



General Council Meeting

Meeting of the Central Highlands Regional Council held in the **Council Chambers, 65 Egerton Street, Emerald** on

Tuesday, 23 January 2018
Commenced at 2.30pm

COUNCIL MINUTES

CENTRAL HIGHLANDS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

TUESDAY 23 JANUARY 2018

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MINUTES – GENERAL COUNCIL MEETING
HELD AT 2.30PM TUESDAY 23 JANUARY 2018 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL
CHAMBERS, EMERALD OFFICE

PRESENT

Councillors

Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor)

Councillors (Crs) P. Bell AM, C. Brimblecombe, M. Daniels, A. McIndoe, G. Nixon, C. Rolfe and G. Sypher

Officers

Chief Executive Officer S. Mason, Acting General Manager Communities K. Byrne, General Manager Corporate Services J. Bradshaw, General Manager Infrastructure and Utilities G. Joubert, General Manager Commercial Services M. Webster, General Manager Central Highlands Development Corporation S. Hobbs, Coordinator Communications A. Ferris, Minute Secretary M. Wills

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

Attendance

Cr Bell attended the meeting at 2.32pm

Opening Prayer

Reverend Jennifer Hercott from the St Luke's Anglican Church delivered the opening prayer.

Attendance

Coordinator Communications A. Ferris attended the meeting at 2.37pm

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

General Council Meeting: 12 December 2017

Resolution:

Cr Brimblecombe moved and seconded by Cr Godwin-Smith "That the minutes of the previous General Council Meeting held on 12 December 2017 be confirmed."

2018 / 01 / 23 / 001

Carried (9-0)

Business Arising Out Of Minutes

Nil

Outstanding Meeting Actions

Nil

Review of Upcoming Agenda Items

Nil

MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS

Nil

PETITIONS (IF ANY)

Nil

COMMITTEE RECOMMENDATIONS / NOTES

Minutes of Meeting – Audit Committee Meeting – 6 December 2017

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That the minutes of the Audit Committee Meeting held on 6 December 2017 be endorsed.”

2018 / 01 / 23 / 002

Carried (9-0)

Perceived Conflict of Interest

Cr Daniels declared that a perceived conflict of interest in the following matter (as defined in section 173 of the Local Government Act 2009), may exist due to her children being enrolled in fitness classes at this establishment. Cr Daniels dealt with the perceived conflict of interest by stating that it was her determination that her personal interest is not of sufficient significance that it would lead to her making a decision on this matter that is contrary to the public interest. Cr Daniels participated in the discussion and voting on this matter.

Attendance

Coordinator Planning and Development Services S. Mattner and Town Planner A. Murray attended the meeting at 2.54pm

COMMUNITIES

Development Application - 403.2017.24 - AGOOD Health & Fitness C/- Alena Bidgood - 11 Edgewood Drive, Emerald - Lot 11 on RP882758

Executive summary:

A development application has been lodged for a Material Change of Use to establish/legitimise an undefined use described as a home-based personal training and group fitness studio, located at 11 Edgewood Drive, Emerald. The proposed development operates within a large, detached shed that is located on the subject site and is physically separated from the residential premises. The proposed use does not effectively fit within any of the defined uses that are detailed within the Central Highlands Regional Council Planning Scheme 2016 (the Planning Scheme) and has therefore been proposed under an application for an “undefined use” that is considered impact assessable development. An assessment has been carried out against the Central Highlands Regional Council Planning Scheme 2016 and all other relevant legislation. It is recommended that the application be approved subject to conditions.

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That the application for Material Change of Use: Undefined Use (Home-based Personal Training and Group Fitness Studio) on land located at 11 Edgewood Drive, Emerald formally described as Lot 11 on RP883758, is **approved** subject to the following conditions:

• **PARAMETERS OF APPROVAL**

The development must comply with the provisions of the Council’s Planning Scheme and Local Laws to the extent that they are not varied by this approval.

Timing:

Prior to commencement of lawful use and at all times thereafter.

