



# Local Government Association of Tasmania

Annual Report  
**2013-14**



Local Government Association Tasmania



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# Local Government Association of Tasmania Annual Report 2013-14

## Contents

2.	About this Annual Report Member Profile Our Vision, Mission and Objectives LGAT's Strategic Priorities Annual Plan 2013-14
3.	Year in Review
5.	President's Report
6.	Chief Executive Officer's Report
7.	Organisational Structure
9.	Reporting Against the Annual Operational Plan (Key Initiatives)
	<b>Priority Areas</b>
13.	1 - Strengthening Strategic Relationships
14.	2 - Leading Recognition and Reform 3 - Ensuring Financial Sustainability
15.	4 - Building Sector Capacity
16.	5 - Improving Land Use Planning
17.	6 - Ensuring Environmental Sustainability 7 - Continuing Water and Sewerage Reform
18.	Financial Report
45.	Local Government Representatives

## About this Annual Report

This report documents the Local Government Association of Tasmania's (LGAT) performance during 2013-14, against our 2012-2017 Strategic Plan and the 2013-14 budget. It highlights achievements and challenges in key strategic areas, as well as detailed audited financial statements.

The Annual Report caters for a wide readership including members, peak bodies, government agencies and other interested parties. The report also provides staff with an overall picture of how we have performed and contributed to the organisation during the year.

To obtain a copy of this report, please visit the LGAT website at [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au), or phone (03) 6233 5966.

Your feedback is invited via email to [admin@lgat.tas.gov.au](mailto:admin@lgat.tas.gov.au), or by post to:

The Policy Director  
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## Member Profile

During the 2013-2014 financial year, the Local Government Association of Tasmania represented 28 of 29 Tasmanian councils. The LGAT is the voice of Local Government to other governments, interested stakeholders and the wider community.

We work collaboratively with our members to support elected members and council staff. The communities our member councils serve are represented by 269 elected members and supported by over 4,000 staff.

## Our Vision, Mission and Objectives

### Vision

For Local Government to be an independent, representative, sustainable sphere of government, participating fully in governance for the benefit of Tasmanian communities.

### Mission

Through the efficient and effective utilisation of resources, LGAT will deliver to member councils strong leadership, support, representation and direction to help secure Local Government's social, environmental and economic future.

## Aims

The Local Government Association aims to:

- Act as a facilitator (of best practice, change, reform);
- Be a powerful representative and advocate;
- Provide an environment for leadership and catalyst for reform;
- Assist elected members to understand their roles and responsibilities;
- Identify issues, analyse data and develop possible responses; and
- Collaborate with the State and Federal Governments for improvements for the community and for the sector.

## LGAT's Strategic Priorities

The LGAT Strategic Plan outlines the broad direction for the Association over the period 2012-17. The plan contains seven priority areas and associated strategies. A focus on the identified priority areas and strategies is essential for LGAT if the organisation is to achieve its specified aims, vision and mission.

- LGAT's current priority areas are:
- Strengthening Strategic Relationships
- Leading Recognition and Reform
- Ensuring Financial Sustainability
- Building Sector Capacity
- Improving Land Use Planning
- Ensuring Environmental Sustainability
- Continuing Water and Sewerage Reform

## Annual Plan 2013-14

The Strategic Plan does not describe the particular activities that LGAT will undertake annually. This detail is held in 12-month Operational Plan that is updated and agreed annually. The annual Operational Plan identifies the action that will be taken over the financial year, how success against actions will be measured and specifies who is responsible for the action. Actions are set out so they are in line with the relevant priority area and strategy identified in the Strategic Plan.

Priority Areas	Key Achievements	Challenges
<p><b>1. Strengthening Strategic Relationships</b></p> <p>For more information see page 13</p>	<p>Development of the LGAT Extranet</p> <p>Continued strong relationship with the Australian Local Government Association (ALGA)</p> <p>Ongoing participation as part of the Premier's Local Government Council</p> <p>Production of the quarterly <i>LGAT News</i> magazine</p>	<p>Engagement with key stakeholders such as the Property Council and the Tasmanian Chamber of Commerce and Industry</p> <p>Not having the capital city as a Member</p>
<p><b>2. Leading Recognition and Reform</b></p> <p>For more information see page 14</p>	<p>Campaign for Constitutional Recognition</p> <p>Code of Conduct Discussion Paper</p> <p>2014 Local Government Awards for Excellence – new model</p>	<p>The loss of the referendum opportunity when the Federal election date was set</p> <p>Delays in progressing the Role of Local Government project as a consequence of the State Election</p>
<p><b>3. Ensuring Financial Sustainability</b></p> <p>For more information see page 14</p>	<p>Local Government Financial and Asset Reform Project</p> <p>Procurement project</p> <p>Consultancy to test the retail energy market for the procurement of retail energy services for public lighting on a whole of sector basis.</p>	<p>The Federal Government's decision to stop the indexation of Financial Assistance Grants.</p>

Priority Areas	Key Achievements	Challenges
<p><b>4. Building Sector Capacity</b></p> <p>For more information see page 15</p>	<p><i>Think Big. Work Local</i> campaign successfully continued</p> <p>Annual Local Government Conference</p> <p>LGAT Newsletter</p> <p>Mayor, General Manager and Elected Member Workshops</p> <p>Involving and informing members work health and safety, heavy vehicles, electricity changes</p> <p>Developing a calendar of Professional Development opportunities.</p>	<p>Uptake of professional development opportunities.</p> <p>Introduction of the National Heavy Vehicle Law and accompanying regulation.</p>
<p><b>5. Improving Land Use Planning</b></p> <p>For more information see page 16</p>	<p>Significant input into the Planning Reform Agenda including participation on the State Planning Taskforce.</p> <p>Instigated the establishment of the Bushfire Prone Areas Code Implementation Working Group involving stakeholders across State and Local Government and industry.</p>	<p>Key legislation supported by Local Government (eg. planning enforcement) has not been progressed.</p> <p>Delays in State Government decision-making with regard to Liquor Licensing changes.</p>
<p><b>6. Ensuring Environmental Sustainability</b></p> <p>For more information see page 17</p>	<p>Tasmanian Coastal Adaptation Decision Pathways (TCAP) Project</p> <p>Commissioned a study on the potential impact of a Container Deposit Scheme on Local Government waste/recycling services.</p> <p>Partnered with the Garage Sale Trail to enlist greater council involvement and community participation</p> <p>Ongoing work with Members and TasNetworks to facilitate great access to more efficient lighting technology options for Public Lighting.</p>	<p>Progress is constrained by TasNetworks' timing and requirements in regards to testing and procurement of new lighting technologies.</p>
<p><b>7. Continuing Water and Sewerage Reform</b></p> <p>For more information see page 17</p>	<p>Reform successfully managed under intense timeframes.</p>	<p>No longer a core function of LGAT, with responsibility having moved to the Owner Representatives Group.</p>

## President's Report



Barry Easter OAM

In a year that saw changes of Government at the Federal and State levels, we are beginning to feel the brunt of the new frugality with cuts to financial assistance grants over the next three years and some likely pain at next month's State Budget. In all, some belt tightening is likely across the sector, particularly when our communities have also felt the Budget wrath. However, we are pleased to see interest and commitment from the new Minister for Planning and Local Government.

At the national level this past year, we threw ourselves into the referendum campaign for constitutional recognition only to find that our efforts were in vain with the calling of an early Federal Election. The wrapping up of the campaign saw some significant mopping up activity and thankfully the majority of funds collected from members to campaign the effort was able to be refunded on the basis of the Commonwealth agreeing to reimburse the majority of monies spent. Interestingly, the second Williams decision in the High Court only reinforces the need for constitutional action, although the threat to the Commonwealth's capacity to directly distribute funds is much broader than Local Government. We will watch this space with interest.

At the legislative level, we were involved in a number of activities throughout the year. Consultation took place with members on legislative compliance and audit processes, boundary fence issues, dilapidated buildings, private certification of no permit required developments, privately issued planning permits, National Heavy Vehicle Regulations and private letting, as well as planning and building regulations. Significant input was provided on the Ministerial Orders relating to both Audit Panels and matters associated with the long-term financial plans of councils. Meeting procedures regulations, Local Government highways regulations and submissions to the State Bushfire Policy were other key endeavours by Association staff through the year.

Much effort has been involved in seeking to find a way through the mire which has become the Code of Conduct and the related processes and procedures. We developed a Code of Conduct discussion paper as a prompt for further refinement of the legislation and regulation in this area and it is hoped that a new set of arrangements and structures will be able to be in place sooner rather than later to ensure appropriate behaviours and sanctions.

Our careers activity was again front and centre with a second series of careers videos being developed, screening of the "Think Big" commercial during the seasonal peak in vacancies, attendance at key careers expos and the development of a guide to finding council jobs for use at expos. Our efforts on behalf of councils in the award modernisation space continued and it is hoped that this effort can be finalised in the coming months.

In partnership with the 26TEN Coalition, we took a lead project management role in the development of a "how to" guide to assist communities in the State to become 26TEN communities and facilitated the development of a *Plain English Guide* that can be used by communities, business and governments to support clear communication.

A detailed election manifesto was prepared and presented to all parties in the lead-up to the State Election and overall, LGAT staff made over 50 submissions on Commonwealth and State policy and legislation, participated on more than 60 steering, reference, working and advisory groups and presented on Local Government and LGAT activity to a range of audiences.

A very successful series of pre-election workshops was conducted around the State with approximately 130 would-be councillors attending training sessions. The general engagement and level of interaction suggests that we will have a vibrant crop of new candidates to select from in a couple of months.

We have a small but very dedicated staff at the Association, led by our CEO, Allan Garcia. One just has to look at the monthly reports on Association activities and ponder on the matters contained in this report to realise what a tremendous amount of activity is generated by the Association staff for the benefit of Local Government in Tasmania. I thank them all for a job well done.

This will be my last report as President and I'd like to take this opportunity to thank everyone for their support, advice and friendship over the past five years. I have enjoyed my time as President thoroughly.

