

## General Council Meeting

Notice is hereby given pursuant to the provisions of the *Local Government Regulation 2012*, that the next Meeting of the Central Highlands Regional Council will be held in the **Council Chambers, 65 Egerton Street, Emerald** on

**Tuesday, 22 January 2019**  
**At 2.30pm**

For the purpose of considering the items included on the Agenda.

**Scott Mason**  
Chief Executive Officer

**LATE AGENDA**

**COUNCIL AGENDA**



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## **COMMITTEE RECOMMENDATIONS / NOTES**

### **Minutes - Finance and Infrastructure Standing Committee Meeting - 22 January 2019**



## **Finance and Infrastructure Standing Committee Meeting**

Meeting of the Central Highlands Regional Council  
Finance and Infrastructure Standing Committee Meeting  
held in the **Council Chambers, 65 Egerton Street,  
Emerald** on

**Tuesday, 22 January 2019**  
**Commenced at 8.30am**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**  
**FINANCE AND INFRASTRUCTURE STANDING COMMITTEE MEETING**

**TUESDAY 22 JANUARY 2019**

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**MINUTES – FINANCE AND INFRASTRUCTURE STANDING COMMITTEE MEETING  
HELD AT 8.30AM TUESDAY 22 JANUARY 2019 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL  
CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor / Chair)  
Councillors C. Brimblecombe, M. Daniels, G. Nixon.

**Officers**

General Manager Corporate Services R. Ferguson, General Manager Infrastructure and Utilities G. Joubert, General Manager Commercial Services M. Webster, Coordinator Communications J. Lorenzen and Minute Secretary L. Pugh.

**Observer(s)**

Nil

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Cr C. Rolfe

***Resolution:***

Cr Daniels moved and seconded by Cr Brimblecombe “That a leave of absence as previously granted for Councillor Rolfe for today’s meeting be recorded.”

**FISC 2018 / 01 / 22 / 001**

Carried (5-0)

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Finance and Infrastructure Standing Committee Meeting: 11 December 2018**

***Resolution:***

Cr Brimblecombe moved and seconded by Cr Daniels “That the minutes of the previous Finance and Infrastructure Standing Committee Meeting held on 11 December 2018 be confirmed.”

**FISC 2019 / 01 / 22 / 002**

Carried (5-0)

**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

## **CUSTOMER AND COMMERCIAL SERVICES**

### **Procurement Exception for Runway Project – Expressions of Interest for Construction**

#### **Executive Summary:**

The *Local Government Act 2009* (The Act) and the *Local Government Regulation 2012* (The Regulation) *Section 228(2)* allows a Local Government to invite expressions of interest under subsection (5) before considering whether to invite written tenders under subsection (6)(b).

However, under *Section 228(3)* it sets the requirement that a two-stage process can only be followed if it is willed by a resolution recording the reasons for the decisions in the minutes.

Resolution 2018/11/27/015 made on 27 November 2018 authorise a two-stage procurement process for the Emerald Airport Pavement Strengthening Project. That decision was taken in accordance with *Section 275 (1) (e)* of the Regulation which permits the Council meeting to be closed to the public.

This agenda item aims to establish and commit to the minutes the decision and the reasons to implement a two-stage procurement process.

#### **Resolution:**

Cr Nixon moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council endorse the action to progress the Emerald Airport Pavement Strengthening Project by way of a two-stage procurement process being an expression of interest followed by a selected Tender for reasons that:

- a) A limited number of specialist providers exist; and
- b) Council must work with providers to assist them through the design phase.”

**FISC 2019 / 01 / 22 / 003**

Carried (5-0)

## **DEPARTMENTAL UPDATES**

### **Customer and Commercial Services**

#### **Executive summary:**

The following report provides an update on key activities for the Customer and Commercial Services department for the month of December 2018.

- ❖ Airport
- ❖ Quarry
- ❖ Saleyards
- ❖ Central Highlands (Qld) Housing Company Limited
- ❖ Property Services
- ❖ General Manager

#### **Resolution:**

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

**FISC 2019 / 01 / 22 / 004**

Carried (5-0)

**Attendance**

J. Hoolihan, Manager Infrastructure and P. Manning, Manager Water Utilities attended the meeting at 9:05am.

**Infrastructure and Utilities**

**Executive summary:**

The following report provides an update on key activities for the Infrastructure and Utilities department for the month of December 2018.

