



CITY OF HOBART

AGENDA

GOVERNANCE COMMITTEE MEETING (OPEN PORTION OF THE MEETING)

TUESDAY, 3 MAY 2016

AT 5.00PM

THE MISSION

Our mission is to ensure good governance of our capital City.

THE VALUES

The Council is:

about people

We value people – our community, our customers and colleagues.

professional

We take pride in our work.

enterprising

We look for ways to create value.

responsive

We're accessible and focused on service.

inclusive

We respect diversity in people and ideas.

making a difference

We recognise that everything we do shapes Hobart's future.

HOBART 2025 VISION

In 2025 Hobart will be a city that:

- Offers opportunities for all ages and a city for life
 - Is recognised for its natural beauty and quality of environment
 - Is well governed at a regional and community level
 - Achieves good quality development and urban management
 - Is highly accessible through efficient transport options
 - Builds strong and healthy communities through diversity, participation and empathy
 - Is dynamic, vibrant and culturally expressive
-

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

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BUSINESS LISTED ON THE AGENDA IS TO BE CONDUCTED IN THE ORDER IN WHICH IT IS SET OUT UNLESS THE COMMITTEE BY SIMPLE MAJORITY DETERMINES OTHERWISE

I, Nicholas David Heath, General Manager of the Hobart City Council, hereby certify that:

1. In accordance with Section 65 of the Local Government Act 1993, the reports in this agenda have been prepared by persons who have the qualifications or the experience necessary to give such advice, information or recommendations included therein.
2. No interests have been notified, pursuant to Section 55(1) of the Local Government Act 1993, other than those that have been advised to the Council.



N.D. HEATH
GENERAL MANAGER

GOVERNANCE COMMITTEE AGENDA (OPEN)

Committee Members

Ruzicka (Chairman)
Deputy Lord Mayor Christie
Cocker

Thomas
Reynolds

Aldermen

Lord Mayor Hickey

Zucco

Briscoe

Sexton

Burnet

Denison

Harvey

**Governance Committee (Open Portion of the Meeting) -
Tuesday, 3 May 2016 at 5.00pm in the Lady Osborne
Room.**

PRESENT:

APOLOGIES: Nil.

LEAVE OF ABSENCE: Nil.

CO-OPTION OF COMMITTEE MEMBERS IN THE EVENT OF A VACANCY

Where a vacancy may exist from time to time on the Committee, the Local Government Act 1993 provides that the Council Committees may fill such a vacancy.

- 1. MINUTES OF THE OPEN PORTION OF THE MEETING OF THE
GOVERNANCE COMMITTEE HELD ON TUESDAY, 5 APRIL 2016 AND A
SPECIAL MEETING HELD ON 26 APRIL 2016**
-

**GOVERNANCE COMMITTEE AGENDA
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3/5/2016**

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015, the Committee, by simple majority may approve the consideration of a matter not appearing on the agenda, where the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda, and
- (b) that the matter is urgent, and
- (c) that advice has been provided under Section 65 of the Local Government Act 1993.

RECOMMENDATION

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the Local Government (Meeting Procedures) Regulations 2015.

3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Part 2 Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the chairman of a meeting is to request Aldermen to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.

In addition, in accordance with the Council's resolution of 14 April 2008, Aldermen are requested to indicate any conflicts of interest in accordance with the Aldermanic Code of Conduct adopted by the Council on 27 August 2007.

Accordingly, Aldermen are requested to advise of pecuniary or conflicts of interest they may have in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.

4. TRANSFER OF AGENDA ITEMS

Are there any items which the meeting believes should be transferred from this agenda to the closed agenda or from the closed agenda to the open agenda, in accordance with the procedures allowed under Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015?

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

5. WORLD CITIES SUMMIT MAYORS FORUM 2016 – FILE REF: 13-2-22

41x's

Report of the Group Manager Executive and Economic Development of 3 May 2016 and attachments.

DELEGATION: Council

TO : The General Manager

FROM : Group Manager Executive & Economic Development

DATE : 3 May 2016

SUBJECT : **WORLD CITIES SUMMIT MAYORS FORUM 2016**

FILE : 13-2-22 TS:RE (s:_data\economic development\council and committee reports\1_march 2015 onwards\governance\report_world cities summit mayors forum 2016v2.doc)

1. INTRODUCTION

- 1.1. The purpose of this report is to request the approval of the Council for the Lord Mayor to participate in the World Cities Summit Mayors Forum from 10 to 14 July 2016 in Singapore.

2. BACKGROUND

- 2.1. The World Cities Summit Mayors Forum (WCSMF) is a by invitation only event for mayors and city leaders (Attachment A – Invitation to World Cities Summit and Mayors Forum).
- 2.2. Since the inauguration in 2010, the annual forum has become a global platform for mayors to discuss city challenges and practical best practice. The peer-to-peer platform invites mayors and senior leaders from international organisations and the industry to exchange experiences in developing integrated urban solutions, building economic and environmental resilience, engaging with communities and sustaining a high quality of life in urban regions.
- 2.3. The event host sponsors the in-country hospitality and conference fees for participants at the WCSMF and co-located events, as set out in Attachment B – World Cities Summit Mayors Forum Hospitality Entitlements.
 - 2.3.1. In-country hospitality does not include airfares.
- 2.4. Former Lord Mayor Alderman Damon Thomas and the General Manager, Nick Heath attended the WCSMF / World Cities Summit (WCS) in 2014. In a report dated 3 July 2014 (Attachment C) which was presented to the Strategic Governance Committee, it was documented that there was a good return on investment with many learnings from the conference including the value of personal introductions with city leaders. The conference is largely funded by the Singapore government, with only travel costs incurred by participating cities. It was also suggested that ‘whoever is in the administration in two years time should seriously consider attendance at this forum’.

2.5. The WCS includes four plenary sessions (as set out in Attachment D - 2016 World Cities Summit – Program):

- 2.5.1. Focus on what constitutes good urban governance: This plenary session ‘Mayors Taking Charge’ presents what city leaders can do to build a culture of integrity and put in place a robust policy making framework, implementation processes, and incentive structures to ensure plans for the city are not easily aborted. It also addresses how cities resolve the tension between the need to think long-term and the pressure to show results in the short-term.
- 2.5.2. Focus on harnessing the cooperation of business sectors and people in times of emergency and disaster management: This plenary session ‘Building Resilient Cities and Communities’ presents the importance of society, building social resilience and through social innovations and novel approaches, actively engaging residents so that cities can better address the challenges they face, whether they are natural disasters or man-made problems.
- 2.5.3. Focus on GDP, global population and future growth: This plenary session ‘Can We Make The Cities We Want?’ looks at what smart and sustainable solutions are being employed to enhance cities’ liveability, efficiency and productivity. With cities driving the world’s economy, this session looks at the opportunities and the challenges that cities are facing and how public-private partnerships are providing for sustainable funding and development.
- 2.5.4. Focus on creating healthy eco-system solutions and enabling urban residents to live more comfortably and sustainably: This plenary session ‘Innovative Solutions for a Smart City’ presents how cities are transforming into smart cities which are reaping the benefit from delivering efficient and effective public services, better traffic monitoring and management and generally improving the lives of residents. This plenary session also addresses the benefits of close collaboration between governments, research institutes and private sector involvement and investment to fulfil the smart city vision.

2.6. The WCS includes three thematic sessions.

- 2.6.1. Focus on the preservation and the identity of cities: This thematic session ‘Culture – Should Cities Care’ presents what gives cities their soul- a sense of vibrancy and historic connection to the past and the critical ingredients for building cities to be more resilient to climate change effects and disaster risks. A panel session is included covering everything from street art to festivals to the re-

use of historic buildings and the possibilities for preservation and creative place-making.

2.6.2. Focus on implementing smart urban innovations in cities around the world: This thematic session ‘Innovative Solutions for a Smart City (II)’ includes a panel discussion which showcases technology solutions to improve mobility in Smart Cities; the planning of Smart Towns; replicating Smart Cities and strengthening the community bond in Smart Towns.

2.6.3. Focus on the opportunities and challenges that cities face in financing a sustainable urban future: This thematic session ‘Financing a Sustainable Urban Future’ presents financing of infrastructure for developing economies and life-cycle financing for an ageing population.

3. PROPOSAL

3.1. Council approves the attendance of the Lord Mayor and General Manager at the WCSMF and subsequently fund the cost of return airfares to Singapore.

4. IMPLEMENTATION

4.1. If approved, the World Cities Summit Mayors Forum be advised of the Lord Mayor and General Manager’s attendance and subsequently a program selection submitted.

5. STRATEGIC PLANNING IMPLICATIONS

5.1. The objectives of the WCSMF are consistent with the Capital City Strategic Plan 2015-2025 goals and strategic objectives:

- Goal 1 – Economic development, vibrancy and culture
- Goal 2 – Urban management
- Goal 3 – Environment and natural resources
- Goal 4 – Strong, safe and healthy communities
- Goal 5 - Governance

5.2. The WCS plenary and thematic sessions are relevant to the opportunities and challenges that the Capital City of Hobart is presently addressing through excellence in governance, public transport and traffic management solutions, sustainable options for financing infrastructure for the short term and long term, technological advancement in a small city setting and most topical of recent times, urban development and growth in a heritage and cultural city setting.

- 5.3. Attendance at the WCSMF is congruent with Council's Inner City Action Plan (ICAP), in that, the plan provides a clear vision for Hobart, and a commitment to see the capital evolve into a strong, vibrant and sustainable city, ensuring Hobart reaches its full potential as a vital and thriving capital.
- 5.4. Attendance at the WCSMF also aids in the fostering of international relationships and is congruent with Council's Economic Development Strategy (2013-18) and its role in working effectively with spheres of government and the community to:
 - 5.4.1. Understand the economic drivers for a local or regional community;
 - 5.4.2. Understand the weaknesses, vulnerabilities and opportunities within communities;
 - 5.4.3. Seek to broaden the economic base and minimise impacts through promotion of local strengths, opportunities and benefits, and assist with developments, activities, services and events whether through facilitation, partnerships or direct provision;
 - 5.4.4. Establish strategic alliances and relationships with existing or potential businesses or markets both domestic and international; and
 - 5.4.5. Create networks within communities to build relevance, engagement and participation.
- 5.5. The WCSMF is in line with Council's Multicultural Strategy (2014-19) in that Council has a unique role in promoting and providing for culturally linguistic diversity in the Hobart municipal area.
- 5.6. The WCSMF also aids in delivery against Council's Creative Hobart Strategic Framework. This is based on a holistic vision that contemporary cultural policy needs to build on the recognition that the growth of the cultural and creative industries provide a real opportunity to strengthen community wellbeing, create a culturally rich sense of place and contribute to economic viability.

6. FINANCIAL IMPLICATIONS

- 6.1. Council consider approving the attendance of the Lord Mayor at the WCSMF and subsequently fund the cost of return airfares to Singapore.
- 6.2. Under Council Policy titled *Aldermanic Development and Support*, Part C(7) given the flight duration is longer than 2 hours the Lord Mayor may elect to fly business class for the Melbourne to Singapore leg (and return).

- 6.2.1. The estimated cost of a return business class airfare to Singapore is \$7,000 dependent on the time of booking and any promotional fares that may be available which would reduce this figure.
- 6.2.2. Travel costs for the Lord Mayor will be met from the Civic and Ceremonial budget function area within the Office of the Lord Mayor and reported in accordance with Council policy.
- 6.2.3. Travel costs for the General Manager will be met from the budget function for Office of the General Manager.

7. COMMUNICATION AND MEDIA IMPLICATIONS

- 7.1. As in 2014, Council will promote the Lord Mayor's attendance at the WCSMF through a series of media releases.

8. DELEGATION

- 8.1. This matter is delegated to the Council.

9. CONCLUSION

- 9.1. The Lord Mayor has been invited to participate at the World Cities Summit Mayors Forum in Singapore from 10 to 14 July 2016.
- 9.2. The event host sponsors the in-country hospitality and conference fees for participants at the WCSMF and co-located events, with the exception of the Lord Mayor's return airfares to Singapore.
- 9.3. It is proposed that the Council approve attendance of the Lord Mayor and General Manager at the summit.

10. RECOMMENDATION

That:

- 10.1. The report TS:re(s:_data\economic development\council and committee reports\1_march 2015 onwards\governance\report_world cities summit mayors forum 2016v2.doc) be received and noted.*
- 10.2. The Council approve the attendance of the Lord Mayor and General Manager at the World Cities Summit Mayors Forum from 10 to 14 July 2016.*
- 10.3. Council note the estimated cost for travel of the Lord Mayor will be \$7,000 to be funded from the Civic and Ceremonial Function within the Office of Lord Mayor and reported according to the Council's Policy.*

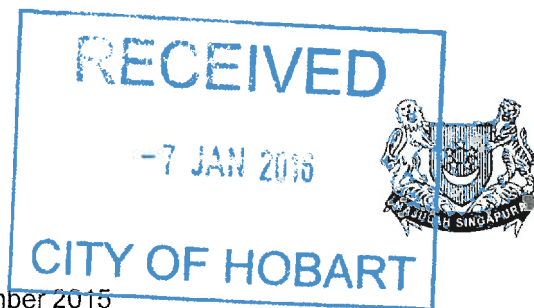
As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.



(Tim Short)

GROUP MANAGER EXECUTIVE & ECONOMIC DEVELOPMENT

- | | |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment A | Letter of invitation from Mr Lawrence Wong, Chairman, World Cities Summit Mayors Forum 2016, dated 21 December 2015. |
| Attachment B | 2016 World Cities Summit Mayors Forum Hospitality Entitlements, Annex 1 – Applicable to each city's Head of Delegation (non-transferable). |
| Attachment C | Conference report on the World Cities Summit 2014, former Lord Mayor Alderman Damon Thomas and the General Manager, Mr Nick Heath. |
| Attachment D | 2016 World Cities Summit program. |

**Attachment A****MINISTER FOR NATIONAL DEVELOPMENT
SINGAPORE**

21 December 2015

The Right Honourable The Lord Mayor of Hobart Alderman Sue Hickey
The Lord Mayor of Hobart Alderman
Commonwealth of Australia

Dear Lord Mayor,

Invitation to World Cities Summit and Mayors Forum 2016

Thank you for your city's past participation in the World Cities Summit Mayors Forum.

2. With great pleasure, I cordially invite you to join us again at the 5th World Cities Summit (WCS) and its Mayors Forum, to be held in Singapore from 10 – 14 July 2016. As our distinguished participant, you will be able to discuss city challenges and share solutions with your peers in an exclusive setting on 10 July at the WCS Mayors Forum.

3. Organised by the Singapore government, the biennale World Cities Summit is the exclusive platform for government leaders and industry experts to address liveable and sustainable city challenges, share integrated urban solutions and forge new partnerships.

4. The discussion theme of "Innovative Cities of Opportunity" will continue at the World Cities Summit 2016. Another key highlight of the WCS is the Lee Kuan Yew World City Prize, a biennial international award that honours cities with outstanding achievements and contributions to the creation of liveable, vibrant and sustainable urban communities.

5. The World Cities Summit is held in conjunction with the Singapore International Water Week (SIWW) and the CleanEnviro Summit Singapore (CESS). Together, these three global events provide an integrated platform for you to network with a wider group of public and private sector leaders and stakeholders, and to explore integrated urban systems that include water and environmental solutions. You and your delegation can attend and network at these global events throughout the week.

6. By participating at the WCS Mayors Forum, your local hospitality will be provided, together with a complimentary premium conference pass to the three events. Please let us know whom we should contact to confirm and facilitate your participation at the WCS Mayors Forum by 1 February 2016. For any enquiries, please contact WCS Mayors Forum Secretariat, Ms Yiling Liang at wcsmayorsforum@worldcities.com.sg or Ms Sharon Loh at sharon_loh@mnd.gov.sg.

7. We look forward to welcoming you in Singapore.

Yours sincerely,

Mr Lawrence Wong
Chairman
World Cities Summit Mayors Forum 2016



WORLD CITIES SUMMIT

MAYORS FORUM

REPORT



**LIVEABLE AND SUSTAINABLE CITIES:
INNOVATIVE CITIES OF OPPORTUNITY**

**8 – 10 JUNE 2015
NEW YORK CITY
UNITED STATES OF AMERICA**

EXECUTIVE SUMMARY

Innovation and opportunity were the keywords when the World Cities Summit Mayors Forum convened for the sixth time in New York City, New York, in the United States in June 2015. Having always had to work with limited resources and seemingly limitless challenges, the 65 mayors and city leaders at the forum were committed — more than ever — to taking a longer-term view in planning for a more sustainable and resilient future. They were also united in wanting to adopt a more collaborative approach with the private sector and the people, to enhance the quality of life in their cities. The discussions over two days focused on four main themes: Housing and economic development, transport and mobility, sustainability and resilience, and education and competitiveness.

Whereas in some cities, providing basic housing, as well as access to water and sanitation, is still an issue and adds to the strain on infrastructure, elsewhere the new challenges are keeping housing affordable and coping with a changing demographic as immigration rises. To steer and implement the needed advancements in housing, the mayors would have been encouraged by the Forum's reminders of the powers that are actually within their authority, such as local land-use regulations and financing.

The need for more inclusive city development was seen as a given, with cities having the duty to pave the way to better access to opportunity. This includes making quality education more easily available, improving transport mobility, using "smart city" techniques and trying



new approaches that will allow for smoother city developments. Collaboration is clearly the way forward, and private sector corporations are key partners, especially in exploiting new technology to create and maintain the required systems and infrastructure for sustainability and competitiveness. Of course, no aspirations can be achieved without the active participation of a more engaged and demanding people, who can now be reached in wide, instantaneous engagement through social media.

Sustainability is a priority area, extending beyond recycling waste or adjusting behaviours because of climate change, to cover also other aspects such as

addressing the preservation of heritage and reducing inequality. Resilience was another shared concern, encompassing much broader issues than just being ready for the next storm or earthquake. One increasingly important aspect is social resilience, which includes fostering social cohesion, and recognising and respecting differences in society. This will be vital to the garnering of positive community responses in times of crisis.

A nine-point Mayors' Declaration issued at the end of the meeting expressed the shared goals of the mayors to work together towards building more sustainable, liveable cities. It also affirmed, once again, the value of sharing experiences and ideas

about city leadership and management through platforms such as the World Cities Summit Mayors Forum.

The World Cities Summit Mayors Forum is a unique platform for city leaders to share their experiences and ideas, and to work together towards building more sustainable, liveable cities. The forum is a key element of the World Cities Summit, which is a global platform for city leaders to share their experiences and ideas, and to work together towards building more sustainable, liveable cities.

THEMATIC DISCUSSION 1:

HOUSING AND

ECONOMIC DEVELOPMENT

In the context of liveable cities, having access to housing is deeply connected to inclusive economic development. All cities are affected to some degree. The spectrum of city situations spans from having not enough growth and economic development — such as with a backlog of basic housing for occupants of informal settlements in Cape Town, South Africa — to too much development causing sky-rocketing house prices in increasingly congested cities — such as Beirut, Lebanon. Even a city like New York City, one of the United States' wealthiest cities, has one in five families living in poverty, and in light of that, it has launched its most ambitious social housing plan in a decade.

For many cities, a key challenge comes from being victims of their own success, and thus having to deal with unanticipated accelerated growth, that brings with it many new demands. Rising gentrification means that new residents from outside these cities — often well-to-do foreigners — are displacing original residents, especially the younger ones, who are it a challenge to afford a living in the city. Providing affordable housing is integral to equitable economic development. Promoting entrepreneurship and improving access to opportunity for employment can also empower disadvantaged segments of the population to build shared prosperity.

Thus, liveable cities need to employ diverse tools to support the integration of affordable housing, revitalise neighbourhoods, improve the quality of life, and diversify local economies to boost economic growth in the context of globalisation. As a case study of good asset management, Singapore is able to maintain public housing for the vast majority of the population by focusing on various aspects of an ecosystem that includes an effective financing system for home ownership, constant township renewal, and implementing unusual social policies such as an ethnic quota system for public housing. Another example is Suzhou, China, with a modern approach to housing provision that includes measures such as consolidating and repackaging housing subsidies to enhance affordability.

"Richer, double-income families are leaving the city... and replaced by poorer citizens, mostly immigrants... so we're struggling with the question: Should we invest more in affordable housing? Because we are fueling a process that is not good for the city."

—Dart Gb Wilson, Mayor, Antwerp, Belgium



THE KEY DISCUSSION TAKEAWAYS

- City authorities must play a more proactive role in land, housing and labour markets, to meet the growing challenges of providing housing and economic development. Even if national governments retain overall authority over housing policy, city authorities need to recognise that they do have local powers. They could consider using tools such as land-use regulation to require private sector developers to provide affordable housing in return for being allowed to build at higher density. Other initiatives to consider include new ways of pooling capital to allow for more people to afford new homes.
- Housing is integral to social inclusion, and should be seen as a process, not a product. Housing policies should not be tailored for the market only, but should always be for the people, to meet their changing life-cycle needs. The focus needs to be on building a sustainable housing system rather than just a housing market, and on planning for and nurturing active communities which will contribute to a more liveable and productive environment.
- Better long-term planning can boost housing affordability by creating a more malleable land-use system to meet future challenges, to connect better with the surrounding infrastructure and reduce travel and other costs, and thus, making city living more affordable overall.

"We have to figure out how people across the housing market can live in integrated spaces. It's about getting people to live and work together."

—Mabasa Ndlovu, Deputy Mayor, Johannesburg, South Africa



THEMATIC DISCUSSION 2:

TRANSPORTATION AND MOBILITY

A strong transportation network is the lifeblood of any city, with the power to be the largest impediment to its growth or the key to greater densification that is sustainable, and hence, the principal expeditor of its success. Consequently, innovations in the transport system can have wide social impact, including even addressing inequality by providing better access to centres of commerce, and positioning untapped neighbourhoods for local development and employment. Partnerships with the private sector will be a primary driver, to create the necessary new infrastructure and systems.

Building infrastructure for subways is no longer a key force in shaping the city's development agenda. In fact, subway development has, in some ways, been decoupled from urban transport development by initiatives to improve bus services and schedules, and to revitalise "older technology" such as enhanced water-taxis along the River Nile in Giza, Egypt. More importantly, innovations and investments in places such as Rome, Italy, and Fortaleza, Brazil, are using technology to enhance taxi services, to introduce hybrid vehicles, and to transform car-pooling and bicycle-sharing as lower-cost alternative transport modes.

New technology is also being applied to monitor city transport data to facilitate better mobility in places such as Pittsburgh, Pennsylvania, USA. Such features of "smart cities" are set to revolutionise the way that transport systems can be managed centrally in cities.

Along with better planning, innovation and more technology, social change will be another key factor in enhancing transport mobility. City leaders need to embark on new partnerships with citizen groups to shift current norms and shape general behaviour towards a new sharing culture. More sharing in vehicular usage will revamp the way cars, bicycles and other vehicles are used, and should eventually lead to a reduction in the number of cars on the road. This will catalyse spatial change in cities, reshape the transportation networks, and ultimately boost the quality of life in the city.

"Having a car is [still] making a statement like: 'I have arrived'... We have to look at trying to get a good transport system going, but there is also the need to change the mindset of the populace, so that they don't become car-centric."

Haji Awang Abdul Wahab bin Haji Abang, Mayor,
Kuching, Malaysia

“

THE KEY DISCUSSION TAKEAWAYS

- City development has outpaced the ability to build traditional subway infrastructure, so cities have to become more flexible and innovative in adapting to new modes of mobility and accepting adjustments such as retrofitting, if needed.
- City authorities need to have bold leadership and the political courage to shape and channel transport demand, to implement measures such as keeping motorised vehicles out of certain areas of the city at certain times, and charging for road usage, so as to enhance overall mobility.
- Having a good city mobility masterplan would help significantly to put the key pieces of an effective overall transport system into place, and to ensure that they fit well together to achieve the best possible economic, social and environmental outcomes. Smart mobility will also benefit from more research into applicable innovations and their implementation.

"We have followed with interest the Singapore model of electronic road pricing... and it is an absolute game-changer to actually deal with how you pay for road usage."

Jan Brown, Mayor, Auckland, New Zealand

“

THEMATIC DISCUSSION 3:

SUSTAINABILITY AND RESILIENCE

Being prepared to cope in the event of natural disasters has always been the basic requirement for cities to maintain physical resilience, but the scope of what it means for a city to be resilient is being broadened all the time. Climate change, population shifts, strained infrastructure, and the evolving global economy also pose challenges to every city's success. The future of many cities will largely depend on how their leaders and citizens respond to these challenges by developing initiatives that conserve energy, reduce waste, increase the resilience of the built environment and of the community, prepare for rising population density and promote economic sustainability.

Cities are closest to the issues and opportunities of sustainability — for example, pollution is mostly created, and will be felt most, by the people in cities. Hence, cities need integrated and responsive systems to implement measures such as waste reduction and to promote the use of renewable energy, or to introduce more green vehicles, such as in places like Dubai, in the United Arab Emirates.

Cities also need someone — perhaps mayors themselves — to play the role of “Chief Resilience Officer”, to meet the most devastating risks such as pandemics. But the portfolio of mayors also extends to many intangible aspects, including the conservation of heritage landmarks and places of emotional attachment, so as to strengthen the unique identity of the city, and to some extent, improve its liveability.

To do this, governments need the help of the private sector and the people, especially when the task is as big as reducing pervasive crime and violence in cities such as Medellin, Colombia. The power of the people is a tremendous resource, as seen in cities such as Bandung, Indonesia, where social resilience is boosted by community movements that are inspired by a spirit of community voluntarism, and mobilised through social media.

“On social cohesion, Bangkok is one of those places where the temple, mosque and church are situated next to each other... we have adopted a strategy to recognise the identity, characteristics and culture of each community.”

— Dr. Vattana Sawadibul, Chairman of Advisors to Government of Bangkok, Thailand



THE KEY DISCUSSION TAKEAWAYS

- A sustainable city can be seen as a growing, liveable city that is vibrant and attracts talented people. A resilient city is one that can stay this way. This means having to deal with problems — whether it is natural, like earthquakes, or man-made, like crime — while being innovative in generating opportunities, including creating jobs and attracting investment.
- Citizen involvement is a key factor in sustainability, whether it is in changing certain behaviours such as reducing waste, as well as in building resilience by involving and energising community groups. Increasingly, digital communication is essential to facilitate this greater collaboration with the people.
- The notion of resilience should be expanded to also cover social resilience. Maintaining social cohesion is vital, by respecting and recognising individual differences and choice, and involving more citizen participation.

“The strength of the Bandung people is voluntarism, so we work to take this to the next level... and so, we create a movement and a resilient culture.”

— H. Djarum Kurniawan, Mayor, Bandung, Indonesia



THEMATIC DISCUSSION 4:

EDUCATION AND COMPETITIVENESS

A key piece in combating income inequality within cities is to address the growing skills gap that prevents large portions of the urban population from accessing careers that offer good opportunities for advancement. Identifying the skills that employers need today and predicting future workforce demands can help city leaders develop strategies to strengthen the city's workforce and foster the growth of promising industry sectors.

Education is undeniably the key foundation for competitiveness, and it offers much potential for growth. Cities can play key roles in preparing the workforce for the future, especially against rapid technological change and globalisation, which brings about rapid movement of capital, as well as the "creative destruction" of old industry sectors and functions, and the creation of new ones. At the same time, aspiring citizens in a digital age are vocal in their expectation of cities to deliver the opportunities, amidst constraints such as an ageing population. All these inter-connected challenges call for coordinated measures like a "national movement" in places such as Singapore, where the

government works with educational institutions, companies and employers, trade unions and training providers to boost skills training.

Education is also about empowerment, especially in less developed cities with low basic literacy, where the total environment for education lacks even the basic requirements of public safety and security. Hence the urgent need for more available, accessible and affordable education. Tackling challenges such as rising youth unemployment might require more direct action such as personal calls to employers from the mayor himself, like in Auckland, New Zealand. Other ways to boost employability include partnering with the community in mentorship schemes for the youth, such as is done in Santa Fe, New Mexico, USA. These measures can help address trends such as the rising rate of university dropouts, so as to build a workforce that is better able to meet the needs of the future global economy.

THE KEY DISCUSSION TAKEAWAYS

- Skills development must be ongoing, far-sighted and active, to stay relevant to the demands of a fast-changing marketplace. Cities must keep an eye on the driving forces and emerging threats and opportunities on the global horizon, to address the skills mismatch between what the economy needs and what the workforce has.
- Cities need to take a holistic approach to enhance what they have in education, from investing in early childhood to narrowing the digital divide among seniors, and facilitating the closer collaboration of all parties including employers, job-seekers and educators.
- The new economy of ideas and innovation offers an opportunity for cities to build their economic resilience by growing new industrial sectors, and building up the middle class through access to educational and training opportunities. With the accumulation of skills and knowledge in the new industrial sectors, the local human resource will grow and contribute to further economic development.

"The young people of the world need our help...
to place youth unemployment on the global
agenda for human development."

—Irene Benguerel, First Deputy Mayor
Madrid, Spain



"Every time there is a shift from one form of production to another...
it is the role of government to try and smooth that transition, and to
protect those most vulnerable to the costs associated with it. Cities are
uniquely positioned to do that. Cities have always been about ideas,
innovation, trade and agglomeration of ideas and energy."

—Anthony D'Amico, First Deputy Mayor
New York City, USA



CONCLUSION

The 65 mayors and city leaders who gathered in New York for the World Cities Summit Mayors Forum 2015 debated the critical imperatives for the world's rising urban populations with great energy and wisdom. They exchanged many anecdotes on spontaneous innovations, well planned interventions, and surprising successes. A great spirit of partnership prevailed.

More than anything, the mayors' comments and subsequent conclusions expressed in their joint declaration were underscored by 3 critical points.

- We live in a time for urban innovation. Disruptors like transport technologies, big data, the sharing economy, the internet of things, social networks, and new life style choices can be aids to urbanisation and city success if they are leveraged by city leaders for the common good.

- Helping people to thrive and overcome disadvantage is a route not just to prosperity and fairness, but also to city resilience. People who have more access to resources are more resilient and less vulnerable.
- Transforming transport into adaptive multi-modal systems that can incrementally expand and integrate cycling, walking, and car-pooling, with other more structured modes is essential to make the city work, and to support the new social and economic geographies of growing cities.

The dialogue, trust, and partnership between city leaders and citizens form the fundamental bond upon which city success rests. Nourishing and renewing that partnership with effective programmes and policies, responsiveness and reliability, and with innovation and initiative is the agenda that mayors, the world over, share and esteem.

View the WCS Mayors Forum 2015 programme at:
<http://www.worldcityssummit.com.sg/mayorsforum/programme-outline>



6TH WORLD CITIES SUMMIT

MAYORS FORUM DECLARATION

The World Cities Summit Mayors Forum is a key highlight of the World Cities Summit. Cities face many common challenges, a number of which may be complex and urgent. But what gives confidence and optimism for the future is the way in which these challenges are openly discussed, and practical and innovative solutions shared, at platforms such as the World Cities Summit Mayors Forum and networks that are created as a result of such platforms.

The annual forum has grown since 2010. At the 2014 session, 128 mayors and city leaders expressed support for a standalone UN Sustainable Development Goal (SDG) on sustainable cities and human settlements. Cities are now at the forefront in addressing challenges such as climate change, poverty, threats to biodiversity, and the sustainability of our planet. Through integrated planning and development, as well as dynamic urban governance, we can achieve the four tenets of a good city: liveability, sustainability, vibrancy, and high quality of life, key objectives which are espoused by the prestigious Lee Kuan Yew World City Prize.

We, the Mayors and leaders representing 59 cities convened at the 6th World Cities Summit Mayors Forum in New York City, together with our partners, endeavour to promote equitable, liveable and sustainable cities by:

1. Undertaking long-term planning of our cities and ensuring sustainable implementation, so as to make good, effective use of finite resources;
2. Supporting a culture of integrity in urban governance, to engender public trust and equity in the development of our cities;
3. Promoting an inclusive, equitable economy that offers the opportunity for all our people to live and work with dignity and security;
4. Working towards providing affordable homes for all, in order to give city-dwellers a stake in the prosperity and stability of their cities;
5. Planning and building accessible and sustainable transport networks, as a city's transport network can either impede its growth, or accelerate its development;
6. Building resilience in our cities through systems and frameworks, to deal with chronic stresses and acute shocks such as infrastructure strain, climate change, natural calamity, and civil strife;
7. Promoting institutional capacity building, skills development and future sensing, to sustain competitiveness in cities;
8. Working with communities, stakeholders and the private sector to build cities that are fair and inclusive, as participation promotes a sense of ownership, giving residents a sense of pride and a stake in the city's future; and
9. Sharing our ideas, experiences, and solutions with fellow mayors and city leaders and continuously learn from one another.

