



CITY OF HOBART

AGENDA

Finance and Governance Committee Meeting

Open Portion

Tuesday, 16 June 2020

at 4:30 pm

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 are transparent, 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

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Finance and Governance Committee Meeting (Open Portion) held Tuesday, 16 June 2020 at 4:30 pm.

This meeting of the Finance and Governance Committee is held in accordance with a Notice issued by the Premier on 3 April 2020 under section 18 of the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*.

COMMITTEE MEMBERS

Zucco (Chairman)
Deputy Lord Mayor Burnet
Sexton
Thomas
Coats

Apologies:

Leave of Absence: Nil.

NON-MEMBERS

Lord Mayor Reynolds
Briscoe
Harvey
Behrakis
Dutta
Sherlock
Ewin

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 Finance and Governance Committee meeting held on [Tuesday, 18 February 2020](#), 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*.

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.

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 COVID-19 Community Support Package - Rates Relief File Ref: F20/58648

Memorandum of the General Manager of 11 June 2020 and attachments.

Delegation: Council



City of **HOBART**

MEMORANDUM: FINANCE AND GOVERNANCE COMMITTEE

COVID-19 Community Support Package - Rates Relief

BACKGROUND

At its meeting on 27 April 2020, the Council approved a Community Support Package in response to the impact of Covid-19 on the Hobart community. The package specifically included:

- Rates relief including waiving penalties and interest, negotiated payment plans, formal postponements and remissions on application and determined on a case-by-case basis in accordance with the City's Financial Hardship Assistance policy approved at the same meeting (Copy at **Attachment A**).

In the body of the report the modelling for this proposed rates relief indicated a potential impact on rates of some \$4.6M, based on remissions for particular property types impacted by Covid-19 (accommodation, arts and galleries, bars, cafes, restaurants, shops etc) in the commercial sector, together with a more limited impact on residential properties, relating to the first rates instalment for 2020-21.

The rates relief in the package aimed to address significant ratepayer concern about the impact of Covid-19 on their business viability and risk of significant closures in the Hobart CBD and was developed at that time in the context of a raft of Federal, State and local government responses to the crisis.

- The Property Council and other bodies and individuals were seeking Council support in line with that provided by Launceston City Council which provided a flat rates remission for the last instalment of 2019-20 general rates and the first instalment of 2020-21 general rates to all commercial sector properties.

DISCUSSION

In developing the City of Hobart response, the following additional factors were considered:

- Modelling was undertaken on certain classes of properties considered likely to be affected by Covid-19, rather than a blanket coverage for all commercial properties.
- Consistent with the *Local Government Act 1993*, assistance was to be by application by the ratepayer with assessment on a case by case basis against the Financial Hardship Assistance policy; and

- A range of relief measures were to be considered on application from waiving of late payment penalties and interest through to rates postponements and general rate remissions.

The City's Financial Hardship Assistance policy, modified from the Local Government Association of Tasmania model policy includes provisions relating to the Covid-19 pandemic and was approved by the Council on 27 April.

- Since that time, dedicated application information and forms have been developed and promoted on the Council's web site (Copies at **Attachment B** and **Attachment C**).

To date some 74 applications have been received, mostly for rates remissions.

Council's internal auditors, Wise Lord and Ferguson (WLF) were requested to undertake a compliance audit on the application process in the very early stages so officers could evaluate the methodology and make any amendments to the process before we got too far in.

- The audit was undertaken on all (10) applications assessed as at 5 June 2020
- Initial findings indicate that:
 - Compliance testing of the processes and controls implemented by Council indicated full compliance with the processes and documentation implemented.
 - The compliance testing indicated that in all instances, hardship was evident and therefore the intent or spirit of the policy is being adopted.

Officers have also identified some issues in application of the policy to the specific Covid-19 situation and these were raised with WLF and considered as an addendum to the compliance audit.

While a formal report is still forthcoming from WLF, based on advice, officers propose the Council consider the following amendments to the Financial Hardship Assistance policy:

Clarity of the Purpose of the Policy

- The Financial Hardship Assistance policy was adopted by Council to broaden the applicability for hardship which was anticipated from the Covid-19 pandemic. In its application it has become apparent that it does not sufficiently cover the Covid-19 circumstances. Where the intention of Council was to support the ratepayers of the City of Hobart through the Covid-19 pandemic, this should be clearly reflected in the policy and the ongoing applicability of the policy should be reviewed after 6 months.
- The current Financial Hardship Assistance Policy is focused on the ratepayer and the hardship experienced at an individual level. It is not structured to specifically deal with residential versus commercial ratepayers and how the Covid-19 pandemic may have impacted commercial ratepayers. For commercial ratepayers, the ownership of property can be held by a range of entities including trusts, companies, partnerships and individuals. The policy is currently structured to consider the hardship of the 'ratepayer' and describes a

range of personal hardship examples. The ratepayer for commercial properties, however, is the entity that holds the property. If it is the intent of Council is to support the rating base of the City through support for commercial property values, then the policy should reflect this intent and specifically address applications from entities under the policy.

Changes to Criteria

- Applications by commercial ratepayers should be as a result of rental impacts from tenancies due to COVID-19 or as a result of the impact of government policy on profitability, such as closing the borders and impacts on tourism properties.

The applicant ratepayer would be required to provide clear evidence that the entity who owns the property (the rate paying entity) has experienced financial hardship, and that any support provided by Council for landlords as a result of financial hardship of a tenant be passed onto the tenant. This is a requirement of the Leasing Principles that form part of the National Code of Conduct legislated by the *COVID-19 Disease Emergency (Commercial Leases) Act 2020*. The lease agreements are being requested as part of the process and they will provide sufficient information to ascertain the nature of the lease, and the allocation of outgoings to the tenant in a multi-tenanted property. Other evidence required to establish eligibility includes bank statements, Federal Government Job Keeper entitlement (if appropriate), independent financial advice, correspondence with tenants.

- Residential Investment Properties – the current Financial Hardship Assistance Policy notes that ‘applications for residential investment properties will generally not be considered’. This portion of the policy is reasonable in a ‘normal’ context where residential investment properties were an indicator that the individual rate payer had a sufficient asset base to not meet the definition of hardship. During COVID-19 however, that premise was changed through government policy. It is proposed that COVID-19 financial hardship in relation to residential investment properties be specifically addressed in the policy.

Rate Postponements versus Remissions

The current application forms under the policy enable the applicant ratepayer to select which form of assistance they are applying for.

The option of postponement is an important tool for Council to consider where ratepayers have a deferral in income, that is, a cash flow impact from COVID-19, and not a permanent impact to their revenue or profitability. It is proposed that the policy specifically reflect the option of applying deferrals where revenue or profitability has been deferred. For example, where rent deferrals have been put in place with commercial tenancies and not rent discounts, the Council ‘matches’ the assistance provided and provides a postponement, not a remission. Remissions can be applied for reductions in revenue and profitability that cannot be recaptured.

PROPOSAL

The proposed policy amendments outlined above result from learnings acquired during application of new arrangements, instituted in the height of the pandemic crisis. In reconsidering the policy, we need to be mindful of Council's original intent and expectations raised in the community as a result.

Should the Council support the above proposed policy amendments, a marked up version of the policy would be provided prior to the Council meeting on 22 June 2020.

RECOMMENDATION

That:

- 1. That the information be received and noted.***
- 2. The Council reaffirm its decision of 27 April 2020 to provide a rates relief support package including waiving penalties and interest, negotiated payment plans, formal postponements and remissions on application on a case by case basis in accordance with the City's Financial Hardship Assistance policy.***
- 3. The Financial Hardship Assistance policy be amended to articulate Council's specific intent to support the ratepayers of the City of Hobart through the COVID-19 pandemic and the policy be reviewed in six months time.***
- 4. The policy also specifically address the following:***
 - (i) The specific impact of Covid-19 on commercial ratepayers acknowledging that the ratepayer for commercial properties is the entity that holds the property.***
 - (ii) Applications by commercial ratepayer should reflect rental impacts from tenancies due to COVID-19 and the COVID-19 Disease Emergency (Commercial Leases) Act 2020 or as a result of the impact of government policy on profitability, such as closing the borders, imposing restrictions or closures.***
 - (iii) The applicant would be required to provide clear evidence that the entity who owns the property (the rate paying entity) has experienced financial hardship, and consistent with the Disease Emergency (Commercial Leases) Act 2020 any support provided by Council for landlords as a result of financial hardship of a tenant be passed onto the tenant.***
 - (iv) While generally residential investment properties are excluded from the policy, applications from ratepayers in financial hardship as a result of tenants not paying rent as a result of Covid-19 will be considered.***

- (v) ***Rate postponements be considered as the first option in assisting ratepayers affected by Covid-19 where rent deferrals have been put in place with commercial tenancies and not rent discounts. Remissions to be applied for reductions in revenue and profitability that cannot be recaptured.***

- 5. Should the Council support the above proposed policy amendments, a marked up version of the policy be provided prior to the Council meeting on 22 June 2020.**

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

Date: 11 June 2020
File Reference: F20/58648

Attachment A: Financial Hardship Assistance Policy - Council Approved - 27 April 2020 ↓
Attachment B: Financial Hardship Application Form - Residential ↓
Attachment C: Financial Hardship Application Form - Commercial Business or Organisation ↓



City of Hobart

Financial Hardship Assistance Policy

Version 1.0

Adopted: 27 April 2020

Document Control

Policy Name	Financial Hardship Assistance Policy
First issued/approved	27 April 2020
Source of approval/authority	Council
Last reviewed	19 April 2020
Next review date	August 2021 and thereafter every 4 years
Version number	1.0
Responsible Officer	Manager Finance and City Procurement
Department responsible for policy development	City Governance
Strategic Plan reference	Outcomes 2.4 and 8.4
Related policies	<ul style="list-style-type: none"> • <i>Local Government Act 1993</i>, Part 9 – Rates and Charges • City of Hobart Rates and Charges Policy • Council Policy - Collection of Rates Arrears • Council Policy - Rate Postponements • Council Policy - Rate Remissions – Service Rates and Charges • Council Policy - Rates Exemption – Charitable Purposes • Council Policy - Rates Remissions
Publication of policy	City of Hobart website at: https://www.hobartcity.com.au/Council/About-Council/Council-policies

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1 Introduction

1.1 Purpose

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

1.2 Scope

1.2.1 Application and Intent

This policy applies to all ratepayers in the Hobart municipal area experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rates payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1979*.

