



CITY OF HOBART

AGENDA

Finance Committee Meeting

Open Portion

Tuesday, 12 September 2017

at 5.00 pm

Lady Osborne Room, Town Hall

THE MISSION

Our mission is to ensure good governance of our capital City.

THE VALUES

The Council is:

about people	We value people – our community, our customers and colleagues.
professional	We take pride in our work.
enterprising	We look for ways to create value.
responsive	We're accessible and focused on service.
inclusive	We respect diversity in people and ideas.
making a difference	We recognise that everything we do shapes Hobart's future.

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 Committee Meeting (Open Portion) held Tuesday, 12 September 2017
at 5.00 pm in the Lady Osborne Room, Town Hall.**

COMMITTEE MEMBERS

Thomas (Chairman)
Deputy Lord Mayor Christie
Zucco
Ruzicka
Sexton

APOLOGIES: Nil.

LEAVE OF ABSENCE:

Alderman Thomas

ALDERMEN

Lord Mayor Hickey
Briscoe
Burnet
Cocker
Reynolds
Denison
Harvey

**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 Committee meeting held on [Tuesday, 15 August 2017](#) and the Special Finance Committee meeting held on [Monday, 21 August 2017](#), 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*.

Aldermen 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 Occupancy Rates - Multi-Storey Car Parks File Ref: F17/98116

Memorandum of the Operations Manager - Car Parks, the Group Manager Parking Operations and the Director Financial Services of 7 September 2017 and attachments.

Delegation: Committee



City of **HOBART**

MEMORANDUM: FINANCE COMMITTEE

Occupancy Rates - Multi-Storey Car Parks

At the meeting of the Finance and Corporate Services Committee on 20 August 2013 (Open agenda item 13 - Questions Without Notice) Alderman Cocker requested the following:-

“Could Aldermen be provided regular updates on the occupancy rates of the Council Multi-storey car parks?”

The General Manager advised that Aldermen will be provided with the figures quarterly.

The initial quarterly car parks occupation rates report was provided to Aldermen at the meeting of the Finance and Corporate Services Committee on 22 October 2013 (item 8 - Closed agenda). The Committee resolved that the report be received and noted. In addition the Chairman informally requested that future reports include occupancy percentages.

This report, for Quarter 4 (April - June) of the 2016/2017 financial year contains:

- The occupancy rates and income of each of the three multi-storey car parks for the quarter ending June 2017 compared with the same period in 2016 (Table 1).
- Weekday hourly occupation percentages for each of the three multi-storey car parks for the same period (**Attachment A**).
- Three month overview of the occupancy rates and income generated by the Trafalgar Car Park through permit and early bird parking (Table 2).

Summary of results

The overall result across the car parks is:

- 2.91% decrease in vehicle usage; and
- Increase in income of 4.29%.
- Trafalgar car park continues to perform well, being slightly ahead of budget.

TABLE 1

2016	ARGYLE STREET		CENTREPOINT		HOBART CENTRAL	
	Cars	Income	Cars	Income	Cars	Income
April	96294	\$230,542.95	48873	\$139,818.70	29358	\$ 87,529.50
May	102559	\$258,363.20	51652	\$160,340.30	30921	\$104,936.00
June	99513	\$255,798.50	50751	\$157,279.00	29437	\$103,374.70
Totals	298366	\$744,704.65	151276	\$457,438.00	89716	\$295,840.20

2017	ARGYLE STREET		CENTREPOINT		HOBART CENTRAL	
	Cars	Income	Cars	Income	Cars	Income
April	87653	\$223,357.00	40391	\$132,080.60	26214	\$ 81,438.60
May	103203	\$288,974.00	55283	\$180,775.80	31590	\$114,291.80
June	100275	\$276,532.80	49561	\$162,065.80	29462	\$102,794.40
Totals	291131	\$788,863.80	145235	\$474,922.20	87266	\$298,524.80

	<u>Argyle Street</u>		<u>Centrepont</u>		<u>Hobart Central</u>	
Car park increase/decrease	-7235	\$44,159.15	-6041	\$17,484.20	-2450	\$2,684.60
	-2.42%	5.92%	-3.99%	3.82%	-2.73%	0.90%
Overall increase/decrease	Cars	-15726				
	Income	\$64,327.95				

- Vehicle numbers decreased in all three car parks compared with the same period in 2016 due to the fact that Easter fell in April 2017 as opposed to March in 2016.
- The increase in revenue in Hobart Central income was due to an increase in early bird uptake during and a higher income per vehicle for short term vehicle parking.
- Income increased in Argyle Street car park by 5.92%, which reflects fee increase and longer stays.
- Income increased in Centrepont Car Park of 3.82% which is a result of fee increases and a slight increase in early bird usage.

