



ANNUAL GENERAL MEETING

AGENDA

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

Will be held on
22 July 2015

Commencing
10.30am

The Tramsheds
Launceston



TABLE OF CONTENTS

Item	Page No
FORMAL NOTICE OF MEETING	3
CONFERENCE PROGRAM	4
1 PRESIDENT’S REPORT.....	5
2 MINUTES OF 102ND ANNUAL GENERAL MEETING *.....	5
3 FINANCIAL STATEMENTS TO 30 JUNE 2014 *.....	6
4 PRESIDENT AND VICE PRESIDENT HONORARIUMS.....	7
5 SUBSCRIPTIONS 1 JULY 2015 TO 30 JUNE 2016 *.....	8
6 BUDGET FOR THE TWELVE MONTHS 1 JULY 2015 TO 30 JUNE 2016 *.....	9
7 MOTIONS.....	10
7.1 TERM OF OFFICE OF PRESIDENT	10
7.2 MOTION – VOTING ENTITLEMENTS *	11
8 REPORTS FROM BOARD REPRESENTATIVES *.....	13
9 CLOSURE.....	13

* Denotes Attachment

FORMAL NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT

***The Annual Conference of
Local Government in Tasmania
will be held
commencing
Wednesday 22 July, 2015***

**NOTICE IS ALSO GIVEN THAT
the Association's Annual General Meeting
will be held at
The Tramsheds, Launceston.
Commencing at 10.30am
on
Wednesday 22 July, 2015.**

**NOTICE IS ALSO GIVEN THAT THE
One Hundred and Third General Meeting
of the Association
will be held at
The Tramsheds, Launceston
commencing immediately following the conclusion
of the
Annual General Meeting
on Wednesday 22 July, 2015**

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

***Katrena Stephenson
CHIEF EXECUTIVE OFFICER***

2015 CONFERENCE PROGRAM



WEDNESDAY 22 JULY 2015

10.30am	AGM	
	General Meeting	Commences immediately following the conclusion of AGM
12.30pm	Lunch	<i>With thanks to Aerus Technologies</i>
1.30pm	Meetings continue	
4.15pm	JLT Night at the Museum	

THURSDAY 23 JULY 2015

8.00am	Registration Desk Opens	
8.45am	Welcome and Opening	
9.00am	Ian McBurney	
9.45am	Moving Moment	
9.55am	Associate Professor Roberta Ryan	
10.30am	Morning Tea	<i>With thanks to Dial Before You Dig</i>
11.15am	Local Government Awards for Excellence	
11.50am	Mayor Troy Pickard	
12.30pm	Lunch	<i>With thanks to Dial Before You Dig</i>
1.30pm	Workshop Program	
3.00pm	Afternoon Tea	<i>With thanks to Commonwealth Bank</i>
3.45pm	Panel Discussion	
4.45pm	Happy Hour	<i>With thanks to Commonwealth Bank</i>
7.15pm	MAV Insurance Conference Dinner	

FRIDAY 24 JULY 2015

9.00am	Workshop Program	
10.30am	Morning Tea	<i>With thanks to Integrity Sampling</i>
11.15am	Sir Bob Barker	
12.10pm	Moving Moment	
12.15pm	Mayor Brad Pettitt	
1.05pm	Conference wrap up	
1.15pm	Lunch	<i>With thanks to Integrity Sampling</i>



2015 ANNUAL GENERAL MEETING

The Acting President, Mayor Daryl Quilliam, 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 - [LGAT Rules](#)

1 PRESIDENT'S REPORT

Decision Sought

That the President's report be received.

The President will present his report to the 2015 Annual General Meeting.

2 MINUTES OF 102ND ANNUAL GENERAL MEETING *

Decision Sought

That the Minutes of the 102nd Annual General Meeting, held 23 July, 2014 be confirmed.

The Minutes of the 102nd Annual General Meeting of the Local Government Association of Tasmania, held in Hobart on 23 July, 2014 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 2013 to 30 June 2014 be received and adopted.

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2013 to 30 June 2014, 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 2014 to 16 June 2015 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 surplus with items below being of note -

- | | |
|----------------------|--|
| Workshops/Training | There was higher than anticipated uptake of training by Elected Members, in particular by the new Elected Members.
An LGAT Training Program and Regional Breakfast Series were introduced resulting in increased registration income. |
| Membership | The return of Hobart City Council resulted in additional pro-rata subscription membership income. |
| Departure of the CEO | While reducing staff entitlement accruals there were non-budgeted recruitment expenses. |
| Council Careers | There is an amount of unexpended funds that have been earmarked for additional advertising in July 2015 |
| Salaries | The Procurement Officers term was extended to the end of this financial year and this position has been budgeted going forward. |

Decision Sought

That the Financial Statements for the period 1 July 2013 to 30 June 2014 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 2015 to 30 June 2016 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.