A handwritten signature in black ink, appearing to read 'Barry Easter'.

## Chief Executive Officer's Report



Allan Garcia

The Association remains committed to its advocacy and policy development roles on behalf of its member councils. Significant attention has been given to the preparation of submissions, developing responses and facilitating inputs to legislative and policy proposals generated by the State and Federal Governments, several of which are mentioned in the President's Report.

In addition to this advocacy work, the Association has sought to focus attention on the delivery of services during the year and specifically, in aggregating effort and offerings to financially assist councils as well as increasing their capacity and capability. In the area of procurement, a range of products and offerings are now available for councils to purchase through a national network of providers. On the basis of the transaction data available for the year, we estimate that councils saved in the order of \$480,000 last year through the Association's aggregated purchasing arrangements. Not all councils are signed up yet and the product offering continues to grow, so we expect that this will be of even greater benefit to councils in the ensuing years.

The Association also brokered commercial arrangements with a legal service provider to allow members access to up-to-date training, templates, case law and guidance material in respect of workplace health and safety. Each council contributes funding to the service but the individual cost to councils is much less than otherwise would have been possible if councils had sought the same level of service individually.

A similar activity has occurred in the area of delegations. Following some fantastic preliminary work by Burnie City Council and Break O'Day Council, the Association has now brokered an ongoing arrangement where delegations can be automatically and accurately be updated at all times. A central process allows all councils access and saves each from having to constantly refer to legislative and regulatory amendments, and the possibility of delegations being unlawful.

In a similar vein, we have recently been working with councils to develop an aggregated purchasing capacity to influence the pricing structure of street lighting. While contestability in the market place for this service has been introduced, it is uncertain at this time as to the level of competition such unbundling may exert. We are hopeful of being able to deliver councils some savings albeit that they may be modest.

The Association has also launched its extranet whereby council staff and elected members can access the products referred to above, as well as a range of other materials. This is a secure site for council personnel and provides a significant value add beyond the website information. A new professional development calendar has been developed and is also available on the extranet, with downloadable materials and registration forms.

Chairing two and being represented on all four of the working groups associated with the Role of Local Government Project being undertaken in conjunction with the State Government, the Association is seeking to ensure that through this work, realistic and beneficial processes can be put into practice to allow strategic and sustainable outcomes for the sector. Governance, economic development, legislation and collaboration are the four areas of work with the projects intended to establish a framework of activity for the sector and State Government over the coming few years.

The Federal Budget saw a freezing of FAGS indexation meaning a reduction in real terms to Tasmanian councils of some \$17 million per annum over the next three years, although some consolation was received in the announcement to double Roads to Recovery funding in the 2015-16 financial year. Efforts are continuing at the national level to obtain relief on the FAGS.

Planning came to the fore later in the year with the new State Government embracing its single planning scheme model and the establishment of the Planning Task Force.

With Local Government elections to be held later in the year, the Association is offering regional workshops for intending candidates and a program of professional development opportunities for newly elected members and new mayors. The all-in, all-out nature of the election is likely to bring significant change and it will be important to ensure that the new cohort of members is brought up to speed as quickly as possible.

The one dampener on the year was the withdrawal of Hobart City Council from the Association but it is hoped that the capital city finds its way back in the coming year to enable access by officers and elected members to the offerings of the Association, and participation in important sectoral debates and lobbying efforts.

I would like to thank members of the General Management Committee, members of the Association and Association staff for their support and valuable contributions throughout the year, and hope that we can continue to grow and provide the sector with a strong voice that counts in Tasmania.

A handwritten signature in black ink that reads "Allan Garcia". The signature is stylized and includes a long, sweeping underline that extends downwards and to the left.

## Organisational Structure

### General Management Committee

The General Management Committee (GMC) is elected by member council representatives of the Local Government Association of Tasmania (LGAT) every two years. The GMC comprises the popularly elected President and six other members elected by regional groupings of councils. The Vice President is elected by the GMC. The GMC oversees the administration of Local Government policy, provides strategic direction to the LGAT in accordance with policies resolved by member councils, appoints Local Government representatives to boards, committees and working groups, and oversees the financial management of the Association.



Mayor  
**Barry Easther OAM**  
President



Mayor  
**Darryl Quilliam**  
Vice President



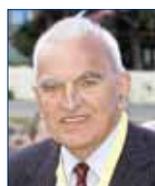
Mayor  
**Deirdre Flint**



Mayor  
**Barry Jarvis**



Mayor  
**Jan Bonde**



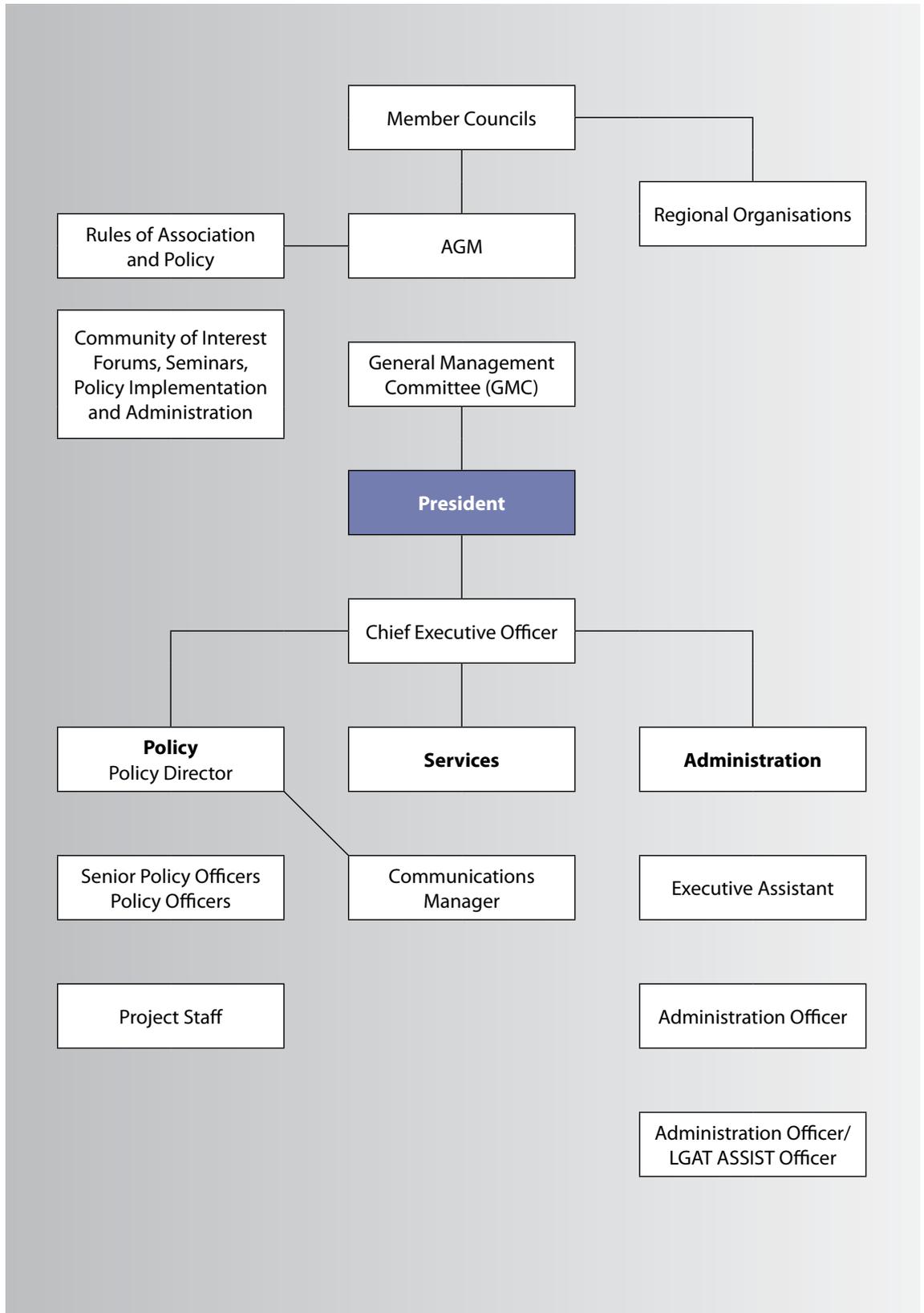
Mayor  
**Graham Bury**



Mayor  
**Albert van Zetten**



## Our Organisation



## Reporting Against the Annual Operational Plan (Key Initiatives)

Progress Key: Green = met targets, Orange = not quite complete, Red = failed to complete

Priority Area 1		
Initiative/Project	Progress	Comment
Investigate and implement an intranet facility for members	Green	The extranet was launched in May 2014 and is already hosting an array of tools and templates.
Investigate options in relation to a LGAT social media presence and implement practical and resource sensible solutions	Green	After analysis, it was decided that LGAT would launch a Twitter account at the Annual Local Government Conference to coincide with National Local Government Twitter Day.
Identify and plan for new member services e.g. training, extranet, breakfast speaker series, road shows	Green	Planning commenced for a policy road show, a workshop for '2ICs' and an arts and community development forum to be rolled out early in 2014-15.
Investigate and implement a breakfast speaker series for members on a regional basis	Orange	Planning and analysis taken but to be progressed next financial year.
Undertake a business process improvement program for LGAT, commencing with a brief organisational review	Orange	LGAT staff undertook a review of the strategic plan and annual operating plan to be endorsed at the AGM. Business processes will be further considered in 2014-15.
Identify Local Government needs and desires to inform pre-election advocacy	Green	A comprehensive pre-election manifesto was developed and is available on the LGAT website.
Represent councils in relation to heavy vehicle regulatory and pricing reform and cranes and the review of the Local Government (Highways) Regulations in relation to gas infrastructure	Green	LGAT's representative role across these areas continues. The Association continues to work with councils and the State Government to deal with issues arising from heavy vehicle regulatory reform, advocating strongly on behalf of councils in relation to access consent and funding issues. The Association is still providing assistance to the Local Government Division through the drafting of new gas installation regulations.
Represent councils in relation to contestable electricity pricing and aggregated purchasing and new technologies	Green	This work is continuing. LGAT continues to investigate options for efficient technology and financial savings for members. A contract to test the market for aggregated purchasing of energy for unmetered public lighting is due to be let by LGAT in 2014-15.
Establish appropriate informal structures to engage with key stakeholders (e.g. PC, HIA, MBA) to improve our shared understanding of issues to enable a solutions focus	Red	The frustration of seeking to engage with some of these organisations suggests that this target may not be achievable. To be reviewed over 2014-15.

