



CITY OF HOBART

# AGENDA

## ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE MEETING (OPEN PORTION OF THE MEETING)

THURSDAY, 23 JUNE 2016

AT 5.00 PM

### 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
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- 2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**
- 3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**
- 4. TRANSFER OF AGENDA ITEMS**


<b>MOTION OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015</b>
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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

## **ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE AGENDA (OPEN)**

### Committee Members

Deputy Lord Mayor Christie  
(Chairman)

Zucco

Ruzicka

Thomas

Denison

### Aldermen

Lord Mayor Hickey

Briscoe

Sexton

Burnet

Cocker

Reynolds

Harvey

**Economic Development and Communications  
Committee (Open Portion of the Meeting) - Thursday,  
23 June 2016 at 5.00 pm in the Lady Osborne Room.**

### **PRESENT:**

### **APOLOGIES:**

**LEAVE OF ABSENCE:** Alderman E R Ruzicka

### **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  
ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE  
HELD ON THURSDAY, 28 APRIL 2016 AND A SPECIAL MEETING OF THE  
ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE  
HELD ON MONDAY, 6 JUNE 2016**
-

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

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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**

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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**

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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?

**MOTION OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5)  
OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS  
2015**

**5. INSTALLATION OF TRADITIONAL CHRISTMAS TREE IN SALAMANCA –  
FILE REFS: 13-1-9 & 13-25-2**

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ALDERMAN ZUCCO

That a report be prepared that provides options for Council to consider the installation of a traditional Christmas tree in Salamanca Square for the 2016 season.

The report canvas various options for this to occur and in particular the Council officers liaise with Norske Skog regarding this proposal with an intent to discuss options for a potential sponsorship arrangement that may provide Council with an appropriate tree for this purpose.

**Rationale:**

As Council is well aware the establishment of a bespoke sculpture tree created significant adverse publicity for Council. After visiting a number of Australian cities prior to and during the Christmas season, in particular the City of Melbourne which has traditional Christmas trees throughout the city over the festive season that have overwhelmingly been embraced by the public, I am of the view that the City of Hobart should revert to installing a traditional tree in Salamanca Square.

The public outcry against the sculpture in Salamanca Square was a sad distraction from what should have been a joyous build up to the festive season. It is our duty as a Council to admit that we could have done better and that in 2016, we will do so and go back to a traditional tree.

Some years ago Council sought Christmas trees from various businesses. I have had some preliminary discussions with Arnold Willems the Fibre, Supply and Logistics Manager from Norske Skog who has indicated he would gladly discuss this proposal and would be interested in pursuing discussions with Council regarding a sponsorship or similar arrangement.

To counter any adverse reaction about the current sculpture and its future use, perhaps it could be installed in a more fitting location, perhaps near the Art School on the waterfront.

**The General Manager reports:**

“That in accordance with clause 5 of the Notices of Motions procedures, I provide the following qualification as to whether the substance of this Notice of Motion resides within the jurisdiction of the Hobart City Council:

The matter resides within the jurisdiction of the Hobart City Council as it relates to the City of Hobart’s Christmas decorations program.”

**6. ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE –  
STATUS REPORT**

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12x'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.***



# ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE - STATUS REPORT

## OPEN PORTION OF THE MEETING

November 2014 to May 2016

Ref.	Title	Report / Action	Action Officer	Comments
1	<b>FUNKY SHOPPING TROLLEY HIRE PROGRAM</b> Council, 10/3/2015, Item 11	That a report be prepared on the feasibility of the Council initiating a 'funky' shopping trolley hire program, potentially to operate from the Council's off-street car parks.	Director Community Development	A report will be provided to the Council in the latter half of the year.
2	<b>CONTEMPORARY WAYFINDING SYSTEM AND CREATIVE HOBART POSTER POLES (ICAP 10) - PROJECT IMPLEMENTATION</b> Council, 13/4/2015, Item 22	That: 1. The introduction of a contemporary wayfinding system be endorsed. 2. The introduction of five Creative Hobart Poster Poles be endorsed.	Director City Planning	Wayfinding signage installation completed. Wayfinding language applications currently being developed. The second of the poster poles has been installed in Collins Street with the third to be installed shortly.

