



MINUTES
of the 122nd Board Meeting of the
FAR NORTH QUEENSLAND REGIONAL ORGANISATION OF COUNCILS

MONDAY 13 February 2017
Cairns Regional Council, Civic Reception Room, 119-145 Spence Street, Cairns

Representatives:	Cr Terry James, Deputy Mayor	Cairns Regional Council
	Cr John Kremastos, Mayor	Cassowary Coast Regional Council
Deputy Chair	Cr Peter Scott	Cook Shire Council
	Cr Trevor Pickering, Mayor	Croydon Shire Council
	Cr Julia Leu, Mayor	Douglas Shire Council
	Cr Warren Devlin, Mayor	Etheridge Shire Council
	Cr Mary Brown, Deputy Mayor	Hinchinbrook Shire Council
	Mr Stephen Linnane (CEO)	Hope Vale Aboriginal Shire Council
Chair	Cr Tom Gilmore, Mayor	Mareeba Shire Council
	Cr Joe Paronella, Mayor	Tablelands Regional Council
	Cr Ross James Andrews, Mayor	Yarrabah Aboriginal Shire Council
	Cr Desmond Tayley, Mayor	Wujal Wujal Aboriginal Shire Council
CEO's:	Mr John Andrejic, CEO	Cairns Regional Council
	Mr Peter Cochran	Cassowary Coast Regional Council
	Mr Tim Cronin, CEO	Cook Shire Council
	Mr Bill Kerwin, Interim CEO	Croydon Shire Council
	Mr James Stewart, Executive Manager Engineering Services	Hinchinbrook Shire Council
	Mr Peter Franks, CEO	Mareeba Shire Council
	Ms Hurriyet Babacan, CEO	Tablelands Regional Council
	Ms Janelle Menzies	Yarrabah Aboriginal Shire Council
FNQROC Staff:	Ms Darlene Irvine	Executive Officer
	Ms Teresa Schmidt	Office & Project Coordinator
	Ms Amanda Hancock	Procurement Coordinator
OBSERVERS:	Cr Tony Gallagher, Deputy Mayor	Etheridge Shire Council
	Luke Hannan	LGAQ
	Cr Jack Bawden	Carpentaria Shire Council
	Cr Craig Young	Carpentaria Shire Council
	Mr Mike Hayward	Carpentaria Shire Council
	Oliver Pring	Carpentaria Shire Council
	Gillian Teague	North West Queensland ROC
	Cr Ernie Camp	Burke Shire Council
	Cr Paul Poole	Burke Shire Council
	Sharon Daishe	Burke Shire Council
	Nils Hay	Burke Shire Council
	Cr Katrina Spies	Tablelands Regional Council
	Cr Samantha Banks	Tablelands Regional Council
	Cr Bronwyn Voyce	Tablelands Regional Council
	John Carr	Coach Central
	Dominic Schliebs	Arcadis
APOLOGIES:	Cr Bob Manning, Mayor	Cairns Regional Council
	Jo Stephensen	Department of Infrastructure, Local Government and Planning
	John O'Halloran	Department of Infrastructure, Local Government and Planning

Ms Linda Cardew, CEO
Mr James Gott, CEO
Mr Travis Sydes
Cr Greg McLean, Mayor
Ms Eileen Demaal-Hall, CEO

Douglas Shire Council
Cassowary Coast Regional
FNQROC
Hope Vale Aboriginal Shire Council
Wujal Wujal Aboriginal Shire Council

2304	CHAIR'S WELCOME & ACKNOWLEDGEMENT OF TRADITIONAL OWNERS
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The meeting commenced at 10.01 am. Chair, Cr Tom Gilmore, Mayor Mareeba Shire Council welcomed everyone to the meeting.

Cr Gilmore welcomed visitors from Burke and Carpentaria Shire Councils.

Cr Gilmore acknowledge the recent passing of Nolene Ikin, former Councillor of Etheridge Shire Council.

Janelle Menzies acknowledged the traditional owners, past and present, on whose land we met.

2305	APOLOGIES
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As noted above.

Cr Andrews arrived 10.04 am

2306	10.04 am - PRESENTATION BY DOMINIC SCHLIEBS, ARCADIS
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Cr Gilmore introduced Mr Schliebs to the meeting.

Mr Schliebs provided an update on the findings and recommendations of the FNQROC Regional Waste Options Report.

