1. NOTICE OF MEETING

A meeting of the General Management Committee was held in the LGAT Boardroom, 34 Patrick Street, Hobart on Friday 26 October 2007 commencing at 11.00am.

PRESENT:

- Mayor Mike Gaffney - President
- Lord Mayor Rob Valentine - Hobart City Council
- Mayor Kevin Hyland - West - North West Region
- Mayor Mike Downie - West - North West Region
- Mayor Barry Easther - Northern Region
- Clr Robert Legge - Northern Region
- Mayor Deirdre Flint - Southern Region
- Mayor Jock Campbell - Southern Region

IN ATTENDANCE:

- Mr Allan Garcia - LGAT
- Mrs Liz Gillam - LGAT
- Ms Christine Agostinelli - LGAT
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* Denotes Attachment
1.1 SUBJECT: CONFIRMATION OF MINUTES *

Mayor Robert Legge/Mayor Deirdre Flint

That the Minutes of the meeting held 15 August 2007, as circulated, be confirmed.  
Carried

Minutes of the meeting held 15 August 2007 are at Attachment to Item 1.1.

1.2 SUBJECT: BUSINESS ARISING *

Lord Mayor Rob Valentine/Mayor Robert Legge

That the Committee receive the report on business arising from the previous meeting.  
Carried

Update of Policy items from the last meeting - not covered in this Agenda are at Attachment to Item 1.2.

1.3 SUBJECT: PRESIDENT’S REPORT

Mayor Robert Legge/Mayor Deirdre Flint

That the President’s report be received.  
Carried

Since the August meeting the President has attended, organised, represented or been involved with the following-

Media
Print
Media Releases
Radio / TV

Letters to the editor (Amalgamations)
Code of conduct & allowances
Landline (Sept 13)

Meetings
Legislative Committee (April 20, July 19)
PLGC (Sept 3)
Emerging Leaders Dinner (Sept 6)
ALGA (General Review Committee Sept 27 Melb)
Minister O’Byrne (Oct 9)
Treasurer - W & S (Oct 26)
ALGA (Canberra) – (Aug 22 & 23)board meeting,
LGMA Awards – selection panel (Oct 10)

Presentation
Launches

King Island Elected members (Aug 28)
King Island Local Government Candidates (Aug 28)
LGAT Sponsors evening (Sept 3)
Flinders island Elected members (Sept 12)
Flinders Island Local Government Candidates (Sept 12)
Tas Regional Arts Awards (Sept 14)
UTAS Launch (Sept 26)
1.4 SUBJECT: CHIEF EXECUTIVE OFFICER’S REPORT AUGUST 2007 – OCTOBER 2007

Mayor Deirdre Flint/Mayor Robert Legge

That the Committee note the Chief Executive Officer’s report.

Carried

Notable occurrences over the period since the last GMC Meeting in August are reported in the following comments:

Interface with External Bodies
- Quadrant Board Meeting
- Housing Focus Group – Tas Uni
- Safer Communities Award Judging
- PIA Awards Judging
- CSA – Public Sector Update
- Tour of Oak Enterprises – sponsor opportunity
- National Packaging Covenant information session

Local Government Forums
- Waste Management Forum – all regional reps and Director of Environmental Management
- Local Government Forestry Consultative Committee
- General Managers’ Meeting
- CMP Insurance Meeting
- Pre-election workshops
- Financial Sustainability Steering Committee
- Sponsors Appreciation Event
- Local Government Standards Panel hearings
- LGMA Young Achievers Seminar
- DDA Workshop – bus stops
- Interviews – Policy Director, LGAT
- Skills and Training Working Group
- Motor Home Working Group
- Pre-election workshops
- Local Government Youth Forum
- Environmental Health Officers Conference
- Meeting with Interim NTD Chief Executive

State Government Meetings
- Local Government Office monthly meetings
- PPAC Local Government Committee
- Rural Health Workers steering Committee
- DTAE – Resource Recovery Steering Committee
- Tripartite Agreement on Positive Ageing Steering Committee meeting
- Demographic Change Advisory Council and Steering Committee
- Skills Tasmania re cadetships and EHO qualifications
- Water and Sewerage Regulatory Workshops
- Monthly Meeting with Water and Sewerage Project Team
- DPAC - Natural Disaster Relief Policy
- Tasmanian Waste Strategy Meeting
- Minister Assisting Premier on Local Government - lunch
- Minister for Environment Advisor – Waste Strategy
- DPAC – Stronger Communities Task Force
- Tas Together Progress Board
- TMD – Future Directions
- State Recovery Committee

The Meeting adjourned at 11.10am and the Committee met with Treasurer, the Honourable Michael Aird.

