



LOCAL GOVERNMENT MANAGERS AUSTRALIA  
QUEENSLAND INC.

## 2016 ANNUAL GENERAL MEETING

Port Douglas, Queensland  
2:55pm on Wednesday 7 September 2016

### MINUTES

#### 1. Welcome and Apologies

Cale Dendle opened the meeting at 2:55pm and welcomed all members.

Cale Dendle invited members to stand to observe a minute's silence for three members who had passed away: Walter Watt, Ray Becker and Les Carett.

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 2015 Annual General Meeting

Cale Dendle confirmed that members had received copies of the minutes of the 2015 Annual General Meeting, held on Wednesday 2 September 2015 at the Gladstone Convention and Entertainment Centre. He sought confirmation of the minutes to be accepted as a true and accurate reflection of proceedings.

##### **RESOLVED:**

That the minutes of the 2015 Annual General Meeting held on Wednesday 2 September 2015 in Gladstone be accepted as a true and accurate record of proceedings.

Moved: Mark Crawley  
Seconded: Mark Pitt  
Carried: Yes

#### 3. Presentation of the 2015/2016 Financial Statements

The 2015/2016 Financial Statements have been circulated to members via email and made available on the LGMA Queensland website. The Treasurer, Susan Jarvis, presented the 2015/2016 Financial Statements highlighting the following:

1. Operating result for 2015/2016 was \$30,734 which is a 227% increase compared to the previous year's result of \$9,383.
2. Total revenue was down by \$1,034 or 0.12% compared to the previous year

3. Expenses were down by 7% or \$29,882.
4. Major contributors to the year-end operating result are as follows:
  - a. Revenue
    - i. Revenue from membership levies and council subscriptions of \$207,699 increased by 8.4%. Membership revenue represents around 23% of the revenue mix which is an increase of 9% compared to previous year.
    - ii. Conferences and Event income was down by 4% or \$14,077
    - iii. Professional Development and Training income increased by 5.7% or around \$13,614
    - iv. Secretariat Services were down by \$18,378 (cessation LGFP services)
  - b. Expenses:
    - i. Employee expenses remained relatively steady with an increase of \$20,889 or 4.7% compared to the previous year
    - ii. Conference expenses were down by almost \$33,850 or 25.3%
    - iii. Professional development expenses increased by \$1,128 or 1%
    - iv. Member services expenses were up 4.8% or \$3,707
5. LGMA Queensland's Balance Sheet remains strong with total member equity increasing by \$30,734 with cash holdings over \$900,000.

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

Susan Jarvis tabled the Auditors Management Letter which shows an unqualified result and no items for noting. She invited questions from the floor.

**RESOLVED:**

That the Financial Statements for 2015/2016 be adopted as presented.

Moved: Susan Jarvis

Seconded: Ray Burton

Carried: Yes

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

The Treasurer, Susan Jarvis, advised that LGMA made recommendation in the AGM Papers to combine the audit function and statement function. However, on reflection; the Board feels this reduces oversight and is therefore recommending that separation between the audit function and statement function be maintained.

Accordingly, the treasurer proposed that the current arrangements be retained (BB Whitehouse as Auditor and SAAS to undertake the preparation of statements) with a full review prior to next year's AGM.

**RESOLVED:**

That BB Whitehouse be appointed as Auditor for the 2016/2017 year

Moved: Brad Duke  
Seconded: Nick Clarke  
Carried: Yes

**5. President's Address**

The President, Cale Dendle, had tabled his report with the Agenda. He proposed the report and highlighted the following:

- Membership is currently at over 400 with a cull of the database resulting in a downturn in numbers. Thanks must be given to Brett de Chastel for doing a lot of work in this area and how we market the offerings to prospective members.
- It is quite clear that the Board needs to continue with our efforts in getting all 77 CEO's as members of our organisation.
- The Board has agreed that great emphasis should be put into attracting female and younger members in the sector and there will be renewed effort in the coming year.
- The organisation is in a strong financial position and as President, Cale expressed comfort in the knowledge that LGMA could weather a significant and sustained downturn if required.
- A reduction in board meetings from six to four has been introduced.
- Board director portfolios aligning with the Strategic Plan have been reintroduced.
- The conferences and forums are the opportunity to market the virtues of the organisation and the things members cherish about the profession of local government along with the values in participating in the organisation.

