1. NOTICE OF MEETING

A meeting of the General Management Committee was held at the Central Highlands Council Chambers, 19 Alexander Street, Bothwell, on Wednesday 19 October 2005, commencing at 11.10am.

PRESENT:

Clr Lynn Mason  President
Lord Mayor Rob Valentine  Hobart City Council
Mayor Ross Hine  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 Cathy Edwards  Southern Region

IN ATTENDANCE:

Mr Allan Garcia  LGAT
Ms Christine Agostinelli  LGAT
Index

1. NOTICE OF MEETING .........................................................................................................................................................2

1.1 SUBJECT: CONFIRMATION OF MINUTES * 4
1.2 SUBJECT: BUSINESS ARISING * 4
1.3 SUBJECT: PRESIDENT’S REPORT 4
1.4 SUBJECT: CHIEF EXECUTIVE OFFICER’S REPORT AUGUST 2005 – OCTOBER 2005 5

2. POLICY......................................................................................................................................................................................7

   Policy Items for Discussion & Decision................................................................................... 7
2.1 SUBJECT : ROADS INFRASTRUCTURE 7
2.2 SUBJECT : FINANCIAL REFORM 9
2.3 SUBJECT : LOCAL GOVERNMENT SUSTAINABILITY 10
2.4 SUBJECT : VALUATION REFORM 11
2.5 SUBJECT : DEVELOPER CHARGES 12
2.6 SUBJECT : WASTE MANAGEMENT 13
2.7 SUBJECT : GENERAL POLICY DISCUSSION 14

3. PROJECTS & SERVICES.....................................................................................................................................................15

   Projects & Services Items for Comment and Decision........................................................... 15
3.1 SUBJECT : POST ELECTION TRAINING 15
3.2 SUBJECT : NRM UPDATE 16
3.3 SUBJECT : GENERAL MANAGERS WORKSHOP 17
3.4 SUBJECT : LOCAL GOVERNMENT REPRESENTATIVES 18

4. FINANCES..............................................................................................................................................................................19

   Financial Items for Discussion & Decision............................................................................ 19
4.1 SUBJECT : PROFIT AND LOSS REPORT * 19
4.2 SUBJECT : CASH FLOW STATEMENTS * 20

5. ADMINISTRATION............................................................................................................................................................21

   Administration Items for Discussion & Decision................................................................ 21
5.1 SUBJECT : CEO REVIEW 21
5.2 SUBJECT : DATE OF NEXT MEETING & MEETING SCHEDULE FOR 2006 22
5.3 SUBJECT: OTHER BUSINESS & CLOSE 22

* Denotes Attachment
Mayor Deirdre Flint was not present at the meeting until after the lunch break.

### 1.1 Subject: Confirmation of Minutes *

**Lord Mayor Rob Valentine/Mayor Mike Downie**

That the Minutes of the meeting held 17 August, 2005, as circulated, be confirmed.  

**Carried**

Minutes of the meeting of 17 August 2005 are at Attachment to Item 1.1.

### 1.2 Subject: Business Arising *

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

**Noted**

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

**President Lynn Mason/Clr Robert Legge**

That the President’s report be received.

**Carried**

The President reported on her activities as follows -

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17</td>
<td>General Meeting</td>
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<tr>
<td>August 22</td>
<td>Devonport City Council meeting</td>
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<tr>
<td>August 23</td>
<td>Roundtable with federal Minister Jim Lloyd</td>
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<tr>
<td>August 23 - 24</td>
<td>ALGA Board meeting, Adelaide</td>
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<tr>
<td>September 1</td>
<td>Quadrant committee meeting</td>
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<tr>
<td>September 5 - 6</td>
<td>NRM focus group, Woolmer’s Estate</td>
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<td>September 7</td>
<td>Code of Conduct workshop with Anna Alomes</td>
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<td>September 12</td>
<td>Latrobe Council meeting</td>
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<td>September 14 - 15</td>
<td>Quadrant Manager reviews, Melbourne</td>
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<tr>
<td>September 16</td>
<td>Going Public Conference, Sydney (funded ALGA)</td>
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<tr>
<td>September 19</td>
<td>Local government sustainability workshop, Hobart</td>
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<tr>
<td>September 23</td>
<td>Quadrant gets RSE licence for public offer</td>
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<tr>
<td>September 30</td>
<td>Quadrant Board meeting</td>
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<tr>
<td>October 17</td>
<td>Northern Midlands Council</td>
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<tr>
<td>October 18</td>
<td>George Town Council</td>
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<tr>
<td>October 19</td>
<td>Meeting of performance appraisal committee, LGAT CEO</td>
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</tbody>
</table>
That the Committee note the CEO’s report.

