



CITY OF HOBART

AGENDA

Finance and Governance Committee Meeting

Open Portion

Tuesday, 16 February 2021

at 4:30 pm

THE MISSION

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

THE VALUES

The Council is:

People	We care about 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 February 2021 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, 19 January 2021](#), 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 Financial Report as at 31 December 2020 File Ref: F21/11659

Memorandum of the Chief Financial Officer and the Deputy General Manager of 11 February 2021.

Delegation: Committee



City of **HOBART**

MEMORANDUM: FINANCE AND GOVERNANCE COMMITTEE

Financial Report as at 31 December 2020

The purpose of this memorandum is to present the December 2020 financial report and to seek approval for changes to the 2020-21 Estimates (budget).

As at 31 December 2020, the forecast for the end of year underlying result for Council sits at a deficit of \$12.624M. This original budget deficit of \$11.806M is therefore forecast to deteriorate by \$0.818M, a further increase of \$0.153M from the \$12.478M deficit reported in September.

		YTD Actual (\$,000)	YTD Budget (\$,000)	Variance Fav/(Unfa v) (\$,000)	Variance %	Original Budget (\$,000)	Revised (Approved) Budget (\$,000)	Revised (Pending) Budget (\$,000)	Year-End Result (\$,000)
Expenses									
	Labour	29,333	29,855	522	1.7%	60,104	59,504	(686)	58,819
	Materials and Services	12,166	18,244	6,078	33.3%	31,296	32,235	(2,278)	29,957
	Depreciation	12,185	12,088	(96)	(0.8%)	23,577	23,877	0	23,877
	Other Expenses	10,308	10,033	(275)	(2.7%)	20,571	20,559	(87)	20,472
	Total	63,992	70,220	6,229	8.9%	135,548	136,175	(3,050)	133,125
Revenues									
	Rates and Charges	44,408	41,875	2,533	6.0%	83,540	83,750	102	83,852
	Fines	2,528	2,918	(390)	(13.4%)	5,836	5,836	0	5,836
	Fees and Charges	12,299	13,529	(1,230)	(9.1%)	26,855	26,478	(2,673)	23,804
	Other Revenue	2,145	2,269	(124)	(5.5%)	7,510	7,640	(631)	7,009
	Total	61,379	60,590	789	1.3%	123,741	123,704	(3,203)	120,501
Underlying Result		(2,612)	(9,630)	7,018	72.9%	(11,806)	(12,471)	(153)	(12,624)

The reasons for further increase in the underlying deficit are as follows:

- Labour cost reductions totalling \$686K mainly centred around Salamanca Market, DKHAC and TTIC due to COVID impact and subsequent reduced operations. Added to this are labour savings from event cancellations.
- Decreased materials and services expenditure totalling \$2,278K mainly related to unspent contractor services, together with reductions in the Community Life Division, particularly in the Community programs. There are material savings in the road safety programs area where the budget is accounted for as part of the operating grant carry-forwards. These savings are partially offset by an increase request for road maintenance works.
- Decreased other expenses totalling \$87K again related to reduced operations and event cancellations due to COVID.
- Increased rates interest and penalty charges totalling \$102K.

- Decreased other fees and charges totalling \$2,673K are mainly centred around DKHAC reduction operations budget recast to reflect COVID impact and the TTIC closure.
- Decreased other revenue totalling \$631K associated with the reduced footprint of Salamanca Market and resultant reduced stall numbers, together with a reduction of \$50 per stall.

For the six months to 31 December 2020, both expenses and revenues are tracking favourably against the year to date budget. However, in addition to the quantified forecasts above, there are a number of known 'headwinds' that will see the forecast underlying result deteriorate further. These include:

- The budgeted 50% TasWater dividend (\$1.086M) may not be received in full.
- Additional costs associated with making Salamanca COVID safe.
- DKHAC income may still not be achieved despite increase in allowable number of patrons

These 'headwinds' may be partially offset by a lower than forecast level of rates remissions being granted (originally budgeted to be \$4.6M) and favourable supplementary rates assessments during the year.

Capital works and plant and equipment spend to 31 December 2020 is trending behind budget. Forecasts indicate that the capital works program of \$34.113M will be achieved by the end of the financial year in addition approval for an increase of \$469K is sought in this report. This represents increases for DKHAC major refurbishment, North Hobart parking upgrade program, Project and Portfolio Management implementation, offset by reduced capital funding requirements for South Hobart Community centre redevelopment, Public Art Project for children and Gateway Visitor centre upgrade.

Council approved additional borrowings of \$15M as part of the 2020-21 Budget Estimates. Council's cash position at the time of writing is around \$23M. This has likely deferred the need to borrow funds until June 2021. The timing of these borrowings remains subject to other influences in Council's operating environment and the headwinds described above coming to fruition.

Council's cash balance at 31 December 2020 is around \$23.2M. This balance is expected to decrease to around \$13.3M at 30 June 2021, although this will depend on the final rates remissions and capital expenditure outcomes.

Council has previously adopted financial sustainability measures identified as key to securing long-term financial security. These eight financial sustainability measures are in the table below which shows the achievement of each of the measures against the year to date budget and against the medium to long term benchmark. The first two measures are measures of profitability, the next three are measures of indebtedness and the last three are measures of asset management.

It is unlikely that Council will meet all of its financial sustainability indicators in 2020-21 when compared to the medium to long term benchmark for the reasons articulated earlier in this paper.

Indicator No:	Description	Target (original budget) 2020-21	Dec Qtr Forecast for 2020-21	Target Met	Benchmark	Benchmark Met (forecast)
1	Underlying Result	(11,806,000)	(12,624,000)	x	Break-even or better	x
2	Underlying Result ratio	-9.54%	-10.48%	x	0 to 2%	x
3	Net Financial Liabilities	79,349,000	85,959,000	✓	\$0 to \$141M	✓
4	Net Financial Liabilities ratio	64.13%	71.33%	x	0 to 50%	x
5	Net Interest Expense Cover ratio	1.39%	1.39%	✓	7.00%	✓
6	Asset Sustainability ratio *	80.4%	103.8%	✓	100%	✓
7	Asset Consumption ratio	53.5%	54.0%	✓	40% to 80%	✓
8	Asset Renewal Funding ratio	90.5%	90.5%	✓	100%	x

Given the financial position to 31 December 2021 has been determined, it is considered prudent to conduct a financial workshop to discuss Council's financial sustainability. It is proposed that this workshop be conducted in late February / early March to assist officers with preparation of the 2021-22 Estimates and additional long-term financial planning.

RECOMMENDATION

That:

1. ***That the information be received and noted.***
2. ***That the Council approve the following changes to the 2020-21 Estimates listed below which will result in a deterioration of the underlying result by a further \$0.153M from the changes put forward in September to a deficit of \$12.624M.***
 - ***Labour expenses reduction \$0.686M***
 - ***Materials & Services reduction \$2.255M***
 - ***Energy Costs expense reduction \$0.023M***
 - ***Finance Costs expense reduction \$0.025M***
 - ***Other expenses reduction \$0.062M***
 - ***Rates and charges revenue increase \$0.102M***
 - ***Fees and charges revenue reduction \$2.673M***
 - ***Operating grants reduction \$0.031M***
 - ***Interest revenue reduction \$0.04M***
 - ***Rents revenue reduction \$0.597M***
 - ***Capital expenditure for new assets \$0.519M***
 - ***Reduction in renewal capital works \$0.050M***

3. The Council conduct a workshop in late February / early March to consider the long-term financial options for the City of Hobart.

