AGENDA
FNQROC BOARD MEETING NO. 126

Monday, 9 October 2017 — AT 10 AM

Cairns Regional Council, 119-145 Spence Street, Cairns

1. Chair’s Welcome & Acknowledgement of Traditional Owners

2. Apologies

3. Presentations
   10.00 am  Phil Green, Privacy Commissioner, Office of the Information Commissioner – Emerging Privacy concerns for Local Government
   10.20 am  Ross Hodgman, Regional Manager (Passenger Transport) Northern, Department of Transport and Main Roads – Public transport and Translink
   10.40 am  Andrew Buckley, Executive Director and Melissa Spry, Principal Natural Resource Officer, Department of Natural Resources and Mines – Connect Locally

4. Confirmation of Minutes
   • Minutes of Meeting, no. 125 held on 7 August 2017

5. Business arising out of Minutes
   • 2410, 2377 & 2357 – Ms Irvine to follow up with Ms Buckler to get a resolution on QWRAP participation back to the FNQROC Board for October 2017
   • 2426 – FNQROC to send letter of support for the Tully Millstream Hydroelectric Scheme to the Queensland Treasury Corporation
     Complete – no further action required

6. Board Strategic Directions
   • Advocacy Update from FNQROC and member councils
   • Correspondence in response to FNQROC Strategic Goals and Opportunities
     • Department of State Development (Ref #5530097) – for noting
- Minister for Agriculture and Fisheries and Minister for Rural Economic Development (Ref #5537924) – for discussion

- Department of Natural Resources and Mines (Ref #5531916) – presentation to Board on Connect Locally program – for noting

- Andrew Powell MP, Member for Glasshouse (Ref #5541628) – for noting

- Tourism Tropical North Queensland (TTNQ) (Ref #5546108) – for noting

- Deputy Premier, Minister for Transport and Minister for Infrastructure and Planning (Ref #5554622) – for noting

7. Board Directed Projects
   - NDRRA Social and Economic Impact study - Cummings Economics
   - Animal Management and Wildlife Stewardship Policy
   - FNQ weed spread prevention network

8. Discussion Topics

9. Correspondence to 18 July to 20 September 2017
   - Incoming: Advance Cairns – Copy of Infrastructure and Policy advocacy activities (Ref #5524715) - for noting
   - Outgoing: Queensland Treasury Corporation – FNQROC support for Tully Millstream Hydroelectric Scheme (Ref #5517516) - for noting

10. FNQROC Policy Review
    - DRAFT FNQROC Policy No. 12 – Financial Support for external parties

11. FNQROC Reports and MOUs
    - FNQROC Annual Report 2016/17

12. Financial Statements
    - FNQROC Audit 2016/17 – Financial Statements
    - Profit and Loss Statement – current financial year to 20 September 2017
    - Balance Sheet – current financial year to 20 September 2017
13. Meetings attended by Executive Officer

14. Minutes of Meetings (18 July to 20 September 2017)

  Refer FNQROC website
- FNQROC Planners Group meeting – 4 August 2017
  Refer FNQROC website
- FNQROC Natural Asset Management Advisory Committee – 23 August 2017
  Refer FNQROC website
- FNQROC Economic Development Group Meeting – 25 August 2017
  Refer FNQROC website
  No minutes
- FNQROC Development Manual (Water & Waste amendments), Industry Workshop – 31 August 2017
  No minutes
- FNQROC Regional Waste Management Group – 5 September 2017
  Refer FNQROC website

Confidential Meeting Minutes

- FNQROC 2017/18 Bitumen Resealing & Line Marking – Contract Meeting No. 1 – 19 July 2017
  Conf. Annex Pages 1 – 21
- FNQROC 2017/18 Bitumen Resealing & Line Marking – Contract Meeting No. 1 – 31 August 2017
  Conf. Annex Pages 22 – 33

15. LGAQ Policy Executive Update (standing item)

To be tabled

16. Upcoming Training and Workshops

- .id training workshops, October/November 2017

17. General Business

- Discussion: WTMA and GBRMPA

- Northern Australia Investment Forum, 19-21 November 2017

- Proposed FNQROC Board 2018 meeting dates
  
  - 12 February
  - 9 April
  - 11 June – Ingham?
- 13 August
- 8 October – Ingham?
- 10 December

- Proposed Western Councils Forum 2018 dates
  - 27 & 28 February
  - 29 & 30 May
  - 28 & 29 August
  - 27 & 28 November

- Darlene Irvine, Annual leave – 12/10 – 9/11

18. Next Meeting Date
The next meeting is to be held in Cairns on 11 December 2017 at 10am.
MINUTES OF THE 125TH BOARD MEETING

MONDAY 7 August 2017

Rural Transaction Building, Noble Street, Yarrabah

REPRESENTATIVES:
Cr Bob Manning, Mayor
Cr Jack Bawden, Mayor
Cr John Kremastos, Mayor
Cr Trevor Pickering, Mayor
Cr Julia Leu, Mayor
Cr Warren Devlin, Mayor
Cr Mary Brown, Deputy Mayor
Chair
Cr Tom Gilmore, Mayor
Cr Joe Paronella, Mayor
Cr Ross Andrews

CEO'S:
Mr John Andrejic, CEO
Mr Mike Hayward, CEO
Mr James Gott, CEO
Mr Tim Cronin, CEO
Mr Bill Kerwin, Interim CEO
Mr Stephen Linnane, CEO
Mr Peter Franks, CEO
Ms Hurriyet Babacan, CEO
Ms Janelle Menzies, CEO

FNQROC STAFF:
Ms Darlene Irvine
Mr Travis Sydes

Cairns Regional Council
Carpentaria Shire Council
Cassowary Coast Regional Council
Croydon Shire Council
Douglas Shire Council
Etheridge Shire Council
Hinchinbrook Shire Council
Mareeba Shire Council
Tablelands Regional Council
Yarrabah Aboriginal Shire Council
Executive Officer
Natural Asset and Sustainability
2400 Chair’s Welcome & Acknowledgement of Traditional Owners

The meeting commenced at 10:30am. Chair, Cr Tom Gilmore, Mayor Mareeba Shire Council welcomed everyone to the meeting. Cr Gilmore invited Cr Andrews to welcome everyone to the Shire.

2401 Apologies

As noted above.

2402 Presentation – Mr Craig Carpenter, Executive Director, Department of Housing and Public Works – Policy and processes around Government employee housing

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

The key message:

- The Department would like to be more engaged with Local Government to understand what Local Government issues and needs are. The Department are in the process of putting together Regional Plans
The Department keen to work with Local Government to understand challenges for Local Government and potential to access some of the vacant housing to meet local needs.

Cr Andrews raised the social housing issues experienced by Yarrabah Aboriginal Shire Council with some 700 people on the waiting list. Yarrabah not considered part of the remote status that most of the Cape and Gulf are and seem to miss out due to the proximity to Cairns.

Cr Leu raised social housing issue in Mossman. Mr Carpenter confirmed that they don’t have much Employee Housing in Mossman but will take the concern back to his colleagues.

2403 Presentation, Lindsay Delzoppo, Acting Executive Director, Conservation and Biodiversity Operations Branch, Mr David Cook, Acting Director – Wildlife Assessment, Strategic Compliance and Northern Operations, Department of Environment and Heritage Protection and Ms Beth Clouston, Director Conservation and Biodiversity Policy – Crocodile Management

A copy of the presentation and Information sheet on the Queensland Crocodile Management Plan will be distributed with the minutes.

- previously had different plans and approaches, now have a State-wide Queensland Crocodile Management Plan
- the plan is a flexible plan with a number of approaches
- want to work with communities and Councils
- helicopter monitoring is being undertaken
- would like to work with Council regarding croc safety and messaging
- management of crocodiles will still occur in general management zone

Cr Leu and Cr Gilmore noted that they were pleased with the process and changes to the plan for their respective Councils.

Cr Andrews noted that it appears that numbers are increasing in the Yarrabah area.

Bill Kerwin left at 10.15 am

2404 Presentation, Jimmy Scott, General Manager Operations, Queensland Reconstruction Authority - Funding reform

Mr Scott apologised for Mr Brendan Moon who was unable to attend.

Bill Kerwin returned at 10.25pm

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

Key message:
- Local Government’s next steps – Readiness for reform
  - Benchmark rates
  - Evidence: pre-disaster (with pre-condition photo/video evidence no older than 1 year)
  - Asset registers
  - Maintenance registers
2405 Confirmation of Minutes

MOVED:  Cr Julia Leu
SECOND:  Cr John Kremastos

“That the minutes of the 124th FNQROC Board Meeting held on 12 June 2017, be confirmed.”

