

**MINUTES OF THE
INVEST LOGAN BOARD MEETING
HELD FRIDAY 27 FEBRUARY 2009**

ID # 5920331

MEETING COMMENCED

7.10am, 27 February 2009

BOARD MEMBERS

Her Worship the Mayor, Councillor Pam Parker (Chair)
Councillor Russell Lutton
Councillor Luke Smith
Councillor Cherie Dalley
Mr Grant Dearlove
Mr Phil Kesby
Mr Ian McPherson

IN ATTENDANCE

Chief Executive Officer - Mr Chris Rose (7.10am to 8.35am)
Economic Development Manager - Mr David van den Brule
Governance Manager - Mr Simon Benham

APOLOGIES

Deputy Chief Executive Officer - Strategy & Outcomes (Michael Pickering)

MEETING TERMINATED

9.40am, 27 February 2009

IL1	File No: 593819-1	Id No: 5920072
	APOLOGIES	

Mr Michael Pickering (Deputy CEO - Strategy and Outcomes)

IL2	File No: 593819-1	Id No: 5920110
	DECLARATION OF CONFLICTS OF INTEREST	

Moved: Cr P Parker

Seconded: Cr R Lutton

That all Directors be requested to forward to the Chair, Councillor Parker, any conflicts of interests for lodging in the Board's conflict of interest register.

IL3	File No: 593819-1	Id No: 5920151
	DIRECTOR'S INTRODUCTION	

Cr Parker invited all Directors to give a personal introduction as it was the first meeting of the Board.

IL4	File No: 593819-1	Id No: 5920165
	APPOINTMENT OF EXTERNAL DIRECTORS	

Mr Van den Brule advised the meeting that letters of consent had been signed by the Councillor members of the board and that letters of consent were yet to be signed by the three external board members.

Moved: Cr R Lutton

Seconded: Cr L Smith

1. That the following be appointed as the external directors to the board:
 - (a) Mr Grant Dearlove
 - (b) Mr Ian McPherson
 - (c) Mr Phil Kesby
2. The Mr Van den Brule arrange with the three external directors to sign the letters of consent before the next board meeting.

IL5	File No: 593819-1	Id No: 5922325
	APPOINTMENT OF COMPANY SECRETARY	

Moved: Cr L Smith

Seconded: Cr C Dalley

That Council's Finance Manager, Mr Kerry Dobinson be appointed as Company Secretary to the Board.

IL6	File No: 593819-1	Id No: 5920072
	BOARD BUSINESS PROTOCOLS AND 2009 CALENDAR OF EVENTS	

Discussions were held on general matters including preferred form of communication, 2009 board meeting dates and upcoming board and industry events. The following were the agreed outcomes.

1. Messrs Dearlove and Kesby's preferred communication is via email and Mr McPherson's preferred form of communication is via letter.
2. The 2009 Board meeting dates and industry events were tabled as per the attachment to these minutes with the inclusion of a Board Planning Workshop meeting for Wednesday 18 March 2009 (7am - 10am).
3. Mr Van den Brule to arrange for these dates to be communicated to all directors as soon as possible.

IL7	File No: 593819-1	Id No: 5920212
	INVEST LOGAN PTY LTD - CONSTITUTION	

Moved: Mr I McPherson

Seconded: Cr C Dalley

That the constitution be resubmitted to the next Board meeting and Mr Van den Brule be requested to further investigate the following:

1. Section 34 Indemnity and Insurance

The board seeks confirmation of the name of the insurance underwriter and the amount of liability.

2. Section 21.3 Retirement of Directors

The board seeks clarification on how the process for this section will be undertaken.

3. Section 19.7 Minutes

Clarification on 19.7(b) on whether one month should be two months given the frequency of board meetings.

4. Communication between meetings

Whether the constitution needs to include a provision to allow for non-face to face communication between meetings should an issue or opportunity arise that needs a board resolution.

IL8	File No: 593819-1	Id No: 5920247
	PRESENTATION BY ECONOMIC DEVELOPMENT MANAGER	

Mr Van den Brule and the staff of the Logan Office of Economic Development provided the board with presentations on the key projects and strategies currently underway by the team.

IL9	File No: 593819-1	Id No: 5922331
	STRATEGIC DISCUSSION	

The following matters were discussed:

1. Fourth external board member
2. Beenleigh Master plan
3. Funding available from Tourism Queensland
4. Broadband Strategy (Mr Van den Brule to speak with Council's Mr Warren Black)
5. Q 150 Funding. Mr Van den Brule to liaise with Council's Deputy CEO - Community and Customer Service to identify any additional funding that may still be available under this funding program.

IL10	File No: 593819-1	Id No: 5922336
	GENERAL BUSINESS	

1. English Study Tour - (Australia-China Vocational Training Services)

Mr McPherson tabled a request for an English study tour from the Australia-China Vocational Training Services that may be of interest to the Council.

Mr McPherson to provide the information to the Governance Manager for forwarding to Council's Community Engagement and Marketing Manager for investigation and reply.

2. Strategic Foresight and Planning (Mr S Tighe)

Mr Van den Brule advised the Board of an opportunity for Mr Steven Tighe, Strategic Foresight specialist, to do a workshop program with the Board and Council's senior managers.

3. Board Member Portal

Mr Van den Brule advised that a Board members portal is to be provided via the Logan Office of Economic Development website for access by the Directors.

4. Media Monitors - External Directors

Members enquired as to whether it was possible for the three external directors to receive copies of media stories concerning the City and the Council.

Mr Benham will liaise with Council's media staff to arrange.

5. Council Reforms 1 Year Anniversary 15 March 2009

The Board discussed whether the CEO and Mayor were planning to commemorate one year on from the new Logan starting on 15 March 2008 as an acknowledgement to the staff and also as a supplement in a future rates mail out.

The Governance Manager will raise this matter with the CEO, Mr Chris Rose

IL11	File No: 593819-1	Id No: 5922339
NEXT MEETING		

Subject to confirmation:

Wednesday 18 March 2009 7am - 10am

CLOSE

The meeting terminated at 9.40am.

Her Worship the Mayor, Councillor P L Parker (Chairperson)
INVEST LOGAN PTY LTD BOARD MEETING

(confirmed 24 April 2009)