



CITY OF HOBART

# **MINUTES**

## **Finance and Governance Committee Meeting**

**Open Portion**

**Tuesday, 18 May 2021 at 4:30 pm**

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## ORDER OF BUSINESS

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**Finance and Governance Committee Meeting (Open Portion) held on Tuesday, 18 May 2021 at 4:30 pm in the Council Chamber, Town Hall.**

**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.**

The title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant s.61 of the *Local Government Act 1993* (Tas).

**COMMITTEE MEMBERS**

Zucco (Chairman)  
Deputy Lord Mayor Burnet  
Sexton  
Thomas  
Coats

**NON-MEMBERS**

Lord Mayor Reynolds  
Briscoe  
Harvey  
Behrakis  
Dutta  
Sherlock  
Ewin

**PRESENT:** Alderman M Zucco (Chairman), the Deputy Lord Mayor Councillor H Burnet, Alderman Dr P T Sexton, the Lord Mayor Councillor A M Reynolds and Councillor M Dutta.

**APOLOGIES:**

Councillor W Coats.

**LEAVE OF ABSENCE:**

Alderman D C Thomas.

The Lord Mayor was an ex-officio member of the Committee and retired from the meeting at 5:16 pm.

Councillor Dutta joined the meeting at 4:31 pm and was not present for item 1.

The Deputy Lord Mayor joined the meeting at 4:33 pm and was not present for items 1 and 2.

Councillor Dutta was co-opted to the Committee from item 3.

Councillor Dutta left the meeting at 4:49 pm after declaring an interest in item 6.8, returning at 5:10 pm.

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

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No Elected Members were co-opted to the Committee.

**2. CONFIRMATION OF MINUTES**

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SEXTON

The minutes of the Open Portion of the Finance and Governance Committee meeting held on [Tuesday, 20 April 2021](#), be confirmed as an accurate record.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Sexton	
Lord Mayor Reynolds	

The minutes were signed.

LORD MAYOR REYNOLDS

That Councillor Dutta be co-opted to the Committee.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Sexton	
Lord Mayor Reynolds	

**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 Chief Executive Officer.

No supplementary items were received.

**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 conflicts 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.

The following interest was indicated:

1. Councillor Dutta - item 6.8.

## 5. TRANSFER OF AGENDA ITEMS

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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?

No items were transferred.

## 6. REPORTS

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### 6.1 Financial Report as at 31 March 2021 File Ref: F21/40541; 18/17

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SEXTON

That the recommendation contained in the memorandum of the Chief Financial Officer of 13 May 2021, be adopted.

MOTION CARRIED

#### VOTING RECORD

	AYES	NOES
Zucco		
Deputy Lord Mayor Burnet		
Sexton		
Lord Mayor Reynolds		
Dutta		

#### **COMMITTEE RESOLUTION:**

That the Council approve the following changes to the 2020-21 Estimates listed below which will result in an improvement of the underlying result by \$4.807M from the changes put forward in December and approve an increase of \$0.397M in capital expenditure.

- (i) Labour expenses reduction \$0.829M
- (ii) Materials and services increase \$0.008M
- (iii) Deprecation increase \$3.333M
- (iv) Other expenses reduction \$0.459M

- (v) Decrease in rates financial hardship remissions \$3.4M
- (vi) Increase in rates and charges \$2.175M
- (vii) Fees and charges revenue increase \$1.25M
- (viii) Rent revenue increase \$0.035M
- (ix) Capital works program increase of \$0.397M for the Central Hobart Precinct Plan, South Hobart Community Centre redevelopment, replacement flag poles, Customer Services Centre upgrade, recognition of grant funding and offsetting capital expenditure and transfer of funds between projects.

**Delegation: Council**

**6.2 2019-20 Financial Statements Update**  
**File Ref: F21/42429**

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SEXTON

That the recommendation contained in the memorandum of the Chief Financial Officer of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

	AYES	NOES
Zucco		
Deputy Lord Mayor Burnet		
Sexton		
Lord Mayor Reynolds		
Dutta		

**COMMITTEE RESOLUTION:**

- That: 1. The information be received and noted.
2. The 2019-20 comparative underlying result in the notes to the 2020-21 financial statements be restated to the correct value of a \$9.317M deficit.

