



LOCAL GOVERNMENT MANAGERS AUSTRALIA
QUEENSLAND INC.

NOTICE OF 2018 ANNUAL GENERAL MEETING

*Notice is hereby given to members of Local Government Managers Australia (Qld) Inc. that the Sixty-ninth Annual General Meeting of Local Government Managers Australia Queensland will be held at Novotel Twin Waters, Mudjimba, Queensland, and will commence at
3.30pm on Wednesday, 12 September 2018*

AGENDA

1. Welcome and Apologies
2. Confirmation of Minutes of the 2017 Annual General Meeting
3. Presentation of the 2017/2018 Financial Statements
4. Appointment of Auditor
5. President's Address
6. Local Government Professionals Australia (National)
7. LGMA Rules of Association – Proposed Amendment
8. Declaration of Office Bearers
9. Recognition of Membership
10. General Business
 -) Policy Platforms



1. **Welcome and Apologies**

President, Susan Jarvis will open the meeting.

Apologies

The President will present apologies received from members for the meeting. An attendance list will also be circulated for completion by attendees.

Vale

A minute's silence will be observed for the passing of members over the past year.

2. **Confirmation of Minutes**

The minutes of the 2017 Annual General Meeting, held on Wednesday 13 September 2017 at the Mercure Resort, Cararra, are attached (Attachment 1).

Recommendation:

It is recommended that the minutes of the 2017 Annual General Meeting held on Wednesday 13 September 2017 on the Gold Coast be accepted as a true and accurate record of proceedings.

3. **Presentation of the 2017/2018 Financial Statements**

The 2017/2018 Financial Statements are attached in Attachment 2. These will be formally presented by Treasurer, Ray Burton.

The Management Letter will also be tabled.

In addition to the Financial Statements tabled, members should also note that LGMA Queensland administers the Local Government Management Foundation which is a trust created to support research into matters affecting the sector. In 2017/2018, there were no transactions associated with the trust other than the accrual of interest. Financial statements for the Foundation are attached (Attachment 3).

Recommendation:

It is recommended that the Financial Statements for 2017/2018 be adopted as presented.

4. **Appointment of Auditor**

Specialised Audit and Assurance Services (SAAS Audit) was appointed in 2017 to undertake the 2017-18 audit. The service is considered satisfactory. It is recommended that this be accepted and SAAS appointed as Auditor for the 2017/18 financial year.

Recommendation:

That SAAS be appointed as LGMA Queensland auditors for the 2018/2019 financial year.



5. President's Address

The President, Susan Jarvis' report on the 2017/2018 year follows. She will highlight some critical areas and take questions from the floor.

I am pleased to present this President's report for the past twelve months, where has the time gone?

My sincere thanks are extended to our current board members for their encouragement and support over these twelve months. They are an outstanding group of professionals with a wide range of experience, uniquely positioned to represent you, our members.

Sadly, we will be saying our goodbyes to Mark Pitt as a board member representing Central Queensland. Due to other commitments, Mark chose not to renominate after expiry of his term. Our thanks to you Mark for your valuable contribution during your term.

I believe our documented commitment to you last year has been achieved - "to seek out opportunities to increase recognition in the local government industry by raising the profile of LGMA in the areas of Policy and Advocacy."

'Out of adversity comes opportunity' and because of the unprecedented challenges our industry has faced over the past twelve months, the prospect to deliver this vision as a professional and practitioner-based organisation has eventuated.

Over the past year, I have had the pleasure of watching the LGMA board truly raise the bar for ourselves and for our members. While the external environment for local government remains a very challenging one, I have witnessed our organisation come together and show determination and a shared sense of purpose, working effectively as a unified voice for change. While the obstacles have been many, from a persistently tough political climate to discouraging negative public media coverage about the sector as a whole, what has shone through is the steadfast commitment the LGMA Board has in representing our membership.

It has not always been easy. We have had to adjust our processes and make hard decisions on representation whilst asking more from our members than ever before. However, the result of all that effort is undeniable with legislative changes implemented and full accountability for decision-making.

Directors and your CEO, Peta, have been actively representing the membership through regular meetings with the Department of Local Government, the Integrity Commission, the Ombudsman's Office, the Crime and Corruption Commission and the Electoral Commission, to name a few. Offering practical, ethical, practitioner-based, professional advice, they have sought change in a range of areas affecting local government



officers, steering clear of political issues while looking for mechanisms to improve the environment in which we all work.

I am extremely proud of our Association and what it has been able to provide to our members. Our Association keeps growing and improving every year in response to our members' needs. Along with our membership services, we strive to provide the caring and supportive environment that can respond to the complex and ever-changing needs of our members.

To support our commitment to our improved membership experience, an investment was made by increasing staff numbers with the appointment of an additional trainer/facilitator. This brings total staff numbers to 6 and includes four officers capable of delivering the high quality of training LGMA demands along with a dedicated membership officer, significant events capacity and excellent back-office and marketing support. Together, these officers deliver conferences, forums and a whole suite of training programmes including the Executive Management Programme, Ignite Programme, Management Challenge, Propeller Programme, Mentoring Programme, In-House Programmes and Management Masterclass. They are a valuable team of professionals.

Amicable relationships continue to expand with our sponsors. These relationships are vital to the continued success of the Annual Conference, Awards for Excellence and many other deliverables. Our sincere thanks for your continued and appreciated support.

The Manager Exchange Programme was extended this year to include Canada. We now have three countries participating in this programme: New Zealand, USA (California); and Canada. I would encourage you, our members, to participate in this programme if you get the chance. It is another professional development opportunity offered by LGMA and a wonderful opportunity to learn from likeminded professionals.

I would like to acknowledge and thank our dedicated and hardworking Chief Executive Officer, Peta Irvine, and her team. Peta would possibly be one of the most recognised faces in our industry due to her travels around our beautiful State and her interaction with our members. She has been a delight to work with and a wonderful support to the Board. To her team, I thank each one of you for your efforts and look forward in anticipation to kicking more goals.

On behalf of the Board of Directors, thank you for your valued membership, and thank you for your support as President.

It has been an honour to serve on this Board.

**Susan Jarvis MLGMA
President**



Recommendation:

That the President’s report on the 2017/2018 year be accepted.

6. Local Government Professionals Australia (National)

Local Government Professionals Australia, Queensland Director, Mark Crawley will provide an update on activities at the national level over the course of the past year.

