

**MINUTES OF THE
INVEST LOGAN BOARD MEETING
HELD FRIDAY 24 APRIL 2009**

ID # 6019926

MEETING COMMENCED

7.05am, 24 April 2009

BOARD MEMBERS

Her Worship the Mayor, Councillor P L Parker (Chairperson)	
Councillor R B Lutton	7.05am - 8.50am
Councillor T L Smith	
Mr Grant Dearlove	
Mr Phil Kesby	7.10am - 9.12am
Mr Ian McPherson	

IN ATTENDANCE

Chief Executive Officer	Mr Chris Rose	8.40am - 9.12am
Deputy CEO - Strategy & Outcomes	Michael Pickering	
A/Economic Development Manager	Nick McGuire	
Governance Manager	Mr Simon Benham	
Warren Black		7.50am - 8.40am

APOLOGIES

Councillor C M Dalley

MEETING TERMINATED

9.12am, 24 April 2009

IL1	File No: 593819-1	Id No: 6017124
	APOLOGIES	

That Councillor Dalley be granted leave of absence for this meeting.

IL2	File No: 593819-1	Id No: 6017130
	DECLARATION OF CONFLICTS OF INTEREST	

There was no conflicts of interest declarations received for this meeting.

IL3	File No: 593819-1	Id No: 6017145
	CONFIRMATION OF MINUTES OF THE GENERAL MEETING HELD ON 27 FEBRUARY 2009	

Moved: Cr L Smith

Seconded: Mr I McPherson

1. That the minutes of the General Meeting held on 27 February 2009, be confirmed.
2. That the Governance Manager be requested to include an outstanding actions schedule that forms part of the monthly board minutes to assist the board manage actions arising from future meetings.

IL4	File No: 593819-1	Id No: 6017160
	MATTERS ARISING FROM THE MINUTES OF THE GENERAL MEETING HELD 27 FEBRUARY 2009	

Moved: Mr I McPherson

Seconded: Cr L Smith

That the matters arising from the minutes of the General Meeting held on 27 February 2009 be received.

IL5	File No: 593819-1	Id No: 6017205
	LOGAN OFFICE OF ECONOMIC DEVELOPMENT KEY INITIATIVES UPDATE	

Moved: Mr I McPherson

Seconded: Cr R Lutton

1. That the report of the Logan Office of Economic Key Initiatives update be received.

2. That the Deputy Chief Executive Officer - Strategy and Outcomes, Mr M Pickering raise with the Strategy Leadership and Performance Team (SLPT), the future focus of Council's sister city relationship including its role in attracting economic and investment opportunities to the city.
3. That the Governance Manager, Mr S Benham make contact with *Protocols Queensland* to investigate the process for Logan City Council becoming part of their protocols list for future Queensland Government events and trade missions.
4. That Mr G Dearlove send a copy of the "Green book" prepared by Colliers to Mr N McGuire from the Council's Economic Development branch.

IL6	File No: 593819-1	Id No: 6017227
	DIRECTOR REMUNERATION	

Moved: Cr L Smith

Seconded: Cr R Lutton

That Council's Deputy Chief Executive Officer - Strategy and Outcomes, Mr M Pickering circulate a discussion paper to all board members on the proposed remuneration arrangements for the three (3) external directors.

IL7	File No: 593819-1	Id No: 6017245
	BROADBAND SERVICES IN LOGAN	

Mr Warren Black, from Council's Strategy and Outcomes Directorate gave the Board a presentation on the existing broadband technologies available in Logan City.

Moved: Cr L Smith

Seconded: Mr I McPherson

1. That Mr Black be thanked for his presentation.
2. The Board acknowledged that they have no further role to play at this stage in relation to the uptake of broadband technology in the City until such time when the timeframe and opportunities for the roll out of National Broadband Network is known then the Board will revisit this item.

