



CITY OF HOBART

AGENDA

Economic Development & Communications Committee Meeting

Open Portion

Thursday, 23 February 2017

at 5.00 pm

Lady Osborne Room, Town Hall

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.

ORDER OF BUSINESS

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.

APOLOGIES AND LEAVE OF ABSENCE

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**Economic Development & Communications Committee Meeting (Open Portion)
held Thursday, 23 February 2017 at 5.00 pm in the Lady Osborne Room, Town
Hall.**

COMMITTEE MEMBERS

Deputy Lord Mayor Christie (Chairman)
Zucco
Ruzicka
Thomas
Denison

Apologies: Nil

Leave of Absence:

Alderman Denison
Non Member Harvey

ALDERMEN

Lord Mayor Hickey
Briscoe
Sexton
Burnet
Cocker
Reynolds
Harvey

**1. CO-OPTION OF A COMMITTEE MEMBER IN THE EVENT OF A
VACANCY**

2. CONFIRMATION OF MINUTES

The minutes of the Open Portion of the Economic Development & Communications Committee meeting held on [Tuesday, 24 January 2017](#), are submitted for confirming as an accurate record.

3. CONSIDERATION OF SUPPLEMENTARY ITEMS

Ref: Part 2, Regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2015*.

Recommendation

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager.

4. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST

Ref: Part 2, Regulation 8(7) of the *Local Government (Meeting Procedures) Regulations 2015*.

Aldermen are requested to indicate where they may have any pecuniary or conflict of interest in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with.

5. TRANSFER OF AGENDA ITEMS

Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

A committee may close a part of a meeting to the public where a matter to be discussed falls within 15(2) of the above regulations.

In the event that the committee transfer an item to the closed portion, the reasons for doing so should be stated.

Are there any items which should be transferred from this agenda to the closed portion of the agenda, or from the closed to the open portion of the agenda?

6 REPORTS

6.1 Lighting up Council Facilities - National Road Safety Week 2017 File Ref: F17/9126; 14-1-1

Report of the Manager City Marketing of 16 February 2017.

Delegation: Council

REPORT TITLE: LIGHTING UP COUNCIL FACILITIES - NATIONAL ROAD SAFETY WEEK 2017

REPORT PROVIDED BY: Manager City Marketing
Director Community Development

1. Report Purpose and Community Benefit

1.1. This report proposes that the Council supports the National Road Safety Week 2017, which is being organised by the Road Safety Advisory Council and runs from 8 to 14 May 2017.

1.1.1. Road Safety Week is an initiative to increase awareness about the need for all road users to be safe and courteous on the roads to reduce the chances of crashes that could result in death or serious injury.

2. Report Summary

2.1. The Road Safety Advisory Council will be lighting up various buildings around Tasmania in yellow throughout National Road Safety Week 2017 and has proposed to light the Hobart Town Hall yellow at its own expense.

2.2. Road Safety Week is an initiative to increase awareness about the need for all road users to be safe and courteous on the roads to reduce the chances of crashes that could result in death or serious injury. It is also about commemorating those who have been killed or injured on our roads.

2.3. It is proposed that the City of Hobart support the National Road Safety Week 2017 by approving the illumination of the Hobart Town Hall in addition to illuminating, where available, the Elizabeth Mall, Kennedy Lane and the Railway Roundabout Fountain with yellow lighting.

3. Recommendation

That:

- 1. The City of Hobart approve the illumination of the Hobart Town Hall in the colour yellow to coincide with National Road Safety Week 2017, 8 to 14 May 2017 at the expense of the Road Safety Advisory Council.***
- 2. The City of Hobart further demonstrate its support of the National Road Safety Week 2017 by illuminating, where available, the Elizabeth Mall, Kennedy Lane and the Railway Roundabout Fountain yellow, with the fee of \$100 to be met by the City Marketing function in the 2016-17 Annual Plan.***

- 3. *The value of this support be recorded in the 2016-17 City of Hobart Annual Report in accordance with the Council's policy in relation to the disclosure of grants and benefits.***