Ref.	Title	Report / Action	Action Officer	Comments
3	<p><b>CENTENARY OF ANZAC COMMEMORATIONS</b> Council, 13/7/2015, Item 16</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. In light of the Tasmanian Theatre Company being successful in obtaining a \$50,000 grant from the ANZAC Centenary Trust, the Council partner with the Tasmanian Theatre Company to deliver the performance season of The Tree Widows on the Queen's Domain in April 2016, at both the Soldier's Memorial Avenue and the Tasmanian Powder Magazine.</li> <li>2. Council officers seek additional funding support from other sources such as the Friends of the Soldier's Memorial Avenue and the RSL Tasmania.</li> </ol>	<p>Director Community Development</p>	<p>The Tree Widows project was performed on the Soldier's Memorial Avenue for two weeks in April to a total audience of 400 people. The performances had very positive reviews from the media and community groups such as the RSL.</p> <p>Council officers secured \$7,000 in additional funding for the Tree Widows project and the ANZAC Centenary Trust was secured. The funding comprised \$1,000 from Friends of Soldier's Memorial Avenue, \$300 from RSL Tasmania, \$5,000 from Tas ANZAC Fund and \$700 of in-kind volunteer support from the Tasmanian Theatre Company.</p> <p>Action is now complete.</p>

Ref.	Title	Report / Action	Action Officer	Comments
4	<p><b>DARK MOFO – LIGHTING UP COUNCIL FACILITIES</b> Council, 9/6/2015, Item 17</p> <p>Council 11/4/2016, Item 18</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council approach the Tasmanian Government to request that the Department of State Growth give consideration to lighting the Tasman Bridge red as part of Dark Mofo in 2016.</li> <li>2. A further report be provided exploring the application of more colour capable lighting infrastructure for Salamanca Place and for the cardinal lights in Mawson’s Place in time for Dark Mofo in 2016.</li> </ol>	Director Community Development	<p>In regard to clause 1, the Tasman Bridge was again illuminated red as part of Dark Mofo.</p> <p>The red lights for Salamanca were also deployed for this year’s Dark Mofo.</p> <p>A report addressing clause 2 was considered by the Council at its 11 April 2016 meeting.</p> <p>A sum of \$100,000 has been listed for consideration in the 2016/2017 budget under the Asset Management Function for upgrading the Mawson Place cardinal lights to programmable colour capable LED lights.</p> <p>A detailed design has been completed for the Mawson Place lights, with the consultants to undertake detailed design work this financial year.</p> <p>It is expected that the consultants will finish the design work to go to tender by July, with delivery of construction achievable to complete by December 2016.</p> <p>Actions completed.</p>

Ref.	Title	Report / Action	Action Officer	Comments
5	<p><b>GARAGE SALE TRAIL – COUNCIL PARTICIPATION – 2015-2017</b> Council, 9/6/2015, Item 18</p>	<p>That the City of Hobart participate in the Garage Sale Trail event for a three year term, with the first event to be held on 24 October 2015.</p>	<p>Director Community Development</p>	<p>This event was successfully delivered in 2015. Preparations are underway for the 2016 event.</p>
6	<p><b>CITY OF HOBART BRAND PROJECT – NEW CORPORATE LOGO</b> Council, 9/6/2015, ITEM 19</p>	<p>That Stage 2 of the City of Hobart brand project, i.e the development of a style guide and associated graphic design files for the new City of Hobart corporate logo, commence in accordance with the Council's resolution of 11 August 2014.</p>	<p>Director Community Development</p>	<p>Stage 2 of the rollout is continuing.</p>
7	<p><b>ECONOMIC DEVELOPMENT STRATEGY – MID-TERM REVIEW</b> Council, 13/7/2015, Item 19</p>	<p>That the Council agree to a mid-term review of the current Economic Development Strategy following the completion of a 'gaps and opportunities' report.</p>	<p>Group Manager Executive and Economic Development</p>	<p>The Gaps and Opportunities report was presented at the March Committee meeting and will now be used in the mid-term review of the Economic Development Strategy.</p>

