



MINUTES OF THE 143RD BOARD MEETING

Tuesday 11th August 2020 @ 09:00am

Committee Room 1, Parliament House and via Tele-Conference

REPRESENTATIVES

VIA PHONE/PART MTG	Cr Bob Manning, Mayor	Cairns Regional Council
VIA PHONE/PART MTG	Cr Jack Bawden	Carpentaria Shire Council
DEPUTY CHAIR	Cr Peter Scott, Mayor	Cook Shire Council
VIA PHONE/PART MTG	Cr Trevor Pickering, Mayor	Croydon Shire Council
	Cr Michael Kerr, Mayor	Douglas Shire Council
	Cr Jason Woibo, Mayor	Hope Vale Aboriginal Shire Council
	Cr Angela Toppin, Mayor	Mareeba Shire Council
	Cr Bradley Creek, Mayor	Wujal Wujal Aboriginal Shire Council
	Cr Ross Andrews, Mayor	Yarrabah Aboriginal Shire Council
VIA PHONE/PART MTG	Cr Mary Brown, Councillor	Hinchinbrook Shire Council

CEO'S

Mr Leon Yeatman, CEO	Yarrabah Aboriginal Shire Council
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INVITED GUESTS

Ms Shayne Sutton	LGAQ
Mr Jimmy Scott	QRA
Mr Gregg Scroope	QRA
Mr Ben Milton	QRA
Mr Anthony Ottaway	QTC
Mr Simon Hawker	QTC

FNQROC STAFF

Ms Darlene Irvine	Executive Officer
Ms Linda Richardson	Executive Coordinator

APOLOGIES

Cr Mark Nolan, Mayor	Cassowary Coast Regional Council
Cr Barry Hughes, Mayor	Etheridge Shire Council
Cr Ramon Jayo, Councillor	Hinchinbrook Shire Council
Cr Rod Marti, Mayor	Tablelands Regional Council
CEOs	FNQROC Council Members
Mr Travis Sydes	FNQROC Natural Assets & Sustainability
Mr Lachlan Rankine	FNQROC Strategic Infrastructure
Ms Amanda Hancock	FNQROC Procurement

2772 Chair's Welcome & Acknowledgement of Traditional Owners

The meeting commenced at 08:58am.

The Deputy Chair opened the meeting welcoming the Mayors to Brisbane and acknowledged the Traditional Owners of the land on which we meet today, paying respects to Elders past, present and emerging.

2773 Apologies & Meeting Housekeeping

Apologies as noted.

2774 BOARD PRESENTATIONS

3.1 QRA Presentation re Cat D Funded Flood Warning Infrastructure Project for FNQ

Mr Jimmy Scott, Mr Greg Scroope and Mr Ben Milton (QRA) provided a presentation on the Category D Funded Flood Warning Infrastructure project for FNQ.

Key presentation points included:

- Provided project background and context to the project, which has been approved as part of the Cat C & D Disaster Recovery Funding Arrangements (DRFA) package, jointly funded by Federal and State Government. Project objective to repair and reinstate flood warning infrastructure damaged in the activated LG areas as a result of the Monsoon Trough that was otherwise deemed ineligible under Cat B of the DRFA, as well as install new flood warning infrastructure in priority locations within the impacted area
- \$2m allocated to a review of the flood-warning infrastructure as a result of the 39 councils that were activated during the Monsoon Trough, including Cairns, Cassowary, Cook, Croydon, Douglas, Etheridge, Mareeba and Wujal Wujal
- Discussed the opportunity for a joint procurement process with a single Project Manager funded by QRA, coordinating a single contractor and driving better pricing outcomes for the region
- Locally lead and regionally coordinated.
- Challenges – need to make sure any assets meet national standards; ongoing maintenance costs a consideration for Councils

- In addition to offering a fully funded Project Manager, QRA will add a 2 year warranty (usually 1 year) providing some assurance to Councils and will use that period to train up local crews re ongoing maintenance.