Trafalgar Car Park

Parking Operations assumed operational responsibility of the 544 parking space Trafalgar Car Park on 1 July 2013. As at that date, 388 spaces were leased to permit holders who pay a monthly rental of either \$255.00 or \$275.00 depending on the conditions of their permit.

The goal is to fully occupy the car park with monthly tenants, however in the interim the void between actual and full occupancy is being filled with early bird parkers.

As at 30 June 2017, the number of spaces leased to permit holders was 480, with 64 vacant spaces being utilised by Early Bird parking. Saturday income is also increasing, mainly due to Salamanca Market patrons taking advantage of the \$6.00 all day parking fee. As at 30 June 2017, the budget for the Trafalgar Car Park showed a favourable balance.

The income for the period 1 April 2017 – 30 Jun 2017 was split as follows:

TABLE 2

	Apr-17	May-17	Jun-17	Total Income	Budgeted Income
Permits	\$126,941	\$127,300	\$132,582	\$386,823	\$314,808
Early Bird	\$14,900	\$18,239	\$16,488	\$49,627	\$62,000
Saturday	\$3,054	\$2,532	\$2,520	\$8,106	\$8,500
Total	\$144,895	\$148,071	\$151,590	\$444,556	\$385,808

Car Park Occupancy Rates Jan – March 2017

(See **Attachment A**)

During April Centrepont Car Park recorded average occupation rates of 81.43% during the peak period of the day (11.00am – 2.00pm). Argyle Street averaged 77.06% and Hobart Central averaged 75.61 % for the same period.

In the following two month period (1 May 2017 – 30 June 2017) occupancy rates in all three car parks at the peak period of the day were higher – averaging at or above 86.35 %.

Hobart Central and Centrepont car parks both accept “Early Bird” parking. During quieter periods the car park operators manually adjust the number of early birds they accept based on the vehicle usage statistics. The higher percentages of occupation in both of these car parks are reflective of this.

During the three month period vehicular traffic in Argyle Street car park remained constant, with the car park not quite filling during the three month

period. The average number of vacant spaces available during the peak period of the day was in the vicinity of 110.

Centrepoint and Hobart Central car parks both had busy periods during January, February and March both car parks filled but only momentarily. Accordingly, early birds were adjusted daily to ensure vacancies remained.

The usage statistics demonstrate that parking capacity remains available even during the busiest periods of the day, which in turn allows for parking availability on-street, thus giving options to parkers when in the City.

RECOMMENDATION

That the information contained in the memorandum of the Operations Manager – Car Parks, the Group Manager Parking Operations and the Director Financial Services of 9 August 2017 titled “Occupancy Rates – Multi-Storey Car Parks” be received and noted.

