

Committee Members
Ald Eva Ruzicka (Chairman)
Deputy Lord Mayor Ald Ron Christie
Ald Philip Cocker
Ald Damon Thomas
Ald Anna Reynolds
Aldermen
Lord Mayor Ald Sue Hickey
Ald Marti Zucco
Ald Jeff Briscoe
Ald Peter Sexton
Ald Helen Burnet
Ald Suzy Cooper
Ald Tanya Denison

N. Heath – G.M.
H. Salisbury – D.G.M.
T. Short – G.M.E.E.D.
Corporate Services
B. Daly – E.O.C.S.
K. Baker – P.A.M.C.R.
R. Enders – P.E.O.L.M.
C.S.O. x2
Financial Services
D. Spinks – D.F.S.
Parks and City Amenity
G. Doyle – D.P.C.A.
City Infrastructure
M. Painter – D.C.I.

Community Development
P. Holliday – D.C.D.
City Planning
N. Noye – D.C.P.
Media
Mercury
ABC Radio
Sub Total: 23
Minutes
Reception
Public x2
Trolley
Total Distribution: 28



CITY OF HOBART

AGENDA

GOVERNANCE COMMITTEE MEETING (OPEN PORTION OF THE MEETING)

TUESDAY, 7 JULY 2015

AT 5.00 PM.

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.

HOBART 2025 VISION

In 2025 Hobart will be a city that:

- Offers opportunities for all ages and a city for life
 - Is recognised for its natural beauty and quality of environment
 - Is well governed at a regional and community level
 - Achieves good quality development and urban management
 - Is highly accessible through efficient transport options
 - Builds strong and healthy communities through diversity, participation and empathy
 - Is dynamic, vibrant and culturally expressive
-

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**


TABLE OF CONTENTS

- 1. MINUTES OF THE OPEN PORTION OF THE MEETING OF THE GOVERNANCE COMMITTEE HELD ON TUESDAY, 2 JUNE 2015**
- 2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**
- 3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**
- 4. TRANSFER OF AGENDA ITEMS**
- 5. INVITATION TO PARTICIPATE IN A STATE GOVERNMENT TRADE MISSION TO CHINA – FILE REF: 10-6-1**
- 6. GLENORCHY CITY COUNCIL MEMORANDUM OF UNDERSTANDING – UPDATE – FILE REF: 12-40-1**
- 7. CITY OF HOBART COMMUNITY ENGAGEMENT – FILE REF: 15-1-1**
- 8. GOVERNANCE COMMITTEE – STATUS REPORT**
- 9. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10**
- 10. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING**

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

I, Nicholas David Heath, General Manager of the Hobart City Council, hereby certify that:

1. In accordance with Section 65 of the Local Government Act 1993, the reports in this agenda have been prepared by persons who have the qualifications or the experience necessary to give such advice, information or recommendations included therein.
2. No interests have been notified, pursuant to Section 55(1) of the Local Government Act 1993, other than those that have been advised to the Council.


N.D. HEATH
GENERAL MANAGER

GOVERNANCE COMMITTEE AGENDA (OPEN)

Committee Members

Ruzicka (Chairman)
Deputy Lord Mayor Christie
Cocker
Thomas
Reynolds
Aldermen
Lord Mayor Hickey
Zucco
Briscoe
Sexton
Burnet
Cooper
Denison

**Governance Committee (Open Portion of the Meeting) -
Tuesday, 7 July 2015 at 5.00 pm. in the Lady Osborne
Room.**

PRESENT:

APOLOGIES: Alderman A M Reynolds.

LEAVE OF ABSENCE:

CO-OPTION OF COMMITTEE MEMBERS IN THE EVENT OF A VACANCY

Where a vacancy may exist from time to time on the Committee, the Local Government Act 1993 provides that the Council Committees may fill such a vacancy.

1. MINUTES OF THE OPEN PORTION OF THE MEETING OF THE GOVERNANCE COMMITTEE HELD ON TUESDAY, 2 JUNE 2015

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015, the Committee, by simple majority may approve the consideration of a matter not appearing on the agenda, where the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda, and
- (b) that the matter is urgent, and
- (c) that advice has been provided under Section 65 of the Local Government Act 1993.

RECOMMENDATION

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the Local Government (Meeting Procedures) Regulations 2015.

3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Part 2 Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the chairman of a meeting is to request Aldermen to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.

In addition, in accordance with the Council's resolution of 14 April 2008, Aldermen are requested to indicate any conflicts of interest in accordance with the Aldermanic Code of Conduct adopted by the Council on 27 August 2007.

Accordingly, Aldermen are requested to advise of pecuniary or conflicts of interest they may have in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.

4. TRANSFER OF AGENDA ITEMS

Are there any items which the meeting believes should be transferred from this agenda to the closed agenda or from the closed agenda to the open agenda, in accordance with the procedures allowed under Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015?

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

**5. INVITATION TO PARTICIPATE IN A STATE GOVERNMENT TRADE
MISSION TO CHINA – FILE REF: 10-6-1**

12x's

Report of the Group Manager Executive and Economic Development of 26 June 2015
and attachments.

DELEGATION: Council

TO : Governance Committee

FROM : Group Manager Executive and Economic Development

DATE : 26 June, 2015

SUBJECT : **INVITATION TO PARTICIPATE IN A STATE GOVERNMENT TRADE MISSION TO CHINA**

FILE : 10-6-1 TS:TS (document1)

1. INTRODUCTION

- 1.1. The purpose of this report is to seek the Council's support for the Lord Mayor to participate in a State Government led trade and investment delegation to China in September 2015.
- 1.2. This report will discuss the merits of a visit to China as part of the State's trade mission.
- 1.3. The State Government itinerary currently includes a visit to Fuzhou (a city with which Hobart has a formal relationship at present).
- 1.4. The itinerary could be expanded for City of Hobart delegates to include Xi'an with which Hobart has a Sister City relationship.
- 1.5. There is the potential that other Aldermen from the City of Hobart could also participate in this delegation.

2. BACKGROUND

- 2.1. The Lord Mayor has received a letter from the Minister for State Growth, Matthew Groom, MP, inviting her participation in a trade and investment delegation to China between 4 and 11 September 2015 (**Attachment A**).
- 2.2. This delegation has a stronger business focus than that led by the Premier earlier this year. The Department of State Growth intends to take 20 – 30, 'China ready' businesses from key growth sectors including education, tourism, agriculture and the Antarctic. The emphasis is firmly placed on progressing investment opportunities for the State and promoting activities of individual Tasmanian export businesses.
- 2.3. The reasoning behind the Lord Mayor's inclusion in this delegation lies predominantly in the status afforded to the position of 'Lord Mayor' in China.
 - 2.3.1. The role of a Mayor in China is one of significant power within the political hierarchy and society as a whole. This importance was reflected in the way in which the Lord Mayor of Hobart was received on her previous visit in March. The photographs

depicted at **Attachment B** shows the value placed on the presence of the Lord Mayor who was welcomed with personal banners created at considerable expense, seated in the centre of meetings and most remarkably, invited to a dinner event hosted by the President of China, a man who presides over a population of over 1.3 billion people.

- 2.3.2. As there is no Chinese equivalent to the position of ‘Premier’, there have been a number of instances where this role and its relative status above that of Lord Mayor have had to be explained to Chinese hosts. The assumption has more often than not been that the position of Lord Mayor comes above Premier. Although this is factually untrue and corrected in the earliest instance, it gives the role of Lord Mayor a certain position on delegations to China which cannot be ignored.
- 2.3.3. There is no doubt that the presence of the Lord Mayor on the State led trade and investment delegation would add a level of profile to the mission that could not otherwise be achieved. Given the focus of this delegation, the Lord Mayor has the opportunity to create real value for the attending Tasmanian businesses, demonstrating their importance to potential commercial partners and the Chinese Government Officials.
- 2.4. It is also felt appropriate that the opportunity is taken for the introduction of an additional Alderman to Government Officials and community members of Xi’an and Fuzhou. From previous interactions, it is clear that hierarchical status is significant to the Chinese and the attendance of another Alderman would undoubtedly demonstrate the importance Council places on these relationships. Involvement of another Alderman would also help strengthen the community connection back to Hobart.
- 2.5. The program of events planned by the State Government will include a very significant ‘Savour Tasmania – China’ dinner in Shanghai for 400 invited guests. This event will showcase the best Tasmania has to offer. It will promote Tasmania as the place of premium food and beverages and as the premium place to live, study, invest and do business.
- 2.6. It is understood that the full program is as follows:

Hong Kong

Friday, 4 – Saturday, 5 September 2015;

Haikou, Hainan Province

Monday, 7 September 2015;

Fujian Province Fuzhou, Xiamen or Putian

Tuesday, 8 September 2015;

Shanghai

Wednesday, 9 September 2015 - significant Savour Tasmania event for 400 invitees;

Beijing

Thursday, 10 – Friday, 11 September 2015.

- 2.7. Given the ‘Sister State’ relationship between Tasmania and the Fujian Province (of which Fuzhou is the capital), the State Government itinerary includes a visit to Fuzhou. This return visit would be particularly useful in continuing to forge relations between Hobart and Fuzhou, as signified by the signing of a ‘letter of intent’ in April this year. The nurturing of this relationship with Fuzhou may lead to a more formal Friendship / Sister City relationship.
 - 2.7.1. A number of key synergies have been identified between the cities of Hobart and Fuzhou. Continuing to support relations with Fuzhou would bring direct benefits to Hobart via economic, knowledge and cultural exchanges in science and technology, culture, education, agriculture and tourism.
- 2.8. With the City of Hobart’s newly formed Sister / Friendship City relationship with Xi’an in mind, this delegation would present the Lord Mayor with an excellent opportunity to extend her visit to include Xi’an. A repeat visit would undoubtedly further galvanise this Sister City relationship.
 - 2.8.1. Further strengthening of ties with Xi’an will bring direct benefits to Hobart in a number of sectors identified through the establishment of the Sister City relationship. These include science and technology, culture, sports, health, education, research and tourism.
 - 2.8.2. Since the visit to Xi’an in March, Council officers have had dialogue with Xi’an in relation to the establishment of a ‘Sister School’ relationship. At this stage, an institution in Hobart has indicated a strong interest and is also considering visiting Xi’an in September.
- 2.9. During the March visit, constructive early conversations were held with the Beijing Film Academy about the possibility of hosting a Chinese film festival in Hobart. It is felt that a return visit to the Film Academy as part of the State Government’s proposed itinerary would be very valuable in progressing this relationship.
- 2.10. There is no doubt that Tasmania continues to have a strong brand presence in China at this time.
 - 2.10.1. Tourism data continues to show significant increases in visitation to the State. Tourism Tasmania data for the 12 months to March

2015 showed visits to Tasmania topping 1.1 million visitors for the first time.

- 2.10.2. The tourism industry is suggesting this continued increase is due to growth in Chinese visitor numbers which has arisen as a result of President Xi Xingping's visit in November last year.
- 2.10.3. Similarly, the fact that the Premier and the Lord Mayor were invited to dinner with the President of China in March this year was unprecedented and shows perhaps a genuine interest in Tasmania from the very highest levels of Chinese Government.
- 2.10.4. As previous reports have also highlighted, the interest from Fuzhou and Xi'an in having Hobart as a Sister City has been very strong. When in those cities in March and April this year, Chinese hosts were very aware of the President's visit to Hobart and Tasmania.
- 2.11. There is no doubt that it would be unusual for the Lord Mayor to undertake two overseas trips within the same calendar year. It is felt however that the momentum created by the visit of the Chinese President must be maximised while the attention of the Chinese visitor and investor is so focused on Tasmania.
- 2.12. It is possible that being involved with this business focussed State led delegation would create more value than a similar isolated visit next year. From experience gleaned from hosting delegations from China and attending the equivalent overseas, it is clear that all tiers of Government should be working together to create value in this space. In presenting a united front, a synergy is created that is worth more than the sum of the individual parts.

3. PROPOSAL

- 3.1. It is proposed that Council endorse the participation of the Lord Mayor in the State Government's delegation to China. The estimated costs associated are highlighted below:
 - 3.1.1. Return business class airfares including all internal flights: \$9,200.
 - 3.1.2. Return economy class airfares including all internal flights: \$2,800.
 - 3.1.3. Hotel accommodation for 13 nights: \$3,250.
- 3.2. As a means of taking advantage of opportunities of scale, it is further proposed that the City of Hobart's itinerary be extended to include a visit to Hobart's new sister city Xi'an. The cost of this has been included in the above estimate.

4. IMPLEMENTATION

- 4.1. Should Council endorse this visit, appropriate arrangements will be made in support of this activity.

5. STRATEGIC PLANNING IMPLICATIONS

- 5.1. Pursuing international trade relationships is in line with the City of Hobart Strategic Plan (2014-2019):

1.4 Improve Hobart's international relations and international recognition.

- 5.2. The development of international relationships is also congruent with the Economic Development Strategy (2013-2018):

3.4 Establish strategic alliances and relationships with existing or potential businesses or markets both domestic and international.

6. COMMERCIAL OPPORTUNITIES

- 6.1. It is clear that this State led trade and investment delegation to China is more commercially focussed than the introductory visit in March this year.
- 6.2. 20 to 30 China-ready businesses from Tasmania will comprise the majority of this delegation and given evidence from other trade missions (below), it is fair to conclude that commercial opportunities will arise.
 - 6.2.1. During the Fuzhou delegate visit to Tasmania in September 2014, MOUs were signed between a major Chinese supermarket and 3 Tasmanian fruit growers.
 - 6.2.2. This was again further evidenced by the recent visit of the President of China and the number of agreements that were signed.
- 6.3. It is believed that now is the time to maximise this commercial momentum and create economic opportunities for Hobart and Tasmania.

7. FINANCIAL IMPLICATIONS

- 7.1. Funding Source(s)
 - 7.1.1. Funding for participation in this trade and investment delegation would be drawn from the 'Sister Cities budget allocation' within the 2015/2016 Annual Plan.
- 7.2. Impact on Current Year Operating Result
 - 7.2.1. As outlined in Section 3 (Proposal).

7.3. Impact on Future Years' Financial Result

7.3.1. Once established, Council has been advised that in order to maintain a meaningful relationship with a sister / friendship city, visits should be made every 2 years. Based on the costs associated with previous visits, it has been estimated that Council could be expected to fund the approximate costs of around \$30,000 on a biennial basis. Visiting both Fuzhou and Xi'an on the same trip would evidently represent economies of scale.

7.4. Asset Related Implications

7.4.1. Not applicable

8. RISK MANAGEMENT IMPLICATIONS

8.1. Previous reports have highlighted the potential risk of the City of Hobart expending funds on foreign travel with no tangible economic benefits flowing back to the City. Given the emphasis of this delegation on trade and investment, it is felt that this is a mitigating strategy in itself.

8.2. There is a risk that if Tasmania and the City of Hobart does not invest in growing relations with China now while there is an obvious appetite, the opportunity for significant cultural and economic exchange will be lost.

9. LEGAL IMPLICATIONS

9.1. None specifically arise from this report.

10. ENVIRONMENTAL IMPLICATIONS INCLUDING CLIMATE CHANGE AND SUSTAINABILITY

10.1. Although air travel brings with it an environmental impact, it is felt that the importance placed in China culturally on face to face meetings outweighs this. With this in mind, fostering relationships with more than one Chinese city / establishment would provide an opportunity to maximise the benefits derived from one return international flight.

11. SOCIAL IMPLICATIONS

11.1. By the City having sister or friendship city agreements, it allows for a broader understanding of different cultures and communities.

11.1.1. It also is a very strong sign of respect to those people within the community whose ancestry originates in the country visiting / being visited.

11.2. The Lord Mayor and Deputy Lord Mayor hosted an event for the Chinese community in Hobart in June, where photographs and a briefing from the March visit to China were shared. This was very well received.

