



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING AGENDA

**TO BE HELD AT THE COUNCIL CHAMBERS - CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On 1 October 2019

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

Nil.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 17 SEPTEMBER 2019

Responsible Officer: Chief Executive Officer

Council Meeting Date: 1 October 2019

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 17 September 2019.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 17 September 2019 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 17 September 2019.

Tabled Items:

Nil.

Report Prepared by: Executive Secretary

G/3. OFFICERS' REPORTS

G/3.1. OFFICER'S REPORTS

G/3.1.1. ASSESSMENT OF COMMUNITY CELEBRATION FUND OUT-OF-ROUND APPLICATIONS - IGNITE AND DESTINATION EVENTS

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 1 October 2019

File Ref: GS3.1

Purpose:

Consider the recommendations of the Community Investment Panel on the sponsorship of out of round applications received under the Community Celebration Fund.

Officer's Recommendation:

That Council:

1. Adopt the Community Investment Panel recommendations on the assessment of out of round applications received under the Community Celebration Fund as detailed below:

Ignite Events:

- a. Approve cash sponsorship of \$1,000 (excl GST) to the **BITS Junior Golf Club** for the BITS Junior Golf Open event, to be held 12 October 2019.
- b. Approve cash sponsorship of \$4,360 (exclude GST) and in-kind support (to the value of \$220) to the **Benaraby Progress Association** for the Lake Awoonga Adventure Race and Family Fun Day event, to be held 26 October 2019.
- c. Decline the sponsorship application made by the **Capricorn Helicopter Rescue Service Ltd** for the Gladstone Community Open Day 'River Glow Gladstone' event to be held on 26 October 2019.

Destination Events:

- a. Approve \$33,709.75 (excl GST) of In-kind sponsorship to 4CC to deliver the **2019 Santos GLNG Mayors Carols** event, to be held 6 December 2019.
2. Authorise the Chief Executive Officer (or delegate) to finalise and execute a sponsorship agreement (detailing entitlements and conditions) with each successful applicant.

Background:

In May 2019, Council adopted a new Community Investment Policy and activated a new Community Investment Program, effective 1 July 2019. Due to the timing of adoption of the policy, known community events normally delivered between October 2019 and March 2020 would not have an avenue to seek Council support under predetermined funding rounds.

To ensure these events were not disadvantaged for access to Council funding, an out-of-round period of the Community Celebration Fund was opened from 1 July with no proscribed closing date in 2019.

In accordance to the Community Investment Policy (P-2019-08) and Community Investment Corporate Standard (CS-2019-09), eligible applications under the Community Celebration Fund (with the exception of applications under the community event funding round) will be assessed by a nominated Panel of delegated officers (the Community Investment Panel) with recommendations to be presented to Council at a General Meeting for decision.

The Panel undertakes assessment using an Assessment Matrix to score each application against weighted Key Selection Criteria (KSC) to determine an order of merit. The overall score (and ranking) is used to inform the Panel's moderated and final recommendation.

Following are tables are of the KSCs and definition of score used in the Assessment Matrix.

Funding Round	Key Selection Criteria
Ignite Event	<ol style="list-style-type: none"> Social & Community - Drives social and community outcomes, including community pride and cohesion (35) Destination - Enhances the profile and appeal of the Gladstone Region (30) Financial Sustainability - Demonstrates financial sustainability (7.5) Environmental Sustainability - Demonstrates environmental sustainability (7.5) Economic Impact - Generates economic activity in the Gladstone Region (10) Overnight Visitation - Attracts external visitation specifically generating overnight visitor expenditure (10)
Destination Event	<ol style="list-style-type: none"> Destination - Enhances the profile and appeal of the Gladstone Region (20) Economic Impact - Generates economic activity in the Gladstone Region (20) Overnight Visitation - Attracts external visitation specifically generating overnight visitor expenditure (15). Financial Sustainability - Demonstrates financial sustainability (7.5) Environmental Sustainability - Demonstrates environmental sustainability (7.5) Social & Community - Drives social and community outcomes, including community pride and cohesion (15) Regional Dispersal - Demonstrates regional equity and dispersal (10) Shoulder Season - Staged in shoulder/low season and does not conflict with other event dates (5)

Overall Score	Definition
65.5% and above	Applications that achieve an overall score of 65.5% and above has demonstrated evidence that has either met or exceeded the expectation for all KSCs. The Panel may favourably recommend the application for the full funding sought.
Between 50.5% to 65%	Applications that score between 51% to 65% has demonstrated evidence that has either met or exceeded a single KSC and achieved some and/or marginal evidence in others. The Assessment Panel may choose to recommend funding based on scores received for KSCs with high weighting and an overall alignment to Community Celebration Fund.
50% or Less	Applications that achieve an overall score of 50% or less has mostly demonstrated marginal and/or unacceptable evidence across all KSCs. The Assessment Panel may still choose to recommend the application for part funding based on some evidence of meeting the objectives of the Community Celebration Fund objectives.

Consideration:

A total of four (4) applications has been received. Three (3) Ignite Events and one (1) Destination Event.

A brief summary of each event and the Panel's assessment score and moderate recommendation is provided below.

Ignite Event – Ignite Event funding supports events that contribute to community pride/social outcomes and regional economy that attract up to 2500 participants.

BITS Junior Golf Open	
Date:	12 October 2019
Location:	Boyne Island Club – 1 Jacaranda Drive, Boyne Island
Applicant:	BITS Junior Golf Club
Sponsorship Request:	\$3,000 (cash) towards event golf supplies. Sponsorship equates to 67% of the total cash expenditure budget.
Event Summary:	An annual event held since 2011, it aims to attract junior Golfers (5 to 17 years) from across central Queensland to compete. The event provides an opportunity to cultivate the next generation of golfers, promote interest in the sport, provide exposure to the fundamentals of the game as well as life lessons such as etiquette, integrity, sportsmanship, safety, honesty, and respect.
Participation Projection	A total of 115 attendees/participants comprising of: <ul style="list-style-type: none">• 25 Volunteers• 60 Gladstone region residents• 30 Intrastate
Assessment Score	227.5 out of 400 (57%)
Comment and Recommendation	The Panel scored this application highest on opportunities to drive social and community outcomes, community pride and cohesion, consistent with outcomes achieved in past events funded by Council. Since inception in 2011, youth engagement and promoting active participation in sport (golf) remains the primary focus. There was some evidence demonstrated of external visitation outcomes. Overall, the assessment supports the Panel's consideration to fund the event, however, the application has sought funds for ineligible items therefore, recommendation is for part funding, specifically for golf equipment supplies to the value of \$1000. Funding is consistent with past Council support.