CARRIED

BUSINESS ARISING OUT OF MINUTES

2406 Minute 2369 & 2345 - Councils to nominate appropriate personnel from Natural Asset Management, Local Laws and Community engagement for a one off workshop to develop the draft FNQROC policy “Strategic Approach to wildlife and Animal Management across the region”.

Ms Irvine advised that this has been completed and Mr Sydes will give an update later in the meeting.

(Action closed)

2407 Minute 2374 & 2350 – Council CEO’s to confirm that the Council Officers currently sitting on technical committees are the appropriate officers to represent their council on these committees to undertake the projects identified

Ms Irvine advised that she has received limited responses and FNQROC will include meeting objectives in email with the agenda and as requested, will advise CEO’s if representatives are not attending or wrong individuals are attending.

(Action Closed)

2408 Minute 2375 & 2353 - FNQROC to send a follow up request to those Councils currently not participating in Economy i.d. and commence coordinating regional arrangement with Economy .id

Ms Irvine advised that this is progressing and waiting on a number of Councils to sign and return agreements to enable the build to commence and be finalised.

(Action Closed)

2409 Minute 2376 & 2354 – LGAQ to follow up with any information to share with FNQROC on the issue of telecommunications facilities and retail service providers building their own rather than sharing infrastructure

Ms Irvine advised consultation paper recently released which both LGAQ and FNQROC lodged a submission. Noted that the matter of co-location was again raised recently at the 2017 ALGA National General Assembly and she will follow up on any outcomes from that motion.

(Action Closed but on watching brief)
Discussion around FNQROC participation in QWRAP:

- Cr Paronella and Ms Babacan advised TRC officers have indicated that they want to stay in QWRAP as it enables a regional approach and information sharing. Considered a risk not being involved.
- Ms Buckler – LGAQ sees it as a successful initiative. Funding stream for projects is attached for participation in four areas (Ms Buckler to advise what those four project types are). Supports councils to work together across a major infrastructure class. Wide Bay had joint maintenance work and joint procurement. LGAQ believe the government is taking notice. Rationalised approach to water delivery.
- Mr Franks – FNQROC already work together.
- Mr Andrejic – option to have smaller groups for QWRAP? Mr Andrejic asked about the size of the QWRAP regions working well. Is there an option to have a sub catchments under the auspice of the ROC? Ms Buckler doesn’t see a downside for the group; sensible commonality.
- Cr Manning – CRC would do whatever they can to help anybody. Willing to be involved.
- Ms Irvine discussed the role of FNQROC in the past for pilot projects, our recently adopted Goals and opportunities, our 15 technical committees and the decision by the Board to continue these at a minimum to share information, knowledge and resources and the resourcing impact on member councils to participate in these committees.
- Mr Andrejic proposed an alternative solution - two committees option to have two QWRAPs. QWRAP reports to the Board and approves the projects with two lots of x $30,000.
- LGAQ is limited to the funding that is available from the State, funding to support the projects and the ability to access additional funding. Funding attached to QWRAP can be any sub-cluster of groups.
- Cr Gilmore suggested deferring a resolution to the next meeting with Ms Irvine to follow up with Ms Buckler.

Decision held over.

**ACTION:** Ms Irvine to follow up with Ms Buckler to get a resolution on QWRAP participation back to the FNQROC Board for October 2017

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2411 Minute 2379 & 2361 – Mr Sydes to redraft correspondence to the State incorporating an invitation to collaborate on a proposed region-wide approach to address the issues with regard to weed spread prevention, wash down facilities and biosecurity management across the region

Ms Irvine advised that this has been completed and Mr Sydes will give an update later in the meeting.

(Action Closed, now sits in board directed projects)

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2412 Minute 2383 - Ms Irvine to forward a copy of FNQROC Strategic Plan and Strategic Regional Opportunities to LGAQ

Ms Irvine advised this has been completed and correspondence also to be sent to State and Federal representative and members.

(Action Closed)
2413 Minute 2385 – Ms Irvine to send the Heavy vehicle and freight network draft specification to Councils for feedback when drafted

To be held over to next meeting.

2414 Minute 2396 – Member councils requested they be advised when representatives decline, decline last minute or do not turn up

Ms Irvine advised that a new process will be adopted in the minutes – if they accept and don’t turn up or decline within 24hrs there will be a strike through their attendance. Continued non-attendance, CEO will be informed.

(Action Closed)

2415 Minute 2397 – Cr Scott to follow up with the Queensland Electricity Users Network on the request for funding

Discussions held:

- Is this setting a precedence?
- Are we a funding body for all groups like this? Would we do the same for filming?
- Do we have a process for these types of request to assess against?
- FNQROC is not, nor do we want to be a funding body
- This is a group working on an identified FNQROC priority

MOVED: Cr Bob Manning
SECOND: Cr Jack Bawden

“That FNQROC support Cummings Economics funding application to Energy Consumers Australia on behalf of the Queensland Electricity Users Network and commit a co-contribution of $15,000 should the funding be successful.”

CARRIED

BOARD STRATEGIC DIRECTIONS

2416 Advocacy update from FNQROC and member councils

1. FNQROC arrange meeting with Premier and Minister for Local Government
2. FNQROC Strategic Goals and opportunities to be sent to State and Federal local members, ministers, shadow ministers, regional directors and key regional stakeholders

BOARD DIRECTED PROJECTS

2417 Strategic Approach to Wildlife and Animal Management

Mr Sydes provided an update on the project and briefly discussed the timeline and workshops.
A summary of the outcomes from workshop one will be distributed with the minutes.

Workshop two to include external agencies will be held on 24 August 2017.

2418 FNQ Invasive Species Network

Mr Sydes provided a brief outline of the proposal.

RESOLVED:

That the FNQ Weed Spread Prevention network project proposal be progressed.

2419 Cummings Economics – Social and Economic Impacts of NDRRA

Ms Irvine advised that the draft has not been received from Cummings Economics however it should be available in September 2017.

DISCUSSION TOPICS

Nil this meeting

CORRESPONDENCE

Correspondence was noted

FNQROC POLICY REVIEW

Nil this meeting.

FNQROC REPORTS AND MOU’S

2420 B 69 – Regional Tramp Ant Response Plan

Mr Sydes provided an update on the Regional Tramp Ant Response Plan.

RESOLVED:

That the Regional Tramp Ant Response Plan be adopted.
FINANCIAL STATEMENTS

2421 Profit and Loss and Balance Sheet for the financial year to date.

MOVED: Cr John Kremastos
SECOND: Cr Julia Leu

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

CARRIED

MINUTES OF MEETINGS

2422 Meetings Attending by Executive Officer

Noted.

2423 Technical Committee Meeting Minutes

Noted.

LGAQ POLICY EXECUTIVE UPDATE

A copy of the LGAQ Policy Executive distributed prior to the meeting.

Ms Sarah Buckler provided an update.

Cr Paronella left at 12.43 and returned 12.47 pm

Noting:

- Works for QLD funding – supported by Councils across the State. LGAQ working at documenting the successes of this funding program

Cr Bob Manning queried the 2 week extension of the application period for the Regional Jobs and Investment package for Tropical North Queensland. Ms Buckler was unaware of a reason for the extension.

In relation to the Waste Management Services and utility Charges, Mr Peter Franks asked if LGAQ are looking at developing a proforma Local Law for all councils. Ms Buckler confirmed that is would be likely.

GENERAL BUSINESS

2424 Request for presentation from the Office of the Information Commissioner

Noted.

Cr Gilmore invited all Councils to advise FNQROC if they would like a particular presentation.
Cr Ramon Jayo raised ongoing issues around accreditation process for Traffic management plans. Ms Irvine advised that there was a regional group looking at this.

If Councils have particular issues to let FNQROC know.

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**Support for Tully Millstream Hydroelectric Scheme**

Cr Bob Manning advised that discussions have been held regarding the Tully Millstream Hydroelectric Scheme and is seeking FNQROC letter of support to be sent to the Queensland Treasury Corporation.

**RESOLVED:**

*FNQROC to send letter of support for the Tully Millstream Hydroelectric Scheme to the Queensland Treasury Corporation.*

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**Roadside Camping in State Government Reserve**

Cr John Kremastos is seeking support from FNQROC regarding a recent issue with the Department of Transport and Main Roads and Cassowary Coast Regional Council over roadside camping in a reserve.

