



LOCAL GOVERNMENT MANAGERS AUSTRALIA
QUEENSLAND INC.

2010 ANNUAL GENERAL MEETING

**Twin Waters Resort, Sunshine Coast
4:20pm on Thursday, 14 October 2010**

MINUTES

1. Welcome and Apologies

Ken Timms opened the meeting at 4:20pm and welcomed all members.

He acknowledged the Gubbi Gubbi people, the traditional custodians of the land and paid respects on behalf of LGMA members to the Elders both past, present and future.

He asked members to stand for a minute's silence to remember the valued LGMA members who had passed away during the year:

Roy Swenson
Bill Mills
Francis Smith
Mervyn Kidd
Desmond Erricker
Ross Mills
Bob Wood

He noted that these members had over 324 years of membership between them and we will miss their experience and insights.

Ken Timms advised that apologies for today's meeting have been recorded and he asked members to complete the attendance sheet and note any further apologies.

2. Confirmation of Minutes of the 2009 Annual General Meeting

Ken Timms 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.

He noted that, at the 2009 Annual General Meeting, a resolution was passed to amend the LGMA Queensland Rules of Association in order to facilitate changed tenure arrangements for Directors to the Board of Management. This amendment had occurred and was subsequently registered by the Office of Fair Trading in accordance with the *Associations Incorporation Act 1981*.



With the 2010/11 Board of Management nominations, transition to the new arrangements commenced. Members would be aware that directors were nominated for one, two or three year terms. This will be outlined further in the election report.

Ken Timms also noted that at the last AGM, it was resolved that LGMA Qld would not formalise additional representation on the board as it was impractical to do so. However, the Board would seek to ensure better representation as necessary to facilitate inclusive decision making on behalf of all members. He advised that, since then, the Board has invited Branch Presidents and the current intake Propeller Programme participants to attend and contribute to the discussion at the most recent board meeting and had also invited Branch Executives to attend a board meeting earlier in the year. It is anticipated that further invitations will continue in the future, particularly at planning meetings.

Ken invited questions and comments on the minutes. In the absence of questions, he sought confirmation of the minutes of the 2009 Annual General Meeting, held on Thursday, 8 October 2009.

Moved: Mark Crawley
Seconded: Nick Clarke
Passed without dissent.

RESOLVED: The Minutes of the 2009 Annual General Meeting, held on Thursday, 8 October 2009 at the Gold Coast Convention Centre be accepted as a true and accurate record of proceedings.

3. Presentation of the 2009/2010 Financial Statements

LGMA Qld Treasurer, Jason Bradshaw presented the 2009/2010 Financial Report. He advised that the last twelve months saw the changes brought on by amalgamation continue and LGMA Queensland Board has remained adaptable to changing expectations from the membership and balanced this with a focus on sustainability and relevance.

The financial results for the 2009/2010 year have been significantly better than budgeted. On the back of the previous year's performance and the structural positioning of Councils, the LGMA Queensland Board had anticipated reduced attendance at events and training. Certainly the traditional flagship events did not generally perform as well as they did pre-amalgamation, but fortunately this was off-set by the significant success of the new programmes, and, in particular, the Local Government Act training. A small profit was reported for the year and, under the current circumstances, this is considered to be an exceptional result.

Revenue increased significantly (>\$900K), up 16% on the previous year with the bulk of this coming from professional development and training. Member subscription income remained relatively stable, and, recognising the difficult year the organisation was facing, LGMA Queensland was able to shave a small amount off the already low administration expenses.



As a result, the income to administration expense ratio was reduced significantly on the previous year's performance.

The balance sheet has remained stable this year and, as demonstrated in the financial reports, LGMA Queensland continues to be in a strong financial position. (~\$650K)

Importantly, LGMA is a not-for-profit organisation with a mission to enhance the professionalism of the sector. In reviewing the large number of participants for LGMA Queensland professional development programmes during the course of the year, the reduced expense ratio and small profit, it is clear the LGMA Queensland continues to price its services for members' at the most favourable fee possible to ensure the greatest level of access while still maintaining sustainability in difficult times.