Noted

Notable occurrences over the period since the last GMC Meeting in August 2005 are reported in the following comments:

**Interface with External Bodies**
- Waste Management Association of Australia – met with Australian President and CEO to discuss broad ranging national initiatives and issues
- Diabetes Australia – sharps collection
- Hayes Consulting – recruitment opportunities for professional staff
- Tasmanian Building Compliance Corporation
- Engineers Australia – Infrastructure Report Card Seminar
- E-Aurora launch
- Waste Management Education Group
- Defence Reserves Division Annual Dinner
- Australian Institute of Public Health – Skills and training issues
- Australian New Zealand Financial Roundtable – University of Technology Sydney
- Presented paper to forum on State/LG Financial Reform
- CPA – discussed opportunities for shared training and development
- Volunteering Tasmania – Youth postcard project

**Local Government Forums**
- Regional workshops for Local Government Act
- Skills Working Group
- NRM Facilitation Review Seminar
- Code of Conduct Workshops
- Sustainability Workshop
- Andrew Eastick (NTD) – current issues
- Valuation Workshop
- Civic Mutual Plus – attended Board meeting in Melbourne

**State Government Meetings**
- DIER – Strategic infrastructure plan
- DIER – Building Regulations – implementation issues
- Premier’s Physical Activity Council – Local Government Working Group
- TAFE – qualifications for EHO’s
- Hazardous Materials Management Committee
- DED – phased in retirement
- DTPHW – implications of Historic Cultural Heritage Act review
- DOTAFA – implications of indexation of valuations
- Ageing Tripartite Agreement Steering Committee and Project Management Team
- Crime Prevention and Community Safety Committee – launch of Huon Valley Community Safety project
- State Coastal Policy Steering Committee
- Tasmanian Road Safety Council

**Media Involvement**
- ABC Stateline – rating and valuation
- Mercury, ABC, Southern Cross – sex industry reform
- ABC – Heritage Legislation
- ABC – Local Government elections
2. POLICY

Policy Items for Discussion & Decision.

2.1 SUBJECT: ROADS INFRASTRUCTURE

Lord Mayor Rob Valentine/Cllr Robert Legge

That GMC support the principle of releasing funding from Association reserves for the purchase of software to enable comprehensive data collection and analysis of Local Government assets throughout the state.

Negotiations are to be entered into with the provider with a report to be tabled at the next meeting for further consideration.

Carried

Background

At the ALGA National Roads Congress the opportunity was taken to raise the present state of Local Government roads with the Minister for Infrastructure, Energy and Resources, the Hon Brian Green MHA. The message was quite clear and was in accordance with the broad thrust of the Congress. Local Government spending on its road infrastructure is insufficient to retain its current standard let alone be able to lift it to a satisfactory state.

Despite best endeavours of councils, there is simply insufficient funding to maintain the asset and to catch up with the backlog. Roads to Recovery funding has certainly assisted councils with their asset endeavours and has provided the opportunity to undertake much needed maintenance and upgrades.

While urban councils are probably faring quite well in general terms at present, it is the rural and remote councils with longer lengths of roading and heavier vehicles that continue to fall behind. This position is not clear in absolute terms but anecdotally appears to be the case across the country.

From a Tasmanian perspective it is important that we actually do get a fix on the extent of the problem. Approximately a third of the state’s councils have already signed up to the Association’s asset management program (TAMI) and are getting an improved understanding of their asset base and the things that they have to focus upon.

The program was adopted from the MAV STEPS program which, in Victoria has all member councils taking on the program. A recent initiative under the STEPS program has seen the development of software which allows for an assessment of the asset dollar renewal gap for roads, buildings, drainage, parks and bridge assets. This software allows councils to utilise an Asset Information XL Format to allow the Councils to gather asset registers, condition, existing capital allocation for each asset and allow the Step Consultants to model (Using the MAV Moloney Modelling Program) the cost of renewal funding gap based on asset deterioration curves over a
nominated life. The Asset Information XL Format and the MAV Data Modelling program has been enthusiastically accepted by the 6 MAV Pilot Councils and Hobart City as it is the first time that they have been able to view their Dollar Renewal Gap as a 1st Cut assessment.