• **NATURE AND EXTENT OF APPROVED USE**

The use permitted as part of this approval is an undefined use described as a “Home Based Personal Training and Group Fitness Studio” that provides personal training and group fitness classes conducted on an appointment only basis from within the detached shed and immediate outside area, as shown on the approved plans.

A small-scale childminding service is approved as an ancillary function of the approved use and must be conducted in accordance with the *Education and Care Services Act 2013* and all other applicable statutory and regulatory provisions.

Any material increase to the scale and intensity of the approved use, including the construction of any additional buildings structures or extension to existing buildings and structures, will be subject to the provisions of Council’s Planning Scheme and may require an application to be made for Town Planning approval.

Timing:

At all times after commencement of lawful use.

• **APPROVED PLANS**

The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

Plan / Document Name	Reference No.	Version	Date	Prepared by
Building Plan	-	-	20/08/2015	James Osborn Building
Elevations	-	-	20/08/2015	James Osborn Building
Site Plan	-	2	Received 29/12/2017	Wade and Alena Bidgood
11 Edgewood Driveway Plan	-	-	Received 29/12/2017	Wade and Alena Bidgood

Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

Timing:

Maintained at all times after commencement of lawful use.

• **DECISION NOTICE AND APPROVED PLANS TO BE SUBMITTED WITH SUBSEQUENT APPLICATIONS**

A copy of this Decision Notice and accompanying stamped approved plans must be submitted with any plumbing, building or development applications relating to or arising from this development approval or the approved use.

Timing:

At the time of lodging the above mentioned applications.

• **DECISION NOTICE AND APPROVED PLANS TO BE RETAINED ON-SITE**

A copy of this Decision Notice and stamped approved plans must be retained on-site at all times. This Decision Notice must be read in conjunction with the stamped approved plans to ensure consistency in any works or activities relating to the construction, establishment and maintenance and operation of the approved use.

Timing:

To be maintained at all times.

• **HOURS OF OPERATION**

The approved use must only be conducted between the hours of 5:30am and 6:30pm Monday to Friday and 8:00am to 2:00pm Saturday. The approved use must not be conducted at all on Sundays or Public Holidays. Operating procedures and supporting activities must be managed, as far as reasonably practicable, to avoid or minimise any adverse impacts to the amenity of surrounding residential premises.

To reduce the potential for adverse noise impacts, use of the outside area should only occur during the following hours:

(a) 8.00am and 6.00pm Monday to Friday; and

(b) 8.00am and 2.00pm Saturday.

(c)

Timing:

At all times.

• **EMPLOYEES**

The approved use must be conducted by residents of the property and no more than three (3) persons who are not residents of the property, employed in association with the business.

Timing:

At all times.

• **CUSTOMERS**

The number of customers present for a particular class must not exceed 14 persons at any one time. All classes associated with the approved use must be conducted by appointment only.

Timing:

At all times.

• **AMENITY – LIGHTING**

Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and/or shielded so as to not cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 “Control of the obtrusive effects of outdoor lighting”* and *CPTED (Crime Prevention through Environmental Design) Guidelines*.

Timing:

To be maintained at all times.

• **AMENITY – NOISE**

Noise emissions from music or any other source must not be audible or cause nuisance in any way to nearby sensitive land uses outside of the following hours:

(a) 8.00am to 6.00pm Monday to Friday; and

(b) 8.00am to 2.00pm Saturday.

It is the responsibility of the applicant to ensure that any potential noise-related nuisance or adverse impacts to nearby sensitive land uses is reduced and managed at all times, including during the hours mentioned in this condition.

Note- sensitive land uses include any nearby residential premises.

Timing:

To be maintained at all times.

• **AMENITY – LANDSCAPING**

A visual and acoustic buffer in the form of fencing and/or landscaping must be established where there is a setback of less than six (6) metres to an adjoining sensitive land use (e.g. residential premises).

Timing:

Prior to commencement of lawful use and maintained at all times thereafter.