*Tim Cronin arrived at 10.12 am
Luke Hannan arrived at 10.13 am
Bob Abbot arrived at 10.17 am
Stephen Linnane arrived at 10.17 am
Cr Desmond Tayley arrived at 10.21 am*

A copy of the powerpoint presentation will be distributed with the minutes.

2307	10.45 am - PRESENTATION BY BOB ABBOT
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Cr Gilmore introduced Mr Abbot to the meeting. Mr Abbot discussed his history with and reasons why SEQROC and then SEQ Council of Mayors was so successful.

The 5 P's. Planning, Preparation, Presentation, Politics and Persistence.

1. Planning:

- a. SEQ started acting cooperatively but informally in the early 90's. Started planning regionally.
- b. Late 90's State stepped in and started formally planning regionally in cooperation with councils.

With all they knew, where were they going and what did we need to do to get there?

2. Preparations;

- a. With Campbell Newman as Lord Mayor, SEQROC become SEQ Council of Mayors. State and Federal didn't want to talk to councils, they wanted to talk to Mayors.
- b. Cooperatively developed an agreed top 7 infrastructure needs list with priorities.
- c. Researched all the info they needed to support their reasoning. Things like "Australia's fastest growing region", "SEQ Councils represented 1 in 7 Australians" etc.
- d. Sought professional advice and developed an advocacy strategy around what they were asking for, who it was aimed at and where and when it should be delivered to get some action. Marketing strategy was developed to let their communities know what they were pushing for and why. This enabled the pressure to build up in communities.
- e. This allowed the focus and majority of energy to be put into achieving outcomes and not being distracted by minor issues.

3. Presentation:

- a. Obtained solid agreement and commitment to the Top 7 priorities from all the councils so nobody could pick any of them off individually and weaken their cause.
- b. Had their own political advocacy campaign but employed an advertising agency to design and deliver their public marketing campaign to get the right message to the right people in the most professional and productive way possible. This made them look serious about what they were proposing and gain considerable support from the SEQ community.

4. Politics

- a. Developed a wider public marketing campaign to let their communities know what they were doing regionally and seek public support for the campaign. Federal and State politicians could hide behind closed door discussions any more, these were their constituents as well.
- b. Organised annual visits of all the Mayors to Canberra and George St to meet appropriate ministers. Then all the local reps for the region in one room with all the Mayors at one time – separate for Gov and opposition members. Mayors of councils most affected by each of the 7 priority projects were responsible to drive the push on those projects with the support of the SEQ Council of Mayors.

5. Persistence

- a. Time was set aside at every SEQ Council of Mayors meeting (every 6 weeks) to discuss progress of the campaigns. Any glitches or movement was responded to immediately and any further ammunition that became available during those discussions was rammed into the breach and fired in the appropriate direction.

Approx. \$1mil was spent on all of this.

Even today, those 7 priority items are still reinforced by regular consideration and SEQ Council of Mayors have their annual visit to Canberra and George St. The Squeaky Wheel theory.

Note: Given our limited State and Federal representation, it was thought that we could use the Minister and DG Champions given to Hope Vale, Cook, Douglas and Yarrabah.

*Cr Scott and Peter Cochran left at 10.51 am
Cr Scott and Peter Cochran returned at 10.57 am*

2308	CONFIRMATION OF MINUTES
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MOVED: Cr Scott
SECOND: Cr Devlin

"That the minutes of the 121st FNQROC Board Meeting held on 12 December 2016, be confirmed."

CARRIED

BUSINESS ARISING OUT OF MINUTES

2309	MINUTE 2275 – CR SCOTT TO FORWARD DETAILS REGARDING THE IMPACT STUDY TO BE UNDERTAKEN BY CUMMINGS ECONOMICS
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Refer minute no. 2323.

2310	MINUTE 2257 & 2279 – MR KITZELMANN TO FORWARD A COPY OF THE CORRESPONDENCE TO FNQROC REGARDING THE OPPORUNITY TO RE-LINK UHF REPEATER STATIONS
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Cr Devlin advised no response received to date.

2311	MINUTE 2269 & 2281 - MR SYDES TO UPDATE THE BOARD ON THE PROGRESSION OF MINUTE NO. 2269, STRATEGIC APPROACH TO ANIMAL MANAGEMENT ACROSS THE REGION
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Ms Irvine advised summary identifying the complexity will be distributed with the minutes.