Gladstone Community Open Day 'River Glow Gladstone'	
Date:	26 October 2019
Location:	Gladstone Ports Corporation Marina Parklands, Gladstone
Applicant:	Capricorn Helicopter Rescue Service Ltd.
Sponsorship Request:	\$5,000 (cash) towards advertising and promotion of the event. Sponsorship equates to 17% of the total cash expenditure budget.

Gladstone Community Open Day 'River Glow Gladstone'	
Event Summary:	This is an annual event, first held in Gladstone in 2016. The objective of the event is to showcase the work of Queensland Emergency Services. Crews from the Gladstone State Emergency Services (SES), Queensland Fire & Emergency Services (QFES), Queensland Ambulance Service (QAS), Queensland Police Service (QPS) and Gladstone Marine Rescue aims to showcase to the community the importance of their service. The Capricorn Rescue helicopter will land at the event allowing the community to take photos and interact with the helicopter and crew.
Participation Projection	A family orientated event with the aim to attract 1001 attendees/participants comprising of: <ul style="list-style-type: none"> • Volunteers – 18 • Store Holders – 30 • Paid Suppliers – 3 • Gladstone region residents – 900 • Intrastate – 50
Assessment Score	180 out of 400 (45%)
Comment and Recommendation	<p>The Panel recognize and acknowledge the social benefits demonstrated in this application. However, Council already invests in a locally significant annual fun run through the Botanic to Bridge with a greater return on investment. The Panel was also unclear on how the "river glow" branding connected to the event location and how it enhanced the regional profile of Gladstone.</p> <p>Whilst the charitable cause of the event is undisputed, the Panel agreed that Council must remain impartial to using competitive funds for charitable purposes. Based on the assessment undertaken, the Panel does not recommend this application for funding consistent with past application outcome. That said, Council offers an employee payroll donation program to support charitable organisations including the Capricorn Helicopter Rescue Service.</p>

Lake Awoonga Adventure Race and Family Fun Day	
Date:	26 October 2019
Location:	Lake Awoonga Parklands, Benaraby
Applicant:	Benaraby Progress Association
Sponsorship Request:	\$4,360 (cash) towards equipment purchase and transport hire. \$602.40 (in-kind) towards temporary event shelters and waste management. Sponsorship equates to 16% of the total cash expenditure budget.
Event Summary:	This is a new event with the aim to be annually run and unique to the township of Benaraby. The event focuses on promoting active recreation, health and wellbeing through an adventure race catering for both novice and competitive participants across disciplines including mountain biking, running kayak and swim.
Participation Projection	The event is marketed to families, sporting groups and enthusiasts with the aim to attract a total of 644 attendees/participants comprising of: <ul style="list-style-type: none"> • Volunteers – 45 • Store Holders – 25 • Paid Suppliers – 14 • Gladstone region residents – 540 • Intrastate – 20
Assessment Score	275 out of 400 (69%)

Lake Awoonga Adventure Race and Family Fun Day

Comment and Recommendation	<p>The Panel scored this application highly, clearly demonstrating desirable outcomes against high scoring KPIs including community pride, cohesion and active recreation, generating opportunities for local economic activity, enhance regional profile through promotion of the Awoonga Dam recreation area and the township of Benaraby.</p> <p>Whilst this is an inaugural event, the application demonstrated a strong focus on enhancing the township profile and potential to develop into a destination event attracting larger out-of-region participation.</p> <p>The Panel also noted the application sought fair and reasonable in-kind and cash support with balance of expenditure covered by other grants and ticket sales demonstrating sound financial/project management.</p> <p>Based on the assessment undertaken, the Panel recommends this application be supported for the full cash funding sought and the provision of Council branded marquees as an in-kind contribution to the value of \$220.</p>
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Destination Event – Destination Event funding supports events that are well established, well designed, and clearly demonstrate return on investment building community pride, return visitation, regional profile, economic stimulus and attract over 5000 participants, with 15% out-of-region visitors.

2019 Santos GLNG Mayors Carols

Date:	6 December 2019
Location:	Marina Parklands, Gladstone
Applicant:	4CC Classic Hits Radio Station
Sponsorship Request:	\$52,300 (in-kind) GECC LED Slide - \$640, 2x Variable Message Boards - \$2,270, Advertising - \$1,000 GECC Costs - \$29,799.75 and \$22,500 for waste management, labour, equipment hire for stage, screens, transport cost)
Event Summary:	This is an annual event that has been operating for 30+ years. The aim of the event is to bring together the Gladstone region to celebrate Christmas and light up the Gladstone Christmas tree to kick off the Christmas light competition.
Participation Projection	<p>This is a family orientated event with the aim to attract a total of 6,586 attendees/participants comprising of:</p> <ul style="list-style-type: none"> • Volunteers – 50 • Store Holders – 18 • Paid Suppliers – 8 • Gladstone region residents – 6,000 • Intrastate – 500 • Interstate – 10
Assessment Score	267.5 out of 400 (67%)
Comment and Recommendation	<p>The Panel scored this application highly, clearly demonstrating desirable outcomes against high scoring KSC including community pride, cohesion, appeal of the Gladstone region, generating opportunities for local economic activity and financial sustainability.</p> <p>This free event has been operating for 30+ years, continuing to grow each year, bringing the Christmas spirit to life while displaying the local talent of Gladstone. Based on projected visitor/participation numbers of 6586 and an estimated daily spend of \$95.00, the potential event impact calculation to the local economy is \$625,670.</p> <p>This event is heavily supported by numerous sponsors, keeping cash expenditure to a minimum highlight sound event management. Based on the assessment undertaken, the Panel recommends granting in-kind contribution</p>

2019 Santos GLNG Mayors Carols	
	consisting of plant hire of electronic variable message boards, two months of GECC advertising/support and stage and equipment hire to a total value of \$33,709.75.

Communication and Consultation (Internal/External):

The Panel membership that undertook assessment of the out-of-round applications consisted of following delegated Officers:

- General Manager Community Development and Events
- General Manager Customer Experience
- General Manager Operations
- Manager Engagement and Partnerships
- Community Investment Officer (Acting)

Additional communication/consultation was undertaken with the following:

- Manager Brand and Communications (Acting)
- Manager Events & Entertainment
- Team Leader – Theatre Technicians
- Operations (Waste Services)
- Plant Hire Officer
- Events Booking Officer
- GECC Venue Leader

External

- BITS Junior Golf Club
- Capricorn Helicopter Rescue Service Ltd
- Benaraby Progress Association
- 4CC

Legal Environmental and Policy Implications:

All applications are assessed against Council’s Community Investment Policy (P-2019-08), Community Investment Corporate Standard (CS-2019-09), Ignite Event Guideline, and Destination Event Guideline.

On favorable adoption of the Panel’s recommendations detailed in this report, authorised officers will proceed to enter into a one-year (1) sponsorship agreements (detailing entitlements and conditions) with each successful applicant.

