



ANNUAL GENERAL MEETING

MINUTES

To be submitted to the
ONE HUNDRED AND FOURTH SESSION OF THE ASSOCIATION

Will be held on
20 July 2016

Commencing
11.00am

C3 Convention Centre
South Hobart



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* Denotes Attachment

FORMAL NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT

***The Annual Conference of
Local Government in Tasmania
will be held
commencing
Wednesday 20 July, 2016***

**NOTICE IS ALSO GIVEN THAT
the Association's Annual General Meeting
will be held at
C3 Convention Centre
South Hobart
Commencing at 11.00am
on
Wednesday 20 July, 2016.**

**NOTICE IS ALSO GIVEN THAT THE
One Hundred and Fourth General Meeting
of the Association
will be held at
C3 Convention Centre
South Hobart
commencing immediately following the
conclusion of the
Annual General Meeting
on Wednesday 20 July, 2016
To consider
Local Government Policy and Motions
from Member Councils**

***Katrena Stephenson
CHIEF EXECUTIVE OFFICER***

2016 CONFERENCE PROGRAM



TUESDAY 19 JULY 2016

Planning Workshop
Elected Members Planning Workshop
Lower Ground Floor Conference Room
12.00 - 4.00pm Hobart City Council

WEDNESDAY 20 JULY 2016

Mayors Review of the Local Government Act
Workshop Anglesea Room
C3 Convention Centre
9.00am Coffee on arrival
9.15 - 10.45 Workshop
10.30pm Morning Tea With thanks to **Telstra**
11.00am AGM
General Meeting Commences immediately following the conclusion of AGM
12.30pm Lunch With thanks to **Telstra**
1.30pm Meetings continue
5.25 - 5.35pm Shuttle Service, Wrest Point to Government House
6.00pm Government House

THURSDAY 21 JULY 2016

8.00am Registration Desk Opens
8.45am Welcome and Opening
9.00am Susan Law
9.45am Moving Moment
9.55am Cynthia Payne
10.45am Morning Tea With thanks to **Dial Before You Dig**
11.15am Wayne Kayler-Thomson
11.40am Mayor Troy Pickard
12.00 Georgia Chapman
12.30pm Lunch With thanks to **Dial Before You Dig**
1.30pm Workshop Program
3.00pm Afternoon Tea With thanks to **Commonwealth Bank**
3.45pm Panel Discussion
4.45pm Happy Hour With thanks to **Commonwealth Bank**
7.15pm **MAV** Conference Dinner

FRIDAY 22 JULY 2016

9.00am Workshop Program
10.30am Morning Tea With thanks to **Jardine Lloyd Thompson**
11.15am Local Government Awards for Excellence
11.45am Moving Moment
11.55am Dean Williams
12.50pm Conference wrap up
1.00pm Lunch With thanks to **Jardine Lloyd Thompson**



2016 ANNUAL GENERAL MEETING

The President, Mayor Doug Chipman, welcomed Members and declared the Annual General Meeting open at 11.00am.

Apologies were received from -

Mayor Albert van Zetten	Launceston City Council
Mr Robert Dobrzynski	Launceston City Council
Ald Graham Bury	Kingborough Council
Mayor Deirdre Flint	Central Highlands Council
Mayor Duncan McFie	King Island Council
Mr John Martin	George Town Council
Mr David Metcalf	Glamorgan Spring Bay Council
Mr Peter Brooks	Glenorchy City Council

1 MINUTES OF 103RD ANNUAL GENERAL MEETING *

Circular Head Council/West Tamar Council

That the Minutes of the 103rd Annual General Meeting, held 22 July, 2015 be confirmed.

Carried

The Minutes of the 103rd Annual General Meeting of the Local Government Association of Tasmania, held in Hobart on 22 July, 2015 as circulated, are submitted for confirmation.

The Minutes are at **Attachment to Item 1.**

2 PRESIDENT'S REPORT

Brighton Council/Devonport City Council

That the President's report be received.

Carried

Good Morning and it is indeed an honour to be able to present you with my first Annual Report on the activities and achievements of LGAT over the last twelve months.

Before proceeding, I would like to acknowledge the members of your General Management Committee:

Vice President: Mayor Daryl Quilliam from Circular Head

The Lord Mayor of Hobart: Alderman Sue Hickey

Mayor Deirdre Flint from Central Highlands

Mayor Jan Bonde from Central Coast

Mayor Christina Holmdahl from West Tamar

Mayor Craig Perkins from Meander Valley

Alderman Heather Chong from Clarence City

Given we are fresh on the heels of a Federal Election, I will start my report with our engagement there.

Close cooperation through the Australian Local Government Association (ALGA) with our State and Territory counterparts resulted in strong bipartisan support for restoring indexation to the Financial Assistance Grants program from 2017, and increases to the Roads to Recovery program.

In parallel with our work at the national level, LGAT worked closely with councils, regional bodies and Taswater to produce a Federal Election Advocacy Document, *Partnering for Prosperity*, which sharpened the focus on specific Tasmanian projects.

The CEO and I met with key Federal members and candidates while GMC members used the document to support their local meetings and advocacy work. That work will continue, both nationally and in Tasmania, to ensure all election promises are delivered by the Government in the post-Federal election political environment.

The partnership approach to developing a more compelling advocacy agenda was also used when developing our State Budget submission, *Better Councils, Better Communities*. The Association worked with a number of other peak bodies in Tasmania to establish common projects and priorities. In particular, our collaboration with TASCOS, TCCI, TIC, COTA and the HIA produced clear priorities highly beneficial for the Local Government sector.

In response, it was especially pleasing to note the State Government's budget commitment to fully implement the Planning Schemes Online Project, a Community Infrastructure Fund and to assisting councils to generate economic opportunities within their Municipalities.

This partnership approach by LGAT was also apparent at the officer level through new and stronger working relationships with Local Government Professionals (LGPro), and the three regional Local Government organisations. Our relationship with LGPro was underpinned by a MOU and it was cemented through LGAT hosting and employing their new Executive Officer. I am also pleased to advise that this year LGPro President, Karen Hampton will be addressing our General Meeting this afternoon to provide an overview of LGPro's activities and priorities.

LGAT was also delighted to welcome the CEO of the Southern Tasmanian Councils Authority (STCA) as tenant in Macquarie St.

The Premier's Local Government Council continued to be an important vehicle for the ongoing relationship between State and Local Government, providing a forum to discuss the many reform agendas that have been in play in Tasmania; and which have required a strong resourcing effort by LGAT.

The Tasmanian Planning Scheme Amendment Bill 2015 received Royal Assent on 4 December, 2015 and the State Planning Provisions were exhibited in mid-March. LGAT ran five full day regional workshops with Council Planners, NRM staff and others to capture collective concerns to inform a whole of sector submission. There have been numerous meetings undertaken as members of the Planning Taskforce and the Technical Reference Group and also with the Planning Policy Unit and the Tasmanian Planning Commission.

Our strong engagement in this space will continue for many months to come as councils grapple with developing Local Provisions Schedules and as the Government progresses work on planning for major projects and develops state planning policies.

A great deal of time and effort has also been dedicated to supporting the implementation of the National Heavy Vehicle Regulations and the implementation of the bridge assessment project.

LGAT successfully advocated for \$1.7 million in State funding for this project through the 2015 Budget Process and then worked closely with councils and the State Government to deliver that project. As a result councils have been able to develop and implement a series of heavy vehicle access networks across their local roads, and also gain a much better understanding of their bridge assets. The work undertaken in Tasmania has been noted among other State jurisdictions and at the national level as a 'best practice' example of the benefits of collaboration between levels of government to address the issue of access for the national heavy vehicle fleet.