Tablelands Regional Council and Mareeba Shire Council have current agreements in place for camping in road reserves which will be provided. Cairns Regional Council would like a copy.

Cr John Kremastos clarified that they don’t want to take responsibility for camping on road reserves, the issue was TMR publically advising it was council’s responsibility and they have been unable to justify this statement to date.

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**Next Meeting Date**

**Meeting Close:** 1:15 pm

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Cr Tom Gilmore

Chair

**ACTION ITEMS**

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<thead>
<tr>
<th>Minute Number</th>
<th>Action</th>
<th>Responsible Person(s)</th>
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Our ref: DEPC17/1709

24 August 2017

Cr Tom Gilmore
Chair
Far North Queensland Organisation of Councils
PO Box 359
CAIRNS QLD 4870

Dear Cr Gilmore

Thank you for your letter of 21 August 2017 about the Far North Queensland Regional Organisation of Councils (FNQROC) Strategic Goals and Opportunities.

I acknowledge the strategic economic priorities identified for the region, and I commend the member councils for collaboratively developing this document.

As you may be aware, the Department of State Development (DSD) is also contributing to these strategies through funding for infrastructure projects under the Building Our Regions program and through implementation of the Back To Work program.

In addition, DSD is currently working with local businesses applying for funding under the Jobs and Regional Growth Fund and the Made in Queensland program, both of which are designed to incentivise private sector projects, investment and job creation.

Thank you again for keeping me informed, and I look forward to receiving future updates on FNQROC's progress on achieving its strategic goals.

Yours sincerely

Darren Cleland
Executive Regional Director (North)
28 AUG 2017

Councillor Tom Gilmore
Chair
Far North Queensland Regional Organisation Of Councils
PO Box 359
CAIRNS QLD 4870

Dear Councillor Gilmore,

Thank you for your letter of 11 August 2017 regarding the recent completion of the Far North Queensland Regional Organisation of Councils (FNQROC) Strategic Plan 2017 to 2021.

I congratulate the collaborative efforts of all 13 member councils in compiling such a compelling vision for the future and in defining the five strategic priorities to support opportunities for economic growth and development in the region.

I acknowledge the importance of agriculture and associated supply chains to the Far North Queensland region. However, as Minister for Agriculture and Fisheries and Minister for Rural Economic Development, I am also acutely aware of the important role that key enablers such as water, energy, transport and communication play in realising economic growth in rural and regional Queensland.

You may be aware that I have taken a strong interest in these four areas and will be facilitating a number of cross jurisdictional forums on these very matters in the near future. The high degree of synergy with the priorities, goals and opportunities detailed within the FNQROC Strategic Plan, gives me great confidence that we are addressing the core issues essential to enabling sustainable economic growth and development in areas such as Far North Queensland.

I welcome the opportunity to meet with you and fellow members of the FNQROC into the future, either in Brisbane or as part of my next regional visit, to explore further opportunities for improved alignment between relevant government and regional initiatives.
If you require any further information regarding this matter, please contact Mr Adam West, Regional Director, North, Department of Agriculture and Fisheries on telephone 07 3330 4501 or email adam.west@daf.qld.gov.au.

Yours sincerely

[Signature]

The Honourable Bill Byrne MP
Minister for Agriculture and Fisheries and
Minister for Rural Economic Development
Member for Rockhampton
Cr Tom Gilmore  
Chair, FNQROC  
PO Box 359  
CAIRNS QLD 4870

Dear Mayor Gilmore

Thank you for your letter dated 21 August 2017 regarding the 2017-2021 Strategic Plan prepared by FNQROC. The document provides excellent vision and is a terrific example of strong local government collaboration toward achieving common goals.

For your interest, the Department of Natural Resources and Mines commenced a project (Connect Locally) earlier this year to enhance our engagement with local governments in North Queensland. The purpose of this project is to establish a strong working platform with local governments to discuss common issues.

Connect Locally meetings with individual local governments in North Queensland have thus far addressed a wide range of common issues including state land management, trusteeships for reserves, planning schemes, unallocated state land, native vegetation management, water licences, native title, key resource areas and abandoned mines.

We also use such meetings to promote the values of the Queensland Globe for local government practitioners in accessing over 600 spatial datasets relating to Queensland Government interests, assets and infrastructure.

I would be pleased to attend a FNQROC meeting with one of my officers to address FNQROC about Connect Locally. If you think this would be helpful, please contact Dr Melissa Spry, Principal Planner for the department’s Planning Services group in North Region, on telephone 4222 5436.

Thank you again for sharing your organisation’s strategic plan.

Yours sincerely

Andrew Buckley  
Executive Director  
Natural Resources, North Region
6 September 2017

Cr Tom Gilmore  
Chair  
FNQROC  
PO Box 359  
CAIRNS QLD 4870

Dear Tom Gilmore,

Thank you for your letter of 11 August 2017 in which you provided the Far North Queensland Regional Organisation of Council’s (FNQROC) Strategic Goals and Opportunities.

In my capacity as both the LNP spokesperson for Local Government and for Transport and Main Roads, I have appreciated our regular, frank discussions on the needs and aspirations of the Far North. I particularly note the goals and opportunities that exist around transport, the roads and the ports of Far North Queensland.

I acknowledge the high priorities of extending the National Highway in and around Cairns, the need for a regional heavy vehicle road network, the integrated transport hub for Innisfail and surrounds and Port developments from Mourilyan to Karumba. Please be assured I will advocate for these priorities within the LNP Shadow Cabinet.

I thank you again and look forward to catching up with you in the very near future.

Yours truly,

Andrew Powell MP  
Member for Glass House  
Shadow Minister for Transport and Main Roads and  
Shadow Minister for Local Government
8 September 2017

Cr Tom Gilmore  
Chair  
FNQ Regional Organisations of Councils  
PO Box 359  
CAIRNS QLD 4870  
E: mayor@msc.qld.gov.au

Dear Cr Gilmore,

I wanted to thank you for sending me the strategic goals and opportunities for FNQ ROC. As I was still settling in and understanding the diversity of the region, it was very valuable to receive this information.

Rest assured Tourism Tropical North Queensland (TTNQ) is in full support and agreement of your drive for sustainable economic growth and development of Tropical North Queensland (TNQ).

TTNQ is currently reviewing our strategic plan and goals and look forward to sharing the outcomes in due course.

Cr Gilmore, we are very optimistic about the future and look forward to working with you and the Councils of FNQ ROC to achieve your goals.

Please don’t hesitate to contact me if I can assist in any way.

Kind regards

Pip Close  
Chief Executive Officer  
Tourism Tropical North Queensland
Our ref: MC98614
Your ref: 5508651

18 SEP 2017

Councillor Tom Gilmore
Chair
Far North Queensland Regional
Organisation of Councils
PO Box 359
CAIRNS QLD 4870

Dear Councillor Gilmore,

Thank you for your letter of 11 August 2017 about Far North Queensland Regional Organisation of Councils (FNQROC) strategic goals and opportunities.

I note that you have also written to Mr Glenn Butcher, Assistant Minister for Transport and Infrastructure, about the same matter.

I congratulate you and the FNQROC on taking this important leadership initiative for Far North Queensland.

I have forwarded your correspondence for consideration to the parts of my portfolios responsible for undertaking strategic planning across transport, infrastructure and social and economic development.

As you know, the Department of Transport and Main Roads (TMR) is currently preparing Regional Transport Plans (RTPs) across the state, including Far North Queensland. I have requested TMR consider opportunities to support the FNQROC strategic goals and opportunities through the draft Far North Queensland RTP, currently under development. The draft RTP is anticipated to be released for consultation with partners and stakeholders later this year.

If you require further information, I encourage you to contact Mr Joshua Hannan, General Manager (Transport Strategy and Planning), TMR, by telephone on 3066 1400 or email at joshua.m.hannan@tmr.qld.gov.au.

I trust this information is of assistance.

