



# **ANNUAL GENERAL MEETING**

# **AGENDA**

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

**Will be held on**  
**23 July 2014**

**Commencing**  
**11.00am**

**Wrest Point Casino**  
**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 23 July, 2014**

**NOTICE IS ALSO GIVEN THAT  
the Association's Annual General Meeting  
will be held at the  
Wrest Point Casino, Hobart.  
Commencing at 11.00am  
on  
Wednesday 23 July, 2014.**

**NOTICE IS ALSO GIVEN THAT THE  
One Hundred and Second General Meeting  
of the Association  
will be held at the  
Wrest Point Casino, Hobart  
commencing immediately following the conclusion  
of the  
Annual General Meeting  
on Wednesday 23 July, 2014.**

**To consider  
Local Government Policy and Motions  
from Member Councils**

**Allan Garcia  
CHIEF EXECUTIVE OFFICER**

# 2014 CONFERENCE PROGRAM



## WEDNESDAY 23 JULY 2014

10.00–2.00pm	Registration Desk Open	
11.00am	AGM	
	General Meeting	Commences immediately following the conclusion of AGM
1.00pm	Lunch	<i>With thanks to Dial Before You Dig</i>
2.00pm	Meetings continue	
5.00 - 6.00pm	JLTA / ALGWA Networking Hour	

## THURSDAY 24 JULY 2014

8.00am	Registration Desk Opens	
9.00am	Welcome and Opening	
9.10am	Craig James	
10.05am	Moving Moment	
10.15am	Tim Gartrell	
10.45am	Morning Tea	<i>With thanks to Integrity Sampling</i>
11.15am	Tarran Deane	
12.10pm	Mayor Felicity-ann Lewis	
12.30pm	Lunch	<i>With thanks to Integrity Sampling</i>
1.30pm	Workshop Program	
3.00pm	Afternoon Tea	<i>With thanks to Commonwealth Bank</i>
3.30pm	Panel Discussion	
4.30-5.30pm	Happy Hour	<i>With thanks to Commonwealth Bank</i>
7.30pm	MAV Insurance Conference Dinner	

## FRIDAY 25 JULY 2013

9.00am	Workshop Program	
10.30am	Morning Tea	<i>With thanks to GHD</i>
11.00am	2013 Local Government Awards for Excellence	
11.30am	Roger La Salle Innovate or Perish	
12.00am	Moving Moment	
12.05pm	Tony Morris	
1.05pm	Conference wrap up and Wrest Point prize draw	
1.15pm	Lunch	<i>With thanks to GHD</i>



# 2014 ANNUAL GENERAL MEETING

The President, Mayor Barry Easter, will welcome Members, accept apologies and declare the Annual General Meeting open.

A copy of the Rules of the Association are available on the Association's website at -

## 1 PRESIDENT'S REPORT

### Decision Sought

**That the President's report be received.**

The President will present his report to the 2014 Annual General Meeting.  
<http://www.lgat.tas.gov.au/page.aspx?u=628>

## 2 MINUTES OF 101ST ANNUAL GENERAL MEETING \*

### Decision Sought

**That the Minutes of the 101st Annual General Meeting, held 24 July, 2013 be confirmed.**

The Minutes of the 101st Annual General Meeting of the Local Government Association of Tasmania, held in Hobart on 24 July, 2013 as circulated, are submitted for confirmation.

The Minutes are at **Attachment to Item 2.**

**Decision Sought**

**That the Financial Statements for the period 1 July 2012 to 30 June 2013 be received and adopted.**

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2012 to 30 June 2013, an abridged version of which is 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 2013 to 24 June 2014 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 the report one week remained to the end of the Financial Year with year end adjustments also pending. The items below are of note but it is anticipated that there will be a minor surplus.

**Constitutional Recognition**      The campaign funds were returned by ALGA distorting the Associations income and also the expenses, where those funds were then refunded back to councils.

Associated expenses for the Constitutional Recognition Campaign ie arrangement of workshops/forums and provision of advertising materials also impacted miscellaneous expenditure.

**Travel**      Heavy Vehicle Regulation and Procurement activity has meant unexpected additional meetings for officers.

**Community Satisfaction Survey** Funds are received annually from councils for a bi-annual survey, in practice the survey is conducted during April to July with costs incurred across financial years, in future these amounts will be allocated annually in the budget.