**Delegation: Committee**

**6.3 2021-22 Fees and Charges - City Innovation and  
Further Information on Long Term Parking Fees  
File Ref: F21/35765; 20/8**

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SEXTON

That the recommendation contained in the memorandum of the Director City Innovation of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

AYES

NOES

Zucco  
Deputy Lord Mayor Burnet  
Sexton  
Lord Mayor Reynolds  
Dutta

**COMMITTEE RESOLUTION:**

- That: 1. The schedule of fees and charges for the City Innovation Division marked as Attachments A-F to item 6.3 of the Open Finance and Governance Committee agenda of 18 May 2021, and as referenced below, be adopted for the 2021-22 financial year:
- (i) Parking Enforcement (Attachment A);
  - (ii) Off-Street Parking Long Term (Attachment B);
  - (iii) Off-Street Parking Short Term (Attachment C);
  - (iv) Off-Street Parking Short Term Motorbikes (Attachment D);
  - (v) Meters and Voucher Machines (Attachment E); and
  - (vi) Smart and Sustainable City (Attachment F).
2. Council approve the reduction of the 90-minute free off-street parking services to 60-minutes commencing 1 July 2021.

**Delegation: Council**

**6.4 2021-22 Fees and Charges - City Governance**  
**File Ref: F21/36115; 16/118**

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LORD MAYOR REYNOLDS

That the recommendation contained in the memorandum of the Manager Legal and Governance of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Deputy Lord Mayor Burnet	
Sexton	
Lord Mayor Reynolds	
Dutta	

**COMMITTEE RESOLUTION:**

That the schedule of fees and charges for City Governance, marked as Attachments A, B and C to item 6.4 of the Open Finance and Governance Committee agenda of 18 May 2021, be adopted for the 2021-22 financial year:

- (i) Venues - Fees and Charges 2021-22 (Attachment A);
- (ii) Customer Services - Fees and Charges 2021-22 (Attachment B);
- (iii) Risk Management - Fees and Charges 2021-22 (Attachment C).

**Delegation: Council**

**6.5 Grants and Benefits Listing as at 31 March 2021**  
**File Ref: F21/40566; 25-2-1**

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SEXTON

That the recommendation contained in the report of the Manager Rates, Procurement and Finance Operations and the Director Community Life of 11 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Deputy Lord Mayor Burnet	
Sexton	
Lord Mayor Reynolds	
Dutta	



**COMMITTEE RESOLUTION:**

That the Finance and Governance Committee receive and note the information contained in the report titled 'Grants and Benefits Listing as at 31 March 2021.

**Delegation: Committee**

**6.6 Procurement - Quotation Exemption Report**  
**File Ref: F21/40552; 18/311**

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SEXTON

That the recommendation contained in the report of the Manager Rates, Procurement and Finance Operations and the Director Community Life of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

	AYES	NOES
Zucco		
Deputy Lord Mayor Burnet		
Sexton		
Lord Mayor Reynolds		
Dutta		

**COMMITTEE RESOLUTION:**

- 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 January to 31 March 2021.

**Delegation: Committee**

**6.7 Hobart City Mission - Short Term Licence Extension Safe Space  
File Ref: F21/41305; 17/239**

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SEXTON

That the recommendation contained in the memorandum of the Manager Community and Culture and the Director Community Life of 11 May 2021, be adopted, as amended by the following:

1. That the words *or until such time as planning / building approval has been resolved (whichever is later), with the Chief Executive Officer delegated authority to extend the licence agreement if deemed necessary.* after the number 2021 in clause 1.
2. The addition of a further clause to read as follows:
  4. *The licence agreement to Hobart City Mission for the usage of the Youth ARC facility for the operation of the overnight Safe Space program, be referred back to the Council for further consideration if a third party appeal is lodged in respect to the development application for a proposed new site which will accommodate the Safe Space program.*

