General Management Committee

Minutes

Wednesday 5 November 2008
A meeting of the General Management Committee was held at The Grange, Campbell Town commencing at 10.00am.

ATTENDEES:  
Mayor Mike Gaffney  
Lord Mayor Rob Valentine  
Mayor Kevin Hyland  
Mayor Lynn Laycock  
Mayor Deirdre Flint  
Mayor Graham Bury  
President  
Hobart City Council  
West - North West Region  
West - North West Region  
Southern Region  
Southern Region

APOLOGIES:  
Mayor Robert Legge  
Mayor Barry Easther  
Northern Region  
Northern Region

IN ATTENDANCE:  
Mr Allan Garcia  
Dr Katrena Stephenson  
LGAT  
LGAT
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 ......................... 5

2. POLICY ......................................................................................... 7
  2.1 SUBJECT: WATER AND SEWERAGE REFORM ................. 7
  2.2 SUBJECT: CONSTITUTIONAL RECOGNITION ........................................ 8
  2.3 SUBJECT: RATINGS REVIEW * ....................................................... 9
  2.4 SUBJECT: CAT MANAGEMENT ...................................................... 10
  2.5 SUBJECT: ELECTRONIC DEVELOPMENT FUNDING ............. 11
  2.6 SUBJECT: GENERAL POLICY DISCUSSION .................... 11

3. PROJECTS & SERVICES ....................................................... 12
  3.1 SUBJECT: TASMANIA ROAD SUMMIT .................................................. 12
  3.2 SUBJECT: STRONGER COUNCILS BETTER SERVICES PROJECT .............. 13
  3.3 SUBJECT: HOUSEHOLD HAZARDOUS WASTE PROJECT OFFICER ........ 15
  3.4 SUBJECT: 2009 LOCAL GOVERNMENT CONFERENCE ................ 16
  3.5 SUBJECT: GENERAL MANAGERS WORKSHOP * .................................. 17
  3.6 SUBJECT: CLIMATE CHANGE ....................................................... 17
  3.7 SUBJECT: CAREERS OFFICER ..................................................... 19
  3.8 SUBJECT: AUSTRALIAN COUNCIL OF LOCAL GOVERNMENT .......... 19
  3.9 SUBJECT: ELECTED MEMBERS WORKSHOP .................................. 20
  3.10 SUBJECT: VODCASTING ............................................................... 21
  3.11 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVE - DROUGHT TASK FORCE 22
  3.12 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVES ................... 22

4. FINANCES ................................................................................. 23
  4.1 SUBJECT: PROFIT AND LOSS REPORT * ........................................... 23
  4.2 SUBJECT: CASH FLOW STATEMENTS ** ........................................ 23

5. ADMINISTRATION ................................................................. 24
  5.1 SUBJECT: BUILDING LEASE & ACCOMMODATION ISSUES .................. 24
  5.2 SUBJECT: MAKING LGAT A HEALTHY WORKPLACE ....................... 25
  5.3 SUBJECT: DATE OF NEXT MEETING * ............................................ 25
  5.4 SUBJECT: OTHER BUSINESS & CLOSE ........................................ 26

* Denotes Attachment
### 1.1 Subject: Confirmation of Minutes *

That the Minutes of the meeting held on 13 August 2008, as circulated, be confirmed.

Resolved

Minutes of the meeting held 13 August 2008 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.

Resolved

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

That the President’s report be received.

Resolved

Since the 13 August meeting the President has attended, organised, represented or been involved with the following:

<table>
<thead>
<tr>
<th>Media</th>
<th>Print:</th>
<th>Water and Sewerage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Radio/TV:</td>
<td>Cat Management Issue</td>
</tr>
<tr>
<td>Correspondence</td>
<td>Letters:</td>
<td>The Hon David Bartlett, Premier</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Clr Ian Howard</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ald David Traynor</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Clr Cheryl Fuller</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lord Mayor Rob Valentine</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ald Eva Ruzicka</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Clr Alwyn Friedersdorff</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Meetings</th>
<th>ALGA Canberra (August 19 – 20)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Constitutional Convention (August 21 -22)</td>
</tr>
<tr>
<td></td>
<td>General Meeting (August 13)</td>
</tr>
<tr>
<td></td>
<td>IJSC Implementation Joint Steering Committee,(August 26, Sept 25)</td>
</tr>
<tr>
<td></td>
<td>Heather Cuthbertson(DPAC), Ageing Commission</td>
</tr>
<tr>
<td></td>
<td>Treasurer Michael Aird (August 28)</td>
</tr>
<tr>
<td></td>
<td>Teleconference – Cat Issue (Sept 22)</td>
</tr>
<tr>
<td></td>
<td>PLGC - Launceston (Sept 26)</td>
</tr>
<tr>
<td></td>
<td>Wesley Vale Pulp Mill (July 18)</td>
</tr>
<tr>
<td></td>
<td>Northern Midlands Council Cat Issue (Sept 15)</td>
</tr>
</tbody>
</table>
Writings

LGAT Newsletter (fortnightly)