The meeting resumed at 12.15pm, following lunch.
2. POLICY

Policy Items for Discussion & Decision.

2.1 SUBJECT: LOCAL GOVERNMENT FINANCIAL SUSTAINABILITY *

Mayor Jock Campbell/Mayor Mike Downie

That the Committee note progress with this important reform.

Carried

Background
The Steering Committee has held its initial meeting and has endorsed the project plan, the scope of the project and the terms of reference for the proposed working groups. Documents covering these matters have been included and are at Attachment to Item 2.1.

While timing for the project appears relatively tight, it is not intended to resolve all the issues within the timeframes proposed. It is likely that the working group inputs will require additional work/evaluation at a later time, perhaps focusing on more detailed implementation issues, systems development or legislative proposals.

It is also acknowledged that implementation of all 26 recommendations from the Access Economics Report may not be possible/plausible. However, it is considered that there is a need to evaluate each recommendation in the context of the benefits that could accrue and the relative capacity for councils to embrace the proposed changes.

Five working groups have been proposed and nominations called for each. It is anticipated that approximately five Local Government officers will serve on each working group, perhaps supplemented by some State Government officials where that is deemed appropriate. To ensure that working group activity flows and inputs/results/research are co-ordinated, officers of the Association will convene each of the groups.

It is likely that there will be some overlap and need to share research and findings but it is expected that this will be able to be managed within the proposed governance framework. It is also likely that the spectre of water and sewerage reform will have an influence on outcomes but it is anticipated that appropriate consideration will be able to be give to the project and working group adaptation.

Detailed working papers and research materials produced by other jurisdictions are available to the working groups and it is expected that this material will not only influence some of the thinking but will overcome some of the resource availability to effect the work that is required to be undertaken.

The outputs from the working groups and their deliberations along the way will be subject to consultation with councils via the circulation of papers for the project.

It should also be noted that many of the outputs from this project have a direct impact on the direct oversight mechanisms of the State Government. The present Local Government Board has a wide charter and one which many councils consider unnecessary and intrusive. Implementation of many of the Access Economics recommendations will much reduce, even eliminate, the need for scrutiny by such a mechanism.

Budget Implications
The project represents a significant call on Association resources and will require external inputs. Current budget allocations should allow adequate support for the project.

Current Policy
The project is a key element in ensuring the future financial sustainability of councils. Several actions/proposals are likely to cause some concerns but will need to be balanced against the longer term financial governance requirements for councils.
2.2 SUBJECT: WATER AND SEWERAGE REFORM

That the Committee note the present status of the reform process.

Noted

Background
The reform timetable and major reform issues, including the principals delivered by the Treasurer, were outlined in some detail at the last General Meeting.

Detailed workshops on the water and sewerage regulatory framework have been conducted around the state by the Water and Sewerage Project Team. Strong participation, attendance and contribution was made by Local Government at the workshops. While the sessions did not provide councils with all the answers, they did nonetheless provide valuable insight into the overall thinking on the subject of the regulatory model.

Importantly, it is now clear that the technical and economic regulation associated with the reform is going to be rigorous and of a higher standard than that presently existing. Resourcing in relation to business planning, asset management, condition assessment and pricing will be particularly challenging and provides councils with some significant challenges in relation to the contemplation of models/structures to manage water and sewerage into the future.

The key clue to the future regulatory model appears to be that it will be perhaps based on the present Victoria model but with some less onerous governance and compliance arrangements. This may include the establishment of a single regulator that oversights technical and economic regulation and some aggregation of present legislative monitoring mechanisms spread variously across a number of government agencies.

In terms of real actions, each region is working to a December deadline to develop proposals as to how a future water and sewerage business can operate under Local Government ownership. This requires the development of a ‘business statement’ that seeks to address the principles previously released by the State Government. Detailing the governance frameworks, the resourcing capacity and the various requirements in relation to business essentials that represent the key requirements of this exercise.