1.2.2 Background

This policy was developed and implemented during the 2020 COVID-19 coronavirus pandemic that is spreading across the world. To respond to the disease, governments around the world are shutting down social activities and interaction to prevent transmission, which is causing significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair financial hardship policy.

Despite this, serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

1.3 Principles

This policy will be applied in accordance with the following principles:

- (1) Consistent, equitable, flexible and respectful treatment of all ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services, continue to do so.
- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.
- (7) Compliance with relevant legislative requirements.

1.4 City of Hobart Capital City Strategic Plan 2019-2029

This Policy is consistent with the City of Hobart Capital City Strategic Plan 2019-2029, specifically:

Outcome 2.4 Hobart communities are safe and resilient, ensuring people can support one another and flourish in times of hardship.

- Strategy 2.4.2 Support and implement initiatives to build resilience to emergencies, with a focus on those most vulnerable.
- Strategy 2.4.6 Deliver and support initiatives, activities and programs that build community resilience, wellbeing and safety.

Outcome 8.5 Quality services are delivered efficiently, effectively and safely:

- Strategy 8.5.8 Maintain a rating system that supports fairness, capacity to pay and effectiveness.
- Strategy 8.5.9 Monitor and maintain the City's long-term financial sustainability.

1.5 Related Policies and Legislation

This policy relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- *Local Government Act 1993*, Part 9 – Rates and Charges¹, particularly:
 - Section 86A – General principles in relation to making or varying rates
 - Sections 125-127 – Postponement of payment
 - Section 128 – Late payments
 - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*²
- City of Hobart Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*).
- Council Policy - Collection of Rates Arrears
- Council Policy - Rate Postponements
- Council Policy - Rate Remissions – Service Rates and Charges
- Council Policy - Rates Exemption – Charitable Purposes
- Council Policy - Rates Remissions

1.6 Policy Review and Update Cycle

This policy is to be reviewed initially in August 2021 and thereafter, every four years.

2 Policy

2.1 Genuine Financial Hardship

According to the Australian Taxation Office (ATO)³, individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:

- (1) Food;
- (2) Accommodation;
- (3) Clothing;
- (4) Medical treatment;

¹ See: <https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095#HP9@HD9@EN>

² See: <https://www.legislation.tas.gov.au/view/whole/html/inforce/current/act-2020-011>

³ See: <https://www.ato.gov.au/General/Financial-difficulties-and-serious-hardship/Individuals-with-serious-hardship/>

- (5) Education;
- (6) Other basic necessities.

A number of factors can contribute to or trigger serious financial hardship, including:

- (1) Loss of employment of the property owner, family member or household primary income earner;
- (2) Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
- (3) A natural disaster;
- (4) A public health emergency or declared state of emergency;
- (5) Family tragedy;
- (6) Family breakdown;
- (7) Financial misfortune;
- (8) Other serious or complicating circumstances.

Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires review of personal circumstances.

Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence or a business's primary operating space may be employed to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will generally not be considered.

2.2 How Council can Help

The *Local Government Act 1993* provides Council with three methods of rates relief:

- (1) Postponing rates payments (sections 125-127)
- (2) Remission of late payment penalties or interest (section 129)
- (3) Remission of rates (section 129)

2.2.1 Postponing Rates Payments – Deferral Arrangements

In confirmed cases of financial hardship, Council may offer deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to the conditions in the Council Policy – Rates Postponements.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days' notice in writing to the ratepayer.

2.2.2 Remitting Late Payment Penalties and Interest

For typical circumstances that are not of financial hardship, rates must be paid by the due date and councils may charge a penalty or daily interest or both for each late payment. However, for confirmed cases of financial hardship, Council may waive either the applicable late payment penalties, or the interest accumulated, or both, for a specified period that relates to the period of financial hardship.

A payment arrangement where smaller amounts are paid over a period of time may be negotiated to assist those in financial hardship.

Council will not charge any late payment penalties or interest for late rate payments during the 2020 COVID-19 state of emergency until 30 June 2020.

2.2.3 Remitting Rates

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases and it is preferred that deferral of rate payments are applied for and granted first, before an application for rates remission is considered.

An applicant may apply for remission of rates. The application must demonstrate:

- (1) Financial hardship;
- (2) Exceptional and serious circumstances;
- (3) How the applicant's exceptional financial hardship circumstances make the deferral arrangement under section 2.2.1 unfeasible and unreasonable to fulfil; and
- (4) How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- (1) Deferral arrangements are preferable to rates remission;
- (2) Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1000 or 50%; the remainder subject to payment arrangements;
- (3) Instances of rates remission are to be minimised to no more than one rates remission per applicant.

2.3 Evidence of Financial Hardship

Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on individual circumstances and may include, for example, one or more of the following:

- An application in writing detailing the reasons why the ratepayer is unable to pay the rates and charges when they fall due and payable;
- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- A statutory declaration from someone who is familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, Government agency, etc.);
- Commercial lease agreements;
- Statement from company accountant;
- Details of business closure;
- Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);

- Notice of impending legal action;
- Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
- Bank notice for example, overdraft call or mortgaged property repossession;
- Employer notice of redundancy or termination of employment;
- Overdue medical bills;
- Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- Final notice from school regarding payment of mandatory fees;
- Funeral expenses;
- Repossession notice of essential items, like a car or motorcycle;
- Evidence of qualification for government assistance in response to the COVID-19 pandemic crisis;
- Evidence of support being provided to tenants if applicable.

3 Applications

3.1 Applying for Financial Hardship Assistance

Any ratepayer who cannot pay their rates or charges due to genuine financial hardship may apply for assistance at any time; however, ratepayers are encouraged to contact Council to seek assistance as soon as financial hardship is identified.

In order to seek financial hardship assistance, an application form must be completed. The form is available online at: www.hobartcity.com.au or by calling Council on (03) 6238 2787 or emailing: rates@hobartcity.com.au.

To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:

- Submitted via online form at: www.hobartcity.com.au;
- Emailed to rates@hobartcity.com.au; or
- Mailed to GPO Box 503, Hobart TAS 7001.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 2.3 – Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Postponing or waiving late payment penalties or interest;
 - Remitting rates, late payment penalties or interest, in part or in full;
- Address the requirements of the relevant subsections of section 2.2 – How Council can Help.

3.2 Assessing Applications

Applications for rate postponements must be decided by:

- (1) The Manager Finance and City Procurement and the General Manager.

Applications for remission of penalty and interest charges pertaining to Council rates must be decided by:

- (1) For amounts up to \$500 per application – the Manager Finance and City Procurement.
- (2) For amounts above \$500 per application – the General Manager.

Applications for remission of rates and charges must be decided by:

- (1) For amounts \$4,000 or less per application – the General Manager.
- (2) For amounts above \$4,000 – the Council and requires absolute majority to be approved.

As part of the assessment by Council, it may be necessary for Council Officers to undertake an inspection of the property, particularly if there are multiple tenancies, and / or request further information from the ratepayer to support the application.

The application will be valid for a maximum period of 12 months from the date of approval. The ratepayer will be required to reapply prior to the end of the 12 months to establish whether circumstances have changed.

4 Information and Contacts

For more information on Council rates and charges please contact the City's Rates Unit on:

Tel: 03 – 6238 2787

Email: rates@hobartcity.com.au

Or visit the City's website at: www.hobartcity.com.au/Council/Rates



Financial Hardship Application – Residential

About this form

Council recognises that some ratepayers may experience significant financial hardship. Council has adopted a [Financial Hardship Assistance Policy](#) to provide assistance to ratepayers in meeting their rates payment obligations to Council.

Please use this form if you are a ratepayer of a residential property who is suffering financial hardship and would like to apply for assistance with rates. The information provided will enable Council to determine eligibility for financial hardship support.

How to complete this form

1. If you are applying for assistance for more than one property please complete an application form for each property.
2. Please ensure that all fields have been filled out.
3. Please demonstrate and provide evidence of financial hardship and circumstances.
4. Please describe the type of assistance being sought.

What happens next?

The Council reserves the right to request further supporting information should they require it for assessment of hardship.

Upon assessment of this application, the Council may choose to offer:

- Deferment of rates payment
- Remission of interest and/or penalties
- Remission of rates (partial or full)

The property owner or ratepayer should complete this form and provide details as the applicant.