- ❖ Infrastructure - Capital Update
- ❖ Road to Recovery allocation for 2019-20 to 2023-24
- ❖ Springwood Road Project Update
- ❖ Springsure Pedestrian Bridge Update
- ❖ Woorabinda Aboriginal Shire Council Report
- ❖ Bridge Renewal Program – Round Four
- ❖ Meteor Downs South Haulage Operations
- ❖ Annual drinking water quality management plan report submitted
- ❖ Local management of irrigation channel scheme
- ❖ Black Gully Wastewater Treatment Plant update
- ❖ Evacuation Planning Status
- ❖ Floodplain Management Australia

**Resolution:**

Cr Daniels moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Infrastructure and Utilities departmental update report, highlighting key activities for the month of December 2018.”

**FISC 2019 / 01 / 22 / 005**

Carried (5-0)

**Attendance**

Jason Hoolihan, Manager Infrastructure and Peter Manning, Manager Water Utilities left the meeting at 9:23am.

**GENERAL BUSINESS**

Nil

**Attendance**

J. Lorenzen, Communications Officer left the meeting at 9:26am.

**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) (h) of the Local Government Regulation 2012 and that Council staff involved in the closed discussions remain in the room.”

**FISC 2019 / 01 / 22 / 006**

Carried (5-0)

The meeting was closed at 9:24am



## **Procurement Exception for Runway Project – Engagement of Consultant**

### **Attendance**

S. Kloppers, Manager Airport attended the meeting at 9:26am

## **Departmental Update (Customer and Commercial Services)**

### **Out of Closed Session**

#### ***Resolution:***

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

**FISC 2019 / 01 / 22 / 007**

**Carried (5-0)**

The meeting was opened at 9:43am

### **Attendance**

S. Kloppers, Manager Airport left the meeting at 9:43am

## **Procurement exception for Runway Project – Engagement of Consultant**

### ***Executive Summary:***

The *Local Government Act 2009* (The Act) and the *Local Government Regulation 2012* (The Regulation) requires that Council must invite at least three written quotes prior to entering into a contractual arrangement with a value great than \$15,000 and must invite written tenders prior to entering into a contractual arrangement with a value greater than \$200,000.

The *Local Government Regulation 2012* provides for an exception to the requirements to invite quotes or tenders where the local government resolves that 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 has engaged the services of Airport Pavement Engineering Specialists Pty Ltd (APES) to undertake specialist consulting services on the Emerald Airport Pavement Strengthening Project as described in reports made to Council as part of the Strategic Briefing Forum and the Council General Meeting dated 27 November 2018. This project will see Council do significant engineering works to the Emerald Airport runway, taxiways, apron and related infrastructure during 2019. APES in turn was engaged as specialists to assist with the design, drawings, estimates, survey and related advice and consultancy services during the project.

### ***Resolution:***

Cr Hayes moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council retrospectively endorse the action to enter into a contract under Section 235(b) of the Local Government Regulation 2012 without first inviting written quotes or tenders, as it is satisfied that Airport Pavement Engineering Specialists Pty Ltd is:

1. Is the only provider reasonably available and able to deliver the required project strategy and scope of works; and
2. Because of the specialised and confidential nature of the services it would be impractical and disadvantageous for the local government to invite tenders; and
3. Airport Pavement Engineering Specialists Pty Ltd is competent to undertake the necessary works; and that
4. The cost quoted by Airport Pavement Engineering Specialists Pty Ltd present good value for money considering the critical nature of the output to the success of the project.”

**FISC 2019 / 01 / 22 / 008**

**Carried (5-0)**

**Departmental Updates (Customer and Commercial Services)**

**Executive Summary:**

The following report provides an update on key activities for the Customer and Commercial Services Department for the month of December 2018.

