



Leadership and Governance Standing Committee Meeting

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

Tuesday, 7 August 2018
Commenced at 12.07pm

COUNCIL MINUTES

CENTRAL HIGHLANDS REGIONAL COUNCIL

LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING OF COUNCIL

TUESDAY 7 AUGUST 2018

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**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING
HELD AT 12.07PM TUESDAY 7 AUGUST 2018 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL
CHAMBERS, EMERALD OFFICE**

PRESENT

Councillors

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

Officers

General Manager Corporate Services J. Bradshaw, Acting General Manager Customer and Commercial Services J. Hoolihan, Coordinator Communications A. Ferris and Minute Secretary T. Wheeler.

Observers

Councillors (Crs) G. Godwin-Smith (Deputy Mayor) and M. Daniels

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Minutes – Leadership and Governance Standing Committee Meeting – 10 July 2018

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on 10 July 2018 be confirmed.”

LGSC 2018 / 08 / 07 / 001

Carried (6-0)

BUSINESS ARISING OUT OF MINUTES

Nil

REVIEW OF OUTSTANDING MEETING ACTIONS

Updates provided by General Manager Corporate Services.

REVIEW OF UPCOMING AGENDA ITEMS

Updates provided by General Manager Corporate Services.

PETITIONS

Nil

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

Nil

Attendance

Councillor M. Daniels attended the meeting at 12.11pm.

CORPORATE SERVICES

10.1 Information Services - Program of Work (POW)

Executive summary:

An important component of Information Communication Technology (ICT) governance within council is the regular reporting of the progress and status of approved Information Technology projects to ensure they are being managed and remain aligned to Council business priorities. This information paper outlines the reporting regime that has been implemented and highlights the importance of the Information Steering Committee (ISC) in the governance process.

Further periodic reporting of critical project progress to Council is yet to be confirmed.

Resolution:

Cr Brimblecombe moved and seconded by Cr Nixon “That Central Highlands Regional Council note the reporting regime introduced for improved communication and management of the Information Services Program of Work.”

LGSC 2018 / 08 / 07 / 002

Carried (6-0)

DEPARTMENTAL UPDATES

11.1 Corporate Services

Executive summary:

The following report provides an update on key activities for the Corporate Services department.

Resolution:

Cr Bell moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Corporate Services departmental update report, highlighting key activities for the month of July 2018.”

LGSC 2018 / 08 / 07 / 003

Carried (6-0)

LATE AGENDA ITEMS

14.1 Turn on TechnologyOne (TOTO) Update

Executive summary:

This report provides a summary of the decision to defer the go-live date for the implementation of Council's new corporate software solution, One Council provided by TechnologyOne due a range of factors that require further exploration, and to release the pending pressure building amongst employees due to delays in both training and testing of the new software.

Resolution:

Cr Brimblecombe moved and seconded by Cr Nixon “That Central Highlands Regional Council receive the report and note that the ‘go-live’ date for the One-Council corporate software solution has been delayed beyond October 2018.”

LGSC 2018 / 08 / 07 / 004

Carried (6-0)

GENERAL BUSINESS

Cr Bell raised maternity/paternity leave, remuneration and child care considerations for Councillors and requested to formalise this policy content workshop at the first Strategy and Briefing Forum in September to be tabled at General Council Meeting in late September 2018.

Cr Bell raised the need to revise and update the current Drought policy and requested to be tabled at the Strategy and Briefing Forum in September 2018.

Cr Bell requested Financial Year 2017/18 total expenditure and listing of external engagements/consultants to be tabled to the Leadership and Governance Standing Committee Meeting in October 2018.

CLOSED SESSION

Into Closed Session

Resolution:

Cr Brimblecombe moved and seconded by Cr Sypher “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 / 08 / 07 / 005

Carried (6-0)

The meeting was closed at 12.47pm.

Attendance

General Manager Corporate Services J. Bradshaw, Acting General Manager Customer and Commercial Services J. Hoolihan, Manager Human Resources T. Rouse remained in the room.

Workforce Statistics – Bi-Monthly Report

Attendance

Manager Human Resources T. Rouse left the meeting at 1.03pm.

Departmental Update - Customer and Commercial Services

Out of Closed Session

Resolution:

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

LGSC 2018 / 08 / 07 / 006

Carried (6-0)

The meeting was opened at 1.07pm.

13.1 Workforce Statistics – Bi-Monthly Report

Executive Summary:

This report provides an overview of our current workforce metrics as at 27 July 2018, and where appropriate, highlights any trends or actions required to address emerging issues. Overall, there is minimal change from the last report to council in June 2018.

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Workforce Statistics – Bi-Monthly Report for the period to 27 July 2018.”

LGSC 2018 / 08 / 07 / 007

Carried (6-0)

13.2 Departmental Update - Customer and Commercial Services

Executive Summary:

The following report provides an update on key activities for the Customer and Commercial Services department.

Resolution:

Cr Sypher moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of July 2018.”

LGSC 2018 / 08 / 07 / 008

Carried (6-0)

CLOSURE OF MEETING

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

CONFIRMED

MAYOR

DATE