



GLADSTONE
REGIONAL COUNCIL

**GENERAL MEETING NOTICE
AND AGENDA**

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

On Tuesday 17 August 2021

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

Table of Contents

ITEM	PAGE
G/1. MAYORAL STATEMENT OF CURRENT ISSUES.....	3
G/2. CONFIRMATION OF MINUTES	4
G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 3 AUGUST 2021	4
G/3. OFFICERS' REPORTS	5
G/3.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 28 JULY 2021.....	5
G/3.2. GLADSTONE AIRPORT CORPORATION STATEMENT OF CORPORATE INTENT FINANCIAL YEAR 2022.....	16
G/3.3. 2020/21 OPERATIONAL PLAN - FINAL REPORT.....	19
G/3.4. 2021-22 STRATEGIC PRIORITIES DOCUMENT	24
G/3.5. REGIONAL QUEENSLAND COUNCIL OF MAYORS - MEMBERSHIP INVITATION.....	26
G/3.6. LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE ATTENDANCE	29
G/3.7. 2021 NATIONAL LOCAL ROADS & TRANSPORT CONGRESS	31
G/4. DEPUTATIONS	33
G/5. COUNCILLORS REPORT.....	33
G/6. URGENT BUSINESS.....	33
G/7. NOTICE OF MOTION	33
G/8. CONFIDENTIAL ITEMS	33

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 3 AUGUST 2021

Responsible Officer: Chief Executive Officer

Council Meeting Date: 17 August 2021

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 3 August 2021.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 3 August 2021 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 3 August 2021

Tabled Items:

Nil.

Report Prepared by: Executive Secretary

G/3. OFFICERS' REPORTS

G/3.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 28 JULY 2021

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 17 August 2021

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2021-22 year to date, for the period ended 28 July 2021.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2021-22 year to date, for the period ended 28 July 2021 as required under Section 204 *Local Government Regulation 2012*.

Background:

The percentage of year passed (pro-rata rate) as at 28 July 2021 is 7.95%.

The 2020-21 budget was adopted on 15 June 2021.

End of year processing for 2020-21 is underway and it is anticipated that preliminary comparative figures will be provided with the financial report for August. At this stage the comparative figures in the Statement of Income and Expenditure and Statement of Financial Position are still reflecting the audited figures from 2019-20.

Statement of Income and Expenditure

Income

Recurrent Revenue

Total recurrent revenue	2021-22	Actual as %
Actual	\$152.8m	
Budget	\$199.4m	76.66%

Of note:

Net rates and utility charges	2021-22	Actual as %
Actual	\$152.2m	
Budget	\$158.0m	96.29%

GENERAL MEETING AGENDA 17 AUGUST 2021

Council's primary source of recurrent revenue is the generation of annual rates, along with access charges for water, sewerage and waste. This generation was completed in July, with notices to be issued to ratepayers in August. Water consumption revenue for 2021-22 will be raised upon completion of the water meter reading cycles during the year. Discounts are applied when payments are received from customers, resulting in a decrease to net rates and utility charges. The total budget for discounts in 2021-22 is \$12.2m.

Fees & charges	2021-22	Actual as %
Actual	\$0.3m	
Budget	\$15.7m	2.01%

Tipping fees are not raised until the following month. As per prior years, July revenue is low as a result of June fees being accrued back into the 2020-21 financial year.

Grants, subsidies, contributions and donations	2021-22	Actual as %
Actual	-	
Budget	\$10.3m	0.14%

Minimal revenue has been received in July. General purpose grants make up \$8.3m of this budget, with the first \$1.0m of the Financial Assistance Grant (FAG) for 2021-22 expected in August.

Capital Revenue

Total capital revenue	2021-22	Actual as %
Actual	-	
Budget	\$16.7m	0.00%

Minimal capital revenue has been received for the current financial year.

The following projects have budgeted capital revenue greater than \$1.0m:

- Gladstone Aquatic Centre Upgrade – Stage 2 (Federal) **\$1.6m**
- Benaraby Landfill – Capping of Cell 2 (Federal) **\$1.1m**
- Asphalt Overlay and Bitumen Reseals (Federal) **\$1.1m**
- A01 to Gladstone Wastewater Treatment Plant Partial Main Replacement (Federal) **\$2.0m**
- Gladstone Sewer Mains Renewal (State) **\$2.2m**

Expenditure

Year to date expenditure although lower than pro-rata rate, is tracking in line with expectations for this time of year. When accruals are processed for end of financial year, the expenses relating to June are pushed back to the prior year, typically resulting in a high result for June and a lower result for July. This is reflected in the following results.

GENERAL MEETING AGENDA 17 AUGUST 2021

Recurrent expenditure

Total recurrent expenditure	2021-22	Actual as %
Actual	\$12.4m	
Budget	\$200.3m	6.20%

Of note:

Employee benefits	2021-22	Actual as %
Actual	\$4.4m	
Budget	\$66.5m	6.68%

Employee benefits are the largest component of Councils recurrent expenditure. Year to date expenditure is in line with budget.

Contractors and consultants	2021-22	Actual as %
Actual	\$1.2m	
Budget	\$31.3m	3.70%

Significant budgets for contractors and consultants are held in the areas of asset management, road services, parks & environment, water, sewerage, strategic information technology and economic development.

Donations and sponsorships	2021-22	Actual as %
Actual	\$0.5m	
Budget	\$2.8m	17.93%

Increased focus on donations and sponsorships in late 2020-21 has resulted in an improved start for the 2021-22 financial year.

Other materials and services	2021-22	Actual as %
Actual	\$0.1m	
Budget	\$9.5m	0.62%

This category includes budgets for materials, general repairs, fees & charges as well as all other expenses not specifically identified in the Statement of Income and Expenditure. It is expected that the actuals will align closer to budget as the year progresses.

GENERAL MEETING AGENDA 17 AUGUST 2021

Waste disposal and tipping fees	2021-22	Actual as %
Actual	\$0.1m	
Budget	\$7.7m	1.36%

As reflected in tipping fees income – waste disposal charges are not generated until the following month.

Statement of Financial Position

	Current Value	Budget	Current as %
Year to date Assets	\$2.6b	\$2.5b	101.37%
Year to date Liabilities	\$132.0	\$139.4m	94.66%

Receivables are currently high following the rates generation. The amounts reflected in the Statement of Financial Position include the opening balances for the 2021-22 year which are yet to be finalised.

