its 2018/19 Annual Plan on 25 June 2018. 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**

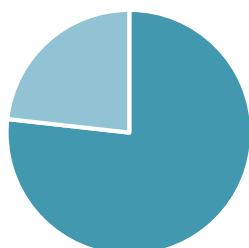
The Annual Plan has been developed to guide Council in its actions to ensure the future aspirations of the Devonport community can be achieved.

Key activities noted in the attached Progress Report include:

- New pensioner parking permit scheme developed.
- Bike Path Hierarchy adopted by Council in February 2019.
- paranaple art centre's 2019 theatre season was launched on 24 January 2019.
- Recreation Centre programs for disengaged young people and seniors recommenced in February after the school holiday break.
- A "Seated Tai Chi" program is being developed in conjunction with Allied Health, for people with a disability.
- Partnered with Youth and Family Community Connections to deliver a School Holiday Program in January.
- Second round of Financial Assistance Grants closed at the end of February; submissions to be considered at March Governance, Finance & Community Services Meeting.
- Tidal Festival workshops were attended by a good number of participants.
- Demolition of the former Harris Scarfe building is underway.
- The hydraulic modelling for the stormwater network continues to progress.

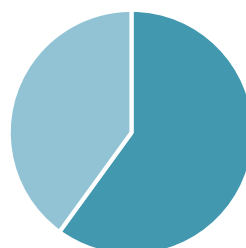
Progress comments are provided for each action in the Progress Report. Below are graphical snapshots of Council's performance against each Strategic Goal and against actions overall across the organisation.

### 2018/19 AP Actions - Organisation



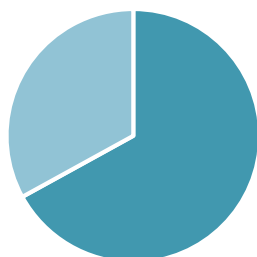
■ On Track - 76% ■ Off Track - 23%

### Goal 1 - Living Lightly on our Environment



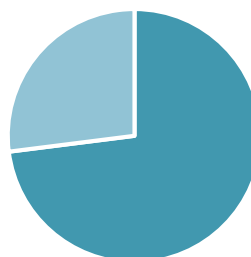
■ On Track - 60% ■ Off Track - 40%

### Goal 2 - Building a Unique City



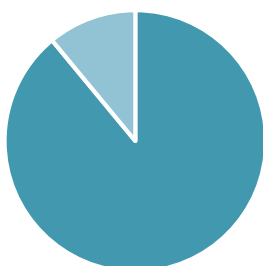
■ On Track - 67% ■ Off Track - 33%

### Goal 3 - Growing a Vibrant Economy



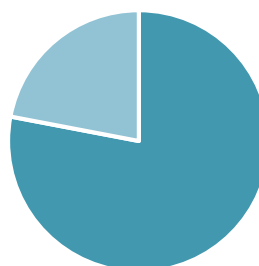
■ On Track - 73% ■ Off Track - 27%

### Goal 4 - Building Quality of Life



■ On Track - 89% ■ Off Track - 11%

### Goal 5 - Practicing Excellence in Governance



■ On Track - 78% ■ Off Track - 22%

#### 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 2018/19 Annual Plan Progress Report as at 28 February 2019 is provided for the information of the Councillors and the community.

### **ATTACHMENTS**

- [1.](#) Strategic Plan Progress Report - February 2019

### **RECOMMENDATION**

That it be recommended to Council that the 2018/19 Annual Plan Progress Report for the period ended 28 February 2019 be received and noted.

Author:	Jacqui Surtees	Endorsed By:	Paul West
Position:	Executive Officer	Position:	General Manager



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

Period: 18/19



## Strategic Plan Progress Report

**Goal:** 1 Living lightly on our environment

**Outcome:** 1.1 Devonport is an energy efficient City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.1.1 Lead and actively promote the adoption of practices that support the sustainable use of energy and other natural resources by Council, businesses and the community</b>					
1.1.1.1 Continue to install energy efficient lighting in Council facilities and public open space lighting (parks, gardens, sports fields etc)	In Progress	82%	Energy efficient lighting options being considered as part of the design of projects. Buildings have been assessed, New projects have been specified with LED lighting options. Solar lighting is in use and on trial	Technical Support Supervisor	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.1.2 Investigate innovative ways of accessing alternative power including the harnessing of wind and solar energy</b>					
1.1.2.1 Explore alternative energy generation for Council assets for future submission in the forward Capital Works Plan	In Progress	66%	Have commenced looking at locations suitable for alternative energy. Have investigated hybrid and battery options for Council's light vehicle fleet and are likely to begin a transition in 2019.	Technical Support Supervisor	31/03/2019

**Outcome:** 1.2 Sustainability is promoted and integrated across all sectors

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.2.1 Support the conservation and maintenance of biodiversity corridors including coastal landscapes and preserve areas of remnant vegetation</b>					
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	Deferred	30%	Deferred - will now be delivered in November 2019	NRM Officer	31/12/2018
1.2.1.1 Develop a Master Plan for the Kelcey Tier Greenbelt	In Progress	80%	Consultation report presented to Council at its February meeting - Workshop to be held with Council to consider the implications of the Master Plan	Community Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE

## Strategic Plan Progress Report

**Goal:** 1 Living lightly on our environment

**Outcome:** 1.2 Sustainability is promoted and integrated across all sectors

<b>Strategy:</b> 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 Support coastal vulnerability study initiated by Cradle Coast Authority of Council assets across the region or state-wide (as listed in the Climate Change Adaptation Plan)	Not Started	0%	NRM Officer to monitor progress once action commences	Community Services Manager	30/06/2019

**Outcome:** 1.3 Devonport is aware and active on how to live lightly

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.3.1 Identify and implement initiatives to educate and encourage our community on opportunities to "live lightly"					
1.3.1.1 Implement community based educational initiatives as outlined in the Environmental Strategy	In Progress	67%	Continuing to work with Friends of Don with environmental initiatives including revegetation and invasive species management Engaging with local schools, East Devonport Child and Family Health, Rotary Clubs	Community Services Manager	30/06/2019

**Outcome:** 1.4 Our waste and pollution is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.4.1 Promote recycling, re-use and minimisation of waste materials within Council, to the community and businesses					
1.4.1.1 Review location of waste bins at Pioneer Park to reduce litter across the Park	In Progress	50%	Walk through completed.	Works Supervisor	28/02/2019
1.4.1.1 Work with event organisers to improve waste management at public events	In Progress	67%	Recycling toppers available from Cradle Coast Waste Management Group for future events - will look to incorporate into event	Marketing & Events Coordinator	30/06/2019
1.4.1.2 Provide an opt-in co-mingled recycling collection for food business	Completed	100%	Completed	Infrastructure & Works Manager	31/07/2018

## Strategic Plan Progress Report

**Goal:** 1 Living lightly on our environment

**Outcome:** 1.4 Our waste and pollution is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities</b>					
1.4.2.1 Identify opportunities to increase resource recovery and recycling through Council facilities and operations	Not Started	0%	This action has not yet commenced.	Infrastructure & Works Manager	30/06/2019
1.4.2.2 Look to improve segregation of green waste from general landfill materials	In Progress	15%	Investigation underway to determine extent of problem, including a review of existing documentation and previous and current strategies. Work is being done in consultation with Dulverton.	Infrastructure & Works Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.4.3 Lead and actively promote emissions minimisation</b>					
1.4.3.1 Investigate the costs and benefits of installing electric vehicle charging infrastructure	In Progress	43%	A report will be prepared for a future Council meeting.	Project Manager	30/06/2019

**Outcome:** 1.5 Water is actively conserved

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 1.5.1 Lead and promote water conservation and re-use initiatives within Council and the community</b>					
1.5.1.1 Investigate opportunities to reduce water consumption at Council facilities	In Progress	67%	Sites are still being assessed, some maintenance taps in the community have been modified to stop them being left on.	Technical Support Supervisor	30/06/2019

## Strategic Plan Progress Report

**Goal:** 2 *Building a unique city*

**Outcome:** 2.1 *Council's Planning Scheme provides rational and practical clustering of common property uses, and facilitates appropriate development*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 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 Actively develop a draft Local Planning Schedule to comply with the requirements of the Land Use Planning and Approvals Act 1993	In Progress	67%	Work is progressing to prepare the requirements of the Local Planning Schedules. Progress is on target for the Schedules to be drafted and submitted to the Tasmanian Planning Commission in June 2019.	Development Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.1.2 <i>Provide high quality, consistent and responsive development assessment and compliance processes</i>					
2.1.2.1 Annual review of policies and procedures to ensure compliance with the requirements of the Planning Scheme	In Progress	67%	Review of policies and procedures being undertaken as required. Electronic management of Development Applications is virtually 100% digital.	Planning Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.1.3 <i>Work in partnership with neighbouring councils, State Government and other key stakeholders on regional planning and development issues</i>					
2.1.3.1 Maintain membership of Cradle Coast Regional Planning Group and contribute to regional forums on the development of consistent Local Planning Schedules	In Progress	67%	Membership maintained and Council officers contributing to regional forums as required. to enable submission to TPC before June 30, 2019.	Planning Coordinator	30/06/2019

**Outcome:** 2.2 *The Devonport brand supports our marketing and development efforts*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.2.1 <i>Maintain a local brand that supports our competitive advantages</i>					
2.2.1.1 Investigate the development of an interactive website for visitors and the	In Progress	50%	Investigating suitable platform to deliver website in line with Council's organisational	Marketing & Events Coordinator	30/06/2019

## Strategic Plan Progress Report

**Goal:** 2 *Building a unique city*

**Outcome:** 2.2 *The Devonport brand supports our marketing and development efforts*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.2.1 <i>Maintain a local brand that supports our competitive advantages</i>					
opportunity for enhanced retail promotion activities			website		

**Outcome:** 2.3 *The infrastructure priorities to support the development of our unique city are planned and appropriately funded and maintained*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.1 <i>Provide and maintain roads, bridges, footpaths, bike paths and car parks to appropriate standards</i>					
2.3.1.1 Develop a hierarchy for bike paths	Completed	100%	Hierarchy developed and reported to IWC in February. Adopted by Council in February.	City Engineer	31/01/2019
2.3.1.1 Investigate opportunities to improve the Concession Voucher Booklet Scheme which currently operate	Completed	100%	New parking permit introduced.	Customer Services Coordinator	31/12/2018
2.3.1.2 Undertake a safety assessment of bike paths	Not Started	0%	Scheduled to commence in March 2019 - following adoption of path hierarchy	City Engineer	01/04/2019
2.3.1.2 Develop and market improved information about parking	In Progress	75%	Working to market and promote changes and other matters relating to parking. The review of Council's website is a good opportunity to update information provided via the website.	Customer Services Coordinator	30/06/2019
2.3.1.3 Undertake vacancy and parking utilisation surveys in Council car parks	In Progress	76%	On going, each month surveys are undertaken to determine occupancy.	Customer Services Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.2 <i>Provide and maintain stormwater infrastructure to appropriate standards</i>					
2.3.2.1 Continue to develop hydraulic modelling for the stormwater network	In Progress	71%	Survey of Spreyton catchments is complete, Modelling of CBD catchments is complete.	City Engineer	30/06/2019

## Strategic Plan Progress Report

**Goal:** 2 *Building a unique city*

**Outcome:** 2.3 *The infrastructure priorities to support the development of our unique city are planned and appropriately funded and maintained*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.2 <i>Provide and maintain stormwater infrastructure to appropriate standards</i>					
			Modelling of north east and North west catchments is underway. Data collection and processing is underway for Spreyton catchments.		
2.3.2.2 Continue to review and update Council's Stormwater Strategy	In Progress	25%	Council's storm water strategy review planning is under way.	City Engineer	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.3 <i>Provide and maintain Council buildings, facilities and amenities to appropriate standards</i>					
2.3.3.1 Develop a plan for the grounds surrounding the Don Hall	In Progress	25%	A review of existing documentation and plans is underway.	Infrastructure & Works Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.4 <i>Provide accessible and sustainable parks, gardens and open spaces to appropriate standards</i>					
2.3.4.1 Develop a plan for the access to the Bass Strait Maritime Centre from Victoria Parade	In Progress	50%	Recommendations received as part of the Mersey Bluff traffic parking and pedestrian study. Concepts to be further developed and estimates completed for consideration in forward capital works program.	Infrastructure & Works Manager	30/06/2019
2.3.4.2 Investigate methods to improve pedestrian safety and restrict vehicular access at Pioneer Park	In Progress	25%	Investigation underway.	Infrastructure & Works Manager	28/02/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.5 <i>Develop and maintain long term Strategic Asset Management Plans and Capital Improvement Program</i>					

## Strategic Plan Progress Report

**Goal:** 2 *Building a unique city*

**Outcome:** 2.3 *The infrastructure priorities to support the development of our unique city are planned and appropriately funded and maintained*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.5 <i>Develop and maintain long term Strategic Asset Management Plans and Capital Improvement Program</i>					
2.3.5.1 Continue to review and update Council's Asset Management Plans	In Progress	67%	Transport Asset Management Plan has been adopted by Council. Public Open Space & Storm Water Asset Management Plan are in development.	Asset Management and System Support Coordinator	30/06/2019
2.3.5.2 Develop and implement a program to review internal procedures relating to asset management	Not Started	0%	Will commence once Asset Management Plans are completed.	Technical Support Supervisor	30/06/2019

**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
<b>Strategy:</b> 2.4.1 <i>Develop and implement a CBD Master Plan aligned to the key LIVING CITY principles based on community engagement outcomes</i>					
2.4.1.1 Commence operations in the paranple centre, including relocation of Council business and implementation of co-location arrangements with other tenants	Completed	100%	Relocation complete, with the paranple centre opening for business on September 3	Deputy General Manager	31/10/2018
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.4.2 <i>Lobby and attract Government support to assist with the implementation of LIVING CITY Master Plans</i>					
2.4.2.1 Identify grant opportunities for government funding for the LIVING CITY waterfront precinct	Completed	100%	Following a number of grant applications, \$10M in funding for the LIVING CITY Waterfront Precinct was announced in July 2018	Deputy General Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.4.3 <i>Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plans</i>					
2.4.3.1 Negotiate with Council's preferred proponent for the LIVING CITY waterfront hotel to finalise contractual arrangements	In Progress	80%	A land sale contract has been finalised with the Developer. Demolition of former Harris Scarfe building underway.	Deputy General Manager	30/06/2019

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 Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plans					
which allow construction to proceed					



## Strategic Plan Progress Report

**Goal:** 3 Growing a vibrant economy

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.1.1 Market and promote the City and its potential as a regional business hub</b>					
3.1.1.1 Undertake actions as outlined in Council's Retail Strategy	In Progress	70%	A regular business and retail e-news has commenced, containing Council information, upcoming events and opportunities and an avenue for further engagement with retailers. Planning is underway for a seasonal marketing program.	Marketing & Events Coordinator	30/06/2019
3.1.1.1 Provide assistance where possible for new businesses	In Progress	75%	Advice being provided when required to assist new business developments.	Deputy General Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.1.2 Manage strategic urban development initiatives that supports the importance of the CBD and reduces fragmentation</b>					
3.1.2.1 Continue to pursue the implementation of the LIVING CITY Master Plan	In Progress	76%	Current focus is on finalising the design of the LIVING CITY Waterfront Precinct	Deputy General Manager	30/06/2019

**Outcome:** 3.2 Devonport's thriving visitor industry is developed around the water, natural beauty, location and agricultural advantages of the area

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.1 Support tourism through the provision of infrastructure and facilities</b>					
3.2.1.1 Maintain membership with Business Events Tasmania. Secure events at the paranple centre's convention facility	Completed	100%	Membership with Business Events Tasmania has been renewed for 2018/2019	Convention and Arts Centre Director	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.2 Support regional tourism development through productive relationships with regional partners and State and Federal Government</b>					
3.2.2.1 Undertake actions to support the Cradle Coast Authority's tourism	In Progress	67%	Council is engaged with Cradle Coast Authority to develop strategies for regional	Visitor Services Coordinator	30/06/2019

## Strategic Plan Progress Report

**Goal:** 3 Growing a vibrant economy

**Outcome:** 3.2 Devonport's thriving visitor industry is developed around the water, natural beauty, location and agricultural advantages of the area

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.2 Support regional tourism development through productive relationships with regional partners and State and Federal Government</b>					
initiatives, including actions from the Devonport Region Destination Action Plan			tourism. In addition Council is represented on the Authority's regional events strategy committee and acts as an administrator for the Cradle Country Marketing Group (Kentish/Latrobe, Central Coast).		
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.3 Facilitate a pro-active approach by business to embrace tourism opportunities</b>					
3.2.3.1 Provide regional tourism operators the opportunity to engage in sector development exercises by including them in famils, professional development exercises and information sharing	In Progress	67%	Council attends and participates in the local tourism association (Devonport & Cradle Country Tourism Inc.) and is part of joint four council (Devonport, Latrobe, Kentish & Central Coast) initiative, the Cradle Country Marketing Group. In addition, through the Visitor Information Centre, Council liaises with operators and offers development opportunities when available.	Visitor Services Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.4 Promote our natural environment including rivers, coast and the port to underpin tourism opportunities</b>					
3.2.4.1 Provide up to date information on appropriate websites, social media etc	In Progress	67%	Council continues to regularly provide information to various organisations such as Cradle Coast Authority, Tourism Tasmania, Business Events Tasmania and ATDW (Australian Tourism Data Warehouse). Council is developing a new tourism website through a broader overhaul of Council's web assets.	Visitor Services Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.5 Support festivals, events and attractions that add value to the City's economy</b>					

## Strategic Plan Progress Report

**Goal:** 3 Growing a vibrant economy

**Outcome:** 3.2 Devonport's thriving visitor industry is developed around the water, natural beauty, location and agricultural advantages of the area

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.5 Support festivals, events and attractions that add value to the City's economy</b>					
3.2.5.1 Promote an Events Assistance Program	Not Started	0%	Action to commence in March 2019 ahead of 2019/20 budget planning.	Marketing & Events Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 3.2.6 Provide visitor information and interpretive services through well designed and managed facilities</b>					
3.2.6.1 Look to provide a website which engages visitors and provides an online booking platform for accommodation and attractions	In Progress	67%	A new website for the paranple arts centre, paranple convention centre and a tourism based site, similar to visitdevonport, is in development.	Convention and Arts Centre Director	30/06/2019
3.2.6.2 Relocate visitor services to the new paranple arts centre	Completed	100%	Visitor Services were relocated to the paranple arts centre on Friday 2 November.	Convention and Arts Centre Director	31/10/2018

**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
<b>Strategy: 3.3.1 Improve the City's physical access and connectivity</b>					
3.3.1.1 Investigate and develop improved traffic management for locations within the road network with known access and connectivity issues	In Progress	75%	Investigation into Stony Rise Road completed and reported to Council in December 2018 - Min IWC 42/18 refers  Preliminary design is completed and further conversations with stakeholders and Don College (Watkinson St). Traffic calming measure proposed to coincide with changes to bus routes, now scheduled for September 2019.	City Engineer	31/01/2019

## 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
<b>Strategy:</b> 3.3.2 Develop and maintain a high profile City entrance and streetscape that enhances and maintains its character					
3.3.2.1 Consider improvement options that will enhance the entrances to the City	In Progress	5%	Preliminary work underway to determine preferred locations and functional requirements of city entrance markers.	Infrastructure & Works Manager	28/02/2019

**Outcome:** 3.4 Modern communication technology is used to identify and deliver new opportunities

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 3.4.1 Advocate for state of the art Information Communication Technology (ICT) infrastructure development					
3.4.1.1 Progress the development of and access to ICT systems and processes which are modern and applicable to the work environment	In Progress	50%	Streamlining and automating business processes. Driving increased usage of business systems to enable efficient processes.	Executive Manager Corporate Services	30/06/2019

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.1 Sport and recreation facilities and programs are well planned with strong participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.1.1 Provide sport, recreation and leisure facilities and programs to meet the needs of the community</b>					
4.1.1.1 Tasmanian Masters Games	Completed	100%	Council determined at its September Council meeting not to proceed with the Tasmanian Masters Games.	Sport & Recreation Development Coordinator	30/06/2019
4.1.1.2 Review current programs and develop new programs as required	In Progress	70%	Currently reviewing format of Harmony Day	Community Development & Recreation Officer	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.1.2 Enhance and increase the utilisation of sport and recreation facilities</b>					
4.1.2.1 Investigate funding options for further progressing sporting precinct concept plans development	In Progress	90%	An Expression of Interest to develop a master plan of the Valley Road Soccer Precinct has been drafted and will be distributed by end of March 2019.	Sport & Recreation Development Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.1.3 Promote passive recreational usage including walking, bike paths, trails, parks and playspaces</b>					
4.1.3.1 Make information available on opportunities in the Devonport area	In Progress	67%	Continue to promote passive recreation on an ongoing basis through the website, social media etc.	Media & Communications Officer	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.1.4 Manage sport and recreation facilities to ensure appeal, safety and accessibility</b>					
4.1.4.1 Review sporting facilities to assess compliance with modern accessibility requirements	Not Started	0%	Scheduled to commence in March 2019	Technical Support Supervisor	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.1.5 Encourage multi use of open space and facilities to ensure the terms and conditions of any licences or user agreements achieve a positive outcome for the community</b>					

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.1 Sport and recreation facilities and programs are well planned with strong participation

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.1.5 Encourage multi use of open space and facilities to ensure the terms and conditions of any licences or user agreements achieve a positive outcome for the community					
4.1.5.1 Promote the use of facilities available in the area	In Progress	67%	Council encourages wide usage of open space and facilities by as many groups and people as possible. Work has continued to promote the use of facilities which are available within the city to promote recreation, both passive and active.	Media & Communications Officer	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.1.6 Build capacity of the sport and recreation sector and ensure community involvement in planning sport and recreation facilities					
4.1.6.1 Work with sporting organisations/groups to increase participation in sport and recreation activities	In Progress	85%	Ongoing - TasTafe partnership has been renewed for the 2019 school year. Students undertaking Certificate 3 in Sport & Recreation make use of the facilities at the Devonport Recreation Centre.	Sport & Recreation Development Coordinator	30/06/2019

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage					
4.2.1.1 Maintain a visual arts program that exhibits local emerging, early career and children's exhibitions	In Progress	75%	Emerging and early career artist to be included in the Little Gallery program have been selected, with offers yet to be made for the end of 2019 exhibition period. The Creative Space as well as corridor areas are now being used as additional exhibition spaces where local groups and children's art is on display.	Visual Arts Coordinator	30/06/2019
4.2.1.2 Develop an annual program of exhibitions and events that celebrates Devonport's maritime heritage	In Progress	67%	The natural history exhibition has opened and is running with associated public programs underway. The local history exhibition,	Bass Strait Maritime Centre Coordinator	30/06/2019

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.2.1 Acknowledge, preserve and celebrate local art, culture and heritage</b>					
			provisionally titled Torquay Stories, is undergoing development and will focus on the history of the Torquay side of Devonport.		
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability, active engagement and strong participation for the benefit of current and future generations</b>					
4.2.2.1 Maintain an exhibition program that aligns with the Devonport Regional Gallery Strategic Plan	In Progress	67%	The Gallery's exhibition program is complete for the 2018/2019 year. To June 2019, the Gallery will present: 4 National and State touring exhibitions; 3 Collection exhibitions; 3 Community exhibitions; 2 Emerging Artist exhibitions; 1 children's exhibition and Tidal, the City of Devonport Art Award.	Convention and Arts Centre Director	30/06/2019
4.2.2.2 Develop a Subscription Season of Performing Arts events, and build subscriber numbers through targeted engagement programs and incentives	Completed	100%	The paranple arts centre's 2019 Theatre Season was launched on 24th January. The season consists of diverse program of performances including physical theatre, live music, dance, and theatre.	DECC Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.2.3 Develop and implement an integrated approach to public art</b>					
4.2.3.1 Develop a public art program for the paranple art centre and precinct highlighting the cultural heritage of the region	Not Started	0%	This action has not started and will be developed in relation to Living City Stage 2.	Convention and Arts Centre Director	30/06/2019
4.2.3.1 Investigate options for the former Devonport Regional Gallery and Visitor Information Centre	In Progress	24%	Preliminary considerations underway	Deputy General Manager	30/06/2019