Financial and Resource Implications:

In 2019/20, Council budgeted \$455,266.00 to support recommended applications received through the Community Celebration Fund. Table below detail current expenditure, across the funding streams.

Funding Stream	19/20 Budget	Funds released to date	Funding recommended as detailed in this Report	Projected remaining funds	Value of In-kind support recommended
Community Event	\$22,266	\$360	\$ -	\$21,906	\$ -
Ignite Event	\$63,000	\$980	\$5,360	\$56,660	\$220
Impact Event	\$85,000	\$ -	\$ -	\$85,000	\$ -

Funding Stream	19/20 Budget	Funds released to date	Funding recommended as detailed in this Report	Projected remaining funds	Value of In-kind support recommended
Destination Event	\$85,000	\$ -	\$ -	\$85,000	\$33,709.75
Signature Event	\$200,000	\$ -	\$ -	\$200,000	\$ -
TOTALS	455,266	\$1,340	\$5,360	\$448,566	\$33,929.75

Council's In-kind support granted to successful applicant(s) are covered through current operating budgets across relevant Council business. Remaining funds will be expended in upcoming rounds for each funding stream scheduled for 2019/20.

On favorable adoption of the Panel's recommendations, expenditure for the in-kind support granted will be covered as an operational expense of the Gladstone Entertainment Convention Centre (Cost Centre 475) and Community Development and Partnerships (Cost Centre 442).

Commentary:

In the interest of promoting future applications to Council's new Community Investment Program, please note applications that would generally apply for funding under the former Sport and Recreation Regional Event Grant Program are directed and encouraged to make applications to the Community Celebration Fund.

The next Ignite and Impact Event round is currently open for events to be held during April through to July 2020.

The next Community Event round will open 1 October 2019 for community led events (e.g. Australia Day celebrations) held between January and April 2020.

Summary:

Nil

Anticipated Resolution Completion Date:

6 December 2019

Attachments:

1. Historical funding information

Tabled Items:

Nil.

Report Prepared by: Manager Engagement and Partnerships

G/3.1.2. REPRESENTATION ON THE BOARD OF DIRECTORS - GLADSTONE AREA PROMOTION AND DEVELOPMENT LIMITED

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 1 October 2019

File Ref: CM7.1

Purpose:

This report presents information to assist Council in determining whether to continue with representation on the Board of Directors of the Gladstone Area Promotion and Development Limited (GAPDL).

Officer's Recommendation:

That Council determine a position on representation on the Board of Directors of the Gladstone Area Promotion and Development Limited.

Background:

One of the outputs of Council's 2019/20 Operational Plan is to '*Review existing and develop new organisational committees that are aligned to strategic objectives*'. This requires a governance review of Council appointed representation on external organisations including GAPDL.

The Gladstone Area Promotion and Development Limited has the legal status of a not-for-profit membership-based Company limited by Guarantee originally founded in 1983 with a vision as set out below:

Vision

To advance the Gladstone Region through the promotion and development of business, industry and tourism for the benefit of our members and the community, GAPDL also aims to encourage and foster new sustainable business and industry investment opportunities to assist with driving the region's economy forward.

The organisation is recognised by Tourism and Events Queensland and the State Government as one of 13 accredited Regional Tourism Organisations (RTO) and is currently managed by a Board of volunteer Directors from a range of business, industry and government sectors. The Board of Directors are responsible for overseeing the strategic direction of the organisation.

For the duration of their appointment, a Director must be a financial member, or a representative of a financial member's business, or an appointed member under the constitution. The constitution currently allows for Council to appoint a Member on the Board.

Executive Directors:

- Leigh Zimmerlie (Chairperson)
- Brent Jordison (Deputy Chairperson)
- Terry Purcell (Secretary)
- Helen McGregor (Treasurer)

Elected Directors:

- Mark Spearing
- Colin Fort
- Jeff Moody

Appointed Directors:

- Rowen Winsor (Industry Representative)
- Councillor Rick Hansen (GRC Representative).

Cr Hansen was appointed to the Board by Council on the 4 December 2018 and is anticipated to serve for the balance of the current term of Council when the newly elected Council re-nominate appointments to external boards and committees.

Consideration:Gladstone Regional Council (GRC) – Entity Considerations

Some considerations for Council in determining this matter should include:

1. Council is a major financial contributor to GAPDL;
2. Council is a customer of GAPDL's services;
3. A Council representative would be acting on behalf of the community and Council as an organisation.

Appointed Representative – Potential Conflicts

The Councillor appointed representative to the GAPDL Board must act in good faith and in the best interests of both Council (S.12(6) *Local Government Act 2009*) and GAPDL (as required under Australian Corporations Law). These obligations can raise potential points of conflict for a Councillor representative in circumstances where the decision making of Council may impact on the interests of the GAPDL and vice versa. Following are some potential points of conflict:

- a. Council funding decisions in respect to GAPDL and performing assessments of the service agreement that Council has with GAPDL.
- b. GAPDL may propose to support development/s which contravene Council's Planning Scheme but achieve the economic development visions of GAPDL.
- c. Council and GAPDL potentially could be competing for similar external funding opportunities for projects or initiatives.
- d. The potential for the public to perceive conflicts of interest for a Councillor in serving both organisations (ie: that the Council representative is obligated as a Director to advance the interests of GAPDL relating to industry, commerce and tourism which potentially could conflict with other Council / community interests).

From a Councillor governance perspective, provided the Councillor is aware of their obligations and duties as a Councillor and Director of a Board, and manage those interests accordingly, on balance, there does not appear to be a significant governance impediment which cannot be managed, in having a Councillor serve on both organisations.

Council should balance this view with other considerations such as:

1. What are the strategic advantages and disadvantages for Council being involved with GAPDL at the Director level?
2. Council has a service level agreement with GAPDL to manage its deliverables under Council's Corporate Plan - is it appropriate for Council as an entity (and for an individual Councillor), to have representation on an organisation that Council provides funding to, and seeks services from?
3. Council's representative does not need to be an elected member however, if not, is there any benefit derived from nominating another person on behalf of Council (e.g. input from a general community interest perspective)?

Option 1 – Continue with Councillor Representation on the GAPDL Board

Should Council consider that having a Councillor Representative on the GAPDL Board aligns with the strategies and objectives of its Corporate Plan, and that associated potential conflicts for the appointed Councillor can be managed, then Council may elect to continue having a Councillor appointment on the GAPDL Board.

Option 1 suggested resolution:

That Council endorse its decision to appoint a Councillor of Gladstone Regional Council to serve on the Gladstone Area Promotion and Development Limited Board of Directors, noting that Councillor Hansen is the current representative.