At our General Meeting last year the Minister announced his intent to undertake a targeted review of the *Local Government Act* and that is now in full swing. Going forward LGAT will continue to support consultation with all councils on the issues raised about the revised legislation and we will continue to give voice to sectoral concerns in our submissions and through participation on the Steering Committee.

LGAT also played significant role with the Code of Conduct provisions which came into force earlier this year. The new provisions are more practical, particularly in relation to how frivolous and vexatious complaints are dealt with and with its sliding scale of possible sanctions.

Other policy and advocacy activities concerned, for example, proposed changes to the SES, cat management, the Arts, coastal hazards, healthy Tasmania, the Building Act, liquor licensing; the integrity commission; and bio-security.

The Association also continued efforts to deliver a varied program of professional development opportunities for elected members and staff including our annual elected member weekend, good governance forums for audit panel members, two regional breakfast series; the 2IC forums, general managers' and mayors' workshops; financial and asset management, planning and governance.

Our investment in procurement related activity continues to bear fruit for members. For example, the whole of sector energy contract for public street lighting delivers about \$500,000 of savings annually to the sector, and altogether, a number of councils are saving more than the cost of their LGAT Membership fees. Other procurement activity in the year ahead will include a focus on employee assistance programs; information, computing & technology; parks and playground equipment; and asphalt.

The CEO and I have almost completed a full round of council visits and indeed the CEO is now starting to make second visits to a number of councils as part of her annual program. We both have very much enjoyed the opportunity to meet so many more elected members, to build our understanding of local issues and concerns, and to provide feedback on the work LGAT is undertaking or involved with your behalf.

The Association has also been working to improve the image of Local Government by sharing widely some of the wonderful work being done on a day to day basis by so many of our member councils.

Expanding on the vehicles provided by The Pulse newsletter and the LGAT News magazine, there has been success in getting some opinion pieces picked up in the mainstream media outlets across the State. Also, thanks to collegial working relationships established with interstate Associations, LGAT has produced a new television campaign which will go to air in the next month or so. We will give you a preview of the new ad very shortly.

The Association has also focussed internally on a range of governance and organisational improvement projects in the last 12 months. This has included a review of the Strategic Plan and development of a new annual plan, developing a new governance framework including asset management plan and risk register; producing a strategic communications plan and strategic technology plan, and commencing an upgrade of the ICT systems. The aim of this work is to ensure a robust and future proofed working environment with the ability to prioritise work and appropriately allocate resources as we deliver our services to our Members.

In the year ahead, the Association will continue to have a full policy and advocacy load as work continues in the planning and building spaces, and with a renewed State Government focus on climate change, cat management and emergency management; progressing the State Roads Audit and our own legislation through the Review of the Act.

Inevitably there are some decisions to be made in relation to structural reforms such as resource sharing and amalgamation. The Association is currently building a compendium of research and tools around voluntary amalgamations based on the experience in other States and will be making that available through our extranet, which you access via the LGAT website.

LGAT is also intending to take a more proactive role in the areas of waste management and economic development in the year ahead.

Additionally the team will commence development on a range of training tools, including online tools with a particular view to councillor induction requirements in 2018, including in relation to land use planning.

And that's just a taste of the year to come.

I am sure every President has found it difficult to reflect the size and diversity of the task and output delivered by LGAT.

I would like to conclude with some thankyou's.

Firstly, and I do this on behalf of all of us, I would like to thank Dr Katrena Stephenson and her small but talented and dedicated team who make up the engine room of our association. LGAT certainly punches above its weight in terms of defending and representing our interests, promoting continuous improvement within our sector and providing quality services to support councils, elected members and council staff across the State.

I would also like to thank the members of your General Management Committee for their support to me, especially for their collective wisdom and guidance during some very challenging times.

Thank you.

Circular Head Council/Clarence City Council

That the Financial Statements for the period 1 July 2014 to 30 June 2015 be received and adopted.

Carried

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2014 to 30 June 2015, an abridged version of which are included at **Attachment to Item 3**.

A full version is available from the Association's offices.

A copy of the Association's Profit and Loss report for the period 1 July 2015 to 16 June 2016 is also included at **Attachment to Item 3** to provide members with an indication of the current financial position of the Association.

At the time of preparation of this report two weeks remained to the end of the financial year with year end adjustments also pending. It is anticipated that there will be a small loss with items below being of note -

Depreciation	On advice received from the Audit Office at the end of the 2015/16 financial year, building depreciation regime has been implemented, \$21,000.
Consultants Fees	Additional costs were incurred for reports commissioned around LGAT's premises, namely an Asset Management Report and an Engineering Report. Further legal advice was sought in relation to the LGAT/LG Professionals Secondment and on GMC election matters.
Travel	With the additional work and meeting schedules required around Heavy Vehicles, Procurement and council visits by the CEO, travel expenses have been more than anticipated.
Careers/Skill	An amount of unexpended funds was carried forward at the end of the 14/15 financial year in order to fund a new advertising campaign, these funds have now been expensed for this purpose but reflect as an overspend in this area.

Kingborough Council/Central Coast Council**That the Meeting adopt the Budget and Subscriptions as presented.****Carried****Budget**

There are a number of significant variations to the budget this year related to the need to re-prioritise and to increase resourcing in relation to the significant number of Local Government reform agendas in play, as well as the increasing desire of our Members to see more professional development and guidance issued from the Association. This budget seeks to meet the increased load on the policy and advocacy function in the organisation.

Efforts have been made to reduce expenditure where possible but the budget overall of the Association is very modest to begin with. Every effort has been made to hold costs although salaries remain the single biggest expense and the Association is at capacity in terms of what it can deliver within current resources. There is simply a need for more human resource.

Specifically:

1. The careers project funding has been broken up and shifted to allow for:
 - a. A reduced policy effort in this space embedded in the policy team rather than as a stand-alone part-time position.
 - b. Redirection of careers staffing funds towards a new Project Officer position to shift project work from the Senior Policy Staff and support the delivery of outcomes in the procurement, energy portfolio as well as additional tools and resources (eg Tax Guide for Elected Members, best practice guide to budget processes, minutes etc).
 - c. Redirection of the Think Big Work Local advertising money to a new campaign "Better Councils, Better Communities" aimed at broadly raising the profile of the sector.
2. An allocation has been made to allow for the LGAT contribution to the joint Executive Officer position with LG Professionals Tas. LGAT has use of the position 40% of the time and will focus this resource on supporting professional development event planning and implementation.
3. With the change in the electoral cycle and to help offset some of the new staff resource costs, the Community Satisfaction Survey would change from a bi-annual survey to once every electoral term (the third year of an election cycle) reducing the per annum costs.
4. Councils are not required to pay for the Planning Taskforce Secondment this year.
5. A 1.87% increase on last year's base subscriptions has been applied to factor in general cost increases as well as the additional 0.8 staffing.
6. Permanent LGAT staff will be provided a 2% wage increase in line with most council EBAs.
7. A small but steady increase in income is predicted in relation to our events and procurement activity.
8. There has been a decrease in costs related to vehicles, rather than providing the President with a vehicle LGAT is sharing the costs of running the vehicle with Clarence City Council who already supply Mayor Chipman with a car.

A copy of the Budget is at **Attachment to Item 4** for reference.

Subscriptions

Currently there are a number of line items that are accounted for separately in the subscriptions despite having been agreed that they would be ongoing core business for LGAT. This includes the Careers Project and the Community Satisfaction Survey.