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.



Fiona Dixon
CHIEF FINANCIAL OFFICER



Tim Short
DEPUTY GENERAL MANAGER

Date: 11 February 2021
File Reference: F21/11659

**6.2 Ronald McDonald House Charity - Parking Spaces in Argyle Street
Car Park - Long Term Provision
File Ref: F20/122498; 3260764R**

Report of the Principal Advisor Commercial Parking Operations and the
Director City Innovation of 11 February 2021.

Delegation: Council

REPORT TITLE: RONALD MCDONALD HOUSE CHARITY - PARKING SPACES IN ARGYLE STREET CAR PARK - LONG TERM PROVISION**REPORT PROVIDED BY:** Principal Advisor Commercial Parking Operations
Director City Innovation**1. Report Purpose and Community Benefit**

- 1.1. At its meeting held on 12 October 2020, the Council resolved that seven (7) parking spaces be provided in the Argyle Street Car Park (ASCP), on a 3-month trial basis, to Ronald McDonald House Charities (RMHC), for use by families residing at the charity.
- 1.2. Operationally, RMHC signed a three (3) month lease with Council for the seven (7) spaces on 3 November 2020.
- 1.3. Council requested a report to assess the financial implications, appropriate guidelines, policy positions, and any other issues identified during the trial period before considering a formal long-term extension of the service.

2. Report Summary**2.1. Financial Implications**

- 2.1.1. On average, each parking space in the ASCP generates \$9.21 per day. In accordance with the current Fees and Charges schedule, and existing Council policies, the assessed value of this service is \$3,600 per space per annum indexed to the rise in annual fees and charges. Forgone annual income is based on the \$9.21 figure per day for each of the seven spaces and amounts to \$23,532 per year.
- 2.1.2. During the trial four (4) main considerations were assessed to inform an extension of the service:
 - (i) The patterns of use exhibited by RMHC patrons;
 - (ii) The pre-COVID occupancy of the Argyle Street Car Park (ASCP);
 - (iii) RMHC arrangements with other providers; and
 - (iv) The existing daily rate policy decisions regarding patients attending the Royal Hobart Hospital, Hobart Private Hospital, John Opie House and the Icon Cancer Centre.
- 2.1.3. RMHC guests typically park their car at the commencement of their stay with Ronald McDonald House and only leave the car park for short shopping trips and/or family pick-ups.

Accordingly, the spaces are fully occupied within ASCP for the duration of the guest's stay and *not available for shared use*.

- 2.1.4. ASCP currently exhibits an average peak of 87% occupancy. It achieves 100% occupancy between 10am – 3pm on 46% of days. Therefore, free car spaces are provided on *an already over-subscribed asset*.
- 2.1.5. RMHC has made use of long-standing arrangements with both Sultan Holdings for spaces in the Market Place Car Park, and with City of Hobart for the ASCP. Sultan Holdings still provides limited free spaces for RMHC in the Market Place Car Park with the current arrangement for seven (7) spaces at ASCP filling a stated gap for RMHC guest parking requirements.
- 2.1.6. Council's current Fees and Charges schedule provides allowance for discounted parking under the *Special Circumstances Rate* of \$8 – \$15 per day. Patients attending the Royal Hobart Hospital, Hobart Private Hospital, John Opie House, and the Icon Cancer Centre are provided the discounted rate of \$8 per day on provision of a letter from the respective facilities.
- 2.1.7. These letters are standard form and have resulted in \$18,608 of applied discounts and 3,612 parking days utilised across the 2019 calendar year.
- 2.1.8. If RMHC guests were provided the *Special Circumstance Rate* (\$8 per day), the income foregone or granted value would be reduced by their payment from \$23,532 on a full gratis basis to \$3,092 per annum.

2.2. **Appropriate Guidelines**

- 2.2.1. Beyond the *Special Circumstances Rate* currently in the Fees and Charges schedule, there are no extant guidelines within Council that are applicable to these situations.
- 2.2.2. An analysis of similar arrangements in other jurisdictions shows a range of alternate solutions:

1.1.1.1. Orange City Council

A set number of parking permits issued by the City for charity/volunteer use within a radius of the location the work is occurring.

1.1.1.2. Frankston City Council

Established a charitable fund financed through donations, which is used to provide parking, amongst other things, for charitable causes.

1.1.1.3. Sunshine Coast Council

Provision of on-street parking permits on a case-by-case basis for charitable organisations for \$52 per permit per annum.

1.1.1.4. City of Perth

Discounted daily rate for eligible recipients of the Patient Assisted Travel Scheme of \$5 per day.

2.3. **Policy Position**

- 2.3.1. There are no other current policy positions impacted by this decision.
- 2.3.2. In relation to future policies, ongoing work is continuing on the review of the 90-minute free parking policy in Council's off-street car parks. Any change would potentially result in an upward adjustment in foregone income for these assets.
- 2.3.3. It therefore follows that use of a *Special Circumstance Rate, Patient Assisted Travel Scheme* (such as that offered in Perth), or other similar contribution, as an alternative to free parking, would provide a more equitable solution to the community.
- 2.3.4. The cost of providing a \$5 rate similar to Perth for RMHC amounts to \$10,757 in foregone income across a year (\$4.21 per space per day after the \$5 co-payment).

2.4. **Other Issues**

- 2.4.1. As previously stated, the provision of dedicated, long-duration free parking negatively affects the already over-subscribed capacity of ASCP and its use as a highly utilised short-term car park in the CBD.
- 2.4.2. Balancing considerations like capacity, utilisation, occupancy, and income earning potential against the provision of free parking for a single charity is also operationally problematic when allowing for extant arrangements, or future requests, with other charitable service providers and users.

Recommendation**That:**

1. ***The provision of seven (7) free parking spaces to Ronald McDonald House Charity in the Argyle Street Car Park be discontinued, on the provision of 30-days written notice, following the conclusion of the initial 3-month period on 3rd February 2021.***

2. ***A new Patient Assisted Travel Scheme rate of \$5 per day, or other similar contribution, be established to replace the Special Circumstances Rate of \$8 per day.***
3. ***A simple process be implemented by Council officers to provide Ronald McDonald House Charity guests with access to the new Patient Assisted Travel Scheme rate of \$5 per day equalling a total annual benefit of approximately \$10,757.***

3. Background

- 3.1. Following a Council decision on the 12 October 2020, seven (7) parking spaces were provided in the Argyle Street Car Park (ASCP) to Ronald McDonald House Charity (RMHC) for a period of 3 months for use by families residing at the charity.
- 3.2. Operationally, RMHC signed a three (3) month lease for the seven (7) spaces on 3 November 2020.
- 3.3. Council also requested a report to assess financial implications, appropriate guidelines, a potential policy position, and any other issues arising from the trial.

4. Proposal and Implementation

- 4.1. The original Council decision was implemented on 3rd November 2020.
- 4.2. Implementation involved coordination with RMHC management to ensure that only RMHC guests would make use of the free parking services.
- 4.3. During the three (3) month trial, a number of other implications were considered in order to assess the longer-term viability of this service.

5. Strategic Planning and Policy Considerations

- 5.1. This proposal meets Strategy 2.2.5 and Strategy 2.2.6 of the City of Hobart Capital City Strategic Plan by developing initiatives to address those in disadvantaged positions as well as acknowledging and supporting volunteer programmes.

