

5.16. DAINTREE FERRY ADVISORY COMMITTEE

REPORT AUTHOR Juanita Warner, Acting Chief Executive Officer

DEPARTMENT The Office of the Chief Executive Officer

RECOMMENDATION

That Council:

- 1. Approve the establishment of a Daintree Ferry Advisory Committee;**
- 2. Prepare a Terms of Reference to provide ongoing governance over Committee management and operations;**
- 3. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer to finalise any and all matters associated with the establishment of the Daintree Ferry Advisory Group.**

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval for the establishment of a Daintree Ferry Advisory Committee to support enhanced governance and provide advice and recommendations to Council on project planning, prioritisation and delivery of the Daintree Ferry Service.

BACKGROUND

Council continues to strive to become a more efficient and effective organisation across all areas of our business. The drive for more efficiency is particularly focussed on improving customer service, reducing internal costs, reducing red tape for both residents and the business community and delivering quality services in a timely fashion.

As part of Council's commitment to efficiency, it is essential that this annual investment in projects is supported by suitable structures and processes. Council achieves this, via advice by employment of experienced professional staff with appropriate qualifications and expertise in fields such as engineering, project management, financial management etc.

To enhance outcomes however, it is essential that these resources are supported by robust corporate governance arrangements to ensure:

- Clear communication between the various Departments of Council;
- Compliance with relevant legislation;
- Suitable project approval processes to ensure investment decisions are aligned to Council's strategic objectives, the community's needs, mitigation of risk, leveraging of opportunities etc;
- Optimal procurement, contracting and contract management processes; and
- Suitable project delivery processes to manage project scope changes, progress reporting to Councillors, Management and the community and accountability for delivery of final outcomes within acceptable standards of time, cost and quality.

To further Council's governance arrangements, it is proposing the establishment of a Daintree Ferry Advisory Committee. This Committee would provide expert advice to Council on a range of project related matters including commercial investment decisions, asset management planning, capital works planning, strategic procurement, adequacy of internal controls (e.g. project approval processes, performance management, benefits realisation) etc.

COMMENT

As such, the proposed Daintree Ferry Advisory Committee would operate to provide advice and recommendations to Council, not to make unilateral decisions. All recommendations of the Committee would need to be brought to Council for formal ratification.

The Terms of Reference for the Daintree Ferry Advisory Committee will include the following key aspects:

- Proposal for the Committee to meet four times per year (minimum) with a summary report to Council after each Committee Meeting for ratification of recommendations;
- Committee to be comprised of the Deputy Mayor, a Councillor, CEO, Manager Infrastructure and up to 7 external members.

PROPOSAL

That Council approves the establishment of a Daintree Ferry Advisory Committee and requests the Chief Executive Officer to prepare a Term of Reference to provide ongoing governance over Committee management and operations, noting the benefits management has outlined and that all decisions still rest with council (the Advisory Committee has no delegated authority).

FINANCIAL/RESOURCE IMPLICATIONS

There are limited impacts on Council staff and no structural changes proposed through this report.

RISK MANAGEMENT IMPLICATIONS

The establishment of a Daintree Ferry Advisory Committee would significantly enhance the management of risks in a number of financial, project management, legislative compliance and operational areas as outlined in Council's strategic, operational and activity risk registers.

SUSTAINABILITY IMPLICATIONS

Economic: Nil

Environmental: Nil

Social: Nil

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

Corporate Plan 2019-2024 Initiatives:

Theme 5 - Robust Governance and Efficient Service Delivery

Strong governance and financial management are the foundations of the way in which Council will conduct its business and implement the initiatives of the Corporate Plan.

Goal 1 - *We will conduct Council business in an open and transparent manner with strong oversight and open reporting.*

Operational Plan 2021-2022 Actions:

Nil

COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

Information Provider	Council provides the community with important information on services, events, policies, rules, strategies, and any other relevant data that helps the community to stay informed. In performing this role, Council seeks to be open and transparent.
-----------------------------	---

CONSULTATION

Internal: Councillors, Infrastructure Department

External: Douglas Chamber of Commerce

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

Nil