LGAT has applied a general 1.87% increase in line with the Council Cost Index and also factored in 0.8 FTE additional staff at project officer level within the base subscriptions with the intent of this staffing level being embedded in the subscriptions ongoing.

The new format distorts the perceived increase to base subscriptions however the increase in total contribution (across all councils) is 1.96 per cent. For most councils it is under 1% difference in total contribution. Two councils have moved up categories in the payment structure based on Total Assessed Revenue as determined by the States Grant Commission (with application of the Council Cost Index - decision AGM 2010) and as a consequence they see a significant shift in contribution required.

Historically LGAT has had other periods with significant increases in subscriptions or total spend related to improving the sustainability of the organisation (e.g. 13.5% in 2003/04 and 2004/05 and 10% in 2005/06) or in relation to introduction of new services and projects e.g. a 15% increase in total spend in 2011/12 related to the careers project.

A copy of the Subscriptions is at **Attachment to Item 4** for reference.

5 PRESIDENT AND VICE PRESIDENT HONORARIUMS

The President and the Vice President left the room and Mayor Jan Bonde took the Chair for discussion of this item.

Brighton Council/Devonport City Council

That the President's and Vice President's allowance for the period 1 July 2016 to 30 June 2017 be adjusted in accordance with the movement in the Wages Price Index.

Carried

The Rules of the Association provide that the Annual General Meeting will grant an annual allowance to the President and Vice President.

In the past an independent review of allowances was undertaken in the same financial year as the review of allowances for Local Government Elected Members, with the last review undertaken in 2009. The result of that review was to retain the basis of the present allowances unchanged for the two positions with movements to be in conjunction with the wages price index. This brought the escalation factor for allowances in line with Elected Member allowances across councils.

The escalation factor used for elected member allowances remains the wages price index and it is deemed appropriate that the President and Vice President Honorariums continue to escalate on the same basis.

If in the future, the escalation of Elected Member Allowances is reviewed or alters, the Honorariums can also be reviewed.

The resultant application of the wages price index has meant allowances for 2015/16 were:

- President allowance \$45,246 per annum.
- Vice President allowance \$11,312 per annum.

6 RULES OF THE LOCAL GOVERNMENT ASSOCIATION OF TASMANIA *

Central Coast Council/Kingborough Council

That the Rules as amended be adopted in full (replaced).

Amendment Motion

City of Hobart/Central Coast Council

That Item 3 be altered to read -

- 3. Allow GMC some discretion to negotiate motions based on agreed criteria.**

Carried

Central Coast Council/Kingborough Council

That the Rules as amended, including the change to Item 3, be adopted in full (replaced).

Carried

At the April 2016 General Meeting, Members agreed in principle to the following changes to the LGAT Rules:

1. That pending further advice, the Rules be adopted in full including the amendments (replaced) as opposed to simply adopting the amendments, in accordance with legal advice.
2. Ensure differentiation between motions which seek LGAT to take an action (Directive) and those which are designed to secure a sectoral policy position (Standing Policy).
3. Allow GMC some discretion to reject motions based on agreed criteria.
4. That it be made clear that authority to nominate for GMC must come from a council meeting decision or legal delegation.
5. That the nomination form be incorporated in the LGAT Rules.
6. That it be made clear that the voting delegate can also vote on amended motions at the General Meeting. That the terminology be changed to make it clear this is not a delegation under s22 of the Local Government Act.
7. That there is specific allowance for the suspension of the Rules for Items of Topical Discussion and guest speakers.
8. That references to the Welfare Fund be changed to LGAT Assist.
9. That the Rules reflect the changes that have resulted from the merger of Quadrant Superannuation to Tasplan.

10. That further clarity be provided in relation to the timing of an election triggered by a casual vacancy.
11. The Rule Changes agreed at the 2015 AGM be incorporated in the new/updated Rules document.

LGAT engaged Simmons Wolfhagen to undertake the drafting work and two versions of the Rules are at **Attachment to Item 6** , one with and, one without tracked changes.

The background to, and detail on, the proposed changes, as provided to the April 2016 General Meeting, is also outlined in **Attachment to Item 6**.

Further changes have been made to reflect current practice and remove ambiguity. These are:

1. Outlining a process to be undertaken in the event of a tied election which aligns with the Local Government Act, namely allowing for the drawing or casting of lots.
2. The objects (Section 4) have been redrafted to align with the Local Government Act.
3. Allowing for Rule changes to be made outside an AGM in an emergency (10 (e)).
4. Removing reference to an Executive Committee of GMC, which is not used in practice and can be accommodated by other Committee and delegation provisions.
5. Allowing for GMC to resolve matters out of session (22(d))
6. Aligning delegations to ALGA with the ALGA rules.

Budget Impact

Within current resources.

Current Policy

As per the 22 April 2016 General Meeting.

7 REPORTS FROM BOARD REPRESENTATIVES *

Listed below are the bodies on which the Association had statutory representation in the 2014/15 financial year.

Representatives on Bodies are requested to provide a report for Conference and are also requested to provide regular reports back to the Association during the year.

- **Animal Welfare Advisory Committee**
Clr Andrew Downie, Central Highlands Council
- **Community Review Committee - Threatened Species Protection Act 1995**
Ms Liz Quinn, Kingborough Council
- **LGAT Assist**
Mr Kay Reeves
- **Local Government Board**
Mrs Elizabeth Gillam
- **Marine Farming Planning Review Panel**
Ald Jock Campbell, Clarence City Council
- **State Fire Commission**
Mr Rod Sweetnam, Launceston City Council, Clr Hannah Rubenach, Break O'Day Council
- **State Fire Management Council**
Ms Belinda Loxley, Kingborough Council
- **State Grants Commission**
Mr Grant Atkins and Mr Rodney Fraser
- **Tasmanian Heritage Council**
Ms Danielle Gray, Kingborough Council; Ald Robin McKendrick, City of Launceston
- **Tasmanian Library Advisory Board**
Ald Sandra French, Burnie City Council, Clr Dick Adams, Northern Midlands Council; Ald James Walker, Clarence City Council;
- **Tasmanian Planning Commission**
Mr Michael Stretton, Waratah Wynyard Council

The reports received for presentation are at **Attachment to Item 7.**

Break O'Day Council/Clarence City Council

- (a) **That the reports from representatives on various bodies be received and noted.**
- (b) **That Conference acknowledges the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.**

Carried

8 CLOSURE

There being no further business, the President declared the meeting closed at 11.37am.