Capital Expenditure

	Actual	Budget	Actual as %
Year to date capital expenditure	\$3.5m	\$73.5m	4.80%
Including commitments (open purchase orders)	\$12.7m		17.38%

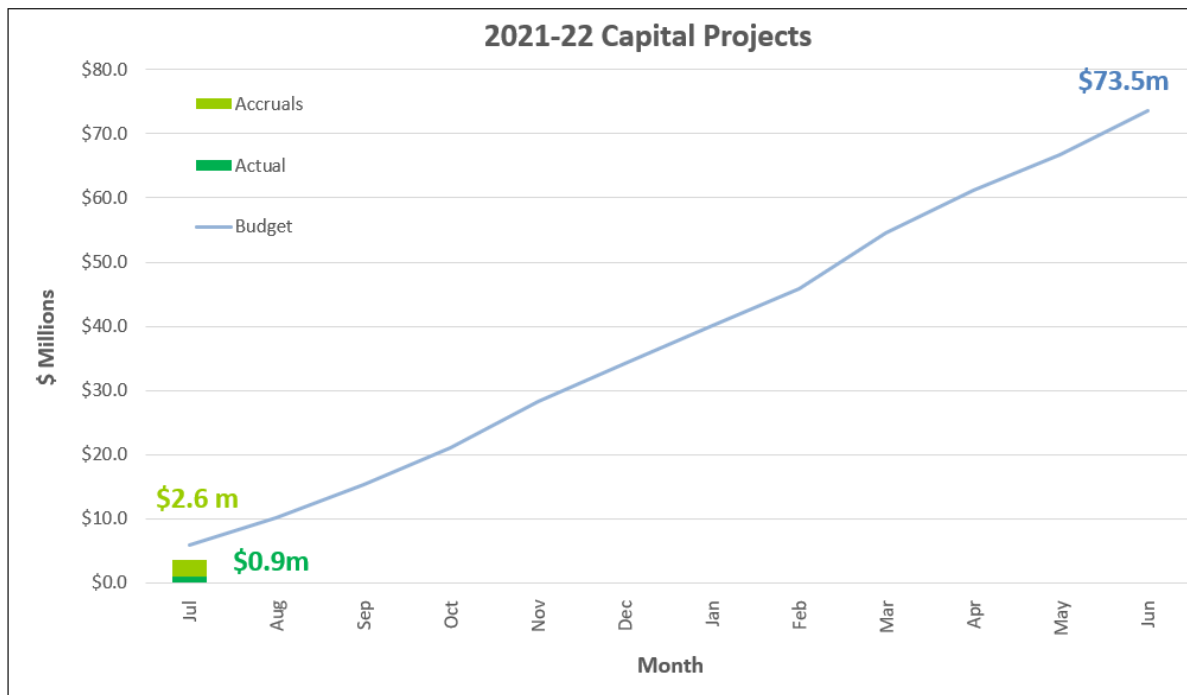
Of the \$9.2m in commitments, \$1.3m relates to the fleet replacement program, \$1.9m relates to Lake Awoonga mains upgrade and \$1.8m relates to relining South Trees treatment ponds projects.

Accrual estimates of \$2.6m have been included in the actuals, to account for major claims relating to July work as at 28 July 2021.

GENERAL MEETING AGENDA 17 AUGUST 2021

Capital expenditure against groups with significant capital expenditure budgets is shown in the table below:

Group	YTD Actual	Commitments	Budget	Actual as % of Budget
Road Assets	\$0.9m	\$0.7m	\$24.5m	4%
Sewerage Assets	\$0.6m	\$3.9m	\$17.2m	3%
Asset Governance	\$0.0m		\$5.0m	0%
Water Assets	\$0.5m	\$2.5m	\$5.7m	8%
Delivery Support and Performance	\$0.9m	\$1.3m	\$8.0m	11%
Waste Assets	\$0.1m		\$2.4m	5%
Property Assets	\$0.2m	\$0.7m	\$6.7m	3%
Parks & Environment Assets	\$0.0m		\$1.1m	0%
Community Development & Events	\$0.0m		\$1.1m	0%
Other	\$0.4m	\$0.1m	\$1.8m	23%
Total	\$3.5m	\$9.2m	\$73.5m	5%



Outstanding Rates

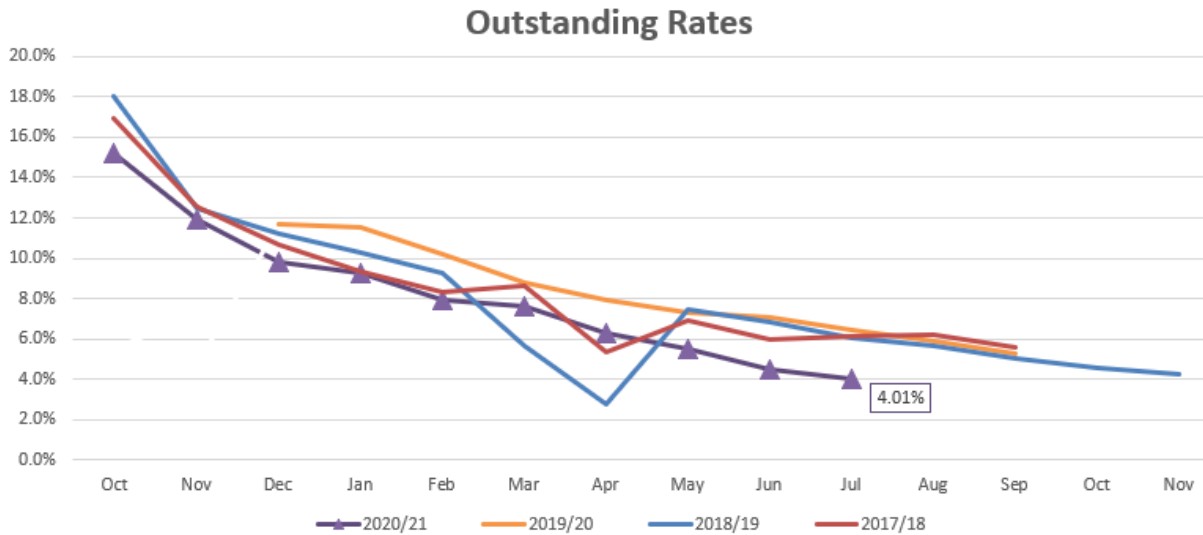
Outstanding rates, as a percentage of gross rates levied for 2020-21, and collectible, is at 4.01% at the end of July 2021, compared to 6.42% for the same period last year.

Of the \$7.4m of outstanding rates 18.21% relates to commercial / industrial assessments and 81.79% represents residential assessments.

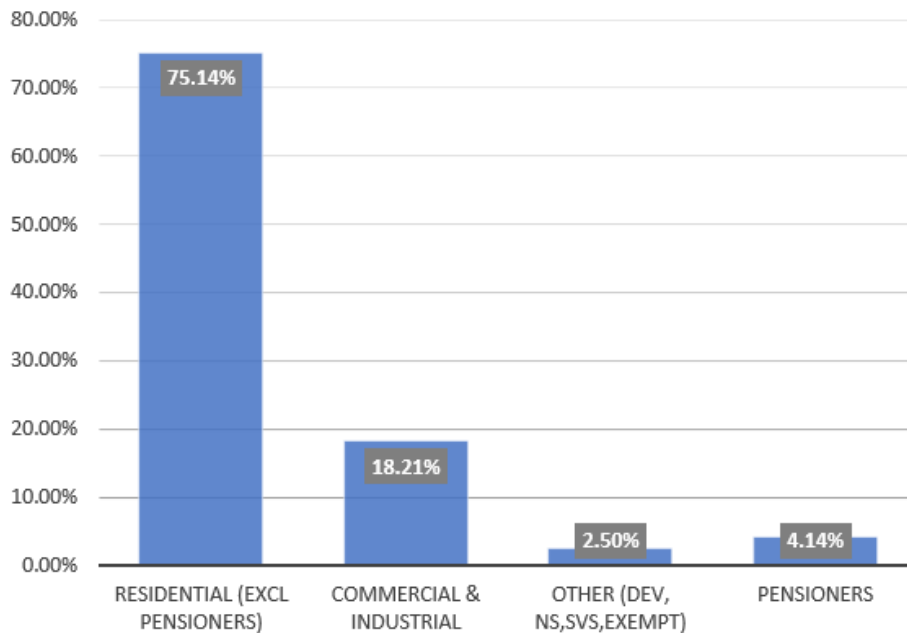
GENERAL MEETING AGENDA 17 AUGUST 2021

These figures include \$0.7m of rates that are currently being repaid under an authorised payment plan, for which there were 5 commercial/industrial assessments and 83 residential assessments. A total of 88 assessments, which is a decrease from 1,106 assessments in June 2021. This movement is a result of expired instalments for the 2020-21 financial year being removed.