12. CUSTOMER IMPLICATIONS

- 12.1. If international delegations from the City of Hobart do not bring publicised economic benefits for the City, customers may question the associated expenditure.

13. MARKETING AND BRANDING IMPLICATIONS

- 13.1. There may be opportunities for the City of Hobart to market certain events, industries, attractions whilst in China. These opportunities will be further explored with the Marketing Unit.
- 13.2. There may be opportunities for the City of Hobart and State Government to collaborate in terms of key messages / collateral. These opportunities will be explored with the State Government.

14. COMMUNICATION AND MEDIA IMPLICATIONS

- 14.1. While in China in March, the delegation attracted considerable media attention.
- 14.2. The Lord Mayor was interviewed for both TV and newspaper interviews in Fuzhou and Xi'an. The Xi'an signing was a front page story on the Xi'an daily newspaper. The visit to the Chinese Chamber of International Commerce also made an appearance in the Beijing daily newspaper 'Gaungming News' with an article and photo.
- 14.3. Aldermen will be aware that the Lord Mayor also undertook regular media interviews with ABC Local radio in Hobart while travelling in China in March. These opportunities will be explored once more.
- 14.4. It is believed that there will again be opportunities to leverage media exposure from the trade and investment delegation to China. These will be further discussed with the Principal Advisor Media & Community Relations, State Government and established contacts in China.

15. DELEGATION

- 15.1. This matter is delegated to the Council.

16. CONSULTATION

- 16.1. General Manager.
- 16.2. Principal Advisor Media and Community Relations.
- 16.3. Manager City Marketing.

17. COMMUNICATION WITH GOVERNMENT

17.1. The Department of Premier and Cabinet.

17.2. The Department of State Growth.

18. CONCLUSION

18.1. The Lord Mayor has received a letter from the Minister of State Growth, Matthew Groom, MP, inviting her participation in a trade and investment delegation to China in September.

18.2. This delegation is particularly commercially focussed, with the purpose being to progress investment opportunities for the State and promote activities of individual Tasmanian export businesses.

18.3. Given the status afforded to the position of 'Mayor' in China, it is clear that the presence of the Lord Mayor of Hobart would add significant value to the status of those Tasmanian businesses attending.

18.4. This proposed delegation comes six months after the last visit to China by the City of Hobart and State Government.

18.5. The proposed itinerary includes a visit to Fuzhou, a city with which Hobart has recently signed a letter of intent to explore cultural and economic exchanges and the potential of a formal sister / friendship city relationship.

18.6. A visit to Beijing is also included that would present the opportunity to further the relationship between Hobart and the Beijing Film Academy.

18.7. It is proposed that whilst in China the delegation from The City of Hobart takes the opportunity to visit Xi'an, Hobart's new Sister City.

18.8. Although this proposed trip comes soon after the March delegation to China, it is felt that now is the time to build upon a real interest from Chinese investors and tourists. Should the momentum created by the perhaps once in a lifetime visit to Tasmania by the President of China not be capitalised on in the near future, it is felt that the opportunity for significant cultural and economic exchange may be lost.

19. RECOMMENDATION

That:

19.1. The report TS:ts(document1) be received and noted.

19.2. Council endorse the participation of the Lord Mayor, one Alderman and one supporting Council Officer in the State Government led trade and investment delegation to China in September 2015, with costs estimated of up to \$12,450 per person.

19.2.1. The allocation to be funded from the Sister Cities budget allocated within the 2015/2016 Annual Plan.

19.3. Council endorse the extension of the proposed itinerary to include a visit to Hobart's new Sister City, Xi'an.

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.



(Tim Short)

GROUP MANAGER EXECUTIVE AND ECONOMIC DEVELOPMENT

Attachment(s) A Invitation from Minister Groom to attend the trade and investment delegation.
 B: Photographs from the March 2015 visit to China

Minister for State Growth

Level 10 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: +61 3 6165 7739
Email Minister.Groom@dpac.tas.gov.au
Web www.stategrowth.tas.gov.au www.dpipwe.tas.gov.au www.skills.tas.gov.au



The Right Honourable Lord Mayor of Hobart
Alderman Sue Hickey
Town Hall
Macquarie Street
HOBART TAS 7001

17 JUN 2015

Dear Lord Mayor *Sue*

I write to invite you to join my trade and investment delegation to China in September 2015.

Tasmania has a special opportunity in 2015 to leverage President Xi Jinping's visit and your attendance would bring strategic cohesion to our China engagement.

An Expression of Interest process, coordinated by the Department of State Growth is currently underway to select delegates from China-ready organisations in the key economic growth sectors of international education, tourism infrastructure, agrifood and the Antarctic sector.

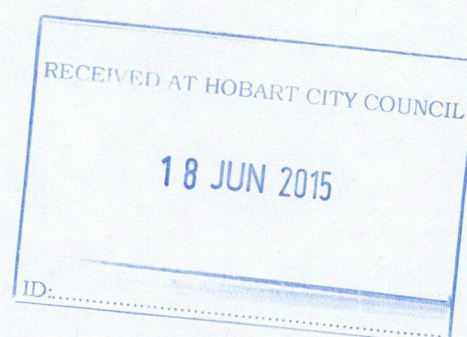
The delegation of 20-30 representatives will travel to Hong Kong for business matching opportunities on Friday 4 September to Saturday 5 September, then on to Haikou, Fujian, Shanghai and Beijing, concluding on Friday 11 September 2015. Given the parallel relationship between Tasmania-Fujian and Hobart-Fouzhou, your involvement there would be most welcomed.

The Savour Tasmania-China dinner will be staged in Shanghai on Wednesday, 9 September 2015 and your attendance at the dinner would also be particularly welcomed.

Could you please indicate your availability to participate to Mr Mark Bowles, General Manager, Trade and International Relations, at Mark.Bowles@stategrowth.tas.gov.au or telephone 03 6165 5177.

Yours sincerely

Matthew Groom MP
Minister for State Growth



WELCOME BANNERS FOR THE LORD MAYOR



LORD MAYOR'S POSITION IN MEETING ROOM CONFIGURATION



LORD MAYOR MEETING PRESIDENT XI JINPING



**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

**6. GLENORCHY CITY COUNCIL MEMORANDUM OF UNDERSTANDING –
UPDATE – FILE REF: 12-40-1**

4x's

Report of the General Manager of 17 June 2015.

DELEGATION: Committee

TO : Governance Committee

FROM : General Manager

DATE : 17 June, 2015

SUBJECT : **GLENORCHY CITY COUNCIL MEMORANDUM OF UNDERSTANDING - UPDATE**

FILE : 12-40-1 NH:FC (o:\council & committee meetings reports\gc reports\2015 meetings\7 july\word version of report\gcc mou report_june 2015.docx)

1. INTRODUCTION

- 1.1. The purpose of this report is to provide the Council with an update on the progress of the Memorandum of Understanding with the Glenorchy City Council.

2. BACKGROUND

- 2.1. At its 15 April 2013 meeting, the Council resolved inter alia:

The draft Memorandum of Understanding (MOU) between the Hobart City Council and the Glenorchy City Council be endorsed;

Six monthly reports be provided on the progress of the MOU, including the identification of future opportunities.

- 2.2. The Council received its last six-monthly update on progress of the MOU in December 2014, whereat it resolved inter alia as follows:

The Lord Mayor and General Manager be requested to meet with the Mayor and General Manager of the Glenorchy City Council to discuss expanding the scope of the Memorandum of Understanding (MOU) to include socially directed activities, as well as operational and infrastructure matters, and to explore opportunities for shared services between the two councils.

- 2.3. The Lord Mayor and General Manager met with Glenorchy City Council's Mayor Kristie Johnston and General Manager Peter Brooks on 18 March 2015.

2.3.1. The meeting noted a number of successes, including a joint tender with Glenorchy City Council (and Clarence City Council) for the processing of recyclables; the exploration of opportunities to further develop the Lutana Quarry jointly owned by Hobart and Glenorchy; discussions about the \$1 million election promise the State Government has delivered on to revitalise streetscapes in Hobart and Glenorchy; the continued roll out of the Accelerated Energy Efficient Lighting project and the

preparation of a due diligence assessment by Deloitte in relation to the Copping Refuse Disposal Joint Authority.

- 2.4. At an operational level, there have been limited opportunities to significantly progress matters due to an extensive administrative restructure at Glenorchy, however, what discussions have occurred have centred around the following:

Management of the Lutana Quarry

- Close liaison has occurred between the two Councils in relation to the management of the Lutana Quarry which has seen a MasterPlan for the site developed and continued work to manage the risk associated with rock falls at the quarry face.

Southern Waste Solutions

- Currently awaiting finalisation of Glenorchy's administrative restructure which will enable the Southern Waste Solutions due diligence work to be completed.

Accelerated Energy Efficient Lighting project

- The Energy Efficient Street Lighting Project to improve lighting in both the Hobart and Glenorchy municipal areas has been completed. The works undertaken have been primarily funded by an Australian Government grant.
- The Project has included replacement and upgrade of the lights along the Sandy Bay Sea Wall, replacement of the majority of 80 watt mercury vapour lights in Hobart and Glenorchy with 18 watt LED lights. In addition a portion of the funds were used by Glenorchy for lighting at the Abbotsfield sports ground.
- TasNetworks' contractors have now completed their work to replace the suburban street lights with a total of over 4,700 lights having been replaced in Hobart and Glenorchy, resulting in significant energy and cost savings.

- 2.5. A number of future issues have also been discussed, including the establishment of a Light Rail working group; exploring the opportunity to share a works depot; the continuation of sharing data and joint procurement of key services.

- 2.5.1. In relation to Light Rail, a letter has been sent to the Secretary of State Growth, Kim Evans requesting a briefing on the future of the rail network and the ability of the Councils to use the existing rail network. A briefing from Infrastructure Tasmania on this matter is currently being planned.

- 2.6. Whilst not a component of the MOU, the Council has written to the Mayor of Glenorchy to advise of its decision in relation to local government reform.
- 2.7. Glenorchy is currently seeking community views on the matter of reform after which time it has been suggested that a meeting be held between the two Councils.

3. PROPOSAL

- 3.1. It is proposed that the Council note the latest update of the Memorandum of Understanding with the Glenorchy City Council.

4. STRATEGIC PLANNING IMPLICATIONS

- 4.1. The MOU with the Glenorchy City Council aligns with Future Direction 3 which states that the City is well governed at a regional and community level.

5. FINANCIAL IMPLICATIONS

- 5.1. Funding Source(s)
 - 5.1.1. Not applicable.
- 5.2. Impact on Current Year Operating Result
 - 5.2.1. Not applicable.
- 5.3. Impact on Future Years' Financial Result
 - 5.3.1. Not applicable.
- 5.4. Asset Related Implications
 - 5.4.1. Not applicable.

6. CONCLUSION

- 6.1. At its 15 April 2013 meeting the Council resolved that six monthly reports on the progress of the MOU be provided to the Council.
- 6.2. The Lord Mayor and General Manager met with the Mayor and General Manager of the Glenorchy City Council on 18 March 2015 to discuss recent achievements of the MOU as well as discussing a number of future issues.

7. RECOMMENDATION

That:

- 7.1. *The report NH:fc(o:\council & committee meetings reports\gc reports\2015 meetings\7 july\word version of report\gcc mou report_june 2015.docx) be received and noted.***

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



(N. D. Heath)

GENERAL MANAGER

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

7. CITY OF HOBART COMMUNITY ENGAGEMENT – FILE REF: 15-1-1

56x's

Report of the Deputy General Manager and Principal Advisor Media and Community Relations of 22 June 2015, and attachments.

DELEGATION: Council

TO : Governance Committee

FROM : Deputy General Manager
Principal Advisor Media and Community Relations

DATE : 22 June 2015

SUBJECT : **CITY OF HOBART COMMUNITY ENGAGEMENT**

FILE : 15-1-1 :BAKERK (s:\pam&cr\committee -elt reports\city of hobart community engagement.doc)

1. INTRODUCTION

1.1. This report:

- 1.1.1. Seeks the Council's consideration of a review of the City of Hobart's Community Engagement Framework;
- 1.1.2. Proposes the trialling of an online community engagement platform; and
- 1.1.3. Presents an evaluation of the recently trialled Community Engagement Forums and a proposal to continue the model.

2. BACKGROUND

2.1. There is no single definition of community engagement. In the context of Local Government, it is a broad term to describe a variety of ways to communicate, consult, involve and encourage participation between Council, the community and other stakeholders. Community engagement is a process (not an outcome) to assist decision making.

Review of City Engagement Framework

- 2.2. The Council's Community Engagement Policy (**Attachment A**) was originally endorsed by the Council in 2008.
- 2.3. The purpose of the policy is to provide a framework that facilitates understanding and decision making between the Council and the Hobart community.
- 2.4. The policy states that:
 - 2.4.1. The Hobart City Council recognises the right of community members to be informed and have input into decisions which affect their lives.
 - 2.4.2. Hobart City Council values effective consultation in developing a positive relationship with its community and recognises that public participation contributes to better decision-making.

- 2.4.3. Council seeks to take account of the views, needs, issues and aspirations expressed by the community and to balance these with other influences such as budgetary constraints to make informed decisions.
- 2.4.4. In applying this policy, the Council demonstrates its values of we're about people, we're professional, we're enterprising, we're responsive, we're inclusive and we're making a difference.
- 2.5. The Council has a decentralised model of community engagement. Officers are responsible for planning, delivering and reporting on community engagement activities, using a community engagement manual - an internal guide to assist officers in undertaking community engagement activities.
- 2.6. The Council's internal Community Engagement Reference Group (CERG) comprising officers across all Divisions, acts as an additional support structure for officers. Its members hold a Certificate in Public Participation from the International Association for Public Participation (IAP2) and assist and support their Divisional colleagues in planning and implementing community engagement activities.
- 2.7. While the Policy and manual still have relevance, community engagement practice has progressed since their development some years ago and it is timely to undertake a review.
- 2.8. A review would look at our existing community engagement practices, research best practice and seek to identify opportunities for new/alternative mechanisms of engagement.
- 2.9. In reviewing the framework, a comprehensive range of research and community engagement activities would be undertaken involving elected members, Council officers and the community.
- 2.10. Reviewing the framework in this way would afford Council the opportunity to reaffirm or recast shared principles; provide clear definitions; and enable a high-level view of what our approach to community engagement is, in terms of who, why, when and how we engage.
- 2.11. The review outcomes would result in an updated framework that would serve as the Council's blueprint to deliver a consistent and best practice approach to community engagement for the City of Hobart to best meet the needs of the Council and the community.

Trial of an online engagement tool

- 2.12. As a way to improve the effectiveness of community engagement within the City of Hobart, officers have investigated options for a web-based engagement tool as a complementary mechanism to existing engagement tools.

- 2.13. Local government is increasingly using the internet to actively engage with their communities. Online engagement, in general, offers increased accessibility, convenience, involvement, security and confidentiality, transparency, responsiveness, cost-effectiveness and efficiency.
- 2.14. Online engagement is also recognised as a ‘high-value’ solution that allows engagement with wider audiences who may have previously been unable or unwilling to participate.
- 2.15. The range of available online tools is broad. Online discussion forums or blogs, e-newsletters, online community panels, online surveys, social networking (eg Facebook, Twitter, Linked In) and websites are all examples of online platforms that can be used for community engagement.
- 2.16. While the Council currently operates in the online engagement space, this is limited to the use of its corporate website, City Guide Facebook page and Facebook pages associated with Salamanca Market, Taste of Tasmania, Youth Arts and Recreation Centre and The Hobart Aquatic Centre.
- 2.17. Of the online community engagement platforms investigated, *TownHall Social*, *Open Cities* and *Bang the Table*, the products developed by *Bang the Table*, one of the most experienced suppliers of web-based community engagement services to Government organisations, were considered to provide the best value both in terms of capability and licence pricing.
- 2.18. *Bang the Table* offers two digital community engagement software solutions, *EngagementHQ*, a platform for online community engagement and *Budget Allocator*, a participatory budgeting solution. An overview of *Engagement HQ* and *Budget Allocator* is provided at **Attachment B**
EngagementHQ
- 2.19. The key features of *EngagementHQ* include:
 - 2.19.1. The capacity for unlimited consultation projects;
 - 2.19.2. Multiple feedback tools and communication resources;
 - 2.19.3. The option for a preferred domain name – for example yoursay or yourvoice.hobartcity.com.au;
 - 2.19.4. Comprehensive analytics and reporting of all data; and
 - 2.19.5. The capacity to engage in an open or in a more limited way, with specific focus groups or demographics.