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Statement of Financial Position
as at 30 June 2016

	Note	Assist 2016 \$	General 2016 \$	Assist 2015 \$	General 2015 \$
Assets					
Current assets					
Cash and cash equivalents	3	794,392	653,178	798,648	664,783
Trade and other receivables	4	-	83,179	-	116,786
Financial assets	5	210,473	1,925,000	250,961	1,925,000
Other assets	6	5,234	79,009	905	42,687
Total current assets		1,010,099	2,740,366	1,050,514	2,749,256
Non-current assets					
Financial assets	5	117,507	-	113,373	-
Property, plant and equipment	7	-	928,698	-	1,035,937
Intangible assets	8	-	2,020	-	2,798
Total non-current assets		117,507	930,718	113,373	1,038,735
Total assets		1,127,606	3,671,084	1,163,887	3,787,991
Liabilities					
Current liabilities					
Trade and other payables	9	6,440	304,374	9,711	260,201
Provisions	10	-	93,419	-	71,902
Total current liabilities		6,440	397,793	9,711	332,103
Non-current liabilities					
Provisions	10	-	106,511	-	88,873
Total non-current liabilities		-	106,511	-	88,873
Total liabilities		6,440	504,304	9,711	420,976
Net Assets		1,121,166	3,166,780	1,154,176	3,367,015
Equity					
Accumulated surplus		1,121,166	3,166,780	1,154,176	3,359,378
Asset revaluation reserve		-	-	-	7,637
Total Equity		1,121,166	3,166,780	1,154,176	3,367,015

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

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Notes to the Financial Report For the Year Ended 30 June 2016

	General 2016	General 2015
	\$	\$
Note 15 Detailed statement of general account - revenue and expenditure		
Revenue		
Government grants	-	80,000
Fees and commissions	100,813	76,732
Interest - general account	69,908	88,547
Interest – building proceeds	2,868	3,389
Surplus/(Deficit) on sale of plant and equipment	(9,760)	(45)
Sponsorship, conferences/seminars	346,813	341,367
Subscriptions	1,049,084	1,050,613
Other Subscriptions	179,015	146,313
Rentals	3,992	-
Other	222	223
	1,742,955	1,787,139
Expenditure		
Advertising	3,239	1,041
Accommodation expenses	1,575	1,345
Accounts administration	13,775	13,180
ALGA	112,852	113,524
Amortisation - computer software	778	491
Annual conference	151,151	137,933
Auditors' remuneration	15,968	14,400
Bad Debts Expense	-	(50,920)
Catering	4,704	7,105
Cleaning	8,746	5,166
Consultancy fees	96,580	88,434
Council careers and skills shortage	165,991	69,248
Community Satisfaction Survey	-	17,100
Conferences and seminars	31,353	30,758
Cost Recovery - grant administration	(43,703)	(55,387)
Depreciation - buildings	8,750	-
Depreciation - computers	10,158	10,255
Depreciation - motor vehicles	18,680	16,301
Depreciation - furniture and equipment	3,075	3,685
Division 43 Deduction	1,452	1,441
Fringe benefits tax	15,755	10,397
Land & Buildings Running Costs	2,744	2,389
Insurance	32,396	29,871
Members emoluments	57,485	60,459
Motor Vehicle - running expenses	8,689	9,657
Motor Vehicle - repairs and maintenance	2,372	3,121
Network and internet	14,426	13,531
Other expenses	67,180	51,746

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Notes to the Financial Report For the Year Ended 30 June 2016

	General 2016 \$	General 2015 \$
Note 15 Detailed statement of general account - revenue and expenditure (cont'd)		
Postage	5,514	5,426
Power	9,374	8,469
Printing and publications	7,992	7,025
Rates and taxes	11,723	9,000
Rentals	1,300	1,334
Salaries, wages and employee benefits (incl. Grant Staff)	789,870	771,406
Software	2,552	2,459
Sponsorship	2,750	1,500
Stationery	1,798	2,289
Subscriptions - general account	9,574	9,502
Superannuation contribution (incl. Grant Staff)	92,261	93,715
Telephone	16,818	17,451
Travelling Expenses	32,141	24,033
Government grants expenditure (excluding wages and superannuation):		
26TEN - Plain English Guide	-	13,500
Coastal Adaption Pathway Project	20,000	-
Healthy Communities	42,089	15,915
LG Reform	1,000	90,455
LG Liveable Places	20,384	25,814
Revaluation of property	62,242	
Total expenses	1,935,552	1,705,564
Operating surplus/(deficit) - general account	(192,598)	81,575

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.

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Notes to the Financial Report For the Year Ended 30 June 2016

	Assist 2016	Assist 2015
Note 16 Detailed statement of general account - revenue and expenditure		
Revenue		
Interest on Loans	29,251	35,124
Other Interest Revenue	19,871	24,042
	<u>49,122</u>	<u>59,166</u>
Expenditure		
LGAT Assist Accounts Administration	39,436	35,009
Auditors Remuneration	4,823	4,800
Bad Debts Written Off/(Recovered)	3,485	(2,402)
Donations and Research Projects	25,000	20,500
Grants to Members – Welfare	9,156	18,118
Other Expenses – Welfare	232	819
Total Expenses	<u>82,132</u>	<u>76,844</u>
Operating surplus/(deficit) – LGAT Assist	<u>(33,010)</u>	<u>(17,678)</u>

Note 17 Commitments

At 30 June 2016 the Association had no outstanding commitments.

Local Government Association of Tasmania
Profit and Loss (Budget Analysis)
1 Jul 2016 to 22 June 2017

Attachment to Item 3

			Budget 2016 - 2017	Difference	% Difference	Comments
4-000	Income	Selected Period				
4-0500	Annual Conference	367,081.79	\$220,000.00	147,081.79	66.86	End year Accruals to Come Adjustment Below
4-1000	Conferences/Seminars	51,685.05	\$40,000.00	11,685.05	29.21	Additional workshops held with good take up
4-1500	Cost Recoveries	-1,341.48		-1,341.48		
4-1505	Deposits Paid	-2,357.43		-2,357.43		
4-2000	Fees & Commissions	126,358.30	\$92,000.00	34,358.30	37.35	
4-3000	Interest	33,778.23	\$75,000.00	-41,221.77	-54.96	
4-3100	Interest - Building Proceeds	2,399.17	\$2,500.00	-100.83	-4.03	
4-3500	Other			0.00		
4-400	Rentals	9,198.69	\$14,500.00	-5,301.31	-36.56	
4-5000	Profit Sale on Plant/Equip.	-20.00		-20.00		
4-6000	Subscriptions	1,179,099.00	1,179,099.00	0.00	0.00	
4-6100	Subs - TV Advert Better Councils	64,999.00	65,000.00	-1.00	-0.00	
4-6115	Subs - Community Sat Survey	8,000.00	8,000.00	0.00	0.00	
4-7000	Industrial Awards - HR Tools	90,018.00	90,000.00	18.00	0.02	
	Total Income	1,928,898.32	1,786,099.00	142,799.32	8.00	
6-0000	Expenses					
6-1050	Accomm exp - GMC	1,667.64	\$2,000.00	-332.36	-16.62	
6-1100	Accounts Administration	12,385.00	\$14,800.00	-2,415.00	-16.32	
6-1200	Advertising	3,165.31	\$2,000.00	1,165.31	58.27	
6-1250	ALGA - Meeting expenses	22,517.26	\$20,000.00	2,517.26	12.59	
6-1300	ALGA Subscription	93,186.00	\$91,000.00	2,186.00	2.40	
6-1350	Annual Conference	174,827.63	\$160,000.00	14,827.63	9.27	End Year Accruals to Come Adjustment Below
6-1400	Auditors Remuneration	14,760.00	\$15,000.00	-240.00	-1.60	
6-1450	Bank Fees & Gov. Charges	2,888.33	\$3,000.00	-111.67	-3.72	
6-1500	Catering / Entertainment	3,130.28	\$4,000.00	-869.72	-21.74	
6-1600	Cleaning and Supplies	9,471.22	\$8,000.00	1,471.22	18.39	

