General Meeting

Minutes

10 March 2010

Brighton Civic Centre

25 Greenpoint Road
Bridgewater

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PROCEDURAL MATTERS.
RULES REGARDING CONDUCT OF MEETINGS

13. WHO MAY ATTEND A MEETING OF THE ASSOCIATION
   (a) Each Member shall be entitled to send a voting delegate to any Meeting of the Association, such voting delegate exercising the number of votes determined according to Rule 16(a).
   (b) After each ordinary Council election, the Chief Executive Officer shall request each Member to advise the name of its voting delegate and the proxy for the voting delegate for Meetings of the Association until the next ordinary Council elections.
   (c) Members may change their voting delegate or proxy at any time by advising the Chief Executive Officer in writing over the hand of the voting delegate or the General Manager prior to that delegate taking his or her position at a Meeting.
   (d) A list of voting delegates will be made available at the commencement of any Meeting of the Association.
   (e) Members may send other elected members or Council officers as observers to any Meeting of the Association.

14. PROXIES AT MEETINGS
   (a) Up to 1 hour prior to any Meeting of the Association, a Member may appoint another Member as its proxy.
   (b) The form of the proxy is to be provided by the Chief Executive Officer and is to be signed by either the Mayor or General Manager of the Council appointing the proxy.
   (c) The Chair of the meeting is not entitled to inquire as to whether the proxy has cast any vote in accordance with the wishes of the Member appointing the proxy.
   (d) Proxies count for the purposes of voting and quorum at any meeting.

15. QUORUM AT MEETINGS
At any Meeting of the Association, a majority of the Member Councils shall constitute a quorum.

16. VOTING AT MEETINGS
   (a) Voting at any Meeting of the Association shall be upon the basis of each voting delegate being provided with, immediately prior to the meeting, a placard which is to be used for the purpose of voting at the meeting. The placard will be coloured according to the number of votes to which the Member is entitled:

<table>
<thead>
<tr>
<th>Population of the Council Area</th>
<th>Number of votes entitled to be exercised by the voting delegate</th>
<th>Colour placard to be raised by the voting delegate when voting</th>
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<tbody>
<tr>
<td>Under 10,000</td>
<td>1</td>
<td>Red</td>
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<td>10,000 – 19,999</td>
<td>2</td>
<td>White</td>
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<td>20,000 – 39,999</td>
<td>3</td>
<td>Blue</td>
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<td>40,000 and above</td>
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   (b) The Chairman of the meeting shall be entitled to rely upon the raising of a coloured placard as the recording of the vote for the Member and as evidence of the number of votes being cast.
   (c) Except as provided in sub-rule (d), each question, matter or resolution shall be decided by a majority of the votes capable of being cast by Members present at the Meeting. If there is an equal number of votes upon any question, it shall be declared not carried.
   (d) (i) When a vote is being taken to amend a Policy of the Association, the resolution must be carried by a majority of the votes capable of being cast by Members present at the Meeting or not.
        (ii) When a vote is being taken for the Association to sign a protocol, memorandum of understanding or partnership agreement, the resolution must be carried by a majority of votes capable of being cast by Members and by a majority of Members, whether present at the Meeting or not.
        (iii) When a vote is being taken to amend the Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the Meeting or not.
# GENERAL MEETING AGENDA

<table>
<thead>
<tr>
<th>Time</th>
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<tr>
<td>9.30am</td>
<td>Coffee on arrival</td>
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<td>10.00am</td>
<td>Meeting commences</td>
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<td>10.15am</td>
<td>Rene Hidding MP</td>
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<td>Nick McKim MP</td>
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<td>Leader of the Parliamentary Greens</td>
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<td>12.30pm</td>
<td>Approximately, lunch will be provided</td>
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<td>2.30pm</td>
<td>The Honorable David Llewellyn</td>
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<td>Item:</td>
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<td>1</td>
<td>Minutes of General Meeting Held On 18 November 2009 *</td>
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<tr>
<td>2</td>
<td>Business Arising *</td>
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<td>3</td>
<td>Confirmation of Agenda</td>
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<td>4</td>
<td>Follow Up Of Motions *</td>
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<td>5</td>
<td>Electricity Retail Contestability</td>
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<td>6</td>
<td>Asbestos Reference Group</td>
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<td>7</td>
<td>Climate Change Update</td>
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<td>Standards Panel</td>
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<td>National Broadband Network</td>
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<td>10</td>
<td>Changes to AGM/Conference Dates</td>
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<td>11</td>
<td>Water and Sewerage Update</td>
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<td>12</td>
<td>Elected Members’ Short Planning Course</td>
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<td>13</td>
<td>2010 Local Government Conference</td>
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<td>14</td>
<td>Asset Management/Financial Planning *</td>
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<td>15</td>
<td>Careers Project **</td>
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<td>16</td>
<td>Constitutional Recognition *</td>
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<td>17</td>
<td>Key Performance Indicators Review</td>
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<td>18</td>
<td>Valuation and Rating Review</td>
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<td>19</td>
<td>Electronic Development Assessment (eDA) project</td>
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<td>20</td>
<td>Dangerous Dogs</td>
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<td>21</td>
<td>State Government Urban Passenger Transport Framework</td>
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<td>22</td>
<td>Roads and Infrastructure Update</td>
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<td>Item</td>
<td>Description</td>
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<td>23</td>
<td>Item: Planning Legislation Update</td>
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<td>24</td>
<td>Item: Household Hazardous Waste Update</td>
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<td>25</td>
<td>Closure</td>
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* Denotes Attachments
The President welcomed Members and declared the meeting open at 10.05am.

Apologies were received from -

Mayor Tony Foster  Brighton Council
Mayor Adriana Taylor  Glenorchy City Council
Mayor Darryl Gerrity  West Coast Council
Mr Peter Harder  West Coast Council
Mr Gerald Monson  Latrobe Council
Mayor Charles Arnold  King Island Council
Mr Mark Goode  King Island Council
Mr Paul Arnold  Burnie City Council
Mr Stephen Mackey  Derwent Valley Council
Mr Ian Pearce  West Tamar Council
Mr Stephen Brown  George Town Council
Mr Raoul Harper  Flinders Council
Mr Rod Sweetnam  Launceston City Council
Mr Glenn Doyle  Huon Valley Council
Mr Nick Heath  Hobart City Council
Mr Jock Campbell  Clarence City Council
Mr Risden Knightley  Kentish Council
Mayor Lynn Laycock  Devonport City Council
Mr Ian McCallum  Devonport City Council
Mr David Metcalf  Glamorgan Spring Bay Council
Mayor Kim Polley  Northern Midlands Council
Mr Greg Preece  Meander Valley Council

1 ITEM: MINUTES OF GENERAL MEETING HELD ON 18 NOVEMBER 2009 *

Central Coast Council/Central Highlands Council

That the Minutes of the meeting held on 18 November 2009, as circulated, be confirmed.