While specifics in relation to financials will not be possible/essential, the submission will form the basis of the consideration by Cabinet in early 2008 as to the preferred structure for the sector into the future.

The Association has responded to the principles on behalf of councils. This followed written inputs and a workshop session at the recent General Managers’ meeting. The Association is also working with the regions in the preparation of the submissions to ensure some notion of consistency and to ensure that as much detail as possible is provided and shared.

Budget Impact
Any structural change to the present supply of water and sewerage is likely to have significant impact on the budgets of councils.

Current Policy
The Association has taken a position of continued Local Government ownership and control of Water and Sewerage infrastructure and services.
2.3 SUBJECT: CLIMATE CHANGE

That the Committee note the following report.

Background
Throughout 2007 the Local Government Association of Tasmania has conducted consultation with Tasmanian councils on the issue of climate change. This has facilitated an increase in awareness and identification of the key concerns and needs of Tasmanian councils in relation to climate change impacts.

The consultation process incorporated three main components:
- a climate change needs analysis survey,
- a workshop on climate change issues as part of the 2007 Local Government Conference,
- coordination of a Local Government Climate Change Reference Group, comprised of representatives from 20 Tasmanian councils.

The results of this consultation process have been documented in a Climate Change Consultation Summary Report which has now been updated on to the LGAT website at: http://www.lgat.tas.gov.au/site/page.cfm?u=540#CCSummaryReport.

The report includes some recommendations to guide future actions, and the report will be made available to a range of stakeholders.

Budget Implications
Does not apply.

Current Policy
The Climate Change Summary Report offers information that can inform future climate change programmes and policy developed within Tasmania.

2.4 SUBJECT: WASTE MANAGEMENT *

That the Committee note the following report on waste management policy issues.

Background
1. Tasmanian Waste Management Strategy
As previously reported, the State Government has initiated a consultancy to develop a Tasmanian Waste Management Strategy. The focus is on solid waste management in Tasmania rather than the full range of waste streams.

A series of stakeholder consultation workshops has been held in the North and South of the State and a consultation draft strategy has now been circulated for comment.

All three regional bodies have provided feedback on the draft and the Association has provided a consolidated Local Government response. A copy of the LGAT response is at Attachment to Item 2.4.
In its response the Association has indicated that, while it supports the development of a Tasmanian Waste Management Strategy, it does not consider that the draft, in its current form, will deliver any meaningful and tangible waste management outcomes for Tasmania.

The draft strategy currently lacks clarity and specificity in the following critical areas:

− It does not contain a clear set of objectives, outcomes and priorities and thus does not spell out what precisely it plans to deliver.
− There is a need for greater clarity around the roles and responsibilities of various stakeholders so we know who will be responsible, financially and otherwise, for what.
− There is a need for more detail concerning the proposal to establish a Waste Advisory Board, particularly in terms of its composition, charter, responsibilities, powers and funding arrangements.
− Considerably more thought and effort is required to develop an acceptable funding model. Currently the strategy only identifies one option for funding waste management initiatives in Tasmania – the introduction of a state waste levy.

In its response, the Association stresses that the introduction of a state waste levy is not acceptable to Local Government and other options will need to be considered if we are to move forward on this issue. To this end it reiterated the funding model developed through the Tasmanian Waste Advisory Committee agreed to some years ago. This basically recommended State and Local Government work together to identify suitable waste management projects for joint funding, along the lines of the recently approved Household Hazardous Waste project.

The Association also expressed Local Government’s concern that the draft strategy does not adequately acknowledge or reflect the considerable progress made in developing regional waste strategies and implementing voluntary regional waste levies; and drew attention to perceived inaccuracies in data used as supporting evidence.

It is understood that the consultant will consider stakeholder feedback in producing its final draft and report to the State, which is expected in November. As it stands, however, from Local Government’s perspective, a great deal more work is required to make the document a meaningful and effective tool through which to achieve some tangible waste management outcomes in the State.

2. Household Hazardous Waste Project

At its August General Meeting, Local Government agreed to support the proposal to jointly fund, with the State Government, on a 50/50 basis, a pilot Household Hazardous Waste program for Tasmania, for a period of up to 5 years. The scheme will be subject to a review after two years.