**Outcome:** 4.3 Heritage management is planned

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.3 Heritage management is planned

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest within the City of Devonport</b>					
4.3.1.1 Undertake risk assessments of recommended fire breaks for the Don Reserve and Kelcey Tier Greenbelt to determine extent of works required	In Progress	5%	Discussions have commenced with the consultant who prepared the bushfire management plans to determine how to best progress this project.	Infrastructure & Works Manager	31/03/2019

**Outcome:** 4.4 Our community and visitors are safe and secure

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.4.1 Support the community in emergency management response and recovery</b>					
4.4.1.1 Support the community in emergency management response and recovery and provide the necessary resources to respond when required	In Progress	67%	Emergency Management Plan reviewed and changes made to reflect changes to the Emergency Management Act 2006	Risk Management & Compliance Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.4.2 Provide and promote effective management of animals within the community</b>					
4.4.2.1 Implement an education program on responsible dog ownership	In Progress	67%	Discussions to be held with schools to gain support for an Education Program.	Risk Management & Compliance Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.4.3 Support activities that encourage safe and responsible community behaviour</b>					
4.4.3.1 Actively engage with other service organisations to promote a safe community	In Progress	67%	Opportunities being identified	Community Services Manager	30/06/2019
4.4.3.2 Monitor CCTV installations and report matters to Tasmania Police	In Progress	70%	Monitoring on an ongoing basis	Community Services Manager	30/06/2019

**Outcome:** 4.5 Education and learning is accessible and responsive to our needs

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.5 Education and learning is accessible and responsive to our needs

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 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 Provide funding to assist in the delivery of actions from the Live and Learn Strategy	In Progress	70%	Funding allocated in the 2018/19 budget. Festival of Learning successfully delivered in September 2018 with over 1,500 participants of various events throughout the month. 26Ten funding submission lodged to engage project officer.	Community Services Manager	30/06/2019

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.6.1 Facilitate and advocate for child and family support services					
4.6.1.1 Work in partnership with service providers to deliver services and programs	In Progress	67%	Working with Space Program to deliver the Square Peg program at the Devonport Recreation Centre Partnered with Youth and Family Community Connections to deliver School Holiday Program in January 2019	Community Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.6.2 Provide quality public and environmental health services					
4.6.2.1 Introduce mobile computing services for the conducting of inspections and recording of data	In Progress	50%	Software licence has been purchased and hardware has been obtained. Inspection requirements being reviewed to suit the new Tasmanian Food Business Risk Classification System from the State Government.	Development Services Manager	30/06/2019

**Outcome:** 4.7 An active, connected, empowered community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.7.2 Encourage and provide information and opportunities for active participation in community life					

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.7 An active, connected, empowered community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.7.2 Encourage and provide information and opportunities for active participation in community life</b>					
4.7.2.1 Organise programs for seniors and disengaged young people through the Devonport and East Devonport Recreation Centres	In Progress	85%	Programs for disengaged young people and seniors recommenced in February after a break for the summer school holidays. A new program is being developed in conjunction with Allied Health Services. The program is called Seated Tai Chi targeting people with a disability.	Sport & Recreation Development Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.7.3 Attract and promote equitable distribution and sharing of financial and other resources throughout the community</b>					
4.7.3.1 Undertake two rounds of Financial Assistance Grants Program during the financial year	Completed	100%	First Round completed in September 2018 Second round closed 28 February 2019 to be considered at March Council meeting.	Community Services Manager	31/03/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that assist the frail, aged, people with disabilities and their carers to engage in all aspects of community life</b>					
4.7.4.1 Develop and adopt an Equal Access and Disability Plan	In Progress	75%	Workshop undertaken with stakeholders and feedback received on draft Actions - Strategy being written	Community Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 4.7.5 Support initiatives that foster community harmony and which values and celebrates diversity</b>					
4.7.5.1 Deliver initiatives that engage with diverse sectors of our community through the provision of a diverse public and creative learning program	In Progress	75%	The Gallery's workshop programs have been re branded and are now provided free of charge, which has led to an increase in participation numbers, in particular for classes aimed at the 6 -11 age bracket. Tidal festival workshops were held externally as well as at the arts centre and attracted good numbers of participants.	Visual Arts Coordinator	30/06/2019

## Strategic Plan Progress Report

**Goal:** 4 *Building quality of life*

**Outcome:** 4.8 *Young people are recognised, valued and connected to the community, allowing them to reach their full potential*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.8.1 <i>Promote programs that encourage youth participation, engagement in decision making, development and leadership</i>					
4.8.1.1 Deliver a youth devised arts program that results in the delivery of public art or a creative public event	In Progress	67%	Young community members have been engaged as curators/artists for an exhibition titled, Facing our Past, a part of the Robinson Project which is a series of collaborative community curatorial projects based on the Robinson collection. The Gallery is inviting the local school community to participate in gallery based workshops where the resulting works may put on the display in the Creative Space.	Visual Arts Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.8.2 <i>Provide, promote and advocate for appropriate and accessible services, information, facilities, activities and spaces for youth</i>					
4.8.2.1 Implement initiatives from the adopted Youth Strategy	In Progress	70%	Initial discussions held with representatives of Youth Family and Community Connections (YFCC) for projects which can be initiated under the Youth Strategy. Partnership Agreement executed with YFCC	Community Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.8.3 <i>Assist in the development, promotion and celebration of youth</i>					
4.8.3.1 Promote National Youth Week through the delivery of a creative program or event	In Progress	67%	The gallery's youth Committee, The Droogs is working towards Youth Week Tasmania. This program will include a reinterpretation of The Sketchbook project and workshops, with the aim of bringing young community members to the parnaple arts centre in the lead up to and during Youth Week Tasmania.	Visual Arts Coordinator	30/06/2019

## 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
<b>Strategy: 5.1.1 Promote open communication and cooperation with local and state governments in regional initiatives</b>					
5.1.1.1 Actively participate in the Cradle Coast Authority	In Progress	67%	Council continues to participate in the activities of the CCA. Mayor Rockliff is a member of the Board and the Deputy Mayor and General Manager are Council's appointed representatives.	General Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.1.2 Pursue opportunities for cooperative initiatives including resource sharing with other councils, organisations and community groups</b>					
5.1.2.1 Consider options for expanded resource sharing	In Progress	50%	A detailed list of areas of shared services has been prepared and submitted to the Local Government Division. The implementation of the Cradle Coast Futures Plan is seen as the next area for progression.	General Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.1.3 Represent and promote Council at Regional, State and National forums</b>					
5.1.3.1 Be an active member of the Local Government Association of Tasmania and the Cradle Coast Authority	In Progress	67%	Council continues to participate in activities of the Local Government Association of Tasmania	General Manager	30/06/2019

**Outcome:** 5.2 Active and purposeful community engagement and participation is integral to our work

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.2.2 Develop an integrated approach to promoting, marketing and supporting a culture of "volunteerism" in our community</b>					
5.2.2.1 Continue implementing the actions of the Volunteer Strategy	In Progress	70%	Continuing to support and encourage new volunteers across the organisation and satellite sites	Community Services Manager	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.2.3 Encourage community action and participation that results in increased well-being and engagement</b>					

## Strategic Plan Progress Report

**Goal:** 5 Practicing excellence in governance

**Outcome:** 5.2 Active and purposeful community engagement and participation is integral to our work

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.2.3 Encourage community action and participation that results in increased well-being and engagement</b>					
5.2.3.1 Undertake community consultation where appropriate to ascertain views and input to Council decision making	In Progress	67%	Consultation undertaken for major capital works, Strategic Plan, Kelcey Tier Master Plan and Budget. A telephone survey was undertaken in February 2019.	Executive Manager - Organisation I Performance	30/06/2019

**Outcome:** 5.3 Council employs best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.3.1 Review and amend governance structures, policies and procedures to adapt to changing circumstances</b>					
5.3.1.1 Develop an action list based on the findings of the Integrity Commission's 'Fostering Integrity' Report to support the ethical health of the organisation	In Progress	50%	Planning underway to roll out awareness campaign	Executive Manager - Organisation I Performance	30/06/2019
5.3.1.2 Develop and implement legislative Compliance Register	In Progress	50%	Compliance Register drafted and review underway.	Executive Manager - Organisation I Performance	30/06/2019
5.3.1.3 Review internal management of policies	In Progress	67%	Initial meeting to discuss new process has been undertaken and a register of Management Policies has been established and circulated to Managers.	Executive Manager - Organisation I Performance	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.3.3 Encourage increased community participation in Council elections</b>					
5.3.3.1 Promote the 2018 Local Government elections	Completed	100%	2018 Elections have been held.	Executive Manager - Organisation I Performance	30/11/2018
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.3.5 Maintain and monitor a fully integrated strategic and business planning process that meets legislative requirements and provides an increased performance management reporting capacity across the organisation and with external stakeholders</b>					

## Strategic Plan Progress Report

**Goal:** 5 Practicing excellence in governance

**Outcome:** 5.3 Council employs best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.3.5 Maintain and monitor a fully integrated strategic and business planning process that meets legislative requirements and provides an increased performance management reporting capacity across the organisation and with external stakeholders					
5.3.5.1 Conduct review of Council's Strategic Plan	In Progress	67%	Strategic Plan review is progressing well. Community input has been received together with the results of an EMRS telephone survey.	General Manager	30/06/2019

**Outcome:** 5.4 Council is recognised for its customer service ethos

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.4.1 Provide timely, efficient, consistent and quality services which are aligned with and meet our customers needs					
5.4.1.1 Ensure website information is regularly reviewed and updated	In Progress	76%	New website being organised, all content will be reviewed and refined.	Customer Services Coordinator	30/06/2019
5.4.1.2 Review and refine Customer electronic "self-service" options	In Progress	71%	Council's core business system, Technology One, has a module called eServices. Council will leverage the new eServices, which will be released through Property and Rating over the next 12 to 18 months.	Customer Services Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.4.2 Monitor and evaluate Council's service standards					
5.4.2.1 Review and investigate alternative Customer Service options including integration with Service Tasmania as a result of the relocation to the paranapple centre	In Progress	80%	Review of services that could be completed by Service Tas as part of stage 2 is underway.	Customer Services Coordinator	30/06/2019

**Outcome:** 5.5 Council's services are financially sustainable

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.5.2 Ensure comprehensive financial planning to meet sustainability requirements					



## 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
<b>Strategy: 5.5.2 Ensure comprehensive financial planning to meet sustainability requirements</b>					
5.5.2.1 Review Council's Long Term Financial Management Strategy	Not Started	0%	Scheduled to commence in March 2019	Executive Manager - Organisational Performance	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.5.3 Ensure revenue modelling meets Council's funding requirements to provide equitable pricing relevant to services delivered</b>					
5.5.3.1 Develop and adopt budget	In Progress	50%	Budget process has commenced for FY 2019 - 20 and progressing according to plan.	Executive Manager Corporate Services	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.5.4 Ensure operations meet or exceed financial targets as set in Strategic and Business Plans</b>					
5.5.4.1 Review the targets achieved against other local governments	Completed	100%	Report of the Auditor-General No. 5 presented to Parliament in November 2018. Report contains data on all 29 Councils in relation to achievement of Key Performance Indicators. Summary of results for DCC contained in January 2019 Governance & Finance Report.	Executive Manager - Organisational Performance	31/12/2018

**Outcome:** 5.6 Risk management is a core organisational focus

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.6.1 Ensure safe work practices through adherence to Work Health and Safety standards</b>					
5.6.1.1 Ensure safe work practices through adherence to Work Health and Safety Standards and review work practices regularly	In Progress	67%	Safety Management Systems Auditing Process commenced	Risk Management & Compliance Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.6.2 Develop, implement, maintain and comply with Council's Risk Management Framework</b>					

## 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
<b>Strategy:</b> 5.6.2 <i>Develop, implement, maintain and comply with Council's Risk Management Framework</i>					
5.6.2.1 Undertake review of Risk Management Framework	In Progress	67%	Training and consultation completed with the Management Team. Draft document being prepared to present to the Audit Panel.	Risk Management & Compliance Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.6.3 <i>Integrate risk management principles into all business practices</i>					
5.6.3.1 Assess, and implement where appropriate, recommendations from the Annual Risk Service	In Progress	67%	Action Plan developed. Consultation with responsible officers to continue.	Risk Management & Compliance Coordinator	30/06/2019
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.6.4 <i>Provide internal and external audit functions to review Council's performance, risk management, financial governance and reporting</i>					
5.6.4.1 Develop & implement an internal safety auditing process in accordance with the Safety Management Plan	In Progress	67%	Safety management System Auditing Process has commenced.	Risk Management & Compliance Coordinator	30/06/2019
5.6.4.1 Support the activities of Council's Audit Panel	In Progress	67%	Provided support to meeting held Monday 13 August and Monday 3 December and preparations for new Audit Panel following Council elections.	Executive Manager - Organisational Performance	30/06/2019

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

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.7.3 <i>Ensure Human Resource policies, procedures and management systems support effective Council service delivery</i>					
5.7.3.1 Implement single touch payroll across the organisation	Completed	100%	The Single Touch Payroll implementation was completed and is operational.	Executive Manager Corporate Services	31/12/2018

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

## 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
<b>Strategy: 5.8.1 Provide efficient, effective and secure information management services that support Council's operations</b>					
5.8.1.1 Develop a standard communication plan for capital works projects	In Progress	20%	Underway - draft documentation being developed	Infrastructure & Works Manager	31/12/2018
5.8.1.1 Develop and execute a whole of Council Digital Security Plan	In Progress	15%	Pending commencement. An approach to the development of a Digital Security plan has been introduced to the Senior Management Team.	Executive Manager Corporate Services	30/06/2019
5.8.1.2 Develop and execute an IT Disaster Recovery Plan	In Progress	5%	The approach to planning has been developed and introduced to the Senior Management Team. Pending commencement.	Executive Manager Corporate Services	30/06/2019
5.8.1.3 Develop the Information Asset Register (IAR)	In Progress	67%	IAR set up in SharePoint under the Records Management Site. Meetings with information experts scheduled to ensure all assets are included.	Records Officer	30/06/2019
5.8.1.4 Review the management of Contractor record keeping	In Progress	50%	The working group will reconvene in April.	Records Officer	30/06/2019
5.8.1.5 Implement Asset Management Software linked to Council's Long Term Financial Management Strategy	In Progress	16%	The Technology One Asset Management System Implementation Business Case was reviewed and endorsed by Council at the Governance, Finance and Community Services Committee Meeting on 21 January. 2019. Project initiating and set to commence in March 2019.	Executive Manager Corporate Services	31/12/2018
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy: 5.8.2 Ensure access to Council information that meets user demands, is easy to understand, whilst complying with legislative requirements</b>					
5.8.2.1 Implement new employee Intranet and content management portal utilising	Completed	100%	An Intranet has been implemented that replaces Cafe. The new intranet was	Executive Manager Corporate Services	31/08/2018



## 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
<b>Strategy: 5.8.2 Ensure access to Council information that meets user demands, is easy to understand, whilst complying with legislative requirements</b>					
existing solution 'SharePoint'			developed on SharePoint delivering better functionality and savings.		
5.8.2.2 Drive greater utilisation of Office365 to support easier access to shared data and improved collaboration across Council	In Progress	90%	A majority of data and employees have transitioned to Office365 resulting in improved collaboration, increased mobility and greater document security.	Executive Manager Corporate Services	30/06/2019

## 4.6 BUDGET CONSULTATION 2019-20

File: 35911-01 D564437

### RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.2.3 Encourage community action and participation that results in increased well-being and engagement

### SUMMARY

This report presents the outcomes from budget consultation undertaken for the 2019/20 financial year.

### BACKGROUND

Council has sought community input through structured community engagement as part of its annual budget preparation for several years. Community consultation provides an opportunity for Devonport ratepayers and residents to provide input and suggestions to Councillors for their consideration as part of the budget process.

Devonport residents indicated they had a strong desire for greater input into Council's decision making in a community satisfaction survey conducted some years ago.

Council's Community Engagement Policy and feedback from previous consultations were considered in the preparation of a project community engagement plan, together with Council's *Strategic Plan* and *Long Term Financial Plan*.

Objectives for the community engagement were defined as follows:

- Seek community input regarding key priorities for the 2019/20 budget, to assist Council and management in the budget making process;
- Involve the community in the decision-making process for the 2019/20 operating and capital budgets; and
- Help ensure a better match between community expectations and actual expenditure and delivery of services and projects.

### STATUTORY REQUIREMENTS

There are no statutory requirements which relate to this report.

### DISCUSSION

The 2019/20 Council budget consultation invited community members to contribute their ideas for projects and initiatives which they felt would benefit the community and was hosted at [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au) and through Council's Customer Service Centre.

The consultation achieved a number of submissions, both via Speak Up Devonport and in writing. A summary of the feedback received is attached, however the full details of each submission will be provided to the Councillors for their consideration as part of the budget process.

Consultation Tool	Number of Responses
Speak Up Devonport – Budget consultation page views	78
Submissions received –via Speak up Devonport and other means	53

**Submissions Received:**

<b>Topic</b>	<b>Number of Times Raised</b>
Provision of Gardens, Parks, BBQs and Playspaces	7
Support for Tourism	3
Mall infrastructure	2
Bicycle and Walking Infrastructure	7
Mountain Bike Infrastructure	3
Weed and Rubbish Control	2
Use of Recycled Materials for Bitumen	1
Bass Strait Maritime Centre Cafe	5
Support for Mersey Ferry	1
Erection of Signage – including interpretive	4
Decorative and Flood Lighting	3
Residential Land Opportunities	1
Removal of Entrance to Multi-level Car Park	1
Master Plan for Fourways and upgrade of area	2
Installation of Dog Shower	1
Tree Planting	1
Parking – including free, motorcycle, disability, RV & general	11
Provision of Wi-Fi at the Bluff and Digital Radio Reception	2
Tip Vouchers, waste collection	3
Sporting Infrastructure	3
Lawn Sprinklers	1
Traffic Infrastructure – Roundabouts and Pedestrian Crossings	11
Public Art and Julie Burgess	2
Refuse Removal – large items	1
Water Fountains/Taps	1
Provision of Footpaths	4
Recycling Bins	1
Beautification Projects	3
Wetlands at East Devonport	2
Sister City Relationship/s	1
Visitor Information Centre and Art Gallery	1
Retail Strategy Plan	1
Shopping Strip Speed Limits	1
Road Line Markings	3
Road Potholes & Sealing	2
Traffic Light Controls	1
Public Toilet Facilities – Dell Luck Reserve	1
Reflection Garden – Pioneer Park	1

**COMMUNITY ENGAGEMENT**

Community engagement was planned, developed and implemented in accordance with Council's Community Engagement Policy.

Community engagement was undertaken between 22 January 2019 and 1 March 2019.

The consultation was promoted through:

- Speak Up Devonport website at [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au);

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

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- Council's website – promotion was featured on the home page and news pages and re-directed users to the budget consultation online at [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au);
- Reported in the Mayor's Message on the website twice during the period;
- A media release was distributed to Tasmanian media and was reported on by The Advocate, ABC Radio news, 7AD and Sea FM;
- Reminders were issued by the Mayor as part of her fortnightly radio interviews with Martin Agatyn.
- Council's Facebook page was updated on numerous occasions advising of the consultation period;
- Twitter – Tweets announcing the consultation period and a reminder were made @Devonportcity;
- A reminder story was included in the Council Update sent to about 840 subscribers (as well as being posted on Facebook and Twitter) on 30 January 2019. These subscribers also received an email on 22 January about the call for submissions.

Following Council's adoption of the 2019/20 budget, it is proposed to prepare a Budget Consultation Summary outlining the key budget measures and how Council responded to the consultation feedback.

**FINANCIAL IMPLICATIONS**

The consultation was planned, developed, managed and delivered by Council staff. The design and development for the consultation material was developed and printed in-house, with associated costs part of Council's annual operating expenses.

**RISK IMPLICATIONS**

- Consultation and/or Communication  
The positive sentiment created for Council through the consultation process needs to be maintained. Council must ensure that the public are kept informed of the budget decisions.

**CONCLUSION**

The feedback received through the budget consultation process provides Council with a high level of community input and will be taken into consideration in the budget decision making process.

Following Council's adoption of the 2019/20 budget, it is proposed to prepare a Budget Consultation Summary outlining the key budget measures and how Council responded to the consultation feedback.

**ATTACHMENTS**

- [1.](#) Budget Submissions - collated

## RECOMMENDATION

That it be recommended to Council that it receive and note the Budget Consultation 2019-20 report and refer submissions to its budget considerations.

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

NAME	TYPE OF PROJECT	LOCATION	DETAILS
Janene Wilczynski	Bass Strait Maritime Centre Cafe	Maritime Centre	<p>The Maritime centre facility needs to be upgraded to be able to provide a useable facility for functions/tea rooms/ catering.</p> <p>This wonderful asset to the Devonport community is stifled by the lack of proper commercial utilities.</p> <p>A cafe/function centre at this site would greatly enhance the popularity of the Maritime Centre for both the community of Devonport and for visitors to our city.</p> <p>To have built such a great structure without thinking of its needs should be rectified, this would be a waste of this Centre if it could not be worked to its best ability</p>
Selwyn Sinfield	Various beautification projects	Various locations	<ol style="list-style-type: none"> <li>1. Clear the scrub between the walking track and the rail line, leaving selected trees and make it a grassed area. This could be done in stages. The strip from Nixon Street to where the Don rail crosses the walking track is not very wide, so should not take that much to do. There is other sections that would need more work to make nice parkland. One is from that Don Rail/ walking track crossing around to the Don Rail crossing right behind the Don College which is between the walking track and river. This later section in my view would be suitable project along side another suggestion made later.</li> <li>2. At end of James Street at Watkinson Street unmade street extension, there is a section which is already kept clear and mowed assisted by a local lady who plants flower beds and maintains them on her boundary. <p>The Don College groundsman has been progressively extending the oval area by clearing the blackberry infestation. The area bounded by Don College grounds, the area already kept well by council and the lady with flower beds, and the walking track could be selectively cleared of blackberry and ivy infestation, take selected trees away and there is another large area suitable for picnic area and parkland.</p> <p>As two different tourists have said the area would compliment the Don Rail by the way of people getting off the train, having a picnic and catching a later train back to the start point. Makes sense to me.</p> </li> <li>3. This suggestion is the biggest of all, and this is where it fits with my previous comment at end of option 1. (suitable project alongside another suggestion) <p>So is it possible to put a weir across the narrow part of the Don River at a level a bit below the high tide level to allow water exchange twice daily in summer with tidal movement. Permanent level of about 80% of high tide level.</p> <p>In winter it most likely would have water over the weir at all times. I am no engineer but I think this is possible, but would be a large project. The weir might have to have a gate structure to allow flushing to stop mud build up. Maybe this would be open for longer periods when flooding is imminent to allow flushing. There are a couple of places on western side for a boat ramp.</p> <p>The suitable project that could be done with this is on western side of the walking track where thick scrub goes to the eastern water edge and is bounded by a track that runs down to river and goes under Tas Rail main line to Coles Beach, the other boundary has variable places to be put.</p> </li> </ol>
Craig Hawkins	Lighting	Bluff	The Bluff Beach to the Lighthouse scenic walkway would benefit from lighting to make it more accessible and safer at night.
Troy Langley	Footpaths	<p>Mersey Main Rd</p> <p>Kelcey Tier Rd</p>	<p>The provision of a footpath from the Spreyton Primary School area of Mersey Main Rd along Stoney Rise rd (B19)to Devonfield/Middle Road intersection, to separate pedestrians from vehicles.</p> <p>This section of road has an ever increasing use by cars, pedestrians and cyclists. Currently there is no safe manner for cyclists and pedestrians to travel from the TasFarm/FRM industrial estate to the Devonfield intersection on middle road. On a daily basis cyclists and pedestrians, including both adults and children, can be seen on this section. This causes car traffic to slow or stop, while they wait for a gap in on-coming traffic so cars can safely pass. It is extremely dangerous to have foot traffic being forced to integrate with vehicle traffic to travel along this road, and I am surprised that no one has been seriously injured in this section of road.</p> <p>The provision of a footpath along Kelcey Tier Rd from Mersey Main road to the Ellice Hill turn off.</p> <p>This section of road has an ever increasing use by cars, pedestrians and cyclists, but there is no safe manner for pedestrians to travel this section without walking on the roadway.</p> <p>Issues: Some road fronting properties fences sit within 1m of the bitumen road.</p> <p>Some road fronting properties have vegetation that is overgrown and sits within 0.5m of the bitumen road.</p> <p>The 'S bends' section of Kelcey Tier Rd, that has Armaco rails installed, has no area for pedestrians to pass, without walking on the bitumen road. This is an extremely twisty road with very little forward visibility (when driving in either direction) and at this time of year overseas fruit pickers are regularly encountered, walking on the road in this section. I feel it is only a matter of time before a pedestrian or cyclist is going to be injured on this section of road.</p>
June Carpenter	Footpath issues	Around city	Each time I am taken in wheelchair outings I find footpaths around town are often not wheelchair friendly, Firstly on leaving Meercroft to get across the street to the walking track is not a should be. There is a need to use the road to get onto the path on the other side. There are a lot of wheelchair/walker who use this route so it would be ideal if this could be attended to.