The Queensland Local Government Management Foundation continues to operate with a balance of \$198,365, having expended \$7,653 during the financial year supporting study and development activities.

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 2009/2010 as audited be adopted and called for a seconder to the motion.

Seconded: Chris Rose
Passed without dissent.

RESOLVED: The 2009/10 Financial Statements be accepted as tabled.

4. Appointment of Auditor

The Treasurer advised that GPS Business services had conducted an audit of the organisation and have identified no issues to report. He commended the CEO on this outcome.

He advised that GPS Services has undertaken the Audit of LGMA Queensland for a number of years and continues to provide independent and satisfactory Audit services.

It is therefore recommended that GPS Services be reappointed as LGMA Queensland auditors for the 2010/11 financial year. Jason Bradshaw sought confirmation of this proposal.

Seconded: Scott Mason
Carried without dissent.

RESOLVED: That GPS Financial Services be retained to undertake the 2010/11 financial audit.

5. President's Address

Ken Timms presented the following address:



It gives me great pleasure to submit the President's Report for the 2009-10 year.

2009-10, what a year, so much has happened and so much has changed in such a short time.

In the past year we have continued to see the impact of the 2008 amalgamation on Queensland Local Governments. These impacts have seen the demographics of our membership base change and lives of members also change. But change is not new, our industry is also going through reform on a legislative front. The on again, off again 2009 Local Government Act is finally with us and it certainly leaves our industry with further changes to make. It is not the only this Act that has changed, we have seen changes to planning and to privacy legislation and this gives us an opportunity to show the rest of the nation that we can continue to lead through this reform whilst delivering effective and efficient management.

Over the last 12 months the Board has successfully advocated from a practitioners point of view, with the Minister for Local Government and Indigenous Torres Strait Island Partnerships, the Honourable Desley Boyle and the Department of Infrastructure and Planning to have changes to legislation. Changes that I might say are imperative to making the management of our communities possible.

I have highlighted some of the programs below that LGMA Qld is now running at various towns, cities and branches throughout the state. The Board continues to take a view that where financially possible, programs are spread out across the state to ensure all members have an opportunity to attend and gain additional professional development. LGMA Qld runs these programs on your behalf, so as to ensure you have the appropriate skills to undertake your job. When these programs are successful, we are then able to cross-subsidise to keep your membership levies low. We look forward to your continued support of all programs over the coming years.

The 2009 Annual Conference was held at the sunny Gold Coast where there was an excellent program. How can you not remember Mr Gadget, he gave an inspiring view of how we will be communicating in the future. Then there were our guest speakers, they truly gave us something that we could take away and either use in our work environments or use in our personal lives. At the Gala Dinner, LGMA had the honour of handing over a cheque for \$60,000 to our preferred charity, "Make-a-Wish". Member attendance was down which has been associated with fallout of amalgamation and the initial impacts of the Global Financial Crisis. Although numbers were down everyone enjoyed themselves to the max.

Going by the program, the 2010 Annual Conference which is being held on the beautiful Sunshine Coast at Twin Waters should be another resounding success. At the time of writing this report, all indications are showing a turn around (in the positive) for delegate attendance. This has to be attributed to not only a fantastic program put together with the assistance of a committee, but changes made to our marketing strategies.

The 8th Annual Future Leaders Forum was an outstanding success and it is great to see the continuing support for this program. Whilst not being able to attend the forum due to work



commitments at my Council, I continue to get rave reports from fellow members on how much they gained from the forum and networks they have formed out of it.

The Propeller Program is growing in success and it is truly inspiring to see a group of people come together from all over the state and work together on project/s. The results they produce are unbelievable and the Board is planning to showcase their work at future events. The participants gain so much by their experience/s from this program they find it hard to let go from the team, but their enthusiasm is greatly appreciated in their home environments.

The year of “Women in Local Government”, the Board was delighted to embrace the year to support women in our industry. LGMA Qld hosted a Women in Local Government breakfast in May, a breakfast and forum in August and continues to assist by run our mentoring program. All of these programs have been a resounding success.

The Management Challenges, both state and rural continue to gain support from our membership base and find that they are an excellent means of near to real life training. I urge more Councils to take up this opportunity, it is money well spent.

