General Management Committee

Minutes

Monday 29 November 2004
A meeting of the General Management Committee was held in Launceston at the Country Club Casino on Monday 29 November 2004 commencing at 3.03pm.

PRESENT:

Clr Lynn Mason  President
Lord Mayor Rob Valentine  Hobart City Council
Mayor Ross Hine  West - North West Region
Mayor Mike Downie  West - North West Region
Mayor Barry Easther  Northern Region
Clr Robert Legge  Northern Region
Mayor Deirdre Flint  Southern Region
Mayor Cathy Edwards  Southern Region

IN ATTENDANCE:

Mr Allan Garcia  LGAT
Mrs Liz Gillam  LGAT
Ms Christine Agostinelli  LGAT
Dr Christine Standish  LGAT
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1 GENERAL BUSINESS

1.1 SUBJECT: CONFIRMATION OF MINUTES *

Lord Mayor Rob Valentine/Mayor Deirdre Flint

That the Minutes of the meeting held 18 August 2004, as amended, be confirmed.

Carried

Minutes of the meeting of 18 August 2004 are at Attachment to Item 1.1.

1.2 SUBJECT: BUSINESS ARISING *

The Committee noted the report on business arising from the previous meeting.

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

1.3 SUBJECT: PRESIDENT’S REPORT

Mayor Mike Downie/Mayor Deirdre Flint

The President’s report was received.

Carried

The President congratulated Vice President Robert Legge on his nomination for the recent ALGA elections.

August 25-27  ALGA Board meeting, Darwin
September 2   PLGC meeting, Hobart
September 13  Briefing on proposed Sullivan’s Cove Water Front Bill
September 14  Emergency GMC meeting by phone
September 15-16 Quadrant, Melbourne
September 22  Legislation Committee, Hobart
               Meeting with Paul Lennon (regular quarterly meeting)
September 28  Meeting with Minister Cox re Local Government Act review
September 29  Briefing from Penny Wells re Non Forest Vegetation
September 30  Meeting with Local Government Division re regulation amendments
October 14  
LGMA (Tas) AGM, Cradle Mountain

October 20  
Non Forest Vegetation Reference Group, first meeting, Launceston

October 25  
Sorell Council Meeting

October 26  
Burnie City Council Meeting

October 29  
Quadrant Board Meeting

CEO Review Committee meeting

November 5-10  
National General Assembly of Local Government, Canberra

ALGA Board Meeting, attended by Vice President

ALGA Annual General Meeting

November 11-12  
Quadrant conference, Adelaide

November 24  
Glamorgan Spring Bay Council Meeting, Swansea

1.4  **SUBJECT: CHIEF EXECUTIVE OFFICER’S REPORT AUGUST - NOVEMBER 2004**

**Mayor Ross Hine/Cllr Robert Legge**

The Committee received the CEO’s report.

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

**Intergovernmental Relations Activity**

During the reporting period LGAT was involved with a number of intergovernmental committees, working groups and meetings. These included:

- Steering Committee and Project Team for Tripartite Agreement on Positive Ageing;
- Local Government Forestry Consultative Committee
- Premier’s Physical Activity Council;
- Valuation Steering Committee and Working Group.
- Premier’s Local Government Council Officials Group
- Steering Committee, State Coastal Policy
- Steering Committee, Better Planning Outcomes
- Non Forest Vegetation Working Group and Reference Group
- Meetings with Secretary and Deputy Secretary of DIER to progress key road infrastructure issues
- Various meetings with Minister and Director of Local Government re review if Act and regulations
- Meeting with Director of Public Health to discuss current and future arrangements re EHO’s and public health issues generally

At the national level the Association also attended the following:

- ALGA Executive, Darwin
- ALGA General Assembly, Canberra
- ALGA Executive and AGM, Canberra
- Roads and Transport Advisory Committee Meeting, Brisbane
- Policy Directors’ Meeting, Sydney
External Organisations

- Participated in CLAIR Exchange Tour of Japan
- Attended Company Directors’ Course
- Tasmania Together, Partnerships to Jobs coalition
- ABC Networking Lunch to discuss emergency management response
- Presentation on Partnership Agreements at IPWEA/TAMS Conference
- Attended CMP Board meeting.
- Meetings with DPIWE and Premier to discuss Hobart Waterfront Bill
- Discussions with Quadrant Superannuation regarding user choice and impacts on Municipal awards

Key Member Activities

General Managers Workshop in Hobart  29-30 September
Meeting with Mayor of Glamorgan Spring Bay Council
Chaired and facilitated performance review of Tasman Council General Manager
Organised but then postponed elected member development weekend

Major Activities

CEO was on leave for period 6-18 September

The Local Government Act review continues to require significant resourcing with the Code of Conduct now being the major focus.