NAME	TYPE OF PROJECT	LOCATION	DETAILS
Marlene Heazlewood	Footpath	Woodrising Ave, Spreyton	I have recently moved out to Spreyton and enjoy walking (as do a lot of others in this area) and find it frustrating that Woodrising Ave does not have a footpath (on either side) all the way down to the new Tedman Street. The developers have provided one all around that new area and I would like to suggest the council complete Woodrising Ave.
Josh Cox, Mersey Valley Devonport Cycling Club MTB	Mountain Bike Trails	Kelcey Tier	<p>The Mersey Valley Devonport Cycling MTB Club would love to see some funds allocated from the budget to continue the development of mountain bike trails in Kelcey Tier. We strongly believe that if Council were to commit funds and approach the State Government, they would be willing to commit funds also as they have previously offered to match local councils funding commitments throughout the state.</p> <p>Devonport can become a destination for Mountain Bikers coming to the state if we continue to develop the KT Trails. We are in desperate need of signage and information around the city (council website, information centre etc). We also need a carpark and more trails, especially family friendly and entry level trails around this carpark to attract people to the area.</p>
Andrew Boskell	Parking	Roberts Court	<p>I live in Roberts Court, Devonport, which has a parkland area in the middle of the court.</p> <p>There is a house owned by Communities Tasmania where people with disabilities live. Carers work shift-work at the home.</p> <p>Many of the carers need to park on the street causing some congestion and occasionally blocking garbage bins.</p> <p>Perhaps if a section of park could be 'cut away' and made into parking this would ease the congestion and provide adequate parking for all residence and visitors.</p>
Aileen Lynch	Road sealing	Lakeside Road, Eugenana	I am writing to ask you Council to seal the road surface of the distal section of the road (Lakeside Road). The distance is 107m.
Greg James	Interpretive Signage	near Don River Railway	<p>In 2014 signage erected as part of Bicentennial funding of the Tramway Track and Sawdust Bridge project was removed.</p> <p>This included several of the interpretative signs highlighting historical aspects of the track which follows the route of the original Don River Tramway, and also the significance of the Sawdust Bridge.</p> <p>In July 2014 the Infrastructure &amp; Works Manager at that time indicated that the intention was to "de-clutter" the locations where various signs had been added over the years. (At present there is a plethora of regulatory, oh&amp;s, and council conditions of use signage.)</p> <p>The next stage of the signage project was to include a "map based" sign near the Don River Railway, which would include the history content lost after removal of the other signs. (This has not occurred)</p> <p>It is my view that this sort of information must be of interest to visitors, and also helps to connect the good citizens of Devonport and surrounds with their local history and heritage.</p> <p>It is a disappointment that all reference to these historic features remains concealed to users of this recreational asset. Surely we should be building our social and historical capital, and connectedness to our surroundings to build on the "living city" ethos.</p> <p>I note that in 2016 large sums were allocated to further enhancement of interpretation for Home Hill (\$60K) and the Julie Burgess Reg Hope Park area (\$10K).</p> <p>Surely the particular area I have mentioned above, plus other features around our city might be given due consideration in the upcoming budget discussions for this and/or future years.</p>
Callum Leary	Sporting Infrastructure	East Devonport	I just would like to ask if there is any chance you guys could put a basketball court in East Devonport, like down at the park where the skate park is. It would be a good fit done there, I say this because there is not one court is East Devonport not even at the school, all my mates love playing basketball we play it in my mates driveway. We all think that is would be very cool if there was one in east.
Pat Kent, Chair Village People	Mary Binks Wetlands works	East Devonport	<p>We would like to see the wetlands resurrected. The ponds are choked and stagnant and rubbish is scattered about. Weeds have smothered most of the wetland pools. The infrastructure (bridges, railings, fences and pathways) are in need of repair.</p> <p>A viable wetlands would be of tremendous benefit to Devenport residents. We ask Council to consider allocating funds to this project in the coming 2019-2020 budget. Please see attached submission for more detail.</p>
Gary Vidler	Safe walking track	Spreyton	I believe that this is an urgent and much needed project which will greatly benefit the residence in this area. Given the rate of growth and the number of families within the 3 new subdivisions in conjunction with the large number of existing residence in the surrounding area, a walking track and safe, easy access across to the sports grounds/Spreyton Primary School is of utmost importance. This idea was put forward some time ago and given the number of new dwellings and growth within the area, I don't think it should be held off any longer for reasons of both amenity usage and public/community safety.
Christine Wilson	Sister City Relationship/s	Devonport	If they still exist, they are to be much more productive. I.e. A set of criteria for what's expected to be the benefits of such (a) relationship/s established, and publicly available, and a formal report issued (again publicly) on the findings/outcomes of the visit. I'd expect some ideas exchange, and changes made according to the experiences other cities have found, though I'm sure we're not comparing 'apples with apples' here. On this basis, I actually believe the Sister City component of DCC's Budget process should be removed altogether.

NAME	TYPE OF PROJECT	LOCATION	DETAILS
	Visitor Information Centre	Formby Road	If DCC still own the building on Formby Rd which formerly housed the Visitors Centre, I think it'd be great if funds be re-allocated to re-open the Centre there. The current position is hidden to visitors, where Formby Rd is clearly visible. It is much more 'bright and airy', more in keeping with the feeling we want to Visitors to have when they visit! Also, I believe there is a 'clash' of interest with the Art Gallery, as it's confusing on entry as to staff representation of each area, and the Visitor experience is not enhanced by this process. And neither is the experience of art enthusiasts. This extends to opening hours, where the Gallery is not open on weekends after 2pm. (And no-one really wants to visit a Gallery at 7.30am...) The Gallery, a public facility, should be available to the community when the community is at leisure to visit - Mon -> Fri workers have little opportunity.
Devonport Chamber of Commerce and Industry	Retail Strategy Plan/Need for inhouse retail specialist	Devonport	The Chamber is very happy with the document and acknowledges the concerted effort put into the strategy by Council and stakeholders. The Executive is concerned, however, about the lack of progress on action items and the absence of a dedicated and qualified retail resource to take ownership of the plan. We see our role moving forward as providing strong advocacy around the unique shopping experience on offer in Devonport. We are not resourced to carry out anything more than an advocacy or advisory role and would urge Council to allocate the necessary resource in house without delay.
Doug Janney	Various	Various locales	1. A zebra crossing would be a good solution and now that zebra crossings are being considered for the WaterFront Precinct. 2. Formby Rd/Elizabeth St turns IN. The turn IN is very blunt and the corners need to have a larger radius. 3. Road markings at Traffic Lights. See Correspondence dated 15&16/03/13. 4. Road Potholes (see comments 2018/2019 Budget submission). 5. Shopping strip speed limits (see comments 2018/2019 Budget submission). 6. Traffic light controls (see comments 2018/2019 Budget submission). 7. Umetered road markings. Stewart St between Fenton St and Gunn St is a good example of parking bay plots to better use the kerb space. 8. Rooke Lane. There needs to be a pedestrian walk way marked on the west side of the Lane. 9. Don Rd Footpath delineated. The footpath easement on the black surfaces between Nixon and Watkinson Streets and on both sides of Don Rd need to be clearly lined to tell those parking at the business house where they should not park. 10. Parking vouchers for ratepayers for over 50 years.
Claire York	Disabled parking  Toilet facilities	paranaple centre  Dell Luck Reserve	I would like to request disabled parking outside the front of the paranaple centre. It is a march to come from the undercover car park which is the closest. Even whilst the buses are using the front area during the building opposite I feel it is at least one of the boys could be made as a short term disabled bay until the buses are not using the area. I feel the paranaple centre has little thought for the disabled. I would like to request that the Council considers in this year's budget the installation of toilet facilities for the Don picnic area next to the steam train car park. This area is used extensively by walker and bike riders. Many of these people are elderly or near elderly and therefore it is necessary. Also the barbecue area would be used more if these facilities were available
Karen and Brett Smith	Footpath	Mersey Main Rd	As concerned rate payers we would like to re-submit our request for the establishment of a footpath at the last part of Mersey Main road to the town boundary. Our initial submission in 2014 raised the safety aspect of not having a designated footpath. This is a heavy traffic area including Fonterra trucks. It remains a concern to see young children and mothers with prams walking on the road as the uneven nature strip is too difficult to negotiate. This continues to be an accident waiting to happen. We have frequently been advised that the establishment of a footpath is not likely to be a priority consideration. The response in 2014 was: <i>"the extension of the existing footpath to the end of the existing kerb has merit but is unlikely to be a priority from a strategic perspective. Budget limitation will also favour renewals before new installation."</i> Five years on we would expect some progress and at election time some candidates indicated that footpaths would be high on their agenda, not forgetting the needs of the "ordinary people" as opposed to investment in only large multi-million dollar projects sadly to the detriment of everybody else. We are pleased with the progressive development of Devonport and support that, but it is important not to lose sight of the smaller things in the bigger picture.
Pat Kent, Chair Village People	Garden of Reflection	Pioneer Park	Please see attached document for proposal
Helen Anderson	Proposal for future works	Mary Binks Wetlands	Please see attached document for proposal
Tania Brookes	Devonport Botanical Gardens	Byard Park	Consider creating Byard Park into Devonport Botanical Gardens. Include more edible plants in the streetscape around town. Investing in carbon neutral projects recognises that climate change is a global issue and that emission reductions are beneficial for our planet as local projects. Invest in council infrastructure toward 100% renewable energy.

NAME	TYPE OF PROJECT	LOCATION	DETAILS
			<p>Provide financial support to Tiagarra at Mersey Bluff to open the facility to tourism.</p> <p>Promote and invest in Devonport becoming a bicycle city with free bikes provided to tourists and locals and provide on road, off road cycle ways to encourage more cycling in the city.</p> <p>Invest in steam weed control to remove toxic known carcinogens ie. Glyphosate being used for weed control around our city which eventually end up in our water ways.</p> <p>Invest in recycled materials for building roads eg. Kingston Council recycled bitumen.</p>
Bill Lander	Erection of "No Right Turn" signs.	Oldaker Street	I suggest that signs be erected at the Oldaker Street exits from Hill Street and Woolworths carpark indicating "No right turn". The practice of some motorists attempting right turns from these carpark is dangerous and also holds up traffic waiting to leave the carpark.
Steve Puccetti	Lighting of trees	Western side of Mersey River	I would like to see white bud lights festooned on all the trees along the western side of the river (ie in front of the future hotel). When I've seen it overseas, it has made for an attractive night time ambience
Sylvia Sayers	Installation of grease trap and 3 phase power	Bass Strait Maritime Centre Café	<p>I would like the council to consider investing the \$30,000 required to install the grease trap and 3 phase power at the Bass Strait Maritime Cafe. I have spoken to so many people who agree that this is a wonderful opportunity to provide a destination for tourists and locals alike. Free parking, great surrounding, ideally suited for functions and it would be such a shame to reduce this to a self serve coffee machine. There is a real push to grow our tourism numbers on the NW Coast, Living City will be bringing more and more people to the city, let's give them a special experience at the Bass Strait Maritime Cafe, breakfasts, lunches and available for special functions! Imagine the tour buses coming from Burnie when cruise ships are in town. Do we really want to offer them a coffee machine service?</p> <p>I would also like the Council to consider lobbying the State Government to reallocate funds from bus services that aren't used (so many empty buses travelling around the city every day) and ask them to support the Ferry across the Mersey service to either reduce charges or provide a free service to our citizens and tourists, what better way to demonstrate that we want to provide services on the western side of the city easily available to all residents. Imagine how easy it would be for school children in east Devonport to access the Library and facilities now being developed on the river bank in west Devonport.</p>
Walter van Praag	Bicycle Infrastructure	Various	<p>I would love to see more done towards bicycle infrastructure like the painted bicycle lanes on roads like done in Ambleside!!</p> <p>Also love to see electric bicycles being allowed to have at least 500w motors which will just allow them to go up our hills, and to have registration fees of small scooters under 250cc reduced so that registration costs don't defeat the purpose of saving.</p>
Kim Robinson	Maritime Museum and Café	Bass Strait Maritime Centre	It is such a shame to see the potential of the maritime museum in Gloucester street under utilised and the cafe unable to operate. If we are to be serious about our visitors and rate payers then \$30,000 seems like a small amount to spend on ensuring this facility is upgraded to allow a good operator to have a business that can showcase our fine produce in the region! A good cafe would attract more people to the centre and those visiting the centre would enjoy the added pleasure of the cafe to relax.
Kurt Robinson	Various	Various locales	<ol style="list-style-type: none"><li>1. Develop a plan for Don heads area. sealed road, Proper carpark, Boat ramp even. With the coastal pathway running under the train bridge this should be an area to really look to enhance</li><li>2. Splash aquatic center has pretty much everything except a large flat grassed area. Closest oval is Don College. Maybe a nice outdoor flat field where teams can train and utilize the facilities ect. Also extend the carpark.</li><li>3. Residential Land opportunities. Devonport is growing but seems to be pushing south. Either West (Don Heads and area) or east need to be tapped into for future growth. With all the living city happening, We need to ensure sufficient land for growth is identified so the city can GROW.</li><li>4. Entrance to the Multistory on Best street. Not required. And is barely used. Get rid of it and its a congestion to cars entering the BWS and Edward street. The entrances in Fenton way are sufficient. 4 Ways - Is dying a slow death, When canoe and surf moves it will be a ghost town i feel. Move health Services up there, Phamacy, Dentists, Centrelink, Optometrists, Physio etc. Look at a master plan for the area as it may soon be an eyesore with all the empty shops.</li></ol>
Eve Peters	Recreation and Access	Various locales	Extension of playground at bluff - current is inadequate for city this size, especially when compared to places like Ulverstone and even Bridports play areas. More bbq facilities along foreshore, coles beach and river areas....spread out not all close together. Safe access for elderly people/people with physical disabilities to the dog beach. Personal knowledge of the elderly falling on rocks....Rocks in way, needs ramp/safe access onto sand.
Simon Wilson	Flood Lights	Devonport High School	Installing flood lights that light up the Devonport High School basketball courts facing William and Best Street. This area is extremely popular for families and backpackers during afternoons/early evenings (all the time during school holidays) and this would create a great, active feel in the community that is free to use. These lights could be set to only come on for a few hours to allow for usage of an evening.
Felicity Sly	Installation of Shower	Back Beach	Can the provision of a shower to be installed at Back Beach (Dog Exercise Beach) be considered in future budgets? It would be great to wash our pooches after they have enjoyed the beach.

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Greg Blackman	Various	Various locales	<p>Wi-Fi at The Bluff.</p> <p>Tip vouchers for residents. Free Green recycling for garden waste. Or Green Bins supplied for a fee.</p> <p>More motorcycle parking.</p> <p>Digital radio reception?</p> <p>Remove Mall, make one way with street parking 1/2 hr Free.</p> <p>Devonport is Beautiful, mors flower beds &amp; sculpture welcome.</p>
Danielle Boyle	Disability Parking	Paranaple centre	<p>Consultation needs to be made with the Disbility Association and other disability groups re the diabled parking in Devonport. There doesn't seem to be any thought given to the disabled who do NOT have a wheel chair but have to walk with frames or crutches. A good example is the parking in the new multi-level car park behind the Paranaple center. Unless you have a wheel chair it is impossible to walk to the library or the Council offices, way too far. There is no provision made at the front of the building for disability parking. The space behind this building and the carpark should be made into disability parking where an undercover area is made adjoining the building so as to enable them to go directly into the Library, for some this is still a long way but better than the existing situation. I speak from personal experience. I usually live in Devonport but had to move to temporary accommation as my husband is a long term patient at the NWPH.</p>
Graham Kent	RV overnight parking	2-12 Murray Street, East Devonport	<p>Reference 2/12 Murray Street, East Devonport. This property was purchased by council during the early 2000's with the view to developing a tourist information/Tasmanian arts, goods etc. centre. A comprehensive concept plan was produced at the time and then the project lapsed due to a variety of reasons. A recent proposal to sell the property off also failed and has left the use of the area pretty much at the disposal of itenerant travellers. It is therefore proposed that council undertake some moderate development of the site to facilitate the overnight parking of self contained recreational vehicles to be located in designated spaces. Capital would be required to consruct suitable (gravel) roaworks, a dump point and a ticket machine capable of issuing a ticket for an overnight stay of say 12/14 hours for a fee of \$20, this would allow for easy policing by a parking attendant. Overall it would provide a much needed facility close to the ships for travellers moving both on and off the ships and utilise a council asset to the benefit of tourist and local business houses. Yours Faithfully, Graham Kent 03/02/2019.</p>
	Café	Bass Strait Maritime Centre	<p>Reference BSMC Kitchen. The situation with the kitchen is a classic example of underfunding a capital project and finding that the operation is compromised to the detriment of the whole facility, this is to recommend that council commit the necessary funding which I believe is in the order of \$30k to bring the kitchen up to standard and return the operation to a standard that attracts visitors and patrons as it was intended. Graham Kent.</p>
Dominique Emmett	Roundabout	Durkins and Stony Rise Roads intersection	<p>I would like to suggest a roundabout where Durkins rd crosses Stony Rise road (at corner of Fairbrothers). This intersection is incredibly busy and incredibly dangerous. Durkins road doesn't line up making some people believe they can take right of way when really they can't. There have been at least 2 fatalities here in the last 5 years yet nothing has changed. Thanks for listening!</p>
Esther Papas	Tourism	Various locales	<p>All of the shops in the mall should be demolished A 30 story tower should be built in it place with a neon sign at the top which should say "welcome to Devonport". This sign should be visible to ships on bass strait. Aeroplanes. And from outer space. Schools could have a rotating roster so that school children go to the spirit of Tasmania when it arrives and give each disembarking tourist a bunch of flowers. A walkway could be built from the spirit of Tasmania that goes directly to provider place. Tourists can walk directly from the ship to providers place. Helicopter rides can be pffered for tourists that take them over the bluff. Lighthouse and spirit of the sea.</p>
Greg James	Various	Various locales	<p>BIKE/WALK PATH throughout the Don Reserve: regular budget allocation to allow for upgrading sections over a number of years.</p> <p>VERTEX SCULPTURE: give consideration to bringing this sculpture back "out of the dark" now that approximately 30 years has given the community reactionaries time to get used to this piece as a legitimate asset for Devonport. At present it is cleverly disguised as a camouflaged piece of scaffolding.</p> <p>JULIE BURGESS: In the event that Council considers running this vessel as a sea going venture is no longer viable, consider either selling her, or setting her up in a dry dock adjacent to the Maritime Museum.</p>
	Signage	Don River Tramway Track and Sawdust Bridge	<p>Don River Tramway Track and Sawdust Bridge 11/2/2019 In 2014 signage erected as part of Bicentennial funding of the Tramway Track and Sawdust Bridge project was removed. This included several of the interpretative signs highlighting historical aspects of the track which follows the route of the original Don River Tramway, and also the significance of the Sawdust Bridge. In July 2014 the Infrastructure &amp; Works Manager at that time indicated that the intention was to "de-clutter" the locations where various signs had been added over the years. (At present there is a plethora of regulatory, oh&amp;s, and council conditions of use signage.) The next stage of the signage project was to include a "map based" sign near the Don River Railway, which would include the history content lost after removal of the other signs. (This has not occurred) It is my view that this sort of information must be of interest to visitors, and also helps to connect the good citizens of Devonport and surrounds with their local history and heritage. It is a disappointment that all reference to these historic features remains concealed to users of this recreational asset. Surely we should be building our social and historical capital, and connectedness to our surroundings to build</p>