So many more programs to talk about, however I will just touch base on one more. Over the last 12 months, Peta has run workshops on the introduction of the 2009 Local Government Act. They were a tremendous success, with over 650 participants enjoying the in-depth discussion on the introduction and impacts of implementing the new Act. Feedback from the participants was overwhelming supportive for this type of program.

Throughout the year, LGMA Qld Branches have held successful conferences. Although I was unable to attend all the Branch conferences due to other commitments, I greatly appreciated fellow Board members deputising on my behalf. As reported early, the Board is considering delivering more programs on a regional base, so as to reach more members. This is only achievable with the assistance of the Branch Executives. So I encourage members to be active in their respective Branches, as the saying goes, “you only get out of it, what you put in it”. In summation I would like to pass on my gratitude to all the Branch Executives for a job well done.

To all our sponsors and partners with out your support, events like this would not be possible, thank you.

On a National scene, I participated in a workshop in Melbourne representing Queensland in brainstorming session to derive their new operating model. These changes should further define the roles and responsibilities of the National and state offices of LGMA. Ray and Nick should be congratulated for their commitment to the National LGMA, great work. This year was the first year under the new constitution where there has been a change in election processes. It is good to see that there is enthusiasm in the membership to take on the role of Director on the Board of LGMA Queensland. I congratulate those members, who have been elected onto the Board. On a further note I would dearly like to thank the current Board members for their support over the last 12 months thank you.



The Executive Team, Peta, Alison and Sandy, how can I not thank them for their excellent work, all the programs, conferences, member advice, advocacy the list goes on would not be achievable without their dedicated service. But I also send my gratitude to Nicole who was part of the Executive Team up until she decided that the southern parts of Australia were more attractive. Great work team, it would not have been possible with out you, thank you.

On the home front I would like to thank my Council, Blackall-Tambo Regional Council for their understanding and support during the last 12 months. Finally, I would like to take this opportunity to thank my family, especially Jo for their patience and support whilst I have been carrying out my LGMA Qld duties which sometimes sees me away from my family at a week at a time. Thank you.

I have been privileged to serve as your president and I look forward to hearing of further successes of LGMA Queensland over future years.

...Report ends...

Ken Timms moved that his report be received as tabled.

Seconded: Scott Mason

Passed without dissent.

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

6. Branch Presidents' Address

Ken Timms advised that each of the Branch Presidents has prepared a report on the 2009/2010 year as circulated.

He introduced the Branch Presidents and invited them to stand.

Jan Kilbourne, President - North Queensland Branch is an apology as she is overseas.

Scott Mason, President - Central Queensland Branch

Kim Driver, President – South East Queensland Branch

Mark Watt is the new President - Southern Queensland Branch and only took over the reins in August. Therefore, Mark would like to acknowledge Stephen Hedgeus who prepared the report and is also here to answer questions.

Ken asked members to note that his reference to Southern Queensland Branch. This is because, at its recent AGM, the Darling Downs and South West Queensland Branch resolved to change its name to Southern Queensland Branch. No amendments to the LGMA Queensland Rules of Association are required to facilitate this change, however, it is brought to members' attention for their information.

Ken Timms invited questions from the floor.



7. LGMA Management Foundation

Ken Timms stated that members may be aware that LGMA Queensland has a trust which was established in 1992 - the LGMA Management Foundation. The objectives are outlined in the Annual General Meeting papers.

In recent years, only limited funds have been expended due largely to the focus of the sector on amalgamation and related matters. In discussing the Management Foundation, the Trustee has been keen to ensure that funds are not expended just for the sake of being seen to be active but rather that any research or activity undertaken by the Foundation will contribute to the understanding and/or capacity of the sector.

The Trustee is seeking feedback from members of LGMA Queensland regarding any opportunities that may be supported by the fund or areas where further research may be required to assist in local government leadership in Queensland.