In the first instance, the Association is working with the Department of Tourism, Arts and Environment (DTAE) to develop a memorandum of understanding to formalise the joint funding partnership and to arrange for the appointment of a project officer to scope and implement the project. DTAE’s preference would be for LGAT to host this position, paid for from DTAE funds, with a trust account to be established for the remainder of the State’s share of funds to be deposited in and dispersed as the project progresses.

The Association is currently awaiting draft documentation on these matters.

Budget Implications

The Association has indicated to DTAE that it is only prepared to host the project officer for the HHW project if all salary and employment-related costs are met through State funds.

Current Policy

The development of a state waste management strategy is one of the priority issues that remained outstanding from the PLGC waste management agenda.

Local and State Government have agreed to consider suitable waste management projects for joint funding under the arrangements previously established under the auspices of the PLGC.
Background
At the last GMC meeting it was noted that the Association intended to make a submission to the Legislative Council Select Committee into Affordable Housing in Tasmania.

A copy of the LGAT submission is at Attachment to Item 2.5.

The thrust of the submission was that, whilst Local Government accepts that it has a role to play in the provision of affordable housing, the extent of this role must be looked at both in the very broad context of Local Government’s overall responsibilities and in the more narrow context of Local Government’s role in the provision of housing.

In the former context, it was argued that addressing the housing affordability crisis is seen primarily as the responsibility of Commonwealth and State Governments. In the latter context, response was made to the criticisms that have been levelled at Local Government and the extent to which they have influenced the current situation, particularly in Tasmania. It was argued that, of the factors that have brought about or exacerbated the current situation, those for which Local Government has control or influence have had a very marginal impact on affordability.

The Select Committee seemed responsive to LGAT’s position. Given the background of a number of the Select Committee members (Terry Martin, Sue Smith, Tania Rattray-Wagner and Paul Harris), there was a good understanding of the role of Local Government and the issues that Councils are currently facing.

However, in light of some of the claims that had been made to the Select Committee by other parties, it was suggested that the Committee would be in a far better position to respond if it had sound factual information from Councils available to it, particularly in relation to developer charges and land supply. A commitment was made to try and obtain this.

Councils have been asked to provide the following information:
- developer charges applied to residential lots
- number of unimproved residential lots in the municipal area and whether these are serviced or unserviced
- the number of residential lots that have been approved over the last three years
- number of building and planning applications received over last five years.

At the time the agenda was being prepared this information was still being received from Councils.

Budget Implications
Does not apply.

Current Policy
Does not apply.
2.6 SUBJECT: GENERAL POLICY DISCUSSION

Mayor Mike Downie/Mayor Deirdre Flint

That Committee members note the intent of this session and contemplate any matters they consider worth raising.

Carried

Background
This is a standing agenda item intended to allow members the opportunity to raise any matters of strategic policy not addressed elsewhere in the agenda.


### 3. PROJECTS & SERVICES

*Projects & Services Items for Comment and Decision.*

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<tr>
<th>3.1 SUBJECT:</th>
<th>CODE OF CONDUCT - STANDARDS PANEL *</th>
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This Item was dealt with in a closed session and the Minute for this item will be provided to Committee members only.

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<tr>
<th>3.2 SUBJECT:</th>
<th>2008 CONFERENCE UPDATE</th>
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That the Committee note the following report.

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**Background**

It has been twelve years since the Local Government Conference was held in Launceston.

In late July, a tour of the Country Club Resort, the Launceston Hotel Grand Chancellor and the Albert Hall was conducted to determine the suitability of staging the 2008 Local Government Conference in Launceston.

Due to access issues, the standard of accommodation, and small plenary room available, the Hotel Grand Chancellor proved inadequate for our purposes.

In many respects, the Country Club is better suited to hosting a conference, providing ample free parking, disabled access throughout, quality accommodation, a number of function areas that would be well suited to our conference activities, and a range of resort facilities for delegates to enjoy. One disadvantage of the site, however, is that the allocated trade area is considerably smaller than the space available at Wrest Point (space for 28 booths versus 45). Our trade exhibitors make a significant financial contribution to the event and the inability to accommodate the regular number of trade exhibitors would result in a considerable loss of income.