Magazines

Local Government Focus (2 editions)
LGAT News
Councillor
LG News

Workshops

LGAT Conference meeting (Sept 15)

Forums

Host of Demographic Change Advisory Council Forum (Sept 3)
Fuel Summit (Facilitator- Sept 4)
Water Quality initiative Launch (Sept 10)
State Government Community Forum (Devonport Sept 14)
Community Health Forum (Oct 1)
GP Super clinic Forum (Oct 2)

Events

Paul Lennon GMC Dinner (Hobart August 13)

1.4 SUBJECT: CHIEF EXECUTIVE OFFICER’S REPORT

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

Resolved

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

Interface with external bodies

− Quadrant Board and Committee Meetings
− Forest Practices Advisory Council
− Appearance before joint House Committee on Ethical Conduct
− Attendance at opening of Brighton Civic centre
− ICLEI re climate change and conduct of audits
− UTAS re planning course
− Property Council re Metropolitan plans for Launceston and Hobart
− Attended opening of Coffey International Hobart office

Local Government Forums

− Human Resources Forum
− Water and Sewerage IJSC meetings
− Convened Owners’ Representative meetings to select Board Members
− Aged Care Forum
− Briefed Geoff Willis on water and sewerage reform progress
− General Managers’ Workshop
− ALGA Policy Directors’ Meeting
− ALGA Constitutional Recognition Forum
− Discussions with stakeholders re Roads Forum
− STCA Water and Sewerage meeting
State Government Meetings
  – Fuel Summit
  – NRM Council Meeting
  – Treasurer – general discussions
  – Budget Lock Down
  – State Policy Water Quality Management Steering Committee
  – Premiers’ Physical Activity Council
  – Environment industry Council Meeting
  – Climate Change Office – audits and funding
  – SES – managing natural hazards
  – Crime Prevention & Community Safety Council Meeting
  – Local Government Division – regular monthly meetings and various meetings re dog control, financial sustainability of councils, Local Government Board and Stronger Councils project
  – DPIW re water and sewerage demand management and supply planning
  – DPAC – pandemic issues
  – Attended launch of cat management consultation paper

Media

Tasman Council GM termination
2. POLICY

Policy Items for Discussion & Decision.

2.1 SUBJECT: WATER AND SEWERAGE REFORM

That the Committee note the following update.

Resolved

Background
The reform of the water and sewerage sector in Tasmania is now in full swing. With the legislation passed to establish the new regional entities and the regulatory regime, attention has turned to putting in place the necessary instruments and arrangements to commence operations.

The Common Chair of the regional corporations has been selected and processes are underway to select the common and regional directors for the corporations. Geoff Willis is the inaugural chair and brings with him a wealth of experience from running commercial infrastructure businesses and a successful history in change management in a number of past and present roles. At the time of writing the process for the selection of common directors had been completed and the regional directors almost finalised. A announcement on the new Board Members will be made shortly.

The search for Chief Executive Officers for the corporations is also underway with short listing commenced and selection processes expected to be completed by November 2008.

The constitutions for the new corporations have been endorsed by councils and are required to be approved by both Houses of Parliament. At the time of writing, the constitutions had passed through the Legislative Council and will be considered by the House of Assembly in the week commencing 14 October 2008. Two councils did not sign the Regional Corporation constitutions while one did not sign the Common Services Corporation constitution.

Documents have been circulated to councils in relation to becoming members of the new corporations and additional advice has been provided in relation to member councils providing a limited financial guarantee for start up costs of the corporations. Shareholders letters of expectation have also been provided to councils for consideration.

Once approved by the Parliament, the new corporations can be formally incorporated under Commonwealth Corporations Law and key appointments, such as the Chair, the company directors and Chief Executive Officers can be quickly finalised.

The due diligence process is now underway and represents perhaps the most significant platform of the reform process. The gathering and verification of data will flag a vast array of matters that will be required to be dealt with during the transition as well as a range of issues that will need to be addressed by the new corporations. It will effectively determine the equity arrangements for the council owners and will quantify the priority dividends payable to councils (based on present returns) by the corporations. Details of staffing and functional transfers together with asset, financial and contractual arrangements will all be addressed through this process.

Prior to the due diligence commencing proper, a pilot process was conducted in three councils – Hobart, Burnie and Northern Midlands. Feedback from the pilot was positive on both sides with the overwhelming comment being that the size and complexity of the task cannot be underestimated.
The first two payments of the $5 million transition funds have also now been provided to councils.

**Budget Impact**
The reform process will impact on each council significantly in the transition process and beyond. Funds are to be made available to assist with transition and the dividend arrangements will address current returns on asset and future equity issues.

The Association has now received the initial payment of $65,000 which is to be used to offset costs associated with the implementation of the reform.

**Policy Implications**
This reform represents the most significant change to Local Government in 15 years. The timetable seeks to ensure that the new entities are in place by 1 July 2009.

<table>
<thead>
<tr>
<th>2.2 SUBJECT:</th>
<th>CONSTITUTIONAL RECOGNITION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolved</strong></td>
<td>That the Committee note the following report.</td>
</tr>
</tbody>
</table>

**Background**
Further to the last report provided to GMC the Association hosted a Constitutional Recognition Forum in Launceston on 1 August. A brief summary of forum outcomes was circulated to all Councils with a more detailed paper provided to participants.