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



David Fox
**OPERATIONS MANAGER - CAR
PARKS**



Matthew Tyrrell
**GROUP MANAGER PARKING
OPERATIONS**



David Spinks
DIRECTOR FINANCIAL SERVICES

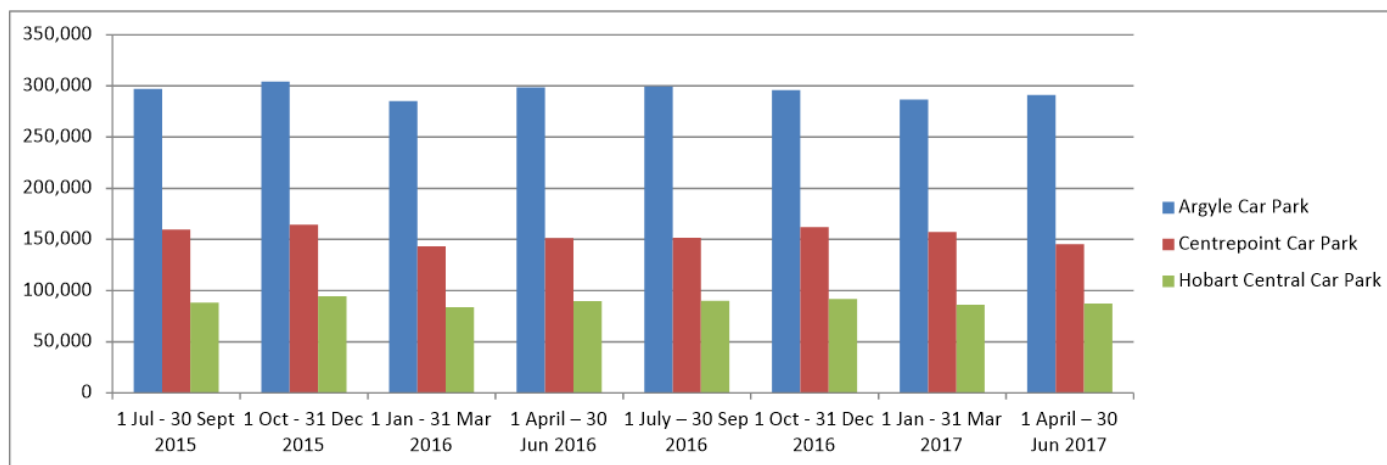
Date: 7 September 2017
File Reference: F17/98116

Attachment A: Occupancy Percentages ↓
Attachment B: Occupancy Rates ↓
Attachment C: Financial Performance ↓

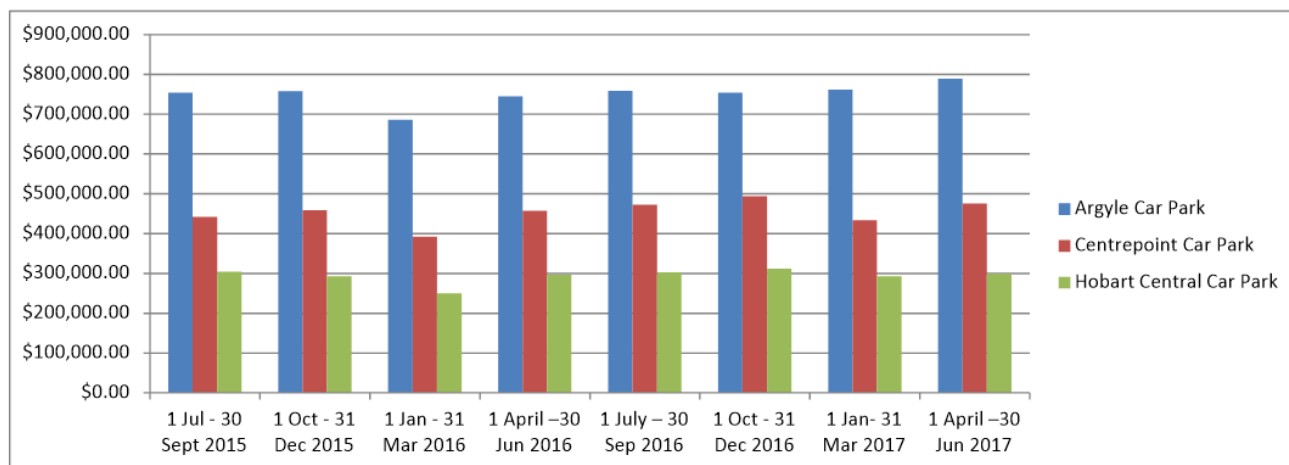
(Table 3): Average Weekday Occupancy Percentage