• **PARKING PROVISION**

A minimum of 14 off-street parking spaces must be provided on-site for the approved use which must be sufficient to accommodate attending customer vehicles and any vehicles from non-resident employees. These parking spaces must be of a dimension consistent with *Australian Standard AS2890.1 – Parking facilities – Part 1: Off Street Car Parking* except that the minimum width of any parking space should be 2750mm.

The off-street parking area must be able to accommodate and provide accessible parking for people with disabilities in accordance with *AS1428 – General Requirements for Access: Buildings* and *AS2890.6 – Parking facilities (Part 6: Off-street Parking for People with Disabilities)*.

The parking spaces prescribed as part of this condition do not include any parking spaces designated and provided to the private residence located on-site.

Timing:

To be maintained at all times after commencement of lawful use.

• **VEHICLE ACCESS AND MANOEUVURING**

Adequate vehicle manoeuvring areas are to be provided so that all vehicles are able to exit the premises in a forward gear. Adequate sight distances must be provided and maintained to allow for vehicles to safely enter and exit the subject site.

Timing:

To be maintained at all times after commencement of lawful use.

• **STORMWATER DRAINAGE**

All stormwater, with the exception of rainwater captured onsite in any rainwater tanks, is to be drained from the site and carried without causing annoyance or nuisance to any person.

Timing:

At all times.

• **DAMAGE TO COUNCIL ASSETS AND SERVICES**

Any damage caused to Council's existing services and assets above or below ground must be repaired:

- (a) Where the damage would cause a hazard to pedestrian or vehicle safety, immediately; or
- (b) Where otherwise, upon completion of the works associated with the development.

Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the relevant service authority for approval.

Timing:

At all times.

• **WORKS – APPLICANT'S EXPENSE**

Any works, services, facilities and/or public utility alterations required by this approval or stated conditions, whether carried out by Council or otherwise, must be at the developer's expense unless otherwise specified.

Timing:

Prior to commencement of lawful use.

• **PROVISION OF UTILITIES**

Connection to the following required services and infrastructure is to be appropriately provided and maintained for the approved use in accordance with the Central Highlands Regional Council Planning Scheme 2016:

- reticulated water supply;

- on-site sewerage treatment; and
- reticulated electricity.

Timing:

Prior to commencement of lawful use and maintained at all times thereafter.

ADVISORY NOTES

The following notes are for advisory purposes only and do not contribute to the conditions of development approval.

A. INFRASTRUCTURE CHARGES NOTICE

No infrastructure charges are payable for this development.

B. ADVERTISING DEVICES

Advertising devices may require an Operational Works Approval. It is advised to ensure that signage is consistent with the applicable planning scheme prior to installation. If an application is required the application is to be made to Council prior to the erection of any advertising devices.

C. GENERAL ENVIRONMENTAL DUTY

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

D. CHILDMINDING – CARER TO CHILD RATIO

The National Quality Framework (NQF) establishes the following requirements with regard to family day care ratio requirements:

- a) A maximum ratio of one (1) educator/carer to seven (7) children.
- b) No more than four (4) children of preschool age or under to one (1) educator/carer.
- c) The above ratios include the educator/carer's own children that are younger than 13 years of age if there is no other adult to care for them.

2018 / 01 / 23 / 003

Carried (8-1)

Attendance

Town Planner A. Murray left the meeting at 3.12pm

Development Application Update - December 2017

Executive summary:

This report provides a monthly update on development activities currently before the Council for assessment and decision within the Development and Planning Team. This update will be presented monthly at the first General Council Meeting.

This monthly update provides an opportunity for the Councillors to understand the decisions made and to review the current applications before Council. Should the need arise, time can be scheduled to discuss specifics of the application offline with the Assessment Manager from the Development and Planning team.

Considered by Council.

Attendance

Coordinator Planning and Development Services S. Mattner left the meeting at 3.16pm

CORPORATE SERVICES

Monthly Financial Report - December 2017

Executive summary:

A Financial Report which summarises the financial performance and position of the Central Highlands Regional Council is presented each month to provide a snapshot on Council's financial performance. While this report complies with statutory obligations, it is also intended to provide additional information to keep Councillors informed in relation to relevant financial matters of Council.