Ideas which have been proposed include:

1. Commissioning research into the needs and requirements of younger people in the workforce in order to provide advice to local government about positioning as an employer of choice and attracting and retaining younger workers.
2. Commissioning research into training needs for local government – including methods of delivery, promotion of, location of etc. (This would be of direct assistance to LGMA in developing its programs and its objective would be to ensure more targeted and relevant training provision).
3. Working with the University of Queensland (for example) to research critical areas of leadership study.
4. Holding a “LG Futures Forum” whereby a professional facilitator (possibly someone like Goran Roos, futurist and local government expert from UK) is invited to facilitate a think-tank of 20 or so local government officers, selected LGAQ, LGMA and DIP representatives to discuss local government at a strategic level and consider what direction should be taken longer term. A report would be prepared outlining the discussion and circulated to members.

Ken invited comments and discussion from members.

There was wide discussion with members indicating a variety of preferences for each of the identified areas. It was decided that in order to get a better view of member preferences, members would indicate which options they supported by a show of hands. The fourth option was almost unanimously supported while the first option was also well supported. There was lesser support for the second and third suggestions.



Based on that feedback, Ken Timms advised that the Secretary of the Management Foundation Trust would work up the ideas further and provide a more detailed business case for first and fourth option for further consideration by the Trustee. In response to questions from the floor, it was also noted that none of these options prevented the Trustee from using the regional structures to seek further ideas and suggestions or to accept applications for funding. It was also noted that LGMA Qld could offer these activities in partnership with other organisations in order to maximise the opportunity and available funding.

8. Declaration of Election of Office Bearers

The CEO handed down the following election report:

As returning officer, I would like to present the results of the LGMA Qld Board of Management Election for 2010/11.

As members are aware, at the LGMA Qld Annual General Meeting in 2009, it was resolved that the term of Directors on the Board of Management would be amended to three years. To create continuity and ensure that not all directors were changing at the same time, it was determined that transitional arrangements would apply.

Accordingly, two branch directors and one 'at-large' director would be elected for three-year terms, one 'at-large' director for a two-year term and one for a one-year term.

The branches were randomly selected from a hat at the special board meeting held after the AGM on 8 October 2009 and North Queensland and Southern Queensland (previously named DD and SWQ Branch) Branches were drawn and would therefore have directors elected for a three-year term.

SEQ and CQ will have a two-year term at this election.

Nominations

The nomination period opened on 9 August 2010 and closed at 4pm on Monday 6 September 2010.

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

On Tuesday, 9 September 2010, nominations were collated. The following nominations were received.

Nominee	Position Nominated
Nick Russell Clarke	President
Michelle Leanne Clarke	Director NQ Branch



Mark Phillip Crawley	Director CQ Branch
John William Oberhardt	Director SEQ Branch
Jason Adam Bradshaw	Director SQ Branch
Raymond John Burton	Director (3 yrs)
Michelle Gay Mc Fadyen	Director (2yrs)
Andrew Brien	Director (1yr)

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, Michelle, Mark, John, Jason, Ray, Michelle and Andrew. I look forward to working with you over the coming year.

...Report ends...

Ken Timms congratulated all Board members on their appointment and particularly Nick Clarke in the role of President. He then handed over the meeting to the incoming President, Nick Clarke.

Nick thanked members for their confidence in him and stated that he hoped to continue the good work that had been undertaken over the past few years. He asked members to join him in acknowledging the efforts of Ken and also reiterated Ken's thanks to his Mayor, Council, staff and, importantly, his family and wife Jo. He also thanked Board members for support and good work over the year and especially thanked Leon, as outgoing Director.

Nick welcomed new Board members Michelle and Andrew and noted the significant experience that they bring to the Board. He also thanked Redlands CEO Gary Stevenson and Redlands Mayor, Melva Hobson for their encouragement and support of his nomination to the role of President.

9. Announcement of Annual Conference Venue for Year 2010

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

- 2009 - Gold Coast
- 2008 - Townsville
- 2007 - Rockhampton
- 2006 - Gold Coast
- 2005 - Airlie Beach



2004 - Gold Coast

Members should note that it was LGMA Queensland's intention to hold this conference in Mackay but with LGAQ holding one there in August, it was not felt suitable. Similarly, 2011, was tentatively scheduled for Cairns but, again, LGMA National will hold the National Congress there in May of that year.