7. Rules of Association – Proposed Amendment

With the introduction of member ‘join online’ facilities, the traditional requirement for nominating members to have two current members endorse their nomination via signature is cumbersome and time consuming. It is proposed that this requirement be removed on the basis that LGMA can quickly and easily check local government credentials (i.e. the requirement to be employed in a council at the time of nomination and the role held) in order to verify the nominee is eligible.

At the same time, it is proposed that clause 6.8 be amended to allow the Board to approve membership under a different category where eligibility criteria require it. It is not uncommon for members to indicate the incorrect category and this is currently resolved with a phone call but also requires resubmission of the application. By making the amendment to the Rules of Association as proposed, resubmission would not be required.

Current Wording	Proposed Wording
<p>6.7 Application for Membership</p> <p>An application for membership, or for a change in class of membership, must be:</p> <p>(a) in writing, in the form decided by the Board; and</p> <p>(b) signed by the applicant and:</p> <p>Two (2) current Ordinary Members; or</p> <p>Two (2) current Fellows; or</p> <p>Two (2) current Life Members who have not retired from employment; or</p> <p>a combination of any two of a current Ordinary Member, a current Fellow, or a Life Member who has not retired from employment.</p>	<p>6.7 Application for Membership</p> <p>An application for membership, or for a change in class of membership, must be in writing, in the form decided by the Board.</p> <p>Applications will be verified to ensure that the nominee is eligible for membership.</p>
<p>6.8 Admission and Rejection of Members</p> <p>...</p> <p>3) If the Board decides to accept the application, the applicant must be accepted as a Member to the class of membership specified in the application.</p> <p>...</p>	<p>6.8 Admission and Rejection of Members</p> <p>...</p> <p>3) If the Board decides to accept the application, the applicant must be accepted as a Member to the class of membership appropriate to their position.</p> <p>...</p>



Recommendation: That the Rules of Association be amended to facilitate online member applications by dropping the requirement for member endorsements and replacing with an internal verification process.

Recommendation: That the Rules of Association be amended to allow LGMA to reclassify membership applications to the appropriate class and approve accordingly.

8. Declaration of Office Bearers

The results of the Board elections will be officially declared by the Returning Officer.

9. Recognition of Membership

Recognition of Membership Certificates will be presented to members who have held membership for 20, 30 and 40 years.

10. General Business

Policy Platforms

LGMA Queensland publishes a suite of policy platforms which are reviewed annually. The current platforms are listed in Attachment 4. The Board of LGMA Qld seeks members' feedback and endorsement of the Platforms.

Note:

Members wishing to propose a change to the LGMA Queensland Policy Platforms are requested to provide advice to the CEO prior to the meeting so appropriate changes can be drafted and tabled.

Recommendation:

That the LGMA Queensland Policy Platforms be endorsed.

Members are invited to table items of general business.

Meeting Close



LOCAL GOVERNMENT MANAGERS AUSTRALIA
QUEENSLAND INC.

2017 ANNUAL GENERAL MEETING

**Carrara, Queensland
3.00pm on Wednesday 13 September 2017**

MINUTES

1. Welcome and Apologies

Cale Dendle opened the meeting at 3.03pm and welcomed all members.

Cale Dendle invited members to stand to observe a minute's silence for members who had passed away in the past 12 months: Les Carrick, Keith Stuckey and Garry Storch.

Cale asked for apologies and advised that the attendee list is being circulated. He noted a number of apologies had been received and asked that any additional be recorded on the apologies list.

2. Confirmation of Minutes of the 2016 Annual General Meeting

Cale Dendle confirmed that members had received copies of the minutes of the 2016 Annual General Meeting, held on Wednesday, 7 September 2016 at the Community Hall in Port Douglas. He sought confirmation that the minutes offered a true and accurate reflection of proceedings.

RESOLVED:

That the minutes of the 2016 Annual General Meeting held on Wednesday, 7 September 2016 in Port Douglas be accepted as a true and accurate record of proceedings.

Moved: Brett de Chastel
Seconded: Mark Crawley
Carried: Yes

3. Presentation of the 2016/2017 Financial Statements

The 2016/2017 Financial Statements have been circulated to members via email and made available on the LGMA Queensland website. The Treasurer, Ray Burton, presented the 2016/2017 Financial Statements highlighting the following:

1. Operating result for 2016/2017 was \$133,963 which is a 430% increase compared to the previous year's result of \$30,734. This was credited to strong expense management and the outperformance of the Annual Conference and training programmes.

2. Total revenue was up by \$243,000 or 28% compared to the previous year
3. Expenses (excluding salaries) were up by 19% or \$74,187.
4. Major contributors to the year-end operating result are as follows:
 - a. Revenue
 - i. Revenue from membership levies and council subscriptions of \$239,541 increased by 15%.
 - ii. Conferences and Event income increased by 20% or \$65,103
 - iii. Professional Development and Training income increased by 50% or \$126,140
 - iv. Member services income increased – reflecting the continuing growth of the Awards for Excellence
 - b. Expenses:
 - i. Employee expenses increased by \$45,780 or approximately 10% compared to the previous year – this will increase further as more staff are brought on to deliver the growing training and development programme
 - ii. Conference expenses were up by almost \$36,391 or 27% on the previous year but more in line with historical performance as 2016’s conference expenses were unusually low
 - iii. Professional development expenses increased by \$36,209 or 38% which reflects increased activity
 - iv. Member services expenses were up 8.6% or \$6,881
5. LGMA Queensland’s Balance Sheet remains strong with total member equity increasing by \$133,963 with cash holdings over \$1,000,000.

The Treasurer said overall it is a positive operating result for the year and the balance sheet looks strong.

Ray Burton tabled the Auditors Management Letter which shows an unqualified result and no items for noting. He invited questions from the floor.

RESOLVED:

That the Financial Statements for 2016/2017 be adopted as presented.

Moved: Ray Burton

Seconded: Leon Love

Carried: Yes

4. Appointment of Auditor

The Treasurer, Ray Burton, noted that BB Whitehouse has been undertaking the audit function for 5 years. He advised that the Board considered the appointment of a new auditor appropriate for the 2017/18 financial year. The CEO has recommended SAAS Specialised Audit and Assurance Services

who currently undertake statement preparation and are considered to have good understanding of the business and its financial risks.

RESOLVED:

That SAAS Specialised Audit and Assurance Services be appointed as Auditor for the 2017/2018 year.

Moved: Ray Burton
Seconded: Scott Mason
Carried: Yes

5. President's Address

The President, Cale Dendle, had tabled his report with the Agenda. He proposed the report as tabled.

