



Leadership and Governance Standing Committee Meeting

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

Tuesday, 8 October 2019
Commenced at 10.15am

COUNCIL MINUTES

CENTRAL HIGHLANDS REGIONAL COUNCIL

LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING

TUESDAY 8 OCTOBER 2019

MINUTES CONTENTS

PRESENT	3
APOLOGIES	3
LEAVE OF ABSENCE	3
CONFIRMATION OF MINUTES OF PREVIOUS MEETING	3
Leadership and Governance Standing Committee Meeting: 10 September 2019	3
BUSINESS ARISING OUT OF MINUTES	3
REVIEW OF UPCOMING AGENDA ITEMS	3
REVIEW OF OUTSTANDING MEETING ACTIONS	3
MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS	3
INFORMATION REPORTS	4
Corporate Services	4
10.1.1 Governance Update	4
10.1.2 Bi-Monthly Workforce Update	4
GENERAL BUSINESS	4
CLOSURE OF MEETING	5

**MINUTES – LEADERSHIP AND GOVERNANCE STANDING COMMITTEE MEETING
HELD AT 10.15AM TUESDAY 8 OCTOBER 2019 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL
CHAMBERS, EMERALD OFFICE**

PRESENT

Councillors

Councillor (Cr) C. Rolfe (Chair)

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

Officers

Acting Chief Executive Officer, R. Ferguson, General Manager Infrastructure and Utilities, Gerhard Joubert, Acting General Manager Customer and Commercial Services, S. Kloppers, Minute Secretary T. Wheeler and D. Harker.

Observers

Crs G. Godwin-Smith and M. Daniels

APOLOGIES

Cr K. Hayes (Mayor)

Resolution:

Cr Nixon moved and seconded by Cr Sypher “That an apology be received from Cr Hayes for today’s meeting be recorded.”

LGSC 2019 / 10 / 08 / 001

Carried (4-0)

LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Leadership and Governance Standing Committee Meeting: 10 September 2019

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That the minutes of the previous Leadership and Governance Standing Committee Meeting held on 10 September 2019 be confirmed.”

LGSC 2019 / 10 / 08 / 002

Carried (4-0)

Attendance

Cr Bell attended the meeting at 10.17am.

BUSINESS ARISING OUT OF MINUTES

Nil

REVIEW OF UPCOMING AGENDA ITEMS

Discussions were held regarding upcoming agenda items.

REVIEW OF OUTSTANDING MEETING ACTIONS

Discussions were held regarding outstanding items.

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

Nil

INFORMATION REPORTS

Corporate Services

10.1.1 Governance Update

Executive summary:

This report is provided to update Council on the review of current Governance systems, processes and procedures as well as roles and responsibilities for Governance tasks across functional areas of the organisation to identify issues of coordination and accountability.

Resolution:

Cr Sypher moved and seconded by Cr Nixon “That Central Highlands Regional Council receive the October Governance update report.”

LGSC 2019 / 10 / 08 / 003

Carried (5-0)

Attendance

Coordinator Workforce Support, S. Chant attended the meeting at 10.29am.
Cr Daniels attended the meeting at 10.30am.

10.1.2 Bi-Monthly Workforce Update

Executive summary:

This report provides a basic overview of our current workforce metrics as at 18 September 2019. Also provides information regarding the Qld Future Skills Partnership engagement workshop attended at the end of August.

The HR team continue to implement a range of new strategies to recruit to our vacancies. We have a focus on attraction and retention with 106 new employees for last financial year and this year to date sees 27 new starters.

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Bi-Monthly Workforce report as at 18 September 2019.”

LGSC 2019 / 10 / 08 / 004

Carried (5-0)

Attendance

S. Chant left the meeting at 10.41am.

GENERAL BUSINESS

Cr Bell requested a report to a future Strategic and Briefing Forum on project governance, learnings, and organisational capacity building for major projects of council (e.g. Blackwater Aquatic Centre project, TOTO, etc.).

CLOSURE OF MEETING

There being no further business, the Chair closed the meeting at 10.52am.

CONFIRMED

CHAIR

DATE