Carried

Background :
To confirm the Minutes of the General Meeting held on 18 November 2009.

See Attachment to Item 1.
2 ITEM: BUSINESS ARISING *

That Members note the information.

Resolved

Background:
At Attachment to Item 2 is a schedule of business considered at the previous meeting and its status.

3 ITEM: CONFIRMATION OF AGENDA

That consideration be given to the Agenda items and the order of business.

Resolved

Background:
Delegates will be invited to confirm the agenda for the meeting and the order of business.

4 ITEM: FOLLOW UP OF MOTIONS *

Contact Officer – Katrena Stephenson

That the meeting note the report detailing progress of motions passed at previous meetings and not covered in Business Arising.

Resolved

A table detailing action taken to date in relation to motions passed at previous meetings is at Attachment to Item 4.
ITEM: ELECTRICITY RETAIL CONTESTABILITY
Contact Officer – Kate Hiscock

That Members note the following report.

Resolved

Background comment:
Electricity competition is progressively being introduced to Tasmania as part of the State's entry into the National Electricity Market. Businesses that use more than 150 Mega Watt Hours (MWh) of electricity per year, which roughly equates to an annual electricity bill of around $25,000, must now choose their electricity retailer by 30 June 2010. Businesses must choose from one of three options:

1. Stay with Aurora Energy by entering into a retail contract;
2. Enter into a retail contract with another licensed retailer; or
3. Purchase electricity through the wholesale market.

If a business does not choose one of the above options, it will move onto a fallback contract. A fallback contract is not a safety net or default tariff. Under a fallback contract, the energy price is the spot price in the wholesale energy market which can be quite volatile and at times reach $10,000 MWh.

Issues Facing Tasmania's Newly Contestable Electricity Customers
Goanna Energy Consulting received funding from the Consumer Advocacy Panel (electricity and gas) as part of its grants process for a project to look at the benefits of electricity contestability electricity consumers in Tasmania. LGAT was a member of the Steering Committee for this project. As part of the project Goanna Energy Consulting conducted a number of free workshops state-wide to provide information on electricity competition and seek the views and experience of newly contestable electricity customers including a number of Tasmanian councils.

A Report on the findings of the project is now complete. The Report makes 11 recommendations and has been provided to the State Government and other major political parties. A key finding of the Report (page 3) is that many newly contestable customers “appear to lack bargaining ‘power’ in terms of their knowledge, experience and motivation, in the electricity contract negotiation process. This has combined with a very low level of retail activity and competition in the market, to heighten customer perceptions of risk in entering the new market”.

Local Government Information Session on Negotiating Electricity Supply and Contracts
Through involvement in the promotion of the state-wide workshops on negotiating an electricity contract, LGAT has received feedback from councils on two key issues of concern:

1. That a number of newly contestable councils were finding the contract negotiation process for electricity purchase challenging; and
2. That a number of councils needed legal advice on contract matters in regards to electricity purchase but were finding that quotes for the provision of such advice were very expensive.
Consequently, LGAT liaised with Goanna Energy Consulting and Simmons Wolfhagen Barristers and Solicitors to deliver an information session on issues surround negotiating an electricity contract including a discussion of legality issues surrounding contracts, specific to Local Government. The two hour information session, held 19 February 2010 provided opportunity for Councils to receive information on negotiating an electricity contract and ask questions of both Simmons Wolfhagen Barristers and Solicitors and Goanna Energy Consulting.

Following the session a number of councils queried whether LGAT could pursue shared legal advice for interested councils, to enable the standard contracts offered by Aurora and ERM energy to be ‘vetted’ for use by Local Government. Interest was also raised in the prospect of further advice on negotiation electricity rates and process for going to tender. LGAT agreed to progress this issue and advise councils of options for further advice on a shared cost per council basis.

A special thank you is noted to Mr Marc White of Goanna Energy Consulting and Mr David Morris of Simmons Wolfhagen Barristers and Solicitors who both donated their time and expertise to enable the session to be run at minimal cost to councils.

Budget Impact
Does not apply.

Current Policy
LGAT will continue to inform members with updates as relevant.

6 ITEM: ASBESTOS REFERENCE GROUP
Contact Officer – Kate Hiscock

That Members note the following report.

Resolved

Background comment:
LGAT has been a member of the Minister for Workplace Relations’ Asbestos Reference Group, Chaired by Workplace Standards Tasmania. The Asbestos Reference Group and Asbestos Steering Committee were formed following a Tasmanian Asbestos Forum held in March 2009. The Asbestos Reference Group was tasked with providing advice to the Steering Committee on policy and legislation, increasing public awareness, and improving education.

The Reference Group provided a discussion paper to the Steering Committee in late November 2009. Issues covered by the discussion paper included:

- Prioritised removal
- Mandatory reporting and disclosure
- Costs to businesses, individuals and government
- Health issues including data collection, reporting and decision making
- Identification of lines of responsibility
- Resourcing requirements
The Steering Committee was required to develop recommendations for a Whole of Government policy for the future management of asbestos. The Steering Committee provided a report on dealing with asbestos in Tasmania to the Minister, the Hon Lisa Singh MP, in late December 2009.

The Report, to be used as a framework to help shape Government policy on the management of asbestos was launched on the Hobart Waterfront on 24 January, 2010. Key recommendations in the report include:

- A dedicated Asbestos Unit to be set up within Workplace Standards to drive overall government policy including areas such as long-term removal, training and licensing;
- Specialist asbestos inspectors for each region of the State;
- Mandatory building inspections prior to demolition permits being issued;
- Asbestos be listed as an essential safety requirement for Building Maintenance Certificates;
- Increased penalties for incorrect removal and disposal of asbestos; and
- Legislation to make it compulsory to disclose the presence of asbestos in residential rental properties, including financial incentives for landlords to remove asbestos.