6. Financial Implications

- 6.1. On average, each parking space in the ASCP generates \$9.21 per day. In accordance with the current Fees and Charges schedule, and existing Council policies, the assessed value of this service is \$3,600 per space per annum indexed to the rise in annual fees and charges. Forgone annual income is based on the \$9.21 figure per day for each of the seven spaces and amounts to \$23,532 per year.

- 6.1.1. During the trial four (4) main considerations were assessed to inform an extension of the service:
- (i) The patterns of use exhibited by RMHC patrons;
 - (ii) The pre-COVID occupancy of the Argyle Street Car Park (ASCP);
 - (iii) RMHC arrangements with other providers; and
 - (iv) The existing daily rate policy decisions regarding patients attending the Royal Hobart Hospital, Hobart Private Hospital, John Opie House and the Icon Cancer Centre.
- 6.1.2. RMHC guests typically park their car at the commencement of their stay with Ronald McDonald House and only leave the car park for short shopping trips and/or family pick-ups. Accordingly, the spaces are fully occupied within ASCP for the duration of the guest's stay and *not available for shared use*.
- 6.1.3. ASCP currently exhibits an average peak of 87% occupancy. It achieves 100% occupancy between 10am – 3pm on 46% of days. Therefore, free car spaces are provided on *an already over-subscribed asset*.
- 6.1.4. RMHC has made use of long-standing arrangements with both Sultan Holdings for spaces in the Market Place Car Park, and with City of Hobart for the ASCP. Sultan Holdings still provides limited free spaces for RMHC in the Market Place Car Park with the current arrangement for seven (7) spaces at ASCP filling a stated gap for RMHC guest parking requirements.
- 6.1.5. Council's current Fees and Charges schedule provides allowance for discounted parking under the *Special Circumstances Rate* of \$8 – \$15 per day. Patients attending the Royal Hobart Hospital, Hobart Private Hospital, John Opie House, and the Icon Cancer Centre are provided the discounted rate of \$8 per day on provision of a letter from the respective facilities.
- 6.1.6. These letters are standard form and have resulted in \$18,608 of applied discounts and 3,612 parking days utilised across the 2019 calendar year.
- 6.1.7. If RMHC guests were provided the *Special Circumstance Rate* (\$8 per day), the income foregone or granted value would be reduced by their payment from \$23,532 on a full gratis basis to \$3,092 per annum.
- 6.2. Impact on Future Years' Financial Result
- 6.2.1. Refer to above clause.

6.3. Asset Related Implications

6.3.1. None are foreseen.

7. Social and Customer Considerations

7.1. The RMHC provides an invaluable service to families with children currently undertaking in-patient treatment at the Royal Hobart Hospital and Hobart Private Hospital. By applying a consistent and equitable service approach Council officers can ensure compliance with commitments made in the Social Inclusion Policy, including provision of services that benefit the whole community.

8. Community and Stakeholder Engagement

8.1. Engagement with the RMHC will be required to notify them of any changes arising from the decision relating to officer recommendations made in this report.

9. Delegation

9.1. This is a matter for the Council to determine.

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.



Craig Pettit
**PRINCIPAL ADVISOR COMMERCIAL
PARKING OPERATIONS**



Peter Carr
DIRECTOR CITY INNOVATION

Date: 11 February 2021
File Reference: F20/122498; 3260764R

6.3 Policy for Lobbyists and Developers
File Ref: F20/119380; S13-001-09/10

Report of the General Manager of 11 February 2021 and attachment.

Delegation: Council

REPORT TITLE: POLICY FOR LOBBYISTS AND DEVELOPERS**REPORT PROVIDED BY:** General Manager**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to address the following resolution arising from a Notice of Motion submitted to the Council at its meeting of 24 August 2020:

That a report be prepared on the development of a Council policy, in line with State Government Policy, regarding the process for the registration of lobbyists and developers.

- 1.2. Transparency around lobbying activities is of benefit to the community as a demonstration of government probity and accountability, particularly in circumstances involving high-profile or contentious matters.

2. Background/Report Summary

- 2.1. The engagement of lobbyists to represent the viewpoint of clients of government occurs widely at both the state and federal level as a valid part of the democratic functioning of government.
- 2.2. At the highest levels, both state and federal governments hold far-reaching responsibilities and as such, the highest standard of probity must be applied to meet public expectations.
- 2.3. Maintaining a register identifying the details of lobbyists plays a role in demonstrating transparency and integrity in the government's role as the community decision maker.
- 2.4. All state and territory governments maintain a Register of Lobbyists. In Tasmania the Dept. of Premier and Cabinet controls the State's Register of Lobbyists under its Lobbying Code of Conduct.
- 2.4.1. The Code of Conduct requires all lobbyists to register prior to approaching a government representative.
- 2.4.2. The Lobbyist Register is updated on an annual basis and contains details of the lobbyist, including trading details, contact information, people employed, contracted or otherwise engaged to act on its behalf and details of the clients they represent.
- 2.5. Lobbyists also interact at the local government level, although to a lesser extent and would do so most often in respect to major planning authority matters or where other significant community projects may come before a council.

- 2.6. In terms of development matters, the Council operates under a clear legislative framework for the management and consideration of formally lodged applications.
 - 2.6.1. The Council is also supported in its role as planning authority through the Urban Design Advisory Panel which is tasked with providing expert, independent advice in respect to applications, with the objective of achieving sound urban design for the City.
 - 2.6.2. The Panel also provides this advice to developers in respect to proposals, prior to lodgement with the aim of assisting them to present applications which deliver design elements that are compatible with the urban environment.
- 2.7. In the broader context, Council's legislated Code of Conduct addresses expected standards required of elected members in the discharge of their duties.
- 2.8. Further strengthening of councillor performance standards will be created within the current review of the Act, through the Draft Local Government Bill which will include an offence of maladministration for systemic failures or a major consequence resulting from a single act of impropriety, incompetence or neglect. The offence will be directed to all councillors, individual councillors and general managers.
 - 2.8.1. The Draft Bill will be made available for consultation over the coming months.
- 2.9. Within the national landscape, there are a relatively small number of mainland councils which have adopted policy positions in relation to the management of lobbyists, developers and representors using varying approaches including:
 - 2.9.1. Requiring lobbyists to be registered on the relevant state government register prior to engaging with council's elected representatives (Vic and Qld);
 - 2.9.2. Elected members being required to keep records of any interactions, including phone, email, written or face to face contacts. (There is no publication of these records);
 - 2.9.3. The establishment of a council specific lobbyist/developer/submitter register and policy encouraging the voluntary registration of lobbyists prior to interaction with elected members, on matters which have yet to be submitted for formal consideration.
 - 2.9.3.1. Where this occurs, elected members are required to keep notes of interactions with lobbyists, potential developers and submitters (representors).

- 2.9.4. After lodgement of a proposal or development application, all meetings are subsequently arranged through the office of the CEO and must include attendance by an officer of the Council.
- 2.10. Should the Council be of the opinion that the risk of improper influence from lobbyists warrants mitigating action, it is suggested that this would be best addressed within a statewide context, to ensure consistency of approach for all parties involved.