Tasmania had nine attendees at ALGA’s expert’s forum on 21 - 22 August. An overview was provided at the Policy Director’s Article in the recent edition of LGAT News.

ALGA have released the program and registration information for the special National General Assembly – Local Government Constitutional Summit to be held 8-11 December. It is anticipated that some of those who attended previous discussions will also take part in this event.

**Budget Implications**
The Association made a commitment to contribute $250.00 towards air travel per attendee for the experts forum but will not be subsidizing travel to the December Summit.

**Current Policy**
This is one of the three pillars of ALGA’s strategic ‘3Fs’ agenda and consequently will be a key issue for LGAT in 2008/09.
2.3 SUBJECT: RATINGS REVIEW *

That the Committee note the following report.

Resolved

Background
In late 2007 a Working Group was established for the purposes of examining options for the repeal or mitigation of Section 11(3)(e) of the Valuation of Land Act which requires the Assessed Annual Value (AAV) of land to be not less than 4% of the Capital Value of the land.

The working group comprised:

Liz Gillam  LGAT (Chair)
Sandra Ayton Central Coast Council
Frank Barta  Clarence City Council
Andrew Beswick Burnie City Council
Greg Davoren  Brighton Council
Guy Jetson  Dorset Council
Tony Leary Devonport City Council
Ngaire McCrindle George Town Council
Marissa Southwell Launceston City Council
David Spinks  Hobart City Council
Michael Tidey Launceston City Council

A draft paper was finalised which was considered by General Managers at their workshop in September 2008.

The Working Group came to the conclusion that, rather than amending the Valuation of Land Act, amendments could be made to the Local Government Act 1993:

a) to address concerns with the impact of the 4% minimum rule;

b) to provide transition arrangements when large changes in values occur; and

c) which are in line with current practices of some Councils,

creating flexibility for Council rating strategies and removing uncertainty around the application of particular legislative provisions.

A paper, at Attachment to Item 2.3, outlining a number of proposals has been sent to Councils, asking for their responses by 31 October 2008.

Budget Implications
Does not apply.

Current Policy
At the August 2007 LGAT General Meeting, the following motion was carried:

‘That Local Government establish a high level working group to investigate all other alternate options in relation to this matter and in the event a change is supported the LGAT then make representation to the State Government.’
2.4 SUBJECT: CAT MANAGEMENT

That the Committee note the following report.

Resolved

Background
The Department of Primary Industries & Water (DPIW) released a position paper on Cat Management in Tasmania with comments due at the end of September.

LGAT provided a response on behalf of councils (with direct and indirect input from councils). LGAT staff also met with DPIW, the Tasmanian Conservation Trust and the Hobart Cat Centre.

Broadly our comments comprised:

- In general Local Government supports the mechanisms proposed for cat management but have concern that unless adequately funded by the State Government the cost to Local Government will be overly burdensome.

- Local Government will need to see detail on the implementation and related costs before being able to wholeheartedly support the proposed cat management framework. The transition period is of particular concern as this is likely to be the time of greatest impost for all stakeholders, including Local Government with increased questions and cat complaints, increased dumping of cats, a likely requirement to hold cats during the transition period or to contact owners identified through tags etc, high level of education for cultural change, the need to establish centres for transporting/holding/disposing of cats across the State, microchip scanning equipment costs and so on.

- LGAT is pleased that the requirement for holding cats has been eliminated since the draft paper but are concerned that transition period holding issues have not been fully thought through.

- Local Government will likely be a user of cat holding and disposal services but cannot be expected to provide that service.

- The issue of penalties for non compliance especially related to breeders/sellers is of concern.

- Local Government would not support compulsory registration.

The submission is on the Association’s website.

Budget Implications
Resourcing for councils remains an area of concern in this area.

Current Policy
The following motion was carried at the May 2007 General Meeting:

“That LGAT request the State Government, as a matter of urgency, to introduce statewide legislation for the compulsory desexing and microchipping of non breeding registered cats that can be administered by public non government organisation partnerships between the State Government and competent animal welfare organisations, rather than individual Local Government by-laws”.

"
2.5 SUBJECT: ELECTRONIC DEVELOPMENT FUNDING

That the Committee note the verbal report to be provided on the day.

Resolved

2.6 SUBJECT: GENERAL POLICY DISCUSSION

Decision Sought

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

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: TASMANIA ROAD SUMMIT

That the Committee consider convening a Roads Summit in early 2009.

Resolved

Background
In late 2006, the GMC endorsed a proposal to conduct a Roads Summit to canvass an array of issues impacting the local road network and its interface with the remainder of the state’s transport networks.

Although initially proposed for early 2007, planning for this event was subsequently overtaken by the reform of the State’s water and sewerage sector. Following significant progress in the implementation of water and sewerage reforms, the original proposal for a Roads Summit has again been put forward as an event the Association should pursue.