Much attention is presently being given to training and recruitment needs of councils in the areas of specialist officers and elected members. Discussions with professional bodies, the University, TAFE and other State Associations are ongoing.

Waste management is requiring significant attention in the areas of green waste and controlled waste and is likely to continue to require heavy resourcing. The various EMPCA review components are also significant in a policy sense.

The review of the RMPS and State Coastal Policy are major tasks in themselves and are requiring much input and effort to ensure the appropriate Local Government issues are being considered.

LOGONS activity has been significant with the 3rd stage of services completed and now being available to councils and ratepayers. The majority of the project winds up on 31 December although some minor components will continue into the new year.

NRM activity is also frantic at present with each of the regions nearing completion of their strategies and well progressed with their investment plans. The Association continues to support and facilitate Local Government activity and input into these processes through its NRM facilitator.
2. POLICY

Policy Items for Discussion & Decision.

Following general discussion on the topic of Waste Management (reported at Item 2.3), Mayor Cathy Edwards left the meeting at 3.30pm, prior to Item 2.1.

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<tr>
<th>2.1 SUBJECT: ENVIRONMENTAL POLICY UPDATE</th>
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The Committee noted the report.

**Background**

**Reviews of the Environmental Management and Pollution Control Act 1994 (EMPCA)**

As previously reported, the State Government is conducting two reviews of EMPCA: a 10 year statutory review required under the terms of the legislation; and a review of fees, assessment timeframes and Schedule 2 activities, undertaken as part of the Government’s Legislative Review Program (LRP).

**1. Statutory Review of EMPCA**

The Statutory Review is concerned primarily with the appropriateness of provisions within the legislation dealing with, inter alia, assessment and permits, enforcement provisions and the roles and powers of various agents and enforcement bodies.

As part of the initial consultation process Councils were surveyed and invited to convey their experience in administering EMPCA over the last ten years and make suggestions on ways to reform and improve the functioning of the legislation. The results of the survey have been incorporated into a draft discussion paper, along with other stakeholder feedback, and this is scheduled for release by the end of 2004. Its release will be timed to coincide with the release of another State Government discussion paper concerning the Better Planning Outcomes Project, which deals with the proposed review of land use planning within the State. Given the strong interrelationship between the Land Use Planning and Approvals Act 1993 (LUPAA) and EMPCA it is considered timely to release the two discussion papers concurrently.

There will be a six to eight week consultation period for both discussion papers. Regional consultation forums will be held as part of this process. The feedback derived from this will inform the final Review Report with recommendations that may include legislative amendments to EMPCA. It is anticipated that this Report will be delivered to the Minister in April 2005 who will then table it in Parliament. Any legislative changes considered necessary after debate on the Report will be undertaken as a separate project, which will be subject to a regulatory impact statement.

**2. LRP Review of EMPCA**

Under the LRP Review the Department of Primary Industries, Water and Environment (DPIWE) has reviewed sections of EMPCA dealing with fees, assessment timeframes and Schedule 2 activities.
It released a Preferred Options Paper for comment in August and Local Government feedback has been provided which will inform the legislative amendments. Those amendments related to assessment timeframes and Schedule 2 activities will be incorporated in the legislative package that emerges from the Statutory Review outlined above, and therefore subject to an RIS. Any proposed amendments concerning fees will be dealt with as separate regulations, which will also be subject to an RIS.

There are some implications for Local Government in the proposed changes to the fee structure under EMPCA. The Association has questioned the principle of treating public facilities, such as waste depots and sewerage treatment plants, provided through Local Government, in the same light as commercial operations for the purposes of determining annual permit fees. Thus it supports the inclusion of a ‘public good component’ in the fee structure, as mentioned in DPIWE’s Options Paper, and has recommended the Department consider increasing this significantly from the proposed 20%.

**Disposal of Green Waste**
In response to the motion passed at the May General Meeting, the Association has continued to hold discussions with DPIWE in an effort to develop an appropriate green waste disposal policy that takes account of the economic, social and environmental costs associated with various disposal methods.

Various meetings have been held between LGAT and DPIWE and the Southern Waste Strategy Authority conducted a workshop on green waste, to which all Councils were invited.

These suggest that further research is required to assess the different options for green waste disposal with a view to developing a comprehensive statewide strategy.

While the Association is of the view that a uniform and consistent approach to green waste is desirable, it recognises that an interim approach may be required until further options can be explored.

Further discussions have been held with the Director of Environmental Management who has indicated that he might be prepared to consider an interim strategy that allowed rural councils to conduct strictly limited burning of green waste, in accordance with appropriate guidelines and pending the outcome of further research into alternative methods of disposal.