Ref.	Title	Report / Action	Action Officer	Comments
8	<p><b>2016 LUNAR NEW YEAR CELEBRATIONS – HOBART</b> Council, 7/9/2015, Item 16</p> <p>Council, 9/5/2016, Item 17</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The 2017 Lunar New Year Working Group be formed and chaired by Alderman Thomas, with the first meeting to be held in June 2016.</li> <li>2. The Community Development Division take the lead role in providing administrative support to the 2017 Lunar New Year Working Group Chairman and meetings.</li> <li>3. The Community Development Division provide the following assistance with respect to Lunar New Year 2017:               <ol style="list-style-type: none"> <li>(i) Capacity building developmental support and advice for Lunar New Year Working Group members looking to stage events; and</li> <li>(ii) Overarching marketing and media support for the event program at the level provided in 2016, using the design templates and promotional materials as endorsed by the Lunar New Year Working Group in 2016, namely street banners, Town Hall banners and pull up banners.</li> </ol> </li> <li>4. The Council endorse the production of additional street banners and tear drop banners for the Lunar New Year, at a cost of up to \$2,000, to be met from the allocation provided in the City Marketing Function in the 2016/2017 financial year.</li> <li>5. Lunar New Year Working Group members be encouraged to apply for monetary and in-kind assistance through the August 2016 round of the City of Hobart Community Grants Program.</li> <li>6. Sustainable event guidelines be utilised during the event and for other relevant events conducted by the City of Hobart.</li> </ol>	Director Community Development	Officers are progressing the matter and an action plan is being developed for the 2017 Lunar New Year celebration.

Ref.	Title	Report / Action	Action Officer	Comments
9	<b>WI-FI PROPOSAL FOR INNER CITY – UPDATE</b> Council, 7/9/2015, Item 17	That: 1. The Council endorse an Expression of Interest process for the provision of ‘free to the public Wi-Fi’ in the inner city. 2. A further report be provided to the Council after the results of the expression of interest process have been assessed.	Group Manager Executive and Economic Development	Expressions of Interest were received from potential providers and they have been reviewed.  A report addressing this matter is attached to this agenda.
10	<b>COMPETITIONS TO MARKET THE CITY AND OTHER RETAIL PRECINCTS</b> Committee, 24/9/2015, Item 5	That the proposals from the findings of the Local Retail Precincts Plan for marketing and promotional opportunities for businesses in the suburban retail precincts be the subject of a report to the Council in the new calendar year.	Director Community Development	A report will be provided in due course.
11	<b>LIGHTING UP COUNCIL FACILITIES - NATIONAL ROAD SAFETY WEEK 2016</b> Council, 7/3/2016, Item 18	That: 1. The Council approve the request of the Road Safety Advisory Council to illuminate the Hobart Town Hall yellow, at its expense, to coincide with National Road Safety Week 2016 from 1 to 8 May 2016. 2. The Council further demonstrate its support of the National Road Safety Week 2016 by illuminating the Elizabeth Mall and the Railway Roundabout Fountain yellow, with the fee of \$100 to be funded from the City Marketing Function in the 2015/2016 Annual Plan.	Director Community Development	The action is now complete.

Ref.	Title	Report / Action	Action Officer	Comments
12	<p><b>HOBART EXCEPTIONAL CUSTOMER SERVICE AWARDS</b> Council, 7/3/2016, Item 19</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The City of Hobart Exceptional Customer Service Awards, in their current format, be deferred for 2016:               <ol style="list-style-type: none"> <li>(i) The Council continue its dialogue with the Hobart Chamber of Commerce in regard to the Chamber's 2016 business awards program, to ensure a customer service component of the program is delivered in 2016;</li> <li>(ii) A further report be provided to the next Economic Development and Communications Committee meeting regarding the continued discussions with the Hobart Chamber of Commerce about the 2016 awards program, and the outcome of such discussions.</li> </ol> </li> <li>2. The Council endorse the development of a proposal for a general business grants program, to be the subject of a further report to the Council in 2016, including an overall approach to business assistance.</li> </ol>	<p>Director Community Development</p>	<p>Officers recently met with members of the Hobart Chamber of Commerce Board to explore its interest in an awards program, or a similar business community engagement and networking opportunity. A report will be presented to Council following the further development of the ideas discussed at this initial meeting.</p> <p>A report addressing clause 2 will be provided in due course.</p>