4. Background

- 4.1. At its meeting dated 7 March 2016, the Council resolved the following:
- '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.
- (i) The value of the support be recorded in the 2015/2016 City of Hobart Annual Report in accordance with the Council's policy in relation to the disclosure of grants and benefits.'
- 4.2. Due to statewide energy supply issues at the time, the lighting did not go ahead in 2016 and a request has again been received from the Road Safety Advisory Council (RSAC) for support for Road Safety Week in 2017.
- 4.3. Road Safety Week is a national initiative to increase awareness about the need for all road users to be safe and courteous on the roads to reduce the chances of crashes that could result in death or serious injury. It is also about commemorating those who have been killed or injured on our roads.
- 4.3.1. In Tasmania, the RSAC makes recommendations to the State Government about road safety policy, community, school-based and public education programs, expenditure of the road safety levy and oversees advertising campaigns.
- 4.4. The colour bright yellow is central to national Road Safety Week branding and a yellow ribbon pin has been used in previous years to create a broader awareness for the community.
- 4.5. The RSAC will be lighting up various buildings around Tasmania throughout National Road Safety Week in 2017 and has identified the Hobart Town Hall as a location for the Hobart region.
- 4.6. The RSAC will pay all costs associated with the operation and installation of the lighting on the Hobart Town Hall building.

- 4.6.1. The RSAC will coordinate the necessary arrangements with the external lighting company in conjunction with relevant Council officers.
- 4.7. A whole-of-Council lighting approach is proposed and therefore, as part of the Council's engagement with this national awareness campaign, it is proposed that the Elizabeth Mall, Kennedy Lane and the Railway Roundabout Fountain would also be lit yellow, if available.
 - 4.7.1. The fee for lighting the Railway Roundabout Fountain is \$100.
 - 4.7.2. There is an existing booking to light the other Council assets on 10 May 2017, however, it is proposed that the lighting assets be lit on 8 to 9 May 2017, and then again on 11 to 14 May 2017.
- 4.8. Further discussion would be held with the RSAC to encourage other promotional opportunities in the city such as, for example, the Council Civic Banner Program.

5. Proposal and Implementation

- 5.1. It is proposed that the City of Hobart again support Road Safety Week by approving the illumination of the Hobart Town Hall yellow by the RSAC and by activating its festive lighting assets yellow.
- 5.2. It is proposed that the costs associated with lighting the Hobart Town Hall would be borne by the RSAC.
- 5.3. The City's additional lighting assets would be lit on 8 to 9 May 2017, and then again on 11 to 14 May 2017, these include the Elizabeth Mall, Kennedy Lane and the Railway Roundabout Fountain. This lighting is split due to a pre-existing booking which falls on 10 May 2017.
- 5.4. It is further proposed that the fee for lighting the Railway Roundabout Fountain of \$100 would be met by the City Marketing function.

6. Strategic Planning and Policy Considerations

- 6.1. This proposal aligns with Goal 1 - Economic Development, Vibrancy and Culture within the *Capital City Strategic Plan 2015-2025*, in particular the following Strategic Objectives:
 - '1.3 Vibrant city centre and suburban precincts
 - 1.4 An enriched visitor experience
 - 1.5 Cultural and creative activities build community wellbeing and economic viability.'

7. Financial Implications

7.1. Funding Source and Impact on Current Year Operating Result

- 7.1.1. There is a programming fee associated with lighting the Railway Roundabout Fountain of \$100 which would be attributed to the City Marketing function in the 2016-17 Annual Plan.

8. Legal, Risk and Legislative Considerations

- 8.1. Not applicable.

9. Marketing and Media

- 9.1. The City of Hobart would promote its support for the Road Safety Awareness Week through the City's social media accounts.

10. Community and Stakeholder Engagement

- 10.1. This report has been prepared in consultation has been undertaken with the Road Safety Advisory Council Marketing Officer, Department of State Growth, as well as with the Parks and City Amenity Unit.

11. Delegation

- 11.1. This matter is delegated to the Council.

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.