Mr Desmond Lee,
Singapore's Minister of State
for National Development
and Chairman of the 6th World Cities
Summit Mayors Forum 2015

The Honourable Bill de Blasio,
Mayor of New York City and
Host of the 6th World Cities
Summit Mayors Forum 2015

and participating cities of
the 6th World Cities Summit
Mayors Forum 2015

WE THANK THE FOLLOWING MAYORS AND CITY LEADERS FOR THEIR VALUABLE CONTRIBUTION TO THE SUCCESS OF THE WORLD CITIES SUMMIT MAYORS FORUM 2015

Falah Al Ahbabi
General Manager of Abu Dhabi
Urban Planning Council,
UAE

Khalid Taher
Mayor of Al-Madinah
Al-Munawwarah,
Saudi Arabia

Akel Biltaji
Mayor of Amman, Jordan

Atty Edgardo D. Pamintuan
Mayor of Angeles City,
Philippines

Bart De Wever
Mayor of Antwerp,
Belgium

Len Brown
Mayor of Auckland,
New Zealand

Monico Puentevella
Mayor of Bacolod,
Philippines

Ridwan Kamil
Mayor of Bandung,
Indonesia

Dr Vallop Suwandee
Chairman of Advisors to
Governor of Bangkok,
Thailand

Dr Bihal Hamad
Mayor of Beirut, Lebanon

Alok Sharma
Mayor of Bhopal, India

Dr Tejaswi S Naik
Commissioner of Bhopal,
India

Ibon Areso
Mayor of Bilbao, Spain

Ibone Bengoetxea
First Deputy Mayor of Bilbao,
Spain

Sorin Oprescu
Mayor of Bucharest,
Romania

Oscar Malapitan
Mayor of Caloocan,
Philippines

Luis Macario E. Asistio III
Vice Mayor of Caloocan,
Philippines

Patricia de Lille
Executive Mayor of Cape Town,
South Africa

Hussain Lootah
Director-General of
Dubai Municipality,
UAE

Dr Roberto Cláudio
Mayor of Fortaleza,
Brazil

Takashima Soichiro
Mayor of Fukuoka City,
Japan

Dr Khalid El Adli
Governor of Giza, Egypt

Jaime Nebot
Mayor of Guayaquil,
Ecuador

Doan Viet Hung
Chairman of Hai Duong City,
Vietnam

Pyung-ryun Yu
Director-General of
Incheon Metropolitan City,
Korea

Ilsur Metshin
Mayor of Kazan, Russia

Nguyen Chien Thang
Chairman of
Khanh Hoa Province,
Vietnam

**Haji Abang Abdul Wahap bin
Haji Abang Julai**
Mayor of Kuching North,
Malaysia

Dato James Chan Khay Syn
Mayor of Kuching South,
Malaysia

Dr Osama Albar
Mayor of Makkah,
Saudi Arabia

Anibal Gaviria
Mayor of Medellín,
Colombia

Francis Tolentino
Chairman of Metropolitan
Manila Development Authority,
Philippines

Atty Jaime Fresnedi
Mayor of Muntinlupa,
Philippines

Bill de Blasio
Mayor of New York City,
USA

Penny Abeywardena
Commissioner of
International Affairs,
New York City, USA

Anthony Shorris
First Deputy Mayor of
New York City, USA

Alicia Glen
Deputy Mayor of
New York City, USA

Libby Schaaf
Mayor of Oakland, USA

Jose Blandon
Mayor of Panama City,
Panama

Abdul Munem Abu Hilaleh
Local Community
Commissioner of Petra, Jordan

Bill Peduto
Mayor of Pittsburgh, USA

Le Viet Chu
Chairman of Quang Ngai
Province, Vietnam

Herbert Bautista
Mayor of Quezon,
Philippines

Dr Ibrahim Aldjain
Deputy Mayor of Riyadh,
Saudi Arabia

Marta Leonori
Deputy Mayor of Rome,
Italy

Leonora Wong
Mayor of San Simon,
Philippines

Javier Gonzales
Mayor of Santa Fe,
USA

Donald Atchison
Mayor of Saskatoon,
Canada

Datuk Tiong Thai King
Mayor of Sibul, Malaysia

Desmond Lee
Minister of State for
National Development,
Singapore

**Ranawaka Arachchige Don
Janaka Ranawaka**
Mayor of Sri Jayawardenapura
Kotte Municipal Council,
Sri Lanka

Carlos Ocariz
Mayor of Sucre, Venezuela

Sheng Lei
Vice Mayor of Suzhou,
China

Qin Xiaojing
Vice Chairman of Suzhou
Industrial Park,
China

Maria Laarni Cayetano
Mayor of Taguig,
Philippines

Dr Davit Narmania
Mayor of Tbilisi, Georgia

Sun Tao
Deputy District Chief of
Tianjin Binhai New Area,
China

Prof Nicolae Robu
Mayor of Timisoara,
Romania

Stefano Lo Russo
Deputy Mayor of Turin,
Italy

Jack Mikkers
Mayor of Veldhoven,
Netherlands

Walter Kling
Deputy Managing Director
of Vienna Water,
Austria

Saythong Keoudouangdy
Vice Governor of
Vientiane Capital,
Laos

Toni Zeltzer
Mayor of Woollahra,
Australia

Nie Zhongqiu
Vice Mayor of Xi'an,
China

Ken Akaoka
Deputy Director General of
International Affairs
Bureau of Yokohama,
Japan



The biennial World Cities Summit (WCS) is an exclusive and premier platform for government leaders and industry experts to address liveable and sustainable city challenges, share integrated urban solutions and forge new partnerships. Jointly organised by Singapore's Centre for Liveable Cities (CLC), and the Urban Redevelopment Authority (URA), the key highlights of the summit include the Lee Kuan Yew World City Prize, the World Cities Summit Mayors Forum, and the World Cities Summit Young Leaders Symposium.

The next edition of the World Cities Summit will be held from 10 to 14 July 2016 in Singapore.

www.worldcitiessummit.com.sg

Organised by:

CENTRE for
LiveableCities
SINGAPORE

 URBAN
REDEVELOPMENT
AUTHORITY

This report can be downloaded at http://www.worldcitiessummit.com.sg/WCS_MF_2015_Report_final.pdf



10 – 14 JULY 2016
SANDS EXPO & CONVENTION CENTRE
MARINA BAY SANDS, SINGAPORE

2016 World Cities Summit Mayors Forum Hospitality Entitlements

Annex 1 – Applicable to each city's Head of Delegation (non-transferable):

S/N	Entitlements	Description
1	Premium Pass	<p>1 complimentary Premium Pass* worth S\$2,800 which includes:</p> <ul style="list-style-type: none"> Admission to all World Cities Summit (WCS), Singapore International Water Week (SIWW) and CleanEnviro Summit Singapore (CESS) Conference Sessions, WCS Mayors Forum, WCS-SIWW-CESS Opening Ceremony & Welcome Reception, Closing Dinner Access to WCS City Portrait Exhibition, Smart Nation Exhibition and Urban Solutions Expo Conference Kit, Networking Luncheons and Coffee/Tea Breaks Invitation to Sponsors' events <p><i>* excludes closed-door session: WCS Young Leaders Symposium, SIWW TechXchange, CESS Clean Environment Regulators Roundtable, NEA-MOEJ Policy Workshop</i></p>
2	Accommodation	<p>Up to 4 nights* of hotel stay at Marina Bay Sands, inclusive of daily breakfast for 1 pax</p> <p><i>* hosting period is from 9th – 13th July 2016.</i></p>
3	Transportation	<p>2-way airport transfers</p> <ul style="list-style-type: none"> 2-way transfers includes airport to Marina Bay Sands hotel upon arrival, and Marina Bay Sands hotel to airport upon departure Provision of only ONE (1) vehicle per delegation (up to 3 pax)
4	Site Visit	Complimentary site visits worth up to S\$100 each
5	Lee Kuan Yew World City Prize Award Ceremony & Banquet	1 ticket at a special price of S\$250 (U.P. S\$500)
6	Additional WCS Premium OR Conference Pass	<p>20%* Early Bird discount before 30 April 2016 10%* discount from 1 May 2016</p> <p><i>* applicable for staff and delegates from the same organisation</i></p>

Note: Each City's Head of Delegation can bring along 1 Accompanying Officer (AO) to the WCS Mayors Forum. The Head of Delegation must register and attend Mayors Forum to enjoy the above hospitality entitlements.



**WORLD
CITIES
SUMMIT**

10 – 14 JULY 2016

SANDS EXPO & CONVENTION CENTRE
MARINA BAY SANDS, SINGAPORE

2016 World Cities Summit Mayors Forum Hospitality Entitlements

Annex 2 - Applicable for 1 Accompanying Officer:

S/N	Entitlements	Description
1	Premium Pass	<p>1 complimentary Premium Pass* which includes:</p> <ul style="list-style-type: none"> • Admission to all World Cities Summit(WCS), Singapore International Water Week (SIWW) and CleanEnviro Summit Singapore (CESS) Conference Sessions, WCS Mayors Forum, WCS-SIWW-CESS Opening Ceremony & Welcome Reception, Closing Dinner • Access to WCS City Portrait Exhibition, Smart Nation Exhibition and Urban Solutions Expo • Conference Kit, Luncheons and Coffee/Tea Breaks • Invitation to Sponsors' events <p><i>*excludes closed-door session, WCS Young Leaders Symposium, SIWW TechXchange, CESS Clean Environment Regulators Roundtable, NEA-MOEJ Policy Workshop</i></p>
2	Accommodation	<p><i>Please contact Ms Liang Yiling (yilingliang@experiaeevents.com) should you require assistance with Marina Bay Sands hotel booking</i></p>
3	Transportation	<p>2-way airport transfers</p> <p><i>* applicable for traveling together with the Head of Delegation</i></p> <p><i>* if additional vehicles are required, please contact Ms Liang Yiling (yilingliang@experiaeevents.com) for separate arrangements and payment</i></p>
4	Site Visit	<p>Complimentary site visits worth up to S\$100 each</p>
5	Lee Kuan Yew World City Prize Award Ceremony & Banquet	<p>1 ticket at S\$500</p>

Note: The Accompanying Officer must register and attend Mayors Forum to enjoy the above hospitality entitlements.



10 – 14 JULY 2016

SANDS EXPO & CONVENTION CENTRE
MARINA BAY SANDS, SINGAPORE

WORLD CITIES SUMMIT MAYORS FORUM FREQUENTLY ASKED QUESTIONS

A. World Cities Summit 2016

1. What are the highlights of the World Cities Summit 2016?

The biennial World Cities Summit (WCS) is an exclusive platform for government leaders and industry experts to address liveable and sustainable city challenges, share integrated urban solutions and forge new partnerships.

The unifying theme for the WCS since its inauguration in 2008 has always been “Liveable and Sustainable Cities”. The 2016 WCS will focus on “Innovative Cities of Opportunity,” to continue the discussion from WCS Mayors Forum 2015 on best practices in urban innovation and encourage collaboration among city leaders.

Apart from the two anchoring events, namely the WCS Mayors Forum and the Lee Kuan Yew World City Prize Lecture & Forum, the 2016 WCS will be held in conjunction with the Singapore International Water Week and CleanEnviro Summit Singapore. Together, these three global events will provide world leaders and delegates with an integrated platform to network with a wider group of public and private sector players.

Other key highlights of WCS will be the stellar line-up of international thought leaders, renowned speakers, smart nation exhibition, amongst a host of high-level events.

2. How do I participate in WCS 2016?

As this is a by-invitation-only event, formal invitation letters will be sent to the selected delegates via diplomatic or other channels. You may also register your interest at <http://www.worldcitiessummit.com.sg/registration-details> and a registration code will be sent to you upon successful evaluation.

B. Hospitality Entitlements and Logistical Arrangements

1. Our Mayor/Head of Delegation would like to attend the Mayors Forum. What is offered by the organiser?

By attending the Forum, the organiser will offer each attending Mayor/Head of Delegation:

- **One (1) complimentary WCS Premium Pass** worth S\$2,800
- **A maximum of four (4) nights** of hotel accommodation at the Marina Bay Sands, inclusive of daily breakfast for one (1) person but not including any incidentals that may be incurred
- **Two-way airport transfers**
- **Meals** during the Forum and associated events
- **Complimentary site visits** from the list of official site visits

- **One (1) ticket to Lee Kuan Yew World City Prize Award Ceremony and Banquet** at a special price of S\$250 (U.P. S\$500)
- **Discounts** for additional premium/conference passes to WCS and its co-located events

Kindly refer to Annex 1 for more details.

2. Can our Mayor/Head of Delegation bring more than one (1) accompanying officer to the Mayors Forum?

Due to the exclusivity of the Mayors Forum, only one (1) accompanying officer will be entitled to attend the closed-door session. However, all members of the Mayor's delegation can attend the WCS as long as they hold a valid conference/premium pass.

Kindly refer to #E1 below for details on conference pricing.

3. What is offered by the organiser for the accompanying officer?

The organiser will offer one (1) accompanying officer:

- **Two-way airport transfers** with the Mayor/Head of Delegation (if travelling together)
- **Meals** during the Forum and associated events
- **Complimentary site visits** from the list of official site visits

Kindly refer to Annex 2 for more details.

4. What will be offered to the Mayor/Head of Delegation at the Marina Bay Sands?

The hosting period for the complimentary four (4) nights' stay at the Marina Bay Sands for Mayor/Head of Delegation is only valid from 9th to 13th July 2016, inclusive of daily breakfast for one (1) person. Any additional nights will need to be paid for by the Mayor.

5. When will airport transfers be available?

Two-way airport transfers (4-seater sedan) will be provided from Changi Airport to Marina Bay Sands (upon arrival) and from Marina Bay Sands to Changi Airport (upon departure). The transfers will be available from 8th July till 15th July.

Kindly provide flight details in the registration form so that transportation can be arranged in advance. In the event that the Mayor/Head of Delegation is not staying at Marina Bay Sands, do indicate clearly the Hotel that he or she will be staying at. The Mayor/Head of Delegation will be received at the arrival hall after the baggage point, by our driver.

While one (1) complimentary 4-seater sedan will be provided by the organiser, please email Ms Liang Yiling (yilingliang@experiaevents.com) if your delegation requires additional vehicles, for a quotation of the transfer fee.

6. Our Mayor/Head of Delegation would prefer to stay at a hotel other than the Marina Bay Sands. Will daily transport to the Forum venue be provided?

We regret to inform that transfers will not be provided from other hotels to the Forum venue.

7. **Our Mayor/Head of Delegation would like to extend his/her stay in Singapore. Can he/she extend their accommodation at the Marina Bay Sands?**

Yes, the Mayor/Head of Delegation may extend his/her accommodation by providing the required length of stay in the registration form. Upon receipt of information from the Mayor/Head of Delegation that hotel extension is required, we will advise the Mayor/Head of Delegation on the room rates and proceed with the booking once the Mayor/Head of Delegation confirms with the payment authorisation form. Credit card details will be required to guarantee the reservation, and is subject to room availability. Do note that upon confirmation, full cancellation charges apply.

8. **Our Mayor/Head of Delegation is arriving early/extending his/her stay in Singapore. Will there be airport transfers available on different days than those indicated in #5 above?**

Please provide your arrival and departure details in the registration form. If the Mayor/Head of Delegation wishes to have transfers provided before or after these dates, please email Ms Liang Yiling (yilingliang@experiaevents.com) for a quotation of the transfer fee.

9. **Does our Mayor/Head of Delegation need a visa to enter Singapore? Who can help with that?**

All travellers are required to go through immigration clearance upon arrival into Singapore. You may refer to the website below for visa requirements for entry to Singapore:

<http://www.ica.gov.sg/page.aspx?pageid=96>

C. Programme

1. **What language will WCS be held in? Will other languages be offered?**

The main sessions of WCS will be conducted in **English**. Therefore, it would be good if all participating Mayors/Heads of Delegation are comfortable conversing in English. The other language offered via simultaneous interpretation will be in **Mandarin**. Please be informed that translation will only be provided during the conference sessions, and will not be offered to individual Mayor/Head of Delegation.

2. **Our Mayor/Head of Delegation is interested in speaking at the WCS. Is there an opportunity for that?**

Keynote speakers and case studies at the various WCS sessions have already been determined by the Programme Committee. However, there will be speaking opportunities at the Mayors Forum, where the participants could contribute freely and actively. The format of the Mayors Forum allows for peer-to-peer sharing and interactive discussions amongst city leaders, and there is ample discussion time for each segment of the programme.

Your Mayor/Head of Delegation is also welcome to submit a case study for the "City Portraits" exhibition, which will be displayed at the event.

3. **Our Mayor/Head of Delegation has been asked to present a case study at the WCS/Mayors Forum. Does he/she need to prepare presentation slides?**

Yes, slides can be provided for presentation.

4. How can our Mayor/Head of Delegation and Accompanying Officer register for the scheduled Site Visits?

You may register for the site visits in the registration form.

D. Exhibition

1. Our city would like to showcase our stories and solutions. Is there an area where we can set up an exhibition?

There is a "City Portraits" exhibition for all participating cities, and all cities are encouraged to provide the information required for the "City Portraits" exhibition and publication.

2. Our city is interested in applying for the Lee Kuan Yew World City Prize. How can we do that?

The nomination process is in two stages. Both Stage A (nomination by independent third parties) and Stage B (submission of comprehensive report and supporting materials to the Secretariat) submissions must be made to complete the nomination process.

Nominations can be initiated by independent third parties who are leading academics, government officials and heads of international organisations in the fields of urban planning, housing, transport management, urban design and architecture, energy conservation, urban policy and management and any other relevant fields. Nominations are also accepted from organisations in the public or private sector, as well as non-government organisations and academic Institutions.

Nomination guidelines and further information regarding Stage A and Stage B submission can be found at <http://www.leekuaneyewworldcityprize.com.sg/guidelines.htm>.

E. Conference Pass Pricing

1. We would like to purchase additional conference passes. What are the pricing packages?

There are two types of passes. The Premium Pass, which is priced at S\$2,800, will include admission to all conference sessions of World Cities Summit (WCS), Singapore International Water Week (SIWW) and CleanEnviro Summit Singapore (CESS). The Conference Pass, which is priced at S\$2,500, will include admission to all conference sessions of WCS only. For staff and delegates from the same organisation, you may enjoy the following discounts for the Premium and Conference Pass:

Both passes also include admissions to WCS-SIWW-CESS Opening Ceremony & Welcome Reception (10th July evening), Closing Dinner (13th July evening), WCS City Portraits Exhibition, Smart Nation Exhibition and Integrated Expo. However, these passes exclude closed-door sessions such as WCS Mayors Forum, WCS Young Leaders Symposium, SIWW TechXchange, CESS Clean Environment Regulators Roundtable and NEA-MOEJ Policy Workshop.

For staff and delegates from the same organisation, you may enjoy the following discounts for the Premium and Conference Passes:

	By 30 April 2016	From 01 May 2016
Individual Registration	20% discount	10% discount
Group Registration (5-9 delegates)	15% discount	15% discount
Group Registration (10 or more delegates)	20% discount	20% discount

F. Media, Networking, Security, and Dress Code

1. Are the WCS and Mayors Forum open to the media?

The WCS is open to media who are accredited, but not the Mayors Forum. However, the media may be invited to the opening and closing sessions of the Mayors Forum as well as some off-site events. Media accreditation can be done via the website nearer to date.

2. Our Delegation would like to connect with Mayors from other cities, how should we do that?

The organiser will only be able to provide contacts of Mayors who have given consent to share their personal contacts. Kindly inform the organiser who you would like to network with at least a month before the event. Alternatively, Mayors will be able to tap on WCS's business matchmaking platform, Connect@WCS, to schedule meetings with the other delegates.

3. Can our Mayor/Head of Delegation bring along a camera crew?

Camera crew is not allowed in the Mayors Forum. However, if you would like to have a camera crew for other parts of your visit, please email Ms Liang Yiling (yilingliang@experiaevents.com) for assistance.

4. Can our Mayor/Head of Delegation bring along his/her own security?

For security requests and details, please email Ms Liang Yiling (yilingliang@experiaevents.com) with all requirements in order to make the necessary accommodations.

5. What is the dress code for the Mayors Forum?

Business Formal (suit and tie for men) or National Formalwear is sufficient for all official events. The dress code for the each site visit is included in the separate site visit registration form.

G. Dietary Restrictions, Accessibility Requirements and Family

1. Our Mayor/Head of Delegation and accompanying officer have specific dietary restrictions. What options will be available?

No pork, no lard and vegetarian meal options will be served throughout the event.

- 2. Our Mayor/Head of Delegation and/or accompanying officer has special accessibility requirements. Will these be provided?**

All official event venues are designed with adequate accessible provision, please let us know of any special accessibility requirements by emailing Ms Liang Yiling (yilingliang@experiaevents.com).

- 3. Our Mayor/Head of Delegation and/or accompanying officer needs to pray at specific times of the day. Is there a prayer room available?**

A prayer room will be available at the exhibition floor.

- 4. Can our Mayor/Head of Delegation's spouse/family accompany him/her to the WCS?**

As indicated above, the organiser will be paying for one (1) room for the Mayor/Head of Delegation for a maximum of four (4) nights (from the period of 9th – 13th July). While the Mayors/Heads of Delegation are welcome to bring their spouse/family to Singapore, their expenses will not be covered by the organiser. Do note that only conference pass holders can attend WCS sessions. Should your spouse/family be interested in attending the networking events, you may purchase additional tickets during registration.

If the Mayor/Head of Delegation is bringing his/her family/spouse with them, please inform us by emailing Ms Liang Yiling (yilingliang@experiaevents.com).

- 5. Our Mayor/Head of Delegation's family/spouse is traveling with him/her. Is there a programme offered for accompanying families?**

We regret to inform you that there will not be a spouse or family programme. However, a dedicated concierge desk will be provided at the Marina Bay Sands to cater to the needs of accompanying families. Alternatively, you may contact Ms Liang Yiling (yilingliang@experiaevents.com) and our Official Travel Agent will be able to assist you with the programmes they have to offer.

- 6. Can the Mayor/Head of Delegation's spouse/family attend official site visits?**

Yes, spouse/family can attend the site visits by purchasing the tickets during registration.

- 7. Can the Mayor/Head of Delegation's spouse/family attend the WCS's networking events?**

Yes, spouse/family can attend the networking events by purchasing the tickets during registration.

Contact Information

For further enquiries pertaining to WCS:

Ms Liang Yiling
yilingliang@experiaevents.com

Ms Sharon Loh
Sharon_LOH@mnd.gov.sg



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(document3)

3 July, 2014

MEMORANDUM: STRATEGIC GOVERNANCE COMMITTEE

CONFERENCE REPORT

WORLD CITIES SUMMIT MAYOR'S FORUM 2014

Sunday 1 June 2014

Forum Opening

Chairman of the Forum Senior Minister of State for Ministry of Trade and Industry and Minister of National Development, Singapore Mr Lee Yi Shyan

- The World Cities Summit Mayor's Forum is the largest gathering of world mayors;
- 130 mayors and city leaders are attending the 2014 event;
- The event was planned for every two years, however, due to its success it is now an annual event;
- Appropriate to meet in Asia as it will account for half of the world's GDP by 2050.

Towards the Creation of an Urban Eco-System

Mayor of Rotterdam, Mr Ahmed Aboutaleb

- An urban ecosystem is vital in order to attract business; it's about cities working with governments and business;
- The City of Rotterdam is focused on education and raw materials;
- The City needed to create new economic partnerships;
- Renewal of Rotterdam's economy has been through co-creation;
- All forces must be used in order to create liveability in our cities.

MISSION ~ TO ENSURE GOOD GOVERNANCE OF OUR CAPITAL CITY



City of Zhuhai

Vice Mayor of Zhuhai

- Zhuhai wants to create an inclusive city;
- The City has won a number of awards, including the University of Columbia award (index of most liveable city) as well as an award from the Chinese Government;
- The City is building a green transport systems including light rail;
- Green island development – established 600kms of green island;
- It is aware of the importance of public spaces – parks are extremely popular with 200 parks built for sports including basketball, table tennis and for community use. Another 100 parks are to be built prior to Christmas;
- Low impact development to allow for the collection of rainwater.

Key Takeaways from Singapore Sustainability Symposium

Prof Alexander Zehnder

- The majority of humanity will live in cities by 2030;
- Cities are a problem but also are a solution; they must adapt and be agents of change;
- Cities largely determine the well being of nations – education, training and skills are vital ingredients;
- Cities will decide the future, not central governments;
- Cities need systematic and interactive solutions;
- Sustainability depends on the city, its people and corporations working together;
- A stable political environment is needed for long term planning.

Vibrant Cities

Lord Mayor of Melbourne, the Right Honourable Robert Doyle

- Why work, live and visit our City? – must get the ‘why’ right to generate vibrancy;
- Example of Paris – in the 1700s it celebrated its present and future, not its past;
- It’s about cities for people –Australian cities are about people;
- The Melbourne Postcode 3000 project was about building an inner city community for people – 28 000 residents; people and street furniture; cafes;
- This project has changed Melbourne’s public realm with the creation of small laneways; pedestrian networks; large event screens in public places; City Square;

- First class events;
- Jan Gehl and Professor Rob Adams inspirations for the work undertaken;
- A city brimming with people;
- How do you make a great and vibrant city – you create great streets and the rest will follow.

People-centric Intelligent Cities

Chairman of Metropolitan Manila Development Authority the Honorable Atty Francis N Tolentino

- People-centric intelligent metropolitan Manila;
- Digitised traffic navigator – public private collaboration;
- Live time traffic update including congestion; accidents;
- Launched a new command and control hub – can monitor accidents; CCTV; number plate recognition;
- Apps including LED traffic information; complaints; road construction;
- About to launch a ferry App – has a flood control information centre;
- Technology should enable cities to efficiently use their resources and provide broad opportunity for all.

WCS Young Leaders Presentation

Inaugural Young Leaders Symposium Outcomes, highlighting provocative solutions and potential new scenarios for urban liveability

Mayor Ridwan Kamil – Mayor of Bandung, Indonesia

- People are ultimately the centre of the city; happy city creates happy people
- A highly liveable environment must exist;
- No size fits all – each city is different (different strengths) and each must follow its own solutions;
- Need city identity and character – provides a competitive edge;
- Cities are unique – each has its different strengths;
- Need to focus on a ‘city’s’ or ‘districts’ separate identity and character;
- The city must provide for people to like and enjoy the city (a living room outside people’s home);
- Integrating communities, managing population growth, benchmarking and sharing best practice;
- Technology will enhance lives, welfare and reduce social inequality (e free Wifi hotspots) – cities must be inclusive and provide for minorities;

- Cities must collaborate with each other but also compete against each other;
- Available and transparent data;
- Concern about trust – people to people and people with government.

Plenary Discussion: Common Challenges; Shared Solutions

Theme 1 – High Quality of Life

- Eliminate poverty – invest in education; develop urban infrastructure to connect cities and reduce inequality – also reduce crime;
- Attract investment – manage expectations and encourage transparency;
- Attract young people – paradox of success – huge population growth which puts strain on infrastructure and social inequities (language/culture);
- Need to share best practice and benchmark to measure quality of life;
- Len Brown (Mayor of Auckland) – focus on social, environmental, cultural and economic outcomes;
 - Wanted to focus on social outcomes and cites the examples of – Cebu (focus on house lighting); Auckland (homelessness); Polynesia (education); Chennai (food and nutrition for low income people).
- The future is on the youth but focus on the safety and well being of citizens.

Theme 2 – Sustainable Environment

Water and Waste Management

- Challenges
 - Need to separate waste water from rain water (challenge is to build the infrastructure to separate and recycle);
 - Need to deal with fresh water runoff;
 - Access to finances – need sharing between cities, public private partnerships;
 - Understand data and manage supply chain;
 - ‘Design storm’ – bring those who have the answers together;
- How do we make water available to all humanity;
- Danger of flooding – need to come together to fight against flooding;
- Bottom line is education;
- Woolhara – better governance models – how spheres of government can work better together but also need horizontal coordination as water knows no boundaries.

Theme 3 – Competitive Cities

- Bring inclusiveness in economic opportunities;
- Address change from shifting economic activities – economic zones;
- Balance economic growth with environmental sustainability – solutions are economic zones and green areas;
- How do you address inequality – defining the vision and also create and maintain trust;
- Centralised funding is an issue;

Theme 4 – Integrated Planning

- Challenges
 - Fast pace of urbanisation;
 - How do we address inequality;
 - Climate change – especially coastal cities.
- Need to articulate a long term vision but must be underpinned by trust...must use technology;
- Need to consider the consumption patterns of the population – resource efficiencies;
- Short term political cycle is a challenge;
- Excite the people – why is this project good? It will transcend the electoral cycle and create a perception of leadership and help with re-election (get the triple bottom line right);
- Create an iconic inner city development and make that the symbol of how you want your city to be, ie iconic refurbishment of a piece of iconic infrastructure;
- Bombay – where should it be in 2050?
- Long term integrated planning is the key;
- Need architectural identity;
- Need to build a big middle class;
- Key success is moving towards targets and continuing to maintain the balance.

Theme 5 – Dynamic Urban Governance

- Connect with citizens;
- Manage short term citizen demands and long term objectives;
- Manage/balancing separate areas of government and adjoining citizens;
- Key to communication is delivery – it builds trust.

Theme 6 – Intelligent Cities

- Strong population growth creating stress to be dealt with;
- Traffic and mobility is the challenge – how to capture and feedback intelligently;
- Do not forget the people – get them engaged;
- Smart cities have good ICT;
- Need for appropriate, dynamic leadership;
- Need to be coordinated at a technological level.

Cities are Important: Sustainable Development Goals (SDGs) Presentation

Dr Aisa Kacyira Kirabo

- Why do we need a standalone goal? Because the battle for sustainability will be won or lost in cities;
- Getting cities recognised is a key to the UN Sustainable Development Goals;
- The inclusion of a stand-alone SDG on sustainable cities and human settlements – this letter of request is a contribution to the review of the millennium goals for sustainability;
 - The uneven case or impact of urbanisation around the world;
 - The challenge of climate change;
 - The challenge of spatial stretch;
 - A new focus on governance within and without your span of direct control.
- Making people part of the solution – as leaders we must mobilise resources.

Safe and Liveable Cities Forum**Synopsis**

This session focused on the latest game-changing technologies that improve coordination and management of safety, security and urban challenges at the Whole-of Government level. The session explores how government agencies can collaborate with industry to co-develop new solutions and enable prediction and forecasting. These cutting-edge innovations will optimise the use of manpower resources, improve day-to-day operations of law enforcement agencies and facilitate inter-agency collaboration for crisis management.

Khoo Boon Hui**Senior Deputy Secretary, Ministry of Home Affairs, Singapore**

- Why organise a forum such as this in Singapore? Singapore wants to be a hub for world safety – it has a reputation for being a safe city; 2012 Trip Advisor Safety Survey – Singapore was second behind Tokyo; Rate of murders – Singapore was number 1 – last increase was 45% (6 murders to 16) – not bad for a City of 5M;
- Cities try to differentiate themselves from one another, but globalisation has opened many opportunities;
- It is the safety and liveability experience that determines whether people want to come back and who wants to invest;
- Technology has created many possibilities for cities – where smart technology is applied, more information is available;
- How can we use this to improve safety? – there has been a push for more public surveillance;
- Peer surveillance – watchers watching the watchers;
- Successful cities remain at the forefront of research and development – governments need to leverage off the private sector;
- Data, information and social intelligence are now paramount;
- Singapore works closely with the private sector – analysing real time data required sophisticated modelling and tools;
- Government agencies must also cooperate, particularly around developing in-house solutions – using external organisations can be too expensive – difficult due to the number of legacy systems;
- Our innovation journey is a never ending one.

Ms Ayesha Khanna**CEO Technology Quotient and Founder, Hybrid Realty Institute**

- Future of crime and security and how we should behave to the changing state of technology;
- The 21st century is a different fire if crime but information technology is different – it can be invisible;
- The computer of the future will be invisible and very intelligent;
- Technologies can also speak to each other plus it is also cheaper;
- Crimes of the future – DNA Crime, 3D Liberation (3D printed guns), Cybercrime, dark web for criminals;
- Cities are particularly vulnerable – hub of economic activity, innovation but also the hub of crime (ie Boston Marathon);

- How can we rely on the government to protect us? Amplify security forces;
- Mexico City – 8000 CCTVs, drones, command and control centres – 22% reduction in crime;
- Domain Awareness Centre, New York – integrated all cameras, records, licence plate readers – real live information – privacy??
- Predictive policy – isolating the behaviours of particular people – Virginia, USA – murder rate dropped by 32%;
- Mother – home device that tells you what you are doing or not doing;
- Google glasses, Facebook – can be hacked;
- Integration is the key.

World Cities Summit

Monday 2 June 2014

In Conversation and Opening Plenary

Shaping Our Cities, Water and Environment for a Liveable and Sustainable Future

Synopsis

How do we create a roadmap towards a more liveable and sustainable urban future?

This session will see speakers from government, industry and non-government/international organisation sectors share insights on the cross-disciplinary urban policy and governance issues, placing emphasis on emerging challenges and the respective roles of stakeholders towards co-creating a liveable and sustainable city.

Professor Tommy Koh

Minister for National Development, Singapore

- Why are we having this joint meeting – By 2050, 70% of the world's population will live in cities;
- Urbanisation causes issues – infrastructure, public transport, potable water, slums and homelessness but cities are the engines of growth – must not be mismanaged;
- Obvious interconnections between water, environment and cities – need to be seen in an holistic and multi-disciplinary manner;
- Sanitation should also be discussed – 2.5B people have no access to decent sanitation;
- International cooperation is very important;
- Must achieve 0 emissions from carbon after 2050 in order to avoid a 2% rise in temperatures – need to tax carbon – societies have less tolerance of emissions – move first – technological benefits outweigh the pain; tax side can be neutral – just change the tax – less company tax more green tax;

- Singapore challenges:
 - City and a State – 700sqkm;
 - No natural hinterland – no rural living;
 - If the City fails the Country fails.
- Do not waste resources;
- Keep the economy open – free trade;
- Invest in education and skills training – can face globalisation;
- Keep politics honest.

Helen Clark

Administrator, United Nations Development Programme (UNDP)

- By 2050 80% of GDP will be city based;
- Need planning now for clean energy and clean transport;
- Plan for liveability, sport, recreation and culture;
- Need technical capacity, but stressed the integrity of councils (non corruption, transparency);
- Participatory governance, collaboration with academia and community;
- National governments must give cities their space to develop, allow cities to innovate;
- New Zealand has legislated power of general competence as far as communities wanted it, other than foreign policy.

Melanie Schultz van Haegen

Minister for Infrastructure and Environment, The Netherlands

- High degree of social cohesion;
- Developing a 50 year plan for water management;
- For our children, treating waste, making our community resilient in the face of climate change.

World Cities Summit

Tuesday 3 June 2014

The next Urban Decade: Critical Challenges and Opportunities

What are the critical urban challenges and opportunities in the next 5-10 years?
Despite difference in urbanisation progress and levels among cities, lessons can be drawn from common challenges faced by cities in the following areas:

- Different urbanisation levels reached by different regions;

- Unequal pace of development between cities and their larger regions;
- Governance and capacity strengthening;
- Cross-sector approach to urban issues; and
- Innovative R&D technologies, solutions and collaborative efforts.

Long term vision – engage citizens, work with business – smart technology and good governance.

Peter Ho

Chairman, Urban Redevelopment Authority, Singapore

- Economic resilience
 - Displacement of jobs by technology;
 - Live work arrangements will change;
 - Cities must constantly reinvent themselves, provide lifelong learning opportunities; and
 - Example of Malmö (4th most inventive city in the world) – old industries replaced by new technologies
- Social resilience
 - Widening income gap between high and middle income earners;
 - Middle class squeeze;
 - Rising fertility rates coupled with people living longer means an ageing population (the number of people aged 60+ has increased by 178M in 10 years – almost all of the population of Pakistan);
 - Migration is an issue – loss of identity and belonging;
 - How do we build more equitable, inclusive cities?
 - How do cities manage the pace of change?
 - Suzhou City – preserved its cultural core by redirecting urban growth to the new CBD.
- Physical resilience
 - Resist climate change and unforeseen events (SARS);
 - Design – how to deal with floods through effective drainage systems, eg. Singapore, Rotterdam;
 - Need to future proof cities by using new technology and up to date data, eg. New York.
- Challenges present opportunities for those cities who can reinvent themselves plus adopt good governance to meet and overcome these challenges.