**Decision Sought**

**That the Financial Statements for the period 1 July 2012 to 30 June 2013 be received and adopted.**

## 4 PRESIDENT AND VICE PRESIDENT HONORARIUMS

### Decision Sought

**That the President's and Vice President's allowance for the period 1 July 2014 to 30 June 2015 be adjusted in accordance with the movement in the Wages Price Index.**

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

It has been practice to undertake an independent review of the allowances of the President and Vice President in the same financial year as the four yearly review of allowances of Local Government Elected Members. The last review was undertaken in 2009 by the Tasmanian Chamber of Commerce and Industry.

The result of that review was a proposal to retain the basis of the present allowances unchanged for the two positions with annual movements for the next four years being in accord with the wages price index, bringing the allowances into line with the escalation factor used for elected member allowances across councils.

The President and Vice President allowances have been increased in line with adjustments with the Wages Price Index for the financial years ending 30 June 2010, 30 June 2011 and 30 June 2012 after which a further review of allowances was to be conducted.

However, as the escalation factor used for elected member allowances remains the wages price index it is deemed appropriate that the President and Vice President Honorariums escalate on the same basis going forward.

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

The resultant application of the wages price index has meant allowances for the 2013 - 2014 were:

- President allowance \$43,192 per annum.
- Vice President allowance \$10,798 per annum.

The wage price index will also be applied to GMC sitting fees.

**Decision Sought**

**Members agree to incorporate Think Big Work Local costs into subscriptions (separately itemised) on an ongoing basis as opposed to the current, two yearly project terms.**

This project was first funded in September 2008 with a view to reducing skills shortages. The project scope expanded with television advertising being piggy backed off in terms of raising the profile of Local Government for the Constitutional Recognition Campaign. The project was renewed for a second period and is funded separately to subscriptions but using the subscription formula.

The project funding comes to an end in June this year.

LGAT feels that there is value in the project continuing based on the following outputs and outcomes:

- In June this year, LGAT obtained \$75,000 of funding from Skills Tasmania's 'Skills Fund'. After an EOI process, a collective application was made on behalf of Clarence, Devonport, Launceston and Meander Valley councils using data and resources from the Think Big Work Local project. Council staff will be funded to study qualifications in: Local Government regulatory services for parking officers; turf management; frontline management; marketing; business administration; tourism; and workplace health and safety. Since 2010, the Think Big Work Local project has obtained 3 training grants for 13 councils, from both Commonwealth and State sources worth a total of \$316,000. Training plays an important role in minimising skills shortages.
- Raising the profile of Local Government as a career choice was identified as a key need by the original steering committee. For a strong impact, a TV advertisement was created and broadcast to reach 92% of the adult audience in Aug 2010, Jan/Feb 2011 and Jan/Feb 2012. The advertisement directed viewers to [www.thinkbigworklocal.com.au](http://www.thinkbigworklocal.com.au) for descriptions of careers, training available, and an electronic summary of job vacancies from council websites. TV advertising took website hits from 0 visits a month, to an average of 1110 visits a month in 2010 and 1178 visits a month in 2011 (Figure 1).
- A number of videos on in-demand roles were created and added to the website, with some additional ones obtained free.
- At least 12 careers expos and presentations were provided to job seekers each year. Using our branded promotional booth with a touch screen PC and internet access has enabled LGAT to discuss careers and check jobs live with our audience. From 2012 well organised Commonwealth Government Careers Expos, with jobs placed on a jobs board, helped drive interest in council careers higher.
- LGAT's online competition and prizes advertised over our existing TV commercial and on the website also contributed to interest levels. Average visits per month climbed to 1401 in 2012, and to a high 1819 in 2013. This was achieved despite TV advertising being reduced to a minimal level in 2013, with the advert doubling as support for Constitutional Recognition.
- Each year the project officer has provided a range of advice to council HR officers and staff, helping them understand VET/university systems, options, grants and applications, grant administration and quality assurance processes. Lack of local training causes local skills shortages. Writing some content for national core subjects, and obtaining grants has helped grow local training, including e-learning. Influencing the policy of Commonwealth and State organisations on qualification structures and training grant rules, has increased utility and access to training and training grants by councils. For example, data obtained by



