



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

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

On 16 October 2018

Commencing at 9.00am

**Leisa Dowling
ACTING 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 P J Masters
Councillor P J Sobhanian

Officers

Mrs L A Dowling (Acting Chief Executive Officer)
Ms L M Hendrick (Executive Assistant)

APOLOGIES

G/18 /3549 Council Resolution:

Moved Cr Goodluck
Seconded Cr Sobhanian

That apologies for Crs Trevor and O'Grady be received.

CARRIED

G/0.3.2. DISCLOSURE OF INTERESTS

MATERIAL PERSONAL INTERESTS

Pursuant to section 175(C) of the Local Government Act 2009, where a Councillor declares a Material Personal Interest in an agenda item, the Councillor must leave the room for the agenda item.

G/3.5.2. COMMUNITY DONATIONS - GLADSTONE REGION SCHOOL BURSARIES

Cr Sobhanian

Cr Sobhanian declared a Material Personal Interest in Item G/3.5.2. as his business provides support and sponsorship for two of the schools identified in the report. Cr Sobhanian advised that he will leave the room during the consideration of Item G/3.5.2.

CARRIED

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

On 9 October, I was pleased to meet with Kate Jones MP, Minister for Innovation and Tourism Industry Development where the Minister announced another cruise liner will be docking into Gladstone from 2019, bringing the total number cruise ships for that year to 16. It is fantastic to see another cruise liner showing confidence in the Gladstone region, making that 6 new cruise liners as of next year. Congratulations to the Gladstone Area Promotion and Development Board Ltd (GAPDL).

On 15 October I met with Mercurius Biorefining Inc, which is their fourth visit to Gladstone and is a follow up to an original meeting I attended with the Premier of Queensland in San Diego in 2017. I have no doubt they will be announcing the construction of their biorefinery demonstration plant in Gladstone very soon which is great news for the region.

A very successful Under the Trees festival was held on 6 October with great artists and good to see the Boyne/Tannum district holding two major events over the weekend and congratulations to the organisers.

On 11 October the Gladstone Engineering Alliance (GEA) major industry conference was held and Gladstone Regional Council was represented by Crs Sobhanian, Churchill and Hansen. I believe it was one of the most equally and anticipated events in the calendar year as finally there is some good news to talk about, being the Shoalwater Bay project, three solar farm projects, the gasification project, and other industry projects on the horizon for the Gladstone region.

On 12 October I met with the Queensland Reds rugby union representatives and showed them Marley Brown Oval with the Gladstone Regional Council Events team. This follows on from a meeting last month with the Brisbane Roar Football Club, encouraging major events to visit the Gladstone region next year ahead of the construction of the new facility in 2020.

On 13 October the 43rd Rio Tinto Martin Hanson Memorial Arts Awards were held and a mention must go out to Rio Tinto for their very generous sponsorship of the event. It is the largest single event held at the Gladstone Regional Art Gallery and Museum in the year and congratulations to the team and Master of Ceremonies for a superb event.

Future events include the RACQ Capricorn Helicopter Rescue Service holding their Community Open Day in Rockhampton and River Glow Fun Run in Gladstone on 20 October with myself being nominated to run.

On 21 October the Gladstone Eisteddfod Association will host their 2018 Showcase Gala at the Gladstone Entertainment and Convention Centre (GECC), which is great to see back on the calendar.

On Saturday, 27 October from 5pm the Tondoon Botanic Gardens will celebrate its 30th Birthday with a Luminous event and would encourage everyone to attend for a spectacular event.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 2 OCTOBER 2018

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 2 October 2018.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 2 October 2018 be confirmed.

G/18 /3550 Council Resolution:

Moved Cr Goodluck
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/3. OFFICERS' REPORTS

G/3.1. OFFICE OF THE CEO

G/3.1.1. ZERO WASTE TOUR 2018 CONFERENCE REPORT

File Ref: CM7.2

Purpose:

To brief Council on the ideas and content presented at the Zero Waste Tour 2018 which was attended by Councillor Hansen on 24 August – 8 September 2018 throughout Europe and United States of America (USA).

Officer's Recommendation:

That Council note the Conference Attendance report by Cr Hansen on the Zero Waste Tour 2018.

G/18 /3551 Council Resolution:

Moved Cr Hansen
Seconded Cr Masters

That the Officer's Recommendation be adopted.

CARRIED

G/3.1.2. NORTHERN AUSTRALIA CONFERENCE 2018 ATTENDANCE REPORT

File Ref: CM7.2

Purpose:

To brief Council on the ideas and content presented at the 2018 Northern Australia Conference which was attended by Cr Sobhanian on 18 – 19 June 2018 in Alice Springs Northern Territory.

Officer's Recommendation:

That Council note the Conference Attendance report by Cr Sobhanian on the 2018 Northern Australia Conference.