**Resolution:**

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

**FISC 2019 / 01 / 22 / 009**

Carried (5-0)

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 9:46am

CONFIRMED

CHAIR

DATE

**Minutes - Communities Standing Committee Meeting - 22 January 2019**



## **Communities Standing Committee Meeting**

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

**Tuesday, 22 January 2019**  
**Commenced at 10.15am**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL  
COMMUNITIES STANDING COMMITTEE MEETING**

**TUESDAY 22 JANUARY 2019**

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**MINUTES – COMMUNITIES STANDING COMMITTEE MEETING  
HELD AT 10.15AM TUESDAY 22 JANUARY 2019 IN THE CENTRAL HIGHLANDS REGIONAL  
COUNCIL CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillors (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor), M. Daniels (Chair)  
Councillors (Crs) A. McIndoe, C. Brimblecombe, G. Sypher

**Officers**

General Manager Communities D. Fletcher, General Manager Customer and Commercial Services M. Webster, Corporate Communications Officer J. Lorenzen, Minute Secretary N. Kerr

**Observers**

Nil

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Communities Standing Committee Meeting: 11 December 2019**

**Resolution:**

Cr McIndoe moved and seconded by Cr Godwin-Smith "That the minutes of the previous Communities Standing Committee Meeting held on 11 December 2019 be confirmed."

**CSC 2019 / 01 / 22 / 001**

Carried (6-0)

**Business Arising Out of Minutes**

Nil

**Outstanding Meeting Actions**

Cr Brimblecombe requested an update in relation to Willows Hall repair works funding. Manager Community Recreation & Facilities advised the report would be presented to Council once the structural assessment has been completed.

**Review of Upcoming Agenda Items**

Nil

**PETITIONS (IF ANY)**

Nil

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

Nil

Attendance

Acting Manager Customer Service R. Brosnan, Area Support Officer Springsure C. Holiga and Area Support Officer D. Rask entered the meeting at 10.20am

Tidy Towns Awards for 2018 were presented to Emerald, Springsure and Capella.

Attendance

Acting Manager Customer Service R. Brosnan, Area Support Officer Springsure C. Holiga and Area Support Officer D. Rask left the meeting at 10.27am

Manager Community Recreation and Facilities J. Bryant entered the meeting at 10.28am

## **COMMUNITIES**

### **Bulls Masters 2019 - Central Highlands**

**Executive summary:**

The Queensland Cricket Bulls Masters group approached Council about an opportunity to host them in the region in April 2019 which would involve school and community visits, cricket coaching clinics, a match against a local selection side, a fundraising dinner and other activities.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council receive the report and not proceed with the opportunity to host the Bulls Masters event in this financial year but will request this option be planned in the next twelve months;

And further, that Central Highlands Regional Council partner with local sporting organisations to coordinate this event."

**CSC 2019 / 01 / 22 / 002**

Carried (6-0)

Attendance

Manager Community Recreation and Facilities J. Bryant left the meeting at 10.37am

Manager Connected Communities S. Poulter, Arts and Cultural Officer K. Newman entered the meeting at 10.38am

### **Central Highlands Arts and Cultural Advisory Committee planning meeting 22 November 2018**

**Executive summary:**

This report presents the meeting notes of the Central Highlands Arts and Cultural Advisory Committee planning meeting held in Rolleston on 22 November 2018 to be 'received' by Central Highlands Regional Council.

**Resolution:**

Cr Sypher moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council receive the meeting notes from the Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meeting held in Rolleston on 22 November 2018, and note the following actions:

The Arts and Cultural Officer to:

1. Share minutes of this meeting and community concerns as discussed, with Manager Community Recreation and Facilities.
2. Obtain an update from Ewen Letts in relation to grant applications.
3. Update CHACAC at the next planning meeting regarding outcomes of council's meeting with the Emerald Gallery Incorporated.

4. Obtain quotes for training and support resources for community workshops in FY 2018-19.
5. Add heritage discussions to the next meeting agenda on 13 December 2018.

Other actions include:

6. Attending Rolleston community members to send Arts and Cultural Officer costing information for old Post Office project.
7. Communities Administration Assistant to obtain community newsletter contact details from the Coordinator Community Engagement..”

