



Australian Centre of Excellence for Local Government

SEVENTEENTH BOARD MEETING

Draft Minutes of the Meeting held at Adelaide Airport on Friday 7 June 2013

PRESENT

- Hon Margaret Reynolds, Chairperson
- Penny Holloway, LGMA
- Paul Di Iulio, IPWEA
- Prof Frances Shannon, UC
- Mayor Felicity-ann Lewis, ALGA
- Jeffrey Francis, UTS (representing Prof Attila Brungs, by teleconference)
- Paul McInnes, DRALGAS (representing Richard Eccles)

ALSO IN ATTENDANCE

- Prof Atique Islam, ECU
- John Ravlic, LGMA
- Chris Champion, IPWEA
- Prof Ian Thynne, CDU, by teleconference
- Rolf Fenner, ALGA
- Prof John Martin, LaTrobe University and Visiting Professor, ACELG (present for Items 1 to 4)
- A/Prof Roberta Ryan, Director ACELG
- Melissa Gibbs, Deputy Director ACELG

ITEM 1: WELCOME AND APOLOGIES

Apologies were received from:

- Prof Attila Brungs, UTS
- Peter Allen, ANZSOG
- Richard Eccles, DRALGAS
- Adrian Beresford-Wylie, ALGA

The Chairperson extended a warm welcome to Paul McInnes, representing Richard Eccles; Jeffrey Francis, representing Prof Brungs; and Rolf Fenner, representing ALGA.

ITEM 2: MINUTES OF THE BOARD MEETING HELD ON 17 DECEMBER 2012

The Board resolved:

To adopt as a correct record the draft minutes of the meeting held on 22 March 2013, as amended.

ITEM 3: MATTERS ARISING

There were no matters arising from the minutes.

ITEM 4: CHAIRPERSON'S UPDATE

The Chairperson advised the Board of recent meetings held in Canberra, including very productive meetings with Minister Anthony Albanese and Minister Catherine King. Meetings were also held with senior officers of DRALGAS. Members commented favourably on the briefing notes prepared for meetings with Ministers.

The Board resolved:

To note the Chairperson's report.

ITEM 5: SECRETARIAT UPDATE

Item 5.1 Staffing arrangements

The Director spoke to the report outlining staffing arrangements, and noted her intention to engage John Lavarack on a casual basis to assist on a number of research tasks.

The Board resolved:

To note the report on staffing arrangements.

Item 5.2 Appointment of Visiting Professor

The Chairperson introduced Prof John Martin to members and invited him to address the Board. Prof Martin introduced himself and spoke about his involvement with ACELG to date, primarily as a member of the Research Advisory Committee and independent Chairperson of the National Workforce Development Reference Group.

Prof Martin spoke about the Research Forum held over the previous two days and noted the high quality of research currently being undertaken. He talked about his intention to further strengthen ties between ACELG and other local government research institutions and academics.

Prof Shannon inquired if Prof Martin intends to build a PhD program, noting the opportunity to bring together students from ACELG university partners in the first instance who want to do higher degrees. Prof Martin, Prof Shannon and Prof Thynne spoke in further detail about how to build on these opportunities during Prof Martin's two-year appointment.

The Board resolved:

To note the report on the appointment of Prof John Martin as Visiting Professor to ACELG.

Item 5.3 Operational integration of ACELG and UTS:CLG

The Director noted that streamlining administrative roles should result in administrative efficiencies.

The Board resolved:

To note the report on the operational integration of ACELG and UTS:CLG.

Item 5.4 IKEN review

The Deputy Director spoke about the report circulated to Board members out of session. Members expressed their satisfaction with the directions proposed in the report.

The Board resolved:

To note the report on the review of IKEN.

ITEM 6: REPORT OF THE PROGRAMS COMMITTEE

Item 6.1 Proposed project readjustment to the IPWEA work program

The Chairperson invited Chris Champion to speak to the report. Chris outlined the proposal to change the subject of the practice note on the impacts of climate change on stormwater, as this is being undertaken elsewhere. The proposal to prepare a practice note on street lighting was welcomed by a number of members, as it is an important issue for local government. Chris advised he would provide a more detailed report with the full scope outlined to the next meeting.

Mayor Lewis advised that ALGA is preparing standards for street lighting, and suggested bringing the two projects together where appropriate.

