



LOCAL GOVERNMENT MANAGERS AUSTRALIA
QUEENSLAND INC.

2017 ANNUAL GENERAL MEETING

Carrara, Queensland
3.00pm on Wednesday 13 September 2017

MINUTES

1. Welcome and Apologies

Cale Dendle opened the meeting at 3.03pm and welcomed all members.

Cale Dendle invited members to stand to observe a minute's silence for members who had passed away in the past 12 months: Les Carrick, Keith Stuckey and Garry Storch.

Cale asked for apologies and advised that the attendee list is being circulated. He noted a number of apologies had been received and asked that any additional be recorded on the apologies list.

2. Confirmation of Minutes of the 2016 Annual General Meeting

Cale Dendle confirmed that members had received copies of the minutes of the 2016 Annual General Meeting, held on Wednesday, 7 September 2016 at the Community Hall in Port Douglas. He sought confirmation that the minutes offered a true and accurate reflection of proceedings.

RESOLVED:

That the minutes of the 2016 Annual General Meeting held on Wednesday, 7 September 2016 in Port Douglas be accepted as a true and accurate record of proceedings.

Moved: Brett de Chastel
Seconded: Mark Crawley
Carried: Yes

3. Presentation of the 2016/2017 Financial Statements

The 2016/2017 Financial Statements have been circulated to members via email and made available on the LGMA Queensland website. The Treasurer, Ray Burton, presented the 2016/2017 Financial Statements highlighting the following:

1. Operating result for 2016/2017 was \$133,963 which is a 430% increase compared to the previous year's result of \$30,734. This was credited to strong expense management and the outperformance of the Annual Conference and training programmes.

2. Total revenue was up by \$243,000 or 28% compared to the previous year
3. Expenses (excluding salaries) were up by 19% or \$74,187.
4. Major contributors to the year-end operating result are as follows:
 - a. Revenue
 - i. Revenue from membership levies and council subscriptions of \$239,541 increased by 15%.
 - ii. Conferences and Event income increased by 20% or \$65,103
 - iii. Professional Development and Training income increased by 50% or \$126,140
 - iv. Member services income increased – reflecting the continuing growth of the Awards for Excellence
 - b. Expenses:
 - i. Employee expenses increased by \$45,780 or approximately 10% compared to the previous year – this will increase further as more staff are brought on to deliver the growing training and development programme
 - ii. Conference expenses were up by almost \$36,391 or 27% on the previous year but more in line with historical performance as 2016's conference expenses were unusually low
 - iii. Professional development expenses increased by \$36,209 or 38% which reflects increased activity
 - iv. Member services expenses were up 8.6% or \$6,881
5. LGMA Queensland's Balance Sheet remains strong with total member equity increasing by \$133,963 with cash holdings over \$1,000,000.

The Treasurer said overall it is a positive operating result for the year and the balance sheet looks strong.

Ray Burton tabled the Auditors Management Letter which shows an unqualified result and no items for noting. He invited questions from the floor.

RESOLVED:

That the Financial Statements for 2016/2017 be adopted as presented.

Moved: Ray Burton

Seconded: Leon Love

Carried: Yes

4. Appointment of Auditor

The Treasurer, Ray Burton, noted that BB Whitehouse has been undertaking the audit function for 5 years. He advised that the Board considered the appointment of a new auditor appropriate for the 2017/18 financial year. The CEO has recommended SAAS Specialised Audit and Assurance Services

who currently undertake statement preparation and are considered to have good understanding of the business and its financial risks.

RESOLVED:

That SAAS Specialised Audit and Assurance Services be appointed as Auditor for the 2017/2018 year.

Moved: Ray Burton
Seconded: Scott Mason
Carried: Yes

5. President's Address

The President, Cale Dendle, had tabled his report with the Agenda. He proposed the report as tabled.

RESOLVED

That the President's report on the 2016/2017 year be accepted.

Moved: Cale Dendle
Seconded: Mark Crawley
Carried: Yes

6. Local Government Professionals Australia (National)

The President, Cale Dendle, invited Dennis Hovenden, National Board representative from Victoria and Mark Crawley, Queensland representative, to provide an update on Local Government Professionals Australia National activities.

Dennis thanked LGMA Queensland for the offer to attend the conference and for the warm welcome he had received. He provided an update on the activities of Local Government Professionals Australia National including the following:

-) The National Board has been evolving with a sharper focus on its core business – including working with the states to support their activities and raise the profile of local government across the nation.
-) He recognised the hard work of Ricki Bruhn who is the first President to represent the Northern Territory. All National Board representatives are undertaking travel in their roles in an effort to visit all states during the course of the year and participate in state activities.
-) The National body is experiencing tough economic times with under-performance of both the Management Challenge and the Congress putting pressure on the budget. The Board is working to ensure longevity and sustainability through a range of measures. These include the move to the ACT which will be completed in 2018 and the review of both the Management Challenge and the National Congress. Both of these reviews are being conducted with a view to increasing relevance and performance. One of the matters being considered is moving the National Congress to Canberra in August. He invited feedback via the Queensland Board on this proposal.
-) Dennis noted that aid work continues to be a core focus and that LGPA has recently signed a three-year agreement with the Federal Government to support an aid initiative in Nepal. Also, the agreement with Timor Leste has been a significant one for that country as they move to municipal governments. Mark Crawley recently visited Timor Leste to provide advice and assistance and he spoke about this experience, noting that the work done in Queensland in preparation for the amalgamation would be of great assistance to Timor Leste administrators.

) Dennis also advised that a Code of Ethics is currently in development to replace the Code that was developed over a decade ago and that the ICMA model was being adopted.