The Deputy Chair asked for feedback/comments from the floor:

- Concerns raised re who will be the owner of these assets and therefore responsible for lifetime maintenance. QRA confirmed ownerships would be with councils. Noted every \$ spent by council needs ROI and tourists are generally not in region during off-season (ie wet/flood season)
- QRA fully aware and working through solutions to mitigate costs to councils. At this stage funding available for CAPEX only, not ongoing maintenance; QRA negotiating for extended 2Y warranty
- Query raised re YASC re Warner Road flooding; QRA will explore further with TMR
- QRA looking for a consistent plan and common agreement for protocols re data management
- QRA provide all the support for the Project Manager – workflows, specifications, reporting materials, but best centralised through FNQROC
- QRA asked for a sense of councils in the room would be interested in a Single Procurement. Joint approach would be best option and is there a council willing to be the lead to ensure we have a coordinated approach in the FNQ
- D Irvine advised re procurement option, this would be no different to other joint programs (ie bitumen reseal, sewer relining, etc) and therefore no issue for FNQROC to take on. FNQROC procurement process includes pre-project planning meetings, where QRA could present and answer questions.

ACTION: QRA to follow up query raised re Warner Road with TMR and report directly back to YASC

3.2 QTC Presentation on COVID-19 Issues & Opportunities

Mr Anthony Ottaway and Mr Simon Hawker (QTC) provided a presentation on COVID-19 Issues & Opportunities for the FNQ region.

Key Presentation Points included:

- Important to note that the Data Analysis presented today is based on Queensland not going into a second lockdown and continuing to recover from this point forward
- Overview of Pre COVID-19 industry specialisation and growth, including top 3 industries for FNQ noted as Healthcare & Social Systems, Retail Trade and Accommodation & Food Services (utilising Qld State-wide payroll data)
- Overview of intensity and geometry of recovery within each sector. Recovery with 6 months to 2 years (ie Healthcare/Social Services), 2-5 year recovery (Accom/Food Services), more than 5 years or no recovery (ie Manufacturing)
- Earliest prediction for the recovery of industries in FNQ to pre-COVID job market is May 2022, based on best-case scenario with no second wave and including the extension of Job Keeper, which is critical to keeping jobs nationally
- Key point re recovery is to identify what can you control and what can you influence. Four (4) steps re strategic planning, including (a) engaging with key industry segments, (b) develop strategies, (c) forge ongoing industry partnerships and (d) review action plans annually.

The Deputy Chair asked for feedback/comments from the floor:

- Roundtable interest to view council specific breakdowns to assist in localised recovery planning

ACTION: QTC to develop council specific presentations and send to FNQROC for further circulation

3.3 Cr Bob Manning (CRC) re the proposed Tourism Levy

Cr Bob Manning (CRC) provided an overview of the proposed Tourism Levy.

Key presentation points included:

- The Tourism Levy proposal is a user-pays system imposed on tourists only, unlike the Sunshine and Gold Coast systems that utilise a tax system
- Councils, completely at their discretion, could determine if this levy was to be implemented within their LG area and at what value
- Many worldwide destinations apply a tourism levy, including Queenstown (NZ) who have recently introduced a levy similar to what Cairns is considering
- Estimated levy for Cairns is 2.5% of the accommodation room charge only and if you take the average tourist to Cairns (Domestic or International), the levy would calculate to approx. 1% of their total costs whilst staying in Cairns
- Without a levy, the region is consistently reliant on State Government to provide funding to market the region, in competition with other Queensland based destinations. CRC believes that if we do not impose locally, we risk the Commonwealth/State rolling out the initiative and losing the ability to control the revenue source and spend.

The Deputy Chair asked for feedback/comments from the floor:

- Roundtable interest to view modelling data for proposal

ACTION: Cr Manning to provide modelling re Tourism Levy to FNQROC for further circulation

3.4 Ms Shayne Sutton (LGAQ) re LGAQ Policy Executive Update

Ms Shayne Sutton provided an overview of the tabled Executive Summary, highlighting the following key LGAQ activities:

Key presentation points included:

- Policy Executive to consider list of LGAQ State Election Priorities to activate election campaign
- Priorities based on six (6) key themes and aligned to LGAQ 2020 Advocacy Action Plan, which was developed as a result of the LGAQ Conference Motions and Battle Plan:
 - Sustaining Local Jobs
 - Strengthening out Regions
 - Keeping Communities Safe
 - Protecting the Environment
 - Supporting the Bush; and
 - Advancing First Nations Councils
- LGAQ engaging with each council to help identify localised projects, (ie if assured of 4 years funding under the W4Q or LNP equivalently named project – what would your key projects be)?
- Developing website for councils to understand political standings for each themes and likely community outcomes via postcode search
- LGAQ Conference Motions due 10 August, however additional items may be raised at this meeting for consideration
- Advocacy efforts on behalf of members re Belcarra Legislation is ongoing.