The key points in the original proposal, and for discussion at the meeting are that:

− the major thrust of the event is to assess the best means by which to address ongoing freight and transport infrastructure deficiencies in the state;
− a one-day session will focus on and showcase cooperative arrangements that are in place in other states and review options that could be considered by Local Government or in partnership with other spheres of government;
− representatives from other jurisdictions are to be invited to attend to outline particular initiatives in their state that are addressing some of the challenges facing Tasmanian councils. Examples include the Queensland Roads Alliance program, the Western Australian process of sharing vehicle registration receipts to fund road infrastructure and an address by ALGA on national perspectives;
− observations by road users such as the RACT and peak organisations such as IPWEA are also to be encouraged; and
− the State Government’s involvement is the key to any change in the status quo.

Whilst the level of State Government involvement, if any, in a Road Summit is not yet known, recent discussions between LGAT and DIER indicate a willingness for agency participation in such a forum. There would therefore appear to be a real opportunity for Local Government to invite the newly appointed Minister and Departmental Secretary and their agency, to be active participants in the joint conduct of such a forum with a view to looking at potential solutions to the shared problem of insufficient funding and juggling priorities.

Budget Implications
It is proposed that the costs associated with the conduct of the event would be recovered through charging the participants an appropriate fee.

Current Policy
The general intent of the summit marries with the present policy of the Association in relation to road funding.
3.2 SUBJECT: STRONGER COUNCILS BETTER SERVICES PROJECT

That the Committee note the content of this report.

Resolved

Background
Following several exchanges between the Association and the Local Government Division on the broader focus of attention of this project and how the funding for the project should be allocated, the following paper was prepared by the Association on the basis of the perceived areas that could best benefit from a funding allocation. The recommendations were subsequently endorsed by the Division with implementation now to be driven through a Steering Committee comprising members of the PLGC Officials Committee. Separate Working Groups have been set up to pursue a number of the elements below together with resource sharing opportunities.

Overview
Although the Local Government landscape is presently overburdened with efforts associated with bringing water and sewerage reform to fruition there is the opportunity to allocate the funding available under the above program toward projects and activities that will have ongoing relevance beyond the implementation of the water and sewerage reform agenda.

The modest funding available under this project ($200,000) does not lend itself to a broad spread of activity. The potential exists to focus on a number of key areas that can assist with the broad improvement of Local Government capability within the state. It is considered that there are some discreet projects that can add value across all councils with the opportunity to also support a small number of pilot or demonstration projects.

Two areas of council activity of particular note are the financial sustainability of councils and the skill set available to elected members in relation to their role as a planning authority.

The Association undertook a comprehensive analysis of the financial sustainability of Tasmanian councils resulting in a number of areas being identified for improvement or implementation. The report highlighted the need for councils to move from an annual to medium-long term service and financial planning period. The report went further indicating that quality long term financial plans needed to be supported by sound asset management plans documenting services to be provided and the funds required to provide the services.

Financial Plans
Long term financial planning is not provided for within current legislation or Australian Accounting Standards. Long term financial planning is an iterative process and takes much effort to “get it right”. Plans need to be discussed, reviewed and fine tuned in response to such issues as interest rates and inputs from the community on expected service standards. The process of long term financial planning ideally draws together the various objectives, strategies and outcomes from the council’s strategic plan and translates them into dollar amounts and performance measures that can be monitored.

Specific matters that need to be considered to ensure the planning process is effective include assumptions around planning (i.e. inflation, interest rates, demography, business and individual incomes and demands for services); revenue forecasts (i.e. capacity to tax, user pays, grants and subsidies, borrowings, cash reserves); expenditure forecasts (i.e. recurrent and new) and sensitivity analysis that detail the various assumptions underpinning the planning process.
While templates have been developed in other jurisdictions, there is a need to adapt these to the Tasmanian environment and then provide the appropriate training and capacity building to key council personnel to develop these plans. A legislative framework is likely the most effective tool to drive the reform but it must be underpinned by mechanisms that support councils in the initial and ongoing development of these plans.

**Asset Management**

While all councils maintain asset registers, the findings of the Access Economics report suggested that there was a need to develop and implement comprehensive strategic asset management plans that documented the resources required to deliver the required levels of service to the community, both in the present and in the future.

Service levels and resources are closely linked. If resources required for operations, maintenance, renewal and upgrade are not available, service levels are unlikely to be sustained. Asset management plans supported by defined service levels are integral and complementary to the financial planning processed and represent another key area where dedicated effort is required to implement a comprehensive and sustainable process to increase the overall capacity, knowledge and commitment of councils.

Again, work has been done in other jurisdictions but this needs to be fashioned to suit Tasmanian councils and delivered in such a way as to assist to councils achieve the required outcomes. A legislated requirement that links the asset management regime to the previously outlined planning process is a key consideration in this process.

**Land Use Planning**

Although significant effort is being placed on the implementation of the various components of the Better Planning Outcomes program, little acknowledgement has been given to the professional development of the key decision makers in the planning process – the elected members of councils. When initially elected to councils, new members generally have little or no background in the planning system or its related processes. LGAT conducts workshops for newly elected members and while planning is included within the suite of issues covered, the general coverage is limited and at a high level and does not always adequately equip councillors to fulfil their role as a member of a planning authority. Councils also provide background and familiarisation but the quality and depth varies across councils.

