



# **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 March 2018**  
**Commenced at 12.00pm**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**

**LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING**

**TUESDAY 13 MARCH 2018**

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**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING  
HELD AT 12.00PM TUESDAY 13 MARCH 2018 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL  
CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) C. Rolfe (Chair),

Councillors (Crs) K. Hayes (Mayor), C. Brimblecombe, G. Nixon and G. Sypher

**Officers**

General Manager Corporate Services J. Bradshaw, Coordinator Communications A. Ferris and Minute Secretaries S. Chant and T. Wheeler

**Observers**

Councillors (Crs) G. Godwin-Smith and A. McIndoe

**APOLOGIES**

Councillor P. Bell AM

***Resolution:***

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

**LGSC 2018 / 03 / 13 / 001**

Carried (5-0)

**LEAVE OF ABSENCE**

Nil

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**4.1 Minutes - Leadership and Governance Standing Committee Meeting – 13 February 2018**

***Resolution:***

Cr Nixon moved and seconded by Cr Sypher “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on 13 February 2018 be confirmed.”

**LGSC 2018 / 03 / 13 / 002**

Carried (5-0)

**BUSINESS ARISING OUT OF MINUTES**

Nil

**REVIEW OF OUTSTANDING MEETING ACTIONS**

Nil

**REVIEW OF UPCOMING AGENDA ITEMS**

Nil

**PETITIONS**

Nil

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

Nil

Attendance

Governance Manager C. Dendle attended the meeting at 12.05pm.

## **CORPORATE SERVICES**

### **11.1 Local Government (Councillor Complaints) and Other Legislation Bill 2018**

**Executive Summary:**

Local Government Association of Queensland reporting on processes established to support the introduction of new councillor complaints processes following the recent introduction of the *Local Government (Councillor Complaints) and Other Legislation Amendment Bill 2018* into Queensland Parliament.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Sypher “That Central Highlands Regional Council receive the report regarding the *Local Government (Councillor Complaints) and Other Legislation Amendment Bill 2018*”.

**LGSC 2018 / 03 / 13 / 003**

Carried (5-0)

Attendance

Cr M. Daniels attended the meeting at 12.14pm.

## **CHIEF EXECUTIVE OFFICER**

### **12.1 Corporate Communications Monthly Report – January and February 2018**

**Executive Summary:**

The Corporate Communications team compiles a report at the end of each month on the key statistics and analysis of its communications channels and the activities undertaken.

Considered by Council

Attendance

Cr G. Godwin-Smith left the meeting at 12.18pm.

Manager Safety and Wellness S. Schofield attended the meeting at 12.20pm.

### **12.2 WHS Bi-Monthly Information 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.

Considered by Council

Attendance

Cr G. Godwin-Smith returned to the meeting at 12.25pm.

Manager Safety and Wellness S. Schofield left the meeting at 12.34pm.

## **DEPARTMENTAL UPDATES**

### **13.1 Departmental Updates**

#### **Executive Summary:**

The following information provides an update on key activities for the Chief Executive Officer Department:

- Meeting with the Local Government Association of Queensland (LGAQ)
- Queensland Water Directorate Technical Reference Group meeting - 2 March 2018

Considered by Council

#### **Attendance**

Acting Manager Organisational Development T. Rouse attended the meeting at 12.38pm.

## **LATE AGENDA ITEMS**

### **16.1 HR Leaders Forum 20 and 21 February 2018**

#### **Executive Summary:**

This report provides a feedback to Council on the key learnings realised from attendance at the HR Leaders Forum in identifying key trends in the management of people and organisations, and the development of leadership and culture and how this contributes to the success of organisations.

Considered by Council

#### **Attendance**

Acting Manager Organisational Development T. Rouse left the meeting at 12.45pm.

## **GENERAL BUSINESS**

Nil

## **CLOSED SESSION**

### **Into Closed Session**

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

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

**LGSC 2018 / 03 / 13 / 004**

**Carried (5-0)**

#### **Attendance**

General Manager Corporate Services J. Bradshaw, Governance Manager C. Dendle and Minute Takers S. Chant and T. Wheeler remained in the meeting for the closed session discussions.

The meeting was closed at 12.46pm.

### **15.1 Framework/mechanisms for ad-hoc Councillor Agenda item requests**

#### **Attendance**

General Manager Commercial Services M. Webster attended the meeting at 12.51pm.

### **15.2 Departmental Updates**

#### **Out of Closed Session**

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

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

**LGSC 2018 / 03 / 13 / 005**

**Carried (5-0)**

The meeting was opened at 1.05pm.

### **15.1 Framework/mechanisms for ad-hoc Councillor Agenda item requests**

#### **Executive Summary:**

This report is in response to a request from the Leadership and Governance Standing Committee on 13 February 2018 for information concerning options available to Councillors for raising matters of concern, and is tabled for discussion.

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

Cr Brimblecombe moved and seconded by Cr Sypher “That the Central Highlands Regional Council refer report item, ‘Framework/mechanisms for ad-hoc Councillor Agenda item requests’ to a future Strategic and Briefing Forum Meeting.”

**LGSC 2018 / 03 / 13 / 006**

**Carried (5-0)**

### **15.2 Departmental Updates**

#### **Executive Summary:**

The following information provides an update on key activities for the Commercial Services and Corporate Services Departments:

- Native Title
- Update on Ombudsman Activities
- Certified Agreement Negotiations
- Promotion of Corporate Values

Considered by Council

## **CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 1.06pm.

CONFIRMED

CHAIR

DATE