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			on the "living city" ethos. I note that in 2016 large sums were allocated to further enhancement of interpretation for Home Hill (\$60K) and the Julie Burgess Reg Hope Park area (\$10K). Surely the particular area I have mentioned above, plus other features around our city might be given due consideration in the upcoming budget discussions for this and/or future years.
Esther Papas	Tourism	Various locales	All of the shops in the mall should be demolished A 30 story tower should be built in it place with a neon sign at the top which should say "welcome to Devonport". This sign should be visible to ships on bass strait. Aeroplanes. And from outer space. Schools could have a rotating roster so that school children go to the spirit of Tasmania when it arrives and give each disembarking tourist a bunch of flowers. A walkway could be built from the spirit of Tasmania that goes directly to provider place. Tourists can walk directly from the ship to providers place. Helicopter rides can be pfferred for tourists that take them over the bluff. Lighthouse and spirit of the sea.
Christine Wilson	Various	Various locales	Roundabout - corner Fenton Street and Oldaker Street, Roundabout - Woolworths corner and Oldaker Street, Quarterly/Twice yearly Council pick-up of white goods/other large household waste (difficult for many of use to have these items removed), Reduce criteria (i.e. no grease trap) for Cafe at Maritime Museum - perfect location for coffee n cake etc!
Lisa Matthews	BBQ and shelter	Pioneer Park	I would like to suggest a second BBQ and shelter for Pioneer Park in East Devonport. I was thinking it could be placed on the opposite side to the one that is already there. Probably either near or between skate park and bike safety park. Thank you
Lyn Eddleston	Various  Upgrading	Various locales  4 Ways shopping zone	<ol style="list-style-type: none"> <li>1. Install a Pedestrian Safety Island at the corner of Edward and Stewart Street</li> <li>2. Install a Pedestrian Safety Island at the corner of Oldaker Street and Griffiths Street.</li> <li>3. Provide a Zebra Crossing on William Street, Fourways.</li> <li>4. Install a Zebra Crossing opposed to Woolworths on Best Street.</li> </ol> <p>Please Note: Vehicles are honouring Zebra Crossings at the Bunnings centre so would be effective in town.</p> <p>Definitely- ABANDON THE PLAN OF DIGGING UP THE MALL FOR A ROADWAY. Every City has a Mall. Improve the facilities for example - replace the rusty old fashion seats with modern furniture/Improve shade, so people can use the seats, preferably with proper trees (as in Hobart) instead of the "grotty" pots and stunted trees currently there. You would just be degrading our "City" to a Regional Town status if you remove the Mall - and instead of providing space for alfresco dining you would be restricting it to a narrow footpath.</p> <p>Suggest if this sort of communication is to continue, please program this typing space so that it is not restricted to continuous typing with no ability to line space or read back.</p> <p>Upgrade the 4 Ways shopping zone. These premises pay taxes as well, so should not be continually ignored. The area requires matching brick paving on the eastern side of William Street, continuing into Best Street (this footpath is a filthy disgrace, especially for tourists that come into the shopping area) Provide quality modern street furniture like you have done in East Devonport. Plant evergreen trees like Launceston and Hobart are capable of doing.</p>
Claire Jordan	Water fountains/taps	Shared pathways.	Would love some more water fountains/taps along our shared pathways - for people exercising and for their pets. Potential places could be Horsehead Creek, Waterfront area; playground at Melrose Street East Devonport; vicinity of Dell Luck Reserve/Don Railway. Hopefully in locations with existing water assets so cost of placement is not prohibitive. Thanks for your consideration
Graeme Cameron	Various	Various locales	<p>Round - a-bout at Homemaker centre...traffic is slow exit onto Stoney Rise Road.</p> <p>Footpaths need to be extended and made available on all roads in city.</p> <p>Entice shoppers back into town which was the priority of living city originally. What tourist ideas are there to stay in Devonport. Huge Tassie devil at the river mouth that people can walk into to viewing platforms. Skeletal boats in original boat yards as tourism item like in Albany.</p> <p>The Tiers bike path make a carpark and toilets at top of kelsey Tiers and stop overcrowding of Tugrah Road with no footpaths or changerooms/toilets.</p> <p>Free parking 1 day a week in city centre to increase shopping in CBD.</p>
Greg Hilder	Funding for environmental care	Various	I would like to see more funding for care of Devonport's natural resources and for cleaning of roadside rubbish. The position of NRM officer should be increased to full time with a full time NRM assistant employed together with litter collectors who will operate continually throughout the municipality. Residents and visitors are attracted to Devonport for its wonderful natural resources but are dismayed by the lack of care of its bushland reserves, beaches and obvious roadside rubbish. It is ludicrous to expect one part time officer, although he is excellent at his job, to be able to deal with all these issues.
Jamie Goodwin	Mountain Bike Pump Track	Suggested sites: <ul style="list-style-type: none"> <li>Don Reserve</li> <li>West of the Don Cricket Club</li> <li>Horsehead Creek</li> <li>Maidstone Park (modify ex BMX track)</li> </ul>	Mountain Bike Pump Track - Please see email sent 28/02/2019 for further detail. Thanks JG

NAME	TYPE OF PROJECT	LOCATION	DETAILS
Alan and Debby Midgley	Various	Various locales	<p>We would like to say a big "Thank you" to Council for the installation of new seating around the basketball court in Highfield Estate. Its great to be able to sit and watch the grand kids play, and ride around on their bikes and scooters. The tables and bench seats are a wonderful addition as well. Thanks also for the rubbish bin, hopefully people will learn to use it more! Together with the trimming of trees and bushes, and the sweeping of rubbish and leaf litter from the laneways, this whole area has been made safer and tidier. Sometimes what may seem like small things really have a larger impact on a community.</p> <p>Recently we were in East Devonport and decided to drive to the foreshore below the caravan park in Wright Street, to enjoy the view. However, we were disappointed that this pretty spot seems to have become neglected and totally under-utilised. The foreshore area has so much potential and value. We have seen many tourists and locals, in the car park area and wonder if the beach frontage could be tidied up to make it both, more accessible and more picturesque. I'm not in favour of cutting down trees willy-nilly, however there must be something that can be done to enhance the beach and beach frontage, so as to take full advantage of this lovely area. A project such as this will benefit the local community and also make it a more enjoyable place for tourists to visit.</p>
Frank Atkinson	Waste Collection Free Parking	Devonport CBD and Four Ways	Introduce a green waste collection service to residents and consider a land waste collection twice a year. Consider free on street parking in CBD and Four Ways. The parking would still be subject to time restriction.
Pauline Murphy	Parking Concerns	Pioneer Park	Parking and signage at Pioneer Park, East Devonport needs to be investigated to improve pedestrian safety and restrict vehicular access. CCTV could be installed as a deterrent to motorists who ignore signage and for general safety.
Robert (Bob)	Sporting Infrastructure	East Devonport Recreation Centre	I see the need for another stadium at the East Devonport Recreation Centre to cater for the needs of users participating in all sports being played at the Recreation centre. These sports include Futsal, Volleyball, Badminton, Roller Derby. A club room for users has been talked about for years and has not eventuated, Extension to the Office & canteen would be a wonderful addition to the complex.
Michael Smith	Extension of lawn sprinkler system	Western Foreshore	Extend lawn sprinkler system from Vietnam Veterans BBQ area to car park at the end of North Fenton Street. Can be staged or completed in one project depending on overall cost.
Rosemary James-Burk	Sporting Infrastructure	Not stated	Four extra badminton courts potentially within another multi use stadium (futsal, roller derby, basketball).
Rana Havard	Free parking	CBD	Free parking in the CBD to promote more local shopping- many people travel to Ulverstone to shop because of the free parking
Dawn Pidgeon	Installation of Sign	Bass Highway	I would like to see a special "Welcome to Devonport the city with the Spirit" sign on the Bass Highway featuring a carved wooden sign with a large model of the Spirit of Tas.
Nic Wilson	Planting of Trees	Murfet Crescent	Some years ago I approached council to request a tree planting initiative in our cul-de-sac. During a period of 20 years numerous trees have been removed from Murfet Crescent but not replaced. About 5 years ago three trees were planted. One has died. The other two I have nurtured with water and food but both are runts of trees. I believe our Crescent is due for a make over and I'd like to initiate a conversation with Council about how this could be achieved.
June Hilder	Cycling/Walking Track	Don River	My proposal for a shared cycling/walking track to be developed along the Don River to link the Don Reserve to the Arboretum. This would be a great asset for both locals and visitors, an additional tourist attraction for Devonport.

## 4.7 PROPOSED SALE OF LAND - CANNING DRIVE EAST DEVONPORT

File: 13945 D566689

### 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

This report is provided to seek formal approval from Council to sell land located at Canning Drive, East Devonport.

### BACKGROUND

A recent review of Council owned land identified the potential for 720m<sup>2</sup> of vacant land at Canning Drive to be sold.

The parcel of land at Canning Drive is located between 39 and 41 Canning Drive and is comprised of one title (Volume 32325; Folio 326). The land is flat and grassed and does not contain any assets or infrastructure. It is a vacant block, that is not currently utilised for any purpose.

The parcel of land is zoned "General Residential" under the Devonport Interim Planning Scheme (refer image below). The size of the parcel of land would comfortably allow for one dwelling as a compliant standard, or two dwellings (units) if other required standards are met. Any development would be subject to Council approval.



### STATUTORY REQUIREMENTS

In accordance with Section 177 of the *Local Government Act 1993*:

“(1) A council may sell, lease, donate or exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.

- (2) *Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practice as a land valuer under Section 4 of the Land Valuers Act 2001.*
- (3) *A council may sell –*
  - (a) *any land by auction or tender; or*
  - (b) *any specific land by any other method it approves.*
- (4) *A council may exchange land for other land –*
  - (a) *if the valuations of each land are comparable in value; or*
  - (b) *in any other case, as it considers appropriate.*
- (5) *A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.*
- (6) *A decision by a council under this section must be made by absolute majority."*

### **DISCUSSION**

Following a recent review of Council owned land, the title has been identified as surplus to Council's needs. The parcel of land is a vacant block, and is not currently utilised for any purpose, nor has it been earmarked for any future purpose by Council. Given the size of the block and its location, it's most logical use would be for a residential dwelling/s.

### **COMMUNITY ENGAGEMENT**

No community engagement has been undertaken as a result of this report. As the land is Council owned land and not public land, Council is not required to undertake a consultation process under the Act.

### **FINANCIAL IMPLICATIONS**

The financial implications of disposing of surplus land assets has a twofold impact. Firstly, operational and maintenance costs are alleviated (current maintenance cost for this parcel of land is just under \$1,000 pa), and rate income will be received once the sale of the property is achieved. Secondly, the sale proceeds will provide additional revenue to Council.

A valuer would need to be engaged to provide a formal valuation should Council wish to proceed with selling this land. Legal and valuation costs would be deducted from the proceeds of sale, as well as any real estate agent costs.

### **RISK IMPLICATIONS**

There are no predicted risk implications from the sale of this property, as it is currently not utilised for any purpose, nor is any future use proposed.

### **CONCLUSION**

That Council obtain an independent land valuation as per legislative requirement and proceed to sell the vacant parcel of Council owned land at Canning Drive, East Devonport.

### **ATTACHMENTS**

Nil

**RECOMMENDATION**

That it be recommended to Council that in relation to property owned by it at Canning Drive, East Devonport, Council:

- (a) determine that the property is surplus to its requirements and therefore is to be sold;
- (b) authorise the General Manager to obtain an independent valuation of the title;
- (c) in consultation with Council's real estate service provider, Michael Burr Real Estate, progress the sale of the land; and
- (d) authorise the General Manager to accept any offer which is equal to, or more than, the independent valuation.

Author:	Claire Jordan	Endorsed By:	Paul West
Position:	Governance Officer	Position:	General Manager

## **5.0 FINANCE REPORTS**

### **5.1 FINANCE REPORT TO 28 FEBRUARY 2019**

**File: 26544 D570728**

#### **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**

The Local Government Act 1993 at Section 82 provides:

- (4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.

#### **DISCUSSION**

The attached report provides an overview of Council's financial position and year to date operating result as of 28 February 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 - February 2019
- [2.](#) Capital Expenditure Report - February 2019

### RECOMMENDATION

That it be recommended to Council that the Finance Report for February 2019 be received and noted.

Author:	Joshua Jackson	Endorsed By:	Paul West
Position:	Finance Manager	Position:	General Manager



## Devonport City Council

### FINANCE REPORT

#### YTD for the month ended February 2019

The operating result for the year to February is higher than the budget surplus by \$1.31m, which represents a 14% gain on budget. The result is explained by higher than expected supplementary rate, dividend and grant revenue, and expense timing variances. At this stage the forecast operating result for the financial year ending June 2019 is a surplus of \$446K.

##### **Rates & Service Charges - \$133K Favourable**

General rates are ahead of budget due to additional supplementary rates received. A forecast adjustment of \$120K has been made.

##### **Fees and User Charges - \$56K Unfavourable**

The majority of the unfavourable variance relates to rental income. A forecast adjustment of \$160K has been made.

##### **Grants - Operating - \$110K Favourable**

The majority of the favourable variance relates to higher than estimated quarterly Financial Assistance Grants, in addition to receiving an unbudgeted \$25K grant for the Mersey Ferry Service. This grant was remitted to Mersey Link in November. A forecast adjustment of \$110K has been made.

##### **Contributions - Operating - \$10K Unfavourable**

A previous contribution towards public open space has been refunded to a Developer as more land was contributed towards public open space than was initially planned.

##### **Dividend Income - \$230K Favourable**

Dividends received are greater than budget due to a higher than expected 2017/18 final dividend received from Dulverton Waste Management and higher than expected tax equivalent payments received from Taswater and Dulverton Waste Management. A forecast adjustment of \$160K has been made.

##### **Interest Income - \$81K Favourable**

Interest earned on investments is ahead of budget due to higher than anticipated cash balances throughout the 2018/19 year. A forecast adjustment of \$70K has been made.

##### **Other Revenue - \$9K Favourable**

The variance includes an unbudgeted State Government contribution towards the Living City Building Operations Support Officer position.

##### **Employee Benefits - \$237K Favourable**

The majority of the variances relate to timing differences. The variance also includes lower than estimated overtime expenses. The variances are in the areas of direct employee costs \$79K, leave entitlements \$20K, superannuation \$47K and employee related costs \$97K (training, w/copy & payroll tax).

##### **Materials and Services - \$344K Favourable**

The majority of the favourable variance is due to timing differences in payments for general expenses \$369K, advertising \$103K, utilities \$95K and memberships \$62K. This is partly offset by unfavourable variances in computer services \$157K and contractors \$131K.

##### **Depreciation - \$96K Favourable**

The majority of the variance relates to LIVING CITY projects which will be depreciated as titles are issued.

##### **Financial Costs - \$76K Favourable**

The favourable variance is the result of lower than expected loan balances and timing variances in relation to the construction of LIVING CITY projects.

##### **Levies & Taxes - \$35K Favourable**

The favourable variance includes timing variances for land tax relating to LIVING CITY projects.

##### **Other Expenses - \$89K Favourable**

The favourable variance is primarily the result of timing differences relating to grants payments.

##### **Internal Charges and Recoveries - \$61K Unfavourable**

Net recoveries are behind budget by \$61K. Recoveries from the Operations and City Infrastructure Departments are behind by \$33K and \$35K respectively, while plant recoveries are ahead by \$7K. This is reflective of the total number of hours capitalised at the end of February. According to the works system, to the end of February 2019 a total of 7,455 labour hours have been capitalised compared to a budget of 8,658 hours.

##### **Balance Sheet**

The balance of Capital Work in Progress at the end of January is \$64.54M, the majority relates to prior year projects not yet capitalised, including \$58.04M in relation to the LIVING CITY project.

FINANCIAL SUMMARY				YTD to February 2019	
Operating Summary		Budget	YTD Actual	Annual Budget	Current Forecast
Revenue		35,169,280	35,666,129	40,577,911	40,875,911
Expenditure		26,200,566	25,384,790	40,429,544	40,429,545
Operating Position		8,968,714	10,281,339	148,367	446,366
Capital Expenditure Summary		Annual Budget	Actual	Annual Forecast	
Capital Expenditure		27,382,294	13,736,550	27,382,294	
Cash Information				February 2019	June 2018
Operating Account (Reconciled balance)				1,565,742	2,646,162
Interest-Earning Deposits				16,313,304	13,651,057
				17,879,045	16,297,219
Debtor Information	February 2019	June 2018	Rates Debtors Ageing	February 2019	% of Annual Rates
Rates Debtors	6,190,957	(32,390)	2018/2019 - Current	6,006,241	21.5%
Infringement Debtors	130,224	83,741	2017/2018 - 1 Year	78,739	
Sundry Debtors	348,781	213,503	2016/2017 - 2 Years	32,435	
Planning & Health Debtors	53,765	7,659	2015/2016 - 3 Years	19,812	
			2014/2015 - Older	53,730	
	6,723,727	272,513		6,190,957	
Cash Investment Information				February 2019	
				Actual Rate	
ANZ Cash Deposits - At Call				2.00%	4,229,303
ANZ Loan Repay. A/c - (existing loans) - At Call				1.50%	81,742
CBA Cash Deposits - At Call				1.00%	2,259
MyState Term Deposit				2.65% 3 months maturing 5/04/2019	4,000,000
Bankwest Term Deposit				2.73% 6 months maturing 22/05/2019	4,000,000
Bankwest Term Deposit				2.70% 6 months maturing 3/06/2019	4,000,000
					16,313,304

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

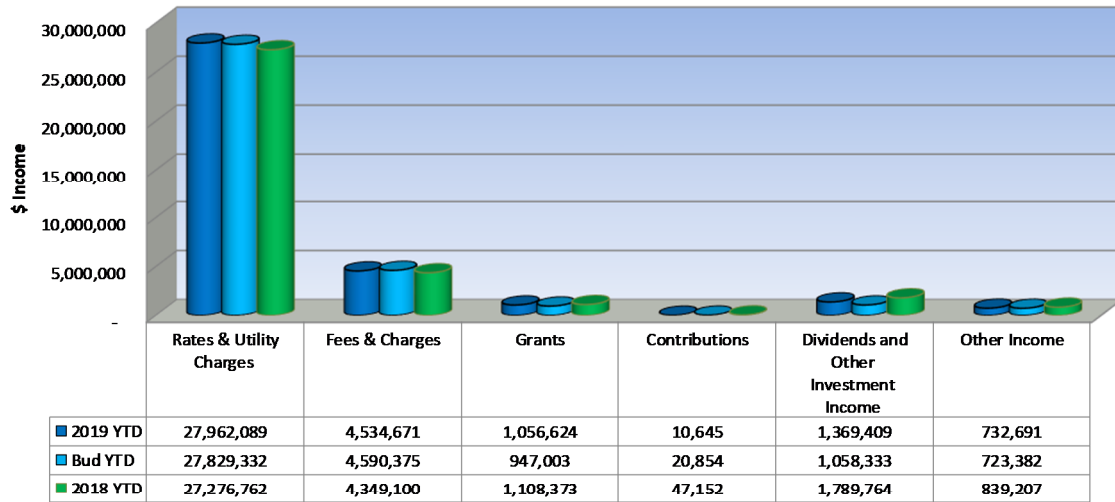
Benchmarks: BBSW90 Day Index 1.87%  
RBA Cash Rate 1.50%

#### Commentary

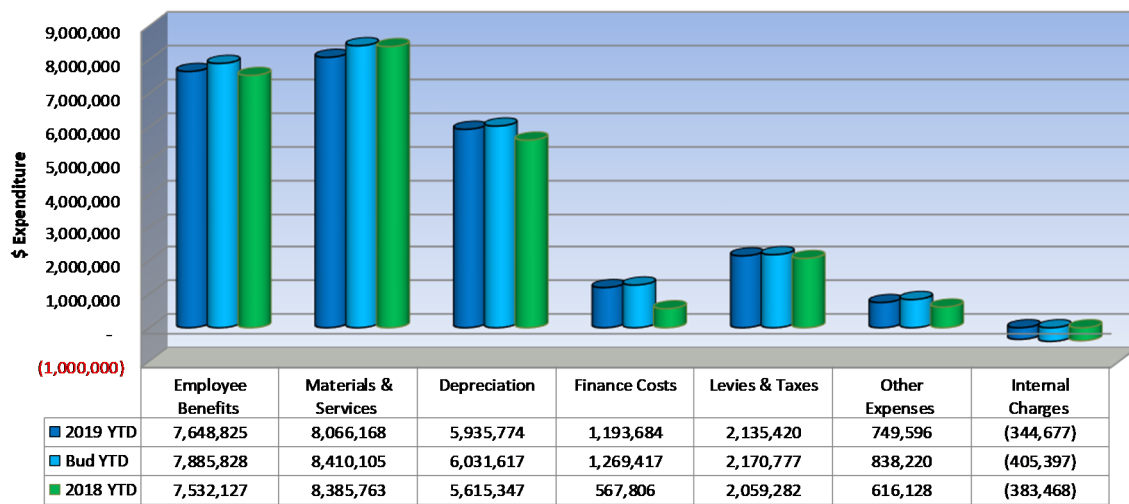
This report provides a high level summary of operational income and expenditure, capital expenditure and the cash and receivables position as at the date of the report.

SUMMARISED OPERATING REPORT						
YTD to February 2019						
	Budget	YTD Actual	YTD Variance \$	%	Full Budget 2018	Forecast 2018
<b>INCOME</b>						
Rates and Service Charges	27,829,332	27,962,089	132,758	0.5%	27,912,052	28,032,052
Fees and User Charges	4,590,375	4,534,671	(55,705)	-1.2%	7,027,675	6,867,675
Grants - Operating	947,003	1,056,624	109,621	11.6%	2,298,816	2,408,816
Contributions - Operating	20,854	10,645	(10,209)	-49.0%	34,800	34,800
Dividend Income	820,000	1,049,818	229,818	28.0%	1,818,000	1,976,000
Profit Sharing	5,000	5,442	442	8.8%	20,000	20,000
Interest Income	233,333	314,150	80,816	34.6%	350,000	420,000
Other Revenue	723,382	732,691	9,308	1.3%	1,116,568	1,116,568
<b>TOTAL INCOME</b>	<b>35,169,280</b>	<b>35,666,129</b>	<b>496,849</b>	<b>1.4%</b>	<b>40,577,911</b>	<b>40,875,911</b>
<b>EXPENSES</b>						
Employee Benefits	7,885,828	7,648,825	237,003	3.0%	12,001,939	12,001,939
Materials and Services	8,410,105	8,066,168	343,937	4.1%	13,291,676	13,291,676
Depreciation	6,031,617	5,935,774	95,843	1.6%	9,140,300	9,140,300
Financial Costs	1,269,417	1,193,684	75,733	6.0%	1,904,126	1,904,126
Levies & Taxes	2,170,777	2,135,420	35,356	1.6%	3,565,689	3,565,689
Other Expenses	838,220	749,596	88,624	10.6%	1,137,167	1,137,167
Internal Charges and Recoveries	(405,397)	(344,677)	(60,720)	15.0%	(611,352)	(611,352)
<b>TOTAL EXPENSES</b>	<b>26,200,566</b>	<b>25,384,790</b>	<b>815,776</b>	<b>3.1%</b>	<b>40,429,544</b>	<b>40,429,545</b>
<b>NET OPERATING SURPLUS / (DEFICIT)</b>	<b>8,968,714</b>	<b>10,281,339</b>	<b>1,312,624</b>	<b>14.6%</b>	<b>148,367</b>	<b>446,366</b>
<b>CAPITAL ITEMS</b>						
Grants - Capital	2,036,430	1,234,588	(801,842)	-39.4%	2,554,645	
Contributions - Capital	-	504,700	504,700	-	-	
Gain / Loss on Disposal of Assets	(40,000)	(817,615)	(777,615)	1944.0%	(397,000)	
Change in Value of Investment in DRWMA	-	-	-	-	400,000	
<b>TOTAL CAPITAL ITEMS</b>	<b>1,996,430</b>	<b>921,673</b>	<b>(1,074,757)</b>	<b>-53.8%</b>	<b>2,557,645</b>	
<b>NET SURPLUS / (DEFICIT)</b>	<b>10,965,144</b>	<b>11,203,012</b>	<b>237,868</b>	<b>2.2%</b>	<b>2,706,012</b>	
<b>Own Source Revenue:</b>	<b>97.2%</b>	<b>97.0%</b>			<b>94.2%</b>	