Iris Goetzki
MANAGER CITY MARKETING



Philip Holliday
**DIRECTOR COMMUNITY
DEVELOPMENT**

Date: 16 February 2017
File Reference: F17/9126; 14-1-1

6.2 City of Hobart delegation to China January 2017
File Ref: F17/14672

Report of the Group Manager Executive & Economic Development of 16 February 2017 and attachments.

Delegation: Council

**REPORT TITLE: CITY OF HOBART DELEGATION TO CHINA
JANUARY 2017****REPORT PROVIDED BY:** Group Manager Executive & Economic Development**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to provide the Council with an overview of the delegation to China in January 2017, the signing of the friendship agreement with Fuzhou and the performances given by the Tasmanian Symphony Orchestra (TSO).

2. Report Summary

- 2.1. This report provides an overview of the City of Hobart delegation to China in January 2017.
- 2.2. The delegation was led by the Deputy Lord Mayor and consisted of Alderman Briscoe, Alderman Denison, Mrs Lili Christie and the Group Manager Executive and Economic Development.
- 2.3. The activities of the delegation were:
 - 2.3.1. The signing of the friendship city agreement with Fuzhou
 - 2.3.2. The accompaniment of the TSO through Fujian Province and Shanghai
 - 2.3.3. The furtherance of the already strong relationship with Bangde College in Shanghai.

3. Recommendation***That:***

1. ***The report be received and the Council note the friendship city agreement with Fuzhou is now signed.***
2. ***The Council seek to develop opportunities for the Hobart community arising from the agreement and further seek to engage the State Government in exploring these opportunities given the Tasmania Fujian relationship.***
3. ***As part of the regular reporting on the International Relations Action Plan updates on the relationship with Fuzhou be provided.***

4. Background

- 4.1. At its closed meeting of the 10th October 2016 the Council resolved to financially support the TSO tour of China.
- 4.2. Aldermen will recall there was some debate as to whether this item should remain in closed Council. The matter was in closed Council at the request of the TSO due to some information provided by the TSO regarding the tour.
- 4.3. Subsequently it has become a matter of public record that The Council made a grant of \$20,000 to the TSO to support the tour and that the Deputy Lord Mayor, Alderman Briscoe and Alderman Denison would accompany part of the tour given that the TSO were playing three concerts in Tasmania's sister state, Fujian. In particular the TSO were to play a concert in Fuzhou city.
- 4.4. The Council will also recall that it had previously resolved to finalise a friendship city agreement with Fuzhou and that a suitable time for the signing needed to be agreed upon.
- 4.5. It had originally been suggested that this would take place when Fuzhou visited Hobart in November last year but as that delegation was not led by the Mayor or Vice Mayor of Fuzhou it was not appropriate.
- 4.6. As a result, the visit to Fuzhou in January this year presented the opportunity to finally sign the friendship city agreement.
- 4.7. The delegation also included the Group Manager Executive and Economic Development and the Deputy Lord Mayor's wife, Ms Lili Christie who also acted as interpreter for the delegation.
 - 4.7.1. The Minister for the Arts, Vanessa Goodwin MLC also travelled with the TSO during the Fujian and Shanghai concerts.
- 4.8. The itinerary for the visit was as follows:
 - Tuesday 3 January – arrive Fuzhou, site visits and friendship city signing
 - Wednesday 4 January - site visits and TSO concert
 - Thursday 5 January travel to Putian City and TSO concert
 - Friday 6 January – travel to Xiamen City and TSO concert
 - Saturday 7 January – travel to Shanghai and TSO concert
 - Monday 9 January tour Bangde college, Shanghai and meetings
 - Tuesday 10 January – delegation concludes