Mark Chandler**Director, San Francisco Mayor's Office of International Trade and Commerce, USA**

- Most vibrant city in the USA;
- 122sq km – 1M people;
- Low unemployment (less than 4%);
- Highly skilled workforce, challenges – growth depends on quality of life to keep the workforce there – mobility of workers;
- Highly intelligent economy;
- Information demand – open data resulting in 60 services;
- Sustainability;
- Diversity – all welcome;
- Infrastructure – non traditional, eg cycleways, more bike lanes, less freeways; and
- Must listen and respond to our workforce or we will lose our city.

Dr Andrew Steer**President and CEO, World Resources Institute**

- The move to cities
 - By 2050 there will be 220 cities in China with populations over 1M;
 - Challenges for Asia and Africa;
 - By 2050, total urban area will be 3 times what it is today.
- The move to clean cities
 - Compact and connected urban form;
 - Smarter infrastructure;
 - Better governance with a capacity to deliver.
- Savings in more efficient infrastructure, congestion, reduced pollution costs and increased dynamism;
- Key to success for mayors is to have a plan – engage with citizens and the private sector and then get on with it;
- Time is short.

Gianfranco Casati**Group Chief Executive Growth Markets, Accenture**

- Building cities by digital infrastructure as an enabler
- Creating new services through the use of digital technology;
- Every city must go through visioning, planning and implementation;
- Education and the use of new digital technologies to create jobs.

Seven big data areas

- Education;
- Health and social services;
- Government administration;
- Public safety;
- Building planning;
- Tourism, recreation and culture;
- Energy and Water; and
- Transportation.

Biggest Urban Challenge – Room poll

- Sustainable urbanisation;
- Effective governance;
- Exploiting technology;
- Competitive advantage; and
- Balancing national and regional development.

Why Should Mayors Rule the World?

Good urban governance requires better connections across public, private and people sectors, a consistent long term vision tempered by flexibility and pragmatism, and sound institutions with a strong culture of integrity. Will mayors show the way to a sustainable and liveable urban future.

The Right Honourable Stephen Yarwood**Lord Mayor, City of Adelaide**

- Mayors are in the best position;
- Cities provide solutions and mayors provide outcomes;
- Dare to dream; be visionary; be transformative; live the examples you espouse; must be good communicators; articulate simply and colourfully; court the media;
- Cities must attract and retain investors – investors must make money;
- Mayors can influence the world debate; and
- Mayors that rule the world are those that influence the world.

Mr Flemming Borreskov**President, International Federation for Housing and Planning**

- For years cities have and will be growth engines;
- Cities must be sustainable, liveable, resilient, cohesive and friendly;
- Financially sound equals sustainability;
- Resilience means the ability to cope with sea level rise;
- Cities for people but also doing things the right way with people;
- The catalytic city – business, government and people linked is the way forward – synergies and creative interplay.

OTHER MEETINGS**The Lord Mayor and General Manager also engaged in a series of one-on-one meetings with key Summit attendees****Mr Flemming Borreskov****President, International Federation for Housing and Planning**

Flemming founded in August 2013 Catalytic Society with the mission to be a constructive dialogue partner in developing the creative interaction between governments, the business community and civil society - with a particular emphasis on cities and on the interaction between people and cities.

- Governments do not have the money to undertake projects;
- Need to pursue philanthropic partnerships
- Need to not only design cities for people but also attract people for cities

Mr Jan Gehl

- The meeting with Jan was an opportunity to update him on the progress of the City's Inner City Action Plan;
- Jan is exploring options to return in 2015 which will allow the City to provide a comprehensive update on activity.

Dr Isher Judge Ahluwalia**Chairperson, Indian Council for Research for International Economic Relations**

Dr Ahluwalia's research has focused on industrial development, macro-economic reforms, and issues in social sector development in India.

- The meeting with Dr Ahluwalia discussed how a City like Hobart with a population of 50 000 people could engage with a city in India with the view to establishing a Sister City relationship.
- Dr Ahluwalia suggested that Hobart look for a city in India with similar social, economic and environmental features.

Professor Jacek Majchrowski**Mayor of Kraków**

As the Mayor of Krakow, he cured the long-standing problems in land and real estate management; increased the revenues of the city whilst maintaining a restrictive financial policy, initialized the cooperation with low-fare airlines and helped in the rapid development of the tourist industry, culture and sports infrastructure.

- The discussion with Professor Majchrowski centred around how low cost airlines were encouraged to fly into Krakow despite the Polish central government pushing Warsaw as the primary hub in Poland.
- In 2003, when Irish low-cost carrier Ryanair became interested in starting a service from the John Paul II International Airport in Krakow, the airport authorities refused to reduce the landing fees. In response, the regional authorities of Kraków and Lesser Poland Voivodeship decided to build a new airport near the existing one, using the infrastructure of the military airbase adjacent to the shared runway. Finally an agreement was reached, and the existing airport was opened to Ryanair and other low-cost carriers such as Germanwings, EasyJet, and Centralwings.

Hobart has a lot of advantages that other cities are looking for, including our environment, climate, and no water issues etc but there are opportunities for Hobart in the areas of:

1. Governance – importance of leadership and all spheres of government working together
2. Technology – cities must use technology for the benefit of the community and not have technology simply for technology's sake
3. Attract people for Cities
4. Pursue philanthropic opportunities

General take out from attendance by Hobart is that as a small city in a relatively remote country there are many take outs from conferences such as world cities Summit.

Given that the conference is largely funded by the Singapore government with only travel costs incurred by participating cities the personal introductions that can be made are themselves most valuable. There will always be improvements that we can make provided that in the lessons learnt we are able to customise solutions elsewhere to our city.

Whilst the prestige derived from even being involved as an entrant in the Lee Kwan Yew prize would be significant the internal costs of mounting a bid would be high. Certainly other Australian cities have entered this competition over the last five years and in the event that Hobart at some point seriously considered putting forward a project as worthy of the Lee Kwan Yew prize the experience of our collegiate capital cities would be worth obtaining. Whoever is in the administration in two years time should seriously consider attendance at this two yearly forum.



Lord Mayor
Alderman Damon Thomas



General Manager
N D Heath



World Cities Summit
10 - 14 July 2016, Sands Expo & Convention Centre, Marina Bay Sands, Singapore

	MORNING	LATE MORNING	AFTERNOON	LATE AFTERNOON	EVENING	
SUNDAY 10 JULY 2016	World Cities Summit Young Leaders Symposium				Opening Ceremony & Welcome Reception Guest-of-Honour: Dr Tony Tan Keng Yam, President of Singapore	
		World Cities Summit Mayors Forum				
	WCS and SIWW Site Visits					
	“Towards a Smart and Sustainable Singapore”					
	Singapore International Water Week					
MONDAY 11 JULY 2016	In-Conversation with Tharman Shanmugaratnam Deputy Prime Minister & Coordinating Minister for Economic and Social Policies	Opening Plenary	Lee Kuan Yew Prize Lectures and Lee Kuan Yew World City Prize Forum		Lee Kuan Yew Prize Award Ceremony & Banquet Guest-of-Honour: Mr Lee Hsien Loong, Prime Minister of Singapore	
			Singapore International Water Week			
			CleanEnviro Summit Singapore			
		“Towards a Smart and Sustainable Singapore”				
		City Solutions Singapore (expo)				
TUESDAY 12 JULY 2016	Mayors Taking Charge		World Cities Summit Plenary	Business Forum: China	Networking Events Hosted by Sponsors	
	Can we Make the Cities We Want			Business Forum: Southeast Asia		
	Building Resilient Cities and Communities			Innovative Solutions for a Smart City (II)		
	Innovative Solutions for a Smart City			Thematic Forum: Culture - Should Cities Care?		
	Singapore International Water Week					
	CleanEnviro Summit Singapore					
	“Towards a Smart and Sustainable Singapore”					
	City Solutions Singapore (expo)					
WEDNESDAY 13 JULY 2016	Business Forum: Latin America		WCS Site Visits, Co-located Events, Networking Events		Closing Dinner: Guests-of-Honour: Mr Lawrence Wong,Minister for National Development & Mr Masagos Zulkifli, Minister for the Environment and Water Resources	
	Business Forum: India					
	Thematic Forum: Financing a Sustainable Urban Future					
	Singapore International Water Week					
	CleanEnviro Summit Singapore					
	“Towards a Smart and Sustainable Singapore”					
	City Solutions Singapore (expo)					
THURSDAY 14 JULY 2016	SIWW and CESS Site Visits					

Legend:

	World Cities Summit (WCS)
	Singapore International Water Week (SIWW)
	CleanEnviro Summit Singapore (CESS)
	Joint Programme

**6. NATIONAL GENERAL ASSEMBLY CONFERENCE – 19 – 22 JUNE 2016,
CANBERRA – ALDERMANIC NOMINATIONS – FILE REF: 13-2-22**

16x's

The General Manager reports:

“The attached program is provided to enable Aldermanic nominations to be sought for attendance at the National General Assembly Conference to be held in Canberra from 19 – 22 June 2016.

Clause C2 of the Council's policy in respect to Aldermanic induction, professional development and conference attendance, provides that:

The Council may approve the attendance of Aldermen at relevant conferences as representatives of the City, in the capacity as a delegate or conference presenter, subject to budget availability. Particular conferences where Council representation may be considered appropriate may be brought to the notice of the Council by the General Manager or an individual Alderman.

When such conferences are listed on the relevant committee agenda for consideration of representation, the relevance of the conference to the City's strategic objectives is to be addressed as part of the process.

The content of the conference is clearly relevant to local government and the Council's Strategic Plan 2015-2025.

The estimated cost of full attendance is \$2,800 per person, which is inclusive of registration fees, three night's accommodation, travel expenses and other incidental expenditure.

In the event that the Council approves Aldermanic attendance, the cost will be attributed to general Aldermanic conferences allocation within the City Government function of the 2015/2016 Annual Plan, which presently has funding available.

The information is submitted for consideration.”

DELEGATION: Council

PARTNERS IN
AN INNOVATIVE
AND PROSPEROUS
AUSTRALIA

NGA16 PROGRAM & REGISTRATION

NATIONAL GENERAL ASSEMBLY
CANBERRA 19-22 JUNE 2016

REGISTER ONLINE
WWW.ALGA.ASN.AU



AUSTRALIAN LOCAL
GOVERNMENT ASSOCIATION

PRESIDENT'S WELCOME

Key drivers of success for the councils of the future will include the ability to innovate and adapt to change. Today's councillors must be open to new ideas, innovative ways of engaging citizens and making interactions with councils simpler, faster and easier.

Under the theme **Partners in an Innovative and Prosperous Australia**, delegates at this year's National General Assembly of Local Government (NGA) will look at the many ways local government is being innovative both here and overseas. As a responsive, pragmatic and dynamic level of government, councils innovate with technology, with their resources and in practical ways within their organisations and communities. Through the NGA, delegates will be able to learn from the ideas and experiences of other councils and gain valuable ideas for their own councils.

Our theme also underlines the contribution local government makes to national economic prosperity and productivity, a contribution which often goes unacknowledged. We have a significant role to play in fostering

and enhancing the prosperity of our communities. Nationally, local government:

- employs 189,000 Australians (around 10 per cent of the total public sector);
- owns and manages non-financial assets with a replacement value of \$437 million;
- raises around 3.4 per cent of Australia's total taxation revenue per annum; and
- has annual operational expenditure of around \$33 billion, or just under 6 per cent of total public sector spending.

Local government plays a significant role in the national economy and councils play critical roles in their local economies. I encourage you to attend the NGA, and to work with myself and the ALGA Board, as we explore opportunities to strengthen the contribution that local government makes.

With a Federal election due this year, the NGA offers an opportunity to elevate local government issues to the Federal level. In the lead up to this election, ALGA, in conjunction with State and Territory Associations, will undertake a significant

advocacy program to ensure that the promises made by the major political parties address the needs of our councils and our communities. The influence of local government is reflected in the ongoing high level political engagement the NGA receives, and this year will be no different. I have invited the Prime Minister, Leader of the Opposition, Leader of the Australian Greens, Minister for Local Government and Shadow Minister for Local Government to address the NGA and to give you the opportunity to hear directly from them in the lead up to the election.

The NGA program this year features a number of preeminent speakers who will share their views and encourage our thinking on the two key areas of our theme: innovation and prosperity. We have panel sessions that allow for interaction with these presenters and other thought leaders, as well as breakout sessions to give you the maximum opportunity to gain insights which you can take back to your council.

I invite you to join me and your colleagues at this year's NGA held from 19-22 June in Canberra.



Mayor Troy Pickard
PRESIDENT

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NGA16

NATIONAL GENERAL ASSEMBLY
CANBERRA 19-22 JUNE 2016

PROVISIONAL PROGRAM

PARTNERS IN AN INNOVATIVE AND PROSPEROUS AUSTRALIA

SUNDAY 19 JUNE

5.00-7.00pm Welcome Reception

MONDAY 20 JUNE

9.00 am	Opening Ceremony
9.20 am	Prime Minister, the Hon Malcolm Turnbull MP (invited)
10.00 am	KEYNOTE SPEAKER George Megalogenis
10.30 am	MORNING TEA
11.00 am	PANEL SESSION The future of Local Government
12.30 pm	LUNCH
1.30 pm	PANEL SESSION Surfing the wave of disruption
2.30 pm	Leader of the Australian Greens, Senator Dr Richard Di Natale
3.00 pm	AFTERNOON TEA
3.30 pm	Debate on Motions
5.00 pm	CLOSE

TUESDAY 21 JUNE

9.00 am	Minister for Major Projects, Territories and Local Government, the Hon Paul Fletcher MP (invited)
9.30 am	KEYNOTE SPEAKER Pip Marlow , Managing Director, Microsoft
10.00 am	Speaker Q&A
10.30 am	MORNING TEA
11.00 am	PANEL SESSION Digital transformation at the Local Government level
12.30 pm	LUNCH
1.30 pm	CONCURRENT SESSIONS <ul style="list-style-type: none"> • New approaches to improve your business • The infrastructure challenge • Innovative approaches to the environment • Northern Australia
3.00 pm	AFTERNOON TEA
3.30 pm	Leader of the Opposition, the Hon Bill Shorten MP (invited)
4.00 pm	Debate on Motions
5.00 pm	CLOSE

WEDNESDAY 22 JUNE

9.00 am	Shadow Minister for Regional Development and Local Government, the Hon Julie Collins MP (invited)
9.30 am	Debate on Motions
10.30 am	MORNING TEA
11.00 am	PANEL SESSION Local Government's role in facilitating prosperity
12.30 pm	KEYNOTE SPEAKER Robert de Castella AO MBE
1.00 pm	LUNCH/CLOSE

SPONSORS



Australian Government
Department of Infrastructure
and Regional Development

PANEL SESSIONS

MONDAY 11.00-12.30PM

The future of Local Government

As the role of local government continues to change, anticipating the challenges of the next 20 years and determining how councils are best placed to respond is critical. As the level of government closest to Australians, local government must continue to provide high quality services and respond to the myriad of challenges faced by local communities. External factors such as rate capping, amalgamation processes, reductions in grant funding and changing expectations of local government's role are placing increasing pressure on councils' ability to perform. However, it is often under these conditions that innovation thrives as councils look to deliver more with less. How are councils responding to these challenges?

MONDAY 1.30-2.30PM

Surfing the wave of Disruption

Traditional service delivery and business models are changing – recently we've seen the rapid growth of AirBnB and Uber which are challenging how the hotel and the taxi industries operate. The capacity for organisations to accommodate change is increasingly becoming an important determinant of their success. As the pace of change increases and the length of time strategic planning activities can cover reduces, councils are being forced re-examine their planning processes, regulatory frameworks and their basic assumptions as well as their ability to respond to changes within the community.

TUESDAY 11.00-12.30PM

Digital transformation at the Local Government level

Local government has a long history of being an early-adopter of new technologies and of using its own resources to drive innovation based on local knowledge and expertise. Technology can improve collaboration between the public, private and the not-for profit sectors to drive innovation, solve complex problems, and enhance community engagement. How can technology be used to transform council businesses and enable innovation in your community?

WEDNESDAY 11.00-12.30PM

Local Government's role in facilitating prosperity

Strong leadership and the ability to access social and economic capital are crucial preconditions for prosperity. Local government strives, wherever possible, to assist communities to enhance their capacity to respond to challenges and identify opportunities to build resilience and increase overall prosperity. Being able to grow social capital, support entrepreneurs and attract investment are fundamental to the growth in local and regional productivity. What strategies can councils employ to foster prosperity in their community and region?

TUESDAY 1.30-3.00PM

CONCURRENT SESSIONS

New approaches to improve your business

Smart councils are required to use information and communication technologies to enhance quality services and infrastructure. The application of new information, data and knowledge generated through the application of new technologies will improve performance, interactivity with community and reduce costs. As our cities become smarter, councils need more careful consideration of three main areas: technologies; infrastructure and planning; and regulation and markets. In this session delegates will have the opportunity to explore the content covered in the Digital Transformation at the Local Government Level panel session and interact further with our highly experienced international colleagues from Boston.

The infrastructure challenge

Local government community infrastructure underpins and binds many communities. For many Australians, council managed facilities are where their club meets, their kids play and their families learn to swim. In addition to this it is well recognised that every journey starts and ends on a local road. In February Infrastructure Australia published the Australian Infrastructure Plan which sets out a blueprint for infrastructure development and priorities for the next 15 years. This session will provide the opportunity for delegates to explore the role of community infrastructure in supporting productivity, community development and in enhancing social cohesion. It will also examine the challenge we face in maintaining infrastructure at the local and national level.

NGA16

NATIONAL GENERAL ASSEMBLY
CANBERRA 19-22 JUNE 2016

Innovative approaches to the environment

Managing climate change and the environment are some of the most significant issues many councils are facing. Developing appropriate strategies to reduce emissions at a local government level will be critical if Australia is to meet the global commitments reached in Paris in 2015. Reduction of emissions from council and community activities, improved design of cities and towns, buildings and facilities, transport systems, and the management of water resources and municipal waste are important considerations in reducing carbon emissions. In this session delegates will have access to key leaders in the field to explore innovative approaches to addressing climate change and improving environmental management.

Northern Australia

Advancing sustainable economic outcomes for communities in Northern Australia through existing programs and services, knowledge sharing and new business development opportunities is important not only for Northern Australia but for all of Australia. The session will address some of the many issues regarding economic development and opportunity in Northern Australia. It will also draw on the recent report of the Council of Australian Government's investigation into issues of importance to Indigenous communities, especially land administration. The report, among other things, addresses how the Indigenous land administration systems could effectively support Indigenous land owners and native title holders to leverage their land assets for economic development. This session will provide delegates with the opportunity to discuss and explore key issues facing Northern Australian and Indigenous communities.

ASSOCIATED EVENTS



Australian Local Government Women's Association Breakfast

MONDAY 20 JUNE 2016

7:30am-8:30am

The ALGWA National President is pleased to invite members, friends and colleagues to the 5th Annual Networking Breakfast as part of the National General Assembly.

The Breakfast will be held in the Murray Room on Monday 20 June from 7:30-8:30 am.

Seating is strictly limited, so book early. More details on www.algwa.net.au



Regional Capitals Australia Networking Breakfast

WEDNESDAY 22 JUNE 2016

7:00 am-8:45 am

Regional Capitals Australia (RCA) is an alliance of local government associations and councils from around Australia. The alliance is working to create a strong network of regional capitals that are at the forefront of federal policy and the national identity.

RCA will be holding a networking breakfast on Wednesday 22 June at the National Convention Centre during the ALGA conference. RCA's annual networking breakfast is a chance for attendees to hear directly from government and engage with their regional capitals colleagues from across Australia.

To register for the event and for enquiries about RCA, please contact:
Email secretariat@regionalcapitalsaustralia.org
Phone (03) 9614 7302

Visit our website at www.regionalcapitalsaustralia.org

SPEAKER PROFILES



George Megalogenis

George Megalogenis is an author and journalist with three decades' experience in the media. His books include *The Australian Moment*, which won the 2013 Prime Minister's Literary Award for Non-fiction and the 2012 Walkley Award for Non-fiction, and formed the basis for the ABC documentary series *Making Australia Great*.

Annabel Crabb said "George Megalogenis is Australia's best explainer", David Marr posits "this man is perhaps the sanest journalist in Australia. He believes in facts and figures. He has a unique grasp of politics in all its messy detail. The result is this splendid account of the great reforms of the last 40 years that have made Australia".

George is also the author of *Faultlines*, *The Longest Decade* and *Quarterly Essay 40: Trivial Pursuit – Leadership and the End of the Reform Era*. His most recent book *Australia's Second Chance* was launched by Prime Minister Malcolm Turnbull.

This year George will publish *Quarterly Essay 61: Balancing Act: Australia Between Recession and Renewal*.

Pip Marlow

Managing Director, Microsoft Australia

As Managing Director, Pip Marlow is responsible for Microsoft's overall business in Australia. She ensures the company meets the needs of its customers and more than 11,000 partners and independent software vendors that sell or build on the Microsoft platform.

Pip began her 18-year career with Microsoft in 1995, working in the Australian Partner team on anti-piracy efforts, and the system builder channel and distribution strategy. She then moved

to Microsoft's head office in Seattle, US, where she held a succession of senior roles, including General Manager for US channel sales.

After eight years in the US, Pip returned to Microsoft Australia. She worked in various positions across the business, including as Director of Small and Medium Business Solutions, and Partners. Before being appointed Managing Director in January 2011, Pip held the joint role of Enterprise and Partner Group Director and Public Sector Director.

Robert de Castella AO MBE

Robert de Castella is recognised as one of Australia's greatest athletes after dominating the world in the gruelling event of the marathon. He was the first person to win the Commonwealth Games marathon twice and set the course record at the Boston Marathon.

Robert started running aged eleven at Xavier College in Melbourne, where one of his teachers was 1962 Commonwealth Games athlete Pat Clohessy. Pat continued as his coach throughout his career. Robert won the Canberra Pan Pacific Conference Games in 1977 over 10,000m and the 1978 Australian Cross-Country title. He finished 10th at the Moscow Olympics in 1980, then won Gold at the 1982 Commonwealth Games in a tight battle with Juma Ikangaa from Tanzania. He soon won the Rotterdam marathon and the IAAF World Championships in Holland but finished in fifth place in the 1984 Olympics. In the 1988 Olympics he finished fourth, then at the 1992 Olympics finished in 26th place.

Robert became Director of the Australian Institute of Sport from 1990 to 1995, and has since continued his advocacy and support for athletics and marathon running in particular. He was awarded the Australian Sports Medal in 2000.

The Hon Malcolm Turnbull MP Prime Minister

Malcolm Turnbull was sworn in as the 29th Prime Minister of Australia on 15 September 2015.

Malcolm was a Cabinet Minister in the Howard and Abbott Governments. He served as Minister for the Environment and Water Resources in the Howard Government and Minister for Communications in the Abbott Government.

Malcolm also served as Leader of the Opposition from 2008 to 2009.

Malcolm was educated at Vaucluse Public School and Sydney Grammar School. Malcolm's high school education at Sydney Grammar was assisted by a scholarship. In later life Malcolm arranged for an additional means-tested scholarship to be established at Sydney Grammar in memory of his late father. Malcolm graduated from Sydney University with a BA LLB. He won a Rhodes Scholarship and completed a further law degree at Oxford.

After a successful career in journalism Malcolm began practicing law in 1980. He quickly established a reputation as an effective advocate, most notably when he successfully defended former MI5 agent Peter Wright against the British Government in the "Spycatcher" trial.

Malcolm left law for business in 1987 where he has since been responsible for the establishment and success of many Australian businesses. In particular he has been a determined supporter of Australian technology. He co-founded OzEmail in 1994. His software companies have won many awards for exporting Australian technology.

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The Hon Bill Shorten MP

Leader of the Opposition

Bill Shorten is the Federal Member for Maribyrnong and was elected leader of the Australian Labor Party and Leader of the Opposition on 13 October 2013.

Mr Shorten completed a Bachelors degree in Arts and Law from Monash University, as well as an MBA from the Melbourne Business School.

Bill has since worked as a union organiser, union secretary, as a member of the ACTU executive, as a Member of Parliament and as a Minister in a Labor Government.

As a senior member of the Rudd/Gillard Labor Governments, Bill played a key role in securing a number of historic reforms including establishing the National Disability Insurance Scheme and increasing universal superannuation to 12 per cent.

As Minister for Workplace Relations, Bill continued the Labor Government's ongoing commitment to a fair and productive workplace relations system and during his time as Minister for Education helped secure the Better Schools reforms.

Prior to entering Parliament, Bill worked at the Australian Workers Union, holding key leadership positions including State Secretary of the AWU Victoria Branch from 1998 to 2006 and the National Secretary from 2001 to 2007.

Senator Dr Richard Di Natale

Leader of the Australian Greens

Dr Richard Di Natale is the leader of the Australian Greens. He was elected to the Federal Parliament in 2010 and is the Greens' first Victorian senator. His portfolios include health, multiculturalism, youth, gambling and sport.

Prior to entering parliament, Richard was a general practitioner and public health specialist. He worked in Aboriginal health in the Northern Territory, on HIV prevention in India and in the drug and alcohol sector. His key health priorities include preventative health, public dental care and responding to the health impacts of climate change.

Richard's achievements in parliament so far include securing almost \$5 billion towards Medicare-funded dentistry, winning a campaign to divest \$250 million worth of tobacco stocks from the Future Fund, and spearheading senate inquiries into many issues of public significance such as dying with dignity, superbugs, hospital funding, budget cuts, medicinal cannabis, air pollution, pharmaceutical transparency, sports science and gambling reform.

The Hon Paul Fletcher MP

Minister for Major Projects, Territories and Local Government

Paul Fletcher is the Minister for Territories, Local Government and Major Projects.

He entered parliament in December 2009 as the Member for Bradfield, was appointed Parliamentary Secretary to the Minister for Communications in September 2013, and was appointed to his present role in September 2015.

Before entering parliament, Paul was Director, Corporate and Regulatory Affairs at Optus for eight years; established a consulting firm serving the communications sector; and in 2009 his book about broadband, *Wired Brown Land* was published by UNSW Press.

Earlier in his career Paul was Chief of Staff to the Minister for Communications in the Howard Government, Senator Richard Alston.

He has dual first class honours degrees in law and economics from The University of Sydney and an MBA from Columbia University in New York where he was a Fulbright Scholar.

The Hon Julie Collins MP

Shadow Minister for Regional Development and Local Government

Julie Collins was born in Hobart. She was State Secretary of the Tasmanian Labor Party between 2006 and 2007.

Ms Collins was first elected the Member for Franklin in 2007. She successfully held her seat in the 2010 federal election and was sworn in as Parliamentary Secretary for Community Services on 14 September 2010 in the first Gillard Ministry. In 2011, Ms Collins became Minister for Community Services, Minister for Indigenous Employment and Economic Development, and Minister for the Status of Women in the second Gillard Ministry. In 2013, she gained additional responsibilities as the Minister for Housing and Homelessness and promoted to the Cabinet in the second Rudd Ministry.

Ms Collins now serves as Shadow Minister for Regional Development and Local Government and Shadow Minister for Employment Services.



REGIONAL COOPERATION & DEVELOPMENT FORUM 2016

Supporting a prosperous visitor economy

The 2016 Regional Forum is a vital opportunity for mayors, councillors and other decision-makers from regional councils to share their ideas, knowledge and experience and to work to further develop the capacity of regional Australia to adapt to the pressures of a rapidly changing global economy.

This year's State of the Regions Report investigates two critical yet interrelated issues relevant to all local governments around the country. One is the importance of ongoing financial commitment to local government through the Commonwealth Financial Assistance Grants and how the diverse investments by local government support the growing and increasingly important visitor economy.

The Forum will see the launch of the 2016-17 State of the Regions Report. The State of the Regions Report is commissioned by ALGA, prepared by National Economics and published with the support of Jardine Lloyd Thompson.

RCDF16

RCDF Program • SUNDAY 19 JUNE 2016

9:30 AM	Welcome and Introduction: ALGA President, Mayor Troy Pickard
9:45 AM	Keynote Address
10:15 AM	Launch of the State of the Regions Report
10:45 AM	MORNING TEA
11:15 AM	Department of Infrastructure and Regional Australia - Policy and Programme Update
11:45 AM	The Hon Julie Collins MP Shadow Minister for Regional Development and Local Government (invited)
12:15 PM	Capacity Building Insights Project - Regional Australia Institute
12:45 PM	LUNCH
1:30 PM	Importance of Local Government - Australian Regional Tourism Network
2:00 PM	Workshop Discussion: Leveraging the Visitor Economy - Challenges and Opportunities
2:45 PM	AFTERNOON TEA
3:15 PM	Panel Session: Tourism in my region
4:00 PM	The Hon Barnaby Joyce MP Deputy Prime Minister and Minister for Agriculture and Water Resources (invited)
4:30 PM	CLOSE

NGA16

NATIONAL GENERAL ASSEMBLY
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KEY DATES

- **Submission of Motions for Debate 22 April 2016**
- **Early bird registration on or before 6 May 2016**
- **Standard registration on or before 3 June 2016**
- **Late registration after 3 June 2016**

MOTIONS FOR DEBATE

The NGA is your opportunity to contribute to the development of national local government policy.

The ALGA Board is calling for motions for the 2016 NGA under the theme Partners in an Innovative and Prosperous Australia. To assist Councils in preparing motions a Discussion Paper has been prepared and is available via www.alga.asn.au.

To be eligible for inclusion in the NGA Business Papers motions must follow the principles:

1. be relevant to the work of local government nationally;
2. be consistent with the themes of the Assembly;
3. complement or build on the policy objectives of your state and territory local government association;
4. propose a clear action and outcome; and
5. not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should be submitted electronically through the online form via www.alga.asn.au and should be received by ALGA no later than 11:59pm AEST, Friday 22 April 2016.

Motions submitted will be reviewed by a committee of the ALGA Board as well as by State and Territory Local Government Associations, to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government.

Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

Motions that are agreed to at the National General Assembly become Resolutions. These Resolutions are then considered by the ALGA Board when setting national local government policy and when the Board is making representations to the Federal Government at Ministerial Councils, during meetings and in ALGA publications. The ALGA Board is not bound by any resolutions passed at the NGA.

VOTING PROCEDURES

Each council is entitled to one voting delegate in the debating session. Councils will need to determine who their voting delegate will be. Voting cards can be collected at the Assembly. Councils do not need to advise ALGA of the name of the voting delegate prior to collecting voting cards.

REGISTRATION DETAILS

General Assembly registration fees

EARLY BIRD REGISTRATION

 **\$929**

Payment received by Friday 6 May 2016

STANDARD REGISTRATION

 **\$1,029**

Payment received on or before Friday 3 June 2016

LATE REGISTRATION

 **\$1,250**

Payment received on or after Friday 3 June 2016

General Assembly registration includes:

- Attendance at all General Assembly sessions
- Morning tea, lunch and afternoon tea as per the General Assembly program
- One ticket to the Welcome Drinks, Sunday
- General Assembly satchel and materials.

Day registration fees

MONDAY 20 JUNE 2016

 **\$489**

TUESDAY 21 JUNE 2016

 **\$489**

WEDNESDAY 22 JUNE 2016

 **\$280**

Day registration includes:

- Attendance at all General Assembly sessions on the day of registration
- Morning tea, lunch and afternoon tea as per the General Assembly program on that day
- General Assembly satchel and materials.

Regional Development Forum

SUNDAY 19 JUNE 2016

FORUM ONLY

 **\$425**

NGA DELEGATE

 **\$225**

Accompanying partners registration fees

ACCOMPANYING PARTNERS
REGISTRATION FEE

 **\$260**

Accompanying partners registration includes:

- 1 ticket to the Welcome Reception, Sunday 19 June
- Day tour Monday 20 June
- Day tour Tuesday 21 June
- Lunch with General Assembly delegates on Wednesday 22 June.

Payment procedures

Payment can be made by:

- Credit card – MasterCard, Visa
- Cheque made payable to ALGA
- Electronic funds transfer:
Bank: Commonwealth
Branch: Curtin BSB No: 062905
Account No: 10097760.

NOTE: If paying via EFT you must quote your transaction reference number on the registration form.

Cancellation policy

All alterations or cancellations to your registration must be made in writing and will be acknowledged by post, facsimile or email.

Notification should be sent to:

Conference Co-ordinators
PO Box 4994, Chisholm ACT 2905
Fax (02) 6292 9002
Email conference@confco.com.au

An administration charge of \$110 will be made to any participant cancelling before Friday 6 May 2016.

Cancellations received after Friday 6 May 2016 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

Privacy disclosure

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form. Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

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NATIONAL GENERAL ASSEMBLY
CANBERRA 19-22 JUNE 2016

SOCIAL FUNCTIONS

Photographs

During the National General Assembly there will be a contracted photographer, the photographer will take images during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

Welcome reception and exhibition opening

SUNDAY 19 JUNE 2016

National Convention Centre

5:00–7:00 pm

\$50 per person for day delegates and guests.

No charge for full registered delegates.

No charge for registered accompanying partners.

DRESS CODE Smart casual.

Buffet dinner

MONDAY 20 JUNE 2016

The Ballroom, National Convention Centre

7:00–11:00 pm

\$100 per person.

DRESS CODE Smart casual.

Coaches will depart Assembly hotels (except Crowne Plaza) at approximately 6:45 pm with return shuttles commencing from 10:15 pm.

General Assembly dinner

TUESDAY 21 JUNE 2016

The Great Hall, Parliament House

7:00–11:00 pm

\$130 per person.

DRESS CODE Lounge suit/collar and tie for men and cocktail style for women.

Tickets to the prestigious General Assembly Annual Dinner at Parliament House are always highly sought after. Due to the size of the Great Hall, places are limited and therefore booking early is highly recommended to ensure your place. Coaches will depart all Assembly hotels at approximately 6:45pm with return shuttles commencing from 10:15 pm.

Note: Bookings are accepted in order of receipt.

Canberra weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12–15°C and temperatures do drop to 1°C on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights.

It is best to avoid early arrivals or departures in case of delays due to fog.

Venue and dress code

EXHIBITION OPENING AND WELCOME RECEPTION

VENUE National Convention Centre, Constitution Ave, Canberra City.

DRESS CODE Smart casual.

GENERAL ASSEMBLY BUSINESS SESSIONS

VENUE National Convention Centre, Constitution Ave, Canberra City.

All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

DRESS CODE Smart casual.

EXHIBITION

VENUE National Convention Centre, Constitution Ave, Canberra City.

The exhibition is being held in the Exhibition Hall of the National Convention Centre.

DRESS CODE Smart casual.

BUFFET DINNER

VENUE The dinner is being held in the Ballroom at the National Convention Centre.

DRESS CODE Smart casual.

GENERAL ASSEMBLY DINNER

VENUE Parliament House.

The General Assembly Dinner is being held in the Great Hall.