The Association will progress this matter by conducting some preliminary research into alternative methods of disposal and by working with DPIWE officers to develop appropriate guidelines for burning.

**Budget Implications**
Not applicable

**Current Policy**
As Above
2.2 **SUBJECT: SKILLS SHORTAGES AND TRAINING IN LOCAL GOVERNMENT**

Clr Robert Legge/Mayor Mike Downie

The Committee noted the attached report detailing progress on this matter and indicated support for the initiatives outlined therein.

Carried

General discussion ensued in relation to the following –

- The importance of developing a structured approach to the recruitment of graduates and school leavers into Local Government professions.
- The possible implementation of Local Government scholarships, cadetships, and traineeships in the areas of planning, environmental health, building surveying and engineering.
- The development of Memorandums of Understanding (MoU’s) with the University of Tasmania with regard to internships and work placements.
- Elected Members conducting presentations promoting Local Government in schools

**Background**

In response to concerns articulated by Local Government about skills shortages in various professions, the Association has conducted substantial research in order to clarify the severity of the problem and identify possible solutions. A detailed research report was provided at the August meeting.

In order to progress the matter the Association has now established a Working Group of interested professional organizations comprising LGAT, Local Government Managers Australia, the Planning Institute of Australia, the Australian Institute of Environmental Health, the Australian Institute of Building Surveyors and the Institute of Public Works Engineering.

A progress report containing further recommendations is at [Attachment to Item 2.2 coloured orange](#).

The Committee’s attention is drawn particularly to Item 3.8 in the report which points out the need to address the matter of graduate and school leaver recruitment strategies urgently. The Committee is asked to support the recommendation that the Association pursue external funding to facilitate a project to promote Local Government as a career option.

**Budget Implications**

Support for this project continues to be picked up within the Association’s ongoing budget. However, it may be necessary to consider seeking outside support for specific initiatives.

**Current Policy**

Nil
### 2.3 SUBJECT: GENERAL POLICY DISCUSSION

The Committee took the opportunity to raise the following issues -  
- Waste Management  
- Local Government Act – Annual Reporting requirements  
- Maintenance of Tasmanian Rail Crossings  
- The importance of Local Government Representatives on panels

#### Waste Management
Concerns were raised that the State Government may impose a waste management levy on Councils and the LGAT are to discover if this is indeed the case. The LGAT has always strongly opposed a levy. Staff at LGAT will seek to establish if there are plans to introduce a levy.

It was suggested that LGAT take up this issue and encourage councils to be part of a regional group and work together for the benefit of all councils/regions.

#### Council Meeting Procedures
There was general discussion about the proposal in the Local Government Bill that attendance of Elected Members at council meetings be detailed in Annual Reports. Councils may consider also reporting on attendance at Committee meetings and workshops.

#### Tasmanian Rail Crossings
The deteriorating condition of rail crossings in urban areas is causing problems for many pedestrians ie the elderly and disabled. It was suggested that the Association approach General Managers to determine how many councils are experiencing these problems, how extensive they are and who is obligated to maintain the rail crossings.

#### Local Government Representatives
The need for continuing Local Government representation on committees, working and reference groups is paramount. It is important that Local Government reaffirm the importance of democratically elected representatives being involved in the decision processes.

The Association will raise concerns about removal of democratic representation at the December Premier’s Local Government Council, meeting using the Hobart Water Front Authority as one example.

#### 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: REGIONAL VISITS LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

The Committee noted the intention of the Association to commence regional forums covering state wide issues for councils in 2005, for a trial period of twelve months.

Background
The Association has many forms of contact with member councils including General Meetings, specific issue workshops, the Annual Conference, General Managers’ Meetings, Mayors’ meetings and broad based consultation on legislative and policy matters.

However, none of these forums provide for broad participation in an informal environment or allow for informal debate. The Association has many matters it imparts to councils via correspondence when it would be simpler and more beneficial to have an interactive forum in which to discuss them.

The General Meeting process encumbers broad participation due to the formality of the meeting process. It is envisaged that the regional meetings would allow councillors and council officers to attend and all would be able to participate in debate. It is not proposed that these forums become policy making meetings but rather they focus on information sharing.

The other dimension to this process is that it provides councils the opportunity to place items on the agenda for presentation, debate or consideration. It is intended that the Association would have a few key items and the rest of the meeting would be about items that councils wanted to consider. Ideally, brief papers would be prepared and circulated on each of the items.

It is hoped to be able to have about 3 meetings per annum in each region and they will be conducted separately from any existing regional process. The reason for this is that the time generally allocated to the Association, if invited, only provides for a very brief high level discussion and also precludes broader participation.