Friendship City agreement with Fuzhou

- 4.9. The most significant activity of the delegation was the signing of the friendship city agreement.
- 4.10. The Deputy Lord Mayor signed the agreement with Acting Mayor YOU at a formal ceremony on the evening of the 3rd January. Attachment A to this report is a copy of the signed agreement.
- 4.11. The agreement now paves the way for a more formal relationship with Fuzhou and the development of actual projects of cooperation. During the formal meeting with Acting Mayor YOU (who has since been confirmed as Mayor of Fuzhou at the Communist Party's annual conference) he confirmed the desire to seek 'concrete' projects of economic cooperation between our cities and the respective business communities.
- 4.12. Mayor YOU also singled the likelihood of an official visit from Fuzhou in the first half of this year to further this dialogue and to build on the relationships that were formed during the visit of Fuzhou to Hobart in November and during Hobart's visit in January.
- 4.13. The following day the delegation visited one of Fuzhou's key hi-tech research and development parks. There the group was shown the development activity of a well-known Chinese health supplement company and an educational company that specialised in *smart* hardware for class rooms.
- 4.14. The group was hosted for lunch by the Australian Fujian Association, of which a Tasmanian Branch has recently been established. This lunch meeting was an important opportunity to hear of the growing connections between Fujian and Tasmania and a strong interest in seafood from Tasmania being imported into Fuzhou.
- 4.15. A visit was arranged to Number 83 middle school, which as a result of the city to city relationship, has commenced dialogue with St Mary's College for a formal sister school relationship. The Deputy Lord Mayor gave a presentation about Hobart and the delegation had a thorough tour of the school that included cooking and woodwork demonstrations, inspection of the sporting facilities and an art class. Perhaps most impressively was the fact that apart from the school hierarchy the group's tour guides were three 13 year old girls who spoke and understood near perfect English.
- 4.16. On the evening following the friendship signing the TSO performed in Fuzhou. The City of Hobart co-hosted a VIP pre-reception to the concert where we invited 20 VIP's from Fuzhou city government for networking.
- 4.17. The concert itself was incredibly well received. The orchestra performed a clever mix of Australian and Chinese music. The audience (at all concerts) was visibly struck when the orchestra led by double

bass soloist Stuart Thomson played well known Chinese composer, Tan Dun's "Wolf Totem".

- 4.18. The following days involved moving onto first Putian and then Xiamen for concerts.
- 4.19. While in Putian the delegation, including Minister Goodwin met with the Acting Mayor of Putian. Aldermen may recall that Launceston and Putian have previously signed an agreement *to become* friendship cities.
- 4.20. The concert in Xiamen was important as there had been some background discussions as to whether the Xiamen Philharmonic Orchestra would present in Tasmania as part of Ten days on the Island. It is understood that as a result of the TSO performing in Xiamen, the Xiamen orchestra will now indeed perform in Tasmania in March this year. This is seen as a significant coup for Ten Days.

Shanghai

- 4.21. The final concert was in Shanghai on the 7th January and played at the prestigious Shanghai Conservatorium of Music. This concert was also significant as it was the first time *any* Australian orchestra had been recorded in China. The recording was by the Shanghai Media Group (SMG) and is going to be broadcast in Shanghai by SMG Radio's 94.7 Classical FM at 6:00pm on Saturday 25 February.
 - 4.21.1. The performance of Wolf Totem aired on ABC Classic FM on the 28th January 2017.
- 4.22. It is understood there will be a second broadcast making a total audience of some 240,000 people in Shanghai listening in.
- 4.23. It is estimated that with the 9 concerts in China and the two Shanghai radio broadcasts, plus the ABC Classic FM broadcasts & their on-line access the total audience for the TSO's China tour is likely to be around the 400,000 mark.
 - 4.23.1. The City of Hobart's association with the tour was widely promoted. Attachment B to this report is a photo of the banner outside the Fuzhou Concert Hall
- 4.24. While in Shanghai the delegation was also able to meet again with the owners and management of Bangde College.
 - 4.24.1. Aldermen may recall that a delegation from Bangde College visited Hobart just before Christmas.
- 4.25. The delegation toured the facilities and then had a formal meeting and dinner where the ongoing relationship in with TAFE Tasmania was discussed. As a result of their visit to Hobart prior to Christmas Bangde

College has some significant growth plans beyond Shanghai and it would appear that Hobart and Tasmania are part of these plans.

