

# Local Government Advisory Board

## Statement of Intent

To the Minister for Local Government

Thank you for your Statement of Expectation, dated June 2021. On behalf of the Local Government Advisory Board, I am pleased to respond with this Statement of Intent, which outlines how the Board will implement your expectations.

I formally commit the Board to meeting your expectations and to ensuring that the Government's key requirements for the Board are realised. We will continue to work to ensure that the community's confidence in the Board is preserved and strengthened and that, in all our activities, we operate in a way that promotes collaboration and demonstrates accountability and transparency in support of the Government's priorities.

We wish to reaffirm all elements of the Statement of Expectations and include the following priorities:

### Good Governance

Board members will undertake their duties with the required diligence, care and skill. The Board will adopt and follow best practice governance processes, ensuring all members are aware of, and comply with, governance principles and reporting arrangements as set out in the *Local Government Act 1995* and in the Board's governance documents, such as the Code of Conduct and Board Charter. Appropriate training will be provided to Board members.

### Ethical behaviour and conflicts of interest

Board members will act ethically and impartially at all times and will identify, declare and manage any real or perceived conflict of interest.

### Performance management

As required, the Board will undertake performance reviews, to ensure that:

- the functions of the Board have been performed
- individual members have effectively discharged their duties
- the current composition of the Board provides for an appropriate mix of skills, diversity and length of tenure across the individual members.

### Appointments

Advice will be provided to you in a timely manner in relation to Board appointments. As well, consideration will be given to the benefits of combining longer term, more experienced members, with newer members, who may provide a path to Board renewal.

### Government policies and objectives

In addition to its required statutory functions, as appropriate, the Board will take into account wider economic benefits to the State, impacts on other Government agencies and key Government policies as part of the planning and decision-making processes.

The Board will also comply with relevant general policy requirements and will inform the Minister of any instances of non-compliance and the subsequent actions being taken to address the situation.

## Financial management

The Board will endeavour to meet all required statutory financial management obligations. This will include ensuring that any actions taken in achieving the Board's objectives represent value for money.

## Communication

The Board will ensure that timely and accurate information is provided to you to allow you to effectively meet your Ministerial and Parliamentary obligations.

The Board will also do the same for your advisers and the Department of Local Government, Sport and Cultural Industries.

## Conclusion

The Board will continue to diligently manage its activities in accordance with legislative requirements and will continue to comply with all relevant corporate governance requirements.

All new members of the Board will undergo an induction program and will receive a comprehensive handbook detailing their role and responsibilities. All Board members are to abide by the Code of Conduct and will be offered ongoing support by the Chair and executive staff.

The Board looks forward to continuing to work with you and delivering on your Ministerial expectations.

*Marion Blair OAM*

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CHAIR

LOCAL GOVERNMENT ADVISORY BOARD

5 August 2021