

Minutes of the 169th FNQROC Board Meeting

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| Meeting No | 169 |
| Meeting Name | FNQROC Ordinary Board Meeting |
| Date | 5 December 2024 |
| Time | 10.53am – 1.30pm |
| Venue | Cairns Regional Council |

REPRESENTATIVES

CHAIR

| | |
|-----------------------------|-------------------------------------|
| Cr Angela Toppin, Mayor | Mareeba Shire Council |
| Cr Barry Hughes, Mayor | Etheridge Shire Council |
| Cr Rod Marti, Mayor | Tablelands Regional Council |
| Cr Trevor Pickering, Mayor | Croydon Shire Council |
| Cr Lisa Scomazzon, Mayor | Douglas Shire Council |
| Cr Teresa Millwood, Mayor | Cassowary Coast Regional Council |
| Cr Matthew Tickner | Cairns Regional Council |
| Cr Robyn Holmes, Mayor | Cook Shire Council |
| Cr Mary Brown, Deputy Mayor | Hinchinbrook Shire Council (online) |

CEO'S

| | |
|--------------------------|-----------------------------------|
| Mr Andrew Graffen, CEO | Cassowary Coast Regional Council |
| Ms Jacqui Cresswell, CEO | Croydon Shire Council |
| Mr Scott Osman, CEO | Douglas Shire Council |
| Mr Mark Watt, CEO | Etheridge Shire Council |
| Mr Peter Franks, CEO | Mareeba Shire Council |
| Mr Richard Wright, CEO | Yarrabah Aboriginal Shire Council |

OBSERVERS

| | |
|----------------------------------|---|
| Cr Johnathan Evans, Deputy Mayor | Croydon Shire Council |
| Cr Marilyn Morris, Deputy Mayor | Cook Shire Council |
| Mr Rudi Pretzler | Lead – Circular Economy and Energy Policy, LGAQ |
| Mr Jeremy Neal | LNP Presentative for Leichardt |
| Mr Trent Twomey | LNP with Jeremy Neal |

FNQROC STAFF

| | |
|-------------------|---|
| Ms Darlene Irvine | Chief Executive Officer |
| Mr Travis Sydes | Natural Asset Management & Sustainability Coordinator |
| Ms Amanda Hancock | Regional Strategic Infrastructure Coordinator |
| Ms Kelly Dean | Executive Support Officer |
| Ms Ieva Pradal | Regional Procurement Coordinator |
| Ms Bhakti Devi | Regional Waste Management Plan Coordinator |

3212 WELCOME & ACKNOWLEDGEMENT

The meeting commenced at 10:53am

The Chair welcomed everyone to the meeting and acknowledged the Traditional Owners of the land on which we met and paid respects to Elders past, present and emerging.

One minute silence was held for Mick Borzi, previous Mayor of Mareeba Shire and representative on FNQROC Board at its commencement.

Mayor Toppin also welcomed new CEOs, Scott Osmon and Mark Watt from Douglas and Etheridge respectively.

Mayor Toppin also congratulated Travis Sydes and all those involved in the development of the TNQ Regional Mountain Bike Strategy which recently won the 2024 Outdoors Queensland Government Achievement Award.

3213 APOLOGIES

| | |
|--------------------------|--------------------------------------|
| Cr Amy Eden, Mayor | Cairns Regional Council |
| Cr Alister Gibson, Mayor | Wujal Wujal Aboriginal Shire Council |
| Ken Gouldthorp, CEO | Cairns Regional Council |
| Kiley Hanslow, CEO | Wujal Wujal Aboriginal Shire Council |
| Brian Joiner, CEO | Cook Shire Council |
| Mary-Anne Uren, CEO | Hinchinbrook Shire Council |

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|--------------------------|--|
| Maria Anselmo | FNQROC Regional Climate Resilience Coordinator |
| Cr Daryl Sexton, Mayor | Yarrabah Aboriginal Shire Council |
| Cr Bruce Gibson, Mayor | Hope Vale Aboriginal Shire Council |
| Ms Hilary Jackson, A/CEO | Tablelands Regional Council |
| Mr Lawrence Booth, CEO | Hope Vale Aboriginal Shire Council |

3214 BOARD PRESENTATIONS

1. Discussion with Federal LNP Representative

Jeremy Neal, LNP representative for Leichardt and Trent Twomey.