Negotiations with MAV have resulted in those councils that have taken on the TAMI program to access the software and extend its dimensions to cover water and waste water.

The developer of the software has further agreed that any new TAMI program councils or non-users of this present software could access the Asset Information model for $3000 per council.

The Association welcomes the generous support of both the MAV and the software developer but considers it unlikely that individual councils will necessarily purchase the software. In light of the imperative of having the available information the Association considers it prudent to enter into negotiations with the players to ascertain a cost to the Association of purchasing this software to enable a whole of Local Government knowledge base.

Based on the number of councils that do not presently utilize the TAMI software the overall additional cost could be as high as $60,000, however, it is expected that an accommodation could be reached for a lower price than that through negotiations with MAV and the software developer.

As indicated previously it is unlikely that councils will pay the price of this software. The Association has also made no such provision for purchase in its budget. It is, therefore, proposed that the Association give consideration to drawing upon its reserves to fund this important initiative. Endorsement by GMC of an amount of $30,000 is being sought as an upward figure to negotiate with the relevant parties on behalf of Tasmanian councils.

**Budget Implications**
There is presently no funding set aside in the budget for this initiative. The $30,000 would represent a drawdown from Association reserves

**Current Policy**
The Association strongly supports best practice asset management by Tasmanian councils and has introduced the TAMI program to support these practices.
2.2 Subject: Financial Reform

Lord Mayor Rob Valentine/Mayor Ross Hine

That the Committee note the actions.

Carried

Background
As part of the broader issue of sustainability of Local Government and the constant concerns expressed by councils that funding accruing through the State and Local Government Reform process continues to be diluted, it was considered prudent to seek information from councils as to their experiences since the reforms have been introduced.

This exercise is not being conducted to unravel or question the reforms but more to gauge how councils consider that they have fared in the process and whether they have taken advantage of the increased accruals. Another important issue to understand is whether behaviours of State agencies have altered since the new arrangements have been put into effect and attempted to “claw back” by imposing new charges or decreasing services.

The process is a qualitative one rather than quantitative and does not represent a full scale review of the reform process. It seeks to obtain anecdotal advice about how councils have applied the reform and what impacts have resulted.

The range of questions includes how much councils obtained, whether the overall revenue base expanded or was the additional revenue used to reduce rates overall; the types of issues arising and attitudinal matters in regard to ongoing relations with State Government agencies.

The responses are intended to provide a snapshot of the outcomes and will assist in future dialogue with the State Government on financial issues and will provide valuable input on such matters as the ongoing cost shifting debate.

Budget Implications
It was intended that councils would be the beneficiaries of in excess of $2.5 million per annum as a result of the State Local Government Financial Reform process.

Current Policy
The Association entered into a Statewide Partnership Agreement with the State Government on this matter.
### 2.3 SUBJECT: LOCAL GOVERNMENT SUSTAINABILITY

<table>
<thead>
<tr>
<th>Mayor Barry Easther/Mayor Ross Hine</th>
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<tbody>
<tr>
<td>That the Committee note the outcomes from the Sustainability Workshop and the decision that the Association prepare a broad based discussion document for wider distribution.</td>
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</tbody>
</table>

**Carried**

#### Background

The initial workshop involving some twenty Local Government participants was conducted on 19 September at the Clarence Council Chambers.

Facilitated by the Association’s CEO, the forum was intended to be a think tank session to get a feel for the types of issues that participants felt should be included within the parameters of sustainability, the relative priorities and particular barriers.

The participants were enthusiastic and considered the issue broadly, ultimately concentrating on a number of specific issues during focus sessions. Skills shortages, resource sharing and issues such as Local Government accountability (vis a vis role of the Local Government Board) were typical of the matters given an airing.

Significant debate occurred in relation to what it is we mean by sustainability and the need to reach a position on a definition that can be embraced by a significant portion of Local Government people. It was also felt that matters such as sustainability indicators were worthy of consideration and some deliberation as to whether a broad based study may be appropriate to assess where Local Government in Tasmania is at the present and what types of issues need to be focussed on and given priority.

The outcomes from the workshop involved a broad insight into the present thinking of elected and non-elected members in relation to the challenges facing the sector and an undertaking that the Association would take away the outputs from the forum and include them as part of a broader discussion document that could be circulated more widely. The initial participants of the forum process would be requested for further inputs on the paper before wider distribution.

