

**MINUTES OF THE
INVEST LOGAN BOARD MEETING
HELD FRIDAY 26 JUNE 2009**

ID # 6115108

MEETING COMMENCED

7.07am, 26 June 2009

BOARD MEMBERS

Her Worship the Mayor, Councillor P L Parker (Chairperson)
Councillor R B Lutton (7.10am - 8.40am)
Cr T L Smith
Councillor C M Dalley
Mr Grant Dearlove
Mr Phil Kesby
Mr Ian McPherson

IN ATTENDANCE

Chief Executive Officer	Mr Chris Rose
Deputy CEO - Strategy & Outcomes	Michael Pickering
Economic Development Manager	David van den Brule
Governance Manager	Mr Simon Benham

APOLOGIES

Mr Ian McPherson
Mr Grant Dearlove

MEETING TERMINATED

8.40am

IL1	File No: 593815-1	Id No: 6107055
	ATTENDANCE & APOLOGIES	

Moved: Cr P Parker

Seconded: Cr L Smith

That Messrs Ian McPherson and Grant Dearlove be granted leave of absence for this meeting.

IL2	File No: 593815-1	Id No: 6107061
	DECLARATION OF CONFLICTS OF INTEREST	

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

IL3	File No: 593815-1	Id No: 6107065
	CONFIRMATION OF MINUTES OF THE GENERAL MEETING HELD ON 24 MAY 2009	

Moved: Cr L Smith

Seconded: Cr C Dalley

That the minutes of the General Meeting held on 24 May 2009, be confirmed.

IL4	File No: 593815-1	Id No: 6107074
	MATTERS ARISING FROM THE MINUTES OF THE GENERAL MEETING HELD 22 MAY 2009	

There were no matters arising.

IL5	File No: 593815-1	Id No: 6107084
	LOGAN OFFICE OF ECONOMIC DEVELOPMENT KEY INITIATIVES UPDATE	

Moved: Cr L Smith

Seconded: Cr R Lutton

That the report be noted.

IL6	File No: 593815-1	Id No: 6107293
	INVEST LOGAN SUB-COMMITTEE UPDATES	

Moved: Cr L Smith
Seconded: Cr R Lutton

1. That the reports of the sub committees be noted.
2. That Mr D van den Brule be requested to organise meeting dates for all subcommittees for the remainder of 2009.

IL7	File No: 593815-1	Id No: 6107294
	LOGAN CITY COUNCIL'S INTERNATIONAL RELATIONS STRATEGY	

Moved: Cr R Lutton
Seconded: Cr C Dalley

1. That the board supports the International Relation Strategy in principal.
2. That Mr D van den Brule refer the strategy to Council's Governance, Finance and Water Committee for endorsement by Council.

IL8	File No: 593815-1	Id No: 6107297
	INVEST LOGAN PTY LTD CONSTITUTION	

Moved: Cr P Parker
Seconded: Cr L Smith

That the report be noted and a copy of the final amended contribution be provided to all board members.

IL9	File No: 593815-1	Id No: 6107302
	GENERAL BUSINESS	

1. PROTOCOLS QUEENSLAND - TRADE MISSIONS
 Cr Parker tabled a letter from the Minister for Trade, Steven Robertson, confirming that Council has been placed on the list for future Queensland Government Trade Missions.
2. BOARD INDUSTRY LUNCHESES
 Mr D van den Brule provided an overview of the proposed format of the Board Industry Luncheon.

Moved: Cr L Smith
Seconded: Cr P Parker

That Mr D van den Brule send a copy of the invitation list for the next Industry Lunch to all board members.

IL10	File No: 593815-1	Id No: 6107304
	NEXT MEETING	

The next meeting of the Board is Friday 24 July 2009 commencing at 7.00am.

CLOSE

The meeting terminated at 8.40am.

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

OUTSTANDING ACTIONS SCHEDULE AS AT 26 JUNE 2009

Matter	Date Requested	Responsible Officer	Date Required
<p>Logan Officer of Economic Development Key Initiatives Update</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>April 09</p> <p>April 09</p> <p>April 09</p>	<p>M Pickering</p> <p>S Benham</p> <p>G Dearlove</p>	
<p>Confirmation of Minutes of the General Meeting held on 24 April 2009</p> <p>That Mr G Dearlove be requested to prepare a list of performance metrics and underlying fundamentals for a Logan City Market Position report for distribution to all board members.</p>	<p>May 09</p>	<p>G Dearlove</p>	
<p>Matters arising from the Minutes of the General Meeting held 24 April 2009</p> <p>City Tour</p> <p>That Mr D van den Brule be requested to organise a tour of the City as discussed at the meeting and the newly elected Councillor, John Grant be invited to attend.</p> <p>Board Member to Business Cards</p> <p>That Mr D van den Brule progress with developing a design for Invest Logan business cards.</p>	<p>May 09</p> <p>May 09</p>	<p>D van den Brule</p>	
<p>Endorsement of Logan City Council's Economic Development Strategy/Invest Logan Strategic Priorities</p> <p>The Mr M Pickering be requested to review the Business Plan to identify ongoing priorities for the Board.</p>	<p>May 09</p>	<p>M Pickering</p>	

<p>Invest Logan Strategic Function</p> <ol style="list-style-type: none"> 1. That Mr D van den Brule be requested to prepare a one (1) page reporting framework for each of the sub-committees that identifies and promotes the strategic direction for each sub-committee including a twelve (12) month Operational Plan. 2. That the sub-committees will formally report to the General meetings of the board. 3. That the Logan Office of Economic Development have the primary responsibility for coordinating sub-committee meetings and the subsequent reports for Board meetings. 	May 09	D van den Brule	
<p>Logan City Council's International Relations Strategy</p> <ol style="list-style-type: none"> 1. That Mr D van den Brule refer the strategy to Council's Governance, Finance and Water Committee for endorsement by Council. 	June 09	D van den Brule	