Yours sincerely,

[Signature]

JACKIE TRAD MP
DEPUTY PREMIER
Minister for Transport and
Minister for Infrastructure and Planning
# Project Plan – Animal Management and Wildlife Stewardship

<table>
<thead>
<tr>
<th>Action</th>
<th>Who</th>
<th>Status</th>
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<tbody>
<tr>
<td>Jurisdictional overview developed (see attached guideline)</td>
<td>FNQROC</td>
<td>Complete</td>
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<tr>
<td>Draft scope of policy discussion outlined (see attached policy development brief)</td>
<td>FNQROC</td>
<td>Complete</td>
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<tr>
<td>FNQROC Natural Asset Management Group Discussion and recommendations</td>
<td>FNQROC NAMAC</td>
<td>Completed</td>
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<td>Workshop 1 date scheduled</td>
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<td>Workshop one</td>
<td>FNQROC, Participating councils</td>
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<tr>
<td>Table initial policy outline to FNQROC Board (August 7)</td>
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<td>Workshop two</td>
<td>FNQROC, Participating councils, agencies</td>
<td>August 24, 2017</td>
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<td>Circulate to participating councils and contributing agencies for review</td>
<td>Participating councils, agencies</td>
<td>September, 2017</td>
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<td>Table to FNQROC Board for comment</td>
<td>FNQROC</td>
<td>9 October 2017</td>
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<tr>
<td>Table to FNQROC Board for adoption</td>
<td>FNQROC</td>
<td>December 11, 2017</td>
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Wildlife management and stewardship policy development

Background and consultation
The FNQROC Animal Management and Wildlife Stewardship Policy (AMWS) policy development process was initiated as an FNQROC Board directed project. The policy was developed in response to animal attacks on wildlife and the resultant Board directive (Item 2269) - “FNQROC facilitate an initial meeting of Local Government officers to investigate whether a regional approach could improve the profile of member councils as responsible animal management bodies, and improve animal management outcomes across the region with the group reporting back to FNQROC on the viability of or opportunities that exist for developing a more united strategic approach to animal management across the region”

In the absence of a regional technical committee for local laws the regional Natural Asset Management Advisory Committee (NAMAC) convened in November 2016 and agreed to the following two recommendations:

Action 28.2 - Develop a short document mapping or defining the jurisdiction and limits of local government in regard to the responsible management domestic/feral animals in relation to their impact on wildlife.

Action 28.3 - Facilitate a regional workshop across LG departments including local laws, natural assets/area management, community services/engagement, regional NRM, and relevant state departments. The key outcomes of the workshop are to be the identification of, or proposal for development of, solution based outcomes (to the above). These will include a clear recommendation for consistent messaging, resourcing and education and deliver a regional policy for adoption which can be adapted locally to suit all participating councils.

The policy development took place over two workshops with the preliminary outcomes of workshop one presented to the FNQROC Board prior to workshop two.

- Workshop one focused on establishing scope and policy considerations in-house with local government technical officers.
- Workshop two invited external agencies to the table to guide the development of the regional policy based on the recommendations compiled in workshop one.

Further information on the process and outcomes of workshops are available in the proceedings records.

Policy logic framework
A program logic approach was used to map the policy vision against the outcomes it seeks to achieve and the underlying products, processes and approaches which are best suited to deliver them. It includes time deliverable outcomes which will assist to ensure the intent of the policy vision remains in clear view. The logic framework aims to provide a concise overview to guide the delivery, monitoring and evaluation of the policy and as such provides the key content for the development of an operational plan. The framework is designed to work in an adaptive learning-by-by doing approach so that it may be revised in the future as new information, obstacles, issues or successes are encountered or achieved.
Executive summary
Local government is often the first point of contact in relation to responding to threats posed to and by native wildlife. It is also the key point of contact and authorised agent to plan for and respond to domestic and feral animal management. The AMSW Policy provides a joint policy/strategy approach to understanding the jurisdiction, obligations and capacity of local government in regard to the responsible management of domestic/feral animals in relation to their impact on wildlife; and provides key recommendation for consistent messaging, resourcing, education and delivery of a regional approach which can be adapted locally to suit all participating councils.

The policy is framed to address two key concepts which have phrased as management and stewardship (in a nutshell what wildlife do to us; and what we do to/or on behalf of wildlife). By simple definition these can be described as:

**Management** – responding to complaints from; or threats to; community in response to wildlife and animal management matters.

**Stewardship** – ensuring local governments and the communities they represent act in a way which ensures that the wildlife of our region is sustained into the future.

Local government has two discrete but ultimately related legislative jurisdictions relating to animal management and wildlife matters with the provisions of local law being both the common and discretionary element between the two.

**Animal management**- refers to directives and actions undertaken in accordance with the provisions of Local Laws and the Animal management (Cats and Dogs) Act 2008.

**Pest management** – refers to directives and actions undertaken in accordance with the provisions of the Biosecurity Act 2014 and Local Laws.

Policy context and local government obligations
In addition to creating definitions to guide the scope of the policy, workshop one unpacked the context of the dual nature of local government obligations to animal management and wildlife stewardship.

**Legislative obligation** - This policy is guided by legislation relating to domestic animal management, pest animal management (biosecurity) and land use planning. Other legislation may not provide a specified role for local government, but applies to councils as it applies to all persons.

**Representative obligation** - the Local Government Act 2009 describes the obligations councils have in representing the current and future needs of their communities. Inherent in this is the delivery of councils 5 year corporate plan which reflect both councils and communities aspirations. Corporate plans variously describe the expectations community has of council beyond meeting legislative obligations.

Animal management and wildlife stewardship requires a multi-scaled approach and is structured around coordinated implementation of local through to global actions and initiatives. Understanding where, when and how local government are either best placed or obliged to participate or respond forms the basis of this policy approach.
### Policy goal (vision)

Improve the profile of member councils as responsible animal management and wildlife stewardship bodies, and improve animal management and wildlife stewardship outcomes across the region.

### Long term outcomes (10 year horizon)

<table>
<thead>
<tr>
<th>Issue of concern</th>
<th>Current state</th>
<th>Desired state</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stewardship</td>
<td>Communities impact on wildlife</td>
<td>Wildlife populations are sustained into the future and the threat to them is reduced</td>
</tr>
<tr>
<td>Management</td>
<td>Wildlife’s impact on community</td>
<td>Situations which cause concern and conflict are reduced to a level which is acceptable to the community</td>
</tr>
</tbody>
</table>

**Councils have a developed understanding and commitment to improving AMaWS outcomes across relevant areas of operation.**

**Community have an improved understanding of their obligations and the practical approaches they can take to improve AMaWS outcomes.**

**Partnerships across all relevant players are working to deliver shared goals and improved AMaWS outcomes.**

**What are the long term policy outcomes on a 1-2 year horizon?**

**How do the immediate outcomes support the delivery of the long-term outcomes?**

**What is the ultimate vision of the policy?**

**How do the long-term outcomes support the delivery of the vision?**

### Intermediate outcomes (5 year horizon)

**Practices and processes**
- Obligations and jurisdictions across authorities are agreed, understood, and communicated
- Communication materials and processes are targeted toward areas of most need/influence
- Gaps in capacity and required strategies identified

**Commitment**
- Co-investment and collaborative resources are in place to deliver the planned works
- Regional partnerships, alignments and knowledge sharing are in place
- Regional buy-in is reflected in governance support
- Integration across business areas

**What are the immediate outcomes on a 1-2 year horizon?**

**How do the outputs, products and activities support the delivery of the short-term outcomes?**

### Short-term outcomes (1-2 year horizon)

<table>
<thead>
<tr>
<th>Outputs and products</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case studies, demonstrations and best management practice</td>
</tr>
<tr>
<td>Communication and education tools</td>
</tr>
<tr>
<td>Guidelines, instructional, self-help approaches</td>
</tr>
<tr>
<td>Compliance tools and approaches</td>
</tr>
<tr>
<td>Operational policies, and workflows</td>
</tr>
<tr>
<td>Customer request systems and referrals</td>
</tr>
<tr>
<td>Revised or streamlined local laws</td>
</tr>
<tr>
<td>Operational and service delivery structures and agreements</td>
</tr>
</tbody>
</table>

**What are the products and outputs that need to be delivered to enable the outcomes to be achieved?**

### Activities

<table>
<thead>
<tr>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal communication development and delivery</td>
</tr>
<tr>
<td>Data collection, reporting and evaluation</td>
</tr>
<tr>
<td>Participation and compliance</td>
</tr>
<tr>
<td>Building partnerships and shared ownership with community and agencies</td>
</tr>
<tr>
<td>External communication development and delivery</td>
</tr>
<tr>
<td>Understanding community experience and perception</td>
</tr>
<tr>
<td>Research, development and innovation</td>
</tr>
<tr>
<td>Knowledge and information sharing</td>
</tr>
</tbody>
</table>

