



# **ANNUAL GENERAL MEETING**

## **AGENDA**

**To be submitted to the**

**ONE HUNDRED AND EIGHTH SESSION  
OF THE ASSOCIATION**

**Will be held on  
22 July 2020**

**Commencing at  
10.00am**

**Via Webinar**

# TABLE OF CONTENTS

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## FORMAL NOTICE OF MEETING

1	MINUTES OF 107 <sup>TH</sup> ANNUAL GENERAL MEETING *	4
2	PRESIDENT’S REPORT	4
3	FINANCIAL STATEMENTS TO 30 JUNE 2019 *	5
4	2020/2021 LGAT BUDGET AND SUBSCRIPTIONS *	6
5	PRESIDENT AND VICE PRESIDENT HONORARIUMS	8
6	LGAT ANNUAL PLAN *	8
7	REPORTS FROM BOARD REPRESENTATIVES *	9
8	CLOSURE	10

\* Denotes Attachment

## **FORMAL NOTICE OF MEETING**

**NOTICE IS GIVEN THAT THE  
One Hundred and Eighth Annual General Meeting  
of the Association  
will be held on  
22 July 2020  
Commencing at  
10.00am**

**NOTICE IS ALSO GIVEN THAT THE  
Association's General Meeting  
will be held on  
22 July 2020  
To consider  
Local Government Policy and Motions  
from Member Councils**

**Commencing immediately following  
the conclusion of the  
Annual General Meeting  
on Wednesday 22 July 2020.**

**All sessions to be held at  
Via Webinar**

**Katrena Stephenson  
CHIEF EXECUTIVE OFFICER**

## 2020 ANNUAL GENERAL MEETING

The President, Mayor Christina Holmdahl, will welcome Members and acknowledge and pay respect to the Tasmanian Aboriginal Community as the traditional and original owners and continuing custodians of this land.

### 1 MINUTES OF 107<sup>TH</sup> ANNUAL GENERAL MEETING \*

#### Decision Sought

**That the Minutes of the 107<sup>th</sup> Annual General Meeting, held 3 July 2019 be confirmed.**

The Minutes of the 107<sup>th</sup> Annual General Meeting of the Local Government Association of Tasmania, held in Hobart on 3 July 2019, as circulated, are submitted for confirmation.

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

### 2 PRESIDENT'S REPORT

#### Decision Sought

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

The President will present her report to the 2020 Annual General Meeting.

**Decision Sought**

**That the Financial Statements for the period 1 July 2018 to 30 June 2019 be received and adopted.**

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2018 to 30 June 2019, an abridged version of which are included at **Attachment to Item 3**.

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

A copy of the Association's Profit and Loss report for the period 1 July 2019 to 11 June 2020 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 three weeks remained to the end of the financial year with year-end adjustments also pending. It is anticipated that there will be an unanticipated surplus (approximately \$75,000) with items below being of note –

- Procurement activity continues to increase resulting in an additional \$57,000 income;
- The Covid-19 Pandemic impacted general expenses resulting in underspends around travel (ALGA meetings and Presidents travel), staff training and general running costs; and
- General under expenditure in areas such as consultants' fees also contributed to the surplus.

**Decision Sought**

**That the Meeting endorse the adoption of the 2020-2021 LGAT Budget and Subscriptions.**

**Income**

This is an unusual budget year. LGAT's non subscription revenue related to events, training and sponsorship has, and will be, significantly impacted for the year ahead. However, LGAT has a strong balance sheet and is able to weather a deficit budget while holding subscription increases to 0% for the second year in a row.

The inability to deliver our conference and usual events and attract related sponsorship is anticipated to reduce LGAT's income by nearly \$300,000. We also expect some downturn in fees and commissions and continued poor performance in relation to interest. We still have some unexpended advertising funds and reserves we could draw upon so have not sought to put a call upon members for advertising this year. However, the Community Satisfaction Survey will continue to have an annual allocation.

No income or expenses have specifically been allocated for the Charitable Rates work and it is suggested that should this exceed funds available through unexpended advertising or the expenses allocation for consultants that it be funded from LGAT reserves as previously discussed.

Southern Councils have engaged LGAT under an MOU for support on waste matters and this is captured as income but will be fully expended as a salaries expense related to the fixed term Project Officer and Policy Director time.