3. Recommendation

That:

- 1. The Council endorse a holistic statewide approach to the registration of lobbyist contact with Tasmanian elected representatives.***
- 2. The implementation of an appropriate framework be pursued through the Local Government Division and the Local Government Association of Tasmania (LGAT), including the potential for a motion to the 2021 LGAT General Meeting, to be endorsed by the Council prior to lodgement.***
- 3. A report be provided to the Council on the outcome, at the appropriate time.***

4. Proposal and Implementation

- 4.1. If the Council considers there is a need for a mechanism to facilitate the appropriate interaction of lobbyists, in the interest of achieving a broad and consistent approach at the local government level, a holistic approach across the state would deliver a clearly understood collegial outcome.
- 4.2. On this basis it is proposed that, at this stage the Council not proceed with the development of its own policy, in favour of pursuing a statewide approach to deliver a wider and more robust process.
- 4.3. The means of achieving this would be with the endorsement of the industry through the Local Government Association of Tasmania (LGAT), with assistance from the Local Government Division in respect to the most suitable options for implementation.
- 4.4. As the result of preliminary discussions with LGAT around the proposed way forward, support has been forthcoming for statewide consistency.
- 4.5. As is the case in other states, the granting of a head of power to enable local government to utilise the State Government's Register of Lobbyists would provide a streamlined approach across both tiers of government.
- 4.6. An extract from the State's Lobbying Code of Conduct providing the definition of "Lobbyist" is attached for information (**Attachment A**).

5. Strategic Planning and Policy Considerations

- 5.1. The establishment of a policy underpinning a lobbyist contact register is consistent with the strategies within the City's Strategic Plan; Pillar 8 relating to governance and civic involvement:
 - 8.1.1 *Practise integrity, accountability, strong ethics and transparency in the City's governance, policymaking and operations; and*
 - 8.3.6 *Ensure City decision makers are accessible and consider community input.*

6. Financial Implications

- 6.1. There are no operating, capital or asset impacts arising from this proposal.

7. Legal, Risk and Legislative Considerations

- 7.1. No legal, risk or legislative considerations are relevant.

8. Delegation

- 8.1. This matter is delegated to the Council.

As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.



N D Heath
GENERAL MANAGER

Date: 11 February 2021
File Reference: F20/119380; S13-001-09/10

Attachment A: State Government Extract Lobbyist Definition ↓ 

EXTRACT FROM STATE GOVERNMENT LOBBYING CODE OF CONDUCT

PART 3. DEFINITIONS

"Lobbyist" means any person, company or organisation who conducts lobbying activities on behalf of a third party client or whose employees conduct lobbying activities on behalf of a third party client, but does not include:

- a. charitable, religious and other organisations or funds that are endorsed as deductible gift recipients;
- b. non-profit associations or organisations constituted to represent the interests of their members that are not endorsed as deductible gift recipients;
- c. professional associations, guilds, trade or union bodies who represent a class of professions, tradespersons, employers or other workforce entities;
- d. individuals making representations on behalf of relatives or friends about their personal affairs;
- e. members of trade delegations visiting Tasmania;
- f. persons who are registered under an Australian Government scheme regulating the activities of members of that profession, such as registered tax agents, Customs brokers, company auditors and liquidators, provided that their dealings with Government representatives are part of the normal day to day work of people in that profession; and
- g. members of professions, such as doctors, lawyers or accountants, and other service providers, who make occasional representations to Government on behalf of others in a way that is incidental to the provision to them of their professional or other services. However, if a significant or regular part of the services offered by a person employed or engaged by a professional practice or other service provider involves lobbying activities on behalf of clients of that practice or service, the practice or service provider and the person offering those services must register and identify the clients for whom they carry out lobbying activities.

For the avoidance of doubt, a Lobbyist does not include any person, company or organisation, or the employees of such company or organisation, engaging in lobbying activities on their own behalf rather than for a client, and does not require any such person, company or organisation to be recorded in the Register of Lobbyists unless that person, company or organisation or its employees also engage in lobbying activities on behalf of a client.

6.4 Procurement - Quotation Exemption Report
File Ref: F21/7534; 18/311

Report of the Manager Rates, Procurement and Finance Operations and the Deputy General Manager of 11 February 2021 and attachment.

Delegation: Committee

REPORT TITLE: PROCUREMENT - QUOTATION EXEMPTION REPORT**REPORT PROVIDED BY:** Manager Rates, Procurement and Finance Operations
Deputy General Manager**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to provide a listing of exemptions from the requirement to seek 3 written quotations granted for the period 1 October to 31 December 2020 for the information of Elected Members as requested by the Finance and Governance Committee.
- 1.2. The community benefit is providing transparency and delivering best value for money through strategic procurement decision-making.

2. Report Summary

- 2.1. At its meeting on 19 March 2018, the Council resolved that a report of exemptions granted from the requirement to seek 3 written quotes be presented to the Finance and Governance Committee quarterly as at 31 March, 30 June, 30 September and 31 December each year.
- 2.2. A report is attached for the period 1 October to 31 December 2020.
- 2.3. It is proposed that the Committee note the exemption from the requirement to seek 3 written quotes granted for the period 1 October to 31 December 2020.

3. Recommendation***That:***

1. ***The Finance and Governance Committee receive and note the report titled 'Procurement – Quotation Exemption Report'.***
2. ***The Committee note the exemption granted from the requirement to seek 3 written quotations for the period 1 October to 31 December 2020.***

4. Background

- 4.1. At its meeting on 19 March 2018, the Council resolved inter alia that:
 - 4.1.1. *A report of exemptions granted from the requirement to seek 3 written quotes be presented to the Finance and Governance Committee as at 31 March, 30 June, 30 September and 31 December each year.*

- 4.2. A report outlining the quotation exemptions from the requirement to seek 3 written quotes granted during the period 1 October to 31 December 2020 is attached – **refer Attachment A.**
- 4.3. As outlined in the City's Code for Tenders and Contracts (the Code) where a Council Contract does not exist the City will seek a minimum of 3 written quotes for procurements between \$50,000 and \$249,999.
- 4.4. There may be occasions where, for a number of reasons, quotation(s) cannot be obtained / sought from the market or where doing so would have no additional benefit to the City or the market.
- 4.5. Therefore, exemptions from the requirement to seek written quotes can be sought from the Divisional Director but only if an acceptable reason exists as outlined in the Code, as follows:
 - (a) where, in response to a prior notice, invitation to participate or invitation to tender:
 - no tenders were submitted; or
 - no tenders were submitted that conform to the essential requirements in the tender documentation;
 - (b) where the goods, services or works can be supplied only by a particular supplier and no reasonable alternative or substitute goods, services or works exist for the following reasons:
 - the requirement is for works of art;
 - the protection of patents, copyrights or other exclusive rights or proprietary information; or
 - due to an absence of market competition for technical reasons.
 - (c) for additional deliveries of goods, services or works by the original supplier that are intended either as replacement parts, extensions or continuing services for existing equipment, software or installations, where a change of supplier would result in the purchase of goods, services or works that do not meet requirements of interchangeability with existing goods, services or works;
 - (d) for goods purchased on a commodity market;
 - (e) where there is an emergency and insufficient time to seek quotes for goods, services or works required in that emergency;
 - (f) for purchases made under exceptionally advantageous conditions that only arise in the very short term, such as from unusual disposals, liquidation, bankruptcy or receivership and not for routine purchases from regular suppliers; or
 - (g) for a joint purchase of goods or services purchased with funds contributed by multiple entities, where Council is one of those entities and does not have express control of the purchasing decision.