The representatives took questions from the Board.

ACTIONS:

Nil

2. Presentation from Rudi Pretzler LGAQ

Rudi provided an overview of LGAQ recent activities.

Rudi took comments from the Board.

ACTIONS:

Nil

3215 CONFIRMATION OF MINUTES

MOVED: Cr Barry Hughes

SECONDED: Cr Rod Marti

That the Minutes of Meeting No.168th held on 3 October 2024 be confirmed and adopted

CARRIED

3216 BUSINESS ARISING FROM PREVIOUS MINUTES

Action items from 3 October 2024 FNQROC Ordinary Board Meeting

| Meeting | Action | Responsible person | Status |
|---------------------|--|------------------------|-------------|
| 3159c (Feb 2024) | Reseal Types – FNQROC to investigate and seek pricing on a study to understand the whole of life cost pricing for different seal types across | A Hancock / RRTG TC | In progress |

| Meeting | Action | Responsible person | Status |
|--|---|--|----------------------------------|
| | our region to better inform decisions when procuring. (Item missed from previous agendas Mar – Oct 2024) | | |
| 3180 (June 2024) | Request Councils to identify a member to represent their respective Council on the FNQROC Regional Waste Management Advisory Committee. | All Individual Councils | Transferred to new action 3216a. |
| <p>Members of the FNQROC Board questioned the reasoning for another Advisory Committee and what was the point of the committee if everything had to go through the FNQROC Board anyway.</p> <p>Summary of discussion points made:</p> <p>a. Questioning the need for a separate committee</p> <ul style="list-style-type: none"> Do we need another level between the board and the technical committee? Is this going to be wasting FNQROC and elected member time? Can't this be done through the FNQROC Board similar to other technical committees? ToR reads very similar to the one for the Technical Committee <p>b. In support of a separate committee</p> <ul style="list-style-type: none"> Waste Management is a very complex issue. It needs more dedicated time to it than can be provided in the Ordinary Board meeting. Given the potential costs/change in process to councils, it is important we have social license to progress initiatives and representatives help inform the technical committee of what would be palatable or not. There may be councillors with a dedicated interest in this portfolio who would like to contribute. Is a requirement of the funding grant (but we can get around this) <p>RESOLVED:</p> <p>That:</p> <p>a. 1 hour Waste Management Plan Advisory Committee meeting will convene (on a trial basis) at the conclusion of the FNQROC Board meeting if there is an agenda need to pull the committee together, and</p> <p>b. The CEO put together a document on how this will work.</p> <p>ACTIONS:</p> <p>3216a: FNQROC CEO to put together a document on how a Waste Management plan Advisory Committee will work if it meets for one hour after the FNQROC Board meeting.</p> | | | |
| 3191 (Aug 2024) | That FNQROC writes to the DTMR seeking the release of the Palmerston Highway Upgrade Strategy. | Darlene Irvine, CEO further follow up with Minister Mickelberg | In progress |