RESOLVED

That the President's report on the 2016/2017 year be accepted.

Moved: Cale Dendle
Seconded: Mark Crawley
Carried: Yes

6. Local Government Professionals Australia (National)

The President, Cale Dendle, invited Dennis Hovenden, National Board representative from Victoria and Mark Crawley, Queensland representative, to provide an update on Local Government Professionals Australia National activities.

Dennis thanked LGMA Queensland for the offer to attend the conference and for the warm welcome he had received. He provided an update on the activities of Local Government Professionals Australia National including the following:

-) The National Board has been evolving with a sharper focus on its core business – including working with the states to support their activities and raise the profile of local government across the nation.
-) He recognised the hard work of Ricki Bruhn who is the first President to represent the Northern Territory. All National Board representatives are undertaking travel in their roles in an effort to visit all states during the course of the year and participate in state activities.
-) The National body is experiencing tough economic times with under-performance of both the Management Challenge and the Congress putting pressure on the budget. The Board is working to ensure longevity and sustainability through a range of measures. These include the move to the ACT which will be completed in 2018 and the review of both the Management Challenge and the National Congress. Both of these reviews are being conducted with a view to increasing relevance and performance. One of the matters being considered is moving the National Congress to Canberra in August. He invited feedback via the Queensland Board on this proposal.
-) Dennis noted that aid work continues to be a core focus and that LGPA has recently signed a three-year agreement with the Federal Government to support an aid initiative in Nepal. Also, the agreement with Timor Leste has been a significant one for that country as they move to municipal governments. Mark Crawley recently visited Timor Leste to provide advice and assistance and he spoke about this experience, noting that the work done in Queensland in preparation for the amalgamation would be of great assistance to Timor Leste administrators.

) Dennis also advised that a Code of Ethics is currently in development to replace the Code that was developed over a decade ago and that the ICMA model was being adopted.

Cale thanked Dennis and Mark for their work on behalf of members and for the information they had shared.

RESOLVED

That the report on the activities of Local Government Professionals Australia National be accepted.

Moved: Mark Crawley
Seconded: Warren Collins
Carried: Yes

*The President, Cale Dendle, vacated the Chair.
Peta Irvine, the Returning Officer, assumed Chair*

7. Declaration of Office Bearers

Peta Irvine provided the following election report:

As returning officer, I would like to present the results of the LGMA Qld Board of Management Election for 2017/2018.

Two positions were vacant. These were the position of President and Director at Large.

Nominations

The nomination period opened on 1 June 2017 and closed at 4pm on Friday 28 July 2017.

Eligible members were notified via email and nominations were accepted via email, post and fax.

The following nominations were received:

Position Nominated	Nominee
President	Susan Jarvis
Director (at large)	Matthew Magin

In accordance with Rule 11.7 (1) (b) of the LGMA Qld Rules of Association, where there is only one valid nomination for each position, the nominated persons are taken to be elected to that position.

Therefore, I would like to congratulate new President, Susan Jarvis and new, incoming Director, Matthew Magin.

I look forward to working with you over the coming year.

RESOLVED

That the Election report for 2017 be received and the successful candidates taken as elected.

Moved: Peta Irvine
Seconded: Toni Averay
Carried: Yes

Peta welcomed the incoming Board and stated she looks forward to working with them in 2017/2018

Susan Jarvis assumed the Chair

Susan thanked the Board for their support of her nomination as President. She particularly noted the work of Mark Crawley and Cale Dendle who she had worked with during their terms as President, recognising their strong leadership of LGMA.

Susan stated that she was humbled and honoured to take on the role and would continue to work to support members across the state. She looked forward to working with the Board and staff over the coming year and was excited to see where the organisation would go as it continued to develop.

Susan moved a vote of thanks to out-going President, Cale Dendle.

8. Recognition of Membership

Susan Jarvis stated that it was her pleasure to recognise members who have shown an ongoing commitment to LGMA Queensland and the sector over many years. It is our tradition to acknowledge these members through the presentation of Recognition of Membership Certificates. In their absence, certificates were awarded to:

20 Years	30 Years	40 Years
Graham Duff	Mal Mallyon	Tony Wehlow
Ed Hoffman	Bob Bain	
David McKendry	Tony Hayward	

9. General Business

Members were invited to table items of general business.

Policy Platforms

Susan Jarvis advised that it was proposed that the LGMA Queensland Policy Platforms be tabled at the AGM for member information and comment. The Platforms are reviewed each year and capture a range of critical issues for the profession and professionals working in the industry. They represent a good reference point for members as well as for other stakeholders such as the Department of Local Government and LGAQ.

Susan invited questions from the floor.

She reiterated that while these policy platforms will form part of the agenda for AGM's in the future, input would be sought at review points during the year and members are free to provide comment to the Board at any time.

RESOLVED

That the LGMA Queensland Policy Platforms be endorsed.

Moved: Scott Mason
 Seconded: Mark Leyland
 Carried: Yes

Meeting Close

In the absence of any other General Business, the meeting closed at 3.30pm and Susan Jarvis thanked everyone for their attendance.

Attendance

Name	Organisation	Name	Organisation
Toni Averay	Fraser Coast Council	David Keenan	Southern Downs Regional Council
Alan Balloch	JLT	Mark Leyland	LGAQ
Daniel Bradford	Cassowary Coast Regional Council	Leon Love	Diamantina Aboriginal Shire Council
Terry Brennan	Burdekin Shire Council	Matthew Magin	Burdekin Shire Council
Dave Burges	Quilpie Shire Council	Scott Mason	Central Highlands Regional Council
Ray Burton	Ray Burton Consulting	David McNicoll	Tweed Shire Council
Linda Cardew	Douglas Shire Council	Ross Musgrove	Western Downs Regional Council
Peter Cochrane	--	Edward Natera	Pompuraaw Shire Council
Warren Collins	Cherbourg Aboriginal Shire Council	John Oberhardt	Redland City Council
Mark Crawley	Mark Crawley Consulting	Ed Perry	Qld Ombudsman
Brett de Chastel	Noosa Shire Council	Glen Potter	City of Gold Coast
Cale Dendle	Gladstone Regional Council	Mark Pitt	North Burnett Regional Council
Brian Hayes	Gympie Regional Council		
Peta Irvine	LGMA Queensland	Brett Walsh	Barcaldine Regional Council
Susan Jarvis	Blackall-Tambo Regional Council	Michelle Webster	Central Highlands Regional Council