PART 1: Applicant Details	
Property Owner's First Name:	
Property Owner's Last Name:	
Property Address:	
Property Number (as appears on your rates notice):	
Postal Address (if different from above):	
Contact Phone Number:	Email Address:

Preferred Contact Method:	Email <input type="checkbox"/> Telephone <input type="checkbox"/> Australia Post <input type="checkbox"/>
---------------------------	---

Please indicate what type of rates assistance is being sought (circle):

Postponing rate payments (a deferral arrangement): Yes / No

Remission of late payment penalties or interest: Yes / No

Remission of rates in full or in part: Yes / No

PART 2: Declaration

Please provide the following information in support of this application:

Reason for experiencing financial hardship (e.g. loss of employment, serious illness, natural disaster, public health emergency or declared state of emergency, family tragedy, family breakdown, financial misfortune, other serious or complicating circumstances).

Please provide as much information as possible in support of your application:

Details of income and expenditure

Income – Gross weekly amounts received

Wages and salaries \$ _____

Pension or other government benefits (please complete details below)

Compensation/Superannuation/Insurance or Retirement Income \$ _____

03 6238 2787
 03 6238 2833

16 Elizabeth Street
 Hobart TAS 7001

GPO Box 503
 Hobart TAS 7001

coh@hobartcity.com.au
rates@hobartcity.com.au

Spouse or partners income (if applicable)	\$	
Other incomes (e.g. rental income, child support)	\$	
Interest from banks, financial institutions and/or dividends	\$	
Total Weekly Income	\$	

Pension/Benefit details (if applicable)

Type of Pension/Benefit:

DVA or CRN Number:

Date of Issue:

Expiry:

Do you have a current pensioner remission on your City of Hobart rates? Yes / No

Expenditure – weekly outgoings

Mortgages(s) (home and/or business)	\$	
Other loans / credit cards	\$	
Utilities (power, phone/internet, water, Council rates)	\$	
Insurance(s)	\$	
Other living expenses (food, petrol, school fees, health etc.)	\$	
Total Weekly Expenses	\$	

Evidence of Financial Hardship

Please attach as much information as possible in support of this application, which could include:

- Evidence of you qualifying for Job Keeper or Job Seeker support.
- Copy of recent bank statements for all accounts held (PDF, JPG).
- Letter from a recognised financial counsellor or planner confirming hardship.
- Statutory declaration from an independent professional, familiar with your circumstances.
- Documentation such as a statutory declaration from a person familiar with the applicants financial circumstances (e.g. family doctor, accountant, bank officer etc.).
- Pending disconnection of essential services.
- Notice of impending legal action.
- Letter from charitable organization regarding loss of employment or inability to provide for basic necessities.
- Letter from doctor verifying inability to earn income due to illness or carer responsibilities.
- Repossession notice of essential items, like a car.

Details of other evidence demonstrating you are experiencing financial hardship (please describe):

☐ I declare that the answers, information and documentation provided are true and correct.

SIGNATURE: _____ DATE: _____

PART 3: Privacy and Personal Information Protection Notice

Purpose of Collection:	For assessment of financial hardship applications.
Intended recipients:	City of Hobart staff.
Supply:	Voluntary. The information supplied in this application will enable a financial hardship application to be assessed by the City of Hobart.

The personal information that Council is collecting from you is deemed personal information for the purpose of the Personal Information Protection Act 2004.

Lodgment Details

Please submit the application form, together with supporting information via:

- Online form at www.hobartcity.com.au
- Emailed to rates@hobartcity.com.au; or
- Mailed to GPO Box 503, Hobart TAS 7001

For more information or to enquire about your application, please contact the City's Rates Unit on:

Phone: 03 6238 2787

Email: rates@hobartcity.com.au

or visit the City's website at: www.hobartcity.com.au/Council/Rates

03 6238 2787
03 6238 2833

16 Elizabeth Street
Hobart TAS 7001

GPO Box 503
Hobart TAS 7001

coh@hobartcity.com.au
rates@hobartcity.com.au

OFFICE USE ONLY
Balance of Rates:
Annual Rates Amount:
Approved:
Applied:
Confirmation Sent:



Financial Hardship Application – Commercial / Organisation

About this form

Council recognises that some ratepayers may experience significant financial hardship. Council has adopted a [Financial Hardship Assistance Policy](#) to provide assistance to ratepayers in meeting their rates payment obligations to Council.

Please use this form if you are a ratepayer of a business or organisation who is suffering financial hardship and would like to apply for assistance with rates. The information you provide will allow us to determine eligibility for financial hardship support. Owner landlords are also able to apply on behalf of commercial tenants who are under financial hardship on the condition that rates assistance is passed on to the tenants.

How to complete this form

1. Please complete a separate application for each property.
2. Please ensure that all fields have been filled out.
3. Please demonstrate and provide evidence of financial hardship and circumstances.
4. Please describe the type of assistance being sought.

What happens next?

The Council reserves the right to request further supporting information should they require it for assessment of Hardship.

Upon assessment of this application, the Council may choose to offer:

- Deferment of rates payment
- Remission of interest and/or penalties
- Remission of rates (partial or full)

The property owner or ratepayer should complete this form and provide details as the applicant.

PART 1: Applicant Details – Company / Business
Name of Property Owner(s):
Company Name:
Trading Name (if different):
Contact Person (Full Name):
Contact Person (Title/Position):
Property Address:

Property Number (as appears on your rates notice):	
Postal Address (if different from above):	
Contact Phone Number:	Email Address:
Preferred Contact Method:	Email <input type="checkbox"/> Telephone <input type="checkbox"/> Australia Post <input type="checkbox"/>

Who is currently paying the rates for this property

Me – the owner
 Tenant – Commercial*

*If the tenant(s) is currently liable under a commercial tenancy arrangement you have with them, please provide details of the tenant(s) and any supporting documentation in evidence of this lease agreement.

Please indicate what type of rates assistance is being sought (circle):

Postponing rate payments (a deferral arrangement):	Yes / No
Remission of late payment penalties or interest:	Yes / No
Remission of rates in full or in part:	Yes / No

I agree to transfer rates assistance to my tenants.

Yes / Not applicable

PART 2: Declaration

Please provide the following information in support of this application:

Reason for experiencing financial hardship (e.g. business closure, loss of income, loss of employment, serious illness, natural disaster, public health emergency or declared state of emergency, family tragedy, family breakdown, financial misfortune, other serious or complicating circumstances).

Please provide as much information as possible in support of your application.

Evidence of Financial Hardship

Please attach as much information as possible in support of this application, which could include:

- Evidence of your business qualifying for the Job Keeper support package.
- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- Commercial and leasing arrangements as a direct result of the COVID-19 pandemic.
- Details of closure – including Government enforced closure as a requirement of COVID-19.
- Copy of recent bank statements for all accounts held.
- Statement from company accountant.
- Statutory Declaration from an independent professional, familiar with your circumstances.
- Tenant correspondence requesting relief (if applicable).
- Pending disconnection of essential services.
- Notice of impending legal action.

Please describe and provide other documentation demonstrating the quantum of income lost since lockdown arrangements commenced in Tasmania (1st April 2020):

☐ I declare that the answers, information and documentation provided are true and correct.

SIGNATURE: _____ DATE: _____

PART 3: Privacy and Personal Information Protection Notice

Purpose of Collection: For assessment of financial hardship applications.
Intended recipients: City of Hobart staff.
Supply: Voluntary. The information supplied in this application will enable a financial hardship application to be assessed by the City of Hobart.

The personal information that Council is collecting from you is deemed personal information for the purpose of the Personal Information Protection Act 2004.

Applications for financial hardship will be treated in accordance with Council's Privacy Policy.

Lodgment Details

Please submit the application form, together with supporting information via:

- Online form at: www.hobartcity.com.au
- Emailed to rates@hobartcity.com.au; or
- Mailed to GPO Box 503, Hobart TAS 7001.

For more information or to enquire about your application, please contact the City's Rates Unit on:

Phone: 03 6238 2787

Email: rates@hobartcity.com.au

Or visit the City's website at: www.hobartcity.com.au/Council/Rates

OFFICE USE ONLY
Balance of Rates:
Annual Rates Amount:
Applied:
Approved:
Confirmation Sent:

6.2 Working with Vulnerable People Registration - Elected Members
File Ref: F20/36798

Memorandum of the General Manager of 30 April 2020.

Delegation: Council



City of **HOBART**

MEMORANDUM: FINANCE AND GOVERNANCE COMMITTEE

Working with Vulnerable People Registration - Elected Members

At its meeting of 16 December 2019 the Council resolved the following:

“Given Elected Members often attend functions where there are young and vulnerable community members present a report be prepared investigating the requirement for Elected Members to undertake a Police check and registration to work with vulnerable people. The report to also consider the referral of the matter to the Local Government Association of Tasmania for consideration.”

In consideration of elected members attaining the proposed accreditation there are many examples and instances of interactions that may take place in the course of an elected member carrying out their duties and or acting in a volunteering capacity.

This may include:

- Conducting Town Hall tours with students
- Sister City delegations with accompanying school groups
- Volunteering in emergency response situations
- Children’s week festivities
- YouthArc activities
- Citizenship Ceremonies
- Christmas Pageant

When an application for Working with Vulnerable People (Children) registration is lodged, an applicant gives consent to undergo a national background check.

Costs associated with attaining registration are:

- Employment / volunteer \$113.40
- Volunteer only \$19.44

It is proposed the costs for registration will be met from the elected member allowances and expenses budget function and there is funding available in the current financial year’s budget. The cost, however, would not be attributed to individual elected members as it is considered a cost related to carrying out the duties of the role as an elected member.