| Meeting | Action | Responsible person | Status |
|----------------------------|---|-------------------------|--|
| 3201a (Oct 2024) | Stantec to send a hardcopy of Water Capability Plan to each Council. E-copies and Hardcopies have been sent | Stantec | Complete |
| 3201b (Oct 2024) | FNQROC to send a softcopy of Water Capability Plan to each Council | Darlene Irvine, CEO | Completed |
| 3201c (Oct 2024) | Council members to review Water Capability Plan for adoption at next meeting | All Individual Councils | Completed |
| 3201d (Oct 2024) | Provide all Councils with a softcopy of the QTC presentation with minutes. | FNQROC | Completed |
| 3208a (Oct 2024) | Advise Advance Cairns of the FNQROC Board decision regarding a joint delegation to Federal Parliament. | Darlene Irvine, CEO | Completed |
| 3208b (Oct 2024) | CEO to review the items being advocated by Advance Cairns and advise the relative Council representative. | Darlene Irvine, CEO | Completed |
| 3209 (Oct 2024) | CEO to email Indigenous Councils seeking nominations for the Steering Committee. | Darlene Irvine, CEO | Mr Richard Wright to follow up with Yarrabah Mayor |

ACTIONS:

3216b: FNQROC to send congratulatory letter to Cr Baines and Cr Murgha for being elected Chair and Deputy Chair of the Reef Guardian Councils.

3217 BOARD REPORTS WITH NOTICE

Nil

3218 BOARD REPORTS WITHOUT NOTICE

Nil

3219 FNQROC WATER CAPABILITY PLAN

MOVED: Cr Lisa Scmazzon

SECONDED: Cr Rod Marti

That the Board:

Adopts the FNQROC Water Capability Plan and that the Water Technical Committee identify the next actions going forward.

CARRIED

3220 FINANCIAL REPORTS

B107 – Financial Reports Year to Date

Profit & Loss Statement 1 July – 25 November 2024

Balance Sheet as of 25 November 2024

MOVED: Cr Barry Hughes

SECONDED: Cr Rod Marti

That the Board:

- 1. Adopts the Profit and Loss Statement for the period 1 July – 25 November 2024.*
- 2. Adopts the Balance Sheet as at 25 November 2024.*

CARRIED

Audited Financial Statements 2023/2024

MOVED: Cr Lisa Scmazzon

SECONDED: Cr Trevor Pickering

That the Board:

Adopts the 2023/24 audited financial statements and notes the management letter from Jessups.

CARRIED

ACTION:

3220: Darlene Irvine CEO to look further at investing FNQROC savings with QTC.

3221 OPERATIONAL REVIEW OF THE FNQROC CHARTER, OPERATIONAL GUIDELINES, ADMINISTRATIVE INSTRUCTION AND POLICIES

Documents for Board review and adoption.

Members discussed the Charter, Operational Guidelines, Administrative Instruction and policies.

RESOLVED:

That:

- a. half a day will be dedicated to:
 - i. Developing our Strategic Vision and direction and then
 - ii. Reviewing the Charter, Operational Guidelines, Administrative Instructions and policies.

To assist in this process the following actions are required:

ACTIONS:

3221a FNQROC CEO to add in the Operational Guidelines:

- a. *Clarity regarding FNQROC Staff being employed by Cairns Regional Council*
- b. *Advisory Committee establishment and role.*

3221b FNQROC CEO to arrange a ½ day Strategic Planning workshop to set our Vision and goals. At the conclusion of this workshop the Charter will be updated.

3221c Member councils review the Operational Guidelines, Administrative Instruction and policies and send any recommended changes back to the CEO.

3222 LGAQ POLICY EXECUTIVE DISCUSSION

Policy Executive Discussion

Cr Angela Toppin, Chair and Division 10 representative provided an update.

3223 GENERAL DISCUSSION

3223 A FNQROC Meeting dates and locations

RESOLVED

It was resolved that FNQROC would meet on the following dates and locations:

| Date | Venue |
|-------------------|--|
| 6th February 2025 | Cairns Regional Council |
| 3rd April 2025 | Cairns Regional Council |
| 5th June 2025 | Mareeba Shire Council (Day only) |
| 7th August 2025 | Cairns Regional Council |
| 2nd October 2025 | Tablelands Regional Council (Day only) |
| 4th December 2025 | Cairns Regional Council |

Discussion Topic No. 31 - Regional Plan Expectations and FNQROC Regional Plans

MOVED: Cr Teresa Millwood

SECONDED: Cr Rod Marti

That the Board:

Endorses the FNQ Regional expectations (with amendments requested during the meeting) originally endorsed August 2022.