Non-Member Attendee's

Dennis Hovenden	LGPA National	Michele Wallace	LGAQ
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Apologies

Name	Organisation	Name	Organisation
Chris Rose	-	Simon Benham	Logan City Council
Peter Byrne	Retired	Jason Bradshaw	Central Highlands Regional Council
Luke Lankowski	Central Highlands Regional Council	Ian Bodill	Longreach Regional Council
Frank Mills	Mornington Shire Council	Ian Barton	JLT
Leon Yeatman	Mapoon Aboriginal Shire Council	Leisa Dowling	Gladstone Regional Council
Tony Hayward	Retired	Leo Jensen	Charters Towers Regional Council
Mark Watt	North Burnett Regional Council	Bryan Ottone	Retired
Herb Oliver	Retired	Gary Stevenson	Isaac Regional Council
Nick Clarke	Retired	Steve Wilton	NPARC

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Financial Statements

For the Year Ended 30 June 2018

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

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Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Statement of Profit or Loss and Other Comprehensive Income For the Year Ended 30 June 2018

	2018	2017
	\$	\$
Revenue	4 1,106,966	1,116,784
Employee benefits expense	(577,003)	(504,647)
Depreciation and amortisation expense	(2,355)	(2,381)
Conferences and event expenses	(180,692)	(170,193)
Professional development and training expenses	(134,524)	(130,487)
Members servicing costs	(118,310)	(86,282)
Other expenses	(89,331)	(69,083)
Profit before income tax	4,751	153,711
Income tax expense	(4,471)	(19,748)
Profit from continuing operations	280	133,963
Profit for the year	280	133,963
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	280	133,963

The accompanying notes form part of these financial statements.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Statement of Assets and Liabilities

As At 30 June 2018

	Note	2018 \$	2017 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	5	296,441	341,937
Other cash investments	6	853,903	791,993
Trade and other receivables	7	90,047	127,554
Current tax receivable		468	1,625
Other assets	8	103,089	37,126
TOTAL CURRENT ASSETS		1,343,948	1,300,235
NON-CURRENT ASSETS			
Plant and equipment	9	3,719	1,928
TOTAL NON-CURRENT ASSETS		3,719	1,928
TOTAL ASSETS		1,347,667	1,302,163
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	10	33,880	53,765
Employee benefits	11	101,812	42,704
Other liabilities	12	346,869	320,094
TOTAL CURRENT LIABILITIES		482,561	416,563
NON-CURRENT LIABILITIES			
Employee benefits	11	28,080	48,854
TOTAL NON-CURRENT LIABILITIES		28,080	48,854
TOTAL LIABILITIES		510,641	465,417
NET ASSETS		837,026	836,746
MEMBERS' FUNDS			
General reserve	13	250,000	250,000
Retained profits	13	587,026	586,746
TOTAL MEMBERS' FUNDS		837,026	836,746

The accompanying notes form part of these financial statements.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements

For the Year Ended 30 June 2018

The financial statements cover Local Government Managers Australia (Qld) Inc. as an individual entity. Local Government Managers Australia (Qld) Inc. is a not-for-profit Association incorporated in Queensland under the *Associations Incorporation Act (QLD) 1981 (as amended by the Associations Incorporation and Other Legislation Amendment Act (QLD) 2007)* ('the Act').

The principal activities of the Association for the year ended 30 June 2018 were to provide education, advocacy and information services to members.

The functional and presentation currency of Local Government Managers Australia (Qld) Inc. is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

In the opinion of the Board of Management, the Association is not a reporting entity since there are unlikely to exist users of the financial statements who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Act.

The financial statements have been prepared in accordance with the recognition and measurement requirements of Australian Accounting Standards and Accounting Interpretations.

The financial statements have been prepared on an accruals basis and are based on historical costs.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2 Summary of Significant Accounting Policies

(a) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Income from conferences, events, training and professional development

Revenue from conferences and other events (including related sponsorship income) is recognised in the period in which the conference or event is held. Any income received in advance of the conference or event is included within other liabilities.

Subscriptions

Revenue from the provision of membership subscriptions is recognised on a straight line basis over the subscription period. That portion of the subscription relating to the subsequent financial period is included within other liabilities. Admission fees are recognised when received.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements For the Year Ended 30 June 2018

2 Summary of Significant Accounting Policies

(a) Revenue and other income

Interest revenue

Interest revenue is recognised when receivable.

(b) Income Tax

Only non member income of the association is assessable for tax, as members income is executed under the principle of mutuality.

The income tax expense/(revenue) for the year comprises current income tax expense/(income) and deferred tax expense/(income).

Current income tax expense charged to the profit or loss is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, as at the end of the reporting period. Current tax liabilities/(assets) are therefore measured at the amounts expected to be paid to/(recovered from) the relevant taxation authority.

(c) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of the lease term.

(d) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

(e) Plant and equipment

Plant and equipment is carried at cost less, where applicable, any accumulated depreciation and impairment.

Depreciation

Plant and equipment is depreciated on a straight-line basis over the assets useful life to the Association, commencing when the asset is ready for use.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Office Equipment	30%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements For the Year Ended 30 June 2018

2 Summary of Significant Accounting Policies

(e) Plant and equipment

Depreciation

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the statement of profit or loss and other comprehensive income.

(f) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. Term deposits with original maturities of more than three months are classified as other cash investments.

(g) Employee benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. The board of management do not make any adjustments related to expected pay increases or the time value of money as the net effect of these factors is not considered significant. Changes in the measurement of the liability are recognised in profit or loss.

Employee benefits are presented as current liabilities in the statement of financial position if the Association does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date regardless of the classification of the liability for measurement purposes under AASB 119.

3 Critical Accounting Estimates and Judgments

The board of management make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - receivables

The value of the provision for impairment of receivables is estimated by considering the ageing of receivables, communication with the debtors and prior history.