DRESS CODE Lounge suit/collar and tie for men and cocktail style for women.

PARTNER TOURS

MONDAY 20 JUNE

Canberra Celebrates 2016

To commemorate the 50th anniversary of decimal currency in Australia we will visit the Royal Australian Mint. A guided tour will be offered and the opportunity to make your own \$1 coin.

A visit and lunch will be at Old Parliament House in anticipation of the upcoming Federal Election prior to visiting the National Portrait Gallery. At the Gallery guests will be able to see the 2016 National Photographic Portrait Prize Exhibition which features a large range of talented Australian photography.

TUESDAY 21 JUNE

Canberra Truffle Farm

Canberra is celebrating its annual eight-week truffle festival. Today you will travel to The Canberra Truffle Farm and enjoy a truffle cleaning demonstration, a short walk through some of the farm areas (weather permitting) and a truffle tasting. Produce from the farm will be available for purchase prior to departing.

The group will then venture to Bungendore for lunch with time to visit the well known Bungendore Wood Works.

ACCOMMODATION

To book your accommodation at the rates listed below complete the appropriate section of the registration form. Bookings are subject to availability and should be made prior to Friday 6 May 2016. All cancellations or amendments must be made in writing to Conference Co-ordinators and will be acknowledged by email. Please note your credit card details are required to guarantee your room. Neither Conference Co-ordinators nor the hotel will make any charges against your credit card unless you fail to give 21 days notice in writing of your cancellation. Full payment of your account will be required at the time of your departure.

Note: All Canberra hotels have a complete non-smoking policy.

CROWNE PLAZA

1 Binara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district. Featuring a contemporary design, the Crowne Plaza provides guests with an outdoor pool, sauna, health/fitness centre, 24-hour reception, concierge, undercover parking and onsite dining at the RedSalt Restaurant. All rooms are non-smoking and include iron/ironing board, tea/coffee making facilities, hairdryer and room service is available.

Superior Room: **\$295** per night
single/twin/double

Deluxe Room: **\$345** per night
single/twin/double

AVENUE HOTEL

80 Northbourne Avenue, Canberra

A brand new property which recently opened in November 2014, the Avenue Hotel is Canberra's newest and only 5-star hotel in the CBD. The hotel has an onsite restaurant and bar, 24-hour reception and room service, gymnasium, undercover parking (charges apply per night) and guest lounge with free wifi. Offering hotel rooms, 1 and 2 bedroom apartments, all rooms have king size beds, rainfall showers, balconies and mini bar. The apartments also have full kitchen facilities, the Avenue is a 15-20 minute walk from the Convention Centre.

Hotel Room: **\$230** per night
single/twin/double

1 Bedroom Apartment: **\$280** per night
single/double

MANTRA

84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located and approximately a 15-20 minute walk from the National Convention Centre. The hotel features a heated indoor pool, sauna, fully-equipped gymnasium and the Zipp restaurant bar onsite. All rooms offer voice mail, individually controlled air-conditioning, pay per view movies, mini bar, tea/coffee making facilities, hairdryer and complimentary toiletries. One and two bedroom apartments also offer a separate lounge and dining area, fully-equipped kitchen and a laundry with washing machine, dryer, iron and ironing board.

Hotel Room: **\$219** per night
single/twin/double

1 Bedroom Apartment: **\$259** per night
single/twin/double



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MEDINA APARTMENT HOTEL JAMES COURT

74 Northbourne Avenue, Canberra

The Medina Apartments Hotel James Court is approximately a 15-20 minute walk from the National Convention Centre and is close to cafes, restaurants, gyms and shopping. The hotel offers reception, undercover parking, outdoor heated swimming pool, sauna, gymnasium and a restaurant delivery service. All rooms feature private balconies, climate controlled air conditioning, separate lounge/dining areas, broadband access (for a fee), spa bath, mini bar, fully equipped kitchen facilities and an in-room safe.

Note: Reception operates between the hours of 6.30am and 11.30pm.

1 Bedroom Apartment: **\$210** per night
single/twin/double

2 Bedroom Apartment: **\$260** per night
single/twin/double

NOVOTEL

65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 15 minute walk from the National Convention Centre. The hotel offers 24-hour reception and room service, an onsite restaurant and bar, gymnasium and undercover parking (charges apply per night). In-room facilities include mini bar, tea/coffee making facilities, broadband (for a fee), Fox Sports and News, pay per view movies, climate control airconditioning, hairdryer, iron and ironing board. Executive rooms have a king size bed.

Standard Room: **\$265** per night
single/twin/double

Executive Room: **\$295** per night
single/twin/double

PEPPERS GALLERY HOTEL

15 Edinburgh Place, Canberra

Peppers Gallery Hotel (formally Diamant Hotel, re-branded in 2014) is a boutique 80 room hotel located at the intersection of Marcus Clarke St and Edinburgh Ave, 15 minutes walk from the Convention Centre. Peppers Gallery Hotel features 24-hour reception, a restaurant and a bar. The rooms have a mini-bar, tea/coffee making facilities, plasma TVs, CD and DVD players, broadband (for a fee), and in-room safe.

Standard Room: **\$264** per night
single/twin/double

QT HOTEL

1 London Circuit, Canberra

Qt Hotel Canberra (formally Rydges Lakeside) has recently been renovated throughout the foyer and restaurants. The rooms have been updated and offer balconies and high speed internet (for a fee), pay per view movies, mini bar, hairdryer, iron and ironing board. The hotel is a 15 minute walk to the National Convention Centre and has 24-hour reception, room service, onsite restaurant and bar.

Standard Room: **\$249** per night
single/twin/double

WALDORF

2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Waldorf is only a couple minutes walk from the National Convention Centre. This hotel has 24-hour reception and provides guests with a gymnasium, indoor heated lap pool and onsite dining at the Waldorf London Restaurant.

All rooms have kitchen and laundry facilities, in room safe, dining table and chairs, complimentary cable TV, pay per view movies, high speed internet service (for a fee) and room service is available. One bedroom apartments also offer a separate lounge/dining area.

Studio Room: **\$200** per night
single/twin/double

1 Bedroom Apartment: **\$220** per night
single twin/double



COACH TRANSFERS

Welcome Reception and Exhibition Opening

SUNDAY 19 JUNE 2016

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4:45 pm. The return coaches will depart at 7:00 pm.

Daily Shuttles to and from the National Convention Centre

A shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 8:00 am and 8:30 am. Return shuttles will depart the National Convention Centre at 5:00 pm.

Buffet Dinner National Convention Centre

MONDAY 20 JUNE 2016

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 6:45 pm. A return shuttle service will commence at 10:15 pm.

General Assembly Annual Dinner Parliament House

TUESDAY 21 JUNE 2016

Coaches will collect delegates from all General Assembly hotels (including Crowne Plaza Canberra) at approximately 6:45 pm. A return shuttle service will operate between 10:15 pm and 11:15 pm.

CAR PARKING

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$18.00 per day. Alternative parking is available to the rear of Civic Pool at a cost of approximately \$14.90 per day. It is a seven minute walk from this location.

REGISTRATION FORM

REGISTER ONLINE

WWW.ALGA.ASN.AU

Multiple delegates > photocopy form

Register online, download PDF or return this form to:

Conference Co-ordinators
PO Box 4994 Chisholm ACT 2905
Phone (02) 6292 9000 Fax (02) 6292 9002
Email nga@confco.com.au

By submitting your registration you agree to the terms and conditions of the cancellation policy

NGA16

NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 19-22 JUNE 2016
Australian Local Government Association ABN 31 008 613 876

PERSONAL DETAILS

TITLE	NAME	SURNAME
<small>(Cr/Ald/Mayor/Other)</small>		
POSITION		
COUNCIL/ORGANISATION		
ADDRESS		
SUBURB	STATE	POSTCODE
PHONE	MOBILE	FAX
EMAIL		
NAME FOR BADGE		

How did you find out about the General Assembly? ☐ ALGA ☐ State/Territory Association ☐ Council Other: _____

PRIVACY DISCLOSURE ☐ I DO consent to my name appearing in the 2016 General Assembly List of Participants booklet (name, organisation and state only disclosed) as outlined in the privacy disclosure on page 10.

☐ I DO consent to ALGA disclosing my personal contact information as outlined in the privacy disclosure on page 10.

REGISTRATION FEES

GENERAL ASSEMBLY REGISTRATION FEES

Please note registration does NOT include attendance at the Regional Cooperation and Development Forum

EARLY BIRD REGISTRATION FEES (payment received on or before 6 May 2016) ☐ \$929.00

STANDARD REGISTRATION FEES (payment received on or before 3 June 2016) ☐ \$1,029.00

LATE REGISTRATION FEES (payment received after 3 June 2016) ☐ \$1,250.00

DAY REGISTRATION FEES ☐ Monday 20 June \$489.00 ☐ Tuesday 21 June \$489.00 ☐ Wednesday 22 June \$280.00

REGIONAL CO-OPERATION AND DEVELOPMENT FORUM REGISTRATION FEES

REGIONAL DEVELOPMENT FORUM ONLY Registration fee ☐ \$425.00

GENERAL ASSEMBLY DELEGATE Registration fee ☐ \$225.00

STATE OF THE REGIONS REPORT 2016-17 (Single licence) ☐ \$240.00

STATE OF THE REGIONS REPORT 2016-17 (Organisational licence) ☐ \$700.00

ACCOMPANYING PARTNERS REGISTRATION FEES

REGISTERED ACCOMPANYING PARTNER Name for lapel badge: _____ . . ☐ \$260.00

SOCIAL FUNCTIONS INCLUDED IN FEES

One ticket to each of the following functions is included in the full General Assembly registration and/or accompanying partners registration fee. Please confirm if you will be attending by placing a tick in the appropriate boxes. To purchase additional tickets to any of the following functions please indicate the number required and complete the total amount payable.

REGISTERED DELEGATES AND PARTNERS

WELCOME RECEPTION AND EXHIBITION OPENING (SUNDAY 19 JUNE 2016)

I/we will attend: ☐ Delegate ☐ Partner Number of additional tickets @ \$50.00 each Total \$

REGISTERED PARTNERS

Day 1 • Canberra Celebrates 2016 (Monday 20 June 2016)

☐ I will attend: ☐ Partner Number of additional tickets @ \$110.00 each Total \$

Day 2 • Canberra Truffle Farm (Tuesday 21 June 2016)

☐ I will attend: ☐ Partner Number of additional tickets @ \$110.00 each Total \$

OPTIONAL SOCIAL FUNCTIONS

Tickets to these functions are not included in the General Assembly registration fee or accompanying partners registration fee. To purchase tickets to any of the following functions please indicate the number required and the total amount payable.

BUFFET DINNER (Monday 20 June 2016) Number of tickets @ \$100.00 each. Total \$

GENERAL ASSEMBLY DINNER, Great Hall, Parliament House (Tuesday 21 June 2016) ****NUMBERS STRICTLY LIMITED****

Number of tickets @ \$130.00 each Total \$

SPECIAL REQUIREMENTS

(E.G. DIETARY)

REGISTRATION AND SOCIAL FUNCTION PAYMENT DETAILS

- ☐ Enclosed is my cheque made payable to ALGA Conference Account
- ☐ I'm faxing my requirements, payment follows by mail
- ☐ I have paid via an Electronic Funds Transfer to the 'ALGA Conference Account'. Transaction reference number

ALGA ACCOUNT: Bank: Commonwealth BRANCH: Curtin BSB NO: 062905 ACCOUNT NO: 10097760

- ☐ Please charge my credit card: ☐ MasterCard ☐ Visa

[illegible]

CARD HOLDER'S NAME

SIGNATURE

EXPIRY DATE /

IS THIS A CORPORATE CARD? ☐ YES ☐ NO

ACCOMMODATION DETAILS

PLEASE indicate your preference from 1 to 5

CROWNE PLAZA

SUPERIOR ROOM	\$295	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
DELUXE ROOM	\$345	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

AVENUE HOTEL

HOTEL ROOM	\$230	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
1 BEDROOM APARTMENT	\$280	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

MANTRA

HOTEL ROOM	\$219	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
1 BEDROOM APARTMENT	\$259	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

MEDINA APARTMENT HOTEL CANBERRA JAMES COURT

1 BEDROOM APARTMENT	\$210	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
2 BEDROOM APARTMENT	\$260	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

NOVOTEL

STANDARD ROOM	\$265	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
EXECUTIVE ROOM	\$295	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

PEPPERS GALLERY HOTEL

STANDARD ROOM \$264 ☐ SINGLE ☐ DOUBLE

QT HOTEL

STANDARD ROOM \$249 ☐ SINGLE ☐ TWIN ☐ DOUBLE

WALDORF

STUDIO ROOM	\$200	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE
1 BEDROOM APARTMENT	\$220	<input type="checkbox"/> SINGLE	<input type="checkbox"/> TWIN	<input type="checkbox"/> DOUBLE

ACCOMMODATION GUARANTEE

Please note your credit card details are required to guarantee your room. Neither Conference Co-ordinators nor the hotel will make any charges against your credit card unless you fail to give a minimum of twenty one (21) days notice in writing of your cancellation. All cancellations will be acknowledged in writing by Conference Co-ordinators. Full payment of your account will be required at the time of your departure. The rates quoted are per room per night.

DATE OF ARRIVAL

DATE OF DEPARTURE

SHARING WITH

ESTIMATED TIME OF ARRIVAL

- ☐ I understand my credit card details are given as a guarantee of my arrival and to ensure my room will be held until my nominated arrival time. No charge for accommodation will be made against this card unless I fail to give a minimum of twenty one (21) days notice of cancellation in writing to Conference Co-ordinators.

- ☐ Please use the credit card details provided below to guarantee my accommodation booking.

☐ Mastercard ☐ Visa ☐ Amex

CREDIT CARD NUMBER

CARD HOLDER'S NAME

SIGNATURE

EXPIRY DATE / IS THIS A CORPORATE CARD? ☐ YES ☐ NO

**7. NEW LOCAL GOVERNMENT CODE OF CONDUCT FRAMEWORK – FILE
REF: 13-2-25**

17x's

Report of the Deputy General Manager of 26 April 2016 and attachments.

DELEGATION: Council

TO : General Manager

FROM : Deputy General Manager

DATE : 26 April, 2016

SUBJECT : **NEW LOCAL GOVERNMENT CODE OF CONDUCT FRAMEWORK**

FILE : 13-2-25 HJS: (p:\1comdev\cd divisional\dgm\2016\report for committee - ald code of conduct.doc)

1. INTRODUCTION

1.1. This report seeks the Council's consideration of issues following the introduction by the State Government of the new local government code of conduct framework for Tasmanian councillors on 13 April 2016.

1.1.1. Detailed information about the framework was distributed to Aldermen by memorandum on 15 April 2016.

2. BACKGROUND

Local Government Code of Conduct Framework

2.1. Key aspects of the new code of conduct framework include:

- The Model Code of Conduct which prescribes the standard of behaviour that all Tasmanian councillors are required to meet when performing their role;
- The Minister's independent Local Government Code of Conduct Panel (the Panel) which is responsible for the investigation and determination of all code of conduct complaints;
- That code of conduct complaints are lodged with the general manager of the relevant council, and can be made within six months of the councillor allegedly contravening the code of conduct;
- New powers for the Panel to suspend councillors for serious breaches of the code of conduct;
- New ability for the Panel to dismiss frivolous and vexatious complaints;
- New power for the Minister to remove a councillor from office if he/she has received a suspension sanction for three code of conduct breaches during one term of office or two consecutive terms of office;
- New offence provision providing that if a councillor fails to comply with a sanction imposed by the Panel, that councillor may face a penalty of a fine not exceeding 50 penalty units, which currently equates to \$7,700; and

- An appeal right from a Panel determination to the Magistrates Court (Administrative Appeals Division) on the basis that the Panel failed to comply with the rules of natural justice.
- 2.2. A flowchart outlining the process from complaint assessment, through Panel investigation and determination, sanctions and costs and fees is at Attachment 1 to this report.

Model Code of Conduct

- 2.3. A copy of the Model Code is at Attachment 2 to this report, together with content which the Director of Local Government recommends councils should include as an accompaniment to the Model Code of Conduct.
- 2.4. A draft of the Model Code was distributed for comment earlier in the year, and at its meeting on 7 March 2016, the Council resolved to request a small number of amendments. Council resolution is at Attachment 3.
- 2.4.1. Of these, only the reference to anti-bullying behaviour appears to have been taken up. The Model Code does now include a reference in part 7 that councillors must not bully or harass another person.
- 2.5. The Council is required to adopt the Code of Conduct, either with or without permitted variations, by 12 July 2016.
- 2.5.1. Any variations are to be set out as schedules to the Model Code. This means that the Model Code remains consistent across local government, with any supplementary council policies/procedures included as attached schedules to the Model Code of Conduct.
- 2.5.2. The council is required to obtain approval from the Minister for any such variations.
- 2.6. While the new code of conduct process is effective from 13 April 2016, this Council's previous Code of Conduct remains in force until the Model Code of Conduct is formally adopted by the Council.

Potential Variations to the Model Code

- 2.7. The Council has previously resolved (3 November 2015) to include a statement outlining '*..the expectation that Aldermen will behave responsibly in regard to the appropriate use of alcohol and other drugs while on Council duties and the statement also include the provision for self testing.*'
- 2.8. At a workshop in 2015, Aldermen also discussed the role of elected members and specifically their involvement in the community. A draft of what such a statement could comprise is at Attachment 4 to this report.

- 2.9. Any other matters which the Council may wish to consider.
- 2.10. For reference a copy of the current Hobart City Council Aldermanic Code of Conduct is available on the Hub.

3. PROPOSAL

- 3.1. It is proposed that the Council consider whether it wishes to seek any variations to the Model Code of Conduct, other than its previous decision to include a statement in regard to appropriate use of alcohol and other drugs.
 - 3.1.1. These variations could be resolved now or referred to a Council workshop for further discussion.
- 3.2. Once any variations were resolved, a request for approval of the variations would be made in writing to the Minister.
- 3.3. Once the Minister's approval had been obtained, the Council would be in a position to formally adopt the Model Code of Conduct (with variations).

4. FINANCIAL IMPLICATIONS

- 4.1. None are foreseen.

5. COMMUNICATION WITH GOVERNMENT

- 5.1. The Director of Local Government advised the Council (Letter dated 14 April 2016) that the Local Government Amendment (Code of Conduct) Act 2015 commenced on 13 April 2016.

6. CONCLUSION

- 6.1. The new local government code of conduct framework for Tasmanian councillors, including a Model Code of Conduct, commenced on 13 April 2016.
- 6.2. Councils are required to adopt the new Model Code, with or without variations by 12 July 2016.
- 6.3. Any variations must be including in a Schedule to the Model Code and requires the approval of the Minister.
- 6.4. The Council has previously resolved to include a statement on appropriate use of alcohol and other drugs as part of its Code of Conduct.
- 6.5. Council needs to determine either now, or potentially following a workshop discussion, any other issues which it would like included.

- 6.5.1. Examples could include a statement on the role of elected members and specifically their involvement in the community and/or the Council's Policy on Aldermanic Development and Support.

7. RECOMMENDATION

That:

- 7.1. *The report HJS:hjs(document2) be received and noted.*
- 7.2. *The Council note the commencement of the new local government code of conduct framework on 13 April 2016 and the requirement for the Council to adopt the Model Code of Conduct, with or without variations, by 12 July 2016.*
- 7.3. *The Council consider whether it wishes to seek any variations to the Model Code of Conduct, other than its previous decision to include a statement in regard to appropriate use of alcohol and other drugs.*
- 7.3.1. *The Council resolve whether it wishes to identify any variations now or whether it wishes to hold a Council workshop to consider the issue further.*

As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.



(Heather Salisbury)

DEPUTY GENERAL MANAGER

- | | |
|--------------|----------------------------------------------------------------------------------------------------|
| Attachment A | Local Government Code of Conduct Framework under the <i>Local Government Act 1993</i> – Flowchart. |
| Attachment B | Local Government (Model Code of Conduct) Order 2016. |
| Attachment C | Council decision of 7 March 2016 in respect to the Draft Model Code of Conduct. |
| Attachment D | Definition of the role of elected members. |

Local Government Code of Conduct Framework under the *Local Government Act 1993* – Flowchart

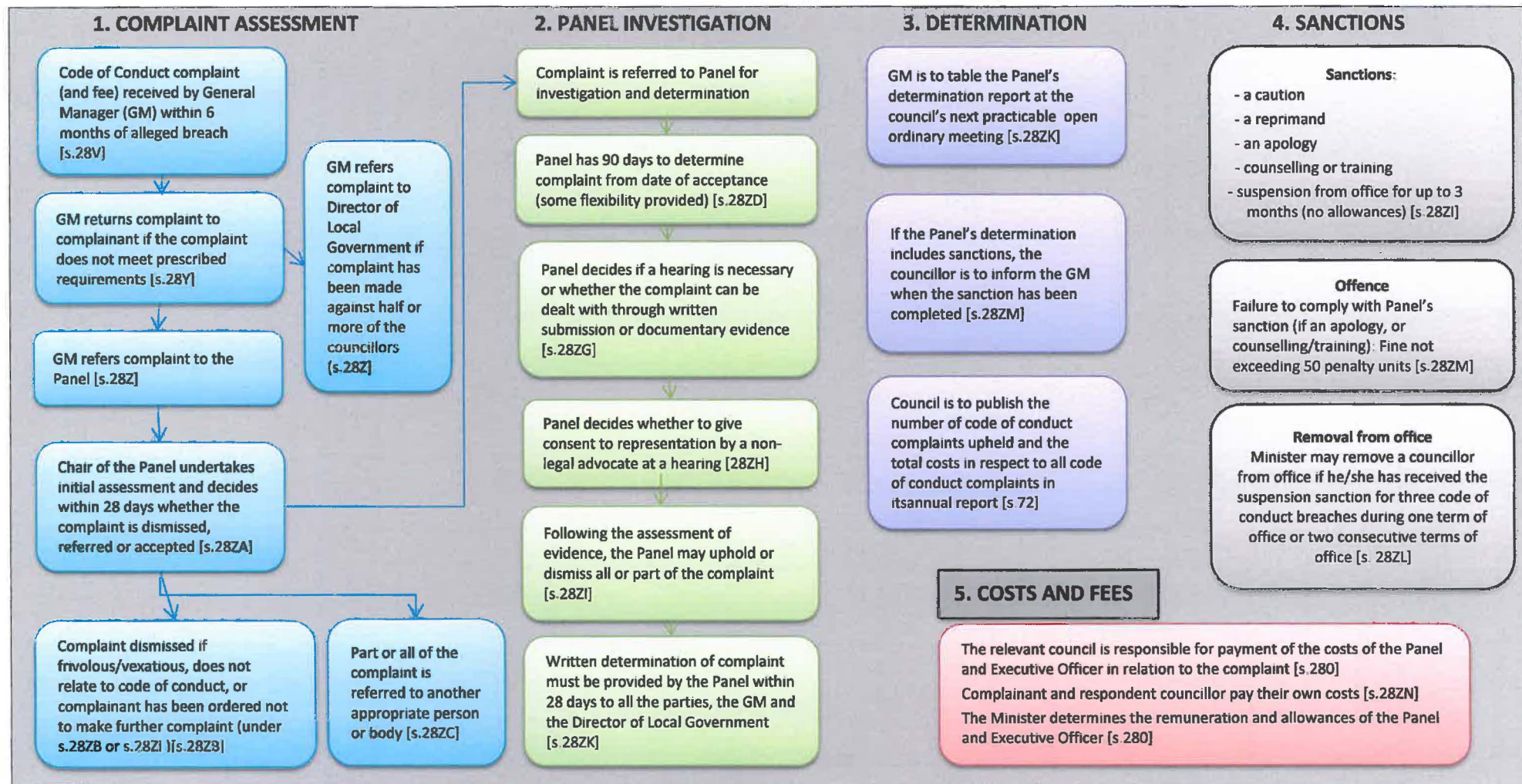
All councils adopt Model Code of Conduct for councillors made by Ministerial Order (with or without permitted variations) [s.28T]

Councils are encouraged to adopt a councillor complaint resolution policy to promote informal resolution of disputes between councillors

Minister appoints pool of Code of Conduct Panel Members [s.28K]

Executive Officer constitutes Code of Conduct Panel (in the investigation/determination of complaint) by selecting 3 members from the Minister's pool (2 experienced in local government and 1 lawyer) [s.28L]

Executive Officer appointed by Secretary of the Department of Premier and Cabinet to undertake the administrative functions of the Panel [s.28M]





VIEW SUMMARY

The legislation that is being viewed is valid for 28 Apr 2016.

Local Government (Model Code of Conduct) Order 2016 (S.R. 2016, No. 23)

Requested: 28 Apr 2016

Consolidated: 28 Apr 2016

INFORMATION

Notes: Not specified

Links: Not specified

Table of Amending Instruments: [\(click to view Table of Amendments\)](#)

Responsible Minister and Department: Not specified

CONTENTS

Local Government (Model Code of Conduct) Order 2016

1. Short title

2. Commencement

3. Interpretation

4. Model code of conduct

Schedule 1 - Model Code of Conduct

Part 1 - Decision making

Part 2 - Conflict of interest

Part 3 - Use of Office

Part 4 - Use of resources

Part 5 - Use of information

Part 6 - Gifts and benefits

Part 7 - Relationships with community, councillors and Council employees

Part 8 - Representation

Part 9 - Variation of Code of Conduct

Local Government (Model Code of Conduct) Order 2016

I make the following order under section 28R(1) of the *Local Government Act 1993*.

4 April 2016

PETER GUTWEIN

Minister for Planning and Local Government

1. Short title

This order may be cited as the Local Government (Model Code of Conduct) Order 2016.

2. Commencement

This order takes effect on 13 April 2016.

3. Interpretation

(1) In this order –

Act means the Local Government Act 1993.

(2) The Acts Interpretation Act 1931 applies to the interpretation of this order as if this order were by-laws.

4. Model code of conduct

For the purposes of section 28R(1) of the Act, the code of conduct set out in Schedule 1 is the model code of conduct relating to the conduct of councillors.

SCHEDULE 1 - Model Code of Conduct

Clause 4

PART 1 - Decision making

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudgement.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

PART 2 - Conflict of interest

1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.
2. A councillor must act openly and honestly in the public interest.

3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.
4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.
5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.
6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –
 - (a) declare the conflict of interest before discussion on the matter begins; and
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.

PART 3 - Use of Office

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.
2. A councillor must not take advantage, or seek to take advantage, of his or her office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for himself or herself or any other person or body.
3. In his or her personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for himself or herself or any other person or body.

PART 4 - Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4. A councillor must avoid any action or situation which may lead to a reasonable perception that Council resources are being misused by the councillor or any other person or body.

PART 5 - Use of information

1. A councillor must protect confidential Council information in his or her possession or knowledge, and only release it if he or she has the authority to do so.
2. A councillor must only access Council information needed to perform his or her role and not for personal reasons or non-official purposes.
3. A councillor must not use Council information for personal reasons or non-official purposes.

4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

PART 6 - Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances.

2. A councillor must avoid situations in which the appearance may be created that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.

3. A councillor must carefully consider –

(a) the apparent intent of the giver of the gift or benefit; and

(b) the relationship the councillor has with the giver; and

(c) whether the giver is seeking to influence his or her decisions or actions, or seeking a favour in return for the gift or benefit.

4. A councillor must not solicit gifts or benefits in the carrying out of his or her duties.

5. A councillor must not accept an offer of cash, cash-like gifts (such as gift cards and vouchers) or credit.

6. A councillor must not accept a gift or benefit if the giver is involved in a matter which is before the Council.

7. A councillor may accept an offer of a gift or benefit that is token in nature (valued at less than \$50) or meets the definition of a token gift or benefit (if the Council has a gifts and benefits policy).

8. If the Council has a gifts register, a councillor who accepts a gift or benefit must record it in the relevant register.

PART 7 - Relationships with community, councillors and Council employees

1. A councillor –

(a) must treat all persons with courtesy, fairness, dignity and respect; and

(b) must not cause any reasonable person offence or embarrassment; and

(c) must not bully or harass any person.

2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.

3. A councillor must not influence, or attempt to influence, any Council employee or delegate of the Council, in the exercise of the functions of the employee or delegate.

4. A councillor must not contact or issue instructions to any of the Council's contractors or tenderers, without appropriate authorisation.

5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

PART 8 - Representation

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.
2. A councillor must not knowingly misrepresent information that he or she has obtained in the course of his or her duties.
3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.
4. A councillor must clearly indicate when he or she is putting forward his or her personal views.
5. A councillor's personal views must not be expressed in such a way as to undermine the decisions of the Council or bring the Council into disrepute.
6. A councillor must show respect when expressing personal views publicly.
7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.
8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.

PART 9 - Variation of Code of Conduct

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.

Displayed and numbered in accordance with the [*Rules Publication Act 1953*](#).

Notified in the *Gazette* on 13 April 2016.

This order is administered in the Department of Premier and Cabinet.

Recommended content to accompany the Model Code of Conduct

The Director of Local Government recommends that councils include the following information as an accompaniment to the Model Code of Conduct. Councils may amend, supplement and re-format the content as considered appropriate.

I. Introduction

Purpose of code of conduct

This Code of Conduct sets out the standards of behaviour expected of the councillors of the [x] Council, with respect to all aspects of their role.

As leaders in the community, councillors acknowledge the importance of high standards of behaviour in maintaining good governance. Good governance supports each councillor's primary goal of acting in the best interests of the community.

Councillors therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Code of Conduct.

This Code of Conduct incorporates the Model Code of Conduct made by Order of the Minister responsible for local government.

Application of code of conduct

This Code of Conduct applies to a councillor whenever he or she:

- conducts council business, whether at or outside a meeting;
- conducts the business of his or her office (which may be that of mayor, deputy mayor or councillor); or
- acts as a representative of the Council.

A complaint of failure to comply with the provisions of the Code of Conduct may be made where the councillor fails to meet the standard of conduct specified in the Model Code of Conduct.

Standards of conduct prescribed under the Model Code of Conduct

The model code of conduct provides for the following eight standards of conduct:

I. Decision making

A councillor is to bring an open and unprejudiced mind to all matters being considered in the course of his or her duties, so that decisions are made in the best interests of the community.

2. Conflict of interest

A councillor effectively manages conflict of interest by ensuring that personal or private interests do not influence, and are not seen to influence, the performance of his or her role and acting in the public interest.

3. Use of office

A councillor uses his or her office solely to represent and serve the community, conducting himself or herself in a way that maintains the community's trust in the councillor and the Council as a whole.

4. Use of resources

A councillor uses Council resources and assets strictly for the purpose of performing his or her role.

5. Use of information

A councillor uses information appropriately to assist in performing his or her role in the best interests of the community.

6. Gifts and benefits

A councillor adheres to the highest standards of transparency and accountability in relation to the receiving of gifts or benefits, and carries out his or her duties without being influenced by personal gifts or benefits.

7. Relationships with community, councillors and council employees

A councillor is to be respectful in his or her conduct, communication and relationships with members of the community, fellow councillors and Council employees in a way that builds trust and confidence in the Council.

8. Representation

A councillor is to represent himself or herself and the Council appropriately and within the ambit of his or her role, and clearly distinguish between his or her views as an individual and those of the Council.

Principles of good governance

By adopting this Code of Conduct, councillors commit to the overarching principles of good governance by being:

Accountable – *Explain, and be answerable for, the consequences of decisions made on behalf of the community.*

Transparent – *Ensure decision making processes can be clearly followed and understood by the community.*

Law-abiding – Ensure decisions are consistent with relevant legislation or common law, and within the powers of local government.

Responsive – Represent and serve the needs of the entire community while balancing competing interests in a timely, appropriate and responsive manner.

Equitable – Provide all groups with the opportunity to participate in the decision making process and treat all groups equally.

Participatory and inclusive – Ensure that anyone affected by or interested in a decision has the opportunity to participate in the process for making that decision.

Effective and efficient – Implement decisions and follow processes that make the best use of the available people, resources and time, to ensure the best possible results for the community.

Consensus oriented – Take into account the different views and interests in the community, to reach a majority position on what is in the best interests of the whole community, and how it can be achieved.

2. Legislation

The code of conduct framework is legislated under the *Local Government Act 1993* (the Act). The Act is available to view via the Tasmanian Legislation Website at www.thelaw.tas.gov.au.

Code of conduct

Tasmanian councillors are required to comply with the provisions of the Council's Code of Conduct while performing the functions and exercising the powers of his or her office with the council.

The Code of Conduct incorporates the Model Code of Conduct (made by order of the Minister responsible for local government) and may include permitted variations included as attached schedules to the Model Code of Conduct.

Making a code of conduct complaint

A person may make a code of conduct complaint against one councillor in relation to the contravention by the councillor of the relevant council's code of conduct.

A person may make a complaint against more than one councillor if the complaint relates to the same behaviour and the same code of conduct contravention.

Code of conduct complaints are lodged with the general manager of the relevant council and must comply with legislative requirements, as outlined below.

A complaint may not be made by more than two complainants jointly.

A code of conduct complaint is to –

- be in writing;
- state the name and address of the complainant;

- state the name of each councillor against whom the complaint is made;
- state the provisions of the relevant code of conduct that the councillor has allegedly contravened;
- contain details of the behaviour of each councillor that constitutes the alleged contravention;
- be lodged with the general manager within six months after the councillor or councillors against whom the complaint is made allegedly committed the contravention of the code of conduct; and
- be accompanied by the code of conduct complaint lodgement fee.

Once satisfied that the code of conduct complaint meets prescribed requirements, the General Manager forwards the complaint to the Code of Conduct Panel.

Code of conduct complaint lodgement fee

The code of conduct complaint lodgement fee is prescribed under Schedule 3 (Fees) of the *Local Government (General) Regulations 2015*. The lodgement fee is 50 fee units (\$75.50 in 2015/16).

3. Further assistance

Councillor dispute resolution

Councillors commit to developing strong and positive working relationships and working effectively together at all times.

Prior to commencing a formal code of conduct complaint, the councillors who are parties to any disagreement should endeavour to resolve their differences in a courteous and respectful manner, recognising that they have been elected to act in the best interests of the community.

A council's internal dispute resolution process should be the first step that is taken when there is a dispute between councillors.

A councillor who is party to any disagreement should request the Mayor (or Lord Mayor) or the General Manager to assist that councillor in resolving the disagreement informally.

If the informal assistance does not resolve the disagreement, the General Manager may, with the consent of the parties involved, choose to appoint an external mediator to assist in the resolution of the disagreement. If an external mediator is appointed, councillors who are party to the disagreement must strive to cooperate with the mediator and use their best endeavours to assist the mediator and participate in the mediation arranged.

Where a matter cannot be resolved through internal processes, the next step may be to lodge a formal code of conduct complaint.