**What are the activities that will be undertaken to deliver the outputs and products and how will the assist achieve to deliver the outcomes?**

### Inputs

<table>
<thead>
<tr>
<th>Inputs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governance</td>
</tr>
<tr>
<td>Representation</td>
</tr>
<tr>
<td>Leadership</td>
</tr>
<tr>
<td>Partnerships</td>
</tr>
<tr>
<td>Regional collaboration</td>
</tr>
<tr>
<td>External partners</td>
</tr>
<tr>
<td>Staff skills and capacity</td>
</tr>
<tr>
<td>Knowledge sharing</td>
</tr>
<tr>
<td>Training</td>
</tr>
<tr>
<td>Legislative tools</td>
</tr>
<tr>
<td>Local laws</td>
</tr>
<tr>
<td>Legislation</td>
</tr>
<tr>
<td>Monitoring and evaluation</td>
</tr>
<tr>
<td>Performance indicators</td>
</tr>
<tr>
<td>Review process</td>
</tr>
<tr>
<td>Communication tools</td>
</tr>
<tr>
<td>Tools and approaches</td>
</tr>
<tr>
<td>Delivery</td>
</tr>
<tr>
<td>Technology and tools</td>
</tr>
<tr>
<td>IT &amp; corporate systems</td>
</tr>
<tr>
<td>Facilities/plant</td>
</tr>
</tbody>
</table>

**What are the key inputs what will be required to deliver the outputs and products and support the activities?**
Planned work
The planned work elements of the policy logic identify the deliverables required to achieve the outcomes of the policy. These are broken down into three key components; outputs and products; activities and inputs.

Outputs and products
Outputs and products are the tangible deliverables required to achieve the purpose of the policy. They are wide ranging and could include anything from a formal agreement to a graphics-based communication product. Outputs and products may be one-off or they may be subject to periodic updates to keep them current. They have been grouped into the following themes with examples of deliverables identified from the policy development workshops.

Case studies, demonstrations and best management practice
- Examples of resolution or adaptation approaches to AMSW issues.
- Promotion of successful programs, partnerships and approaches.

Operational policies, and workflows
- Compliance process workflows and decision trees.
- Internal integration and collaboration across local laws and biosecurity.

Communication and education tools
- Infographics and social media products.
- Education processes, messaging and delivery.

Customer request systems and referrals
- Shared knowledge bases and data collection approaches for customer service requests.
- Call forwarding between councils and state departments.

Guidelines, instructional, self-help approaches
- Pre-customer request education and decision support tools, approaches and programs.
- Minimum fencing/housing standards for certain species (restraint or exclusion).

Revised or streamlined local laws
- Uniform/regional approaches to domestic dog management requirements.
- Introduction of local law zoning approaches for protection of wildlife in key habitats.

Compliance tools and approaches
- Compliance process decision support and communication approaches for community education/engagement.
- Training packages and materials for frontline and customer service staff.

Operational and service delivery structures and agreements
- Integrated approaches across biosecurity and local laws.
- Communication and reporting agreements and shared systems across departments.
- Agreements or accords mapping key responsibilities/capacities between councils and state agencies.
Activities
Activities are the actions and processes required to develop and deliver the outputs and products which will achieve the purpose of the policy. They represent the types of work required to deliver the policy outcomes and have been grouped into the following themes with examples identified during the policy development workshops.

Internal communication development and delivery
- Intra-council/cross department communication.
- Governance workshops and awareness programs.

External communication development and delivery
- Management activity notifications, reporting and information sharing.
- Joint communication/management approaches.
- Regional advisory groups, technical committees or forums.

Data collection, reporting and evaluation
- Design universal reporting and evaluation attributes.
- Uniform reporting of animal attack records.

Understanding community experience and perception
- Surveys and marketing approaching to understand obstacles and design incentives.
- Developing and delivery communication tools for target audience

Participation and compliance
- Community incentive programs and initiatives.
- Zone or cluster based management programs.

Research, development and innovation
- Commission research, strategy, policy, guideline or communication products/processes.

Building partnerships and shared ownership with community and agencies
- Collaborative programs and management agreements.
- Co-investment in in shared initiatives.

Knowledge and information sharing
- Collaborative programs and management agreements.
- Regional forums, training programs, technical committees.

Inputs
Inputs are the foundations of implementing the policy and its supporting strategies. They are the resources, capacities, tools and other mechanisms we have out our disposal to deliver the desired outcomes. They are broken down into key themes to assist in identifying the approaches to achieving the intended results of the policy. They are the essential building blocks of current capacity and future activities, outputs and products.
Key definitions

**Wildlife** – native fauna which is ‘wild by nature’ as per the Queensland Nature Conservation Act 2002. Although not exclusive, a range of key species for a considered response were identified in workshop one, primarily these include key iconic wildlife species of the region.

**Domestic animals** – non-native animals including stock animals, owned, kept, fed or otherwise sustained by people.

**Pest animals** – non-native animals living in a wild state (non-domestic).

Key legislation

- Animal Management (Cats and Dogs) Act 2008
- Biosecurity Act 2014
- Commonwealth Environmental Protection Biodiversity Conservation Act 1999 (EPBC)
- Local Government Act 2009
- Nature Conservation (Koala) Conservation Plan 2006
- Nature Conservation (Macropod) Conservation Plan 2006
- Nature Conservation (Wildlife Administration) Regulation 2006
- Nature Conservation Act 1992 (NCA)
- Vegetation Management Act (VMA)
### Project Plan - FNQ Weed Spread Prevention network

<table>
<thead>
<tr>
<th>Action</th>
<th>Who</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collate current weed wash-down/biosecurity and weed hygiene actions from regional plans and strategies</td>
<td>FNQROC</td>
<td>Complete</td>
</tr>
<tr>
<td>Draft scope for a FNQ Regional approach to biosecurity risk management (weed wash-down/hygiene and capability)</td>
<td>FNQROC</td>
<td>Complete</td>
</tr>
<tr>
<td>Incorporate key elements of scope into review of FNQ Regional Pest Management Strategy</td>
<td>Participating councils</td>
<td>October 2017</td>
</tr>
<tr>
<td>Compile strategy components</td>
<td>FNQROC, Participating councils</td>
<td>September 2017</td>
</tr>
<tr>
<td>Table to FNQROC Board for adoption</td>
<td>FNQROC</td>
<td>Pending</td>
</tr>
<tr>
<td>Seek required resources for implementation of priority projects</td>
<td>FNQROC, member councils</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
FNQROC Policy No. 12

Financial Support for External Parties

Adopted: xxxxx

Background:

As a general rule, FNQROC is not nor does it want to be, a funding body. It is however recognised that FNQROC member Mayors may be involved in advocacy activities related to the FNQROC Strategic Goals and may seek some financial support. This policy is designed to put some parameters around consideration of such requests.

Should a member Mayor be seeking financial support from FNQROC, the Mayor is to submit a summary report for the next FNQROC Agenda addressing each of the following considerations:

1. Background information
2. What is the issue to be addressed?
3. Term of the support
4. Positives for support
5. Concerns around support
6. Key Performance Indicators

A summary completion report addressing the key performance indicators is also to be included within the following FNQROC Board Agenda.
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2017
CONTENTS