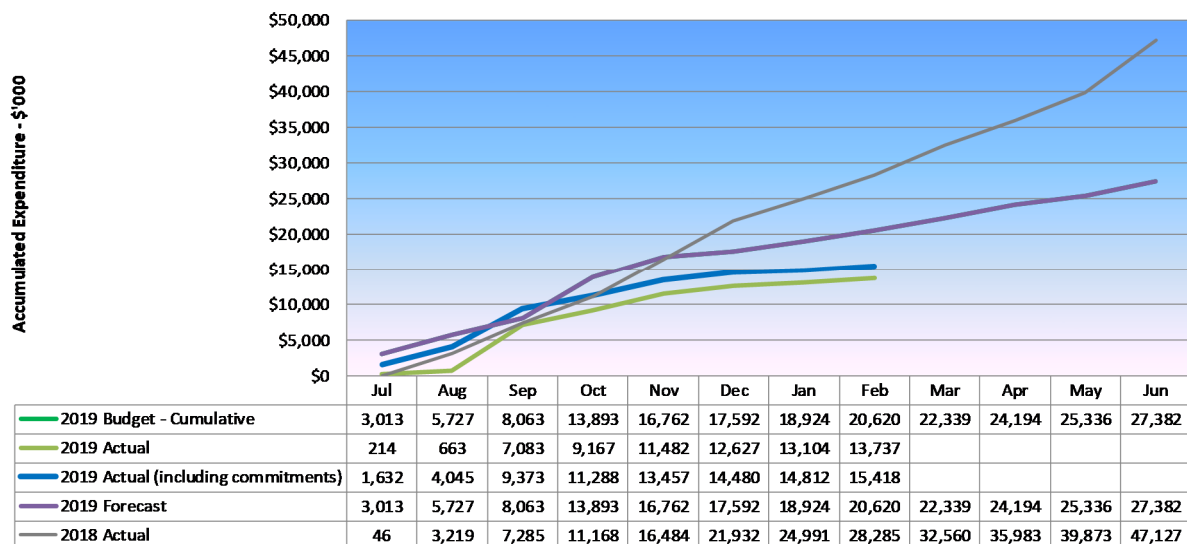
## Income Analysis



## Expenditure Analysis



## Capital Expenditure - \$'000



**BALANCE SHEET REPORT****As at February 2019**

	<b>28 Feb 2019</b>	<b>30 Jun 2018</b>
<b>Current Assets</b>		
Cash at Bank and On Hand	1,565,742	2,646,162
Trust Deposits	129,122	144,873
Cash Investments	16,313,304	13,651,057
Receivables - Rates and Utility Charges	6,190,957	(32,390)
Receivables - Infringements	130,224	83,741
Receivables - Sundry	348,781	213,503
Receivables - Planning & Health	53,765	7,659
Loans Receivable - Current	3,700	3,700
Accrued Revenue	168,457	364,715
Prepayments	163,654	163,654
Net GST Receivable	142,474	485,832
	<b>25,210,180</b>	<b>17,732,506</b>
<b>Non Current Assets</b>		
Loans Receivable - Non-Current	23,900	27,600
Dulverton Regional Waste Management Authority	6,009,055	6,009,055
TasWater	87,345,456	87,345,456
Property, Plant & Equipment	725,295,164	727,020,258
Accumulated Depreciation - PP&E	(285,649,158)	(282,612,771)
Capital Work in Progress	64,536,716	53,414,888
	<b>597,561,132</b>	<b>591,204,485</b>
<b>Total Assets</b>	<b>622,771,312</b>	<b>608,936,991</b>
<b>Current Liabilities</b>		
Trade Creditors	599,899	766,149
Accrued Expenses	575,745	4,780,203
Trust Liability	152,118	139,179
Income In Advance - Current	13,170,832	13,178,607
Loans - Current	1,804,000	45,158,672
Annual Leave	873,235	981,614
Long Service Leave - Current	1,125,722	1,121,640
	<b>18,301,552</b>	<b>66,126,063</b>
<b>Non Current Liabilities</b>		
Income In Advance - Non Current	-	-
Derivative Financial Instruments	604,383	604,383
Loans - Non-Current	50,467,667	-
Long Service Leave - Non-Current	436,393	436,393
	<b>51,508,443</b>	<b>1,040,776</b>
<b>Total Liabilities</b>	<b>69,809,994</b>	<b>67,166,838</b>
<b>Net Assets</b>	<b>552,961,318</b>	<b>541,770,153</b>
<b>Equity</b>		
Asset Revaluation Reserve	314,933,632	314,945,479
Asset Revaluation Reserve - Associates	1,568,030	1,568,030
Other Reserves	10,948,552	10,948,552
Accumulated Surplus	214,308,092	204,096,311
Operating Surplus / (Deficit)	10,281,339	2,628,959
Capital Surplus / (Deficit)	921,673	7,582,822
<b>Total Equity</b>	<b>552,961,318</b>	<b>541,770,153</b>
<b>Current Ratio:</b>	<b>4.76</b>	<b>2.30</b>

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 February 2019													
	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding Included in Total	Funding Adjustments	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
<b>Summary</b>													
Open Space & Recreation	1,950,200	537,319	2,487,519	62,500	-	523,783	136,898	660,682	1,826,837				
Buildings & Facilities	80,000	1,050,695	1,130,695	-	-	898,179	50,212	948,390	182,305				
Transport	4,340,000	1,020,688	5,360,688	612,146	-	1,525,412	1,258,476	2,783,888	2,576,800				
Stormwater	1,180,000	100,235	1,280,235	-	-	320,383	231,961	552,344	727,891				
Living City	3,000,000	12,112,036	15,112,036	1,000,000	-	9,734,567	91,661	9,826,228	5,285,808				
Plant & Fleet	827,000	544,929	1,371,929	-	-	504,422	28,812	533,234	838,695				
Other Equipment	479,000	160,192	639,192	-	-	229,805	26,634	112,974	526,218				
<b>Total Capital Works</b>	<b>11,856,200</b>	<b>15,526,094</b>	<b>27,382,294</b>	<b>1,674,646</b>	<b>-</b>	<b>13,736,550</b>	<b>1,824,654</b>	<b>15,417,740</b>	<b>11,964,555</b>				
<b>Open Space &amp; Recreation</b>													
CP0128 Signage Strategy Actions		23,744	23,744			243	4,340	4,583	19,161	Apr-19	Jun-19	19.3%	Likely to be combined with CT0198
CP0129 Don River Rail Trail - Don to Tugrah gravel track		112,443	112,443			-	-	-	112,443	TBA	TBA	0.0%	Property acquisition progressing. Construction work pending future grant opportunities
CP0136 Aquatic Ctr. O/door Filter vessels associated pipework and roof over		134,867	134,867			111,005	-	111,005	23,862	Complete	Complete	82.3%	
CP0137 Vietnam Veteran's Memorial - BBQ shelter renewal		79,137	79,137			60,061	-	60,061	19,076	Complete	Complete	75.9%	The allowance to replace the roof was not required and was re-allocated to CP0163.
CP0140 Fitness Equipment East Devonport		87,128	87,128			66,693	1,231	67,924	19,204	Complete	Complete	78.0%	
CP0143 Mersey Vale cemetery - Children's Area		100,000	100,000			-	14,500	14,500	85,500	TBA	TBA	14.5%	Tender advertised
CP0145 Victoria Parade Lighting Stage 2	85,000		85,000			62,463	-	62,463	22,537	Complete	Complete	73.5%	
CP0146 Mersey Vale Cemetery - Lighting Renewal	56,000		56,000			315	-	315	55,685	Jun-19	Jun-19	0.6%	
CP0147 Playground Equipment Renewal - East Devonport Foreshore	80,000		80,000			1,566	70,000	71,566	8,434	Mar-19	Apr-19	89.5%	Public consultation complete. Order placed for equipment
CP0148 Maidstone Park - Netball Goalposts Replacement	8,000		8,000			298	-	298	7,702	Mar-19	Mar-19	3.7%	Additional grant funding secured
CP0149 Path Renewal - Victoria Parade	133,000		133,000			83,081	-	83,081	49,919	Complete	Complete	62.5%	
CP0150 Maidstone Park - Replace Ground Lighting	125,000	-	125,000	62,500		1,400	3,210	4,610	120,390	TBA	TBA	3.7%	Design progressing. Geotechnical issues encountered
CP0151 Maidstone Park - Gymnastics Club Car Park	150,000		150,000			649	-	649	149,351	TBA	TBA	0.4%	Program dependant on construction of new Gymnastics facility
CP0152 Bluff Plaza - Replace Electrical Cabinet	15,000		15,000			12,807	-	12,807	2,193	Oct-18	Feb-19	85.4%	Minor work pending
CP0153 Mersey Vale Cemetery - Future Ash Interment Columns - Memorial Garden	30,000		30,000			17,091	234	17,326	12,674	Oct-18	Mar-19	57.8%	Columns have been delivered, installation pending
CP0154 Dog Exercise Park - Dog Agility Equipment & Drink Fountain	15,000		15,000			1,496	883	2,379	12,621	Apr-19	May-19	15.9%	construction pending
CP0155 Aquatic Centre Carpark - Tree Planter Surrounds	7,200		7,200			8,378	-	8,378	(1,178)	Complete	Complete	116.4%	Over-expenditure will be offset by savings in other projects.
CP0156 Pioneer Park - Installation of Park Furniture	20,000		20,000			2,057	-	2,057	17,943	May-19	May-19	10.3%	Design progressing
CP0157 Highfield Park - Installation of Park Furniture	20,000		20,000			13,635	-	13,635	6,365	Complete	Complete	68.2%	
CP0158 Mersey Vale Cemetery - Modern Burial Stage 2	1,050,000		1,050,000			9,738	-	9,738	1,040,262	TBA	TBA	0.9%	Tenders being assessed
CP0159 Don Reserve - Bank Stabilisation	18,000		18,000			20,943	-	20,943	(2,943)	Complete	Complete	116.4%	The project was constructed by the contractor that provided the lowest quote.
CP0160 Horsehead Creek - Bank Stabilisation between Horsehead Creek & Waterfront Complex	38,000		38,000			1,962	-	1,962	36,038	TBA	TBA	5.2%	Quotations being assessed
CP0161 New Playground Equipment - Miandefa Park	100,000		100,000			47,902	42,500	90,402	9,598	Feb-19	Mar-19	90.4%	Construction progressing
<b>Total Open Space &amp; Recreation</b>	<b>1,950,200</b>	<b>537,319</b>	<b>2,487,519</b>	<b>62,500</b>	<b>-</b>	<b>523,783</b>	<b>136,898</b>	<b>660,682</b>	<b>1,826,837</b>			<b>26.6%</b>	

	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget \$	Additional Funds Carried forward & adjustments \$	Total Budget Available \$	External Funding Included in Total \$	Funding Adjustment s \$	Actual \$	Committments \$	Total Expenditure \$	Remaining Funds \$	Works Start Month	Works Completion Month	% Budget Spent	Comments
<b>Buildings &amp; Facilities</b>													
CB0091 East Devonport Toilet Block Renewal		218,000	218,000			12,667	5,064	17,730	200,270	Mar	Apr-19	8.1%	Construction underway
CB0092 Installation of Public Toilet - Don Hall	80,000		80,000			17,097	44,170	61,267	18,733	Aug-18	May-19	76.6%	Linking path complete. Construction pending
CB0080 Art Gallery Integration Project		832,695	832,695			868,415	978	869,393	(36,698)	Complete	Complete	104.4%	Over-expenditure will be offset by savings in other projects.
<b>Total Facilities</b>	<b>80,000</b>	<b>1,050,695</b>	<b>1,130,695</b>	<b>-</b>	<b>-</b>	<b>898,179</b>	<b>50,212</b>	<b>948,390</b>	<b>182,305</b>			<b>83.9%</b>	
<b>Transport</b>													
CT0169 Formby Road & Best Street intersection safety improvements		261,896	261,896			19,743	2,843	22,586	239,310	Mar-19	Jun-19	8.6%	Tender awarded. Construction pending
CT0198 Mersey Bluff Pedestrian Link	125,000	74,850	199,850			13,867	-	13,867	185,983	Apr	May-19	6.9%	Design progressing. Construction deferred until after peak use period
CT0200 Forth Road, Don - pedestrian link		6,323	6,323			5,881	-	5,881	442	Complete	Complete	93.0%	
CT0208 Bishops Road renewal		515,253	515,253			11,422	239,311	250,733	264,520	Jan-19	Apr-19	48.7%	Construction underway
CT0218 Street Light Provision	60,000		60,000			42,839	16,775	59,614	386	Aug-18	Jun-19	99.4%	Poles being replaced progressively
CT0219 Reseal Program 2018-2019	700,000		700,000			245,273	233,865	479,138	220,862	Oct-18	Feb-19	68.4%	Asphalt program underway
CT0220 Southern Rooke Street Renewal	1,000,000		1,000,000			325,687	690,627	1,016,314	(16,314)	Jan-19	May-19	101.6%	Construction underway
CT0221 Triton Road Safety Improvements	75,000		75,000			357	-	357	74,643	Apr-19	May-19	0.5%	Consultation underway
CT0222 Coles Beach/Back Beach Pedestrian Links	80,000		80,000			42,886	-	42,886	37,114	Complete	Complete	53.6%	
CT0223 Intersection Improvements - Valley Road & Elm Avenue	80,000	40,000	120,000	40,000		6,521	-	6,521	113,479	Apr-19	Jun-19	5.4%	Tender advertised
CT0224 Footpath Connection - Thomas Street	15,000		15,000			1,424	-	1,424	13,576	Mar-19	Mar-19	9.5%	Construction pending
CT0225 New Street Light - Wright Street and Tarleton Street	15,000		15,000			104	-	104	14,896	May-19	Jun-19	0.7%	
CT0226 Intersection Safety Improvements - Parker Street and Ronald Street	270,000		270,000	270,000		10,497	10,262	20,760	249,240	Mar-19	Jun-19	7.7%	Tender awarded. Construction pending
CT0227 Don Road Safety Barrier Renewal - West of Hillcrest Road	50,000		50,000			242	-	242	49,758	Jun-19	Jun-19	0.5%	Design underway
CT0228 Road Traffic Device Renewal	25,000		25,000			50	14,300	14,350	10,650	Jan-19	Jun-19	57.4%	Devonport Road guardrail repairs pending
CT0230 Transport Minor Works	45,000		45,000			13,902	-	13,902	31,098	Apr-19	Jun-19	30.9%	Project to include Eastside Village bin replacements. Consultation pending
CT0231 Works Depot Carpark - Retaining Wall Renewal	30,000		30,000			159	-	159	29,841	Apr-19	May-19	0.5%	Design underway
CT0232 Parking Infrastructure Renewal 2018-19	25,000	42,366	67,366			33,800	-	33,800	33,566	TBA	TBA	50.2%	
CT0233 Adelaide Street Kerb Renewal	210,000		210,000			14,607	1,330	15,937	194,063	Mar-19	Apr-19	7.6%	Construction pending
CT0234 Wenvoe Street Renewal - Steele Street to Carpark	420,000		420,000			357,244	46,734	403,978	16,022	Complete	Complete	96.2%	
CT0235 Clayton Drive Renewal - East of Hillwood Rise	130,000		130,000			75,035	-	75,035	54,965	Complete	Complete	57.7%	
CT0236 Winspears Road Renewal - Stage 1	250,000		250,000	222,146		14,051	2,430	16,480	233,520	Mar-19	May-19	6.6%	Construction pending
CT0237 Intersection Renewal - Melrose Road and Buster Road (Aberdeen)	120,000		120,000			9,939	-	9,939	110,061	Complete	Complete	8.3%	Complete, waiting on invoice
CT0238 Montague Street Renewal - Arthur Street to Lower Madden Street	130,000		130,000			10,896	-	10,896	119,104	Mar-19	Apr-19	8.4%	Design progressing
CT0239 Steele Street Footpath Renewal - Rooke Street to Wenvoe Street - South Side	60,000		60,000			2,747	-	2,747	57,253	Complete	Complete	4.6%	
CT0240 North Street renewal - William Street threshold	130,000		130,000			125,054	-	125,054	4,946	Complete	Complete	96.2%	
CT0241 Tugrah Road - Seal Part of Gravel Section	105,000		105,000			9,751	-	9,751	95,249	Feb-19	Mar-19	9.3%	Construction underway
CT0242 Victoria Parade Car Park (Cenotaph) Carpark Improvements	140,000		140,000			130,755	-	130,755	9,245	Complete	Complete	93.4%	
Northern Rooke St Renewal - Design Only	50,000		50,000			-	-	-	50,000			0.0%	Expenditure included in CB0068 - Living City
CT0244 Steele St Pedestrian Facilities		80,000	80,000	80,000		676	-	676	79,324				External funding secured
<b>Total Transport</b>	<b>4,340,000</b>	<b>1,020,688</b>	<b>5,360,688</b>	<b>612,146</b>	<b>-</b>	<b>1,525,412</b>	<b>1,258,476</b>	<b>2,783,888</b>	<b>2,576,800</b>			<b>51.9%</b>	

	Funding 2018/19					Expenditure 2018/19			Balance	Performance Measures			
	Annual Budget \$	Additional Funds Carried forward & adjustments \$	Total Budget Available \$	External Funding Included in Total \$	Funding Adjustments \$	Actual \$	Commitments \$	Total Expenditure \$	Remaining Funds \$	Works Start Month	Works Completion Month	% Budget Spent	Comments
<b>Stormwater</b>													
CS0055 Squibbs Road drainage improvements		83,831	83,831			287	11,550	11,837	71,994	TBA	TBA	14.1%	On hold - threatened species
CS0063 William St. SW catchment upgrade - Stage 7		12,000	12,000			1,416	3,350	4,766	7,234	Nov-18	TBA	39.7%	Pending minor work by Tasrail
CS0069 Maidstone Park - stormwater NE of oval		4,404	4,404			4,404	-	4,404		Complete	Complete	100.0%	
CS0072 Pit Replacements 2018-19	50,000		50,000			40,824	776	41,600	8,400	Aug-18	Feb-19	83.2%	Various locations completed, others pending
CS0073 Minor Stormwater Works	30,000		30,000			80	535	615	29,385	TBA	TBA	2.0%	
CS0074 William SW Catchment Upgrade - Stage 8	600,000		600,000			205,416	150,955	356,371	243,629	Jan-19	Apr-19	59.4%	Construction progressing
CS0075 Stormwater Outfall Risk Management - Mersey River	30,000		30,000			1,366	2,157	3,523	26,477	TBA	TBA	11.7%	Design progressing
CS0076 Brooke St Upgrade - Caroline Catchment Stage 1	200,000		200,000			400	-	400	199,600	TBA	TBA	0.2%	Funding to be reallocated. Ref IWC 09/19
CS0077 Stormwater Renewal - 37 Victoria Parade	20,000		20,000			31,784	-	31,784	(11,784)	Complete	Complete	158.9%	Additional pit required to facilitate future pipe upgrades. Over expenditure to be offset by forecast savings on CS0074
CS0078 Madden St Stormwater Renewal - Aylett to Gunn	75,000		75,000			10,343	26,558	36,901	38,099	Complete	Complete	49.2%	
CS0079 Stormwater Renewal - 215-221 Tarleton St	50,000		50,000			11,038	32,553	43,591	6,409	Complete	Complete	87.2%	
CS0080 York St stormwater renewal	25,000		25,000			13,025	3,527	16,552	8,448	Complete	Complete	66.2%	
Southern Rooke St Stormwater Renewal	100,000		100,000						100,000			0.0%	Included in CT0220
<b>Total Stormwater</b>	<b>1,180,000</b>	<b>100,235</b>	<b>1,280,235</b>	<b>-</b>	<b>-</b>	<b>320,383</b>	<b>231,961</b>	<b>552,344</b>	<b>727,891</b>			<b>43.1%</b>	
<b>Plant &amp; Fleet</b>													
CF0023 Hire Plant Replacement Plan 18/19 (including disposal proceeds)	585,000	350,309	935,309			392,752	-	392,752	542,557	Sep-18	Jun-19	42.0%	Rear loader garbage truck delivered. Purchases scheduled throughout the year
CF0024 Non-Hire Plant Replacement Plan 18/19 (including disposal proceeds)	44,000	66,981	110,981			37,273	-	37,273	73,708	Sep-18	Aug-19	33.6%	Purchases scheduled throughout the year
CF0022 Fleet Replacement Plan 18/19 (including disposal proceeds)	198,000	127,639	325,639			74,397	28,812	103,209	222,430	Oct-18	Jun-19	31.7%	Timing variance / disposal proceeds. Purchases scheduled throughout the year
<b>Total Plant &amp; Fleet</b>	<b>827,000</b>	<b>544,929</b>	<b>1,371,929</b>	<b>-</b>	<b>-</b>	<b>504,422</b>	<b>28,812</b>	<b>533,234</b>	<b>838,695</b>			<b>38.9%</b>	
<b>Other Equipment</b>													
CE0009 Office Equipment	203,000	41,138	244,138			60,210	23,710	83,920	160,218	Jun-19	Jun-19	34.4%	
CC0007 Information Technology 16/17 - Renewal & Upgrades						-	-						
CC0012 Information Technology - Renewal & Upgrades	276,000	119,054	395,054			169,595	2,924	29,054	366,000	Jun-19	Jun-19	7.4%	
CC0013 IT New 2018/19						1,023	-	1,023					
<b>Total Other Equipment</b>	<b>479,000</b>	<b>160,192</b>	<b>639,192</b>	<b>-</b>	<b>-</b>	<b>229,805</b>	<b>26,634</b>	<b>112,974</b>	<b>526,218</b>			<b>17.7%</b>	
<b>TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY</b>	<b>8,856,200</b>	<b>3,414,058</b>	<b>12,270,258</b>	<b>674,646</b>		<b>4,001,983</b>	<b>1,732,993</b>	<b>5,591,511</b>	<b>6,678,747</b>			<b>45.6%</b>	
<b>Living City</b>													
CB0068 Living City - Strategic Initiatives	3,000,000	12,112,036	15,112,036	1,000,000		9,734,567	91,661	9,826,228	5,285,808	Sep-18	Jun-19	65.0%	
<b>Total Living City</b>	<b>3,000,000</b>	<b>12,112,036</b>	<b>15,112,036</b>	<b>1,000,000</b>	<b>-</b>	<b>9,734,567</b>	<b>91,661</b>	<b>9,826,228</b>	<b>5,285,808</b>			<b>65.0%</b>	
<b>TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY</b>	<b>11,856,200</b>	<b>15,526,094</b>	<b>27,382,294</b>	<b>1,674,646</b>	<b>-</b>	<b>13,736,550</b>	<b>1,824,654</b>	<b>15,417,740</b>	<b>11,964,555</b>			<b>56.3%</b>	

## **6.0 COMMUNITY SERVICES REPORTS**

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

**File: 34511 D568329**

#### **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 meeting are attached (January and February):

- East Devonport Special Interest Group
  - The Committee continued reviewing of the East Devonport Community Plan Actions 2014 – 2019.
  - The Committee provided updates on events within the East Devonport Community.

#### **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 Meeting 12 Feb 2019

## RECOMMENDATION

That it be recommended to Council that the minutes of the East Devonport Special Interest Group be received and noted.

Author:	Karen Hampton	Endorsed By:	Paul West
Position:	Community Services Manager	Position:	General Manager

**MINUTES AND ACTION NOTES FOR A MEETING OF THE  
EAST DEVONPORT SPECIAL INTEREST GROUP  
MEETING HELD TUESDAY, 14 FEBRUARY 2019 3.30PM**

**Distribution:** Committee Members  
Cr Jarman (Chair)  
Cr Alexiou  
Cr Leigh Murphy  
Tracey Carter – Community Member  
Maureen Clarke – Community Member  
Jenny Mountney – Community Member  
Neil Newman – Community Member  
Scott Newman – Community Member  
Frances Wilson – Community Member

Council Officers  
Karen Hampton  
Charmane Hardy  
Danielle O'Brien

**PRESENT**

Cr Jarman (Chair), Cr Rockliff, Cr Alexiou, Maureen Clarke, Jenny Mountney (4.55pm), Scott Newman, Frances Wilson, Karen Hampton, Charmane Hardy and Danielle O'Brien.

**1.0 APOLOGIES**

Cr Murphy, Tracey Carter, Neil Newman

**2.0 DECLARATION OF INTEREST**

NIL

**3.0 APPOINTMENT OF CHAIR**

The Group agreed that going forward the position of Chair would alternate between Councillors: Cr Alexiou, Cr Jarman and Cr Murphy, it was agreed that Cr Jarman would Chair the meeting 14 February 2019.

**4.0 CONFIRMATION OF PREVIOUS MINUTES**

The Group noted and confirmed the previous minutes of the meeting held 9 October 2018.

*Moved: J Mountney/ M Clarke*

**CARRIED**

**5.0 ACTION LIST**

Reviewed, please see attached Action List for updates.

**6.0 AGENDA ITEMS**

Kiah Place Playground - Playground equipment to be replaced or removed to meet current compliance standards.

Group provided the following feedback:

- The current equipment does need to be removed. However, it is used by 5-6 families with children 4-7yr olds.
- If replaced safety and vandal-proof must be a priority.
- Rate payers would want value for money,

Action:

- JM available to speak to families who live in the street and gauge feedback.
- Seek feedback regarding the current compliance of equipment in the location.