The Deputy Chair asked for feedback/comments from the floor:

- Deputy Chair noted that a motion had been lodged via TCICA re Belcarra legislation impinging on the Queensland Human Rights Act and requested confirmation of awareness
- Question raised re indication for the continuance of W4Q. Feedback to date is that is an important program and do not have sense that it would be removed by ALP. If LNP elected, it is likely be retained, but rebranded. LNP was quick to endorse LGAQ Battleplan.
- Overall message from FNQROC is keen for investment in Roads, Housing, Water Security and Communication. Big roadblock for the region is the Red/Green/Black tape restrictions and post-COVID consideration to a national review re blockages.

ACTION: LGAQ to check that motion raised by TCICA re Belcarra vs Human Rights Act has been lodged.

2775 CONFIRMATION OF MINUTES

MOVED: Cr Toppin

SECOND: Cr Manning

That the minutes of the 141st FNQROC Board Meeting held 19 June 2020 be confirmed.

CARRIED

BUSINESS ARISING OUT OF MINUTES

Taken as read in the agenda with actions completed, in progress or within the agenda for further discussion.

2723b Minute – Follow up with Telstra to determine indicative pricing for data to support the RRIS Tourism Routes

In Progress, unable to obtain information currently from Telstra

2748 Minute – FNQROC to send a letter of congratulations to Cr Gilmore on the awarding of an OAM

Complete

2751a Minute – FNQROC to send a copy of the Economy .id presentation to Council Members with minutes

Complete

2751b Minute – Circulate the Operational Guidelines in preparation for upcoming review in August

Complete see Agenda Item 11.0

2751c Minute – D Irvine/L Rankine to work with Jacobs Australia in developing prioritised lists for the Regional Road Investment Strategy

Complete

2753a Minute – Mayors interested in the Interim Chair position to contact D Irvine by Friday 3rd July 2020

Complete

2753b Minute – D Irvine to advise the Board on potential candidates and work with those interest parties in preparation for the FNQROC State Delegation (Aug 2020)

Complete

2754a Minute – A Stunzner to send full list of advocacy tips to L Richardson for circulation with the minutes

Complete

2754b Minute – ALL councils to provide briefs on additional advocacy priorities by Friday 3rd July for consideration by the board for inclusion in the FNQROC State Delegation

Complete

2755a Minute – D Irvine to draft a guidelines/policy of what FNQROC deems as 'of regional benefit'

Complete - see Agenda Item 11.0

ELECTION OF FNQROC CHAIR & DEPUTY CHAIR

2776 FNQROC Chair and Deputy Chair

D Irvine thanked Cr Scott, Deputy Chair for acting as Interim Chair, declared the position vacant and called for nominations to the position Chair, noting that further elections will be held at the AGM (October 2020) as customary.

Cr Peter Scott, Mayor Cook Shire Council

NOMINATED BY: Cr Toppin

Cr Scott accepted the nomination for Chair. There being no further nominations Cr Scott was declared elected as Chair of FNQROC.

CARRIED

Cr Scott called for nominations for the position of Deputy Chair from the floor.

Cr Angela Toppin, Mayor Mareeba Shire Council

NOMINATED BY: Cr Scott

Cr Toppin accepted the nomination for Chair. There being no further nominations Cr Toppin was declared elected as Deputy Chair of FNQROC.

CARRIED

ADVOCACY

2777 Advocacy Update from FNQROC

FNQROC Mayoral State Delegation (August)

D Irvine advised that at the conclusion of board proceedings, a briefing would be provided, explaining the process for the upcoming Ministerial meetings and answer any questions Council Members may have.

2778 Advocacy Update from FNQROC Council Members

The Chair asked for any Advocacy Updates from Council members.

STRATEGIC OPERATIONAL PLAN

Nil

DISCUSSION TOPICS

Nil

CORRESPONDENCE

Nil

2779 FNQROC POLICY REVIEW

11.1 FNQROC Operational Guidelines

D Irvine noted amendments had been implemented based on the current operational guidelines. Noting the motion was on the table to adopt, asked for any roundtable queries or additions.

MOVED: Cr Kerr

SECOND: Cr Creek

"That the FNQROC Operational Guidelines Policy be adopted."

CARRIED

11.2 FNQROC Policy No. 4: Communication Strategy

D Irvine advised this policy guides communication between Mayors/Staff, media, e-newsletters, roles and responsibilities of Technical Committees, request for information, etc. Noting the motion was on the table to adopt, asked for any roundtable queries or additions.