**CSC 2019 / 01 / 22 / 003**

Carried (6-0)

### **Regional Arts Development Fund (RADF) Round 2 2018-19**

#### **Executive summary:**

The Regional Arts Development Fund (RADF) is a partnership between Queensland Government and Central Highlands Regional Council which invests in quality arts, cultural and heritage experiences in regional Queensland.

The purpose of the RADF program is to contribute to locally determined priorities for arts, cultural and heritage project support for individuals and groups to participate in arts and cultural activities and placemaking.

The RADF grant program is offered to community over three rounds during the FY 2018–19. This grant program is overseen by the Central Highlands Arts and Cultural Advisory Committee (CHACAC). Two community applications were received in round two.

On 13 December 2018 these applications were evaluated by the CHACAC as unsuccessful. CHACAC members proposed two Council Initiated Projects (CIPs) for consideration by the committee. These projects were based on community feedback and strategic arts, cultural and heritage priorities for the region. The two CIPs proposed were approved by the committee.

This report puts forward the CHACAC’s application recommendations for council to consider for endorsement.

#### **Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council endorse CHACAC’s recommendation to:

- decline the two community applications to the value of \$9,500 and
- approve the two CHACAC proposed CIP projects to the total value of \$30,000 as listed below.

#### **RADF Round 2 Recommendations**

<b>Community applications</b>		
Emerald Show Society	The Rumble will be held at the Emerald Showgrounds as a community participation activity as part of the 90th Emerald Show.	\$5,000 Declined
Bauhinia Historical Group	The Nixon Transport History Project – Stage 2 – The Transcription of oral histories previously collected and compilation of first to final draft of history book ready to publish.	\$4,500 Declined
<b>CHACAC initiated Council Initiated Projects (CIP)s</b>		
<b>Council Initiated Project</b>	<b>Project Description</b>	<b>Amount</b>
Heritage Needs Assessment	Regional evaluation of heritage groups and collections.	\$20,000 Approved
Community Programs – Arts in August	Arts in August community project during Arts in August program.	\$10,000 Approved
<b>Total</b>	<b>CHRC RADF Round 2</b>	<b>\$30, 000</b>



Total CHRC RADF Grants Round 2, FY 2018-19 is \$30,000.”

**CSC 2019 / 01 / 22 / 004**

Carried (6-0)

Attendance

Arts and Cultural Officer K. Newman left the meeting at 10.47am

Senior Youth Development Officer H. Hogan and Youth Development Officer S. Bates entered the meeting at 10.48am

Senior Service Desk Officer T. Smith attended the meeting at 10.59am

Senior Service Desk Officer T. Smith left the meeting at 11.00am

**Central Highlands Regional Council Youth Strategy Biannual Progress Report**

**Executive summary:**

The Central Highlands Regional Council's Youth Strategy and Action Plan 2018-2023 outlines council's commitment to young people and a way to progress youth services regionally.

The strategy commenced in July 2018. This report presents a summary of progress made from July-December 2018.

The Youth Development Team which is a part of the Communities Department has the responsibility of implementing the youth strategy. The team consists of 3 staff members. For the last six months the team has been operating with one staff member due to recruitment challenges.

There are five strategic priority areas that are being used as a framework to deliver on the youth strategy outcomes identified through the action plan. These strategic priority areas are listed below with the percentage of actions completed against each. The goal was for each area to be at a 50% completion rate within this reporting cycle.

1. Youth Development 30% achieved
2. Planning and Advocacy 30% achieved
3. Youth Participation 40% achieved
4. Youth Connections 20% achieved
5. Place Activation 40% achieved

Overall the youth strategy's progress for the July to December 2018 period is approximately 32% complete. This falls short of the expected 50% completion rate by 18%.

Due to the challenge of attracting applicants during the recruitment process, the youth development team has been operating for the majority of this reporting cycle with one team member, rather than the expected three. As of 9 January 2019 the youth development team has been fully staffed. This will provide the required resources to ensure a 100% completion rate by the end of the first year of the strategy that will close 30 June 2019.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receives the Youth Strategy and Action Plan Biannual Report (June-December 2018).”