Key estimates - income tax provision

Some of the Association's income is taxable. Judgement is required in determining the provision for income tax. The Association recognises a tax liability based upon its current understanding of tax law. Where the final tax outcome is different from initial estimate, such differences will impact the tax charge and provision in the period in which determination is made.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements For the Year Ended 30 June 2018

4 Revenue

	2018	2017
	\$	\$
- Member subscriptions and admission fees	219,566	239,541
- Provision of member services	77,545	82,576
- Interest income	21,548	21,549
- Conferences and events income	374,234	393,323
- Professional development and training	413,678	375,048
- Other trading revenue	395	4,747
	<u>1,106,966</u>	<u>1,116,784</u>

5 Cash and Cash Equivalents

Cash at bank and in hand	296,441	341,937
	<u>296,441</u>	<u>341,937</u>

6 Other cash investments

CURRENT		
Bank term deposits	853,903	791,993
	<u>853,903</u>	<u>791,993</u>

7 Trade and Other Receivables

CURRENT		
Trade receivables	90,047	127,554
	<u>90,047</u>	<u>127,554</u>

8 Other Assets

CURRENT		
Prepayments and deposits paid	96,445	37,126
Accrued income (interest on term deposit)	6,644	-
	<u>103,089</u>	<u>37,126</u>

9 Plant and equipment

Office equipment		
At cost	20,628	19,745
Accumulated depreciation	(16,909)	(17,817)
Total plant and equipment	<u>3,719</u>	<u>1,928</u>

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements For the Year Ended 30 June 2018

9 Plant and equipment

Movement in the carrying amounts of plant and equipment in the current financial year:

	Office Equipment	Total
	\$	\$
Balance at the beginning of year	1,928	1,928
Additions	4,699	4,699
Disposals		
Disposals - written down value	(553)	(553)
Depreciation expense	(2,355)	(2,355)
Balance at the end of the year	3,719	3,719

10 Trade and Other Payables

	2018	2017
	\$	\$
Current		
Other payables	33,880	53,765
	33,880	53,765

11 Employee Benefits

Current liabilities		
Provision for annual leave	46,951	42,704
Long service leave	54,861	-
	101,812	42,704
Non-current liabilities		
Long service leave	28,080	48,854
	28,080	48,854

12 Other liabilities

CURRENT		
Income received in advance	346,869	320,094
Total	346,869	320,094

The above amounts relate to sponsorship and other income which has been billed in advance in relation to future events or services yet to be supplied at the year end.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements For the Year Ended 30 June 2018

13 Retained Earnings and General Reserve

Retained Earnings

	2018	2017
	\$	\$
Opening balance	586,746	452,783
Profit for the year	280	133,963
Retained earnings at end of the financial year	587,026	586,746

General Reserve

The general reserve of \$250,000 (2016: \$250,000) records funds set aside for future expansion of Local Government Managers Australia (Qld) Inc..

14 Auditors' Remuneration

Remuneration of the auditor SAAS Audit (2017 BB Whitehouse Audit Pty Ltd), for:)

- auditing or reviewing the financial statements (BBW)	6,500	6,500
- assistance with the preparation of the financial statements (SAAS)	3,250	2,700
Total	9,750	9,200

The above amounts relate to the prior years financial statements.

15 Contingencies

In the opinion of the Board of Management, the Association did not have any contingencies at 30 June 2018 (30 June 2017:None).

16 Transactions with Related Parties

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated. Following the late withdrawal of the original recipient, the Manager Exchange to Canada was conferred on a Board Director, Susan Jarvis. LGMA reimbursed the Director for the usual costs associated with the exchange

17 Capital Management

The Board of Management controls the capital of the Association in order to ensure that adequate cash flows are generated to fund its activities. This includes monitoring future cash flow requirements and available cash reserves.

The Association does not have any borrowings and there are no externally imposed capital requirements.

There have been no changes in the strategy adopted by the Board of Management to control the capital of the Association since the previous year.

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Notes to the Financial Statements

For the Year Ended 30 June 2018

18 Events after the end of the Reporting Period

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Association, the results of those operations or the state of affairs of the Association in future financial years.

19 Association details

The registered office and principal place of business of the Association is:

Level 7, Quay Central

95 North Quay

Brisbane QLD 4000

Local Government Managers Australia (Qld) Inc.

ABN 97 968 931 841

Statement by Members of the Board of Management

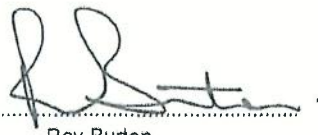
The board of management has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

In the opinion of the board the financial report as set out on pages 1 to 9:

1. Presents fairly the financial position of Local Government Managers Australia (Qld) Inc. as at 30 June 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Local Government Managers Australia (Qld) Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the board and is signed for and on behalf of the board by:

President 
Susan Jarvis

Treasurer 
Ray Burton

23RD JULY 2018

Dated:

Local Government Managers Australia (Qld) Inc.

Independent Audit Report to the members of Local Government Managers Australia (Qld) Inc.

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report, being a special purpose financial report of Local Government Managers Australia (Qld) Inc. (the Association), which comprises the statement of assets and liabilities as at 30 June 2018, the statement of profit or loss and other comprehensive income for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by members of the board of management.

In our opinion, the accompanying financial report of the Association for the year ended 30 June 2018 presents fairly, in all material respects, the financial position of the Association as at 30 June 2018, and of its financial performance for the year then ended in accordance with the financial reporting requirements of the Associations Incorporation Act (QLD) 1981 (as amended by the Associations Incorporation and Other Legislation Amendment Act (QLD) 2007).

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 of the financial report, which describes the basis of accounting. The financial report is prepared to assist the Association in complying with the reporting requirements of the Associations Incorporation Act (QLD) 1981 (as amended by the Associations Incorporation and Other Legislation Amendment Act (QLD) 2007). As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance

Management is responsible for the preparation and fair presentation of the financial report in accordance with the Associations Incorporation Act (QLD) 1981 (as amended by the Associations Incorporation and Other Legislation Amendment Act (QLD) 2007), and for such internal control as management determines is necessary to enable the preparation of the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Local Government Managers Australia (Qld) Inc.

Independent Audit Report to the members of Local Government Managers Australia (Qld) Inc.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This description forms part of our auditor's report.

SAAS Audit Pty Ltd (Authorised Audit Company number 458246)



James Kenward
Director

Suite 4, 118 Vulture Street
South Brisbane QLD 4101

Dated:

27/7/2018

Queensland Local Government Management Foundation

Financial Statements

For the Year Ended 30 June 2018

Queensland Local Government Management Foundation

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For the Year Ended 30 June 2018

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Queensland Local Government Management Foundation

Income Statement

For the Year Ended 30 June 2016

	2018	2017
	\$	\$
Income		
Interest income	5,820	4,370
Total income	<u>5,820</u>	<u>4,370</u>
Surplus for the year	<u><u>5,820</u></u>	<u><u>4,370</u></u>

The accompanying notes form part of these financial statements.