- 4.6. For the period 1 October to 31 December 2020 there were 2 exemptions granted, where expenditure was between \$50,000 and \$249,999 and therefore 3 written quotations were required to be sought in line with the Code.
- 4.7. Both exemptions were granted on the grounds that services could only be supplied by one supplier as no reasonable alternative or substitute services or service provider exists.

5. Proposal and Implementation

- 5.1. It is proposed that the Committee note the exemption granted from the requirement to seek 3 written quotes for the period 1 October to 31 December 2020.
- 5.2. As outlined in the Code, quotation exemptions for a value under \$50,000, that is where 1 or 2 written quotations are required to be sought but an exemption from that requirement has been granted by the relevant Divisional Director, have been reported to the General Manager.
- 5.3. All approvals for the exemptions from the requirement to Tender are sought and reported through the formal Committee / Council approval processes.

6. Strategic Planning and Policy Considerations

- 6.1. The City's Code for Tenders and Contracts is referenced in this report as it provides a framework for best practice procurement and sets out how the City will meet its legislative obligations in respect to procurement, tendering and contracting.
- 6.2. This report is consistent with strategy 8.5.4 in the City of Hobart Capital City Strategic Plan 2019-29, being to *deliver best value for money through strategic procurement decision-making*.

7. Financial Implications

- 7.1. Funding Source and Impact on Current Year Operating Result
 - 7.1.1. All expenditure noted in the attached listing of quotation exemptions granted was funded from the 2020-21 budget estimates.
- 7.2. Impact on Future Years' Financial Result
 - 7.2.1. Not applicable.
- 7.3. Asset Related Implications
 - 7.3.1. Not applicable.

8. Legal, Risk and Legislative Considerations

- 8.1. Regulation 28 of the *Local Government (General) Regulations 2015* states that the Council's Code for Tenders and Contracts must (j) *establish and maintain procedures for reporting by the general manager to the council in relation to the purchase of goods or services in circumstances where a public tender or quotation process is not used.*

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 RATES, PROCUREMENT
AND FINANCE OPERATIONS**



Tim Short
DEPUTY GENERAL MANAGER

Date: 11 February 2021
File Reference: F21/7534; 18/311

Attachment A: Report - Quotation Exemptions Granted (3 Quotes) 1 October to 31 December 2020 ↓ 

Purchasing Quotation Exemptions Granted: 1 October to 31 December 2020

(Exemptions granted from the requirement to seek 3 written quotations)

Date	Supplier	Description of Goods / Services	Amount (ex GST)	Policy Exemption Clause	Exemption Reason	Purchasing Officer	Approved by
15 September 2020	Shepherd Services Pty Ltd	Road asset condition assessment system survey	\$60,000	11.1(b)	<p>The exemption was granted on the grounds that the services could only be supplied by this particular supplier and no reasonable alternative or substitute service or service provider exists.</p> <p>Shepherd Consulting are the provider in Tasmania for Road Asset Condition Assessment System (RACAS). There are no other providers in the State that can provide similar data collection and outputs required for City of Hobart road condition assessments.</p>	Road Asset Engineer	Director City Amenity
23 November 2020	Downer EDI Works Pty Ltd	Slurry seal program 2020-21	\$147,000	11.1(b)	<p>The exemption was granted on the grounds that the services could only be supplied by this particular supplier and no reasonable alternative or substitute service or service provider exists.</p> <p>There are no contractors based in Tasmania that can carry out slurry</p>	Program Leader Road Assets	Director City Amenity

					seals. There are multiple suppliers interstate but it is not commercially viable for them to travel to Tasmania for the four road seals Council requires. Downer EDI Works Pty Ltd will be travelling to Tasmania in early 2021 for works for the Department of State Growth and Clarence Council and will be able to accommodate the City's smaller program of works at that time. Due to the requirement for the road sealing works, approval was granted to approach Downer only as they are committed to be in the State and realistically no other company would quote for the works due to the commercial and travel risks.		
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6.5 Grants and Benefits Listing as at 31 December 2020
File Ref: F21/7726; 25-2-1

Report of the Manager Rates, Procurement and Finance Operations and the Deputy General Manager of 11 February 2021 and attachment.

Delegation: Committee

**REPORT TITLE: GRANTS AND BENEFITS LISTING AS AT
31 DECEMBER 2020****REPORT PROVIDED BY:** Manager Rates, Procurement and Finance Operations
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 July to 31 December 2020.

2. Report Summary

- 2.1. A report outlining all grants and benefits provided by Council Committees and Council for the period 1 July to 31 December 2020 is attached.
- 2.2. It is proposed that the Committee note the listing of grants and benefits provided for the period 1 July to 31 December 2020, 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 2020'.

4. Background

- 4.1. A report outlining the grants and benefits provided for the period 1 July to 31 December 2020 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*.
- 4.4. In accordance with Council's decision at its meeting on 24 August 2020, rates remissions granted pursuant to the City of Hobart Financial Hardship Assistance Policy have been listed individually, where the remission (or total remissions for that property for the financial year to date) is \$4,000 or greater. Rates remissions of less than \$4,000 have been aggregated by property type.

5. Proposal and Implementation

- 5.1. It is proposed that the Committee note the grants and benefits listing as at 31 December 2020.
- 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's Community Vision, 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 2020 were funded from the 2020-21 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 RATES, PROCUREMENT
AND FINANCE OPERATIONS**



Tim Short
DEPUTY GENERAL MANAGER

Date: 11 February 2021
File Reference: F21/7726; 25-2-1

Attachment A: Grants and Benefits Listing as at 31 December 2020 ↓ 

Grants, Assistance and Benefits Provided as at 31 December 2020
Section 77 (1)