<u>April</u>	9AM	10AM	11AM	NOON	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM	9PM	10PM
	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Argyle Street (1180 spaces)	45.63	67.39	77.06	79.28	77.97	73.94	65.18	51.56	33.39	20.73	14.29	9.24	4.20	1.46
Centrepont (782 spaces)	60.12	73.85	81.25	83.50	84.85	76.14	63.29	50.15	41.74	18.54	Closed	Closed	Closed	Closed
Hobart Central (462 spaces)	57.47	75.89	78.33	78.58	76.21	69.32	57.88	42.86	17.93	2.19	Closed	Closed	Closed	Closed
<u>May</u>	9AM	10AM	11AM	NOON	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM	9PM	10PM
	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Argyle Street (1180 spaces)	61.15	88.00	94.76	97.99	95.78	90.06	77.44	60.31	36.98	19.74	11.26	5.79	2.45	1.32
Centrepont (782 spaces)	63.52	90.21	95.00	96.59	93.85	91.20	80.10	62.32	31.21	18.95	Closed	Closed	Closed	Closed
Hobart Central (462 spaces)	75.80	96.88	99.10	98.63	96.46	87.73	75.12	57.87	24.43	2.55	Closed	Closed	Closed	Closed
<u>June</u>	9AM	10AM	11AM	NOON	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM	9PM	10PM
	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Argyle Street (1180 spaces)	43.23	64.45	76.55	80.33	79.12	73.09	61.87	46.06	30.59	20.18	13.85	8.58	3.77	1.34
Centrepont (782 spaces)	61.86	89.57	94.16	97.48	92.91	90.89	79.55	64.32	40.23	19.59	Closed	Closed	Closed	Closed
Hobart Central (462 spaces)	44.83	62.49	67.67	67.49	62.31	53.26	43.34	31.01	12.35	1.80	Closed	Closed	Closed	Closed

Period	Argyle Car Park	Centrepont Car Park	Hobart Central Car Park
1 Jul - 30 Sept 2015	296,950	159,397	88,029
1 Oct - 31 Dec 2015	304,144	164,170	94,230
1 Jan - 31 Mar 2016	285,116	143,091	83,635
1 April – 30 Jun 2016	298,366	151,276	89,716
1 July – 30 Sep 2016	299,419	151,659	89,955
1 Oct - 31 Dec 2016	295,781	162,005	91,865
1 Jan - 31 Mar 2017	286,751	157,079	86,067
1 April – 30 Jun 2017	291,131	145,235	87,266



Period	Argyle Car Park	Centrepont Car Park	Hobart Central Car Park
1 Jul - 30 Sept 2015	\$753,779.00	\$441,988.60	\$304,599.10
1 Oct - 31 Dec 2015	\$757,371.35	\$458,516.15	\$292,760.00
1 Jan - 31 Mar 2016	\$685,343.30	\$392,332.10	\$249,784.80
1 April –30 Jun 2016	\$744,704.65	\$457,438.00	\$295,840.20
1 July – 30 Sep 2016	\$758,480.20	\$472,251.45	\$302,589.90
1 Oct - 31 Dec 2016	\$753,611.30	\$493,973.50	\$312,117.10
1 Jan- 31 Mar 2017	\$761,150.30	\$433,407.90	\$292,433.60
1 April –30 Jun 2017	\$788,863.80	\$474,922.20	\$298,524.80



6.2 Outstanding Long Term Permit Parking Debts as at 31 August 2017
File Ref: F17/100996

Memorandum of the Manager Finance and the Director Financial
Services of 1 September 2017.

Delegation: Committee

City of **HOBART****MEMORANDUM: FINANCE COMMITTEE**

Outstanding Long Term Permit Parking Debts as at 31 August 2017

Information on sundry and long term parking debts (greater than \$2,000) is provided to the Finance Committee on a quarterly basis. At the Finance Committee meeting of 15 June 2016, it was resolved that the debts be reported separately to allow the reporting of long term parking debts to appear on the Open portion of the Finance Committee agenda.

This memorandum provides information on long term (permit) parking debts only. Debts relating to rates, sundry debts and parking fines are reported separately to the Finance Committee and animal debts are managed by City Planning Division.

The table below, in comparison to the same period last year, shows:

- A 12% increase (\$6,365.28) in total debts outstanding;
- A \$5,100.00 decrease in the 90 days and over category; and
- A \$7,367.65 decrease in debts 30 days and older;

	31-Aug-16	% of total O/S	31-Jul-17	% of total O/S	31-Aug-17	% of total O/S
	\$		\$		\$	
Current	1,918	4%	57,608	83%	15,651	27%
30 days	35,580	69%	-207	0%	34,212	59%
60 days	8,063	16%	9,621	14%	7,163	12%
90 days	6,172	11%	2,105	3%	1,072	2%
Total	51,733		69,127		58,098	
* 30 days+(all)	49,815	96%	11,519	17%	42,447	73%

DEBTS GREATER THAN \$2,000

There are currently no outstanding long term (permit) parking debts greater than \$2,000.