Option 2 – Council’s nominated representative on the GAPDL Board being a person other than a Councillor

GAPDL’s constitution provides the following in respect to the Council nominated Director on the GAPDL Board:

- i. *A person nominated by the Council as defined in the Companies Local Government Service Agreement.*

The current service level agreement between Council and GAPDL provides as follows:

12.1 Board Membership

- (1) The Company will allow a representative of Council to be on the Board of the Company whilst this Agreement is in effect.
- (2) Such representative shall be advised to the Company by Council in writing and the Company will be required to put in effect the requirements to allow that Council representative to take up a position on the board of the Company expeditiously;
- (3) Council may change its representative upon notification to the Company in writing.

There is no provision that requires Council to have its position on the Board filled by a Councillor. Council could elect to have any other person it may consider appropriate to fill the role. To action this change, Council need only to advise GAPDL in writing.

Option 2 suggested resolution:

That Council appoint an external person yet to be determined, as Council’s representative on the Board of Directors of the Gladstone Area Promotion and Development Limited.

Option 3 – Elect not to have a Council Representative on the GAPDL Board

Should Council elect to no longer have a Council Representative (elected member or other person) on the Gladstone Area Promotion and Development Limited Board, GAPDL would need to be advised and Section 27.3 of GAPDL’s constitution would require amendment.

Option 3 suggested resolution:

That Council advise Gladstone Area Promotion and Development Limited that it no longer seeks to have a representative on the Board of Directors.

Communication and Consultation (Internal/External):

Elected Members of Council
Manager Governance
Executive Team

Legal Environmental and Policy Implications:

The *Local Government Act 2009* outlines the responsibilities of a Councillor (s12).

Directors of Australian Companies have statutory obligations under corporations law and under the constitution of Boards that they serve on.

As the implementation of the second stage of the Belcarra recommendations progresses, the bill of amendment to the *Local Government Act 2009* proposes the insertion of a new chapter relating to Councillor conflicts of interest.

However, it is proposed that the chapter will not apply:

“in relation to a councillor’s conflict of interest in a matter relating to a corporation or association that arises solely because of a nomination or appointment of the councillor by the local government to be a member of the board of the corporation or association.”

If the conflict of interest is solely that the Councillor is an appointed member of a board, no declaration is required (although a Councillor may choose to voluntarily comply with the chapter).

A conflict of interest may still exist in other circumstances (e.g. a related person is an employee of the organisation) and this will need to be managed accordingly.

Financial and Resource Implications:

Council has a service level agreement with GAPDL which requires an annual contribution by Council. Council has budgeted \$453,000 in the 2019/20 financial year for GAPDL Agreement Costs.

Cr Hansen as the current Council appointed representative on the Board of Directors of GAPDL also dedicates time as a volunteer in fulfilling the duties and responsibilities of the role.

Commentary:

Nil

Summary:

Nil

Anticipated Resolution Completion Date:

31 October 2019

Attachments:

Nil

Tabled Items:

Nil.

Report Prepared by: Governance Advisor

G/3.1.3. REVIEW OF MEDIA POLICY

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 1 October 2019

File Ref: CM28.1

Purpose:

To present a revised Media Policy, which, if approved will replace Council's existing Social Media Policy.

Officer's Recommendation:

That Council:

1. Repeal P-2015/34 Social Media Policy:
2. Adopt P-2019-22 Media Policy as tabled.

Background:

The Social Media Policy (P-2015/34) was due for review in November 2018 and accordingly a review has occurred. It is proposed to widen the policy to incorporate all media and accordingly a revised Media Policy is proposed.

The review has streamlined the policy to high level media principles with an associated corporate standard drafted to incorporate operational requirements for our people.

Additionally, a review on how other councils and government departments addressed the media challenges and the legal requirements surrounding social media was conducted. This included: Rockhampton Regional Council, Isaac Regional Council, Logan City Council, Bundaberg Regional Council, Burdekin Shire Council, Wagga Wagga City Council, New South Wales Department of Industry, Fair Work Ombudsman, as well as advice from the Office of the Independent Assessor regarding social media guidelines.

Consideration:

The proposed policy sets out the guiding principles for speaking on behalf of Council as a spokesperson or Social Media Administrator. The key changes proposed are:

1. Inclusion of protocols for speaking on behalf of Council and for media approvals;
2. Highlighted the preference for delivering a consistent message to the community when facing emerging issues or emergency situations;
3. Removal of internal social media protocols which are proposed to be included in a corporate standard (draft attached).

The draft policy continues to promote Council's brand and values, while addressing emerging topics such as Councillors' presence in social media and missing guidelines for speaking on behalf of Council.

The draft corporate standard, attached for information, streamlines the existing content of the Social Media Guidelines and includes information on the responsibilities of Council's spokespeople.

It is the officer's recommendation to proceed with the changes proposed. Alternatively, Councillors may suggest further amendments or repeal the current policy without adopting a new policy as there is no legal requirement to have a media policy.

Communication and Consultation (Internal/External):

Internally, the following areas have been consulted:

- Executive Team;
- General Management Community Development and Events;
- Brand and Communications Team;
- Manager Brand and Communications;
- Senior Legal Advisor;
- Social Media Officer;
- Media Advisor;
- Communications and Public Relations Specialist;
- Ethics, Integrity and Audit Specialist.

External research was undertaken with other government organisations including Rockhampton Regional Council, Isaac Regional Council, Logan City Council, Bundaberg Regional Council, Burdekin Shire Council, Wagga Wagga City Council, New South Wales Department of Industry, Fair Work Ombudsman and the Office of the Independent Assessor regarding social media guidelines.

Legal Environmental and Policy Implications:

The following legislation was taken under consideration in drafting this policy to preserve Council's credibility, integrity and customer confidence:

- Copyright Act 1968
- Defamation Act 2006
- Information Privacy Act (Qld) 2009
- Local Government Act (Qld) 2009
- Public Records Act
- Racial Discrimination Act 1975

Whilst there is no legal requirement to adopt a media policy, adopting and publicising the policy provides consistent advice and direction externally and to our people for managing such communications.

Financial and Resource Implications:

There are no anticipated extra resources anticipated for the proposed changes to the policy with current resources covered through operational expenses.

Summary:

Nil.

Anticipated Resolution Completion Date:

Within one month of resolution.

Attachments:

1. Current Social Media Policy - P-2015/34
2. Proposed P-2019-22 – Media Policy; and

3. Draft CS – 2019-16 – Media Guidelines Corporate Standard.

Tabled Items:

Nil.

Report Prepared by: Governance Officer

G/3.1.4. REVIEW OF RECRUITMENT RELATED POLICIES

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 1 October 2019

File Ref: CM28.2

Purpose:

To propose repealing the Recruitment and Selection Policy and Relocation Expenses Policy, replacing them with a Recruitment, Onboarding and Probation Corporate Standard.

Officer's Recommendation:

That Council:

1. Repeal P-2013/6 Recruitment and Selection Policy;
2. Repeal P-2013/27 Relocation Expenses Policy; and
3. Note these policies will be replaced with a Recruitment, Onboarding and Relocation Corporate Standard.