2312	MINUTE 2283 - FNQROC TO RESPOND TO THE NORTHERN QUEENSLAND PRIMARY HEALTH NETWORK ADVISING THAT THE PROPOSAL OUTLINED IN THE HEALTH ACTION AGENDA, LOCAL GOVERNMENT AREAS DISCUSSION PAPER IS NOT SUPPORTED BY FNQROC AS IT IS NOT CONSIDERED WITHIN THE ROLE OF LOCAL GOVERNMENT.
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Complete

2313	MINUTE 2284 - MS IRVINE TO AMEND THE FNQROC OPERATIONAL GUIDELINES TO REFLECT THE RESOLUTION ON PRESENTATIONS TO FNQROC BOARD
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Complete

2314	MINUTE 2293 - MS IRVINE TO FOLLOW UP WITH TELSTRA THE REQUIREMENT FOR CO-CONTRIBUTIONS FROM COUNCILS UNDER THE MOBILE BLACKSPOT FUNDING PROGRAM.
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Complete

2315	MINUTE 2294 - MS IRVINE TO FOLLOW UP WITH THE DEPARTMENT OF TRANSPORT AND MAIN ROADS REGARDING A STATUS OF THE DOCUMENT, OPPORTUNITY FOR COMMENT AND TIMEFRAMES FOR THE DELIVERY OF THE FAR NORTH QUEENSLAND REGIONAL TRANSPORT PLAN.
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Ms Irvine advised that a response has been recently received from DTMR.

- The Draft Mackay Isaac Whitsunday RTP, the first of the 12 RTPs across the state, is currently awaiting approval to be issued to stakeholders for comment.
- The outcomes of the formal stakeholder review of the draft MIWRTP may influence development of the FNQRTP.
- A draft working paper for the Far North Queensland RTP is currently going through internal technical reviews to check accuracy and completeness. It draws on the stakeholder consultation and analysis work undertaken to date.
- Once the internal review is complete, we will issue the working paper to Council's nominated contact officers for their feedback and technical input. This is planned to occur during the latter part of this month. During this time we will follow up with officers to discuss content as required.
- The working paper review and follow up discussions are a critical step to ensure the project team has accurate information and confirmation of stakeholder interests from which to base preparation of the first draft FNQ Regional Transport Plan. The timing for having a draft ready for formal consultation is mid-2017 subject to approval.

2316	MINUTE 2295A - COUNCILS TO FORWARD CONTRIBUTIONS TO FNQROC TO INCLUDE IN THE PRE-BUDGET SUBMISSION TO THE STATE AND FEDERAL GOVERNMENT ASAP, NOTING SUBMISSION CLOSE DATE OF 19 JANUARY 2017.
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Noted.

2317	MINUTE 2295B - FNQROC TO PREPARE A PRE-BUDGET SUBMISSION TO THE STATE AND FEDERAL GOVERNMENT.
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Ms Irvine advised that the Federal Government pre-budget submission has been sent and the State Government submission has been drafted.

2318	MINUTE 2296 - CR GILMORE TO PROVIDE UPDATE ON DISCUSSIONS WITH THE HON GLENN BUTCHER, ASSISTANT MINISTER FOR LOCAL GOVERNMENT AND INFRASTRUCTURE.
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It was noted that a new Minister for Local Government was recently announced.

ACTION: FNQROC extend an invitation to the new Minister for Local Government, The Hon. Mark Furner to attend the next FNQROC Board meeting to be held on 10 April 2017

ACTION: FNQROC extend an invitation to the Shadow Minister for Local Government, Mr Andrew Powell to attend the Board meeting on 12 June 2017.

2319	MINUTE 2297 - FNQROC PROVIDE A LETTER OF SUPPORT FOR THE CONTINUATION OF NCCARF AND COASTADAPT.
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Complete.

2320	MINUTE 2298 - FNQROC TO PROVIDE A DISCUSSION PAPER AT THE NEXT FNQROC BOARD MEETING ON PLANNING AND REGULATORY ISSUES FOR AIRBNBS.
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Ms Schmidt advised that the matter was discussed at the FNQROC Planners Group meeting on 10 February 2017 and the group recommended that the matter be raised with LGAQ to address at the next LGAQ Planning & Development Advisory Group meeting.

ACTION: FNQROC requests LGAQ to raise at the next LGAQ Planning & Development Advisory Committee meeting the planning and regulatory issues for 'shared accommodation' services such as Airbnb and Stayz and consider whether further guidance or documented best practice approaches should be developed".