Budget Impact
Does not apply.

Current Policy
With the launch of the Report, the Reference Group and Steering Committee have now completed work and both groups have been dissolved.

7 ITEM: CLIMATE CHANGE UPDATE
Contact Officer – Georgia Palmer

That Members note the following report.

Resolved

Background comment:

Planet Footprint
A process for securing information from Clarence City Council, Kingborough Council and Hobart City Council has been established so that state wide energy and greenhouse gas data can be collated. State-wide Local Government energy and greenhouse gas emission data will be available at the end of March.

Planet Footprint is in the process of engaging a person to spend three months in Tasmania to work with councils to deliver the 2009-10 program. As part of the Partnership Agreement with the State Government, councils are required to develop Climate Change Action Plans by 30 June 2010. The Planet Footprint employee will be available to provide council staff with the advice, training and the tools needed to enable them to deliver on this requirement. Councils are encouraged to make the most of this resource.
In the coming months Planet Footprint will also be:

- Continuing to work with property management staff within councils to identify all accounts relating to their nominated two largest facilities and prepare property report and producing ten Property Footprint Reports to each Council;
- Assisting councils with utilising the Account Management Toolkit;
- Collecting street lighting and fleet data;
- Delivering the full Greenhouse Reports;
- Identifying opportunities to councils to implement reduction targets on specific properties;
- Working with councils to establish Corporate Management Committees/Sustainability Groups; and
- Profiling councils and increasing public awareness of councils’ work in reducing emissions.

Regional Workshops
Three Climate Change Regional Workshops are currently being organised for April 2010. The workshops will have a focus on planning and adaptation and will provide staff and elected members with an update on State Government climate change tools and programs as well a session on how LGAT can assist councils in meeting their climate change needs into the future. The workshops are open to both council officers and elected members.

Budget Impact
Does not apply.

8 ITEM: STANDARDS PANEL
Contact Officer – Georgia Palmer

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<th>That Members note the following report.</th>
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Background comment:
Under the Local Government Act 1993, LGAT is required to establish and provide the registrar services for an independent Standards Panel to hear complaints referred to it and appeals of determinations made by Council Code of Conduct Panels. The Local Government (General) Regulations 1995 establish the powers and procedures under which the Standards Panel operates.

Since its inception in 2006 the Standards Panel has heard 27 cases.

During this period, a number of difficulties have become apparent with the Code of Conduct provisions under the Local Government Act 1993 and the Local Government (General) Regulations 1995.

The Association compiled a number of issues related to the Code of Conduct panels with input from councils in 2008 and these were provided to the Local Government Division.
In relation to Standards Panels, there have also been a number of issues which have arisen, including:

- The inability of the Panel to impose penalties when sanctions are not complied with;
- A lack of clarity around the extension of the immunity provisions to both council code of conduct panel members and the standard panel members;
- The potential for cross over with other Acts such as the Electoral Act 2004;
- The disclosure provision relating only to the Mayor, Deputy Mayor and the Panel members;
- The ability of the complainant or the respondent to reject the other party from having legal representation; and
- The need for more clarity regarding time frames, withdrawal of complaints, and mediation.

The Local Government Division of the Department of Premier and Cabinet is undertaking to review specific components of the Local Government Act 1993 and the Local Government (General) Regulations 1995 this year. The review will cover the provisions relating to the Standards Panel. LGAT will work with the Local Government Division with the view to rectify these issues through amendments and will seek further input as that work progresses.

In addition to the difficulties with the Act and the Regulations, issues have arisen in relation to the attribution of the cost of a complaint referred to the Standards Panel by the Council. Councils are reminded that a motion was carried in December 2006 for all costs of the panel to be the responsibility of the council and that this included legal advice that LGAT may require if the determination is appealed to the Supreme Court.

Councils also need to be aware that in a few cases the Standards Panel has had some difficulty in determining a breach of a Code of Conduct due to the ambiguity of the code wording. Consideration may need to be given to a more standardised Code of Conduct across the councils.

This task may be met by the functions of the new state Integrity Commission as outlined in Section 8 (1)(a) of the Integrity Commission Act 2009 ‘develop standards and codes of conduct to guide public officers in the conduct and performance of their duties’. LGAT will liaise with the new CEO of the integrity commission in relation to this matter.

**Budget Impact**
Does not apply.

**Current Policy**
The Association is required by the Local Government Act 1993 to establish the Standards Panel.
That Members note the following report.

Resolved

Background comment:
Tasmania is the first state to roll out the Federal Governments National Broadband Network (NBN). The network will connect 200,000 Tasmanian premises with super fast broadband, with the remaining premises being offered next generation wireless or satellite internet services. NBN Tasmania Limited has been established to manage the network rollout in Tasmania.

Work is currently underway for the rollout of the National Broadband Network in the ‘Stage 1’ or ‘Smart Town’ communities of Smithton, Scottsdale and Midway Point. Communities in these locations will be connected by July 2010.

To date there has been some concern regarding consultation with councils and the community regarding the network rollout. NBN Tasmania has recognised this concern and has since held discussions with the General Managers of Dorset, Circular Head and Sorell Councils to help develop community communication plans.

The Federal Government has also recently relocated officers from the Department of Broadband, Communications and the Digital Economy to Tasmania to work with NBN Tasmania on the Tasmanian roll out.

NBN Tasmania and the Federal Government have acknowledged that the consultation with Councils has been invaluable in garnering the local community views and concerns and in tailoring the communication plan to the needs of the local community.

Councils have also provided a high level of support in facilitating access for the infrastructure side of the network rollout.

The owners of premises in the Stage 1 communities will shortly receive letters inviting them to community briefing sessions. These briefings will provide an opportunity for residents to learn about the work planned in their neighbourhood as well as the advantages of connecting to the network. Council will be consulted regarding advertising and presentation material and will play an important role in making sure these briefings are a success.

Over the coming weeks, NBN Tasmania will also be meeting with community interest groups to make sure there is a high level of understanding regarding the new network.

There have been no further announcements regarding the roll out of the network to the Stage 2 communities.