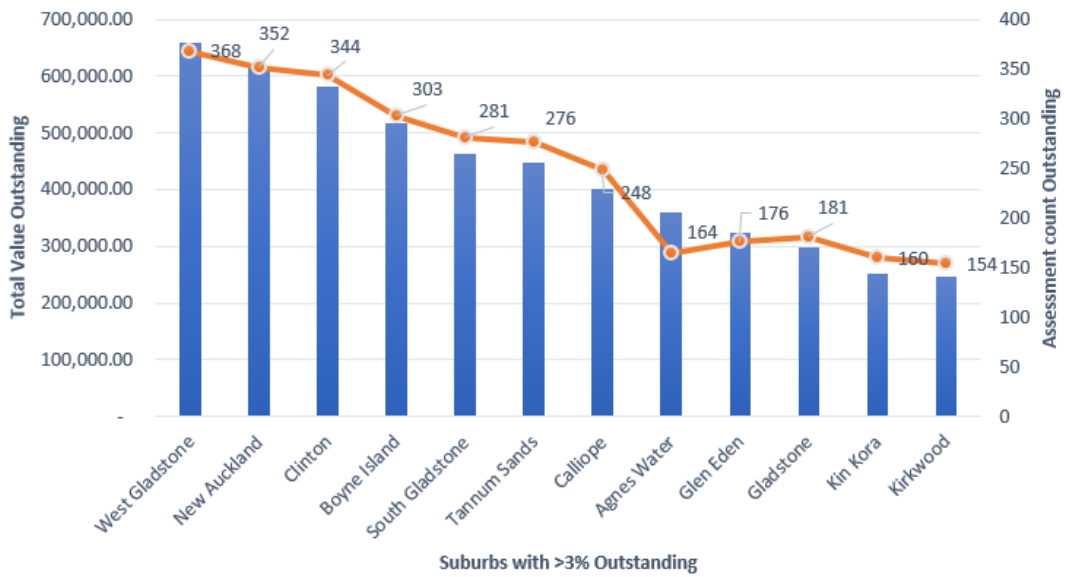
There were 1,106 ratepayers who had paid their rates in advance, in the amount of \$1.6m.



Outstanding Rates & Charges at 28/07/2021



Residential Rates & Charges Outstanding > 3% per Suburb



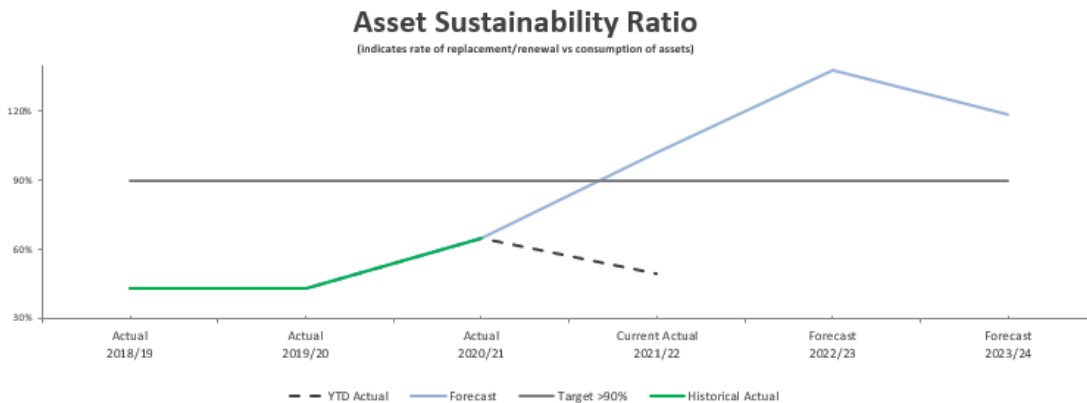
Sustainability Ratios

Financial ratios provide a useful snapshot of Council’s financial status and emerging trends. Individual ratios do not provide enough information to form a comprehensive opinion of Council’s financial position and performance, but when the right mix of ratios are considered together, they become a valuable tool in analysing Council’s overall financial performance.

Asset Sustainability Ratio

This ratio compares Council’s expenditure on capital renewal assets with the rate at which our assets are depreciating. As Council invests in the renewal of its asset base on a rolling cycle, the expected results can vary from year to year. The results for a single year are dependent on the delivery of renewal projects in the capital program. Infrastructure renewals have accounted for 44.83% of capital expenditure with the balance on new and upgrade projects. The 2021-22 capital budget includes a significant allocation to renewal projects, and Council is expecting to exceed the target asset sustainability ratio this year.

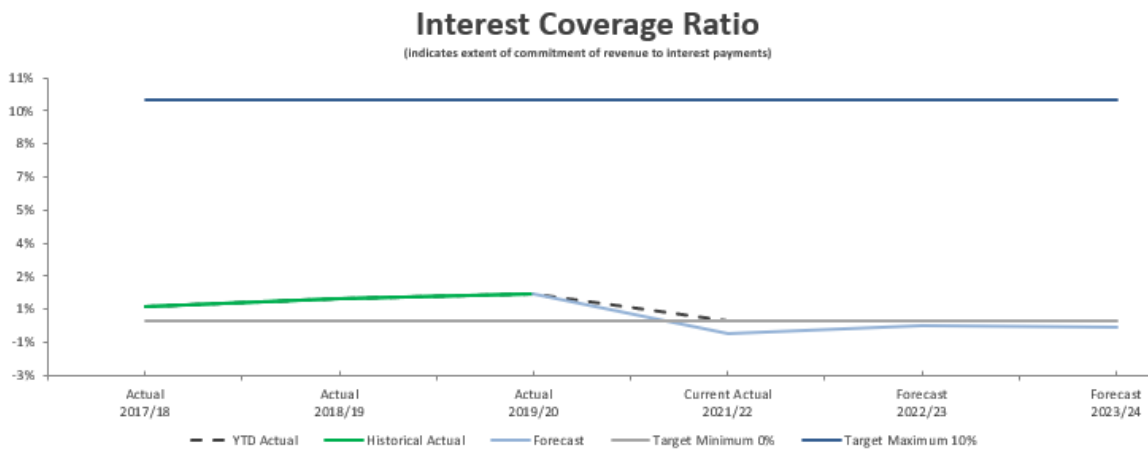
Asset Sustainability Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
49.68%	60.53%	101.77%	>90%



Interest Coverage Ratio

This ratio indicates the percentage of operating revenue required to cover net interest costs. The ratio is reflecting in a negative amount, as no interest expenses had been recognised at the time of preparation of this report.