Queensland Local Government Management Foundation

Statement of Financial Position

As At 30 June 2018

	Note	2018 \$	2017 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	<u>270,320</u>	264,500
TOTAL CURRENT ASSETS		<u>270,320</u>	264,500
TOTAL ASSETS		<u>270,320</u>	264,500
NET ASSETS		<u>270,320</u>	264,500
EQUITY			
Settlement sum		10	10
Retained earnings	4	<u>270,310</u>	264,490
TOTAL EQUITY		<u>270,320</u>	264,500

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2018

1 Basis of Preparation

The trustees of the Foundation believe the not for profit Foundation is a non reporting entity because there are no users dependent on general purpose financial reports. These financial statements are therefore a special purpose financial report that has been prepared in order to meet the requirements of the trustees.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below which the trustees have determined are appropriate to meet the purposes of preparation.

The financial statements have been prepared on an accruals basis and are based on historical costs.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2 Summary of Significant Accounting Policies

(a) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Foundation and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable.

Interest revenue

Interest is recognised when receivable.

(b) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(c) Income Tax

The Foundation is an income tax exempt charitable entity under Division 50 of the *Income Tax Assessment Act 1997*.

(d) Goods and Services Tax (GST)

The Foundation is not registered for GST.

Queensland Local Government Management Foundation

Notes to the Financial Statements For the Year Ended 30 June 2018

3 Cash and cash equivalents

	2018	2017
	\$	\$
Cash deposit account	23,387	23,051
Bank term deposit	246,933	241,449
	<u>270,320</u>	<u>264,500</u>

4 Retained Earnings

Retained earnings at the beginning of the financial year	264,490	260,120
Surplus for the year	5,820	4,370
Retained earnings at end of the financial year	<u>270,310</u>	<u>264,490</u>

5 Contingencies

In the opinion of the trustees the Foundation did not have any contingencies at 30 June 2018.

6 Events Occurring After the Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Foundation, the results of those operations or the state of affairs of the Foundation in future financial years.

Queensland Local Government Management Foundation

Trustee's Declaration

The trustees have determined that the Foundation is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

The trustees declare that:

1. The financial statements and notes, as set out on pages 1 to 4, present fairly the Foundation's financial position as at 30 June 2018 and its performance for the year ended on that date in accordance with the accounting policies described in Note 2 to the financial statements; and
2. In the trustee's opinion, there are reasonable grounds to believe that the Foundation will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the trustees of the Foundation.

Trustee *S. Jarvis*
Susan Jarvis

Trustee *RB*
Ray Burton

Dated this *23RD* day of July 2018

Queensland Local Government Management Foundation

Compilation Report

For the Year Ended 30 June 2018

We have compiled the accompanying financial statements of Queensland Local Government Management Foundation, which comprise the statement of financial position as at 30 June 2018, and the income statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in the notes to the accounts.

The Responsibility of the Board of Management

The Board of Management of Queensland Local Government Management Foundation is solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

Our Responsibility

On the basis of the information provided by the Board of Management we have compiled the accompanying special purpose financial statements in accordance with the basis of accounting and APES 315: *Compilation of Financial Information*.

We have applied our professional expertise in accounting and financial reporting to assist management in the preparation and presentation of these financial statements in accordance with the basis of accounting described in the notes to the financial statements. We have complied with the relevant ethical requirements of APES 110 *Code of Ethics for Professional Accountants*.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Board of Management who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

SAAS Audit Pty Ltd



James Kenward
Director

Suite 4, 118 Vulture Street
South Brisbane QLD 4101

Dated this 27th day of July 2018

POLICY PLATFORMS

Introduction

LGMA Queensland leads, advocates for and supports local government managers through actively contributing to the advancement of local government in the state. In fulfilling this role, LGMA:

- advocates for the interests of members through representation to government, industry and other stakeholders;
- maintains watching briefs on issues of interest to members; and
- facilitates communication and the provision of information and expert advice to members, government and stakeholders.

The local government sector encompasses a wide range of interests and issues. Some are of direct relevance to the role of local government officers, some relate only to elected members, some are relevant to specific technical areas and some overlap many areas or affect the operation of local government as a sector.

LGMA Queensland is conscious of the fact that there will be a diversity of views amongst members. In undertaking to represent its members, LGMA Queensland seeks to represent the collective view of members and will therefore consult widely with members in the development of submissions, briefs and policy statements. LGMA Queensland is not a political entity and does not approach its representation from a political angle. Specifically, LGMA Queensland is not an industrial advocate and does not seek to represent individual members in employment matters, although it will advocate about general employment conditions in the interests of ensuring professional managers are attracted and retained in the sector.

In the interests of transparency, the Board of LGMA Queensland has determined to publish the key policy platforms which LGMA Queensland seeks to promote and achieve for local government in the state. These platforms reflect the preferred position of LGMA Queensland on current issues facing local government practitioners. Through the implementation of the positions identified, LGMA Queensland seeks to create the most effective and appropriate working environment for local government officers and best practice in local government. This may be through legislative, funding, operational and/or other elements of local government.

The overarching principles applying to the development of these platforms ensure that future advocacy and representation is appropriate to member needs and enhances LGMA Queensland's credibility as a professional, member-representative organisation. They provide stakeholders with a clear understanding of LGMA Queensland's stance.

These policy platforms sit under the LGMA Queensland Strategic Plan as adopted by the Board of Directors in November 2014 and as amended from time to time. The Policy Platforms will be reviewed and amended on a regular basis to reflect the changing nature of Queensland local government and the needs of LGMA Queensland members. They are not exhaustive and LGMA may undertake lobbying activities in areas not listed in order to respond to emerging issues and challenges. For ease of understanding, Policy Platforms have been divided into three categories:

- **Sector-Wide Context** –issues impacting on the wider operation of local government.
- **Legislative framework** –the legislative environment within which local governments officers operate.
- **Officer environment** –issues which directly affect well-being and quality of working life.

1.0 Sector Wide Context

The business of local government covers many areas and disciplines and it is incumbent on officers to keep abreast of best practice initiatives and trends. However, local government officers are the experts in their own fields and through LGMA Queensland have a key role to play in shaping and developing those best practice initiatives as applied to the sector. Therefore, LGMA Queensland will represent members' knowledge and experience across a range of issues to ensure that initiatives support better operation, recognising the innovative and effective solutions developed within the sector.