MOTION CARRIED

VOTING RECORD

AYES

NOES

Zucco  
Deputy Lord Mayor Burnet  
Sexton  
Lord Mayor Reynolds  
Dutta

**COMMITTEE RESOLUTION:**

- That:
1. Approval be given to extend the current licence agreement to Hobart City Mission for the usage of the Youth ARC facility for the operation of the overnight Safe Space program until 30 June 2021 or until such time as planning / building approval has been resolved (whichever is later), with the Chief Executive Officer delegated authority to extend the licence agreement if deemed necessary.
  2. The licence extension be on the same basis as the previous agreement with a rental cost of \$558 per week (GST exclusive).
  3. The Chief Executive Officer be authorised to finalise the terms and conditions of the licence agreement.
  4. The licence agreement to Hobart City Mission for the usage of the Youth ARC facility for the operation of the overnight Safe Space program, be referred back to the Council for further consideration if a third party appeal is lodged in respect to the development application for a proposed new site which will accommodate the Safe Space program.

**Delegation: Council**

Councillor Dutta left the meeting after declaring an interest in item 6.8.

**6.8 Lease of Part of the Level 4 Council Centre**  
**File Ref: F21/41646; 17/204**

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SEXTON

That the recommendation contained in the memorandum of the Manager Community and Culture and the Director Community Life of 13 May 2021, be adopted, as amended by the following:

1. The words *two year lease* be substituted with *six month lease with a further six month option*, after the word *a* in clause 1.
2. The addition of the words *and provides evidence of appropriate insurance policies and any other requirements of the Hobart City Council's lease agreement*. after the word *area* in clause 1.
3. An additional clause to read as follows:
  4. *A further report be provided on appropriate Expression of Interest processes in respect to community organisations leasing temporary office space in the Hobart Council Centre.*

MOTION CARRIED

VOTING RECORD

AYES

NOES

Zucco  
Deputy Lord Mayor Burnet  
Sexton  
Lord Mayor Reynolds

**COMMITTEE RESOLUTION:**

- That:
1. The Culturally Diverse Alliance Tasmania be granted a six month lease with a further six month option, at the nominal rent of fifty dollars (\$50.00) per annum for that part of the fourth floor of the Council Centre enclosed in red on the plan (marked as Attachment C to item 6.8 of the Open Finance and Governance Committee agenda of 18 May 2021) on the condition that CDAT bear the costs associated with installing the partition to enclose the lease area, and provides evidence of appropriate insurance policies and any other requirements of the Hobart City Council's lease agreement.
  2. The Chief Executive Officer be authorised to finalise the terms of the lease.
  3. The reduction in rent be recorded in the Council's Annual Report in accordance with the Council's Policy for Leases to Non-Profit Organisations.

4. A further report be provided on appropriate Expression of Interest processes in respect to community organisations leasing temporary office space in the Hobart Council Centre.

**Delegation: Council**

**6.9 New Policy - Chief Executive Officer - Exercise of Powers**  
**File Ref: F21/39037; 15/153-534**

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SEXTON

That the recommendation contained in the memorandum of the Manager Legal and Governance of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

	AYES	NOES
Zucco		
Deputy Lord Mayor Burnet		
Sexton		
Lord Mayor Reynolds		
Dutta		

**COMMITTEE RESOLUTION:**

That the Council adopt the policy titled “Chief Executive Officer – Exercise of Powers” included as Attachment A to item 6.9 of the Open Finance and Governance Committee agenda of 18 May 2021.

**Delegation: Council**

**6.10 2020-21 Annual Plan Progress Report**  
**Period Ended 31 March 2021**  
**File Ref: F21/41573**

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SEXTON

That the recommendation contained in the report of the Senior Advisor Strategic Planning, the Manager Economic Development Engagement and Strategy and the Director Community Life of 13 May 2021, be adopted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Deputy Lord Mayor Burnet	
Sexton	
Lord Mayor Reynolds	
Dutta	

**COMMITTEE RESOLUTION:**

That the Council endorse the Annual Plan 2020-21 progress report for the period ending 31 March 2021 marked as Attachment A to item 6.10 of the Open Finance and Governance Committee agenda of 18 May 2021.