It was felt that following this process there would be opportunity for more thorough debate and agreement on specific actions and structures and processes to tackle priority issues.

#### Budget Implications

Local Government’s ongoing financial viability requires constant review and analysis. This process seeks to ensure that the budget implications on councils are known and addressed in advance of any fiscal problems arising.

#### Current Policy

The vision within the Association’s strategic plan calls for Local Government to be an independent sphere of government, participating fully in governance, for the benefit of Tasmanian communities. Achievement of this mission is largely dependent upon the ongoing sustainability of Local Government in the state.
2.4 SUBJECT: VALUATION REFORM

That the Committee note the ongoing actions relating to valuation reform and the investigation of enhanced rating options.

Noted

Background
Significant media coverage and criticism of council rating policies has followed revaluations in Launceston, Glamorgan Spring Bay and Waratah Wynyard Councils. The misunderstanding of the differences between responsibilities and processes associated with valuation and rating have frustrated ratepayers and councillors alike.

While reasonably modest rate rises have been imposed by these councils, the relativities across sectors and the impact of the minimum rate have caused significant angst and confusion.

The ongoing process of working through the various components associated with this reform agenda is continuing. A workshop convened by the Association and involving the Valuer General was attended by a large number of councils in Launceston in recent weeks.

The major focus of the workshop was a discussion relating to the proposed indexation arrangements and the report prepared by the specialist consultant. This paper has subsequently been circulated to all councils for comment with an invitation to a further workshop with the specialist consultant if desired. The intent of moving to indexation is to take out the major humps that occur following the present seven year valuation cycle.

The Launceston meeting was largely attended by officers although there were elected members in attendance.

The Association has also convened a working group to consider the measures available under the Local Government Act for councils to access greater flexibility in their rating decisions. A broad scrutiny of differential rating will be included in this process with a view to providing councils with some guidance in this area and potentially seeking legislative amendments that will allow greater options for council rating policies.

Budget Implications
Does not apply

Current Policy
The Association has previously supported the continuation of the AAV methodology for valuation, retention of the 4% minimum rate and a move to indexed valuations on a bi-annual basis.
That the Committee note the efforts of the Association to reach a consensus opinion on this matter and, upon receipt of support from councils, endorse the matter being considered by the PLGC Officials Committee with a view to being placed on the work program.

Background
The matter of developer charges has been of concern to councils and developers alike over a long period. The consistency of application, relativities between councils and the seeming lack of transparency are among the issues that have been raised.

In response to these concerns Dorset Council organised a consultant from Hunter Water to provide an overview to councils of the system that it presently operates under in NSW. Attendance by approximately half of Tasmanian councils suggested that the matter was of the nature that required more analysis and consideration.

The Association offered to undertake a review of the arrangements existing elsewhere and to prepare a discussion document detailing the various models in place, the legislative basis for the charges and the oversight arrangements. The NSW model is relatively complex and while it appears to have merit, councils have indicated a preference for a more detailed study of the situation that would result in a practical and easily implementable system for Tasmania. It is likely that this would involve a legislative regime and the involvement of a body such as the Government Prices Oversight Commission (GPOC).

Once all responses have been received from councils it is proposed to prepare an updated document for submission to the Officials Committee of the Premier’s Local Government Council for consideration for placement of the matter on the PLGC work program.

Preliminary discussions with the head of GPOC indicate support and a willingness to look at the matter in more detail.

Budget Implications
Does not apply.
2.6 SUBJECT: WASTE MANAGEMENT

Mayor Mike Downie/Mayor Barry Easther

That the President invite Minister Judy Jackson to the next General Management Committee meeting and request that an information paper regarding the waste levy be made available to Members prior to the meeting.

That the President write to the Southern Tasmanian Councils advising that the General Management Committee will meet with the Minister and confirm Local Governments opposition to the waste levy.

Carried

Background
There has been significant debate in recent months over the possible introduction of a statewide waste levy. Discussions with the Minister of Planning and the Environment indicates a desire on her part to at least discuss the matter with Local Government on the basis of considering what types of initiatives might be possible and the benefits that may accrue.

The Minister has been advised of the Association’s strong position against a State Government imposed levy reminding her of the State and Local Government Financial Reform process which resolved to eliminate levies and the efforts of regional waste authorities in developing their own waste levy arrangements.