6-1610	Community Satisfaction Survey		\$8,000.00	-8,000.00	-100.00
6-1650	Conferences/Seminars	27,989.31	\$25,000.00	2,989.31	11.96
6-1700	Consultants Fees	19,487.00	\$30,000.00	-10,513.00	-35.04
6-1705	Consultants Fees - HR Tools	80,000.00	\$80,000.00	0.00	0.00
6-1710	Council Advert - Better Councils	62,624.49	\$65,000.00	-2,375.51	-3.65
6-1850	Elections - GMC Bi-annual	-695.45	\$2,500.00	-3,195.45	
6-1900	Fringe Benefits Tax	9,551.09	\$12,000.00	-2,448.91	-20.41
6-2000	Depreciation Expense	27,473.00	\$52,800.00	-25,327.00	-47.97
6-3100	Insurance	35,199.30	\$34,300.00	899.30	2.62
6-3200	Land & Building Running Costs	2,025.58	\$5,000.00	-2,974.42	-59.49
6-3400	Members Emoluments	60,295.67	\$63,500.00	-3,204.33	-5.05
6-3410	President travel expenses	6,252.55	\$10,000.00	-3,747.45	-37.47
6-3450	Motor Vehicle lease/hire	0.00	\$500.00	-500.00	-100.00
6-3500	Network & Internet	12,972.90	\$12,000.00	972.90	8.11
6-3580	Office Requisites	1,778.37	\$2,000.00	-221.63	-11.08
6-3600	Other & Miscellaneous	1,046.97	\$1,000.00	46.97	4.70
6-3800	Other Employment Entitlements	10,383.60	\$15,000.00	-4,616.40	-30.78
6-3900	Postage	4,836.27	\$4,500.00	336.27	7.47
6-4000	Power	9,236.99	\$11,000.00	-1,763.01	-16.03
6-4100	Printing & Publications	6,742.35	\$6,000.00	742.35	12.37
6-4300	Rates & Land Tax	11,820.70	\$11,500.00	320.70	2.79
6-4310	Rentals	1,326.99	\$1,500.00	-173.01	-11.53
6-4350	Repairs & Maintenance	4,518.52	\$1,500.00	3,018.52	201.23
6-4400	Salaries & Wages	776,515.92	\$880,000.00	-103,484.08	-11.76
6-4500	Software	2,427.32	\$3,000.00	-572.68	-19.09
6-4600	Stationery	1,211.63	\$2,500.00	-1,288.37	-51.53
6-4700	Subscriptions - Membership etc	9,116.10	\$10,000.00	-883.90	-8.84
6-4800	Superannuation	98,254.08	\$110,000.00	-11,745.92	-10.68
6-4900	Sponsorship/Donations		\$4,000.00	-4,000.00	-100.00
6-5100	Telephone	17,263.98	\$17,000.00	263.98	1.55
6-5200	Travelling Expenses	16,526.00	\$14,000.00	2,526.00	18.04
6-5250	Staff Training	7,663.39	\$12,000.00	-4,336.61	-36.14
6-5300	Uniform Expense	0.00	\$281.00	-281.00	-100.00
6-7000	Motor Vehicle Expense	8,266.25	\$12,000.00	-3,733.75	-31.11
6-7960	Grant Cost Recoveries	-19,150.43	(\$25,000.00)	5,849.57	-23.40
6-7970	LGAT ASSIST - Cost recoveries	-30,312.00	(\$33,000.00)	2,688.00	-8.15
	Expenses	1,620,647.11	1,781,181.00	-160,533.89	-9.01

	Operating Profit(Loss)	308,251.21	4,918.00	303,333.21	6167.82
	Adustment				
	Annual Conf 2017/18	150,375.12			
	Adjusted Operating P(L)	157,876.09	4,918.00	152,958.09	3110.17
8-0000	Government Grants Income				
8-1000	Enviro Dispute Resolution	\$46,152.62			
8-1500	Coastal Adaptation Project	\$13,946.79			
8-2150	LG Reform Fund	\$250,554.38			
8-3000	Healthy Communties	\$21,996.02			
8-3150	DHHS - Health & Wellbeing	\$250,000.00			
	Total Government Grants Income	582,649.81	0.00	582,649.81	
9-0000	Government Grants Expenditure				
9-1000	Enviro Dispute Resolution	0.00			
9-1015	26TEN - How to Guide	0.00			
9-1500	Coastal Adaptation Project	0.00			
9-2150	LG Reform Fund	31,780.00			
9-3000	Healthy Communities	5,017.06			
9-3150	DHHS - Health & Wellbeing	0.00			
9-6000	LG IT Strategies	46,686.97			
	Total Government Grants Expend	83,484.03	0.00	83,484.03	
	Operating Profit(Loss)	657,041.87	4,918.00	652,123.87	13259.94

Council	16/17	2017/18 Subscriptions				Total Payable 2017/18	Total Paid 2016/17	Difference	% Difference
		Category 2017/18	Subs overall	TV Adverts Advertising	Community Satisfactio				
Flinders Island	1.72	1.70	20,501	1,105	170	21,776	21,536	240	1.102
King Island	1.72	1.70	20,501	1,105	170	21,776	21,536	240	1.102
Tasman	1.72	1.70	20,501	1,105	170	21,776	21,536	240	1.102
Central Highlands	1.72	1.70	20,501	1,105	170	21,776	21,536	240	1.102
Kentish	2.60	2.55	30,751	1,658	255	32,664	32,555	109	0.334
Dorset	2.60	2.55	30,751	1,658	255	32,664	32,555	109	0.334
George Town	2.60	2.55	30,751	1,658	255	32,664	32,555	109	0.334
Derwent Valley	2.60	2.55	30,751	1,658	255	32,664	32,555	109	0.334
West Coast	2.60	2.55	30,751	1,658	255	32,664	32,555	109	0.334
Break O'Day	3.50	2.55	30,751	1,658	255	32,664	43,823	-11,159	-34.163
Southern Midlands	2.60	3.50	42,208	2,275	350	44,833	32,555	12,278	27.386
Glamorgan Spring Bay	3.50	3.50	42,208	2,275	350	44,833	43,823	1,010	2.253
Latrobe	3.50	3.50	42,208	2,275	350	44,833	43,823	1,010	2.253
Brighton	3.50	3.50	42,208	2,275	350	44,833	43,823	1,010	2.253
Northern Midlands	3.50	3.50	42,208	2,275	350	44,833	43,823	1,010	2.253
Circular Head	3.50	3.50	42,208	2,275	350	44,833	43,826	1,007	2.246
Waratah Wynyard	3.50	4.00	48,238	2,600	400	51,238	43,823	7,415	14.471
Meander Valley	3.50	4.00	48,238	2,600	400	51,238	43,823	7,415	14.471
Sorell	4.00	4.00	48,238	2,600	400	51,238	50,084	1,154	2.251
Central Coast	4.00	4.00	48,238	2,600	400	51,238	50,084	1,154	2.251
West Tamar	4.00	4.00	48,238	2,600	400	51,238	50,084	1,154	2.251
Huon Valley	4.00	4.00	48,238	2,600	400	51,238	50,084	1,154	2.251
Burnie	4.50	4.00	48,238	2,600	400	51,238	56,344	-5,106	-9.966
Devonport	4.50	4.45	53,664	2,893	445	57,002	56,344	658	1.154
Kingborough	4.50	4.45	53,664	2,893	445	57,002	56,344	658	1.154
Glenorchy	5.01	5.00	60,297	3,250	500	64,047	62,668	1,379	2.153
Clarence	5.01	5.00	60,297	3,250	500	64,047	62,668	1,379	2.153
Hobart	5.01	5.00	60,297	3,250	500	64,047	62,668	1,379	2.153
Launceston	5.01	5.00	60,297	3,250	500	64,047	62,668	1,379	2.153
Total Subscriptions	100.00	100.00	1,205,939	65,000	10,000	1,280,939	1,252,101	28,838	2.251