In support of the proposal to move the conference north, the Launceston City Council have pledged on ground assistance in the lead-up to the event and the Country Club have agreed to become a major sponsor by contributing $10,000 towards the event. As a result of the financial and in kind support offered, LGAT will once again host the 2008 conference in Launceston however, aspects of the event may need to be pared down to make up the shortfall in income.

The 2008 conference will be held from 18-20 June. As was the case in 2007, the conference dinner will be held offsite on 19 June, due to limited space available at the resort. The Albert Hall has been booked for this purpose.

**Budget Implications**

To compensate for the loss of trade exhibitor income, a number of options to save or raise additional funds are being considered. Strategies may include seeking additional sponsorship support for the event, staging a more economical Powerpoint presentation for the Awards for Excellence rather than filming the finalists, and increasing delegate registration fees marginally.

**Current Policy**

Does not apply.
3.3 SUBJECT: NRM UPDATE

That the meeting note the following report.

Noted

Background

Review of the Tasmanian NRM Framework
The Department of Primary Industries and Water is currently conducting a review of the Tasmanian NRM Framework and legislation. The review aims to assess the effectiveness of the framework five years after its establishment and, if necessary, make recommendations for change.

At the core of the review process is a discussion paper that was circulated to all NRM stakeholders, including Mayors and General Manager’s of councils. This discussion paper provides an overview of the NRM Framework, and poses a number of focus questions. These questions are concerned with the principles, priorities, and accreditation criteria, standards and targets included in the current Framework, as well as questions relating to the regional bodies and regional strategies.

Of particular interest to the local government sector is section six of the discussion paper, which questions the current linkages between regional NRM strategies and the statutory land-use planning system. The regional NRM strategies coexist with various statutory plans produced under the State’s planning system, including the strategic plans and planning schemes created and administered by Local Government. There are currently no formal links between NRM strategies and the statutory planning instruments in Tasmania, as there are in other states.

A copy of the review discussion paper was forwarded to the Mayor and General Manager of each council, and councils were encouraged to submit an individual response to the review. This issue was also raised for discussion at the last General Manager’s workshop, and the common responses were incorporated into the Association’s submission to the review on behalf of the Local Government sector.

Budget Implications
Does not apply.

Current Policy
Does not apply.
3.4 SUBJECT: GENERAL MANAGERS WORKSHOP

That the Committee note the conduct of the above meeting and the items covered in the agenda.

Background
The 6 monthly General managers' Meeting was conducted on 25-26 September at Lenna in Hobart. A copy of the agenda is at Attachment to Item 3.4 for reference.

Approximately 21 GM’s were in attendance with feedback from the meeting being very positive. Key matters discussed were the Local Government response to the 10 principles enunciated by the Treasurer in relation to water and sewerage; the content of the Association’s Budget Submission and the terms of reference for the rating working group. An in depth discussion was also held with regard to the terms of reference and coverage of the rating working group. The outcome of this discussion was an agreement to focus on reviewing matters related to the 4% minimum rate with a “guide book” also to be prepared detailing rating issues, opportunities, different mechanisms utilised by councils to “smooth” rating increases (eg differential rating, remissions, etc) and what the Act does and does not allow.

A highlight of the workshop was a very candid and personal dissertation by Don Challen on his life as Secretary of Treasury and his life generally. Those present received a rare insight into one of the key State Government public servants and his overall view on finances and governance in the State.

The next meeting is scheduled for March 2008.

Budget Implications
These workshops are run on a cost recovery basis.

Current Policy
Does not apply.

3.5 SUBJECT: ELECTED MEMBER WORKSHOP

That the Committee note the following report.

Background
The first of two Elected Members' Workshops in 2008 will be held on the 15-16 March 2008 at the Tamar Valley Resort (Grindelwald) in Launceston.

The program, which will be targeted towards newly elected members, is yet to be finalised.

The second Elected Members' workshop for the year has been scheduled for 11-12 October.

Budget Implications
The workshops will be run on a cost recovery basis.

Current Policy
Does not apply.
3.6 **SUBJECT: COUNCILLOR RESOURCE KIT * 

That the Committee note the development of a Councillor Resource Kit.