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 2014/15 were:

- President allowance \$44,185 per annum.
- Vice President allowance \$11,046 per annum.

5 SUBSCRIPTIONS 1 JULY 2015 TO 30 JUNE 2016 *

Decision Sought

That subscriptions be increased by 2.48% 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 Glamorgan Spring Bay and Latrobe moving up a category with Break O'Day, West Coast and Waratah Wynyard moving down a category.

The total to be received from subscription revenue next year is \$1,049,081. It should be noted that the payment structure associated with outstanding subscriptions from Hobart City Council is not reflected in the budget as the debt is recognised in the balance sheet. The Hobart instalment attributable to its past subscription will be reflected in a change to debtors in the balance sheet.

A copy of the Subscriptions are at **Attachment to Item 5** for reference.

Decision Sought

That the Meeting adopt the Budget as presented.

There are only minor variations to the budget for the upcoming year. GMC has determined to reduce the salary of the incoming CEO and this has been reflected in the budget. However, salaries remain largely unchanged as the salary of the officer managing the sector procurement task has been brought into the budget proper. This function was previously funded from some savings achieved in the broader salary budget. With the revenue being generated from procurement activity and the demands being placed on the role by councils seeking to improve their procurement processes and access to goods and services, much of the salary will be offset by the increase in income received via commissions on goods purchased. In fact a further \$10,000 is anticipated in revenue for fees and commissions this year. A projected 3% increase in salaries has been built into the budget.

Other employee entitlements have been reduced by almost \$20,000. This acknowledges the provision made for Long Service Leave and untaken annual leave. The outgoing CEO had significant balances in both areas while an incoming CEO will have no accruals to be provisioned for.

Provision has been made for the secondment of an officer to the Drafting Team of the Planning Task Force. This is effectively an in and out entry with LGAT simply collecting the funds from councils and on paying them to the State Government/host council as a contribution to salary of that officer.

The budget bottom line is break even with the imposition of an increase in subscriptions of 2.48% in line with the Council Cost Index.

A copy of the budget is at **Attachment to Item 6**.

**7.1 Term Of Office Of President
Council - Derwent Valley**

Decision Sought

That the Local Government Association of Tasmania Rules 27 Regarding Term of Office of President, be amended that in the event that the President vacates office, the Vice President is to hold the position of President until the next election.

Background Comment

The rule change proposed is in the event that the President vacates office for one of the following reasons:

- (i) Resigns by notice in writing addressed to the Chief Executive Officer;
- (ii) Is absent without leave for three consecutive meetings of the General Management Committee; or
- (iii) Ceases to be a Councillor or Alderman;

And if the office of President becomes vacant more than six months before the next AGM where the President is due to take up office in accordance with Rule 27(a), a new President shall be elected in accordance with the procedures in Rule 26.

It is council's view that to save the cost of an election consideration should be given to the following option:

That in the event that the President vacates office in the 12 month period prior to the next AGM, the Vice-President shall assume the office of President and that an election for President be held at the next appropriate election date.

LGAT Comment

It should be noted that this motion was not in response to the death of Barry Jarvis, having been received well in advance.

However, if the rule was in existence, it would have been applied in this instance. While unusual circumstances, in that the President had by resolution had his term extended and was not facing election this year, which meant the Vice President, Mayor Quiliam would have been filling the vacancy created for two years without an election.

7.2 Motion – Voting Entitlements * 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 in our view is 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.

This matter was further discussed at a General Meeting of the Association on 13 February 2015. At that meeting after much discussion Council was asked to provide details in relation to subscriptions as a percentage of Council Rate Income. This spreadsheet is appended to this Agenda Item.

This matter was the subject of some debate at the last Annual General Meeting of the Association. It is the view of the Derwent Valley Council that that Local Government should cease the practice of weighted voting, and replace it with one vote per council.

Motions on Notice LGAT General Meeting 13th February 2015

At the General Meeting in November 2014, Derwent Valley Council raised the following items for discussion:

1. That the Rules Of The Association be amended to provide for one vote per council.

Council prior to that meeting was requested to provide additional information and this was as follows:

I wish to advise that through the process of election for President of the LGAT one of our councillors wrote to each person who nominated asking for their comments in regard to the one vote per Council. The response received from most was that they were prepared to consider this matter at a future meeting of the Association if they were successful in their endeavors to become President. It is for this reason that we request further discussion in regard to this matter, bearing in mind it was raised by Derwent Valley at the most recent Annual General Meeting of the Association and was not supported.

At the meeting in November Council advised that as a percentage of rates smaller councils were contributing a greater portion, this comment received some sympathy and we were asked to provide this information for further debate on the matter.

At **Attachment to Item 7.2** is a spreadsheet detailing the percentage of rates required to service the LGAT Subscriptions. The spreadsheet also shows subscriptions based on rate revenue and population.

8 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
- **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 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, 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 8**.

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.**

9 CLOSURE