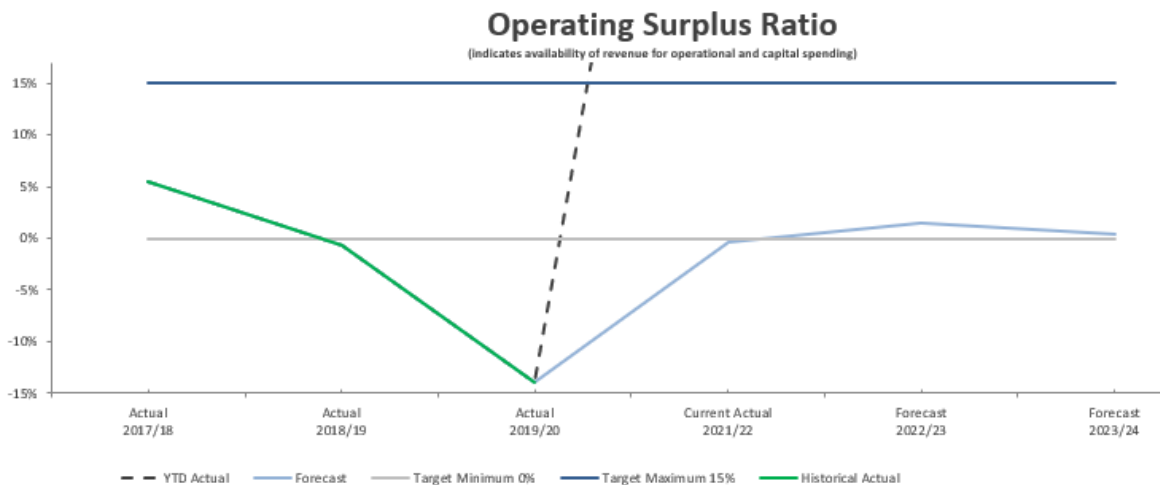
Interest Coverage Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
(0.02%)	1.32%	(0.61%)	0 - 10%



Operating Surplus Ratio

A positive result for this ratio indicates that operating revenue can be used to fund capital expenditure, on top of the operational costs of Council. The results are currently skewed due to the generation of annual rates and other charges. This will align closer to budget as the year progresses.

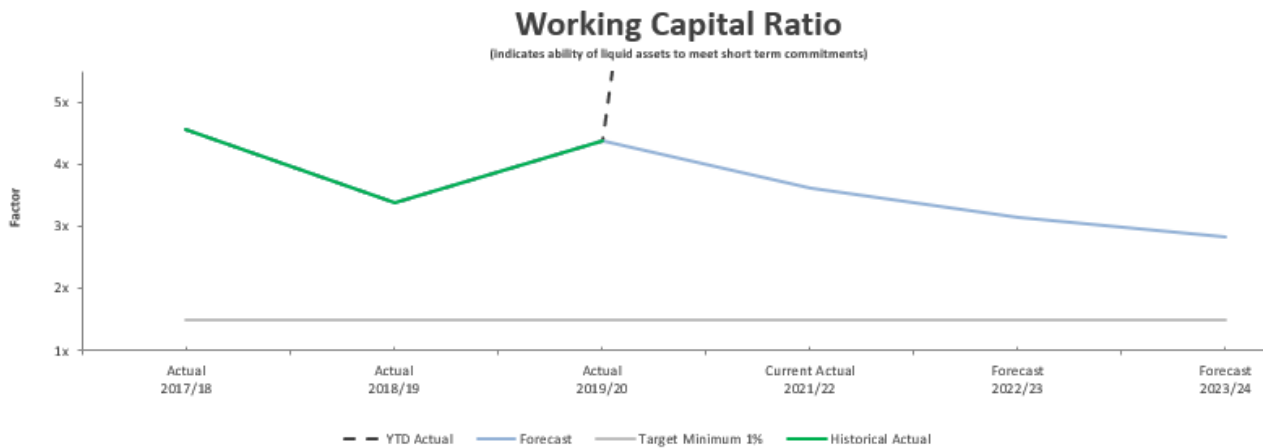
Operating Surplus Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
91.87%	(8.57%)	(0.45%)	0 - 15%



Working Capital Ratio

The working capital ratio shows the ability of Councils current assets, to cover the commitments of its current liabilities. Following the rates generation, Council has a significant balance of receivables, causing this ratio to present abnormally.

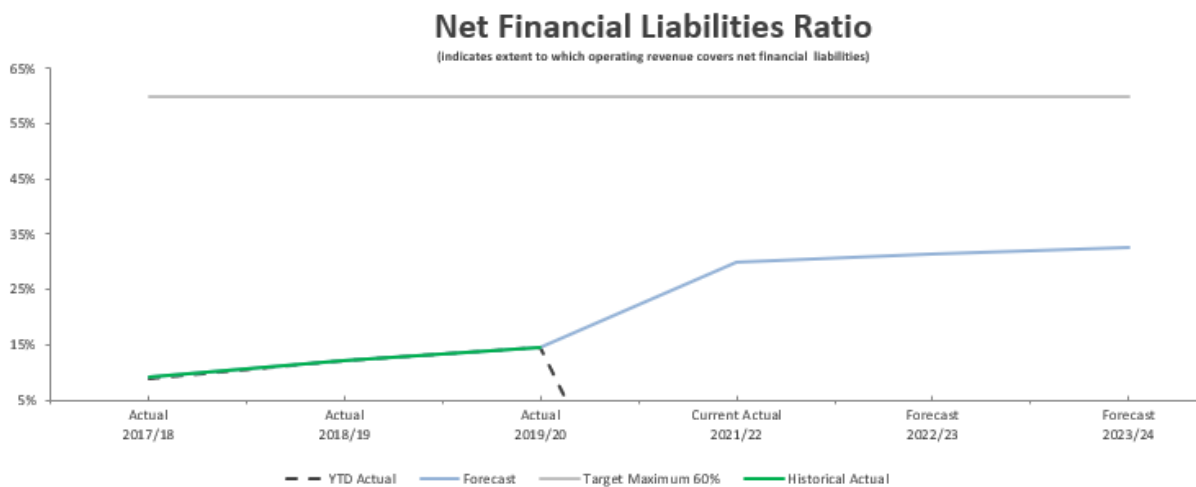
Working Capital Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
10.89x	2.91x	3.12x	Greater than 1:1



Net Financial Liabilities Ratio

The ratio shows the extent to which operating revenue covers net financial liabilities. Again, the results are skewed following the rates generation which has created both high income and a high receivables balance.