Budget Impact
Does not apply.

Current Policy
Does not apply.
10 ITEM: CHANGES TO AGM/CONFERENCE DATES
Contact Officer – Allan Garcia

Latrobe Council/Waratah Wynyard Council

That Members note the proposal to bring a motion to the next Annual General Meeting of the Association that would seek to move the Annual Conference and Annual General Meeting to early in the financial year rather than conducting them at the end of the financial year.

Carried

Background comment:
According to the Rules of the Association, the Annual General Meeting of the Association is to be held, if possible, in the last week in May or the first week of June each year. While this has varied in past years due to availability of venues and clashes with other events, the timing has mostly been able to be achieved within reasonable parameters.

An issue arising in recent times is the encroachment of two major national Local Government Conferences, the timing of which are likely to have ongoing consequences and implications for our state conference. In 2007, the ALGA determined that it would move its General Assembly from November to June due to the clashes with elections in a number of jurisdictions. While each state put forward their preferred timing of the year, the General Assembly seeks to coincide with Federal parliamentary Sitting times and June is an absolute in that regard. The second Conference that impacts is the National LGMA Conference. This is usually held in mid May and while it does not directly clash, the attendance of many General Managers and Divisional Managers, as well as elected members, has the capacity to significantly impact on LGAT Conference attendance as well as sponsorship.

The Annual General meeting has traditionally been held in conjunction with the Annual Conference and is preceded by a General Meeting. The General Meeting has been the traditional meeting at which member councils bring large numbers of motions and set the scene for policy debate and the development of positions on particular matters that are either adopted on the floor or progressed at a later stage through the establishment of an appropriate process. The General Meeting adds colour to the Conference proceedings, although they are separate, and provides the impetus for the media to get involved and better understand Local Government issues and positions.

In light of the “blockage” in the May/June period and the implications of end of financial year, it is felt that consideration should be given to moving the LGAT Conference to late July. While the AGM does not necessarily need to be held in conjunction with the Conference, for the reasons outlined above, there is significant merit in retaining them on block. The change in timing would ensure that there were not clashes with other major conferences, that the end of financial year rush was avoided and sponsorship opportunities may be enhanced by being early in the financial year rather than at the end of the cycle.

The implications of moving the AGM are minimal save for the fact that in a transitional financial year there would not be an AGM per se. Any significant shift in the date would require an amendment to the rules but in light of the reasons outlined, this measure is considered worthy of further review.

The last meeting of GMC agreed that the matter should be brought to the next AGM for decision/consideration but that the opportunity be provided at this meeting for preliminary discussion and clarification about any issues that councils may wish to raise prior to the matter being formally deliberated.

Budget Impact
It is considered that moving the Annual Conference to July would likely increase attendance and possibly improve opportunities for sponsorship.

**Current Policy**
An amendment to LGAT Rules would be required to move the date of the AGM.

### 11 ITEM: WATER AND SEWERAGE UPDATE
Contact Officer – Allan Garcia

That Members note the following report.

Noted

**Background comment:**
Advice was received from Treasury in early January indicating that the next review of the Interim Price Order (IPO) for water and sewerage was to commence in the near future and that any comments that the Association had on the terms of reference and an accompanying cost benefit analysis were required to be submitted by the end of the month.

The proposed IPO commences the transition of the three water and sewerage corporations to full cost recovery including a commercial return on assets. The order is also designed to assist in changing pricing arrangements towards a more cost reflective approach, including two-part pricing across the state.

Two issues arose from the request, the first being the amount of time in which to provide a considered response and the second relating to a proposition within the terms of reference to evaluate the efficiency and effectiveness of the water corporations since start up against a conceptual single model. This reflected an undertaking that the Treasurer apparently provided to Parliament following concerns expressed about the costs associated with the establishment of the corporations.

Failing to achieve an extension from the Department, a three month extension was subsequently granted by the Treasurer following comments to the press by the Association of the dissatisfaction of having the regulator assess the operations of the corporations against a mythical single entity when they had only been in situ for six months. The Treasurer also subsequently withdrew from the terms of reference, any mention of the single entity and any comparisons with the three corporations.

The Association submitted interim comments in relation to particular matters relating to the terms of reference following inputs from member councils and also provided a response to the water meter paper detailing broad support but highlighting some concerns relating to findings from previous studies and analysis undertaken by Hobart Council, in particular.

Further comments will be provided on the terms of reference for the IPO closer to the April closing date. As an aside, the Regulator also sought an extension of time for the review given some issues that had to be resolved with the corporations relating to data.
ITEM: ELECTED MEMBERS’ SHORT PLANNING COURSE
Contact Officer – Allan Garcia

That Members note the following report.

Resolved

Background comment:
The first installment of the inaugural short planning course for elected members was delivered on Saturday, January 2010.

Attracting a capacity enrolment, the day was enthusiastically received by those in attendance although given the temperature of the day, even the most ardent of students required regular breaks to ease the discomfort.

Delivered by the University of Tasmania, the course was developed in consultation with the Association with development funding provided by the State Government under the Stronger Councils Better Services Project.

Twenty-six elected members attended the day and, at the time of writing, were due for their follow up session in the coming weeks. In the intervening period, participants were given “homework” and were required to undertake a practical online activity which would be subject to assessment. Further, they were to be subject to an online examination. The culmination of the course will see attendees awarded certificates of participation/successful completion with a brief ceremony likely to occur during the LGAT Conference. For those not able to attend conference certificates will be awarded at their Council.

It is expected that following evaluation of the course, consideration will be given to a further intake later in 2010, likely around October. Future offerings will also be considered for employees (other than planners); potentially State Government officers and members of the public. These latter offerings are possibilities only and would be subject to interest and would be separate from those offered to elected members.

Budget Impact
The planning course is offered on a cost recovery basis

Current Policy
Improved understanding of the planning system and its processes by members of planning authorities is a positive policy contribution by the Association
ITEM: 2010 LOCAL GOVERNMENT CONFERENCE
Contact Officer – Stephanie Watson

That Members note the following report.

Resolved

Background comment:
The 98th Local Government Conference will be held at Wrest Point in Hobart, from 12-14 May 2010. This year’s conference theme is Up Up Up – A Focus on Excellence and Innovation.