- 2.20. *EngagementHQ* has the capability to streamline methodology for community engagement processes, improving planning and reporting and bringing consistency of presentation to online engagement processes.
- 2.21. What sets *EngagementHQ* apart from other providers is the range of feedback tools available and the analytics and reporting capabilities that would greatly streamline reporting back of community engagement outcomes.
- 2.22. The engagement tools range from moderated discussion forums, news feeds for project news updates, surveys and quick polls, questions and answers, a formal submission tool and story-telling and interactive mapping.
- 2.23. While Facebook is seen as being an engagement tool that can facilitate discussion, officers consider that the inbuilt discussion forum tool as part of *EngagementHQ* offers a superior format for focussed discussion and dialogue.
 - 2.23.1. The discussion forum tool is moderated 24/7 to ensure the discussion remains on topic and inappropriate language and displays of disrespect to other participants are dealt with by the provider in a timely way.
 - 2.23.2. That is not to say Facebook cannot play a role in community engagement processes. It would be an excellent tool to direct and drive people to the online *EngagementHQ* platform.
- 2.24. *EngagementHQ* also has the capacity for people to register their interest for any community engagement processes the Council is undertaking. This capability enables the Council to create a community panel or community 'think tank' for future engagement processes or even community and business surveys into the future.

Budget Allocator

- 2.25. The other community engagement software solution offered by *Bang the Table* is *Budget Allocator*, a participatory budgeting tool.
- 2.26. *Budget Allocator* provides the opportunity for the community to participate in the budget process. It encourages informed input in budget development, aids in communicating the budget process and understanding around the sometimes difficult decisions Council faces when setting its budget.
- 2.27. In addition to the two software solutions, *Bang the Table* has a comprehensive understanding of and brings extensive skills in communications, government relations and the political, policy, social and emotional contexts in which community engagement takes place.

- 2.28. The annual licence pricing includes training and support and access to advice from experienced community engagement practitioners.
- 2.29. The adoption and implementation of an online community engagement platform such as *EngagementHQ* would improve the effectiveness of community engagement processes and would complement Council's existing community engagement mechanisms.

Trial Community Engagement Forums - Evaluation

- 2.30. As a way of facilitating enhanced engagement between the Council and the community, a trial involving two Community Engagement Forums was held in April 2015 in South Hobart and Mt Stuart.
- 2.31. The Council was seeking to develop new and proactive ways of engaging with its community and the community engagement forum model was seen as a way of better informing the community, better engaging with the community to understand community, resident or ratepayer views on issues of importance, and as a mechanism for the community to provide feedback on Council activities.

Location

- 2.32. The trial forums were held in conjunction with the South Hobart Progress Association and the Mount Stuart Residents Inc, both active Associations. To garner support for the model, the forums were scheduled to coincide with the Associations' regular evening meetings in April 2015.
- 2.33. While the forums were held in the neighbourhoods of South Hobart and Mt Stuart, they were open to attendance by any person who lived, worked or studied in, or pays rates on a property within the Hobart municipal area.
- 2.34. The fact that attendance was not limited to South Hobart or Mt Stuart residents was included in the collateral promoting the forums, however for the South Hobart Forum particularly, 76 per cent of attendees were residents of South Hobart. The Mt Stuart forum had attendees from a number of suburbs including West Hobart, Lenah Valley, Sandy Bay, Dynnyrne and Glebe.

Promotion

- 2.35. Promotion of the forums included:
 - Invitations to progress and resident associations and the Council of Hobart Community Associations.
 - City of Hobart website.

- Three advertisements in the *Mercury* newspaper directing people to the City of Hobart website by QR code.
 - Two media releases, one of which was picked up by ABC Radio.
 - Posters and flyers in Council venues – Mathers House, THAC, Youth Arts and Recreation Centre and the Customer Service Centre, directing people to the City of Hobart website by QR code.
 - The Community Engagement Reference Group circulating details of the forums to contact lists within their respective Divisions. For example, community and sector organisations – Hobart Access Advisory Committee, Hobart Older Person’s Reference Group, Hobart Family and Children’s Network, Hobart Mum’s Network, South Hobart Sustainable Community, Hobart Multicultural Networking for Harmony Committee, respondents to recent community engagement processes, sportsfield user groups and Traffic Committees, many of which shared the opportunity on their Facebook pages.
 - Both the South Hobart and Mt Stuart Progress Associations also promoted the opportunity in their newsletters and on their webpages.
- 2.36. Feedback from participants indicated that the tools to promote future forums could be further enhanced. A review of the communications undertaken following the trials identified further opportunities for improvement, in particular mechanisms to promote the forums to the Hobart community as a whole.

Venues

- 2.37. The venues were chosen for their central location in the suburbs, for their accessibility and their size.
- 2.38. While the Mt Stuart Hall was an ideal venue, the South Hobart Primary School sports hall had poor acoustics and external lighting difficulties, resulting in attendees having difficulty navigating down the path. The informal half round table set up worked well. Appropriate venues will be identified for future forums.

Attendance numbers

- 2.39. Attendees registered their details on an attendance sheet. 35 people registered at the South Hobart forum and 46 registered at the Mt Stuart forum.
- 2.40. While no targeted survey of community demographic was undertaken, anecdotally, the main demographic of attendee seemed to be middle-aged males and females.

- 2.41. It was noted in an earlier report proposing the model in August 2013 that representative community participation was likely to be difficult to achieve even with targeted promotion of the sessions to community groups and those sectors that can be under-represented in community engagement processes.
- 2.42. More work will need to be done for any future forums to attract more broad community interest and attendance.

Forum format

- 2.43. The Forums were chaired by a facilitator, with a short presentation from the General Manager, a brief Q&A with Tasmania Police and time for participant questions.
- 2.44. The agenda (**Attachment C**) was formulated with input from the Executives of both progress associations. The short presentation from the General Manager covered Council's priorities over the coming five years as outlined in its strategic plan, where Council's income is derived and how funds are spent, and an update on major projects.
- 2.45. The general question time, particularly at the South Hobart forum, was over-subscribed. Feedback from some attendees indicated that there was insufficient opportunity to ask a question and that the forums were dominated by progress association questions.
- 2.46. The format allowed for participants to submit questions in advance. The purpose of pre-submitted questions was to enable Council the opportunity to prepare answers and to obviate the need to take questions on notice.
- 2.47. The pre-submitting of questions option was only taken up by each of the progress associations however and resulted in a significant number of detailed questions and issues being submitted the day before or the day of the forums.
 - 2.47.1. On the evening, to ensure fairness and equity to other attendees, the facilitator alternated between a pre-submitted question and a question from the floor.
- 2.48. Due to the time constraints of the general question time slot at the forum in South Hobart, participants were contacted following the forum inviting submission of questions not presented at the forum. Responses were included in the forum notes.
- 2.49. The notes were inclusive of all questions and answers from the forum and those submitted following (**Attachment D**). These were provided to participants who registered and were also placed on the community forum page of the Council's website www.hobartcity.com.au/communityforum

- 2.50. Feedback from participants suggests that a two-way communication format is preferred. Attendees appreciated gaining an understanding of Council activities and while some wanted more detailed information, others were happy with a brief overview to allow time for more questions.

Scheduling

- 2.51. Both forums were held on a week day in the evening. The time of 6.30pm for a 7pm start afforded attendees the opportunity to network with other community members, Aldermen and Council officers prior to commencement.
- 2.52. The 90 minute forums were scheduled to conclude no later than 8.30pm. The sessions from Council and Tasmania Police took 30 minutes with one hour for general question time. This timeframe worked well at the second forum in Mt Stuart. At the forum in South Hobart, the South Hobart Progress Association felt somewhat aggrieved that more of their pre-submitted questions had not been addressed. As a result, the forum was extended for a further 20 minutes for those wishing to stay on.

Cost

- 2.53. Combined, the forums cost \$2,288 as follows:

Expense	\$
Advertising	1,402.00
Venue Hire	200.00
Catering	326.00
Facilitation	360.00
TOTAL	\$2,288.00

Feedback

- 2.54. Feedback from attendees sought following the forums is provided at **Attachment E**.
- 2.55. Letters of support for the model from the South Hobart Progress Association, Mt Stuart Residents Inc and the Council of Hobart Community Associations are provided at **Attachment F**.

Evaluation

- 2.56. The purpose of the community forum model was to better inform and engage with the community and be a mechanism by which the community could provide feedback to Council.
- 2.57. It is considered that the outcomes of the trial forums have achieved their purpose and they have clearly garnered participant support.

3. PROPOSAL

Review of Community Engagement Framework

- 3.1. It is proposed that the Council endorse a review of the Council's community engagement framework, led by the Principal Advisor Media and Community Relations, with the assistance of the Council's Community Engagement Reference Group (CERG).
- 3.2. This report also proposes the trialling of an online engagement platform and taking into consideration that resources will need to be directed to the implementation of this new community engagement tool, should the Council endorse the proposal, it is proposed that the review for the Community Engagement Framework commence in the second quarter of 2015/2016.

Trial of an online engagement tool

- 3.3. To increase and enhance engagement opportunities in the interim, it is proposed that Council endorse a 12 month trial of *Bang the Table's* online community engagement solutions, *EngagementHQ* and *Budget Allocator*.
- 3.4. It is proposed the 12 month trial commence in September 2015 with a multiple consultation project licence, in order for the Council to enter this improved online engagement space with a diverse range of consultation projects. The multiple consultation project licence would provide the opportunity to build an engagement community around the site, through frequency and consistency of engagement.
- 3.5. It is further proposed that the domain name of *yoursay.hobartcity.com.au* be secured for the online platform and launched with the first engagement process being the development of the Council's 10 year Community Strategic Plan. Other engagement processes planned to occur during the last quarter of 2015/2016 include the review of the Council's Customer Service Charter, the Cascade Strategic Land Review, the Fern Tree Park Master Plan, the draft Public Toilet Strategy and the Fruehauf climbing cliff draft site plan.
- 3.6. Involving the community in setting the Council's budget via the *Budget Allocator* tool would need to commence in November 2015.

Community Engagement Forums

- 3.7. With the trial community engagement forums meeting their intended purpose and achieving community support, it is proposed that the Council approve the forums as a permanent addition to complement the Council's current community engagement mechanisms.
- 3.8. It is proposed that Council host a series of four Community Engagement Forums annually, three to be held in alternating neighbourhood areas and the fourth to be held at the Hobart Town Hall as part of the Council's Annual General Meeting in November.
- 3.9. It is proposed that the Council host the forums independently but consider from time to time forming partnerships with other groups in order to achieve diversity of participation.
- 3.10. It is proposed that the next forum be held in September 2015 to coincide with the community engagement process for the release of the draft 10-year Community Strategic Plan. The following forum would be held as part of the AGM in November 2015, followed by forums in April 2016 and July 2016.
- 3.11. It is further proposed that the format of the forums continue to be structured in a way that provides for:
 - 3.11.1. The Council to convey information on Council decisions, major projects, services and operations and major issues affecting the community such as Local Government reform.
 - 3.11.2. Communicating achievements arising from the Council's Annual Plan and Annual Report.
 - 3.11.3. Engagement on matters the Council wants community feedback on, such as its strategic plan, other strategies, management and master plans and major projects.
 - 3.11.4. Dedicated time for general business/community questions.
- 3.12. The forums continue to be chaired by a suitably-skilled council employee or external facilitator as determined by the General Manager.
- 3.13. With the exception of the AGM, the format of the forums be amended to only allow questions from the floor at the forum with no prior submission of questions.
- 3.14. It has been previously suggested that the community engagement forums could integrate the role of the Council's traffic committees. In light of the imminent engagement process for the preparation of a draft Local Retail Precinct Plan, it is proposed that the status quo remain until this process concludes.

- 3.14.1. The Committees have been identified as key stakeholders in this engagement process and have a role to play given traffic issues will be considered as part of this plan.
- 3.14.2. Following the development of the draft Plan, it is proposed that Council engage with the various Traffic Committees seeking their views on integrating the current Traffic Committee format into the Community Forum model, thereby providing the opportunity for members to be informed and have their say on a broader range of topics and issues.

4. IMPLEMENTATION

- 4.1. Should the Council endorse the proposal for a review of the Community Engagement Framework, a comprehensive review and engagement plan will be prepared and implemented by the Community Engagement Reference Group commencing in the second quarter of 2015/2016.
- 4.2. Should the Council endorse the proposal for a 12 month trial of *Bang the Table's* online community engagement solutions *EngagementHQ* and *Budget Allocator*, officers will commence set up with a view to launching the platform as an engagement tool for the Council's Community Strategic Plan engagement process in September 2015.
- 4.3. Should the Council endorse the proposal for continuing the Community Engagement Forum model, the forum charter will be updated and planning for the September 2015 Community Forum will commence.

5. STRATEGIC PLANNING IMPLICATIONS

- 5.1. The City of Hobart's Community Engagement Framework has been developed in close alignment with, and responds to, the Council's long-term strategic planning documents, specifically; the Hobart 2025 Strategic Framework and the 2014-2019 Strategic Plan.

6. FINANCIAL IMPLICATIONS

- 6.1. Funding Source(s)
 - 6.1.1. The licence cost of \$20,000 for the 12 month trial of *EngagementHQ* and *Budget Allocator* is to be funded from existing budget allocations in the Corporate Services Division.
 - 6.1.2. The cost of \$6,000 for four community engagement forums annually is to be funded from existing budget allocations in BF 135 Corporate Services.
- 6.2. Impact on Current Year Operating Result

6.2.1. The licence pricing for *EngagementHQ* and *Budget Allocator* with full functionality and support is \$20,000 (excl GST) per annum. The initial subscription includes set up of the system.

6.3. Impact on Future Years' Financial Result

6.3.1. Should the Council wish to continue using *EngagementHQ* and *Budget Allocator* as an online community engagement platform following the initial 12 month trial, the annual licence fee would be \$20,000 per annum

6.4. Asset Related Implications

6.4.1. Not applicable.

7. RISK MANAGEMENT IMPLICATIONS

7.1. The continual improvements identified within this report contribute to the mitigation of the Council's strategic risk of failing to meet and respond to community and stakeholder expectations.

8. SOCIAL IMPLICATIONS

8.1. The initiatives in this report would strengthen and build the City of Hobart's community engagement approach. They would improve opportunities for people who live, work, study or pay rates in our City to provide feedback on and influence the development of plans, policies and strategies.

8.2. The Council will also gain a better understanding of the range of community opinions on a particular issue and can use this information to inform its decision making.

9. DELEGATION

9.1. This is a matter delegated to the Council for determination.

10. CONSULTATION

10.1. The author has consulted with the following officers in the preparation of this report: The Senior Project Officer Strategic Planning and Performance, Project Officer Corporate Services, Co-ordinator Internet and Client Support, Director City Infrastructure, Manager City Government and Executive Officer Corporate Services.

