

# **CHARTER**

# **FNQROC**

**(Far North Queensland Regional  
Organisation of Councils)**



**Revised and adopted: 7 August 2017**

**FNQROC is a voluntary regional organisation of Councils for Far North Queensland. This charter is an update and supersedes the original constitution, which was adopted 10 June 1992.**

**The constitution has been updated due to time, membership changes and to ensure currency and consistency.**

## 1. NAME

The name of the Organisation shall be the Far North Queensland Regional Organisation of Councils (FNQROC).

## 2. MISSION STATEMENT

Our Mission is to foster cooperation and resource sharing between councils and effectively advocate on agreed regional positions and priorities.

## 3. VISION

Regional prosperity through interactive and collaborative planning and advocacy.

## 4. CORE VALUES

- a) **Autonomy** to act within the constraints of our systems of Government,
- b) **Integrity** in the performance of their functions,
- c) **Responsiveness** to the needs of the local community,
- d) **Accountability to stakeholders** – electors, ratepayers, other spheres of Government,
- e) **Equity**; and
- f) **Respect** the individual rights of individual councils to have their own opinions.

## 5. OBJECTIVES

- a) To support and advance the local interest of its members and their constituencies in a regional context.
- b) To formulate policies and strategies from which all member Councils may act collaboratively in determining complementary plans for the co-ordination of regional growth and management of change.
- c) To foster co-operation amongst members on issues of mutual concern or to further joint interests.
- d) To act as an advocate to State and Commonwealth Governments or public bodies on issues of concern to members.
- e) Address cross boundary issues.
- f) Take forward the collective interest of Councils in the region and influence senior decision makers within government and agencies.
- g) Communication and information sharing.
- h) Facilitate regional economic development and co-operation of mutual benefit to member councils, communities and businesses.
- i) Strategies for doing more with less.
- j) Build effective partnerships with State and Federal agencies which make decisions that affect our region.

- k) Facilitate co-operation with community, business and academic organisations for the benefit of the region.
- l) Member Councils to work together to proactively promote sustainable growth so as to retain the region's natural assets and the cultural diversity of its people.

## 6. PRINCIPLES

In the pursuit of these objectives the Far North Queensland Regional Organisation of Councils will observe the following principles:

### a) Liaison

Establish and maintain close liaison with the Local Government Association of Queensland (Inc), other Local Government networks and peak regional organisations to ensure as far as possible the pursuit of common objectives and strengthening Local Government representation.

### b) Decisions

Positions adopted and decisions taken shall acknowledge minority or dissenting viewpoints at a member's request.

Resolution of regional matters shall promote the collective interest of the members in association without adversely affecting the interest of any member Council.

### c) Operations

- i. Facilitating the sharing of resources and information between the Councils to achieve economies of scale and to improve the region.
- ii. Identifying, planning, prioritising and lobbying for regionally significant assets.
- iii. Seeking to secure, through forward commitments, State and Commonwealth investment in major regional assets.
- iv. Thoroughly examining State and Commonwealth legislation and policy to ensure that the region will not be disadvantaged, and that maximum benefit is obtained.
- v. Providing a forum for the Councils to meet regularly in an atmosphere of goodwill and trust.
- vi. Developing effective networks and alliances with the key stakeholders.
- vii. Dealing with other issues of significance as determined from time to time by the participating Councils.
- viii. Ensuring that the Executive Officer effectively and efficiently manages the secretariat of FNQROC within the budget parameters and delegations agreed to.

d) Regional Coordination and Co-operation in relation to but not limited to:

- Statutory Planning
- Roads
- Development
- Transport and Communications
- Water Supply
- Waste Water Treatment
- Solid and Liquid Waste Management and Disposal
- Environmental Issues and Management
- Economic Development
- Social Justice and Equity
- Non-Urban Lands
- Management of Data
- Electricity Supply and Distribution

and any other issue of a regional nature that an absolute majority of members may wish to include.

