



CITY OF HOBART

AGENDA

Special Economic Development & Communications Committee Meeting

Open Portion

Monday, 2 December 2019

at 4:40 pm

Lady Osborne Room, Town Hall

THE MISSION

Working together to make Hobart a better place for the community.

THE VALUES

The Council is:

People	We value people – our community, our customers and colleagues.
Teamwork	We collaborate both within the organisation and with external stakeholders drawing on skills and expertise for the benefit of our community.
Focus and Direction	We have clear goals and plans to achieve sustainable social, environmental and economic outcomes for the Hobart community.
Creativity and Innovation	We embrace new approaches and continuously improve to achieve better outcomes for our community.
Accountability	We work to high ethical and professional standards and are accountable for delivering outcomes for our community.

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

- 1. CO-OPTION OF A COMMITTEE MEMBER IN THE EVENT OF A VACANCY 4**
- 2. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST 4**
- 3. TRANSFER OF AGENDA ITEMS..... 4**
- 4. REPORTS 5**
 - 4.1 International Relations - Timor Leste - Balibo Project Update 5**

Special Economic Development & Communications Committee Meeting (Open Portion) held Monday, 2 December 2019 at 4:40 pm in the Lady Osborne Room, Town Hall.

COMMITTEE MEMBERS

Thomas (Chairman)
Zucco
Sexton
Dutta
Ewin

Apologies:

Leave of Absence:

Alderman Dr P T Sexton

NON-MEMBERS

Lord Mayor Reynolds
Deputy Lord Mayor Burnet
Briscoe
Denison
Harvey
Behrakis
Sherlock

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

2. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST

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

Members of the committee 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.

3. 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?

4. REPORTS

4.1 International Relations - Timor Leste - Balibo Project Update File Ref: F19/152775

Memorandum of the Economic Development Project Officer and the Director Community Life of 29 November 2019 and attachment.

Delegation: Council



City of **HOBART**

**MEMORANDUM: ECONOMIC DEVELOPMENT & COMMUNICATIONS
COMMITTEE**

**International Relations - Timor Leste - Balibo Project
Update**

The Economic Development and Communications Committee at its meeting of 21 November 2019 considered a report presenting the costs and implementation plan associated with delivering a three-year waste education project in Balibó. At this meeting the Committee resolved:

That the matter be deferred to a special meeting before the Council meeting on 2 December 2019 in order to provide further clarification on the costings associated with the proposal.

Further to the 'International Relations – Timor-Leste Project Update' listed at 6.3 of the Economic Development and Communications Committee agenda of 21 November 2019, the table below provides a breakup of the costs associated with the proposed project to be delivered in partnership in the Timorese village of Balibó:

Year 1	Year 2	Year 3	Year 4	Total
<i>City of Hobart total proposed contributions</i>				
\$26,007	\$13,690	\$2,710	\$2,710	\$45,117
<i>Hobart schools total proposed contributions</i>				
	\$4,140	\$6,080	\$7,080	\$17,300
<i>Hobart Community total proposed contributions</i>				
	\$26,118	\$21,568	\$33,868	\$81,554

For an itemised list of proposed costs refer to **Attachment A**.

It is proposed that the City pay travel costs associated with Council officers, Elected Members and Bottle for Botol (BfB) representatives. The total cost of travel over the four-year project is estimated to be **\$45,117**. Officer and BfB personnel travel is available in the 2019-20 Economic Development Budget Function for year 1 and Elected Members currently have a budget of \$6,000 per four-year term for international travel.

Since the writing of the original report, Dr Nitin Verma, Honorary Consul for Timor-Leste in Tasmania has confirmed he will be in Timor-Leste from 23 to 27 March 2020. It is proposed that a delegation from the City of Hobart also attend at that time.

Hobart-based schools can contribute to the project by purchasing bottles for students in Balibó at a cost of \$10. The total contribution is estimated to be **\$17,300**. Hobart students are also able to purchase bottles for themselves for an additional \$10 per item.

The community which includes individuals, community groups and businesses can contribute to the project by funding the operational costs of the educational project which is predominantly staff time. The total contributions over three years are estimated to be **\$81,554**.