2321	MINUTE 2299 - FNQROC TO WRITE TO REIQ BY THE DUE DATE OF 13 DECEMBER ADVISING OUR SUPPORT FOR THEIR SUBMISSION TO BROADEN THE FIRST HOME BUY GRANT TO INCLUDE ESTABLISHED HOMES THROUGHOUT REGIONAL QUEENSLAND.
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Complete.

2322	DISCUSSION TOPIC – CROCODILE MANAGEMENT
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General discussion held.

Agreed that crocodile management is an issue for coastal Councils.

RESOLVED:

That Mr Sydes liaise with affected Councils on the issues, direction and needs going forward.

ACTION: Mr Sydes to liaise with Councils affected by crocodiles and support them with issues, needs and direction going forward.

2323	DISCUSSION TOPIC NO. 18 – REGIONAL REPORT ON ECONOMIC AND SOCIAL IMPACTS OF NDRAA FUNDING
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Cr Scott discussed the background of the report that Cook Shire Council were considering and the importance for the region.

General discussion held regarding the opportunity to invite the Federal Minister for Leichardt, The Hon. Warren Entsch to discuss the issue at the next FNQROC Board meeting.

ACTION: FNQROC extend an invitation to The Hon. Warren Entsch to attend the next FNQROC Board meeting on the 10 April 2017 to discuss NDRAA funding.

RESOLVED:

"That the proposal from Cummings Economics included in the Confidential Annexure be accepted and FNQROC commence discussions to proceed with the study"

2324	FNQROC POLICY REVIEW – NO. 2 – CREDIT CARDS
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MOVED: Cr Kremastos
SECOND: Cr Paronella

"That the FNQROC Policy No. 2 Credit Cards be adopted"

CARRIED

2325	FNQROC REPORT B67 – FNQROC BUDGET FOR 2017/2018
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MOVED: Cr Pickering
SECOND: Cr Kremastos

Cr James left at 12.30 pm

"That the FNQROC Budget 2017/2018 be adopted"

CARRIED

2326	FNQROC REPORT B68 – FNQROC REGIONAL WASTE MANAGEMENT PRIORITISATION AND RESOURCE RECOVERY OPTIONS
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MOVED: Cr Paronella
SECOND: Cr Leu

"That the FNQROC Regional Waste Management Prioritisation and Resource Recovery Options report dated 6 October 2016 be adopted".

CARRIED

2327	CORRESPONDENCE
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Correspondence was noted.

2328	FINANCIAL STATEMENTS
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MOVED: Cr Leu
SECOND: Cr Kremastos

"That the Profit and Loss and Balance Sheet for the current financial year to date be accepted."

CARRIED

Discussion was held regarding the value and necessity of including the detailed account transaction list in the agenda. Ms Irvine confirmed that the current FNQROC Financial Auditor advised that there is no auditing requirement for the detailed account transactions to be included.

MOVED: Cr Paronella
SECOND: Cr Brown

"That the detailed account transactions are not needed to be included in the agenda."

CARRIED

2329	MEETINGS ATTENDED BY DARLENE IRVINE
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Noted.

2330	MINUTES OF TECHNICAL COMMITTEE MEETINGS
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Noted.

2331	BOARD'S STRATEGIC DIRECTIONS
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FNQROC Strategic Plan - Part A, Economic Infrastructure Plan

Ms Babacan queried the approach taken for the development of the Strategic Plan and the need for the Operational Plan to reflect Part A.

Some discussion occurred regarding the process to date and that some councils saw the benefit of having projects as a driver. It was agreed that further work was required to align part A and part B.

RESOLVED:

That a facilitated strategic workshop would be held on Monday 13th March to discuss and clearly identify our regional priorities.

ACTION: FNQROC to organise the Strategic and Operational Plan workshop for Monday 13 March 2017.

Discussion Paper – FNQROC Strategic Operational Plan

To be addressed at the Strategic Plan workshop on 13 March 2017.

2332	BOARD'S STRATEGIC DIRECTIONS
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Council's provided an update.

Janelle Menzies returned at 12.53 pm

2333	LGAQ POLICY EXECUTIVE REPORT
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A copy of the LGAQ Policy Executive distributed prior to the meeting.

Mr Luke Hannan provided an update.

James Stewart and Cr Gilmore left at 12.54

Works for Queensland Program

Question was raised regarding the Works for Queensland program and the ability to transfer funds across projects and the conflicting information received regarding level of detail required to be provided.