Net Financial Liabilities Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
(59.24%)	21.60%	30.07%	< 60%

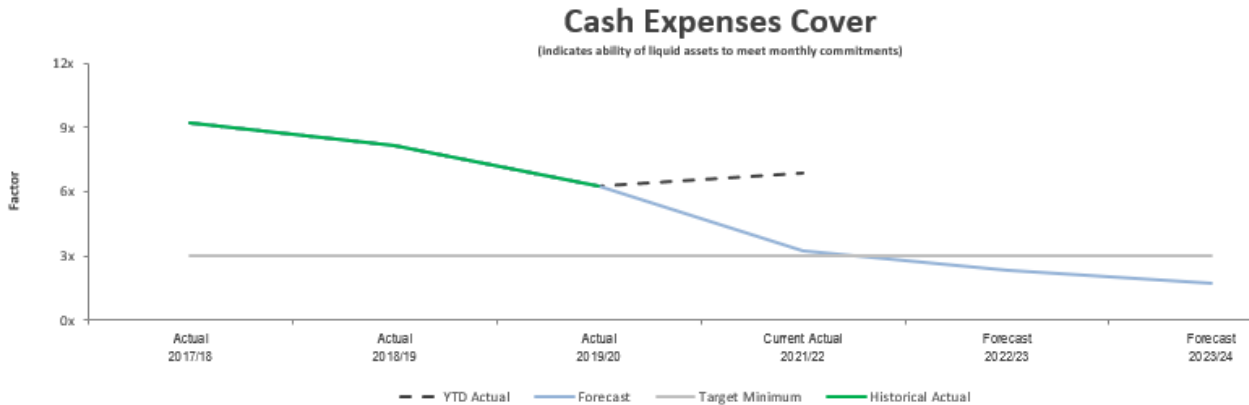


GENERAL MEETING AGENDA 17 AUGUST 2021

Cash Expenses Cover Ratio

This ratio indicates the number of months that Councils cash balance could cover its monthly cash expenses. The current result reflects a continuing strong cash position proportional to operating costs. This is due to the end of year accruals process, which causes expenditure for the month of July to reflect as less than an ordinary month of operations.

Cash Expenses Cover Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
6.90x	6.82x	3.24x	> 3x



Options, Risk and Opportunity Analysis:

Nil.

Communication and Consultation:

The report seeks specialist input regarding budget from Systems Modelling and Metrics Specialist and Cost Analyst. Capital expenditure commentary is provided through Manager Works Planning and Scheduling. Information relative to outstanding rates and prepaid rates is sought from Manager Revenue Services.

Legal Strategy and Policy Implications:

Council is required to receive an update at least monthly relative to its financial position, *Section 204 Local Government Regulation 2012*.

Financial and Resource Implications:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

17 August 2021

GENERAL MEETING AGENDA 17 AUGUST 2021

Attachments:

1. Monthly Financial Statements for the period ending 28 July 2021
2. Operating Statements for month end July

Tabled Items:

Nil.

Report Prepared by: Accountant

G/3.2. GLADSTONE AIRPORT CORPORATION STATEMENT OF CORPORATE INTENT FINANCIAL YEAR 2022

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 17 August 2021

File Ref: FM19.1

Purpose:

This report seeks Council consideration of the Gladstone Airport Corporation's Statement of Corporate Intent for the 2021/2022 financial year.

Officer's Recommendation:

That Council endorse the Gladstone Airport Corporation's Statement of Corporate Intent 2022, with amendment to reflect correction to the Financial Statements to reflect appropriate handling of loan ERA fee.

Background:

Under the *Local Government (Beneficial Enterprises and Business Activities) Regulation 2010* (repealed), Gladstone Airport Corporation (GAC) is required annually to present a Statement of Corporate Intent to Council for its consideration.

The Statement of Corporate Intent represents the performance agreement between Gladstone Airport Corporation and Council (as the owner and sole shareholder) for the 2021/2022 financial year. Section 92 of the Regulation details the information the Statement of Corporate Intent must contain.

There has been very little change to the Statement of Intent from 2021 to 2022. The changes are summarised below:

- The values for Capital Structure and Financial Performance in Part B have been adjusted to reflect the changes in equity, capital and gearing ratio. The recent revaluation of GAC's assets has significantly impacted this position.
- GAC is proposing to invest a total of \$2.757M in capital investments in the 2021/2022 financial year verses an investment of \$0.884M in 2020/2021 which reflects the adjustments made to the 10 Year Capital Expenditure Plan (Appendix 2 to the Statement of Corporate Intent).
- The Financial Indicators and Payments to Shareholder information has been updated to reflect the 2021/2022 budget forecast which shows a slight improvement in anticipated total payments and contributions to Council for 2021/2022 when compared to 2020/2021 (\$2.278M 20/21 to \$2.487M 21/22).
- Part C – Non-financial Performance Measures have also been amended with the anticipated performance indicators updated. There is no proposed change to staffing in 2021/2022. It is noted that passenger numbers for 2020/2021 were under the anticipated number shown in 2020/2021 Statement of Corporate Intent (161,453 anticipated, with 123,619 actual provisional).

GENERAL MEETING AGENDA 17 AUGUST 2021

- The Quality Statement has been updated to a new 'Collaboration and Excellence' statement which broadens the principle of quality to include collaboration in the achievement of quality services.
- Appendix 1 – Financial Statements and Appendix 2 – 10 Year Capital Expenditure have both been updated with current financial information and updated capital forecasts.

Options, Risk and Opportunity Analysis:

Option 1 - Adopt the Recommendation

Option 2 – Request that the Corporation consider changes to the Statement of Corporate Intent

Council may elect to provide some alternative direction to GAC for the 2021/2022 financial year. To facilitate this option, Council would need to move an alternative resolution:

“That the Gladstone Airport Corporation consider the following matters for inclusion in the Statement of Corporate Intent for 2022:

- 1. Insert Content;*
- 2. Insert Content.”*

Communication and Consultation:

Gladstone Airport Corporation Board has prepared and proposed attached Statement of Corporate Intent with relevant consideration of the operating environment and its regulatory parameters.

Legal Strategy and Policy Implications:

Under the *Local Government (Beneficial Enterprises and Business Activities) Regulation 2010*, Council is required to review and adopt the Statement of Corporate Intent for Gladstone Airport Corporation each financial year.

Financial and Resource Implications:

The Statement of Corporate Intent sets out the agreed commercial parameters for the corporate entity and includes the repayment terms of tax equivalents and competitive neutrality fee to Council in accordance with the Regulation.

The Statement of Corporate Intent for 21/22 is prepared based on the predicted recovery in operations from the CoVid-19 disruptions to the airline industry, however, it is noted that any new CoVid-19 limitations in aircraft movements and broader inter and intra state movement restrictions will have a downside impact on the proposed NPAT position of a \$553,000 surplus.

Further, the proposed accounting treatment for the loan restructure will need clarification with Queensland Audit Office which will likely see an adjustment to the disclosure provided in Appendix 1 for FY 2021

Summary:

Not applicable.

Anticipated Resolution Completion Date:

The decision can be implemented without delay following confirmation of Council's meeting minutes.

GENERAL MEETING AGENDA 17 AUGUST 2021

Attachments:

1. CONFIDENTIAL - Gladstone Airport Corporation Statement of Corporate Intent Financial Year 2022

Tabled Items:

Nil.

Report Prepared by: Manager Governance / General Manager Finance Governance and Risk

G/3.3. 2020/21 OPERATIONAL PLAN - FINAL REPORT

Responsible Officer: General Manager Strategy and Transformation

Council Meeting Date: 17 August 2021

File Ref: CM 14.2

Purpose:

To present Council with the final performance report on the 2020/21 Operational Plan ending 30 June 2021.

Officer's Recommendation:

That Council note the 2020/21 Operational Plan Final Report and the report be published on Council's website.

Background:

The Operational Plan 2020/21 endorsed 07 July 2020, identified activities required to deliver on the vision and objectives contained in the Gladstone Regional Council Corporate Plan 2018-2023 (adopted on 3 July 2018).

In accordance with requirements under s. 174(3) of the *Local Government Regulation 2012*, the report for the quarter ending 30 June 2021 is presented for Council's information.