RECOMMENDATION

That:

1. ***The Council note the estimated cost of \$143,971 for a waste education project reaching 1,636 students over three years.***
 - (i) ***The Council endorses the estimated contributions of the City of Hobart as being \$45,117, to be attributed to the Economic Development Budget Function in the 2019-20 Annual Plan and be included for consideration in the 2020-21, 2021-22 and 2022-23 budget preparation.***
 - (ii) ***The Council notes the proposed estimated contributions from Hobart schools being \$17,300 and from the wider Hobart community including individuals, community groups and businesses being \$81,554.***
2. ***The Council seeks nominations for Elected Members to travel to Balibó 23 to 27 March 2020.***
3. ***The estimated costs of \$3,920 per Elected Member to travel to Balibó are noted.***
 - (i) ***This is to be deducted from the Elected Member allocation for international city relationship delegations.***
4. ***The General Manager or his nominee participate in the delegation at a cost of \$3,847 and the Council further approve the funding of a representative from Bottle for Botol at a cost of \$3,080. Costs to be attributed to the Economic Development Budget Function in the 2019-20 Annual Plan.***

5. ***Subject to the receipt of a report detailing the response of the Balibó community to the proposed waste education project, the Council supports the Timor-Leste Friendship Network in staging sponsorship events to assist with funding the project.***

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.



Lucy Knott
**ECONOMIC DEVELOPMENT PROJECT
OFFICER**



Tim Short
DIRECTOR COMMUNITY LIFE

Date: 29 November 2019
File Reference: F19/152775

Attachment A: Proposed costs ↓ 

Balibó Budget Year 1

	Purpose	No of elected members	Total Cost	No of Council Staff	Total Cost	No of BfB Staff	Total Cost
Travel	Discussion with Balibó ^	2	\$7,840.00	1	3847.40	1	\$3,080.00
	Adaptation of education program ^					2	\$5,820.00
	Teacher Training ^					2	\$5,420.00
						Total Cost	\$26,007.40

2020 Total Cost = \$26,007.40

* Funded from Economic Development Budget 2019/20
^ To be funded by the project in the financial year 2020/21

Balibó Budget Year 2

Total Students	398
Total Classes	6
Total Teachers and Staff	16
Total Schools	2

Materials	Unit Cost	
	(\$)	Total Cost (\$)
Bottle costs (1 pp)	10	\$4,140.00
Bottle transport	?	?
Workbooks (1 pp)	3	\$1,194.00
USB (1 per school)	12	\$24.00
Total Cost		\$5,358.00

	Travel Purpose	No of elected members	Total Cost (\$)	No of Council Staff	Total Cost (\$)	No of BfB Staff	Total Cost (\$)
Travel	Project Appraisal					1	\$2,710.00
	Sponsor Visit	2	\$7,360.00	1	\$3,619.50		\$10,979.50
						Total Cost	\$13,689.50

Project Costs	BfB Cost		Balibó Staff	
	Description	(days)	member (days)	
	Prep of MOU and workbooks	2	2	
	Training (incl travel)	10	6	
	Prior Research		2	
	School engagement /setup		12	
	Materials prep	12	24	
	Teacher workshops		24	
	Class planning		6	
	Support per class		48	
	Materials prep (bottles)	2	4	
	Donor feedback	12	18	
	Event		30	
	Evaluation		42	
	Report prep (social media)	12	12	
	Teacher networking event		12	
	Communication with BfB	12	12	
	Total days	62	264	
	Daily rate	\$300.00	\$25.00	
	Total	\$18,600.00	\$6,300.00	
	All staff costs		\$24,900.00	

2021 Total Cost = \$43,947.50

Balibó Budget Year 3

Total Students	569
Total Classes	6
Total Teachers and Staff	39
Total Schools	3

	Unit Cost	Total Cost
Materials		
Bottle costs (1 pp)	\$10.00	\$6,080.00
Bottle transport	?	?
Workbooks (1 pp)	\$3.00	\$1,707.00
USB (1 per school)	\$12.00	\$36.00
Total Cost		\$7,823.00

Travel	Travel Purpose	No of elected members	Total Cost	No of Council Staff	Total Cost	No of BFB Staff	Total Cost
	Project Appraisal					1	\$2,710.00
						Total Cost	\$2,710.00

	Description	BFB Cost (days)	Balibó Staff member (days)	
Project Costs	Prep of MOU and workbooks	2	2	
	Training (incl travel)			
	Prior Research		3	
	School engagement /setup		12	
	Materials prep	12	24	
	Teacher workshops		24	
	Class planning		6	
	Support per class		48	
	Materials prep (bottles)	2	4	
	Donor feedback	6	12	
	Event		30	
	Evaluation		42	
	Report prep (social media)	12	12	
	Teacher networking event		12	
	Communication with BFB	12	12	
	Total days		46	243
	Daily rate	\$300.00		\$25.00
Total	\$13,800.00		\$6,025.00	
All staff costs			\$19,825.00	