**Noted**

**Background**
The Association has developed a Councillor Resource Kit that contains practical information to assist new councillors to become familiar with their roles and responsibilities in Local Government. It will also be a useful resource for existing councillors. The kit serves to update the previous elected member handbook and presents information and guidance, in the following areas, in a more accessible format:

- The Role of LGAT
- Understanding the Local Government Framework
- Council Roles and Responsibilities
- Tips for Effective Meetings
- Accountability
- Policy Development and Decision-making
- Understanding Local Government Finance
- Land Use Planning: The Basics
- Councillor Learning and Development
- Skills Checklist
- Other Useful Resources
- Key Organisations and Contacts

The content of the kit has been developed in-house with a professional contractor undertaking design, layout and printing. The kit will be produced in hard copy ready for distribution to councillors following the elections and will be launched at the November General Meeting. It will also be available for download on the LGAT website.

A copy of the final draft of the resource kit is at Attachment to Item 3.6.

**Budget Implications**
The costs of developing and producing the resource kit have been met from the Association’s budget.

**Current Policy**
The Councillor Resource Kit serves to update the previous elected member handbook.
3.7 SUBJECT: LOCAL GOVERNMENT TRAINING

That the Committee note the following report on Local Government training issues.

Background
The Association recently held discussions with the State Government’s newly established skills and training authority, Skills Tasmania, which has replaced the Office of Post-Compulsory Education and Training.

Three key issues relating to training for the Local Government industry were discussed:

- Increased resources for delivery of affordable training from the Local Government Training Package to councils.
- Delivery of appropriate high-level vocational education for the Local Government environmental health workforce to complement the Bachelor of Environmental Health to be delivered through the University from 2008.
- A pilot project with Local Government for Skills Tasmania to support cadetships in key skills shortage areas.

1. Affordable Training for Local Government
Given the skills shortage in Local Government workforce areas and the difficulty of attracting new workers into the sector it has become increasingly important to ensure adequate and relevant training opportunities are available for both new and existing Local Government staff.

TAFE Tasmania has developed a range of courses for delivery from the Local Government Training Package, particularly in the areas of planning, health and environment and regulatory services, which it has piloted with some councils. However, currently TAFE management has not allocated sufficient resources to the delivery teams to support widespread delivery of these courses at an affordable cost for councils.

The lack of specific training for the sector provided through TAFE will now be exacerbated by the fact that Hobart City Council (HCC) has recently relinquished its status as a registered training organization. This leaves a critical void as HCC has played an important role in providing training services to its own and other council employees.

These matters were pointed out to Skills Tasmania, which is responsible for ‘purchasing’ training from TAFE to meet identified industry needs. Skills Tasmania indicated a willingness to review the level of resources provided for delivering Local Government training and the Association is following up on this to secure a positive commitment to increase support in this area.

2. Environmental Health Vocational Training
The Association put a strong case to Skills Tasmania arguing the need for a high-level vocational qualification, at Diploma level, to be available for delivery to Local Government.

The University has now given approval for the delivery of a Bachelor of Environmental Health, commencing in 2008. In light of this the current Advanced Diploma, delivered through TAFE, will take no further enrolments and will be taught out over the next three years.
While sections of the environmental health profession, particularly some in the Australian Institute of Environmental Health, strongly support this development not all industry stakeholders are satisfied that the proposed new arrangements will deliver the best outcomes in environmental health for the State and particularly for Local Government. There is quite broad concern that reliance on the degree qualification alone will not necessarily address the skill shortages within the profession, which are likely to be magnified as the current cohort of ‘baby boomers’ retires from the workforce over the next 5-10 years. There is a view that it would be preferable for the longer-term sustainability of the environmental workforce for a high-level vocational course (probably Diploma) to continue to operate in tandem with the degree to cater for the very distinct differences in demographics between these two student bodies (TAFE tends to attract mature age students and often with pre-existing qualifications; the University is increasingly attracting school-leavers only) and employer needs. The existence of such a qualification will provide a clear career pathway for those wishing to progress to a degree qualification. Certificate-level technician qualifications alone, which are supported by the AIEH, will not allow articulation to a degree. A higher-level qualification, such as a diploma, is required to fulfil this purpose.

The University has actively campaigned against this option on the basis that the market will not sustain both forms of training. The major concern here, apart from the fact that it is an anti-competitive position, is that should the degree not prove sustainable and the University discontinues it, the State will be left without any adequate environmental health training. This is of grave concern to Local Government and should be of concern to the State Government, given the critical role played by environmental health workers in the management and regulation of a range of environmental and public health matters covered by state legislation and regulations, that are essential to ensuring the health, well-being and safety of Tasmanian communities.