**RESOLVED**

That the President's report on the 2015/2016 year be accepted.

Moved: Cale Dendle  
Seconded: Warren Collins  
Carried: Yes

**6. Local Government Professionals Australia (National)**

LGMA Queensland Name Change

The President, Cale Dendle, invited Ricki Bruhn to address the proposal on the topic of aligning of branding and organisational name change.

Ricki Bruhn, the Vice-President of LG Professionals, was thankful for the opportunity to attend and thanked Peta Irvine and Cale Dendle for the opportunity to address the conference. He pointed out that Cale Dendle represented Queensland on the national board and thanked Peta Irvine for sitting on the CEO advisory committee, as that is how the National body maintain the relationship with the states. He thanked Gold Coast for hosting the national congress in May 2016 and congratulated the Sunshine Coast Council on winning the Management Challenge. He advised that Queensland had the most councils entered for the 2016 Australasian Management Challenge.

Ricki noted that branding has been a contentious issue and he sought to provide an update on the state of play at the moment. He gave a brief overview of the history of branding commencing with Victoria who changed to LGPro prior to 2000 (when the other states adopted the LGMA brand) and NSW who adopted the LG Professionals tag. He advised that 5 out of the 8 federations have decided to change their brand and a federation branding committee has been formed to monitor and protect the integrity of that brand. The style brand guidelines ensure consistency.

LGMA Queensland and Western Australia currently have LGMA titles and Victoria retains LGPro. He said that any decision on the LGMA Queensland brand is a state matter and if the organisation does not seek change, there is no pressure from National to do so. He advised that it doesn't matter what states names are, the Federation remains the Federation.

He thanked the attendees of the conference for their hospitality.

Cale Dendle advised that he did want to offer the opportunity for the National body to present the cause, the vast majority of us who have been members for a long time aren't aware of the work of other states and our other bodies. It is important to recognise that Queensland members are a part of something bigger.

He advised that the board felt it important to raise the issue with members through the AGM but was not proposing any change to the brand which is well accepted and has a strong, positive reputation in Queensland.

Frank Mills, Mornington Shire Council, pointed out that he can see a lot of opportunity in changing the name in particular coming into line with the Australia branding rather than a Queensland only organisation. He also hears 'managers' in the name and questions if the 'Manager' tag puts people off rather than the 'professional' tag. He believes there should be robust discussion on the matter.

Dave McNicol, Tweed Shire Council, advised that he came back to the Queensland conference, not because of the brand but because of the relationship the organisation has with its members. He agrees with changing the brand so we are recognised nationally. The links and partnerships between bodies are more important than the name. If you were to change the name, you do that while the organisation is strong so they gather behind the name.

Dave Burgess, Quilpie Shire Council, asked if any conversations had taken place with other professional organisations? Cale Dendle said not in relation to the Queensland brand. Dave believes we can see a lot of merit in changing but that there should be a conversation with the other organisations first.

Cale Dendle advised that he believes a name change is inevitable. There will come a time when we will be the only ones who will retain the name. He believes Queensland will see a time when they come in line with LG Professionals but 2016 may not be the right time for a change.

In the absence of other comments, the matter was proposed and taken to the vote.

### **RESOLVED**

That LGMA Queensland retain the LGMA Queensland brand into the foreseeable future.

Moved: Cale Dendle

Seconded: John Oberhardt

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 Queensland Board Election for 2016/2017. I was pleased that we had over a 40% return rate on ballot papers this year which shows the high level of interest members have in the organisation and its Board.

As the result of terms coming to an end, four positions were vacant. These were the positions of President, Director NQ, Director SQ and Director at Large.

### Nominations

The nomination period opened on 29 June 2016 and closed at 4pm on Wednesday 28 July 2016. Eligible members were notified via email and nominations were accepted via email, post and fax. The following nominations were received:

<b>Position Nominated</b>	<b>Nominee</b>
President	Cale Dendle
Director (SQ)	David Keenan
Director (NQ)	Linda Cardew
Director (at large)	Jason Bradshaw Ray Burton

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 person is taken to be elected to that position.

Ballots were prepared for the positions of Director at large and were forwarded to members via post on 1 August 2016.

The election closed at noon on Wednesday 31 August 2016 and the returning officer opened, verified and counted the returned ballot papers.