RECOMMENDATION**That:**

1. ***Elected members be provided the opportunity to attain a Working with Vulnerable People (Children) registration.***
2. ***As a cost related to carrying out the duties of the role as an elected member, the costs associated with the registration will be met from the elected member allowances and expenses budget function.***
3. ***The Local Government Association of Tasmania be advised of the resolution, recommending it encourage other Council's to adopt the initiative.***

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

Date: 30 April 2020
File Reference: F20/36798

**6.3 Conference Reporting - Local Government Association of Tasmania
Elected Member Professional Development Weekend 2020 -
29 February 2020 to 1 March 2020
File Ref: F20/41479**

Memorandum of the General Manager of 11 June 2020 and attachment.

Delegation: Committee



City of **HOBART**

MEMORANDUM: FINANCE AND GOVERNANCE COMMITTEE

**Conference Reporting - Local Government Association of
Tasmania Elected Member Professional Development
Weekend 2020 - 29 February 2020 to 1 March 2020**

Councillor Ewin has submitted the attached report in accordance with Clause H(2) of the Council's policy titled *Elected Member Development and Support*.

RECOMMENDATION

That the information be received and noted.

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

Date: 11 June 2020
File Reference: F20/41479

Attachment A: Local Government Association of Tasmania Elected Member
Weekend 2020 - 29 February 2020 to 1 March 2020 - Report ↴

**LGAT Conference 29th Feb- 1st March 2020
City Park Grand, Launceston**

Day one workshops: Mental Health, Understanding Local Government Financial Reports, Conflict of Interest.

Attended a workshop by OzHelp Tasmania on mental health, resilience, social media and bullying. Lots of discussion around the tables and room around factors impacting on mental health both in the community and as councillors. Unfortunately we ran out of time to explore coping mechanisms, available assistance, and the impacts of structural disadvantage (class, race, age, ability, gender) on life outcomes. This is something I raised, as most other items discussed were individualised- 'loneliness', 'addiction' etc.

We received a worksheet on bullying and engaging on social media (below for anyone interested) to work through in our own time.

Resilience, Mental Health, Social Media and Bullying

**OZHELP
TASMANIA**

Do you believe online bullying is a public health issue?
If so why?

Who should be part of the solution?

What do you think would make a positive difference to reducing and preventing online bullying?

What are 5 common qualities and skills that help people be resilient?

1. _____
2. _____
3. _____
4. _____
5. _____

ABCD of Resilience

- Adversity
- Beliefs
- Consequences
- Dispute

1. Evidence
2. Alternatives
3. Implications
4. Usefulness

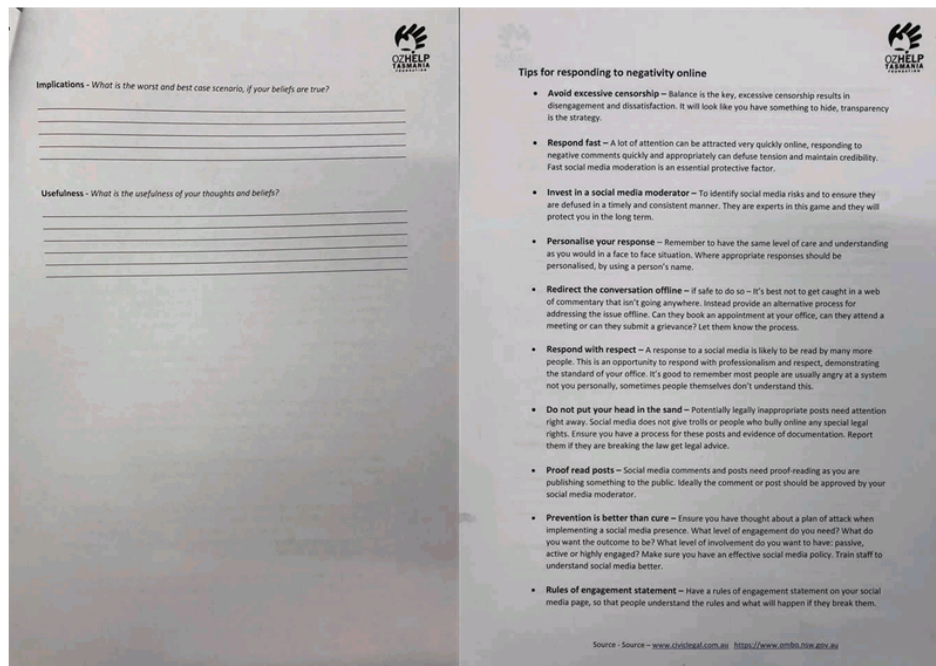
A. What is the challenge that I'm facing?

B. What beliefs, thoughts or worries do I have about this challenge?
How are you interpreting this event?

C. What are the consequences?
How are you responding to this event? How are you behaving? Slow down and think about what feelings you're feeling. What emotions have you attached to this challenge?

D. Dispute
Evidence - What factual evidence is there for your thoughts and beliefs?

Alternatives - What are the alternative ways of looking at this?



Then attended a workshop on understanding financial reports in local government. I felt reasonably confident reading financial reports, and understanding responsible financial planning before this workshop. But some items discussed such as understanding council assets, the lifespans of infrastructure and depreciation were really helpful. There's a copy of the presentation and workbook on the LGAT intranet if anyone else feels they need a refresher on this.

Last workshop was on conflict of interest. We were given scenarios which demonstrate the complexity of decision-making at the local government level, identifying potential conflicts of interest- perceived and actual- and discussed when and how to declare conflicts of interest and mitigate other associated risks.

Day two workshops: Health and Safety Legislation for Councillors, Update from Local Government Division, LGAT Policy Update and Questions

We received an interactive presentation from David Dilger (who recently ran a workshop for CoH EMs) on OH+S legislation and rights and responsibilities of us as councillors in our workplaces and community. Lots of discussion around the differences between 'harassment', 'bullying' and 'inappropriate behaviour' (can be found on the LGAT hub for anyone interested;

highly recommend everyone getting across the differentiation between these terms from a legal perspective). A disappointing amount of comments from old, white, cis men about the 'confusing' nature of #MeToo, feminism in general, and sexual harassment in the workplace. Seems to have a lot to do with the demographic of people elected to local government, but saddening nonetheless.

The final two sessions were more conversational about policy direction for LGAT (lots of discussion about waste management and clean energy- you'd be proud, Bill!), and the opportunity to discuss the Local Government Act review with Craig Limkin from DPAC-- he took notes from our conversation and will raise a review of Code of Conduct legislation with the Minister at their next meeting, as it seems illogical to review the Act with this aspect separated out.

As always, the best parts of conference for me were outside of the conference work. In particular I met Cr Cush Allison, who is working on getting a comprehensive proposal (for a *Major Industrial and Technology Estate that introduces New Power Generation and Waste Management Technology to Tasmania for the Wesley Vale Area*) off the ground in his community, which I will be assisting with editing and networking; and Cr Themba Bulle, who is the first person of colour to be elected to Burnie Council and doing an awesome job pushing for progressive and socially inclusive policies in his LGA.

Thanks, CoH, for letting me go and meet some excellent people doing excellent things!

-H 'Jax' Ewin.

6.4 Grants and Benefits Listing as at 31 December 2019
File Ref: F20/36800; 25-2-1

Report of the Manager Finance and City Procurement and the Deputy General Manager of 30 April 2020 and attachments.

Delegation: Committee

**REPORT TITLE: GRANTS AND BENEFITS LISTING AS AT
31 DECEMBER 2019****REPORT PROVIDED BY:** Manager Finance and City Procurement
Deputy General Manager**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to provide a listing of the grants and benefits provided by the Council for the period 1 October to 31 December 2019.

2. Report Summary

- 2.1. A report outlining all grants and benefits provided by Council Committees and Council for the period 1 October to 31 December 2019 is attached.
- 2.2. It is proposed that the Committee note the listing of grants and benefits provided for the period 1 October to 31 December 2019, and that these are required, pursuant to Section 77 of the *Local Government Act 1993* ("LG Act"), to be included in the annual report of Council.

3. Recommendation

That the Finance and Governance Committee receive and note the information contained in the report titled 'Grants and Benefits Listing as at 31 December 2019'.

4. Background

- 4.1. A report outlining the grants and benefits provided for the period 1 October to 31 December 2019 is provided at **Attachment A**.
- 4.2. Pursuant to Section 77 of the LG Act, the details of any grant made or benefit provided will be included in the annual report of the Council.
- 4.3. The listing of grants and benefits marked as **Attachment A**, has been prepared in accordance with the Council policy titled *Grants and Benefits Disclosure* – refer **Attachment B**.

5. Proposal and Implementation

- 5.1. It is proposed that the Committee note the grants and benefits listing as at 31 December 2019.
- 5.2. It is also proposed that the Committee note that the grants and benefits listed are required to be included in the Annual Report of the Council and will be listed on the City of Hobart's website.

6. Strategic Planning and Policy Considerations

- 6.1. Grants and benefits are provided to organisations which undertake activities and programs that strongly align with the City of Hobart Capital City Strategic Plan 2019-2029 as well as other relevant City of Hobart strategies.
- 6.2. The linkage between the City's grants and benefits provided and the City of Hobart Capital City Strategic Plan 2019-2029 is referenced in Attachment A.

7. Financial Implications

- 7.1. Funding Source and Impact on Current Year Operating Result
 - 7.1.1. All grants and benefits provided as at 31 December 2019 were funded from the 2019-20 budget estimates.