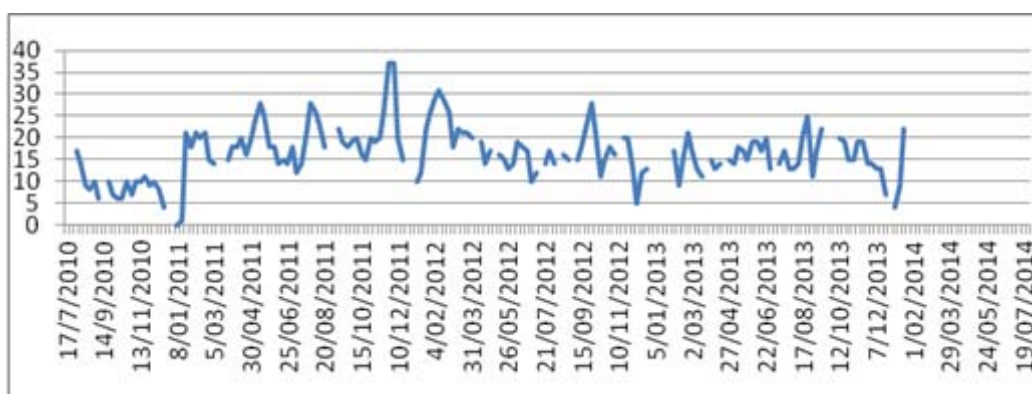
the project has been used to persuade TasTAFE to continue to deliver civil engineering in centres beyond Hobart from 2014.

- When the project commenced, insufficient data was available to the sector, to strategically manage workforce planning. LGAT worked with the Commonwealth, through the Centre for Excellence and the State through DPAC, focusing on useful data outcomes for councils. Monitoring of job adverts since enabled measurement of the level of recruitment need of Tasmanian councils. Recruitment need was observed to rise sharply in 2011 (Figure 2) to an average of 19.5 a week, marking the peak of the observed skills shortage. This level was maintained in 2012, at 18 per week. In 2013 the average job adverts fell for the first time to 16 per week, illustrating a reduction in recruitment need.
- In 2012, a database of Tasmanian councils/staff was developed by an electronic survey of HR databases. The analysis enabled LGAT to give the 22 participating councils strategic advice in a Workforce Plan. The Plans advise on which job roles to prioritise and recommend what strategic actions to take to minimise estimated retirements and resignations by job role. The Workforce Plans also provide councils with data they will require when applying for training grants. A sector report was also created, the aggregated data is being used to help negotiate better training outcomes, by using the size and scale of our sector's needs projected to 2040. In 2014 the survey added measurements of actual retirements, resignations and other forms of staff loss, expanding the scope of advice.

Figure 1 Monthly Website Visits



Figure 2 Weekly No. of Job Adverts



The Policy Director raised the matter at the last General Manager's workshop to get an indication of the level of support for continuing the project by building it in to subscriptions for a longer period.

There appeared to be a high level of support for keeping the project in its entirety including advertising which was seen as a high profile marketing device for the sector. However, the support was not unanimous and there was agreement that a strong set of KPIs should be identified. A few councils expressed concern at the ongoing additions to subscriptions but the reality is this project has been funded on a subscription model basis for the last four years. One possible solution is to still itemise it separately in subscriptions but noting it cannot just be 'dropped'.

In summary, at the GMs workshop we noted the following:

- We need to be in it (workforce development) to avoid future shortages
- Bring funding inside subscriptions
- Keep advertising and videos
- Workforce survey is a critical aspect
- Not negotiable every two years but subject to review (eg scale back advertising or other components but core costs not negotiable).

The Policy Director sought further advice from General Managers out of session via email and also identified some KPIs for their consideration. These were:

- Reach of advertising
- Website traffic – general, during advertising, post careers fairs
- Grant funding obtained/number of council staff supported through grant funding
- Usefulness of workforce data/survey analysis (through staff feedback survey)
- Number of councils utilising careers videos or linking to Think Big Work Local
- Time to fill vacancies

Only eight councils provided any reply by email, six of those were wholly supportive. One expressed concern about ongoing costs and the other wanted to be satisfied there would be ongoing evaluation.

### **Budget Implications**

To continue delivering roughly the same, including TV advertising, we are looking at a total annual cost of \$125,000 per annum (distributed across councils using subscription formula as part of subscriptions but separately identified).

Costs can be held to current levels by minimising physical attendance at interstate meetings such as Government Skills Australia meetings and the Local Government Workforce Development Group and better utilising teleconferencing and web conferencing.