Budget Implications
There will be some travelling costs associated with Association staff attending these meetings.

Current Policy
Does not apply.
3.2 **SUBJECT: ELECTED MEMBER MENTORING**

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<thead>
<tr>
<th><strong>CLr Robert Legge/Mayor Mike Downie</strong></th>
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<tr>
<td><strong>That the Committee supports the establishment of a mentoring service facilitated by</strong></td>
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<tr>
<td><strong>the Association that draws on the expertise and experience of Mayors, Deputy</strong></td>
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<tr>
<td><strong>Mayors and elected members to assist those elected members seeking guidance or</strong></td>
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<tr>
<td><strong>assistance on particular matters</strong></td>
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**Carried**

**Background**

With the upcoming Local Government elections it is considered timely to again consider the issue of mentoring new and existing elected members.

In recent years there have been a number of new mayors and councillors with some possessing little Local Government experience and others uncertain of their roles and responsibilities. While the Local Government Act prescribes certain functions and responsibilities for mayors and councillors, interpretations can differ and mechanisms to resolve disputes or misunderstandings of these roles and responsibilities or opportunities for clarification are limited. The advent of compulsory popular elections for mayors has also added a new dimension to the dynamics of many councils. Mayors previously elected from around the council table arguably had the support of at least a majority of council members to serve in that leadership role. The circumstance could arise now where the mayor could potentially lack majority support from council members.

This relative inexperience and unfamiliarity means that disputes or lack of knowledge may not easily be dealt with if left to the individuals. Mayors and councillors are reluctant to enlist the support of peers to assist in the resolution of internal issues with a general tendency being to attempt to resolve the problems themselves in the absence of advice or assistance or to rely on the Local Government Division for advice or intervention.

The potential mechanisms to assist elected members with difficulties/disputes are varied but it is likely that a form of peer panel or mentoring facility offers the most beneficial outcome. The involvement of external consultants has tended to add little value in this area because immediate issues often addressed first with the result that longstanding and deep-rooted problems go unattended or unrecognised.

The mechanism needs to be facilitative and one that councils and individuals can be comfortable with in terms of trust and confidentiality. While relative anonymity would be a most desirable facet of this arrangement it would be necessary to put into place processes and structures to ensure that those requiring assistance could be put in touch with those prepared to provide such assistance. In this regard it would be possible for the Association to assemble a register of willing mentors that would include details of
particular areas of expertise or skill that could be available for the purposes of mentoring where necessary.

Rather than individuals or councils making direct approaches, the Association could maintain a register of willing parties and broker arrangements with those requiring access to the expertise/experience of mentors.

All councillors would be invited to participate in the program with confidentiality being the hallmark of the process.

The Chief Executive Officer would likely manage the contacts in the first instant although it is likely that this would be done in concert with the President, where necessary.

It is likely that some training would be beneficial to participant mentors and short sessions could be conducted to enable potential mentors with their services. This would be coordinated through the Association.

**Budget Implications**
It is unlikely that there would be significant impact initially. The current resources of the Association would be utilised to develop and maintain the register with some time required by the CEO to facilitate introductions. Some costs may be involved in the delivery of courses although this could be offset by a participant charge, if necessary.

**Current Policy**
The Association has a key role in assisting with the development of elected members.
3.3 SUBJECT: COUNCILLOR DEVELOPMENT PROGRAM

Lord Mayor Rob Valentine/Clr Robert Legge

That a Development Program Committee be established.

Carried

Mayor Mike Downie/Clr Robert Legge

That Lord Mayor Rob Valentine be appointed Chair of the Development Program Committee with Mayor Deirdre Flint as proxy, with the structure of the Committee to be as outlined in the report submitted.

Carried

Background
The LGAT has been grappling with the issue of attendance at councillor development sessions for some time. As previously reported, a variety of delivery formats have been presented to members, with moderate success. Elected members have been regularly surveyed and the research outcomes are consistent: surveys tell us that councillors want to be able to extend their knowledge and skills, value opportunities to network and want to be able to influence better outcomes for their communities. And yet, development activities offered by the LGAT invariably attract modest interest.

In Victoria, a councillor weekend will attract around 10% of the elected member population. In Tasmania, that would equate to around 30 delegates. We struggle to get 20 and the October weekend was cancelled due to poor numbers of registrations.

A report to the GMC at the August meeting advised of an intention to structure a councillor development program made up of various elements, specifically, a Bits & Bites program, a program of Saturday workshops and an annual weekend workshop. As a result of the cancellation of the October weekend workshop, some re-thinking of the LGAT approach to this area has taken place.

LGAT Councillor Development Committee
More work needs to be done to identify barriers to attendance and the perceived benefits of attendance, with a view to informing strategies for the delivery of development activities (including marketing) and ultimately, achieving a cultural shift that actively engages elected members with development activity.