The attached report provides a final assessment of Council's progress on the activity identified in the 2020/21 Operational Plan.

Options, Risk and Opportunity Analysis:

2020 / 2021 Highlights:

- There were a total of 15 items in the 20/21 Operational Plan. As at June 2021, completion rates were:

Status	%	# Items
Complete	80%	12
Concern	7%	2
Amended	13%	1

- Activity 1.2 - Investing in our future: Philip Street Communities and Family Precinct is the one item not complete (concern). It was recorded as 95 per cent overall progress as at 30 June and is now completed. There were delays in the project due to weather and the project reached practical completion in July 2021.
- Explanation of Status':
 - **Complete:** Indicates output has been 100% delivered
 - **Concern:** Issues affected delivery but are being managed within the project team. Item not completed by 30 June 2021
 - **Amended:** This activity has been revised due to a change in priority or a shift in targets for the activity. Using status 'Amended' requires full Executive Leadership Team agreement

GENERAL MEETING AGENDA 17 AUGUST 2021

- Nine out of Twelve Key Performance Indicators were achieved.
 - Final values for year to date were used in this report as opposed to coloured traffic light used in previous quarter reports
- Twelve out of 16 infographics included in the report represent values for nine out of 12 months as we did not develop the data sets until Quarter two
- The COVID Recovery report is also 100% complete except for one item regarding RV signage which is at 90 per cent overall progress

The below excerpts from attached report also provide a highlight of the data:

Demonstrating Performance

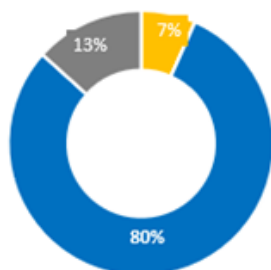
This is the final report of the 2020/21 year, ending **30 June 2021**, and is presented for consideration by Council. The report summarises progress to date.

Performance is reported with an overall health coloured traffic light:



- **On Track** – Reaching all milestones as planned
- **Concern** – Issues are affecting delivery, but they are manageable within the project team
- **Action Needed** – Issues are affecting delivery and require Executive support
- **Complete** – Indicates output has been 100% delivered and no longer requires quarterly updates
- **Amended** – This activity has been revised due to a change in priority or a shift in targets for the activity.

Overall



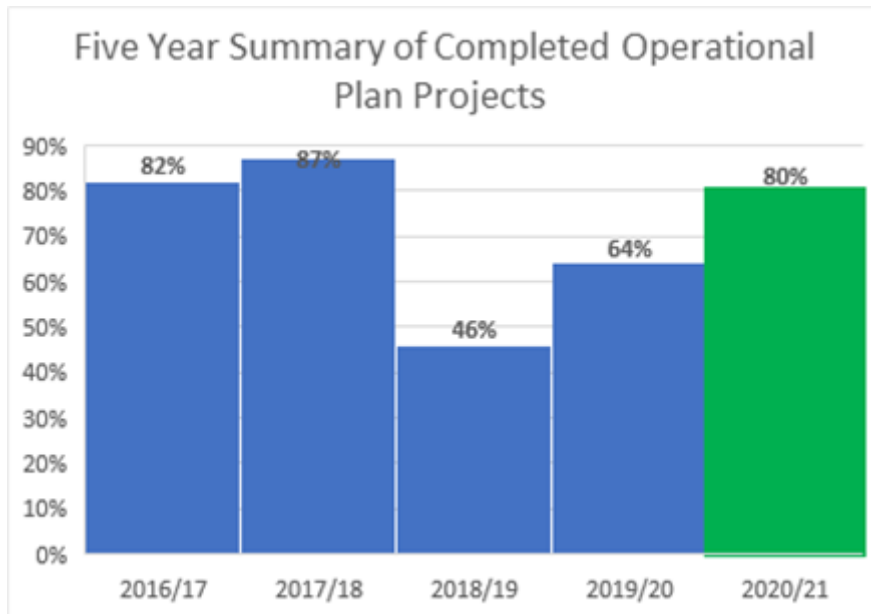
■ Concern ■ Complete ■ Amended

Goal Overall - Summary

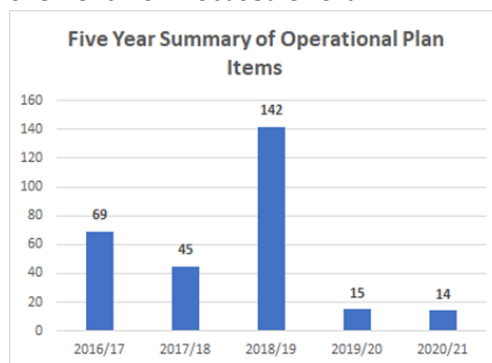
Goal	Action Needed	Concern	On Track	Complete	Amended	Total
Goal 1. Engaged, involved and proud community	0	1	0	1	0	2
Goal 2. Healthy environment, healthy community	0	0	0	1	0	1
Goal 3. Our people, our values.	0	0	0	3	0	3
Goal 4. Ethical and responsible government.	0	0	0	1	0	1
Goal 5. Outstanding customer service.	0	0	0	1	0	1
Goal 6. Smart asset management.	0	0	0	0	1	1
Goal 7. Operational excellence.	0	0	0	2	0	2
Goal 8. Grow the region.	0	0	0	2	0	2
Goal 9. Smart investment.	0	0	0	1	1	2
Total	0	1	0	12	2	15

Year on Year progress

- a) Council is increasing completion rates each year since 2018/19.

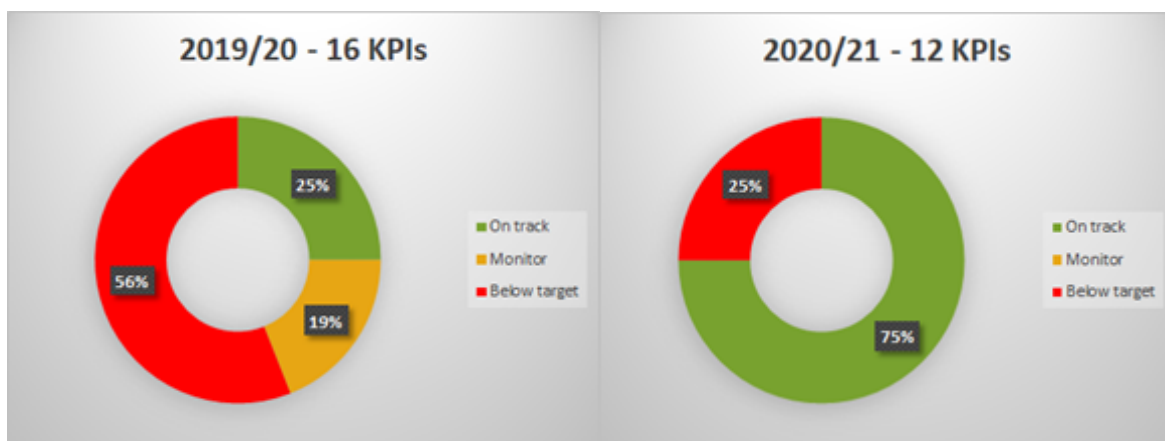


- b) An increased focus on prioritised activity has resulted in fewer activities each year. A higher success rate and greater improvement from focused effort.