STATEMENT OF COMPREHENSIVE INCOME ................................................................. 3
STATEMENT OF FINANCIAL POSITION ..................................................................... 4
STATEMENT OF CASH FLOWS .................................................................................. 6
NOTES TO THE FINANCIAL STATEMENTS ............................................................. 7
BOARD CERTIFICATE OF FAR NORTH QUEENSLAND REGIONAL ORGANISATION OF COUNCILS ............... 13
INDEPENDENT AUDIT REPORT .............................................................................. 14
<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual administration contributions</td>
<td>$432,268</td>
<td>$447,893</td>
</tr>
<tr>
<td>Projects -</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional natural assets management</td>
<td>$14,814</td>
<td>$5,592</td>
</tr>
<tr>
<td>Regional infrastructure projects</td>
<td>$292,565</td>
<td>$366,475</td>
</tr>
<tr>
<td>Regional asset management</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Regional procurement group</td>
<td>$152,735</td>
<td>$152,429</td>
</tr>
<tr>
<td>Short term projects</td>
<td>$107,177</td>
<td>$37,500</td>
</tr>
<tr>
<td>Regional waste management</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Miscellaneous revenue</td>
<td>$1,350</td>
<td>$20,185</td>
</tr>
<tr>
<td>Interest income</td>
<td>$5,385</td>
<td>$4,661</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>$1,016,295</td>
<td>$1,044,735</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual administration expenses</td>
<td>$269,204</td>
<td>$269,016</td>
</tr>
<tr>
<td>Projects -</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional natural assets management</td>
<td>$117,525</td>
<td>$130,188</td>
</tr>
<tr>
<td>Regional infrastructure projects</td>
<td>$54,185</td>
<td>$164,956</td>
</tr>
<tr>
<td>Regional sustainability</td>
<td>$43,118</td>
<td>$27,073</td>
</tr>
<tr>
<td>Regional procurement group</td>
<td>$190,969</td>
<td>$156,894</td>
</tr>
<tr>
<td>Regional asset group</td>
<td>$244</td>
<td>$489</td>
</tr>
<tr>
<td>Minor projects</td>
<td>$139,813</td>
<td>$729</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>$842,058</td>
<td>$749,345</td>
</tr>
<tr>
<td><strong>OPERATING SURPLUS / (DEFICIT)</strong></td>
<td>$174,237</td>
<td>$295,390</td>
</tr>
<tr>
<td>Other comprehensive income</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL COMPREHENSIVE SURPLUS / (DEFICIT) FOR THE YEAR</strong></td>
<td>$174,237</td>
<td>$295,390</td>
</tr>
</tbody>
</table>

The accompanying notes form part of this financial statement.
# Statement of Financial Position

**As at 30 June 2017**

<table>
<thead>
<tr>
<th>Notes</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>4</td>
<td>1,320,810</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>5</td>
<td>(4,529)</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td></td>
<td>1,316,281</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td></td>
<td>1,316,281</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other payables</td>
<td>6</td>
<td>100,552</td>
</tr>
<tr>
<td>Provision for long service leave</td>
<td></td>
<td>6,841</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td></td>
<td>107,393</td>
</tr>
<tr>
<td><strong>Non-Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other payables</td>
<td>6</td>
<td>6,385</td>
</tr>
<tr>
<td>Provision for long service leave</td>
<td></td>
<td>67,416</td>
</tr>
<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td></td>
<td>73,801</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td>181,194</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td>1,135,087</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Retained surplus</td>
<td>1,135,087</td>
<td>960,850</td>
</tr>
<tr>
<td></td>
<td><strong>Total Equity</strong></td>
<td>1,135,087</td>
<td>960,850</td>
</tr>
</tbody>
</table>

The accompanying notes form part of this financial statement.
### Statement of Changes in Equity
FOR THE YEAR ENDED 30 JUNE 2017

<table>
<thead>
<tr>
<th>Notes</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>RETAINED SURPLUS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at the beginning of the year</td>
<td>960,850</td>
<td>665,460</td>
</tr>
<tr>
<td>Total comprehensive income for the year</td>
<td>174,237</td>
<td>295,390</td>
</tr>
<tr>
<td><strong>BALANCE AT THE END OF THE YEAR</strong></td>
<td><strong>1,135,087</strong></td>
<td><strong>960,850</strong></td>
</tr>
</tbody>
</table>

The accompanying notes form part of this financial statement.
### STATEMENT OF CASH FLOWS
#### AS AT 30 JUNE 2017

<table>
<thead>
<tr>
<th>Notes</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>CASH FLOWS FROM OPERATING ACTIVITIES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from customers</td>
<td>1,151,093</td>
<td>1,143,292</td>
</tr>
<tr>
<td>Payments to suppliers and employees</td>
<td>(948,884)</td>
<td>(885,085)</td>
</tr>
<tr>
<td>Interest received</td>
<td>5,385</td>
<td>4,661</td>
</tr>
<tr>
<td><strong>NET CASH PROVIDED BY OPERATING ACTIVITIES</strong></td>
<td>7</td>
<td></td>
</tr>
<tr>
<td></td>
<td>207,594</td>
<td>262,868</td>
</tr>
<tr>
<td>NET INCREASE/(DECREASE) IN CASH HELD</td>
<td>207,594</td>
<td>262,868</td>
</tr>
<tr>
<td>Cash and cash equivalents at the beginning of the financial year</td>
<td>1,113,216</td>
<td>850,348</td>
</tr>
<tr>
<td><strong>CASH AND CASH EQUIVALENTS AT THE END OF THE FINANCIAL YEAR</strong></td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1,320,810</td>
<td>1,113,216</td>
</tr>
</tbody>
</table>

The accompanying notes form part of this financial statement.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

1. REPORTING ENTITY CONCEPT

Far North Queensland Regional Organisation of Councils (the Association) is an unincorporated body domiciled in Australia. The Association is primarily involved in facilitating and co-ordinating member council’s development for the benefit of Far North Queensland communities and businesses.

Members of the Association for the 2017 financial year were as follows:

- Cairns Regional Council
- Cassowary Coast Regional Council
- Cook Shire Council
- Croydon Shire Council
- Tablelands Regional Council
- Wujal Wujal Aboriginal Shire Council
- Hinchinbrook Shire Council
- Yarrabah Aboriginal Shire Council
- Etheridge Shire Council
- Hope Vale Aboriginal Shire Council
- Mareeba Shire Council
- Douglas Shire Council

Under the Association’s charter, each member council shall nominate a representative to attend meetings of the Association. These representatives are referred to in this financial report as ‘the Board’.

In the opinion of the Board, the Association is not a reporting entity. The financial statements of the Association have been drawn up as a special purpose financial report for distribution to the members, and for the purpose of fulfilling the requirements of the Association’s charter.

2. BASIS OF PREPARATION

This special purpose financial report has been prepared in accordance with the recognition and measurement aspects of all applicable Australian Accounting Standards (AASBs) (including interpretations) adopted by the Australian Accounting Standards board (AASB). The financial report of the Association does not comply with International Financial Reporting Standards (IFRSSs) and interpretations adopted by the International Accounting Standards Board.

These financial statements comply with disclosure requirements of the relevant AASBs except the disclosure requirement of the following pronouncements having a material effect:

- AASB 7: Financial Instruments: Disclosure
- AASB 117: Leases
- AASB 124: Related Party Disclosures
- AASB 132: Financial Instruments: Presentation
- AASB 137: Provisions, Contingent Liabilities and Contingent Assets

The Financial statements were approved by the Board on the date shown on the certificate of Far North Queensland Regional Organisation of Councils.

Basis of measurement

The financial statements have been prepared on the historical cost basis.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

2. BASIS OF PREPARATION

Functional and presentation currency

The financial statements are presented in Australia dollars, which is the Association’s functional currency.

Use of estimates and judgements

The preparation of financial statements in conformity with AASBs require management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected.

The Board is not aware of any critical judgements having been made in applying accounting policies that might have significant effect on the amounts recognised in the financial statements, nor of any assumptions and estimation uncertainties that might have significant risk of resulting in a material adjustment within the next financial year.

3. SIGNIFICANT ACCOUNTING POLICIES

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

(1) Financial Instruments

Non-derivative financial instruments

Non-derivative financial instruments comprise trade and other receivables, cash and cash equivalents and trade and other payables.

Non-derivative financial instruments are recognised initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition non-derivate financial instruments are measure at amortised cost.

A financial instrument is recognised if the Association becomes a party to the contractual provisions of the instrument. Financial assets are derecognised if the Association’s contractual rights to the cash flow from the financial assets expire or if the Association transfers the financial asset to another party without retaining control or substantially all risks and rewards of the asset. Regular way purchases and sales of financial assets are accounted for at trade date, i.e. the date that the Association commits itself to purchase or sell the asset. Financial liabilities are derecognised if the Association’s obligations specified in the contract expire or are discharged or cancelled.

Cash and cash equivalents comprise cash balances and call deposits with a term of less than three months.

The Association holds no derivative financial instruments.

Compound financial instruments

The Association has not issued any compound financial instruments.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

3. SIGNIFICANT ACCOUNTING POLICIES

(2) Leased assets

Leases in terms of which the Association assumes substantially all the risk and rewards of ownership are classified as finance leases. Upon initial recognition the leased asset is measured at an amount equal to the lower of its fair value and the present value of the minimum lease payments. Subsequent to initial recognition, the asset is accounted for in accordance with the accounting policy applicable to that asset.

Other leases are operating leases and the leased assets are not recognised on the Association’s Statement of Financial Position.

(3) Impairment

Financial assets

A financial asset is assessed at each reporting period date to determine whether there is any objective evidence that it is impaired. A financial asset is impaired if objective evidence indicates that a loss event has occurred after the initial recognition of the asset, and that the loss event had a negative effect on the estimated future cash flows of the asset that can be estimated reliably.