11. CONCLUSION

11.1. This report seeks the Council's consideration of a review of the City of Hobart's Community Engagement Framework, proposes the trialling of

an online community engagement platform and presents an evaluation of the recently trialled Community Engagement Forums.

- 11.2. The Council's Community Engagement Framework was endorsed by the Council in 2008 and while the Community Engagement Policy and manual still have relevance, community engagement practice has progressed since their development and it is timely to undertake a review.
- 11.3. It is proposed that the Council undertake a review of its Community Engagement Framework to commence in the second quarter of 2015/2016 with a comprehensive range of research and community engagement activities involving the Council and the community.
- 11.4. To improve the effectiveness of Council's community engagement, officers have investigated options for a web-based engagement tool as a complementary mechanism to existing engagement tools.
- 11.5. Of the online engagement platforms investigated, the products offered by *Bang the Table - EngagementHQ* and *Budget Allocator* were considered to provide the best value both in terms of capability and licence pricing.
- 11.6. It is proposed that that Council endorse a 12 month trial of *Bang the Table's* online community engagement solutions, *EngagementHQ* and *Budget Allocator* at a cost of \$20,000 and with the domain name of yoursay.hobartcity.com.au
- 11.7. It is further proposed that the 12 month trial of *EngagmentHQ* commence in September 2015 with the first engagement process being the recasting of the Council's Strategic Plan.
- 11.8. An evaluation of the Council's recent trial Community Engagement Forums has shown that this model of community engagement is meeting its intended purpose and has community support for their continuation.
- 11.9. It is proposed that the Council host a series of four Community Engagement Forums annually at a cost of \$6,000 with three of the forums to be held in alternating neighbourhood areas and the fourth to be held at the Hobart Town Hall as part of the Council's Annual General Meeting in November.

12. RECOMMENDATION

That:

- 12.1** *The report KB:bakerk (s:\pam&cr\committee -elt reports\city of hobart community engagement.doc) be received and noted.*

- 12.2** *The Council endorse a review of its Community Engagement Framework, commencing in the second quarter of 2015/2016.*
- 13.2.1** *That a comprehensive range of research and community engagement activities be undertaken as part of the review involving the Council and the community.*
- 13.2.3** *Following the review, the Council be provided with a further report on the outcomes and a draft updated Community Engagement Framework.*
- 12.3** *The role of the Council's Traffic Committees be considered following the conclusion of the engagement process for the draft Local Retail Precinct Plan.*
- 12.4** *The Council endorse a 12 month trial of the online community engagement platform EngagementHQ and Budget Allocator at a cost of \$20,000 to be funded from existing allocations in the Corporate Services Division budget.*
- 12.5** *'Yoursay.hobartcity.com.au' be secured as the preferred domain name for the online engagement platform.*
- 12.6** *Following an evaluation of the trial of the online community engagement platform of EngagementHQ and Budget Allocator, the Council be provided with a report on outcomes.*
- 12.7** *The Council endorse the holding of a series of four Community Engagement Forums;*
- *Three to be held in alternating neighbourhood areas; and*
 - *One to be held at the Hobart Town Hall as part of the Council's Annual General Meeting.*
- 12.8** *The cost of \$6,000 to host the Community Engagement Forums be funded from existing allocations in the Corporate Services Division budget.*

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.



(Kerry Baker)

PRINCIPAL ADVISOR MEDIA AND COMMUNITY RELATIONS



(Heather Salisbury)

DEPUTY GENERAL MANAGER

Attachment	A	Council's Community Engagement Policy
	B	An overview of EngagementHQ and Budget Allocator
	C	Community Engagement Forum Agenda
	D	Community Engagement Forum Notes
	E	Community Forum Participant Feedback
	F	Letters of support from the SHPA, MSRI and CHCA

Title: Community Engagement
Subject: General – Communication
Policy Number: 5.04.01 [return to TABLE OF CONTENTS](#)
Adopted by Council: 10/12/2012
Next Review: November 2015
Responsible Officer: Director Parks and Customer Services

- 1. Objectives:** To provide a framework that facilitates understanding and decision making between the Council and the Hobart community.
- 2. Background:** This Policy was developed as a result of an employee survey and two independently facilitated employee workshops covering the development of:
 - a formal community engagement policy framework;
 - definitions for the terms consultation, engagement and participation and incorporation of these into the policy framework; and
 - a set of principles and indicators.
- 3. Policy:**

Policy Purpose and Objectives

Community engagement creates an active and informed dialogue that seeks an understanding of the views and aspirations of the community.

The purpose of this Policy is to provide a framework that facilitates understanding and decision making between the Council and the Hobart community.

The community engagement policy objectives are to:

 - Achieve good governance by facilitating open, fair and constructive dialogue.
 - Allow for informed decision making and achieve together an improved quality of life in Hobart.

- Achieve active community participation through involvement and inclusiveness.
- Provide the community with a clear understanding of the Council's consultation processes.

Policy Statement

The Hobart City Council recognises the right of the community members to be informed and have input into decisions which affect their lives.

Hobart City Council values effective engagement in developing a positive relationship with its community and recognises that community participation contributes to better decision-making.

Council seeks to take account of the views, needs, issues and aspirations expressed by the community and to balance these with other influences such as budgetary constraints to make informed decisions.

In applying this policy, the Council will demonstrate the values of we're:

- about people.
- professional.
- enterprising.
- responsive.
- inclusive.
- making a difference.

The Hobart City Council has developed the following nine (9) principles to guide the application of this policy:

Principle 1 – Engagement Culture

Council embraces engagement as a key process in our governance of Hobart. A culture of engagement will continue to be developed at all levels of the organisation.

Principle 2 – Building Relationships

Council is committed to building effective relationships to improve the outcomes of community engagement.

Principle 3 – Inclusiveness and Accessibility

Council acknowledges the diversity of its community and will work to diminish barriers that may exist in order to encourage participation in engagement.

Principle 4 – Participation

Stakeholders are encouraged to participate in the process and to express their views in a respectful and open manner.

Principle 5 – Communication

The Council will clearly communicate the purpose of the engagement process; the steps involved and will allow sufficient time for effective involvement.

Principle 6 – Transparency

Council's engagements will be clear and transparent to allow the community access to information and an understanding by the stakeholders of the processes and resources involved.

Principle 7 – Considering the Results

The results of engagements will be included in the considerations of the Council and in decision making.

Principle 8 – Feedback

The Council will provide a means for stakeholders to obtain feedback on the engagement.

Principle 9 – Evaluation and Review

The Council will evaluate and review its engagement framework to ensure it is responsive to the views and aspirations of the community.

Application of Manual

A Community Engagement Manual provides a step by step guide to assist Council officers in the conduct of community engagements. The manual is available on the Council Business Centre under *Business Support, Community Engagement*.

4. **Legislation, Terminology and References:** The Community Engagement Manual provides a step by step guide to assist Council officers conduct community consultations.

History	
<i>Council Policies are reviewed annually with amendments to a Policy listed below</i>	
Date Policy first adopted:	11/8/2008
Amendments:	
Annual Policy Review	12/9/2011
Annual Policy Review	10/12/2012
Annual Policy Review (approved by ELT)	14/8/2014

Details of Policy Amendments are located on the [Council Business Centre](#)

Bang the Table Pty Ltd

ENGAGEMENTHQ KEY FEATURES AND FUNCTIONALITY

EngagementHQ provides for capacity for unlimited consultation projects each of which can incorporate the sequential or combined use of multiple feedback tools including online forum discussions, surveys and quick polls, questions and answers, formal submissions, emails, story telling, interactive mapping and a guest book supported by project specific news feeds, data base email and e-news capabilities. Each consultation project is further supported with a project library, video and photo gallery, project specific FAQs, project timeline and key dates in addition to widgets for embedding rich media such maps, slide share and video presentations.

Key Feedback Tools in each consultation project include:

- Moderated Discussion Forums
- Guest Books
- Story Telling
- Interactive Mapping
- Brainstormer
- Surveys
- Quick Polls
- Question and Answers
- Formal Submissions
- Forms including capacity to create private feedback and RSVP options

Key Communication and Information Resources in each consultation project include:

- Email and e-Newsletter Formats
- Project News Feeds
- Document Library
- Frequently Asked Questions
- Key Dates
- Multiple Video and Image Galleries
- Capacity to embed maps and slideshows

Key Features include:

- Your preferred domain name e.g. <http://yourvoice.hobartcity.com.au>
- Capacity to engage in open stakeholder consultation projects or protected consultation projects with project staff, specific stakeholders, panels or focus groups
- Capacity to determine and capture participant demographic data
- Comprehensive analytics including tagging, analysis and reporting of all data and download of real time quantitative and qualitative data in Excel and PDF formats
- Accessibility via mobiles, tablets and PCs
- Project team access to discussion forums to engage in and facilitate discussion
- Participant capacity to submit documents, images and videos
- Participant capacity to RSVP to event invitations

Strategic Support includes:

- 24/7 independent moderation of all publicly accessible comments
- Full technical support and hosting on our Australian servers
- Planning and analysis support including ongoing assistance and advice via the Client Experience Team
- Online training and both online and direct telephone support
- Access to new software and software updates at no additional cost



Bang the Table Pty Ltd

BUDGET ALLOCATOR

Budget Allocator assists budget development processes and an understanding of the difficult choices that need to be made within limited budgets and competing priorities. Budget Allocator encourages intelligent and informed input into budget development and generates qualitative and quantitative data to support decision-making.

Key capabilities of each individual Budget Allocator include:

- Capacity to create key budget categories, sub set budget categories and individual budget items to match your budget framework
- Capture and analysis of individual budget item comments from participants
- Ability to provide detail descriptions of service delivery outcomes through the inclusion of budget item impact statements for each individual budget item
- Ability to indicate over budgeting and response message including automatically calculated rate rises
- Access to data reports in real time including participant name and email addresses

Strategic support includes:

- Full technical support and hosting on our servers
- Liaison and advice via a dedicated Client Liaison

ENGAGEMENTHQ LICENCE PRICING

Providing capacity for focused consultation in a safe, information rich environment with full functionality and support, the following licence can be delivered within 3 working days.

Annual Multiple Consultation Project Licence \$20,000.00 +GST

- Includes all functionality, features and support listed above for both EngagementHQ and Budget Allocator, enabling use of the full capacity for multiple consultation projects.

OPTIONAL INCLUSIONS

- *Campaign Monitor* \$2,000.00 +GST: Campaign Monitor allows you to send beautifully designed emails and e-newsletter formats to your EngagementHQ database with access to advanced reporting and filters.
- *ReadSpeaker* \$1,000.00 +GST : ReadSpeaker converts text to speech to give a voice to your EngagementHQ website. ReadSpeaker provides site visitors and participants with the option to play the audio version of project introductions, newsfeeds, discussions and surveys on your EngagementHQ site.

TRAINING AND SUPPORT

Initial training and support is provided by our Client Experience Manager and is conducted online over one hour. All training materials and manuals are accessible online from within your EngagementHQ site are accessible

Prior to the launch of your site and individual consultation projects your project team can contact Bang the Table's client experience team for project planning advice and a strategic review of individual consultation projects.



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Ongoing client liaison, consultation development, analytic advice, content management system and participant support will be provided by Bang the Table through both our Client Experience Team and a dedicated Client Liaison Manager. Technical advice and dedicated online support is provided by our support desk team members. The support desk is accessible online from each individual consultation project, via email and telephone and full technical support, product development and hosting is managed by our Development Team.

BRANDING

There are two options for brand integration with EngagementHQ:

(1) Off the shelf branding included within your license, with capacity for you to customise background images, menu colors and banners to reflect your corporate look.

(2) Deep brand integration includes specialist design to replicate the look and feel you require including the functionality and design elements of your own website.

OVERVIEW OF ENGAGEMENTHQ FEEDBACK TOOLS

EngagementHQ consultation projects provide the ability to incorporate the individual, sequential or combined use of multiple feedback tools in any consultation project including online forum discussions, surveys and quick polls, questions and answers, formal submissions, emails responses, a guest book, interactive mapping and story telling.

Discussion Forums are community spaces for discussion, debate and dialogue and are the most transparent form of online engagement. Discussion forum comments are moderated to protect against inappropriate language, displays of disrespect to other participants and off topic comments.

The Guestbook is the simplest of feedback mechanisms. It is designed to gather text-based feedback from participants without community dialogue or debate. The Guestbook is useful as an ongoing feedback tool, as well as, for gathering feedback on highly emotional subjects when the choices under consideration are relatively dichotomous. Comments may be moderated pre or post comment posting.

Surveys and Forms are most useful when you need quantifiable data and want to gather responses to a range of very specific questions. "Closed" rather than a "public" feedback mechanism, surveys and forms are often best used in conjunction with one of the public feedback tools.

Submissions allow for the collection of feedback either by participants creating their submission or by attaching their submission or substantiating documentation from their own files. Submissions can capture full participant data for statutory purposes.

Brainstormer is our idea development tool designed to allow you to test and develop ideas or to capture test and develop ideas from your community and stakeholders.

Storyteller allows you to gather rich participant stories using text, images, video and audio files. Stories are most useful when capturing personal experiences or knowledge, or dealing with highly emotional personal or social issues, where you do not wish to encourage uncontrolled dialogue between participants; the intention is simply to honour and make participant stories public.



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Mapper our interactive map based tool is useful for policy, planning or project work with a spatial element, for example, land use planning, parks and recreation planning, community facilities planning and urban regeneration.

The Quick Poll is a way to easily poll your community or project participants to assess general perceptions and capture a snapshot regarding a particular topic or issue. It is generally used as a "value add" to your project rather than as the main feedback mechanism.

Q&A is an issues management tool designed to balance transparency and careful consideration of responses to publicly raised concerns. Participant generated comments can be answered publicly on site, or privately via direct email through the application.

OVERVIEW OF ENGAGEMENTHQ COMMUNICATION AND INFORMATION REOURCES

EngagementHQ consultations are supported by a range of communications and information sharing capabilities including project specific news feed, data base email and e-news formats, project libraries, video and photo galleries, project specific FAQs and key dates calendars in addition to widgets for embedding rich media such maps, slide share and video presentations.

The News Feed is used for project news updates; as an issues management tool to present information about critical issues; or simply as a list to link from the site homepage through to individual projects.

Participant Email and e-Newsletters provides capacity to communicate with the participant database or filtered data sub-sets via email and e-newsletters formats.

The Document Library is the engine room for keeping your community and stakeholder informed with relevant project documents and consultation specific information.

Video Gallery is available in each consultation project providing access to project specific video such as fly throughs or as creative space to include community and project team vox-pop videos.

Image Gallery is available in each consultation project providing access to project specific images including infographics, designs, plans and diagrams.

Frequently Asked Questions provides a space to provide your community with access all of those regular questions about the project & the consultation process.

Key Dates and Calendar allows you to list all relevant key dates associated with a consultation project from the commencement date to the closing date of the consultation, key project phases and events associated with the consultation.

Key Links allow you to easily link your EngagementHQ site or project to any other website, external resources or third party partners.

Facebook and Twitter Widget allows the inclusion of project specific or whole of organisation Facebook and twitter streams within EngagementHQ.

The HTML Advanced Widget allows integration of embedded content from any third party source including rich media from any third party source, for example, YouTube, SlideShare, Google Maps, streaming video, RSS feeds, Prezi, PhotoSnack, Eventbrite, and ThingLink.

RSS Feeds

Site and project administrators and participants can create the following RSS feeds to track activity across the whole site, any single project, a single project with child pages, and any, or all, of the following feedback tools; Guestbook, Q&A, Newsfeed, Stories, Forum topics and comments and related projects.



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DATA AND INFORMATION SECURITY

All data stored on EngagementHQ is handled in accordance with Australian Privacy Laws and is not shared or provided to any third party unless required by law. All data collected on EngagementHQ is owned by Hobart City Council and maintained independently of data from other EngagementHQ sites.