Develop stronger collaborative working relationship with council communications officers and other relevant operational groups where those relationships enhance understanding and information flow		LGAT strongly engaged communications officers during the constitutional recognition campaign and is a key player in the LGMA Tas Communications Special Interest Group. LGAT also participates on the national Associations' meeting of communication directors.
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## Priority Area 2

Initiative/Project	Progress	Comments
Deliver the constitutional recognition campaign in conjunction with ALGA for the September 2013 referendum		The project was halted due to an early election not allowing for the referendum but much was achieved by LGAT prior to that.
Conduct a focused workshop for General Managers and Mayors to identify up to five strategic resource sharing projects that can be progressed		This activity has now been subsumed by the Role of Local Government Resource Sharing Working Group, which is Chaired by LGAT.
Drive the review of the Code of Conduct provisions and support the working group activities		Achieved but further take-up of proposed changes impacted State Election. Continuing to pursue with State Government during 2014-15.
Articulate the Role of Local Government project to members and proactively seek contributions and participation		Continue to be strongly involved with LGAT representation as either Chair or participant on four newly-established working groups.

## Priority Area 3

Initiative/Project	Progress	Comments
Complete and implement Long-term Financial Planning, Asset Management Planning project (including integration of asset plans)		Project now formally wound up but will continue to deliver relevant services and products with unspent funds. During the year, IPWEA was commissioned to develop 17 practice summaries which will be available to councils in late 2014.
Ensure appropriate legislative reform to support long-term financial and asset management planning		Completed in close partnership with the Local Government Division and after comprehensive consultation with LGAT members.

<p>Work with procurement areas in Local Government Associations to develop and implement improved procurement policies, processes and practices for use by councils. Improvements may include: access to better value for money; locally-based purchasing opportunities; training programs; and standard templates and tools.</p>		<p>Project is ongoing and has been extended. An increased number of councils are purchasing items through the National Procurement Network (NPN), an arrangement facilitated locally by LGAT. A series of procurement related tools and templates have been identified for development. A priority item - a Model Code for Tendering and Contracting - is complete and available on the LGAT extranet. General Managers will be invited to send staff to an introduction to procurement training session in January 2014. Significant savings are being delivered to members through collaborative purchasing arrangements and e-procurement systems.</p>
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#### Priority Area 4

Initiative/Project	Progress	Comments
<p>Support the move of all councils to the National Modern Local Government Industry Award</p>		<p>Completed for all but the Municipal Managers Award, which must proceed to a full bench of the Fair Work Commission, but has no real impact.</p>
<p>Develop a regional road show to provide for legislative updates for councils – particularly elected members</p>		<p>Planning was undertaken and dates locked in, with the road shows to be trialled in October 2014</p>
<p>Undertake a needs analysis to inform the development of a training program</p>		<p>The LGAT professional development calendar was launched in May providing member councils with professional development opportunities for councillors, staff in strategic areas and general professional development. Many of the offerings are Local Government specific.</p>
<p>Based on the training needs analysis, develop a 12-18 month training/workshop program for LGAT members (both elected members and officers)</p>		
<p>Assist member councils meet their OHS requirements through development of common tools, joint tenders, sharing of resources and best practice examples</p>		<p>A working group was formed, a forum held, training made available and tools placed on the LGAT extranet.</p>

#### Priority Area 5

Initiative/Project	Progress	Comments
<p>Work with the Liquor Licensing Board to improve their communication with Planning Authorities and consideration of planning issues prior to issuing licences</p>		<p>Completed and awaiting outcome of Government Review.</p>
<p>Continue to support councils in relation to reform of routes and permits systems for cranes.</p>		<p>This work has essentially been subsumed by the broader work being undertaken in relation to heavy vehicle regulatory reform and access issues.</p>

Investigate opportunities to improve consistency of approach and modernise a range of planning/building documentation including permits forms and 337s		Following consultation with members, a number of ideas were flagged in the Election Manifesto and LGAT is now represented on the newly-established Planning Reform Taskforce.
Develop a 'blue print' for planning which highlights system needs and changes are necessary from a Local Government perspective		
<b>Priority Area 6</b>		
<b>Initiative/Project</b>	<b>Progress</b>	<b>Comments</b>
Pursue opportunities to progress the Tasmanian Coastal Adaptation Decision Pathway (TCAP) Project methodology to councils		The third iteration of the TCAP project was commenced in mid-2014 and involves Hobart City Council and Huon Valley Council. This project is primarily driven by the Tasmanian Climate Change Office within State Government, with LGAT providing support or reference when required.
Continue to advocate for low emission street lighting solutions for councils		LGAT has organised Members Forums with TasNetworks on Public Lighting and continues to advocate for low emission, more efficient street lighting solutions for councils.
Actively contribute to the Bushfire Inquiry and recovery efforts, in addition to representing the sector on current and emerging emergency management and community recovery issues		LGAT provided a submission into the Bushfire Inquiry and is actively representing the sector as members of committees and through formal submissions.
Represent the sector on current and emerging waste matters including a waste levy, product stewardship, e-waste, recycling, controlled waste, container deposit levy		In addition to issues raised in the election manifesto, LGAT commissioned research on the impact of a container deposit scheme on Local Government (in conjunction with the three regional waste bodies). This was provided to the Environmental Protection Authority (EPA) to further inform State Government thinking.
<b>Priority Area 7</b>		
<b>Initiative/Project</b>	<b>Progress</b>	<b>Comments</b>
Finalise principles for economic development facilitation and a consolidated position on concessions for not-for-profit organisations		This work has been completed and adopted by TasWater.



## Strengthening Strategic Relationships

### Strategies:

#### 1. Build a strong association

- Continue to work collaboratively with members to provide a strong relevant association with maximum membership of Tasmanian councils.

#### 2. Provide a strong united voice for Local Government

- Ensure Local Government's voice is represented in relevant public debates, legislative reviews and intergovernmental forums.

#### 3. Develop and maintain strategic alliances

- Identify opportunities for collaboration, resource sharing and attracting funding for Local Government.

#### 4. Foster collaboration and cooperation within the Local Government sector

- Proactively provide opportunities for councils with like issues to meet and share experiences and solutions.

Strengthening Strategic Relationships is supported by the continued participation of LGAT in a number of steering committees, working groups and reference groups across diverse legislative and policy areas including social policy, public health, environment and climate change, infrastructure and planning. During 2013-14 LGAT staff participated on over 60 different working, steering, reference and project groups.

The Association also ensures appropriate information flow through a range of regular communication vehicles including:

- Fortnightly electronic newsletters;
- Targeted electronic newsletters such as Careers Development, Financial and Asset Reform;
- The quarterly *LGAT News* magazine;
- Monthly report to elected members;
- General Meetings;
- General Managers', Elected Members' and Mayors' Workshops;
- Direct correspondence with mayors, general managers and council officers; and
- Training offers and workforce planning information to the Human Resources Forum.

### Examples of Activity:

#### Extranet

The LGAT extranet went live and is available for council use. Councils were allocated usernames and passwords for access by staff and elected members. Initially, only a limited amount of material was available on the site however, further material continues to be collated, developed and uploaded. A significant feature of the site is the Professional Development Calendar and direct registration. Online discussion forums are also able to be established.

Priority Area 1



## Leading Recognition and Reform

### Strategies:

#### 1. Improve the image of Local Government

- Develop and deliver a strategic marketing campaign designed to improve understanding and positive perceptions of the sector.
- Provide tools for members to promote Local Government and improve community understanding of functions and services.

#### 2. Drive the Local Government reform agenda.

- Undertake research and analysis to aid the development of reform options and allow for strategic advice.
- Support members to respond to proposed reform agendas.

### Examples of Activity:

#### Campaign for Constitutional Recognition

The Association and its member councils remained committed to the National Local Government advocacy for financial recognition of Local Government in the Australian Constitution. Six regional forums on the referendum were held in August 2013 for mayors and officers and constitutional recognition referendum campaign teleconferences were held twice weekly. Referendum campaign activity was intense for LGAT

staff and council coordinators so news of an early election date that did not comply with the legislative requirements for a referendum, was disappointing.

#### Code of Conduct/Standards Panel

LGAT initiated the Code of Conduct Working Group and developed a discussion paper for consultation. The model outlined was largely supported with key aspects being: a common Code embedded in the regulations; independent triage to determine if frivolous or vexatious; possible offence or valid complaint; no local panels; enhanced sanctions; and enforcement and reporting of breaches. Initial momentum slowed with a change of State Government however progression has been agreed by the new Minister for Local Government and legislative amendments are being drafted for further consultation.

#### Role of Local Government Project

This project, overseen by the Premier's Local Government Council, has two key phases. The first phase, delivered during the year, focused on defining the role of Local Government and identifying the core capabilities required to fulfill the role. The second phase is considering the capabilities of Local Government in the context of the defined role and identifying the capability gaps that prevent the sector from providing optimum services and governance to communities, and why the gaps exist.

## Ensuring Financial Sustainability

### Strategies:

#### 1. Drive improvements in financial and strategic asset management across the sector.

- Continue to deliver training and tools to build councils' capacity to understand and plan for the long-term.
- Implement the outcomes of the rating and valuation review.

#### 2. Develop opportunities for improvement and efficiencies.

- Investigate and develop opportunities for joint procurement and resource sharing.