The Association has recently commenced a dialogue with the University of Tasmania about the possibility of developing a short course for planning that could be delivered to councillors over a four day/two weekend period. Curriculum would be derived from the present post graduate diploma but offered at a level that would meet the needs of councillors.

Once developed the course could be offered twice a year and delivered by either UTAS staff or external providers. The course would be delivered on a cost plus basis to ensure the program could be updated and maintained. The course could also be offered to a wider audience such as non-planning council and State Government officers, members of the public or other professionals.

**Demonstration/Pilot Projects**

An acknowledgement by the sector that skills shortages area reality and greater efficiencies are achievable through scale has prompted several councils to work with neighbours or common groupings of councils in the sharing of resources or services. This ranges from the contemplation of sharing the services of a General Manager through to the delivery of services from one council to others on an outsourced or consultancy basis.
Regional resource sharing has been discussed and a number of councils have openly supported the pursuit of resource sharing opportunities. One of the fundamental barriers to successful and sustainable sharing of resources or services is the availability or knowledge of an appropriate methodology or process to develop an effective business case to convince either elected members, management or staff of the merits of pursuing particular courses of action. There is a strong possibility that with seed funding, creative and sustainable projects can be developed and properly project managed in such a way that not only benefits participating councils but allows the outputs and processes used to be taken up by other councils.

Recommendation
That the funding allocated for the Stronger Council Better Services project be distributed in the following manner:
- $30,000 to develop and implement long term financial planning framework
- $40,000 to develop and implement asset management planning framework across all councils
- $25,000 to develop short course for land use planning for elected members in conjunction with UTAS
- $105,000 to be offered as a grants program to support up to four demonstration or pilot projects associated with shared services.

3.3 SUBJECT : HOUSEHOLD HAZARDOUS WASTE PROJECT OFFICER

That the Committee note the following report.

Resolved

Background
The Household Hazardous Waste Project is a joint initiative between LGAT, DEPHA and the three regional waste management authorities.

Establishing a household hazardous waste (HHW) collection was identified as a priority for funding under the State Government’s Living Environment Program. The State allocated an amount of up to $500,000 towards the project and this is to be matched by Local Government through the Regional Waste Authorities/Bodies. The proportions agreed to and stated in the Grant Deed are 49% Southern Waste Strategy Authority, 28% Northern Tasmania Development and 23% Cradle Coast Authority.

The Grant Deed has been signed by all parties and the State Government contribution has been released to LGAT.

The project is to be overseen by the Local Government Waste Management Reference Group (LGWMRG).

Originally it had been envisioned that the Project Officer, to be employed three days per week, would be based at the Association’s offices in Hobart. However, LGAT was asked to explore an opportunity to lever off a similar position in Launceston, potentially making the position more attractive to a greater range of candidates.
This process took some time as a Statement of Duties had to be revised and agreed by all parties. Then in September 2008 Launceston Council decided that the dual position would not be workable and pulled out of the process. Their delay in making this decision is regrettable.

LGAT will now host the position as originally envisioned. A Statement of Duties has been agreed with DEPHA and it is intended that the position be advertised in the next fortnight.

**Budget Implications**

Fully funded through the project funds.

**Current Policy**

Local and State Governments have agreed to consider suitable waste management projects for joint funding under arrangements previously established under the auspices of the Premiers’ Local Government Council (PLGC).

### 3.4 SUBJECT: 2009 LOCAL GOVERNMENT CONFERENCE

<table>
<thead>
<tr>
<th>Resolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the Committee note the following report.</td>
</tr>
</tbody>
</table>

**Background**

Arrangements for the 2009 Local Government Conference, to be held at Wrest Point in Hobart, 10 – 12 June 2009, are now underway. GMC was previously advised that the event would take place from 17-19 June however, the date has been moved forward due to the altered dates of the National General Assembly.

The Conference Committee, consisting of three LGAT officers and representatives from LGMA and IPWEA, met on 15 September to determine the theme which is *Community Conversations – Striving for More*. The theme reflects the need for councils to revisit community and council priorities following the water and sewerage reforms, as well as the need to reconnect with their communities in developing open dialogue and effective partnerships.

The workshops will fall under four sub-themes – *Planning*, *Performance*, *People* and *Promotion*. As a result of feedback received from conference delegates regarding the concurrent workshops (trialed in 2008), the concurrent workshop program will be dropped from the 2009 conference schedule, delegates felt that the workshops competed with the conference program.

Once again, the Conference Dinner will be held offsite at Hobart’s City Hall.

The Sponsor Prospectus will be distributed prior to Christmas.

The 2009 Awards for Excellence categories will also be undergoing a review and it is anticipated that the nomination forms will be available for distribution by February.