East Devonport Community Plan

The Group continued to review the Community Plan, reviewed to date Objectives; 1, 2 and 3

**7.0 INFORMATION SHARING AND GENERAL BUSINESS**

- Pioneer Park East Devonport drinking fountain now working.
- SN - Traffic lights near the yacht club, timing not suitable for pedestrian crossing.
- JM – 3-5yr pilot child care centre being developed. Two days a week program, focusing on building families and children's skills in prep for school, partial fee paying, part govt funded.
- JM – Fourth visit by Mem Fox in 3 years. 21 March 2019, 11.30am – 3pm EDCF require volunteers with Working with Vulnerable People to assist at the centre.
- CH - 21 March 2019, Harmony Day/Citizenship Ceremony. Street Eats.
- CH – 8 March 2019, International Women's Day

**Action:**

Group to be sent flyers for following events;

- Mem Fox
- 2019 Harmony Day
- 2019 International Women's Day calendar

**8.0 AGENDA ITEMS FOR NEXT MEETING**

- East Devonport Retail Strategy Workshop Report
- Continue Community Plan Review
- Kiah Place Playground

**9.0 NEXT MEETING TUESDAY, 16 APRIL 2019 COMMENCING 3.30PM AT THE EAST DEVONPORT CHILD AND FAMILY CENTRE**

**MEETING CLOSED 5PM**

**EAST DEVONPORT SPECIAL INTEREST GROUP ACTION LIST  
MEETING HELD 14 FEBRUARY 2019**

DATE	ACTION	RESP. PERSON	STATUS Not started In progress On-going Completed	COMMENT	DUE
12 FEBRUARY 2019	Pioneer Park Trees		In progress	Review the health of the trees in Pioneer Park. Mistletoe reported on a tree.  DO'B submitted an Action Request 14 Feb 2019. TRS19.0041	
	Eastside Village Signage	DO'B	Completed	Informational signage installed on Wright Street prior to August 2017.	
	East Devonport's representation Council Website	DO'B	In progress	Update the East Devonport Special Interest Group page to include information regarding East Devonport Village rebranding as part of Council's redevelopment of website.	
	Undertake conservation of the historic Cemetery located in Pioneer Park	Mayor R	In progress	Mayor Rockliff and KL have discussed, in efforts to preserve in accordance with Heritage Listings. 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.	
	Welcome to Devonport Signage	Visitor Services	In progress	Welcome to Devonport Signage. Is there a billboard ex the Spirit and the Airport?	
	Tarleton/Wright St East Devonport traffic lights	DO'B	Completed	Group advised that the timing possibly not suitable for pedestrian's crossing.  DO'B submitted an action request 14 Feb 2019.  Response: Pedestrians are provided with 18-21 seconds to cross. The green pedestrian signal operates for 5 seconds on each leg. After that, the flashing red pedestrian continues for an additional 13-16 seconds to allow pedestrian who have already started crossing to finish. Timings are worked out off a walk speed of 1.2m/s a national standard.	
	Cycle paths/Lanes	Cr A	In progress	Cr Alexiou to follow up with Cycle Tas regarding cycle lane beside truck route.  Cycle way to bridge could have cleared markings.	
	Kiah Place Playground		In progress	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 OCTOBER 2018	Advocating for the East Devonport Community	KH	In progress	Mayor Rockliff and KH to discuss possible ways to advocate for the East Devonport Community regarding potential positions in new Bio Mar Australia	
	Mary Street Wetlands		In progress	Mary Binks Wetlands, interpretive signage to be added.	
	All abilities beach access		In progress	All abilities access ramp to the beach has been approved and tender awarded. Construction re-scheduled to begin in March.	
26 JUNE 2018	Foreshore Pathway		In progress	Lighting to be installed with the Fitness Equipment by end of Feb 2019.  No further foreshore lighting scheduled for East Devonport at this stage.	
	Garden of Reflection – Pioneer Park		In progress	Future Works  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 Outdoor Fitness Equipment Update	KH	In progress	Equipment installed and actively being used by the community  Ablution block replacement to begin March 2019. Ablution block will include hot shower facilities to be locked overnight.	
	East Devonport Retailers	KH/Cr Jarman/ NN/JR	In progress	12 Feb 2019 – Cr Jarman to initiate an ED Retailers meeting  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		In progress	<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>	

## **6.2 TERMS OF REFERENCE FOR PARANAPLE ARTS CENTRE SPECIAL ADVISORY COMMITTEE**

File: 34511 D569476

### **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**

This report is provided to assist Council in finalising the Terms of Reference for the proposed paranaple arts centre Special Advisory Committee.

### **BACKGROUND**

As a result of the Living City Stage 1 project, the Devonport Regional Gallery was relocated and integrated in to the paranaple arts centre. Operational since November 2018, the paranaple arts centre includes the operations of the Town Hall Theatre, the Devonport Regional Gallery and the Devonport Visitor Information Centre.

The Devonport Regional Gallery has an Advisory Board under Section 24 of the *Local Government Act 1993*. In addition, Council has a Public Art Special Interest Group that has relative functions to the Gallery's Advisory Board.

The most recent terms of reference for Council's Special Interest Groups and Advisory Committees were endorsed by Council at a Community Services Meeting, held on 19 June 2017. It was determined (Min CSC13/17 refers) that Council adopts the:

- (d) Public Art Advisory Special Interest Group Terms of Reference
- (e) Devonport Regional Gallery Advisory Board Terms of Reference

Further to this, and due to appointment of Councillor representation on Committees and Special Interest Groups, at Council's Ordinary Meeting, held on 26 November 2018, it was determined that Council:

2. Incorporate the previous role of the Public Art Advisory Special Interest Group into a new paranaple arts centre Committee when established.
3. Note that a further review of Committees will occur in the New Year to determine changes and structural arrangements prior to seeking external community appointees where deemed necessary.

### **STATUTORY REQUIREMENTS**

The *Local Government Act 1993* outlines at Section 24 the statutory requirements relating to the appointment and functions of Special Committees.

### **DISCUSSION**

To establish a new paranaple arts centre Special Advisory Committee the terms of reference for the Devonport Regional Gallery Advisory Board have been revised with the intent to amalgamate the terms of Advisory Board with those of the Public Art Advisory Special Interest Group.

The function of the new Committee will be to support Council achieve the strategic, operational and business objectives as outlined in the Devonport City Council *Strategic Plan 2009 - 2030*.

The Committee will provide Council with advice on the planning, development, promotion and accessibility of the arts, as an integral part of Devonport's cultural life, including public art. The extended function of the Committee will provide advice on visual and performing arts programming at the paranple arts centre and assist in administering Council's Public Art Policy and Guidelines.

The Committee will actively support the Devonport Regional Gallery's acquisitions program in order to see the Council's Permanent Collection gain in strength and national standing. In addition, the Committee will support the paranple arts centre as a leading cultural facility and work to sustain its future viability.

### **COMMUNITY ENGAGEMENT**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

Committee Members are automatically covered under the terms and conditions of Council's Public Liability and Professional Indemnity policies provided they act within the scope of their duties as a member of an Advisory Committee.

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.

### **CONCLUSION**

The terms of reference for a new paranple arts centre Special Advisory Committee includes the amalgamation of the current Devonport Regional Gallery Advisory Board with the former Public Art Advisory Special Interest Group and includes performing arts programming in the context of the operations of the paranple arts centre.

### **ATTACHMENTS**

1. paranple arts centre Special Advisory Committee draft Terms of Reference

### **RECOMMENDATION**

That it be recommended to Council that it endorse the terms of reference for the paranple arts centre Special Advisory Committee, under Section 24 of the *Local Government Act 1993*, noting this will result in the:

- a) amalgamation of the current Devonport Regional Gallery Advisory Board and former Public Art Special Interest Group;
- b) broadening of function to include performing arts programming in context to the paranple arts centre;
- c) seeking of members for the new committee in July 2019, in accordance with the biennially reviewed membership clause of the current Advisory Board members.

Author:	Geoff Dobson	Endorsed By:	Paul West
Position:	Convention & Arts Centre Director	Position:	General Manager



## TERMS OF REFERENCE PARANAPLE ARTS CENTRE SPECIAL ADVISORY COMMITTEE

### TERMS OF REFERENCE AND OPERATING GUIDELINES

#### NAME

paranaple arts centre Special Advisory Committee

#### CATEGORY

Advisory Committee

#### PURPOSE

To clearly establish the role and function of the paranaple arts centre Special Advisory Committee.

The paranaple arts centre Special Advisory Committee is to support Council achieve the strategic, operational and business objectives as outlined in the Devonport City Council's Strategic Plan.

The Committee is to provide advice to Council on the planning, development promotion and accessibility of the arts, as an integral part of Devonport's cultural life, including public art.

The Committee will actively support the Devonport Regional Gallery's acquisitions program in order to see the Gallery's collection gain in strength and national standing. In addition, the Committee will support the maintenance of the paranaple arts centre as a leading cultural facility and work to sustain its future viability.

To achieve its aims, the Committee will establish and administer four sub-committees:

- Visual Arts Programming Sub-committee
- Performing Arts Programming Sub-committee
- Acquisitions Sub-committee
- Public Art Sub-committee

#### FUNCTION

The Advisory Committee will:

- Support Council staff achieve the strategic, operational and business objectives of the Devonport City Council Strategic and Corporate plans;
- Provide advice to Council on the strategic direction for the paranaple arts centre incorporating the Devonport Regional Gallery;
- Provide advice on arts and culture related policy development;
- Act as ambassadors for the paranaple arts centre, actively advocating on behalf of and promoting the centre's initiatives;
- Raise awareness and engage the regional community in the centre's activities and programs;

- Support efforts to attract funding and other resources in accordance with identified needs and strategic direction;
- Provide opportunity for fundraising.

#### **Visual Arts Programming Sub-committee**

- Provide support and advice in the development of visual arts programming.

#### **Performing Arts Programming Sub-committee**

- Provide support and advice in the development of visual arts programming.

#### **Acquisition Sub-committee**

- Consider and endorse recommendations for the acquisition of art works.

#### **Public Art Sub-committee**

- Assist in the selection and commissioning of new public artworks and the deaccession of existing works in accordance with the Public Art Policy;
- Manage the assessment of public art proposals against established guidelines including recommending the composition of public art assessment panels;
- Provide input into ways in which public art can be incorporated into the design of the City's infrastructure.

#### **MEMBERSHIP**

The paranaple arts centre Special Advisory Committee will be representative of stakeholders and include up to:

- Two (2) Councillors;
- Convention and Arts Centre Director (or Nominee);
- Four (4) members as recognised of the arts sector, and;
- Four (4) community member representatives.

#### **Ex-Officio**

- President Friends of the Devonport Regional Gallery (or Nominee);
- Representative of the Droogs – Devonport Regional Gallery Young Members.

The Committee will be responsible for the formation and membership of the sub-committees and staff will be available on an as needs basis to achieve the function of the Committee and sub-committees.

Arts sector representatives will be required to demonstrate suitable experience within the Tasmania arts sector.

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

Members will be appointed by the Council following a formal expression of interest process for a two-year period. The Chair to be appointed by the Committee.

Failure to attend three (3) consecutive meetings without prior approval 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 Committee will be biennially reviewed by Council.

**WORKING WITH CHILDREN (if relevant)**

All Committee members are to have a valid registration to work with children to comply with the Registration for Working with Vulnerable People Act 2013.

**MEETING FREQUENCY AND MEETING PLACE**

The paranaple arts centre Special Advisory Committee will generally meet bi-monthly. Meetings will generally be from 3.30pm to 5:00pm at paranaple arts centre, Devonport, unless otherwise determined by the Committee.

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

The Committee may regulate its own proceedings.

The minutes will include the following:

- Attendance;
- Apologies;
- Declarations of interest;
- A record of all recommendations made by Committee.

The minutes will be distributed to all members

**REPORTING REQUIREMENTS TO COUNCIL**

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

**DELEGATIONS**

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

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.

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

Committee members must have the appropriate skills and time to fulfil their role.

**RESPONSIBILITY****Responsible Manager**

Conference and Arts Centre Director

**Document Controller**

Administration Officer, paranaple arts centre

## **AUTHORISATION**

### **Adoption of Terms of Reference**

N/A

### **Review of Terms of Reference**

N/A

## **DEFINITIONS**

To assist in the interpretation the following definitions shall apply:

**“Committee”** shall mean paranaple arts centre advisory committee

**“Council”** shall mean Devonport City Council

**“Gallery”** shall mean Devonport Regional Gallery

## **7.0 INFORMATION REPORTS**

### **7.1 COMMUNITY SERVICES REPORT - JANUARY/FEBRUARY 2019**

**File: 29530 D563935**

#### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

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

#### **SUMMARY**

This report provides a summary of the activities undertaken in the Community Services Department during the period from 1 January 2019 to 28 February 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:

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

#### **DISCUSSION**

##### **1. COMMUNITY SERVICES**

##### **1.1 Community Services Manager's update**

- Live and Learn Steering Group received confirmation that their funding submission for \$50,000 to engage a Project Officer under the 26Ten initiative has been approved. Grant deed will be finalised early March 2019;
- Attended meetings with Relationships Australia to finalise "Doing Better Together" Grants under the Suicide Prevention Trial – Grants to be launched on 8 March 2019 for the Devonport, Burnie and Central Coast local government areas;
- Met with representatives of Local Government Professionals North West Branch to consider holding the State Local Government Professionals Tas conference at the paranapple centre. The venue was subsequently booked for October 2019;
- Met with representatives of the Devonport Motor Show Committee to confirm Council's partnership arrangements regarding the event;
- Met with representatives of the Devonport Gymnastics Club regarding confirmation of new location for their gymnasium facility.

## 1.2 Events/Programs/Activities

### 1.2.1 Hobart Hurricane's Viewing Party

Council partnered with Hobart Hurricanes Cricket Team to show a Big Bash League (BBL) evening game on the large Market Square screen on 24 January 2019.

Captain Hurricane, the mascot for the Hobart Hurricane's handed out merchandise to spectators with the evening attracting a stationary crowd of approximately 60 people.



### 1.2.2 'Square Peg' Project

Council Officers involved in delivering the Square Peg program at the Devonport Recreation Centre recommenced the program in February 2019. Council runs the program in partnership with the Education Department ("Space Program") with up to six young students who attend Space on a part time basis. The program runs for two hours every Tuesday and combines recreation activities along with respectful relationships, cooking and general life skills.

### 1.2.3 School Holiday Program

Council partnered with Youth, Family and Community Connections to deliver a school holiday program aimed at youth ages 12-25 years in January. The program was run in conjunction with Devonport & Burnie YFCC. All sessions were free for attendees to attend and were all fully booked. With the success of this first time program Council will look at the same partnership to deliver the July school holiday program.

### 1.2.4 East Devonport Beach Party

Council, in partnership with East Devonport Child and Family Centre, ran the annual East Devonport Beach Party. Council staff provided recreational activities as well as rock painting & chalk art.

### 1.2.5 Skate Competition

Council in partnership with Youth, Family and Community Connections (YFCC) and support from Anglicare's Gamblers Help Program, delivered the Skate, Scoot and BMX Competition at the Devonport skate park on Saturday 2 February.

Skateboarders, scooter and BMX Riders, and for the first time inline skaters, all had the chance to show off their skills. This year saw over 70 competitors compete for prizes.



### 1.2.6 Harmony Day 2019

Planning has commenced for Council's Harmony Day event to be held on Thursday 21 March 2019. Council will utilise the Market Square space to create a multi-cultural Street Eats festival which will run from 4–7pm. The Harmony Day Committee met in January to progress with the planning which will also include multicultural entertainment, music and children's activities.



### 1.2.7 Embrace the Place

"Embrace the Place" (previously "Reclaim the Lane") is this year moving into Providore Place on 12 April 2019 from 3–5pm. The event is being run in partnership with Youth Family Community Connections (YFCC) and will include a Welcome to Country ceremony. The event will provide information services for young people aged between 12-25 years including CGVT Australia, Mission Australia, Save the Children, Well Ways, White Lion and Red Cross. Local buskers will have opportunity to showcase their talents as well as other free activities.



### 1.2.8 Seasonal Program and Publication

The Autumn Seasonal program was released at the end of February 2019. The program highlights a wide range of free and low-cost activities which will be delivered by Council and supporting partners, with a focus on International Women's Week, Harmony Day and Gallery Exhibitions.



### 1.2.9 Devonport Sister Cities Association *Hinamatsuri* Display

The Devonport Sister Cities Association exhibited a display of *Hina* dolls in the paranple arts centre to celebrate Japan's Doll's Day or Girls Day – 3 March.

The *Hina* dolls were gifted to Devonport City in 2006 by Norihiro and Shoko Einga of Minamata, Japan.



*Devonport City Hina Doll Collection*

### 1.2.10 Devonport Food and Wine

The Devonport Food and Wine (DFW) Committee have commenced meeting on a monthly basis to plan the event which will be held during the month of October. Food and Wine vendor Expressions of Interest have been released for the event.



**1.2.11 Jazz Festival 2019**

Planning is underway for Council's annual Jazz Festival to be held 25-28, July 2019. Sponsorship has once again been secured with Qantas as well as a new sponsorship with Spirit of Tasmania.

Headline acts are currently under negotiation.



**1.2.12 Australia Day**

Council's Australia Day event was held at 10am on Saturday 26 January 2019 at the paranple convention centre. Winners of the Australia Day Citizen of the Year, Young Citizen of the Year and Community event of the year were announced, and six new citizens were sworn in. The Australia Day ambassador for the event was Rodney Croome, who is a spokesperson for equal rights.

Council's Spirit of the City Award was presented to Steve Daley for his valuable and long standing contribution to the Devonport community.

Citizen of the Year: Margaret Fay

Young Citizens of the Year: Chaz and Kai Wilson

Community event of the Year: Toast for Kids



*Australia Day Awards*

### 1.2.13 Natural Resource Management

#### **Beach Discovery**

Council's School holiday program saw fifteen children along with parents, grandparents and carers exploring the intertidal zone and discovering all the animals and plants that live there.



*Beach Discovery- School Holiday Program*

**Friends of Don Reserve**

January saw the removal of invasive species from the path near the dog park including thistles and elderberry.

The February gathering involved the Friends tackling some large Banana passionfruit near the northern end of the reserve.



*Friends of Don Reserve removing Banana passionfruit.*

<b>Program</b>	<b>Attendance</b>
Beach Discovery – School Holiday Program 15 January	15
Friends of Don 29 January	1
Friends of Don 26 February	6

### 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.

<b>Details</b>	<b>End date and length of agreement</b>	<b>Amount – If Applicable</b>
Carols by Candlelight	2 year Agreement 30 June 2020	\$ 3,500 P/A
City of Devonport Lions Club	2 year Agreement 29 November 2019	\$ 5,000 P/A
Devonport Brass Band	2 year Agreement 30 June 2019	\$12,000 Year 1 \$10,000 Year 2 \$ 8,000 Year 3
Devonport Community House	2 year Agreement 30 June 2019	\$18,000 P/A
Devonport - Cradle Country Marketing Group	3 year Agreement June 2018	\$15,000 P/A

Details	End date and length of agreement	Amount – If Applicable
	Committee agreed to extend current partnership till June 2019	
Devonport Men's Shed	2 year agreement June 2019	\$ 7,000 P/A
Devonport Motor Show	5 year Agreement 29 January 2024	\$ 2,500 P/A
Tasmanian Arboretum	2 year Agreement 1 July 2020	\$22,000 P/A
Taste the Harvest	2 year Agreement January 2019	Underwrite 2019 and 2020 event
National Trust of Australia – Home Hill operations	3 year Agreement October 2018	\$28,000 P/A
Youth and Family & Community Connections	5 year Agreement 29 Jan 2024	Rental agreement/ Youth services - in kind funding

## 1.4 Recreation, Health and Wellbeing

### 1.4.1 Devonport Squash Club

Four new heat pumps have been installed in the Squash Building at the Recreation Centre. The Devonport Squash Club purchased the heat pumps which will ensure players are kept warm and comfortable during the cold winter months. Major squash events are traditionally held during the winter months, with the Tasmanian Open in July and this year the Club will host the Australian Junior Championships in September/October.

In addition to the unit in the foyer, there are three units upstairs.

The Squash Club has further planned to renovate their club room and install sliding glass doors.

### 1.4.1 Grant Information

The Devonport Football Club was unsuccessful in its application (second round) to the State Government under the Levelling the Playing Fields program for upgraded changerooms for female participants.

The Club will be reapplying for the next Levelling the Playing Fields which is expected to be announced in July 2019.

### 1.4.2 Major Sporting events held in January and February 2019

#### **Name of Event: 2019 Oceania and Australian Laser (yacht) Championships**

- Dates: 1–8 January;
- Bass Strait – off the Bluff Lighthouse and Coles Beach – hosted by the Mersey Yacht Club

#### **Name of Event: National SAP (Junior Soccer) Festival**

- Dates: 15 -17 February
- Valley Road Soccer Centre

#### **Name of Event: Basketball Tasmania Pre-Season Tournament**

- Dates: 16 -17 February
- Devonport Recreation Centre & East Devonport Recreation & Function Centre

**1.4.3 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 table shows activities delivered across Council recreation and sport facilities over the past two months.

Facility	Customers through the Door	Customers through the Door
	January 2019	February 2019
Devonport Recreation Centre	909	3,100
East Devonport Recreation Centre	3,002	8,338
<b>TOTAL 2019</b>	<b>3,911</b>	<b>11,438</b>
<b>TOTAL 2018</b>	<b>1,752</b>	<b>8,487</b>

**1.4.4 Recreation Facilities Usage**

Usage for facilities for January and February are listed in the table below:

Recreation Usage			
Facility	Room/Ground	Number of Bookings January	Number of Bookings February
Devonport Recreation Centre	Judo Room	0	10
	Meeting Room	9	7
	Sauna	21	23
	Squash	27	33
	Stadium	56	86
	Table Tennis Building	15	57
	Youth Centre	32	60
East Devonport Recreation and Function Centre	Community Room	8	29
	Stadium	4	33
Ground/Reserve	Reserves – Vietnam Vets Memorial	0	1
	Reserves – Bluff	6	2
	Reserves – Roundhouse Park	2	1
	Coles Beach	0	0
	Reserves - Don	0	0
	Reserves - Lighthouse	0	1
	Reserves – Kelcey Tier	6	8
	Reserves – Cenotaph	0	0
	Skate Park	1	1
	Reserves – Pioneer Park	0	0
	Byard Park	3	4
	Devonport Oval	7	3
	Don Rec Ground	1	1
	Girdlestone Park	2	2
	Maidstone Park	1	1
	Meercroft Park & Eugene	4	4
	Valley Road Soccer Centre	1	1
<b>Total</b>		<b>206</b>	<b>368</b>

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

<b>Special Recreation Events</b>		
<b>Facility</b>	<b>Event</b>	<b>Date</b>
Devonport Recreation Centre	Basketball Tasmania Event	29-30 Jan
	NWBU Seniors Game	5 Feb
	NWBU Seniors Game	12 Feb
	NWBU Seniors Game	15 Feb
	Basketball Tas Pre Season Tournament	16-17 Feb
	Devonport Senior Citizens Bowls Expo	20 Feb
	NWBU Seniors Game	22 Feb
	NWBU Seniors Game	26 Feb
East Devonport Recreation and Function Centre	Holiday Program – Scripture Union Tasmania	14-17 Jan
	Devonport Stamp Club Expo	9 Feb
	Devon Quilters Expo	23 Feb

#### 1.4.5 Splash Aquatic and Leisure Centre

Attendances including YTD comparison:

December 2018

<b>Year to date comparison</b>								
<b>Attendees</b>	<b>Jul-18</b>	<b>Aug-18</b>	<b>Sep-18</b>	<b>Oct-18</b>	<b>Nov-18</b>	<b>Dec-18</b>	<b>Dec-17</b>	<b>YTD</b>
<b>Casual Entry</b>	5,010	3,388	4,589	5,283	4,097	6,389	6,663	28,756
<b>Fitness Members</b>	11,974	10,229	12,204	8,626	8,514	9,807	10,819	61,354
<b>Learn to Swim</b>	5,010	3,960	5,040	4,248	4,368	5,090	4,560	27,716
<b>Lane Hire</b>	1,140	912	863	338	622	3,201	3,331	7,076
<b>Bookings</b>	640	990	377	497	1,003	1,264	1,250	4,771
<b>Total</b>	23,774	19,479	23,073	18,992	18,604	25,751	26,623	129,673

January 2019

<b>Year to date comparison</b>									
<b>Attendees</b>	<b>Jul-18</b>	<b>Aug-18</b>	<b>Sep-18</b>	<b>Oct-18</b>	<b>Nov-18</b>	<b>Dec-18</b>	<b>Jan-19</b>	<b>Jan-18</b>	<b>YTD</b>
<b>Casual Entry</b>	5,010	3,388	4,589	5,283	4,097	6,389	10,526	10,141	39,282
<b>Fitness Members</b>	11,974	10,229	12,204	8,626	8,514	9,807	8,601	7,356	69,955
<b>Learn to Swim</b>	5,010	3,960	5,040	4,248	4,368	5,090	3,984	3,520	31,700
<b>Lane Hire</b>	1,140	912	863	338	622	3,201	950	425	8,026
<b>Bookings</b>	640	990	377	497	1,003	1,264	300	216	5,071
<b>Total</b>	23,774	19,479	23,073	18,992	18,604	25,751	24,361	21,658	154,034

**1.4.6 Upcoming Sporting Events 2019**

Sporting events so far in the 2019 calendar year are provided in the table below. All events are sponsored by Council.