Councillors should only invoke the provisions of the Code of Conduct in good faith, where it is perceived that another councillor has not complied with the provisions or intent of the Code of Conduct.

MINUTES

OPEN COUNCIL MEETING
7/3/2016

Extract from the Council meeting of 7 March 2016.

GOVERNANCE COMMITTEE**21. DRAFT MODEL CODE OF CONDUCT – COMMENT –
FILE REF: 13-2-25**

Ref. Open GC 6, 1/3/2016

- That: In respect to the Draft Model Code of Conduct submitted for consideration by the Council, the Local Government Association of Tasmania be advised in the following terms:
- (i) The Council supports the inclusion of a reference to anti-bullying behaviour within Part 7 of the Model Code of Conduct.
 - (ii) The Council wishes the specific inclusion of Mayors within Part 8 of the Code in relation to representation.
 - (iii) The Council considers it appropriate that to Part 8(5) of the Code is amended to provide that by personal views do not unreasonably undermine the Council.
 - (iv). The practical application of the process around the conflict of interest provisions at Part 2, 6(i) to (iii) of the Code should be clarified, including the capacity to abstain from voting which in accordance with the *Local Government (Meeting Procedures) Regulations 2015*, is interpreted as a vote in the negative.

cont.../

MINUTES

OPEN COUNCIL MEETING
7/3/2016Item No. 21 continuedCOCKER
BURNET

That the recommendation be adopted.

MOTION CARRIED

VOTING RECORD

AYES

Lord Mayor Hickey
Deputy Lord Mayor Christie
Zucco
Briscoe
Sexton
Burnet
Cocker
Thomas
Cooper
Reynolds
Denison

NOES

Roles of the Elected Members

The *Local Government Act 1993* defines the role of the Mayor, Deputy Mayor and Aldermen as an elected member of the council. An important role of being Aldermen is involvement in the community.

Civic, and community activities and events

- We acknowledge that civic and community activities are an important part of Local Government leadership and contribute to the development of community identity;
- We are encouraged to attend activities and events important to the local community.

Business events

- Where invitations are received to business events of specific interest and relevance to the Council, as determined appropriate by the General Manager and Lord Mayor, our attendance is supported and encouraged.
- Examples of these types of events are budget briefings and forums on topical issues.

Invitations to events made available as a result of Council sponsorship

- At times, we will also be invited to events related to Council sponsorships, such as AFL tickets, Dark Mofo, Festival of Voices etc.
- Our attendance is supported and encouraged, with the onus being on us to consider attendance in line with the Aldermanic Code of Conduct and related policies.

Public Meetings, Constituent Interactions, Advocacy

- We may be expected to attend public meetings and to meet with individual constituents and community groups on a range of matters.
- It should be noted that our attendance at these events does not necessarily represent support of a particular position on a matter.

It is acknowledged that our role is complex, diverse and at times challenging. It is important, from a good governance perspective, that pressures are recognised and managed.

A clearly defined role assists us to determine our involvement in particular issues or activities. In addition, it allows for our role to be effectively communicated, enhancing understanding and appreciation in the community more widely.

**8. COUNCIL POLICY – ALDERMANIC DEVELOPMENT AND SUPPORT –
REVIEW – FILE REF: 13-2-4**

28x's

Report of the General Manager of 20 April 2016 and attachment.

DELEGATION: Council

TO : Governance Committee

FROM : General Manager

DATE : 20 April, 2016

SUBJECT : **COUNCIL POLICY - ALDERMANIC DEVELOPMENT AND SUPPORT - REVIEW**

FILE : 13-2-4 mj:J (o:\council & committee meetings reports\gc reports\2016 meetings\council policy aldermanic development and support review.doc)

1. INTRODUCTION

- 1.1. The purpose of this report is to present a number of amendments to the Council's policy titled *Aldermanic Development and Support* to the Committee for endorsement and approval by the Council.

2. BACKGROUND

- 2.1. The Governance Committee considered a report reviewing the Council's policy titled *Aldermanic Development and Support* at its meeting held on 5 April 2016.
- 2.2. The review incorporated findings from a six-month progress audit conducted by the Council's internal auditors, Wise Lord and Ferguson, together with refinements identified since the adoption of the policy on 9 November 2015.
- 2.3. The Committee approved the following variations to the policy for incorporation into a revised policy document for submission back to the Governance Committee, prior to presentation to the Council for final approval:
 - 2.3.1. *In respect to the submission of reimbursement claims, the wording in the policy be amended for clarification purposes to require that claims are to be submitted within one month of the expense being incurred.*
 - 2.3.1.1. *Where for good reason, this requirement cannot be met; the approval of the Lord Mayor and General Manager be required to reimburse a claim.*
 - 2.3.2. *In respect to the Aldermanic Assistance Program, wording be added to clarify that up to three free counselling sessions are available per annum (financial year in line with other benefits provided in the policy) with further free sessions being available in consultation with the Lord Mayor and General Manager,*

2.3.2.1. *The policy also note that counselling costs associated with the Aldermanic Support Program are not to be disclosed, given the confidential nature of the service.*

2.3.3. *In relation to telecommunications:*

2.3.4. *The historic practice of providing telecommunications connections to Aldermen's private property cease, and any residual connections in existence be transferred immediately into the ownership of relevant Aldermen, who may seek reimbursement of Aldermanic costs, in the usual manner.*

2.3.4.1. *In terms of the policy a statement has been included to the effect that "The Council not be involved in the provision of telecommunications connections to Aldermen's personal addresses.*

2.3.4.2. *The discontinuation of any existing connections will be dealt with administratively once the policy is resolved by the Council.*

2.3.5. *In order to avoid excessive mobile phone accounts, and where required, the Council purchase relevant mobile phone data packs, for use by Aldermen who are travelling overseas in the following circumstances:*

2.3.5.1. *Where the Lord Mayor, as the Council's principal elected representative, may be overseas on leave from Council, and considers it appropriate to retain contact in respect to Council issues; with the agreement of the General Manager ,and*

2.3.5.2. *Where an Alderman may be representing the City as part of a Council approved delegation;*

2.3.6. *Under such circumstances the cost of data pack(s) be attributed and disclosed as an expense to the Lord Mayor or individual Alderman, however the cost of the pack not be included as part of the annual \$2,000 telecommunications cap.*

2.3.7. *For clarification purposes, the following definitions around the determination of discretionary and non-discretionary expenditure relating to Lord Mayoral activities be included in the policy.*

"Office of the Lord Mayor - Determination of Discretionary and Non-Discretionary Funding

There are two arrangements related to funding for ticketed events where the Lord Mayor attends or where the Lord Mayor is represented by an Alderman:

1 Non-Discretionary Activities:

Where an invitation/request is received for the Lord Mayor to be a special invited guest or to take on a participatory role (ie; to speak, to make a presentation, to open an event or unveil a plaque, or to receive an award on behalf of the Council) and the event contributes to the advancement of the Council's strategic activities and/or where the presence of a Council representative is deemed to be required, the costs associated with the event for either the Lord Mayor or their representative be charged to the Lord Mayor's Civic Activities Function and not recorded against the attendee's Community Activities Participation allocation.

2 Discretionary Activities:

Where an invitation/request is received for the Lord Mayor with no participatory role, but the invitation contributes to the advancement of the Council's strategic activities, should the Lord Mayor choose to attend, the costs associated with the event will be noted against the Lord Mayor's \$5,000 Community Activities Participation Allocation for discretionary activities, and be included in the Aldermanic expenses report and disclosed accordingly.

If an Alderman has agreed to represent the Lord Mayor at a discretionary event then the cost of the event will be noted against the relevant Alderman's Community Activities Allocation (\$2,500 for the Deputy Lord Mayor and \$1,000 for Aldermen).

In determining what may be discretionary or non-discretionary in relation to specific invites, the Group Manager Executive and Economic Development will provide clarification on a case by case basis, as required."

2.3.8. In respect to personal purchases, the policy provisions be strengthened to include the prohibition of personal purchases of any kind.

2.3.8.1. In terms of use of the Aldermanic credit card, additional wording be provided to the effect that where an Alderman may mistakenly make a personal transaction using their Aldermanic

credit card, they should seek to have the purchase immediately reversed. If this is not possible, the Alderman should notify the Manager City Government and make arrangements for the purchase cost to be repaid to the Council.

- 2.4. These amendments have been incorporated, in track-changes, into the policy document at **Attachment A**.
- 2.5. In addition to the proposed policy changes, the Governance Committee also resolved a number of governance matters and enhanced procedures which are outlined in the recommendation.
- 2.6. The Risk and Audit Panel will be requested to consider the appropriateness of the existing provisions relating to Professional Development for Aldermen, in the circumstances outlined in clause 2.5.3 above. The Panel meets next on 18 May 2016.

3. PROPOSAL

- 3.1. It is proposed that the Committee endorse the revised policy document at **Attachment A** which incorporates the changes outlined in clause 2.3 above.
- 3.2. The revised policy, together with the range of governance matters and procedural improvements, appearing in the recommendation will then be presented to the Council for final approval.

4. IMPLEMENTATION

- 4.1. Once adopted, the newly amended policy will be incorporated into the Policy Manual and made available on the City of Hobart website.

5. STRATEGIC PLANNING IMPLICATIONS

- 5.1. The regular review and updating of this policy accords with the City's Mission of *ensuring good governance of our Capital City*.

6. FINANCIAL IMPLICATIONS

- 6.1. There are no financial implications arising from this report.

7. LEGAL IMPLICATIONS

- 7.1. No legal implications arise from this report.

8. DELEGATION

- 8.1. The Council is responsible for amending its policies.

9. CONSULTATION

- 9.1. Consultation has occurred with the Deputy General Manager and Manager City Government.

10. CONCLUSION

- 10.1. The Governance Committee considered a report reviewing the Council's policy titled *Aldermanic Development and Support* at its meeting held on 5 April 2016.
- 10.2. The review incorporated findings from a six-month progress audit conducted by the Council's internal auditors, Wise Lord and Ferguson, together with refinements identified since the adoption of the policy on 9 November 2015.
- 10.3. The Committee approved a range of variations to the policy for incorporation into a revised policy document for submission back to the Governance Committee, prior to presentation to the Council for final approval.
- 10.3.1. Those policy variations are summarised under clause 2.3 of this report.
- 10.4. In addition to the proposed policy changes, the Committee noted the Wise Lord and Ferguson audit report and endorsed measures to monitor caps on expenses, where they exist.
- 10.5. The Committee also requested that the Risk and Audit Panel consider the existing policy provisions relating to Aldermanic access to professional development activities, in circumstances where an Alderman leave office prematurely and thereby not utilise training undertaken.

11. RECOMMENDATION

That:

- 11.1.** *The report mj:j(o:\council & committee meetings reports\gc reports\2016 meetings\special 26 april\council policy aldermanic development and support review.doc) be received and noted.*
- 11.2.** *The Council endorse the policy titled Aldermanic Development and Support, shown as attachment A to this report, inclusive of the revisions as shown which reflect those matters outlined under clause 2.3 of this report.*

- 11.3. The following recommendations arising from the Governance Committee meeting held on 5 April 2016 be presented to the Council for endorsement:***
- 11.3.1. The six-month progress audit undertaken by Wise Lord and Ferguson in respect to the Council's policy titled Aldermanic Development and Support, be received and noted.***
- 11.3.2. The Council note the advice provided within the Wise Lord and Ferguson report, that the commencement of Aldermanic expenses reporting on the City of Hobart website, commencing from 1 July 2015, was the appropriate basis for the reporting process to commence.***
- 11.3.3. In accordance with the proposed policy position that the Council not be involved in the provision of telecommunications connections to Aldermen's private addresses, any residual connections in existence be transferred immediately into the ownership of relevant Aldermen, who may seek reimbursement of Aldermanic costs, in the usual manner.***
- 11.3.4. It be noted that the monthly website reporting on Aldermanic expenses includes reference to the caps and limits in place, together with details of residual balances remaining each month.***
- 11.3.5. In relation to the format of the website report on Aldermanic expenses, the Council adopt the methodology used by the City of Melbourne whereby non-local travel (international, national and intrastate) is reported separately to local travel.***
- 11.3.6. As a means of improving the quality of information provided to Aldermen in relation to the processing of expenses, reimbursement claim forms be modified to include each category of expenditure or consumption as provided in the policy. Where caps or maximum allocations apply, these also be noted on the form.***
- 11.4. It be noted that the Risk and Audit Panel has been requested to consider the adequacy of the existing policy provisions in circumstances where an Alderman may resign from Council in advance of the expiry of their term of office, having accessed Professional Development funding during the year in which they resign.***

As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.



(N.D Heath)

GENERAL MANAGER

Attachment A

Council Policy – Aldermanic Development and Support
including proposed amendments in track changes

City of Hobart

Policy

Title: Aldermanic Development and Support

Category: Corporate Governance

Date Last Adopted: 7 March 2016

1. Objectives

This policy sets out the benefits and entitlements available to Aldermen in support of their roles as elected representatives of the City of Hobart.

They are summarised below:

- A. Certificates of service
- B. Insurance
- C. Training and Development
- D. International Relationships
- E. Allowances
- F. Sponsorships
- G. Expenses Reimbursement
- H. Claims Processing
- I. Benefits
- J. Disclosure of Expenses and Benefits
- K. Facilities
- L. Loan of Equipment
- M. Reimbursement of Legal Expenses
- N. Use of Vehicle and Chauffeur – Lord Mayor
- O. Retirement Function – Long Serving Aldermen

2. Background

This policy provides a consolidated point of reference for the identification of benefits and entitlements for Aldermen.

3. Policy

In the interest of good governance, the Council has resolved to formally endorse its policy in relation to Aldermen's Entitlements and Benefits, on an annual basis, in advance.

Aldermen will also individually attest their compliance with the policy on an annual basis

A. CERTIFICATES OF SERVICE

Upon election to the Council the Lord Mayor, Deputy Lord Mayor and each Alderman will be presented with an unframed Certificate of Election signed by the General Manager.

Upon retirement from the Council, each Alderman is to be presented by the Lord Mayor with a framed Certificate of Appreciation under the seal of the Council and the signatures of the Lord Mayor and General Manager.

Upon retirement from the role of Lord Mayor or Deputy Lord Mayor, the General Manager will present a framed Certificate of Appreciation to the retiree on behalf of the Council.

B. INSURANCE

Aldermen will be covered, on a 24 hour a day basis by insurance taken out by the Council against the risk of death, disablement or accident whilst Aldermen hold office.

The amount of cover is to be reviewed annually as part of the organisation's review of its insurance portfolio.

C. TRAINING AND DEVELOPMENT

The City of Hobart is committed to achieving best practice governance by supporting its Aldermen in the development and enhancement of knowledge and skills necessary to support the performance of their roles and functions as elected representatives of the City of Hobart.

In supporting this commitment, this policy provides the framework for the delivery and management of Aldermanic participation in training and development activities, categorised as follows:

- (i) Induction;
- (ii) Conference attendance;
- (iii) Local government sector development activities;

- (iv) Professional development;
- (v) Study and inspection tours, and
- (vi) Local workshops and seminars

1. Induction

Following election, Aldermen shall be supported in their roles through access to a comprehensive induction program to be offered as soon as possible after joining the Council.

Induction programs may be delivered on a group or individual basis, as required and will cover topics including, but not limited to the following:

- (i) legislative and statutory requirements of the role of Aldermen;
- (ii) roles and responsibilities of Aldermen of the City of Hobart including the provisions of the Aldermen's Handbook;
- (iii) Aldermanic Code of Conduct;
- (iv) organisational structure and operational matters;
- (v) the Council's role as the planning authority;
- (vi) community engagement;
- (vii) strategic business planning including annual plans, policy development, legislative and statutory provisions, delegations, strategic plan, financial management plans, budgetary framework and asset management;
- (viii) briefings on specific issues affecting the City of Hobart at the time; and
- (ix) team building.

2. Conference Attendance

Representation of the City either as a presenter or delegate at conferences which focus on issues of relevance to Hobart's strategic objectives provides valuable opportunities for attendees to learn of the latest trends, developments and thinking by professionals and leaders within their particular field.

Additionally, conferences provide networking and information sharing opportunities across the organisations represented.

Whilst the attendance of Aldermen at such conferences provides benefit to the individual, this is considered as secondary to the value to the organisation derived from having the Council represented and receiving a report on conference outcomes from an attending Alderman.

The Council may approve the attendance of Aldermen at relevant conferences as representatives of the City, in the capacity as a delegate or conference presenter, subject to budget availability.

Particular conferences where Council representation may be considered appropriate may be brought to the notice of the Council by the General Manager or an individual Alderman.

When such conferences are listed on the relevant committee agenda for consideration of representation, the relevance of the conference to the City's strategic objectives is to be addressed as part of the process.

3. Local Government Sector Development Activities

Aldermanic participation in local government sector activities is considered relevant and appropriate in order to benchmark activities against industry standards, maintain knowledge and relativity within the sector and to network and build relationships and capacity within the industry.

Aldermen may attend conferences, seminars, meetings or training events arranged by sector stakeholders such as:

- (i) Local government peak bodies (eg. LGAT, Think South, MAV, ALGA, ALGWA);
- (ii) State, Federal or Local Government authorities;
- (iii) Australian Institute of Company Directors; and
- (iv) The City of Hobart.

Except where clause 6 of this policy is applicable, Aldermanic attendance at these activities is to be approved by the Council.

The Lord Mayor, as the city's civic leader is by virtue of that role a member of the Council of Capital Cities Lord Mayor's. The Lord Mayor also participates on various working parties and special committees operating within the auspices of local government activities. In recognition of the Lord Mayor's specific role as the City's spokesperson and representative, the Lord Mayor's participation in such activities will not be subject to Council approval

4. Professional Development

Professional development involves the undertaking of training and development activities which increase an Alderman's capacity to perform their role as elected representatives of the community, and to maintain and improve their skills and stay in touch with issues relevant to the Council.

Professional development may be delivered through formal and informal training such as relevant seminars, training courses, peer programs, conferences and formal education avenues.

The Council encourages the participation of Aldermen in professional development activities and accordingly Aldermen will be given the opportunity of

attending relevant training programs, activities and conferences which support their individual professional development.

The Lord Mayor in his or her capacity of overseeing the performance of the Aldermen in accordance with s 27 of the Local Government Act 1993, is responsible for considering and determining applications from Aldermen for professional development.

In respect to applications from the Lord Mayor, the Deputy Lord Mayor is responsible.

As an exception to this arrangement, where international travel is involved as part of an application for professional development, the application will be referred directly to the Council for consideration and determination.

An Alderman proposing a professional development activity is to provide the following information in support of their application to the Lord Mayor, the Deputy Lord Mayor or the Council, whichever is appropriate:

- (i) Full details of the activity, including supporting documentation and costs; and
- (ii) Details of the benefit of the activity to the individual Alderman and its relevance to the Council, including contribution to the achievement of the City's strategic objectives

Prior to final approval of a professional development application, the General Manager shall confirm the availability of funds from the individual Alderman's professional development allocation.

No arrangements are to be made in relation to participation in professional development activities until the approval has been obtained in writing.

For professional development applications other than those involving international travel, once approved by the Lord Mayor or Deputy Lord Mayor, the General Manager is to inform the Council at the first available ordinary meeting, for noting purposes only, details of the professional development application, as submitted by the attending Alderman.

Aldermanic professional development will be funded through a professional development allocation up to a maximum expenditure of \$5,000 per Alderman per financial year and \$20,000 for each Alderman in a four year Council term.

In accordance with Council's general budget practice, the individual Aldermanic professional development allocation will not be carried forward from one financial year to another.

Notwithstanding the funding arrangements above, in considering individual professional development requirements in any given year, the Lord Mayor,

Deputy Lord Mayor or in the case of proposals involving international travel, the Council, may take account of expenditure over the course of an individual Alderman's term of office (having regard to the \$20,000 maximum total allowance available to individuals in a four-year term of office). In circumstances where it is deemed appropriate, expenditure up to a maximum of \$10,000 may be approved.

The total cost to the Council for individual Aldermanic professional development activities will include all expenses such as registration costs, associated meals, accommodation, travel and travel insurance, where appropriate.

As is the case with all Aldermanic expenses, the General Manager shall maintain appropriate records in respect to Aldermanic professional development activities, for the purpose of capturing details and expenses incurred through professional development.

5. Study and Inspection Tours

The Council may resolve to send one or more Aldermen on a study or inspection tour to examine a particular program or activity operating outside of the City, in order to assess its application or suitability for the City of Hobart.

6. Local workshops and seminars

Aldermen may attend local workshops and seminars held within Tasmania, which relate to Aldermanic induction or local government sector development activities without approval by the Council in the following circumstances:

- (i) When the duration of the event is less than two days; and
- (ii) Where the total cost of attendance does not exceed \$750.

The General Manager shall approve such attendance

7. General Training and Development Provisions

1. Upon return from any activity approved under this policy, the attending Alderman must provide a report in the following format, within thirty days:
 - (i) The name, location and date of the activity, together with a summary of the activity and details of any outcomes which may be considered appropriate for application to the City of Hobart.
 - (ii) The report may be presented verbally or in writing to the relevant Council committee.
2. The Council's administration will make all arrangements including payments, for Aldermanic travel.

3. In extenuating circumstances, the Lord Mayor may approve an Alderman making their own travel arrangements, in which case expenditure is to be reconciled within thirty days of the Aldermen's return, through the submission of receipts and full details in support of any costs claimed, including the presentation of airline boarding passes.
4. Apart from the provisions applying to professional development, there is no specific limit on individual expenditure under this policy, however, in approving Aldermanic participation in all other activities under this policy, the Council will have regard to the available budget.
5. Aldermanic travel within Australia is to be economy class, except where flight duration is in excess of two hours, in which case Aldermen may elect to fly business class (or equivalent).
6. In respect to overseas travel, Aldermen may elect to fly business class (or equivalent).
7. Additional costs associated with a partner accompanying an Alderman undertaking any activity covered under the training and development policy are the responsibility of the individual Alderman and are to be met personally by the Alderman.
8. A daily incidentals travel allowance of \$40 shall be provided to Aldermen who travel away from the City on training and development activities. This allowance is not subject to any acquittal or reconciliation process.
9. Upon return from any training and development activity approved under this policy, an Alderman is to provide a reconciliation of all expenditure incurred in attending the activity, within 30 days.
10. The submission and approval process for travel reconciliations is the same as for the reimbursement of Aldermanic expenses, as provided in section G of the policy.

D. INTERNATIONAL RELATIONSHIPS

An Alderman may participate in an international relationship delegation once, or more if approved by the Council, in a four year term of office, as part of an official Council approved delegation within that four year term.

As part of any such visit, where appropriate, the Council may advise community representatives, business, State Government and other relevant stakeholders, in order to ascertain their interest in participating in the visit as part of the Council delegation.

In addition to Council delegations, the Council may also approve participation in appropriate delegations conducted by the State Government or other relevant agencies.

The following criteria applies to travel on international delegations:

- (a) The objectives of individual visits should be clearly defined.
- (b) Visits will be timed to coincide with or support:
 - (i) significant events in the life of the City acknowledged by the Council as a City of significance or with which the Council has a formal relationship;
 - (ii) trade missions and delegations;
 - (iii) major cultural events; or
 - (iv) strategic opportunities to build on and reinforce relationships.

In relation to international cities relationships, where the Council may send a delegation to a Sister City or international destination of significance, as resolved by the Council, with the exception of the Lord Mayor's partner, Aldermen's partners shall meet their own costs of travel and accommodation (excluding ordinary travel insurance costs).

E. ALLOWANCES

The Local Government Act 1993 provides that councillors are entitled to prescribed allowances. Mayors and deputy mayors are entitled to additional allowances.

The Local Government (General) Regulations 2015 prescribe those amounts, which are adjusted by the CPI inflationary figure as at 1 November in each year.

Allowances are paid in arrears and Aldermen may elect to receive payments either monthly or fortnightly.

In the interest of transparency and good governance, there is no capacity to debit from Aldermanic allowances.

F. SPONSORSHIPS

Where the Council resolves to sponsor major events, free tickets are provided to the Council by the organisers as part of the Council's sponsorship package.

Where sponsorship tickets are made available to Aldermen, their value will be advised to Aldermen at the time in order to enable Aldermen to make an informed choice as to whether or not they wish to accept tickets.

Where Aldermen elect to accept free sponsorship tickets, the details of the event and the estimated value will only appear in the Aldermanic Gifts Register, to be recorded

by the Manager City Government on behalf of the Alderman concerned.
Confirmation of the details entered into the Register will then be provided in writing for the information of the Alderman.

G. EXPENSES REIMBURSEMENT

This section of the policy covers prescribed expenses in relation to travel, telecommunications and childcare, as provided in the Local Government (General) Regulations 2015.

The Council will reimburse Aldermen for reasonable out-of-pocket expenses incurred in relation to travel, telecommunications and child care, provided that such expenses are incurred whilst they are carrying out the functions of office, pursuant to Section 28 of the Local Government Act 1993.

The following arrangements will apply in respect to the prescribed expenses:

1. Local Travel

For the purposes of this policy, travel is defined as modes of transport utilised by Aldermen for local travel which attract costs, such as, fuel, taxi and bus services etc.

Aldermen may claim the cost of travel incurred by means other than private vehicle use such as taxis and other public transport by the lodgement of a reimbursement claim to be accompanied by appropriate tax invoices and receipts indicating proof of payment along with details of the travel undertaken including date, cost, destination and details of the Council activity being undertaken.

Where Aldermen utilise private vehicles, they will be requested to nominate one (only) of the following options in any financial year:

- (i) seek the reimbursement of costs through the submission of kilometre claims, which will be paid at the relevant rate per km, as set by the State Public Service, (as also applying to City of Hobart employees), subject to the provision of supporting information including travel date, destination, and details of the Council activity undertaken.
- (ii) as an alternative to kilometre claims, Aldermen may nominate to use a fuel card which enables a maximum of 1,500 litres of fuel to be drawn in each year. Under this option there is no requirement for Aldermen to submit travel details.

Non-Local Travel

Travel for purposes other than local transport will be approved and funded by the Council as part of its policy on Aldermanic training and development

activities under section C, or as part of travel associated with international relationships under section D.

2. Telecommunications

Aldermen are entitled to claim costs incurred as part of their roles for the use of telecommunications services, including landline connection, mobile phone and internet.

Claims may only be made for Aldermanic costs incurred on a phone, fax or internet service which is available for public contact.

In respect to mobile phone services, Aldermen may make their own arrangements in terms of the selection of a call and data service provider of their own choice and claim reimbursement of costs incurred.

Alternatively, they may elect to use the Council's provider, in which case individual plans are required for individual Aldermen to enable the identification of individual usage for transparency purposes.

In order to avoid excessive mobile phone accounts, and where required, the Council purchase relevant mobile phone data packs, for use by Aldermen who are travelling overseas in the following circumstances:

- (i) Where the Lord Mayor, as the Council's principal elected representative, may be overseas on leave from Council, and considers it appropriate to retain contact in respect to Council issues; with the agreement of the General Manager, and
- (ii) Where an Alderman may be representing the City as part of a Council approved delegation;

Under such circumstances the cost of data pack(s) be attributed and disclosed as an expense to the Lord Mayor or individual Alderman, however the cost of the pack(s) not be included as part of the annual telecommunications cap.

An annual expenditure cap of \$2,000 per Alderman per financial year applies for Aldermanic telecommunications expenses.

The Council not be involved in the provision of telecommunications connections to Aldermen's private property.

3. Childcare

Aldermen may claim reimbursement for child care costs associated with Council activities.

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Child care claims must be accompanied by either a receipt from a licensed child care provider or, a document with dual signatures of the claiming Alderman and the service provider detailing the following:

- (i) The name, address and phone contact details of the care provider;
- (ii) The date and time of the service, including the hours involved;
- (iii) The hourly rate paid; and
- (iv) Details of the Council event attended by the Alderman.

A maximum hourly rate of \$20 applies for child care, unless otherwise approved by the Lord Mayor.

Council funding of child care relates only to Council meetings and Council attended events.

Aldermen may seek the Lord Mayor's approval of reimbursement for additional child care arrangements in extenuating circumstances.

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H. CLAIMS PROCESSING

Claims for the reimbursement of expenses incurred, as provided in this policy must be submitted directly to the Manager City Government together with tax invoices and receipts indicating proof of payment along with the full details of the nature of the expenditure.

The Manager City Government will verify that claims are in accordance with the policy and will subsequently follow the approval/authorisation process by seeking the approval of claims by the Lord Mayor and authorisation for payment from the General Manager.

The Deputy Lord Mayor will approve claims submitted by the Lord Mayor.

In the interest of good governance claims are to be submitted **within one month of the expense being incurred** ~~on a monthly basis~~.

Where for good reason, this requirement cannot be met; the approval of the Lord Mayor and General Manager be required to reimburse a claim.

Where, in the opinion of the General Manager, a question arises as to whether a claim for reimbursement of expenses is ineligible under these policy provisions, the General Manager shall refer the matter to the Audit Panel for determination.

Forms for use for claiming reimbursement and reconciling expenditure are located on the Aldermanic Webpage.

Upon submission of the appropriate paperwork to the Manager City Government, claims will be paid within a 30 day period.

Under no circumstance should an Alderman transact a purchase of any nature which is subsequently claimed as an Aldermanic expense, where the goods or services purchased are intended for personal use. (Refer also to Clause I 6 below relating to the Aldermanic Credit Card Facility.

I. BENEFITS

The Council has resolved to make the following benefits available to Aldermen:

1. Parking Permits

In order to provide parking for Aldermen in Council controlled areas whilst they are undertaking their duties of office, the following arrangements will apply.

Aldermen must provide the details (including make, model, colour and registration number) of a maximum of two vehicles to the Manager City

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Government for inclusion in the Council's parking database as Aldermanic vehicles. Aldermen must ensure that these details remain current at all times.

Aldermen will subsequently be provided with one transferrable parking permit (which is issued in each financial year) which must be displayed on the windscreen of their nominated vehicle(s) whilst they are on Council business.

The display of the permit will enable Aldermen to park in the following Council controlled areas only:

- (i) in the space designated for Aldermanic parking on the Town Hall parking deck, without any time limit;
- (ii) in the Council's Argyle Street, Centrepont, and Hobart Central multi-storey car parks, without any time limit; and
- (iii) in on-street metered parking spaces and in the Council's Dunn Place and Salamanca Square voucher car parks, for the maximum time allowable, without the need to pay the required fee*

*In respect to clause (iii) above, it should be noted that the permit does not cover overstaying beyond the maximum parking time allowed.

In consideration of the provisions outlined in this policy, where an Alderman believes that an infringement has been issued in error and subject to adherence to the following requirements.

- (i) the Council's records verifying that the vehicle details match the those appearing on the parking database, and
- (ii) the Aldermen's parking permit being appropriately displayed on the vehicle, thereby verifying that the Alderman was on Council business at the time of the infringement,

Aldermen may submit an application to the General Manager to have the infringement withdrawn.

The General Manager will seek the endorsement of the Lord Mayor in determining such applications.

2. Doone Kennedy Hobart Aquatic Centre Access

In line with the Council's commitment to health and wellbeing, Aldermen are permitted access to the Doone Kennedy Hobart Aquatic Centre at no cost.

Aldermen are required to identify to the Manager City Government their preferred membership category or casual entry preference from the Centre's approved schedule of fees and charges, to enable costs associated with Aldermanic usage of the Centre to be accurately identified.

3. Community Activities Participation Allocation

In order to facilitate the participation of Aldermen in community functions and activities which contribute to the advancement of the Council's strategic objectives, funding will be provided for such purposes subject to the following annual cap (per financial year):

The Lord Mayor \$5,000;

The Deputy Lord Mayor \$2,500; and

Aldermen \$1,000

Aldermen may elect to have their partner accompany them to an event, in which case the cost of attendance will also be allocated to their individual cap.

Arrangements for attendance at such functions, including payment, where applicable, are to be made by individual Aldermen.

Where Aldermen attend functions and activities involving a cost, they are requested to submit a reimbursement form to the Manager City Government, including the name and date of the function, the tax invoice outlining the cost of attendance and proof of payment.

4. Office of the Lord Mayor – Determination of Discretionary and Non-Discretionary Funding

There are two arrangements related to funding for ticketed events where the Lord Mayor attends or where the Lord Mayor is represented by an Alderman:

1 Non-Discretionary Activities:

Where an invitation/request is received for the Lord Mayor to be a special invited guest or to take on a participatory role (ie; to speak, to make a presentation, to open an event or unveil a plaque, or to receive an award on behalf of the Council) and the event contributes to the advancement of the Council's strategic activities and/or where the presence of a Council representative is deemed to be required, the costs associated with the event for either the Lord Mayor or their representative be charged to the Lord Mayor's Civic Activities Function and not recorded against the attendee's Community Activities Participation allocation.

2 Discretionary Activities:

Where an invitation/request is received for the Lord Mayor with no participatory role, but the invitation contributes to the advancement of the Council's strategic activities, should the Lord Mayor choose to attend, the

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costs associated with the event will be noted against the Lord Mayor's \$5,000 Community Activities Participation Allocation for discretionary activities, and be included in the Aldermanic expenses report and disclosed accordingly.

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If an Alderman has agreed to represent the Lord Mayor at a discretionary event then the cost of the event will be noted against the relevant Alderman's Community Activities Participation Allocation (\$2,500 for the Deputy Lord Mayor and \$1,000 for Aldermen).

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In determining what may be discretionary or non-discretionary in relation to specific invites, the Group Manager Executive and Economic Development will provide clarification on a case by case basis, as required.

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4.5 Funded Business and Topical Issues Events

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From time to time the Council receives invitations to business functions which the Lord Mayor and General Manager may deem to be of specific relevance and interest to the City of Hobart. Examples include budget briefings and forums on topical issues.

In such circumstances, all Aldermen will be invited to attend the function which will be paid for by the Council, with the cost being subsequently attributed as an expense to those Aldermen who attend.

6.5 Aldermanic Credit Card Facility

Corporate Credit cards will be made available to those Aldermen who wish to utilise them.

Aldermen electing to be issued with a credit card are required to adhere to the application process, and terms and conditions of use which are applied by the financial institution engaged by the Council to provide the credit card facility.

Where Aldermen are issued with credit cards, they will be provided with the full documentation issued with the credit card:

- (i) The corporate credit card may be utilised to facilitate the purchase of services which are allowed under the policy on entitlements and benefits for Aldermen, such as taxi travel, pre-payment of community activities registration costs, transport and un-funded meals when participating in training and development activities or international relationship delegations and child care costs.
- (ii) Under no circumstance should an Alderman transact a purchase of any nature which is subsequently claimed as an Aldermanic expense, where

the goods or services purchased are intended for personal use. ~~Personal purchases are excluded from use.~~

- (iii) where an Alderman may mistakenly make a personal transaction using their Aldermanic credit card, they should seek to have the purchase immediately reversed. If this is not possible, the Alderman should notify the Manager City Government and make arrangements for the purchase cost to be repaid to the Council.