RECOMMENDATION

That the information contained in the memorandum of the Manager Finance and Director Financial Services of 12 September 2017 titled "Outstanding Long Term Parking Debts as at 31 August 2017" be received and noted.

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



Peter Jenkins
MANAGER FINANCE



David Spinks
DIRECTOR FINANCIAL SERVICES

Date: 1 September 2017
File Reference: F17/100996

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 Aldermen.

RECOMMENDATION

That the information be received and noted.

Delegation: Committee

Attachment A: Status Report

FINANCE COMMITTEE - STATUS REPORT

OPEN PORTION OF THE MEETING

November 2014 to August 2017

Ref.	Title	Report / Action	Action Officer	Comments
1	SANDY BAY BATHING PAVILION – REQUEST FOR LAND OWNER CONSENT TO LODGE A DEVELOPMENT ACTION Council, 21/11/2016 Item 16	1. A further report be provided once the outcome of the development application process is known. 2. A report be provided in respect to options for the use of the ground floor of the building.	General Manager	The Council resolved at its meeting on the 24 th July to pursue new designs for this development and a further report will be provided to the Council as soon as they are at hand.
2	BATTERY POINT PARKING METER INSTALLATION Council, 24/11/2014, Item 15	Consultation with traders and residents on Hampden Road occur with a view to increasing availability of short term parking.	Director City Infrastructure	Usage surveys have been carried out and the information collated. Consultation commenced in August 2017.
3	CITY HALL – DEVELOPMENT OPPORTUNITIES – VENUES Council, 23/2/15, Item 12 CITY HALL RESTORATION Council, 22/02/2016 Item 19	1. Funding of \$400,000 in 2016/2017 and \$200,000 in 2017/2018 be listed for consideration in the City's draft 5 Year Capital Works Program to undertake a short term works package for City Hall. 2. A consultant be engaged to develop a business plan for the City Hall, as a matter of urgency to inform long term infrastructure investment, the future management and operational model for the facility, at an approximate cost of \$100,000 to be funded from 2015/2016	Director Community Development	The first stage of City Hall building improvements are complete.

Ref.	Title	Report / Action	Action Officer	Comments
		<p>operational savings.</p> <p>3. A brief report be provided that details the model used for the 2010-2013 Brisbane City Hall restoration works.</p> <p>A further report also be prepared that provides details of all Council physical building assets and their current uses including options for maximising community usage for buildings that are underutilised.</p>		
4	<p>INVESTMENT OF COUNCIL FUNDS – AMENDMENT TO COUNCIL POLICY Council, 27/4/2015, Item 18</p> <p>FC, 15/12/2015 Item 5</p> <p>Open Council, 19/9/2016 Item 16</p>	<p>1. The Council reaffirm its decision to proceed with a detailed external review of its investment approach.</p> <p>2. The Council's approach to ethical investments and borrowings, and in particular the matters raised in the petition presented to the Council at its meeting of 9 May 2016, form part of that review.</p>	Director Financial Services	An Aldermanic Workshop was held on Thursday 24 August 2017. A further workshop will be scheduled.
5	<p>ACOUSTICS FOR THE HOBART TOWN HALL BALLROOM Council, 22/6/2015, Item 13</p>	That a report be prepared documenting the quality of acoustics for the Hobart Town Hall Ballroom and addressing the costs associated with the recommendations made in respect to suggested improvements.	Deputy General Manager	<p>A specialist contractor has undertaken the acoustic testing. Recommendations are now being assessed.</p> <p>A report is being prepared on the acoustic testing undertaken, the options available, materials available, costs and heritage considerations.</p>