Detail	Strategic Plan Reference	GST Inclusive Amount
Reduced Fees or Charges		
Derwent Symphony Orchestra - Beethoven 9 Project - Town Hall - Remission of Hire Charge	2.3.1	318
Hobart Chamber Orchestra - HCO in Concert - Town Hall - Remission of Hire Charge	2.3.1	636
Hobart City Band - Annual Gala Event - Town Hall - Remission of Hire Charge	2.3.1	530
Holy Tantra E Soteric Buddhism Inc. - Sheng-Yuan Lynch Charity Concert - Town Hall and Piano - Remission of Hire Charges	2.3.1	418
Mr Samuel Cole - In The City Featuring Bail Up & Southside Steppers - City Hall - Remission of Hire Charge	2.3.1	1,043
Ms Ellen (Jane) Christie - Johnston - Sing For Your Life Choir 2020 - Town Hall - Remission of Hire Charge	2.3.1	530
Rotary Club of Hobart Inc. - Science and Engineering Challenge - City Hall - Remission of Hire Charge	2.3.1	1,100
Tasmanian Youth Orchestra - Filmed Concert - Town Hall - Remission of Hire Charge	2.3.1	742
The Tasmanian New Music Ensemble - Local Legends: Don Kay - Town Hall and Piano - Remission of Hire Charge	2.3.1	736
In-kind Assistance		
Reduced Rates		
E Kalis Properties Pty Ltd - Development Assistance - Rates Remission	1.2.5	414,464
Stormwater Removal Service Rates Remission	8.5.8	57,953
Sultan Holdings Pty Ltd - Development Assistance - Rates Remission	1.2.5	399,746
240L Wheelie Bin Rebate	8.5.8	3,875
COVID-19 Reduced Rates - City of Hobart Financial Hardship Assistance Policy		
299 Elizabeth Street Hobart Pty Ltd - 299 Elizabeth Street, North Hobart - Hotel/Motel - Rates Remission	8.5.8	5,136
Elise & Cero Pty Ltd, 292 Sandy Bay Road, Sandy Bay - Holiday Apartments - Rates Remission	8.5.8	4,355
Lenna Motor-Inn Pty Ltd, 20 Runnymede Street, Battery Point - Hotel/Motel - Rates Remission	8.5.8	18,161
New Wharf Pty Ltd, 5/85 Salamanca Place, Hobart - Restaurant - Rates Remission	8.5.8	7,418
Post Street Pty Ltd, 11 Franklin Wharf, Hobart - Bar and Café - Rates Remission	8.5.8	7,603
S&G Browning Investment Pty Ltd, 42 Grosvenor Street, Sandy Bay - Holiday Apartments - Rates Remission	8.5.8	4,676
S L & A C Pritchard & G Giameos, 17A Castray Esplanade, Battery Point - Hotel/Motel - Rates Remission	8.5.8	7,788
Tiger Island Nominees Pty Ltd, 47/1 Castray Esplanade, Battery Point - Units (Holiday) - Rates Remission	8.5.8	5,877
Tiger Island Nominees Pty Ltd, 3 Brooke Street, Hobart - Hotel - Rates Remission	8.5.8	8,065
Tomyan Pty Ltd, 300 Park Street, New Town - Hotel/Motel - Rates Remission	8.5.8	4,829
Bank (shop) - Financial Hardship Assistance - Rate Remission	8.5.8	3,116.32
Bar and Café - Financial Hardship Assistance - Rate Remission	8.5.8	3,801.53
Business & residence - Financial Hardship Assistance - Rates Remission	8.5.8	6,163.08
Carpark - Financial Hardship Assistance - Rates Remission	8.5.8	616.54
Caryard - Financial Hardship Assistance - Rates Remission	8.5.8	281.57
Commercial Services - Financial Hardship Assistance - Rates Remission	8.5.8	6,485.76
Conjoined Units - Financial Hardship Assistance - Rates Remission	8.5.8	4,862.12
Department Store - Financial Hardship Assistance - Rates Remission	8.5.8	4,817.27
Flats - Financial Hardship Assistance - Rates Remission	8.5.8	694.59
Holiday Apartment - Financial Hardship Assistance - Rates Remission	8.5.8	10,179.45
Hotel / Motel - Financial Hardship Assistance - Rates Remission	8.5.8	34,828.85
House - Financial Hardship Assistance - Rates Remission	8.5.8	10,254.09
House / Flat - Financial Hardship Assistance - Rates Remission	8.5.8	1,705.07
House and Office - Financial Hardship Assistance - Rates Remission	8.5.8	2,290.35

Detail	Strategic Plan Reference	GST Inclusive Amount
Licensed Premises - Financial Hardship Assistance - Rates Remission	8.5.8	3,801.55
Manufacturing Workshop - Financial Hardship Assistance - Rates Remission	8.5.8	301.88
Marine Services - Financial Hardship Assistance - Rates Remission	8.5.8	727.82
Mixed shops / offices - Financial Hardship Assistance - Rates Remission	8.5.8	52,637.58
Motel - Financial Hardship Assistance - Rates Remission	8.5.8	25,644.12
Multi storey units - Financial Hardship Assistance - Rates Remission	8.5.8	727.53
Offices - Financial Hardship Assistance - Rates Remission	8.5.8	21,394.16
Professional room - surgery - Financial Hardship Assistance - Rates Remission	8.5.8	1,287.57
Restaurant - Financial Hardship Assistance - Rates Remission	8.5.8	14,180.29
Restaurant & shop - Financial Hardship Assistance - Rates Remission	8.5.8	2,429.59
Retail / business - Financial Hardship Assistance - Rates Remission	8.5.8	44,977.51
Shop - Financial Hardship Assistance - Rates Remission	8.5.8	28,782.44
Shops / offices - Financial Hardship Assistance - Rates Remission	8.5.8	15,943.57
Shopping Centre - Financial Hardship Assistance - Rates Remission	8.5.8	115,988.53
Showroom / store - Financial Hardship Assistance - Rates Remission	8.5.8	4,299.33
Storage - Financial Hardship Assistance - Rates Remission	8.5.8	69.46
Studio / Atelier - Financial Hardship Assistance - Rates Remission	8.5.8	1,663.46
Tavern - Financial Hardship Assistance - Rates Remission	8.5.8	6,036.42
Tourist Hostel - Financial Hardship Assistance - Rates Remission	8.5.8	1,455.96
Units - Financial Hardship Assistance - Rates Remission	8.5.8	18,071.42
Warehouse - Financial Hardship Assistance - Rates Remission	8.5.8	1,305.47
Yard - Motor - Financial Hardship Assistance - Rates Remission	8.5.8	4,101.02
Youth Centre / Camp - Financial Hardship Assistance - Rates Remission	8.5.8	325.38
Charitable Donations and Gifts		
Sponsorship / Investment - Economic, Cultural, Festivals and Events		
BOA Ltd - Breath of Fresh Air 2021 Film Festival - Event Grant	3.1.5	11,000
Business Events Tasmania - Annual Grant 2020-21	3.1.5	59,101
Child Health Association Inc. - Family Carols - Event Grant	3.1.5	16,500
Cycling South - 2020-21 Contribution	3.1.5	13,200
Club Ollywood Inc. - Hobart Holi Colour Festival - Event Grant	3.1.5	16,500
Moorilla Estate Pty Ltd t/a MONA - K+D/Over the Rainbow - Event Grant	3.1.5	14,630
Myer Pty Ltd - Development Assistance - Grant	3.1.5	875,000
Planning Institute of Australia Ltd - PARK(ing) Day 2020	3.1.5	2,512
Rummin Productions Pty Ltd - "There Is No 'I' In Island" - Medium Creative Hobart Grant	3.1.5	16,500
Southern Tasmanian Netball Association - Hobart Netball & Sports Annual Maintenance Grant	3.1.5	35,158
State Emergency Service - Southern Regional Volunteer SES Unit - Annual Contribution 2020-21	3.1.5	22,974
Tasmanian Canine Defence League - Funding Contribution	3.1.5	48,876
Ten Days on the Island Ltd - Ten Days on the Island - Hobart Program 2021 - Event Grant	3.1.5	55,000
Terrapin Puppet Theatre Limited - Diorama Queen - Creative Hobart Medium Grant 2020-21	3.1.5	16,500
Community		
ACN 079 131 712 Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Archdiocese of Hobart - Carols on the Hill - Community Christmas Carols 2020 Grant	2.2.3	16,500
Berry Stokely Enterprises - The Art of Words Studio - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Bethlehem House Tasmania Inc. - Festive Season BBQ - Quick Response Grant Festive Season Charitable 2020-21	2.2.3	968