**Budget Impact**

At current sponsorship and attendance levels, conference organisers are well placed to cover the cost of event administration and deliver a surplus to event partners. It is too early to pre-empt however, the impact of the global financial crisis on levels of sponsorship support in 2009.
3.5 SUBJECT: GENERAL MANAGERS WORKSHOP

That the Committee note the conduct and contents of the above workshop.

Resolved

Background
The General Managers’ Workshop was held on 17-18 September 2008 at the Hobart Woolstore. Attended by some 24 of the GM’s, the workshop was informative and allowed for a good exchange of information between participants.

The key item on the agenda was a presentation on the water and sewerage due diligence by consortium partners KPMG, Grant and Tobin and Pitt and Sherry. Regional Project Managers and Bulk Water Authority CEO’s were also invited to this session.

The presentations by other speakers were well received and the overall feedback on the two day session was extremely positive.

An agenda is enclosed for reference at Attachment to Item 3.5

Budget Implications
The workshop is run on a cost recovery basis.

3.6 SUBJECT: CLIMATE CHANGE

That the Committee note the following report.

Resolved

Background
The Draft Statewide Agreement will be tabled at the PLGC officials committee Special Meeting on 21 October.

Final information regarding the roll out of the carbon emission reduction program for Tasmanian Councils is being collated.

Opportunities for the joint hosting of a two day climate change conference for council’s planners, engineers and building surveyors in February 2009 are being explored with the relevant State Government agencies.

Regional Climate Change Forums
Regional climate change forums are being held as follows:
- **Southern**  
  Wednesday 15 October 2008  
  10:00 am – 3:00 pm

- **Cradle Coast**  
  Wednesday 22 October  
  1:00 pm – 5:00 pm

- **Northern**  
  Thursday 23 October 2008  
  10:30 am – 3:00 pm
The aim of the forums is to:

− provide an update on LGAT’s climate change program including progress against the approved work plan, development of the Stateside Partnership Agreement and proposed communication and consultation processes
− provide and update on individual council activity around climate change
− workshop the Draft Tasmanian Local Government Climate Change Strategy, and
− workshop the content of the Tasmanian Local Government Action Pack

The forum will be facilitated by Phil Harrington. Phil has considerable knowledge and experience in climate change strategy, policy development and program administration both nationally and internationally.

Representation on Statewide Projects
LGAT continues to represent councils on the following Committees:

− Integrated Assessment & Response to Climate Change Impacts on Clarence Foreshore Project
− Climate Change, Coastal Risk Assessment & management Project (DPIW)
− Managing Natural Hazards through Land use Planning Project

Submissions
LGAT made a Submission to the Department of Climate Change on the Carbon Pollution Reduction Scheme (CPRS) Green Paper July 2008. The submission is available on the LGAT web site.

Local Government Climate Change Initiatives Survey
Local Government Climate Change initiatives Survey was undertaken in September and the Survey report completed in October. The survey provides a tabular summary of current climate change projects, programs and initiatives across councils and all 29 councils responded. There are currently seven councils with dedicated climate change officers and over 45 projects across Tasmania. The survey is available on the LGAT web site.

Finalisation of Reports
The following reports have been finalised and are now available on the LGAT web site

− Local Government Climate Change Forum May 2008 Summary Paper
− Local Government Association of Tasmania Climate Change Work Plan

Budget Implications
Does not apply.

Current Policy
Does not apply.
3.7 SUBJECT: CAREERS OFFICER

That the appointment of the Careers Development Officer and update on progress be noted.

Resolved

Background
On 12 March 2008 the General Meeting resolved to fund a careers development project, including the engagement of a part time careers officer to be reviewed after two years from commencement.

Scott Blacklow commenced the role on 2 September 2008. Scott worked for a Tasmanian council through the 1990’s and from 2002 delivered vocational training to Local Government officers throughout Australia.

Budget Implications
A careers special project budget of $97,770 per annum for two years was approved at the General Meeting above. This sum includes salary and on costs, plus an allocation of $35,000 for the implementation council careers initiatives.

Current Policy
A strategic approach to the issues and appropriate programs are to be developed and implemented.

3.8 SUBJECT: AUSTRALIAN COUNCIL OF LOCAL GOVERNMENT

That the Committee note the following report.

Resolved

Background
On 18 September it was announced that the Prime Minister would be inviting all Mayors (565 councils) to attend the first meeting of the Australian Council of Local Government at Parliament House on 18 November. The press release also stated that invitations would be extended to peak bodies and Local Government and Planning Ministers in each State.

No further detail had been released at the time of writing this report however it was expected that Mayors would be receiving correspondence in early October.

The proposed points of discussion for the meeting are:
- Building national and local infrastructure to boost economic capacity and improve quality of life in communities;
- Tackling immediate challenges facing major cities and growth corridors including urban congestion, urban planning and design; and
- Constitutional recognition for Local Government.

The ongoing structure of ACLG is not yet known. After this first meeting, the ongoing membership and charter of the Australian Council of Local Government will be announced.
The national meeting will start with an official welcoming function on the evening of 17 November 2008 and the winners of the 2008 National Awards for Local Government will also be presented.

The timing seems poor given the Special General Assembly is a few weeks later and there could have been leverage of the attendance at that. The cost of travel to both events is likely to be prohibitive to a number of councils.