CARRIED

ACTIONS:

3223a Prior to the meeting with the Deputy Premier on Tuesday 10th December at 1.30pm, Darlene Irvine, CEO to:

- make the requested changes to the Regional Plan Expectation Document and distribute to the Board, and*
- distribute speaking notes for the meeting with the Deputy Premier to the Board.*

3223b Discussion Topic No. 32 - TNQ Economic Development Strategy and RDA Proposed new MOU

ACTIONS:

3223b *To enable FNQROC endorsement of the TNQ Economic Development Strategy (TEDS), the CEO is to work with the Economic Development Technical Committee to review and provide recommended amendments to RDA TN. Once completed to the satisfaction of the Technical Committee the FNQROC Board will review and endorse.*

3223c State Delegation 2025. Parliament Sitting 11th to 13th March 2025

ACTIONS:

3223d *Darlene Irvine, CEO to send out a date claimer to the Board and make the necessary arrangements for a FNQROC State Mayoral Delegation for 10 -13 March 2025.*

3223d CQUniversity – co-sign letter of support for Cairns CBD Campus Project.

RESOLVED:

That FNQROC agrees to co-signing a letter of support for the Cairns CBD Campus Project.

3224 INFORMATION FOR THE BOARD

Incoming / Outgoing Correspondence

Incoming

Letter from the honourable David Crisafulli MP, Premier and Minister for Veterans.

ACTION:

Nil

Outgoing

ACTION:

Nil

Meetings Attended by FNQROC Executive Officer

ACTION:

Nil

Minutes of Advisory committees

FNQROC Regional Waste Management Plan Technical Committee meeting #4 – 4 October 2024

Noted

FNQROC Climate Resilience Technical Committee meeting #6 – 18 October 2024

Noted

Points for noting:

At the 6th Climate Resilience Technical Committee meeting on Friday 18 October 2024 the members wanted it to be brought to the FNQROC Boards attention their appreciation for the Boards ongoing support and the FNQROC team for facilitating the CRTC, as it offers space to problem solving on matters relating to climate change.

FNQROC Water Alliance meeting #78 – 8 November 2024

Noted

FNQROC Natural Asset Management Technical Committee (NAMAC) meeting #60 – 19 November 2024

Noted

Points for noting (Information only):

A recent ruling by DESI on Cairns Regional Council disposal of carcasses of feral pigs, roadkill, and other animals has found that council is in breach of waste regulation when using the established disposal process. As a result, council is now incurring significant costs to store, then transport, animal carcasses to Springmount WMF.

Cairns Regional Council is the subject of the DESI finding, but it also impacts Douglas Shires feral pig management program (as well as other private and public programs across the region).

A solution is being sought while the current options are considered or actioned.

- Maintain a watching brief on the situation in Cairns Regional Council - (ongoing).
- Raise with the FNQROC Waste Management Technical Committee - (underway).
- Provide update to LGAQ and National Feral Pig Coordinator - (complete).
- Raise issue with the Departments prior to raising to relevant Minister/s requesting DESI develop a suitable solution with QDAF. (Underway via LGAQ).

NAMAC has prepared an issues paper: Feral pig (and other carcass) disposal issues paper, FNQROC NAMAC – October 2024

FNQROC RRTG Technical Committee meeting #136 29 November 2024

Noted

Confidential Minutes

FNQROC Sewer Relining 2024/25 contract pre-start meeting #1 – 27 September 2024

Noted

FNQROC Regional Collection & Disposal of Ferrous Metal, Non-Ferrous Metal & ULABs - Contract Meeting #4 –9 October 2024

Noted

FNQROC Supply and Delivery of Sodium Hypochlorite - Contract Meeting #3 – 24 October 2024

Noted

FNQROC Bitumen Reseals 2024/25 contract meeting #2 – 31 October 2024

3225 NEXT MEETING

The next meeting will be held on Thursday 6 February 2025 @ 10.30am to 2pm at Cairns Regional Council, Civic Reception Room.

