



LOCAL GOVERNMENT MANAGERS AUSTRALIA  
QUEENSLAND INC.

## 2011 ANNUAL GENERAL MEETING

Capricorn Resort, Yeppoon  
4:29pm on Thursday, 8 September 2011

### MINUTES

#### 1. Welcome and Apologies

Nick Clarke opened the meeting at 4:29pm and welcomed all members.

Nick Clarke asked that all attendees complete the attendance list being circulated. He asked for apologies for the meeting.

He asked members to remain silent for a minute to remember the valued LGMA members who had passed away during the year:

Bob Wood  
Gordon Shields  
Rowley Edwards  
Greg Enright

#### 2. Confirmation of Minutes of the 2010 Annual General Meeting

Nick Clarke confirmed that members have received copies of the minutes from the last Annual General Meeting via email and that they were also made available on the LGMA Qld website.

Nick Clarke sought confirmation of the minutes of the 2010 Annual General Meeting, held on Thursday, 14 October 2010.

Moved: Stephen Wilton  
Seconded: Mark Leyland  
Passed without dissent.

**RESOLVED:** The Minutes of the 2010 Annual General Meeting, held on Thursday, 14 October 2010 at the Sunshine Coast be accepted as a true and accurate record of proceedings.



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### **3. Presentation of the 2010/2011 Financial Statements**

The Annual Report and Financial Statements have been circulated via email and made available on the LGMA Queensland website.

Jason Bradshaw commented that the last 12 months has seen significant challenges across the state. These challenges have included meeting revenue targets, however, LGMA Queensland has finished the year with a surplus. This is attributed to the hard work by Peta Irvine and the staff of LGMA Queensland.

There were no significant issues identified by the auditors.

Jason welcomed any questions from the floor on the Financial Statements. In the absence of questions, he moved that the Financial Statements for the year 2010/2011 as audited be adopted and called for a seconder to the motion.

Seconded: Scott Mason  
Passed without dissent.

**RESOLVED:** The 2010/2011 Financial Statements be accepted as tabled.

### **4. Appointment of Auditor**

Jason Bradshaw advised that GPS Services has undertaken the Audit of LGMA Queensland for at least 7 years.

He moved a motion delegating the CEO and incoming Treasurer to find a new Auditor for the 2011/2012 Financial year.

Moved: George Frangos  
Seconded: Stephen Wilton  
Carried without dissent.

**RESOLVED:** That the LGMA Queensland CEO and incoming Treasurer appoint a new auditor for the 2011/2012 financial audit.

### **5. President's Address**

Nick Clarke presented the following address:

The 2010/11 year just flew by. There is so much to look back on in a review of the last twelve months of LGMA Queensland and its members. It was certainly a year with its challenges; one which tested many local government managers as we responded to the full force of nature. It would be remiss of me not to encourage you to reflect for a few moments on the tragic events that occurred in January and the magnificent way in which managers and staff in councils across the state responded at a time when our communities needed us most.



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This Annual Report aims to provide you with much more than just a financial report. You will find much to interest you as you thumb through its pages.

Our advocacy efforts continue to reap success. The Board, with the support of several members, was successful in influencing decision-making, especially in the area of legislation. One of the most significant examples was the implementation of the *Information Privacy Act 2009*. Members told us about a dozen or more operational challenges that arose when this Act came into force. These were all resolved following extensive discussions with state colleagues and ministers. We have continued to consult and provide input to proposed legislation and have provided feedback about existing provisions that cause concern. These have more recently included input to the Local Government Electoral Bill 2011 and discussions with the Integrity Commissioner as part of input to his review of the lobbyist provisions in the *Integrity Act 2009*.

December 2010 saw the conclusion of the Year of Women in Local Government. Whilst the official 'year' is now past, I am pleased to report that we see a continuation of those efforts to attract, retain and develop women in local government careers. Our own programmes, including Propeller and the Future Leaders Forum, lead the way with continued high levels of participation by women.