IL8	File No: 593819-1	Id No: 6017299
	MINUTES OF STRATEGIC PLANNING SESSION HELD 18 MARCH 2009	

Moved: Cr L Smith
Seconded: Mr I McPherson

That the minutes of the Strategic Planning session held on 18 March 2009 be received.

IL9	File No: 593819-1	Id No: 6017341
	STRATEGIC DISCUSSION & KEY ACTIONS	

Moved: Cr L Smith
Seconded: Mr P Kesby

1. That three (3) sub committees be formed around the three (3) key priority areas for the board as follows:
 - (a) *Relationships Sub Committee* comprising the following members:
 - (i) Mr P Kesby
 - (ii) Cr P Parker
 - (iii) Mr N McGuire; and
 - (iv) Mr C Rose
 - (b) *Building Logan's Profile Sub Committee* comprising the following members:
 - (i) Mr G Dearlove;
 - (ii) Mr T Chadwick;
 - (iii) Cr L Smith; and
 - (iv) Lisa Daley, Council's Program Leader for Community Engagement and Marketing.
 - (c) *Identifying and Attracting Opportunities Sub Committee* comprising the following members:
 - (i) Mr I McPherson
 - (ii) Mr D van den Brule; and
 - (iii) Mr M Pickering; and
 - (iv) Cr R Lutton
2. That the topic of "media" be included in the sub committee for Building Logan City's profile and that international relations be included in the Identifying and Attracting Opportunities Sub Committee.

3. That Mr C Rose, Mr M Pickering and Mr N McGuire meet to discuss and prepare the framework and reporting structure for the three (3) sub committees.
4. That lead responsibility for organising and facilitating the sub-committee meetings be undertaken through the Logan Office of Economic Development.
5. That Mr M Pickering undertake an assessment between the Council's Economic Development Strategy (EDS) with the outcomes from the Strategic Planning Session held on the 18 March 2009 to ensure that the EDS includes and is consistent with the matters raised during the Strategy Planning session.

IL10	File No: 593819-1	Id No: 6017420
	GENERAL BUSINESS	

Moved: Mr I McPherson

Seconded: Mr G Dearlove

1. Record of Member's Resolution Pursuant to Section 249B of the Corporations Act 2001 (Cth)

That the Constitution of the Company is amended in the following manner:

- (a) The following new definitions are inserted in clause 3.1 in alphabetical order:

Term of Council means the period commencing on the day the Council is elected to office and ending on the day the next ordinary election of Council is held (except that the Term of Council in respect of the Mayor of Council ends when the successor of the Mayor of Council is declared to be elected to office)

- (b) In clause 19.7(b), "one month" is deleted and replaced with "two months"

- (c) Clause 21(a)(i)(B) is deleted and replaced with:

"(B) the first date on which the Term of Council ends after the incorporation of the Company

- (d) Clause 21.3(e) is deleted and replaced with:

"(e) A Council Director will hold office until the Term of Council ends (or if earlier, the date on which the Council Director ceased to be a Councillor) but the person concerned is eligible for a reappointment as a Director.:

- (e) In clause 27.10(a), "one month" is deleted and replaced with "two months".

- (f) That Mr van den Brule be requested to update and formalise these changes to the constitution.

2. **Leave of Absence for Next Board Meeting - Mr I McPherson**

Mr I McPherson sought and was granted leave of absence for the next board meeting set down for Friday 22 May 2009.

3. **Tourism Queensland Funding**

Mr McPherson enquired about funding that Tourism Queensland had allocated to South East Queensland local governments. Mr McGuire indicated that he will follow up and report back to the board.

4. **Business Cards for External Directors**

That Mr N McGuire arrange for a short run of business cards for Mr Ian McPherson in the style of the current Logan Office of Economic Development (LOED) card to coincide with his pending overseas trip and that business cards are arranged for all Board Members when a final design is developed.

5. **Tour of City for Board Members**

A tour of the City is to be organised for Board members details of which are to be discussed further prior to the next meeting. Consideration is to be given to whether the tour should be a bus or helicopter and whether the tour should identify a select group of State Government Ministers.