G/18 /3552 Council Resolution:

Moved Cr Sobhanian
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.2. STRATEGY AND TRANSFORMATION

G/3.2.1. QUARTERLY REVIEW OF THE 2018-19 GLADSTONE REGIONAL COUNCIL OPERATIONAL PLAN - QUARTER 1

File Ref: CM14.2

Purpose:

Presenting the quarterly progress towards the implementation of Gladstone Regional Council's 2018/19 Operational Plan for the quarter ending 30 September 2018.

Officer's Recommendation:

That the information contained within the Assessment of the Implementation of the 2018/19 Operational Plan – Quarter 1 report be noted.

G/18 /3553 Council Resolution:

Moved Cr Sobhanian
Seconded Cr Goodluck

That the Officer's Recommendation be adopted.

CARRIED

G/3.3. STRATEGIC ASSET PERFORMANCE

Nil.

G/3.4. OPERATIONS

G/3.4.1. CONTESTABLE ENERGY CONTRACT

File Ref: PE8.3

Purpose:

The purpose of this report is to allow Council to consider providing the Chief Executive Officer with the authorisation to enter into an energy supply agreement prior to endorsement by Council.

Officer's Recommendation:

That Council authorise the Chief Executive Officer to accept the best value price for contestable electricity prices within 1 week of a price being submitted on the understanding the Chief Executive Officer will report any agreed arrangements to the next available General Council meeting for endorsement by Council.

G/18 /3554 Council Resolution:

Moved Cr Churchill
Seconded Cr Masters

That the Officer's Recommendation be adopted.

CARRIED

G/3.5. COMMUNITY DEVELOPMENT AND EVENTS

Nil.

G/3.5.1. COUNCILLOR APPOINTMENT TO THE SPORT AND RECREATION GRANTS ASSESSMENT PANEL

File Ref: SR3.1

Purpose:

The purpose of this report is to seek Council's consideration to appoint a Councillor to the Sport and Recreation Grants Assessment Panel and endorsement of the current grant assessment process for the 2018/19 Sport and Recreation Grant Program.

G/18 /3555 Council Resolution:

Moved Cr Masters
Seconded Cr Churchill

That Council make the following appointment of Councillors to the Sport and Recreation Grants Assessment Panel in lieu of the resignation of Cr Bush:

- a. Cr. Masters (Current Appointment); and
- b. Cr. Hansen

CARRIED

Cr Sobhanian (declared Material Personal Interest)
left the room during the consideration and voting of Item G/3.5.2
(refer G/0.3.2 Disclosure of Interest section of the minutes – page 4)

G/3.5.2. COMMUNITY DONATIONS - GLADSTONE REGION SCHOOL BURSARIES

File Ref: CR6.1

Purpose:

To seek Council approval to increase the Secondary and Tertiary bursary amounts provided through the Community Donations Program.

Officer's Recommendation:

That Council adopt a revised School Bursary Program for the 2018/2019 financial year, inclusive of the following amounts:

Primary Schools	\$200
Secondary Schools	\$500
Combined Primary/Secondary Schools	\$500
Technical College of Gladstone Region	\$500
CQU Gladstone Campus	\$500
CQU TAFE Campus	\$500

G/18 /3556 Council Resolution:

Moved Mayor Burnett
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.6. CUSTOMER EXPERIENCE

Nil.

G/3.6.1. BIOSECURITY PROGRAM (SURVEILLANCE) SUMMER 2018-2019

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, Leucaena, Parkinsonia and Parthenium 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 05 November 2018 to 30 April 2019.

G/18 /3557 Council Resolution:

Moved Cr Churchill
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.7. PEOPLE CULTURE AND SAFETY

Nil.

G/3.8. FINANCE GOVERNANCE AND RISK

G/3.8.1. ASSET MANAGEMENT POLICY

File Ref: CM28.2

Purpose:

This report presents a revised Asset Management Policy that is aligned with ISO55001 in accordance with Corporate Goal 6 Smart Asset Management for council's consideration.

Officer's Recommendation:

That Council:

1. Repeal P-3.01.01 - Asset Management Policy; and
2. Adopt P-2018-22 - Asset Management Policy, attached as **Addendum 1**.

G/18 /3558 Council Resolution:

Moved Cr Sobhanian
Seconded Cr Masters

That the Officer's Recommendation be adopted.

CARRIED

G/3.8.2. MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 AUGUST 2018 AND 25 SEPTEMBER 2018

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2018-19 year to date, for the period ended 31 August 2018 and 25 September 2018, as required under Section 204 *Local Government Regulation 2012*.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to this report for the 2017-18 year to date, for the period ended 31 August 2018 and 25 September 2018, as required under Section 204 *Local Government Regulation 2012*.

G/18 /3559 Council Resolution:

Moved Cr Hansen
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4. COUNCILLORS REPORT

Nil.