8. Legal, Risk and Legislative Considerations

- 8.1. The Council provides grants and benefits within the requirements of Section 77 of the LG Act as follows:
 - 8.1.1. **Grants and benefits**
 - (1) *A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.*
 - (1A) *A benefit provided under subsection (1) may include:*
 - (a) *in-kind assistance; and*
 - (b) *fully or partially reduced fees, rates or charges; and*
 - (c) *remission of rates or charges under Part 9 (rates and charges)*
 - (2) *The details of any grant made or benefit provided are to be included in the annual report of the council.*
- 8.2. Section 72 of the LG Act requires Council to produce an Annual Report with Section 77 of the LG Act providing an additional requirement where individual particulars of each grant or benefit given by the Council must be recorded in the Annual Report.
- 8.3. Section 207 of the LG Act provides for the remitting of all or part of any fee or charge paid or payable.
- 8.4. Section 129 of the LG Act provides for the remitting of rates.

9. Delegation

- 9.1. This report is provided to the Finance and Governance Committee for information.

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.



Lara MacDonell
**MANAGER FINANCE AND CITY
PROCUREMENT**



Heather Salisbury
DEPUTY GENERAL MANAGER

Date: 30 April 2020
File Reference: F20/36800; 25-2-1

Attachment A: Grants and Benefits Listing as at 31 December 2019 ↓
Attachment B: Council Policy - Grants and Benefits Disclosure ↓

Grants, Assistance and Benefits Provided as at 31 December 2019
Section 77 (1)

Detail	Strategic Plan Reference	GST Inclusive Amount
Reduced Fees or Charges		
Mount Nelson Primary School - Waste and Recycling Bins - Reduced Fees and Charges	2.3.1	448
North Hobart Football Club Limited - Rental Rebate	2.3.1	5,124
North Hobart Football Club Limited - Building and Planning Fees for Kiosk and Coaches Boxes - Reduced Fees and Charges	2.3.1	2,940
Water Polo Tasmania - Under 14 National Championships 2019 - Doone Kennedy Hobart Aquatic Centre - Remission of Hire Charge	2.3.1	9,983
Remission of hire charges for Council halls, sports fields and parks	2.3.1	120
In-kind Assistance		
Global Climate Strike - in-kind	6.4.2	812
Reduced Rates		
E Kalis Properties Pty Ltd - Development Assistance - Rate Remission	1.2.5	425,984
Native Vegetation Protection Rebate	8.5.8	386
Stormwater Removal Service Rate Remission	8.5.8	57,795
Sultan Holdings Pty Ltd - Development Assistance - Rate Remission	1.2.5	402,579
240L Wheelie Bin Rebate	8.5.8	4,030
Charitable Donations and Gifts		
Sponsorship / Investment - Economic, Cultural, Festivals and Events		
Australian Fujian Association Tasmania - Tasmanian Chinese Lantern Festival 2020 - Festivals and Events Grant 2019-20	3.1.5	13,000
Australian Society of Marine Artists Inc. - The ASMA 2019 National Exhibition - Community Quick Response Grant 2019-20	3.1.5	500
Business Events Tasmania - Annual Grant	3.1.5	116,111
Constance ARI - Shadows on the Hill - Grant	3.1.5	1,000
Cycling South - 2019-20 Contribution	3.1.5	13,200
Kath Melbourne - Quick Response Grant	3.1.5	1,000
Salamanca Arts Centre - Grant 2019	3.1.5	27,500
Salamanca Arts Centre - Jazzamanca 2020 - Grant	3.1.5	15,818
Salamanca Arts Centre - Older Than Language Community Engagement Program - Grant	3.1.5	11,000
State Emergency Service - Southern Regional Volunteer SES Unit - Annual Contribution 2019-20	3.1.5	22,677
Surf Life Saving Tasmania Inc. - Grant	3.1.5	1,100
Tasmanian Canine Defence League - Funding Contribution	3.1.5	31,528
Tasmanian Museum and Art Gallery - 2020 TMAG Children's Festival - Grant	3.1.5	33,000
Tasmanian Museum and Art Gallery - Major Cultural Grant	3.1.5	38,500
Tasmanian Symphony Orchestra - Creative Hobart Major Cultural Grant	3.1.5	27,500
TasPride - 'Artfully Queer - Are We There Yet' - Creative Hobart Quick Response Grant	3.1.5	1,000
Theatre Council of Tasmania - Tasmanian Theatre Awards - Contribution	3.1.5	10,000
Theatre Royal Management Board - Cultural Grant	3.1.5	16,500
Vibrance Festival Pty Ltd - Festivals and Events Grant	3.1.5	77,000
West Moonah Community House Inc. - Wellness Expo 2020 - Festivals and Events Grant	3.1.5	5,500
Youth Network of Tasmania - Contribution	3.1.5	215
Community		
Anglican Diocese of Tasmania - Project Christmas Concern, Argyle Choir and Orchestra - Community Christmas Activation Quick Response Grant	2.3.8	825
Battery Point Sullivans Cove Community Association Inc. - Battery Point Community Christmas Party - Community Christmas Activation Quick Response Grant	2.3.8	750
Cancer Patients Foundation Limited - Look Good Feel Better - Grant	2.3.8	5,500

Detail	Strategic Plan Reference	GST Inclusive Amount
CatholicCare Tasmania - Awareness Raising for Issues of Homelessness - Community Quick Response Grant	2.3.8	550
Colony 47 Inc. - National Homelessness Week Sound Scape - Community Quick Response Grant	2.2.3	550
Department of Police, Fire and Emergency Management - SES Southern Regional Unit - Contribution to the Incident Management Unit for 2019-20	2.3.8	2,500
Department of Police, Fire and Emergency Management - SES Southern Regional Unit - Contribution to the Search and Rescue Unit for 2019-20	2.3.8	5,000
Derwent Estuary Program Limited - Member Contribution to the Derwent Estuary Program 2019-20	2.3.8	59,164
Derwent Sailing Squadron Inc. - Annual Grant	2.3.8	3,042
Domain Tennis Centre Hobart - Annual Maintenance Grant 2018-19	2.3.8	50,027
Down Syndrome Association of Tasmania - Step UP! For Down Syndrome - Community Quick Response Grant	2.3.8	500
Hobart Accueil Inc. - European Christmas Fair 2019 - Community Christmas Activation Quick Response Grant 2019-20	2.3.8	650
Hockey Tasmania Inc. - Annual Maintenance Grant 2019-20	2.3.8	78,793
JCC Tas Benevolent Society Inc. - Public Menorah Lighting and Celebration - Community Quick Response Grant 2019-20	2.3.8	500
Korean Full Gospel Church in Hobart Incorporated - Carols Together - Under the Steeple - Community Christmas Carols 2019 Grant	2.3.8	4,983
Landcare Tasmania Inc. - Landcare Tasmania 25th Anniversary Celebration Welcome to Country - Community Quick Response Grant	2.3.8	550
Lansdowne Crescent Primary School Community Association - West Hobart Community Christmas Carols - Community Christmas Carols 2019 Grant	2.3.8	13,920
Lenah Valley Community Association Inc. - Carols at John Turnbull - Community Christmas Carols 2019 Grant	2.3.8	16,335
Mount Stuart Residents Inc. - Christmas Carols in Mount Stuart - Community Christmas Carols 2019 Grant	2.3.8	6,150
Multicultural Womens Council of Tasmania Inc. - JoinUs - Christmas Carols 2019 - Community Christmas Carols 2019 Grant	2.3.8	5,850
New Town Community Association - New Town Community Christmas Carols 2019 - Community Christmas Carols 2019 Grant	2.3.8	14,850
Roman Catholic Church Trust Corporation of The Archdiocese of Hobart - Carols on the Hill 2019 - Community Christmas Carols 2019 Grant	2.3.8	16,335
Royal Hobart Hospital Research Foundation Incorporated - Christmas Family Fun in Salamanca Square - Community Christmas Activation Quick Response Grant 2019-20	2.3.8	825
Singers of Southern Tasmania Inc. - Christmas Carol Concert - Community Christmas Activation Quick Response Grant	2.3.8	750
South Hobart Living Arts Centre Ltd - Let's Light It Up! - Community Christmas Activation Quick Response Grant 2019-20	2.3.8	825
St John's Park Bowls Club - Ray O'Sullivan Christmas Party - Community Christmas Activation Quick Response Grant 2019-20	2.3.8	650
The Trustee for the Salvation Army (TAS) Social Work - Community Creative Mentorship - Community Quick Response Grant	2.3.8	550
Van Diemen's Band Inc. - Christmas Activation Quick Response Grant 2019-20	2.3.8	750
Vietnamese Student Association Tasmania - Music Heat - The Vietnamese Society Show - Community Quick Response Grant	2.3.8	500
Women for Palestine Inc. - Run for Palestine - Community Quick Response Grant	2.3.8	550
Environmental and Climate Change		
Heritage and Conservation		
Anglican Diocese of Tasmania - St George's Battery Point Anglican Church Stone Work Restoration - Heritage Grant	1.2.4	255,508
Wellington Park Management Trust - 2019-20 Contribution	3.1.5	33,403
Wellington Park Management Trust - Contribution to WPMT Administration and Technical Support Costs for 2019-20	1.2.4	33,467
TOTAL		1,988,503

City of Hobart

Policy

Title: Grants and Benefits Disclosure

Category: Corporate Governance

Date Last Adopted: 23 September 2019

1. Objectives

1. To articulate the Council's interpretation of grants and benefits for the purposes of disclosure within the Annual Report under Section 77 of the *Local Government Act 1993* (S77 LGA).
2. This Policy only applies to S77 LGA. There may be other legislative requirements to be considered when assessing grants and benefits.
3. To address the relevant transactions of the Council that meet the definition of the disclosure.
4. To identify the delegations for approval of 'benefits'.
5. To identify the methodology of disclosing amounts in aggregate or individually, and the basis for determining the value of the benefits provided.