- EngagementHQ is hosted on secure servers located within Australia and our standard is 99.6% availability over any 3-month period. Our servers are stored in an A grade data centre with Anchor in Sydney, with:
 - Gas based fire suppression;
 - Rotary UPS backup power supply (short term);
 - Diesel generator backup power supply (long term);
 - Full electronic access control with man traps; and
 - 24 x 7 onsite security technicians and service engineers
 - Your site is backed up nightly and is supported by a comprehensive disaster recovery plan.
- Data is stored within Australia in multi-tenant storage systems accessible to our clients. No end-user or other client has direct access to the underlying information. We ensure that all client data is replicated and backed up in multiple durable data-stores.
- EngagementHQ regularly undergoes comprehensive penetration testing by independent third parties.
- We outsource hosting and management of product hosting infrastructure to Anchor, the industry leading providers in Australia. Anchor use the data centres listed on the Australian Government's critical infrastructure list so the military will step in to ensure it's running 24/7.
- Our hosted data centres provide high levels of physical and network security, and maintain high levels of audited security. Access to these data centres is strictly controlled and monitored by 24x7 on-site security staff, biometric scanning and video surveillance.
- Communications between participants and the portal is conducted using secure connections to ensure that participant data in transit is safe, secure, and available only to intended recipients

ACCESSIBILITY

- EngagementHQ is fully compliant with WCAG 2.0 to AA standards
- EngagementHQ is fully optimized for IOS and Android platforms and provides an accessible interface for the community from mobile phones, tablets and desktop devices incorporating full site functionality.
 - EngagementHQ has a secure and verified self-user registration process with capacity to collect and apply participant demographic data. The verifiable sign up ensures data integrity by precluding capacity to duplicate or create more than one account from any single verified email address.
 - Individual feedback tools can be assigned a status either requiring or does not requiring a verifiable signup. In the instance where it is not required, participants are required to provide a verifiable email address.
 - The EngagementHQ registration allows for participants to sign up via twitter and Facebook using their associated Facebook or twitter name and password plus a verifiable email address.
- EngagementHQ is designed to host three consultation formats utilising all functionality without limitation or detriment to speed, accessibility or functionality for either participant or content management system administrators.



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- Open or public community consultations are visible to anyone allowing open community access to project information and resources and capacity to participate in the consultation and provide feedback.
 - Panel consultations allow predetermined participants such as community panel members, focus groups or subsets of your database or community panel to participate. Panel consultations allow the wider community to visit and observe but not participate in the consultation.
 - Protected consultations allow predetermined participants such as community panel members, focus groups or subsets of your database or community panel to participate. Protected consultations are visible and accessible by designated participants only.
 - Note 'panel' and 'protected' consultation participants can be provided with access via email domain or added via a list that can be bulk loaded onto the site from a CSV file. Additional participants can be added to the site at any time. Participants can also be removed at any time.
- EngagementHQ is designed to host multiple live consultations utilising all functionality without limitation or detriment to speed, accessibility or functionality for either participant or content management system administrators.

ENGAGEMENTHQ REPORTING AND ANALYSIS

- EngagementHQ provides access to integrated analysis, reporting and export tools for generating both consolidated whole of site reports and statistics or individual consultation project reports and statistics.
- The reporting functions of EngagementHQ report the full range of participant activity on the portal including site visits, page views, individual document and video downloads, participant demographics and email addresses, including graphs and comments captured by surveys, mapper, submissions and quick polls and all comments captured via discussion forums, guest books, questions and answers and story teller.
- All reports can be configured across a variety of date ranges and are available as consolidated reports of all consultations or as individual project consultation reports. All consultation reports can be viewed in real time and exported and printed in PDF and Excel formats.
- Comment analysis and tagging functionality allows qualitative data to be categorised by key words or combinations of key words and tags and associated reports from discussion forums, storyteller, guest book and question and answer tools to be analysed in one place and reports generated.
- EngagementHQ provides access to the member database detailing the individual profiles of each member.
- All reports can be downloaded in CSV and Excel formats and analysis and cross analysis undertaken using Microsoft Excel functionality.

ENGAGEMENTHQ STRENGTHS

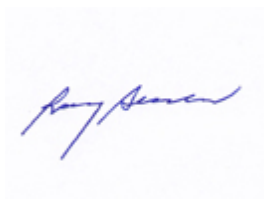
EngagementHQ provides capacity to streamline methodology for all open community, community panel, focus group and internal consultation. The combined capabilities of EngagementHQ act to improve consultation planning and reporting, bring about consistency of presentation and data collection, as well as, a consistent approach to communication and stakeholder engagement.

The key strengths of EngagementHQ are:



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- EngagementHQ is a dedicated online community engagement system with capacity to collect feedback direct from individual participants in open community or private panel consultations.
- EngagementHQ comes with 24/7 moderation of all public comments and contributions mitigating risk associated with inappropriate language, disrespect of other participants, trolling by individuals and off topic comments.
- EngagementHQ consultations can incorporate the sequential or combined use of multiple feedback tools including online forum discussions, surveys and quick polls, questions and answers, formal submissions, emails and a Guest Book supported by a project specific news feed, data base email and enews capabilities. Each consultation is further supported with a project library, video and photo gallery, project specific FAQs and key dates in addition to widgets for embedding rich media such maps, slide share and video presentations.
- The Project Team capability allows key project staff and experts to facilitate and engage with the community in any Smart Forum.
- EngagementHQ activity reports provide access to activity across age groups, gender, location, email address or any other demographic or personal identifiers in the sign up process. The reports detail individual document and video download numbers, FAQ visitation, individual visitor numbers, page views, individual participant activity, survey and quick poll results, details submission content details and attachments and all comments, agrees and disagrees with comments. All data is accessible via specific consultation project activity reports in real time and can be viewed either on site or downloaded in excel and PDF formats from the 'activity' and 'comment analysis' report functions across the site.
- EngagementHQ has a secure and verified signup process.
- EngagementHQ provides an accessible interface for the community from mobile phones, tablets and desktop devices.
- EngagementHQ is fully compliant with WCAG 2.0 level AA.
- EngagementHQ is designed to host multiple live consultations utilising all functionality without limitation or detriment to speed, accessibility or functionality for either participant or content management system administrators.
- EngagementHQ is equipped with built in guides and a direct helpdesk connection providing access to additional online resources and direct access to Bang the Table helpdesk staff. Access to helpdesk staff is also available by telephone and when necessary via screen share technology activated by helpdesk staff.
- EngagementHQ is hosted on secure servers located within Australia.
- Bang the Table provides consultation planning, development and ongoing support via a dedicated specialist Bang the Table Client Liaison Manager.
- Bang the Table provides access to software upgrades for EngagementHQ at no additional cost.
- EngagementHQ is used by over 180 Australian organisations across local government, Commonwealth and state governments, statutory bodies, the corporate and community sectors



Ray Scanlan
Manager: Liaison and Engagement





COMMUNITY ENGAGEMENT FORUMS

South Hobart Primary School Sports Hall - Wednesday 8 April 2015 at 7pm

Mount Stuart Hall – Thursday 23 April 2015 at 7pm

AGENDA

1. Welcome from the Lord Mayor
2. Overview of the Community Engagement Forum – How does it work?
3. Presentation by the City of Hobart's General Manager, Mr Nick Heath - Council activities and topical issues
4. General Business/question time - items raised by community members and suggestions for future agenda items
5. Q & A with Tasmania Police, Inspector David Plumpton
6. Forum close

Participants are invited to partake in refreshments on arrival from 6.30pm.

For further information, contact: Kerry Baker Principal Advisor Media and Community Engagement – 6238 2896 or bakerk@hobartcity.com.au



COMMUNITY ENGAGEMENT FORUM NOTES

HELD: Wednesday 23 April 2015, 6.30pm for 7pm

LOCATION: Mount Stuart Hall

NUMBER OF COMMUNITY MEMBERS: 46

ITEM NO	ITEM	Response
1	Welcome	
2	Overview of the Community Engagement Forum – how does it work?	
3	Presentation by the City of Hobart's General Manager, Mr Nick Heath – Council activities and topical issues	
4	General Business/Question Time – items raised by the community members and suggestions for future agenda items	
1	Can the Council advise of its intentions concerning the land at the top of Summerhill Road? This land provides a potential link from the track at the end of Weerona Ave to the Knocklofty Reserve and would provide a relatively level route and would be a valuable addition to recreational facilities of the West Hobart, Mount Stuart and the City of Hobart as a whole.	The land – lots 51 and 66 Summerhill Road is privately owned. Council has expressed an interest in purchasing the land and at this stage is keeping an active watching brief. The Council is also keen to ensure that any development on the site respects that we need that connection.
2	Can there be a provision for rates to be paid online?	Council currently provides an online payment option for Council rates, parking infringements and dog registrations at: http://www.hobartcity.com.au/Council/Payments



COMMUNITY ENGAGEMENT FORUM NOTES

3	<p>What plans does the Council have for maintaining and enhancing the many walkways and steps that connect the streets of Mount Stuart and provide a unique attraction in our suburb?</p>	<p>All laneways in the Hobart municipal area are recorded on the Council's asset register. They are inspected regularly and required maintenance is carried out. We also respond to requests from the community.</p> <p>In terms of enhancement, there are no current plans for overall improvement but if Council officers become aware of any safety concerns including lighting issues or tripping hazards, these matters will be investigated.</p>
4	<p>The General Manager's overview of major projects was focussed on the City Centre. Are there plans looking forward to developing an overall city plan for developing amenity in suburbs and linking the city to greater Hobart in a transportation strategy?</p>	<p>The Council has recently resolved to prepare Local Retail Precinct Plans that will consider improvements to the suburban shopping areas. As part of that process, we will be speaking to the various community groups and reporting back to Council before Christmas 2015.</p> <p>In terms of connecting Hobart to surrounding areas, this is an area in which we work with the Department of State Growth (DSG) as many are regional issues beyond the Hobart City Council's area. Recently, we have been involved with DSG's plans around improving the main road bus corridor linking Glenorchy to Hobart.</p>
5	<p>There has been considerable coverage in the Mercury recently about Aldermanic expenses. Could it be outlined please what the procedure and reporting will be when aldermen claim expenses in future?</p> <p>Will the section of the HCC Annual Report relating to Allowances and Expenses paid to Elected Members be expanded to show Aldermen's individual expenses, including those paid by Council?</p>	<p>The Council is disappointed by the way this issue was played out in the media and it is unfortunate that the coverage was not factual.</p> <p>The Council has resolved that it wants to publish Aldermanic attendances at meetings, allowances and expenses on the website every month and we are just working through now how that will look.</p> <p>We are also working closely with our auditors to develop a best-practice process.</p>