### Examples of Activity:

#### Local Government Financial and Asset Reform Project

This project formally concluded with an independent evaluation emphasising the project was a great success. Key achievements in the second phase of the project included: establishment of financial regional groups; continuing support for asset management groups; ongoing support for councils with opportunity for training and the provision of resources; strong links

to other relevant national and State projects; and the Dollars and Sense Forum. During the year, a series of practice notes were commissioned to provide additional resource and guidance to councils. These will be delivered in 2014-15. LGAT also supported consultation and feedback on new legislation in relation to long-term financial and asset management.

#### Procurement

A significant amount of effort in recent times has been spent on working to improve aggregated purchasing opportunities for councils in Tasmania. Two new contracts were negotiated under the National Procurement Network (NPN) this year. As a result of LGAT's activity in this space, direct savings to participating Tasmanian councils through purchasing via the NPN this year were at least \$500,000.

#### Delegations and Compliance Registers

LGAT made available on the extranet Delegations and Legislative Audit Registers, prepared for use by all councils with respect to 17 key pieces of legislation. These documents, to be reviewed and updated annually, are designed as tools to assist councils in compliance activities. Feedback received to date has been positive.



## Building Sector Capacity

### Strategies:

- 1. Continue to deliver programs which improve recruitment and retention.**
  - Deliver programs as appropriate, for example Think Big. Work Local.
  - Attract funding for training across the sector in response to identified gaps.
- 2. Build the capacity of elected members and staff to deliver quality outcomes.**
  - Provide training and networking opportunities in response to identified needs.
  - Deliver an annual Local Government Conference.
  - Conduct regular meetings of member councils to update, discuss and give/seek direction on areas of need.

### Examples of Activity:

#### Careers Project – Think Big Work Local

The end of the funding cycle was reached for the *Think Big. Work Local* project. Since 2008, the project has promoted the value of councils to students, parents, teachers, careers advisers and job seekers through advertising, the website, careers fairs and other forums.

This project also ensured assistance was provided to councils in accessing funding for training, influencing government training policy, as well as analysing Local Government workforce data to produce advice to councils in workforce plans.

In May 2014, LGAT obtained \$75,000 of funding from Skills Tasmania's 'Skills Fund'. After an EOI process, a collective funding application was made on behalf of Clarence, Devonport, Launceston and Meander Valley Councils using data and resources from the *Think Big. Work Local* project.

LGAT Members have agreed to refund this project.

### Professional Development Calendar

LGAT identified a potential opportunity to improve the provision of professional development services tailored to Local Government by developing an annual professional development program for its members. The professional development calendar was launched in June 2014, with considerable early uptake.

### Local Government Conference

The 101<sup>st</sup> Local Government Conference, *Local Government 101*, was held at Wrest Point in Hobart, from 24-26 July 2013. Delegates were provided with leadership perspectives from a range of informative plenary speakers and workshop presenters. A record 220 delegates attended the conference which was very well received - with 94% rating it as either 'excellent' or 'good'.

### Working towards the Heavy Vehicle National Law and the new National Regulator

The Association has continued to liaise regularly with its member councils, the National Heavy Vehicle Regulator and the Department of State Growth, the ALGA and other Associations through the Roads and Transport Advisory Committee, to assist with the implementation and remediation processes of the National Heavy Vehicle Regulator and the administration of the Heavy Vehicle National Law. Information sessions and intensive workshops have been facilitated for councils and the Association continues to advocate on behalf of the sector to other levels of government for greater support and resourcing to assist Tasmanian councils to fulfil their role as road managers under the new framework.



## Improving Land Use Planning

### Strategies:

**1. Respond to planning policy reform on behalf of the Local Government sector.**

- Maintain relationships with key stakeholders in order to influence and inform policy and practice.
- Advocate for improvements to the State Planning System.

**2. Build the capacity of elected members to function as members of a Planning Authority.**

- Provide access to training for members of planning authorities to support their legislative functions and understand emerging land use planning issues (eg hazards, climate change).
- As part of the strategic marketing campaign, build recognition of good planning outcomes being delivered by Tasmanian councils.

### Examples of Activity:

#### Planning Legislation

The State Government continued to pursue a significant planning reform agenda. The LGAT worked with member councils to provide input into State Government policy and legislation and was invited to participate on the State Government's Planning Taskforce in relation to their election commitment to introduce a single state-wide planning scheme. A number of submissions were made as well as briefings of the Legislative Council.

## Bushfire Prone Area Code Implementation

The changes to the National Building Code and the implementation of a new planning directive relating to bush fire prone areas had significant implications for councils and those seeking to build homes in areas adjacent to bushland or reserves. Consequently, LGAT instigated the establishment of the Bushfire Prone Areas Code implementation working group involving stakeholders across State and Local Government and industry.



## Ensuring Environmental Sustainability

### Strategies:

- 1. Continue to support councils in identifying and responding to climate change related risks.**
  - Undertake research and disseminate information to members.
  - Attract funding for climate change mitigation and adaptation activities.
  - Continue to advocate for resolution of liability issues.
- 2. Work to secure better waste management outcomes across the sector.**
  - Develop a position on future funding and waste management priorities.
  - Advocate for improvements to the management of waste in Tasmania.

### Examples of Activity:

#### Climate Change

The LGAT assisted the Tasmanian Climate Change Office in the development of a specifically tailored training resource collection that will assist Local Government with corporate and coastal climate change adaptation planning. The collection is made up of eight modules that take Local Government staff through the step-by-step process of adaptation planning. Four modules are dedicated to corporate planning and the remaining four focuses on the coastal adaptation planning process.

The Association continues to seek clarification from the new State Government in relation to the issue of climate change liability for Local Government decision-making, and has also pushed for a return to the previously unfinished work around the draft State Coastal Policy Statement.

## Continuing Water and Sewerage Reform

### Strategies:

- 1. Ensure that the structural and governance requirements of owner councils are addressed and implemented.**
  - Undertake discussions/negotiations with State Government to establish the appropriate frameworks and instruments to deliver the reform requirements.
  - Liaise and consult with owner councils and water and sewerage corporations to ensure that the various elements of the reform are understood and accepted.
  - Provide constant feedback and reports on progress and issues arising from the reform process to owner councils.

### Emergency Management

The Association provided a submission into the State Government Bushfire Inquiry. Concerns raised in the submission concentrated on issues raised by councils in relation to communication, critical infrastructure; response and recovery; and planning and mitigation. Central the issues was the need for all agencies and parties to understand who is responsible for what, as well as be familiar with the protocols, terminology and procedures for responding to emergencies.

Following on from the Inquiry the State Government has been actively developing new policies and plans in the Emergency Management space and LGAT has been engaged on working groups, advisory groups and reference groups. LGAT is also represented on three of the four new subcommittees of the State Emergency Management Advisory Group. Representation on these committees enables Local Government to have input into the Strategic Directions of the State Emergency Management Committee.

### Container Deposit Scheme

At the July 2013 General Meeting it was agreed that the Local Government Association of Tasmania should liaise with the regional waste bodies to progress the commissioning of container deposit scheme research for Tasmania. Subsequently Equilibrium Consulting was contracted to undertake an assessment of the potential financial impacts of a Container Deposit Scheme on Local Government in Tasmania. The findings, which were cautiously positive, were shared with the State Government but since the elections in March there has been little discourse on this matter.

### Highlights:

#### Water and Sewerage

In this final year of focus on the water and sewerage reforms, LGAT continued to provide strong support in relation to the transition to a single entity. The key outcome in 2013-14 was the on time commencement of the new entity on 1 July 2013 with a newly appointed board, a new constitution and a shareholders letter of expectation agreed by all owners. The Association's ongoing role with regard to TasWater will be minimal in the future and will only be ignited by a call from members on key policy or advocacy issues.

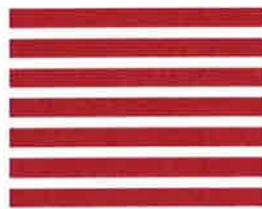
# Financial Report



Local Government Association Tasmania

## LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Financial Report  
30 June 2014



**Wise Lord & Ferguson**



*advice to advantage*

**Chartered Accountants**



## CONTENTS

	Page
General Management Committee Report	20
Statement by General Management Committee	22
Statement of Comprehensive Income	23
Statement of Financial Position	24
Statement of Changes in Equity	25
Statement of Cash Flows	26
Notes to and Forming Part of the Special Purpose Financial Report	27
Detailed Statement of Performance – General Account	40
Detailed Statement of Performance – LGAT Assist	42
Audit Report	43

# Financial Report

## LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

### General Management Committee Report

The General Management Committee submits the special purpose financial report of the Local Government Association of Tasmania Association (the Association) for the year ended 30<sup>th</sup> June 2014.

#### General Management Committee

The names of the committee members in office during 2013/14 financial year are:

President	Mayor Barry Easter	(Elected July 2012) (President from July 2009)
Vice President	Mayor Daryl Quilliam	(Elected July 2012) (Vice President from July 2012)
	Mayor Deirdre Flint	(Elected July 2012)
	Mayor Jan Bonde	(Elected July 2012)
	Mayor Albert van Zetten	(Elected July 2012)
	Mayor Graham Bury	(Elected July 2012)
	Mayor Barry Jarvis	(Elected July 2012)

#### Principal Activity

The principal activities of the Association during the year were to undertake the responsibilities of the Association as described in the Local Government Act 1993 and in the rules of the Association. This included participation in intergovernmental relations with the State and Commonwealth Governments to represent the views of Local Government, particularly in areas of structural and legislative reform. Additionally, the Association provided a range of services for Councils to facilitate access to services and achieve better economies of scale. The Association has provided these services at a discounted subscription as part of a fiscal strategy to reduce the Association's cash holdings.

LGAT Assist is part of the Association but is managed by a Board appointed by the General Management Committee. This Board has engaged and funded the Association to provide administration services to LGAT Assist. LGAT Assist provides loans to employees of local government authorities at a competitive interest rate. The Income Statement and the Balance Sheet of LGAT Assist are shown separately within this Special Purpose Financial Report.

