



City of **HOBART**

**Memorandum:** Lord Mayor  
Deputy Lord Mayor  
Elected Members

## **Response to Question Without Notice**

### **QUESTION WITHOUT NOTICE RESPONSES - STAFF TIME ESTIMATES**

**Meeting:** Finance and Governance Committee      **Meeting date:** 18 February 2020

**Raised by:** Alderman Zucco

**Question:**

Could the General Manager please advise of the approximate cost incurred for staff to provide answers to all questions without notice asked from November 2018 to February 2020?

**Response:**

The approximate cost incurred for staff to provide an answer to a question without notice (QWON) is difficult to ascertain, as the cost incurred can fluctuate depending on the complexity, research required, external and cross divisional input and administration required to provide an answer.

During the course of the term of the current Council, a total of 184 QWON's have been asked during Committee meetings, with 153 of these QWON's provided with a response to date. Therefore an indicative estimate of the average cost is based on an average hourly rate of pay of \$40 for those employees responsible for the preparation and execution of a response to a QWON for the current term of the Council would be approximately \$48,960.

The approximate cost of \$48,960 has been derived by using a time estimation of 8 hours per response. As indicated above, both time and costs incurred responding a QWON can vary considerably depending on the complexity. The estimation of 8 hours per response includes officer time and the administrative costs incurred with the recording of the QWON from Committee, preparing, recording and distributing all relevant documentation for the response and the distribution and publishing of the QWON to a subsequent Committee meeting once completed for the information of the Elected Members.

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

A handwritten signature in black ink, appearing to read 'Paul Jackson', with a stylized flourish at the end.

Paul Jackson  
**MANAGER LEGAL AND  
GOVERNANCE**

Date: 19 May 2020  
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