As a result of the nomination process, the following candidates have been successful.

- As Director (SQ Branch), David Keenan
- As Director (NQ Branch), Linda Cardew
- As Director (at large), Ray Burton
- As President, Cale Dendle

## RESOLVED

That the Election report for 2015/16 be received and the successful candidates taken as elected.

Moved: Peta Irvine  
Seconded: Nick Clarke  
Carried: Yes

The Board were welcomed by Peta Irvine to the team and she looks forward to working with them.

*Cale Dendle resumed the Chair*

The newly elected Board Members were congratulated.

Cale Dendle acknowledged Michelle Clarke, the North Queensland representative from Townsville who served for 6 years on the board and extended big thanks for her service over an extended period of time. He also thanked Arun Pratap from Toowoomba who gave notice of inability to continue earlier in the year and Justin Commons of Livingstone who has returned to SA for their service. There was a round of applause for those serving.

## 8. Proposed Amendment to the Rules of Association

Peta Irvine gave an overview of the changes. There are a range of them and a number of them are cosmetic or just needed updating.

- One of the key ones is we aren't operating Branch Executives anymore. A change to the Rules to recognise this as proposed does not mean we cannot appoint a branch executive but it means that we are not required to form them.
- Some definitions have been tidied up around our not-for-profit status which creates clearer alignment with our purpose and the requirements outlined in taxation legislation.
- Corporate member is something that we have not used with the focus clearly on individual membership. The retention of corporate member in the Rules causes confusion. It is proposed this be removed. Council will continue to be subscribers of LGMA Queensland if they wish.
- Two of the biggest changes proposed relate to use of technology. At the moment all voting must be done via paper-based ballots. It is proposed to allow electronic voting (noting that we have had a really good return rate at the recent election for paper-based ballots). Security is no longer an issue for this type of process and all voting members have email facility.
- Also proposed is facility for voting on significant matters to be undertaken in absentia via electronic means. Currently, you have to attend the AGM in person in order to participate in a vote. The Board expects that this would only be undertaken for matters of significant interest and importance, such as a proposal to re-brand, where it is critical that all members have the opportunity to input into the decision.
- Also proposed is a tidy up around LG Professionals matters including replacing the name (they are still referenced as LGMA in our Rules) and altering the number of delegates to the board. This is to bring our rules into alignment with changes made by LG Professionals.
- Last one is the change in the delegation, currently the limit is \$50,000, the recommendation is to increase that to \$100,000. The Board will still provide limits of delegation but in terms of practice, some of our venue catering bills have been larger than \$50,000.

Members were invited to ask questions or provide comments.

Mark Pitt advised that the voting in absentia is one of the greatest things he has issue with. If you held enough proxies, and individual could sway the vote. He would think that issue of name change would be a plebiscite of our members and more discussion, looking at affordability etc. way before a name change. Certainly, he advised in advance he will not be supporting voting in absentia.

Peta Irvine clarified that it is not proposed to allow members to hold proxies, just to vote on a topic tabled immediately prior to the AGM. There is currently no facility for a formal plebiscite and this could fulfil that requirement. The Board would have to make the decision about when such a process would be applied. She asked for any further comments or concerns.

In the absence of any further comments, Cale asked if the AGM was willing to move the changes as a whole.

### **RESOLVED**

That the proposed changes to the Rules of Association be adopted in their entirety.

Moved: Mark Crawley

Seconded: Leon Yeatman

Carried: Yes

## **9. Recognition of Membership**

Cale Dendle announced that it was his pleasure to recognise members who have shown an ongoing commitment to LGMA Queensland and the sector over many years. Ricki Bruhn, Vice-President, LG Professionals, was asked to assist in congratulating those in attendance. It is our tradition to acknowledge these members through the presentation of Recognition of Membership Certificates. Certificates were awarded to:

### **20 Years**

Bernie McCarthy

Cale Dendle

Russell Schuller

Greg Tosh

John Todd

### **30 Years**

Russell Faulkner

Paul Smith

Jeff Stewart-Harris

Terry Brennan

Ross Hollands

### **50 Years**

Pat Crompton

## **10. General Business**

Members were invited to table items of general business.