- 4.26. It is understood that Bangde College will visit Tasmania later this year and after further discussions with TAFE Tasmania are likely to make a significant announcement.
- 4.27. Aldermen may also recall that Bangde's parent Company is seeking other opportunities in Tasmania to source fresh produce for its Chinese restaurant and catering businesses. Again as a result of the pre-Christmas visit and the itinerary that Council managed, the Group intends to pursue these opportunities in more detail.
- 4.28. At the Economic Development and Communications Committee meeting Aldermen will be given a copy of a booklet produced by Bangde College that promotes studying in Tasmania (it is too large to be an attachment to the report). Copies for all Aldermen will also be made available.

Discussion

- 4.29. This was the City of Hobart's sixth visit to China since 2012 and its third visit to the city of Fuzhou.
- 4.30. Each visit increases understanding of the Chinese cities visited and Chinese customs and culture.
- 4.31. This most recent delegation could be described as highly successful for two main reasons;
 - 4.31.1. The signing of a friendship city agreement
 - 4.31.2. The accompaniment of the TSO tour.
- 4.32. There is no doubt that the relationship with Fuzhou has grown significantly. Now that the friendship agreement has been signed the desire to increase cooperation activities is clear. The Deputy Lord Mayor was approached by people who now wish to send their children to Hobart to study. The potential relationship with St Mary's College and number 83 middle school is also a result of the friendship city relationship and its formalisation. It is also expected that the continued sourcing of Tasmanian fresh products for sale in Fuzhou businesses (Yonghui Supermarkets for example) will also grow.
- 4.33. The opportunity to present the TSO in Fuzhou was without a doubt a significant event for Hobart, Fuzhou and the TSO itself. The ability to extend a network of understanding and information through inviting Fuzhou city government officials to a reception and the concert itself represented an opportunity for a different discussion to take place that was not just focussed on immediate business to business activities but on a longer term cultural relationship that will underpin a more sustained economic cooperation.

- 4.34. Supporting the TSO to play in Fuzhou demonstrated a commitment from Hobart towards the relationship with Fuzhou in much the same way that occurred when Fuzhou bought its performance group to Hobart in November 2016.
- 4.35. Arts and culture is a particularly important industry within China and enjoys a level of patronage from very senior Chinese officials.
- 4.36. It is suggested that as an activity of cultural diplomacy the TSO concert in Fuzhou was highly successful as was its presence in Fujian overall.
- 4.37. This is an important lesson for the City in the ongoing management of its relationships in China.
- 4.38. Similarly the continued relationship with Bangde College and the City's support of TAFE Tasmania's work in China through Bangde does seem to be bringing a clearer focus of what Hobart and Tasmania has to offer Chinese students and their families.
- 4.39. Finally it is also noted that Fuzhou have sent an officer to City of Hobart for a 6 month placement. Ms Dongmei (Lydia) Zhu commenced at the Council in mid-January. Ms Zhu will spend her time observing City of Hobart practices as well as contributing to the understanding of City of Hobart staff as to Chinese culture and practice. It is already proving to be a valuable two-way exchange.
- 4.40. It is suggested that Hobart's visits to China are now building up a significant pool of goodwill. It is imperative that the City continue to explore opportunities in this space on behalf of the community and that it continues with a program of regular visits that are reciprocated and the actions enunciated in the International Relations Action Plan are implemented.

5. Proposal and Implementation

- 5.1. This report is for receiving and noting.

6. Strategic Planning and Policy Considerations

- 6.1. Strategic Objective 1.2.4 of the capital City strategic Plan 2015-2025 states: *Support the Council existing sister city relationships with Yaizu, L'Aquila and Xi'an and respond to new opportunities.*

7. Financial Implications

- 7.1. Funding Source and Impact on Current Year Operating Result

- 7.1.1. As noted earlier the delegation consisted of:

