



# **Leadership and Governance Standing Committee Meeting**

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

**Tuesday, 13 February 2018**  
**Commenced at 12.01pm**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**

**GENERAL MEETING OF COUNCIL**

**TUESDAY 13 FEBRUARY 2018**

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**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING  
HELD AT 12.01PM TUESDAY 13 FEBRUARY 2018 IN THE CENTRAL HIGHLANDS REGIONAL  
COUNCIL CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) C. Rolfe (Chair),  
Councillors (Crs) P. Bell AM, C. Brimblecombe, G. Nixon and G. Sypher

**Officers**

General Manager Corporate Services J. Bradshaw, General Manager Commercial Services M. Webster,  
Acting General Manager Communities S. Poulter and Minute Secretary S. Chant.

**Observers**

G. Godwin-Smith (Acting Mayor)

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Leave of absence has previously been granted for Councillor K. Hayes (Mayor)

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**4.1 Minutes - Leadership and Governance Standing Committee Meeting – 23 January 2018**

**Resolution:**

Cr Nixon moved and seconded by Cr Brimblecombe “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on Tuesday 23 January 2018 be confirmed.”

LGSC 2018 / 02 / 13 / 001

Carried (5-0)

**BUSINESS ARISING OUT OF MINUTES**

Nil

**REVIEW OF OUTSTANDING MEETING ACTIONS**

Nil

**REVIEW OF UPCOMING AGENDA ITEMS**

Nil

**PETITIONS (IF ANY)**

Nil

**COMMITTEE RECOMMENDATIONS / NOTES**

Nil

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

Nil

**Attendance**

Manager Information Services, A. Jurd attended the meeting at 12.03 pm.  
Cr P. Bell AM, left the meeting at 12.06 pm.

Cr P. Bell AM returned to the meeting at 12.07 pm.

## **DEPARTMENTAL UPDATES**

### **11.1 Departmental Updates**

#### **Executive Summary:**

The following information provides an update on key activities for the Corporate Services Department.

1. LG Sherlock Update
2. Peak Services ICT (Formally Resolute Information Technology)

Considered by Council

#### **Attendance**

Manager Information Services, A. Jurd left the meeting at 12.09 pm.

## **GENERAL BUSINESS**

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

Cr P. Bell requested a report on how the values are adopted within Council's Corporate Plan are being communicated to the workforce and embedded in to the way we do business and the culture of the organisation.

Cr P. Bell raised concerns regarding the appropriate process and mechanisms for Councillors to bring forward matters to the committee agendas of Council to address emerging issues at either policy, project or service delivery level, or to address ad-hoc requests. General Manager Corporate Services, Jason Bradshaw undertook to provide a report as part of a broader review of Council's governance practices. This report will outline a framework and options for Council's consideration to the Leadership and Governance Standing Committee in March 2018.

Cr P. Bell requested that contact be made with Central Queensland University to request a presentation into research and development on Smart City opportunities for the region and what role Council plays in supporting and attracting regional businesses.

## **CLOSED SESSION**

### **Into Closed Session**

#### **Resolution:**

Cr Nixon moved and seconded by Cr Brimblecombe "That Council close its meeting to the public in accordance with *Section 275 (1) (b) and (h) of the Local Government Regulation 2012* and that only Council staff involved in the closed discussions remain in the room."

**LGSC 2018 / 02 / 13 / 002**

**Carried (5 -0)**

The meeting was closed at 12.29 pm.

#### **Attendance**

Acting General Manager Communities S. Poulter and Manager Information Services, A. Jurd left the meeting at 12.29 pm.

Attendance

Acting Manager Organisational Development T. Rouse attended the meeting to discuss closed session agenda items number 13.1 and 13.2 at 12.29 pm.

**13.1 Workforce Statistics - Bi-Monthly Report**

**13.2 Life App Survey Results and Trends – Update**

Attendance

Acting Manager Organisational Development T. Rouse left the meeting at 1.01 pm.

**13.3 Departmental Updates**

**Out of Closed Session**

**Resolution:**

Cr Nixon moved and seconded by Cr Sypher “That the meeting now be re-opened to the public.”

**LGSC 2018 / 02 / 13 / 003**

Carried (5-0)

The meeting was opened at 1.08 pm

Attendance

Acting General Manager Communities S. Poulter returned to the meeting at 1.09 pm.

**13.1 Workforce Statistics - Bi-Monthly Report**

**Executive summary:**

This report provides a basic overview of our current workforce around gender, years of service, generational, employment type breakdown and age demographic across Central Highlands Regional Council.

Considered by Council

**13.2 Life App Survey Results and Trends - Update**

**Executive summary:**

This report provides Council an update on the results and trends for the “Local Government LIFE App”. This App allows employees to provide continuous feedback on seven key areas that we believe are important to individuals and us as an organisation. We are committed to encouraging an open workplace where we can all share our thoughts and work together to improve our performance and work/life balance.

Considered by Council

**13.3 Departmental Updates**

**Executive summary:**

The following information provides an update on key activities for the Commercial Services and Chief Executive Officer Departments.

Considered by Council

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 1.09 pm

CONFIRMED

CHAIR

DATE