Note - Amounts do not include GST

Increased - Southern Midlands, Waratah Wynyard, Meander Valley

Decreased -Break O'Day, Burnie City

**LOCAL GOVERNMENT ASSOCIATION OF TASMANIA
ESTIMATES OF INCOME & EXPENDITURE
FOR FINANCIAL YEAR ENDED 30 JUNE 2018**

	2016/17	2017/18	Comparison
Income			
Annual Conference and seminars	220,000	230,000	10,000
Seminars - Other	40,000	55,000	15,000
Fees and Commissions	92,000	115,000	23,000
Interest (Excl. Interest on grants)	75,000	65,000	-10,000
Interest on Capital from Building	2,500	2,500	0
Profit on Sale of Plant & Equip			0
Project Admin/Cost Recovery	25,000	27,000	2,000
Assist Revenue	33,000	34,000	1,000
Sponsorship (new item for LGTas, Website spons)	0	5,000	5,000
Subscriptions	1,179,099	1,205,939	26,840
Rentals	14,500	6,000	-8,500
Industrial Awards - HR/IR Tools	90,000		-90,000
Extraordinary Income via Subscriptions			0
Community Satisfaction Survey	8,000	10,000	2,000
TV Advertising	65,000	65,000	0
Planning Taskforce - Secondment			0
Total Income	1,844,099	1,820,439	-23,660

Expenditure			
Accommodation Expenses - GMC	2,000	2,000	0
Accounts Administration	14,800	14,800	0
Advertising	2,000	5,000	3,000
ALGA Subscriptions	91,000	95,000	4,000
Auditors' Remuneration	15,000	15,000	0
Bank Fees and Govt Charges	3,000	3,000	0
Catering, receptions, etc	4,000	3,500	-500
Cleaning and Supplies	8,000	8,500	500
Community Satisfaction Survey	8,000	30,000	22,000
Annual Conference	160,000	175,000	15,000
Seminars - Other	25,000	30,000	5,000
Consultants' Fees	30,000	30,000	0
Consultants Fees - HR/IR Tools	80,000		-80,000
TV advertising	65,000	50,000	-15,000
Depreciation Building Division 43	20,000	5,000	-15,000
Computers	10,000	12,000	2,000
Furniture & Equip	2,000	2,000	0
Motor Vehicles	20,000	18,000	-2,000
Amortisation	800	4,000	3,200
Donations/Research/Scholarships	4,000	3,500	-500
Fringe Benefits Tax	12,000	12,000	0
GMC Elections - Bi-annual	2,500	1,500	-1,000
Insurance Fidelity Guarantee	1,300	1,300	0
General	10,000	12,000	2,000
Public Liability and PI	16,000	16,000	0
Workers Compensation	7,000	7,000	0
Land & Building Running Costs	5,000	10,000	5,000
Members Emoluments	63,500	63,000	-500

Motor Vehicles - Running Costs		9,000	10,000	1,000
Repairs and Maintenance		3,000	2,500	-500
Lease/hire		500	500	0
Network and Internet		12,000	12,000	0
Office Requisites		2,000	2,000	0
Other and Miscellaneous		1,000	700	-300
Other Employee Entitlements		15,000	12,000	-3,000
Postage		4,500	5,000	500
Power		11,000	12,000	1,000
Printing and Publications		6,000	7,000	1,000
Rates and Land Tax		11,500	12,000	500
Rentals		1,500	1,500	0
Repairs and maintenance		1,500	5,000	3,500
Salaries (exc Grant Staff)		880,000	905,000	25,000
Software		3,000	3,000	0
Stationery		2,500	2,000	-500
Subscriptions - membership etc		4,000	4,000	0
Superannuation		110,000	113,000	3,000
Telephone		17,000	15,000	-2,000
Training		12,000	10,000	-2,000
Travelling expenses	ALGA	20,000	20,000	0
	Intrastate		8,000	8,000
	Interstate	14,000	12,000	-2,000
	President	10,000	8,000	-2,000
TTC Subscription		6,000	6,000	0
Uniform expense		281	100	-181
Total Expenditure		1,839,181	1,817,400	-21,781
Net Result		4,918	3,039	-1,879

All figures are ex GST

**LGAT ASSIST
ESTIMATES OF INCOME & EXPENDITURE
FOR THE FINANCIAL YEAR TO 30 JUNE 2018**

	2016/17	2017/18	Comparison
Income			
Interest	31,000	20,000	-11,000
Interest on loans	37,000	30,000	-7,000
Assist Loan Application Fees	2,000	1,500	-500
Total Income	70,000	51,500	-18,500
Expenditure			
Accommodation Expenses	500	0	-500
Accounts Administration	36,000	40,000	4,000
Advertising	1,000	0	-1,000
Auditors' Remuneration	5,200	5,000	-200
Bad Debts	12,000	7,000	-5,000
Bank Fees and Govt Charges	250	250	0
Donations/Research/Scholarships	25,000	15,000	-10,000
Grants to members	10,500	10,500	0
Other and Miscellaneous	500	250	-250
Printing and Publications	2,000	0	-2,000
Welfare Write Offs	200	200	0
Special Projects	2,000	0	-2,000
Total Expenditure	95,150	78,200	-16,950
Change in net assets from operations	-\$25,150	-\$26,700	-\$1,550

All figures are ex GST



REPORTS FROM LOCAL GOVERNMENT REPRESENTATIVES

to be presented to the

ANNUAL GENERAL MEETING OF THE ASSOCIATION

Wednesday 26 July, 2017

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STATE GRANTS COMMISSION

REPRESENTATIVE: Grant Atkins and Rod Fraser

NUMBER OF MEETINGS HELD DURING 2016/17 8 (plus council hearings and visits)

OBJECTIVES OF THE COMMITTEE/BOARD:

The State Grants Commission is an independent statutory body responsible for recommending the distribution of Australian Government Financial Assistance Grant funding to Tasmanian councils. The decisions of the Commission are guided by a set of national principles that are prescribed in the Australian Government Local Government (Financial Assistance) Act 1995. The Commission also recommends the distribution of the amount allocated by the Tasmanian Government to councils from heavy vehicle motor tax revenues.

To provide some structure in its distribution methods the Commission operates a triennial review policy whereby major changes to methodology are only introduced every three years. Data input and minor changes are applied each year. To ensure the available funds are allocated on an equitable basis the Commission continually monitors council practices and updates its assessment methods and data as appropriate. Should any significant changes to the current model be considered necessary following the Commission's recent hearings, they will be introduced from the 2018-19 distribution.

The State Grants Commission consists of three members. Two of those members are nominated from local government and the third is an independent chairperson nominated by the Department of Treasury and Finance and approved by the Treasurer.

Current members of the Commission are David Hudson (Independent Chairman), Grant Atkins and Rod Fraser (both representing Local Government).

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

The Australian Government continued its policy of suspending indexation of the total funding pool for the three years which commenced on July 1 2014. Due to Tasmania's relative population decline compared to the rest of Australia, the Base Grant received by Tasmania over the three year period has reduced in both real and absolute terms. As Tasmania receives funding from the Australian government Road Grant funding pool, based on historical (fixed) proportions, road funding allocations have remained constant in absolute terms.

The Australian Government's 2017-18 Budget has confirmed that indexation of the National funding pool will resume from 2017-18.

In the 2016-17 financial year, Tasmania received an estimated base grant allocation of \$34 265 579 from a national pool of \$1 585 252 883, being a 0.84% reduction on the finalised 2015-16 year entitlement, and an estimated road grant allocation of \$37 276 466 from a national pool of \$703 423 357, being essentially equivalent to the previous year's entitlement.