#### Operating Result

The net deficit from general operations amounted to (\$19,322) (2012/13 deficit of \$16,501). The net deficit from LGAT Assist amounted to (\$7,255) (2012/13 deficit of \$1,141).

### **General Management Committee Members' Benefits**

No committee member has received or become entitled to receive, during or since the end of the financial period, a benefit because of a contract made by the Association, with a committee member, a firm of which a committee member is a member or an entity in which a committee member has a substantial financial interest.

Signed at Hobart, this 14th day of August 2014 in accordance with a Resolution of the General Management Committee.



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**Mayor Barry Easter**  
President

# Financial Report

## LOCAL GOVERNMENT ASSOCIATION OF TASMANIA STATEMENT BY THE GENERAL MANAGEMENT COMMITTEE

In the opinion of the members of the General Management Committee of the Association:

- 1 (a) the Association is not a reporting entity; and
  - (b) the financial statements and notes thereto, set out on pages 5 to 24, are drawn up, in accordance with the basis of accounting described in Note 1(a), so as to present fairly the financial position of the Association as at 30 June 2014 and its performance, as represented by the results of its operations and its cash flows, for the financial year ended on that date.
  
- 2 At the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the General Management Committee and is signed for and on behalf of the Committee.



---

**Mayor Barry Easther**  
President

## Statement of Comprehensive Income for the Year Ended 30 June 2014

	Note	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Income</b>					
Grants and contributions	2	-	172,970	-	360,580
Subscriptions		-	997,405	-	968,035
Interest income		64,057	97,524	64,545	138,152
Other income		-	639,216	-	515,353
<b>Total income</b>		<b>64,057</b>	<b>1,907,115</b>	<b>64,545</b>	<b>1,982,120</b>
<b>Expenses</b>					
Employee benefits		-	(891,665)	-	(835,666)
Depreciation and amortisation		-	(30,831)	-	(31,144)
Grant and contribution expenses		-	(191,621)	-	(417,399)
Other expenses	16,17	(71,312)	(812,320)	(65,686)	(714,412)
<b>Total expenses</b>		<b>(71,312)</b>	<b>(1,926,437)</b>	<b>(65,686)</b>	<b>(1,998,621)</b>
<b>Surplus/(Deficit)</b>		<b>(7,255)</b>	<b>(19,322)</b>	<b>(1,141)</b>	<b>(16,501)</b>
<b>Other comprehensive income</b>		-	-	-	-
<b>Comprehensive result</b>		<b>(7,255)</b>	<b>(19,322)</b>	<b>(1,141)</b>	<b>(16,501)</b>

A detailed account of revenue and expenditure for the General Account and LGAT Assist are disclosed in notes 16 and 17 of the special purpose financial report.

The above statement should be read in conjunction with the accompanying notes.

# Financial Report

## Statement of Financial Position as at 30 June 2014

	Note	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013
<b>Assets</b>					
<b>Current assets</b>					
Cash and cash equivalents	3	685,666	673,411	749,487	949,666
Trade and other receivables	4	-	69,623	-	43,005
Financial assets	5	429,762	2,050,000	398,438	1,922,478
Other assets	6	972	60,989	1,420	50,013
<b>Total current assets</b>		<b>1,116,400</b>	<b>2,854,023</b>	<b>1,149,345</b>	<b>2,965,162</b>
<b>Non-current assets</b>					
Financial assets	5	60,542	-	35,520	-
Property, plant and equipment	7	-	1,014,779	-	1,015,861
Intangible assets	8	-	890	-	1,476
<b>Total non-current assets</b>		<b>60,542</b>	<b>1,015,669</b>	<b>35,520</b>	<b>1,017,337</b>
<b>Total assets</b>		<b>1,176,942</b>	<b>3,869,692</b>	<b>1,184,865</b>	<b>3,982,499</b>
<b>Liabilities</b>					
<b>Current liabilities</b>					
Trade and other payables	9	5,088	277,064	5,756	306,172
Unexpended grants	10	-	435,608	-	541,612
Provisions	11	-	249,186	-	227,735
<b>Total current liabilities</b>		<b>5,088</b>	<b>961,858</b>	<b>5,756</b>	<b>1,075,519</b>
<b>Non-current liabilities</b>					
Provisions	11	-	65,639	-	45,463
<b>Total non-current liabilities</b>		<b>-</b>	<b>65,639</b>	<b>-</b>	<b>45,463</b>
<b>Total liabilities</b>		<b>5,088</b>	<b>1,027,497</b>	<b>5,756</b>	<b>1,120,982</b>
<b>Net Assets</b>		<b>1,171,854</b>	<b>2,842,195</b>	<b>1,179,109</b>	<b>2,861,517</b>
<b>Equity</b>					
Accumulated surplus		1,171,854	2,842,195	1,179,109	2,861,517
<b>Total Equity</b>		<b>1,171,854</b>	<b>2,842,195</b>	<b>1,179,109</b>	<b>2,861,517</b>

The above statement should be read in conjunction with the accompanying notes.

## Statement of Changes in Equity for the Year Ended 30 June 2014

	Assist \$	General \$
<b>2014</b>		
Balance at beginning of the financial year	1,179,109	2,861,517
Surplus/(deficit) for the year	(7,255)	(19,322)
Other comprehensive income	-	-
<b>Balance at end of the financial year</b>	<b><u>1,171,854</u></b>	<b><u>2,842,195</u></b>
<b>2013</b>		
Balance at beginning of the financial year	1,180,250	2,878,018
Surplus for the year	(1,141)	(16,501)
Other comprehensive income	-	-
<b>Balance at end of the financial year</b>	<b><u>1,179,109</u></b>	<b><u>2,861,517</u></b>

The above statement should be read in conjunction with the accompanying notes.

# Financial Report

## Statement of Cash Flows for the Year Ended 30 June 2014

	Note	2014		2013	
		Inflows/(Outflows) Assist \$	General \$	Inflows/(Outflows) Assist \$	General \$
<b>Cash flows from operating activities</b>					
General receipts		-	1,744,384	-	1,655,588
Grants		-	66,966	-	22,183
Interest		64,588	95,859	71,472	180,115
Payments to suppliers and employees		(70,321)	(2,028,282)	(62,994)	(2,075,685)
<b>Net cash provided by (used in) operating activities</b>	12(a)	<b>(5,733)</b>	<b>(121,073)</b>	<b>8,478</b>	<b>(217,799)</b>
<b>Cash flows from investing activities</b>					
Purchase of plant and equipment	7	-	(29,162)	-	(123,084)
Proceeds from sale of plant and equipment		-	1,500	-	46,846
Payments for other financial assets			(127,520)	-	(950,000)
Proceeds from other financial assets		(18,707)	-	(173,460)	1,316,073
<b>Net cash provided by (used in) investing activities</b>		<b>(18,707)</b>	<b>(155,182)</b>	<b>(173,460)</b>	<b>289,835</b>
<b>Cash flows from financing activities</b>					
Loans advanced		(536,952)	-	(421,996)	-
Repayment of loans advanced		478,863	-	421,980	-
<b>Net cash provided by (used in) financing activities</b>		<b>(58,089)</b>	<b>-</b>	<b>(16)</b>	<b>-</b>
Net increase (decrease) in cash and cash equivalents		(82,529)	(276,255)	(164,998)	72,036
Cash and cash equivalents at the beginning of the financial year		215,753	949,666	380,751	877,630
<b>Cash and cash equivalents at the end of the financial year</b>	12(b)	<b>133,224</b>	<b>673,411</b>	<b>215,753</b>	<b>949,666</b>

The above statement should be read with the accompanying notes.

## Notes to the Financial Report for the Year Ended 30 June 2014

### Note 1 Significant accounting policies

The following is a summary of the material policies adopted by the Local Government Association of Tasmania (Association or LGAT) in the preparation of the Special Purpose Financial Report.

#### (a) Basis of accounting

In the opinion of the General Management Committee, the Association is a non-reporting entity and prepares a Special Purpose Financial Report to meet the information needs of members and the requirements of the Local Government Act of Tasmania 1993. This Special Purpose Financial Report has been prepared on an accruals basis and is based on historical costs and, except where stated, does not take into account changing money values, or fair values of non-current assets.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

This Special Purpose Financial Report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AASB 101	Presentation of Financial Statements
AASB 107	Statement of Cash Flows
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors
AASB 110	Events after the Balance Sheet Date
AASB 116	Property Plant and Equipment
AASB 119	Employee Benefits
AASB 136	Impairment of Assets
AASB 137	Provisions, Contingent Liabilities and Contingent Assets
AASB 138	Intangibles
AASB 1004	Contributions
AASB 1031	Materiality
AASB 1048	Interpretation of Standards

Where appropriate, these accounts have applied the not-for-profit exemptions of these standards. No other applicable Accounting Standards, Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

Where necessary, comparatives have been reclassified and repositioned for consistency with current year disclosures.

# Financial Report

## Notes to the Financial Report for the Year Ended 30 June 2014

**(b) Association and LGAT Assist Operations**

The general operations of the Association and of LGAT Assist have been separated in the special purpose financial report to better reflect the trading and net assets of the two operations. It is the view of the Committee that the separate disclosure of the operations facilitates the readers understanding of the operations of the Association and enhances the true and fair nature of the accounts. The LGAT Assist operations are separately funded for a specific purpose and are not available for the general operations of the Association.

**(c) Revenue recognition**

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. Revenues are recognised at fair value of the consideration received net of the amount of goods and services tax (GST). A provision for impairment is recognised when collection in full is no longer probable.

*Government Grant and Contributions*

Revenue is recognised when the Association obtains control of the grants/contributions or the right to receive the grants/contributions, it is probable that the economic benefits comprising the grants/contributions will flow to the Association and the amount of the grants/contributions can be measured reliably.