More specifically funding would cover -

- Television advertising (\$60,000).
- Web site maintenance.
- Sectoral training grant applications and management of grant funding and related reporting.
- Basic advice on training available (but no individual council application support).
- Workforce Survey biannually with sectoral and individual council analysis.
- Monitoring job advertising, website visits, TV reach etc for KPIs.
- LGAT presentations at 4-5 key careers expos in Tasmania as well as presentations to six UTAS, TAFE, Careers Advisors and other stakeholders each year.
- Support for councils to participate at regional/local expos (tools, tips, flyers etc). Advice in relation to events such as speed dating, bus visits etc but Councils to self manage/fund otherwise.

- Maintain basic relationship with Intrastate Agencies such as Government Skills Australia, Local Government Workforce Development Group, National HR Conference Committee with support from Policy Director and greater use of teleconferencing.
- Based on 0.5 FTE

If budget savings were desired, it is proposed to hold off advertising for a period of 1 year. This would reduce the annual cost to \$65,000 in Year 1.

**Current Policy**

This is well aligned with our Strategic Plan Priority Area 4: Building Sector Capacity.

**Decision Sought**

**That subscriptions be increased by 2.63% to meet the operating costs of the Association.**

The application of the LGAT formula for subscriptions involves using the Total Assessed Revenue of councils, in accordance with State Grants commission data, with an application of the Council cost index then applied across the various categories of councils.

The result this year sees five councils moving up a category and two moving down. It is generally not expected that there would be as much movement but the circumstances are such that a number of councils were closely aligned with the upper threshold of the range in their previous category.

Break O'Day, West Coast, Kentish, Latrobe and Waratah Wynyard will face increases in category levels, while Dorset and Glenorchy go down.

The total to be received from subscription revenue next year is \$1,023,693. It should be noted that while the funds that would otherwise have been payable by Hobart City Council, had it retained its membership, were met from reserves last year, the "Hobart cost" has been passed on to all members this year.

The subscription table for councils is at **Attachment to Item 6** and is submitted to the Annual General Meeting for adoption.

**Decision Sought**

**That the Meeting adopt the Budget as presented.**

There are no significant variations to the budget for the upcoming year with the exception of the introduction of a new service being provided to councils for workplace behavioural issues, an increase in ALGA subscriptions, a reduction in network and internet costs and a bringing to account of employee entitlements.

The first matter represents a significant benefit to councils where a sectoral contract has been negotiated with a service provider to provide councils with templates and up to date services and information, as well as training, on workplace issues. The Association will make a small margin on the transaction for administration purposes.

With the withdrawal of the Australian Capital Territory (ACT) from ALGA, the shortfall is to be accommodated in an increase in subscriptions across other jurisdictions. The formula used to calculate the additional contribution does not favour Tasmania relatively but the subscription formula overall is considered equitable. The cost to LGAT will be some additional \$10,000.

Network and internet charges have reduced considerably under a new service provider with a decrease in budget proposed of \$8000 next year. With regard to other employee entitlements, traditionally, we have budgeted on the basis of what would normally be expected to be taken in the form of holidays in the financial year. Better practice is to calculate this figure against a potential liability spread. This takes into account the possibility that those eligible for long service leave may actually take it. The result is an increase in the budget of some \$35,000.

Standard increases are expected in salaries and superannuation.

The budget bottom line is break even with the imposition of an increase in subscriptions of 2.63% in line with the Council Cost Index.

A copy of the budget is at **Attachment to Item 7**.

**That Members note the amended Strategic Plan 2012 - 2017 and the Operational Plan for 2014/2015.**

During April, LGAT staff met to review progress against the current Annual Plan and agree likely future actions for the year ahead.

GMC approved the amended strategic plan and endorsed in principle the operational plan at their May 2014 Meeting.

The key change to the Strategic Plan is removal of the priority area relating to Water and Sewerage as LGAT no longer has a significant role in this space.

Priority Area 2 has shifted in focus reflecting the end of the Constitutional Recognition campaign and is now entitled: *PA2: Leading Reform And Lifting The Sector's Profile*.

The key focal areas are improving the image of Local Government and developing research and analysis to allow meaningful responses to reform agendas or to support Sector initiated reform.

The Annual Operational Plan has been developed after consideration of what has been already achieved and what still needs to be achieved and tries to anticipate likely future activity based on the election of a new State Government. The Operational Plan is a living document and will be reviewed as the policy agenda for Local Government and relevant related activity under the new Liberal Government become clearer.