- (iv) All credit card statements must be reconciled within one month of receipt of statements, and be supported by the details of all expenditure and the provision of tax invoices and receipts. A form for credit card reconciliations is situated on the Aldermen's Webpage.
- (v) The approval and authorisation of Aldermanic credit card expenditure is the same as all reconciliations, with the Lord Mayor approving Aldermanic expenses, and the Deputy Lord Mayor approving the Lord Mayor's expenses. The General Manager is responsible for authorising all expenditure.
- (vi) The General Manager is to ensure that appropriate expenditure limits are applied to credit cards to accommodate requirements where Aldermen may participate in activities such as international travel as approved by the Council.

76. Aldermanic Assistance Program

In support of the health and wellbeing of Aldermen they are entitled to utilise the services of the Council's contracted counselling service .-

The Aldermanic Assistance Program will provide up to three, free (and totally confidential) counselling sessions per annum (financial year) to assist Aldermen with personal, family or work issues that may be affecting their personal wellbeing.

Further free sessions may be approved in consultation with the Lord Mayor and General Manager.

Counselling costs associated with the program are not to be disclosed, given the confidential nature of the service.

J. DISCLOSURE OF EXPENSES AND BENEFITS

In the interests of transparency and accountability, the Council has resolved to publicly report information pertaining to allowances, entitlements and expenses for individual Aldermen.

Accordingly, information is made available on a monthly basis on the City of Hobart website.

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The Manager City Government will provide details of the information to be published on the Website to each individual Alderman two business days prior to publication to enable any queries to be addressed.

K. FACILITIES

The Council makes a number of facilities and services available to Aldermen in support of their roles.

1. Aldermen's Lounge

The Deputy Lord Mayor is responsible for the administration of the Aldermen's Lounge, in order to ensure that the room is adequately serviced and operational matters are satisfactorily attended to.

The use of the Aldermen's Lounge is confined to Aldermen who may, from time to time, extend an invitation to those persons who are in the Town Hall on Council business or municipal affairs to join them.

In addition to this general usage, individual Aldermen may, if they so desire, host a private function in the Aldermen's Lounge, subject to the following procedures and conditions:

- (i) Aldermen wishing to host such a function shall book the room with the Manager City Government
- (ii) All refreshments provided at functions hosted by individual Aldermen will be funded by the hosting Alderman.
- (iii) Functions are not to be conducted immediately prior, during or directly after a scheduled Council or committee meeting.
- (iv) Aldermen who host functions are to be responsible for admitting any guests arriving outside normal office hours, seeing their guests off-site and securing the premises when they leave.
- (v) No Council employee is to be involved in Town Hall security or in the serving of food or drink during such functions.

2. Office Facilities

As the City's civic leader, the Lord Mayor is provided with a suite of rooms in the Town Hall in which to conduct day-to-day business and host civic functions and activities.

Aldermen are provided with a furnished and equipped office space in the Town Hall for use for Council business at their convenience.

The Aldermen's office area includes a furnished communal space provisioned with standard office equipment. A kitchen facility is also provided.

L. LOAN OF EQUIPMENT

As a means of supporting the Aldermen in their roles, the Council will make the following equipment available:

- (i) Mobile phone
- (ii) Tablet (iPad)
- (iii) Notebook computer
- (iv) Printer

Equipment will be replaced in line with the Council's standard replacement schedules.

Retiring Aldermen may make application to the General Manager to purchase equipment which has been issued to them as an Alderman, subject to their agreement to pay the market/valuation price, as determined by the General Manager.

M. REIMBURSEMENT OF LEGAL EXPENSES

This section of the policy specifies the circumstances under which Aldermen are entitled to reimbursement of legal expenses in accordance with Clause 1(2)(b) of Schedule 5 of the Local Government Act 1993.

Clause 1(1) of Schedule 5 of the Local Government Act 1993, requires the Council to adopt a policy with respect of payment of expenses incurred by Aldermen in carrying out the duties of office.

Sub-clause (2) entitles an Alderman to be reimbursed for reasonable expenses in accordance with the policy adopted under Sub-clause (1) in relation to any expenses prescribed in the Local Government (General) Regulations 2015, and any other expenses the Council determines appropriate.

Pursuant to Clause 1(2)(b) of Schedule 5 of the Local Government Act 1993, an Alderman will be reimbursed their reasonable legal expenses in the following circumstances:

- (i) Where the Alderman is defending or responding to a claim, action or demand made by a third party against the Alderman;
- (ii) Where the Alderman is acting as a plaintiff in a claim, action or demand against a third party to the extent that the Alderman may obtain initial advice regarding the merits of their claim.

Any reimbursement provided in accordance with this policy is subject to:

- (i) The Alderman acting in accordance with the functions of an Alderman as specified in Section 28 of the Local Government Act 1993;

- (ii) The Alderman acting in good faith; and
- (iii) The quantum of costs sought to be reimbursed being reasonable.

In determining whether an individual Alderman is entitled to reimbursement in accordance with this policy, the General Manager is authorised to approve initial legal consultation and to obtain professional external legal advice that the circumstances of an Alderman's claim satisfy the criteria listed above.

No reimbursement for legal expenses will be provided to an Alderman in relation to any claims, actions or demands made against another Alderman or the Council itself.

For the purposes of this policy, the term "third party" excludes another Alderman, the Council as an organisation and any single or joint authorities that the Council has established pursuant to the provisions of the Local Government Act 1993.

Where:

- (i) an Alderman is entitled to reimbursement of legal expenses in accordance with this policy;
- (ii) that Alderman is successful in the proceedings; and
- (iii) in those proceedings that Alderman receives an award of costs and/or damages;


any reimbursement in accordance with this policy is to be discounted by the value of any sum awarded as part of the proceedings.

The Council is to provide final approval of any reimbursement.

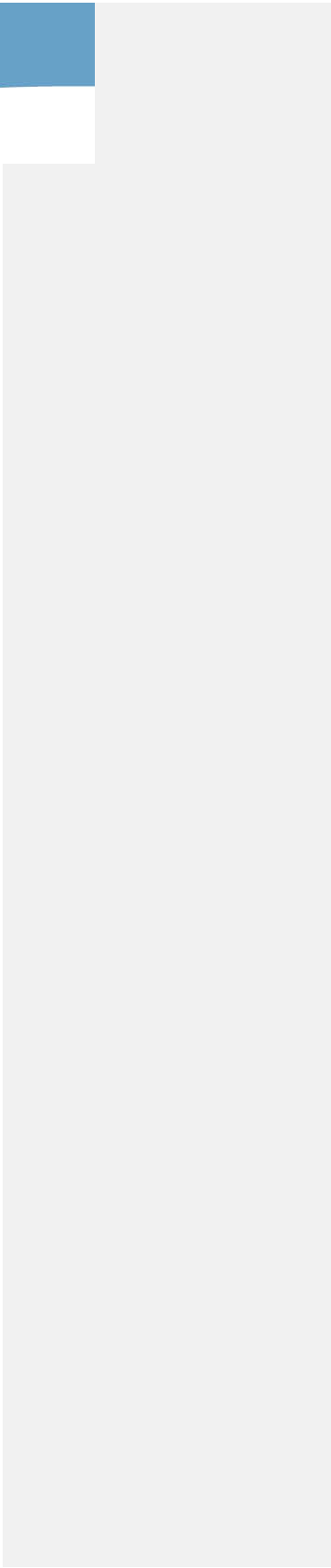
N. USE OF VEHICLE AND CHAUFFEUR – LORD MAYOR

A Council vehicle and chauffeur will be made available for use by the Lord Mayor and their partner in the following circumstances:

- (i) For civic and ceremonial occasions where the Lord Mayor and their partner are representing the City. The vehicle will be available for pickup and delivery from the Town Hall or the Lord Mayor's principal place of residence, or from their place of employment when time constraints would otherwise preclude their attendance at a civic or ceremonial function.
- (ii) This policy does not preclude the Lord Mayor or their partner being accompanied by other dignitaries or staff or other persons and family members on those occasions when the Lord Mayor and their partner have attended a civic function and family members may be picked up if he or she is between the function location and the home address; and

- 
- (iii) When the Lord Mayor is representing the Council on matters involving the Council (e.g. Think South and LGAT meetings).
 - (iv) This policy also applies to any other Alderman and their partner who may be representing the Lord Mayor on civic and ceremonial occasions.

The vehicle will not be available for the following use:

- (i) Attending to normal duties at the Town Hall including Council or Committee meetings or for use in the role as an Alderman, other than on those occasions when the Lord Mayor or their partner has had civic responsibilities to attend to immediately prior to or after Council and Committee meetings; and
 - (ii) Personal or family use.
- 

O. RETIREMENT FUNCTION - LONGSERVING ALDERMEN

The Lord Mayor is to extend an invitation to arrange a farewell dinner on behalf of the Council, to honour any retiring Alderman who has given three (3) terms of service to the Council

Where the retiring Alderman accepts the Lord Mayor's offer, invitations to this function are to be extended to serving Aldermen and their partners, together with the General Manager, Divisional Directors and their partners.

Any retiring Alderman may invite four other persons to attend the dinner as their personal guests, should they so wish.

The Certificate of Appreciation of their service as an Alderman, Lord Mayor or Deputy Lord Mayor, as appropriate and as provided under clause A of this Policy will be presented at the farewell function, wherever possible.

4.5. Legislation, Terminology and References

Local Government Act 1993

Local Government (General) Regulations 2015

Responsible Officer:	Director Corporate Services
Policy first adopted by the Council:	26/9/1994
History	
Amended by Council	14/7/2014
Amended by Council	9/11/2015
Amended by Council	7/3/2016
Next Review Date:	June 2016

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

**9. ALDERMANIC REPRESENTATION ON EXTERNAL BODIES -
ATTENDANCE AT MEETINGS — FILE REF: 13-15-1**

4x's

Report of the Deputy General Manager of 27 April 2016.

DELEGATION: Council

TO : Governance Committee

FROM : Deputy General Manager

DATE : 27 April, 2016

SUBJECT : **ATTENDANCE AT MEETINGS – ALDERMANIC REPRESENTATION ON EXTERNAL BODIES**

FILE : 13-15-1 HS:MH (o:\council & committee meetings reports\gc reports\2016 meetings\3 March\word version of report\attendance at meetings - represenatives on extenal bodies.docx)

1. INTRODUCTION

- 1.1. The purpose of this report is to respond to the Council's request to investigate the potential recording of Aldermanic attendance at meetings of external bodies.

2. BACKGROUND

- 2.1. At its meeting of 7 October 2014 meeting, the Council resolved inter alia:

The General Manager prepare a report to investigate the possibility of recording meeting attendance of all representatives on external bodies.

- 2.2. There are currently 17 external bodies to which the Council has appointed Aldermanic representatives, namely:
 - 2.2.1. City of Hobart Eisteddfod Society Inc.
 - 2.2.2. Coming Out Proud – Greater Hobart Community Liaison Committee.
 - 2.2.3. Cycling South Inc.
 - 2.2.4. Friends of Soldiers Memorial Avenue.
 - 2.2.5. Greater Hobart Reference Group Committee – Destination Southern Tasmania.
 - 2.2.6. Hobart Emergency Management Committee.
 - 2.2.7. 2016 Lunar New Year Celebrations Working Group.
 - 2.2.8. Maritime Museum of Tasmania – Management Committee.
 - 2.2.9. Mayors for Peace.
 - 2.2.10. Regional Waste Working Group.
 - 2.2.11. Tasmanian Response to Syrian Refugee Crisis Working Group.

- 2.2.12. Sister Cities Australia.
- 2.2.13. Southern Tasmanian Councils Authority (Think South).
- 2.2.14. Tasmanian Polar Network.
- 2.2.15. Tasmanian Water and Sewerage Corporation – Owner's Representative.
- 2.2.16. Trustees of the Tasmanian Museum and Art Gallery.
- 2.2.17. Wellington Park Management Trust.
- 2.3. Each year, the Council requests these bodies provide copies of their agenda and minutes of meetings along with any amended governing documents such as Terms of Reference or rules and guidelines.
 - 2.3.1. Many of the external bodies subsequently provide these documents which are then distributed for the information of all Aldermen.

3. PROPOSAL

- 3.1. The Council regularly requests that external bodies which have Aldermanic representation provide information in relation to their meetings held, however the Council is not able to influence whether this information is subsequently forthcoming.
 - 3.1.1. Minutes of external bodies, which are provided to the Council typically include attendance information.
- 3.2. Section 72(1)(cc) of the *Local Government Act 1993* requires the Council to record Aldermanic attendance at Council and Council committee meetings and to declare this information in its Annual Report.
 - 3.2.1. There is no legislative requirement to record Aldermanic attendance at external body meetings.
- 3.3. Council's policy titled 'Council Representation on External Bodies and Organisations' requires that Aldermen and staff who are members of external groups, submit an annual report on their representation which is then provided to the Governance Committee for information.
 - 3.3.1. It is proposed that as part of the annual reporting on the activities of external bodies, Aldermen include, where possible, details of the number of meetings held and the number of meetings attended for the year.

4. STRATEGIC PLANNING IMPLICATIONS

- 4.1. The review of the Council's processes regarding Aldermanic representation on external bodies is in line with the City of Hobart Strategic Plan, Goal 5 – Governance, in ensuring the City is well governed at a regional and community level.

5. DELEGATION

- 5.1. This matter is delegated to the Council.

6. CONSULTATION

- 6.1. Consultation with the Manager City Government has occurred in preparation of this report.

7. CONCLUSION

- 7.1. This report has been prepared in response to a decision of the Council in respect to the potential recording of Aldermanic attendance at meetings of external bodies.
- 7.2. The Council has an existing policy in relation to representation on external bodies which requires those Aldermen and staff who have been nominated as representatives, to report annually on their activities, which is then provided for the information of the Governance Committee.
- 7.2.1. The Council may consider it appropriate that the policy be amended to reflect that future annual reporting, provide information pertaining to the number of meetings conducted and the number of meetings attended by the representatives.

8. RECOMMENDATION

That:

- 8.1. *The report :mh(o:\council & committee meetings reports\gc reports\2016 meetings\3 May\word version of report\drafts\attendance at meetings - represenatives on extenal bodies.docx) be received and noted.*
- 8.2. *The established administrative processes in relation to Aldermanic representation on external bodies remain unchanged.*
- 8.3. *The Council's policy titled 'Council Representation on External Bodies and Organisations' be amended to reflect that the annual reporting by Aldermen include, where possible, the number of meetings held by the body and the number of meetings which have been attended by the Council representative.*

As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.

A handwritten signature in black ink, appearing to read 'H. Salisbury', with a stylized, flowing script.

(Heather Salisbury)

DEPUTY GENERAL MANAGER

**10. LEGISLATIVE COUNCIL FINAL REPORT ON TASMANIAN ELECTORAL
COMMISSION – FILE REF: 13-10-1**

39x's

Report of the General Manager of 27 April 2016.

DELEGATION: Council

TO : Governance Committee

FROM : General Manager

DATE : 27 April, 2016

SUBJECT : **LEGISLATIVE COUNCIL FINAL REPORT ON TASMANIAN ELECTORAL COMMISSION**

FILE : 13-10-1 NH:FC (o:\council & committee meetings reports\gc reports\2016 meetings\3 may\report --tec final report.docx)

1. INTRODUCTION

- 1.1. The purpose of this report is to present to Aldermen the Legislative Council's final report on the operations of the Tasmanian Electoral Commission.

2. BACKGROUND

- 2.1. In November 2014, the Legislative Council Government Administration Committee 'B' announced that it would inquire into and report upon the operations of the Tasmanian Electoral Commission.
- 2.2. The Terms of Reference for the Committee were to inquire into and report upon the operations of the Tasmanian Electoral Commission, with particular reference to:
 - The administration of the *Electoral Act 2004*;
 - The resourcing available to the Tasmanian Electoral Commission;
 - Any deficiencies with the *Electoral Act 2004*;
 - Any other matters incidental thereto.
- 2.3. At its 10 February 2015 meeting, the Council considered a submission to the Legislative Council Government Administration Committee and resolved to provide comment on the following items:
 - Disclosure of political donations by local government candidates;
 - A review of the eligibility for inclusion on the General Manager's Roll to better capture all citizens;
 - Administration of the General Manager's Roll to be undertaken by the Tasmanian Electoral Commission;
 - A review be undertaken on the timeliness of results for those counts which were managed by 'Computer Count' in the recent local government elections;

- Compulsory voting at the ballot box.
- 2.4. In addition to the Council's written submission the General Manager and Lord Mayor also attended a public hearing on this matter on 16 April 2015.
 - 2.5. The final report was released on 22 April 2016 with 27 findings and 17 recommendations being made by the Committee and can be found at *Attachment A*.
 - 2.6. In relation to the Council's submission, the Inquiry found the following:

Announcement of election results

The Inquiry heard that delays in announcing some election results, particularly in close elections, could cause distress to some candidates.

The Inquiry did not make a recommendation on this matter, rather it delivered a finding which acknowledged the frustration of some candidates with the announcement of local government election results during the trial of computer counting in 2014.

Campaign Donations

As articulated in the Council's submission, Tasmania is the only jurisdiction in Australia that does not have campaign donation requirements for local government candidates. Furthermore the Inquiry heard that there may be instances where in-kind donations occur and are not reported; there is a lack of clarity as to whether in-kind donations should be included as expenditure; there are currently no bans on candidate campaign donations from specific sources and that mandatory disclosure of candidate campaign donations would provide transparency as to the source of political donations.

The Inquiry has recommended that the Tasmanian Government legislate for the compulsory disclosure of campaign donations from all sources and that greater clarity be provided as to the status of in-kind donations and whether they should be disclosed.

Compulsory Voting

The Council's long held view is that voting in local government elections should be compulsory and at the ballot box. This was the essence of the Council's submission to the Inquiry around compulsory voting.

The Inquiry heard a number of different views both in favour of, and against, compulsory voting in all spheres of government, but did not receive any compelling evidence that consideration should be given to changing the status quo. Given this, the Inquiry's recommendation was that the current system of voting remain unchanged.

General Manager's Roll

The Council in its submission raised two issues in relation to the General Manager's Roll, those being eligibility and administration.

The Inquiry found that the General Manager's Roll can provide opportunities for non-citizens with a genuine stakeholder interest in their local government electorate to participate in local government elections. They also found that the General Manager's Roll may provide opportunities for voters with a limited genuine interest in the local government electorate to participate in local government elections.

Given these findings, the Inquiry recommended that a review of the criteria, processes and oversight of General Manager's Rolls be conducted.

- 2.7. In addition to those items which the Council submitted to the Inquiry a number of other recommendations have been made around issues such as, the election of mayors and deputy mayors; election materials and campaigns; TEC staffing and limits on campaign spending.

3. PROPOSAL

- 3.1. It is proposed that the Council write to Tasmania's major political parties and the Local Government Association of Tasmania strongly encouraging their support of the recommendations contained in the Legislative Council's final report on the operations of the Tasmanian Electoral Commission.
- 3.2. The Council in its correspondence to Tasmania's major political parties and the Local Government Association of Tasmania reiterate its position that local government elections should be compulsory and at the ballot box.

4. STRATEGIC PLANNING IMPLICATIONS

- 4.1. The items the Council put forward to the inquiry into the operations of the Tasmanian Electoral Commission would provide for good governance and transparent decision making and are consistent with Goal 5 of the City of Hobart's *Capital City Strategic Plan 2015-2025*.

5. FINANCIAL IMPLICATIONS

- 5.1. Funding Source(s)
 - 5.1.1. None arise from this report.
- 5.2. Impact on Current Year Operating Result
 - 5.2.1. None arise from this report.
- 5.3. Impact on Future Years' Financial Result
 - 5.3.1. None arise from this report.
- 5.4. Asset Related Implications
 - 5.4.1. None arise from this report.

6. DELEGATION

- 6.1. This matter is delegated to the Council.

7. CONCLUSION

- 7.1. In November 2014, the Legislative Council Government Administration Committee 'B' announced that it would inquire into and report upon the operations of the Tasmanian Electoral Commission.
- 7.2. The Council provided a submission on the issues of disclosure of political donations by local government candidates; a review of the eligibility for inclusion on the General Manager's Roll to better capture all citizens; administration of the General Manager's Roll to be undertaken by the Tasmanian Electoral Commission; a review be undertaken on the timeliness of results for those counts which were managed by 'Computer Count' in the recent local government election and compulsory voting at the ballot box.
- 7.3. The final report was released on 22 April 2016 with 27 findings and 17 recommendations.

8. RECOMMENDATION

That:

- 8.1 *The report NH:fc(o:\council & committee meetings reports\gc reports\2016 meetings\3 may\report -- tec final report.docx) be received and noted.*
- 8.2 *The Council write to Tasmania's major political parties and the Local Government Association of Tasmania strongly encouraging their*

support of the recommendations contained in the Legislative Council's final report on the operations of the Tasmanian Electoral Commission.

- 8.3** *The Council in its correspondence to Tasmania's major political parties and the Local Government Association of Tasmania reiterate its position that local government elections should be compulsory and at the ballot box.*

As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.



(N. D. Heath)

GENERAL MANAGER

Attachment A Legislative Council's final report on the operations of the Tasmanian Electoral Commission.

(No. 11)



2016

Parliament of Tasmania

LEGISLATIVE COUNCIL
GOVERNMENT ADMINISTRATION COMMITTEE "B"

FINAL REPORT

ON

Tasmanian Electoral Commission

Members of the Committee Inquiry

Hon Rosemary Armitage MLC (Inquiry Chair)

Hon Ivan Dean MLC (Inquiry Deputy Chair)

Hon Kerry Finch MLC

Hon Greg Hall MLC

Hon Tania Rattray MLC

Hon Adriana Taylor MLC

Hon Rob Valentine MLC

Terms of Reference

To inquire into and report upon the operations of the Tasmanian Electoral Commission, with particular reference to:

1. The administration of the *Electoral Act 2004*;
2. The resourcing available to the Tasmanian Electoral Commission;
3. Any deficiencies with the *Electoral Act 2004*;
4. Any other matters incidental thereto.

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EXECUTIVE SUMMARY

Background

The Legislative Council Government Administration Committee “B” met on 30 October 2014 and resolved that an inquiry be established to review the operations of the Tasmanian Electoral Commission (TEC). The Inquiry was established following debate as to whether a number of elections in recent years had been conducted as efficiently and effectively as possible.

On 6 November 2014, the Committee presented a Special Report on a Resolution to Commence the Inquiry in accordance with Sessional Order 4 (14).

The Committee resolved that the scope of the Inquiry would include examination of the administration of the *Electoral Act 2004*, the level of resourcing available to the Tasmanian Electoral Commission and any deficiencies in the *Electoral Act 2004*.

The Inquiry adopted the following Terms of Reference:

“To inquire into and report upon the operations of the Tasmanian Electoral Commission, with particular reference to:

- (1) The administration of the *Electoral Act 2004*;
- (2) The resourcing available to the Tasmanian Electoral Commission;
- (3) Any deficiencies with the *Electoral Act 2004*;
- (4) Any other matters incidental thereto.”

The Committee resolved to advertise the Inquiry in Tasmania’s three daily regional newspapers and invite submissions from interested parties. The Committee also directly contacted a number of persons and organisations with specific knowledge or expertise and invited them to provide evidence to the Inquiry. The Government of Tasmania did not make a written submission but was represented in a public hearing by the Department of Justice.

The Committee also established a dedicated web-page for the Inquiry at:

http://www.parliament.tas.gov.au/ctee/Council/GovAdminB_TasmanianElectoralCommission.htm.

All submissions and transcripts are included on the web-page and these should be read in conjunction with this Report.

Thirty-three submissions were received by the Committee and public hearings were held in Hobart and Launceston.

The Committee reviewed the submissions and transcripts of hearings and resolved to conclude the current inquiry and release a Final Report.

Key findings of the Inquiry were that the TEC generally performed well and remained within its budgetary limits, although its budget had suffered from a number of cuts in recent years. The Inquiry did not recommend that TEC funding be restored to previous levels but did, however,

recommend that the Government provide the TEC with sufficient resources to perform its functions and receive additional resources in order to investigate electronic voting.

The Inquiry also recommends full disclosure of campaign donations and mandatory disclosure of the source of political donations. It also found that Tasmania was one of only two States in Australia that does not provide public funding for candidates and parties and recommends that the Government investigate the issue further. It also recommends that the Government investigate the issue of 'robocalls' and social media with the Australian Government to ensure consistency between Tasmanian and Australian Government legislation.

The Inquiry recommends a review of Local Government General Manager's Rolls, as well as provision for Local Government candidates to stand for both Mayor and Deputy Mayor.

In closing, Committee Members extend their thanks to all individuals and organisations that made submissions and provided evidence to the Inquiry.

Committee Members also extend their thanks to Committee Secretariat staff Ms Natasha Exel, Ms Julie Thompson and Ms Allison Waddington for the work they have undertaken in support of the work of the Inquiry.

The Committee looks forward to the Tasmanian Government providing a response to the Final Report.

1. INTRODUCTION

- 1.1 The TEC was established on 16 February 2005 and has statutory responsibility for the independent and impartial conduct of the following elections and referendums:
- House of Assembly elections, by-elections and recounts;
 - Legislative Council elections and by-elections;
 - Local Government elections, by-elections and recounts;
 - State referendums;
 - Local Government elector polls;
 - The implementation of electoral boundary redistributions;
 - Aboriginal Land Council of Tasmania elections;
 - Other statutory elections;
 - Semi-government and other elections conducted in the public interest; and
 - Public electoral information programs.
- 1.2 The TEC is an independent statutory body that operates under the Department of Justice. The Department provides corporate services to the TEC and maintains oversight of its expenditure but is not responsible for its statutory duties. The TEC, through the Commissioner, is answerable only to the Parliament of Tasmania. The TEC consists of the Commissioner and two other members.¹
- 1.3 The TEC has three sources of funding:
- An annual appropriation from the Department of Justice;
 - Reserved-by-law funding for particular functions such as conducting elections; and
 - Earned income received from conducting elections, including by-elections, recounts, fee-for-service elections and for bodies such as Local Government.
- 1.4 The powers and functions of the Electoral Commission are set out in Section 9 of the *Electoral Act 2004*:
- (1)
 - (a) to advise the Minister for Justice on matters relating to elections;
 - (b) to consider and report to the Minister on matters referred to it by the Minister;
 - (c) to promote public awareness of electoral and parliamentary topics by means of educational and information programs and by other means;
 - (d) to provide information and advice on electoral issues to the Parliament, the Government, Government departments and State authorities, within the meaning of the *State Service Act 2000*;
 - (e) to publish material on matters relating to its functions; and
 - (f) to investigate and prosecute illegal practices under this Act.
 - (2) The Commission may do all things necessary or convenient to be done, including employing persons for, or in connection with or incidental to, the performance of its functions.
 - (3) Without limiting subsection (2) and in addition to any power conferred on the Commission by any other provision of this Act or any other Act, the Commission, in addition to conducting House of Assembly elections or Legislative Council elections, may conduct ballots or elections for a person or organisation and may charge fees for that service.²

¹ http://www.tec.tas.gov.au/About_the_TEC.html. Accessed 1 October 2015

² *Electoral Act 2004, Section 9*

2. THE ADMINISTRATION OF THE ELECTORAL ACT 2004

- 2.1 The Inquiry noted that the Tasmanian electoral system is complex and presents a number of challenges in relation to counting of votes. It received evidence that the TEC was generally highly regarded as an effective and efficient organisation and that a number of witnesses shared a similar view to that of Dr Kevin Bonham:

I would like to say that the Tasmanian Electoral Commission has a very good national reputation among people who follow elections. It is renowned for the speed, the accuracy and comprehensiveness of the information that it provides about elections that are underway. I will quote an example of this. This is from William Bowe of the Poll Bludger, 30 March 2010, following the Denison state election count.

*Finally, not for the first time, a round of applause for the Tasmanian Electoral Commission. Nobody does it better.*³

- 2.2 The Inquiry also received evidence that the TEC routinely receives a number of complaints in relation to its administration of the *Electoral Act 2004*, particularly throughout election campaigns. The Inquiry heard a number of examples of complaints where the TEC had responded to such complaints. However, it was noted that the TEC did not necessarily have the resources to act upon all complaints to the satisfaction of all concerned.
- 2.3 Examples of complaints brought to the attention of the Inquiry are discussed in the following paragraphs.

Election materials and campaigns

- 2.4 The Inquiry received anecdotal evidence of a number of incidents of non-compliance with provisions of Division 5 of the *Electoral Act 2004* relating to advertising and campaigns, with several witnesses expressing the view that the TEC had not been proactive enough at monitoring and enforcing instances of non-compliance.
- 2.5 Section 196 of the *Electoral Act 2004* proscribes the publication of any material which contains the name, photograph or likeness of a candidate without their consent, between the time of issue of writ for an election and the close of poll.
- 2.6 The Inquiry also noted the submission and evidence of the *Mercury* that Section 196 could have the effect of preventing discourse and scrutiny of candidates.⁴

³ Hansard Transcript 16 April 2015 Dr Kevin Bonham, p.55

⁴ Written submission, *Mercury*, undated

- 2.7 The Inquiry also received evidence from a number of witnesses regarding the size of signs and billboards and the timeframes under which they could be displayed. It was noted the latter fell under Section 21(f) of the *Local Government (General) Regulations 2005* and the planning rules of the relevant council:

Ms RATTRAY - *In relation to the signage, we have received a submission about the signage remaining up three, four or five months after an election. Is that something that local government should be dealing with or [is] that in your bailiwick?*

Mr TYPE - *That is quite correctly an issue of visual amenity and therefore squarely lies with the local government.*⁵

Mr VALENTINE - *With regard to signage - I may have asked this question before, so forgive me if I have. Commercial signage, billboards, where someone hires a billboard for elections, that is considered to be an electoral sign as opposed to a commercial sign, is it not?*

Mr TYPE - *It is both.*

Mr VALENTINE - *So it has to comply with the quantum in terms of 5 square metres –*

Mr TYPE - *It is 3 square metres in the Local Government General Regulations 2005. Yes, it does, but only from the period one month before the notice of election to the prescribed period.*⁶

CHAIR - *There is confusion too between the three different levels - local, state and federal. They all have different requirements, which is very confusing.*

Mr ZEEMAN - *In itself, it does not make any sense.*

CHAIR - *No, and it does not help candidates.*

Mr DEIGHTON - *No.*

CHAIR - *You could very easily trip yourself up because you come from one level of local government and have very few things you have to do, and you get to the next one and so on.*

Mr ZEEMAN - *I know the ropes but then I make a mistake.*

CHAIR - *All of a sudden you discover the ropes get longer or shorter.*

Ms RATTRAY - *We have seen that in dealing with all the different planning schemes. I have six local government areas and you have to have your head around what every requirement is in their local government area for signs.*

Mr ZEEMAN - *It does not make sense in a small state the size of Tasmania.*⁷

⁵ Hansard Transcript, Mr Julian Type, 1 June 2015, p.39

⁶ Ibid, p.45

⁷ Hansard Transcript, Mr Matt Deighton and Mr Daniel Zeeman, 5 May 2015, p.74

2.8 The Inquiry noted a proposal contained in the submission from the Local Government Association of Tasmania:

- *That an amendment to the Electoral Act 2004 be sought with the effect of overriding Planning Schemes to bring uniformity across Tasmania in terms of the timing of permitted billboard electoral advertising by or on behalf of candidates (2010)*
- *That the Association lobby and encourages the Federal and Tasmanian State Governments to amend their respective electoral acts in relation to:*
 - a) *Physical electoral advertising on land and buildings to mirror, or be substantially the same as, the restrictions applying to candidates for Local Government elections, imposed by the Local Government Act 1993 and the Local Government (General) Regulations 2005 in relation to the size and quantity of temporary electoral signs within each municipal area, and*
 - b) *The period of time that electoral signage can be displayed in the lead up to and following all elections, federal, state and local. (2010).⁸*

Findings

1. The Inquiry did not receive sufficient evidence to support any changes to Section 196 of the *Electoral Act 2004* to allow the publication of names, photographs or likenesses of candidates without their consent.
2. There are inconsistencies in Local Government rules for electoral signage across the State for all elections.

Recommendations

1. The TEC should be more proactive with regard to enforcing issues of non-compliance with Section 196 of the *Electoral Act 2004* between issue of writs and close of polls.
2. The Government implement a statewide approach to achieve consistency for electoral signage across all spheres of government.

⁸ Written submission, Local Government Association of Tasmania, 24 February 2015, p.14

Announcement of election results

- 2.9 The Inquiry heard that delays in announcing some election results, particularly in close elections, could cause distress to some candidates. It heard from Mr Nick Heath, General Manager, Hobart City Council:

The computer counting system that was used this year by the Tasmanian Electoral Office meant the votes on the primaries were up - the 20 per cent count was up on the Tuesday night - but the actual result wasn't known until the Friday night.⁹

- 2.10 The Inquiry nevertheless noted the opinion of Dr Bonham:

I personally think that accuracy is more important than speed, within reason. We are accustomed, in state and federal elections, to waiting 10 days before we can even do anything while postal votes come in. I think that under that circumstance, whether you take five days or three days to count a council election is much less important than whether you get it right.

Finding

3. The Inquiry acknowledges the frustration of some candidates with the announcement of local government election results during the trial of computer counting in 2014.

Voter awareness and education

- 2.11 The Inquiry received evidence that while the TEC is expected to, and does, play an educative role, it currently lacks resources to be as active as it could be. A number of submissions stated that the TEC should do more. In particular, a written submission from Tasmanian Labor drew the Committee's attention to high records of unintentional informal votes and low turnout in some elections. Tasmanian Labor recommended the TEC should be better resourced to conduct education campaigns in order to reduce informal votes.¹⁰

- 2.12 The Inquiry nevertheless heard evidence from the then head of Local Government Association of Tasmania (LGAT), Mr Allan Garcia, that the TEC was effective at informing and engaging the public when elections were being held:

In fairness to the Electoral Commission, that awareness of the fact that there is an election on, whether it is state, Legislative Council, local government or federal, is fantastic. There is generally humour associated with it which I think captures the audience much better than a dry advertisement announcing there is an election on.

There is much more accessible information, particularly with their new online presence and having the mobile app. It is not dry any more, it is very user-friendly and uses much more

⁹ Hansard Transcript, Mr Nick Heath, 16 April 2015, p.32

¹⁰ Written submission, Tasmanian Labor, 23 February 2015

laymen's terms with the video aspects and things. It has definitely changed out of sight over the last decade.¹¹

Finding

4. The TEC does a considerable amount of public education and awareness campaigns with the resources available but it is inevitable that a proportion of voters will not be fully engaged in the election process.