As a first step it is proposed to establish a LGAT Councillor Development Committee comprising elected members who will act as an advisory committee for the future management of councillor development within LGAT.

This committee needs to understand the issues at hand and be committed to the Association’s goal of achieving increased attendance.
Such a committee will be able to assist LGAT officers to structure appropriate responses to the learning and information needs within Local Government and act as advocates within their regions to further support the goal of increased attendance at development activities.

Key principles of change are reflected in this suggestion:
- The more input people have into defining change that affects them, the more they will take ownership for the results
- Share power to encourage the implementation of change

Further, through an inclusive approach it is hoped to:
- Build positive relationships with ‘members’ that underpin a strong/loyal member-based association.
- Foster shared commitment.
- Harness skills and enthusiasm of ‘frontline’ elected members so that LGAT planning is able to be more responsive and relevant.
- Enhance the sustainability of LGAT councillor development activities.

A LGAT Councillor Development Committee has the potential to provide a sounding board to progress new ideas and initiate new approaches.

**Budget Implications**
The Rules make provision for the reimbursement of reasonable expenses by members of a sub-committee. It is suggested that in the event that a committee member is unable to access council provided transport, the LGAT will reimburse the cost of transport on receipt of a receipt. The LGAT will meet any incidental costs.

**Current Policy**
The Rules of the Association require a member of the GMC to be appointed as the Chair of a sub-committee.
It is recommended to call for expressions of interest for two elected members from each of the three regions and for the committee to meet quarterly – alternating between the south and the north. It would be desirable to select a balanced representation in terms of council sizes and individual skills.

In accordance with the LGAT Rules, a committee protocol would be developed which would bind the committee to the strategic objectives of the LGAT. The committee would provide reports to GMC as deemed appropriate by the GMC.
3.4 SUBJECT: LOGONS UPDATE

The Committee noted the report with Mayor Downie commenting that the project was receiving favourable reports in Central Coast.

Background

Funding

Funding received under the NTN project was $754,772.73 for the initial ten projects and $3,076,333 for the remaining projects. There was still some $820,000 to be received. Funds expended to 31 July 2004 were $3,149,421.22.

Change of Project Manager

With the return to Education by Andrew Koerbin, the Project Manager role was given to Brian Oliver who has served as the project’s Technical Consultant for the past two years. Andrew handed over the role on the 30th of June 2004.

Progress

The contract has been signed with the Dytech Consortium to undertake the third and final round of development of CouncilConnect. This round of development will incorporate further interoperability between CouncilConnect and the Councils’ Content Management Systems as well as deliver the final 24 services.

To date, 14,604 unique users accessing a total of 373,990 pages have used the CouncilConnect site.

Of the initial 10 services the most commonly accessed services are Employment (20,806 visits) and Dog Info (11,286 visits). The council that has been interacted with the most is Glenorchy City Council with 6,277 interactions.

The most commonly used search term with 65 requests is still "excess water meter charges policy".

It would appear that the utilisation of the CouncilConnect web site has stabilized and users are now interacting with the services rather than merely browsing or surfing.


The Dog Registration Renewal e-Payment service has been completed.

The Council Conveyancing Certificates service has undergone a review with the result that the service will continue to be offered in the existing format, with minor upgrades.

Content Management System Tasmanian User Group

Following the successful implementation of the UnityDCW Content Management System (CMS) by 24 of 29 councils, it has been proposed that Tasmanian Councils form a User Group as a forum for the ongoing peer support, development and management of the CMS into the future.
Such User Groups allow the user community to save on development costs through the sharing of such costs over a broader basis and ensuring that the changes to be implemented within the system have a maximum benefit to the user community through the community’s participation in defining the scope of such changes. Several councils have nominated representatives for this User Group.

It has been suggested that councils participate in the User Group on a subscription basis to fund minor development works of the CMS that are of benefit to all or most councils.

**LGAT ICT Role beyond December 2004.**

With the completion of the final round of projects under the LOGONS project, LGAT has identified that there will be a role within LGAT for providing ongoing management of the assets developed by the LOGONS project. This role will be principally responsible for the management of the CouncilConnect (LGEP), Councils at Work (PMO) and Planning Applications (LanDA) web assets and will also be responsible for providing technical strategy and policy information for Tasmanian Councils.

**Budget Implications**
The project costs are met from Australian Government grant funds.

**Current Policy**
The Association is committed to the provision of an aggregated, customer focussed suite of online services that can be accessed by all Tasmanian rate payers.

### 3.5 SUBJECT: NRM REPORT

The Committee noted the report.

