



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

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

On Tuesday 7 November 2023

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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Elected Members

Councillor - Mayor M J Burnett
Councillor G G Churchill
Councillor K Goodluck
Councillor R A Hansen
Councillor D V O'Grady
Councillor C A Trevor
Councillor N Muszkat
Councillor C Cameron
Councillor D Branthwaite

Officers

Mrs L Dowling (Chief Executive Officer)
Mrs R Millett (Executive Secretary)
Mr M Holmes (General Manager Finance Governance and Risk)
Ms C Quinn (General Manager People and Strategy)
Ms K Lee (General Manager Community and Lifestyle)
Mr M Francis (General Manager Assets and Environment)
Mr R Huth (General Manager Customer Experience)
Mr D Hayes (Contract Management Officer)
Ms K Wockner (Manager Contracts and Procurement)
Ms K Marxsen (Manager Strategy and Improvement)
Mr C Irving (Manager Waste Program Delivery)
Mrs V Hankinson (Governance Business Partner)

G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE

Nil

G/0.3.3. MESSAGES OF CONDOLENCE

Nil

G/0.3.4. DECLARATION OF INTERESTS

Nil

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

Firstly, I would like to give a huge shout out to the volunteer fire fighters, SES and emergency services that supported the Lowmead community recently, in addition to those that supported the Deepwater community the weeks prior, with the fires in the Lowmead Colosseum area. They worked around the clock, day in, day out and protected the community. Thank you very much to all the volunteers from our local brigades and of course the amazing work of our Local Disaster Management Group. We have some fantastic members of our Local Disaster Management Group that helped coordinate the event. It also wasn't just our local fire services, we had firefighters from around the Rockhampton Region, south around the Maryborough Region and those visiting firefighters from Victoria. Huge effort from our local emergency services and a huge thank you to everyone who got in and supported our Lowmead and Deepwater communities recently.

As part of Seniors Month, which is now wrapped up, we had the Hope Cafe in Builyan. A sold-out event. Well done to Kylie Lee, General Manager Community and Lifestyle, and all of her team for organising that. Next year we will be looking for a new venue, and one that we might need to fit 400 or 500 seniors in and we think we might have found one. We like to host the Hope Cafe out and about in the regions. Builyan this year, we had Raglan previously and on Fingerboard Road near Miriam Vale and Agnes Water the year before.

Gladstone Area Water Board 50th Art Exhibition, thank you Councillor Rick Hansen for representing Council at that event. The Reclaim the Night March was held on Friday 27 October, thank you Councillor Natalia Muszkat for representing Council at that event. The Turkey Beach 50th Birthday Bash, I was looking forward to that event but was unable to attend due to duties associated with the bushfires in Lowmead. I'm sure it was a fantastic event, I know a number of Councillors attended. Happy birthday to Turkey Beach and congratulations to the Progress Association and all involved in making that event a huge success.

The launch of the Red Shield Appeal was held on Thursday 2 November 2023 with the Christmas Lunch at the Gladstone Entertainment Convention Centre. The biggest fundraising event for the year. I encourage everyone to get involved and support the Red Shield Appeal.

I did survive the Lake Awoonga Adventure Race that was held on Saturday 4 November 2023. A great event celebrating 50 years of Gladstone Area Water Board. It was also the 5th Lake Awoonga Adventure Race. Huge event for the Benaraby Progress Association. Later that day the Calliope Scout Awards were held at the same venue and I know a number of Councillors attended that event as well.

The next day we had the Koolyangarra Kindergarten celebrating their 50th Birthday. Lots of 50th birthday's in our region. Many locals have been through the Koolyangarra Kindergarten and I know that at least 1 of the children that went through there is now working or assisting there. Great to see Koolyangarra Kindergarten celebrating their 50th.

