



CITY OF HOBART

# **AGENDA**

## **Council Meeting**

### **Open Portion**

**Monday, 5 June 2017**

**at 5.00 pm**

**Council Chamber, Town Hall**

## **SUPPLEMENTARY ITEM**

### **ORDER OF BUSINESS**

#### **SPECIAL REPORT – GENERAL MANAGER**

**24. Professional Development Application - Alderman Reynolds..... 2**

**SPECIAL REPORT – GENERAL MANAGER**

**24. Professional Development Application - Alderman Reynolds**  
**File Ref: F17/55740; 13-2-22**

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Memorandum of the General Manager of 2 June 2017 and attachments.

Delegation: Council



City of **HOBART**

## MEMORANDUM: COUNCIL

### Professional Development Application – Alderman Reynolds

#### Purpose:

The purpose of this memorandum is to put an application submitted by Alderman Reynolds for professional development entailing international travel, before the Council for consideration and determination.

#### Proposal:

Alderman Reynolds has submitted an application for professional development involving conference attendance and study tour activities in the USA and Canada in September of this year. Details and costings are provided in the attached application (**Attachment A**).

In line with the provisions of the Council's policy on Aldermanic Development and Support, *"where international travel is involved as part of an application for professional development, the application will be referred directly to the Council for consideration and determination"*.

The estimated cost associated with the proposal is \$7,500 which exceeds the allocation of \$5,000 which may be utilised in any financial year. This would therefore entail the advance allocation of the residual funding required from the following year. The policy provides for this situation through the *"discretion to approve an increase in the PD yearly allocation for an Alderman to a maximum of \$10,000 ("the PD extraordinary yearly allocation")"*.

In respect to Alderman Reynolds application, noting that the costings are estimates, the \$5,000 allocation available in 17/18 would be utilised and the balance of the final costs over and above that allocation would be drawn as an extraordinary allocation from the following year, 2018/2019.

In accordance with the requirements of the policy, the \$5,000 professional development allocation for 2018/2019 would then be reduced by the amount of the extraordinary allocation.

Alderman Reynolds would also be required to sign her acknowledgment of the arrangements including the circumstances which would require repayment of the allocation, as outlined in the form shown as **Attachment B** to this report.

**RECOMMENDATION****That:**

1. ***The Council consider and determine Alderman Reynolds application for professional development consisting of attendance at a conference/study tour, in Portland, USA and Calgary and Vancouver, Canada, from 13-28 September 2017, at an estimated cost of \$7,500.***
2. ***In the event that the application is approved, Council's policy provisions relating to professional development, as outlined in this report, be applied.***

*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: 2 June 2017  
File Reference: F17/55740; 13-2-22

Attachment A: Request for Professional Development ↓ 

Attachment B: Professional Development Acknowledgement/Agreement ↓ 

27 May 2017

The Lord Mayor  
City of Hobart  
Town Hall  
50 Macquarie Street  
HOBART TAS 7000

Dear Lord Mayor

**REQUEST FOR ALDERMANIC PROFESSIONAL DEVELOPMENT**

In accordance with Council's policy titled *Aldermanic Development and Support*, specifically Section C 4 which deals with Aldermanic Professional Development, I hereby seek your consideration and approval of the following request to undertake Professional Development.

**Details are:**

Details of Professional Development Activity:	Description:
Description of PD activity:	Conference and Study Tour
Name of activity:	<ul style="list-style-type: none"> <li>- Study tour in Portland USA with a focus on Transit Oriented Development (residential development around light rail). This will include meetings and inspections with Transit Oriented policy specialists and developers.</li> <li>- While in Portland I will also meet City Council community engagement program staff</li> <li>- Presenting a paper on pedestrian issues at the Walk21 (International Federation of Pedestrians) Conference, Calgary</li> <li>- Attendance at the Union of British Columbian Municipalities meeting, Vancouver</li> <li>- Meetings with Vancouver City Council regarding their Climate Change Strategy and Action Plan</li> </ul>
Dates(s) of activity if known:	13 - 28 September 2017
Location of the activity:	Portland in the USA and Calgary and Vancouver in Canada