**Background**
The three regional Natural Resource Management bodies have commenced work on the development of their first Regional Investment Proposals (RIPs).

The RIPs provide the mechanism through which priorities identified in the regional NRM Strategy requiring investment are addressed and ultimately translated into projects and activities on the ground. The regional bodies will be required to develop a RIP every year, addressing investment needs for the following three years on a rolling triennial basis.

The first RIPs will focus largely on new resources to be secured from the Australian Government through national funding programs, ie Natural Heritage Trust (NHT) and the National Action Plan for Salinity and Water Quality (NAP). Where appropriate regional bodies may also seek contributions, from other sources, particularly the State Government, Local Government, public land managers, industry and the research
sector. Contributions from Local Government, cash or in kind, towards programs in the RIP will obviously be contingent on a direct benefit to the contributing Council(s). It is also possible that a number of stakeholders could form partnerships to ‘work up’ a project or initiative and then seek additional funding from the Australian Government through the RIP to assist with implementation.

In recognition of the time that might be required to negotiate and secure additional investment from other sources it is anticipated that the first RIP will identify resource needs for the first year in detail, and scope resource requirements for the second & third years in lesser detail.

The RIPs will spell out:
- a series of program packages addressing the Strategy’s Resource Condition Targets
- the individual Management Actions comprising the program packages
- the resources required from public and private investment to deliver the activities
- timeframes for delivery of the activities
- the level of public and private benefit to be derived from the activity
- the lead organisation or agency or partnerships, or advice on the delivery mechanism for the activity (eg devolved grant, incentive scheme, tendered project)
- risk-benefit analysis for each Program, including possible trade-offs

The process for engaging with Local Government in development of the RIPs will differ from region to region and the Association’s NRM Facilitator will be working closely with each region, and the relevant Local Government representatives on the regional NRM Committees, to ensure these processes give Local Government adequate opportunity to contribute to the identification and development of initiatives for inclusion in the RIPs.

**Budget Implications**
Does not apply

**Current Policy**
Does not apply
3.6 SUBJECT: PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN LOCAL GOVERNMENT AND THE TASMANIAN ABORIGINAL COMMUNITY

Mayor Ross Hine/Mayor Barry Easther

That the Committee note the report and endorse continued dialogue between the Association and TALC, and other Tasmanian Aboriginal Groups

That the Item be considered at the February meeting.  

Carried

Background

Council of Australian Governments meeting in Perth, May 1992, the Heads of Government endorsed the development of a multilateral national commitment to improved outcomes for Aboriginal peoples and Torres Strait Islanders, and agreed on the need to achieve greater co-ordination of the delivery of programs and services by all levels of government to Aboriginal peoples and Torres Strait Islanders.

This National Commitment has provided the framework for a number of indigenous policies and agreements from Local Government on Indigenous issues at the National, State and individual Council levels.

Consecutive editions of The National Agenda for Local Government have included references to Indigenous Issues and the 2003/2004 National Agenda recognises the need for a partnership with Aboriginal and Torres Strait Islander peoples as part of addressing the needs of whole communities throughout Australia. At the State level the 2003 Memorandum of Understanding between the South West Aboriginal Land and Sea Council and West Australian Local Government Association (WALGA) provides an example of broad commitment from a Local Government Association. At the local level there are numerous examples of Councils forming stronger ties with local Indigenous groups through framework agreements and memoranda of understanding.

The Tasmanian Aboriginal Land Council (TALC) has approached the Association with a view to developing a memorandum of understanding (MoU) between Tasmanian Councils and the Tasmanian Aboriginal Community. It is expect that an MoU could provide a framework for progressing closer dialogue and action between Councils, individually, and collectively through the Association, with Tasmanian Aboriginal Groups.

Local Government, through its strong community links and local representation, is ideally placed to provide leadership in strengthening relationships between non-Indigenous and Indigenous Australians. A Memorandum of Understanding (MoU) between the Tasmanian Councils and the Tasmanian Aboriginal community is an important first step towards strengthening these relationships. It may also provide the opportunity to enhance understanding of issues facing both Local Government and the Aboriginal residents of Tasmania, and create pathways for dialogue and action which currently do not exist.

Budget Implications

Does Not Apply

Current Policy

Does Not Apply
Mayor Ross Hine left the meeting at the conclusion of Item 3.6.

### 3.7 Subject: Local Government Representatives – Tasmanian Library Advisory Board

**Mayor Deirdre Flint/Cllr Robert Legge**

That all LGAT members on the Tasmania Library Advisory Board be endorsed.

**Background**

The Deputy Lord Mayor, Alderman Eva Ruzicka is currently a member of the Tasmanian Library Advisory Board (TLAB) in the capacity as a nominee of the Local Government Association of Tasmania.