LGMA Queensland will monitor and advise on national and international trends that may affect the operation of local government in Queensland. Issues such as climate change, skills and labour shortages, constitutional reform and cost shifting, can all have significant impacts on the delivery of local government services.

The position of LGMA Queensland in relation to such issues is outlined in the table below and reflects the key objective of supporting and developing a dynamic, accountable, responsive and effective local government system in Queensland.

Theme	Element	Adopted Position
1.1 <i>Continuous Improvement</i>	1.1.1 Collaboration	<p>1.1.1.1 LGMA Queensland supports formal and informal arrangements between neighbouring Councils which aim to provide efficiencies in service delivery and improve effectiveness of decision making.</p> <p>1.1.1.2 LGMA Queensland supports the notion that Local Government is a key stakeholder in regional development and should be a key partner in initiatives of either the Commonwealth or State Governments.</p>
	1.1.2 Local Government Reform	<p>1.1.2.1 LGMA Queensland facilitates members' continued input into reform processes through information and exploration sessions.</p> <p>1.1.2.2 LGMA Queensland establishes communications with the Government and the Opposition on reform issues.</p> <p>1.1.2.3 LGMA Queensland advocates for sufficient resources to effectively manage the impact of reform on local government officers.</p>
	1.1.3 Governance	<p>1.1.3.1 LGMA Queensland supports the coordinated delivery of training to officers in contemporary corporate governance practice by the Department of Local Government as a complement to the training delivered by LGMA Queensland and notes that, where possible co-delivery is a preferred option.</p> <p>1.1.3.2 LGMA Queensland supports LGAQ and others in efforts to improve skills and knowledge of Councillors, particularly relating to the suite of contemporary corporate governance responsibilities.</p>

1.1.4 Cost Shifting	1.1.4.1 LGMA Queensland advocates for the full funding of mandates and other responsibilities shifted from Commonwealth and State Governments to local government.
1.1.5 Constitutional Recognition	1.1.5.1 LGMA Queensland advocates for recognition of Local Government in the Constitution of Australia.
1.1.6 Performance measurement and reporting	<p>1.1.6.1 LGMA Queensland supports appropriate and consistent measurement and reporting of the performance of local government.</p> <p>1.1.6.2 LGMA Queensland supports the publication of reports and data that enable more informed judgements about the comparative performance of local government by interested parties.</p>
1.1.7 Labour Market Equity/Gender Balance	<p>1.1.7.1 LGMA Queensland advocates for merit-based appointments to vacancies in local government.</p> <p>1.1.7.2 LGMA Queensland supports the principles of Equal Employment Opportunity.</p> <p>1.1.7.3 LGMA Queensland advocates that gender balance issues in local government should be addressed.</p>
1.1.8 Financial Self-Sufficiency	<p>1.1.8.1 LGMA Queensland believes that local governments should seek to increase own-source revenue and to become less reliant on government funds to cover operating expenditure.</p> <p>1.1.8.2 LGMA Queensland advocates for the removal of any legislative or policy barriers (e.g. rate pegging, or developer contribution caps) that might inhibit own-source revenue generation.</p> <p>1.1.8.3 LGMA Queensland supports local governments owning, investing in and/or operating, commercial, revenue-raising ventures provided that proper due diligence has been employed and decisions to proceed taken in the overall public interest.</p> <p>1.1.8.4 LGMA Queensland recognises that Queensland is a vast State and that circumstances apply differently in different areas, particularly rural and remote locations.</p>
1.1.9 Best Value Service	1.1.9.1 LGMA Queensland believes that local government services are most effectively delivered using a mix of in-house


	Delivery	<p>(day labour) staff and outsourced providers (contractors and consultants), but absolutely supports the right of individual local governments (or collectives representing local governments) having the freedom to determine the best value means of delivering services to their communities.</p> <p>1.1.9.2 To avoid doubt, the term "best value" recognises that individual local governments may choose criteria other than simply service cost or effectiveness/efficiency to determine a method of service delivery that is in the overall public interest. For example, rural and remote communities might choose to favour local employment opportunity through day labour services to ensure stability in the local population.</p> <p>1.1.9.3 LGMA Queensland recognises that local government employees (including its own members) may be affected by decisions of local governments to choose to deliver services by means other than employed staff and advocates that suitable protections (i.e. redundancy provisions) exist in industrial agreements and employment contracts to compensate employees in such circumstances.</p>
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2.0 Legislative Framework

The broad objectives governing LGMA Queensland's approach to the regulation of local government officers and activities are:

- Legislation should be principles-based and should not seek to micro-regulate the day-to-day activities of local government;
- Legislation should encourage best practice within local government and protect communities from ineffective or inappropriate practices;
- Legislation should be sufficiently flexible to recognise the vast diversity which exists in Queensland;
- Funding is a critical element of successful delivery of services;
- Regulation must clearly articulate roles and responsibilities of all parties;
- Local decision making is supported; and
- State government has a responsibility to coordinate services and resources to assist in service delivery and reduce impost on local government in dealing with overlapping issues.

Theme	Element	Adopted Position
2.1 Legislation	2.1.1 Local Government Act/Regulations	2.1.1.1 LGMA Queensland advocates for a significant review of the Local Government Act at least once every 15 years and for other minor changes as required. 2.1.1.2 LGMA Queensland supports the (Westminster-style) separation of powers and clarity of roles between Officers and Councillors and advocates for legislation that supports this principle to ensure consistency and compatibility with respect to the unitary management role of the CEO. 2.1.1.3 LGMA Queensland advocates that the CEO be responsible for the appointment and management of all Council staff. 2.1.1.4 LGMA Queensland believes that effective management of local government best occurs when there is an honest, robust and respectful relationship between elected member and officers. 2.1.1.5 LGMA Queensland advocates for a legislative and in-practice model whereby: <ul style="list-style-type: none"> ○ Respective democratic roles are genuinely respected; and ○ Professional officers provide frank and fearless advice without fear of individual (or unreasonable) penalty or sanction for making particular recommendations in good faith and with honesty and professionalism. 2.1.1.6 LGMA Queensland advocates for the legislative indemnity of officers and assurances that the presumption of