Confirmed plenary speakers include:
- World Top-10 speaker, Dominic Thurbon, Managing Director of the Centre for Skills Development.
- Fae Robinson, Principal Consultant and Futurist of Impact Solutions International.
- Dr Carole Boyle, Associate Professor and Director of the International Centre for Sustainability Engineering and Research, University of Auckland, New Zealand.

Confirmed workshop presenters include:
- Professor Niki Ellis, Deputy CEO Australian Health Workforce Institute, University of Queensland.
- Dr Carole Boyle, Associate Professor and Director of the International Centre for Sustainability Engineering and Research, University of Auckland, New Zealand.
- Brad Wynter, Manager Organisation Development, City of Whittlesea.
- Tim Gardner, Managing Director, Stornoway Group.

The conference will be officially opened by His Excellency, Governor Peter Underwood.

Full delegate registration will cost $695 (incl GST).

Conference Dinner
Dinner will be hosted off-site at the Hotel Grand Chancellor on 13 May, with dance music provided by Sugar Train. Tickets will cost $130 per person.

Local Government Awards for Excellence
Entry forms for the 2010 Local Government Awards for Excellence have been distributed to all councils. The closing date for entries is Friday, 19 March. All councils are encouraged to submit nominations. The winners will be announced at the conference dinner.

Partners Program
This year’s Partners Program will take delegates on a guided tour of Richmond, the Bonorong Wildlife Centre, Salmon Ponds and New Norfolk.

Budget Impact
With a marginal increase in delegate and trade exhibitor fees, and at current sponsorship levels, the conference is well placed to cover the associated expenses and deliver a modest return.

Current Policy
Does not apply.
ITEM: ASSET MANAGEMENT/FINANCIAL PLANNING *
Contact Officer – Katrena Stephenson

That Members note the following report.

Resolved

Background comment:
Of the $200,000 available to the Stronger Councils, Better Services Project, LGAT received $70,000 to progress a consultancy project to assess the benefits of, and barriers to, implementing a common specified framework for long term financial planning and strategic asset management planning in all councils in Tasmania. This was completed towards the end of last year and was the subject of a presentation at the August 2009 General Meeting. The report is on the LGAT website.

As reported at the November 2009 General Meeting, the Association made a submission, supported as a priority by the State Government, to the Australian Government’s Local Government Reform Fund. This was one of 6 submissions that went out from Tasmania and a copy is at Attachment to Item 14.

While applications closed on 30 November 2009, the Australian Government have not yet made any funding decisions. At the Local Government and Planning Minister’s conference held in February 2010 the Commonwealth advised that they had concerns about the quality of the submissions stating that it would need to consult with jurisdictions on the submissions to clarify issues. No consultation has yet occurred but we have been advised anecdotally that the Tasmanian and South Australian submissions have been perceived as being of a higher quality than others nationally.

The delay in a funding decision is frustrating as some of the momentum from the previous consultancy is lost. Some councils have indicated a desire to move forward. In doing so, reference to the International Infrastructure Management Manual and the Australian Infrastructure Financial Management Guidelines (both produced by IPWEA) is recommended as a mechanism of ensuring alignment between councils.

Budget Impact
Unclear - pending Commonwealth funding decision.

Current Policy
This is a priority for the Premier’s Local Government Council as indicated in the 2010 work plan.
15 ITEM: CAREERS PROJECT **
Contact Officer – Katrena Stephenson

Latrobe Council/Launceston City Council

That Members note the interim evaluation report on the Careers Project.

That Members note the anticipated costs for, and proposed activities to be undertaken, should the project be extended.

That Members agree to extend the funding of the Project for an additional 2 years, including the proposed additional activities.  

Carried

Background comment:
At the General Meeting in March 2008 it was resolved that councils provide $200,000 over two years to address skills shortages in Local Government.

This motion was agreed in recognition that the skills shortage was still a prevailing issue, that the Association had worked collaboratively with a range of organisations to help raise the profile of Local Government but that it was a resource intensive exercise that was not sustainable; and that having a centralised careers resource within the Association was a more sensible option than a piecemeal approach with each council devoting scarce resources to this purpose.

The project’s scope was essentially to develop, deliver and measure services to councils, on careers and training issues. After a review of the available research a strategic approach was developed to positively influence recruitment, retention and management capacity. To achieve these objectives, a range of actions were developed in the areas of advertising, training and data collection.

An officer commenced in the position on a three day per week basis in September 2008 and consequently the project is due to conclude in September 2010.

In carrying the motion, it was agreed at the Meeting that there would be a review of outcomes within the two years, with a report back to the General Meeting and any proposed future actions were to be agreed. Ideally a review would be closer to the project end point but the Association feels it is important to give councils time to consider any future funding within their budget forecasting and prior to agreeing the Association’s budget at the Annual General Meeting in May 2010.
**Attachment to Item 15A** outlines the progress of the project to date and also some options for the future in some detail. These are summarised below -

**Key outputs:**
- Developed the brand “Think Big. Work Local” and ensured its placement in the jobs market.
- Produced a television commercial showing the diversity, professionalism and international possibilities in council careers (to be screened after the State election).
- Developed a Local Government careers website to be launched with ad.
- Booths at various careers fairs.
- Supported a trial of integrated subject at Reece High School, involving placements with Devonport City Council.
- Submissions have been made for around 100 employees to undertake a range of VET training.
- A system of HECs free scholarships has also been negotiated with UTAS.
- A range of training courses have been promoted to councils, and there is ongoing advice available to councils and review of content with some training providers.
- Developed and piloted workforce planning survey and analysis methodology with generic findings and methods are available for all councils to use.

**Future Funding Options**
At the end of **Attachment to Item 15A** is more detail on all options, with a breakdown of projected activity and individual activity costs.

Presented in the table below are a base Year 1 cost and base Year 2 cost. The costs predominantly relate to the retention of a part-time dedicated resource however, Year One includes a significant advertising budget with the intent, if funded, to re-run the advertisement on commercial TV at the end of ‘school’ year for University students entering the job market.

Additionally, in each year activities would include:
- additional website content;
- at least 5 careers fairs per annum;
- training advice;
- additional workforce planning surveys;
- annual workforce survey across the whole sector;
- management of funding applications;
- further liaison with the University regarding uptake of Local Government relevant postgraduate research; and
- detailed policy input at the national level.