In March 2017 the Commission completed the latest round of council hearings and visits. The Commission presented to councils an update on the 2018-19 Triennium Work Plan and also provided an opportunity for councils to present comment on issues of local interest to the Commission. In addition the Commission also presented for discussion a paper on the impacts of Tourism to councils and the future of the Tourism Cost Adjustor.

A second paper for discussion related to aspects of the Roads Preservation Model with particular reference to the Urbanisation Allowance and two cost adjusters. Both of the latter papers drew considerable discussion from councils.

The Commission appreciated the hospitality shown from those councils it visited and was also pleased with the submissions it received and with the interaction at the hearings.

STATE MARINE POLLUTION COMMITTEE

REPRESENTATIVE: Andrew Brown

NUMBER OF MEETINGS HELD DURING 2016/17: 1

OBJECTIVES OF THE COMMITTEE/BOARD:

Develop an effective response to contain and clean up any oil or other hazardous chemical spills in Tasmanian waters.

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

First meeting held for over a year and there is a new chairperson (Wes Ford).

Agenda Item 1 – Introduction

Agenda Item 2 - Procedural Documents

It was discussed to have at least two meetings per year and to use this committee to distribute information throughout the year.

The committee were advised of the small changes to the terms of reference.

Agenda Item 3 - Tasplan – Presenting Chapter One for Review

Letitia gave an overview of the review of the Tasplan document and how the rewrite will include new chapters to address the inclusion of prevention and the recovery functions and the change of the incident management system from OSRICS to AIIMS. It was also explained the need to have a contact person from each department to be able to comment on the support agency role within the chapter one of Tasplan.

Matthew Brocklehurst (SES) advised that there is a current review of the Tasmanian Emergency Management Plan (TEMP) which will be released for consultation in the near future which may have impact into the rewrite of Tasplan.

Agenda Item 4a - Formal relations between agencies – Draft MoU with TFS

Aerial capabilities for oil spill response has relied on one AMSA trained aerial observer in Tasmania and verbal agreement with TFS regarding air attack and air observer roles. TFS advised the committee of their support of the draft MoU concerning air attack and air observer functions and requested aerial operations officer be included for support capabilities from TFS and a meeting with EPA to finalise these details.

Also for consideration is capability during fire season and availability of aircraft for oil spill response and input of personal from other states.

Agenda Item 4b - Formal relations between agencies - Deed of agreement with TSPORTS and MAST and the Crown. A review of MAST Regulations is currently under way.

Agenda Item 5 - POWONSA – New Act Revision

Cabinet has given approval for review and the Parliamentary Counsel have asked for a rewrite not just amendments. There is currently a drafting halt and possibly won't be on the agenda until the next government agenda possibly second half of the year in 2018.

Members will be advised of relevant changes that may affect the committee and ask for comments at the time.

Agenda Item 6 - OSRA –Mapping Resources Prioritisation Project Stage 1 & 2

A slide show presentation was given by Letitia regarding the mapping project.

It was suggested that to improve situation awareness for Council and Emergency Services to have the OSRA layers uploaded COP.

Agenda Item 7 - First Strike Plans

The first two strike plans were provided to the committee for endorsement, they were the Derwent River and the D'Entrecasteaux Channel.

Comments raised relating to the plans included; acknowledged that plans adopted best practice instead of current capabilities and that the plans are currently not available to the general public. AMOSC acknowledged quality of the plans having recently produced similar plans with more detail focusing on deployment plans.

Agenda Item 8 - Local spill and incident report

Between February 2016 to February 2017 there was numerous small diesel spills reported to EPA Tasmania.

Sullivans Cove and Prince of Wales Bay areas.

21 April 16 - 16m motor cruiser "Mirage" ran aground on Scamander Beach. Vessel estimated to have 300 litres of fuel on board, although no fuel or oil was lost when refloated.

Early June 2016 - Floods on the North West Coast resulted in a marina with a number of vessels attached to it being swept into Bass Strait. The EPA responded to three of these vessels. Some fuel was lost but the volumes are unknown.

13 Oct 2016 - Tug grounding at George Town. Vessel carrying 40,000 litres of diesel and 11 000 litres of AFFF foam, although vessel was refloated without any loss of fuel

22 Nov 2016 - Lady Nelson, small spill, <10 litres of diesel into the Derwent

28 Oct 2016 – Cruise ship 'Radiance of the Seas'. Approx. 5-10 litres spill of gear oil from cruise ship. Responded by Vessel and Tasports

10 Jan 2017 - Cruise ship "Massdam". Minor overflow of diesel <10 litres.

Agenda Item 9 - Training Update

Training Outline report by Letitia is attached.

General discussion included highlights of TasPorts new training regime aiming to use three month equipment testing requirements as an opportunity for exercises for staff with deployment equipment.

General discussion around committee members identifying individuals within their organisation suitable for oil spill response training.

STATE FIRE COMMISSION

REPRESENTATIVE: Rod Sweetnam and Hannah Rubenach-Quinn

NUMBER OF MEETINGS HELD DURING 2016/17 12

OBJECTIVES OF THE COMMITTEE/BOARD:

The State Fire Commission (SFC) is constituted by the Fire Service Act 1979 ("the Act") which vests in the Commission the responsibility for the control of the Tasmania Fire Service (TFS) which delivers fire prevention and suppression throughout Tasmania. The Commission oversees and directs the affairs of the TFS. The SFC is accountable within the responsibilities under the Fire Service Act 1979.

The Commission sets the strategic direction of the TFS within its Corporate Plan. The Commission must ensure that TFS management's objectives and activities are aligned with the Commission's strategic expectations and also address the risks identified by the Commission.

The Commission has a number of mechanisms in place to ensure this is achieved including:

- approval of a strategic plan designed to meet stakeholders' needs and manage business risk;
- ongoing development of the strategic plan and approving initiatives and strategies designed to ensure the continued sustainability, viability and success of the TFS; and
- implementation of budgets by management and monitoring progress against budget - via the establishment and reporting of both financial and non-financial key performance indicators.

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

This will be the last joint report to the AGM by me (Rod Sweetnam) as I have resigned my position as LGAT representative on the SFC. I would like to thank the Association and staff for the opportunity afforded to me in representing Local Government on the Commission.

In contrast to the exceptional 15/16 fire season the 16/17 fire season has been relatively quiet for TFS staff and volunteers. This has allowed the organisation time to review and undertake work on a number of the actions recommended from the various inquiries as outlined in last year's report.

The Commission has been working with the Department of Police, Fire & Emergency Management on the restructure and consolidation of corporate services via the Business and Executive Services (BES) group. Ultimately there will be efficiencies in the service delivery to the various departments of the organisation. As with any significant restructure there are issues to be worked through and this has occupied time of the Commission over the last 12 months.

Finance and the financials of the organisation continue to be a major focus. The commission is not immune from the inevitable tension of not enough funds and too much to do. It is a primary function of the Commission to determine the allocation of the available funds. The Commission has been clear in determining that the Appliance built should be a priority so as to ensure staff and volunteers have the best firefighting equipment the Tasmanian community can afford.

The recent announcement by State Government that it will fund the replacement of the three aerial Appliances has been welcomed by the commission.

There remains the need for tight fiscal management as the organisation works on Strategic Asset Management plans for the built infrastructure and other physical assets of the Commission.

The TFS have embarked on a 'Resource to Risk' project. The first of a three staged process has commenced, the fundamental aim of which is to ensure the correct resources are available in the appropriate locations to respond to fire and fire risk.