Ref.	Title	Report / Action	Action Officer	Comments
6	TOWN HALL UNDERGROUND REFURBISHMENT Council, 24/8/2015, Item 21	<ol style="list-style-type: none"> 1. The Council approve the following works being undertaken in the Town Hall Underground, to the value of between \$37,000 and \$41,000. 2. An appropriate fee structure for the hiring of the Town Hall Underground be determined The Town Hall Underground be actively marketed as a venue for hire 3. Council officers undertake further investigation with a view to providing further clarification in respect to appropriate nomenclature for the site. 	Deputy General Manager	<p>Work to construct dado panelling over the existing sandstone walls as part of the rising damp rectification works has been completed. Balance of works scheduled for November to coincide with availability of specialist stonemason.</p> <p>The balance of the Council's resolution will be dealt with upon completion of the works.</p>
7	SUPERANNUATION ENTITLEMENTS FOR ALDERMEN Council, 26/10/2015, Item 20	The matter be deferred until it has been considered by the Local Government Association of Tasmania.	General Manager	The General Manager advises that the LGAT have written to the Minister for Planning and Local Government requesting an independent review of elected member expenses. The Minister in response agreed that a review was timely and indicated that he would ask the Local Government Division to initiate a review once the current Boards of Inquiry into the Huon Valley and Glenorchy City Councils had concluded.

Ref.	Title	Report / Action	Action Officer	Comments
8	NOTICE OF MOTION COUNCIL CAR PARKS - SECURE SHORT TERM BICYCLE FACILITIES Council, 23/05/2016 Item 14	A report be prepared on options for appropriate secure short-term cycling facilities with a focus on the 42 vacant spaces in the Argyle Street car park along with other Council car parks, for people who choose to cycle into the city.	Director Financial Services	The Group Manager Parking Operations will provide a report to the Committee following final approval of plans for the refurbishment of the foyer and ground level of the Argyle Street Car Park and the neighbouring multi-level development. This is expected to occur in the next few months.
9	ST GEORGE'S CHURCH, BATTERY POINT - REQUEST FOR FINANCIAL ASSISTANCE Open Council, 25/7/2017 Item 18	A report be prepared in respect to the opportunity to pursue a National Heritage Lottery with the Federal Government, as suggested in December 2015.	Director City Planning	This matter will be the subject of a report to the Council in late 2017.
10	ELECTRIC VEHICLES AND CHARGING STATIONS Open Council, 25/7/2016 Item 20	<ol style="list-style-type: none"> 1. The Council identify suitable locations for the future installation of direct current fast charge stations, and actions be taken to preserve the locations until such time as it becomes viable to install the stations. 2. Council officers continue to monitor the types of electric and hybrid vehicles available on the market to determine whether any would be suitable for inclusion in the City's fleet. 3. City employees be canvassed to determine demand for electric bicycle charging stations at the City's corporate 	Director City Infrastructure	<p>This matter is being progressed. Officers have had further meetings with the Electric Highway Working Group and continue to monitor changes and standardisation in charging system technology.</p> <p>Officers are monitoring electric and hybrid vehicle models for potential inclusion in the fleet.</p> <p>Options for canvassing employees are being considered.</p> <p>Charging stations to be installed in the Argyle Street car park in 2017.</p>

Ref.	Title	Report / Action	Action Officer	Comments
		<p>buildings. If there is sufficient demand, then power outlets be installed in suitable locations.</p> <p>4. Appropriate street signage be installed to direct users of electric vehicles (EV) and bicycles to the charging stations located at the Hobart Central Car park.</p> <p>5. That the Hobart Bicycle Advisory Committee be requested to consider initiatives to encourage the wider use of electric bicycles.</p>		<p>The HBAC considered this matter at the September 2016 meeting and a number of actions are underway.</p>
11	<p>FINANCIAL REPORTING Open Council, 3/4/2017 Item 17</p>	<p>1. Financial reporting to the Council be enhanced through:</p> <p>(i) The provision of a quarterly budget report of variances, in excess of 10% and over and above a dollar threshold to be proposed by the Director Financial Services, by function; and</p> <p>(ii) A detailed project status report detailing year to date capital expenditure.</p> <p>2. The General Manager investigates the development of a report on Work Health and Safety issues and other Human Resource matters.</p>	<p>Director Financial Services and Deputy General Manager</p>	<p>A report of budget function variances and explanatory comments for the March quarter was distributed to Aldermen via the Hub. Further reports will be provided each quarter. Accordingly, part (i) is complete.</p> <p>Reports to be provided quarterly as part of regular financial reporting.</p>