It has been most rewarding to see the increasing involvement in the LGMA Villages. We now have eleven villages in operation with many having held workshops to connect relevant practitioners. I am very confident that we will see further growth in membership of the villages as word gets around. Their potential has been recognised and it is very pleasing to see an increased level of discussion between local government professionals who are confronting similar challenges.

Another exciting development this year was the introduction of the LGMA Queensland Awards for Excellence - to recognise outstanding achievements in Queensland local government. There were many entries across each of several categories which culminated in a wonderful gala evening of celebration as 'the best of the best' took home their awards. Winners included: Burdekin and McKinlay Shire Councils, Mackay, Isaac and Cairns Regional Councils for the team awards. Clara Fitzgerald, Central Highlands Regional Council, won the inaugural 'Above and Beyond' individual award and the celebrations really took off when Logan City Council's Management Challenge Team, 'Team Fit', danced away as winners of the 2011 Queensland Management Challenge. My congratulations go to all who were nominated for their outstanding work and thanks to the hard-working judges too. I look forward to an even bigger pool of nominees for 2012. Given the range and depth of excellence in local government, that should be almost a certainty.

Despite some difficulties in attracting larger numbers to some well-established events this year, the emergence of new, high-quality programmes is beginning to reap rewards. The recent decision of the Board to increase our capacity to deliver services to members came as we found ourselves at a crossroads. You told us clearly in the member survey last year what you expect from LGMA Queensland. To continue to try to meet members' needs with a team of three was just not sustainable.



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After much thought and debate, the Board unanimously agreed to provide Peta with additional resources to increase capacity and take our organisation forward into the next, exciting phase of its development. While Peta covers the changes in more detail in the Year in Review, I will just make the observation that we are already seeing increased demand for tailoring of our learning and development programme to meet local and regional needs. The additions to our staff provide the opportunity to respond favourably to many of these requests. These changes have been very carefully considered to keep us in good financial shape without adding to the costs of membership over and above the normal cost of living increases.

We said our sad 'farewells' to Sandy Pearl and Alison Page, coincidentally, shortly after the Board's decision. It was great to see Sandy remain in the sector with her appointment at Banana Shire Council. We have since welcomed two new members to the team (Robyn Walker and Michelle Rizzardini), with two to follow. Please give them a warm welcome when you meet them at your next LGMA event.

None of what we do would be possible without the support of Peta and her team. Once again, they have delivered an excellent programme of professional development opportunities as well as a range of other services for members. I would also like to thank my hard-working colleagues on the Board (including recently appointed National LGMA Deputy President, Ray Burton) and my family, for their unwavering support over the last year.

...Report ends...

Nick Clarke moved that his report be received as tabled.  
Seconded: Michelle Clarke  
Passed without dissent.

**RESOLVED:** That the President's report for 2009/10 be received.

## **6. Branch Presidents' Address**

Nick Clarke advised that each of the Branch Presidents has prepared a report on the 2010/2011 year as circulated.

He introduced the Branch Presidents:

Jan Kilbourne, President - North Queensland Branch  
George Frangos, President - Central Queensland Branch  
Martin Drydale, President – South East Queensland Branch is an apology  
Mark Watt who was the President – Southern Queensland Branch for the period the report applies. Carl Manton is the newly elected President.

Nick Clarke invited questions from the floor.



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## **7. CEO LGMA Queensland's Address**

Nick Clarke invited Peta Irvine to explain the recent changes at LGMA and what that means.

When undertaking the Business Planning process this year, the Board spent a great deal of time considering the findings from the member survey we conducted in late 2010. Amongst the great feedback we received, you indicated that you wanted more training, especially on legislation (and not just the Local Government Act), you wanted more training brought to you in your councils, you wanted LGMA to continue to be highly active in its advocacy and representation and you wanted more immediate advice regarding current issues. You identified a range of areas where new training could be provided and you wanted more opportunities to meet with colleagues.

In considering all of the feedback, it became clear that LGMA Qld could not deliver the high quality programmes that you have come to expect and across the range of areas identified, within our current resourcing structure. After much deliberation, the Board determined that LGMA Qld would expand in order to meet the needs of members and provide greater assistance to members in dealing with the range of issues which are affecting councils at this time.

Accordingly, we will have a new role, Manager, Training and Development, that will focus on all of our training and provide expertise and capacity in this area. We will also have additional support for members through a part-time position of Membership Services. These new positions will allow us to refocus what is currently our Manager Member Services position to become a dedicated Events and Sponsorship role and will also free up some of my time to focus on the rapidly changing legislative environment, spend more time on advocacy and keep you all up to date on what I learn through the process.

While these additional positions will obviously have an impact on our budget, can I assure you that this will not lead to any additional increases in membership levies. Instead, the new structure will allow us to bring on new programmes which will be self-funding in the future.

I would like to take this opportunity to introduce one of the new team. Robyn Walker will be taking on the role of Manager, Training and Development. She has a training style that fits in well with LGMA Qld's approach and suits the type of training you have indicated you are looking for. Also joining us are Michelle Rizzardini who you will have seen at the registration desk and Donna Mildren who is looking after the trade partners.

Peta Irvine invited questions from the floor.

## **8. Declaration of Election of Office Bearers**

The CEO handed down the following election report:



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As returning officer, I would like to present the results of the LGMA Qld Board of Management Election for 2011/12.

This year, three positions are vacant being the President, one 'at-large' director and the SQ branch director (as a result of the resignation of Jason Bradshaw who is no longer working within the SQ Branch).

### **Nominations**

The nomination period opened on 4 July 2011 and closed at 4pm on Friday 29 July 2011.

Eligible members were notified via email and/or post and nominations were accepted via email, post and fax. On 29 July 2011, nominations were collated. The following nominations were received.

<b>Nominee</b>	<b>Position Nominated</b>
Nick Russell Clarke	President
Rodney Phillip Ferguson	Director SQ Branch
Cale Francis Dendle	Director (3 yrs)

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.

I now seek your endorsement to confirm all of the above appointments, commencing from the end of this Annual General Meeting.

**[Endorsed without dissent]**

Congratulations to Nick, Rod and Cale. I look forward to working with you over the coming year. Peta Irvine also thanked Jason Bradshaw for his hard work over the last five years.  
...Report ends...

Nick Clarke thanked members for their confidence in him and is honoured to be President of LGMA for a second term. Nick thanked Redlands CEO Gary Stevenson and Redlands Mayor, Melva Hobson for their encouragement and support of his nomination to the role of President.

Nick congratulated all board members on their appointments and welcomed Rod Ferguson to the board.

Nick Clarke also thanked Jason Bradshaw for his long standing appointment to the board and as Treasurer. The extra workload involved was acknowledged and appreciated. Nick Clarke asked members to formally acknowledge Jason Bradshaw by a vote of thanks for his hard work over the years both as a board member and Treasurer.

Moved: Nick Clarke  
Seconded: George Frangos



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## 9. Announcement of Practitioners' Concourse Venue for Year 2012

Nick Clarke advised that the authority to determine the location for the Practitioners' Concourse has previously been delegated to the Board, subject to one conference every three years to be held outside the major metropolitan areas.

Nick announced that the 2012 Conference will be held in Longreach and he thanked Mayor, John Palmer and CEO, Michelle Mc Fadyen for agreeing to host.

Nick invited Michelle McFadyen to talk about the 2012 Concourse.

Michelle McFadyen advised that the Concourse will be from 28-31 August 2012. All accommodation rooms in Longreach have already been booked. Delegates can expect to have a unique outback experience. Longreach Council is looking forward to welcoming everyone, as is Michelle, to Longreach next year.