Nick announced that the 2011 Conference will be held in Longreach and he thanked Mayor, John Palmer and CEO, Michelle Mc Fadyen for agreeing to host.

Nick also noted that LGAQ has advised that in 2011, its conference will be in the same week traditionally occupied by the LGMA Qld conference. Accordingly, LGMA Queensland proposes to move dates in 2011. Having considered the calendar and all the options, the Boards opinion is that switching to the date traditionally held by LGAQ. This would mean that the 2011 occurs on 6-9 September.

Nick also noted that the venue for the 2012 conference needs to be decided as quickly as possible and he invited members of non-metropolitan councils to nominate to host.

12. General Business

Member Service Recognition

Nick invited Ken Timms to present the service awards. Members acknowledged that four foundation members were being recognised for 60 years service to the Association. Members were particularly delighted to recognise Keith Stuckey, who was in attendance at the meeting, and the membership showed their warm appreciation for his long fellowship of LGMA Qld (and its previous iterations) by standing ovation.

The service awards presented were as follows:

60 years

Mr	Arthur	Angove	FLGMA OAM (Merit) (Life) (Ret)
Mr	Charlie	Grant	FLGMA OAM (Merit) (Life) (Ret)
Mr	Harold	Jacobs	FLGMA (Hon) (Ret)
Mr	Keith	Stuckey	FLGMA OAM (Merit) (Life) (Ret)

50 years

Mr	Ron	Knopke	FLGMA (Ret)
Mr	Bernie	Mead	FLGMA (Ret)

40 years

Mr	Kelvin	Spiller	FLGMA
Mr	Rowley	Edwards	FLGMA PSM (Life) (Ret)
Mr	Dom	Carroll	FLGMA (Ret)
Mr	Glen	Sowman	FLGMA (Ret)



Mr	Terry	Moore	FLGMA PSM (Ret)
Mr	Derm	Stower	FLGMA (Ret)
Mr	Noel	Gorrie	FLGMA (Ret)

30 years

Mr	Robert	Clark	MLGMA
Mr	Bryan	Ottone	FLGMA (Life)

20 years

Brad	Duke	Member
Greg	Hallam	Member
Stephen	McCartney	Member
Scott	Mead	Fellow
Mark	Neylan	Member
John	Oberhardt	Member
John	Rehn	Member
Allan	Shorter	Member
Maurie	Tucker	Retired
Bruce	Wilson	Member

LGMA National Update

Ray Burton, as LGMA Qld and LGMA National Director, provided a report on the activities of LGMA National over the past year. The update covered:

- strategic planning sessions convened by the national office to clarify roles and build relationships between State Divisions and national office;
- development of a statement of roles and responsibilities of National and State Divisions (which was endorsed by Qld Division at its last meeting and will be made available on the website);
- Northern Territory soon to join the LGMA Federation;
- successful outcomes of the Year of Women in Local Government;
- National Congress to be held in Cairns next year and strong support of Qld members requested;
- Management Challenge this year exceeded budget and team number expectations;
- small surplus expected this year in the National office financials.

Ray Burton asked that his report be received as tabled.

Moved: Lyn Russell
Seconded: George Frangos
Passed without dissent.

New Fellows



Nick Clarke advised that, at the recent board meeting, the Board had considered applications from two members to be awarded the title of Fellows. To be eligible for Fellow status, a member must have at least ten years membership of LGMA and have made a significant contribution to the organisation during that time.

Nick announced that Ken Timms and John Oberhardt had accordingly been awarded Fellow status.

Meeting Close

The meeting closed at 5:25pm. Nick thanked everyone for their attendance.