Background:

The scheduled review of the Recruitment and Selection Policy and Corporate Standard and the Relocation Expenses Policy and Corporate Standard have been undertaken.

A review of these recruitment related documents has occurred in line with the People and Culture Policy to ensure our suite of people related policies and corporate standards are aligned. One of the strategic principles of the People and Culture Policy is the attraction and retention of people who share our vision, mission, and values of SERVICE.

Consideration:

It is proposed to repeal the current Recruitment and Selection Policy and Corporate Standard as well as the Relocation Expenses Policy and Corporate Standard and incorporate these four documents into one Recruitment, Onboarding and Probation Corporate Standard.

The draft Recruitment, Onboarding and Probation Corporate Standard proposes the inclusion of current practices and reflects the conditions of the current Enterprise Bargaining Agreement as well as legislative changes.

It is recommended to repeal P-2013/6 Recruitment and Selection Policy as the legislative power to appoint a local government employee sits with the Chief Executive Officer. The exception to this is the appointment of the Chief Executive Officer and the appointment of Senior Executives.

The draft Recruitment, Onboarding and Probation Corporate Standard proposes an increase to the value of relocation expenses.

The proposal to increase the relocation assistance provided endeavours to overcome challenges previously experienced when seeking to secure the appointment of prospective employees. Furthermore, it provides an opportunity to reduce the timeframe between offer and commencement of new employees.

Attachment 4 provides a summary of relocation assistance provided by other government organisations.

Should Council wish to continue with a Relocation Expenses Policy, officers would undertake a review of the existing policy and bring back a revised policy to a future General Meeting for consideration and adoption.

Communication and Consultation (Internal/External):

Consultation and feedback on the draft Corporate Standard were received from:

- Executive Team;
- Manager People Services;
- Recruitment, Remuneration and Benefits Business Partner;
- Senior Legal Advisor;
- Leaders through consultation sessions or via email feedback; and the
- Joint Consultative Committee.

Legal Environmental and Policy Implications:

Under section 196(3) of the *Local Government Act 2009*, the Chief Executive Officer is responsible for the appointment of local government employees. Accordingly, a Council endorsed Recruitment and Selection Policy is considered of no purpose.

Adoption of the officer's recommendation will result in the repealing of the existing Policies (by Council) and the repealing of the existing Corporate Standards (by Chief Executive Officer). The draft Recruitment, Onboarding and Probation Corporate Standard will be adopted by the Chief Executive Officer.

Financial and Resource Implications:

There is a current operational budget allocation for recruitment and relocation costs. The proposed policy changes are anticipated to be within current budget allocations.

The draft Recruitment, Onboarding and Probation Corporate Standard proposes an increase to the value of relocation expenses available as identified above.

The current policy position is that a maximum of \$3,000 will be provided for relocation assistance.

The draft Corporate Standard proposes increasing this amount to \$5,000 plus reasonable travel expenses for the employee and their immediate family travelling to the Gladstone region. Reasonable travel expenses shall not exceed the cost of an economy airfare, but may include fuel for motor vehicles, train fare, bus fare, or an economy airfare.

In evaluating the relocation costs element of the corporate standard an assessment was made in relation to the overall attraction and retention of prospective employees, including our ability to attract staff into a role at Council from within the region and away from employers who offer a higher remuneration package. Where we have not been able to recruit locally, we have found that the limited and restrictive relocation expenses on offer have been an inhibiting factor in securing candidates or have prolonged the recruitment process. Prolonged recruitment processes have direct costs to Council in the form of untimely vacancies resulting in work not being performed, or an unbudgeted cost in critical areas due to the use of contractors.

In comparing our offering to other employers, we are not as flexible or generous. In order to ensure we remain competitive in the market in attracting and recruiting to much needed roles, it is

important that we can demonstrate our commitment to candidates by providing attractive and comparable relocation expenses.

Commentary:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

Within two weeks of resolution.

Attachments:

1. Current Policy P-2013/6 Recruitment and Selection Policy;
2. Current Policy P-2013/27 Relocation Expenses Policy;
3. Draft Corporate Standard CS-2019-15 Recruitment, Onboarding and Probation Corporate Standard;
4. Summary of Relocation Assistance Provided by Other Government Organisations.

Tabled Items:

Nil.

Report Prepared by: Policy Officer (Acting)

G/3.1.5. BIOSECURITY PROGRAM (SURVEILLANCE) SUMMER 2019 - 2020

Responsible Officer: General Manager Customer Experience

Council Meeting Date: 1 October 2019

File Ref: EM12.6

Purpose:

To seek Council approval by resolution to implement a Biosecurity Program (Surveillance) under the *Biosecurity Act 2014 (Qld)* to monitor the compliance of landholders with restricted and prohibited matter of Bellyache Bush, Giant Rats Tail Grass, Groundsel Bush, Mother of Millions, Parkinsonia, Parthenium and Rubber Vine in the Gladstone Region.

Officer's Recommendation:

That in accordance with section 235 of the *Biosecurity Act 2014*, Council authorise the attached Biosecurity Program (Surveillance) for the period 01 November 2019 to 30 April 2020.

Background:

The *Biosecurity Act 2014* (the Act) allows local governments to adopt 'Biosecurity Programs' to manage biosecurity risks within their local government area. Section 232 of the Act provides for a local government to undertake two types of biosecurity programs, being:

Surveillance program

Used to monitor compliance with the Act; confirm the presence, absence, levels of extent of a biosecurity matter; and monitor the effectiveness of risk response measures by stakeholders.

A prevention and control program

Used when biosecurity matter is in an area that poses a significant biosecurity risk and may be used to prevent the entry, establishment or spread of biosecurity matter, or manage, reduce or eradicate biosecurity matter.

Under Gladstone Regional Council's Biosecurity Plan 2016-2019, success indicator 2.1.1.3 requires Council to implement biannual biosecurity programs to target priority invasive species within the Gladstone region. The biannual program is proposed to be implemented based on the following framework:

- When Gladstone region's weather is less influenced by rainfall events (i.e. when cold fronts and high pressure systems are more dominant) and priority invasive species are less active, Council will target localities adjacent to core infestations of priority invasive species and attempt to identify outlying infestations. The results from these inspections will feed back into compliance activities when biosecurity matters are more active.
- When Gladstone Regional Council's weather is more influenced by rainfall events (i.e. when monsoonal troughs and low pressure systems are more dominant) and priority invasive species are more active, Council will target localities with core infestations of priority invasive species for compliance activities.