<b>Upcoming Sporting Events</b>		
<b>Facility</b>	<b>Event</b>	<b>Date</b>
Devonport Triathlon	Mersey Bluff/Coles Beach Road, Bluff Road	1–3 March
Run Devonport	Victoria Parade + Bluff Road	17 March
Basketball Tasmania College Invitational	Devonport Recreation Centre	May
North West Basketball Union (NWBK) Finals Series	Devonport Recreation Centre	1-3 May/June
Devonport Junior Soccer – Devonport Cup	Meercroft Park	8-9 June
Futsal Tasmania – Islanders Cup	Devonport Recreation Centre	8-9 June
Basketball Tasmania – Tri Series	Devonport Recreation Centre	June

**1.4.7 Health and Well Being Programs**

<b>Program</b>	<b>Notes</b>
East Devonport Boot Camp	Resumed in February 2019 at the East Devonport Recreation Centre
Tai Chi - For seniors and people with Parkinson's, MS and Arthritis.	
Partnership with TAFE	
Kangaroo Kids	
Ageing Stronger Active Longer	
Tactical Tots for Blokes and Kids	The program is expected to commence later in the year at the East Devonport Recreation Centre
School Holiday Program	Occurred during the January 2019 school holidays

**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 Community Service report be received and noted.

Author:	Karen Hampton	Endorsed By:	Paul West
Position:	Community Services Manager	Position:	General Manager

## **7.2 ARTS AND CULTURE REPORT - JANUARY/FEBRUARY 2019**

**File: 29530 D563943**

### **RELEVANCE TO COUNCIL'S PLANS & POLICIES**

Council's Strategic Plan 2009-2030:

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

### **SUMMARY**

This report provides a summary of the activities undertaken in the Arts and Culture Departments during the period from 1 January 2019 to 28 February 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

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

### **DISCUSSION**

#### **1. ARTS AND CULTURAL DEVELOPMENT**

##### **1.1 Convention & Arts Centre Director update**

- Guest speaker at Rotary Club of Devonport North on paranapple arts centre and its activities;
- Attended Tasmanian Visitor Information Network North-West quarterly meeting in Sheffield;
- Met with representatives of No 34 Aboriginal Health Services, Ulverstone to discuss partnership and exhibition proposal;
- Guest Speaker at National Churchill Fellowship Information Roadshow event, Burnie;
- Met with representatives of RANT Arts, to discuss possible future partnerships and the Tasmanian Women's Art Prize;
- Met with representatives from Ten Days on the Island to discuss partnership;
- Attended Regional Events Working Group meeting at Cradle Coast Authority;
- Attended Cradle Country Marketing Group meeting.

## 1.2 Devonport Regional Gallery

### 1.2.1 Gallery Exhibitions

#### ***tidal.18: City of Devonport National Art Award 2018***

The Main and Little Galleries: 3 November 2018 – 27 January 2019

Opening attendance: 150

This prestigious award was first launched in 2004 and has, since 2010, been an acquisitive award, with winning works becoming a part of the Devonport City Council's Permanent Collection. The major prize was awarded to Julia Davis, from Sydney, New South Wales, for her work *Undercurrent*, a single channel looped video with sound, where the Artist employed drone technology to record tidal movements of the Tasmanian coast. The judging was done by a panel of three of judges: Adam Harding, Director, Centre for Contemporary Photography, Ashleigh Whatling, Curator Visual Art and Design, Queen Victoria Museum & Art Gallery and Dr Jan Hogan, Coordinator of Printmaking and Drawing Studios, School of Creative Arts, Hobart, UTAS.

#### ***The Robinson Project: In Your Words***

The Upper Gallery: 3 November 2018 – 24 February 2019

Opening attendance: 150

The Robinson Collection contains over 100,000 photographic negatives capturing the social and commercial life in the North West region during the 20th century. This project has opened this extensive collection to members of the Devonport community, who have explored the archive, selected negatives that resonate with them, and shared their memories and stories, in their own words. The Robinson Project is a series of collaborative curatorial projects involving community members and Curator Erin Wilson.

#### ***North West Art Circle Annual Community Art Exhibition and Awards***

Main Gallery: 2 February – 3 March 2019

Opening Attendance: 82

The NWAC is a group made up of about 60 people members from the North West Coast of Tasmania. They all share their passion for making art and their goal to promote and further develop their arts practice. A series of workshops are presented alongside the exhibition as well as the popular event Artists in Action, where members demonstrate their processes and answer your questions about their practice.

#### ***Little Gallery: Facing Our Past, the Robinson Youth Takeover***

Little Gallery: 9 February – 11 March

Opening Attendance 55

This project provided a counterpoint to the oral history exhibition, *In Your Words*, and invited five young people aged 18-25 to explore the Robinson Collection and create their own exhibition in response. The group titled the exhibition *Facing Our Past* and included a series of Robinson photographs along with twelve works they created in response to the collection from their perspective.

#### ***Robinson Project Launch – In Your Words Community Day***

Saturday 9 February

Attendance: 55

The official launch of The Robinson Project at Devonport Regional Gallery. Three exhibitions forming The Robinson Project, initiated and driven by members

of the community, were launched on the day: *In Your Words*; *Facing Our Past*, the Robinson Youth Takeover; and a new online gallery titled, *The Memory Bank*.



*In Your Words Community Day*

### **Online Gallery: *The Memory Bank***

Launched Saturday, 9 February

*The Memory Bank* is an online gallery of Robinson Collection images for public access. The images in this virtual gallery were selected by members of the community, and it will be added to monthly. The launch event was well attended and celebrated the contributions of the community members who participated in these projects, as well as all past and current volunteers who have worked with the Robinson Collection over the past 30 years, many of whom attended the event.

## **1.2.2 Committee Update**

### **The Droogs**

Droogs are developing workshops to share their knowledge and artistic skills with others. Some of these workshops were offered to the public during the Tidal Festival. Presently, the group is planning their contribution for Embrace the Place (formerly Reclaim the Lane) YFCC's Youth Week Tasmania event.

### **Friends of the Gallery**

The Friends continues their regular monthly meetings in the Creative Space. The Friends were responsible for the serving and handling of food and beverages for the opening of the annual NWAC exhibition and the community celebration of the Robinson Project and exhibitions.

## **1.3 Bass Strait Maritime Centre**

### **1.3.1 Collection Management**

An audit of the BSMC's collection at Lawrence Drive Storage Facility has begun with staff and volunteers recording items stored onsite and the required archival supplies to store the objects to museum best practice. Use of the Centre's storage room is also being audited with new art storage for framed works in the collection to be installed and the use and movability of current and future shelving explored.

### **1.3.2 Bass Strait Maritime Centre Current & Upcoming Exhibitions Calendar**

#### **Flow: *Natural History of the Bass Strait***

15 December 2018 – 2 July 2019

Opened Friday 14 December

Flow has been well-received by visitors to the Centre.

**'Torquay Stories' (Working Title)***26 July 2019 – January 2020*

Staff and volunteers have been developing the next temporary exhibition, provisionally titled 'Torquay Stories' and will focus on East Devonport local history as the major theme. Explore some of the stories of triumph and tragedy for the people who have made their homes on the other side of the Mersey – East Devonport.

**1.3.3 Bass Strait Maritime Centre Education & Public Programming**

Two Ebb & Flow workshops were held at the BSMC in January. The Adult workshop was held on 22 January and the children's workshop was held on 30 January. These small rockpooling and natural history drawing workshops were led by artist Anne Morrison.



*Ebb & Flow workshops. Photos: Sarah Beckett*

**1.3.4 Julie Burgess**

The *Julie Burgess* attended her fourth Australian Wooden Boat Festival to much praise and several feature media articles. The esteem in which the ship, crew, and Council's restoration work are held is high amongst Festival visitors and fellow Tall Ship operators. Staff and volunteers crewed the trade stall and open for inspection tours of the vessel. It was a busy Festival with tens of thousands of visitors attending and special sailings were successful with 127 passengers.



*Berthing at the end of the Parade of Sail Photo: John Rich*



*Julie Burgess at Port Arthur Photo: Brent Cox*



*BSMC Staff crewing the Julie Burgess/BSMC Trade Stall. Photo: John Rich*

## 1.4 Town Hall Theatre

### 1.4.1 Theatre Performances & Events

The Town Hall Theatre was hired for three performances during January and February.

#### **Scottish Power**

19 January 2019

The St Andrews Caledonian Pipe Band presented its annual performance of Scottish Power featuring the West Tamar Municipal Band. The St Andrews Caledonian Pipe Band enjoys a strong community following, performing at annual community events in Launceston, Devonport and Burnie.

#### **Ron & Brenda Go Country**

1 February 2019

Part Stand-Up Comedy, part Sit-Com. This show featured two of Australia's best loved, comedians, Fiona O'Loughlin and Peter Rowsthorn.

#### **Charmaine Wilson – The Australian Medium**

22 February 2019

World-renowned Australian psychic medium, Charmaine Wilson, tours extensively around the country. She travels to Devonport each year with her medium connection show held in the Town Hall Theatre.

Facility	Show	Presented by	Audience Attendance
Town Hall Theatre	Scottish Power	St Andrews Caledonian Pipe Band	229
	Ron & Brenda Go-Country	paranaple arts centre and CHE Touring	142
	Charmaine Wilson – The Australian medium	Spirit Whispers	296

The following table shows the Theatre hire for the January and February period.

Performance	Number of Days Hired	Number of Perform/Events	Audience Attendances
Commercial Hire	1	1	296
Community Hire	1	1	229
DECC Entrepreneurial Program	1	1	142
<b>Totals</b>	<b>3</b>	<b>3</b>	<b>667</b>

#### 1.4.2 paranable arts centre Ticketing

A summary is provided for all performances and events sold through the paranable arts centre Box Office for the January and February period.

Box Office/Agency Sales	Number of Tickets Sold
DECC Performances & Events	349
Ticketmaster Events	332
Ticketek Events	76
<b>Totals</b>	<b>757</b>

#### 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 January and February period.

	Customers through the Door January 2019	Customers through the Door February 2019
paranable art centre Total	6,053	4,359
Devonport Regional Gallery (Main Gallery Entrance)	1,226*	1,343*
Town Hall - Audience	229*	438*
Bass Strait Maritime Centre	902	872
Julie Burgess	86	167
<b>TOTAL 2019</b>	<b>7,041</b>	<b>5,398</b>
<b>TOTAL 2018</b>	<b>9,511</b>	<b>10,064</b>

\*Included in paranable arts centre total

#### 1.5.1 Education & Public Programs

##### Education Programs & Public Programs – January and February

Gallery Education and Public Programs		
Program	Attendance	Date
Workshop Tidal Trail	13	8 Jan
Droogs Skill Share Workshop: Marbling paper and bookbinding	4	14 Jan
Outreach: East DVP Community House: Windspinners	13	16 Jan
Outreach: East DVP Community House: Weaving	30	18 Jan
Tidal Festival: Clay Play at Surf Club Lawn area	37	20 Jan
Tidal Festival: The Essence of Haiku	3	21 Jan
Books + Art	6	21 Jan
Tidal Festival: Koinobori- Japanese carp windsock	33	22 Jan

<b>Gallery Education and Public Programs</b>		
<b>Program</b>	<b>Attendance</b>	<b>Date</b>
Tidal Festival: Water therapy - papermaking	54	23 Jan
Tidal Festival: Tree Wrap - for families with toddlers	11	24 Jan
Outreach: East DVP Community House: Weaving	15	25 Jan
Tidal Festival: Celebration of Poetry in Waiting rooms	28	25 Jan
Friends Committee Meeting	10	31 Jan
Outreach: East DVP Community House: Weaving	10	1 Feb
Opening: North West Art Circle 2019	82	1 Feb
Robinson Community Day	55	9 Feb
Youth Art	4	11Feb
Droogs planning meeting for Youth Week Tasmania	3	11 Feb
Create & Make	17	12 Feb
NWAC - Workshop 1: Free Stitch with Jen Overton	11	12 Feb
Create & Make	21	13 Feb
Weaving for all ages	12	17 Feb
Youth Art	4	18 Feb
Create & Make	16	19 Feb
NWAC - Work shop 2: Introduction to soft pastel with June Wilson	5	19 Feb
Create & Make	31	20 Feb
NWAC - Work shop 3: Introduction to coloured pencils with Ashleigh Griffiths	7	25 Feb
Youth Art	2	25 Feb
Create & Make	28	26 Feb
Create & Make	22	27 Feb
Toddler Pop Up	10	28 Feb
<b>TOTAL</b>	<b>597</b>	
<b>Bass Strait Maritime Centre Education and Public Programs</b>		
Ebb & Flow: Kids Edition	12	30 Jan
Ebb & Flow: Adults Edition	5	22 Jan
<b>TOTAL</b>	<b>17</b>	

## 1.6 paranple convention centre

### 1.6.1 Meetings and paranple convention centre

During January and February, the Devonport City Council meeting rooms held twenty-two events along with three events in the convention centre.

Events held in the paranple convention centre were:

#### **Oceania and Australian Laser Championship Dinner**

After a week of competition, a dinner was held to award winners of the respective categories. 285 participants and their families enjoyed a three-course buffet meal.



*Oceania and Australian Laser Championships Dinner*

### **Australia Day Awards**

A Ceremony was held to celebrate the Australia Day award recipients followed by a morning tea event hosted by the Devonport City Council.



*Australia Day Ceremony*

### **Football Federation Tasmania**

The Football Federation Tasmanian held a briefing event for the coaches and officials of the 2019 National SAP festival.

The event was held at Valley Road from Friday, 15 February to Sunday, 17 February to showcase some of the best under 12 and 13 players in the country.

The following table shows the conference centre hire for the January and February period.

Facility	Show	Presented by	Audience Attendance
Conference Centre	Oceania and Australian Laser Championship Dinner	Mersey Yacht Club	285
	Australia Day Awards	Devonport City Council	180
	2019 National SAP Festival	Football Federation Tas	50

## 1.7 Tourism

### 1.7.1 Tourism Development Strategy

The Devonport Visitor Information Centre continue to participate in the TVIN (Tasmanian Visitor Information Network).

Council is also represented on the Cradle Coast Authority's Regional Events Working Group, devised to attract visitors to the region.

### 1.7.2 Cradle Country Marketing Group (CCMG)

The Cradle Country Marketing Group met in February to discuss the recent social media campaign, established in January. The Group will continue in 2019 with printed collateral and gateway marketing.

## 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 Culture report be received and noted.

Author:	Geoff Dobson	Endorsed By:	Paul West
Position:	Convention and Arts Centre Manager	Position:	General Manager

## 7.3 GOVERNANCE AND FINANCE REPORT

File: 33784 D570267

### 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 January and February 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 January and February 2019:

## Report to Governance, Finance &amp; Community Service Committee meeting on 18 March 2019

REG/448	Plan of Survey - Hard Ball Park Pty Ltd - Folio Reference: 176221/63 Grantee: Part of Lot 281, 600A-OR-OP, Granted to Alfred Nicholas - SA2011.0011	30/01/2019
REG/449	Partnership Agreement between Youth, Family & Community Connections and Devonport City Council	31/01/2019
REG/450	Adhesion Order - S.110 of the Local Government (Building and Miscellaneous Provisions) Act 1993 - Our Lady of Lourdes School - 59-61 Stewart Street	31/01/2019
REG/451-65	Contracts for the Sale of 92 North Fenton Street, Devonport (Fenton Villas)	5/02/2019
REG/466	Plan of Survey - Chrismatt Pty Ltd - Folio CT 176055-2 - Part of Lot 377, 640A O R O P	8/02/2019
REG/467	Lease Greement Renewal - Maidstone Park Caretaker's Cottage	8/02/2019
REG/468	Roving Curator Assistance Deed - Bass Strait Maritime Centre - The Crown in Right of Tasmania	12/02/2019
REG/469	Plan of Survey - R J Brown Super Pty Ltd, M J Brown, J N Brown - Folio F/R 83488-1 - Grantee; Part of 6a 1r 24p SecBB GTD to Robert Pott - 56 Caroline Street, East Devonport - PA2018.0001	18/02/2019
REG/470	Grant Deed - Cultural Heritage Program 2019-2020 - The Crown in Right of Tasmania - Devonport City Council	18/02/2019
REG/471	Transfer - Section 58 Land Titles Act 1980 - Volume 176042 - Folio 2 - Devonport City Council to The Crown - \$0.00 In consideration of a development agreement dated 9/12/2016	19/02/2019
REG/472	Nomination of First By-Laws Section 90 Strata Titles Act 1998 - Volume 176042 Folio 2	19/02/2019
REG/473	Lease Agreement - DCC & Fielding - Bass Strait Maritime Centre Café	28/02/2019

**1.2. Property Management Update**

A number of Crown Land applications (Works and Development Applications) are in progress at varying stages of completion (relating to minor building works at the Abel Tasman Caravan Park, location of cabins at the Mersey Bluff Caravan Park, demolition and replacement of toilet block at Melrose Street, East Devonport and removal of trees near the Mersey Rowing Club at River Road, East Devonport.

**1.3. Strategic Plan Review**

Feedback from the community on the review of Council's Strategic Plan has been collated, reviewed and considered. Feedback was obtained via Speak Up Devonport, three Listening Posts and questions in a recent telephone survey conducted on behalf of Council. A workshop has been undertaken with Council's management team, with a further workshop to be undertaken with Councillors to help inform updates and amendments to the existing Plan.

**1.4. Councillor's Attendance**

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

## Report to Governance, Finance &amp; Community Service Committee meeting on 18 March 2019

	Council	Planning Authority		Governance & Finance		Infrastructure & Works		Workshops
No. of Meetings	9	2		3		4		13
Attendance		Member	Non Member	Member	Non Member	Member	Non Member	
Mayor Cr A Rockliff	9	2	0	3	0	2	2	13
Cr J Alexiou **	5	0	0	1	0	0	2	6
Cr G Enniss **	5	0	0	1	0	2	0	6
Cr P Hollister **	5	0	0	0	1	1	0	4
Cr A Jarman	9	0	1	3	0	4	0	13
Cr L Laycock	8	0	2	2	0	4	0	12
Cr S Milbourne **	5	0	0	1	0	0	2	7
Cr L Murphy **	5	0	0	0	1	2	0	7
Cr L Perry	9	2	0	0	3	4	0	12
Ald C Emmerton *	4	2	0	2	0	0	2	6
Ald G Goodwin *	4	1	0	2	0	2	0	5
Ald J Matthews *	2		0	0	1	2	0	3
Ald T Milne *	4	2	0		0	0	2	5

\* No longer Alderman from 2 November 2018

\*\* Elected 2 November 2018

## 1.5. Human Resources

## 1.5.1. Recruitment

## Staff positions advertised January to February 2019

Position	Department	Work Location
Accountant	Corporate Services	paranable centre
Environmental Health Officer	Infrastructure Works & Development	paranable centre
Visitor Services Coordinator	Convention & Arts	paranable arts centre
Casual Attendants	Convention & Arts	Various locations – casual pool
Front of House Supervisor (casual)	Convention & Arts	Various locations – casual pool
Marketing & Events Officer	Community Services	paranable centre
Design Officer	Infrastructure Works & Development	paranable centre
After Hours Emergency Response Officer (internal Works)	Infrastructure Works & Development	Works Depot
Senior Customer Service Officer (internal customer service staff at paranable centre)	Convention & Arts	paranable centre

## Staff Appointments January to February 2019

Position	Name	Department	Work Location
Accountant	Nhien Leslie	Corporate Services	paranable centre
Visitor Services Coordinator	Timothy Cooper	Convention & Arts	paranable centre
Function & Events Coordinator (change in title and to full-time)	Felicity Duff	Convention & Arts	paranable arts centre and

Position	Name	Department	Work Location
			paranaple convention centre
Function Technician (change in title and to part-time)	Michael Westcott	Convention & Arts	paranaple arts centre and paranaple convention centre
Project Support Officer (casual)	Scott Newman	Corporate Services	paranaple centre
Casual Attendant/Front of House Supervisor (casual)	Justin Rattray	Convention & Arts	paranaple arts centre and paranaple convention centre
Customer Service Officer (changed to full-time)	Susan Ikin	Convention and Arts	Visitor Services - paranaple arts centre

**Staff Departures January to February 2019**

Position	Name	Department	Work Location	Date Effective
Application Administrator	Joshua Brandsema	Corporate Services	paranaple centre	3/1/2019
Parking and Information Officer (casual)	Laura Powazuk	Corporate Services	paranaple centre	16/1/2019
Senior Environmental Health Officer	Simon McGee	Infrastructure Works and Development	paranaple centre	18/1/2019
Marketing and Events Officer	Danielle Rodgers	Community Services	paranaple centre	18/1/2019
Visitor Services Coordinator	Justin Rattray	Convention and Arts	paranaple arts centre	1/2/2019
Design Officer	Casey Badcock	Infrastructure Works and Development	paranaple centre	15/2/2019

**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)
30/6/2019 *	6 claims	1	\$143,089.23
30/6/2018 *	6 claims	1	\$ 18,789.46
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 new claims lodged in January or February 2019.