If conditions are attached to the grants/contributions which must be satisfied before the Association is eligible to receive control of the contribution, the recognition of the grants/contributions as revenue will be deferred until those conditions are satisfied.

When grants/contributions are received and the Association incurs an obligation to deliver economic value directly back to the contributor, these are considered reciprocal transactions and the grants/contributions are recognised in the statement of financial position as liabilities until the services have been delivered to the contributors. Where grant/contributions are received where there is no reciprocal transaction and control of the monies has been established by the Association these funds are recognised as revenue on receipt.

*Subscriptions*

Subscription revenue is recognised in the financial year to which it applies.

*Interest*

Interest revenue is recognised as it accrues using the effective interest method. The effective interest method allocates the interest income to be received over the period which it accrues.

## Notes to the Financial Report for the Year Ended 30 June 2014

**(c) Revenue recognition (cont'd)**

*Disposal Proceeds*

The gain or loss on disposal of all fixed assets is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds of disposal. The gross proceeds of asset sales are not recognised as revenue, rather a net gain on disposal is recognised in revenue and a net loss on disposal is recognised in expenditure.

**(d) Depreciation and amortisation of property, plant and equipment and intangibles**

The depreciable amount of all property, plant and equipment excluding motor vehicles, is depreciated on a straight line basis over the useful lives of the assets commencing from the time the asset is held ready for use. Motor vehicles are depreciated on a diminishing value basis. Depreciation rates are reviewed annually to ensure they accurately reflect the consumption of the service potential embodied in the assets. Current rates of depreciation are:

	<b>2014</b>	<b>2013</b>
Property	2.50%	2.50%
Motor Vehicles	22.5%	22.5%
Office Furniture and Equipment	10-36%	10-36%

Intangible assets consist of computer software which is amortised on a straight line basis at the rate of 40% per annum.

**(e) Taxation**

The financial report has been prepared on the basis that the Association is a non-taxable entity. In the opinion of the General Management Committee, the Association is exempt from tax because it is an Association of Local Governments which is exempt from tax under the Local Government Act 1993.

**(f) Goods and services tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from or payable to the Australian Taxation Office (ATO) is included as a current asset or liability in the Balance Sheet.

Cash flows are included in the Statement of Cash Flows on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from or payable to the ATO are classified as operating cash flows.

# Financial Report

## Notes to the Financial Report for the Year Ended 30 June 2014

### (g) Cash and cash equivalents

Cash and Cash Equivalents in the statement of financial position comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purpose of the statement of cash flows, cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

### (h) Financial assets

#### *Term Deposits*

The investments of the Association and of LGAT Assist comprise term deposits at financial institutions. Term deposits held with financial institutions are stated at nominal value. Term deposits with maturity dates greater than 12 months are recognised as non-current investments. The carrying amount of investments is reviewed annually by the General Management Committee to ensure it is not in excess of the recoverable amount.

#### *Financial Assets - LGAT Assist Loans*

LGAT Assist loans are made only to local government employees and are repayable on demand. These loans are not secured. The term of the loan and the amount available are limited by the years of service of the employee. The maximum loan is \$7,500 and the maximum term 5 years. Interest rates can be varied from time to time by the LGAT Assist Board and as at 30 June 2014 are set at 8% (2013 8%) for welfare loans and 8% (2013 8%) for general purpose loans. These loans are designated as financial assets held to maturity and are therefore brought to account at cost. An impairment provision is recognised when the Board has determined that there is objective evidence that the loan may not be repaid in full.

### (i) Trade and other receivables

Trade and other receivables are recognised and carried at original invoice amount. An estimate for impairment is made when the collection of the full amount is no longer probable. Receivables are written off when it is determined that repayment is no longer probable. Trade debtors and other receivables are non-interest bearing and generally on 30 day terms.

### (j) Property, plant and equipment and intangible assets

Property, plant and equipment is measured at cost less depreciation and any impairment losses. Intangible assets consist of computer software and are recorded at cost less amortisation.

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

## Notes to the Financial Report for the Year Ended 30 June 2014

**(j) Property, plant and equipment and intangible assets (cont'd)**

At each reporting date, the Association reviews the carrying values of its plant and equipment and intangible assets to determine whether there is any indication that those assets have been impaired. If any indication of impairment exists, an estimate of the asset's recoverable amount is calculated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. Recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

**(k) Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the Association and LGAT Assist prior to the end of the financial year that are unpaid and arise when the entities become obliged to make future payment in respect of purchases of these goods and services. Payables also include liabilities for wages and salaries and associated employee expenses accrued at the end of the financial year.

Trade and sundry creditors are non-interest bearing and are normally settled on 30 day terms.

**(l) Employee benefits**

*Wages and salaries*

Liabilities for wages and salaries are recognised and measured as the amount unpaid at balance date and include appropriate oncosts such as workers compensation and payroll costs.

*Annual leave*

Annual leave entitlements are accrued on a pro rata basis in respect of services provided by employees up to balance date. Annual leave expected to be paid within 12 months is measured at nominal value based on the amount, including appropriate oncosts, expected to be paid when settled.

Annual leave expected to be paid later than one year has been measured at the present value of the estimated future cash outflows to be made for these accrued entitlements. Commonwealth bond rates are used for discounting future cash flows.

*Sick Leave*

Expenses for non-accumulating sick leave are recognised when the leave is taken and are measured at the rates paid or payable. The Association does not accrue sick leave as experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to continue.

*Long service leave*

Long service leave entitlements payable are assessed at balance date having regard to expected employee remuneration rates on settlement, employment related oncosts and other factors including accumulated years of employment, on settlement, and experience of employee departure per year of service.

# Financial Report

## Notes to the Financial Report for the Year Ended 30 June 2014

**(l) Employee benefits (cont'd)**

Long service leave expected to be paid within 12 months is measured at nominal value based on the amount expected to be paid when settled. Long service leave expected to be paid later than one year has been measured at the present value of the estimated future cash outflows to be made for these accrued entitlements. Commonwealth bond rates are used for discounting future cash flows.

Long service leave expected to be paid later than one year has been measured at the present value of the estimated future cash outflows to be made for these accrued entitlements. Commonwealth bond rates are used for discounting future cash flows.

*Classification of employee benefits*

An employee benefit liability is classified as a current liability if the Association does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the period. This would include all annual leave and unconditional long service leave entitlements.

**(m) Contingent**

Contingent assets and contingent liabilities are not recognised in the Statement of Financial Position, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Statement of Financial Position. Commitments are disclosed at their nominal value and inclusive of the GST payable.

## Notes to the Financial Report for the Year Ended 30 June 2014

(o) **Pending Accounting Standards**

The following Australian Accounting Standards have been issued or amended and are applicable to the Association but are not yet effective. They have not been adopted in preparation of the financial report at reporting date.

Standard	Title	Summary	Application Date of Standard	Impact on Local Government Association of Tasmania financial statements
AASB 9	Financial Instruments (December 2009 and December 2010) and AASB 2009-11: <i>Amendments to Australian Accounting Standards arising from AASB 9</i>	This Standard are applicable for annual reporting periods commencing on or after 1 January 2017. The Standards are applicable retrospectively and include revised requirements for the classification and measurement of financial instruments, as well as recognition and derecognition requirements for financial instruments.	1-Jan-17	The Association has not yet estimated the impact of these pronouncements on its financial statements.
AASB 1031	Materiality	This Standard are applicable for annual reporting periods commencing on or after 1 January 2014.	1-Jan-14	These amendments are not expected to impact the Association
AASB 136	Non-Financial Assets AASB 2013-3: <i>Amendments to Australian Accounting Standards arising from AASB 136</i>	The Standards are applicable retrospectively and include revised requirements for recoverable amount disclosures for non-financial assets	1-Jan-14	These amendments are not expected to impact the Association

# Financial Report

## Notes to the Financial Report For the Year Ended 30 June 2014

	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Note 2 Grants and contributions</b>				
Grants and contributions were received in respect of the following :				
<b>Summary of grants and contributions received and receivable</b>				
Federally funded grants	-	-	-	4,646
State funded grants	-	23,500	-	106,953
Others	-	25,967	-	124,459
<b>Total summary of grants and contributions received</b>	-	<b>49,467</b>	-	<b>236,058</b>
<b>Grants and contributions recognised as revenue</b>				
Tasmarc - Climate Connect (a)	-	3,107	-	16,667
Coastal Adaption Pathways Project (a)	-	10,000	-	124,991
Household Hazardous Waste (a)	-	-	-	35,879
eDais (a)	-	-	-	286
LG Reform Fund (a)	-	72,018	-	172,692
Envrio Dispute Resolution (a)	-	3,783	-	65
26TEN - Plain English Guide (a)	-	10,000	-	-
26TEN Testing of User Guide (a)	-	7,500	-	-
26TEN - How To Guide (a)	-	10,000	-	-
Container Deposit Scheme (a)	-	18,562	-	-
LG Liveable Places (a)	-	38,000	-	10,000
<b>Total grants and contributions recognised as Revenue</b>	-	<b>172,970</b>	-	<b>360,580</b>

(a) Conditional grants/contributions recognised as revenue on satisfaction of prescribed conditions.

**Expenditure relating to grants and contributions recognised as revenue in prior financial years:**

The Association did not incur any expenditure on grants and contributions which were recognised as revenue in prior financial years and were expended during the current year.

Environment funding received and recognised as revenue is in excess of expenditure incurred on the project to date.