2. Definition of Grant and Benefit

A "grant" is defined as non-repayable funds or products that are disbursed from one party (grant maker) to a recipient (grant seeker). All support provided through the City of Hobart Grants Program, be it cash or in-kind is referred to as a "grant" and recognised as an actual cost.

A "benefit" is either pecuniary or non-pecuniary, that is provided to people or organisations for which they would otherwise be liable to pay. This often includes goods or services provided free of charge or at reduced rates or cash contributions given to organisations in the form of charity donations or sponsorship.

3. Policy

This policy interprets the grants and benefits transactions within the Council; identifies the transaction types which meet the definition for disclosure in accordance with S77 LGA; and determines the requirements and process for disclosing grants and benefits within the Council's Annual Report.

4. Classifications of Grants and Benefits

Grants and benefits are provided to organisations which undertake activities and programs that strongly align with the Council's Strategic Framework – Hobart 2025, the City of Hobart Capital City Strategic Plan 2015-2025 as well as other relevant City of Hobart strategies.

The Council provides the following classifications of grants and benefits:

1. Reduced fees or charges

A full or partial reduction in fees or charges imposed by the Council pursuant to Section 205 of the *Local Government Act 1993*, which are published in the Council's Annual Fees and Charges Booklet, for the use of recreational, community or other Council owned facilities or services.

2. In-kind assistance

The provision of a Council service, including staff and/or equipment at nil or reduced charge.

3. Reduced rates

A full or partial reduction in rates including:

- (i) Pensioner rate remissions (net of reimbursements provided by the State Government and associated bodies).
- (ii) Remissions of rates pursuant to Section 129 of the *Local Government Act 1993*.
- (iii) Rate rebates.

4. Charitable Donations and Gifts

A donation or gift is given as cash with no expectation of receiving a benefit.

5. Sponsorship

A sponsorship is a commercial arrangement in which the City of Hobart provides a contribution of money or in-kind support for a specified benefit such as brand exposure or naming rights.

Assistance of a sponsorship is provided to support large scale commercial events or activities that are considered high profile. As a result, these sponsorships must have the potential for the City of Hobart to benefit from significant promotional leverage, economic benefits, improved visitation and enrichment to the community. Most sponsorships will be with well-established proven projects.

6. Grants

Assistance through the provision of cash grants to support programs and activities in support of community participation and valuing diversity to support a safe, friendly and compassionate society. Currently the City of Hobart provides grants supporting Community, Creative, Christmas, Event, Marketing and Urban Sustainability programs.



City of **HOBART**

7. Heritage and Conservation Grants

Cash grants for small to medium scale works, heritage studies and conservation plans, education projects on heritage listed places to protect the built heritage and history of the City.

5. Delegations for approval

All grants and benefits are approved in accordance with the Council's Delegations Register (Financial Delegations), Council Committee's Terms of Reference and Council Policy Manual.

6. Disclosure of all Grants and Benefits

1. Section 72 of the *Local Government Act 1993*, sets out the mandated requirements for the material to be included in the Annual Report. S77 LGA provides an additional requirement, which is the documenting of individual particulars of each grant or benefit given by the Council being reported in the Annual Report.
2. S77 LGA does not require the disclosure of Council decisions of a commercial nature or the disclosure of reduced rents on Council owned properties.
3. For the purposes of S77 LGA, the following grants and benefits will be disclosed in the Annual Report:
 - (i) Reduced fees and charges;
 - (ii) Established monetary value of in-kind assistance;
 - (iii) Reduced rates;
 - (iv) Charitable donations and gifts;
 - (v) Sponsorship;
 - (vi) Community grants;
 - (vii) Heritage and Conservation grants; and
 - (viii) Reduced Rentals.
4. All grants and benefits requiring disclosure under S77 LGA will be reported on an individual basis in the Annual Report except for the following classifications which will be aggregated for each individual classification, except where approved under the Major Developments Assistance/Incentives Policy, and captured by S77 LGA;
 - (i) Reduced fees and charges for Council halls, sports fields, and parks up to an individual value of \$500;
 - (ii) Pensioner rate remissions (net expenditure);
 - (iii) Rate rebates up to an individual value of \$600;

7. Financial treatment:

The accounting treatment of grants and benefits will be in accordance with Accounting Standards and other pronouncements issued by the Australian Account Standards Board.

All grants and benefits will be captured and recorded in the financial management system and will be recorded as a total benefit. The total benefit will include cash and in-kind assistance.

8. Legislation, Terminology and References:

Relevant legislation and Council's procedures that should be referred to when interpreting this policy are:

Local Government Act 1993, specifically Sections 72, 77, 129 and 205

Procedures for grants and benefits as contained within the Council's Integrated Management System

Delegations Register

Policy Manual

Policy titled *Application for Grants – City of Hobart Grants Program*

Policy titled *Inbound requests for sponsorship*



Responsible Officer:	Director City Governance
Policy first adopted by the Council:	
History	
Amended by Council	21/9/2015
Amended by Council	7/3/2016
Amended by Council	23/9/2019
Next Review Date:	March 2020

**6.5 Outstanding Long Term Parking Permit Debts as at 29 February
2020
File Ref: F20/36815**

Memorandum of the Financial Operations Manager and the Deputy
General Manager of 30 April 2020 and attachment.

Delegation: Committee



City of **HOBART**

MEMORANDUM: FINANCE AND GOVERNANCE COMMITTEE

Outstanding Long Term Parking Permit Debts as at 29 February 2020

Information on sundry and long term parking permit debts is provided to the Finance and Governance Committee on a quarterly basis. At the Finance Committee meeting of 15 June 2016, it was resolved that the debts be reported separately to allow the reporting of long term parking debts to appear on the Open portion of the Finance and Governance Committee agenda.

This memorandum provides information on long term parking permit debts only. Debts relating to rates, sundry debts and parking fines are reported separately to the Finance and Governance Committee.

The table below provides a comparison to the same period last year and shows:

- A decrease (\$18,623) in total debts outstanding;
- An increase (\$1,178) in the 90 days and over category; and
- A decrease (\$6,448) in debts 30 days and older (*).

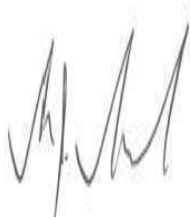
	28-Feb-19	% of total O/S	31-Jan-20	% of total O/S	29-Feb-20	% of total O/S
	\$		\$		\$	
Current	75,805	85%	55,417	85%	63,630	91%
30 days	8,531	10%	4,467	7%	1,432	2%
60 days	803	1%	576	1%	276	0%
90 days	3,514	4%	4,898	7%	4,692	7%
Total	88,653		65,358		70,030	
* 30 days+(all)	12,848	15%	9,941	15%	6,400	9%

Attachment A shows a three year comparison of outstanding long term parking permit debts.

RECOMMENDATION

That the information contained in the memorandum of the Manager Finance and the Deputy General Manager of 3 March 2020 titled "Outstanding Long Term Parking Permit Debts as at 29 February 2020" be received and noted.

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.