The fourth column of the table outlines the potential cost of additional project activities. The fifth column briefly describes some examples of additional activity. In the attachment, more detail is provided with costs broken down. Some items could only be delivered if it was a two year program because of timing constraints. Councils could support funding all or none of the additional activities, or anywhere in between.
<table>
<thead>
<tr>
<th>Item</th>
<th>1 Year</th>
<th>2 Years</th>
<th>Additional Activity Options</th>
<th>Examples of additional activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Officer (including on costs)</td>
<td>$49,000</td>
<td>$98,000</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Travel (predominantly intra state)</td>
<td>$3,000</td>
<td>$6,000</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Administration (printing, stationary, IT, etc)</td>
<td>$4,500</td>
<td>$9,000</td>
<td>$0</td>
<td></td>
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<tr>
<td>Advertising</td>
<td>$46,000</td>
<td>$47,000</td>
<td>$107,500</td>
<td>Derivative ads. Additional screenings. Other advertising, print/billboards etc. Additional website functionality. Custom expo booth.</td>
</tr>
<tr>
<td>Training</td>
<td>$500</td>
<td>$1000</td>
<td>$8,000</td>
<td>Creation of training content for shared use.</td>
</tr>
<tr>
<td>Data</td>
<td>$1,000</td>
<td>$2,000</td>
<td>$14,000</td>
<td>Additional workforce surveys. Public awareness survey.</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$104,000</td>
<td>$163,298</td>
<td>$129,500</td>
<td></td>
</tr>
</tbody>
</table>

*Note: Advertising Budget significant for year 1 only.

An estimated cost per council for each of the options is provided in Attachment to Item 15B and is based on council subscription percentages.

**Current Policy**
Following a resolution at the 2004 Annual Conference the Association has been addressing skills shortages and training issues in Local Government through a range of strategies as a component of the broad range of policy work.
That Members note the following report.

Resolved

Background comment:
An outline of the phases of work being undertaken by ALGA was provided at the November 2009 General Meeting. Briefly, these are -

- **Phase 1** July 2009 – December 2009
  Starting the conversation.

- **Phase 2** January 2010 – November 2010
  Seeking support for particular plan.

- **Phase 3** December 2010 – Constitutional Commission
  Stakeholder and Community Engagement.

Phase 1 is essentially complete and ALGA has received drafts of the deliverables – four factsheets and a full colour brochure. State Associations have made some comments on the written materials and ALGA is currently finalising the content of these documents to ensure that although they are national in flavour, they reflect the differences between councils, between the states, as well as having a balance between rural, regional and urban councils.

During Phase 1 of the campaign approximately 25 meetings were held between ALGA and key federal stakeholders as well as presentations made to two parliamentary committees and to the Local Government Planning Ministers Council. Feedback has been positive from both sides of politics.

On 23 December an e-update was sent out to all councils, informing them of the developments in the progress of constitutional reform.

ALGA is also looking at proposals for a dedicated website for constitutional reform.

Finally, ALGA is in discussions with another potential constitutional ambassador and hope to have a decision shortly.

While created for a different purpose (promotion of Local Government careers), our advertisement will help raise awareness of Local Government and may prove a useful opening tool in Phase 3.

It is worth noting that in January, coinciding with the visit of Prince William, there was some discussion in the media about Local Government reform, federal-state relations and Australia as a republic and how these issues might be incorporated into a single referendum, a copy of a Government News article is at Attachment to Item 16.
Budget Impact
Does not apply.

Current Policy
This is one of the three pillars of ALGA’s strategic ‘3Fs’ agenda

17 ITEM: KEY PERFORMANCE INDICATORS REVIEW
Contact Officer – Katrena Stephenson

That Members note the following report.

Resolved

Background comment:
In September 2009, the Minister for Local Government approved a review of the Measuring Council Performance program (KPI Project) in light of national and state wide developments on improving Local Government performance and on the sustainability of the sector.

A review committee has been established and comprises representatives of the previous KPI committee and from the Local Government Association, the Local Government Division, Local Government Managers Australia, the State Grants Commission, the Tasmanian Audit Office and the Australia Bureau of Statistics.

Terms of reference and a work program have been agreed. The intent is to complete the review in time to implement any changes ahead of the data collection for 2009-10. This requires a tight timeframe. The work program will include an environmental scan, communication and consultation opportunities and consider broader data requirements in addition to data required to support Key Performance Indicators.

It has been agreed that the 2008-09 Measuring Council Performance report will not be published (although the data will be collated and available as required) and that the KPI Committee be discontinued. Councils are reminded that data must be provided in order to meet the requirements of the State Grants Commission prior to allocation of Financial Assistance Grants to councils. A few councils have not yet provided data.

In undertaking the review it will be important to consider the range of external drivers, including likely national sustainability indicators arising through the Commonwealth’s Local Government Reform project and the Local Government Board’s report on principles for guiding voluntary mergers.

Budget Impact
Does not apply.

Current Policy
Does not apply.
ITEM: VALUATION AND RATING REVIEW
Contact Officer – Allan Garcia

That Members note the status of this project.

Resolved

Background comment:
The Steering Committee for the above project has been established and has met on two occasions. The Steering Committee comprises representatives from the Local Government Division, the Department of Primary Industry, Parks, Water and Environment, the Valuer-General, Frank Pearce from LGMA, Frank Barta from the Clarence Council and the CEO of the Association.

Draft terms of reference for the project have been developed but are still subject to ratification. An issues/background paper is also presently under preparation that will support other documentation for inclusion with a request for tender for consultants to undertake the review.

Preliminary thinking indicates that the review may require two separate consultants – one for the valuation component and another for the rating elements. It is not envisaged that the outcomes for the review would be available for the upcoming financial year and in terms of the valuation aspects, would not likely take effect until after the present round of valuations.

As further progress is made on the review, information will be provided to councils.

Budget Impact
Does not apply.

Current Policy
Does not apply.
19 ITEM: ELECTRONIC DEVELOPMENT ASSESSMENT (eDA) PROJECT
Contact Officer – Katrena Stephenson

That Members note the following report.