Resolution:

Cr Sypher moved and seconded by Cr Daniels "That Central Highlands Regional Council receive the Monthly Financial Report for the period ended 31 December 2017."

2018 / 01 / 23 / 004

Carried (9-0)

Local Government Remuneration and Discipline Tribunal Report 2017

Executive summary:

The Local Government Remuneration and Discipline Tribunal has concluded its most recent review of remuneration for Mayors, Deputy Mayors and Councillors of Local Governments. Continuing the previous practice of adopting a cautious approach when reviewing the maximum level of remuneration for elected members, the Tribunal has determined that a 2.25% increase over the 2017 remuneration levels should apply from the 1 July 2018.

The new remuneration levels will apply unless the Local Government, by resolution, decides to pay elected members a lesser amount than that determined by the Tribunal and further that a resolution must be made before 1 July 2018. The remuneration determinations of the Tribunal are recommended for Council adoption.

Resolution:

Cr Sypher moved and seconded by Cr McIndoe "That Central Highlands Regional Council receive the recommendations of the Local Government Remuneration and Discipline Tribunal Report for 2017 and adopt the amendments to the remuneration schedule for the Mayor, Deputy Mayor and Councillors at the rates proposed to apply from 1st July 2018."

2018 / 01 / 23 / 005

Lost (5-4)

Change of Locality Boundary - Mistake Creek Area

Executive summary:

The Department of Natural Resources Mines and Energy (DNRME) has written to Council seeking its views on a proposal to change locality boundaries for Clermont, Mistake Creek, Laglan, Peak Vale, Frankfield and Theresa Creek to improve the practical application of localities for landowners in Mistake Creek and Peak Vale localities. The Department has particularly sought Council's views on including all of the property 'Kilmarnock' into the locality of Theresa Creek.

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council resolves that it raises no objection to the proposed inclusion of all of the property 'Kilmarnock' into the locality of Theresa Creek, subject to confirmation from the Mistake Creek Area Progress Association Incorporated, the Isaac Regional Council, and the owners concerned that they were supportive of this change."

2018 / 01 / 23 / 006

Carried (9-0)

Procurement Function Update

Executive summary:

This report is provided to advise Council of a number of Procurement related matters for information purposes.

Considered by Council.

CENTRAL HIGHLANDS DEVELOPMENT CORPORATION

Central Highlands Development Corporation - Service Level Agreement Update

Executive summary:

The report provides an update on the Central Highlands Development Corporations activity for January, as required through the Service Level Agreement (SLA) performance requirements for the delivery of new and approved projects in addition to management and administration of the organisation.

Central Highlands Development Corporation (CHDC) works in collaboration with CHRC, stakeholders, businesses, the community and government to activate and accelerate sustainable and cohesive responses through innovative and, entrepreneurial strategies that facilitate the opportunities to grow the regions potential and future sustainability.

Resolution:

Cr Nixon moved and seconded by Cr Rolfe “That Central Highlands Regional Council accept the January Progress Report of Central Highlands Development Corporation 2017/18 Service Level Agreement Agreed Services as per the attached CHDC Operational Plan Status Update.”

2018 / 01 / 23 / 007

Carried (9-0)

GENERAL BUSINESS

(Verbal matters raised by Councillors either as a question, acknowledgement and or additional follow-up by officers)

Nil

CLOSED SESSION

Into Closed Session

Resolution:

Cr McIndoe moved and seconded by Cr Daniels “That Council close its meeting to the public in accordance with Section 275 (1) (e) (h) of the Local Government Regulation 2012 and that Council staff involved in the closed discussions remain in the room.”