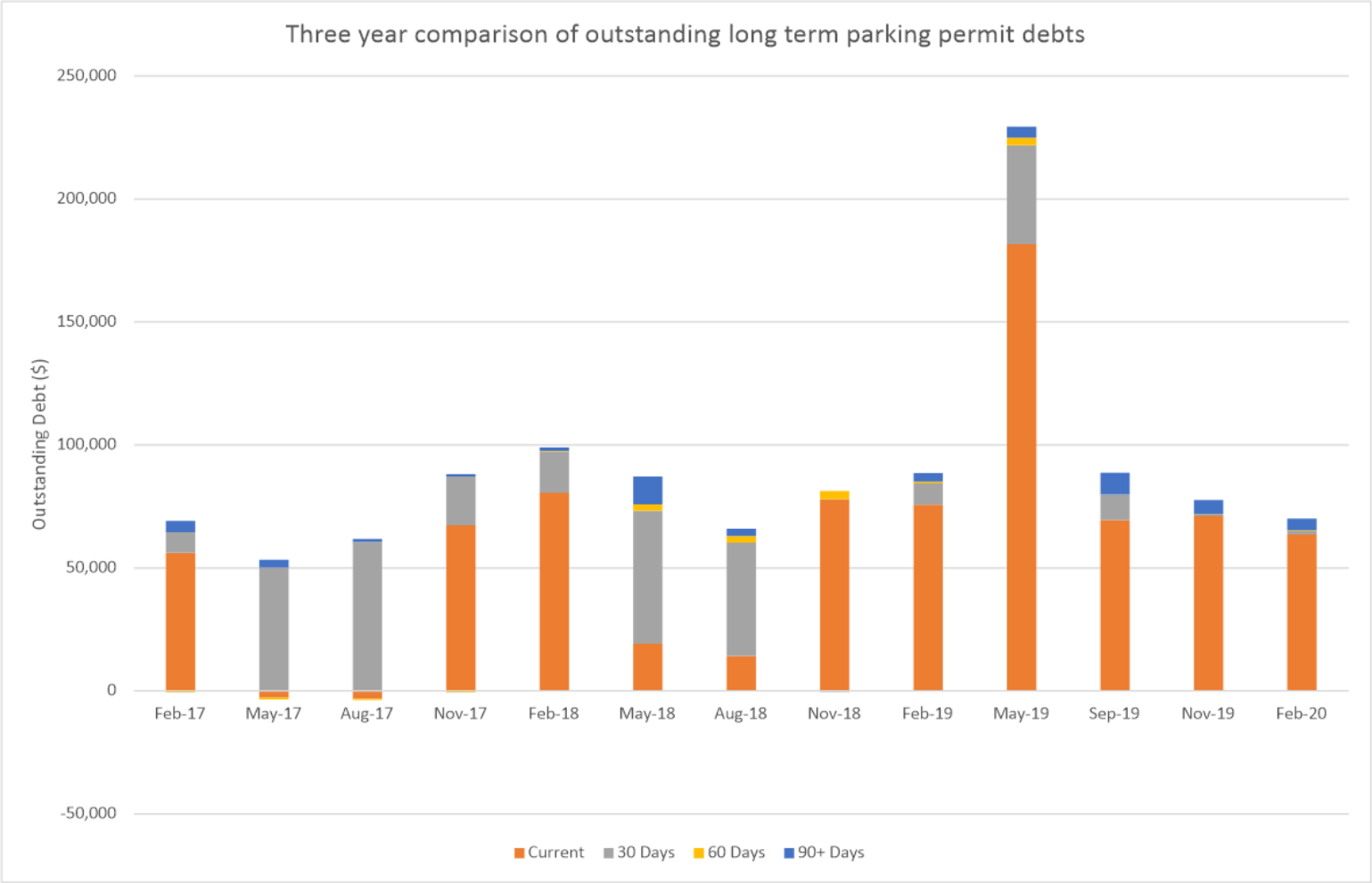
Michael Greatbatch
MANAGER FINANCE



Heather Salisbury
DEPUTY GENERAL MANAGER

Date: 30 April 2020
File Reference: F20/36815

Attachment A: Three Year Comparison of Outstanding Long Term Parking Permit Debts ↓



7. COMMITTEE ACTION STATUS REPORT

7.1 Committee Actions - Status Report

A report indicating the status of current decisions is attached for the information of Elected Members.

RECOMMENDATION

That the information be received and noted.

Delegation: Committee

Attachment A: Finance and Governance Committee Status Report
- Open

FINANCE AND GOVERNANCE COMMITTEE - STATUS REPORT

OPEN PORTION OF THE MEETING

June 2020

Ref	Title	Report / Action	Action Officer	Comments
1.	<p>CITY HALL – DEVELOPMENT OPPORTUNITIES – VENUES</p> <p>Council, 23/2/2015 Item 12</p> <p>CITY HALL RESTORATION</p> <p>Council, 22/02/2016 Item 19</p>	<p>That: 1. A consultant be engaged to develop a business plan for the City Hall, as a matter of urgency to inform long term infrastructure investment, the future management and operational model for the facility, at an approximate cost of \$100,000 to be funded from 2015/2016 operational savings.</p> <p>2. A further report also be prepared that provides details of all Council physical building assets and their current uses including options for maximising community usage for buildings that are underutilised.</p>	Executive Manager City Place Making	<p>1. A report presenting a summary of Draft Master Plan options for the Hobart City Hall was considered in the closed portion of the June 2019 Finance and Governance Committee meeting. This matter is reported on in the Status Report in the closed section of this meeting.</p> <p>2. Officers are currently scoping the preparation of a report detailing Council physical building assets and their current and potential use.</p>

Ref	Title	Report / Action	Action Officer	Comments
2.	NOTICE OF MOTION COUNCIL CAR PARKS - SECURE SHORT TERM BICYCLE FACILITIES Council, 23/05/2016 Item 14	That a report be prepared on options for appropriate secure short-term cycling facilities with a focus on the 42 vacant spaces in the Argyle Street car park along with other Council car parks, for people who choose to cycle into the city.	Director City Innovation	<p>An Elected Member workshop was held on 16 July to discuss a range of strategic options relating to the City's off-street parking facilities.</p> <p>Additionally, an initiative has been included for in the <i>Connected Hobart Action Plan</i>.</p> <p>Further actions will be identified in the <i>Parking Action Plan 2020-2025</i> currently in draft.</p>
3.	SANDY BAY BATHING PAVILION, LONG BEACH Council, 24/7/2017 Item 15	That proposals associated with the development of a new second floor restaurant above the Sandy Bay Bathing Pavilion be proceeded with and the expenditure of \$16,800 be approved.	General Manager	<p>Upper floor: Architects Terroir have developed a new design in conjunction with the Pavilion's original architect, Mr Dirk Bolt who supports the design.</p> <p>Pre-application advice has been received from City of Hobart Planning and Heritage teams, as well as Heritage Tasmania.</p> <p>Endorsement for the design was granted by Council on 17 June 2019. The next step is to lodge a DA.</p> <p>Ground floor: A new lease has been offered to Surf Life Saving Tasmania for a reduced footprint (this is subject to community consultation).</p> <p>A new proposal for the use of the ground floor of the Pavilion has been submitted to Council for a café. Control over the leasable area for a café has been retained by the City of Hobart.</p>

Ref	Title	Report / Action	Action Officer	Comments
				<p>The proponent will be consulting with Heritage Tasmania and the original architect of the Pavilion before lodging a DA.</p> <p>It is anticipated that both DAs will be considered at the same time.</p>
4.	<p>ELECTRIC VEHICLES AND CHARGING STATIONS</p> <p>Council, 25/7/2016 Item 20</p>	<p>That:</p> <ol style="list-style-type: none"> 1. Council officers continue to monitor the types of electric and hybrid vehicles available on the market to determine whether any would be suitable for inclusion in the City's fleet. 2. City employees be canvassed to determine demand for electric bicycle charging stations at the City's corporate buildings. If there is sufficient demand, then power outlets be installed in suitable locations. 3. Appropriate street signage be installed to direct users of electric vehicles (EV) and bicycles to the charging stations located at the Hobart Central Car park. 	Director City Innovation	<ol style="list-style-type: none"> 1. Officers are monitoring electric and hybrid vehicle models for potential inclusion in the fleet. Models have now been added to the State Government list and we are looking to include these on the City's list. The range of suitable vehicles available in Australia continues to be very limited, though is expected to improve over the next 12-24 months. A draft initiative has been included for public consideration in the Sustainable Hobart program. 2. Options for canvassing employees are being considered. Charging stations have been installed in the Hobart Central Car Park on a trial basis. Further assessment is required. Charging stations are being modified to allow two different types of charge ports to increase useability. 3. Officers are progressing the signage installation and further assessment is required due to in-ground utilities and significant civil projects in Melville Street

		4. The Hobart Bicycle Advisory Committee be requested to consider initiatives to encourage the wider use of electric bicycles.		4. The Committee has provided input into the Connected Hobart development process and will be further consulted on the draft framework and action plan in 2019.
5.	COUNCIL AND COMMITTEES - STRUCTURE AND GOVERNANCE MATTERS Council 4/12/2017 Item 21	That further consideration of the strategic realignment of its existing committee structure occur after the completion of the Council's visioning project.	Deputy General Manager	Possible options for the structure of Committees were discussed at a workshop on 4 February 2020. This will be further considered and a report provided at the mid point of the Council term (November 2020).
6.	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	That 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	At its 20 August 2018 meeting, the Council resolved that further activities by the Hobart Glenorchy Public Transit Corridor Committee be put on hold pending finalisation of the Hobart City Deal process.
7.	UNIVERSITIES CONFERENCE AND STUDY TOUR Council 6/2/2017 Item 17	That a further report be provided to investigate extending an invitation to Gehl Architects to visit the City for the purposes of reviewing the urban transformation work the City has done to date and to provide a public lecture.	General Manager	A suitable opportunity to invite Gehl Architects has not been identified, proposed delete.

8.	<p>REVIEW OF PARKING - NORTH HOBART (UPDATE ON ACTIONS) Council 19/2/2018 Item 15</p>	<p>That 1. Following the finalisation of the consultation, a Council workshop open to the public be held to review all data collected and to consider all options, and potential costs, including;</p> <ul style="list-style-type: none"> (a) additional on-street car parking spaces; (b) additional metered parking spaces; (c) development of the Condell Place car park. 	Director City Innovation	<p>As detailed in Item 9, Assessment of clauses 1(a), (b) and (c) have been included in the Place Vision and an Access and Parking Plan project currently being undertaken.</p>
9.	<p>CONDELL PLACE CAR PARK - DEVELOPMENT OPPORTUNITIES AND EOI REQUEST Council, 23/7/2018 Item 17</p> <p>NOTICE OF MOTION CONDELL PLACE CAR PARK - REDEVELOPMENT Council, 23/9/2019 Item 17</p>	<p>That: 1. An urgent report be prepared addressing any issues for the Council immediately pursuing expressions of interest for the redevelopment of the Condell car park in North Hobart, as per the most recent report to Council (as attached to the agenda for the Finance and Governance Committee meeting held on 17 July 2018).</p>	Deputy General Manager / Director City Planning	<p>Placemaking specialists Village Well and sustainable transport planners MRCagney were engaged to develop an integrated Place Vision and an Access and Parking Plan to guide the future delivery of better public amenity, access and parking in the Elizabeth Street retail and entertainment precinct.</p> <p>As advised to Elected Members via the Hub on Wednesday 3 June 2020, the outcomes from this engagement, together with the consultants' other investigative work in response to the project brief, will inform a <i>Place Vision</i></p>