Consideration:

Council has a responsibility to monitor compliance with the Act to ensure landholders are

managing their properties to prevent the spread of restricted material. The proposed 2019-2020 Summer Biosecurity Surveillance Program (Attachment 1) undertaken from 01 November 2019 to 30 April 2020 aims to

- Monitor landholder compliance in accordance with the Act;
- Identify other areas in the region where the target species exist; and
- Enable the Pest Management team to undertake proactive work.

These invasive species are identified in Council's Biosecurity Plan 2016-2019 as Eradication and Containment Invasive Species; are the most active invasive species during summer and the wet season; and have been attributed to the most customer service requests for the 2018-19 period. Additionally, they link to the State Government Funded Program for Combating Pests and Weeds during Drought, and are considered the biggest concern to the region's industry, landholders and customers specifically:

- Bellyache Bush;
- Giant Rats Tail Grass;
- Groundsel Bush;
- Mother of Millions;
- Parkinsonia;
- Parthenium; and
- Rubber Vine

The program will focus on all localities in the region as:

- The Pest Management Team is dispersed in the Southern, Central and Northern parts of the region, therefore provide coverage of the whole region;
- Reactive work is undertaken in areas that contain known active infestations and performing compliance; and
- It enables Proactive work, whereby we can inspect and survey other areas to determine the presence of target species, along with the properties not participating in the State Government Funded Drought Program.

The Proactive work will allow the species to be mapped, compliance to be undertaken and will also provide insight and information to design programs and schedules that are efficient and effective, and further our progress towards the Biosecurity Program Success Indicators.

Option One

The program contained in the recommendation is tabled for consideration.

Option Two

Develop a new program, that lists specific locations. This would allow the community to know what areas we are targeting. The risk being where a property lies outside this location officers are to seek consent to allow entry to inspect or alternatively a new program be developed and return to Council for endorsement.

Option Three

Do Nothing. This would mean officers seek consent to allow entry to all properties to inspect and carry out compliance, rather than an overarching program that allows this for all locations.

Communication and Consultation (Internal/External):

Relevant officers in Customer Experience, Strategic Asset Performance and Operations have been consulted in the development of the proposed Biosecurity Program (Surveillance).

As required under the section 239 (2) of the Act, consultation with the Chief Executive of the Department of Agriculture and Fisheries regarding the biosecurity program on 30 August 2019.

External notification in accordance with the requirements of the *Biosecurity Act 2014* will be

made following Council resolution.

Legal Environmental and Policy Implications:

Section 235 of the Act outlines that the authorisation of a biosecurity program made by a local government must be authorised by resolution of the local government.

Financial and Resource Implications:

The costs of undertaking the proposed Biosecurity Program (Surveillance) are incorporated within the existing operational budget for the Pest Management cost centre.

Commentary:

The Biosecurity Program (Surveillance) assists in meeting Council's obligation to monitor the provisions of the *Biosecurity Act 2014*.

Summary:

Nil.

Anticipated Resolution Completion Date:

11 October 2019 to allow Council to provide fourteen (14) days public notice, including notification to:

- Each department or government owned corporation responsible for land in the area to which the biosecurity program relates; and
- The public via Council's website.

Attachments:

1. 2019-20 Summer Biosecurity Surveillance Program

Tabled Items:

Nil.

Report Prepared by: Manager Biosecurity and Environmental Health

G/3.1.6. GIDARJIL CULTURAL HERITAGE - SOLE SUPPLIER

Responsible Officer: General Manager Operations

Council Meeting Date: 1 October 2019

File Ref: PE1.1

Purpose:

This report seeks a resolution from Council to make use of the provisions in s235 of the Local Government Regulation 2012 that allows for the exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to cultural heritage services provided by Gidarjil Cultural Heritage Corporation Ltd.

Officer's Recommendation:

That Council:

1. Resolves, in accordance with Section 235(a) of the Local Government Regulation 2012, that it is satisfied that Gidarjil Cultural Heritage Corporation Ltd is the only supplier available to Council to provide cultural heritage services in accordance with the Cultural Heritage Clearance Procedure within the Port Curtis Coral Coast People and Local Government Indigenous Land Use Agreement ("the ILUA"); and
2. Authorises the Chief Executive Officer to undertake sole supplier purchases with Gidarjil Cultural Heritage Corporation Ltd for the provision of cultural heritage services in accordance with, and whilst the ILUA is in force.

Background:

Aboriginal Cultural Heritage is protected by the *Aboriginal Cultural Heritage Act 2003 (Qld)*. This Act seeks to recognise, protect and conserve Aboriginal Cultural Heritage and imposes a Cultural Heritage Duty of Care.

Council is a party to the Port Curtis Coral Coast People and Local Government Indigenous Land Use Agreement dated 30 August 2019 ("the ILUA"). The ILUA contains agreed protocols and procedures to assist Council to meet their Cultural Heritage Duty of Care to complement the requirements of the Aboriginal Cultural Heritage Act.

Schedule 13 of the ILUA provides a Cultural Heritage Clearance Procedure that must be followed by Council in both its operational and capital programs of work. The Cultural Heritage Clearance Procedure sets out a number of steps in which Council identifies if a proposed activity will impact Cultural Heritage and how potential impacts can be managed or mitigated. The clearance procedure includes works such as site inspections, cultural heritage surveys, monitoring and coordination work.

Consideration:

Gidarjil Cultural Heritage Corporation Ltd is a registered Australian public company limited by guarantee which represents the Port Curtis Coral Coast People ("PCCC") in a range of economic and social activities in and around the ILUA Area. Gidarjil is also a registered Aboriginal Cultural

Heritage Body under the *Aboriginal Cultural Heritage Act 2003* for the Cultural Heritage Area which includes the Gladstone Regional Council Area.

Clause 2 of ILUA Schedule 14, states “Any person undertaking a site inspection, monitoring or coordination work in accordance with the Clearance Procedure will be employed by Gidarjil Cultural Heritage Corporation Ltd or its successor....A Local Government will pay directly to Gidarjil or its successor the total cost of the work undertaken at the agreed daily or half-daily rate set out in this Schedule.”

Clause 47 of The ILUA will remain in force until such time as:

- the Native Title Party is no longer an Aboriginal Party for all of the Cultural Heritage Area, any Party may give Notice to the other Parties that Part 4 no longer applies;
- Otherwise, Part 4 applies indefinitely unless the Agreement is Terminated.

It is impractical to obtain sole supplier approvals for each individual cultural heritage engagement required by Council, which is why this sole supplier approval is being sought for Gidarjil Cultural Heritage Corporation Ltd, for the term of the ILUA.

Communication and Consultation (Internal/External):

This request has been formulated with consultation between the Strategic Asset Performance and Strategy and Transformation teams.

Legal Environmental and Policy Implications:

It is a requirement of the Local Government Regulation 2012 section 225 to invite written quotations or tenders where the supply of goods or services with a cost greater than \$15,000.