6. **Innovation Café Launch 20 April 2009**

Mr I McPherson congratulated Nick McGuire and his team for the Innovation Café Launch held at the Logan Entertainment Centre on Monday 24 March 2009.

7. **Condolences**

The board extends its condolences to Mr David van den Brule on the recent passing of his father.

CLOSE

The meeting terminated at 9.40am.

Her Worship the Mayor, Councillor P L Parker (Chairperson)
INVEST LOGAN PTY LTD BOARD MEETING
(confirmed on 22 May 2009)

OUTSTANDING ACTIONS SCHEDULE AS AT 24 APRIL 2009

Matter	Date Requested	Responsible Officer	Date Required
English Study Tour That Mr McPherson provide information on an English study tour from the Australia-China Vocational Training Services to the Governance Manager for forwarding to Council's Community Engagement and Marketing Manager for investigation and reply.	February 09	M Bignell	
Council Reforms 1 Year Anniversary 15 March 2009 That the Governance Manager be requested to talk to Chris Rose in regards to whether he and the Mayor are planning to commemorate one year on from the New Logan as an acknowledgement made to staff and also a supplement in the future rates mail out.	February 09	S Benham	
Confirmation of Minutes That the Governance Manager be requested to include an outstanding actions schedule that forms part of the monthly board minutes to assist the board manage actions arising from future meetings.	April 09	S Benham	
Logan Officer of Economic Development Key Initiatives Update 1. That the Deputy Chief Executive Officer - Strategy and Outcomes raise with SLPT, the future focus of Council's sister city relationship including its role in attracting economic and investment opportunities to the city. 2. That the Governance Manager make contact with <i>Protocols Queensland</i> to investigate the process for Logan City Council becoming part of their protocols list for future Queensland Government events and trade missions. 3. That Mr G Dearlove send a copy of the "Green book" prepared by Colliers to Mr N McGuire from the Council's Economic Development branch.	April 09	M Pickering S Benham G Dearlove	
Strategic Discussion & Key Actions 1. That Mr C Rose, Mr M Pickering and Mr N McGuire meet to discuss and prepare the framework and reporting structure for the three (3) sub committees. 2. That Mr M Pickering undertake an assessment between the Council's Economic Development Strategy (EDS) with the outcomes from the Strategic Planning Session held on the 18 March 2009 to ensure that the EDS includes and is consistent with the matters raised during the f Strategy Planning session.	April 09	CR, MP & NM M Pickering	

Matter	Date Requested	Responsible Officer	Date Required
<p>Record of Member's Resolution Pursuant to Section 249B of the Corporations Act 2001 (Cth)</p> <p>That Mr van den Brule be requested to update and formalise the changes to the constitution.</p>	April 09	D van den Brule	
<p>Director Remuneration</p> <p>That Council's Deputy Chief Executive Officer - Strategy and Outcomes circulate a discussion paper to all board members on the proposed remuneration arrangements for the three (3) external directors.</p>	April 09	M Pickering	
<p>Tourism Queensland Funding</p> <p>That Mr McGuire follow up and report back to the board in regards to Tourism Queensland allocating funding to South East Queensland local governments.</p>	April 09	N McGuire	
<p>Business Cards for External Directors</p> <p>That Mr N McGuire arrange for a short run of business cards for Mr Ian McPherson in the style of the current Logan Office of Economic Development (LOED) card to coincide with his pending overseas trip and that business cards are arranged for all Board Members when a final design is developed.</p>	April 09	N McGuire	
<p>Tour of City for Board Members</p> <ol style="list-style-type: none"> 1. That a tour of the City be organised for Board members, details of which are to be discussed further prior to the next meeting. 2. That consideration is given to whether the tour should be a bus or helicopter and whether the tour should identify a select group of State Government Ministers. 	April 09	N McGuire/D Van den Brule	