Instructions on ballot papers, House of Assembly

- 2.13 The Inquiry heard evidence from the Hon Don Wing AM that, in accordance with Section 102 of the *Electoral Act 2004*, electors must vote for at least five candidates in order of preference in House of Assembly elections and may vote for any or all of the remaining candidates in consecutive numbers. However, Mr Wing advised the Committee that Section 100 of the *Electoral Act 2004* requires that instructions on the ballot paper direct the elector to vote for all candidates in order of choice.

We therefore have the position that although there is no law requiring an elector to vote for all candidates, there is an instruction on the ballot paper to do so. The Electoral Office has implemented the provisions of these two sections by placing them at the top of the ballot paper for Bass, in the example I have given, the following instructions - 'Number the boxes from 1 to 20 in order of your choice.' That should read 1 to 19 in order of your choice.

At the bottom of the ballot paper, underneath the names of all candidates appears the following - 'Your vote will not count unless you number at least five boxes.'

These statutory provisions and these wordings are conflicting, confusing and misleading. Ideally, the instructions on the ballot paper should be merely to the effect that it is necessary for electors to vote for at least five candidates in order of choice, but that they may vote for all or any other candidates in order of choice.¹²

- 2.14 The Inquiry was provided with a number of examples where these provisions had caused voter confusion and possibly increased the risk of informal ballots being cast. Mr Wing informed the Committee that a solution could be found by amending ballot papers to merge the instructions on the ballot paper and provided the following view:

The will of the electors is absolutely important. That should be the main consideration and the electors should be properly, accurately informed. I think the best way to do that is to follow the system in the ACT and have the message at the top to the effect that to record a valid vote - I am not quoting the exact wording - you need to vote for at least five candidates in order of choice, but you may vote for all or any of the other candidates in order of your choice.¹³

¹¹ Hansard Transcript 16 April 2015, Mr Allan Garcia, p.13-14

¹² Hansard Transcript, Hon Don Wing AM, 5 May 2015, p.21

¹³ Ibid, p.23

Finding

5. Redrafting House of Assembly ballot papers to merge the instructions and place them at the top of the ballot paper would not require an amendment to the *Electoral Act 2004* but could be at the discretion of the TEC to redraft ballot papers.

Recommendation

3. That ballot papers be redrafted by merging the instructions and placing them at the top of the ballot paper to avoid confusion and make it clear that voters have options in casting a formal vote.

Informal voting in Local Government elections

- 2.15 The Inquiry received evidence from Dr Bonham that informal votes recorded in recent Local Government elections had increased in all 28 councils contested; in 22 of those councils, the informal vote had increased by more than 50% and had more than doubled in 10 of those councils. Dr Bonham informed Inquiry Members that a significant proportion of these votes had the potential to be unintentionally informal, i.e. that the voter had incorrectly completed their ballot paper, therefore causing their vote to be discarded:

People, under the current rules, are required to vote 1-12 in council elections if there are 12 councillors, or however many councillors there are. If you only vote 1-11 and stop, your vote is informal. If you vote 1-11 and then double the 11, your vote is informal. If you vote 1-10 and then go to 12, your vote is informal.¹⁴

- 2.16 The Inquiry heard that informal votes were also recorded on State and Federal ballot papers, although the scope for this was more limited as voters were only required to make their intentions clear in five candidate boxes.

- 2.17 The Inquiry noted the view of Dr Bonham:

...there is a need for the system to make allowance for the fact that no matter how much you explain things, some people will still make honest mistakes and still leave a degree of record of their voting intention that should be used rather than being discarded because they have fallen a little bit short.¹⁵

¹⁴ Hansard Transcript Dr Kevin Bonham, 16 April 2015, p.57

¹⁵ Hansard Transcript, Dr Kevin Bonham, 16 April 2015, p.57

Finding

6. A number of votes, where the voter intention is clear, may be discarded as unintentional informal votes due to not fully conforming with voting instructions.

Recommendation

4. The Government investigate adopting a provision to ensure that a ballot paper that is not fully compliant with voting instructions, but where the voter intention is clear, be counted as a formal vote.

Robocalls

- 2.18 The Committee noted that candidates in a number of recent elections had contacted electors via telephone to play pre-recorded campaign messages. Such messages are known as 'robocalls'. It heard evidence from the Electoral Commissioner:

In many ways you are looking at time moving on in the development of social media and some of those newer forms of campaigning. The act certainly has not kept up with them. It is open to Parliament to legislate in all of those cases. I believe once we get into the area of social media, I would be lacking in much confidence that we could enforce whatever provisions Parliament made, but certainly in some of the other areas I think it is open to Parliament to attempt to deal with these matters.¹⁶

The radio and television blackout is in the Commonwealth Broadcasting Services Act. It is more stringent than the polling day blackout under Tasmanian law which applies to the print media. The radio and television blackout applies from the Wednesday prior to polling day for an election. It will not be open to the Tasmanian Parliament to legislate in that sphere because the Commonwealth law will take priority.

Finding

7. The Australian Government is the legislative authority with responsibility for telephony and any action to stop or limit robocalls would require amendment of the *Commonwealth of Australia Constitution Act 1900*.¹⁷

Recommendation

5. The relevant Minister raise the use of robocalls with the Australian Government in an Australia-wide inter-ministerial forum in an effort to ensure consistency between relevant Acts.

¹⁶ Hansard Transcript, 1 June 2015, Mr Julian Type, p.38

¹⁷ *Commonwealth of Australia Constitution Act 1900, Part V, Sect 51 (v)*

Social media

- 2.19 The Inquiry noted the increasingly widespread use of social media and a number of issues concerning its use in election campaigns and that advances in communications technology are not reflected in the *Electoral Act 2004*.
- 2.20 It also noted that case law interprets social media posts to be as published material but that it is extremely difficult to monitor and enforce compliance.¹⁸
- 2.21 The Inquiry also noted that Section 191(1)(b) of the *Electoral Act 2004* requires all election material published on the internet, between the time of issuing a writ for an election and closing of polls, to identify the name and address of the responsible person. However, it was reported that a number of social media platforms do not provide enough space for an authorisation statement to be included.¹⁹

Finding

8. Social media is increasingly used in election commentary and campaigns. It is subject to the existing publication rules but is extremely difficult to monitor and enforce compliance.

Recommendation

6. The Government further consider the matter of social media to ensure compliance with relevant Acts.

University of Tasmania Student Council Elections

- 2.22 The Committee heard evidence of complaints directed to the TEC during the 2014 Tasmania University Union (TUU) election which was conducted by the TEC as a private fee-for-service ballot in accordance with Section 9 (3) of the *Electoral Act 2004*. The complaints included reports of voter coercion and inappropriate behaviour on polling day, as well as lack of clarity as to which body was responsible for receiving and acting upon complaints.²⁰
- 2.23 The Committee received evidence that the election had been a fee-for-service election run in accordance with the constitution of the TUU²¹ and that consequently the TUU Board was ultimately responsible for monitoring and enforcing conduct. The Committee was advised that the TUU Board was currently considering a review of its constitution to provide meaningful sanctions against individuals who conduct themselves inappropriately.²²

¹⁸ Hansard Transcript, 1 June 2015, Mr Julian Type, p. 40

¹⁹ Hansard Transcript, 16 April 2015, Dr Kevin Bonham, p.62

²⁰ Written submission, 27 February 2015, S. Avery, K. Aksel Waechter, Assaad Taoum, p.1-3

²¹ Hansard Transcript, 1 June 2015, Mr Julian Type, p.34

²² Hansard Transcript, 16 April 2015, Mr Simon Overland, p.52

3. RESOURCING AVAILABLE TO THE TASMANIAN ELECTORAL COMMISSION

Sources of funding

3.1 The Committee heard that the TEC has three sources of funding:

- an annual appropriation from the Department of Justice;
- reserved-by-law funding for particular functions such as conducting elections; and
- earned income received from conducting elections including by-elections, recounts, fee-for-service elections and for bodies such as Local Government.

Expenditure

3.2 The Committee heard that the TEC generally managed its budgets very well noting evidence from Mr Simon Overland, Secretary of the Department of Justice:

*...They have been very good at managing within their budget over the last ten years. I think there is only one of the last ten years where they had a slight – and it was very slight – over-expenditure.*²³

Current funding

3.3 The Inquiry received evidence that the TEC received an appropriation of \$570,680 in 2014-15, which was a decrease of \$34,633 from 2013-14, and that a further reduction of \$95,000 was expected in 2015-16.²⁴

3.4 The Inquiry received evidence that reserved-by-law funding fluctuates with the electoral cycle. The Committee was also advised that Local Government elections are now conducted on an all-in, all-out basis every four years instead of half-in, half-out every two years. This had the effect of further disruptions to the TEC's normal stream of income.²⁵

3.5 The Committee noted evidence from the TEC's submission:

*The coincidence of the current budgetary restraint with the move to quadrennial local government elections has left the TEC with something of a "perfect storm", in that our earned income has become more irregular and our recurrent funding more constrained. It is expected that we will have to rely to a greater extent on reserved by law funding to simply fulfil our current statutory obligations, let alone undertake the research and development required to keep our systems robust and deal with emerging issues and policy initiatives.*²⁶

²³ Hansard Transcript, Mr Simon Overland, 16 April 2015, p. 49

²⁴ Written submission, Tasmanian Electoral Commission, 25 February 2015

²⁵ Hansard Transcript, 16 April 2015, Mr Simon Overland, p.46

²⁶ Written submission, Tasmanian Electoral Commission, 25 February 2015, p.3

TEC Staffing

- 3.6 At the time of hearings, the Committee heard that the TEC employed 6.8 full-time equivalent (FTE) staff and that it could appoint election officials and returning officers as required. It received evidence that the next smallest state, South Australia, employed 24 FTEs and that regardless of Tasmania's smaller population size, the range of functions required to be performed were similar.²⁷
- 3.7 The Inquiry received evidence from the TEC that its staffing levels had been reduced by two full-time employees in the 2014-15 financial year as a result of funding cuts and noted information from the TEC's submission:

*At 7.8 FTE we simply do not have the critical mass for long-term institutional sustainability. It is imperative that in years ahead we are able to restore our permanent establishment to somewhere around the 13 FTE we had in 2007.*²⁸

- 3.8 The Inquiry also took note of evidence regarding the longer-term implications as a result of staff cuts and lack of recruitment for the TEC from its Chair, Ms Liz Gillam:

What the election cycles do mean is that there is now an extended period when a small number of people are working under extreme pressure and stress. For the 18-month-or-so period over the next state and local government local election cycles, the ability for staff to take their leave entitlements will be severely restricted. Fingers crossed, no-one will need any sick leave during that time. Putting it bluntly, at our current staffing level in peak workload times, there is now simply no safety net, exactly as Nick McKim suggested earlier. This is not just about bodies in situ, it is their level of knowledge that has become critical. As mentioned in our submission, two very long-serving staff have recently left the commission. The remaining staff establishment is also long-serving and stable. However, without in any way belittling their knowledge and commitment, when Julian chooses to retire, which he could do realistically at any time, we will be losing a great deal more than 12 percent of our corporate knowledge.

Furthermore, with staffing levels so low it becomes difficult to develop new staff. Fortunately, there has been a major investment in the development of training materials for temporary and casual staff at election time in recent years. The ability to address human resourcing is of course inextricably linked to our budgetary situation. The Secretary and the Director of Finance at the Department of Justice provided the committee with a very comprehensive overview of this which clearly demonstrates the commission has been very modest in its requests over the past 10 years. To some extent this has been to our detriment as the application of budgetary cuts is not necessarily able to take this into account. I quote from the department's submission to re-emphasise the seriousness of the situation:

*The result of these reductions is that the TEC will receive a consolidated fund allocation of \$733,000 in 2015-16, a reduction of 3.3 per cent on its allocation 10 years previous.*²⁹

²⁷ Hansard Transcript, Mr Julian Type, 1 June 2015, p.26

²⁸ Written submission, Tasmanian Electoral Commission, 25 February 2015, ibid

²⁹ Hansard Transcript, Ms Liz Gillam, 1 June 2015, p. 24-25

- 3.9 The Inquiry received evidence that the reduction in TEC funding and staffing meant that it would be more reliant on reserved-by-law funding to fulfil its statutory obligations and that consequently research and development would be a lower priority. It heard from the Electoral Commissioner, Mr Julian Type:

The real issue for us is being able to employ our current 7.8 full-time staff year in, year out and we think that figure should be more like a dozen or 13. We would like to retain that number of people without having to juggle buckets of money and be able to know that we could employ them continuously through the four-year election cycle. We will probably be able to get through due to retained income from last year's local government elections, but it is a constant battle and in many cases we will have to dip into our working capital in order to retain our intellectual capital.³⁰

Recommendation

7. The Government work with the TEC to ensure the TEC is adequately staffed and resourced to perform its functions.

³⁰ Hansard Transcript, Mr Julian Type, 1 June 2015, p. 26

4. ANY DEFICIENCIES OF THE *ELECTORAL ACT 2004*

Lost or damaged ballot papers

- 4.1 The Inquiry considered evidence from the TEC that during the 2014 House of Assembly election for the division of Denison, 163 completed postal ballot papers were destroyed by a letter opening machine. This potentially left the fifth seat in unresolvable doubt and could have required a new election of all five Denison seats.
- 4.2 Whilst the 2014 incident was able to be resolved, the Inquiry noted a recommendation from the Electoral Commission that the *Electoral Act 2004* be amended to put beyond doubt that a returning officer, as directed by the TEC, may return a writ certifying the progressive election of members required to be elected for a Division.

Finding

9. Damaged ballot papers in the 2014 Denison Division could have placed election results in doubt for the entire Division and may have created the need for a further election.

Recommendation

8. The *Electoral Act 2004* be amended to make provision for the TEC to be able to issue a writ certifying the progressive election of members required to be elected for a Division.

Limits on campaign spending

- 4.3 The Inquiry noted that in accordance with Sections 160 and 199 of the *Electoral Act 2004*, expenditure in Legislative Council elections is regulated. It also noted that candidate spending is currently limited to \$15,000, increasing by \$500 each year, and that candidates are required to submit a return of all expenditure within 60 days of the election result.

- 4.4 The Inquiry heard the following view of Mr John Dowling, Secretary, Tasmanian Labor:

We would say that by raising the expenditure cap to a reasonable level, not hundreds of thousands of dollars, you would give that new candidate the opportunity. Over the last 20 years, and someone might correct me because I will not be 100 per cent correct, there have been two sitting members lose their seats when they have been standing for election as the incumbent. There have been sitting members retire and new members elected.

The Council does a good job, reviews the legislation but we want to have a competition of ideas. We want to have a robust democracy where people are battling out against each other. With a \$15,000 expenditure cap, candidates have their hands tied behind their back.³¹

³¹ Hansard Transcript, 5 May 2015, Mr John Dowling, p.3

4.5 Mr Dowling went on to say:

We will reach the point, now we have this advice from the Commonwealth, where we will end up like the United States, where people will be able to spend hundreds of thousands of dollars, if they want to, and an ordinary person, straight off the tools or whatever, has a snowflake's chance in hell competing with that.

I do not think that is fair. I don't think anyone would think that's fair. I would be disappointed if anyone thought it was.

There needs to be a cap for both candidates and political parties. Under the Commonwealth legislation there is currently no cap for political parties. In the case of the Tasmanian registered political parties, if we had the resources, we could get \$10 million and spend it on a state election campaign. If we were able to secure those funds. And not only could we get that \$10 million, we wouldn't have [to] disclose any of that money if the individual contributions were below - currently it is \$12,500 and next year it is going to \$13,000. If someone wanted to give me \$12,000 on Monday, \$12,000 on Tuesday, Wednesday, Thursday, Friday, Saturday and Sunday, I wouldn't have to disclose that because you only have to disclose single receipts above the threshold, and that is Commonwealth legislation.³²

4.6 The Inquiry also noted limits on spending for Local Government election campaigns which are currently \$5,000 for Councillors and \$8,000 for Mayors and Deputy Mayors.³³

Finding

10. There was no compelling evidence that the current system of limits on Legislative Council and Local Government election spending should be changed.

Recommendation

9. Current limits on election spending remain in place for the Legislative Council and Local Government.

³² Hansard Transcript, 5 May 2015, Mr John Dowling, p7

³³ *Tasmanian Local Government Elections, Information for Candidates*, Electoral Commission of Tasmania, May 2009: <http://www.electoral.tas.gov.au/pages/LocalGovernment/PDF/Candidate%20booklet.pdf>

Campaign donations

- 4.7 The Inquiry heard that Tasmania is the only jurisdiction in Australia that does not have campaign donation requirements for House of Assembly or Local Government candidates. It noted evidence from Mr Dowling, Secretary, Tasmanian Labor:

*Essentially, other than a small expenditure requirement for Legislative Council candidates, the environment, whether it be local government or state, lower House or upper House, is completely unregulated.*³⁴

- 4.8 The Inquiry also heard that even where reporting of campaign donations was required, loopholes exist for candidates to receive funds that were not required to be disclosed, for example, campaign spending outside certain time periods, candidates of the same party running individual campaigns separate from the main party campaign and multiple donations of amounts under the reportable threshold from a single donor.

- 4.9 The Inquiry noted the views of Mr Nick Heath, General Manager of Hobart City Council:

*Donations are part of the political landscape in Australia; I think it is how you deal with them. At the moment in Tasmania in the local government context, there are no rules around it. We are here saying that you need to put some rules around it and those rules need to be based on transparency, probity and confidence in the public decision-making processes. When you have no rules, it is open to the individual to make decisions about whether to declare or not. I think that arbitrary decision-making process should be removed and it should be compulsory that electoral donations are disclosed. I don't think we're advocating there should be no donations, I just think there needs to be some rules around it so everyone knows what the game plan is.*³⁵

- 4.10 The Inquiry observed that disclosure of donations would have an impact on Electoral Commission resources as the body responsible for monitoring and compliance.

- 4.11 The Inquiry heard there may have been instances where 'in-kind' donations occurred, e.g. free billboard space, donations of poster-printing materials, which may not be required to be disclosed as campaign spending.³⁶

- 4.12 A number of submissions and witnesses expressed the view that political donations should not be accepted from entities such as tobacco companies, property developers and overseas donors. It noted the position of the House of Assembly Member, Mr Nick McKim, MP:

*We also would like to see a ban on political donations from tobacco companies whose primary profits come from tobacco, gaming, liquor and property development. We note that the ACT currently has a ban on donations from any corporations to parties and candidates. We also note that NSW has a ban on donations from property developers, tobacco, gambling and liquor companies, so those donations are already banned in NSW.*³⁷

³⁴ Hansard Transcript, Mr John Dowling, 5 May 2015, p.1

³⁵ Hansard Transcript, Mr Nick Heath, 16 April 2015, p.37

³⁶ Hansard Transcript, Mr Nick McKim, 1 June 2015, p. 14

³⁷ Hansard Transcript, Mr Nick McKim, 1 June 2015, p.7

Findings

11. Currently, campaign donations are not required to be disclosed in Tasmania.
12. There may be instances where in-kind donations occur and are not reported.
13. There is a lack of clarity as to whether in-kind donations should be included as expenditure.
14. There are currently no bans on candidate campaign donations from specific sources.
15. Mandatory disclosure of candidate campaign donations would provide transparency as to the source of political donations.

Recommendations

10. The Government legislate for the compulsory disclosure of campaign donations from all sources.
11. Greater clarity be provided as to the status of in-kind donations and whether they should be disclosed.

Campaigning on polling day

- 4.13 Section 198 of the *Electoral Act 2004* prohibits any campaigning at or near a polling booth on polling day, including the distribution of any materials, publication of advertisements and comments or questions relating to the election campaign. However, the blackout does not apply to electronic media, including television.
- 4.14 The Inquiry received evidence that Tasmania is the only jurisdiction in Australia to prohibit campaigning at or near a polling booth on polling day and heard a range of views in favour of and against it.

Finding

16. There was insufficient evidence to support changing the status quo in respect of campaigning on polling day.

Identification of Independent candidates

- 4.15 Section 84 (2) (c) of the *Electoral Act 2004* currently makes a nomination of a candidate invalid if the candidate name includes the word 'Independent'.
- 4.16 The Inquiry noted Legislative Council candidates can identify themselves as 'Independent' in their campaign materials but not on the ballot paper. Inquiry Members noted the views of the Hon Don Wing AM:

... Party candidates have identification and I believe independent members of the Legislative Council should as well. I cannot understand that there is a problem with that. On Senate ballot papers, you have 'independent' besides candidates. I would have thought in most electoral systems in Australia you have that. It is a very serious matter that it is not currently available here, and it ought to be changed. I cannot understand any logical argument to the contrary.

I cannot think of any logical argument why a person standing for the Legislative Council as an Independent cannot be treated the same way as every other candidate in Australia at every other election. There should be that consistency, as a matter of fairness. If the parties can identify their candidates, so should those who are 'independent' be identified as such.³⁸

Findings

17. Independent candidates were disadvantaged as they were not able to identify themselves as 'Independent' on their ballot papers.
18. At the time of drafting this report, it has been determined that candidates can now identify themselves as 'Independent' on the ballot paper.

Electronic voting

- 4.17 The Inquiry noted the TEC has not adopted electronic voting.
- 4.18 It noted a submission from Central Coast Council which advised that electronic voting had been adopted in other jurisdictions and if adopted in Tasmania would assist to ensure a more expedient announcement of election results.³⁹
- 4.19 The Inquiry noted, however, that such an initiative would be expensive for the TEC. It received evidence from the TEC, together with comments from the Electoral Commissioner:

Our view is that a small jurisdiction such as Tasmania simply cannot afford to be at the forefront of the introduction of internet voting, however, irresistible the proposition becomes in the years ahead.⁴⁰

³⁸ Hansard Transcript, Hon Don Wing AM, 5 May 2015, p. 26

³⁹ Written submission, Central Coast Council, 20 January 2015

⁴⁰ Written submission, Tasmanian Electoral Commission, 25 February 2015, p.7

*We will not be moving to online voting unless our budgetary situation improves rather remarkably.*⁴¹

Finding

19. Electronic voting would have considerable resource implications for the TEC.

Recommendation

12. The Government consider increasing resources to the TEC to allow it to investigate electronic voting.

Compulsory voting

- 4.20 Section 152 of the *Electoral Act 2004* requires that every elector must vote at each election at which he or she is entitled to vote. However, this is not a requirement for Local Government elections under the *Local Government (General) Regulations 2005*.⁴²

Finding

20. The Inquiry heard a number of different views both in favour of, and against, compulsory voting in all spheres of government, but did not receive any compelling evidence that consideration should be given to changing the status quo.

Recommendation

13. The current system of voting remain unchanged.

⁴¹ Hansard Transcript, Mr Julian Type, 1 June 2015, p.43

⁴² *Electoral Act 2004*, Section 152

5. ANY OTHER MATTERS INCIDENTAL THERETO

Size of the Tasmanian Parliament

- 5.1 In 1998, the *Constitution Act 1934* was amended to reduce the House of Assembly from 35 to 25 seats and the Legislative Council from 19 to 15 seats.
- 5.2 The Inquiry heard evidence from a number of witnesses on the impact of the reduction of seats in the Parliament of Tasmania.

Finding

21. While the size of the Tasmanian House of Assembly falls outside the Inquiry Terms of Reference, a significant number of submissions and witnesses took the opportunity to express concern at the impact of the 1998 downsizing of the House of Assembly and called for numbers to be increased.

Hare-Clark system

- 5.3 The Committee heard a range of views regarding the fairness and effectiveness of the Hare-Clark proportional representation system. Mr John Dowling, Secretary of ALP Tasmanian Branch provided the following view:

You get situations where a party might get 44 per cent of the vote and another party gets 33.4 per cent of the vote and yet they are equally represented in the Parliament. Another party could get 48 per cent of the vote and another party gets 28 per cent of the vote, yet from that electorate they both get two members in the Parliament because of the final distributions and the cut-ups. I would say that's not fair but on the other side of the equation, a proportional system where members are elected, lots of people in the community will say, 'That's great because I'm represented through this person'. In summarising, let us get some people who are going to have a look at this and make some recommendations for the Government and the broader community to consider what the best model is for the state.⁴³

Finding

22. Despite a number of comments from witnesses and in submissions, the Hare-Clark system falls outside the Inquiry Terms of Reference.

⁴³ Hansard Transcript, 5 May 2015, Mr John Dowling, p.109

Public funding for parties and candidates

- 5.4 A number of submissions mentioned public funding of political parties and candidates and the Committee noted a submission from Tasmanian Labor that Tasmania is one of only two States in Australia that does not have state-based election funding and believed that this was essential.⁴⁴ The Committee also heard from the House of Assembly Member, Mr Nick McKim, MP:

*...only Tasmania and South Australia do not have state-based public funding, to some degree, of political parties and, in some circumstances, candidates...I think it would be as hard or harder to argue for public funding of political parties, but there is a very strong argument for public funding of political parties in Tasmania. It would help break that nexus between political donations and politicians. That would be of benefit to us all in the way the community felt about us.*⁴⁵

Finding

23. Tasmania is one of only two States in Australia that does not provide state-based election funding of political parties and candidates.⁴⁶

Recommendation

14. The Government investigate the issue of state-based election funding of political parties and candidates.

General Manager's Rolls

- 5.5 Local Government elections make provision for voters who are not on the State Electoral Roll, such as non-Australian citizens, non-resident owners or occupiers of property within the relevant council area and nominees of corporate bodies, to be included on the General Manager's Roll. These electors register to vote by completing a form and submitting it to the relevant council. If their registration is accepted, the elector is included on the General Manager's Roll and is eligible to vote in Local Government elections.⁴⁷
- 5.6 The Inquiry heard evidence that discrepancies had been identified in details of electors on the General Manager's Roll during the 2014 Hobart City Council elections and that a number of votes had consequently been rejected. These included a number of ballot papers where the signatures on the ballot did not match the signature recorded on the

⁴⁴ Written submission, Tasmanian Labor, 23 February 2015

⁴⁵ Hansard Transcript, Mr Nick McKim, p.10

⁴⁶ http://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Parliamentary_Library/pubs/BN/2011-2012/PoliticalFinancing/ Accessed 20 November 2015

⁴⁷ Local Government Act 1993, Section 258

roll, as well as electors who had identified their address as a post office box located outside the Hobart City Council boundary.⁴⁸

- 5.7 The Inquiry also heard a number of views as to the definition of a voting franchise in relation to citizenship and noted the views of Mr Allan Garcia, former Chief Executive Officer of the Local Government Association of Tasmania (LGAT):

*It's about what should the franchise look like, who should be represented within it. Whether it is citizenry for six weeks or six years or 60 years or non-citizenry is not really the issue. But let's get some definitions around it.*⁴⁹

- 5.8 The Inquiry also noted evidence from the Multicultural Council of Tasmania that any changes to the General Manager's Roll should not disenfranchise non-citizen residents and that there were a number of benefits in engaging these individuals in the election process.⁵⁰
- 5.9 Hobart City Council urged that a review of the criteria, processes and oversight of General Manager's Rolls be conducted. It believes that such a review could provide clarity as to the definition of 'occupier', as well as the feasibility of the General Manager's Roll being administered by a separate party, preferably the TEC, as is the case in Victoria.⁵¹

Findings

24. General Manager's Rolls can provide opportunities for non-citizens with a genuine stakeholder interest in their local government electorate to participate in Local Government elections.
25. General Manager's Rolls may provide opportunities for voters with a limited genuine stakeholder interest in the local government electorate to participate in Local Government elections.

Recommendation

15. A review of the criteria, processes and oversight of General Manager's Rolls be conducted.

Election of Mayors and Deputy Mayors

- 5.10 The Inquiry noted that in accordance with the *Local Government (General) Regulations 2005* it is only necessary to cast a single vote for a Mayor and Deputy Mayor and not list any further preferences in Local Government elections. These votes will be counted as

⁴⁸ Hansard Transcript, Mr Bill Harvey, 5 May 2015, p.35

⁴⁹ Hansard Transcript, Mr Allan Garcia, p. 4

⁵⁰ Written submission, Multicultural Council of Tasmania, 5 February 2015

⁵¹ Written submission, Hobart City Council, 23 February 2015

exhausted once the primary vote has been recorded.⁵² The Committee heard evidence from Mr Frank Nott that in a number of elections for Mayor and Deputy Mayor, the number of exhausted votes were greater than the final winning margin. Mr Nott believed that adopting a system of listing additional preferences, similar to the Legislative Council system, would provide wider representation of voter intent in the election.⁵³

- 5.11 The Inquiry also noted that candidates in Local Government elections only had the opportunity of nominating for either the position of Mayor or Deputy Mayor and considered alternatives suggested by a number of witnesses and in submissions, including that there be one election for Mayor and Deputy Mayor with the runner up being declared Deputy Mayor, or for candidates being eligible to stand for both positions.⁵⁴

Findings

- 26. The current option of a single vote in elections for Mayors and Deputy Mayors can result in a high number of exhausted votes.
- 27. Currently, candidates can only stand for Mayor or Deputy Mayor. This could be perceived to be unfair on some candidates and may result in election outcomes that do not accurately reflect voter intent.

Recommendation

- 16. Voters should be encouraged to vote preferentially in elections for Mayors and Deputy Mayors.
- 17. The Government pursue with the TEC, in consultation with Local Government, whether candidates should be given the opportunity to stand for both Mayor and Deputy Mayor.

⁵² *Local Government (General) Regulations 2005*, Division 1

⁵³ Hansard Transcript, Mr Frank Nott, 1 June 2015, p. 17

⁵⁴ Written submission, Launceston City Council, 27 February 2015

6. FINDINGS

Election materials and campaigns

1. The Inquiry did not receive sufficient evidence to support any changes to Section 196 of the *Electoral Act 2004* to allow the publication of names, photographs or likenesses of candidates without their consent.
2. There are inconsistencies in Local Government rules for electoral signage across the State for all elections.

Announcement of election results

3. The Inquiry acknowledges the frustration of some candidates with the announcement of local government election results during the trial of computer counting in 2014.

Voter awareness and education

4. The TEC does a considerable amount of public education and awareness campaigns with the resources available but it is inevitable that a proportion of voters will not be fully engaged in the election process.

Instructions on ballot papers, House of Assembly

5. Redrafting ballot papers to merge the instructions and place them at the top of the ballot paper would not require an amendment to the *Electoral Act 2004* but could be at the discretion of the TEC to redraft ballot papers.

Informal voting, Local Government

6. A number of votes where the voter intention is clear may be discarded as unintentional informal votes due to not fully conforming with voting instructions.

Robocalls

7. The Australian Government is the legislative authority with responsibility for telephony and any action to stop or limit robocalls would require amendment of the *Commonwealth of Australia Constitution Act 1900*.⁵⁵

Social media

8. Social media is increasingly used in election commentary and campaigns. It is subject to the existing publication rules but is extremely difficult to monitor and enforce compliance.

⁵⁵ *Commonwealth of Australia Constitution Act 1900, Part V, Sect 51 (v)*

Lost or damaged ballot papers

9. Damaged ballot papers in the 2014 Denison Division could have placed election results in doubt for the entire Division and may have created the need for a further election.

Limits on campaign spending

10. There was no compelling evidence that the current system of limits on Legislative Council and Local Government election spending should be changed.

Disclosure of campaign donations

11. Currently, campaign donations are not required to be disclosed in Tasmania.
12. There may be instances where in-kind donations occur and are not reported.
13. There is a lack of clarity as to whether in-kind donations should be included as expenditure.
14. There are currently no bans on candidate campaign donations from specific sources.
15. Mandatory disclosure of candidate campaign donations would provide transparency as to the source of political donations.

Campaigning on polling day

16. There was insufficient evidence to support changing the status quo in respect of campaigning on polling day.

Identification of independent candidates

17. Independent candidates were disadvantaged as they were not able to identify themselves as 'independent' on their ballot papers.
18. At the time of drafting this report, it had been determined that candidates can now identify themselves as 'independent' on their ballot papers.

Electronic voting

19. Electronic voting would have considerable resource implications for the TEC.

Compulsory voting

20. The Inquiry heard a number of different views both in favour of, and against, compulsory voting in all spheres of government but did not receive any compelling evidence that consideration should be given to changing the status quo.

Size of the Tasmanian Parliament

21. While the size of the Tasmanian House of Assembly falls outside the Inquiry Terms of Reference, a significant number of submissions and witnesses took the opportunity to express concern at the impact of the 1998 downsizing of the House of Assembly and called for numbers to be increased.

Hare-Clark system

22. Despite a number of comments from witnesses and in submissions, the Hare-Clark system falls outside the Inquiry Terms of Reference.

Public funding for parties and candidates

23. Tasmania is one of two States in Australia that does not provide state-based election funding of political parties and candidates.

General Managers' Rolls

24. General Managers' Rolls can provide opportunities for non-citizens with a genuine stakeholder interest in their local government electorate to participate in Local Government elections.
25. General Managers' Rolls may provide opportunities for voters with a limited genuine stakeholder interest in their local government electorate to participate in Local Government elections.

Election of Mayors and Deputy Mayors

26. The current option of a single vote in elections for Mayors and Deputy Mayors can result in a high number of exhausted votes.
27. Currently, candidates can only stand for Mayor or Deputy Mayor. This could be perceived to be unfair on some candidates and may result in election outcomes that do not accurately reflect voter intent.

7. RECOMMENDATIONS

Election materials and campaigns

1. The TEC should be more proactive with regard to enforcing issues of non-compliance with Section 196 of the *Electoral Act 2004* between issue of writs and close of polls.
2. The Government implement a statewide approach to achieve consistency for electoral signage across all spheres of government.

Instructions on ballot papers, House of Assembly

3. That ballot papers be redrafted by merging the instructions and placing them at the top of the ballot paper to avoid confusion and make it clear that voters have options in casting a formal vote.

Informal voting, Local Government

4. The Government investigate adopting a provision to ensure that a ballot paper that is not fully compliant with voting instructions, but where the voter intention is clear, be counted as a formal vote.

Robocalls

5. The relevant Minister raise the use of robocalls with the Australian Government in an Australia-wide inter-ministerial forum in an effort to ensure consistency between relevant Acts.

Social media

6. The Government further consider the matter of social media to ensure compliance with relevant Acts.

TEC staffing

7. The Government work with the TEC to ensure that the TEC is adequately staffed and resourced to perform its functions.

Lost or damaged ballot papers

8. The *Electoral Act 2004* be amended to make provision for the TEC to be able to issue a writ certifying the progressive election of members required to be elected for a Division.