The Minister for Education has written to Alderman Ruzicka advising that the appointment is due to expire on December 31, 2004. The current term of the Tasmanian Library Advisory Board was designed to coincide with the local government election cycle, to reflect the previously scheduled election for October 2004.

To enable the Board to operate effectively during the period of legislative amendment to the *Local Government Act 1993*, the Minister has sought Alderman Ruzicka’s agreement to be reappointed to the Board until March 31, 2006 and Alderman Ruzicka has accepted the offer, subject to LGAT endorsement.

Hobart City Council has requested advice from the LGAT endorsing Alderman Rucizka’s reappointment to the TLAB until March 31, 2006.

**Budget Implications**

Does Not Apply

**Current Policy**

Does Not Apply
3.8 SUBJECT: LOCAL GOVERNMENT COMMUNICATIONS NETWORK

The Committee noted the report.

Background
The inaugural meeting of the Local Government Communications Network took place at Arcoona, Deloraine on September 10.

Eleven senior officers attended and a further nine councils forwarded their apologies.

The network is an informal gathering of council representatives, interested in collaborating to advance knowledge and skills in the area of communications in Local Government.

The network resolved that a key priority is to facilitate a communications toolkit to be made available to all councils in Tasmania. The toolkit will provide a model for the management of communications by a local council and will include sample policies and tools - templates that can be combined and configured so that councils have the flexibility to address their unique circumstances.

A subcommittee has been formed to progress this initiative.

Budget Implications
The network is required to determine the most cost-effective way to manage its meetings and requirements. It is envisaged that the LGAT, as facilitator, will contribute a small sum towards catering and incidentals.

3.9 SUBJECT: LOCAL GOVERNMENT ANNUAL CONFERENCE

Mayor Mike Downie/Mayor Barry Easther

That the report be noted and the appointment of Mayor Deirdre Flint to the conference organising committee be confirmed.

Carried

Background
The 2005 conference organising committee has held its first meeting.

The IPWEA and LGMA have representation on the committee. Narelle Calphy again provides community development expertise and Liz Gillam is the committee chair. The General Management Committee is represented by Deirdre Flint.

The conference dates for 2005 are June 15 to 17, including the AGM.
At the time of writing, the committee hasn’t as yet determined the 2005 conference theme although a number of options are being considered. It is expected that the conference theme will be finalised at the committee meeting on November 19.

In view of the approach by some councils to limit the number of elected members attending the conference, the committee will be examining the conference pricing structure in an effort to offer a price-point that encourages increased attendance.

### 3.10 Subject: Emergency Management Information Kit – Forging Links

#### Decisions Sought

The Committee noted the report.

#### Background

The LGAT, together with the State Emergency Service and *tidemark design* has been awarded the Tasmanian winner in the Pre-Disaster Category, Joint Project in the 2004 Australian Safer Communities Awards.

The Tasmanian *Forging Links* project flowed from an Australian Local Government Association (ALGA) and Emergency Management Australia (EMA) initiative entitled Local Government Emergency Management Capability Enhancement Project. The LGAT and SES determined to address a need for quality, comprehensive and easily accessible information to support elected members and officers in their responsibilities towards emergency management and in doing so, to build on the partnership already developed through the conduct of the Tasmanian Emergency Risk Management Project (TERMP).

An amount of $10,000 was allocated by EMA to fund the project, and *tidemark design* was awarded the consultancy to develop the Information Kit.

*Forging Links Specifics*

**Aim:** To provide an easily accessible emergency management information package to Local Government for use by newly appointed elected members and officials.

**Objectives:**
- To enhance Local Government’s continued understanding of emergency and emergency risk management.
- To develop an information package that could be accessed via the Internet.
- The package to be suitable for face-to-face delivery by emergency management personnel.
- The package also to be available in hard copy as a self-paced activity.
- The package to be easily reviewed and maintained on a regular basis.
Outcomes:

- An enhanced understanding of emergency management arrangements by Local Government within Tasmania.
- An enhanced understanding of emergency management issues (particularly related to risk) at Local Government level.
- A community-centred approach to emergency risk management, building on the already sound relationships developed through the TERMP.
- A package that would be easily adapted for a wider application around Australia.
- A more sustainable approach to emergency management by Local Government.