The SFC is the PCBU for the TFS and as such meets regularly as required by legislation but also to ensure policy, procedures and practises are in place to enable staff and volunteers are safe at work, at training, and on the fire ground.

This can be challenging when the work place is a structure fire or wildfire and hence the Commission puts considerable focus on this area of the TFS activities.

As reported last year there is considerable work to recognise the new arrangements with the integration of SES and TFS, a rewrite of both the Fire Service and Emergency Management Acts will be required. Little progress has occurred in this area to date.

At the time of preparing this report work has commenced on scoping the rewrite. The next twelve months should see movement in this area.

In closing it should be noted the Government has legislated for an Independent Chair to preside over the State Fire Commission. The Minister for Police Fire & Emergency Management has seen fit to appoint me (Rod Sweetnam) as the inaugural independent chair of the State Fire Commission for a period of three years.

TASMANIAN LIBRARY ADVISORY BOARD

REPRESENTATIVE: Amanda Davidson, Circular Head Council

NUMBER OF MEETINGS HELD DURING 2016/17: 4

OBJECTIVES OF THE COMMITTEE/BOARD:

The Tasmanian Library Advisory Board (TLAB) is a voluntary, independent advisory group established under the Libraries Act 1984. The Board's role is to advise the Minister and the Secretary on issues concerning the delivery of LINC Tasmania services in Tasmania, in particular, the public's right of access to information and ideas. The Board meets 4 times per year.

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

As the result of the resignation of Ald Suzy Cooper of the City of Hobart from the Tasmanian Library Advisory Board (TLAB) in March 2016, I was offered the role of LGAT Representative for North West Tasmania.

Being a member of TLAB has provided me with the opportunity to gain a detailed insight into the functionality of the State Library system (LINC) and the significant value LINC has to offer to the community and public and private organisations in Tasmania. The opportunity to attend a joint session with members of the 26TEN Coalition during February also provided a broader appreciation of the inspirational work of many interested parties within the state, in helping those discover their capabilities and enhancing their lives through improvements in adult literacy and numeracy. The development and refurbishment of many of the State Libraries during the past year has been truly inspiring and motivating – these include LINC in Launceston and Burnie just to name a few.

I feel extremely honoured to be able to be a representative for LGAT and to be a part of such a formidable team charged with guiding and influencing the development of the Tasmanian State Library and associated programs in order to ensure the provision of state of the art, relevant and innovative information solutions for all Tasmanian residents and organisations.

TASMANIAN HERITAGE COUNCIL

REPRESENTATIVE: Danielle Gray and Robin McKendrick

NUMBER OF MEETINGS HELD DURING 2016/17: 12

OBJECTIVES OF THE COMMITTEE/BOARD:

The Tasmanian Heritage Council is a statutory body responsible for the administration of the Historic Cultural Heritage Act 1995 and the establishment and maintenance of the Tasmanian Heritage Register.

The Tasmanian Heritage Council operates as part of the resource management planning system. Development on places on the Register require the approval of the Heritage Council before works can commence.

The Tasmanian heritage Council provides leadership and engagement with stakeholders within Tasmania's historic and cultural heritage sector.

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

In addition to the ongoing responsibilities of the Tasmanian Heritage Council with regard to decision making on applications for development to items, places and buildings within the Register, some of the issues dealt with by the Tasmanian Heritage Council over the last 12 months include:

- Redefine and redevelop the Tasmanian Heritage register of listed places and properties into an interactive and user friendly database. This will be achieved by way of the development of the 'Tasmanian Collection' and then Living Register
- The development and creation of a brand framework and communication plan to define the value of historic cultural heritage in Tasmania, to influence the community, government and visitors to the state. This has included a workshop in February 2017 to explore the brand 'voice' as well as sponsorship for a heritage category at the 2017 Australian Institute of Architects Awards (Tasmania)
- Improvements to Tasmania's historic cultural heritage sector by redesigning existing systems, processes and operations to deliver outcomes in a more effective and efficient way.
- Lead the sustainable use and development of Tasmania's historic and cultural heritage by participation in Whole of Government policy agenda (cultural policy, visitor economy and Coordinator General) as well as providing input into the ministerial Statement of Expectation and developing a corresponding Statement of Intent.
- Using the Heritage 'voice' branding project and workshop outcomes to lead the advocacy for the development of a 'Heritage 21' strategy.

ANIMAL WELFARE ADVISORY COMMITTEE

REPRESENTATIVE **Clr Dave Moser**

NUMBER OF MEETINGS HELD DURING 2016/17: **4**

Originally the proxy for Cr Andrew Downie, Central Highlands Council who attended meetings from 29 November 2016, then resigned due to ill health.
Confirmed as representative on 27 April 2017 until end 2017.

OBJECTIVES OF THE COMMITTEE/BOARD:

The Animal Welfare Advisory Committee (AWAC) is set up under Part 6 of the Tasmanian Animal Welfare Act 1993.

The functions of AWAC are:

- (a) to advise the Minister on any matter generally relating to animal welfare;
- (b) to advise the Minister on any specific matter relating to animal welfare as requested by the Minister;
- (c) to conduct an ongoing review of the laws relating to animal welfare;
- (d) to recommend to the Minister any changes in the laws relating to animal welfare;
- (e) to make recommendations on any matter of concern to the Advisory Committee;
- (f) to identify areas which require development of public education strategies relating to animal welfare;
- (g) to develop educational programmes relating to animal welfare;
- (h) to make recommendations to the Minister on any matter relating to animal welfare standards or animal welfare guidelines;
- (ha) any other functions imposed by this Act;
- (i) any other functions the Minister may determine.

In carrying out its functions, the AWAC is to take into account: the community concerns about, and attitudes towards, animal welfare; the needs of affected industries; and the changes in, and availability of, animal management practices.

Membership of the AWAC consists of a chair; members nominated by Secretaries of the Departments responsible for the Animal Welfare Act, the Nature Conservation Act, the Police Service Act, and the Racing Regulation Act; and persons nominated by the Municipal Association of Tasmania (now LGAT), the University of Tasmania, Tasmanian Farmers and Graziers Association, the RSPCA, Animals Australia Incorporated, a registered veterinary surgeon nominated by the Australian Veterinary Association; persons representing the intensive animal industry and the sporting and recreational users of animals; as well as any such person that the Minister considers appropriate.

MAJOR ISSUES DEALT WITH AND DECISIONS MADE:

- Undertook finalisation of the Dog Management Standards for approval and preparation of legislation measures by DPIPWE and the Minister.
- Confirmed advice on the banning of pronged dog collars.
- Reviewed animal welfare issues related to the greyhound enquiry.
- Reviewed and amended the Sheep and Cattle Standards and provided advice to the Minister.
- Input to definition of free-range eggs and provision of advice to meeting of Ministers for Consumer Affairs and their development of a standard for an agreed definition.

- Discussion of issues related to the deaths of cattle on Bass Strait ship crossings, and any animal welfare issues identified.
- Reviewed models for animal welfare regulation in the future, including the role of AWAC, the use of the Animal Welfare Trust Account funds, and the identified need for either a scientific committee and/or individuals with animal welfare research experience and the ability to advise on potential animal welfare issues.
- Endorsed guidelines for cetacean euthanasia.
- Reviewed a paper on treatment of Sarcoptic mange in wombats in relation to any identified animal welfare issues.
- Reviewed the use of capsicum spray to deter seals in fish farms and agreed that the spray was not effective and therefore its use cannot be justified.