Ref.	Title	Report / Action	Action Officer	Comments
13	<p><b>INTERNATIONAL RELATIONS STRATEGY</b> Council, 7/3/2016, Item 20</p> <p>Council, 9/5/2016, Item 16</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council endorse the actions set out in the Draft International Relations Action Plan marked as Attachment A to item 8 of the Open Economic Development and Communications Committee agenda of 28 April 2016, with the substitution of action item 2.2.3 as follows: “2.2.3. Seek to investigate options for developing and sustaining international relationships via social media channels, expatriate networks and other appropriate methods, as a means of increasing knowledge and reinforcing relationships between visits.”</li> <li>2. The Council authorise a review of its existing policy titled <i>Guidelines for Future International Relations</i> to encompass changing the naming conventions of international relations, from Sister City to the Friendship City in respect of all relationships with the exceptions of Yaizu and L’Aquila, and the diverse nature of friendships on economic, cultural and community grounds.</li> <li>3. The Council approve an amendment to the policy titled <i>Aldermanic Development and Support</i> to permit Aldermen to participate in two international delegations or more if deemed appropriate by the Council, in a four year term.</li> </ol>	<p>Group Manager Executive and Economic Development</p>	<p>In accordance with the Council resolution of 9 May 2016, the action plan will now be implemented and a review will be undertaken of the relevant policies, with a further report to be provided to the Council as soon as practicable.</p>



Ref.	Title	Report / Action	Action Officer	Comments
14	<p><b>BICYCLE HIRE AND LOAN SCHEMES</b> Council, 21/3/2016, Item 14</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. A report be prepared documenting the proposition of Council developing a rental bike service for locals and visitors, acknowledging the private operators that exist in Hobart and whether there is a greater demand than what is presently catered for by the private operators who service the City. A key objective of this investigation is to ensure that Council does not operate this service in competition with local operators and instead, serves to address any gap that may exist with the present service level in the City.</li> <li>2. The report should also include any learning's from international, national and local operators and local government rental bike programs, including the City of Brisbane, the City of Adelaide, the City of Melbourne and the City of Parramatta.</li> <li>3. The report should include recommendations and the feasibility for Council to implement a rental bike service for Hobart and what opportunities exist for Council to partner with the already existing commercial operators in delivering this service. The Council also look at ways to reinvigorate the Art Bike scheme.</li> <li>4. The report further address the costs associated with the recommendations made.</li> <li>5. The report also give consideration to the hire of electric bicycles.</li> </ol>	<p>Group Manager Executive and Economic Development</p>	<p>The matter is being progressed and a report will be provided as soon as practicable.</p>

Ref.	Title	Report / Action	Action Officer	Comments
15	<p><b>TERMS AND CONDITIONS FOR USE OF SALAMANCA SQUARE, MATHERS PLACE, COLLINS COURT, WELLINGTON COURT AND ELIZABETH MALL</b> Council, 9/5/2016, Item 15</p>	<p>That terms and conditions of use be created for Mathers Place, Collins Court, Wellington Court and Salamanca Square in the context of the review of the Highways By-Law and the development of a city activation framework, and that the terms and conditions of use for Elizabeth Mall be also reviewed, for presentation to the Council for endorsement.</p>	<p>Director Community Development</p>	<p>Officers are progressing the matter.</p>
16	<p><b>COMMUNITY DEVELOPMENT GRANTS PROGRAM - AMENDMENT TO EVENT PARTNERSHIP GUIDELINES</b> Council, 6/6/2016, Item 25</p>	<p>That the Council endorse the amended Event Partnerships Guidelines attached to the Council's policy titled <i>Applications for Grants and Assistance - Community Development Division</i> and marked as Attachment A to item 3 of the Special Open Community, Culture and Events Committee agenda of 6 June 2016, including:</p> <ul style="list-style-type: none"> <li>(i) The provision of quantities data;</li> <li>(ii) The additional criteria relating to key personnel and budget;</li> <li>(iii) The additional requirement for events that are identified primarily as Arts Festival to ensure that at least 50 percent of the Council's grant be allocated to the development and presentation of Tasmanian artistic content within their festival program; and</li> <li>(iv) The General Manager be requested to ensure that there is no legal impediment attached to the grants program.</li> </ul>	<p>Director Community Development</p>	<p>Approved by the Council at its 6 June 2016 meeting.</p> <p>Action is now complete.</p>