Project Principles: tidemark design approached the project by initially asking “how do the ultimate users, that is, the elected members, think the Information Kit should be structured”. From that point, rigorous consultation was undertaken to ensure the kit would be able to meet expectations of an easy to use, reliable and comprehensive information resource. An extensive consultation framework was built into the project brief to ensure the information kit:

- would provide easily accessible, practical, effective and easy-to-maintain emergency management material
- would appeal in its design, terminology and relevance to Local Government;
- held a national focus (whilst being applicable to all Tasmanian local government areas);
- would be accessible via the Internet, functional in face-to-face delivery and suitable for self-paced learning

The kit has been designed to be distributed in a ring binder together with complementary resources such as a copy of the State Summary – Tasmanian Emergency Risk Management Project booklet, EMA Introduction to Emergency Risk Management CD and Regional Assessments – Tasmanian Emergency Risk Management Project CD.

The kit will also be available on the Association’s new website.

A submission for funding for printing of the kit has been made with the Natural Disaster Mitigation Program. Pending the outcome of this submission, arrangements for the launch and distribution of the kit will be negotiated with SES.

Budget Implications

To date, the LGAT has provided in-kind support to this project.
3.9 **SUBJECT: NATIONAL EMERGENCY NOMINEE**

**Clr Robert Legge/ Mayor Mike Downie**

That the Local Government Representative for the National Emergency Management Volunteers Summit 2005 be Mr Rex Rainbow, Dorset SES Unit Manager.

Carried

**Background**

The LGAT was requested to put forward a nominee to attend the National Emergency Management Volunteers Summit 2005, Canberra April 6-7.

The 2005 Volunteers Summit will build on the 2001 Summit with the overarching goal of developing a stronger volunteer sector nationally.

For volunteering in emergency management to thrive in the 21st Century, these relationships may need to be reshaped or realigned to take account of future social conditions. The purpose or focus of the second Volunteers Summit is to explore and understand where the pressures for change are coming from and what should be the nature of any adjustments.

Summit objectives include:

- To identify emerging current issues and trends within the volunteer emergency management sector
- To develop recommendations and strategies to address the issues identified
- To develop a Summit Report for distribution to political leaders and other people of influence in the community
- To provide networking and interaction opportunities for emergency management volunteers.

The Summit itself is free of charge for the LGAT nominated representative however, the delegate will have to meet travel and accommodation costs, although these are being offered at discounted rates.

Councils were invited to nominate a volunteer team leader or manager of volunteers in emergency services and three nominations were received.
4. ADMINISTRATION

Administration Items for Discussion & Decision.

4.1 SUBJECT: PROFIT & LOSS REPORT TO 17 NOVEMBER 2004

Mayor Barry Easther/Mayor Mike Downie
The Profit & Loss Report to 17 November 2004 be received.

Carried

Background
A Profit and Loss Report to 17 November 2004 is at Attachment to Item 4.1 for consideration.

4.2 SUBJECT: FINANCIAL REPORTS FOR YEAR ENDED 30 JUNE 2004

Mayor Deirdre Flint/Mayor Mike Downie
That the Committee confirm the endorsement of the 2003/2004 Financial Reports and acknowledge the work of Chris Agostinelli and the administration staff.

Carried

Background
The accounts for the year ended 30 June 2004 have been finalised and the Auditor has issued his Statement in relation to the accounts, at Attachment to Item 4.2.

The President has signed the Financial Report and a copy is at Attachment to Item 4.2.

4.3 SUBJECT: CEO REVIEW

Clr Robert Legge/Mayor Deirdre Flint
That the salary component of the Chief Executive Officer’s remuneration package be increased, backdated to 1 August 2004.

Carried

Background
The president will address this issue at the meeting.
4.4 SUBJECT: QUADRANT

Mayor Barry Easther/Cllr Robert Legge

The Committee noted the progress of Quadrant’s application to include the Local Government Act 1993 in the list of legislation to be prescribed in the Choice of Fund legislation.

Carried

Background:
This matter was raised at the Quadrant Board meeting on October 29 2004. The President and the Chief Executive Officer will provide more up to date information at the meeting.

Budget Impact
Nil

Current Policy
Nil

4.5 SUBJECT: DATE OF NEXT MEETING & MEETING SCHEDULE FOR 2005

The Committee noted the schedule of meetings proposed for 2005, with the next meeting to be held in Launceston on Wednesday 16 February

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

Dates for GMC and General Meetings for 2005 are as follows:

16 February  GMC Meeting
9 March  General Meeting
6 April  GMC Meeting
15 - 17 June  LGAT Annual Conference
            GMC Meeting, AGM, General Meeting
17 August  GMC Meeting
19 October  GMC Meeting
2 November  General Meeting
8 December  GMC Meeting
4.6 SUBJECT: OTHER BUSINESS & CLOSE

Members were requested to suggest topics for discussion at the Premier’s Local Government Council meeting on Thursday 9 December, 2004.

The following topics were raised -
- Hard Rubbish
- Shack Categorisation Scheme
- Hobart Waterfront

There being no further business the meeting was declared closed at 5.30pm.