New initiatives include:

- Taking the LGAT News Magazine to market.
- Build a strong relationship with the Department of State Growth and the Co-ordinator General
- Promote all-in, all-out elections and advise communities and voters what this means for them.
- Provide support to potential Local Government candidates through forums and written resources.
- Implement a LGAT Twitter Feed and participate in National Twitter Day.
- Identify and implement new training opportunities such as:
  - Master Class for 2IC's
  - Master Class on Rating
  - Community Development Networking Forum (possibly including or in addition to an Arts and Recreation Forum)
  - Workshops for Roads Managers re pre-consent classification of vehicles
- Continue to work collaboratively with members to identify and understand land use planning issues and advocate on those for the sector including:
  - Participation on the Planning Taskforce
  - Driving resolution of issues arising from implementation of the Bushfire Code
  - Advocate for members on the planning/policy interface issues with regard to social infrastructure and objectives (eg healthy by design, public transport, active transport)

- Contribute to improvements in planning and building processes through the Planning Schemes Online Project and the Business Tasmania Online Project (smart forms).
- Investigate opportunities to improve consistency of approach and modernise a range of planning/building documentation including permits forms and 337s.

Copies of the Strategic Plan and Draft Annual Operational Plan are at **Attachment to Item 8**.

### **Current Policy**

The Strategic Plan sets the broad direction for LGAT activity. The Annual Operational Plan has been developed in accordance with that Plan.

### **Budget**

Future activity has been reflected in the development of the LGAT Budget.

**9.1 Terms of Office Extension - Members of the General Management Committee**

**That the term of office of all GMC Members, with the exception of the President, be extended for a period of one year.**

The current Rules of the Local Government Association of Tasmania require an election of the General Management Committee members in the year following a Council election. The delay of council elections until October 2014 this year means that under the current Rules it is not possible to conduct an election for GMC membership this year.

It is proposed, therefore, to extend the terms of office of all GMC members for a further year with elections to be held in 2015. Although moving to all in all out for councils, it is proposed that GMC positions be only for a two year period with “mid-term” elections. This has previously been endorsed by councils on the basis of it providing greater opportunity to serve on the LGAT Executive.

All members of GMC have indicated a willingness to continue in their role with the only issue arising being if they are not successfully returned as councillors in the October elections.

The Rules presently provide for the extension of the term of office of the General Management Committee (Rule 21(c)) by any meeting of the Association for such period as the meeting determines.

With the decision by the current President to not re-contest his council seat and foreshadowing his resignation as President, a fresh election for President will be held immediately following the Annual General Meeting, subject to amendments to the Association’s Rules being passed.

**Policy Implications**

The present Rules allow for the extension of the term of office of GMC members for any period determined by a Meeting of the Association.

**Budget Implications**

Does not apply.



## 9.2 Local Government Elections & GMC Membership

### Decision Sought

**That the meeting adopt the changes to the Rules in relation to**

- 1. Withdrawal of Hobart City Council as a Member of the Association; and**
- 2. Changes to Local Government elections.**

Two sets of changes to the LGAT Rules are presented to the Annual General Meeting. One to overcome the fact that if a council is not a member of the Association, it should not be able to have a representative on the General Management Committee and the other, to address the election of GMC members in the move to all in all out elections.

The first arises directly as a result of the withdrawal of Hobart City Council from the Association. Section 18(a) of the current rules states that

The General Management Committee shall consist of:

- (i) The President
- (ii) The Lord Mayor or proxy;
- (iii) Six members to be elected, as provided in sub-rule (b), from the three electoral districts ...

By virtue of this reference, it could be suggested that the Lord Mayor has a right of representation on GMC regardless of Hobart City Council membership.

The proposed rule change that will be taken to the Annual General meeting will be inserted as a new 18(a)(ii)

***provided the Hobart City Council is a current Member, the Lord Mayor or proxy; and***

The second rule change follows the move to all in all out elections.

The existing provisions within the Rules of the Association contemplate an election for President and members of the General Management Committee in the period following an ordinary council election. The Rules do not contemplate a postponement of an ordinary council election for a year.

In addition, the shift to all-in / all-out elections means that there will only be an ordinary council election each four years. This means that in order to provide for two-yearly terms of office for the President and GMC members, an amendment will be required of the Rules.