**Notes to the Financial Report  
For the Year Ended 30 June 2014**

	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Note 3 Cash and cash equivalents</b>				
<b>Current</b>				
Cash on hand	-	500	-	500
Cash at bank	42,871	121,357	98,144	272,259
Short term investments at call	90,354	551,554	117,609	676,907
Fixed term deposits	552,441	-	533,734	-
<b>Total cash and cash equivalents</b>	<b>685,666</b>	<b>673,411</b>	<b>749,487</b>	<b>949,666</b>
<b>Note 4 Trade and other receivables</b>				
<b>Current</b>				
Trade debtors	-	125,635	-	43,005
Provision for Doubtful Debts	-	(56,012)	-	-
<b>Total trade and other receivables</b>	<b>-</b>	<b>69,623</b>	<b>-</b>	<b>43,005</b>
<b>Note 5 Financial assets</b>				
<b>Current</b>				
Fixed term investments	-	2,050,000	-	1,922,478
LGAT Assist loans	450,191	-	416,520	-
Provision for impairment	(20,429)	-	(18,082)	-
<b>Total current financial assets</b>	<b>429,762</b>	<b>2,050,000</b>	<b>398,438</b>	<b>1,922,478</b>
<b>Non-current</b>				
LGAT Assist loans	60,542	-	35,520	-
<b>Total non-current financial assets</b>	<b>60,542</b>	<b>-</b>	<b>35,520</b>	<b>-</b>
<b>Note 6 Other assets</b>				
<b>Current</b>				
Prepayments	-	43,965	-	36,369
Accrued interest	972	9,232	1,420	7,567
Other	-	7,792	-	6,077
<b>Total other assets</b>	<b>972</b>	<b>60,989</b>	<b>1,420</b>	<b>50,013</b>

# Financial Report

## Notes to the Financial Report For the Year Ended 30 June 2014

	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Note 7 Plant and equipment</b>				
Building at cost	-	900,081	-	900,059
Accumulated depreciation	-	(2,736)	-	(1,274)
	-	<b>897,345</b>	-	<b>898,785</b>
Motor vehicles at cost	-	93,408	-	93,408
Accumulated depreciation	-	(28,122)	-	(9,168)
	-	<b>65,286</b>	-	<b>84,240</b>
Office furniture and equipment at cost	-	154,814	-	127,862
Accumulated depreciation	-	(102,666)	-	(95,026)
	-	<b>52,148</b>	-	<b>32,836</b>
<b>Total property, plant and equipment</b>	-	<b>1,014,779</b>	-	<b>1,015,861</b>
<i>Building</i>				
Carrying amount at beginning of financial year	-	898,785	-	-
Transfer from building deposit	-	-	-	884,744
Additions	-	-	-	15,315
Depreciation expense	-	(1,440)	-	(1,274)
Carrying amount at end of the financial year	-	<b>897,345</b>	-	<b>898,785</b>
<i>Motor Vehicles</i>				
Carrying amount at beginning of the financial year	-	84,240	-	58,272
Acquisitions	-	-	-	93,408
Disposals	-	-	-	(50,796)
Depreciation expense	-	(18,954)	-	(16,644)
Carrying amount at end of the financial year	-	<b>65,286</b>	-	<b>84,240</b>
<i>Office Furniture and Equipment</i>				
Carrying amount at beginning of the financial year	-	32,836	-	30,728
Acquisitions	-	29,162	-	14,361
Depreciation expense	-	(9,850)	-	(12,253)
Carrying amount at end of the financial year	-	<b>52,148</b>	-	<b>32,836</b>
<b>Note 8 Intangibles</b>				
Computer software	-	11,887	-	11,887
Accumulated amortisation	-	(10,997)	-	(10,411)
<b>Total intangibles</b>	-	<b>890</b>	-	<b>1,476</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2014**

	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Note 9 Trade and other payables</b>				
Trade payables	-	37,812	-	110,272
Net GST payable	-	21,660	-	3,407
Sundry creditors	5,088	8,798	5,756	1,762
Accrued employee expenses	-	40,544	-	36,328
Unearned revenue	-	168,250	-	154,403
<b>Total trade and other payables</b>	<b>5,088</b>	<b>277,064</b>	<b>5,756</b>	<b>306,172</b>
<b>Note 10 Unexpended grants</b>				
Environmental Dispute Resolution	-	46,152	-	49,935
Liveable Places	-	-	-	38,000
Local Government Reform Fund	-	342,009	-	406,623
Coastal Adaption Pathway Project	-	33,947	-	43,947
26 TEN How to Guide	-	13,500	-	-
Tasmarc - Climate Connect	-	-	-	3,107
<b>Total unexpended grants</b>	<b>-</b>	<b>435,608</b>	<b>-</b>	<b>541,612</b>
<b>Note 11 Provisions</b>				
<b>Current</b>				
Annual leave	-	142,620	-	133,565
Long service leave	-	106,566	-	94,170
<b>Total current provisions</b>	<b>-</b>	<b>249,186</b>	<b>-</b>	<b>227,735</b>
<b>Non-current</b>				
Long service leave	-	65,639	-	45,463
<b>Total non-current provisions</b>	<b>-</b>	<b>65,639</b>	<b>-</b>	<b>45,463</b>
<b>Note 12 Cash flow statement reconciliation</b>				
<b>a) Reconciliation of cash flows from operating activities to surplus</b>				
Surplus/(Deficit)	(7,255)	(19,322)	(1,141)	(16,501)
<i>Other Adjustments</i>				
Bad debts written off	1,743	-	2,144	-
Depreciation/amortisation	-	30,831	-	31,144
(Profit)/loss on disposal of plant and equipment	-	(1,500)	-	3,950
<i>Change in assets and liabilities:</i>				
Decrease/(increase) in trade and other receivables	448	(75,354)	6,859	128,294
Increase/(decrease) in provision for doubtful debts	-	56,012	-	-
Increase/(decrease) in trade and other payables	(669)	(68,383)	616	(59,168)
Increase/(decrease) in provisions	-	48,802	-	44,978
Increase/(decrease) in other liabilities	-	(92,159)	-	(350,496)
<b>Net cash provided by/(used in) operating activities</b>	<b>(5,733)</b>	<b>(121,073)</b>	<b>8,478</b>	<b>(217,799)</b>

# Financial Report

## Notes to the Financial Report For the Year Ended 30 June 2014

	Assist 2014 \$	General 2014 \$	Assist 2013 \$	General 2013 \$
<b>Note 12 Cash flow statement reconciliation (cont'd)</b>				
<b>b) Cash and cash equivalents</b>				
Cash on hand and at Bank	42,871	121,857	98,144	272,759
Short term investments (at call)	90,353	551,554	117,609	676,907
<b>Total cash and cash equivalents</b>	<b>133,224</b>	<b>673,411</b>	<b>215,753</b>	<b>949,666</b>

### Note 13 Financial risk management objectives and policies

The Association's and LGAT Assist's principal financial instruments comprise receivables, payables, cash and short and long term deposits, and financial assets.

Both entities manage their exposure to key financial risks, including interest rate and credit risk, by adherence to management policy.

#### Credit risk

Credit risk arises from the financial assets of the Association and LGAT Assist, which comprise cash, cash assets, trade and other receivables and LGAT Assist loans. The exposure to credit risk arises from potential default of the counter party, with a maximum exposure equal to the carrying amount of the financial assets.

The Association does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Association.

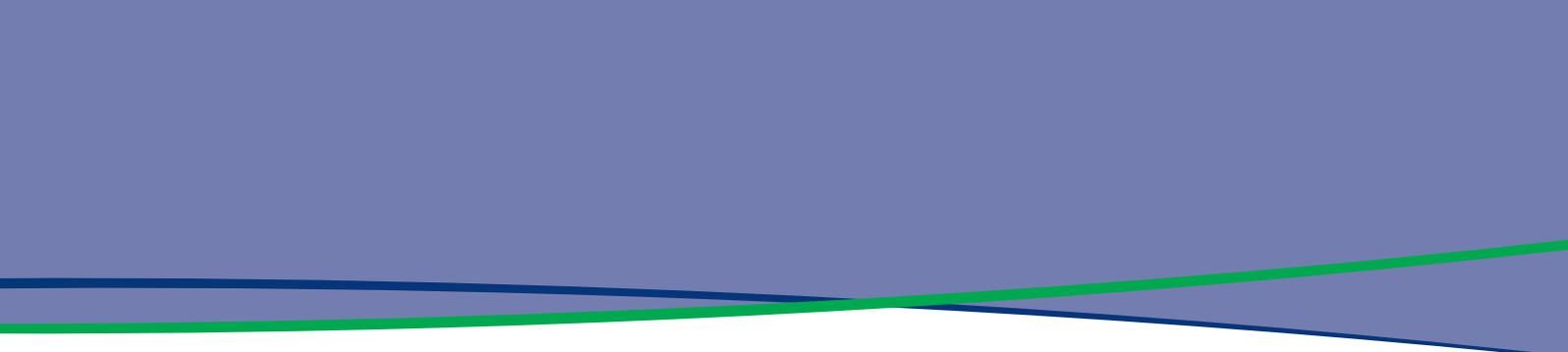
LGAT Assists' credit policy of lending only to local government employees to the maximum value of \$7,500 over 5 years reduces the risk profile of the lending provided. There is no security held against these loans.

The Association's and LGAT Assist's exposure to interest rate risks is limited to the extent that interest revenue provides both operations with material revenue. LGAT does not have any external lending.

Term deposits are managed to maximise the interest revenue to LGAT within the confines of the cashflows of the organisation.

Interest rates applied to LGAT Assist loans are made with reference to market rates.

As at 30th June 2014 it is estimated that a decrease of one percentage point in interest rates would decrease the LGAT Assist's surplus by approximately \$5,107 (2012/13 \$4,520). An increase in an interest rate of one percent would have the same but opposite impact.



## Notes to the Financial Report For the Year Ended 30 June 2014

### **Note 13 Financial risk management objectives and policies (cont'd)**

As at 30th June 2014 it is estimated that a decrease of one percentage point in interest rates would decrease the LGAT General's surplus by approximately \$20,397 (2012/13 \$28,721). An increase in an interest rate of one percent would have the same but opposite impact.

#### **Liquidity risk**

Liquidity risk arises from the financial liabilities of LGAT and LGAT's ability to meet their obligations to repay their financial liabilities as and when they fall due.

LGAT's liabilities are limited to normal trading and operational liabilities. The organisation is highly liquid and therefore has very limited liquidity risk exposure.