An impairment loss in respect of a financial asset measured at amortised cost is calculated as the difference between its carrying amount and the present value of the estimated future cash flows discounted at the asset's original effective interest rate. Losses are recognised in financial costs and reflected in an allowance account against receivables. Interest on the impaired asset continues to be recognised through the unwinding of the discount. When a subsequent event causes the amount of impairment loss to decrease, the decrease in impairment loss is reversed through income.

(4) Salaries and wages

The Association's employees are employed by the Cairns Regional Council, a member council. These services are on charged to the Association at cost. In addition, the Association makes allowance for any annual leave and long service leave accruing in respect of these officers. The Cairns Regional Council provides estimates of these liability amounts each month.

(5) Provisions

A provision is recognised if, as a result of a past event, the Association has a present legal or constructive obligation that can be estimated reliably and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The unwinding of the discount is recognised as a finance cost.
3. SIGNIFICANT ACCOUNTING POLICIES

(6) Revenue

Services

Revenue from services rendered is recognised in income in proportion to the stage of completion of the transaction at the reporting date. The stage of completion is assessed by reference to surveys of work performed.

(7) Government grants

Grants received

Grants in respect of operating expenses (operating or revenue grants) are accounted for depending on whether they are reciprocal or non-reciprocal.

Non-reciprocal grants received

Grants where the Association receives assets or services, or has liabilities extinguished without directly giving approximate equal value in exchange to the other party are considered a non-reciprocal transfer. Non-reciprocal transfers are brought to account as revenue in the year in which they are received.

Reciprocal grants received

Grants where the Association receives assets or services, or has liabilities extinguished and gives approximately equal value in exchange to the other party are considered a reciprocal transfer. Reciprocal transfers are initially brought to account as revenue in the year in which they are received. The transfers are only recognised as revenue once the performance obligations relating to the funds have been transferred.

(8) Contributions

Contributions of assets, including the right to receive cash or other forms of assets without directly giving approximately equal value to the other party or parties to the transfer, are recognised as revenue at fair value when the Association obtains control of the contributions or the right to receive the contribution. It is probable that the economic benefits comprising the contribution will flow to the Association and the amount of the contribution can be measure reliably.

(9) Finance income

Interest income is recognised as it accrues, using the effective interest method.

(10) Income tax

The Association is a not-for-profit organisation and the Board is of the opinion that, under Division 50 of the Income Tax Assessment Act 1997, it is exempt from income tax.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

3. SIGNIFICANT ACCOUNTING POLICIES

(11) Goods and services tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or part of the expense. Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to the ATO is included as a current asset or current liability in the statement of financial position.

(12) New standards and interpretations not yet adopted

There are a number of standards, amendments to standards and interpretations are effective for annual periods beginning after 1 July 2017 that have not been applied in preparing these financial statements. None of these is expected to have a significant impact on the financial statements.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>4. CASH AND CASH EQUIVALENTS AT THE END OF THE FINANCIAL YEAR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash at bank</td>
<td>1,320,810</td>
<td>1,113,216</td>
</tr>
<tr>
<td></td>
<td>1,320,810</td>
<td>1,113,216</td>
</tr>
</tbody>
</table>

5. TRADE AND OTHER RECEIVABLES

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade receivables</td>
<td>(10,150)</td>
<td>32,606</td>
</tr>
<tr>
<td>GST refunds</td>
<td>(4,812)</td>
<td>-</td>
</tr>
<tr>
<td>Accrued income</td>
<td>810</td>
<td>1,419</td>
</tr>
<tr>
<td></td>
<td>(4,528)</td>
<td>34,025</td>
</tr>
</tbody>
</table>

6. TRADE AND OTHER PAYABLES

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credit card liability</td>
<td>9,309</td>
<td>5,397</td>
</tr>
<tr>
<td>Trade creditors</td>
<td>17,785</td>
<td>2,760</td>
</tr>
<tr>
<td>Accrued expenses</td>
<td>36,763</td>
<td>39,299</td>
</tr>
<tr>
<td>GST Payable</td>
<td>0</td>
<td>1,514</td>
</tr>
<tr>
<td>Annual leave payable</td>
<td>36,695</td>
<td>49,932</td>
</tr>
<tr>
<td></td>
<td>100,552</td>
<td>98,902</td>
</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual leave payable</td>
<td>6,385</td>
<td>3,880</td>
</tr>
<tr>
<td></td>
<td>6,385</td>
<td>3,880</td>
</tr>
</tbody>
</table>
7. STATEMENT OF CASH FLOWS

Reconciliation of net surplus/(deficit) for the year
to net cash flows from operating activities

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net surplus/(deficit)</td>
<td>174,237</td>
<td>295,390</td>
</tr>
<tr>
<td>Changes in assets and liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Increase)/decrease in trade and other receivables</td>
<td>38,553</td>
<td>3,872</td>
</tr>
<tr>
<td>Increase/(decrease) in creditors and accrued expenses</td>
<td>4,156</td>
<td>(43,051)</td>
</tr>
<tr>
<td>Increase/(decrease) in provisions</td>
<td>(9,352)</td>
<td>6,657</td>
</tr>
<tr>
<td><strong>NET CASH PROVIDED BY OPERATING ACTIVITIES</strong></td>
<td>207,594</td>
<td>262,868</td>
</tr>
</tbody>
</table>

8. EMPLOYEE BENEFITS

The Association has no employees but it utilises the services of employees through the Cairns Regional Council, a member council. The Association reimburses Cairns Regional Council for all costs incurred for salary and wages expenses relating to these employees. Furthermore, the Association makes allowances for any annual leave and long service leave accruing in respect of these employees.

Included in Statement of Financial Position

Current
Annual leave payable | 36,695 | 49,391 |
Provision for long service leave | 6,841 | 8,089 |
**43,536** | **58,021** |

Non-current
Annual leave payable | 6,305 | 3,880 |
Provision for long service leave | 67,416 | 75,520 |
**73,801** | **79,400** |

Included in Statement of Comprehensive Income
Salaries and wages expenses | 535,445 | 515,185 |

12
BOARD CERTIFICATE OF FAR NORTH QUEENSLAND REGIONAL ORGANISATION OF COUNCILS

We, the Board, certify that in our opinion:

(a) the Association is not a reporting entity;

(b) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and

(c) the financial statements and notes, as set out on pages 3 to 12 present fairly the Association's financial position as at 30 June 2017 and its performance for the year ended on that date, in accordance with the basis of accounting described in Note 2 to the financial statements.

______________________________  ______________________
Councillor T Gilmore (Chairperson)  D Irvine (Secretary and Executive Officer)

Dated :
## Profit and Loss

**Far North Queensland Regional Organisation of Councils 30241**  
**For the period 1 July 2017 to 20 September 2017**

### Trading Income

<table>
<thead>
<tr>
<th>Division</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FNQROC</strong></td>
<td>FNQROC: Annual Contribution</td>
<td>458,163.00</td>
</tr>
<tr>
<td></td>
<td>Total FNQROC</td>
<td>458,163.00</td>
</tr>
<tr>
<td><strong>Regional Roads &amp; Transport</strong></td>
<td>RRTG: Annual 2.75% contribution</td>
<td>151,320.35</td>
</tr>
<tr>
<td></td>
<td>RRTG: Funding/Subsidies</td>
<td>142,866.00</td>
</tr>
<tr>
<td></td>
<td>Total Regional Roads &amp; Transport</td>
<td>294,186.35</td>
</tr>
<tr>
<td><strong>Regional Procurement Group</strong></td>
<td>Regional Procurement: Annual Procurement Contribution</td>
<td>150,000.00</td>
</tr>
<tr>
<td></td>
<td>Total Regional Procurement Group</td>
<td>150,000.00</td>
</tr>
<tr>
<td></td>
<td>Total Trading Income</td>
<td>902,349.35</td>
</tr>
</tbody>
</table>

### Gross Profit

902,349.35

### Other Income

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Income</td>
<td>21.96</td>
</tr>
<tr>
<td>Total Other Income</td>
<td>21.96</td>
</tr>
</tbody>
</table>