G/5. URGENT BUSINESS

Nil.

G/6. NOTICE OF MOTION

Nil.

G/7. CONFIDENTIAL ITEMS

Nil.

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

THE MEETING CLOSED AT 10.30 am

CERTIFICATION

I hereby confirm that I have read the minutes
and they are a true and correct record of the
proceedings of the meeting.

I certify that these 27 pages
form the official copy of Gladstone Regional Council
General Meeting Minutes of the 16 October 2018.

.....
Mayor Matt Burnett

...../...../.....
Date

ATTACHMENTS

ADDENDUM 1



Gladstone Regional Council

Council Policy

Title	ASSET MANAGEMENT POLICY
Policy Number	P-2018-22
Business Unit/s	STRATEGIC ASSET PERFORMANCE
Date of Adoption	
Resolution Number	
Review Date	
Date Repealed	

1.0 PURPOSE:

The purpose of this policy is to provide strategic guidance and commitment to the approach to be implemented in the management of GRC assets.

2.0 SCOPE:

This Policy applies to all assets within the Transport, Drainage, Water, Sewerage, Waste, Parks and Property services.

3.0 RELATED LEGISLATION:

ISO 55000:2014, *Asset management — Overview, principles and terminology*
 AS/ISO 55001:2014, *Asset Management – Management Systems – Requirements*
Local Government Act 2009
Local Government Regulation 2012

4.0 RELATED DOCUMENTS:

Gladstone Regional Council Corporate Plan 2018-2023
 Gladstone Regional Council – Computer and Telecommunications Policy
 Gladstone Regional Council – Motor Vehicle Policy
 Gladstone Regional Council – Corporate Property Policy
 Gladstone Regional Council – Risk Management Policy
 Strategic Asset Management Plan
 Asset Management Manual

5.0 DEFINITIONS:

To assist in interpretation of this policy the following definitions apply:

“**Asset**” means an item that provides value to GRC

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 POLICY NO. 2018-22 – ASSET MANAGEMENT POLICY
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“Asset Management” means the coordinated activities of an organisation to realise value from assets.

“Strategic Asset Management Plan” means documented information that specifies how organisational objectives are to be converted into asset management objectives, the approach for developing asset management plans, and the role of the asset management system in supporting achievement of the asset management objectives

6.0 POLICY STATEMENT:

Refer to attachment.

7.0 ATTACHMENTS:

Asset Management Policy Statement

8.0 REVIEW MECHANISM:

This policy will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. Three years from date of adoption.

TABLE OF AMENDMENTS			
Document History	Date	Council Resolution No.	Notes (including the prior Policy No, precise of change/s, etc)
Originally Approved	5 May 2009	09/257	P-3.01.01
Amendment 1			
Amendment 2			
Amendment 3			

.....
LEISA DOWLING
ACTING CHIEF EXECUTIVE OFFICER

**GLADSTONE REGIONAL COUNCIL
ASSET MANAGEMENT POLICY STATEMENT**

Gladstone Regional Council's mission is to work together to balance our Region's lifestyle and opportunity. To achieve this Gladstone Regional Council must ensure the availability of appropriate infrastructure necessary to service current and future demand.

Our vision is to Connect, Innovate, and Diversify. To achieve this:

Our Asset Management Policy is to deliver Transport, Drainage, Water, Sewerage, Waste, Parks and Property services by developing, maintaining and operating assets that are:

- Fit for purpose
- Safe
- Reliable
- Secure

We will do this efficiently, effectively, and economically, balancing stakeholder expectations. This will enable consistent, and sustainable delivery of services to the current and future community to support the vision of Gladstone Regional Council. We will comply with legal, regulatory and environmental requirements.

This asset management policy shall be achieved through the implementation of a coordinated end-to-end asset management framework that:

- Produces an asset management strategy, objectives and performance targets that are consistent with our business priorities;
- Considers the needs and expectations of stakeholders in the development of plans;
- Considers the complete lifecycle of our assets to develop capital and operating forward plans that are sustainable;
- Ensures efficient development of plans that are based upon an optimised consideration of cost, risk and performance;
- Ensures that resources are aligned with the requirements of the capital and operating expenditure plans;
- Ensures the efficient execution of our plans to meet community and other stakeholder requirements;
- Tracks delivery of our asset management objectives and targets and reviews the achievement of their intended benefits;
- Is consistent with our corporate risk management framework;
- Is consistent with our health & safety, environmental and quality management system requirements; and
- Incorporates regular audits and formal management reviews designed to seek and implement continual improvement.

All employees and service providers shall comply with this policy and contribute towards the continuous improvement of the asset management system.

Gladstone Regional Council will provide sufficient information, training and appropriate resources to enable this to be achieved.

.....
LEISA DOWLING
ACTING CHIEF EXECUTIVE OFFICER

...../...../.....
Date