2021 Total Cost = \$30,358.00

Balibó Budget Year 4

Total Students	669
Total Classes	9
Total Teachers and Staff	39
Total Schools	3

	Unit Cost (\$)	Total Cost (\$)
Materials		
Bottle costs (1 pp)	10	\$7,080.00
Bottle transport	?	?
Workbooks (1 pp)	3	\$2,007.00
USB (1 per school)	12	\$36.00
Total Cost		\$9,123.00

Travel	Travel Purpose	No of elected members	Total Cost	No of Council Staff	Total Cost	No of BFB Staff	Total Cost
	Project Appraisal					1	\$2,710.00
						Total Cost	\$2,710.00

	Description	BFB Cost (days)	Balibó Staff member (days)	
Project Costs	Prep of MOU and workbooks	2	2	
	Training (incl travel)			
	Prior Research		3	
	School engagement /setup		12	
	Materials prep	18	36	
	Teacher workshops		36	
	Class planning		9	
	Support per class		72	
	Materials prep (bottles)	2	4	
	Donor feedback	18	27	
	Event		45	
	Evaluation		63	
	Report prep (social media)	18	18	
	Teacher networking event		18	
	Communication with BFB	18	18	
	Total days		76	363
	Daily rate	\$300.00		\$25.00
Total	\$22,800.00		\$9,025.00	
All staff costs			\$31,825.00	

2021 Total Cost = \$43,658.00

TOTAL PROJECT COST \$143,970.90

Balibo Trip Assumptions

Year 1 2020			
Three (3) trips to Balibó: Discussions, adaptation of program, training on the ground employee			
	Trip 1	Trip 2	Trip 3
	Discussions	Training Adaptation	Teacher Training
No of nights	6	6	5
Elected member allowance	\$240	N/A	N/A
CoH Office Allowance	\$167	N/A	N/A
Economy Return Flight	\$1,500	\$1,000	\$1,000
Meal Budget	\$300	\$300	\$250
Accomodation	\$900	\$900	\$750
Visa	\$60	\$60	\$60
Transport	\$320	\$650	\$650
Inoculations	\$600	N/A	N/A
CoH elected members	2	0	0
CoH Officers	1	0	0
BFB Staff	1	2	2
Elected member cost	\$3,920		
All elected member cost	\$7,840		
Officer total cost	\$3,847		
All officers cost	\$3,847		
BFB staff total cost	\$3,080	\$2,910	\$2,710
All BFB staff costs	\$3,080	\$5,820	\$5,420
Total Cost	\$14,767	\$5,820	\$5,420

Year 2 2021	
Two (2) trips to Balibó: Sponsor Visit and Appraisal	
Trip 4	Trip 5
Sponsor Visit	Appraisal
5	5
\$200	N/A
\$140	N/A
\$1,500	\$1,000
\$250	\$250
\$750	\$750
\$60	\$60
\$320	\$650
\$600	N/A
2	0
1	0
0	1
\$3,680	
\$7,360	
\$3,620	
\$3,620	
	\$2,710
	\$2,710
\$10,980	\$2,710

Year 3 2022
Project Appraisal
Trip 6
Appraisal
5
N/A
N/A
\$1,000
\$250
\$750
\$60
\$650
N/A
0
0
1
\$2,710
\$2,710
\$2,710

Year 4 2023
Project Appraisal
Trip 6
Appraisal
5
N/A
N/A
\$1,000
\$250
\$750
\$60
\$650
N/A
0
0
1
\$2,710
\$2,710
\$2,710

TOTAL COSTS OF ALL TRAVE **\$45,117**

N.B BFB will pay for their own inoculations and will not receive an allowance.

Balibó Sub-District Schools

In Balibó Village

Kindergarten Schools

No	Name of School	Group A			Group B			Total			Teachers and Staffs		
		M	F	T	M	F	T	M	F	T	M	F	T
1	Balibo 5 Kindergarten	7	13	20	10	18	28	17	31	48	0	1	1
2	Belola Kindergarten	25	31	56	0	0	0	25	31	56	0	1	1
3	St Antonio Balibo	9	7	16	5	3	8	14	10	24	0	2	2
4	Batugade Kindergarten	10	20	30	17	14	31	27	34	61	0	2	2
5	Kay Rala Kindergarten	4	10	14	4	7	11	8	17	25	0	2	2
6	Palaka Kindergarten	8	18	26	12	3	15	20	21	41	0	2	2
7	Bispo Gabriel Mamak Kindergarten	5	12	17	0	0	0	5	12	17	0	2	2
8	Miguir Kindergarten	8	10	18	11	16	27	19	26	45	0	2	2
9	Taur Matan Ruak Kindergarten	6	9	15	8	8	16	14	17	31	0	1	1