			<p><i>Framework and an Access and Parking Plan for the North Hobart Retail and Entertainment Precinct</i>, as well as specific recommendations for Condell Place Car Park. These reports are currently being finalised.</p> <p>As advised via the Hub on Wednesday 10 2020, Elected Members will be briefed on the outcomes of the project by the consultants, on Tuesday 30 June at 5pm, after which time officers hope to advise stakeholders when the reports will be made publicly available.</p> <p>This briefing has been scheduled in accordance with the approved workshop timeslot listed within the Council and Committee Meeting Schedule for 2020.</p>
		<ol style="list-style-type: none"> 2. A further report to also address the broader parking, mobility and smart cities issues and solutions for North Hobart (as per the Council decision of 23 July 2018). 3. The report to consider any other existing report relevant to the development of car parking within the North Hobart precinct. 4. The Council's preferred position be subject to community engagement at the appropriate time. 	<p>A report regarding an EOI for Condell Place will be presented as part of this work.</p>

10.	<p>OUTSTANDING PARKING DEBT DECEMBER 31, 2017</p> <p>Finance and Governance Committee 15/5/18 Item 6.1</p>	<p>That: 1. The General Manager investigate owners of vehicles who have at least 3 outstanding infringements of 90 days old having their vehicles clamped.</p> <p>2. Costs associated with the clamping of vehicles and subsequent recoveries be charged to the owner of the vehicle.</p> <p>3. A warning be included in the second infringement notice that the Council will clamp vehicles where 3 or more infringements exceeding 90 days are currently outstanding on a vehicle.</p>	Director City Innovation	A strategy for debt collection, including the capacity to clamp vehicles is currently being prepared.
11.	<p>2019-20 FEES and CHARGES – CITY GOVERNANCE</p> <p>Council, 20/05/2019 Item 26</p>	That a fee structure be investigated for hall and venue hire which represents potential full cost recovery or a percentage thereof.	Deputy General Manager	A model for the capture of full costs is nearing completion. Given the current hold on increases in fees and charges, details will be used to more accurately inform fee structures into the future.
12.	<p>2019-20 FEES and CHARGES – PARKING OPERATIONS</p> <p>Council, 20/05/2019 Item 27</p> <p>Finance and Governance Committee, 13/08/2019 Item 6.3</p>	<p>That: 1. Investigations be undertaken with appropriate hotel and accommodation establishments for the use of the Council's off street parking facilities outside of normal business hours.</p> <p>2. That the Finance and Governance Committee note the following nine topical areas to be reviewed by officers within the City Innovation</p>	Director City Innovation	<p>1. A report is being prepared for the Committee in the New Year following completion of pending commercial negotiations with new hotel operators.</p> <p>All suppliers have been issued purchase orders to facilitate 24h access at Hobart Central and currently awaiting parts from Germany to commence works.</p> <p>2. Responses are being consolidated in the Parking Action Plan 2020-2025 currently in draft.</p>

		<p>Division, and report back to Council:</p> <ul style="list-style-type: none">(a) Pensioner voucher parking scheme;(b) 90 minute free parking in short term car parks;(c) On-street rates (floating rates);(d) Off-street parking technologies;(e) Hours of operation of car parks;(f) Peripheral parking (commuter shuttle service);(g) Commuter parking in inner city areas; and(i) Off-street, off-peak parking demand management solutions to encourage the spread of shopping and trade, including late night trading and night-shift worker safety.		
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13.	<p>MAWSON PLACE – MATILDA Council, 21/10/2019 Item 19</p>	<p>That: 1. The Council authorise the General Manager to formally approach the Port Arthur Historic Site with regard to the return of the Matilda.</p> <p>2. If the Port Arthur Historic Site is not interested in the return, an Expression of Interest be called to identify possible options for the future of The Matilda</p>	Deputy General Manager	Initial approach made to Port Arthur Historic Site.
14.	<p>ELECTED MEMBERS DEVELOPMENT AND SUPPORT – POLICY Council, 18/11/2019 Item 12</p>	<p>That: 1. Clause G titled <i>International Relationships</i> of the Elected Members' Development and Support policy be deferred and be the subject of a further report following the outcomes of the following investigations:</p> <ul style="list-style-type: none"> (i) The future of international city relationships. (ii) The Risk and Audit Panel be engaged to assess and provide a recommendation to the Council on an appropriate budget allocation for Elected Members in regards to travel for international relationships. <p>2. The General Manager refer the following allocation amounts, contained within the Elected Members' Development and</p>	Deputy General Manager	<p>A report was provided to the Risk and Audit Panel at its meeting of 3 December 2019 advising of the Council's decision. The RAP considered that its role was to review the process of setting limits within the policy and would consider this at a meeting early in the New Year.</p> <p>The matter was formally considered by the RAP on 5 March 2020. The RAP advice will be provided to the Council.</p>

		<p>Support Policy, to the Risk and Audit Panel for consideration with a recommendation provided back to Council:</p> <ul style="list-style-type: none"> (i) Section C – Elected Member Professional Development - \$5,000 per annum; (ii) Section H – General Provisions - \$40 daily travel allowance; (iii) Section K – Expense Reimbursement: <ul style="list-style-type: none"> 1. Telecommunications - \$2,000 per annum. 2. Local travel – 1,500 litres of fuel per annum, and other transport costs. (iv) Section M – Benefits: <ul style="list-style-type: none"> 1. Community Activities Participation: <ul style="list-style-type: none"> (a) Lord Mayor \$5,000 per annum. (b) Deputy Lord Mayor \$2,500 per annum. (c) Elected Members \$1,000 per annum. 		
15.	<p>PARKING IN NORTH HOBART - HOURS OF OPERATION OF CAR PARKS</p> <p>Council, 18/11/2019 Item 12</p>	<p>Dynamic pricing options for paid parking in both the Condell Place and Lefroy Street Car Parks in North Hobart be explored and be the subject of a further report.</p>	<p>Director City Innovation</p>	<p>Dynamic pricing is currently being addressed as referenced in clause 12, 2(d) above.</p>

16.	SOLAR PANELS ON COUNCIL BUILDINGS Council, 16/12/2019 Item 10	That a report be prepared (including an external audit) to review the ongoing environmental and financial case for continuing with the program of installing solar panels on Council buildings that was commenced in 2016, given the increasing proportion of renewable energy generation in Tasmania and technological advances in other sectors such as transport over the past three years.	Director City Innovation	A report is being prepared and will be forwarded through the appropriate Committee later this month.
17.	CITY OF HOBART MULTI-STORY CAR PARKS – REMOVAL OF EARLY BIRD PARKING Council, 16/12/2019 Item 19	That: <ol style="list-style-type: none"> 1. The Early Bird parking program be removed completely from the Hobart Central and Centrepont Car Parks from 1 January 2021. 2. The Council notify the removal of the service to relevant stakeholders including customers, businesses, car park operators and Metro and collaborate regarding alternative transport options. 3. Number plate recognition be brought forward as a matter of urgency. 	Director City Innovation	<ol style="list-style-type: none"> 1. Early Bird parking recommenced in Hobart Central and Centrepont car parks on the 2 January 2020. Operation will continue throughout the year and will be removed on or before the 31 December 2020. 2. The process of notification will commence with advice to customers by way of advertising in the car parks. Notification to all other stakeholders will progress throughout the year. 3. Licence Plate Recognition is currently operating in both early bird car parks. Modification of the system to detect “turn-around” drivers will be progressed with the system suppliers.

18.	BUSHFIRE ASSISTANCE Council, 28/01/2020 Item 10	That <ol style="list-style-type: none"> 1. The Hobart City Council donate \$25,000 to the mainland bushfire appeal via an appropriate charity, subject to the full quantum of the donation being used to assist with the bushfire recovery. 2. The General Manager provide details of the placement and use of the Council's donation. 3. The General Manager consider the most appropriate funding source including but not limited to the elected member professional development allocation in order to retain funding within Council's community grants program. 	General Manager / Director Community Life	A memo on this matter was circulated to Elected Members on the Hub on 12 March 2020. <p style="text-align: center;">COMPLETE</p>
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8. QUESTIONS WITHOUT NOTICE

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

An Elected Member may ask a question without notice of the Chairman, another Elected Member, 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 Elected Member 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, Elected Members, 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 Elected Members, at the appropriate time.
 - (iii) upon the answer to the question being circulated to Elected Members, 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.

9. CLOSED PORTION OF THE MEETING

RECOMMENDATION

That the Committee resolve by majority that the meeting be closed to the public pursuant to regulation 15(1) of the *Local Government (Meeting Procedures) Regulations 2015* because the items included on the closed agenda contain the following matters:

- A matter relating to financial hardship;
- Proposals for the Council to acquire land or an interest in land or for the disposal of land; and
- Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential.

The following items are listed for discussion:-

- | | |
|--------------|---|
| Item No. 1 | Minutes of the last meeting of the Closed Portion of the Committee Meeting |
| Item No. 2 | Consideration of supplementary items to the agenda |
| Item No. 3 | Indications of pecuniary and conflicts of interest |
| Item No. 4 | Reports |
| Item No. 4.1 | Financial Hardship - Rates Remission Request
LG(MP)R 15(2)(j) |
| Item No. 4.2 | Hobart City Council Loan Portfolio - KPMG Review
LG(MP)R 15(2)(b) and (g) |
| Item No. 4.3 | Giblin Street Ex-Asphalt Plant Site - Future Options for Residential Zoned Land
LG(MP)R 15(2)(f) |
| Item No. 4.4 | Outstanding Sundry Debts as at 29 February 2020
LG(MP)R 15(2)(g) |
| Item No. 5 | Committee Action Status Report |
| Item No. 5.1 | Committee Actions - Status Report
LG(MP)R 15(2)(b), (c)(i), (c)(ii), (d), (f), (g), (i) and (j) |
| Item No. 6 | Responses to Questions Without Notice |
| Item No. 6.1 | Visitor Centres
LG(MP)R 15(2)(b) |
| Item No. 7 | Questions Without Notice |