The Minister is anxious to meet Local Government decision makers after the upcoming elections to put her proposition. Initial statements indicate that it is not intended that the State Government be the recipient of proceeds from the levy but that these funds be made available to improving present arrangements by the industry and Local Government.

The Southern Tasmanian Councils have formally written to the Association seeking the matter to be placed on the PLGC agenda.

Budget Implications
The major concern is that ratepayers would have to bear the significant component of the levy and that it would be further impacting on Local Government’s limited tax base.

Current Policy
The Association does not support the introduction of a statewide waste levy.

Following Item 2.6, the meeting adjourned for lunch.
The meeting resumed at 1.40pm.

Mayor Deirdre Flint entered the meeting at this time.

2.7 **SUBJECT:** GENERAL POLICY DISCUSSION

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

Discussion ensued re the Queensland CPI Index System and it was determined that the CEO provide further information as to how the system evolved and the implementation process, with the view to adopting a Tasmanian index system.

**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.

3.1 Subject: Post Election Training

That the Committee note the intention of conducting a post election workshop for elected members in early December in Launceston.

Background

It has been a long standing practice of the Association to conduct post election workshops for elected members once they have had time to settle into their own councils and have received the local induction from there.

The Association program cannot obviously cover everything but provides newly elected members with a broad overview of key areas of activity that they will be involved with during their term of office.

This year it is intended to conduct a one day session in Launceston on Saturday, 3 December 2005. Previous experience indicates that numbers do not warrant regional sessions. A venue has not yet been determined but it is proposed to have a full day session with an option for dinner in the evening.

Topics to be covered include roles and responsibilities of councils/councillors; the elected member experience; council meetings and codes of conduct; the role of council as a planning authority; council finances and asset management.

Presenters have not yet been finalised although it is expected that most will be drawn from the sector, including the Local Government Division. This ensures that the matters are given appropriate context and costs for the session kept to a minimum.

Budget Implications

Costs should be minimal in the conduct of this session although it is usually provided on a cost recovery basis.

Current Policy

The conduct of such sessions is in accord with the Association’s policy of maximising opportunities for access to learning and growth opportunities by elected members.
3.2 SUBJECT: NRM UPDATE

That the Committee note the following report.

Noted

Local Government NRM Evaluation workshop
The Association recently hosted an evaluation workshop to review Local Government experiences with the regional NRM model and to highlight key issues which need to be addressed into the future. The workshop was conducted with financial support from the Australian Government through the Natural Heritage Trust.

The workshop was attended by a focus group drawn from Local Government representatives on the three regional NRM Committees as well as officers from Councils who have had a degree of involvement with regional NRM. Outcomes from the workshop will be used to:

- provide feedback to the Australian Government, the State Government and the NRM regions on Local Government engagement in regional NRM
- inform the priorities of the Local Government NRM Facilitator Project hosted by the Association
- provide the basis for a stronger policy position within the Association on natural resource management and the regional NRM model

A more detailed report will be provided for the next General Management Committee meeting.

Local Government NRM Facilitator Project
Timothy Phillips has resigned from the position, effective October 12 2005, and a replacement is currently being sought. As there is only 12 months remaining on the existing contract with the Australian Government the Association is looking to fill the position as soon as possible.

Budget Implications
Does not apply

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

That the Committee note the following report.

Noted

Background
A General Manager’s Workshop was held on the 28th and 29th of September at the Moorilla Function Centre. It was well attended with 25 Councils represented.

Participating General Managers heard presentations from the following speakers:
- Warren Jones, Director of Environmental Management, on waste management issues;
- Andrew Reeves and Heather Cerruty from the Government Prices Oversight Committee on Significant Business Activities and competition issues;
- Tim Johns from Marsh Pty Ltd on public events risk management;
- Simon Allston, the new Tasmanian Ombudsman;
- Roscoe Taylor, the Director of Public Health, on the proposed environmental health degree;
- June McFarlane, Hugo Leschen and Bridget Palmer from the Business Arts Foundation on the Council Arts Business Program;
- Gil Sawford, from Wise Lord and Ferguson and the Retirement Conference; and
- Andrew Jones from Tidemark Design on the revised Local Government training package.

The Workshop also provided attendees with the opportunity to engage other General Managers in open discussion, with a broad range of issues being canvassed including a mentoring system for builders, KPI’s, international accounting standards and line marking.