Cale thanked Dennis and Mark for their work on behalf of members and for the information they had shared.

RESOLVED

That the report on the activities of Local Government Professionals Australia National be accepted.

Moved: Mark Crawley
Seconded: Warren Collins
Carried: Yes

*The President, Cale Dendle, vacated the Chair.
Peta Irvine, the Returning Officer, assumed Chair*

7. Declaration of Office Bearers

Peta Irvine provided the following election report:

As returning officer, I would like to present the results of the LGMA Qld Board of Management Election for 2017/2018.

Two positions were vacant. These were the position of President and Director at Large.

Nominations

The nomination period opened on 1 June 2017 and closed at 4pm on Friday 28 July 2017.

Eligible members were notified via email and nominations were accepted via email, post and fax.

The following nominations were received:

Position Nominated	Nominee
President	Susan Jarvis
Director (at large)	Matthew Magin

In accordance with Rule 11.7 (1) (b) of the LGMA Qld Rules of Association, where there is only one valid nomination for each position, the nominated persons are taken to be elected to that position.

Therefore, I would like to congratulate new President, Susan Jarvis and new, incoming Director, Matthew Magin.

I look forward to working with you over the coming year.

RESOLVED

That the Election report for 2017 be received and the successful candidates taken as elected.

Moved: Peta Irvine
Seconded: Toni Averay
Carried: Yes

Peta welcomed the incoming Board and stated she looks forward to working with them in 2017/2018

Susan Jarvis assumed the Chair

Susan thanked the Board for their support of her nomination as President. She particularly noted the work of Mark Crawley and Cale Dendle who she had worked with during their terms as President, recognising their strong leadership of LGMA.

Susan stated that she was humbled and honoured to take on the role and would continue to work to support members across the state. She looked forward to working with the Board and staff over the coming year and was excited to see where the organisation would go as it continued to develop.

Susan moved a vote of thanks to out-going President, Cale Dendle.

8. Recognition of Membership

Susan Jarvis stated that it was her pleasure to recognise members who have shown an ongoing commitment to LGMA Queensland and the sector over many years. It is our tradition to acknowledge these members through the presentation of Recognition of Membership Certificates. In their absence, certificates were awarded to:

20 Years

Graham Duff
Ed Hoffman
David McKendry

30 Years

Mal Mallyon
Bob Bain
Tony Hayward

40 Years

Tony Wehlow

9. General Business

Members were invited to table items of general business.

Policy Platforms

Susan Jarvis advised that it was proposed that the LGMA Queensland Policy Platforms be tabled at the AGM for member information and comment. The Platforms are reviewed each year and capture a range of critical issues for the profession and professionals working in the industry. They represent a good reference point for members as well as for other stakeholders such as the Department of Local Government and LGAQ.

Susan invited questions from the floor.

She reiterated that while these policy platforms will form part of the agenda for AGM's in the future, input would be sought at review points during the year and members are free to provide comment to the Board at any time.

RESOLVED

That the LGMA Queensland Policy Platforms be endorsed.

Moved: Scott Mason
 Seconded: Mark Leyland
 Carried: Yes

Meeting Close

In the absence of any other General Business, the meeting closed at 3.30pm and Susan Jarvis thanked everyone for their attendance.

Attendance

Name	Organisation	Name	Organisation
Toni Averay	Fraser Coast Council	David Keenan	Southern Downs Regional Council
Alan Balloch	JLT	Mark Leyland	LGAQ
Daniel Bradford	Cassowary Coast Regional Council	Leon Love	Diamantina Aboriginal Shire Council
Terry Brennan	Burdekin Shire Council	Matthew Magin	Burdekin Shire Council
Dave Burges	Quilpie Shire Council	Scott Mason	Central Highlands Regional Council
Ray Burton	Ray Burton Consulting	David McNicoll	Tweed Shire Council
Linda Cardew	Douglas Shire Council	Ross Musgrove	Western Downs Regional Council
Peter Cochrane	--	Edward Natera	Pormpuraaw Shire Council
Warren Collins	Cherbourg Aboriginal Shire Council	John Oberhardt	Redland City Council
Mark Crawley	Mark Crawley Consulting	Ed Perry	Qld Ombudsman
Brett de Chastel	Noosa Shire Council	Glen Potter	City of Gold Coast
Cale Dendle	Gladstone Regional Council	Mark Pitt	North Burnett Regional Council
Brian Hayes	Gympie Regional Council		
Peta Irvine	LGMA Queensland	Brett Walsh	Barcaldine Regional Council
Susan Jarvis	Blackall-Tambo Regional Council	Michelle Webster	Central Highlands Regional Council

Non-Member Attendee's

Dennis Hovenden	LGPA National	Michele Wallace	LGAQ
-----------------	---------------	-----------------	------

Apologies

Name	Organisation	Name	Organisation
Chris Rose	-	Simon Benham	Logan City Council
Peter Byrne	Retired	Jason Bradshaw	Central Highlands Regional Council
Luke Lankowski	Central Highlands Regional Council	Ian Bodill	Longreach Regional Council
Frank Mills	Mornington Shire Council	Ian Barton	JLT
Leon Yeatman	Mapoon Aboriginal Shire Council	Leisa Dowling	Gladstone Regional Council
Tony Hayward	Retired	Leo Jensen	Charters Towers Regional Council
Mark Watt	North Burnett Regional Council	Bryan Ottone	Retired
Herb Oliver	Retired	Gary Stevenson	Isaac Regional Council
Nick Clarke	Retired	Steve Wilton	NPARC