### **Note 14 Superannuation**

During the year the Association made the required superannuation contributions for all eligible employees to an appropriate complying superannuation fund as required by the Superannuation Guarantee (Administration) Act 1992.

### **Note 15 Subsequent events**

No matters or circumstances have arisen since the end of the financial year which significantly affect the operations or the financial position of the organisation.

# Financial Report

## Notes to the Financial Report For the Year Ended 30 June 2014

	General 2014	General 2013
	\$	\$
<b>Note 16 Detailed statement of general account - revenue and expenditure</b>		
<b>Revenue</b>		
Government grants	172,970	360,580
Fees and commissions	79,202	65,917
Interest - general account	94,216	129,071
Interest – building proceeds	3,308	3,047
Interest – Constitutional Rec	-	6,035
Surplus/(Deficit) on sale of plant and equipment	1,500	(3,950)
Sponsorship, conferences/seminars	228,574	240,416
Subscriptions	997,405	968,035
Other Subscriptions	138,449	212,482
Other	191,491	487
	<b>1,907,115</b>	<b>1,982,120</b>
<b>Expenditure</b>		
Advertising	1,268	454
Accommodation expenses	676	475
Accounts administration	12,629	12,033
ALGA	106,345	104,672
Amortisation - computer software	586	973
Annual conference	155,789	135,708
Auditors' remuneration	14,115	13,635
Bad Debts Expense	50,920	-
Catering	3,524	5,550
Cleaning	4,363	4,256
Consultancy fees	9,005	9,095
Council careers and skills shortage	112,710	100,219
Community Satisfaction Survey	8,100	18,900
Conferences and seminars	15,036	32,490
Constitutional Recognition	159,627	190,500
Cost Recovery - grant administration	(79,399)	(78,061)
Depreciation - computers	6,897	9,178
Depreciation - motor vehicles	18,954	16,644
Depreciation - furniture and equipment	2,953	3,076
Division 43 Deduction	1,441	1,274
Fringe benefits tax	10,458	14,853
Land & Buildings Running Costs	3,934	-
Insurance	29,545	30,096
Members emoluments	58,959	56,911
Motor Vehicle - running expenses	7,609	9,111
Motor Vehicle - repairs and maintenance	1,166	1,869
Network and internet	12,782	14,119
Other expenses	7,886	8,825

## Notes to the Financial Report For the Year Ended 30 June 2014

	General 2014 \$	General 2013 \$
<b>Note 16 Detailed statement of general account - revenue and expenditure (cont'd)</b>		
Postage	5,534	5,949
Power	9,543	6,750
Printing and publications	5,612	5,387
Rates and taxes	8,566	1,603
Rentals	1,888	2,055
Salaries, wages and employee benefits (incl. Grant Staff)	788,414	736,260
Software	4,085	2,781
Sponsorship	1,700	3,450
Stationery	2,558	2,899
Subscriptions - general account	9,236	9,422
Superannuation contribution (incl. Grant Staff)	92,793	84,552
Telephone	19,622	19,189
Travelling Expenses	16,090	20,389
Government grants expenditure (excluding wages and superannuation):		
Environmental Dispute Resolution	3,783	-
Tasmarc - Climate Connect	3,107	16,667
26TEN - Plain English Guide	27,570	-
Container Deposit Scheme	18,562	-
Household Hazardous Waste	-	35,879
eDAIS	-	286
Coastal Adaption Pathway Project	10,000	124,991
LG Reform	72,018	172,691
LG Liveable Places	87,880	30,566
<b>Total expenses</b>	<b>1,926,437</b>	<b>1,998,621</b>
<b>Operating surplus/(deficit) - general account</b>	<b>(19,322)</b>	<b>(16,501)</b>

Charges incurred for the administration of both the LGAT Assist account and grant projects have been recharged to LGAT Assist or the specific project. The recovery of these costs is then shown as Cost Recovery so that the expenses on the General Account are more accurately reported.

# Financial Report

## Notes to the Financial Report For the Year Ended 30 June 2014

	Assist 2014	Assist 2013
<b>Note 17 Detailed statement of general account - revenue and expenditure</b>		
<b>Revenue</b>		
Interest on Loans	39,505	34,198
Other Interest Revenue	24,552	30,347
	<b>64,057</b>	<b>64,545</b>
<b>Expenditure</b>		
LGAT Assist Accounts Administration	34,298	33,524
Auditors Remuneration	4,705	4,545
Bad Debts Written Off/(Recovered)	1,659	2,076
Donations and Research Projects	13,000	16,000
Grants to Members – Welfare	17,500	9,414
Other Expenses – Welfare	150	127
<b>Total Expenses</b>	<b>71,312</b>	<b>65,686</b>
<b>Operating surplus/(deficit) – LGAT Assist</b>	<b>(7,255)</b>	<b>(1,141)</b>

### Note 18 Commitments

At 30 June 2014 the Association had no outstanding commitments.



## **Independent Auditor's Report**

**To Members of the Local Government Association of Tasmania**

**Special Purpose Financial Report for the Year Ended 30 June 2014**

### **Report on the Special Purpose Financial Report**

I have audited the accompanying special purpose financial report (the financial report) of the Local Government Association of Tasmania (the Association) which comprises the statement of financial position as at 30 June 2014 and the statements of comprehensive income, changes in equity and cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the statement by the President of the General Management Committee.

### **Auditor's Opinion**

In my opinion the Association's financial report:

- (a) presents fairly, in all material respects, its financial position as at 30 June 2014 and financial performance, cash flows and changes in equity for the year then ended
- (b) is in accordance with Australian Accounting Standards.

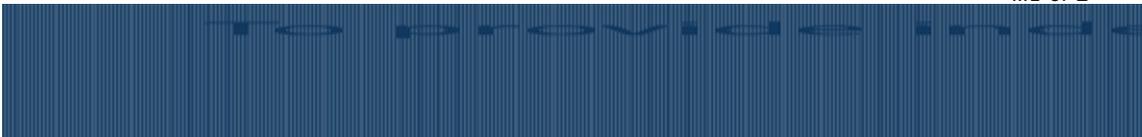
### **Basis of Preparation and Restriction on Distribution**

Without modifying my opinion, I draw attention to Note 1(a) to the financial report, which describes the purpose of the financial report and the basis of preparation. The financial report is a special purpose financial report prepared for the purpose of fulfilling responsibilities of the General Management Committee under the Rules of the Association. As a result, the financial report may not be suitable for another purpose.

### *The Responsibility of the Members of the General Management Committee for the Financial Report*

The Members of the General Management Committee (the Members) are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and Clause 45 of the Rules of the Association made pursuant to the *Local Government Act 1993*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

...1 of 2



# Financial Report

## *Auditor's Responsibility*

My responsibility is to express an opinion on the financial report based upon my audit. My audit was conducted in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance as to whether the financial report is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on my judgement, including the assessment of risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, I considered internal control relevant to the Members' preparation and fair presentation of the financial report in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Members, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## **Independence**

In conducting this audit, I have complied with the independence requirements of Australian Auditing Standards and other relevant ethical requirements. The *Audit Act 2008* further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of State Entities but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Tasmanian Audit Office are not compromised in their role by the possibility of losing clients or income.

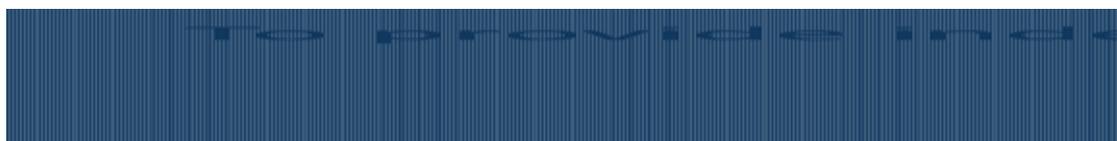
## **Tasmanian Audit Office**



Jara K Dean  
**Assistant Auditor-General Financial Audit**  
**Delegate of the Auditor-General**

Hobart  
26 September 2014

...2 of 2



## Local Government Representatives

### Animal Welfare Advisory Committee

Mr David Moser

### Assessment Committee for Dam Construction (ACDC)

Mr Neil Blaikie

### Community Review Committee – *Threatened Species Protection Act 1995*

Ms Liz Quinn, Kingborough Council

### Eating with Friends Steering Committee

Michelle Allen, Kingborough Council

### LGAT Assist

Mr Kaye Reeves

### Local Government Board

Mrs Elizabeth Gillam

### Local Government Award Modernisation

Mr Peter Rodwell, Hobart City Council

### Marine Farming Planning Review Panel

Jock Campbell, Clarence City Council

### Premier's Physical Activity Council

Mr Greg Preece, Meander Valley Council

### State Fire Commission

Mr Rod Sweetnam, Launceston City Council

Clr Hannah Rubenach, Break O'Day Council

### State Fire Management Council

Mr Stephen Bresnehan, Hobart City Council

### State Grants Commission

Mr Hugh Denny

Mr Grant Atkins

### State Marine Pollution Committee

Mr Andrew Brown, Clarence City Council

### Tasmania Medicare Local Primary Health Care Strategic Advisory Council

Clr Graham Bury, Kingborough Council

### Tasmanian Heritage Council

Ald Sandra French, Burnie City Council

Mr Peter Button, Launceston City Council

### Tasmanian Implementation Group – National Plan to Reduce Violence Against Women

Clr Bernadette Black, Kingborough Council

### Tasmanian Library Advisory Board

Ald Sandra French, Burnie City Council

Ald Doug Chipman, Clarence City Council

Clr Ms Susan Nolan, Kingborough Council

Ms Kym Matthews, Break O'Day Council

### Tasmanian Planning Commission

Ms Sandra Hogue

### Tasmanian Spatial Information Council (TASSIC)

Mr Mark Wise, Hobart City Council

### Tasmanian Suicide Prevention Committee

Mr Mark Joseph, Hobart City Council

## Member Councils