The night before we had the Gladstone Chamber of Commerce and Industry's Best In Business Awards. Congratulations to Oakcrest Electrical who took out the overall Best in Business award. What a fantastic night that was. And just a few others I'd like to mention, Tina Zawila from UHY Haines Norton was named the Business Leader Award; the Young Business Leader was Jonathan Digby from Collective Growth and the Business to Watch was StyleZ Surf School. And our Luminous won the Event of the Year award as well. It is very hard for Council to claim an award against others such as Beach Arts Music; Gladstone Harbour Festival; the Mount Larcom Show but our team do an amazing event as well and it is great to see that they were recognised for their work and over 50 volunteers contributed to that event as well. There were so many other local organisations that won awards on the night as well, and congratulations to all the nominees and winners.

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Upcoming events include Remembrance Day this Saturday 11 November 2023. The Gladstone Apprentices and Trainee's Awards night is being held on Thursday 16 November 2023 and Councillor Rick Hansen and Councillor Glenn Churchill will be attending that event. McHappy Day, we don't often celebrate fast food, but McHappy Day is a huge event in Australia and around the world, on Saturday 18 November 2023 and they raise much needed funds for the children's hospital and I encourage everyone to get out and buy a Big Mac or buy some silly socks or whatever it is to support McHappy Day. I certainly will be. You only need to see how many families from regional Queensland, and in the Gladstone Region, who have been supported by the Ronald McDonald House Charity.

It is a busy time for the Gladstone Region. We also have lots of school graduations as well and we are sharing those amongst the Councillors to get out and about to as many school graduations as possible. The Santos GLNG Mayors Carols By Candlelight on Friday 1 December 2023 at the Gladstone Ports Corporation Marina Parklands. This year we are combining with our Christmas Street Party and we will live stream the lighting of the Christmas Tree down to the Carols stage on the night as well.

Nominations close for the Australia Day Awards for 2024 on the 17 November 2023 and the Expression of Interest for our Youth Council nominations close on 4 December 2023. Busy times in the Gladstone Region.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 24 OCTOBER 2023

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 7 November 2023

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 24 October 2023.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 24 October 2023 be confirmed.

GM/23/5106 Council Resolution:

Moved Cr Churchill

Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/3. DEPUTATIONS

Nil

G/4. OFFICERS' REPORTS

G/4.1. 2023/24 OPERATIONAL PLAN - QUARTER ONE PERFORMANCE REPORT

Responsible Officer: General Manager People and Strategy

Prepared By: Manager Strategy and Improvement (Acting)

Council Meeting Date: 7 November 2023

File Ref: CM14.2

Purpose:

To present Council with the first quarterly performance report for the 2023/24 Operational Plan.

Officer's Recommendation:

That Council endorses the 2023/24 Operational Plan – Quarter One Performance Report.

GM/23/5107 Council Resolution:

Moved Cr Branthwaite

Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED

G/4.2. PROPOSED AMENDMENTS TO THE RECONCILIATION ACTION PLAN REFERENCE GROUP TERMS OF REFERENCE

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner and First Nations Liaison Officer

Council Meeting Date: 7 November 2023

File Ref: CR3.3, CR15.1

Purpose:

This report presents a revised Terms of Reference for the Reconciliation Action Plan Reference Group for Council's consideration.

Officer's Recommendation:

That Council adopt the revised Terms of Reference for the Reconciliation Action Plan Reference Group presented as Attachment 1 to this report.

GM/23/5108 Council Resolution:

Moved Cr Muszkat
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED

G/4.3. TENDER RPQS 56-23 SUPPLY AND DELIVERY OF READY MIX AND PRE-CAST CONCRETE

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 7 November 2023

File Ref: PE1.1

Purpose:

This report seeks resolution from Council to enter into a Register of Pre-Qualified Suppliers for the supply and delivery of ready mix and pre-cast concrete products.

Officer's Recommendation:

That Council:

1. Endorse the Tender Evaluation Panel's recommendation to appoint Boral Resources (QLD) Pty Ltd to RPQS 56-23 Supply and Delivery of Ready Mix and Pre-Cast Concrete; and
2. Authorise the Chief Executive Officer to enter into a contract for a term of one (1) year, with the option to extend the contract for a further four (4) periods of one (1) year, to a maximum of five (5) years in total, with Boral Resources (QLD) Pty Ltd.