Section 235 of the Regulation provides several exceptions to the requirement and relevant to this request is clause a) which states:

- The Council resolves that it is satisfied that there is only 1 supplier who is reasonably available.

According to the State of Queensland (Department of Aboriginal and Torres Strait Islander Partnerships) Registered Cultural Heritage Bodies in Qld (attached), and in accordance with Schedule 14 of the ILUA, Gidarjil Cultural Heritage Corporation Ltd are the only cultural heritage body available to the Gladstone Regional Council Area.

Financial and Resource Implications:

Schedule 14 of the ILUA includes a schedule of rates for the work and Council must also meet Gidarjil’s expenses associated with the works including but not limited to accommodation, car hire and associated travel expenses.

Annual cultural heritage expenses across Council are estimated to be \$50,000 per annum, however this is entirely dependent on the nature of Council’s capital projects and operational works, and the degree of cultural heritage impacts.

Commentary:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

Upon Council endorsement.

Attachments:

1. Registered Cultural Heritage Bodies in Qld as at July 2019.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement

G/3.1.7. QUEENSLAND RUGBY UNION - SOLE SUPPLIER

Responsible Officer: General Manager Operations

Council Meeting Date: 1 October 2019

File Ref: PE1.1

Purpose:

This report seeks a retrospective resolution from Council to make use of the provisions in s235 of the *Local Government Regulation 2012*, that allows for exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to the hosting fee payable to Queensland Rugby Union (QRU) for the National Rugby Championship (NRC) game held on 28 September 2019 at Marley Brown Oval, Gladstone.

Officer's Recommendation:

That Council retrospectively resolves, in accordance with Section 235(a) of the Local Government Regulation 2012, that it is satisfied that Queensland Rugby Union (QRU) is the only supplier available to Council to provide rugby services for the National Rugby Championship (NRC) game held on 28 September 2019 at Marley Brown Oval, Gladstone.

Background:

The Community and Events team were successful in securing the round 5 NRC Rugby Union match between Queensland Country and Brisbane City teams, held at the Marley Brown Oval on 28 September 2019.

The intent of the NRC game was to attract media attention and promote Gladstone as a destination for major sporting events. Sporting events of this calibre contribute to our desire for diversity in events for the Gladstone region. They also enhance community pride and increase connection with sporting fans, participants, their families, friends and the wider community.

Consideration:

Discussions took place with various football codes about proposed major sporting events in 2018 and were informally outlined in the 13 November 2018 Councillor Information Session (CIS). Also outlined in the CIS paper, was the cost to purchase an NRC game ('hosting fee') of \$20,000, payable to Queensland Rugby Union (QRU).

Unfortunately, the requirement to obtain sole supplier approval to pay QRU for the hosting fee was overlooked prior to the event taking place. In order to pay QRU within the bounds of the *Local Government Regulation 2012*, retrospective Council approval is required.

Communication and Consultation (Internal/External):

Queensland Rugby Union
Senior Legal Advisor
Manager Governance
General Manager Community Development and Events

Legal Environmental and Policy Implications:

It is a requirement of the *Local Government Regulation 2012* section 225 to invite written quotations or tenders where the supply of goods or services with a cost greater than \$15,000.

Section 235 of the Regulation provides several exceptions to the requirement and relevant to this request is clause a) which states:

The local government resolves that it is satisfied that there is only 1 supplier who is reasonably available.

Queensland Rugby Union are the only provider of QRU events.

Financial and Resource Implications:

The \$20,000 hosting fee payable to QRU has been included in the 2019-20 Community Events budget.

Commentary:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

Upon Council endorsement.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement

G/3.1.8. RADF ROUND TWO 2018-19

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 1 October 2019

File Ref: CC7.16

Purpose:

Regional Arts Development Fund (RADF) Committee reporting recommendations, following assessment of RADF Round Two 2018-19.

Officer's Recommendation:

That Council:

1. Accept the recommendations of its RADF Committee and approve funding the following applications for Round Two 2018-19.

Applicant	Project Title	Project description	Category	Artform	Total project cost	RADF investment recommended (committee meeting held 16/9/2019)
Gladstone Festivals and Events	<i>GPC's Pop up Art Village</i>	Developing GPC Art Village	Building Community Cultural Capacity	Visual Arts	\$9,925.00	\$5,245.00
Gladstone Area Writers Group	<i>Gladstone Area Writing Skills Workshop</i>	Honing writing skills from start to finish workshop. Open to the broader community interested in the craft of writing	Building Community Cultural Capacity	Writing	\$5,620.00	\$2,403.00
Gladstone Maritime History Society Inc	<i>Queensland Museum Workshop</i>	Qld Museum 2 day workshop for the Gladstone Maritime Museum and others	Building Community Cultural Capacity	Museums and Collections	\$3,640.00	\$2,340.00
Baffle Art Group	<i>Planning to develop an arts culture at Baffle Creek</i>	Host a planning workshop and develop a 'sustainable business' plan for the Baffle Art Group. Host an arts business planning workshop for up to 10 creative individuals. Host a business networking event	Building Community Cultural Capacity	Visual Arts	\$2,343.60	\$1,293.60
Turkey Beach General Store	<i>Souvenir Range for Turkey Beach Concept Phase</i>	Consult with key stakeholders to design and survey market for the production of a pottery souvenir range for Turkey Beach	Concept Development	Craft	\$4,111.00	\$3,050.00
Heather Jensen	<i>Presenting new embroidery and sewing skills</i>	Attending and presenting during the Handcraft School, Expo and Conference	Regional Partnerships	Craft	\$2,280.00	\$1,090.00
Discovery Coast Tourism & Commerce Inc.	<i>1770 Festival Workshops</i>	Workshops showcasing Surfboard Art	Regional Partnerships	Visual Arts	\$2,860.00	\$1,750.00

2020 Agnes Blues, Roots & Rock Festival	<i>Destination Sculpture - Southern Great Barrier Reef</i>	Establish cultural collaboration between festival and local artist to provide a visual link between festival and destination.	Cultural Tourism	Visual Arts	\$3,725.00	\$2,500.00
Kristel Kelly	<i>Podcast Network Creation</i>	Develop a project plan for establishing a regionally based podcast network	Concept Development	New Media	\$12,365.00	\$4,285.00
Gary & Patricia Campbell	<i>Quilting Workshop, a French/Friendship Braided Table Runner</i>	Variety of colour kits provided for choice; combine the precut shapes and pieces to match the project pattern, sew, quilt, complete and compare to sample available. Suitable for beginners to intermediates.	Building Community Cultural Capacity	Craft	\$2,524.70	\$1,280.00
Luke Graham	<i>A Gas Story</i>	Production of a short documentary reflecting on the effect of the Gladstone Gas Boom years after its completion.	Contemporary Collections/Stories	New Media	\$26,080.00	\$7,490.00
Helen Graham	<i>Hansel and Gretel</i>	A performance of Hansel and Gretel through Pantomime involving dancers, singers, actors and musicians.	Building Community Cultural Capacity	Dance	\$36,881.50	\$8,641.50
Andreia Pereira	<i>Pop Con 2019</i>	Local artists interactive workshop during Pop Con 2019. Gladstone Entertainment Convention Centre	Regional Partnerships	Visual Arts	\$4,391.00	\$1,091.00
TOTAL					\$116,746.80	\$42,459.10

2. Note the acceptance of RADF Outcome Reports for the following projects:
 - a. Brittany-Elise Johansen
 - b. Cheryl Gibson
 - c. Creative Gladstone Inc.
 - d. Frances Schulze
 - e. Kristel Kelly

3. Note the recommendations for the following Change of Project requests:
 - a. William Debois, change of timeline
 - b. SES, change of timeline

Background:

The Regional Arts Development Fund is a partnership between the Queensland Government and Gladstone Regional Council to support local arts culture in regional Queensland.