COMMUNITY ENGAGEMENT FORUM NOTES

		<p>The Council believes openness, transparency and probity should prevail and want to be exemplar on the way we report these matters.</p> <p>As well as being on the Council's website, Aldermanic allowances, expenses and meeting attendance will also be reported in the Annual Report.</p>
6	<p>While the Liverpool Street and the bus mall projects are good, other parts of the City are looking shabby and tired in terms of facades and roofs. Is there a way that the Council could provide incentives to private building and business owners to improve the look of city?</p>	<p>There is currently a motion on the Council's books for officers to report on what we might be able to do to support small business and an initiative such as this might be an option. To date, we have done a lot for large business but we are now shifting our thinking to small business. The Council is committed to ensuring there is investment in small business and officers and the Council gets the message we have to do more in the small business space.</p>
7	<p>On ABC 936 Radio recently, the Lord Mayor outlined why the Council is going to be involved in legal action with Ali Sultan. For the benefit of the meeting, could this be repeated and expanded on?</p>	<p>This issue is subject to current legal proceedings but what can be said is that this is an action taken against the Council by Sultan Holdings on a contractual issue and the Council's position is that our actions have been proper and we will defend the action.</p>
8	<p>Can the Council be more proactive with recalcitrant property owners who neglect to clear their blocks of fire hazards? Every year I complain about the same landholder that doesn't cut their grass and the process is lengthy meaning that is doesn't happen until January, which is too late.</p>	<p>Fire hazard abatement is something the Council is conscious about and we proactively patrol areas to look for overgrown vegetation as well as responding to complaints. We understand the frustration, it is frustrating for the Council too but we have to go through a formal process. As part of a review of last year's program, officers have been asked to look at how the system can be improved and sped up so we don't have to wait until February for blocks to be cleared and how serial offenders can be dealt with.</p>
9	<p>What are the pros and cons of the City of Hobart amalgamating with one or more municipalities in South East Tasmania?</p>	<p>The current situation is that the Minister for Local Government has written to the Council asking if it wants to pursue the concept of voluntary amalgamations. The Council has written back to the Minister saying that it is</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>What are the risks for HCC ratepayers if a merger proceeds?</p>	<p>prepared to sit down and talk about models, whether that be voluntary amalgamation, shared-services, fee-for-service or any other model. While the conversation is yet to occur, we are prepared to talk to our neighbouring Councils but we are only prepared to pursue what is in the best interests of our ratepayers.</p>
10	<p>Lenah Valley Primary School experiences traffic issues every morning at school drop off and every afternoon at school pick up time as there are insufficient drop off zones.</p> <p>There is also an issue due to the traffic light changes that have been made in the last 12 – 18 months which has really impacted in the area.</p>	<p>The Council is aware of the issues and has had direct contact with the Principal of the School over the last 12 months. We have also nominated a project for improvements to the road in terms of parking as part of blackspot funding for next year and expect a response within the next two months.</p> <p>One of the issues we have is that there is not room on the road for two lanes as well as parking on both sides of the road.</p> <p>In terms of drop off and pick-up zones, we can only do so much in the road reserve and the school has some responsibility for parking provision.</p> <p>In relation to the traffic light changes, which are the responsibility of the Department of State Growth (DSG) and outside Council's remit, it is understood that these changes were made because motorists were not able to make a safe right turn at the intersection.</p> <p>While traffic signal changes are not Council's responsibility, we do work with DSG and are happy to take this matter on notice and raise it with them.</p>
11	<p>Now that Council will be providing green waste bins, are food scraps included?</p> <p>The Council doesn't current recycle soft plastic. Would it be feasible for and is Council looking to, support an enterprise to do start recycling soft plastic?</p>	<p>Food scraps are not included in the new kerbside green waste collection service. The Council is keen to explore an alternative for food scraps but don't currently have the capacity to process them. Part of our plan is to talk to Clarence City Council regarding a facility that is appropriately located due to odour issues with food scraps.</p> <p>Until recently, Tasmania has been at a distinct disadvantage because we had</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>The City of Clarence has recycling bins alongside regular bins in the street. Is the City of Hobart planning on doing the same?</p>	<p>a sole recyclable processor offering an expensive and limited service. The Cities of Hobart, Clarence and Glenorchy have entered into a new agreement with a provider and this is offering more hope in what they can take and process. This arrangement means that recyclables are sent to a depot and transported to Melbourne for processing. It is a more cost-effective option and we are keen to ramp up recyclables so if there was a local enterprise wishing to take it up, we'd be very happy to talk to them.</p> <p>Progressively over the coming two years, we are rolling out new litter bins across the city and these will include a recycling capacity.</p>
<p>12</p>	<p>Does Council do door stop pick-ups of waste and recycling for people with disabilities? If the Council approves a development, then surely these services should be capable of being provided.</p>	<p>This is a difficult issue and Council has recently reviewed its processes. We have clarified the criteria by which one qualifies for this service and these are on our website. We have also recently had a young worker seriously injured his back (and is currently incapacitated for life) while collecting bins as part of this service so we need to do a careful risk assessment of each property to ensure we can provide the service safely.</p> <p>From a planning perspective, the Council takes account of servicing needs when assessing a development application.</p>
<p>13</p>	<p>In the event of either Macquarie or Davey Streets being blocked for a period of time, particularly a substantial period of time, say more than 30 minutes, Hobart would be gridlocked. Are there any plans in place to overcome the gridlock and if so, are Tasmania Police, the Tasmanian Government and the Hobart City Council aware of these plans? Have the plans been reviewed of late in view of the ever</p>	<p>This is an age-old issue. Approximately four years ago, we received a letter from the Minister advising that a tunnel was not a feasible option. Apart from this being a costly solution, it was determined that most traffic is destined for the City so if there was a bypass by form of a tunnel or other measure, we would still have a lot of traffic.</p> <p>It is accepted that blockage of an arterial road could result in significant delays, however there are no plans to build additional redundancy into the network, as the cost would be prohibitive. If a serious blockage occurred,</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>increasing volume of traffic in Macquarie and Davey Streets?</p> <p>Does the HCC believe that the plans are practical and effective?</p>	<p>Tasmania Police would become involved in diverting traffic.</p>
14	<p>Currently, there is no parking for people visiting with motor-homes. These visitors contribute considerably to businesses but there is no place for them to park in the City centre or any formal camping area in Hobart City area. Can consideration be given to allowing overnight parking for motor homes that are fully self-contained?</p>	<p>This issue has been raised a number of times in the past and it is an interesting challenge. There is no formal parking areas but the foreshore areas tend to attract motor homes. The challenge we have is that and our residents become distressed when they find motor homes set up in the residential area. Other areas in the state have an arrangement with service clubs to manage a site with a small fee. This is something that officers are currently investigating including where a site could possibly be established and we hope to have a report to the Council soon.</p>
15	<p>Does the HCC have an infrastructure plan to enable traffic to bypass Davey and Macquarie Streets?</p> <p>If there is not a plan in existence, should one be developed, bearing in mind that it may involve acquisitions of property or impinge on reserves?</p> <p>(At the very least, alternatives should be explored and discussed with the public. It is difficult to understand why there is and has been major expenditure providing bypasses around small towns in Tasmania, but there is no effort to divert traffic around the Hobart CBD, with the roads being permitted to alienate the centre of the city from the waterfront.)</p> <p>How does the Council propose to achieve one of the major objectives of the Gehl report without providing a bypass around</p>	<p>There is no current plan and not something Council officers foresee occurring, given the high cost of such an initiative compared to any benefit. If a bypass was introduced, this would have a knock-on effect and create a host of issues within the broader traffic network. We do, however, need to carefully manage increasing traffic volumes and promote sustainable transport options.</p> <p>Council is currently considering ways to better connect the CBD to the Waterfront, however Davey and Macquarie Streets are considered to be constraints that need to be taken into account.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>the CBD? (Another consideration is that buildings of historical significance which front onto Davey and Macquarie streets are probably being damaged by the heavy traffic using these arteries.)</p>	
16	<p>When the numbers of traffic lanes are reduced, motorists often find an alternate route. Barrack street appears to be the alternate route of choice for many. Is the Council aware that Barrack Street is becoming a bypass to City and could the flow be improved? There is also an issue outside St David's Cathedral with the far left lane holding up holding up traffic entering Macquarie Street and down to the waterfront. Can pedestrians be given a five second head start to improve this hold up?</p>	<p>This matter is currently under investigation with an increase from two to three lanes continuing across the Collins Street intersection to be considered. It is unlikely that this solution would work as it would take time out of the existing signal phasing. Traffic and pedestrian conflicts occur at many intersections in the CBD and time separation would decrease intersection efficiency.</p>
17	<p>This year is the fifth anniversary of the Jan Gehl report. Is the Council celebrating that milestone?</p>	<p>We would like to get Jan Gehl back to Hobart at some stage to see some of what we've done. We know he has a soft spot for Hobart and we are keen to invite him back to celebrate his contribution. We are aware that he has a sick partner and his travelling has been limited. He provided us with 140 recommendations and with the Council keen to deliver on his vision, we will see a very different Hobart in the years to come.</p>
18	<p>Can the Council be more assertive in its position on development on Mt Wellington?</p>	<p>The Council has maintained a strong position for some period of time. We have strongly expressed a view that the Council's preferred site for development is the Springs and this has recently been reinforced with the Council seeking development applications of interested parties for the Springs.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>The Council has also taken an active role in the public hearing by the Planning Commission in relation to the proposed extension of the Pinnacle Zone by the Trust for two reasons:</p> <p>The amendment was inconsistent with the Council's preference for visitor facilities being developed at the Springs; and</p> <p>The Trust did not demonstrate how the proposed amendment would further the vision, principles and objectives of the Management Plan and the purposes for which Wellington Park was set aside.</p> <p>In terms of the Cable Car proposal, the Council has no development application for a cable car before it. We have had discussions with Mr Bold in the Council's dual role of land owner and the statutory planning authority. The Council's position is that if Mr Bold submits a DA for a cable car, it will be assessed.</p>
<p>19</p>	<p>Some roundabouts have vegetation planted in the middle of them which prevents drivers viewing indicator lights of cars on and entering the opposite side of those roundabouts. Should this vegetation be removed in the interests of safety?</p>	<p>Roundabouts are maintained in accordance with AusRoad Standards. We need to provide visual sight lines but not necessarily to the other side of the roundabout. Council officers ensure that vegetation is maintainable to meet standards to ensure that safety is maintained and drivers have adequate vision.</p>
<p>20</p>	<p>The City seems to be poorly serviced by a centre to accommodate intrastate bus travel. Can they be brought to one central location?</p>	<p>The bus mall redevelopment is part of a larger project where a study (funded by Council and State and Federal Government) was undertaken to consider issues around buses in the City. One issue was the location of the Bus Mall. There were a number of suggestions made and the conclusion of that study was that the Bus Mall is in the correct location. Another recommendation made was that we should be attempting to co-locate the private and metro services in close proximity. We are currently working to get the private</p>



COMMUNITY ENGAGEMENT FORUM NOTES

<p>20</p>	<p>What systems does the HCC have in place to ensure that conditions placed on planning approvals are met and what happens if conditions are not met?</p> <p>For instance, what would happen if a new building was built in a significantly different location than that specified on the approved plans? Would the owner be forced to knock the building down and rebuild? Would the owner be fined? Could any property owners adversely affected by the new building being constructed in the wrong place seek compensation?</p> <p>What happens if a subdivision developer does not complete landscaping and vegetation work in accordance with plans submitted to Council?</p> <p>When does this work have to be completed?</p> <p>Can the developer wait until buildings on all blocks in the subdivision have been completed?</p> <p>If a developer is required to pay a bond, how long is the developer given before the bond is forfeited?</p>	<p>providers closer to the Bus Mall but are aware that it requires infrastructure. Nevertheless, this is the direction the Council wishes to head in.</p> <p>By way of context and example, the development of a house is a two stage process. The first stage is the planning stage and this deals with the general form, location and associated impacts on neighbours of the development. When assessing the application for a planning permit, the Council may from time to time, impose certain conditions on a permit.</p> <p>The second stage is building approval stage which requires the applicant to present certified detailed plans. The Council has the responsibility to sign off on those detailed plans and won't do so until any conditions imposed are reflected in the plans.</p> <p>Once building occurs, these works are inspected by an independent building surveyor to ensure the builder and developer is complying. This process should ensure compliance but from time to time, breaches do occur. If a breach occurs, Council will send an officer out to inspect and establish the facts. If a breach has been found, the Council writes to the developer seeking the builder to stop work, correct the breach or seek retrospective approval. The Council would then approve or refuse the retrospective application. The decision would be subject to the same appeal process as any substantive application is.</p>
<p>22</p>	<p>If you have planning rules and regulations, who makes the decision to just change them?</p>	<p>The planning rules are made up of both quantitative and qualitative standards. Not satisfying quantitative standards does not mean that the proposal should be refused or in fact is inappropriate. Such proposals not complying with the quantitative standards may still comply with the qualitative standards and if so are approved.</p>

COMMUNITY ENGAGEMENT FORUM NOTES



23	Recently, the locations of some bus stops have changed in Lenah Valley. Can they be reinstated?	This is a question for Metro Tasmania. The relocation of bus stops is a Metro responsibility.
24	Is there a first point of contact for small business to talk to at Council regardless of the issue so their question can be filtered in right direction?	The Council has an active Economic Development Unit who can filter questions and direct to the responsible area of Council. The Council's Economic Development Unit can be contacted on 6238 2401 or knottl@hobartcity.com.au
25	Is the Council doing anything about wallaby control, particularly in the Lenah Valley area?	The Council has no program for the control of wallabies. We are receiving complaints about rabbits and we are looking to put control measures in place. We are very aware that we need to be careful that any program is environmentally sound and we do work with the State Government in this regard and would be happy to be a conduit on the wallaby issue.
26	We understand that the HCC is considering making residents responsible for the maintenance of nature strips. (This has a substantial element of retrospectivity, as residents have purchased properties assuming that the HCC will maintain the nature strips adjoining the property.) If the proposal is implemented, what measures will the HCC put in place to ensure that the nature strips adjoining properties occupied by elderly residents are maintained? What about properties which have nature strips which are difficult to maintain, have more than one frontage and in some cases quite long?	Whilst under review, the Council has made no decision with regard to this service. There could be significant complexity with such an arrangement, however this matter will be considered further should the Council resolve to discontinue the current service.



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>If the proposal proceeds, would the HCC consider engaging a contractor to do the work and passing charges on to affected residents? (This would presumably be much cheaper and more effective than individual property owners engaging contractors.)</p>													
<p>27</p>	<p>In return for the transfer of water and sewerage infrastructure to TasWater, the HCC received equity in TasWater, and now holds a 10.39% share.</p> <p>Over the past two years, distributions to Hobart, Glenorchy and Clarence municipalities have been as follows:</p> <table border="1" data-bbox="799 1122 957 1912"> <thead> <tr> <th></th> <th>Hobart</th> <th>Glenorchy</th> <th>Clarence</th> </tr> </thead> <tbody> <tr> <td>2012/13</td> <td>\$1.976M</td> <td>\$8.888M</td> <td>\$Nil</td> </tr> <tr> <td>2013/14</td> <td>\$2.93M</td> <td>\$5.416M</td> <td>\$2.2M</td> </tr> </tbody> </table> <p>Glenorchy holds a 10.41% share of TasWater and Clarence a 10.58% share.</p> <p>Can the reason for the very substantial variations in returns between the three municipalities, which hold roughly the same share, be explained?</p> <p>The value of the HCC's investment in TasWater is based upon TasWater's valuation of TasWater.</p>		Hobart	Glenorchy	Clarence	2012/13	\$1.976M	\$8.888M	\$Nil	2013/14	\$2.93M	\$5.416M	\$2.2M	<p>The difference in distributions to the three councils mentioned is attributed to priority dividends.</p> <p>To explain: The water corporations (now one only) are required to generate returns to their owners. In the first five years of operations, priority was given to those councils that prior to the reforms, were generating profits from their water and sewer businesses. Councils were in fact required to be making a profit, although not all were. The priority distribution was a means to compensate those councils for the profits that would be forgone. Both Hobart and Glenorchy were complying with this requirement and thus were entitled to priority distributions. Clarence were not, and thus were not entitled. Glenorchy's share was much higher than Hobart's because its pre reform profits were much higher.</p> <p>This priority arrangement was only in place for five years, ceasing during 2013/14, thus explaining Clarence receiving a distribution in 2013/14.</p> <p>Moving forward the distributions to the three councils will be similar, in accordance with their ownership interests.</p> <p>HCC believes, as does the Auditor-General, that it values its investment in TasWater appropriately. If TasWater writes down its assets, then there</p>
	Hobart	Glenorchy	Clarence											
2012/13	\$1.976M	\$8.888M	\$Nil											
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COMMUNITY ENGAGEMENT FORUM NOTES

	<p>Does the HCC believe that this is appropriate?</p> <p>Will the investment be written off or reduced further in value if returns are stopped altogether or reduced?</p> <p>Are Hobart ratepayers paying for their water and sewerage infrastructure again? (They pay once when they buy or develop the property)</p>	<p>would be a consequent impact on the value of HCCs investment.</p> <p>TasWater is moving toward a consistent tariff arrangement across the state meaning some customers are paying more, and some less, than prior to the reforms, irrespective of where people reside and the standard of the infrastructure in their area. Capital expenditure is prioritised across the state on a needs and risk basis.</p>
28	<p>The 2013/2014 Annual Report contains graphs demonstrating progress in achieving Future Direction Statements.</p> <p>Can a simple explanation be provided?</p> <p>Can examples of how outcomes have been arrived at, in some cases over 100%, e.g. Outcome 2.2 on page 29, be provided?</p>	<p>The strategic measures are created from a whole range of indicators.</p> <p>Some of these relate to level of satisfaction as expressed by the community in the Council's surveys but some are project targets for Council works. For example, X kms of resealing roads or X percentage of actions achieved in a particular strategy document.</p> <p>When the targets are exceeded, it is possible to score in excess of 100 per cent.</p>
29	<p>Has the Council considered increasing the efficiency of its operations by "multitasking"?</p> <p>For example, why can't the HCC staff member who cleans the BBQ and toilets in Mount Stuart Park every morning be allocated the job of opening the gates at the top of Mount Stuart Road every morning, rather than another staff member, probably from another department, apparently having to make a special trip?</p>	<p>Recent organisational restructuring within the Council's administration has led to a review of issues such as that example, with the goal of increasing operational efficiencies.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

<p>30</p>	<p>What is the rationale and plan for burn-offs in the Knocklofty Reserve? How are residents informed of these?</p>	<p>The reserve has a fire management plan which schedules a long term burn program for the area. The actual timing of such burns are however dependent on prevailing weather conditions. Each year residents surrounding the reserve are advised of the program and additional promotion of the individual burns is carried out.</p>
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COMMUNITY ENGAGEMENT FORUM NOTES

HELD: Wednesday 8 April 2015, 6.30pm for 7pm

LOCATION: South Hobart Primary School

NUMBER OF COMMUNITY MEMBERS: 35

ITEM NO	ITEM	Response
1	Welcome	
2	Overview of the Community Engagement Forum – how does it work?	
3	Presentation by the City of Hobart's General Manager, Mr Nick Heath – Council activities and topical issues	
4	General Business/Question Time – items raised by the community members and suggestions for future agenda items	
Question		Response
1	What traffic impacts are likely to occur following Liverpool Street becoming permanently one lane?	The traffic studies undertaken for the Liverpool Street Reconstruction Project indicated that there is no immediate requirement to make changes to the inner city traffic network. The City can accommodate current demand but we do need to consider an increase in growth in vehicle numbers into the future and make decisions as to how we cater for that increase in demand.