This constitutes a relatively minor amendment to the Rules which would differentiate between a "council election year" and a "mid term year", the latter being a calendar year occurring two years after the holding of an ordinary election immediately following a council election year.

Further, the current Rules do not allow an election to be held for the President until the office becomes vacant.

Legal advice has been provided on these matters and explanatory information is provided to members and is at **Attachment to Item 9.2** in the appropriate format for reference along, with a draft copy of the proposed Rules, amendments included.

In summary, proposed amendments to the Rules will allow for the conduct of an election while the President is incumbent, thus allowing a speedier transition to the new office holder. The other amendments will allow for the conduct of two yearly elections, the first following the conduct of ordinary elections and the other during the “mid-term” of the council office period.

The impact of the Change to the Rules relating to the election of President means that the President will now be able to give formal notice of his decision to step down as President as at a certain date and the conduct of an election to occur during his incumbency. The current President will not be standing for council re-election in October 2014 and thus would be ineligible to continue as President. While the Vice President could assume the role until the next election, it has been agreed that a fresh election for President would allow for an earlier alignment with the State Government on key issues. This has been discussed in detail at GMC as well as being discussed and supported at the last General meeting in March during the debate on topical issues.

### **Policy Implications**

In accordance with Rule 16(d)(iii) of the Association’s Rules, when a vote is being taken to amend the Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the Meeting or not.

### **Budget Implications**

The cost of the Presidential election is minimal.

**10.1 Voting Categories  
Council - Derwent Valley**

**Decision Sought**

**That the Local Government Association of Tasmania Rules Regarding Conduct of General Meeting be amended by deleting from rule 16 voting by population categories and replacing it with one (1) vote per Council.**

**Background Comment**

This matter has been discussed at General Meetings and rejected on the basis of the Scale of fees payable, but it is our view that the Local Government Association of Tasmania does not represent the public (ratepayers) they represent the member councils.

The current process is in our view not democratic by having weighted voting at meetings of the Local Government Association of Tasmania.

In reading the rules of the Municipal Association of Victoria for meetings and for State Council meetings the rules state as follows:

**14. Voting Entitlements at Meetings**

*At any meeting of the Association other than a meeting of State Council members will vote by a show of hands and the Chairperson in taking the sense of the meeting will put the question first in the affirmative, then in the negative, and the result of the vote will be recorded in the minutes.*

**15. Voting Entitlements at State Council Meetings**

*15.1 At any meeting of State Council, voting entitlements on any motion or amendment will be*

*15.1.1 the representative of each participating member council paying an annual subscription to the Association which exceeds the mid point between the lowest and highest subscriptions will have two (2) votes; and*

*15.1.2 the representative of each participating member council paying an annual subscription to the Association which does not exceed that mid point will have one (1) vote.*

*15.2 and questions will be decided on the basis of the votes of the representatives voting.*

*Should there be an equality of votes on any question before a meeting the Chairperson has the casting vote.*

The method used in Victoria appears slightly better than that used in Tasmania, but that is only because the maximum vote is two (2) as opposed to four (4) in Tasmania.

It would in our view, be an option for the Local Government Association of Tasmania to trial for a twelve month period one (1) vote for all members councils and then review the situation at a future Annual General Meeting.

**LGAT Comment**

The present voting structure of the Association is based on the premise of representation, the greater the size of the council population, the higher the voting weight. The one council one vote issue has been raised on a number of occasions but has not to date received support.

## 11 REPORTS FROM BOARD REPRESENTATIVES \*

Listed below are the bodies on which the Association had statutory representation in the 2013/14 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**  
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
- **LGAT Assist**  
Mr Kay Reeves
- **Local Government Board**  
Mrs Liz Gillam
- **Marine Farming Planning Review Panel**  
Mayor 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**  
Dr Stephen Bresnehan, Hobart City Council
- **State Grants Commission**  
Mr Grant Atkins and Mr Hugh Denny
- **Tasmanian Heritage Council**  
Ald Peter Button, Launceston City Council, Ald Jeremy Ball, Launceston City Council
- **Tasmanian Library Advisory Board**  
Ald Sandra French, Burnie City Council, Ald Doug Chipman, Clarence City Council and Clr Susan Nolan, Kingborough Council, Ms Kym Matthews, Break O'Day Council;
- **Tasmanian Planning Commission**  
Ms Sandra Hogue

The reports received for presentation are at **Attachment to Item 11**.

### Decision Sought

- (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.**

## 12 CLOSURE