## 12. General Business

### Member Service Recognition

Nick Clarke presented the service awards as follows:

#### **50 years**

Mr	Ian	Anderson	FLGMA (Ret)
Mr	John	Smith	FLGMA PSM (Ret)

#### **40 years**

Mr	Graham	Taylor	MLGMA
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#### **30 years**

Mr	Andrew	Brown	FLGMA
Mr	Greg	Day	MLGMA (Ret)
Mr	Lyle	Harman	FLGMA
Mr	Greg	Wallace	MLGMA OAM (Ret)

#### **20 years**

Mr	Chris	Joosen	MLGMA
Mr	Andrew	O'Brien	FLGMA
Mr	Bob	Holmes	MLGMA
Mr	Mark	Kelleher	FLGMA
Mr	Rod	Ferguson	FLGMA
Mr	Daryl	Hitzman	MLGMA
Mr	Ed	Perry	MLGMA

### **Meeting Close**

The meeting closed at 5:15pm. Nick thanked everyone for their attendance.



## Attendance Lists

Name		Organisation
Toni	Averay	Redland Shire Council
Simon	Benham	Logan City Council
Phil	Berting	Western Downs Regional Council
Jason	Bradshaw	Lockyer Valley Regional Council
Dave	Burges	Goondiwindi Regional Council
Peter	Byrne	Bundaberg Regional Council
Shane	Cagney	McKinlay Shire Council
Ross	Cheesman	Rockhampton Regional Council
Robert	Clark	Hinchinbrook Shire Council
Michelle	Clarke	Richmond Shire Council
Peter	Cochrane	Cassowary Coast RC
Vince	Corbin	Bouliia Shire Council
Mark	Crawley	Isaac Regional Council
Anthony	Davis	Gold Coast City Council
Brett	de Chastel	de Chastel & Associates
Cale	Dendle	Gladstone Regional Council
Ian	Flint	Lockyer Valley Regional Council
George	Frangos	Central Highlands RC
Bob	Holmes	Rockhampton Regional Council
Peta	Irvine	LGMA
Mathew	Johns	Logan City Council
Christopher	Joosen	Bundaberg Regional Council

Name		Organisation
Mark	Kelleher	Carpentaria Shire Council
Jan	Kilbourne	Mackay Regional Council
Gary	Kleidon	DLGP
Mark	Leyland	LGAQ
Carl	Manton	Goondiwindi Regional Council
Scott	Mason	Diamantina Shire Council
Michelle	McFadyen	Longreach Regional Council
Scott	Mead	Mead Perry Group
John	Oberhardt	Logan City Council
Bryan	Ottone	Central Highlands RC
Chris	Payne	Somerset Regional Council
Sandy	Pearl	Banana Shire Council
Liza	Perrett	Logan City Council
John	Perry	Mead Perry Group
Ed	Perry	Qld Ombudsman's Office
Mark	Pitt	North Burnett RC
Allan	Shorter	Bundaberg Regional Council
Peter	Stewart	Goondiwindi Regional Council
Robyn	Walker	LGMA
Brett	Walsh	Barcardine Regional Council
Clinton	Weber	Lockyer Valley RC
Marita	West	Logan City Council
Stephen	Wilton	Cook Shire Council

### APOLOGIES

Terry	Brennan	Cassowary Coast RC
Phil	Brumley	Central Highlands RC
Ray	Burton	Townsville City Council
Martin	Drydale	Redland Shire Council
Bradley	Duke	Rockhampton Regional Council
Ray	Geraghty	Banana Shire Council
Greg	Hallam	LGAQ
Greg	Hoffman	LGAQ
Mark	Holmes	Gladstone Regional Council
John	Hooper	Central Highlands RC
Graeme	Kanofski	Gladstone Regional Council
Shane	Kelly	Diamantina Shire Council

Luke	Lankowski	Central Highlands RC
Mark	Lamey	Gladstone Regional Council
Craig	Manson	Gympie Regional Council
Stephen	McCartney	Flinders Shire Council
Jenny	Neale	Diamantina Shire Council
Sian	Nivison	Cook Shire Council
Leanne	Rogers	Flinders Shire Council
Chris	Rose	Logan City Council
Gary	Stevenson	Redland Shire Council
Mary-Ann	Uren	Central Highlands RC
Henry	Wallace	Diamantina Shire Council
Dominique	Wells	Diamantina Shire Council