Ref.	Title	Report / Action	Action Officer	Comments
17	<p><b>BUSINESS EVENTS TASMANIA - ANNUAL FUNDING SUBMISSION</b> Council, 6/6/2016, Item 26</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council notes Business Events Tasmania's request for an increase in funding to \$100,000 for the 2016/2017 financial year, as per the Memorandum of Understanding, and the continued achievement of outcomes for Hobart.</li> <li>2. The Council resolve to fund Business Events Tasmania in the 2016/2017 financial year by increasing funding to the level requested by Business Events Tasmania, being \$100,000.</li> <li>3. The Council request Business Events Tasmania to encourage conference organisers to actively improve their environmental footprint, including waste reduction at future conferences, by adopting sustainable event management practices.</li> </ol>	<p>Group Manager Executive and Economic Development</p>	<p>The decision will be communicated to Business Events Tasmania with particular reference to point 3 of the resolution.</p>

Ref.	Title	Report / Action	Action Officer	Comments
18	<p><b>CHRISTMAS DECORATIONS - MULTI-YEAR PLAN</b> Council, 6/6/2016, Item 27</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council endorse the introduction of an 'Australian Christmas' theme for some elements of the 2016 City of Hobart Christmas Decoration Program.</li> <li>2. The Council endorse the display of the existing Salamanca Square Christmas tree, including the following additions:               <ol style="list-style-type: none"> <li>(i) 'Wishing wall' structures / elements installed around the tree;</li> <li>(ii) A Christmas themed sonic or aural experience to be developed in partnership with the community; and</li> <li>(iii) Additional lighting;</li> </ol>               and that the finalised design proposal for these elements be submitted to the Council for formal approval, prior to fabrication.             </li> <li>3. An inspection opportunity for Aldermen of the Salamanca Square Christmas tree and new associated elements be arranged prior to their installation.</li> <li>4. The operational cost of the City of Hobart Christmas decoration program, in the order of \$86,700, be attributed to the City Marketing Function within the draft 2016/2017 budget estimates.</li> <li>5. The existing Salamanca Square Christmas tree be installed for '2016 Paint the Town Red'.</li> <li>6. The matter in relation to the artificial traditional Christmas tree be carried through to the Council meeting for further discussion.</li> <li>7. A further report be provided in relation to the artificial Christmas tree for display in either the 2016 year or thereafter.</li> </ol>	<p>Director Community Development</p>	<p>Clauses 1 and 2 are being progressed.</p> <p>Clause 5 has been actioned.</p> <p>Clause 7 has been actioned and this is the subject of a report on this agenda.</p>

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

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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.

**8. CLOSED PORTION OF THE ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE MEETING**

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The following items were discussed:-

- Item No. 1. Minutes of the Closed Portion of the Economic Development and Communications Committee Meeting held on 28 April 2016 and a Special meeting of the Economic Development and Communications Committee held on Monday, 6 June 2016
- Item No. 2. Consideration of Supplementary Items to the Agenda
- Item No. 3. Indications of Pecuniary and Conflicts of Interest
- Item No. 4. Christmas – New Artificial Tree - File Ref: 13-25-2  
LG(MP)R 15(2)(d)
- Item No. 5. Public Inner City Wi-fi Update - File Ref: 42-10-2  
LG(MP)R 15(2)(c)
- Item No. 6. Economic Development and Communications Committee – Status Report
- Item No. 7. Questions Without Notice – File Ref: 13-1-10