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>Before any further changes are made to the street network of the inner city of Hobart, including potentially turning Bathurst Street to two-way, a network operational plan will need to be developed that fully establishes priority routes for vehicles as well as pedestrians and cyclists, to ensure that both the carrying capacity and pedestrian amenity are fully considered.</p> <p>What this plan will achieve is to balance the needs of roads as vehicle routes, with those of places for people to walk, cycle, shop and rest in.</p>
2	<p>What is the status with the Battery Point Foreshore Public Accessway? Does the Council have the money to build it?</p>	<p>The Council has issued a planning permit for stage 1 of the Battery Point Foreshore Shared Accessway (Marieville Esplanade to the Slipyards). Two appeals (one with 10 parties) have been lodged against the Council's decision and the matter is now before the Planning Tribunal. A decision is expected around late May 2015.</p> <p>The Council does have the funds to build this stage.</p>
3	<p>I am concerned about the safety of people crossing the road at the South Hobart shops?</p>	<p>The Council is about to embark on the development of Local Retail Precinct Plans for South Hobart and other suburban areas within Hobart. A key part of these plans will be to look at all the issues in a coordinated manner and that will include consideration of the safety of vulnerable users such as pedestrians within the precincts.</p>
4	<p>Policing of Council imposed conditions for developments. Why are breaches of conditions regularly ignored?</p>	<p>While the frustration residents experienced with the Islington case is appreciated. South Hobart residents can be assured that apart from an oversight in one complaint, all other complaints were investigated. However, a complaint that a function was occurring is in itself not sufficient evidence of a breach in the planning conditions. We needed to obtain evidence that people attending the function were not residing at Islington to determine a breach did occur. While a considerable amount of resources were applied to establish whether such evidence existed we were simply unable to do so.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>There have been some legislative changes in recent times that provide the Council with greater investigative powers that may assist in investigating future breaches.</p>
5	<p>What public record is there of complaints?</p>	<p>Customer complaints are dealt with in accordance with the Council's Customer Service Charter and are recorded on the Council's files. There is no public register of complaints and resolutions and this would be difficult to manage due to privacy concerns.</p>
6	<p>There needs to be a pedestrian crossing on Molle Street where the Rivulet track emerges, which is nightmare at rush hour.</p> <p>Also Macquarie Street from where it becomes two-way to Weld Street should be a 40kph zone.</p>	<p>As part of the Council's <i>Inner City Action Plan</i>, the Council has identified the linking of the Hobart Rivulet Park to the City as one of 15 priority projects. This includes the upgrading of the intersection of Collins Street and Molle Street to ensure a safe crossing zone to accommodate the needs of pedestrians, cyclists and motorists.</p> <p>The Council is currently working with the property owner in Molle Street to enhance the car park area. Design work is set to commence in the near future.</p> <p>In relation to making the section of Macquarie Street a 40kph zone this will be considered as part of the wider improvement program being considered for all of the suburban shopping precincts throughout the City over the coming years.</p>
7	<p>I asked a question relating to the lack of pedestrian or "zebra" crossings in the City of Hobart. The response was that we do not have these as "pedestrians may put themselves at risk". I would like Council to provide the evidence to back up this statement. The implication is that allowing a safe way for pedestrians to cross a street would necessarily encourage risk-taking behaviour. Are there studies from other cities</p>	<p>Zebra crossings are not always the safest solution as they potentially put the vulnerable road user in conflict with motor vehicles. Traffic islands are generally more appropriate, however, there are locations that may be suitable for zebra crossings, and these are currently being investigated. These investigations will include principal pedestrian corridors, local retail precincts and Montpelier Retreat.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>where the provision of zebra crossings has brought about an increase in pedestrian injury?</p>	
<p>8</p>	<p>Does the Council have the oversight and/or resources for checking a long timescale development? Does a private building surveyor have the expertise or professional links to keep a continuing to check on such developments? Would the building surveyor know if vegetation was removed in contravention to a site development plan?</p>	<p>The short answer is yes. While it is unrealistic to have an ongoing officer presence on a development site during the construction, Council officers do from time to time visit sites to evaluate progress and monitor relevant conditions of approval. The Council is also blessed with a very vigilant community and we are regularly contacted where there is a perception of a breach during the construction phase. Building surveyors are not charged with the responsibility of enforcing planning conditions and therefore Council has no expectation that they have this oversight role.</p>
<p>9</p>	<p>What are the benefits of Council amalgamations to ratepayers?</p>	<p>The current situation is that the Minister for Local Government has written to the Council asking if it wants to pursue the concept of voluntary amalgamations. The Council has written back to the Minister saying that it is prepared to sit down and talk about models, whether that be voluntary amalgamation, shared-services, fee-for-service or any other model. While the conversation is yet to occur, we are prepared to talk to our neighbouring Councils but we are only prepared to pursue what is in the best interests of our ratepayers.</p>
<p>10</p>	<p>Where is the issue of constitutional recognition at?</p>	<p>This is a Federal issue that is not on the current agenda for the Government.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

11	Why was there secrecy surrounding the "Myer deal"?	<p>There was much media hype around this issue. The facts are that at the time the decision was taken, the Council believed it was the right one in the interests of the City. The State Government had failed to act and the Council made a difficult decision to try and get the development up and running.</p> <p>In terms of disclosure, the particulars were disclosed in the previous two Annual Reports, along with assistance provided to other developments such as the Vodafone development.</p>
12	What procedures does Council have in place to ensure that its "corporate memory" remains intact?	<p>We have a number of tools available to us. Where the corporate knowledge or memory is contained in a tangible format, for example books, document maps, plans, plaques, gifts etc these are registered into the Corporate system to ensure we are always able to locate and utilise them as required.</p> <p>Where it is possible, we also convert these items into an electronic format, that is then stored in our electronic record keeping system, to ensure that the ability to access these both now and into the future is increased, this is particularly important given that some of these items are at risk of deterioration given their age.</p> <p>We also work very closely with external agencies such as the Tasmanian Archives Office to ensure that items that are of historical value to both the city and the state are protected for future generations whilst still being accessible to both the Council and the public.</p> <p>If the corporate knowledge or memory is of an intangible format i.e. knowledge held by an individual, where possible we encourage the use of file notes, development of procedures and policy, documentation of the knowledge and information sharing amongst peers.</p>
13	Are there any plans for upgrade works to Mt Nelson Road?	<p>There are no long-term plans for significant works but maintenance is ongoing. It would be very difficult to provide additional infrastructure in this area due to the topography.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>Council has a project listed for 2015/2016 to undertake road surface maintenance throughout the lower section of Nelson Road (bends 2 to 4), particularly at Bend 3.</p> <p>This project will not include major re-sealing works, but it may incorporate preparation works for future sealing in either 2016/2017 or 2017/2018.</p>
14	<p>Does the Council have a policy on the affect of Tourism on the local amenity? For example, the red buses, flight paths over homes</p>	<p>The Council doesn't have a tourism policy. While we run the Hobart-based Tasmanian Travel and Information Centre, we don't have a broad tourism remit. That is a State Government responsibility. In saying that, we will/do monitor any impacts on local amenity and act where necessary.</p>
15	<p>Hobart has good facilities for people with disabilities and we need to advertise that better. If we positioned Hobart as a disability friendly destination it would be a good thing and would also enable the coordination of grants for disability friendly projects like more seating.</p>	<p>The City of Hobart produces a CBD Mobility Map which is a guide to access and facilities for people with limited mobility. The Map was last updated in December 2013 and it is widely distributed through the disability sector, amongst community groups, at events, provided within City of Hobart Residential Packs and is available to view on the Council's website.</p> <p>Staff at the Tasmanian Travel and Information Centre proactively use the City of Hobart CBD Mobility Map to assist visiting tourists with limited mobility. Along with facilities for people with a disability, the map also highlights points of interest and details gradients throughout the City.</p> <p>The 'gottogo' advertising forms part of the One City Centre Shop Hobart (OneHobart) campaign which communicates the benefits of the city centre to the public. Specifically, 'gottogo' was developed to be a mobile friendly online resource that takes the user to a map of toilets in the city centre, or parenting rooms in the city centre. The maps clearly show which facilities are fully accessible. A printed map is also available from the Council.</p> <p>A pedestrian wayfinding system is being rolled-out by across the City. The system will address the navigation needs of visitors to the city, including those with a disability. Research is presently being undertaken into how best to provide information in a digital format, with the</p>



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>goal of enhancing access for people with a disability.</p> <p>The Council is also seeking to continually improve amenity for people with a disability at Council events and note that this provision could be better promoted. We have recently resolved to extend the Hobart Hopper shuttle bus service which provides improved connectivity between the Hobart CBD and Salamanca Market, including for people with a disability.</p> <p>The Council will be considering a report in June regarding the provision of community grants. If approved, this grant stream will offer community groups the opportunity to apply for projects that improve accessibility for people with a disability.</p>
16	<p>What about an online register of concerned/interested people in Hobart, who would form an on-line Think Tank for HCC?</p>	<p>This is a good idea. The Council recognises the value in engaging the community on an online platform and we have plans for a community engagement portal. Currently, work is underway in investigating online models of community engagement with a view to having this channel of engagement this calendar year.</p>
17	<p>The South Hobart community have established a community bank with Bendigo Bank. How can we engage with the Council?</p>	<p>It is a good initiative. Previous experience with the Huon Valley Council suggests it could be challenging for the Council to move its transactional banking services to the Bendigo Bank due to technology and procurement processes. In the Huon Valley, the first seven years of operation of the Community Bank returned \$1M to the Community.</p> <p>There would be lots of opportunities the South Hobart Community Bank to seek partnerships with the Council.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

18	<p>The Council should be congratulated on its commitment to Jan Gehl’s vision. Does the Council have any plans to do pedestrian counts on Salamanca Place following the recent changes? It would be a good way to demonstrate the success of the project.</p>	<p>Yes. The first pedestrian counts for Salamanca were undertaken in 2010, which emphasised the need for Council to do more – we do a lot of traffic counting but not much around pedestrians. There are plans to undertake further pedestrian counts to build up and maintain a database so we can demonstrate the changes over time. We hope to undertake this survey work this year.</p>
19	<p>What is the Council’s involvement with the Macquarie Point development?</p>	<p>The Council does not have a seat on the Board. While strong representations were made at the time, the Minister’s advice was that there would be an inherent conflict of interest with the Council also being the planning authority. Suffice to say, we do have a strong relationship with the Authority at an operational level.</p> <p>The Council’s view is that we will work cooperatively with them and the sooner it is open to some form of public use, the better. The Council doesn’t want it to become a “Docklands” but rather an integrated site that complements the City Centre.</p>
20	<p>Congratulations on the Hobart Rivulet Park. What progress is being made to link it to the mountain and is there opportunity for a permanent sculpture trail?</p>	<p>The aspiration is to eventually link the City to the mountain. In the shorter-term we are looking to link to the City to the Rivulet Park as part of the Council’s Inner City Action Plan. The Council has identified the linking of the Hobart Rivulet Park to the City as one of 15 priority projects.</p> <p>We are currently looking at options for sealing the track and the seating that has recently been removed due to vandalism is to be replaced shortly.</p> <p>A permanent sculpture trail is a good idea. Council is committed to a public art program and recently unveiled series of sculptures placed throughout the New Town Rivulet Linear Park in Lenah Valley.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

21	<p>Lady Gowrie impact issues</p> <ul style="list-style-type: none"> (i) contamination; (ii) multiple traffic hazard issues eg- pedestrian safety- elderly, and children and prams etc; traffic flows- bus stop/drop off inadequate; (iii) speed through Village and parking congestion for local residents in adjacent streets and village shoppers etc; (iv) lack of consultation and never got back to us as they promised they would once got DA approved by HCC. <p>Inadequacies of the Pitt & Sherry Traffic Management Report for Lady Gowrie Centre Development.</p>	<p>While it is appreciated that there were differing views in relation to the Lady Gowrie proposal the Council's decision to issue a planning permit for it was based on qualified advice. This advice included two traffic engineering assessments including the assessment from Council's own independent traffic engineers. Notwithstanding the concerns expressed from some quarters, there was no alternative qualified position put before the Council that was able to refute this evidence. Furthermore the approval process does provide for appeals against planning decision and no appeals were pursued in this instance.</p>
22	<p>Blundstones site sale impacts issues</p> <ul style="list-style-type: none"> (i) Protection of early Hobart Town heritage eg history of Birch's Farm and heritage of site including original Hursey Estate. (ii) traffic and parking congestion already significant problem for Weld and Wynyard St residents; (iii) high density townhouse development issues - overlooking residents homes and gardens; loss of 	<p>The Council does not currently have any application for this site before it at this stage. Naturally, the site is likely to be suitable for infill housing development like numerous other sites that have been developed in recent years in the inner city suburbs of Hobart. Any application that is lodged will need to be considered against the provision of the planning scheme that is in force at the time.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	<p>sun/ shadows on nearby solar panels; traffic issues ; parking for visitors must be on site not in nearby streets.</p> <p>NOTE: Once MSS gets redeveloped this, plus Blundestone’s high density, will be intolerable for nearby residents and businesses e.g: Le Provençal - although most of MSSS occupant parking will be on site. This restriction should also apply to the Blundestone’s site.</p>	
<p>23</p>	<p>Ad hoc planning and traffic management in South Hobart - need vision and precinct planning for whole heritage/village area of South Hobart - from Southern Outlet to D’Arcy Street - not dismissive and piecemeal approach that HCC has exhibited towards issues raised by South Hobart Residents Traffic Committee for years. Has taken no notice of residents' concerns and suggestions for years and residents bear the brunt of disinterested and inept HCC planning and traffic mgt decisions.</p> <p>South Hobart residents have had enough and Lady Gowrie and Blundstones proposed high density town house development on this heritage site are the final straw.</p> <p>No longer have any confidence in HCC officials,</p>	<p>Local Retail Precinct Plans are currently being developed for South Hobart and other local retail areas. These are being developed to provide a strategic response to a number of issues raised in various retail areas across the City.</p> <p>Whilst the Residents’ Traffic Committees provide a forum for the exchange of information, ideas raised at the Committees are not always fully supported, as community perception is sometimes not supported by evidence-based assessment. All concerns, however, are investigated and responded to.</p> <p>Traffic generating developments are to be expected in an inner city environment and higher density land use close to the CBD is consistent with good overall transport network planning.</p> <p>In relation to larger proposed developments, the applicant is required to provide a Traffic Impact Assessment for consideration by Council’s Engineers and Planners.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

	especially the planners, nor the Council's ability to consult in genuine manner with SH residents and the organisations that represent their interests.	
24	New HCC Planning Scheme – Why no precinct planning? It would aid in reducing the fragmented approach to individual planning applications.	<p>Precinct Planning requires a significant degree of resourcing to facilitate and regulations to administer, and in an environment where State Government is insisting on greater consistency, there is likely to be some resistance for this at a State level. Notwithstanding this, the new Hobart Interim Planning Scheme 2015, which will soon be declared by the Minister, has a significant increase in heritage areas including in South Hobart and there may be some scope in the future to add greater planning guidance for these areas.</p>
25	At the top of Lynton Avenue there is a short section without a "no parking sign". However, this is a steep road with a divided white line which, I am informed by a policeman, means no parking because of inappropriate width of roadway for overtaking. Several cars regularly park on this short area just below the roundabout, night and day, presenting a dangerous traffic situation. What can be done about this?	<p>On-street parking on Lynton Avenue was investigated and reviewed in 2011. At that time, there were no signs preventing people parking on the northern side of Lynton Avenue. Following a review, it was proposed to residents in the street that parking be banned along the length of the northern side. Following objections from some residents, concerned about the loss of the ability to park in the vicinity of their properties, the proposal was amended to leave a short section of Lynton Avenue with no signage banning parking. This section (located on the northern side of Lynton Avenue, closest to the Davey Street intersection) is in a position where the road is slightly wider, and the gradient flatter.</p>
26	On King Street we now have a fleet of Asian Tour "people-mover" buses parked continually on either or both sides of King Street impeding safe crossing / sightlines over a considerable length of King Street, close to Princes Street Primary School. At times there are as many as seven of	<p>Officers have now inspected King Street, and noted the presence of multiple small buses parking between Princes Street and Pilling Street. The sight distance available for pedestrians crossing at the pedestrian crossing point on King Street immediately north of the roundabout appears to be adequate.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