- The Deputy Lord Mayor and Mrs Christie
- Aldermen Briscoe

- Alderman Denison
 - Group Manager Executive and Economic Development
- 7.1.2. It is noted under Council's Policy *Aldermanic Development and Support*, section D that the Council meet the costs of travel for the Lord Mayor's partner when travelling to a sister City. The policy further notes that in circumstances where an Aldermen represents the Lord Mayor the same policy with regard to their partner's travel expenses apply.
- 7.1.3. Accordingly the Council met the costs of travel for Mrs Christie. However it should be noted that Mrs Christie also undertook the role of interpreter for the delegation at all times including official functions and pre-translation of speeches and information which represented a significant cost saving to the Council.
- 7.1.4. The cost of business class airfares for the delegation was \$8,235 per person
- 7.1.5. The combined cost of accommodation for the delegation was \$8,240 over the 9 days.
- 7.1.6. Making a total cost of \$49,415.
- 7.1.7. It should be noted there are still some incidental costs to come in due to the timing of credit card statements.

7.2. Impact on Future Years' Financial Result

- 7.2.1. None arise from this report.

7.3. Asset Related Implications

- 7.3.1. None arise from this report.

8. Legal, Risk and Legislative Considerations

- 8.1. None arise from this report.

9. Environmental Considerations

- 9.1. None arise from this report.

10. Social and Customer Considerations

- 10.1. The maintenance of a friendship city agreement is an important activity for a local government to undertake once entered into. The signing of all Hobart's sister / firendship city agreements are important to many community groups within the City.

- 10.2. Due to Fuzhou being the capital city of Tasmania's sister state, Fujian, it has particular significance for Hobart and the local Chinese community.

- 10.3. Furthermore the growth of this relationship into an economic agreement is important to both sides and also to the Province of Fujian and to the State of Tasmania. This was reinforced on the last visit.

11. Marketing and Media

- 11.1. Copies of local Chinese media are attached to this report – Attachment C. Ironically the signing of the friendship city agreement gained considerably more coverage in China than it did in Hobart.
- 11.2. Also attached (Attachment D) is a copy of an opinion piece written by the Deputy Lord Mayor and Published in the Mercury newspaper on the third of February 2017.
- 11.2.1. It is also noted that the day after returning from the delegation the Deputy Lord Mayor was interviewed on ABC local breakfast.
- 11.3. Copies of the speeches given by the Deputy Lord Mayor at the friendship agreement signing and at the TSO reception in Fuzhou are attached for the information of Aldermen.

12. Community and Stakeholder Engagement

- 12.1. As noted above, the continued engagement of the local Chinese community is paramount in the success of both the Fuzhou and Xi'an relationships.
- 12.2. Beyond that the City must also seek to engage the broader community if such relationships are seen to be positive contributors.
- 12.3. It is evident that the relationships with Chinese cities will take time as trust and mutual respect must be built before real business can be discussed. In Chinese culture this concept is known as *Guanxi*.

13. Delegation

- 13.1. This report is for the information of Council.

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

Date: 16 February 2017
File Reference: F17/14672

Attachment A: Friendship City Agreement Fuzhou City of Hobart
Attachment B: Photo of Fujian Grand theatre, Fuzhou
Attachment C: Fuzhou media coverage of Hobart visit
Attachment D: Deputy Lord Mayor's opinion piece, Mercury Newspaper 3 februaury
Attachment E: Deputy Lord Mayor's speech at friendship agreement signing
Attachment F: Deputy Lord Mayor's speech at TSO reception Fuzhou

7. QUESTIONS WITHOUT NOTICE

Section 29 of the *Local Government (Meeting Procedures) Regulations 2015*.
File Ref: 13-1-10

An Alderman may ask a question without notice of the Chairman, another Alderman, the General Manager or the General Manager's representative, in line with the following procedures:

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 may decline to answer the question, if in the opinion of the respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The Chairman may require a question to be put in writing.
6. Where a question without notice is asked and answered at a meeting, both the question and the response will be recorded in the minutes of that meeting.
7. Where a response is not able to be provided at the meeting, the question will be taken on notice and
 - (i) the minutes of the meeting at which the question is asked 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, where it will be listed for noting purposes only.

8. CLOSED PORTION OF THE MEETING

The following items were discussed: -

- Item No. 1 Minutes of the last meeting of the Closed Portion of the Council Meeting
- 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