Ref.	Title	Report / Action	Action Officer	Comments
14	BUDGET ESTIMATES Open Council, 3/7/2017 Item 16	<ol style="list-style-type: none"> 1. Based on a reduction in the council's debt profile, maintenance of a moderate surplus and lessening the impact on future rate increases, the Council endorse a rate increase of 3.25 per cent. 2. The Council endorse the revised 2017/18 capital works program with a further report on the balance of the 10 year program to be provided for Council consideration in November 2017. 3. The Council approve the Budget Estimates and rates resolution marked as Attachment E to item 4.1 of the Special Open Finance Committee agenda of 3 July 2017. 4. The General Manager be delegated the authority to make any minor and consequential amendments to the 2017/2018 Estimates document, 2017/2018 Annual Plan (marked as Attachment F to item 4.1 of the Special Open Finance Committee agenda of 3 July 2017), and Long Term Financial Management Plan given the amendments to the capital works program. 5. The capital works and long term financial management plan budget discussions for 2018-19 be returned to the Finance Committee by August 2017 for early consideration of rating and debt consideration rather than the usual cycle of reporting. 	General Manager	<p>Items 1 – 4 are complete.</p> <p>The capital works program, together with the impacts on the Long Term Financial Management Plan, will be brought to Committee in November.</p>

Ref.	Title	Report / Action	Action Officer	Comments
15	REVIEW OF PARKING – NORTH HOBART Open Council, 19/6/2017 Item 21	<p>1. An internal working group be established to review the parking needs and availability in North Hobart in the context of the Transport Strategy.</p> <p>(i) The internal work group include appropriate officers and Aldermen Zucco, Ruzicka, Burnet and Thomas and any other Aldermanic nominations.</p> <p>2. The Council approve the following to be included in the review:</p> <ul style="list-style-type: none"> • The review of on-street parking time limits in Elizabeth Street and streets adjoining the restaurant strip; • The possible installation of parking meters and in ground sensors in Elizabeth Street between Warwick and Federal Streets; and • The introduction of evening and weekend parking Officer patrols. <p>3. Within 6 months, and following consultation with the wider community and the North Hobart Traders Group, the Internal working group report back to the Council with the findings of the review, including a list of suggested actions to improve the parking availability and a copy of this report.</p>	Director Financial Services	The initial meeting of the working group was held on Monday the 17 th of July 2017. A survey of vehicle usage in the North Hobart has been commissioned. The survey will monitor the weekday and weekend vehicle use in the area during the day and of an evening.

Ref.	Title	Report / Action	Action Officer	Comments
		<p>4. The list of actions include income and expenditure estimates and timeframes for implementation.</p> <p>5. The Committee's resolution be published in the Open portion of the meeting minutes, with the elements of the Report that are not confidential in nature, being made publicly available.</p>		
16	<p>Sullivans Cove Public Floating Marina - Transfer of Management Responsibilities</p> <p>Open Council, 24/7/2017 Item 21</p>	<p>1. Management of the public floating marina located adjacent to the Elizabeth Street Pier in Sullivan's Cove be transferred from the City of Hobart to Marine and Safety Tasmania (MAST).</p> <p>2. The existing lease between the City and The Tasmanian Ports Corporation (TasPorts) be terminated at the agreed date of transfer.</p> <p>3. The General Manager be authorised to facilitate the transfer of the title and lease agreement to MAST.</p>	Director Financial Services	<p>TasPorts prepared a new contract with MAST which commenced on 1 September 2017.</p> <p>Complete.</p>

8. QUESTIONS WITHOUT NOTICE

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

An Alderman may ask a question without notice of the Chairman, another Alderman, 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 Alderman 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, Aldermen, 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 Aldermen, at the appropriate time.
 - (iii) upon the answer to the question being circulated to Aldermen, both the question and the answer will be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, where it will be listed for noting purposes only.

9. CLOSED PORTION OF THE MEETING

The following items were discussed: -

- Item No. 1 Minutes of the last meeting of the Closed Portion of the Council 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 Outstanding Sundry Debts as at 31 August 2017
LG(MP)R 15(2)(g)
- Item No. 4.2 Sale of Land for Unpaid Rates - Update
LG(MP)R 15(2)(f) and (g)
- Item No. 4.3 Write-Off of Debts
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)(d) and (f)
- Item No. 6 Responses to Questions Without Notice
- Item No. 6.1 Real Estate Agents Used by Hobart City Council
LG(MP)R 15(2)(b)
- Item No. 7 Questions Without Notice