



CITY OF HOBART

# MINUTES

## GOVERNANCE COMMITTEE MEETING (OPEN PORTION OF THE MEETING) MEETING HELD TUESDAY, 3 MAY 2016 AT 5.00PM

**PRESENT:** The Lord Mayor Alderman S L Hickey, Alderman E R Ruzicka (Chairman), the Deputy Lord Mayor Alderman R G Christie, Aldermen P S Cocker, D C Thomas and W F Harvey.

The Lord Mayor arrived at the meeting at 5.04 pm and was not present for items 1 to 5.

Alderman Cocker arrived at the meeting at 5.04 pm and was not present for items 1 to 5.

**APOLOGIES:** Alderman A M Reynolds.

**LEAVE OF ABSENCE:** Nil.

GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 2  
3/5/2016

DEPUTY LORD MAYOR

That Alderman Harvey be co-opted to the committee.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Thomas	

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

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DEPUTY LORD MAYOR                      That the minutes be signed as a true and correct record.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Thomas	
Harvey	

The minutes were signed.

**2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

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No supplementary items were received.

**3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**

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No pecuniary or conflicts of interest were indicated.

**4. TRANSFER OF AGENDA ITEMS**

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No items were transferred.

HARVEY

That item 8 be taken as the last item of business for the open portion of the meeting.

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

Item No. 4 continued

MOTION CARRIED

VOTING RECORD

AYES Ruzicka Deputy Lord Mayor Christie Thomas Harvey	NOES
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**5. WORLD CITIES SUMMIT MAYORS FORUM 2016 – FILE REF: 13-2-22**

ALDERMAN THOMAS                      That the recommendation contained in the report of the Group Manager Executive and Economic Development of 3 May 2016, as detailed below:

- That:*
1.    *The report be received and noted.*
  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.*
  3.    *The 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.*

be adopted with the inclusion of the following clause:

- “4.    The Lord Mayor and General Manager undertake a presentation of the outcomes of the Summit upon their return, for the benefit of Council officers and the public.”

MOTION CARRIED

VOTING RECORD

AYES Ruzicka Deputy Lord Mayor Christie Thomas Harvey	NOES
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**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 4  
3/5/2016**

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

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DEPUTY LORD MAYOR

- That: 1. Alderman Ruzicka represent the Council at the National General Assembly Conference to be held in Canberra from 19 to 22 June 2016.
- (i) The cost of attendance, estimated at approximately \$2,800 per person, be attributed to the general Aldermanic conference allocation within the City Government Function of the 2015/2016 Annual Plan.
2. Further Aldermanic nominations be invited.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

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

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ALDERMAN COCKER

- That: 1. The report be received and noted.
2. The Council note the commencement of the new local government code of conduct framework on 13 April 2016.
3. The Council adopt the Model Code of Conduct, without variation.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

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

Item 9 was then taken.

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

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DEPUTY LORD MAYOR                      That the recommendation contained in the report of the General Manager of 20 April 2016, as detailed below:

- That:*
1. *The report be received and noted.*
  2. *The Council endorse the policy titled Aldermanic Development and Support, inclusive of the revisions shown on Attachment A to item 8 of the Governance Committee agenda of 5 April 2016.*
  3. *The Council endorse the following recommendations arising from the Governance Committee meeting held on 5 April 2016 be presented to the Council:*
    - (i) *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.*
    - (ii) *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.*
    - (iii) *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.*
    - (iv) *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.*
    - (v) *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.*

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**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 6  
3/5/2016**

Item No. 8 continued

- (vi) *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.*
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.*

be adopted, as amended by the inclusion of the following additional amendments:

- (i) Where an Alderman may represent the Lord Mayor on an international delegation, the policy provisions which relate to funding by the Council of travel for the Lord Mayor and their partner, shall apply to that Alderman.
- (ii) The timeframe for claims processing be amended to reflect that claims are to be submitted within sixty days of expenses being incurred.
- (iii) The General Manager or their nominee be authorised to approve the use of the Lord Mayor's vehicle and chauffeur on such occasions as deemed appropriate.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

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

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DEPUTY LORD MAYOR

That the recommendation contained in the report of the Deputy General Manager of 27 April 2016, as detailed below, be adopted:

*That: 1. The report be received and noted.*

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**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 7  
3/5/2016**

Item No. 9 continued

2. *The established administrative processes in relation to Aldermanic representation on external bodies remain unchanged.*
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.*

MOTION CARRIED

VOTING RECORD

<p>AYES</p> <p>Ruzicka</p> <p>Deputy Lord Mayor Christie</p> <p>Cocker</p> <p>Thomas</p> <p>Harvey</p>	<p>NOES</p>
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**10. LEGISLATIVE COUNCIL FINAL REPORT ON TASMANIAN ELECTORAL COMMISSION – FILE REF: 13-10-1**

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DEPUTY LORD MAYOR                      That the recommendation contained in the report of the General Manager of 27 April 2016, as detailed below, be adopted.

- That:*
1. *The report be received and noted.*
  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.*
  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.*

MOTION CARRIED

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**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 8  
3/5/2016**

Item No. 10 continued

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

**11. ANNUAL GENERAL MEETING – FINALISATION OF QUESTIONS RAISED  
– FILE REF: 13-1-14**

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ALDERMAN HARVEY

That the information be received and noted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

**12. GOVERNANCE COMMITTEE – STATUS REPORT**

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ALDERMAN THOMAS

That the information be received and noted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	



**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 9  
3/5/2016**

**13. RESPONSES TO QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10**

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DEPUTY LORD MAYOR

That the information be received and noted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Ruzicka	
Deputy Lord Mayor Christie	
Cocker	
Thomas	
Harvey	

**14. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10**

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**14.1 LOBBY GROUPS**

ALDERMAN COCKER

**Question:** Is the Council a member of either the Property Council of Australia or the Tasmanian Chamber of Commerce and Industry.

**Answer:** The General Manager advised the Council was not a member of either organisation.

Item 8 was then taken.

**15. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING**

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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

**GOVERNANCE COMMITTEE  
(OPEN PORTION OF THE MEETING)  
MINUTES 10  
3/5/2016**

The Chairman adjourned the meeting at 5.41 pm to conduct the closed portion of the meeting.

The meeting reconvened at 5.42 pm.

Item 15 was then taken.

There being no further business the meeting closed at 5.43 pm.

TAKEN AS READ AND SIGNED AS A  
CORRECT RECORD THIS 31ST DAY  
OF MAY 2016.

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**CHAIRMAN**