Each year, a public invitation is advertised for people to become involved in the administration of RADF through appointment to its committee.

Council appointed Cr Glenn Churchill as Chair of RADF, 4 December 2018, and provides a secretariat service to the committee through the Gladstone Regional Art Gallery & Museum.

Consideration:

Fifteen (15) applications were received, requesting \$51,853.70 and thirteen (13) were recommended for approval, totalling \$42,459.10.

Communication and Consultation (Internal/External):

Regional Arts Development Fund Committee members.

Legal Environmental and Policy Implications:

RADF is a partnership between the Queensland Government, through Arts Queensland, and Gladstone Regional Council.

RADF is informed by Council's Arts & Cultural Development Policy, developed in conjunction with the advisory committee and the community, adopted 18 June 2019.

Financial and Resource Implications:

Council has budgeted \$133,740 (gross) for the RADF program in 2018-19 which includes \$55,000 from the Queensland Government.

Commentary:

Council initiated Strategic Projects include:

- a) Take pART – Gladstone Region and
- b) Community & Committee Training

Summary:

RADF and the funding partnership offered by Arts Queensland is an important component of arts and culture development in Gladstone Region.

Anticipated Resolution Completion Date:

Agreements and financials anticipated to be completed by 31 October 2019.

Attachments:

1. FINAL Minutes RADF R2 2018-19 16 September 2019

Tabled Items:

Nil.

Report Prepared by: Acting Manager and Curator

G/3.1.9. LOCAL GOVERNMENT ASSOCIATION QUEENSLAND MOTION AMENDMENT

Responsible Officer: General Manager Strategy and Transformation

Council Meeting Date: 1 October 2019

File Ref: CM6.1

Purpose:

To consider a request for a change to a Local Government Association Queensland (LGAQ) motion proposed for the 2019 LGAQ Annual Conference.

Officer's Recommendation:

That Council determine if it wishes to rescind part a. of resolution G/19/3842.

Background:

At the General Meeting held 16 July 2019, Council resolved (viz G/19/3842) to submit the following motion to the LGAQ for consideration:

- a. That the LGAQ call upon the State Government to provide the principles of privilege, those same privileges of State and Federal Government of debate within Council General Meetings.*

The LGAQ has written to Council requesting reconsideration of this motion. Advice provided is that whilst the motion itself is valid, it is recommended that the motion does not support the message of local government demonstrating its commitment to transparency and accountability.

Consideration:

Council could consider withdrawing the proposed motion or confirm its request for consideration at the upcoming LGAQ Annual Conference proceedings.

Communication and Consultation (Internal/External):

Correspondence has been received from LGAQ requesting reconsideration of the proposed motion.

Legal Environmental and Policy Implications:

Nil.

Financial and Resource Implications:

Nil.

Commentary:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

Within one week of meeting.

Attachments:

1. LGAQ Correspondence dated 13 September 2019

Tabled Items:

Nil.

Report Prepared by: Manager Governance

G/3.1.10. COUNCIL GENERAL MEETING SCHEDULE FOR 2020

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 1 October 2019

File Ref: CR8.4, CM7.2

Purpose:

To seek Council's adoption of the proposed General Meeting Schedule for 2020.

Officer's Recommendation:

That Council adopt the following General Meeting schedule for 2020 as follows:

21 January 2020	4 February 2020
18 February 2020	3 March 2020
17 March 2020	

Background:

Council generally holds its General Meetings on the 1st and 3rd Tuesday of the month. There has on occasion been exceptions due to the Christmas/ New Year closures when the 1st General Meeting of the year in January is not held until the 3rd or 4th Tuesday of the month.

In addition, in the past two calendar years, Council has elected to host a number of General Meetings in regional areas with the below regions previously hosting meetings:

2017 – Agnes Water, Mt Larcom, Ubobo;

2018 – Boyne Island, Rosedale, Wartburg (including Baffle Creek), Calliope;

2019 – Miriam Vale, Ambrose, Turkey Beach, Builyan (planned for November 2019).

With the Local Government quadrennial election planned for late March, a determination on regional meetings will be included in the post election meeting of the newly formed Council.

Consideration:

The proposed schedule for General Meetings on Tuesdays is believed to have the least impact on Councillors' diaries with public holidays and external boards and committees in which Councillors represent Council, taking into consideration General Meeting days on a Tuesday.

Communication and Consultation (Internal/External):

Council's decision of the change of location for General Meetings will be published with the General Meeting Schedule for 2020 as required under section 277 of the *Local Government Regulation 2012*. This notice will be given published:

- In a newspaper circulating generally in the local government area;
- On the local government's website;
- In the public office in Gladstone.

Legal Environmental and Policy Implications:

Section 277 of the *Local Government Regulation 2012* requires public notification of the days and times of when Councils ordinary meetings will be held at least once per year. Council's Conduct of Council Meetings Policy details further information on procedures and conduct at Council Meetings.

Financial and Resource Implications:

There are minor operational costs associated with public notices.

Commentary:

As the 2020 Local Government Elections are anticipated to be held in late March 2020, the proposed General Meeting schedule is for the first quarter of the calendar year only.

Summary:

Nil.

Anticipated Resolution Completion Date:

December 2020.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Executive Secretary

G/4. DEPUTATIONS

Nil.

G/5. COUNCILLORS REPORT

Responsible Officer: Chief Executive Officer

Council Meeting Date: 1 October 2019

File Ref: CM7.2

Purpose:

Cr Rick Hansen submits the following report.

Officer's Recommendation:

That the report be received.

Attachments:

1. LGAQ Waste Forum_Cr Hansen

Tabled Items:

Nil.

Report Prepared by: Cr Hansen

G/6. URGENT BUSINESS

Nil.

G/7. NOTICE OF MOTION

Nil.

G/8. CONFIDENTIAL ITEMS

Nil.

ATTACHMENTS