Limits on campaign spending

9. Current limits on election spending remain in place for the Legislative Council and Local Government.

Campaign donations

10. The Government legislate for the compulsory disclosure of campaign donations from all sources.
11. Greater clarity be provided as to the status of in-kind donations and whether they should be disclosed.

Electronic voting

12. The Government consider increasing resources to the TEC to allow it to investigate electronic voting.

Compulsory voting

13. The current system of voting remain unchanged.

Public funding for parties and candidates

14. The Government investigate the issue of state-based political funding of political parties and candidates.

General Manager's Rolls

15. A review of the criteria, processes and oversight of General Manager's Rolls be conducted.

Election of Mayors and Deputy Mayors

16. Voters should be encouraged to vote preferentially in elections for Mayors and Deputy Mayors.
17. The Government pursue with the TEC, in consultation with Local Government, whether candidates should be given the opportunity to stand for both Mayor and Deputy Mayor.



Rosemary Armitage MLC
(Chair)

22 April 2016

APPENDIX A**Meetings conducted**

26 September 2014
16 October 2014
30 October 2014
6 November 2014
20 November 2014
29 January 2015
5 February 2015
25 March 2015
16 April 2015
5 May 2015
1 June 2015
15 September 2015
24 September 2015
27 September 2015
10 November 2015
12 November 2015
3 December 2015
21 February 2016
8 March 2016
22 March 2016
31 March 2016
7 April 2016

Submissions received

1. Central Coast Council
2. Multicultural Council of Tasmanian Inc.
3. The *Mercury*
4. George Chandler
5. Linda Luther
6. Hobart City Council
7. Break O'Day Council
8. Basil Fitch
9. Local Government Association Tasmania
10. Brighton Council
11. Tasmanian Electoral Commission
12. Nick Ball
13. Virginia Landon-Lane
14. Frank Nott
15. John Packham
16. Stuart Godfrey
17. Dr Andrew Hingston
18. ALP Tasmanian Branch
19. Edmund Pickering

List of submissions cont'd

20. Alex McKeown
21. Bill Harvey
22. Liberal Party Tasmanian Division
23. Tasmanian Constitution Society
24. Peter Johns
25. Dorset Council
26. Peter Lawler
27. Albert Van Zetten
28. Sophia Avery, K. Aksel Waechter, Assad Taoum
29. Pirate Party Australia
30. Hon Don Wing AM
31. Maxine Eyles
32. Tasmanian Greens
33. Mary Joy Walter
34. Department of Justice

Hearings and witnesses

16 April 2015, Parliament House, Hobart

- Local Government Association of Tasmania represented by Mr Allan Garcia, Chief Executive Officer and Ms Katrena Stephenson, Policy Director;
- Ms Sophia Avery and Ms Aksel Waechter;
- Hobart City Council represented by Lord Mayor Sue Hickey and Mr Nick Heath, General Manager;
- Department of Justice represented by Mr Simon Overland, Secretary and Mr Stephen Geoffrey, Director Finance;
- Dr Kevin Bonham;
- The *Mercury* represented by Mr Matt Deighton, Editor and Mr Daniel Zeeman, Laywer.

5 May 2015, Henty House, Launceston

- ALP Tasmania represented by Mr John Dowling, Secretary;
- Tasmanian Electoral Commission represented by Mr Julian Type, Commissioner;
- Hon Don Wing AM;
- Mr Basil Fitch;
- Mr Bill Harvey.

1 June 2015, Parliament House, Hobart

- Tasmanian Greens represented by Mr Nick McKim, MP;
- Mr Frank Nott;
- Tasmanian Electoral Commission represented by Ms Liz Gillam, Chair, Mr Julian Type, Commissioner, Mr Andrew Hawkey, Deputy Electoral Commissioner and Ms Christine Fraser, Member.

24 September 2015, Parliament House, Hobart

- Tasmanian Constitution Society represented by Associate Professor Peter Chapman, President, Mr John Briggs, Vice President and Mr Ralph Kidson, Public Officer.

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

**11. ANNUAL GENERAL MEETING – FINALISATION OF QUESTIONS RAISED
– FILE REF: 13-1-14**

9x's


The General Manager reports:

“At the 2015 Annual General Meeting the Council of Hobart Progress Association raised a number of questions which were taken on notice.

Subsequently all responses to these questions have been provided to the relevant Council committee for information and the final letter of response has therefore been conveyed to the Council of Progress Association on 30 March 2016.

The letter sent to the CHPA is therefore attached for the information of the Governance Committee.”

DELEGATION: Committee

Attachment A*Enquiries to:* Belinda Daly: 6238 2718:

dalyb@hobartcity.com.au@hobartcity.com.au

Our Ref: 13-1-14

:BD

(S:\Council Support\Council and Committees\Annual General Meeting\2015 AGM\Response to CHPA Questions.doc)

30 March 2016

Mr Leo Foley
Council of Hobart Progress Association

Dear Leo,

RESPONSE TO ANNUAL GENERAL MEETING QUESTIONS

I write in response to the questions asked by the Council of Hobart Progress Associations at the Council's Annual General Meeting conducted on 23 November 2015.

Attached are the responses to the questions raised within the Association's formal submission in relation to the Annual Report.

Should you have any queries in respect to this matter, please contact Belinda Daly, Executive Officer Corporate Services on the contact details provided.

Yours sincerely



(N.D Heath)

GENERAL MANAGER

ATTACHMENT**Strategic Measurement System**

“We seek more detail of the methodology used to determine the outcomes for strategic and corporate plans including whether feedback is obtained from outside and independent sources. CHCA members cannot recall the CHCA or its member organisations being asked for feedback on any of the outcomes in the Annual Report; nor do they know of anybody who has actually been consulted?”

Is it proposed to use ‘Have Your Say’ and Facebook to broaden the database for feedback for the 2015/2016 outcomes?”

Response:

The outcomes reported in the Annual Report are derived from the Council’s Strategic Measurement System. The Strategic Measurement System is aligned with the Council’s Strategic Plan so that progress can be measured against the Plan. The data is collected from two broad sources:

The first is from quantitative data captured by the Council in the performance of its many activities. Examples of this type of data are measurements of water quality at public beaches; usage of public car parks; food premise complying with national standards and so on.

The second source of data is both qualitative and quantitative and collected from an extensive community and business survey undertaken every two years using a random sample of between 400 – 500 residents and business owners who are asked a range of questions about satisfaction with Council services. The answers given are in the form of a numerical rating as well as comment. For the 2014 -2015 Annual Report the survey was a random sample telephone survey thus ensuring as accurate measure as possible.

The data from both areas is then weighted and aggregated to provide the outcomes that are reported in the annual report.

Future Direction 2

“There appears to be a conflict between the preservation of views of the vegetation, with trees obscuring views from lookouts.

It is difficult to reconcile the comments on page 27 with those on pages 32 and 33, particularly with the reduction of visitation to bushland reserves, trees planted in the City, bushland volunteer participation in the standard of water quality in tributaries.

Although waste management in the City has increased, we believe it could be increased further by reinstatement of annual or biannual general waste collections, which we understand cost less than \$10 per household?”

Response:

The City is progressively undertaking the management of vegetation around its lookouts. In recent years several trees were dropped to preserve and improve the lookout approaching the Springs, after a review found the loss of the trees would not impact on the environmental values of that site.

The review of vegetation surrounding other 'formal' lookout sites remains an ongoing role of the City. Accordingly, the City always remains interested in hearing from the public where it is felt the natural vegetation is encroaching on lookouts, both formal and what are regularly 'informal' sites.

In respect to the indication of reduced visitation numbers to bushland reserves, the surveyed data asserts increased community satisfaction with the City's bushland reserves however in this period indicates a reduction in visitations.

The level of visitation will be closely monitored at the next survey period to further identify the visitation trends over this longer period. Certainly community feedback seems to praise the City's bushland reserve network.

In respect to the planting of trees within the City, the replacement planting program was undertaken as per previous years.

However, new plantings were mostly deferred pending the review of the City's Street Tree Strategy, which will identify new locations for planting throughout the City. The draft Strategy is currently under development with community engagement sessions to be scheduled in December.

In respect to the level of Bushland Volunteer participation, the programs continue to be successful.

Minor changes in the recording method of volunteer hours as been reflected in these 2014/2015 figures however the program remains strong and is expanding, with the recent establishment of a volunteer 'Trackcare' group to assist in the development and maintenance of the City's extensive bushland track network, particularly mountain bike tracks.

Finally, in respect to the standard of water quality within the City's tributaries the cumulative results across the 18 sites across the City revealed only a minor decrease on the previous year. With local environmental conditions such as recent rainfall and local fauna activity able to skew short term and annual results, the longer term average sees testing results as consistent.

The City actively promotes healthy waterways with the installation of waste traps and similar and active encouragement of water sensitive urban design in new developments.

Ongoing liaison with TasWater further fosters improvement and remediation to the City's stormwater and waterway network.

Modern workplace health and safety requirements and standards now present an environment where service providers and contractors are reluctant to undertake such roadside hard rubbish collections. In recent years, the volume of hard rubbish collected has also diminished further.

However, it remains available for Hobart residents to contact the Resource Co-operative, who operate the Tip Shop at McRobies Gully Waste Management Centre, who provide a service to collect goods or items of value.

Future Direction 3.1

“A rating of 100% has been achieved. We cannot see how this can be justified unless the City of Hobart has effective representation on the Macquarie Point Development Corporation?”

Response:

Membership of the Council on the Macquarie Point Development Corporation has no implication with the Council's statutory planning role as outlined within the *Land Use Planning Approvals Act 1993*.

Council maintains day to day land use and development control of the site as it does for the remainder of the City and will continue to determine the strategic land use and development outcomes for the site.

Future Direction 3.2

“What actual results have been achieved as a result of the pursuit of shared service opportunities with other Councils?”

Response:

The City of Hobart has continued to pursue shared service opportunities through its Memorandum of Understanding with the Glenorchy City Council with the following being the more significant achievements:

- A joint tender with Glenorchy City Council (and Clarence City Council) for the processing of recyclables;
 - The exploration of opportunities to further develop the Lutana Quarry jointly owned by Hobart and Glenorchy;
 - Discussions about the \$1 million election promise the State Government has delivered on to revitalise streetscapes in Hobart and Glenorchy;
 - The completion of the roll out of the Accelerated Energy Efficient Lighting project; and
 - The preparation of a due diligence assessment by Deloitte in relation to the Copping Refuse Disposal Joint Authority.
-

Future Direction 3.3

“We note the introduction of the City of Hobart Branding Strategy, despite the lack of community consultation. Can you please clarify what the Branding Strategy means? When is City of Hobart branding applicable and when is Hobart City Council applicable? For instance, the Annual Report is branded City of Hobart but the report also refers to the Council?”

Response:

A brand strategy aims to create clarity and consistency of understanding about an organisation’s values and its services through the disciplined application of graphic design such as a logo and colour palette, as well as the use of images and corporate messages through written and digital communications such as the website, social media or the Capital City News, and the experience that the public has of its service delivery.

Reviews undertaken in 2010 and updated in 2012 found that brand management within the City of Hobart was ineffective and contributed to inefficiencies. This also resulted in confusion about what the Council brand represented, and about its alignment with the Council’s 2025 Vision.

The City of Hobart brand strategy seeks to deliver financial and operational efficiencies over time, whilst reinforcing a set of values included in the City of Hobart brand profile, adopted by the Council in 2013 and that aligns with the Council’s 2025 Vision.

The Hobart City Council is a body incorporated pursuant to the provisions of the *Local Government Act 1993* and is the registered legal entity. The name is used when referring to the meetings and decisions of Aldermen, for example, “*Monday night’s Hobart City Council decision*”, and in legal documentation, for example, “*agreement is between the Hobart City Council and Street Paving Tasmania*”.

The City of Hobart is a registered business name of the Council and refers to the organisation which supports and implements Council decisions. The name is used when referring to the organisation as a whole, for example, “*the City of Hobart is reviewing its community grants program*”, or when referring to work undertaken by employees, for example, “*the City of Hobart has begun work on making the street more pedestrian friendly.*”

Future Direction 4.1

“The criteria for developing and implementing a model to increase public use of Dorney House, Porter Hill and adjoining precincts have been satisfied. Can you please tell us what the model is and what success has been achieved to date? Is the property to be administered by the Council or by a community organisation?”

Response:

The Council endorsed ‘guiding principles’ in the management of Dorney House in August 2014 however following the election of a new Council in late 2014, a review of the City’s management and custodianship of the site and immediate area was initiated in May 2015.

In September 2015 the Council agreed to continue to investigate the costs associated with improvements to the site and the ongoing recurrent requirements.

Further, it is progressing further with a feasibility study of the bunker areas to provide ancillary services to the Dorney House such as a kitchen, toilets, design workshop and artist studio space, as well as to consider structural, heritage, access and service requirements.

Governance and operational models are similarly being explored.

As you would appreciate, this site continues to remain a priority for the City as it continues to explore the best use, function, management and ownership of this site.

The site clearly holds importance to the City and the Hobart community as evidenced by the attendance of nearly 500 people to the house during the recent Open House Hobart weekend.

Future Direction 4.2

“Can you please tell us what the options are for the future usage of the Giblin Street quarry? What consultations, if any, were held with the adjoining Lenah Valley and Mount Stuart communities?”

Response:

The Council has requested that a detailed report be prepared giving consideration to possible future uses of the Giblin Street Quarry, and detailed investigation work is underway.

The potential future uses of the site are limited as the existing unprotected quarry rock faces present a high level of risk, and significant mitigation works would be required to reduce the hazards to the minimum acceptable standard for any form of future development on the site.

Additionally, the site would be difficult and costly to service in terms of reticulated water and sewerage and other services.

Under the City of Hobart Interim Planning Scheme 2015 the majority of the quarry site is zoned as Utilities wherein residential development is not a permitted use. An application to amend the planning scheme would be required should any form of residential use be contemplated within this zone.

The rezoning of a section of land adjacent to the former hotmix plant site to residential use has been proposed as part of the Tasmanian Planning Commission's consideration of the Hobart Interim Planning Scheme. The outcome of this proposal is not yet known.

No engagement has been undertaken with the nearby communities and it is considered appropriate to do so when all the constraints of the site are known – particularly in terms of safety, practicality of servicing and planning scheme requirements.

A report will be provided to the City Infrastructure Committee when the Planning Commission's decision is known.

Reduced Rentals

“On page 61-63, estimated values of grants have not been provided in most instances. Can Council clarify why these have not been provided?”

Response:

The Council owns and manages a number of properties and assets for the purposes of promoting community participation in a range of accessible and affordable activities at the local level. To assist Council in this endeavour many of the properties and activities that occur within them are managed by Not For Profit Organisations.

In order to recognise the contribution that the Council makes, organisations receiving subsidised rental are listed in the Council's Annual Report.

Reduced rentals for Not For Profit Organisation are not considered grants under Council's Grants and Benefits Disclosure Policy as the lessee may also provide capital

improvements, maintenance and day-to-day management of the facility, public access to the facility and other contributions back to the community.

Contracts for the Supply of Goods and Services

“On pages 64-65, some contract sums are unable to be estimated. Can Council advise why this is the case? If the contracts are based on unit prices, surely there must be some sort of estimate of unit requirements?”

Response:

Due to some of the contracts being either new contracts recently entered into or for a panel of multiple providers, the actual contract values could not be reasonably estimated at the time of preparing the City of Hobart Annual Report.

TasWater Investment

“Using information from pages 73 and 89, we have calculated the return on the TasWater investment is in the order of 2.15% per annum. Does Council think this is a reasonable return on investment? Is Council protecting the interests of the ratepayers of Hobart who have already paid once for their water and sewerage infrastructure?”

Response:

The profit performance of Taswater improved in the 2014/15 year. However, the Tasmanian Auditor-General concluded that its return on assets and return on equity were considered low. Returns are expected to improve in accordance with its Corporate Plan; however distributions to owners are not forecast to change. Council, through the appropriate governance mechanisms, continues to represent the interests of Hobart ratepayers.

Receivables

1. *“On page 98 we are unable to reconcile the allowance for impairment of \$4.814 million with the impaired amounts in the ageing analysis of the receivables, which according to our calculations total \$4,568 million. What does the discrepancy of \$246,000 relate to?”*

Response:

The balance is represented by unpaid animal registrations and by-law infringements.

2. *What is the reason for the substantial increase in Other Debtors from \$257,000 last year to \$1.802 million this year?*

Response:

The increase is attributable to:

- Recognition of the settlement with the developer of the buyback clause in relation to a development site at Montpelier Retreat;
- Accrual of a TasWater distribution received in July 2015 but relating to 2014/2015;
- Accrual of interest earned on invested funds to 30 June 2015.

3. *Of the amount of \$4.985 million considered impaired as at the 30 June 2014, how much was recovered and how much was written off in the 2014/2015 financial year?*

Response:

These debts are being pursued through a number of avenues. For debts prior to 2008 that were lodged with the Magistrates Court, Council is awaiting advice as to the likely recoverability of the debts.

All other debts unable to be recovered have been lodged with the Monetary Penalty Enforcement Service (MPES) which is pursuing the debt on behalf of Council. When the MPES advise debt to be irrecoverable, the Council will write it off.

As debts age and progress through the debt recovery stages additional fees are incurred. These fees are added to the original amount of the debt (and therefore the amount impaired).

\$128,000 of impaired debts were recovered (through the MPES) during 2014/15.
\$330,000 of impaired debts was written off during the same period.

4. *What is Council's policy on writing off impaired amounts? The amount written off this financial year was \$164,000 which appears small in comparison to the Allowance for Impairment of \$4.814 million?"*

Response:

The Council's policy for writing off impaired amounts is pursued through the avenues described above. The quantum of the amount written off is dependent on the success of the MPES recovery efforts.

GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016

12. GOVERNANCE COMMITTEE – STATUS REPORT

5x's

A report indicating the status of current decisions is attached for the information of Aldermen.

DELEGATION: Committee

Recommendation:

That the information be received and noted.

GOVERNANCE COMMITTEE – STATUS REPORT**OPEN PORTION OF THE MEETING****April 2016**

Ref	Meeting	Report / Action	Title	Comments
1	ANNUAL REPORTS FROM REPS ON EXTERNAL BODIES Council, 13/10/2014, item 24.	That the General Manager prepare a report to investigate the possibility of recording meeting attendance of all representatives on external bodies.	Deputy General Manager	A report in relation to this matter is included on this agenda. Completed.
2	DISCLOSURE OF CONFIDENTIAL MATTERS Council, 15/12/2014, item 12.	A report be prepared in respect to the inclusion of a standard item in the minutes of Open Council and committee meetings, where resolutions made in the Closed portion of those meetings (including details on voting) on matters that may contain privacy/confidential issues, may be released in redacted format by the General Manager at the appropriate time.	Deputy General Manager	This matter was pending the release of the new <i>Local Government (Meeting Procedures) Regulations 2015</i> which are now in place. Independent legal advice has now been sought in respect to legislative requirements. A report will be provided to the June 2016 meeting.
3	COUNCIL COMMITTEES – REVIEW Special Joint Meeting, 10/3/2015.	The Council review its approach to deputations and public question time, with a further report to be prepared for consideration.	Deputy General Manager	This matter will be included as part of the consideration of the Committee structure at a workshop which is presently being scheduled.
4	TRIAL MOBILE FOOD VENDOR PROGRAM Council, 15/12/2014, item 32 and Council 9/2/2016, item 14	The trial City of Hobart Mobile Food Vendor Program continue in its current form until 31 July 2016 after which a report be provided to the Council reviewing the Program in detail and making recommendations in relation to specific guidelines, trading zones, permit fees and other relevant details affecting its ongoing viability.	Director Community Development	The program has been implemented and a further report will be provided to the August Committee meeting.
5	CITY OF HOBART 10 YEAR STRATEGIC COMMUNITY PLAN AND PLANNING	1. The proposed framework for the development of the 10 year Strategic Community Plan; The Four-Year Council Delivery Plan; the Annual Plan and associated documents	General Manager	A report in relation to this matter will be provided in due course.

Ref	Meeting	Report / Action	Title	Comments
	AND REPORTING FRAMEWORK REVIEW Council, 9/6/2015, item 22	be endorsed. (i) The conversion of the current documents in accordance with the framework be progressed, commencing with a workshop with Aldermen. 2. A further report be prepared on a proposal to extend the Community Vision beyond 2025, following completion of the 10 year Strategic Community Plan.		
6	VOLUNTARY AMALGAMATIONS - ADDITIONAL INFORMATION Council: 9/6/2015, item 25, 7/9/2015, item 23, 12/10/2015, item 21	That as a matter of urgency, the Lord Mayor seek an undertaking from the State Government that forthwith upon the information collection exercise being completed by the General Manager, the proposed feasibility modelling for the combinations, as proposed, be fully funded by the State Government.	General Manager	No response has been provided by the State Government as yet in relation to funding of the feasibility.
7	CITY OF HOBART COMMUNITY ENGAGEMENT Council, 13/7/2015, item 21	1. The Council endorse a review of its Community Engagement Framework, commencing in the second quarter of 2015/2016. (i) A comprehensive range of research and community engagement activities be undertaken as part of the review involving the Council and the community. (ii) Following the review, the Council be provided with a further report on the outcomes and a draft updated Community Engagement Framework. 2. The role of the Council's Traffic Committees be considered following the conclusion of the engagement process for the draft Local Retail Precinct Plan. 3. The Council endorse a twelve month trial of the online community engagement platform EngagementHQ and Budget Allocator: (i) Following an evaluation of the trial of the online	Deputy General Manager	Your Say Hobart was launched on 14 September 2015. The most recent Community Forum was held on 20 April 2016. The role of the Traffic Committees will be included in the workshop in relation to the Committee structure presently being scheduled.

Ref	Meeting	Report / Action	Title	Comments
		community engagement platform of EngagementHQ and Budget Allocator, the Council be provided with a report on outcomes.		
8	AUDIO RECORDING, LIVE BROADCASTING AND PUBLISHING OF OPEN COUNCIL MEETINGS Council: 11/5/2015, item 22 10/8/2015, item 18	<ol style="list-style-type: none"> 1. The audio recording be evaluated after twelve months of operation, including feedback from the Hobart community. 2. Council officers address the implementation of electronic display of minutes at Council proceedings and meetings, at the earliest opportunity. 3. Consultation with the Tasmanian Deaf Society be undertaken regarding 'audio to text' or typewritten transcripts, and if deemed appropriate this service be offered. 	Deputy General Manager	<ol style="list-style-type: none"> 1. Consultation with the Tasmanian Deaf Society is continuing. 2. The implementation of electronic minutes is being progressed.
9	COUNCIL AND COMMITTEE MEETINGS AND COUNCIL DINNERS Council, 12/10/2015, item 10	<p>A report be provided that considers the following:</p> <ol style="list-style-type: none"> a) All committee's being reviewed in line with the Strategic Plan. b) The delegation and membership of the City Planning Committee being reviewed. c) Committee Terms of Reference being reviewed. d) The potential for Council's policies to be reviewed which may increase community engagement. e) The provision of a meal following all Council meetings being reviewed, with a view to limiting the number of these dinners. f) The provision of alcohol in the Alderman's lounge being reviewed. 	Deputy General Manager	An Aldermanic workshop is presently being scheduled to discuss these matters.
10	ALDERMANIC HEALTH AND WELLBEING – ALCOHOL AND OTHER DRUGS POLICY Council, 9/11/2015,	The Council note and endorse the initiatives in relation to Aldermanic health and wellbeing, with the matter to be considered further at a Council Workshop following the release of the Model Code of Conduct.	Deputy General Manager	<p>A report in relation to this matter is included on this agenda.</p> <p>Completed</p>

Ref	Meeting	Report / Action	Title	Comments
	item 15 & 7/3/2016, item 21.			
11	PROCEDURAL CHANGES – LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015 Council, 9/11/2015, item 20	<ol style="list-style-type: none"> 1 Council's Policy 2.01 – <i>Meetings: Procedures and Guidelines</i> be amended to incorporate the revised regulations. 2. The General Manager liaise with the Local Government Association of Tasmania in relation to conducting Aldermanic training, for interested Aldermen, in respect to the revised legislation. 	Deputy General Manager	These matters are currently being progressed.
12	SHAPING THE CITIES OF HOBART AND GLENORCHY – DETERMINING THE BENEFITS OF ENHANCED LAND VALUE THROUGH INVESTMENT IN A PUBLIC TRANSIT SYSTEM Council 9/2/2016, supp. item 16	The Council initiate a Public Transit Corridor Urban Utilisation and Economic Benefit project for the current rail corridor, based on the proposal titled 'Shaping the Cities of Hobart and Glenorchy – Determine the Benefits of Enhanced Land Value through Investment in a Public Transit System', subject to the matched support of the Glenorchy City Council.	General Manager	A request for quotation was released and submissions closed on 20 April 2016. 3 quotations were received and are currently being evaluated. A recommendation will be made to the steering committee shortly.
13	COUNCIL POLICY MANUAL REVIEW 2015 Council 7/3/2016, item 22	<ol style="list-style-type: none"> 1. The Council endorse the summary of recommendations in respect to the Council's Policy Review for 2015. 2. The Council endorse the display of its Policy Manual on the City of Hobart website. 	Deputy General Manager	The policy manual has been updated, in line with the revised structure and policies will be published to the City of Hobart website shortly.

Ref	Meeting	Report / Action	Title	Comments
14	NOTICE OF MOTION – STRATEGIES TO ALLEVIATE PEAK TRAFFIC ISSUES Council 21/3/2016, item 15	<p>“That the Lord Mayor be requested to write to the Minister for Infrastructure and take forward the comments in this Notice of Motion, specifically:</p> <p>(i) Options on how the Hobart City Council may assist in alleviating the morning and evening peak traffic issues for City and the greater Hobart area.</p> <p>(ii) Options for the State and Federal Government in particular the Education Department, the private schools association and other large employers working collectively on a “time management” approach that may alleviate some of the morning and evening traffic issues.</p>	Director City Infrastructure	This matter is currently being progressed.

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

13. RESPONSES TO QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10

The General Manager reports:-

“In accordance with the procedures approved in respect to Questions Without Notice, the following responses to questions taken on notice are provided to the Committee for information.

The Committee is reminded that in accordance with Regulation 29(3) of the Local Government (Meeting Procedures) Regulations 2015, the Chairman is not to allow discussion or debate on either the question or the response.”

13.1 PROCEDURAL ITEMS FOR COUNCIL COMMITTEES

Ref. Open GC, 9.1, 7/7/2015

Attachment A	13.1	Memorandum to Aldermen from the Deputy General Manager of 20 April 2016.
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13.2 PROCEDURAL ITEMS FOR COUNCIL COMMITTEES

Ref. Open EDCC, 11.1, 27/8/2015

Attachment B	13.2	Memorandum to Aldermen from the Deputy General Manager of 7 April 2016.
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RECOMMENDATION:

That the attached memoranda be received and noted.

City of **HOBART**

13-1-10

(S:\Council Support\Questions Without Notice Answers\2016\GC\Meeting Procedural Items.doc)

20 April 2016

**MEMORANDUM: LORD MAYOR
DEPUTY LORD MAYOR
ALDERMEN**

QUESTIONS WITHOUT NOTICE – RESPONSE – PROCEDURAL ITEMS FOR COUNCIL COMMITTEES

Pursuant to Council Policy 2.01, Clause A(10), where a response to a Question without Notice is not able to be provided at a meeting, the question is taken on notice. Upon distribution of the response to all Aldermen, both the Question and the Response is to be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, whereat it will be listed for noting purposes only, with no debate or further questions permitted, as prescribed in the Section 29 of the Local Government (Meeting Procedure) Regulations 2005.

At the Governance Committee meeting held on 7 July 2015 the following question without notice was asked by Alderman Ruzicka:

Question: Can the process for dealing with procedural items listed on Committee meetings such as minutes and supplementary items be considered with a view to being moved together?

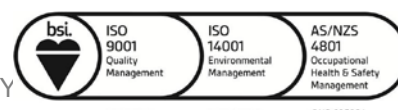
At the meeting the Question was taken on notice. A response is subsequently provided below:

Response: The current format of the Council's committee agenda includes the majority of the procedural items required as the first items of business, namely minutes, supplementary items, pecuniary and conflicts of interest and the transfer of agenda items. As the items listed refer to specific non-related matters, it is not possible to merge them.

This does not preclude the Chairman from determining whether there is any business arising from these items, after the minutes have been confirmed, and where there are no matters to be discussed, to then invite a member to be the mover of each item and take the subsequent vote as a 'block'.

(Heather Salisbury)
DEPUTY GENERAL MANAGER

MISSION ~ TO ENSURE GOOD GOVERNANCE OF OUR CAPITAL CITY



City of **HOBART**

13-1-10

7 April 2016

**MEMORANDUM: LORD MAYOR
DEPUTY LORD MAYOR
ALDERMEN**

QUESTIONS WITHOUT NOTICE – RESPONSE LOBBY GROUPS

Pursuant to Council Policy 2.01, Clause A(10), where a response to a Question without Notice is not able to be provided at a meeting, the question is taken on notice. Upon distribution of the response to all Aldermen, both the Question and the Response is to be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, whereat it will be listed for noting purposes only, with no debate or further questions permitted, as prescribed in the Section 29 of the Local Government (Meeting Procedure) Regulations 2015.

At the Economic Development and Communications Committee meeting held on 27 August 2015 the following question without notice was asked by Alderman Briscoe:

Question: Which lobby groups does the Council belong to? Can Aldermen be provided with a list of those organisations including an explanation of the relationship with the Council?

At the meeting the question was taken on notice. A response is subsequently provided below:

Response:

A detailed summary of the lobby groups the Council has an association with are shown on the on the attached table.

(Heather Salisbury)
DEPUTY GENERAL MANAGER

Lobby Group	Purpose	Relationship with Council
<p>Southern Tasmanian Councils Authority (Think South)</p>	<p>The Southern Tasmanian Councils Authority is a regional organisation of Councils created by the twelve Southern Councils to facilitate cooperative working partnerships and to improve the ability of Councils to take joint action to address regional development issues and progress sustainable economic, environmental and social outcomes for Southern Tasmania, its local communities and the State.</p> <p>In addition it has a role in actively lobbying State and Federal Governments on issues that promote the combined interests of its member Councils.</p>	<p>The STC Board comprises the Mayors of the 12 Councils and is chaired by the Lord Mayor of Hobart. The 12 Council General Managers also attend Board meetings.</p> <p>Priorities for the STCA in respect of regional development are:</p> <ul style="list-style-type: none"> • Improved Physical Infrastructure • Enhanced Economic Development • Improved Environmental Performance • Enhanced Social well-being • Improved Inter-regional Cooperation
<p>Local Government Association Tasmania</p>	<p>The LGAT is the voice of Local Governments to other Governments, interested stakeholders and the wider community. LGAT works to protect the interests and rights of councils, to promote the efficient operation of Local Government and to foster strategic and beneficial relationships.</p> <p>LGAT is funded by councils and other income earned through projects sponsored on behalf of Local Government, and a range of services and sponsorships.</p>	<p>The LGAT General Management Committee (GMC) has eight members and provides oversight of LGAT operations.</p> <p>The Lord Mayor is a member of the GMC.</p>

Lobby Group	Purpose	Relationship with Council
Mayors for Peace	The purpose of Mayors for Peace is to promote the solidarity of cities towards the total abolition of nuclear weapons.	The Lord Mayor is a member of Mayors for Peace.
Coming out Proud	Provides strategies that will enable Gay, Lesbian, Bisexual, Transgender and Intersex people in each region of the State to "come out with pride" and live in their community with dignity as fully respected and participating members. Represents sectors of the Tasmanian GLBTI Community at state and national levels.	Alderman Burnet represents the Council on the Coming Out Proud Regional Community Liaison Committee for Greater Hobart.
Cycling South Inc	Plays an advocacy role for cycling at all levels of government.	Alderman Burnet is the Chairman and the following Aldermen are members: <ul style="list-style-type: none"> • Lord Mayor Alderman Sue Hickey • Alderman Damon Thomas
Council of Capital Cities Lord Mayors (CCCLM)	Provides national leadership for the effective co-ordination and representation of the special interests of the Capital Cities of the Australian States and Territories, especially in their relations with other spheres of government. Aims to establish a strong relationship with the federal government on major issues common to capital cities which are directly relevant to federal government policy.	The Lord Mayor is a member of the CCCLM and represents the City of Hobart.

Lobby Group	Purpose	Relationship with Council
Business Events Tasmania (BET)	The Council supports and provides annual funding for BET but there is no aldermanic representation.	BET's primary role is to secure business events in Tasmania.
Tasmanian Polar Network (TPN)	The TPN is a group of businesses and scientific organisations based in Tasmania with a common focus on serving commercial and scientific activity in the Antarctic, sub-Antarctic and Southern Ocean. The TPN advocates to all levels of government to improve Hobart's Antarctic capability.	Alderman Reynolds represents Council on the TPN.

14. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10

Pursuant to Section 29 of the Local Government (Meeting Procedures) Regulations 2015, an Alderman may ask a question without notice of the Chairman, another Alderman or the General Manager or the General Manager's representative in accordance with the following procedures endorsed by the Council on 10 December 2012:

1. The chairman will refuse to accept a question without notice if it does not relate to the Terms of Reference of the Council committee at which it is asked.
2. In putting a question without notice, an Alderman must not:
 - (i) offer an argument or opinion; or
 - (ii) draw any inferences or make any imputations – except so far as may be necessary to explain the question.
3. The chairman must not permit any debate of a question without notice or its answer.
4. The chairman, Aldermen, General Manager or General Manager's representative who is asked a question without notice may decline to answer the question, if in the opinion of the intended respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The chairman may require an Alderman to put a question without notice, to be put in writing.
6. Where a question without notice is asked at a meeting, both the question and the response will be recorded in the minutes of the meeting.
7. Where a response is not able to be provided at the meeting in relation to a question without notice, the question will be taken on notice and
 - (i) the minutes of the meeting at which the question is put will record the question and the fact that it has been taken on notice.
 - (ii) a written response will be provided to all Aldermen, at the appropriate time.
 - (iii) upon the answer to the question being circulated to Aldermen, both the Question and the Answer will be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, whereat it be listed for noting purposes only, with no debate or further questions permitted, as prescribed in Section 29(3) of the Local Government (Meeting Procedures) Regulations 2015.

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
3/5/2016**

15. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING

The following items were discussed:-

- Item No. 1. Minutes of the Closed Portion of the Governance Committee meeting held on 5 April 2016 and a special meeting held on 26 April 2016.
- Item No. 2. Consideration of Supplementary Items to the Agenda
- Item No. 3. Indications of Pecuniary and Conflicts of Interest
- Item No. 4. Questions Without Notice – File Ref: 13-1-10