Primary Schools

No	Name of School	1grade			2grade			3grade			4grade			5grade			6grade			Total			Teachers and Staffs		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
1	EBF 7 Setembru Balibo	24	24	48	22	26	48	46	28	74	27	38	65	46	23	69	44	43	87	209	182	391	8	3	11
2	EBF Bullecun	19	18	37	9	8	17	17	9	26	14	14	28	12	24	36	14	19	33	85	92	177	5	1	6
3	EBF Lalis	10	2	12	9	10	19	7	8	15	9	6	15	7	5	12	0	0	0	42	31	73	2	3	5
4	EBF Waklese	15	17	32	10	12	22	7	7	14	13	10	23	14	10	24	21	19	40	80	75	155	4	3	7
5	EBF Rakuli	7	13	20	3	6	9	3	7	10	8	1	9	5	6	11	7	7	14	33	40	73	2	3	5
6	EBF Batugade	31	30	61	21	22	43	14	21	35	33	31	64	44	45	89	22	23	45	165	172	337	2	3	5
7	EBF Budin	18	17	35	22	16	38	17	19	36	17	20	37	17	22	39	13	19	32	104	113	217	1	3	4
8	EBF Miguir	23	17	40	20	15	35	17	19	36	15	19	34	24	13	37	14	24	38	113	107	220	4	2	6
9	EBF Aiasa	21	14	35	7	5	12	11	7	18	10	13	23	9	5	14	8	17	25	66	61	127	3	1	4
10	EBF Rakulun	16	7	23	3	5	8	3	12	15	9	10	19	7	8	15	1	7	8	39	49	88	2	2	4
11	EBF Falawai	15	13	28	7	6	13	14	11	25	10	5	15	8	1	9	0	0	0	54	36	90	2	1	3
12	EBF Ferik Katusas	24	20	44	22	20	42	9	13	22	10	14	24	6	9	15	0	0	0	71	76	147	3	1	4
13	EBF St Antonio	23	31	54	31	29	60	22	27	49	26	31	57	24	36	60	27	33	60	153	187	340	3	2	5
14	EBF Oelapo	7	8	15	9	8	17	9	6	15	8	8	16	7	9	16	6	7	13	46	46	92	2	2	4
15	EBF Goubirin	4	3	7	5	2	7	8	9	17	2	5	7	0	0	0	0	0	0	19	19	38	2	0	2
16	EBF Dinuana	16	16	32	9	14	23	6	6	12	21	13	34	11	12	23	9	13	22	72	74	146	4	2	6
17	EBF Sullaco	23	21	44	18	24	42	13	13	26	15	16	31	25	12	37	17	14	31	111	100	211	3	3	6
18	EBF Fatunul	11	11	22	10	11	21	12	0	12	4	7	11	8	6	14	6	7	13	51	42	93	3	0	3
19	EBF Halireen	4	7	11	6	2	8	2	2	4	1	2	3	4	2	6	0	0	0	17	15	32	2	0	2
20	EBF Palaca	36	26	62	16	17	33	28	26	54	30	33	63	33	23	56	17	24	41	160	149	309	3	3	6
21	EBF Mohac Leohitu	20	23	43	16	20	36	16	19	35	15	18	33	20	36	56	14	38	52	101	154	255	4	2	6

Junior High Schools

No	Name of School	7grade			8grade			9grade			Total			Teachers and Staffs		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
1	EBC Balibo	88	106	194	55	75	130	80	91	171	223	272	495	13	10	23
2	EBC Palaca	82	99	181	54	72	126	37	90	127	173	261	434	15	7	22
3	EBC Mohac Leohitu	27	35	62	25	29	54	21	28	49	73	92	165	12	8	20

Senior High School

No	Name of School	10grade												11grade									12grade						Total			Teachers and Staffs											
		CT A			CT B			CSH A			CSH B			CSH C			CT			CHS A			CSH B			CSH C			CT			CSH A			CSH B								
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T									
1	ESG Colegio Verbo Divino Palaca	10	19	29	11	22	33	16	14	30	13	17	30	13	13	26	16	13	29	15	12	27	9	15	24	13	13	26	8	23	31	9	16	25	12	14	26	145	191	336	17	6	23