<p>Cost of activity: (Cost should be all inclusive of registration, travel, accommodation, etc)</p>	<p>\$7,500 (approximate)</p> <ul style="list-style-type: none"> <li>- Airfare \$3500</li> <li>- Registrations \$500</li> <li>- Accommodation \$2000</li> <li>- Meals and incidentals \$900</li> <li>- Ground transport \$600</li> </ul>
<p>Please describe how participation in this activity will increase your capacity to perform your Aldermanic role, maintain and/or improve your skills or stay in touch with issues relevant to the Council.</p>	<p>This study tour is designed for me to understand best practises in key policy areas that I am working on for Hobart City Council.</p> <p><b>Portland</b></p> <p>According to <u>a report</u> from the City of Portland and Portland Streetcar, Inc., \$3.5 billion in real estate investments were made within 2 blocks of the light rail service in less than 7 years (from July 2001 to April 2008). Since the total capital cost of the streetcar line was only \$103 million, the benefits of the Portland Streetcar streetcar line far outweigh the costs. This is an example of Transit Oriented Development, for which Portland is globally recognised.</p> <p>As a member of the Hobart / Glenorchy Rail Corridor Working Group it will be invaluable to meet key decision-makers and developers in Portland that have been incentivizing and building transit oriented development in that city for several decades. Portland is widely acknowledged to be the leader in the field of transit oriented development globally.</p> <p><b>Calgary</b></p> <p>As a member of the Infrastructure Committee and on many resident traffic committees I have advocated for pedestrian improvements in Hobart for many years. It is an honor to be asked to speak at the International Federation of Pedestrians annual conference, Walk 21</p> <p>The 'Walk 21' conference is the only International Conference that specialises its focus on creating walking friendly cities. The conference brings together policy-makers, urban planners, healthcare professionals, and local leaders from around the world.</p> <p>This is the first time the conference has been held in north America, so it is expected to attract a large number of people from this region who are leading the development of healthy and vibrant cities in this part of the world.</p> <p>This international conference will also help me better understand best practise for pedestrian infrastructure particularly in north America which has many similarities to Australia in terms of cities that have developed around the car.</p> <p><b>Vancouver</b></p> <p>The opportunity to attend the annual gathering of all Councils in British Columbia as the guest of Vancouver Councillor, Adrienne Carr, is a great opportunity for me to see a number of issues being discussed.</p>

	<p>The trip to Vancouver is also a chance to better understand their globally-acclaimed climate change strategy and program. Vancouver has an ambitious goal to be the Greenest City in the world by 2020. While Vancouver is widely recognized as one of the most liveable cities in the world, their environmental footprint is currently three times larger than the Earth can sustain. The <u>Green City Plan</u> sets ambitious goals for sustainable transport, decreasing greenhouse gas emissions and adapting to climate change.</p> <p>This experience and knowledge gained will be important as Hobart also moves to up-date its own climate strategy and programs.</p>
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I declare that the Aldermanic Professional Development of which I seek approval accords with the Council's policy provisions for professional development as per Section C of the Policy.

I also confirm that I will comply with the following requirements under the Council's policy,

*Within 30 days of completion of the professional development activity I will provide a report in the following format:*

- *Name and date of event;*
- *Brief overview of the event;*
- *Brief summary of the event; and*
- *Details of any outcomes which may be applied to the City of Hobart, if applicable.*

*The report may be presented:*

- *verbally to the relevant Council committee;*
- *in writing to the relevant committee;*
- *in writing and placed in the Aldermen's Lounge for information.*

**Reconciliation of expenses:**

Where I have arranged and paid for approved professional development activity, I will submit a reconciliation of all expenditure incurred in attending the activity, within 60 days of my return, except the airfare which I will seek reimbursement for before I leave.

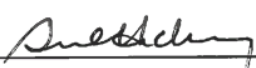
The reconciliation will be in accordance with the requirements of the policy in that full documentation of expenses claimed including tax invoices and receipts will accompany my reconciliation.

Yours sincerely,



**Alderman Reynolds**

## Professional Development Approval Form

Application sighted by the Lord Mayor:	Signed: <u></u> Lord Mayor Alderman Sue Hickey Date: <u>29/5/17</u>
Application meets the guidelines as stipulated in the Council Policy:	Yes / No
The General Manager has confirmed the availability of funds from the Alderman's professional development allocation:	Current Balance of Funds: \$ Date: _____
Application Approved/Not Approved By the Lord Mayor:	Approved / Not Approved
Alderman notified in writing of the outcome:  Copy of correspondence attached	Confirmed in writing on Date: _____ By: _____



**Acknowledgement and Agreement**

I, ....., Alderman of the Hobart City Council,  
acknowledge and hereby agree that:-

1. I have applied for a professional development allocation for this current financial year of \$xxx (the extraordinary allocation) which exceeds the maximum expenditure of \$5,000 per Alderman per financial year set out in clause 4 of the Aldermanic Development and Support Policy ("the Policy").
2. Pursuant to the Policy the amount of maximum expenditure per Alderman for the next financial year (up to a maximum of \$5,000 per Alderman) allocated to me will be correspondingly reduced by the amount of the extraordinary allocation if the application is granted to me.
3. It is a condition of the approval of the extraordinary allocation in this financial year that should I resign from the position of Alderman in accordance with section 47 of the Local Government Act 1993, or otherwise my office as an Alderman is deemed vacated by operation of any of the circumstances set out in Clause 3(1)(b) to (eb) of Schedule 5 of the Local Government Act 1993 prior to or during the next financial year, then I shall reimburse to the Council the amount of \$xxx, being the amount of the extraordinary allocation.