The Board resolved:

- 1. To reallocate the \$50,000 initially intended for the interim climate change guidance Practice Note to the cost of developing an energy efficient street lighting Practice Note**
- 2. To present a further report with proposed project scope, personnel, timing and budget to the next Board meeting for consideration**
- 3. To make contact with the ALGA and align both projects where appropriate.**

Item 6.2 Standardising ACELG research and publications

The Director noted the Research Advisory Committee has a good process in place for all research projects undertaken as part of the Research and Policy Foresight Program. The research and publication process ensures high quality outputs, and the Programs Committee agreed to adopt a similar approach for all ACELG research projects. Guidelines will be developed based on those adopted by the Research Advisory Committee and will be circulated to consortium members and the Board for comment.

The Board resolved:

To endorse the decision to adopt a consistent approach to project preparation and publishing.

Item 6.3 Future operation of the Programs Committee

The Director advised the Programs Committee has decided to hold four meetings each year: two face to face and two by teleconferences. The Programs Committee would focus its attention on the alignment of projects to ensure no overlap, and tighten up collaboration between programs. Program progress can be monitored in between meetings by the secretariat.

The Board resolved:

To note the agreed operating arrangements of the Programs Committee.

Item 6.4 Bringing together ACELG research – ‘The State of Play’ across key themes

The Director spoke about the intention, following the earlier request by the Board, to bring together what is known about current ACELG research and other projects under a key set of themes.

The Board resolved:

To note the intention to summarise research outputs under a range of agreed themes.

ITEM 7: PROGRAM PLANS AND THE REVISED BUDGET

Item 7.1 Updated traffic lights report

The Deputy Director advised that DRALGAS has sought additional information on actual expenditure to date in the traffic lights report. Further discussions with DRALGAS will be held on this point.

Penny Holloway suggested the traffic lights report should explain the nature of the risks emerging (eg the project is running behind schedule, the terms of reference for the project will be changed, delays in reviewing drafts etc).

The Board resolved:

- 1. To note the updated traffic lights report on program progress to the end of May 2013**
- 2. To seek additional information on the nature of risks emerging for projects so classified.**

Item 7.2 Transition budget

The Director advised that a new budget will be circulated to members showing a comparison of the current budget against the budget presented to the December 2012 meeting. She also noted the intention to bring together subject themes to ensure no duplication, as the current budget is based around who is doing what rather than what is being done.

Penny Holloway noted that, when consortium was formed, it was agreed that each consortium member would take on leadership role on key of themes, and it is important to ensure this is honoured. The Director advised there is no intention of changing who is leading the work, but she wants to ensure all projects are presented by budget theme.

The Board resolved:

To note the translation budget summary for 2013.

ITEM 8: RESEARCH AND POLICY FORESIGHT PROGRAM REPORT

The Director spoke to the report, and highlighted action taken in promoting the paper *In Our Hands: Strengthening Local Government Revenues for the 21st Century* prepared by John Comrie. She noted the resources for local government research had been well received, as has the community indicators report by LGAQ.

Members commented on the recent research forum, in particular the quality papers and level of engagement between academics and local government practitioners.

The Board resolved:

To note the report on the Research and Policy Foresight Program.

ITEM 9: EXCELLENCE IN LOCAL GOVERNMENT LEADERSHIP PROGRAM

The Chairperson spoke about the funding provided by DRALGAS for scholarships for the 2014 program, and noted that a number of scholarships would be used to attract a greater number of elected representatives. Members noted the favourable evaluation report and success of the 2013 program.

The Board resolved:

- 1. To thank the Department of Regional Australia, Local Government, Arts and Sport for providing scholarships for the 2014 Excellence in Local Government Leadership Program**
- 2. To thank Prof Mark Evans for his leadership of the 2013 program, and congratulate him on the outstanding result.**

ITEM 10: RESEARCH PROJECT: LOCAL GOVERNMENT INFLUENCING WORK

The Director advised that project scoping is underway and the draft scope will be distributed to the Board out of session for discussion and feedback.

The Board resolved:

To note the report on the local government influencing project.

ITEM 11: MID-TERM REVIEW

Paul McInnes outlined progress with the mid-term review. He indicated it is the Department's intention to submit the report to the Minister before the government goes into caretaker mode. He commended the work of the secretariat in providing timely responses to various requests for information.

The Board resolved:

To note the report on the mid-term review.

ITEM 12: CONFIDENTIAL REPORT

The Board resolved:

To broaden the terms of reference for the study proposed in the confidential report.

ITEM 13: GENERAL BUSINESS

There was no general business presented.

ITEM 14: NEXT MEETING

The Board agreed to hold the next meeting on 4 October 2013 in Melbourne, with the final meeting of the year scheduled for Friday 6 December 2013 in Sydney.