**Budget Implications**
The Government will meet the costs of holding the meeting but each attendee will bear their own travel and accommodation costs.

**Current Policy**
Does not apply.

### 3.9 **SUBJECT:** ELECTED MEMBERS WORKSHOP

<table>
<thead>
<tr>
<th>That the Committee note the following report.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolved</strong></td>
</tr>
</tbody>
</table>

**Background**
A two-day residential workshop for elected members will be held at the Mercure Hotel in Hobart from 25-26 October 2008.

To date we have received 16 registrations however, we anticipate further registrations before the cut-off date of 17 October.

The program, suitable for new and established elected members, will cover topics including:

- Planning: the Role and Duties of Councillors
- The role of Local Government in Building Ageing-Friendly Communities
- Achieving Good Governance
- Water and Sewerage Reform Update
- Tips for Better Public Speaking
- Improving Relationships Using Restorative Practices
- Emotional Intelligence – the Secret for Personal Effectiveness

In addition, Dr Ian Plowman of QLD, who was a keynote speaker at the 2008 Local Government Conference, has been invited to return to Tasmania by popular demand to conduct his highly anticipated *Meetings Without Discussion* presentation.

As a departure from the regular workshop format, delegates will have the opportunity to choose between some of the workshop sessions, depending on their area of interest.

**Budget Implications**
The workshop is run on a cost recovery basis. Due to the higher cost of featuring a guest speaker such as Dr Plowman from interstate and the increased number of presenters over the course of the weekend, there has been a slight increase in registration fees for delegates.

LGAT requires a minimum of 25 delegates in order to cover the workshop costs however, we are confident that we will reach this target by the closing date.
3.10 SUBJECT: VODCASTING

That this item be deferred until the meeting to be held on 16 December 2008.

Resolved

Background

Some time ago the President was approached by a web developer, Steve Dalton, who was offering to develop individual entries on councilor website where those councilors could provide information about themselves and their council. The President participated in this process as the Mayor of Latrobe as a pilot/demonstration project. Initial participation was free and then there were a number of enhancements available that participants could add to their site. The charges for these additions were modest with all proceeds from the work undertaken being directed to research on Tasmanian Devils.

Mr Dalton of Devotee Design has recently been in contact with the President again, this time proposing two innovations. The first relates to the water and sewerage reform and the proposition to include vodcasts to update people on the reform process.

Vodcast is a term used for the online delivery of video on demand video clip through a website. Effectively, it provides an online talking head to explain issues.

While there may be some merit in this form of communication it is considered that the present website and the processes being used at the individual council and bulk water authority level are adequately addressing the communication requirements for employees and the public.

His second proposal is to develop podcasts for intending and incumbent councillors as part of their election efforts in the upcoming council elections. They are proposed for immediate and ongoing release, and intended to support and promote Elected Representative (current and historical) contribution to the electorate. Reinforcing elector awareness and confidence is the aim. Formats can vary, and all recording and editing facilities are offered free of charge.

It is not clear where these podcasts would sit but it is envisaged that maximum impact would be likely through postings via council websites. Alternatively, the vodcasts could sit on a broader candidates site. This has not been discussed with Mr Dalton at this time.

The important issue is that the technology provides for greater exposure of sitting and intending councillors and provides the opportunity for increasing the awareness of voters to their candidates.

The President has requested that the matter be brought to the meeting for general discussion about the position the Association should take upon this matter.
3.11 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVE - DROUGHT TASK FORCE

That the representative on the Drought Task Force be Mr Tim Kirkwood of the Southern Midlands Council.

Resolved

In October this year, Cabinet agreed to establish a high level Drought Task Force to provide a whole-of-government co-ordinated approach to the current drought.

In establishing the task force the need for Local Government representation was recognised and a request was received at the Association’s office for a General Manager, from an area currently subject to drought, to participate.

Expressions of interest were called for from the affected councils - Southern Midlands, Central Highlands, Glamorgan Spring Bay, Flinders, Break O’Day, Dorset, Derwent Valley, Northern Midlands and Sorell.

Several nominations were received and the General Management Committee are requested to make a determination from information to be provided at the meeting.

3.12 SUBJECT: LOCAL GOVERNMENT REPRESENTATIVES

Decision Sought

That the Committee note the following Local Government representative appointments.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Representative</th>
<th>Elected Member/ Officer</th>
<th>Coordinating Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tasmanian Heritage Council</td>
<td>Mr Roger Howlett</td>
<td>Burnie City Council</td>
<td>DPIW</td>
</tr>
<tr>
<td>Tasmanian Library Advisory Board</td>
<td>Ald Sandra French</td>
<td>Burnie City Council</td>
<td>DPIW</td>
</tr>
<tr>
<td></td>
<td>Ald. Sandra French</td>
<td>Clarence City Council</td>
<td>Department Of Education</td>
</tr>
<tr>
<td></td>
<td>Ald Doug Chipman</td>
<td>Kingborough Council</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clr Julian Bush</td>
<td>Nth Midlands Council</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lorraine Green</td>
<td>Hobart City Council</td>
<td>DPIW</td>
</tr>
<tr>
<td></td>
<td>Mr Mark Wise</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4. FINANCES

Financial Items for Discussion & Decision.