**1.5.2. Work Experience**

<b>Date</b>	<b>Work Experience Program</b>	<b>Student</b>	<b>Location of placement</b>
29 January 2019 to 22 February 2019	Epic Employment Services	Monique Crowden	Community Services

**1.5.3. Staff Training**

<b>Issued Date</b>	<b>Training Description</b>	<b>No of employees</b>	<b>Department</b>	<b>Location</b>
03/01/2019	PC training	10	Infrastructure Works and Development	Works depot
04/01/2019	Microsoft Flow training	1	Infrastructure Works and Development	paranaple centre
05/01/2019-21/02/2019	Introduction to Records Manager	3	Various	paranaple centre
18/01/2019	PowerPoint training	1	Infrastructure Works and Development	paranaple centre
18/01/2019-22/02/2019	Working in Records Manager	4	Various	paranaple centre
21/01/2019	TechOne CI Anywhere Quick win training	5	Corporate Services – Finance	paranaple centre
05/02/2019	Office 365 training	4	Various	paranaple centre
08/02/2019	Office 365 training	2	General Management & Organisational Performance	paranaple centre
12/02/2019	SharePoint, Planner, Yammer training	1	Infrastructure Works and Development	paranaple centre
13&14/02/2019	Office 365 training	7	Various	paranaple centre
18/02/2019	Document Naming	2	Organisational Performance	paranaple centre
25/02/2019	Digitisation of Records into Records Manager	1	Corporate Services	paranaple centre
27/02/2019	Budget refresher training (internal)	20	Various	paranaple centre
28/02/2019	PowerBI Dashboard training	1	Corporate Services	paranaple centre
28/02/2019	My Safety Training Techone	2	Infrastructure Works and Development	paranaple centre

**1.5.4. Health & Wellbeing**

The 2018/2019 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:

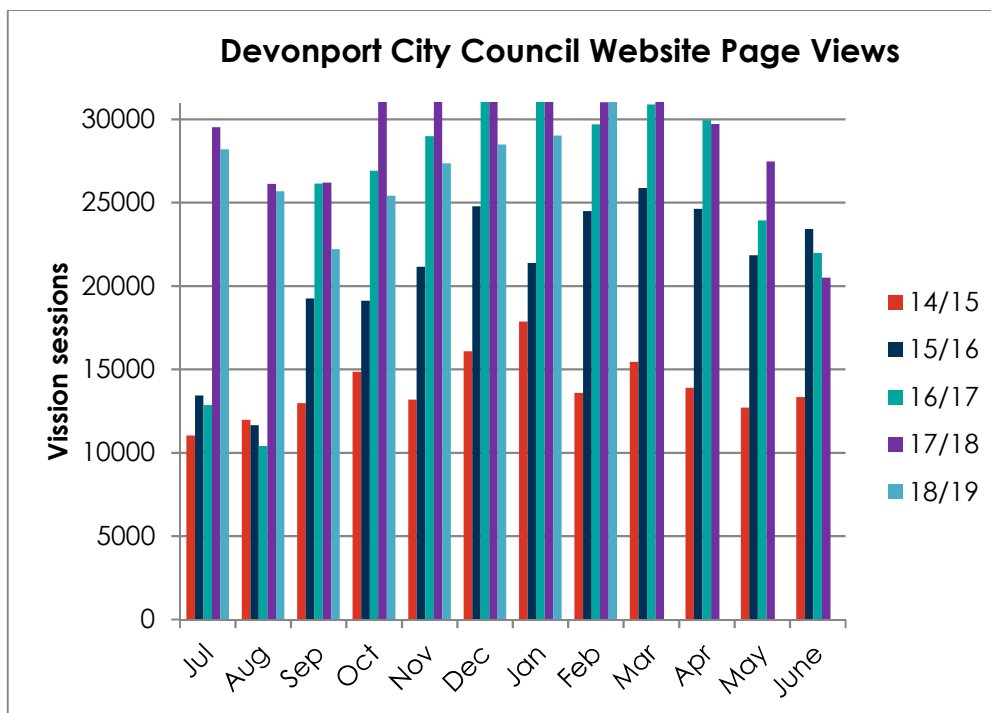
- Sun Protection reminders
- Contact Officer promotion
- Wear Red Day 14 February 2019 | Employees wore red to raise funds for life-saving research to keep hearts beating and making a gold coin donation. Funds raised will go to Heart Research Australia.
- Promotion of workplace counselling
- Promotion of Blood donation Red Cross | Council has received a Certificate thanking Devonport City Council for 66 blood donations which is equivalent to 198 lives saved in 2018.

**1.6. CORPORATE COMMUNICATION – JANUARY TO FEBRUARY 2019****1.6.1. Devonport City Council Website**

Visitation to Council's website in January was down year on year while February was comparable with 2018.

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

Usage across all three options – desktop, tablet and mobile – remains fairly static with desktop and tablet in the mid-40s. Tablet remains fairly steady at just over 10 per cent.



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

Devonport City Council Website Statistics	January 2019	February 2019
<b>Total Visitor sessions</b>	11,000	10,798
<b>Total page views</b>	29,022	31,068
<b>Average daily sessions</b>	345.03	385.67
<b>Average session duration (minutes)</b>	1:41	2:02
<b>Average page views per visit</b>	2.71	2.67
<b>Device Category</b>		
• Desktop	39.07%	44.9%
• Mobile Phone	50.60%	43.9%
• Tablet	10.33%	11.1%
<b>Top 10 Pages</b>	<ol style="list-style-type: none"> <li>1. Contact Us/How to Contact Us</li> <li>2. Council/Employment/Employment opportunities</li> <li>3. Council/Employment/Careers</li> <li>4. Council/Our City/Cemetery Search</li> </ol>	<ol style="list-style-type: none"> <li>1. Home Page</li> <li>2. Contact Us/How to Contact Us</li> <li>3. Council/Employment/Careers</li> <li>4. Council/Our City/Devonport Cemetery Search</li> <li>5. Play/Events/What's On</li> <li>6. Contact Us</li> </ol>

Devonport City Council Website Statistics	January 2019	February 2019
	5. Environment/Waste-Recycling/Waste Transfer Station 6. Play/Events/What's On 7. Contact Us 8. Events/Activities 9. Planning-Development 10. Environment/Waste/Transfer Station	7. Council/Meetings/Council Agendas and Minutes 8. Work/Employment Opportunities 9. Events/Activities 10. Live/Waste-Recycling/Weekly Rubbish Collection

### 1.6.2. Community Consultations

Council's online engagement platform [www.speakupdevonport.com.au](http://www.speakupdevonport.com.au) is utilised for all of Council community consultations. During the reporting period one community consultation was undertaken:

- 2019/20 Budget initiative

### 1.6.3. Social Media

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

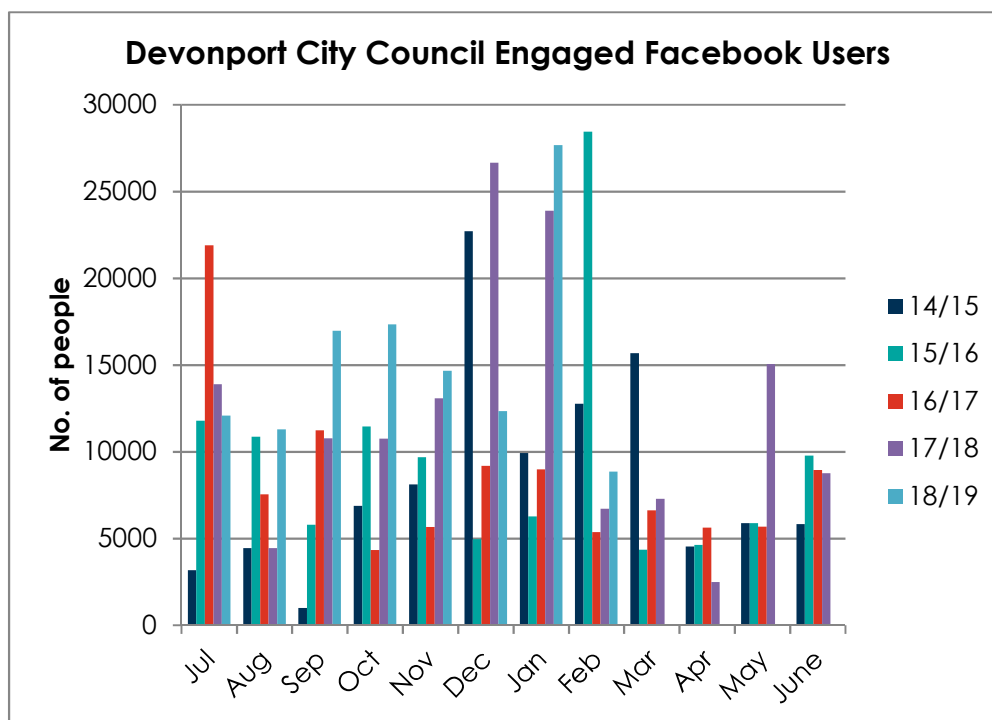
Council's corporate Twitter account (@devonportcity) was launched in December 2014 and had 567 followers at the end of the reporting period. It is actively used to 'break' news to the media.

Council currently operates thirteen (13) Facebook pages (Devonport City Council, Devonport Food & Wine Festival, Devonport Food Connection, Devonport Jazz, Devonport Events, Bass Strait Maritime Centre, Devonport Entertainment & Convention Centre, Living+Learning Devonport, Devonport Regional Gallery, Tasmanian Masters' Games, 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	January 2019	February 2019
<b>Facebook Followers:</b> Number of Facebook users who 'like' the DCC Facebook page at the end of each period.	7,453 TY (6,371 LY) +17.0%	7,564 TY (6,436 LY) +17.5%
<b>Facebook Reach:</b> Number of Facebook users who have seen content associated with the page during the	190,295 TY (208,604 LY) -8.8%	99,208 TY (72,151 LY) +37.5%

DCC Facebook Page Statistics	January 2019	February 2019
period (individual users can be 'reached' numerous times per month).		
<b>Facebook Engaged Users:</b> Unique number of people who actively engaged with the page by liking, commenting, sharing or clicking on posts on the page during the period.	27,666 TY (23,881 LY) +15.8%	8,857 TY (6,714 LY) +31.9%



During January and February 2019 the top 10 page posts each month in terms of audience reach were:

January 2019	February 2019
1. Car Park to close – 16/1/19 – 17.8K	1. Garbage collections to begin earlier in the morning – 27/2/19 – 9.2K
2. Come & watch the test – 3/1/19 – 17.0K	2. Mersey Vale Memorial Park statement – 11/2/19 – 9.1K
3. Are these your feathered friends – 15/1/19 – 14.3K	3. Sawdust Bridge track to be closed – 1/2/19 – 8.5K
4. Madagascar of the big screen – 18/1/19 – 11.9K	4. Resealing work – 1/2/19 – 6.5K
5. Wreck it Ralph now showing – 12/1/19 – 11.7K	5. Resealing work – 18/2/19 – 6.5K
6. Come & see the Hurricanes – 21/1/19 – 9.9K	6. Battery/mobile phone recycling bin – 12/2/19 – 5.4K
7. Taxi rank relocation – 23/1/19 – 9.9K	7. What is going on in Devonport this autumn 21/2/19 – 4.4K
8. Devonport Australia Day winners announced – 26/1/19 – 8.2k	8. Indoor pool reopened – 22/2/19 – 4.3K
9. Positions vacant – 31/1/19 – 7.6K	9. Robinson Project open day on Saturday – 5/2/19 – 3.8K
10. Sunday viewing on the big screen – 13/1/19 – 7.0K	10. DCC to survey its community – 8/2/19 – 3.8K

#### 1.6.4. Publications & Media

During the month of January Council issued fourteen media releases, alerts, comment statements and invitations:

- Not long to go – Tidal Festival Devonport
- Season launch paranapple arts centre
- Tidal.18 Public Choice Award winner announced
- Devonport City Council 2018/19 Financial Assistance Scheme now open
- Media Comment in relation to Splash Aquatic Centre maintenance work
- Devonport Australia Day Awards and Citizenship Ceremony
- Media Comment in relation to Australia Day Celebrations
- Best Street PAYL Car Park to close
- Community input invited into 2019/20 Budget
- Media Comment in relation to Bass Strait Maritime Centre Café
- Skate, scoot and BMX competition returns
- Rodney Croome to be Devonport's Australia Day Ambassador
- Devonport Australia Day Awards announced
- Bluff to Bluff with the Bass Strait Maritime Centre

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

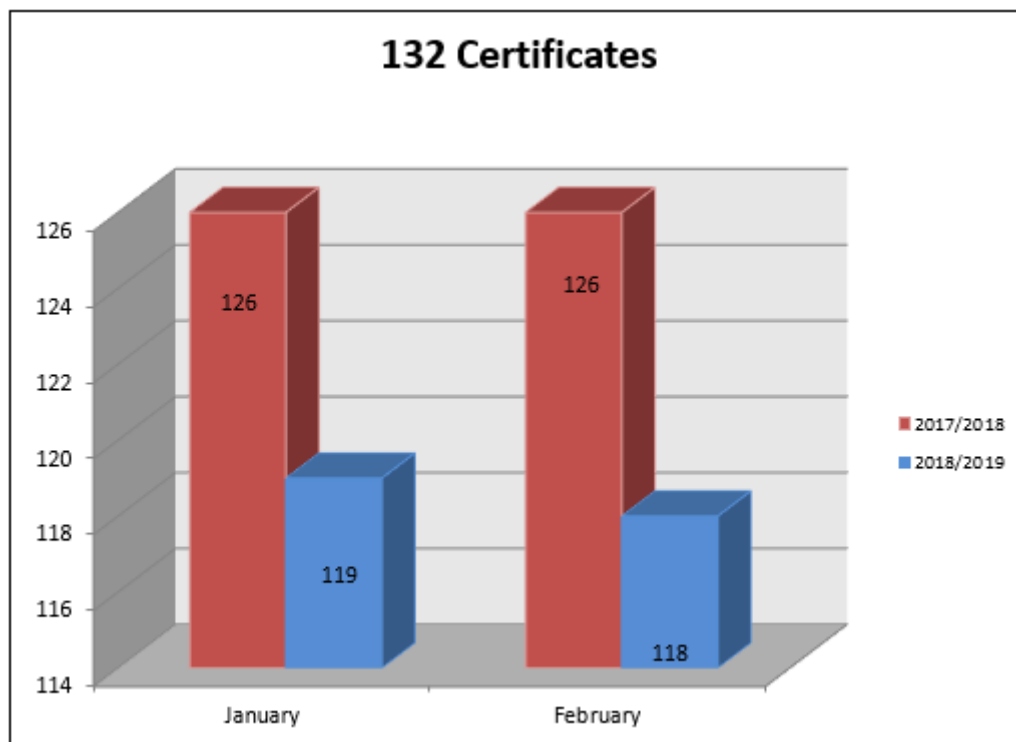
- Media Comment in relation to footpaths
- Media Comment in relation to Providore Place
- Devonport City Council to survey its community
- Media Comment in relation to Mersey Vale Memorial Park
- International Women's Week events
- Lend a hand on Clean Up Australia Day
- Media Comment in relation to electoral funding
- Wildlife carer information evening
- Media Comment in relation to audit

## 2. CORPORATE SERVICES

### 2.1. Finance

#### 2.1.1. S132 Certificates

During the months of January and February 2019, the Finance Team issued 237 Section 132 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\*

	2016/2017	2017/2018	2018/2019
<b>January</b>	64.12%	64.84%	67.82%
<b>February</b>	74.40%	76.39%	77.66%

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

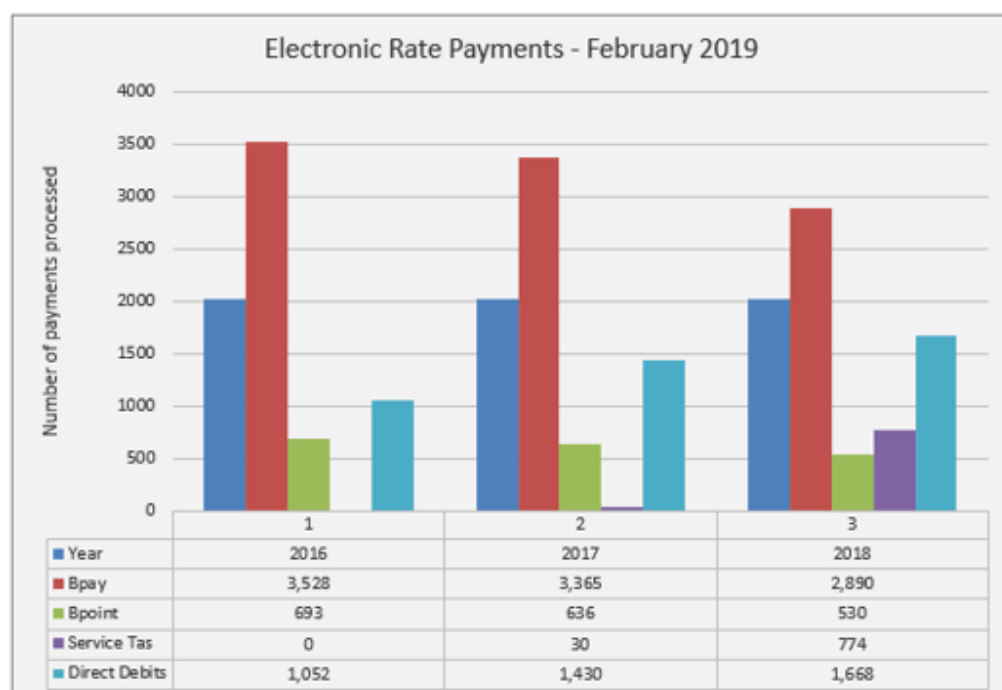
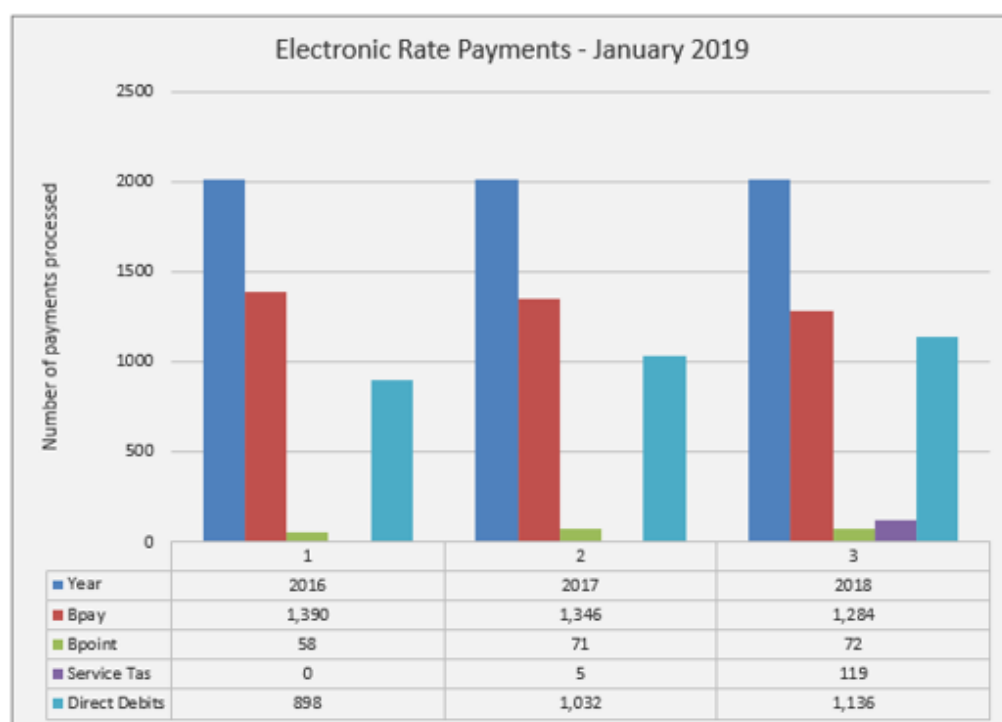
#### Number of Properties Paid in Full

	2016/2017		2017/2018*		2018/2019^	
	Number	Percentage	Number	Percentage	Number	Percentage
<b>January</b>	3125	25.33%	3285	26.43%	4078	32.44%
<b>February</b>	3451	27.98%	3630	29.21%	4385	34.89%

\*Housing Tasmania has elected to pay their 769 properties by instalments.

^In 2018/19 Housing Tasmania paid their 779 properties in full by the end of August.

## Number of Electronic Rate Payments Processed



## 2.2. Parking

### 2.2.1. Parking Statistics

#### January

Income – Car Parks (Total)	17/18	18/19	Commentary
January	\$69,356	\$109,045	The comparison year to year influenced by the collection arrangements over the holiday period.

<b>Income from Meters</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>January</b>	\$37,113	\$69,384	The comparison year to year influenced by the collection arrangements over the holiday period. EasyPark has had a positive influence on revenue as the community finds it easier to pay.

<b>Infringements Issued</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>January</b>	1,309	1,299	Occupancy stats trend indicates less offenders/cars parked, EasyPark may have an influence on reducing the number of infringements.

<b>Income – Multi-level Car Park</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>January</b>	\$10,141	\$9,498	Timing of once a week cash collection can influence the variance.

<b>Total Parking Income</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>January</b>	\$186,198	\$249,576	Late December parking cash collections were not receipted until early January, which has influenced the variance.

**February**

<b>Income – Car Parks (Total)</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	\$79,992	\$90,989	More cars are parking in Carparks. Parking

<b>Income from Meters</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	\$41,282.17	\$63,064	Increased volume of cars parking at meters.

<b>Infringements Issued</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	1,399	1,383	

<b>Income – Multi-level Car Park</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	\$12,233	\$14,129	

<b>Total Parking Income</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	\$233,332	\$259,379	

<b>Total parking income YTD</b>	<b>17/18</b>	<b>18/19</b>	<b>Commentary</b>
<b>February</b>	\$1,739,825	\$1,802,625	Overall increased volume of activity across all parking locations in the city.

## **2.3. Information Technology and Customer Service**

### **2.3.1. Pensioner Parking Permit**

The design of the pensioner permit has been finalised and was submitted to the printers the week of 25 February. Pensioners will receive a letter, application, along with terms & conditions in the post from the week of 4 March. The current voucher booklets expire at the end of May. Pensioners are invited to come to the paranple centre to finalise the application process and receive a permit after they receive the letter.

### **2.3.2. TechnologyOne Cloud**

Council's core business system, TechnologyOne, has been in use for more than a decade. During that period, it has been hosted in-house on Council's IT infrastructure. A project commenced in December 2018 to transition to TechnologyOne's Cloud hosted platform and the initial target to complete the transition was 18 February 2019. Due to a bug with the Parking Infringement solution in TechnologyOne, the revised Go Live for the transition is 12 March 2019. The transition to TechnologyOne's Cloud services will improve mobility, enhance security and disaster recoverability while minimising the administrative overhead required by IT to manage system updates and ongoing maintenance.

### **2.3.3. Asset Management System Business Case**

A report regarding the implementation of the TechnologyOne Asset Management system was submitted to Council for review at the Governance & Finance Committee meeting on 21 January 2019. Council endorsed the initiation of the project and T1 has been engaged to commence. Currently, Council is awaiting confirmation of the first stage of the project, which includes a Health Check of all aspects of the Asset Management system. It is anticipated that the Health Check will commence in March.

### **2.3.4. DCC Website**

Council have numerous websites developed across a range of platforms by different development firms. After functional requirements gathering completed, a vendor selection process was undertaken to engage a development partner to assist Council with the redevelopment of existing sites and the development of new sites required for the paranple arts centre and convention centre. The Executive Leadership Team reviewed and endorsed the preferred vendor, Niche Ignite, the week of 18 February. The project has commenced with a target completion date of 30 June having been set. Council's web presence will be consolidated to a single platform that is less complex and built on WordPress, which many websites use today. The design will be modern and work well across mobile devices. Council will also realise substantial ongoing savings by working with a local Northwest Tasmanian web development firm.

### **2.3.5. 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 & SharePoint it has necessitated the need to review and consider alternative Cloud based Records Management solutions. Employees are fully leveraging the capability of Microsoft SharePoint with documents stored in the Cloud. After a review of a number of solutions, Council has selected AvePoint Cloud Records, which will work in conjunction with Microsoft SharePoint. The transition from HP Records Manager to AvePoint will commence in March 2019 with a target completion of October 2019. The solution will allow employees to remove the admin overhead of moving documents to the HP Records Management solution and will deliver a more comprehensive records management system. Lastly, Council will realise substantial ongoing savings as Cloud based solutions are often substantially less than comparable on premises hosted solutions.

### **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 on matters of interest.

### **ATTACHMENTS**

Nil

## **RECOMMENDATION**

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

Author:	Kym Peebles/Jeff Griffith	Endorsed By:	Paul West
Position:	Executive Manager Organisational Performance/Executive Manager Corporate Services	Position:	General Manager

## **8.0 CLOSURE**

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