GM/23/5109 Council Resolution:

Moved Cr Churchill

Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/4.4. 2023-24 GENERAL SOLE AND SPECIALISED SUPPLIERS - ADDITIONAL AND AMENDED

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 7 November 2023

File Ref: PE1.1

Purpose:

This report seeks resolution from Council to make use of the provisions in section 235(b) of the *Local Government Regulation 2012*, that allows for exceptions to the requirement for written quotes or tenders.

Officer's Recommendation:

That:

1. The following amendments are made to suppliers approved by Council under resolution GM/23/5042 as specialised or confidential in accordance with Section 235(b) of the *Local Government Regulation 2012*:

GCM Enviro Pty Ltd	OEM of landfill compactor parts and service
Hastings Deering (Australia) Pty Ltd	OEM parts for Caterpillar machinery parts and service
Spirac Solid Handling Solutions	OEM for Spirac conveyor parts and service
Western Truck Group Pty Ltd	OEM parts and service for Volvo machinery
Wideland Group	OEM parts and service for Iveco and Isuzu Trucks

2. In accordance with Section 235(b) of the *Local Government Regulation 2012*, Council is satisfied that because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders from suppliers for the relevant services for the 2023/24 financial year:

Social Pinpoint	Proprietor of the Social Pinpoint Conversations Platform used for community engagement
Milne Bros	OEM parts and service for Hino Trucks

GM/23/5110 Council Resolution:

Moved Cr Cameron

Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/4.5. EXPENDITURE APPROVAL - WASTE GRINDING SERVICES

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 7 November 2023

File Ref: PE1.1

Purpose:

This report seeks a resolution from Council, in accordance with Council's Register of Financial Delegations, to approve expenditure for the waste grinding services.

Officer's Recommendation:

That Council approve the expenditure of \$525,300.50 ex GST with Arboriculture Contractors Australia Pty Ltd for the grinding of green waste and timber waste at Benaraby, Gladstone and Agnes Water waste sites.

GM/23/5111 Council Resolution:

Moved Cr Hansen

Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

CARRIED

G/4.6. AUDIT RISK AND IMPROVEMENT COMMITTEE MEMBERSHIP

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Governance and Risk (Acting)

Council Meeting Date: 07 November 2023

File Ref: CM26.2

Purpose:

To consider the membership of the Audit Risk and Improvement Committee.

Officer's Recommendation:

That Council:

1. Extend the appointment term of Stephen Coates and Sandra Collins to the Audit Risk and Improvement Committee expiring 31 December 2024; and
2. Recruit via an expression of interest process for two (2) external members to commence on the Audit Risk and Improvement Committee from 01 January 2025.

GM/23/5112 Council Resolution:

Moved Cr Churchill

Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.7. AUDIT RISK AND IMPROVEMENT COMMITTEE MINUTES - 20 SEPTEMBER 2023

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Principal Internal Auditor

Council Meeting Date: 7 November 2023

File Ref: CM26.2

Purpose:

To present a report about the matters presented at the Audit Risk and Improvement Committee meeting held 20 September 2023, pursuant to section 211 of the *Local Government Regulation 2012*.

Officer's Recommendation:

The Council receive the minutes of the Audit Risk and Improvement Committee Meeting that was held on 20 September 2023.

GM/23/5113 Council Resolution:

Moved Cr Cameron
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED

G/5. COUNCILLORS REPORT

Nil

G/6. URGENT BUSINESS

Nil

G/7. NOTICE OF MOTION

Nil

G/8. CONFIDENTIAL ITEMS

Nil

The Mayor thanked Kristie Wockner, Manager Contracts and Procurement (who is moving to Brisbane), for her advice, information and involvement in Council meetings over the period of time she has been with Council and noted that she will be missed.

There being no further business the Mayor formally closed the meeting.

THE MEETING CLOSED AT 9:40am.