ACTION: LGAQ to follow up and seek confirmation regarding the Works for Queensland program and the ability to transfer funds across projects and the conflicting information received regarding level of detail required to be provided.

Cr Gilmore returned at 1.05 pm

Industrial Relations

Mr Andrejic advised that Cr Manning requested that an LGAQ representative attend the next FNQROC Board meeting to discuss the new *Local Government Award* in closed session.

It was agreed that both Mayors and CEOs should attend.

ACTION: FNQROC to invite Tony Goode from LGAQ to attend the next FNQROC Board meeting to discuss the Local Government Award with Mayors and CEOs.

LGAQ submission RDA model

Mr Hannan advised that the submission was drafted based upon an understanding of concerns raised regarding the RDA model.

Concern was noted that FNQROC would have liked to have been consulted regarding the submission and any further submissions which put ROC's as an option.

Grant funded project delivery issue

Members advised that the table may not accurately reflect reality:

- The table does not show expenditure against funded amount and that perhaps this information should be shown in a different colour. At present it is based on financial year and there are a number of projects for a number of reasons that go across financial years.

GENERAL BUSINESS

2334	PROPOSAL FOR FNQROC BOARD MEETING TO BE HELD IN INGHAM ON MONDAY 7 AUGUST 2017 TO COINCIDE WITH THE INGHAM ITALIAN FESTIVAL
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Concern was raised regarding the added complexity of securing accommodation over the weekend of the Italian Festival.

It was agreed that the meeting in August be hosted by Yarrabah Aboriginal Shire Council and that Ingham fill the next available space.

ACTION: FNQROC to make arrangements for FNQROC Board meeting to be held in Yarrabah on Monday 7 August.

2335	FNQROC UPDATE ON BITUMEN RESEAL CONTRACT
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Ms Hancock advised that the 2016/17 Bitumen Reseal program is almost complete and she is in the process of developing tender documents for 2017/18 arrangement. She invited Councils not currently participating who are interested to contact her.

2336	NEXT MEETING
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The next Board meeting will be held at Cairns Regional Council on Monday 10 April 2017.

2337	CONCLUSION
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There being no further business the Chair, Cr Gilmore declared the meeting closed at 1.30 pm.

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Cr Tom Gilmore
Chair

ACTION ITEMS

Minute Number	Action	Responsible Person(s)
2257, 2279 & 2310	Mr Munro to forward a copy of the correspondence to FNQROC regarding the opportunity to re-link UHF repeater stations	Mr Munro
2311, 2269 & 2281	Mr Sydes to update the Board on the progression of minute no. 2269, strategic approach to animal management across the region	Mr Sydes
2317 & 2295B	FNQROC to prepare a pre-budget submission to the State Government.	Ms Irvine
2318A	FNQROC extend an invitation to the new Minister for Local Government, The Hon. Mark Furner to attend the next FNQROC Board meeting to be held on 10 April 2017	Ms Irvine
2318B	FNQROC extend an invitation to the Shadow Minister for Local Government, Mr Andrew Powell to attend the Board meeting on 12 June 2017.	Ms Irvine
2320	FNQROC requests LGAQ to raise at the next LGAQ Planning & Development Advisory Committee meeting the planning and regulatory issues for 'shared accommodation' services such as Airbnb and Stayz and consider whether further guidance or	Ms Schmidt

Minute Number	Action	Responsible Person(s)
	documented best practice approaches should be developed”.	
2322	Mr Sydes to liaise with Councils affected by crocodiles and support them with issues, needs and direction going forward.	Mr Sydes
2323	FNQROC extend an invitation to The Hon. Warren Entsch to attend the next FNQROC Board meeting on the 10 April 2017 to discuss NDRAA funding.	Ms Irvine
2331	FNQROC to organise the Strategic and Operational Plan workshop for Monday 13 March 2017.	FNQROC
2333A	LGAQ to follow up and seek confirmation regarding the Works for Queensland program and the ability to transfer funds across projects and the conflicting information received regarding level of detail required to be provided.	LGAQ
2333B	FNQROC to invite Tony Goode from LGAQ to attend the next FNQROC Board meeting to discuss the Local Government Award with Mayors and CEOs.	FNQROC
2334	FNQROC to make arrangements for FNQROC Board meeting to be held in Yarrabah on Monday 7 August.	FNQROC