Detail	Strategic Plan Reference	GST Inclusive Amount
CJ & RA Jackson - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	1,650
Colony 47 Inc. - Community Christmas Day Lunch - Quick Response Grant Season Charitable 2020-21	2.2.3	1,100
Department of Police, Fire and Emergency Management - SES Southern Regional Unit - Contribution to the Incident Management Unit for 2019-20	2.2.3	2,600
Department of Police, Fire and Emergency Management - SES Southern Regional Unit - Contribution to the Search and Rescue Unit for 2020-21	2.2.3	5,100
Derwent Sailing Squadron Inc. - Annual Grant	2.2.3	1,825
Domain Tennis Centre Hobart - Annual Maintenance Grant 2020-21	2.2.3	50,027
Donovan Group Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	1,980
Enrique Enterprises Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Flash Gordon Catering and Events - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Full Circle Family Trust / Brew Cuff / Jam Packed Café - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Hobart Bangladesh Community Inc. - Hobart Bangladesh Community Badminton Cup 2020 - Community Quick Response Grant	2.2.3	500
Hockey Tasmania Inc. - Annual Maintenance Grant 2020-21	2.2.3	81,472
JCC Tas Benevolent Society Inc. - Chanukah Celebration by the Water - Quick Response Grant Festive Season Charitable 2020-21	2.2.3	1,000
Luke O'Brien Photography - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	1,859
MILK Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Mobridge Pty Ltd - Chiemi - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Pets in the Park Inc. - Pets in the Park Hobart Volunteer Training & Education Program - Community Grant 2020-21	2.2.3	5,500
Rough Rice Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,000
Saunders Signs Proprietary Limited - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Short Of A Sheet Inc. - Emergency Relief Hampers for the Homeless - Quick Response Grant Festive Season Charitable 2020-21	2.2.3	1,000
Tasmanian Centre for Global Learning Inc. - You Are Here: Stories of Change & Identity - Community Grant	2.2.3	5,500
Tasmania Sunshine Travel Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
The Aesthetic Laser Centre - Business Adaptation and Assistance Quick Response Grant 2020-21	2.2.3	2,200
The Salvation Army - Dreams of Common Ground Project - Community Grant	2.2.3	5,500
Wellspring Anglican Church - Show Hope - Community Grant	2.2.3	4,070
Wen & Chen Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.2.3	2,200
Environmental and Climate Change		
Good Life Permaculture - Home Harvest - Urban Sustainability Grant 2020-21	6.3.4	7,700
Heritage and Conservation		
COVID-19 Grants and Benefits Provided (Not Included Above)		
Auv Express Tasmania Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Goshu Tourism Marketing Pty Ltd - The Dog House Bakery - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	1,980
Hanoi Classic Pty Ltd - Unphogettable Restaurant - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	1,100
Hejo's Restaurant - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Helen Lee Stubbings - Hugs 'n Kisses / Quarter Inch - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	1,846
Komatsu Group Pty Ltd - Komatsu Japanese Cuisine - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Lady Hester - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Leishman Associates Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,173
Loretta Olsen t/a Toys to Enjoy - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
McWok Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Mmoriginal Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	1,158
Myrtle & Me - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Pure Oils of Tasmania Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	1,402
Roaring 40s Wilderness Tours Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200

Detail	Strategic Plan Reference	GST Inclusive Amount
Sea Soul Studio - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Simple Cider Pty Ltd - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
Tailored Tasmania - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,186
The Trustee for the Mikoda Family Trust - Business Adaptation & Assistance Quick Response Grant 2020-21	2.4.6	2,200
TOTAL		2,873,795

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
February 2021

Ref	Title	Report / Action	Action Officer	Comments
1.	<p>NORTH HOBART PARKING OPERATIONAL POLICY CHANGES Council, 23/11/2020 Item 15</p> <p>NOTICE OF MOTION CONDELL PLACE CAR PARK - REDEVELOPMENT Council, 23/9/2019 Item 17</p> <p>CONDELL PLACE CAR PARK - DEVELOPMENT OPPORTUNITIES AND EOI REQUEST Council, 23/7/2018 Item 17</p>	<p>That:</p> <p>9. A further report be provided in June 2021 providing an operational update on the outcomes arising from implementation of new parking controls in North Hobart.</p> <p>10. A further report be provided in June 2021 that considers that money raised from North Hobart parking charges be reinvested into amenity upgrades to the area of North Hobart.</p>	Director City Innovation	A report will be provided to the June 2021 Committee meeting.
2.	<p>OUTSTANDING PARKING DEBT DECEMBER 31, 2017 Finance and Governance Committee 15/5/18 Item 6.1</p>	<p>That:</p> <p>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	<p>A strategy for debt collection, including the capacity to clamp vehicles is currently being investigated.</p> <p>A report will be provided in early 2021.</p>

Ref	Title	Report / Action	Action Officer	Comments
3.	<p>2019-20 FEES AND CHARGES – PARKING OPERATIONS</p> <p>Finance and Governance Committee, 13/08/2019 Item 6.3</p> <p>Council, 20/05/2019 Item 27</p>	<p>That.</p> <ol style="list-style-type: none"> 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. That the Finance and Governance Committee note the following nine topical areas to be reviewed by officers within the City Innovation Division, and report back to Council: <ol style="list-style-type: none"> Pensioner voucher parking scheme; 90 minute free parking in short term car parks; On-street rates (floating rates); Off-street parking technologies; Hours of operation of car parks; Peripheral parking (commuter shuttle service); Commuter parking in inner city areas; and 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. 	Director City Innovation	<ol style="list-style-type: none"> A report is being prepared for the Committee following completion of pending commercial negotiations with new hotel operators. Automatic door installation is complete and Hobart Central is able to facilitate the proposed activities. Responses are being consolidated in the Parking Action Plan 2020-2025 currently in draft and proposed changes (specifically for items 2. (c), (d), (e) and (g)) have been addressed in item 1 above that went to Council on 23/11/2020. Clauses 2(a) and (b) will be the subject of a report to the Committee in early 2021

Ref	Title	Report / Action	Action Officer	Comments
4.	NOTICE OF MOTION INVESTIGATION OF ASSET HOLDINGS Council, 26/10/2020 Item 11	That: 1. The General Manager provide a report with a proposal, including an estimation of costs, to the extent that it is needed to engage an external consultant to undertake and complete an analysis of better strategic use of or possible asset sales and/or the potential to allow council assets of all types to provide support as collateral security to reduce debt levels without having to sell the assets for consideration by the Council when developing a post COVID-19 recovery and resilience plan. 2. The following commercial attributes are to be addressed as part of the analysis: a. Current and potential use to value; b. Commercial value to commercial return; c. Rent return to capital return.	Deputy General Manager	KPMG have been engaged to assist with this analysis. A report is expected for the March 2021 Committee meeting.
5.	EV CHARGING STATION AND PRICING Council, 23/11/2020 Item 14	A further report be provided in June 2021, detailing actual usage and costs associated with operation of the Dunn Place EV park and charge service	Director City Innovation	A report will be provided to the June 2021 Committee meeting.
6.	REINVESTMENT OF PARKING REVENUE IN THE CBD Council, 7/12/2020 Item 12	1. A report be prepared that a percentage of CBD parking revenue be reinvested in the CBD. i) The report be prepared consistent with the Council's decision of 23 November 2020 requesting a report considering North Hobart parking charges being reinvested into amenity upgrades to the area of North Hobart. ii) The Parking Benefit District Policy be developed in line with the General Manager's advice. 2. The report also give consideration for all precinct shopping strips and centres within the City.	Director City Innovation	Officers are actioning the decision and a report will be provided to the June 2021 Committee meeting.