- c) There is significant performance as compared to last year. improvement (50 per cent) in KPI

Two Year Overall KPI Trend



GENERAL MEETING AGENDA 17 AUGUST 2021

- d) This year three KPIs were reported as below target at the end of the year.

KPI	Year to Date Performance	Comment
<i>90 per cent or greater closeout of environment non-compliance actions within the agreed timeframe that are due this year</i>	80%	Three outstanding environmental compliance actions are impacting the close-out percentage. Plans are being developed and implemented with each action to close them out.
95 per cent compliance with audit items within the agreed timeframe that are due this year	55%	<i>In 2021/22 an increased focus and effort has been prioritised on closing out audit items.</i>
85% per cent of Customer Service Requests completed within 10 days	71%	<i>A review is underway to identify improvements in response times to our Customer Service Requests.</i>

- e) This year a conscious effort was made to build capability of project leads managing projects and reporting progress and outcomes. This effort has been realised with project leads demonstrating consistent and predictable maturity in their project management and reporting performance throughout the year.

Two Year Quarter by Quarter Action Item Trend

Quarter	2019/20 Overall Performance	2020/21 Overall Performance
Q1	60%	100%
Q2	43%	87%
Q3	30%	80%
Q4	64%	80%

- f) A new outward facing quarterly report style and format was introduced including highlights, challenges, infographics, COVID recovery report, five reporting categories. Effort was made to enhance readership and engage with both quantitative and qualitative data. There is a new Quarterly report tile on the external website for increased stakeholder visibility.

Communication and Consultation:

Council Managers and Specialists provided status updates and comments against each Operational Plan item within the attached report. KPIs were reported by the leads assigned to them.

The 2020/21 Operational Plan Final Report was presented to the Executive Leadership Team on 28 July 2021 within the Monthly Executive Meeting.

Legal Strategy and Policy Implications:

Section 174(3) *Local Government Regulation 2012* (Preparation and adoption of annual operational plan) states that: *The Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*

Financial and Resource Implications:

Nil

Summary:

Council achieved 80% completion rate of the 2020/2021 Operational Plan which represents an improvement of 25% of year on year performance.

Only one item was reported as not complete, being Construction of the Philip Street Families and Communities Precinct. Construction was completed in July 2021, missing the deadline by less than a month, due weather delays.

KPI performance increased 50% year on year, with Council hitting target or over-achieving on nine of the twelve KPIs.

20/21 outcomes indicate an increase in maturity of how the business prioritises, plans and delivers our annual operational projects, ultimately progressing towards the Corporate Plan goals.

Anticipated Resolution Completion Date:

30 August 2021

Attachments:

1. Operational Plan Quarterly Report – Q4 (2)

Tabled Items:

Nil

Report Prepared by: Manager Strategy & Improvement

G/3.4. 2021-22 STRATEGIC PRIORITIES DOCUMENT

Responsible Officer: General Manager Strategy & Transformation

Council Meeting Date: 17 August 2021

File Ref:

Purpose:

To seek Council's endorsement of the 2021-22 Strategic Priorities document.

Officer's Recommendation:

That Council endorse the 2021-22 Strategic Priorities document.

Background:

The previous and current Strategic Priorities document was adopted on 7 July 2020 for the then pending State election. The document was slightly modified after the State election to be a more generic regional advocacy document.

With the possibility of a federal election being called by the end of the year it is imperative that Council have the subject advocacy document ready to support regional advocacy activities. Council had previously considered and agreed the headline Federal advocacy priorities for inclusion using the Strategic Priorities 2020-21 document as a starting reference. Each of the priorities have been developed further to provide a succinct advocacy statement and grouped under "Enabling Infrastructure" and "Strategic Policy."

Strategic priorities included in the updated advocacy document complement and or enable the investment priorities highlighted in the Gladstone Region Investment Prospectus.

Options, Risk and Opportunity Analysis:

Option 1: Endorse the 2021-22 Strategic Priorities document.

The document provides a clear and concise set of priorities for political representatives to consider during the election campaign. Run ups to elections are traditionally a strategic time to be advocating for regional priorities. The nominated priorities are well known and widely socialised posing a negligible risk of adverse political and or community reaction.

Option 2: Endorse the 2021-22 Strategic Priorities document pending requested changes.

Council may seek to add or remove priorities prior to publication and distribution of the document.

Option 3: Do not endorse the 2021-22 Strategic Priorities documents

The documents are not made public and used as an internal reference only. Not having professionally produced collateral to refer to and distribute may pose a risk of undermining advocacy efforts in the lead up to the election.

Communication and Consultation:

The document and priorities are the outcome of ongoing and wide-ranging consultation and collaboration with Councillors, Council Officers and Business Units, Government as well as External Stakeholders.

Business Units across Council have been engaged in identification and provision of content for the approved priorities. Brand and Communications will produce the final document in digital and hard copy format. Once the document is endorsed and produced it will form the basis for ongoing advocacy in the lead into the Federal Election.

The document will be: -

- sent to Ministers and Shadow Ministries as well as other relevant MPs and candidates.
- available on-line and promoted widely in a Communication Plan.
- available in hard copy for Councillors to utilise and distribute as the opportunity presents.
- for distribution to other Gladstone Region organisations.

Legal Strategy and Policy Implications:

No immediate legal or policy implications. Advocacy for future policy change in priority areas is incorporated in the document.

Financial and Resource Implications:

There is budget allocation to produce the document and associated media.

Summary:

N/A

Anticipated Resolution Completion Date:

The document can be publicly available within 14-days of being endorsed.

Attachments:

1. 2021-22 – Strategic Priorities document

Tabled Items:

Nil.

Report Prepared by: Economic Development Specialist

G/3.5. REGIONAL QUEENSLAND COUNCIL OF MAYORS - MEMBERSHIP INVITATION

Responsible Officer: Chief Executive Officer

Council Meeting Date: 17 August 2021

File Ref: CM7.2

Purpose:

This report allows Council to consider an invitation to become a member of the Regional Queensland Council of Mayors Incorporated (RQCOM).

Officer's Recommendation:

That Council decline the membership invitation from the Regional Queensland Council of Mayors Incorporated.

Background:

On 30 November 2020, the fifteen (15) member Councils of the then Northern Alliance of Councils resolved to amend its constitution and change the name of the organisation to the Regional Queensland Council of Mayors (RQCOM). The Northern Alliance of Councils was formerly known as the North Queensland Local Government Association.

The purpose of the RQCOM is stated as a Council of Mayors working together to secure the future of all regional Queensland communities with a mission to influence Government policy to promote growth in regional Queensland through investment in infrastructure and social development.

Similar organisations to RQCOM include the Western Alliance of Councils and the SEQ Council of Mayors. The population and area covered by the respective organisations are as follows:

Organisation	Number of LG's	Population	Area
Western Queensland Alliance	23	64,451	1,051,615 km ²
SEQ Council of Mayors	11	3,667,954	34,404 km ²
RQCOM	43	1,357,772	664,153 km ²

The RQCOM has already held two meetings and is currently seeking expressions of interest from 28 prospective Councils (not previously members of the Northern Alliance of Councils) to become members of RQCOM.

Options, Risk and Opportunity Analysis:

Council received an invitation to become a financial member of RQCOM through the Central Queensland Regional Organisation of Councils (CQROC) meeting held 31 May 2021.