**Expenditure**

Recognising that some councils will apply wage increases under their Enterprise Agreements (EAs) and that other councils will not apply an increase as a result of delayed enterprise bargaining, LGAT has taken a balanced approach to wages, budgeting an increase of 1.5%. This does not impact subscriptions, just the underlying position for LGAT. The budget impact of applying an increase is \$15,395. It should be noted that most council EAs currently provide for a 2.5% increase.

Other changes to expenditure items include:

- All procurement expenses, including advertising and travel, are now represented as a separate expense item and consequently estimated expenditure on advertising and travel have been reduced;
- ALGA is unlikely to increase subscriptions;

- It is difficult to estimate other employee entitlements to leave as it is likely that staff may carry more leave than usual given the COVID constraints. However, staff must comply with the policy and not carry more than 12 weeks annual leave;
- The printing and publication budget has been reduced as we do more online and have more in-house design capacity;
- We are continuing to see savings related to changes in telephone and data contracts.
- Cleaning expenses have increased under COVID; and
- Decreased travel expenses are anticipated as we make greater use of online meetings.

### **Other Matters**

Additional grant funding is to be provided by the State Government to extend the Health and Wellbeing Project for a further two years. This does not appear on the budget as these funds are held in a separate account.

### **Net Result**

The anticipated deficit is -\$74,463.00

### **Subscriptions**

This is the third year of applying our new subscription formula agreed at the 2017 AGM. That formula comprises a flat fee of 40 per cent and population and revenue fees of 30 per cent each, 8 revenue categories and 8 population categories and a 10 per cent collar and cap.

A 0% increase in overall subscriptions has been budgeted for 2020-21. However, because of category movements and resultant cap and collar adjustments, there are (mostly minor) shifts in subs payable by council.

Only two councils will have subscriptions that go up by more than \$1000 and these are Flinders Island and Latrobe. Flinders moved up a population category and Latrobe moved up a revenue category based on the ABS and State Grants data. Four councils, Brighton, Derwent Valley, George Town and Tasman went down a revenue category. Glamorgan Spring Bay and Southern Midlands have had movement downwards as a consequence of the collar cap adjustments throughout.

A copy of the Draft Budget and Subscriptions for the 2020-21 Financial Year are at **Attachment to Item 4.**

## 5 PRESIDENT AND VICE PRESIDENT HONORARIUMS

### Decision Sought

**That the President's and Vice President's allowance for the period 1 July 2020 to 30 June 2021 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.

The resultant application of the wages price index has meant allowances for 2019/20 were:

- President allowance \$49,602 per annum.
- Vice President allowance \$12,400 per annum.

GMC sitting fees will also be adjusted by the wages price index.

## 6 LGAT ANNUAL PLAN \*

### Decision Sought

**That Members note the report against the LGAT Annual Plan.**

### Background

At **Attachment to Item 6** is a report against the LGAT Annual Plan for consideration.

### Budget Implications.

Within current budget.



**Decision Sought**

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

Listed below are the bodies on which the Association had statutory representation in the 2018/2019 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 Rob Churchill , Glamorgan Spring Bay
- **Family Violence Consultative Committee**  
Mayor Mary Knowles OAM, Northern Midlands Council
- **Forest Practices Advisory Council**  
Mr Shane Wells, Glamorgan Spring)  
(A new representative has been appointed - awaiting final confirmation from Minister)
- **LGAT Assist**  
Mrs Jill Taylor
- **Local Government Board**  
Mr Greg Preece
- **State Fire Commission**  
Chris Hughes, Break O'Day Council
- **State Fire Management Council**  
Ms Melanie Kelly, Kingborough Council
- **State Grants Commission**  
Mr Greg Preece and Mr Rodney Fraser
- **Tasmanian Heritage Council**  
Ald Jim Cox, Launceston City Council, Ms Danielle Gray, Kingborough Council;  
(Nominations have been sought to replace Danielle Gray with confirmation pending)
- **Tasmanian Library Advisory Board**  
Ms Yolanda Sam, City of Hobart, Clr Dick Adams, Northern Midlands Council; Jackie Merchant, Central Coast Council; Ald Simon Fraser, Glenorchy City Council
- **Tasmanian Planning Commission**  
Mr Michael Stretton, Launceston City Council
- **Tasmanian Spatial Information Council**  
Ms Emily Brown, City of Hobart
- **Tasmanian Suicide Prevention Committee**  
Mayor Annette Rockliff, Devonport City Council
- **Threatened Species Protection Act 1995 - Community Review Committee -**  
Nikki Den Exter, Kingborough Council

The reports received for presentation are at **Attachment to Item 9.**

**8 CLOSURE**