### Policy Platforms

Cale Dendle advised that LGMA Queensland Policy Platforms are something new on the agenda this year. In the Strategic Plan, it outlines a number of strategic objectives and the Board articulates a position on critical policy matters arising from these. Cale proposed that each year the board seeks the endorsement of the members on the policy platforms tabled. In February this year the platforms were reviewed they 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.

Cale invited questions from the floor.

Cale Dendle wished to extend a thank you to Justin Commons for his efforts in relation to these policy platforms and his efforts to make them a little more contemporary. He 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: Nick Clarke

Seconded: Mark Watt

Carried: Yes

## Vale

Mark Watt suggested that LGMA Queensland look at doing a vale in the Journal with the assistance of the family members. Cale Dendle noted that as the network gets bigger, it is incumbent upon the members to advise the office of the passing of members.

## Douglas Shire

On behalf of members, Cale Dendle thanked the Douglas Shire Council and in particular Linda Cardew for the hospitality of the Council and assistance of her staff.

## Staff

Cale Dendle thanked Peta Irvine and the LGMA staff who do a wonderful job on our behalf and the evidence of which we see regularly in the services provided to us.

## Office Bearers

On behalf of the members, Scott Mason moved a vote of thanks to the office bearers for their time and efforts.

## **Meeting Close**

The meeting closed at 3.35pm and Cale Dendle thanked everyone for their attendance.

## **Attendance**

<b>Name</b>	<b>Organisation</b>	<b>Name</b>	<b>Organisation</b>
John Oberhardt	Logan City Council	Matthew Johns	Logan City Council
Mark Watt	Ipswich City Council	Brett de Chastel	Noosa Shire Council
Martin Drydale	Noosa Shire Council	Deb Colledge	Local Buy
John Perry	Mead Perry	Oliver Pring	Carpentaria Shire Council
Alan Balloch	JLT	Leon Love	Diamantina Aboriginal Shire Council
Mark Leyland	LGAQ	Liza Perrett	Isaac Regional Council
Mark Pitt	North Burnett Regional Council	Mark Kelleher	-
Warren Collins	Cherbourg Aboriginal Shire Council	Brett Walsh	Barcaldine Regional Council

Frank Mills	Mornington Shire Council	Matthew Magin	Burdekin Shire Council
Ed Perry	Qld Ombudsman	Scott Mead	Mead Perry Group
Dave Burges	Quilpie Shire Council	Linda Cardew	Douglas Shire Council
Bradley Duke	Central Highlands Regional Council	Paul Hockings	Longreach Regional Council
Warren Van Wyk	Logan City Council	Christopher Voosen	Bundaberg Regional Council
Stephen Hegedus	Shepherd Services	Brian Hayes	Gympie Regional Council
Cale Dendle	Gladstone Regional Council	Ray Burton	In Transition
Ross Musgrove	Western Downs Regional Council	Dave Ferguson	Mapoon Aboriginal Shire Council
Leon Yeatman	Mapoon Aboriginal Shire Council	Darlene Irvine	FNQROC
Stephen Wilton	Northern Peninsula Area Regional Council	David McNicoll	Tweed Shire Council
Mark Crawley	Charters Towers Regional Council	Ricki Bruhn	Palmerston NT
Evan Pardon	Rockhampton Regional Council	Peter Byrne	Bundaberg Regional Council
Susan Jarvis	Blackall-Tambo Regional Council	Nick Clarke	Redland City Council
Peta Irvine	LGMA Queensland		

### Non-Member Attendee's

Laura Ellis	Minute Taker	Lex Smith	Redland City Council
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### Apologies

Name	Organisation	Name	Organisation
Chris Rose	-	Simon Benham	Logan City Council
Lex Smith	Redland City Council	Michelle Webster	Central Highlands Regional Council
Luke Lankowski	Central Highlands Regional Council	Jason Bradshaw	Central Highlands Regional Council
Johann Muller	Longreach Regional Council	Ian Bodill	Longreach Regional Council
Adam Seiler	Domadgee Aboriginal Shire Council	Terry Brennan	
Noel Cass,	Retired	Leisa Dowling	Gladstone Regional Council
Robert Holmes	Rockhampton Regional Council	Leo Jensen	Charters Towers Regional Council
Herb Oliver	Retired	Bryan Ottone	Retired
Glen Potter	City of Gold Coast	Gary Stevenson	Isaac Regional Council
Ian Stevenson	Retired		