RQCOM aims to provide collective representation and advocacy for member Councils. From the information currently available, it's unclear how membership of RQCOM would provide benefits over and above those already realised through membership of CQROC and the Local Government Association of Queensland.

At the time of preparing of this report, Rockhampton Regional Council is the only CQROC member that has resolved to become a member of RQCOM.

GENERAL MEETING AGENDA 17 AUGUST 2021

Three options have been identified for Council consideration.

Option 1

That Council decline the membership invitation from the Regional Queensland Council of Mayors Incorporated.

Option 2

That Council delegate the decision to accept or decline the Regional Queensland Council of Mayors Incorporated membership invitation to the Mayor.

Option 3

That Council accept the membership invitation from the Regional Queensland Council of Mayors Incorporated.

Communication and Consultation:

The invitation for membership to RQCOM was discussed by members of CQROC at the meeting held 31 May 2021. Minutes of that meeting indicate an action was taken by all CQROC members Councils to discuss the invitation with their Councils and bring a resolution (if resolved) to the next CQROC meeting on 20 August 2021.

Legal Strategy and Policy Implications:

There are no legal or policy implications relevant to the officers recommendation.

If Council were to elect to accept membership, the requirements for members outlined in the RQCOM constitution would be applicable.

Financial and Resource Implications:

The cost of membership is estimated at \$11,676 (excluding GST) for 2021/22, increasing to \$23,351 in 2022/23, as outlined in the attached Estimated Contributions table provided by RQCOM. This financial contribution is based on the population size of the prospective members' Local Government Area.

No budget allocation for membership has been included in the endorsed 2021/22 operational budget. If endorsed to proceed this would need to be funded via operational savings.

Council's participation in RQCOM would be administered and facilitated within existing resources.

Summary:

Council has received an invitation to become a financial member of the Regional Council of Mayors (RQCOM) at a cost of \$11,676 (excluding GST) in the 2021/22 financial year. RQCOM replaces what was formerly known as the Northern Alliance of Councils.

Anticipated Resolution Completion Date:

30 September 2021

GENERAL MEETING AGENDA 17 AUGUST 2021

Attachments:

1. RQCOM Members Listing – April 2021 with Estimated Contributions
2. RQCOM Constitution
3. RQCOM Change of Name of Incorporated Association
4. Unconfirmed Minutes of the Special Meeting of the Northern Alliance of Councils Inc
- 30 November 2020
5. Unconfirmed Minutes of the Annual General Meeting of the Northern Alliance of Councils Inc - 30
November 2020

Tabled Items:

Nil.

Report Prepared by: Chief Executive Officer

G/3.6. LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE ATTENDANCE

Responsible Officer: Chief Executive Officer

Council Meeting Date: 17 August 2021

File Ref: CM6.1

Purpose:

To confirm Councillor conference delegates for attendance at the Annual Conference of the Local Government Association of Queensland (LGAQ) to be held on 25-27 October 2021 at Mackay.

Officer's Recommendation:

That Council authorise Cr _____ and Cr _____ to attend as Council's Conference delegates at the LGAQ Annual Conference to be held on 25-27 October 2021 in Mackay.

Background:

The Local Government Association of Queensland will be hosting the 2021 Annual Conference on 25 – 27 October in Mackay. The Annual Conference is a valuable networking forum with most Queensland Councils participating.

As part of the annual subscription fee, Council has already paid the registration fee for two delegates, which also entitles Council to two votes for each motion debated at the conference. Additional representatives can attend as observers, with the full registration fee applicable.

Consideration is to be given to who Councils two delegates (already paid as part of LGAQ subscription fees) will be as they will hold voting rights for the conference motions. In addition, consideration is to be given for any further attendees / observers.

Options, Risk and Opportunity Analysis:

The LGAQ Annual Conference is the primary networking forum for local governments in Queensland and is where Council motions are voted on for endorsement of advocacy by LGAQ. Councillors Burnett, Goodluck, Hansen, Muszkat, Cameron, O'Grady and Branthwaite will be attending the 2021 event with Cr Hansen to receive a 15 years service award at the event. The officer's recommendation for Conference delegates should occur from the Councillors confirmed as attending.

Communication and Consultation (Internal/External):

Internal communication has occurred with the Office of the CEO and Councillors for confirmation on Councillors attending the conference.

Legal Environmental and Policy Implications:

Councillors wishing to attend the conference as observers may be entitled to do so in accordance with the Councillor Reimbursement of Expenses & Provision of Facilities Policy (P-2018-31), subject to criteria outlined in section 6.2.

Financial and Resource Implications:

Registration fees are not applicable for the two delegates to attend and hold voting rights at the conference, as this is included in Council's annual LGAQ subscription. Should additional Councillors attend as observers (in accordance with the P-2018-31), the individual registration fee of \$1,540pp would apply.

Travel and accommodation costs will also be applicable for all attendees. Expenses for attendees' travel, accommodation and meals is included within the Elected Members budget for attendance at this conference.

Commentary:

Nil.

Summary:

Nil.

Anticipated Completion Date:

Within one month of resolution.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Governance

G/3.7. 2021 NATIONAL LOCAL ROADS & TRANSPORT CONGRESS

Responsible Officer: Chief Executive Officer

Council Meeting Date: 17 August 2021

File Ref: CM6.1

Purpose:

To consider Council representatives for attendance at the Australian Local Government Association (ALGA) National Local Roads Transport Congress in Wrest Point, Tasmania on 8-9 November 2021.

Officer's Recommendation:

That Council authorise Mayor Burnett, Cr _____, Cr _____ & Cr _____ to attend the National Local Roads Transport Congress in Wrest Point, Tasmania 8-9 November 2021, noting that Mayor Burnett will be attending as Vice President of the Australian Local Government Association (ALGA).

Background:

The Australian Local Government Association (ALGA) coordinates a National Local Roads Transport Congress which is to be held in Wrest Point, Tasmania on 8-9 November, 2021. This report seeks nomination and decision for Councillor representatives. The congress will provide opportunity for Councillors attending to develop learnings, network with regional and national colleagues and represent Gladstone Region's interest in matters relevant to our road networks.

Options, Risk and Opportunity Analysis:

It is recommended that Council nominates a number of Councillor representatives to attend in addition to Mayor Burnett who will be attending in his capacity as Vice President of ALGA.

Alternatively, Council may wish to not elect any representatives.

Communication and Consultation:

Internal consultation has occurred with the Office of the CEO and Councillors.

Legal Strategy and Policy Implications:

Councillor attendance at conferences is to occur in accordance with the provisions of P-2018-31 Councillor Expenses Reimbursement and Provision of Facilities Policy unless otherwise amended. One provision of the policy requires Council approval where the attendance at a conference or seminar is not held in Queensland. Accordingly, this report intends to meet the requirements for Council approval to attend the National Local Roads Transport Congress.

GENERAL MEETING AGENDA 17 AUGUST 2021

Financial and Resource Implications:

Registration, travel and accommodation costs are applicable for attendance at each conference. The below costs are estimated per person attendance at the congress:

Cost Type	Amount
Registration	\$895
Accommodation	\$1,000
Travel	\$875
Total (per person)	\$2,770

Costs associated with attendance at the congress are incorporated into the 21/22 budget.

Summary:

Nil.

Anticipated Resolution Completion Date:

Prior to congress attendance in November 2021.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Governance

G/4. DEPUTATIONS

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS