



LOCAL GOVERNMENT MANAGERS AUSTRALIA  
QUEENSLAND INC.

## **NOTICE OF 2015 ANNUAL GENERAL MEETING**

*Notice is hereby given to members of Local Government Managers Australia (Qld) Inc. that the Sixty-fifth Annual General Meeting of Local Government Managers Australia Queensland will be held at the Gladstone Entertainment commencing at 2.45pm on Wednesday, 2 September 2015*

### **AGENDA**

1. Welcome and Apologies
2. Confirmation of Minutes of the 2014 Annual General Meeting
3. Presentation of the 2014/2015 Financial Statements
4. Appointment of Auditor
5. President's Address
6. LGMA National
7. Declaration of Election of Office Bearers
8. Certificates of Service
9. Announcement of Annual Conference Venue for 2016
10. General Business



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## 1. **Welcome and Apologies**

President Mark Crawley 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.

## 2. **Confirmation of Minutes**

The minutes of the 2014 Annual General Meeting, held on Wednesday 3 September 2014 at the Bunya Mountains are attached (Attachment 1).

### **Recommendation:**

It is recommended that the minutes of the 2014 Annual General Meeting held on Wednesday 3 September 2014 at the Bunya Mountains be accepted as a true and accurate record of proceedings.

## 3. **Presentation of the 2014/2015 Financial Statements**

The 2014/2015 Financial Statements are attached in Appendix 2. These will be formally presented by Treasurer, Arun Pratap.

The Auditor's 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 2014/2015, 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 2014/2015 be adopted as presented.

## 4. **Appointment of Auditor**

BB Whitehouse was first appointed as auditor for the 2012 audit and has continued to provide these services in 2013, 2014 and 2015. The services were considered satisfactory.

### **Recommendation:**

It is therefore recommended that BB Whitehouse be reappointed as LGMA Queensland auditors for the 2015/2016 financial year.



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## 5. President's Address

The President, Mark Crawley, will present his report on the 2014/2015 year. He will highlight some critical areas and take questions from the floor.

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### President's Report

Representing the membership as your President for the past two years will always remain a treasured, humbling experience and one I will always remember. Receiving the Maroon Jacket and President's Medallion at Brisbane in City Hall will be one of the highlights of my career in local government and representing you, the members, provided fond memories. Thank you.

This year's conference in Gladstone, the 'Idea's Incubator', follows on from the successful 2014 Conference held in the Bunya Mountains; a somewhat different but very new format, allowing greater interaction and participation from those attending. Peta and the conference team have put together a well-structured programme that will stimulate discussion and explore new perspectives on issues affecting local government. Local government is constantly changing and we need to define our future. How will we provide services in the future, how will we engage with our communities and how can we best utilise technology and our collective resources?

The Awards for Excellence, recognising outstanding achievement in Queensland Local Government, were held at the Brisbane Convention Centre in April 2015. This gala event broke previous attendance records and a great cross-section of nominations were received from councils across the state. The projects presented for nomination are testament to the dedication and innovation shown by council staff and teams working across Queensland. Congratulations to Logan City Council (Sustainability), Ipswich City Council (Teamwork), Redland City Council (Collaboration), Douglas Shire Council (Women in Local Government), Sunshine Coast Council (Innovation) and Allan Hazell, Noosa Shire Council (Above and Beyond). Congratulations also to the finalists in each of the categories.

LGMA Queensland, like most peak membership bodies, is finding it somewhat of a task to engage with the membership at professional development events. There is a measured decrease in numbers from similar events of previous years and we are working on the various programmes to engage with our members through relevant and interesting topics. Your feedback is invaluable to assist with the development and delivery of future events and if you have any ideas please share them with us. Three separate Rural Management Challenges were again run in 2014 with the regional centres of Goondiwindi, Longreach and Douglas offering their services as host councils for the events. The 2015 LGMA Queensland Management Challenge was run at the Mount Cotton Training Centre and, as we all know, Mackay Regional Council's Team, Macka Dacka, was the winner. Well done Mackay Regional Council,



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well deserved. Mackay went on to represent Queensland at the National Management Challenge event in Melbourne.

The Village's Forums continued to be held during the year and the next round of Villages are scheduled from 20-22 October. LGMA Queensland continues to run our professional development programmes with Ignite, in particular, going from strength to strength. LGMA Queensland is also pleased to be able to provide in-house services and has a range of programmes listed on the website. If there is something not there that you may be considering, please contact Robyn or Peta to discuss specific requirements. Many councils have used these services and speak very highly of the results. My own council at Charters Towers has undertaken one of these programmes recently and, as a result of excellent feedback from staff attending, is looking to further engage LGMA Queensland in the future to run additional programmes.

Local government has a once in a generation opportunity to define its place and role in the political landscape. We, as local government managers, are in a position to provide the technical expertise to the other levels of government in relation to the service provision and place-shaping at the local level. The Reform of Federation White Paper and Reform of Taxation papers have been released and we will work in cooperation with the LGAQ in their submission to the Federal Government in this regard.

LGMA Queensland and LGAQ continue to work together on issues of mutual interest and have reciprocal representation at Board and Policy Executive Meetings. This has worked well and provides an opportunity to apprise each other of the issues affecting local government, from an operational and political level. All of the peak bodies representing local government have started to come together regularly to discuss working even more cooperatively in the future to ensure the sector's continued success.

In reviewing the year, I must acknowledge the support and work of the Board in representing you and thank Deputy President, Cale Dendle (Gladstone Regional Council), Treasurer, Arun Pratap (Toowoomba Regional Council), Ray Burton and Michelle Clarke (Townsville City Council), Warren Collins (Cherbourg Aboriginal Shire Council), Mark Watt (Longreach Regional Council) and Susan Jarvis (Blackall-Tambo Regional Council).

Thanks to Cale Dendle and John Oberhardt for their continued representation on the LGMA National Board. They represent Queensland well at the national level and keep the Board apprised of the happenings in the national body. Since the State Election, LGMA Queensland has continued to liaise with the Department and we have sought to meet with the very busy Deputy Premier and Minister for Local Government Hon. Jacki Trad MP. We will continue to work with the Government on issues that impact the operations of local government and look forward to sitting down with the Minister when time allows.



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We continue to enjoy a sound financial position with a positive result during another challenging period. Good financial reserves are available should we encounter any financial challenges in the future. The Board takes its role in managing the financial position of the organisation seriously and is conservative as we review and consider any new opportunities.

A very big thank you to our CEO, Peta Irvine. Your support provided to me, as President, is appreciated and will not be forgotten. Peta is the strength and success of LGMA Queensland and the reason we are in a sound financial position and the envy of many of the other State organisations. Thanks also to Robyn Walker and all of the LGMA Queensland staff, it has been my pleasure working with you all. We are lucky to have such a great team.

As stated, I have enjoyed the opportunity to represent LGMA Queensland and the sector as your State President and thank you for the opportunity and the support you have shown me during the past two years.

I wish the incoming President and the Board the very best wishes for their future deliberations and I am confident our organisation will continue to go from strength to strength.

On a further note, I would like to thank the Charters Towers Regional Council for their support that enabled me to represent you in my role as your President.

**Mark Crawley FLGMA  
President**

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## **6. LGMA National**

LGMA National, Queensland Director, Cale Dendle will provide an update on activities at the national level over the course of the past year.

## **7. Declaration of Election of Office Bearers**

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

## **8. Certificates of Service**

Certificates of Service will be presented to members who have held membership for 20, 30, 40 and 50 years.



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## **9. Annual Conference Venue 2016**

Authority to determine the location for the Annual Conference has previously been delegated to the Board, subject to one conference every three years to be held outside the major metropolitan areas.

The 2016 Conference venue will be announced.

For information, the last LGMA Annual Conferences have been held in the following locations:

- 2015 - Gladstone
- 2014 - Bunya Mountains
- 2013 - Brisbane
- 2012 - Longreach
- 2011 - Yeppoon
- 2010 - Sunshine Coast
- 2009 - Gold Coast
- 2008 - Townsville
- 2007 - Rockhampton
- 2006 - Gold Coast

## **10. General Business**

Members are invited to table items of general business.

**Meeting Close**



LOCAL GOVERNMENT MANAGERS AUSTRALIA  
QUEENSLAND INC.

## 2014 ANNUAL GENERAL MEETING

Bunya Mountains, Queensland  
4:45pm on Wednesday 3 September 2014

### MINUTES

#### 1. Welcome and Apologies

Mark Crawley opened the meeting at 2:47pm and welcomed all members.

Mark Crawley asked that all attendees complete the attendance list being circulated. He noted that a number of apologies had been received and asked that any additional apologies be recorded on the Apologies List being circulated.

#### 2. Confirmation of Minutes of the 2013 Annual General Meeting

Mark Crawley confirmed that members received copies of the minutes from the last Annual General Meeting via email and that they were also made available on the LGMA Queensland website.

Mark Crawley sought confirmation of the minutes of the 2013 Annual General Meeting, held on Wednesday, 4 September 2013 in Brisbane.

Moved: Chris Rose

Seconded: Mark Pitt

Passed without dissent.

**RESOLVED:** The Minutes of the 2013 Annual General Meeting, held on Wednesday, 4 September 2013 at the Brisbane City Hall, Brisbane be accepted as a true and accurate record of proceedings.



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### 3. Presentation of the 2013/2014 Financial Statements

The Annual Report and Financial Statements have been circulated via email and made available on the LGMA Queensland website.

Cale Dendle proposed the 2013/2014 Financial Statements in the absence of the Treasurer. He highlighted the following results:

1. Operating result for 2013/14 was \$17,503 which is consistent with the previous year result of \$16,316.
2. Trading activity was up, for the first time exceeding \$1m in revenue. Revenue increased by 10% (\$100,464) and expenses by 11% (\$99,380). Major contributors to the result are:
  - a. Revenue including:
    - i. Member subscription increase of 4%. Membership revenue currently represents around 18% of the revenue mix although 11 % of this is paid to LGMA National in capitation fees. The Board has set a price path for membership fee increases to ensure that this proportion is not lost in real terms as other sources of income continue to be highly volatile. LGMA Queensland membership continues to represent excellent value and is at the lower end of comparable professional memberships.
    - ii. Professional development programme income up 21% or around \$61,000.
    - iii. Event revenue up 15% or around \$54,000.
    - iv. Interest revenue down 37%.
  - b. Expenses including:
    - i. Corporate governance (office expenses including salaries) up by about 6% or \$30,000. Salaries were up \$25,000 (partly due to the fact that the office was near fully staffed during the financial year whereas in 2012/13 we carried some vacancies for extended period). Other administration expenses were largely static.
    - ii. Member services expenses were down 15% (\$8,000) but Professional Development and Training expenses were up. This was largely attributed to the Village events which were run in 2013/14.
    - iii. Conference expenses were also up due to the increased costs of running a city conference versus a regional one as was the case in 2012.





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3. LGMA Queensland's Operating Efficiency Ratio is 0.98 and the Operating Expense Ratio is 0.50.

LGMA Queensland's Balance Sheet remains strong with total member equity increasing by \$17,000 in the year:

- a. Cash holdings are over \$800,000
- b. The Current Ratio is 3.80

There were no matters raised by the auditor.

It should be noted that the Balance Sheet shows a significant reduction in Trade Receivables and Income in Advance as compared to the previous year. This is due to timing of invoicing for sponsorship and member subscriptions. In 2013, these were almost fully invoiced before the end of the financial year (due to staffing arrangements and timing of events). This year, the decision was made to hold off until the start of the new financial year to which the invoices apply.

Cale Dendle welcomed any questions from the floor on the financial statements. In the absence of questions, he moved that the Financial Statements for the year 2013/2014 as audited be adopted and called for a seconder to the motion.

Seconded: Stephen Wilton  
Passed without dissent.

**RESOLVED:** The 2013/2014 Financial Statements be accepted as tabled.

#### **4. Appointment of Auditor**

BB Whitehouse undertook the audit for its third year. Cale Dendle proposed BB Whitehouse be reappointed as LGMA Queensland auditors for the 2014/2015 financial year.

Seconded: Warren Collins  
Carried without dissent.

**RESOLVED:** That BB Whitehouse be retained as Auditor for the 2014/2015 financial audit.

#### **5. President's Address**

The President, Mark Crawley had tabled his report with the Agenda. He proposed the report be noted.

Mark Crawley moved that his report be received as tabled.

Seconded: Ken Timms  
Passed without dissent.



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**RESOLVED:** That the President's report for 2013/14 be received.

The President noted that the CEO had prepared an end of year report which was tabled for information as follows:

End of Year Report from the CEO

Another year has come and gone in the life of Local Government Managers Australia Queensland. It brought some clear successes and clarified some recent trends. It saw new members become part of the team and some long term members depart (most often out of the sector or to other states). It also highlighted some clear shifts in the way senior officers' roles are evolving and led to associated shifts in direction from the Board of Management.

In 2014, the shift away from conferences and events and towards more targeted professional development was starkly evident. This shift started to gain momentum in 2008 and, with only a few exceptions to prove the rule, has continued fairly steadily to the current day. Recognising this, LGMA Queensland has been altering its programme and offerings for many years; branch conferences and the state conference were shortened, more efforts were made to group events and programmes were adjusted.

With the trend away from conferencing firmly set, in 2013/14 the decision was made to cease branch events in their current format. The branch conferences have been generally poorly attended and the primary purpose for attending (collaboration with colleagues) can be better achieved through other avenues. LGMA Queensland will continue to offer a wide range of events in regional areas but, if we are to be successful in meeting the needs of members and offer financially sustainable services, we need to be smarter about how we offer these. More collaboration with partners, greater direct liaison with subscriber councils and clear linkages with other activities will all be important parts of our events in coming years.

In the events programme, the 2014 Future Leaders Forum was a major highlight with good attendance and excellent reviews by participants. The programme was focused on developing self-awareness and a better understanding of the impacts of your own behaviour. It sought to encourage delegates to take responsibility for their own attitudes, thinking, approaches and development. Learning that we believe is critical for all future leaders in the sector.

The Awards for Excellence continued to grow with strong nominations and excellent attendance for the Awards dinner. Some of the criteria will be tweaked for 2015 to make expectations clearer and the application process easier. In 2015, the Innovation, Collaboration and Young Manager of the Year Awards will, for the first time, also feed into national awards run by the LGMA Federation. This should enhance their appeal further.



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The Annual Conference in Brisbane was also well received although not as well attended as we would have hoped given the central location. In fact, despite the difficulties of travel, we are finding that we generally get better attendance for major events in regional areas than we do for urban events (with the exception of the Sunshine Coast). Having said that, the make-up of attendees is different based on the location of the event with SEQ councils more likely to support a local event than to support events requiring travel while regional and remote councils will travel in either case but will send greater numbers to regional events where the accommodation and other expenses are often lower and they can support like councils.

Professional development and training has been the big success story for LGMA Queensland and has consistently grown as a means of engaging new faces with the organisation and as a proportion of our revenue. The Executive Management Programme, now over a decade old, continues to offer insight into the role of a CEO to aspiring and new CEOs. Through continual renewal of the material, this programme has remained relevant and effective. The Ignite Programme has also been successful with participants and managers alike reporting clear and measureable benefits from attendance. Our in-house programme is ticking along nicely with each programme tailored for the needs of the organisation hosting the training. In the past year, LGMA Queensland staff have worked with a number of councils on matters as diverse as managing conflicts, reporting to council, ethics, mentoring and our ever-popular, leadership boot camp. We have also done some work with leadership teams on managing their relationships, creating effective council meetings and discussion and troubleshooting issues. This in-house programme is an area that will continue to grow and is only limited by our capacity to deliver. The 2013-14 seminar programme was also quite varied and successful both from an attendance and financial perspective.

On the down side, for the first time since inception we did not have sufficient interest to run a Propeller Programme intake this year. We have had internal discussion for some time about the delivery method and associated costs and will take the opportunity to review the programme and adjust to better suit the changing needs of members and their employer councils. The Management Masterclass and the Mentoring Programme were also postponed due to insufficient interest. Timing was a critical issue in the first of these and marketing in the second. While LGMA Queensland has extended its reach considerably in the past 5 years, we still rely on members to pass on information regarding programmes. The target market for programmes such as the Mentoring Programme is generally people who report to members rather than members themselves, so getting the information to these people is critical and was a limiting factor in this instance. The programme does represent our first foray into the world of online delivery and we believe we have struck the right balance between online and face-to-face; ensuring participants get the benefit of both. We will run this programme in the near future.



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The Indigenous Councils CEO Forums continue to fill a need and are well subscribed. Most councils attend each of the three events held each year and the discussion has been fruitful; ensuring consistency of message and allowing for clarification when required, facilitating the sharing of experience and skills and creating a forum for CEOs to work collectively on issues. The Minister for Local Government, David Crisafulli, joined the group for one of these meetings and provided a clear picture of his priorities for the future and the Director General has also attended as have a range of representatives from other departments.

The CEO Forums are less well attended with generally a third of councils represented. However, the conversation has been highly informative and quite wide-ranging. They provide good insight into current trends and challenges and allow participants to learn from the experiences of others around the state. The IR agenda continues to be a critical issue for this group and the need to stay informed and on the front foot was clearly expressed.

It would be remiss of me not to mention the Villages. Village attendance continues to be patchy. Intuitively and from feedback from officers, we know that there is great scope for these to deliver opportunities to members – both in the form of technical training and through networking with officers doing similar roles. However, we clearly have not got the formula right yet. Whether this is the programme topics, the locations or the event formats, we have yet to determine. Some events are highly successful and others fail but there is no consistency in terms of which or why. We will persevere with this as we know they fill a need but we will look for officers to take more leadership of the programmes in the coming year.

2013/14 was a tough year for membership – not in terms of our member numbers, which are very stable, but in terms of turnover in the sector. Despite the turnover of a third of CEOs around the time of the last election, at one point in the year, we had 11 CEO vacancies. This level of turnover is unsettling for the sector, is difficult for the individuals involved and their families, staff and teams and is also very difficult for us at LGMA Queensland. While we can offer support and advice to ensure that officers receive appropriate compensation, get proper legal and tax advice and have opportunities to look at other options, we cannot prevent the terminations from occurring. There is an increasing sense of helplessness that comes with each new announcement of a CEO moving on.

LGMA Queensland will continue to work with LGAQ and the State Government to seek remedies to address this trend but, more importantly, we are looking for ways to better inform and prepare both officers and elected members for the roles they take on and move towards increased clarity and consistency of expectations. Regrettably, we cannot mandate training and two-way discussion but we can work with our members, LGAQ and those councils that choose to invite us in to move this programme forward.



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In this regard, 2014 represented a line in the sand. Since the election of the current State Government and introduction of amended legislation, we have seen many changes in the approach of elected members to their role. Some of these changes are very positive and are embraced by communities, others have created expectation gaps between experienced officers and their elected members. None of these matters are black and white or right and wrong. More importantly, they are not going to change in the near future. So, while we might continue to work quietly, behind the scenes, to improve clarity in the legislative environment, as the representative of professionals in the sector, LGMA Queensland has a clear role in working with officers to assist them to manage more effectively in the current environment. We know from the discussion we have had with members, and CEOs in particular, that local government can only function well where there is mutual respect between elected members and officers. A lack of clarity and inconsistency in expectations detracts from the development of trust and respect and must be addressed if we are continue to move the sector in Queensland forward. So in 2014, LGMA Queensland commenced a range of work that will help with this process and will be rolled out over the coming year.

Financially, 2014 was a solid year. We ended the year ahead of budget, reporting a surplus of \$17,503. Our asset base continues to grow at a moderate but steady rate. Analysis of our financial performance over the past eight years shows that LGMA Queensland has diversified its income base. We are less reliant on a few key events and the supporting corporate partner contribution. Membership continues to form around 20 percent of our revenue and this has been stable for many years (ranging from 15-21%). Professional development income has grown both as a percentage of total income and in real terms and is now almost at 35% of our total income. It is a more diverse income stream that the events programme and is more flexible, able to be adjusted at short notice. Our interest income has reduced over the past few years, reflecting changes in interest rates. Conference and event income has gradually reduced as a portion of total income from a high of over 60 percent to just under 40 percent in the past year.

On the expenditure side, LGMA Queensland has more than doubled its staffing in the past 8 years. From a two person (neither full-time) team in 2006 to 4.4 FTEs in 2014, we are now able to deliver a much bigger programme. Pleasingly, the external costs of this programme have reduced largely in line with the increase in staffing. So, by bringing on more staff, we have reduced our reliance on external facilitators and trainers and thereby reduced non-employee delivery costs. LGMA Queensland has also had no real growth in non-employee administrative expenses in the past eight years. Board of Management expenses have also come down from a high of 7 percent of expenditure in 2006/07 to less than 1 percent of expenditure today.

Overall, all the trends on the financial side are positive and show a steady and conservative organisation, operating well within its means and expanding services in a manageable and low-risk manner.



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Corporate Partner support continues to be critical and was strong again in 2013/14. However, it is clear that many of our traditional partners continue to feel the pinch of economic retraction and have fewer funds to contribute to promotion and industry support. Recognising this, LGMA Queensland has been actively seeking to reduce its reliance on key players for funding support and, instead, has sought to develop new and more diverse opportunities to allow us to build new partnerships across the sector. This has been moderately successful but will continue to grow as we learn more about what opportunities exist and what is important to potential partners.

We head into 2014/15 in a good position with a range of new opportunities ahead of us and strong support from our members, the broader sector and our partners. In the coming year, we will build on what we have learnt and offer new and different programmes, starting with the 2014 Annual Conference which will adopt a new format and offer new opportunities. LGMA Queensland will seek to do more to promote the sector as a leading sphere of government and will look to partner more closely with other representative bodies to achieve that. It promises to be a pivotal year in the sector's evolution and one where LGMA Queensland will need to take on a more visible role.

From my perspective, I thank members for their support over the past 12 months – you make the role enjoyable and worthwhile. I thank the Board for having the courage to try new things and being willing to show leadership when it is easier to go with the flow. They are always supportive and, more importantly, have the best interests of the sector at heart and are never afraid to articulate those when necessary. Thank you also to the amazing team at LGMA Queensland. We have many new faces this year but already we have a team that is humming along toward the same goal – supporting our members. Robyn, Michelle, Helen, Roy and Michelle, I look forward to seeing what we can accomplish in the coming year and thank you for being part of it.

Report ends\_\_\_\_\_

**RESOLVED:** That the CEO's report for 2013/14 be received.

## **6. National Representative Report**

John Oberhardt presented the following report on LGMA National activities:

### **LGMA Congress**

LGMA National Congress was held in Melbourne in April 2014, with 293 (362 Hobart 2013, 302 Perth 2012, 370 Cairns 2011) delegates in attendance. Despite the reduced numbers, the event returned a tidy surplus, but LGMA National needs to remain vigilant to this volatile area of important revenue.



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At Congress, Mark Ferguson (Pittwater, New South Wales) concluded his term as National President and, in line with constitutional protocol, Mark Withers (Charles Sturt, South Australia) was installed as President for 2014/15.

LGMA National Congress will next be held in Darwin from 29 April to 1 May 2015.

### **LGMA National Activities 2013/14**

LGMA National has continued to advance an agenda of national advocacy for local government officers, particularly in the areas of research (Australian Centre for Excellence in Local Government), Constitutional Recognition (referendum not proceeding) and new Coalition Government policy changes.

LGMA National also facilitates the highly-regarded Management Challenge in Australia and New Zealand, with over 100 teams competing in 2014. Warrnambool (Victoria) won the 2014 Australasian event from Whakatane (New Zealand) and Burnie (Tasmania). Cairns won the Queensland final.

Moreover, LGMA National has continued its work in international liaison and development/mentoring, particularly in the Asia-Pacific region with (mostly funded) efforts in Indonesia, Thailand, Timor Leste, Solomon Islands and the Commonwealth Local Government Forum <http://www.clgf.org.uk/index.cfm>

LGMA National continues to foster relations with its international counterparts <http://webapps.icma.org/internationalaffiliates/>; principally International City Managers' Association (ICMA, United States of America), Society of Local Authority Chief Executives (SOLACE, United Kingdom), Society of Local Government Managers (SOLGM, New Zealand) and Canadian Association of Municipal Administrators (CAMA, Canada). This relationship provides network and exchange opportunities for all members.

### **LGMA National Financial Statements 2013**

LGMA National's financial year is the calendar year and the Annual General Meeting (National Congress, Melbourne April 2014) was presented audited financial statements showing:

- Operating revenue of \$2,089,400 (increase of 8.46%).
- Surplus for the year of \$86,240 (2012 - deficit of \$214,799).
- Members Equity of \$606,566.
- Equity includes an office building in Melbourne valued at \$325,000.

### **Future Direction - LGMA National**

Local Government Managers' Australia (Queensland) Inc. is one of seven (7) State/Territory-based local government manager organisations in Australia. These seven "members" banded together in 1936 to form a federated, national body, referred to as LGMA National. LGMA National is not an umbrella body, rather a separate, legal entity with its own rights and obligations at law.



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LGMA National <http://www.lgma.org.au/> has an office in Melbourne (owns an office building, but rents space elsewhere) and a staff of five (5).

For a number of years, there has been some relationship challenges between the State-based members and LGMA National about roles and responsibilities and some competing interests for revenue (or calendar dates) for events such as training and development conferences. Resolution of these issues have been facilitated through a series of member meetings over a number of years, resulting in:

- Creation of a Roles & Responsibilities document in 2010, [http://www.lgma.org.au/default/introduction\\_1](http://www.lgma.org.au/default/introduction_1)
- Creation of a Federation Strategic Plan (developed in 2014, but yet to be formally adopted by members).
- The recent departure of former LGMA National CEO, John Ravlic (tenure, nine years).

It is evident that LGMA National (and indeed the federated State/Territory bodies) is at a bit of a crossroad. This is reflected in LGMA Queensland's resolution endorsing the proposed Federation Strategic Plan:

1. *"LGMA Queensland endorses the LGMA Strategic Plan 2014-2019 in principle to guide its own, future strategic planning, subject to the following requested amendments:*
  - a. *Reference to G8 be changed to "Federation Partners".*
  - b. *The measure for Goal 3 (Professional Development) being amended to reflect the fact that some Federation Partners currently attract mostly members in "decision-making roles".*
2. *LGMA Queensland advise its LGMA Federation Partners (including National Office) that:*
  - a. *It has conditionally endorsed the Strategic Plan (as above).*
  - b. *With respect to the recommendations contained in Section 4 of the Governance Matters report:*
    - i. *Constitutional change for LGMA National (as first mooted in May 2013) to achieve a reduction in composition of the National Board should be pursued as a matter of urgency.*
    - ii. *It is LGMA Queensland's preference to participate in the CEO Advisory Panel principally by teleconference as happens mostly now.*
    - iii. *It is going to be increasingly difficult to achieve Goals 5.1 and 5.4 (single identity and brand) while different Federation partners continue to pursue different names and logos that move away from the single LGMA brand established in 2000/01.*
    - iv. *With respect to Goal 7, (some) Queensland directors are of the view that the Federation Partners should explore the*





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*relative merits of nationalising the LGMA into a single, legal entity with a network of State divisions providing universal (as much as practical) services to local government professionals across the country in a coordinated manner."*

With respect to Resolution 2(b) (i), the board composition (two delegates from each State association) has become inefficient in governance and cost and it is therefore proposed to reduce this by half.

State members in Victoria, New South Wales and now South Australia have each changed their names from LGMA to Local Government Professionals (or equivalent). This is diluting the LGMA brand and unity that has been one of the strengths of the Federation.

Queensland board members believe that it is time to seriously consider restructuring LGMA into a single, national body with a network of State offices (similar to organisations like Engineers Australia and the Australian Institute of Company Directors). This would bring some efficiencies and a more strategic focus on an increasingly common agenda for local government managers across the country. It would also help overcome the current "turf wars" between some State offices and the National office by coordinating an events calendar and ensuring a consistent approach to tasks nationwide. A national organisation would enable the member experience to be more uniform for practitioners working in all parts of the country.

John moved the report  
Seconded: Ray Burton

Ray Burton thanked John Oberhardt for his ongoing contribution to the National Board as he has continued to represent Queensland even though he is no longer on the Queensland Board.

## **7. Declaration of Election of Office Bearers**

As Returning Officer, 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 2014/2015

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

### **Nominations**

The nomination period opened on 25 June 2014 and closed at 4pm on Monday, 28 July 2014.

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

The following nominations were received:



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<b>Nominee</b>	<b>Position Nominated</b>
Mark Crawley	President
Cale Dendle	Director (at large)

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 returning President, Mark Crawley and returning Director, Cale Dendle on their successful nominations.

I look forward to working with you over the coming year.  
Report ends\_\_\_\_\_

Mark Crawley congratulated the Board on its return, noting that it the first time in 8 years that the Board of Management has been unchanged.

## **8. Certificates of Service**

Mark Crawley announced that it was his 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 certificates of service.

Awards were presented to:

<b>20 Years</b>	<b>30 Years</b>	<b>40 Years</b>	<b>50 Years</b>
Neil Crotty	Noel Briggs	Bruce Davidson	Ray Becker
Ken Holt	Tony Davis	Warren Hubner	Brian McKee
Ian Leckenby	David	Alan Keates	
Tom Upton	Goodman	Alan Lambert	
	Gordon	Allan Menham	
	Malcolm	Jamie Quinn	
	Dan Phillips	Ian Stevenson	
		Walter Watt	
		Hayden Wright	

Mark advised that there was one other Certificate of Service to be awarded and this is for 60 years' service by Herb Oliver. Because this is such a significant achievement, it was to be awarded at the Gala Dinner.

## **9. Annual Conference Venue 2014**

Mark advised that the authority to determine the location for the Annual Conference has previously been delegated to the Board, subject to one conference every three years being held outside the major metropolitan areas.



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For information, the last LGMA Queensland Annual Conferences have been held in the following locations:

- 2014 - Bunya Mountains
- 2013 - Brisbane
- 2012 - Longreach
- 2011 - Yeppoon
- 2010 - Sunshine Coast
- 2009 - Gold Coast
- 2008 - Townsville
- 2007 - Rockhampton
- 2006 - Gold Coast
- 2005 - Airlie Beach
- 2004 - Gold Coast

Mark was pleased to announce that the 2015 conference be held in Gladstone.

#### **10. General Business**

Members were invited to table items of General Business.

Graham Webb congratulated the Board on their re-election. Graham noted the recent high attrition rate of CEOs, in particular since the 2012 local government elections.

Mark Crawley advised that LGMA Queensland is concerned about this trend, particularly as earlier this year there were 13 CEO vacancies at one point in time. He has raised the matter with others and hopes that LGMA Queensland, LGAQ, IPWEA and LGFP will be convening a meeting to discuss further. LGMA Queensland and LGAQ are currently working on developing a standard contract for CEOs and Directors which will be made available to members through both organisations.

Greg Hoffman indicated that this is an important issue for LGAQ and there have been initial discussions with Professor John Martin, who is undertaking research work in other parts of the country. LGAQ consider this an important priority and have committed funding.

Ray Burton noted that this matter needs to be addressed before the 2016 election.

Dave Burges sought clarification from Greg Hoffman on whether the standard contracts being developed would apply to existing contracts or only a renewal.

Greg Hoffman indicated that councils would be able to renegotiate as per the usual renewal process.

It was agreed that this is an important issue and all parties will work together.

#### **Meeting Close**

The meeting closed at 3:16pm. Mark thanked everyone for their attendance.



## Attendance

Name	Organisation	Name	Organisation
Terry Brennan	Cassowary Coast Regional Council	Mike Lisle	Lockyer Valley Regional Council
Noel Briggs	Technology One	Leanne Mash	Hinchinbrook Shire Council
Dave Burges	Quilpie Shire Council	Scott Mead	Mead Perry Group
Ray Burton	Townsville City Council	Tiffany Miller	Doomadgee Aboriginal Shire Council
Peter Byrne	Bundaberg Regional Council	John Oberhardt	Logan City Council
Michelle Clarke	Townsville City Council	Peter O'May	Balonne Shire Council
Peter Cochrane	Cassowary Coast Regional Council	Sandy Pearl	Banana Shire Council
Warren Collins	Cherbourg Aboriginal Shire Council	Ed Perry	Qld Ombudsman Office
Vince Corbin	(Retired)	Dan Phillips	(Retired)
Mark Crawley	Charters Towers Regional Council	Mark Pitt	North Burnett Regional Council
Cale Dendle	Gladstone Regional Council	Glen Potter	City of Gold Coast
Brett de Chastel	Noosa Shire Council	Chris Rose	Logan City Council
Rod Ferguson	Leading Roles	Charlie Sotiris	Gladstone Regional Council
Jannene Graham	Doomadgee Community Council	Ken Timms	Blackall-Tambo Regional Council
Greg Hoffman	Local Government Association Qld	Greg Tosh	Logan City Council
Peta Irvine	LGMA Queensland	Warren van Wyk	Logan City Council
Susan Jarvis	Blackall-Tambo Regional Council	Brett Walsh	Barcaldine Regional Council
Christopher Joosen	Bundaberg Regional Council	Mark Watt	Longreach Regional Council
Alan Keates	(Retired)	Graham Webb	Reinforcements
Gary Kleidon	DLGCR	Steve Wilton	Cook Shire Council
Luke Lankowski	Central Highlands Regional Council	Leon Yeatman	Mapoon Aboriginal Shire Council
Mark Leyland	LGAQ		

## Apologies

Name	Organisation	Name	Organisation
Simon Benham	Logan City Council	Jeff Brown	(Retired)
Noel Cass	(Retired)	Nick Clarke	Redland City Council
Ray Currie	(Retired)	Candy Daunt	Redland City Council
Leisa Dowling	Gladstone Regional Council	Ray Geraghty	Banana Shire Council
John Gibbons	The Administration of Norfolk Island	Russell Hood	South Burnett Regional Council
Darlene Irvine	Far North Qld ROC	Leo Jensen	Leo Jensen Consulting
Mark Kelleher	DLG (Cairns)	John Kelly	(Retired)
Ken McLoughlin	South Burnett Regional Council	Terry Moore	(Retired)
Herb Oliver	(Retired)	Bryan Ottone	(Retired)
Liza Perrett	Logan City Council	Mark Piorkowski	Lockyer Valley Regional Council
Arun Pratap	Toowoomba Regional Council	Oliver Simon	Logan City Council
Bill Simpson	(Retired)	Todd Sleeman	Banana Shire Council
Lee Vohland		Greg Wallace	(Retired)

# Local Government Managers Australia (QLD) Inc.

ABN 97 968 931 841

## Financial Statements

For the Year Ended 30 June 2015

## Contents

For the Year Ended 30 June 2015

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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 2015

		2015	2014
	Note	\$	\$
Revenue	2	874,874	1,021,888
Other income	2	100	-
Employee benefits expense		(437,978)	(429,273)
Depreciation and amortisation expense		(2,886)	(2,594)
Conferences and event expenses		(167,652)	(214,542)
Professional development and training expenses		(93,150)	(192,573)
Members servicing costs		(75,694)	(63,628)
Other expenses		(74,170)	(71,371)
<b>Profit before income tax</b>		<b>23,444</b>	<b>47,907</b>
Income tax expense		(14,061)	(30,404)
<b>Profit for the year</b>		<b>9,383</b>	<b>17,503</b>
<b>Other comprehensive income for the year, net of tax</b>		<b>-</b>	<b>-</b>
<b>Total comprehensive income for the year</b>		<b>9,383</b>	<b>17,503</b>

The accompanying notes form part of these financial statements.

## Statement of Financial Position

As At 30 June 2015

	Note	2015 \$	2014 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	125,265	88,372
Other cash investments	4	718,000	718,000
Trade and other receivables	5	101,949	75,963
Current tax receivable		2,354	-
Prepayments		12,675	12,313
<b>TOTAL CURRENT ASSETS</b>		<b>960,243</b>	<b>894,648</b>
<b>NON-CURRENT ASSETS</b>			
Plant and equipment	6	4,542	2,782
<b>TOTAL NON-CURRENT ASSETS</b>		<b>4,542</b>	<b>2,782</b>
<b>TOTAL ASSETS</b>		<b>964,785</b>	<b>897,430</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	7	74,901	72,013
Other liabilities	8	179,415	129,418
<b>TOTAL CURRENT LIABILITIES</b>		<b>254,316</b>	<b>201,431</b>
<b>NON-CURRENT LIABILITIES</b>			
Employee benefits	9	38,420	33,333
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>38,420</b>	<b>33,333</b>
<b>TOTAL LIABILITIES</b>		<b>292,736</b>	<b>234,764</b>
<b>NET ASSETS</b>		<b>672,049</b>	<b>662,666</b>
<b>MEMBERS' FUNDS</b>			
General reserve	10	250,000	250,000
Retained profits	11	422,049	412,666
<b>TOTAL MEMBERS' EQUITY</b>		<b>672,049</b>	<b>662,666</b>

## **Notes to the Financial Statements**

### **For the Year Ended 30 June 2015**

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 principal activities of the Association during the financial year were to provide education, advocacy and information services to members.

#### **1 Summary of Significant Accounting Policies**

##### **(a) Basis of preparation**

This financial report is a special purpose financial statements prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act (Qld) 1981* (as amended by the *Associations Incorporation and Other Legislation Amendment Act (Qld) 2007*). The board of management has determined that the Association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

Amounts in the financial statements have been rounded to the nearest dollar.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

##### **(b) Comparative figures**

Comparatives are consistent with prior years, unless otherwise stated.

##### **(c) Plant and equipment**

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

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use.

##### **Depreciation rates**

The depreciation rates used for each class of depreciable assets are:

<b>Class of Fixed Asset</b>	<b>Depreciation Rate</b>
Office Equipment	20-30%

The assets' residual values, depreciation methods and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

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.



## **Notes to the Financial Statements**

### **For the Year Ended 30 June 2014**

#### **1 Summary of Significant Accounting Policies continued**

##### **(d) Impairment of non-financial assets**

At the end of each reporting period, the Association reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the statement of profit or loss and other comprehensive income.

##### **(e) Cash and cash equivalents and other cash investments**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less. Term deposits with original maturities of more than three months are classified as other cash investments.

##### **(f) 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 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.

##### **(g) Income tax**

Only non-member income of the association is only 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.

##### **(h) Revenue and other income**

The Association recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Association and specific criteria have been met for each of Local Government Managers Australia (Qld) Inc.'s activities as discussed below.

##### **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.

## **Notes to the Financial Statements**

### **For the Year Ended 30 June 2015**

#### **1 Summary of Significant Accounting Policies continued**

##### **(h) Revenue and other income continued**

In a similar manner income relating to the provision of training and professional development services is recognised with reference to the stage of completion of the training or professional development program concerned.

##### **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.

##### **Interest revenue**

Interest revenue is recognised when receivable.

All revenue is stated net of the amount of goods and services tax (GST).

##### **(i) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

##### **(j) Functional and presentation currency**

The financial statements are presented in Australian dollars which is the Association's functional and presentation currency.

##### **(k) Critical accounting estimates and judgments**

The board of management evaluates estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Association.

##### **Provision for impairment of 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.

##### **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.

## Notes to the Financial Statements

For the Year Ended 30 June 2015

### 2 Revenue

#### Revenue from continuing operations

	2015	2014
	\$	\$
Revenue		
- Member subscriptions and admission fees	191,527	191,400
- Provision of member services	57,720	42,519
- Interest income	29,658	28,974
- Conferences and events income	342,297	406,563
- Professional development and training	235,294	318,574
- Secretariat services income	18,378	33,858
	<u>874,874</u>	<u>1,021,888</u>
Other Income		
Net gain on disposal of property, plant and equipment	100	-
	<u>100</u>	<u>-</u>

### 3 Cash and Cash Equivalents

	2015	2014
	\$	\$
Cash at bank	125,065	88,172
Cash on hand	200	200
Total cash and cash equivalents	<u>125,265</u>	<u>88,372</u>

### 4 Other cash investments

	2015	2014
	\$	\$
Bank term deposits	718,000	718,000
Total other cash investments	<u>718,000</u>	<u>718,000</u>

Bank term deposits above have original maturity periods of six months.

### 5 Trade and Other Receivables

	2015	2014
	\$	\$
CURRENT		
Trade receivables	101,809	66,773
Other receivables	140	9,190
Total current trade and other receivables	<u>101,949</u>	<u>75,963</u>

## Notes to the Financial Statements

For the Year Ended 30 June 2015

### 6 Plant and Equipment

	2015	2014
	\$	\$
Office equipment		
At cost	17,589	17,170
Accumulated depreciation	(13,047)	(14,388)
Total office equipment	<u>4,542</u>	<u>2,782</u>
<b>Total plant and equipment</b>	<u><u>4,542</u></u>	<u><u>2,782</u></u>

Movement in the carrying amounts for each class of plant and equipment between the beginning and the end of the current financial year:

	Office Equipment	Total
	\$	\$
Balance at the beginning of year	2,782	2,782
Additions	4,646	4,646
Depreciation expense	(2,886)	(2,886)
<b>Balance at end of financial year</b>	<u><u>4,542</u></u>	<u><u>4,542</u></u>

### 7 Trade and Other Payables

	2015	2014
	\$	\$
CURRENT		
Trade payables	7,739	18,368
Amount due to Management Foundation	8,629	-
Other payables	58,533	53,645
	<u>74,901</u>	<u>72,013</u>

### 8 Other Liabilities

	2015	2014
	\$	\$
CURRENT		
Income received in advance	179,415	129,418
	<u>179,415</u>	<u>129,418</u>

### 9 Employee Benefits

	2015	2014
	\$	\$
NON-CURRENT		
Provision for long service leave	38,420	33,333
	<u>38,420</u>	<u>33,333</u>

## Notes to the Financial Statements

For the Year Ended 30 June 2015

### 10 General reserve

The general reserve records funds set aside for future expansion of Local Government Managers Australia (Qld) Inc..

### 11 Retained Earnings

	2015	2014
	\$	\$
Opening balance	412,666	395,163
Profit for the year	9,383	17,503
<b>Retained earnings at end of the financial year</b>	<b>422,049</b>	<b>412,666</b>

### 12 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.

### 13 Auditors' Remuneration

	2015	2014
	\$	\$
Remuneration of the auditor of the Association, BB Whitehouse Audit Pty Ltd, for: - auditing or reviewing the financial report	7,103	5,232

### 14 Contingent Liabilities and Contingent Assets

In the opinion of the Board of Management, the Association did not have any contingencies at 30 June 2015 (30 June 2014: None).

### 15 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.

### 16 Association Details

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

Local Government Managers Australia (Qld) Inc.  
Level 7, Quay Central  
95 North Quay  
Brisbane Qld 4000

## **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 1 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 2014 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.....  
Mark Crawley



Treasurer .....  
Arun Pratap

Dated                    27 July 2015

## Local Government Managers Australia (QLD) Inc.

ABN 97 968 931 841

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

## Report on the Financial Report

We have audited the accompanying financial report being a special purpose financial report, of Local Government Managers Australia (QLD) Inc., which comprises the statement of financial position as at 30 June 2014, the statement of profit or loss and other comprehensive income for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of board of management.

### *Officers' Responsibility for the Financial Report*

The members of the board of management are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the Associations Incorporation Act (QLD) 1981 and is appropriate to meet the needs of the members. The board's responsibility also includes such internal control as the board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.

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

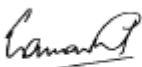
### *Opinion*

In our opinion, the financial report presents fairly, in all material respects, the financial position of Local Government Managers Australia (QLD) Inc. as at 30 June 2014, and its financial performance for the year then ended in accordance with Australian Accounting Standards and the Associations Incorporation Act (QLD) 1981.

### *Basis of Accounting*

Without modifying our opinion, we draw attention to Note 1 to the financial report which describes the basis of accounting. The financial report is prepared to assist Local Government Managers Australia (QLD) Inc. to comply with the financial reporting provisions of the Associations Incorporation Act (QLD) 1981. As a result, the financial report may not be suitable for another purpose.

## Whitehouse Audit Pty Ltd



27 Mayneview Street, Milton QLD

Dated this 28 day of July 2015

Queensland Local Government Management Foundation

# Queensland Local Government Management Foundation

## Financial Statements

For the Year Ended 30 June 2015

## Contents

For the Year Ended 30 June 2015

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## Queensland Local Government Management Foundation

### Income Statement

For the Year Ended 30 June 2015

	2015 \$	2014 \$
<b>Income</b>		
Interest income	8,949	12,879
<b>Total income</b>	<u>8,949</u>	<u>12,879</u>
<b>Surplus for the year</b>	<u>8,949</u>	<u>12,879</u>

### Statement of Financial Position

As At 30 June 2015

	Note	2015 \$	2014 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	242,642	242,322
Trade and other receivables	4	8,629	-
<b>TOTAL CURRENT ASSETS</b>		<u>251,271</u>	<u>242,322</u>
<b>TOTAL ASSETS</b>		<u>251,271</u>	<u>242,322</u>
<b>NET ASSETS</b>		<u>251,271</u>	<u>242,322</u>
<b>EQUITY</b>			
Settlement sum		10	10
Retained earnings	5	251,261	242,312
<b>TOTAL EQUITY</b>		<u>251,271</u>	<u>242,322</u>

The accompanying notes form part of these financial statements.

## Notes to the Financial Statements

For the Year Ended 30 June 2015

### 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.

### 3 Cash and cash equivalents

	2015	2014
	\$	\$
Cash on hand	13,782	13,462
Short-term bank deposits	228,860	228,860
	<u>242,642</u>	<u>242,322</u>

## Queensland Local Government Management Foundation

### Notes to the Financial Statements

For the Year Ended 30 June 2015

#### 4 Trade and other receivables

	2015	2014
	\$	\$
CURRENT		
Amount due from LGMA Qld	8,629	-
<b>Total current trade and other receivables</b>	<b>8,629</b>	<b>-</b>

#### 5 Retained Earnings

	2015	2014
	\$	\$
Retained earnings at the beginning of the financial year	242,312	229,433
Surplus for the year	8,949	12,879
<b>Retained earnings at end of the financial year</b>	<b>251,261</b>	<b>242,312</b>

#### 6 Contingencies

In the opinion of the trustees the Foundation did not have any contingencies at 30 June 2015.

#### 7 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

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 2015 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.



President.....  
Mark Crawley



Treasurer .....  
Arun Pratap

Dated                    27 July 2015