## **7. MEMBERSHIP**

a) Membership of the Far North Queensland Regional Organisation of Councils shall be open to the following Local Government Councils:

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

- b) Additional Local Government Councils may be admitted as members by majority vote of the members.
- c) A member may resign at any time by notice in writing.

## **8. SELECTION OF THE CHAIR OF FNQROC**

The Chair and Deputy Chair of FNQROC will be elected on an annual basis at the Annual General Meeting.

## **9. POWERS**

The Far North Queensland Regional Organisation of Councils shall have the power to:

- a) Make and levy an annual subscription for membership in such amount or amounts as may be determined at or around the March ordinary meeting.
- b) Members are financially committed to the subscription fee unless written resignation is received prior to the start of a financial year.
- c) Make and levy a special levy for any or all of its objects in such amount as may be determined at an Annual General Meeting or at any other meeting on a notice of motion given at least fourteen days prior to an Annual General Meeting or any other meeting but in any case, any such resolution shall have no force or effect unless the vote is unanimous.
- d) Any additional requests for funds for projects and/or matters not included in the annual budget, but are considered to be of an urgent and important regional nature, shall be referred to member Councils for approval.

All member Councils must approve the request for additional funds before the project is undertaken.

- e) Determine and make payments from its funds for any or all of the purposes of its objectives.
- f) Receive any grant or subsidy and apply monies for the purposes of such grant or subsidy

## **10. MEETINGS**

Meetings of FNQROC will be held generally in accordance with the following guidelines:

- a) Meetings shall be held on at least seven days notice as follows:
  - as determined at a previous meeting(s)
  - called by the Chairperson
  - at the request of any three (3) members

- b) Minutes of the meetings shall be circulated within fourteen (14) days to representatives and confirmed at the following meeting.
- c) A quorum shall consist of seven full member representatives.
- d) The Chair will preside at all meetings. In the absence of the Chair, the Deputy Chair will preside and in his/her absence a person elected at the meeting.
- e) The Chair shall be responsible for the conduct of the meetings. Meetings will be run in a business-like manner following accepted guidelines for meeting procedure and protocols.

An Annual General Meeting (AGM) shall be held within four (4) months from the end of June:

- f) To elect a Chairperson, Deputy Chairperson
- g) To receive audited annual financial statements and reports.
- h) To transact any other business.

#### **11. MEETINGS – APPOINTMENT OF REPRESENTATIVES**

Each member Council shall appoint an elected representative for a term of not less than one year except as this might be varied by notice given by a member Council.

A proxy may attend meetings and will vote if the appointed representative has not given written instructions for voting direction.

#### **12. ATTENDANCE**

FNQROC meetings shall be attended by:

- a) A representative from each member Council.
- b) CEO's from each member Council
- c) FNQROC Executive Officer

FNQROC meetings are open to Councillors of member Councils as observers.

#### **13. OBLIGATIONS OF MEMBERS**

The purpose of FNQROC is to facilitate regional cooperation. It is therefore expected that representatives will consider all issues from a regional perspective and decide the merits of an issue in the interests of the regional community.

#### **14. VOTING**

- a) Every question, matter or motion shall be decided by a majority of votes of the members represented at a meeting.
- b) Every full member shall be entitled one (1) vote.

- c) In the event of an equality of votes the Chair shall have a second or casting vote.
- d) A member may vote through its representative or authorise in writing, any other person to be its proxy in accordance with its directions.
- e) Any member may request the recording of and have recorded any dissent from or qualification of a majority decision.

#### **15. MEETINGS - CONFIDENTIALITY**

FNQROC meetings allow member council representatives to discuss items or issues in a frank and honest manner without fear or favour. As such, the meetings shall generally be closed to the public.

Meeting agendas and Minutes will form the public record.

#### **16. PROCEEDINGS AT LAW**

Upon a resolution of the organisation to institute proceedings at law, the Chairperson, Deputy Chairperson or other representative appointed for that purpose by resolution may undertake proceedings in his/her name as a representative of the organisation and shall have the right of indemnity, from organisation funds, against any claim arising from such representation or in respect of costs properly incurred or any award made against him/her as a representative of the Organisation.