4.1 SUBJECT: PROFIT AND LOSS REPORT *

That the profit and loss report to 13 October 2008, be received.

Resolved

Background
At Attachment to Item 4.1, is a print out of the Profit And Loss Report to 13 October 2008.

Budget Implications
Does not apply.

Current Policy
Does not apply.

4.2 SUBJECT: CASH FLOW STATEMENTS **

That the Committee receive the reports for the months of July and August 2008.

Resolved

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: BUILDING LEASE & ACCOMMODATION ISSUES

That the Committee note the outcome of the determination in relation to the lease of premises at 34 Patrick Street.

Resolved

Background Comment

You will recall that in previous advice to the Committee it was highlighted that the rental demand for the 2008/09 financial year had increased from the previous year’s $49,700 to $75,000. On receiving the demand, the CEO triggered a dispute mechanism in the lease which provides for an independent valuer to make an assessment.

Evidence was provided by both parties with the present building owners engaging their own valuer to provide a market valuation. The Association chose not to engage its own separate valuer on the basis that the appointed intermediary would be undertaking a comprehensive and independent valuation.

The ultimate determination by the appointed expert, David Saunders, was that the current market rental for the premises for the 12 months commencing 1 July 2008 is $66,915. While this is a substantial increase on the previous year, it is some $8,000 below what was being demanded.

The cost to the Association for the independent process was $750 representing 50% of the overall cost, the remainder being the responsibility of the building owner.

The owner of the building has received approval from the Hobart City Council to undertake renovations at the rear of the building. This will involve the extension of the existing ground floor on the south west of the building to include an additional floor. The impacts on the Association’s office space will be the loss of some windows but there will be the substitution of some windows and a skylight will be placed in another office. While it is hoped that disruption can be minimised it is likely that there will be significant noise, dust and interruption through the building process.

A further matter relating to accommodation is the housing of the Chair of the Water and Sewerage Boards at 34 Patrick Street on a temporary basis. It is proposed to accommodate Geoff Willis and perhaps an assistant in the Board Room and adjoining office for up to 3 months. While this will cause some minor inconvenience, the Association does have an alternative meeting room available within its accommodation and there is significant merit in the Chair being aligned with Local Government so closely in the early phases of the reform.

All costs associated with accommodating the Chair will be charged to the Corporations at a later date.

Budget Impact
Sufficient funding has been allocated to cover the cost of both the increased rental and the dispute process.
5.2 Subject: Making LGAT a Healthy Workplace

That the Committee note the range of activities presently in place to increase the health of the Association workforce.

Resolved

Background

The Association has been quite active in seeking to find ways to improve the overall health of its employees. A fruit basket is provided to encourage healthy snacking in the workplace and flu shots are offered annually as a preventative for illness.

Staff recently participated in The Great Walk and a program is now in place within the organisation to identify opportunities for participation by all staff in physical activity. The activities are proposed to take place over an extended lunch break period with the view to improving participation in exercise and encouraging bonding between staff.

A cycling event will take place over the next month and once the more settled and warmer weather arrives, staff will be encouraged to participate in a short kayaking trip. Proposals are put forward by staff with ultimate acceptance dependant upon willingness to participate.

The spirit with which these events are discussed and supported is particularly beneficial for the overall goodwill of the staff and involves minimal loss of work time and financial outlay.

5.3 Subject: Date of Next Meeting *

That the Committee meet on 16 December 2008 in Hobart and note the proposed meeting schedule for 2009.

Resolved

At Attachment to Item 5.4 is a Calendar of Events for 2009.

As 2009 is a Local Government Election year, the Elected Members workshop normally scheduled in October will be held over until early in the new year and will incorporate sessions for newly Elected Members.

Dates for ALGA meetings are tentative only, based on previous years.

As yet the Premier’s office are unable to provide dates for PLGC meetings, these will be included as soon as they are made available.

Updated meeting schedules will be provided to the Committee as soon as meeting dates become available.

2008

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 November</td>
<td>GMC Meeting</td>
<td>The Grange Campbell Town</td>
</tr>
<tr>
<td>25 - 26 October</td>
<td>Elected Members Workshop</td>
<td>Hobart</td>
</tr>
<tr>
<td>12 November</td>
<td>General Meeting</td>
<td>Devonport</td>
</tr>
<tr>
<td>13 November</td>
<td>Mayor’s Workshop</td>
<td>Devonport</td>
</tr>
<tr>
<td>16 December</td>
<td>GMC Meeting</td>
<td>Hobart</td>
</tr>
<tr>
<td>16 December</td>
<td>PLGC Meeting</td>
<td>Hobart</td>
</tr>
<tr>
<td>16 December</td>
<td>PLGC Xmas Dinner</td>
<td>Hobart</td>
</tr>
</tbody>
</table>
5.4 SUBJECT: OTHER BUSINESS & CLOSE

There being no further business, the meeting was declared closed at 10.30am.