Resolved

Background comment:
By way of a brief recap:

– Tasmania secured up to $500,000 through the Commonwealth Government’s
  Housing Affordability Fund (HAF) to roll out eDA processes.
– Two councils in Tasmania are participating - Hobart City and Northern Midlands.
– The emphasis of the Tasmanian project is on improving efficiency through improved
  communication with, and guidance for applicants, using electronic tools, linked to the
  ability to communicate to applicants on how their application is progressing
  electronically (i.e. internal tracking) and improved ability to assess compliance.
– Following a tender process Infomaster were selected to provide and implement the
  eDA systems.
– The project is being independently evaluated, to determine the cost benefits and
  implications of, further roll out, by Stenning and Associates.

At the time of the last report, the two councils were expected to have live systems by the
beginning of January 2010. There have been a few technical issues and at the time of
writing Northern Midlands Council had just gone live with Hobart due to follow shortly after.
To view the product, go to the Northern Midlands Council website and on the home page,
click on the link eDA eplanning.

One requirement of the project is the ability to demonstrate compliance to the eDA
interoperability standards (eDAIS) via a test harness. This is being developed nationally and
has not been achieved on time and so all jurisdictions are entering into contract variations
with the Commonwealth to extend the timeframes.

It is likely the project will come in under budget and the Commonwealth have indicated a
willingness for the Association to develop a business case regarding an extension of the
project to an additional councils and/or working on referral aspects in partnership with a body
such as the EPA or Onstream.

Budget Impact
This project is fully funded by the Australian Government.

Current Policy
Actions to improve housing affordability have been identified as a priority by PLGC. The eDA
project is part of the COAG agenda.
Background comment:
On the 4 February the Local Government Division sent an email to General Managers regarding the Proclamation of the Dog Control Amendment Act which deals with restricted and dangerous breeds. Key elements of the legislation are due to commence 1 July 2010 including:

- Stronger control measures on dangerous dogs, including child-proof enclosures of a minimum standard.
- A new classification of restricted breed dog with stronger control requirements.
- Mandatory de-sexing of restricted breed dogs and dangerous dogs.
- Restrictions on selling and exchanging dangerous and restricted breed dogs.
- Stronger provisions for councils to seize and detain dogs.
- A new noise abatement notice process to tackle problem barking dogs.

Compulsory micro-chipping of all dogs will commence from 1 July 2011.

The Association has been involved in the progress of these changes since 2006 through working groups and submissions and working with the Local Government Division on the draft Bill. The Association has emphasised the requirement for adequate training for Animal Control Officers and broad public education.

The Local Government Division is developing an implementation program in collaboration with LGAT and the Animal Management Officers Association of Tasmania (AMOAT) through a joint implementation group. This will include the development of advice and information, and training for council staff in relation to the new control requirements.

Registered Breed signage has been developed and the design will be made available to councils shortly. If a council is uncertain about suppliers, the best contact is Steve Rigby at Glenorchy City Council. Steve is the President of AMOAT.

The Local Government Division has developed a webpage, including a set of frequently asked questions in relation to the legislation, which will be of assistance to your officers and to which members of the public may be referred for further information. The webpages can be found at http://www.dpac.tas.gov.au/divisions/lgd/dog_control. It is intended to update the FAQ template on the LGAT website for your use (noting that the templates are all currently under review). It would also be timely for councils to review and update their Dog Management Policies.

The Local Government Division intends to hold regional information sessions on the changes in the near future, as well as providing training for assessors on restricted breeds in the North and South.

AMOAT will be a useful source of information and provide opportunity to raise and solve issues with peers as legislation is implemented (for both cats and dogs). Membership is open to all council management control officers and those in allied professions (e.g. RSPCA, vets). Membership fees are very moderate and are tax deductible. Many councils pay membership fees for their staff. Membership is highly encouraged.

Budget Impact
Does not apply.

Current Policy
A number of motions relating to amendment of the Dog Control Act were carried over past years.

21 ITEM: STATE GOVERNMENT URBAN PASSENGER TRANSPORT FRAMEWORK
Contact Officer – Kate Hiscock

That Members note the following report.

Resolved

Background comment:
The State Government has released its Tasmanian Urban Passenger Transport Framework.

The Framework identifies 5 priority areas:
1. Reduced greenhouse emissions.
2. Liveable and accessible communities.
3. Travel reliability.
4. Healthy, active communities.
5. Integrated transport and land use planning.

This follows the release of Hobart City Council’s Sustainable Transport Strategy 2009-2014, which has been under development since 2008 and involved significant community consultation.

The State Government’s Tasmanian Urban Passenger Transport Framework draws substantially on the Hobart Passenger Transport Case Study looking at transport and land use planning issues and responses in the Hobart metropolitan area. The Study included investigation into the utilisation of the rail corridor to provide a light rail passenger service between Hobart and Glenorchy as well as Derwent River Ferries. In short, it is concluded by the Study that both light rail and Derwent River ferries are unfeasible based on high cost and lack of commercial viability.

The Framework indicates that the existing public transport system (largely based on buses) is the most appropriate public transport system to provide the flexibility required to meet the needs of Tasmania’s dispersed urban settlement patterns. The focus in the medium term is therefore to improve this system and encourage greater take up of public transport as well as actions such as park and ride facilities at strategic urban fringe locations. For travel over shorter distances, the Framework aims to support and improve walking and cycling opportunities. A Walking and Cycling strategy is currently under development.


State Government Walking and Cycling for Active Transport Strategy (draft)
A number of councils recently participated in a consultative session on the Department of Infrastructure Energy and Resources’ (DIER) Walking and Cycling for Active Transport Strategy. DIER is developing state-wide policy and planning for cycling and walking as viable forms of transport and encouraging Local Government and other interested organisations to play an important role. DIER has advised it will continue to consult with Local Government on an “as needs consultative basis” as actions under the Strategy are developed.

At the recent consultative session, a key issue raised by councils is that in order for a walking and cycling strategy to be successful, a State (Planning) Policy on active transport was required so that councils could enable their local planning schemes to have ‘more teeth’ and to allow for connections between municipal boundaries. It is not yet clear to what degree the Regional Planning Initiatives will address this policy gap. Another issue raised by councils was that DIER’s maintenance program for State roads, did not necessarily support use of state road infrastructure by cyclists due to road surfacing inappropriate for use by cyclists such as ‘spray surfacing’. Such maintenance techniques prevent cyclists from commuting between local areas using State roads. DIER agreed to look at this issue.