MOVED: Cr Manning

SECOND: Cr Kerr

"That the FNQROC Communication Strategy Policy be adopted."

CARRIED

11.3 FNQROC Policy No. 8: Advocacy Strategy & Advocacy Board Request Form

D Irvine advised that this policy was developed and updated based on comments raised by Cr Hughes (ESC) at the June FNQROC Board meeting and noting the motion was on the table to adopt, asked for any roundtable queries or additions.

MOVED: Cr Pickering

SECOND: Cr Toppin

"That the FNQROC Advocacy Strategy Policy and Advocacy Board Request Form be adopted."

CARRIED

FNQROC REPORTS & MOU'S

Nil

FINANCIAL STATEMENTS

2780 Profit & Loss and Balance Sheet Financials YTD

D Irvine noted that \$400k that was currently showing in the Balance Sheet was already committed to the RRIS and Dam Study board approved projects.

MOVED: Cr Kerr

SECOND: Cr Andrews

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

CARRIED

ATTENDANCE & MINUTES OF MEETINGS

2781 Meetings Attended by Executive Officer

As noted.

2782 FNQROC Advisory Committee Minutes (01 Jun – 31 Jul 2020)

As noted. D Irvine advised that the TIDS 4 Year Program would soon be circulated to the FNQRRTG board comment and adoption.

2783 Confidential Meeting Minutes (01 Jun – 31 Jul 2020)

As noted. D Irvine noted that the Regional Bitumen Reseal Tender was more difficult than normal this year. FNQROC always follow due process and tenders were requested and allocated based on historically agreed policy. Post-COVID we have noticed that some Councils are looking to award locally and therefore next year we will get an indication from the FNQROC Board if invitations for Requests to Tenders be open or directed locally.

2784 FNQROC Western Council Meeting Minutes & Agreed Actions

The next FNQROC Western Council Meeting will be held in Croydon on 15 September 2020. D Irvine advised that the basis of these meetings are Western Council specific, however there is an open opportunity for all Council Members to attend should they wish. Minutes and board recommendations tabled bi-monthly at the FNQROC Board meeting.

GENERAL BUSINESS

2785 Regional Advocacy

Roundtable concerns raised about multiple advocacy bodies raising inconsistent priorities and/or messaging for the region to both levels of Government. Background information provided to the new Board on past memberships models with Advance Cairns. D Irvine advised she is working on a concept plan for regional relationships, structure and strategy in conjunction with A Stunzner (RDA). It is important to encompass cross communication on critical issues (ie CHHS Kidney Transplant Unit) and include a type of regional accreditation process to garner support from a majority of stakeholders. D Irvine advised that she didn't believe there would or should be a 'lead' organisation, FNQROC could act as the facilitator.

ACTION: D Irvine to draft concept plan re Regional Advocacy for consideration at OCT Board Meeting

2786 FNQROC Federal Advocacy Delegation

D Irvine advised that the FNQROC Federal Advocacy Delegation scheduled for October 2020, would be postponed until 2021, due to COVID travel impacts.

NEXT MEETING

2786 Next Meeting

The Deputy Chair advised that the next FNQROC Board meeting is scheduled for **Monday 12th October to be held in Cairns following the FNQROC AGM.**

Meeting Close: 11:15am


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Cr Peter Scott, FNQROC Chair

ACTION ITEMS: 11 August 2020

<i>Minute Number</i>	<i>Action</i>	<i>Responsible Person(s)</i>	<i>Status</i>
2723b	Chair requested D Irvine/L Rankine to follow up with Telstra to determine indicative pricing for data to support the RRIS Tourism Routes.	FNQROC D Irvine / L Rankine	In Progress
2774a	QRA to follow up query raised re Warner Road with TMR and report direct back to YASC	QRA	Complete
2774b	QTC to develop council specific presentations and send to FNQROC for on-sharing	QTC	In Progress
2774c	Cr Manning to provide modelling re Tourism Levy to FNQROC for further circulation	CRC Cr Manning	In Progress
2774d	LGAQ to check that the motion raised by TCICA re Belcarra vs Human Rights Act has been lodged	LGAQ S Sutton	Complete
2785	D Irvine to draft concept plan re Regional Advocacy for consideration at OCT Board Meeting	FNQROC D Irvine	In Progress