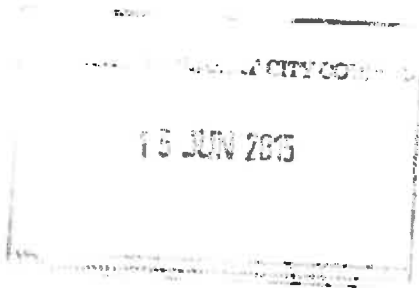
	<p>these vehicles choking the road. Can something be done please?</p>	<p>In terms of what can be done, Road Rule 200 does not allow vehicles longer than 7.5m in length or with a Gross Vehicle Mass of greater than 4.5 tonnes to park for longer than one hour (unless they are located in a suitable signed zone). The enforcement of this road rule could be pursued.</p>
27	<p>The state of the footpath on the left descending side of Lynton Avenue is appalling and dangerous. There is also a ridiculous handrail arrangement on part thereof and total lack of same on the majority of the descent of the footpath. Can HCC do something to avert a catastrophe?</p> <p>The relatively new instructions to residents as to placement of rubbish bins from numbers 12, 12A and 12B Lynton Avenue all of which present an impossible passing situation for pedestrians on the area.</p>	<p>Handrails on footpaths are specifically covered by the municipal standard drawings and staff will investigate this matter further.</p> <p>A safety issue was identified where, due to previous bin placement, Council drivers had to get out of the side-loader on the steep hill to bring bins to the kerb for servicing. There is a hand rail at this point that was modified and a yellow line was painted on the edge of the footpath. Residents in the vicinity were asked to place their bins against the yellow line for servicing to avoid the driver leaving the truck.</p> <p>If the bins are placed correctly, a pram can be wheeled in the gap between the hand rail and bins.</p>
28	<p>I wanted to ask about the Council's attitude now to the Gehl report, it was probably a bit much for the previous Alderpersons, is it in the too hard basket?</p>	<p>Not at all. The Council's response to the 2010 Gehl Report has been the development of its <i>Inner City Action Plan (ICAP)</i>.</p> <p>In 2011, the community was invited to respond to the Gehl Report's recommendations. More than 1300 responses were received and this feedback was used to develop the Inner City Action Plan, which outlines the first phase of projects to be implemented from the recommendations in the Gehl Report.</p>



COMMUNITY ENGAGEMENT FORUM NOTES

		<p>To date, the following projects have either been completed, are underway or imminent:</p> <ul style="list-style-type: none"> • The redevelopment of Mathers Place and Criterion Lane • A City wayfinding system • Liverpool Street reconstruction • Collins Court • Phase 1 of Morrison Street upgrade • Redesigning the bus mall • Linking the Hobart Rivulet Park to the City • The construction of cycling and pedestrian bridge across the Brooker highway <p>More detail is available here: http://www.hobartcity.com.au/Hobart/A_City_with_People_in_Mind/Inner_City_Action_Plan</p>
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END

Attachment F

Mr. Nick Heath
General Manager
Hobart City Council
PO Box 503E
HOBART TAS 7001

13th June, 2015

Dear Mr. Heath,

re: HCC Community Engagement Forum, South Hobart.

The South Hobart Progress Association (Inc.) is writing to Council to express its congratulations to all concerned for the initial round of *Community Engagement Fora* in April this year. The general consensus of opinion from members of this Association was that the exercise was a worthwhile one. Whilst the process is in need of refinement and on-going feedback from the community, Council is urged to persevere with this concept.

Many in the community have expressed concerns, in the past, that there has been insufficient interchange between Council and ratepayers and residents, in general, on a whole range of issues.

With closer liaison between the various Hobart municipalities mooted, the need for a robust and developing relationship between Council and the community will be even more important.

With kind regards,
Yours sincerely,


Dr. Rosemary A. Sandford.
President, SHPA (Inc.)

c.c: All Aldermen.

Ms. Kerry Baker, Principal Advisor Media & Community Relations, Corporate Services Division.

From: Stewart Gardner [REDACTED]
Sent: Sunday, 14 June 2015 10:47 PM
To: Baker, Kerry
Subject: Re: City of Hobart Community Forums - Notes and Feedback Request

Kerry Baker
Principal Advisor Media and Community Relations
Corporate Services Division
Hobart City Council

Hello Kerry

I have been asked by The Mt Stuart Residents Association to give some feedback about the April Mt Stuart Engagement Forum.

We were very pleased with the Forum and with how it ran on the night. The attendance was good but we noted that it is only a fraction of Mt Stuart population, let alone of the surrounding suburbs.

We appreciated how many of the HCC senior staff attended the Forum and their candid answers to questions.

We were pleased that the answers to the questions were on the HCC website very quickly. Some members of our committee thought that there was going to be more publicity prior to the event, in particular to neighbouring areas and asked if there could be for future Forums.

We are very supportive of the Engagement Forum approach of the HCC and hope they can be continued and that we can be involved in the future.

Yours faithfully

Stewart Gardner
(Secretary Mt Stuart Residents Association)

COUNCIL OF HOBART COMMUNITY COUNCILS

**General Manager
Hobart City Council**

Community Engagement Forums

Dear Sir

Thank you for conducting the recent community forums in South Hobart and Mt Stuart

It was a good opportunity for local residents to meet some Aldermen and senior Council officers face to face , obtain information from them and to better understand current Council thinking on a range of topics The presence of so many senior Council officers was appreciated

The ability to obtain prompt responses from questions, mostly with out notice ,was much appreciated

We encourage Council to conduct more forums in the future It may be that Council may wish to change the format and we are available to comment on any way towards improvement

We also have ideas of how general community engagement may take place in future and are available to put them to your officers at their convenience

We welcome the appointment of a Council officer with prime responsibility to help the general public with their enquiries

Yours Faithfully



Kevin Wilson

**Hon Secretary
101 Marlyn Road
SOUTH HOBART 7004**

GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015

8. GOVERNANCE COMMITTEE – STATUS REPORT

5x's

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

DELEGATION: Committee

Recommendation:

That the information be received and noted.

GOVERNANCE COMMITTEE – STATUS REPORT
OPEN PORTION OF THE MEETING

June 2015

Ref	Meeting	Report / Action	Action Officer	Title	Comments
1	ANNUAL REPORTS FROM REPS ON EXTERNAL BODIES Council, 13/10/2014, item 24.	That the General Manager prepare a report to investigate the possibility of recording meeting attendance of all representatives on external bodies.	Heather Salisbury	Deputy General Manager	(Current Business Arising item) A report will be forthcoming to the August 2015 meeting.
2	LORNA DOONE PLEASANCE KENNEDY AO MEMORIAL Council, 15/12/2014, item 33.	<ol style="list-style-type: none"> The Hobart Aquatic Centre adopt the title of <i>Doone Kennedy Hobart Aquatic Centre</i> and that this be recognised in the form of a name plaque to be placed at the entrance of the Aquatic Centre An appropriate event be held to celebrate the naming of the <i>Doone Kennedy Hobart Aquatic Centre</i>. 	Glenn Doyle	Director Parks and City Amenity	Mrs Kennedy's family are to receive concept designs of the re-naming of the Centre to enable appropriate display.
3	DISCLOSURE OF CONFIDENTIAL MATTERS Council, 15/12/2014, item 12.	A report be prepared in respect to the inclusion of a standard item in the minutes of Open Council and committee meetings, where resolutions made in the Closed portion of those meetings (including details on voting) on matters that may contain privacy/confidential issues, may be released in redacted format by the General Manager at the appropriate time.	Heather Salisbury	Deputy General Manager	Independent legal advice has been sought in respect to legislative requirements. A report will be forthcoming to the August 2015 meeting.
4	GLENORCHY CITY COUNCIL MoU Council, 15/12/2014, item 40.	<ol style="list-style-type: none"> The Lord Mayor and General Manager be requested to meet with the Mayor and General Manager of the Glenorchy City Council to discuss expanding the scope of the Memorandum of Understanding (MOU). The MOU with Glenorchy City Council be 	Nick Heath	General Manager	The Lord Mayor, Mayor and General Manager's of the respective Council's met on 18 March 2015 to discuss the achievements to date and possible future issues.

		considered as part of the Council's proposed workshop on local government amalgamations.			A 6 monthly update report on the progress of this MOU is included on this agenda.
5	SESQUICENTENARY ANNIVERSARY COMMITTEE Council, 10/3/2015, item 19.	The Council establish a committee, to be known as the Town Hall Anniversary Committee.	Neil Noye	Director City Planning	Aldermanic nominations have been sought to join the Town Hall Anniversary Committee. The first meeting of the Committee was conducted on 1 July 2015.
6	COUNCIL COMMITTEES – REVIEW Special Joint Meeting, 10/3/2015.	<ol style="list-style-type: none"> 1. The revised nomenclature and Terms of Reference for Council Committees, be amended. 2. The recommendations in respect to the Council's special and other committees, be amended. 3. The Council review its approach to deputations and public question time, with a further report to be prepared for consideration. 4. Detailed consideration of appropriate mechanisms to facilitate community engagement, be undertaken following the conduct of the trial forums in Mount Stuart and South Hobart. 5. The Council vary its existing meeting schedule for 2015. 	Nick Heath	General Manager	<p>The terms of references and meeting schedules have been updated. The community engagement forums have been conducted and an evaluation report is included in this agenda.</p> <p>A report in respect to Council's special and other committees is also included on the agenda.</p>
7	TRIAL MOBILE FOOD VENDOR PROGRAM Council, 15/12/2014, item 32.	<ol style="list-style-type: none"> 1. Implement the Trial Hobart Mobile Food Vendor Program. 2. Once the Trial Hobart Mobile Food Vendor Program has been operational for six months and consultation has taken place with key stakeholders, a further report be provided to the Council. 	Philip Holliday	Director Community Development	The Food Vendor Program development application was approved by Council on 10 March 2015. Initial mobile food vendor applications were assessed by the panel with a second round of applications being advertised. The preferred suppliers are currently being finalised with the program to commence in July

	<p>ALDERMANIC ALLOWANCES AND ENTITLEMENTS – PUBLICATION Council, 13/4/2015, item 28.</p>	<p>1. The Council endorse the public reporting of Aldermanic information pertaining to Aldermanic allowances, entitlements and expenses. 2. The information be made publicly available monthly on the website. 3. The Council report on monthly Aldermanic attendance at Council and Committee meetings. 4. Information to be published on the Council's website be distributed to Aldermen in advance. 5. The Aldermanic Gifts Register be published on the website, on a monthly basis. 6. Council Policy 1.01 titled <i>Aldermanic Induction, Professional Development and Conference Attendance</i> be reviewed with the report to be tabled to the Governance Committee.</p>	<p>Heather Salisbury</p>	<p>Deputy General Manager</p>	<p>2015.</p> <p>The information is presently being gathered to allow publishing of this information to the website from July 2015.</p> <p>A report in relation to Clause 6 was submitted to the Committee previously then considered by Council on 22 June 2015.</p>
8	<p>TECHNOLOGICAL IMPROVEMENTS – COUNCIL AND COMMITTEE MEETINGS Council, 11/5/2015, item 22</p>	<p>1. Subject to a risk assessment being undertaken expeditiously and appropriate policies and procedures being developed, the Council adopt audio recording of its open Council meetings, including livestreaming. (i) The audio recordings of open Council meetings be made available on the City of Hobart website. 2. Prior to any initiatives, additional to the above, being considered as improvements to Council and/or Committee meetings, an evaluation of audio recording be undertaken 12 months after commencement. 3. The risk assessment explore if recordings can be used in evidence in the RMPAT.</p>	<p>Heather Salisbury</p>	<p>Deputy General Manager</p>	<p>The risk assessment is currently being undertaken with a report to be provided to Committee shortly.</p> <p>A quotation is being provided by a specialist consultant in relation to the equipment required within the Chamber.</p>
9	<p>2015 ASIA PACIFIC</p>	<p>Consistent with Council Policy 1.01, the Council approve the Lord Mayor's attendance at the 2015</p>	<p>Nick Heath</p>	<p>General Manager</p>	<p>The Lord Mayor, General Manager and Group Manager</p>
10					

	CITIES SUMMIT AND CCCLM MEETING Council, 9/6/2015, item 20	Asia Pacific Cities Summit to be held on 7-8 July 2015.			Executive and Economic Development will be attending this conference as well as the concurrent Council of Capital City Lord Mayor's forum.
11	LGAT ANNUAL CONFERENCE Council, 9/6/2015, item 21	The Lord Mayor and Aldermen Briscoe, Ruzicka and Cocker attend the LGAT Annual Conference to be held in Launceston from 22-24 July 2015.	Heather Salisbury	Deputy General Manager	Registration to the event has occurred and final arrangements are presently being made.
12	CITY OF HOBART 10 YEAR STRATEGIC COMMUNITY PLAN AND PLANNING AND REPORTING FRAMEWORK REVIEW Council, 9/6/2015, item 22	<ol style="list-style-type: none"> The Council re-confirm the aspirations of the Hobart 2025 Vision and Future Directions. The proposed framework for the development of the 10 year Strategic Community Plan; The Four-Year Council Delivery Plan; the Annual Plan and associated documents be endorsed. <ol style="list-style-type: none"> The conversion of the current documents in accordance with the framework be progressed, commencing with a workshop with Aldermen. A further report be prepared on a proposal to extend the Community Vision beyond 2025, following completion of the 10 year Strategic Community Plan. 	Nick Heath	General Manager	<p>Work has commenced on the preparation of these documents.</p> <p>An Aldermanic workshop is scheduled for 4 August to discuss the new 10 year Strategic Plan.</p>
13	ALDERMANIC ENTITLEMENTS REVIEW Council, 9/6/2015, item 23 & 22/6/2015, item 21	Council's Policy 1.01 titled <i>Aldermanic Entitlements</i> be amended as outlined in the resolutions of the Council on 9 June 2015 and 22 June 2015.	Heather Salisbury	Deputy General Manager	<p>A report in relation to telecommunications and community activities is attached to this agenda.</p> <p>An additional report in relation to a credit card policy, local travel and Aldermanic superannuation will be provided shortly.</p> <p>The workshop to review of the Aldermanic Code of Conduct and</p>

14	<p>COUNCIL AMALGAMATIONS Council, 9/6/2015, item 25</p>		<ol style="list-style-type: none"> 1. The Council receive and note the responses on the issue of local government reform; 2. The Council authorise the Lord Mayor and the General Manager to hold discussions with the Clarence City Council, the Kingborough Council and any other relevant Councils concerning the development of a scope and terms of reference for local government reform; 3. The terms of reference for any feasibility study be reported to the Council for approval prior to the Council undertaking any public consultation. 	<p>Nick Heath</p>	<p>General Manager</p>	<p>role of Aldermen is presently being scheduled.</p>	<p>A meeting with Clarence City Council and Kingborough Council is currently being arranged for July to discuss the development of a scope and terms of reference for local government reform</p>
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**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

9. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10

Pursuant to Section 29 of the Local Government (Meeting Procedures) Regulations 2015, an Alderman may ask a question without notice of the Chairman, another Alderman or the General Manager or the General Manager's representative in accordance with the following procedures endorsed by the Council on 10 December 2012:

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 without notice may decline to answer the question, if in the opinion of the intended respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The chairman may require an Alderman to put a question without notice, to be put in writing.
6. Where a question without notice is asked at a meeting, both the question and the response will be recorded in the minutes of the meeting.
7. Where a response is not able to be provided at the meeting in relation to a question without notice, the question will be taken on notice and
 - (i) the minutes of the meeting at which the question is put 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, whereat it be listed for noting purposes only, with no debate or further questions permitted, as prescribed in Section 29(3) of the Local Government (Meeting Procedures) Regulations 2015.

**GOVERNANCE COMMITTEE AGENDA
(OPEN PORTION OF THE MEETING)
7/7/2015**

10. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING

The following items were discussed:-

- Item No. 1 Minutes of the Closed Portion of the Governance Committee meeting held on Tuesday, 2 June 2015.
- Item No. 2 Consideration of supplementary items to the agenda.
- Item No. 3 Indications of Pecuniary and Conflicts of Interest.
- Item No. 4 Governance Committee – Status Report.
- Item No. 5 Questions Without Notice – File Ref: 13-1-10