Councils stressed the need for DIER to continue to work with Local Government and provide councils with opportunity to engage their community members to build support and ownership of walking and cycling policies and activities. It was also recommended that education sessions were provided to elected members to promote best practice and build support at Councillor level. The Association agreed that this was something it could assist with.

**Budget Impact**
Does not apply.

**Current Policy**
LGAT will continue to represent members’ interests and inform members on relevant issues.
ITEM: ROADS AND INFRASTRUCTURE UPDATE  
Contact Officer – Kate Hiscock  

That Members note the following report.  

Resolved  

Background comment:  

$5 Million State funding for local roads - immediate allocation  
Following one of the wettest winters on record in Tasmania, many councils suffered major damage to roads, creating a significant burden on maintenance budgets. Some councils also experienced significant damage to road related infrastructure including the loss of bridges.

The Association directly raised Local Government concerns on this issue with the Premier through the Premier’s Local Government Council (PLGC) and requested that funding be allocated to councils suffering significant damage through activation of the Local Government Relief Policy. The Premier’s initial response was that the storm conditions were not severe enough to justify activation of the policy; however he would discuss the matter with the Treasurer.

On Monday 8 February 2010, the State Government announced an immediate once off fund of $5 million to assist Tasmanian councils to address affected roads in their municipalities. Funding will be distributed using the traditional Commonwealth formula for road funding that takes into account length, type and usage of roads.

The $5 million is welcomed by councils across the state although it is clear that the standard distribution does not take account of the fact that some councils suffered significant damage to critical infrastructure which will create ongoing funding challenges. The Association had also requested financial support for those councils whose infrastructure had been impacted significantly by the storm damage late last year. However, follow up with the Premier’s Office subsequent to the announcement of the $5 million indicates that additional funding for storm related damage will not be forthcoming.

State Infrastructure Strategy  
The Premier launched the State Infrastructure Strategy on 10 February 2010. The Strategy is high level, with no designated funding attached. The Strategy focuses on the State’s key economic infrastructure sectors of transport, telecommunications, energy and water. It has been designed as a living document which will be continually updated to reflect emerging issues, new priorities and emerging technologies.

Local Government and other stakeholders were involved in the earlier stages of the Strategy’s development through a number of workshops. The State Infrastructure Strategy is available on the internet at: www.infrastructure.tas.gov.au.

Budget Impact  
Does not apply.

Current Policy  
LGAT will continue to represent members’ interests and inform members on relevant issues.
ITEM: PLANNING LEGISLATION UPDATE
Contact Officer – Katrena Stephenson

That Members note the following report.

Background comment:
Detailed updates on the progress of the State Government’s planning reforms were provided at the last two meetings.

The intent of this paper is to briefly outline the status of legislation and particularly the impact of the State election on the passage of legislation.

Amendments to the Resource Planning and Development Commission Act 1997 which established the Tasmanian Planning Commission came into effect on 1 September 2009.
Amendments to the Land Use Planning and Approvals Act 1993 which introduced Projects of Regional Significance and put in place processes to underpin the Government’s Regional Planning Initiatives came into effect on 1 January 2010.

Amendments to the Land Use Planning and Approvals Act 1993 which were to introduce improved enforcement provisions for Local Government were not considered by Parliament in its last session and will need to be revisited by the new Government.

The foreshadowed amendments to the State Policies and Projects Act 1993 which are intended to improve the State Policy making process were not completed in time for consideration by Parliament and will need to be revisited by the new Government.

The Tasmanian Planning Commission has indicated that they will take the opportunity to consult with councils again prior to the new Government revisiting outstanding legislation.

Budget Impact
Does not apply.

Current Policy
Does not apply.
That Members note the following report.

Resolved

Background comment:
The Tasmanian Household Hazardous Waste Collection Program, Chemsafe Homes Tasmania, was officially launched by the Minister for the Environment Michelle O'Byrne and LGAT President Barry Easther on 20 October 2009 at the Launceston City Council Works Depot. Newspapers and ABC radio carried the story across the state. Further media alerts were released prior to drop-off days in the south and north. Brochures promoting Chemsafe Homes Tasmania, were delivered statewide on 26 October 2009.

The first drop-off day on 28 November 2009 at the Derwent Entertainment Centre, Glenorchy attracted 220 participants safely disposing of household chemicals ranging from pesticides, fuels, poisons, fertiliser, paint, batteries and many more. The following day a further 239 participants visited the Kingborough Council Works Depot, Kingston. The following weekend drop-off days were conducted in Launceston (143 cars) and Burnie (67 cars).

The second campaign will begin the weekend Saturday 13 March 2010 at McRobies Gully, Hobart, and Sunday 14 March at Clarence City Council Chambers carpark. Further services are organised for Smithton, Spreyton, Scottsdale and Launceston during March. Chemsafe Homes Tasmania is supported by a freecall telephone service on 1800 857002, with 115 calls received up to 31 December 2009.

In consultation with regional waste management groups and the chemical contractor, further sites will be assessed and approved for conduct for collection days during 2010-11. They are likely to include jurisdictions yet to receive a drop-off day.

The success of Chemsafe Homes Tasmania will be measured using qualitative and quantitative data collected throughout the life of the 5-year program. In the first 2 years, key performance indicators include number of participants, volume of waste collected, cost per kilo collected, number of reported incidents, proportion of material reused/recycled/treated/destroyed, community attitude, frequency of community approaching councils with household hazardous waste, and other indicators.

Budget Implications
Does not apply.

Current Policy
Where possible, the HHW collection program approach is to be aligned with Regional, State and National Controlled Waste Strategies.
25 CLOSURE

The matter of Member Subscriptions was raised by the CEO, Mr Allan Garcia. Several councils have recently undergone the revaluation process with the majority moving up a category in the subscription schedule, with one council moving up two categories. It has once again highlighted an inequity in the way subscriptions are determined and the need for a review of the subscription schedule to be once again undertaken. It was proposed that options be provided at the Annual General Meeting for councils to consider, with the view that a change of the Association Rules at the AGM could be implemented to reflect changes made.

There being no further business, the President declared the meeting closed at 2.50pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

Dated this day of 2010

..................................................................

PRESIDENT