Skills Tasmania has indicated it is receptive to the proposition put forward by the Association and it was agreed that LGAT will write formally requesting Skills Tasmania to deliver a Diploma in Environmental Health through TAFE Tasmania.

3. Pilot Cadetships Project
Skills Tasmania has been investigating the feasibility of supporting specifically targeted ‘cadetships’ with certain industries as a way of addressing the need for workers to gain higher-level vocational education skills. As part of this investigation the possibility of delivering a cadetship program with Local Government has been mooted and research into this undertaken, in consultation with LGAT. A number of councils have provided input into this initial research.

Skills Tasmania has now indicated that it is keen to conduct a pilot cadetship program with two industries: Information Technology and Local Government.

To further this project Skills Tasmania is keen to consult with Local Government (at General Manager level) on an appropriate model for the industry. The Association is organising a consultation forum with southern General Managers for this purpose.

Budget Implications
Does not apply.

Current Policy
The Association has been addressing skills shortages and training issues in Local Government through a range of strategies since 2004.
### 3.8 SUBJECT: LOCAL GOVERNMENT SERVICE AWARDS *

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<thead>
<tr>
<th>Mayor Barry Easther/Mayor Deirdre Flint</th>
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<tbody>
<tr>
<td>That the following Local Government Service Awards be approved -</td>
</tr>
<tr>
<td>Clr Dudley Parker Certificate of Outstanding Commitment and Service to Council</td>
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<tr>
<td>Clr Donald McShane Certificate of Outstanding Commitment and Service to Council</td>
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<tr>
<td>Carried</td>
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<table>
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<tr>
<th>Mayor Deirdre Flint/Mayor Mike Downie</th>
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<tbody>
<tr>
<td>That on consideration of the guidelines and criteria, the following awards be approved-</td>
</tr>
<tr>
<td>Clr Catriona Dowling Certificate of Meritorious Service to Council</td>
</tr>
<tr>
<td>Clr Russell Anderson Certificate of Meritorious Service to Council</td>
</tr>
<tr>
<td>Mayor Ross Hine Outstanding Commitment &amp; Service to Local Government Award</td>
</tr>
<tr>
<td>Carried</td>
</tr>
</tbody>
</table>

**Background**

The nominations including relevant service details are at Attachment to Item 3.8.

**Current Policy**

Awards are considered as per the Local Government Service Awards Guidelines and Criteria, copies of which are included with the attachment.

### 3.9 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVES

<table>
<thead>
<tr>
<th>Lord Mayor Rob Valentine/Mayor Robert Legge</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the current Local Government Representatives, Clr Sandra French and Mr Roger Howlett, continue for an additional term on the Tasmanian Heritage Council, to align their appointments to the proposed amendments to the Act in 2008.</td>
</tr>
<tr>
<td>Carried</td>
</tr>
</tbody>
</table>
4. FINANCES

Financial Items for Discussion & Decision.

4.1 SUBJECT: PROFIT AND LOSS REPORT *

Mayor Deirdre Flint/Mayor Kevin Hyland

That the profit and loss report to 15 October 2007 be received.

The Committee noted that the Demographic Project being undertaken by Natalie Jackson was not approved and funding previously allocated from the 2006-2007 budget for this purpose would not be required, an allocation would be made available from the 2007-2008 budget if further projects are proposed.

Carried

Background
At Attachment to Item 4.1, is a print out of the Profit And Loss Report to 15 October, 2007.

Budget Implications
Does not apply.

Current Policy
Does not apply.

4.2 SUBJECT: CASH FLOW STATEMENTS *

Decision Sought

That the Committee receive the reports for the months of June, July, August and September 2007.

Background
It is considered appropriate that the Committee should have access to information relating to the cash position of the Association detailing cash on hand, reserves, amounts held for projects and expenditures and revenues pending.

Detailed cash flow statements have been prepared for the information of the Committee and are at Attachment to Item 4.2

Budget Impact
As above.

Current Policy
The Association has a responsibility to manage the assets of the organisation in a responsible and transparent manner.
5. ADMINISTRATION

Administration Items for Discussion & Decision.