2018 / 01 / 23 / 008

Carried (9-0)

Attendance

Acting General Manager Communities K. Byrne, General Manager Infrastructure and Utilities G. Joubert, General Manager Central Highlands Development Corporation S. Hobbs, Coordinator Communications A. Ferris, Minute Secretary M. Wills left the meeting 3.48pm
Commercial Analyst A. Gissell attended the meeting 3.48pm

The meeting was closed at 3.48pm

Shepton Quarry Business Options

Attendance

General Manager Commercial Services M. Webster and Commercial Analyst A. Gissell left the meeting at 4.39pm
General Manager Infrastructure and Utilities G. Joubert, Coordinator Emergency Services G. Bell attended the meeting at 4.40pm

Exception under Section 235 of the Local Government Regulation 2012 - 4WD Medium Rescue Vehicle

Attendance

Cr Daniels left the meeting at 4.39pm and returned at 4.42pm
General Manager Infrastructure and Utilities G. Joubert left the meeting at 4.52pm and returned at the same time
General Manager Corporate Services J. Bradshaw left the meeting at 4.52pm
Senior Project Manager SunWater B. Ramsden attended the meeting at 4.52pm
Minute Secretary M. Wills attended the meeting at 4.52pm and left the meeting at 4.53pm

SunWater Emergency Warning System

Attendance

Senior Project Manager SunWater B. Ramsden left the meeting at 5.28pm
Minute Secretary M. Wills attended the meeting at 5.28pm and left the meeting at the same time
General Manager Infrastructure and Utilities G. Joubert left the meeting at 5.28pm and returned at 5.29pm
Coordinator Emergency Services G. Bell left the meeting at 5.29pm
Chief Executive Officer S. Mason, General Manager Infrastructure and Utilities G. Joubert left the meeting at 5.30pm
Chief Executive Officer S. Mason returned to the meeting at 5.58pm
Chief Executive Officer S. Mason left the meeting at 6.12pm and returned at the same time.
Minute Secretary M. Wills returned to the meeting at 6.12pm
General Manager Corporate Services J. Bradshaw returned to the meeting at 6.13pm

Out of Closed Session

Resolution:

Cr McIndoe moved and seconded by Cr Godwin-Smith "That the meeting now be re-opened to the public."

2018 / 01 / 23 / 009

Carried (9-0)

The meeting was opened at 6.14pm

Shepton Quarry - Business Option

Executive summary:

The Central Highlands Regional Council has been provided a number of reports in regard to business options for Shepton Quarry. Council at its meeting on 9 May 2017 resolved that a number of actions be undertaken in view of the market decline for quarry materials. Those actions have been progressed including discussions held with the landowner. This report presents for Council's consideration options for Shepton Quarry as a commercial business unit of Council.

Resolution:

Cr Sypher moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council, with the aid of a suitable Prospectus, invite Expressions of Interest under Section 228 of the Local Government Act 2009 for the disposal of its Shepton Quarry Business."

2018 / 01 / 23 / 010

Carried (9-0)

Exception under Section 235 of the Local Government Regulation 2012 - 4WD Medium Rescue Vehicle

Executive summary:

Approval is sought from Council to enter into a contract to design and construct a medium rescue vehicle (piece of plant) without inviting tenders as required by *The Local Government Act 2009* (the Act) and the *Local Government Regulation 2012* (the Regulation).

The Regulation provides for an exception to the requirements to invite quotes or tenders where the local government resolves that it is satisfied there is only one supplier reasonably available or where it would be impractical or disadvantageous to request quotes because of the specialised or confidential nature of the services.

Council is also satisfied that Bell Environmental can deliver value for money, quality and meet current Workplace Safety standards and are sole suppliers under a current State Offer arrangements in place to supply similar vehicles to State Emergency Services (SES) in New South Wales, South Australia and Victoria.

Council is proposing to engage Bell Environmental to Design and build a 4 Wheel Drive (4WD) medium rescue vehicle as per the specification supplied as attachments to this report.

Resolution:

Cr Brimblecombe moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council enter into a contract with Bell Environmental under Section 235(b) of the Local Government Regulation 2012 without first inviting written quotes or tenders, because of the specialised nature of the services that are sought and that it would be impractical or disadvantageous to invite quotes or tenders.

And further, that Council is satisfied that Bell Environmental can deliver value for money, quality and meet current Workplace Safety standards as they are sole suppliers under a current State Offer arrangement in New South Wales, South Australia and Victoria."