**CSC 2019 / 01 / 22 / 005**

Carried (6-0)

Attendance

Manager Connected Communities S. Poulter, Senior Youth Development Officer H. Hogan and Youth Development Officer S. Bates left the meeting 11.07am

Manager Community Recreation and Facilities J. Bryant entered the meeting at 11.07am

### **Community Recreation and Facilities - Quarterly update report**

#### **Executive summary:**

Council's Community Recreation & Facilities section continues to deliver a vast range of services and projects to the community. The following report provides a summary of the activities that have been occurring within the section between 1 October 2018 and 31 December 2018.

#### **Resolution:**

Cr McIndoe moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council receive the Quarterly Update Report for Community Recreation & Facilities for the period of 1 October 2018 to 31 December 2018."

**CSC 2019 / 01 / 22 / 006**

Carried (6-0)

## **DEPARTMENTAL UPDATES**

### **Departmental Updates Communities**

#### **Executive summary:**

The following information provides an update on key activities for the Communities department.

1. Capital Works
2. Ranger Services presented an update regarding pound upgrades.
3. Ranger Services continue to monitor flying fox numbers
4. Ranger Services attend Ag College for ACDC training
5. Ranger Services interview prospective trainees.
6. Ranger Services held interviews for relief Senior Ranger
7. Ranger Services continue to spray pest weeds in CHRC area
8. Ranger Services Security cameras installed at pound
9. Ranger Services meet with CHRRUP to discuss Rural Service meetings
10. Development and Planning: RFQ for standard conditions package
11. Blackwater Banter community newsletter
12. New Community Development Officer – Community Engagement
13. Getting Buff in Bluff
14. Emerald Art Gallery lighting
15. Central Queensland Regional Arts Services Network (CQ RASN)
16. Blackwater Library Christmas Activity
17. Tieri Library Workshop
18. Library School Holiday Activities
19. Career Start Renewables (Solar) - Blackwater Project Graduation
20. Teen Mental Health First Aid course - Springsure
21. Youth Development Team
22. Suicide workshops
23. Youth Development Blackwater
24. Youth Development Office Social Media trends
25. Youth Development Program Local Profile #2
26. Waste Levy update
27. Drinking water cartage
28. Feral cat problem identified at Blackwater landfill
29. Metal stockpiles as a recovery resource
30. Local Government Infrastructure Plan (LGIP) 2 workshop
31. Request for quotation for strategic planning consultant
32. Town Beautification projects awarded

- 33. McIndoe amenities facility
- 34. Smart community strategy
- 35. Senator McKenzie visit

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive the Communities departmental update report, highlighting key activities for the month of December 2018.”

**CSC 2019 / 01 / 22 / 007**

Carried (6-0)

Attendance

Manager Community Recreation and Facilities J. Bryant left the meeting at 11.40am  
Acting Manager Customer Services R. Brosnan entered the meeting at 11.43am

**Departmental Updates Customer and Commercial Services**

**Executive summary:**

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

1. Customer Service and Area Support (November & December 2018)

**Resolution:**

Cr McIndoe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of December 2018.”

**CSC 2019 / 01 / 22 / 008**

Carried (6-0)

Attendance

Acting Manager Customer Services R. Brosnan left the meeting at 11.47am

**GENERAL BUSINESS**

Nil

**CLOSED SESSION**

**Into Closed Session**

**Resolution:**

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

**2019 / 01 / 22 / 009**

Carried (6-0)

The meeting was closed at 11.49am

Attendance

Manager Community Recreation and Facilities J. Bryant entered the meeting at 12.00pm

Cr Sypher left the meeting at 12.00pm  
Cr Sypher returned to the meeting at 12.03pm

**McIndoe Park amenities facility project update**

**Out of Closed Session**

**Resolution:**

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

**2019 / 01 / 22 / 010**

Carried (6-0)

The meeting was opened at 12.05pm

**McIndoe Park amenities facility project update**

**Executive summary:**

This information report is presented to provide an update to detail the contributing factors to the delays in the commencement and completion dates for the McIndoe amenities facility project.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Sypher “That Central Highlands Regional Council receive this report.”