#### **17. POLICIES**

The Far North Queensland Regional Organisation of Councils may from time to time at any meeting make, amend or repeal policies consistent with its objectives and principles.

#### **18. ALTERATION OF CHARTER**

These rules may be rescinded, amended or added by resolution passed by a two-thirds majority of the membership at an Annual General Meeting or Special General Meeting called for that purpose.

A notice of motion to this effect shall be submitted to the Chairperson for distribution to members at least 14 days before the meeting at which the proposal shall be considered.

#### **19. FUNDS AND ACCOUNTS**

Funds of the Far North Queensland Regional Organisation of Councils shall be deposited by the Organisation or any Trustee in the name of the Far North Queensland Regional Organisation of Councils in a Bank or Permanent Building Society.

Books and accounts shall be kept. The Executive Officer shall make all necessary arrangements for the keeping of books and accounts and for the preparation of financial statements and reports.

Such financial statements and reports shall be prepared for the Annual General Meeting and as such other intervals as determined at a meeting of the Organisation.

The income and property of the Organisation shall be used and applied solely in promotion of its objects and in the exercise of its powers and other provisions of this Charter.

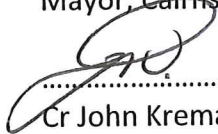
Cheques shall be signed by any two of the Chairperson, Deputy Chairperson or Executive Officer or any Trustee or any other person as may be authorised from time to time by resolution of a meeting.

We the undersigned, agree to be bound by the Charter of the Far North Queensland Regional Organisation of Councils.

Signed for and behalf the member Councils, as resolved at AGM Meeting No. 25, 7<sup>th</sup> day of August 2017.



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Cr Bob Manning  
Mayor, Cairns Regional Council



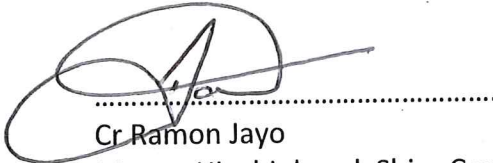
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Cr John Kremastos  
Mayor, Cassowary Coast Regional Council



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Cr Trevor Pickering  
Mayor, Croydon Shire Council




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Cr Warren Devlin  
Mayor, Etheridge Shire Council



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Cr Ramon Jayo  
Mayor, Hinchinbrook Shire Council



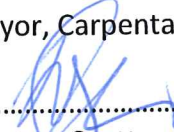
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Cr Joe Paronella  
Mayor, Tablelands Regional Council



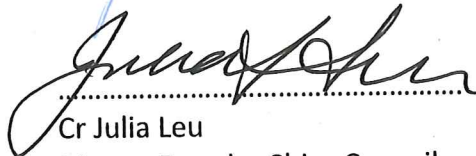
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Cr Ross James Andrews  
Mayor, Yarrabah Aboriginal Shire Council



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Cr Jack Bawden  
Mayor, Carpentaria Shire Council



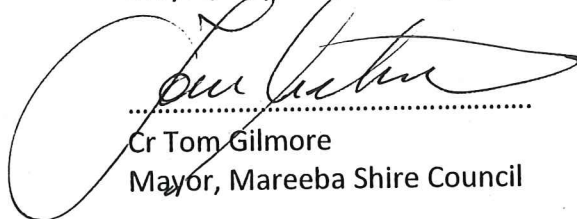
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Cr Peter Scott  
Cook Shire Council



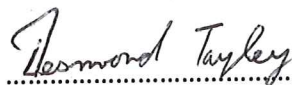
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Cr Julia Leu  
Mayor, Douglas Shire Council



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Cr Greg McLean  
Mayor, Hope Vale Aboriginal Shire Council



.....  
Cr Tom Gilmore  
Mayor, Mareeba Shire Council



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Cr Desmond Tayley  
Mayor, Wujal Wujal Aboriginal Shire Council