**Delegation: Council**

**7. COMMITTEE ACTION STATUS REPORT**

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**7.1 Committee Actions - Status Report**  
**File Ref: F21/41850**

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SEXTON

That the information be received and noted.

MOTION CARRIED

VOTING RECORD

AYES	NOES
Zucco	
Deputy Lord Mayor Burnet	
Sexton	
Lord Mayor Reynolds	
Dutta	

**Delegation: Committee**

## **8. RESPONSES TO QUESTIONS WITHOUT NOTICE**

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

### **8.1 Rates Collection and Capital Works Expenditure by Suburb** **File Ref: F21/16243; S13-001-10**

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Memorandum of the Manager Rates, Procurement and Finance  
Operations and the Director City Innovation of 13 May 2021.

LORD MAYOR REYNOLDS

That the information be received and noted.

MOTION CARRIED

#### VOTING RECORD

AYES

NOES

Zucco  
Deputy Lord Mayor Burnet  
Sexton  
Lord Mayor Reynolds  
Dutta

**Delegation: Committee**

## **9. QUESTIONS WITHOUT NOTICE**

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

### **9.1 Alderman Sexton – Breakdown of Rates Collection – Residential Verses Non-Residential by Suburb** **File Ref: 13-1-10**

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Question: Could the Director please advise if a break down can be  
provided in relation to rates from residential properties  
verses non-residential properties by suburb?

Answer: The Director Community Life took the question on notice.

## 9.2 Lord Mayor Reynolds - Council Chamber Layout

File Ref: 13-1-10

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Question: Could the Director please provide advice as to the possibility of reconfiguring the layout of the Council Chamber back to its original layout pre COVID-19?

Answer: The Director Community Life took the question on notice.

## 9.3 Alderman Sexton – Tasmania's Own Market Patron Queues

File Ref: 13-1-10

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Question: I note the large number of patrons queuing each Saturday morning to access Tasmania's Own Market and ask if the Director could please advise if the City is restricting the number of patrons attending the market at one time or is it due to the COVID-19 requirements implemented by the State Government?

If the queuing is a result of COVID-19 restrictions implemented by the State Government, could the City write to the Premier and ask if this could be reviewed?

Answer: The Director Community Life advised that the Tasmania's Own Market is still a level 3 registered event with the State Government for COVID-19 purposes, therefore the market is restricted to 4,043 people at any one time. The queuing is the result of the market reaching its capacity.

The City is more than happy to write to the State Government seeking clarification and as to whether the current restrictions can be reviewed and will provide the advice once it is received.

## 10. CLOSED PORTION OF THE MEETING

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SEXTON

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:

- Information of a personal and confidential nature;
- Remission of rates; and
- Write-Off of debts.

The following items were discussed: -

- 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 Local Government Association of Tasmania 2021 Elections  
LG(MP)R 15(2)(g)
- Item No. 4.2 General Remissions of Rates and Charges Granted  
LG(MP)R 15(2)(g)
- Item No. 4.3 Write-Off of Debts  
LG(MP)R 15(2)(g)
- Item No. 4.4 Bad Debt Write-Off  
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 Lefroy Street Carpark  
LG(MP)R 15(2)(d)
- Item No. 6.2 Lefroy Street Carpark  
LG(MP)R 15(2)(d)
- Item No. 6.3 TasWater Dividend Update  
LG(MP)R 15(2)(c)(iii)
- Item No. 7 Questions Without Notice

MOTION CARRIED

VOTING RECORD

AYES

NOES

Zucco  
Deputy Lord Mayor Burnet  
Sexton  
Lord Mayor Reynolds  
Dutta

**Delegation: Committee**

There being no further business the Open portion of the meeting closed at 5:16 pm.

TAKEN AS READ AND SIGNED AS  
A CORRECT RECORD THIS  
16<sup>TH</sup> DAY OF JUNE 2021.

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**CHAIRMAN**