**2019 / 01 / 22 / 011**

Carried (6-0)

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 12.07pm

CONFIRMED

CHAIR

DATE

**Minutes - Leadership and Governance Standing Committee Meeting - 22 January 2019**



## **Leadership and Governance Standing Committee Meeting**

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

**Tuesday 22 January 2019**  
**Commenced at 12.10pm**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**

**LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING OF COUNCIL**

**TUESDAY 22 JANUARY 2019**

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**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING  
HELD AT 12.10PM TUESDAY 22 JANUARY 2019 IN THE CENTRAL HIGHLANDS REGIONAL  
COUNCIL CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) K. Hayes (Mayor) (Chair)

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

**Officers**

Acting General Manager Corporate Services R. Ferguson, General Manager Infrastructure and Utilities G. Joubert, Coordinator Communications J. Lorenzen and Minute Secretary T. Wheeler.

**Observers**

Nil

**APOLOGIES**

Councillor C. Rolfe (Chair)

***Resolution:***

Cr Sypher moved and seconded by Cr Nixon “That a leave of absence as previously granted for Councillor Rolfe for today’s meeting be recorded.”

**LGSC 2019 / 01 / 22 / 001**

Carried (5-0)

**LEAVE OF ABSENCE**

Nil

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**4.1 Minutes – Leadership and Governance Standing Committee Meeting – 11 December 2018**

***Resolution:***

Cr Nixon moved and seconded by Cr Brimblecombe “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on 11 December 2018 be confirmed.”

**LGSC 2019 / 01 / 22 / 002**

Carried (5-0)

**BUSINESS ARISING OUT OF MINUTES**

Nil

**REVIEW OF OUTSTANDING MEETING ACTIONS**

Updates provided by Acting General Manager Corporate Services.

**REVIEW OF UPCOMING AGENDA ITEMS**

Updates provided by Acting General Manager Corporate Services.

**PETITIONS**

Nil

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

Nil



Attendance

Manager Asset Management M. Gatt attended the meeting at 12.17pm.

## **CORPORATE SERVICES**

### **10.1 Workshops, Stores and Depots Strategy - update**

**Executive summary:**

Council has commenced preparation of a five-year strategy for Workshop Services, Stores Operations and Depot facilities, considering both current service models in place across the region as well as alternate delivery models. The review is taking into consideration both capital and operational costs, current service opportunities as well as shortcomings of existing infrastructure and in resourcing. Preparation of the strategy has commenced to identify opportunities to achieve service efficiency improvement through refinement of the operation of workshops, stores and depots. The strategy addresses emerging issues and service delivery costs viewed in the perspective of the entire Council operation rather than each facility in isolation.

Early findings of the work to date are presented in this preliminary report to update Council on progress.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Sypher “That Central Highlands Regional Council receive the Workshops, Stores and Depots Strategy update report.”

**LGSC 2019 / 01 / 22 / 003**

Carried (5-0)

Attendance

M. Gatt and G. Joubert left the meeting at 12.31pm.

General Manager Communities D. Fletcher and Coordinator Safety E. MacLennan attended the meeting at 12.31pm.

## **CHIEF EXECUTIVE OFFICER**

### **11.1 Bi Monthly Safety and Wellness Report**

**Executive summary:**

This report provides a summary of council’s health and safety performance. The purpose of the information provided is to highlight to council any issues, risks and opportunities impacting the safety and health of workers at Central Highlands Regional Council.

**Resolution:**

Cr Nixon moved and seconded by Cr Brimblecombe “That the Central Highlands Regional Council receive the WHS Bi-Monthly Report for the period to 31 December 2018.”

**LGSC 2019 / 01 / 22 / 004**

Carried (5-0)

Attendance

E. MacLennan left the meeting at 12.44pm.

## **GENERAL BUSINESS**

Cr Bell raised a previous report regarding the cost of external consultants and contractors, requesting further consideration of the matters raised in the report seeking opportunities for regular reporting to Council providing information relating to expenses, projects, local content and other relevant issues.

Attendance

D. Fletcher left the meeting at 12.48pm.

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 12.49pm.

CONFIRMED

CHAIR

DATE

Unconfirmed