5.1 SUBJECT: CHIEF EXECUTIVE OFFICER’S PERFORMANCE REVIEW

This Item was dealt with in a closed session and the Minute for this item will be provided to Committee members only.

5.2 SUBJECT: STAFFING UPDATE

Mayor Jock Campbell/Mayor Deirdre Flint

That the Committee note staff movements at the Association.

Carried

Background

There have been a number of staff movements in recent times. Christine Standish, Policy Officer, is moving to the Policy Division of the Department of Premier and Cabinet. She will leave the employ of the Association in mid November.

Jenni Rigby has decided to move interstate and has secured a position with the Victorian Department of Sustainable Development working with Local Government on climate change issues.

Both of the above positions have been advertised and it is hoped that replacements will be on deck by early in the new year. At this time, Jenni’s position has only been offered on a 12 month contract basis, pending formal confirmation by the Australian Government that funding for this role will be continued. Informal advice has been received to the effect that there will be ongoing funding for NRM related activities.

Katrena Stephenson was the successful candidate for the Policy Director position and commences employment with the Association on 20 November 2007.

Liz Gillam intends to reduce her work commitments to 4 days a week in the near future, winding that back to 3 days a week next year.

The position previously occupied by Brian Oliver will be advertised shortly. The Information Technology focus will be abandoned with the new direction for the position being on whole of Local Government procurement. This matter has been discussed with General Managers and there is a strong acknowledgement of the potential savings and benefits to councils from aggregating their purchasing power.
5.3 **Subject:** Date of Next Meeting and 2008 Meeting Schedule

That the Committee meet on Wednesday 12 December 2007 in Launceston and note the meeting dates scheduled for 2008.

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**Background:**
Listed below is a schedule of dates for the 2008 year. The majority of external dates i.e ALGA, PLGC are not available at this time but tend to be on similar dates to those used in previous years.

Once confirmed the LGAT date schedule will be made available to external organisations to assist in the scheduling of their events.

2007

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 November</td>
<td>General Meeting</td>
<td>Launceston</td>
</tr>
<tr>
<td>15 November</td>
<td>Mayors Workshop</td>
<td>Launceston</td>
</tr>
<tr>
<td>12 December, Wednesday</td>
<td>GMC Meeting</td>
<td>Launceston</td>
</tr>
<tr>
<td></td>
<td>PLGC</td>
<td>Launceston</td>
</tr>
<tr>
<td></td>
<td>Premier’s Dinner</td>
<td>Launceston</td>
</tr>
</tbody>
</table>

2008

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2 March</td>
<td>General Managers Workshop</td>
<td>TBC</td>
</tr>
<tr>
<td>12 March</td>
<td>General Meeting/GMC</td>
<td>Hobart</td>
</tr>
<tr>
<td>15-16 March</td>
<td>Elected Member Workshop</td>
<td>TBC</td>
</tr>
<tr>
<td>18 March</td>
<td>Demographic Change Council</td>
<td>Hobart</td>
</tr>
<tr>
<td>14 May</td>
<td>GMC</td>
<td>TBC</td>
</tr>
<tr>
<td>18 June</td>
<td>AGM/General Meeting</td>
<td>Launceston</td>
</tr>
<tr>
<td>19-20 June</td>
<td>Annual Conference</td>
<td>Launceston</td>
</tr>
<tr>
<td>13 August</td>
<td>General Meeting/GMC</td>
<td>Hobart</td>
</tr>
<tr>
<td>17-18 September</td>
<td>General Managers Workshop</td>
<td>TBC</td>
</tr>
<tr>
<td>15 October</td>
<td>GMC Meeting</td>
<td>TBC</td>
</tr>
<tr>
<td>25-26 October</td>
<td>Elected Members Workshop</td>
<td>TBC</td>
</tr>
<tr>
<td>12 November</td>
<td>General Meeting</td>
<td>Devonport</td>
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<tr>
<td>13 November</td>
<td>Mayor’s Workshop</td>
<td>Devonport</td>
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<tr>
<td>3 December</td>
<td>GMC</td>
<td>TBC</td>
</tr>
</tbody>
</table>

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5.4 **Subject:** Other Business & Close

There being no further business the President declared the meeting closed at 1.25pm.