Ref	Title	Report / Action	Action Officer	Comments
7.	CITY OF HOBART FINANCIAL HARDSHIP ASSISTANCE POLICY Council, 17/12/2020 Item 17	That: <ol style="list-style-type: none">1. The memorandum 'City of Hobart Financial Hardship Assistance Policy' marked as item 6.3 of the Open Finance and Governance Committee agenda of 8 December 2020 be noted.2. The granting of remission of rates under the City of Hobart Financial Hardship Assistance Policy cease as of 31 March 2021, to be reviewed if deemed necessary.	Deputy General Manager	A report considering any revisions to the current City of Hobart Financial Hardship Assistance Policy post 31 March 2021 will be prepared.

8. RESPONSES TO QUESTIONS WITHOUT NOTICE

Regulation 29(3) *Local Government (Meeting Procedures) Regulations 2015*.
File Ref: 13-1-10

The General Manager reports:-

"In accordance with the procedures approved in respect to Questions Without Notice, the following responses to questions taken on notice are provided to the Committee for information.

The Committee is reminded that in accordance with Regulation 29(3) of the *Local Government (Meeting Procedures) Regulations 2015*, the Chairman is not to allow discussion or debate on either the question or the response."

8.1 Planning Authority - Decisions**File Ref: F21/5541; 13-1-10**

Memorandum of the General Manager of 11 February 2021.

8.2 Rates Expenditure - Suburb**File Ref: F21/5543; 13-1-10**

Memorandum of the General Manager of 4 February 2021.

8.3 Grants Program - Community Housing**File Ref: F21/5546; 13-1-10**

Memorandum of the General Manager of 5 February 2021.

Delegation: Committee

That the information be received and noted.



City of **HOBART**

Memorandum: Lord Mayor
Deputy Lord Mayor
Elected Members

Response to Question Without Notice

PLANNING AUTHORITY - DECISIONS

Meeting: Finance and Governance Committee **Meeting date:** 19 January 2021

Raised by: Councillor Coats

Question:

Can the General Manager advise if the Council is at risk, when sitting as a planning authority, of decisions being challenged if a member experiences compromised audio during hybrid meetings?

Response:

The Council is currently conducting its meetings 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*. This order allows for virtual attendance by elected members at meetings which are being physically held in the Council Chamber – i.e. in a hybrid manner.

As a general rule it is incumbent on each elected member to ensure that they are informed to the extent necessary in order to vote on matters before a meeting. This includes being able to hear clearly any debate at the meeting.

Under section 51 the *Land Use Planning and Approvals Act 1993*, in determining an application for a permit, a planning authority, as far as relevant:

- (a) must seek to further the objectives set out in the Act ; and
- (b) must take into consideration such of the prescribed matters as are relevant to the use or development the subject of the application; and
- (c) must take into consideration the matters set out in representations relating to the application that were made during the period referred to in section 57(5).

Provided Elected Members have considered the matters in section 51 when determining the application, the decision would not be open to challenge on the basis that information made available at a meeting was not able to be heard.

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.

A handwritten signature in black ink, appearing to read 'N. D. Heath', written in a cursive style.

N D Heath
GENERAL MANAGER

Date: 11 February 2021
File Reference: F21/5541; 13-1-10



City of **HOBART**

Memorandum: Lord Mayor
Deputy Lord Mayor
Elected Members

Response to Question Without Notice

RATES EXPENDITURE - SUBURB

Meeting: Finance and Governance Committee

Meeting date: 19 January
2021

Raised by: Alderman Sexton

Question:

Can the Council begin collecting rates generated per suburb comparable to Council expenditure per suburb?

Response:

While the City does have data on the quantum of rates levied on properties in each suburb, the Council does not have data on its expenditure in each suburb.

Attributing the value of the City's expenditure on individual programs, services and general works to a particular suburb, when most would have broad community benefit and couldn't be recorded as benefiting a particular location in the municipal area, would be resource intensive, time consuming and expensive for the City to undertake, particularly as the City's finance system doesn't record expenditure, including overheads, by location.

An exception to the above may be capital works conducted in a particular location.

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.

A handwritten signature in black ink, appearing to read 'N D Heath', is positioned above the printed name.

N D Heath
GENERAL MANAGER

Date: 4 February 2021
File Reference: F21/5543; 13-1-10



City of **HOBART**

Memorandum: Lord Mayor
Deputy Lord Mayor
Elected Members

Response to Question Without Notice

GRANTS PROGRAM - COMMUNITY HOUSING

Meeting: Finance and Governance Committee

Meeting date: 19 January
2021

Raised by: Lord Mayor Reynolds

Question:

The State Government has allocated \$100 million dollars for a grants program for Councils to partner with community housing providers with the goal of building 1,000 social-housing dwellings by 2023. Can the General Manager advise if the Council has looked into this grants program and is the Council planning to do anything as part of that?

Response:

With the announcement of the Community Housing Growth Program – New Social Housing Supply EOI process in September 2020, staff viewed and discussed the relevant documentation and attended the information session held on 30 September 2020 to seek information regarding the applicability of the grant program for the City of Hobart.

The expression of interest program closed on 25 November 2020 with the funded social housing projects to be fully completed by 30 June 2023. Details regarding the program are available at <https://www.communities.tas.gov.au/housing/news/community-housing-growth-program>.

It was evident from the documentation and through attending the information session, that the program was seeking proposals primarily from not-for-profit organisations for the construction of social housing across Tasmania in areas of identified demand. A requirement of the Expression of Interest (EOI) was that new social housing properties are allocated to applicants on Tasmania's Housing Register.

Proponents were required to demonstrate they are sustainable and can manage social housing over a long-term agreement. Proponents were encouraged to partner with one of Tasmania's four Tier 1 registered community housing providers to support the allocation of tenancies.

Councils were eligible to submit a proposal in partnership with one of the Tier 1 registered community housing providers for a social housing project that could be fully completed by 30 June 2023.

It is understood that the City of Hobart has not been approached by a community housing provider to partner with them for a proposal to be submitted as part of the EOI process. It would be anticipated that as part of any partnership, the City of Hobart's contribution would be the supply of land. As Elected Members would be aware, there is very minimal availability of suitable Council owned land in the Hobart municipal area.

It is noted that over the past two years there have been discussions held with a community housing provider regarding the possibility of utilising a parcel of City of Hobart land (that is currently under a lease agreement) for a community housing project. However, this potential project has not been progressed at this time and was not put forward by the community housing provider as a relevant proposal for the the Community Housing Growth Program – New Social Housing Supply EOI process.

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: 5 February 2021
File Reference: F21/5546; 13-1-10

9. 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.

10. 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:

- Extension of a contract
- Information of a personal and confidential nature.
- Personnel matters relating to employees of the Council

The following items are listed for discussion:-

- | | |
|--------------|-------------------------------------------------------------------------------------------------------------|
| Item No. 1 | Minutes of the last meeting of the Closed Portion of the Finance and Governance 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 | Contract Extension - P17/85 Leadership Development Program
- City of Hobart Managers
LG(MP)R 15(2)(d) |
| Item No. 4.2 | Establishment of the Trees for the Future Fund
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), (f) and (g) |
| Item No. 6 | Responses to Questions Without Notice |
| Item No. 6.1 | Vacant Positions - Advertising
LG(MP)R 15(2)(a) |
| Item No. 7 | Questions Without Notice |