### Operating Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit &amp; Accounting Fees</td>
<td>(2,200.00)</td>
</tr>
<tr>
<td>Bank Service Charges</td>
<td>329.00</td>
</tr>
<tr>
<td><strong>FNQROC</strong></td>
<td></td>
</tr>
<tr>
<td>FNQROC: Subscription/membership</td>
<td>412.73</td>
</tr>
<tr>
<td>FNQROC: Chairs Honorarium</td>
<td>6,000.00</td>
</tr>
<tr>
<td>FNQROC: External Meeting Expenses: Registration Fees</td>
<td>63.18</td>
</tr>
<tr>
<td>FNQROC: External Meeting Expenses: Travel, Accom &amp; Meals</td>
<td>18.49</td>
</tr>
<tr>
<td>FNQROC: Internal Meeting Expenses: Miscellaneous</td>
<td>593.64</td>
</tr>
<tr>
<td>FNQROC: Internal Meeting Expenses: Catering</td>
<td>122.63</td>
</tr>
<tr>
<td>FNQROC: Mobile Phone Expenses</td>
<td>331.75</td>
</tr>
<tr>
<td>FNQROC: Salaries</td>
<td>21,956.18</td>
</tr>
<tr>
<td>FNQROC: Stationery &amp; Office Expenses</td>
<td>6,797.89</td>
</tr>
<tr>
<td>FNQROC: Stationery &amp; Office Expenses:Website</td>
<td>305.73</td>
</tr>
<tr>
<td>FNQROC: Vehicle Expenses</td>
<td>2,806.89</td>
</tr>
<tr>
<td>Total FNQROC</td>
<td>39,130.38</td>
</tr>
</tbody>
</table>

### Infrastructure

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrastructure: Salaries</td>
<td>4,545.88</td>
</tr>
<tr>
<td>Infrastructure: Mobile Phone Expenses</td>
<td>305.73</td>
</tr>
<tr>
<td>Infrastructure: Subscriptions/membership</td>
<td>165.00</td>
</tr>
<tr>
<td>Total Infrastructure</td>
<td>5,016.61</td>
</tr>
</tbody>
</table>

---

Profit and Loss - groups Far North Queensland Regional Organisation of Councils 30241
## Profit and Loss

### Regional Roads & Transport
- RRTG: External Meetings: Registration Fees: $1,300.00
- RRTG: External Meetings: Travel, Accom & Meals: $1,012.47
- RRTG: Internal Meeting Expenses: Catering: $170.91
- **Total Regional Roads & Transport:** $2,483.38

### Regional Waste & Recycling
- Waste: Internal Meeting Expenses: Catering: $106.82
- **Total Regional Waste & Recycling:** $106.82

### Regional Natural Asset Management
- Nat Asset: Vehicle Expense: $1,394.43
- Nat Asset: External Meetings: Travel, Accom & Meals: $498.77
- Nat Asset: Internal Meeting Expenses: Catering: $308.44
- Nat Asset: Mobile Phone Expenses: $305.73
- Nat Asset: Salaries: $12,877.93
- **Total Regional Natural Asset Management:** $15,385.30

### Regional Planning and Economic Development
- Reg Planner/economic development: Internal Meeting Expenses: Catering: $145.72
- Reg Planner/economic development: Mobile Phone Expenses: $244.08
- Reg Planner/economic development: Salaries: $5,353.08
- **Total Regional Planning and Economic Development:** $5,742.88

### Regional Procurement
- Regional Procurement: Bitumen Reseal Project: Project Coordinator Fees: $10,400.00
- Regional Procurement: Internal Meeting Expenses: Catering: $14.55
- Regional Procurement: Mobile Phone Expenses: $305.73
- Regional Procurement: Salaries: $5,523.54
- Regional Procurement: Stationery & Office Expenses: $112.64
- **Total Regional Procurement:** $16,356.46

### Regional Development Manual
- Regional Development Manual: Stationery & Office Expenses: $3,381.78
- **Total Regional Development Manual:** $3,381.78

### Total Operating Expenses
- **Total Operating Expenses:** $85,732.61

### Net Profit
- **Net Profit:** $816,638.70
## Balance Sheet

**Far North Queensland Regional Organisation of Councils 30241**  
**As at 20 September 2017**

### Assets

<table>
<thead>
<tr>
<th>Bank</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheque Account</td>
<td>75,144.45</td>
</tr>
<tr>
<td>V2 Account</td>
<td>2,017,379.99</td>
</tr>
<tr>
<td><strong>Total Bank</strong></td>
<td><strong>2,092,524.44</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable New</td>
<td>85,469.89</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td><strong>85,469.89</strong></td>
</tr>
</tbody>
</table>

| **Total Assets** | **2,177,994.33** |

### Liabilities

<table>
<thead>
<tr>
<th>Current Liabilities</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>531.55</td>
</tr>
<tr>
<td>ANZ Credit Card:FNQROC</td>
<td>5,639.64</td>
</tr>
<tr>
<td>GST</td>
<td>87,034.55</td>
</tr>
<tr>
<td>Payroll Liabilities:AL Payable Current</td>
<td>36,695.00</td>
</tr>
<tr>
<td>Payroll Liabilities:AL Payable Non Current</td>
<td>6,385.00</td>
</tr>
<tr>
<td>Payroll Liabilities:LSL Payable Current</td>
<td>6,841.00</td>
</tr>
<tr>
<td>Payroll Liabilities:LSL Payable Non-Current</td>
<td>67,416.00</td>
</tr>
<tr>
<td><strong>Rounding</strong></td>
<td><strong>(0.07)</strong></td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td><strong>210,542.67</strong></td>
</tr>
</tbody>
</table>

| **Total Liabilities** | **210,542.67** |

### Net Assets

| **1,967,451.66** |

### Equity

<table>
<thead>
<tr>
<th>Equity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Year Earnings</td>
<td>816,638.70</td>
</tr>
<tr>
<td>Opening Bal Equity</td>
<td>293,928.07</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>856,884.89</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td><strong>1,967,451.66</strong></td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>18 July 2017</td>
<td>RDA FNQ&amp; TS / Advance Cairns / FNQROC meeting</td>
</tr>
<tr>
<td>20 July 2017</td>
<td>JCU Cairns CBD Campus Reception</td>
</tr>
<tr>
<td>24 July 2017</td>
<td>Safety Circle Leadership Training</td>
</tr>
<tr>
<td>26-28 July 2017</td>
<td>NQLGA Conference, Atherton Tablelands</td>
</tr>
<tr>
<td>3 August 2017</td>
<td>Cr Tom Gilmore, Mayor Mareeba Shire Council</td>
</tr>
<tr>
<td>4 August 2017</td>
<td>FNQROC Planners Group Advisory Committee</td>
</tr>
<tr>
<td>4 August 2017</td>
<td>QTC – Regional Perspectives – Regional Economic Update</td>
</tr>
<tr>
<td>7 August 2017</td>
<td>FNQROC Annual General Meeting and Board meeting, Yarrabah</td>
</tr>
<tr>
<td>10 August 2017</td>
<td>Katrina Houghton, .id population experts</td>
</tr>
<tr>
<td>18 August 2017</td>
<td>LGAQ – Heavy Vehicle Access Workshop</td>
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<tr>
<td>23 August 2017</td>
<td>FNQROC NAMAC – Co-Investment Workshop</td>
</tr>
<tr>
<td>24 August 2017</td>
<td>FNQROC Wildlife Management &amp; Stewardship Policy – workshop two</td>
</tr>
<tr>
<td>24 August 2017</td>
<td>Presentation to RDA FNQ&amp;TS</td>
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<tr>
<td>25 August 2017</td>
<td>FNQROC Economic Development Advisory Committee</td>
</tr>
<tr>
<td>28 August 2017</td>
<td>FNQROC Development Manual – Industry Workshop 1</td>
</tr>
<tr>
<td>31 August 2017</td>
<td>FNQROC Development Manual – Industry Workshop 2</td>
</tr>
<tr>
<td>1 September 2017</td>
<td>LGAQ Roads and Transport Advisory Committee Meeting, Brisbane</td>
</tr>
<tr>
<td>5 September 2017</td>
<td>FNQROC Regional Waste Management Group</td>
</tr>
<tr>
<td>6 September 2017</td>
<td>Brett Woddman, Nexium</td>
</tr>
<tr>
<td>7 September 2017</td>
<td>Ross Hodgman, Translink</td>
</tr>
<tr>
<td>12 September 2017</td>
<td>Diana Lollato, QTC</td>
</tr>
<tr>
<td>13 September 2017</td>
<td>FNQROC Development Manual – Industry Workshop 3</td>
</tr>
</tbody>
</table>