Attendance Lists

Name	Organisation	Name	Organisation
Toni Averay	Redland City Council	Susan Jarvis	Blackall Tambo Regional Council
Bob Bain	Somerset Regional Council	Mathew Johns	Logan City Council
Simon Benham	Logan City Council	Chris Joosen	Bundaberg Regional Council
Phil Berting	Western Downs Regional Council	Graeme Kanofski	Gladstone Regional Council
Jason Bradshaw	Toowoomba Regional Council	Mark Kelleher	Carpentaria Shire Council
Terry Brennan	Cassowary Coast Regional Council	Gary Kleidon	DIP
Andrew Brien	Fraser Coast Regional Council	Mark Larney	Gladstone Regional Council
Jeff Brown	Palm Island Shire Council	Mark Leyland	LGAQ
Dave Burges	Goondiwindi Regional Council	Carl Manton	Goondiwindi Regional Council
Ray Burton	Townsville City Council	Scott Mason	Diamantina Shire Council
Peter Byrne	Bundaberg Regional Council	Stephen McCartney	Flinders Shire Council
Julie Carter	Logan City Council	Michelle McFadyen	Longreach Regional Council
Robert Clark	Hinchinbrook Shire Council	Scott Mead	Mead Consulting
Michelle Clarke	Richmond Shire Council	Jenny Nuss	Central Highlands RC
Nick Clarke	Redland City Council	John Oberhardt	Logan City Council
Debra Colledge	Local Buy	Bryan Ottone	Central Highlands RC
Vince Corbin	Retired	Sandy Pearl	LGMA
Mark Crawley	Isaac Regional Council	Chris Payne	Somerset Regional Council
Paul Currie	Toowoomba Regional Council	Liza Perrett	Logan City Council
Tony Davis	Gold Coast City Council	John Perry	Consultant
Brett de Chastel	Consultant	Mark Pitt	North Burnett Regional Council
Cale Dendle	Gladstone Regional Council	Chris Rose	Logan City Council
Kim Driver	Sunshine Coast Regional Council	Lyn Russell	Cairns Regional Council
Martin Drydale	Redland City Council	Allan Shorter	Bundaberg Regional Council
Graham Duff	Logan City Council	Peter Stewart	Goondiwindi Regional Council
Roy Evans	Cairns Regional Cairns	Kent Stroud	Brisbane City Council
John Finlay	Whitsunday Regional Council	Keith Stuckey	Retired
Ian Flint	Lockyer Valley Regional Council	Ken Timms	Blackall Tambo Regional Council
George Frangos	Central Highlands RC	Warren Van Wyk	Logan City Council
Norm Garsden	Toowoomba Regional Council	Brett Walsh	Barcaldine Regional Council
Jon Gibbons	Whitsunday Regional Council	Mark Watt	Paroo Shire Council
Mark Griffioen	Scenic Rim Regional Council	Graham Webb	DIP
Lyle Harman	Central Highlands RC	Tony Wehlow	Retired
Steve Hegedus	Western Downs Regional Council	Stephen Wilton	Cook Shire Council
Peta Irvine	LGMA	Leon Yeatman	Yarrabah Shire Council
APOLOGIES			
Phil Brumley	Central Highlands RC	Russell Hood	Murweh Shire Council
Dom Carroll	Retired	Les Hotz	North Burnett Regional Council
Ros Cheales	Sunshine Coast Regional Council	Harold Jacobs	Retired
John Clerke	Bundaberg Regional Council	John Japp	Aurukun Shire Council
Bradley Duke	Rockhampton Regional Council	Leo Jensen	Consultant
Rowley Edwards	Retired	Jan Kilbourne	Mackay Regional Council
Neil Ewart	Aurukun Aboriginal Shire Council	Luke Lankowski	Central Highlands RC
Rod Ferguson	Southern Downs Regional Council	Ken Mason	Gympie Regional Council



Noel Gorrie	Retired
Charlie Grant	Retired
John Hooper	Central Highlands RC
Rob Noble	Consultant
Peter O'May	Boulia shire Council
Michael Parker	Barcoo Shire Council
John Rehn	Cairns Regional Council
Annie Riordan	Cook Shire Council
Leanne Rogers	Flinders Shire Council
Oliver Simon	Logan City Council

Bernie Mead	Retired
Terry Moore	Retired
Sian Nivison	Cook Shire Council
Gary Stevenson	Redland City Council
Ian Stevenson	Toowoomba Regional Council
Garry Storch	Consultant
Derm Stower	Retired
Maurie Tucker	Retired
Clinton Weber	Lockyer Valley Regional Council