Budget Implications
Workshops are held on a cost recovery basis.
3.4 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVES

Mayor Ross Hine/Clr Robert Legge

That the Committee note the following Local Government Representative appointments.

Carried

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<thead>
<tr>
<th>Committee</th>
<th>Representative</th>
<th>Elected Member/Officer</th>
<th>Coordinating Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Board</td>
<td>Mrs Mary Binks</td>
<td>N/A</td>
<td>Local Government Division</td>
</tr>
<tr>
<td>Local Government Board</td>
<td>Ms Helen Cooper (proxy)</td>
<td>N/A</td>
<td>Local Government Division</td>
</tr>
<tr>
<td>Environmental Management &amp; Pollution Control</td>
<td>Mr David Masters</td>
<td>Officer</td>
<td>DPIWE</td>
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</tbody>
</table>
4. FINANCES

Financial Items for Discussion & Decision.

4.1 SUBJECT: PROFIT AND LOSS REPORT *

Mayor Barry Easther/Clr Robert Legge

That the profit and loss report to 10 October 2005 be received.

Carried

Background
At Attachment to Item 4.1, is a print out of the Profit And Loss Report to 10 October 2005.

The report does not have a budgetary comparison. Budgetary figures for the forward year cannot be input into the accounting system until such time as the previous year’s accounts have been finalised.

The auditors have advised that the accounts for the 2005 financial year will by finalised by the end of October.

At that time the final accounts will be referred to Committee members for formal approval and signing. As resolved at the 17 August 2005 meeting, this may have to occur out of session to meet the Auditor General’s requirements.

Budget Implications
Does not apply.

Current Policy
Does not apply.
4.2 SUBJECT: CASH FLOW STATEMENTS *

Mayor Barry Easther/Mayor Deirdre Flint

That the Committee receive the reports for the months of July and August 2005.

Carried

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: CEO REVIEW

Cllr Robert Legge/Lord Mayor Rob Valentine

That the President’s verbal report on the performance appraisal of the CEO for the year ended July 31 2005 be accepted and that the Performance Appraisal Committee determine a suitable recommendation on remuneration, to be forwarded to the members of the General Management Committee, out of session, for ratification.

Carried

Background
The CEO completed the second year of his contract on 31 July 2005 and in line with the provisions of his contract is due for an annual performance review.

A previous out of session decision by the GMC agreed that this year’s review would be conducted internally by a sub-committee of GMC comprising the President, Vice-President and Lord Mayor.

The sub-committee is scheduled to conduct the review prior to this GMC meeting and bring forward a recommendation

Budget Implications
Any decisions with respect to remuneration will have some impact on budget although provision is made within estimates for salary movements.

Current Policy
The provisions of the present CEO contract call for an annual performance review.
5.2 SUBJECT: DATE OF NEXT MEETING & MEETING SCHEDULE FOR 2006

Mayor Deirdre Flint/Lord Mayor Rob Valentine

That the Committee meet on Wednesday 7 December 2005 and note the proposed meeting schedule for 2006.

Carried

Background:
The Committee may review the meeting policy and dates at any time, along with any changes on the distribution, nature or extent of information provided to members and meetings of the Committee.

Due to the upcoming elections a majority of councils have not set meeting dates for 2006. Following the elections, council meeting dates will be collated and considered against the LGAT meeting schedule. If a clash occurs, changes may be made to facilitate maximum attendance by councils.

Dates for GMC and General Meetings for are as follows:

**2005**
- 30 November  General Meeting  Launceston
- 7 December  GMC Meeting  Clarence or Glenorchy
- 8 December  PLGC Meeting  Hobart

**2006**
- 15 February  GMC Meeting  TBC
- 8 March  General Meeting  Launceston, Country Club
- 5 April  GMC Meeting  TBC
- 21 June  AGM/General Meeting  Hobart
- 22 –23 June  Annual Conference
- 16 August  General Meeting/GMC  Launceston, Country Club
- 11 October  GMC  TBC
- 1 November  General Meeting  Launceston, Country Club
- 6 December  GMC  TBC

5.3 SUBJECT: OTHER BUSINESS & CLOSE

The President thanked Mayor Edwards for her contributions to GMC, Mayor Flint and her staff for their hospitality and wished committee members all the best for the upcoming elections.

There being no further business the meeting was declared closed at 3.05pm.