		innocence is afforded when such indemnification might be sought.
		2.1.1.7 LGMA Queensland does not support a requirement for CEOs to verify the accuracy of contents of the material interest register for Councillors and officers.
2.1.2 Local Government Electoral Act	2.1.3.1	LGMA Queensland supports changes to the Electoral Act as outlined in the attached submission. 
	2.1.3.2	LGMA Queensland does not support a compulsory Code of Conduct for Candidates as its enforcement would place an unnecessary burden on the CEO.
	2.1.3.3	Where elections are run independent of a local government, then the body running the election should be responsible for all matters pertaining to that election.
2.1.3 Associated Legislation	2.1.3.4	LGMA Queensland will undertake consultation and provide input on behalf of our members in relation to relevant legislation and particularly during legislative review processes.
2.1.4 Crime and Corruption Act and related Acts/Regulations	2.1.4.1	LGMA Queensland supports the legislative imposition of proper responsibility and accountability on employers in seeking to minimise Official Misconduct in the workplace.
	2.1.4.2	LGMA Queensland acknowledges the specific responsibilities of CEO's to ensure that the employers' obligations are discharged.
	2.1.4.3	LGMA Queensland supports initiatives by the CCC to streamline process and reporting of official misconduct by employees.
	2.1.4.4	To avoid frivolous and vexatious claims being made, LGMA Queensland advocates that a preliminary assessment of allegations of misconduct be made to ensure a prima facie case exists before referrals or investigations are commenced.
	2.1.4.5	LGMA Queensland advocates that CEO's not be responsible for the investigation or determination of complaints of misconduct against councillors.
	2.1.4.6	LGMA Queensland advocates that complaints of corrupt conduct against local government CEOs are dealt

		with by the CCC.
	2.1.5 Processes of Legislative Reform	2.1.5.1 LGMA Queensland advocates adequate opportunity to advise State and Commonwealth Governments in early stages of drafting bills and in the consideration of implications of legislative reform.

3.0 Officer Environment

LGMA Queensland monitors and makes representation on matters affecting members' employment, working conditions, superannuation and personal and professional development. However, LGMA Queensland is not an industrially registered organisation and does not retain legal or financial services. Therefore, LGMA Queensland cannot act as a representative of individual member interests on legal, financial or industrial issues. However, LGMA Queensland does provide mentoring support, collective advice and will refer individuals to experts for advice where appropriate.

LGMA Queensland also takes a lead role in the development of local government as a profession and seeks to enhance the professionalism of the sector as a whole as well as that of its individual members.

The position of LGMA Queensland in relation to various member issues is outlined in the table below and reflects the key principles of interest to local government officers:

- appropriate working conditions, job security and remuneration;
- clear allocation of roles and responsibilities including freedom from inappropriate intervention by Councillors or government;
- indemnity for actions; and
- access to appropriate professional development and training.

Theme	Element	Adopted Position
3.1 Members' Employment	3.1.1 Industrial Awards	3.1.1.1 LGMA Queensland is not a registered Union or Industrial Association and as such will not act as an industrial advocate in relation to general Award matters and disputes. 3.1.1.2 LGMA Queensland advocates for appropriate employment protection and redundancy compensation for Members particularly during periods of structural reform.
	3.1.2 Contract Employment	3.1.3.1 LGMA Queensland supports the use of contracts of employment for senior officers and endorses a Model Employment Contract 3.1.3.2 LGMA Queensland supports the inclusion of appropriate performance management and review processes in the model contract, including a requirement for the employer to identify and document any performance issues that need to be addressed. 3.1.3.3 LGMA Queensland advocates for the CEO and the Mayor and councillors to have the option of utilising independent external assistance when conducting the performance review of the CEO. 3.1.3.4 LGMA Queensland does not support the legislative imposition of maximum contract terms or mandatory

		<p>advertising for CEO's and Senior Officers' roles.</p> <p>3.1.3.5 LGMA Queensland advocates for the inclusion of "no fault" termination clauses in employment contracts with a minimum severance equivalent to 12-months' salary.</p>
3.2 Welfare	3.2.1 Remuneration	<p>3.3.1.1 LGMA Queensland does not monitor remuneration benchmarking or trending.</p> <p>3.3.1.2 LGMA Queensland supports the concept of labour market price and advocates that benchmarking should be undertaken by employer and employee to ensure that proposed remuneration is within the market price range.</p> <p>3.3.1.3 LGMA Queensland supports the definition of the 'market' to include local and state government's both within Queensland and nationally as well as the private sector for the purpose of remuneration benchmarking.</p> <p>3.3.1.4 LGMA Queensland does not support any form of legislative constraint on remuneration for senior officers and advocates for appropriate negotiation of contract terms between parties based on the specifics of the local government area and the responsibilities.</p>
	3.2.2 Employment Practices	3.3.2.1 LGMA Queensland advocates the need for employers to adhere to professional employment practices for Senior Managers and will support the legislative imposition of appropriate standards on employers.
	3.2.3 Superannuation	3.3.3.1 LGMA Queensland monitors reforms relating to the Local Government superannuation scheme and may advocate on behalf of its members with respect to any reforms.
3.3 Legal obligations and entitlements	3.3.1 Role of Officers	3.4.1.1 LGMA Queensland supports the separation and clarity of roles between Officers and Councillors and advocates for legislative reform to support this and to ensure consistency and compatibility with respect to the unitary management role of the CEO.
	3.3.2 Liability/Indemnification	<p>3.4.3.1 LGMA Queensland supports the legislative indemnification of Officers.</p> <p>3.4.3.2 LGMA Queensland advocates for legislative reform to ensure that Officers subject to legal threat are afforded the doctrine of 'innocence until proven guilty' where indemnification is required in accordance with the entitlement under the statutory indemnity.</p>

3.4 Professional Standards	3.4.1 Training and Education	3.5.1.1 LGMA Queensland advocates for appropriate planning and resource allocation to meet training and skills needs of officers.
	3.4.2 Professional Development	<p>3.5.3.1 LGMA advocates for employer responsibility in resourcing required and reasonable professional development for Officers.</p> <p>3.5.3.2 LGMA Queensland advocates for employer recognition of genuine ‘Professional Development’ efforts by Officers.</p> <p>3.5.3.3 LGMA Queensland recognises that the credibility of a peak professional body is strengthened by its members being required to participate in a Compulsory Professional Development programme.</p>
	3.4.3 Certification and Qualification	<p>3.5.4.1 LGMA Queensland does not support the legislative imposition of mandatory certification for senior management positions.</p> <p>3.5.4.2 LGMA Queensland advocates for employers’ awareness of the need for appropriate qualifications for professional and trade positions and members’ attainment of such qualifications.</p> <p>3.5.4.3 LGMA Queensland advocates for employers’ recognition of LGMA membership status.</p>