2018 / 01 / 23 / 011

Carried (9-0)

SunWater Emergency Warning System

Executive summary:

SunWater received in principle support from the Central Highlands Regional Council's Local Disaster Management Group (LDMG) on 3 October 2017 and is now seeking endorsement from Central Highlands Regional Council and the Local Disaster Management Group, to support their proposed Project Management Plan to install a Dam Safety Emergency Warning System in Emerald, with a completion of works by 31 March 2018. SunWater has also developed a Community Engagement and Communication Plan to support stakeholder and community awareness and education about the warning system. It is not intended that the warning system would cover all residents downstream of the dam, as the existing documented and agreed Fairbairn Dam Emergency Action Plan (EAP) is in place to address these requirements. SunWater has indicated it has an existing approved budget of approximately \$100k, which is time limited to the 2017/18 financial year.

Resolution:

Cr Brimblecombe moved and seconded by Cr McIndoe "That Central Highlands Regional Council agree in principle with SunWater's project proposal to install a Fairbairn Dam Safety Emergency Warning System in Emerald. An 'in principle' agreement will give SunWater confidence to continue with the project development in consultation with Council, and allow time to:

- Finalise a detailed project plan, including system design and coverage, suitable siting and community engagement strategy that integrates with Councils proposed Disaster Management evacuation planning community engagement strategy;
- Provide an opportunity for Sunwater to complete all approval / planning documentation requirements.
- Investigate other project funding options, in order to deliver a system of more than one siren that will meet both Council governance requirements and community safety expectations.

And further;

That, if SunWater requires local government endorsement for projects implemented under its Dam Safety Management Program, then any future amendments to this project proposal would require re-submission to Central Highlands Regional Council Local Disaster Management Group for consideration.

Further again;

That Central Highlands Regional Council seek Natural Disaster Relief Programme Funding to fund the installation of an additional siren, for approximately \$100,000, upstream of the proposed siren in order to enhance SunWater's Early Warning System and to improve community safety. That Council's budget be amended to reflect its proportion of this expense."

2018 / 01 / 23 / 012

Carried (9-0)

Chief Executive Officer - Performance Review

Executive summary:

Performance review of the Chief Executive Officer was conducted in May 2017.

The review process was complicated by a change of format from the previous review and the added complication of a Local Government Election at which 4 new council representatives were elected making an appropriate comparative to previous assessment problematic.

The report is for Councils advice and is a record of the process and outcomes.

Resolution:

Cr McIndoe moved and seconded by Cr Sypher “That Central Highlands Regional Council receive the 2017 Chief Executive Officer Performance Review.”

2018 / 01 / 23 / 013

Carried (9-0)

LATE AGENDA ITEMS

Minutes of Meeting – Finance and Infrastructure Standing Committee Meeting 23 January 2018, Communities Standing Committee Meeting: 23 January 2018 and Leadership and Governance Standing Committee Meeting 23 January 2018

Resolution:

Cr Godwin-Smith moved and seconded by Cr Brimblecombe “That the minutes of the

1. Finance and Infrastructure Standing Committee Meeting held on 23 January 2018;
2. Communities Standing Committee Meeting held on 23 January 2018; and
3. Leadership and Governance Standing Committee Meeting held on 23 January 2018

be confirmed.”

2018 / 01 / 23 / 014

Carried (9-0)

External Committee CQ Suicide Intervention Prevention

Executive Summary:

Central Queensland Rural Health has been an advocate for collaboration and integration across health services for many years. They will engage with local communities across Central Queensland (CQ) to establish strategic suicide prevention partnerships. These partnerships will enable collaboration across health services and communities to develop the CQ Suicide Prevention Plan. This plan will combine the plans for each local government areas.

Resolution:

Cr Rolfe moved and seconded by Cr Sypher “That Central Highlands Regional Council endorse Councillor Gail Nixon as a steering committee member of the CQ Suicide Intervention Prevention Committee.”

2018 / 01 / 23 / 015

Carried (9-0)

CLOSURE OF MEETING

There being no further business, the Mayor closed the meeting at 6.30pm.

CONFIRMED

MAYOR

DATE