



Leadership and Governance Standing Committee Meeting

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

Tuesday, 11 February 2020
Commenced at 10.15am

COUNCIL MINUTES

CENTRAL HIGHLANDS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

TUESDAY 11 FEBRUARY 2020

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**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING
HELD AT 10.15AM TUESDAY 11 FEBRUARY 2020 IN THE CENTRAL HIGHLANDS REGIONAL
COUNCIL CHAMBERS, EMERALD OFFICE**

PRESENT

Councillors

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

Officers

General Manager Corporate Services M. Gatt, General Manager Customer and Commercial Services M. Webster, Corporate Communications Officer T. Battersby and Minute Secretary D. Harker

Observers

Nil

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Minutes - Leadership and Governance Standing Committee Meeting – 21 January 2020

Resolution:

Cr Nixon moved and seconded by Cr Sypher “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on 21 January 2020 be confirmed.”

LGSC 2020 / 02 / 11 / 001

Carried (5-0)

Attendance

Cr Bell arrived at 10.16am

BUSINESS ARISING OUT OF MINUTES

Nil

REVIEW OF OUTSTANDING MEETING ACTIONS

Councillors reviewed the resolution register (meeting actions) update.

Attendance

Acting Manager Water Utilities J. Hoolihan attended the meeting at 10.19am

Attendance

J. Hoolihan left the meeting at 10.22am

REVIEW OF UPCOMING AGENDA ITEMS

Discussions were held regarding upcoming agenda items.

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

Nil

Attendance

Acting Manager Finance J. Bruce attended the meeting at 10.22am.

DECISION ACTION REPORTS

CORPORATE SERVICES

Budget Policy Review

Executive Summary:

Finance has recently reviewed its Budget Policy and is proposing amendments to the policy by updating the Manager Finance's discretion to allow budget variations. The amendments reflect the financial delegations register and council's commitment to finding efficiencies and eliminate wastage of council's time and resources.

Resolution:

Cr Nixon moved and seconded by Cr Sypher "That Leadership and Governance Standing Committee defer the Budget Policy review report to a future Leadership and Governance Standing Committee meeting."

LGSC 2020 / 02 / 11 / 002

Carried (6-0)

Attendance

J. Bruce left the meeting at 10.25am.

Acting Manager Water Utilities J. Hoolihan attended the meeting at 10.27am.

Dust Seal Policy

Executive Summary:

A proposed *Dust Sealing Request Management Policy* for unsealed roads has been developed. The key emphasis of the policy is that any dust sealing works on unsealed roads are undertaken at full cost to the applicant at a standard and scope approved by council.

Resolution:

Cr Brimblecombe moved and seconded by Cr Nixon "That Central Highlands Regional Council Leadership and Governance Standing Committee consider and refer to the next General Council Meeting for adoption the *Dust Sealing Request Management Policy - CHRCP0019*."

LGSC 2020 / 02 / 11 / 003

Carried (6-0)

Attendance

J. Hoolihan left the meeting at 10.35am

Manager People and Culture J. Grillmeier attended the meeting at 10.35am

INFORMATION REPORTS

CORPORATE SERVICES

Bi-Monthly Workforce Update

Executive Summary:

This report intends to provide members of the leadership and governance standing committee with key updates pertaining to the workforce metrics, recruitment and learning and development efforts of the People and Culture team as at 30 January 2020. Updates are also included for additional projects of interest which are being undertaken within the People and Culture function.

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That the Leadership and Governance receive the Workforce Update Report.”

LGSC 2020 / 02 / 11 / 004

Carried (6-0)

Attendance

J. Grillmeier left the meeting at 10.51am.

Manager Governance J. Ngoroyemoto attended the meeting at 10.51am.

Governance Update

Executive Summary:

This report provides an update on governance activities over past month, in preparation for the 2020 local government elections. With focus on legal obligations and protocols to be followed during the caretaker period in the lead up to the election.

Resolution:

Cr Brimblecombe moved and seconded by Cr Sypher “That the Leadership and Governance Committee receive the February governance update report.”

LGSC 2020 / 02 / 11 / 005

Carried (6-0)

Attendance

J. Ngoroyemoto left the meeting at 10.18am.

GENERAL BUSINESS

Nil

CLOSURE OF MEETING

There being no further business, the Chair closed the meeting at 11.20 am.

CONFIRMED

CHAIR

DATE