There being no further business the Chair declared the meeting closed at 1:10pm.



Cr Angela Toppin

FNQROC Chair

Attachments:

1. Agreed Action Items from Board Meeting on Thursday 5 December 2024
2. Board Meeting Dates for 2025

ATTACHMENT 1

Agreed Action Items from Board Meeting held on 5 December 2024

| Meeting | Action | Responsible person |
|---------------------|--|---|
| 3159c (Feb 2024) | Reseal Types – FNQROC to investigate and seek pricing on a study to understand the whole of life cost pricing for different seal types across our region to better inform decisions when procuring. (Item missed from previous agendas Mar – Oct 2024) | A Hancock / RRTG TC |
| 3191 (Aug 2024) | That FNQROC writes to the DTMR seeking the release of the Palmerston Highway Upgrade Strategy. Chair raised this matter with Minister Mickelberg MP who will look into the matter. | Darlene Irvine, CEO to follow up with Minister Mickelberg |
| 3209 (Dec 2024) | Richard Wright Yarrabah CEO will follow up with the Mayor of Yarrabah and advise | Richard Wright, CEO |
| 3216a (Dec 2024) | FNQROC CEO to put together a document on how a Waste Management plan Advisory Committee will work if it meets for one hour after the FNQROC Board meeting. | Darlene Irvine, CEO |
| 3216b (Dec 2024) | FNQROC to send congratulatory letter to Cr Baines and Cr Murgha for being elected Chair and Deputy Chair of the Reef Guardian Councils. | Darlene Irvine, CEO |
| 3220 (Dec 2024) | FNQROC CEO to look further at investing FNQROC savings with QTC | Darlene Irvine, CEO |
| 3221a (Dec 2024) | FNQROC CEO to add in the Operational Guidelines: <ul style="list-style-type: none"> • Clarity regarding FNQROC Staff being employed by Cairns Regional Council • Advisory Committee establishment and role. | Darlene Irvine, CEO |
| 3221b (Dec 2024) | FNQROC CEO to arrange a ½ day Strategic Planning workshop to set our Vision and goals. At the conclusion of this workshop the Charter will be updated. | Darlene Irvine, CEO |

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| 3221c (Dec 2024) | Member councils review the Operational Guidelines, Administrative Instruction and policies and send any recommended changes back to the CEO. | Member Councils |
| 3223a | <p>Prior to the meeting with the Deputy Premier on Tuesday 10th December at 1.30pm, Darlene Irvine, CEO to:</p> <ul style="list-style-type: none"> a. make the requested changes to the Regional Plan Expectation Document and distribute to the Board, and a. distribute speaking notes for the meeting with the Deputy Premier to the Board. | Darlene Irvine, CEO |
| 3223b | To enable FNQROC endorsement of the TNQ Economic Development Strategy (TEDS), the CEO is to work with the Economic Development Technical Committee to review and provide recommended amendments to RDA TN. Once completed to the satisfaction of the Technical Committee the FNQROC Board will review and endorse. | Darlene Irvine, CEO and Economic Development Technical Committee |
| 3223d | Darlene Irvine, CEO to send out a date claimer to the Board and make the necessary arrangements for a FNQROC State Mayoral Delegation for 10 -13 March 2025. | Darlene Irvine, CEO |

ATTACHMENT 2

FNQROC Board Meetings for 2025

| Date | Venue |
|-------------------|--|
| 6th February 2025 | Cairns Regional Council |
| 3rd April 2025 | Cairns Regional Council |
| 5th June 2025 | Mareeba Shire Council (Day only) |
| 7th August 2025 | Cairns Regional Council |
| 2nd October 2025 | Tablelands Regional Council (Day only) |
| 4th December 2025 | Cairns Regional Council |