



**PERFORMANCE & SERVICE
COMMITTEE MEETING**

MINUTES

23 JUNE 2015

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**REPORT OF THE PERFORMANCE & SERVICE COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 23 JUNE 2015 COMMENCING AT 9.02AM**

1 OPENING

2 PRESENT

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor S J Schwarten
Councillor A P Williams
Councillor R A Swadling
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – General Manager Corporate Services
Mr R Holmes – General Manager Regional Services
Mr R Claus – Executive Manager Regional Development
Mr R Palmer – Manager Economic Development
Ms J Whyte – Senior Resources Advisor
Mr S Williams – Strategic Mapping/Disaster Management Officer
Ms E Brodel – Media and Communications Officer
Ms L Leeder – Acting Executive Assistant to the Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

COMMITTEE RESOLUTION

THAT Councillor Greg Belz be granted a leave of absence for today's Performance and Service Committee meeting due to illness.

Moved by: Councillor Swadling

Seconded by: Councillor Smith

MOTION CARRIED

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COMMITTEE RESOLUTION

THAT the minutes of the Performance & Service Committee held on 26 May 2015 be taken as read and adopted as a correct record.

Moved by: Councillor Smith

Seconded by: Councillor Swadling

MOTION CARRIED

**5 DECLARATIONS OF INTEREST IN MATTERS ON THE
 AGENDA**

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR PERFORMANCE AND SERVICE COMMITTEE

File No: 10097

Attachments: 1. Business Outstanding Table for Performance and Service Committee

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Performance and Service Committee is presented for Councillors' information.

COMMITTEE RESOLUTION

THAT the Business Outstanding Table for the Performance and Service Committee be received.

Moved by: Councillor Williams

Seconded by: Councillor Smith

MOTION CARRIED

7 PUBLIC FORUMS/DEPUTATIONS

7.1 DEPUTATION BY CARBINE RESOURCES LIMITED

File No: 10097
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Mr Patrick Walta from Carbine Resources Limited will attend the meeting to provide an update on the Mount Morgan Mine Carbine Resources Project.

9.04AM The deputation by Patrick Walta commenced.
9:05AM Councillor Rutherford attended the meeting.
9.36AM The deputation concluded.

COMMITTEE RESOLUTION

THAT the deputation by Patrick Walta from Carbine Resources Limited be received.

Moved by: Councillor Swadling
Seconded by: Councillor Williams

MOTION CARRIED

9:37AM Mayor Strelow declared a 10 minute recess.
9:51AM The meeting resumed.

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor S J Schwarten
Councillor A P Williams
Councillor R A Swadling
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – General Manager Corporate Services
Mr R Holmes – General Manager Regional Services
Mr R Claus – Executive Manager Regional Development
Ms A Cutler – Manager Finance
Mr D Stevenson – Manager Corporate and Technology
Ms T Sweeney – Manager Workforce and Strategy
Mr R Palmer – Manager Economic Development
Ms S Reeves – Manager Regional Promotions
Ms K Barrett – Coordinator Corporate Improvement and Strategy
Ms J Whyte – Senior Resources Advisor
Ms E Brodel – Media and Communications Officer
Ms L Leeder – Acting Executive Assistant to the Chief Executive Officer

7.2 DEPUTATION BY TONY STROUD, QUEENSLAND FIRE AND EMERGENCY SERVICES

File No: 8532
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Robert Holmes - General Manager Regional Services

SUMMARY

Mr Tony Stroud of the Queensland Fire and Emergency Services will attend the meeting to provide an overview of TC Marcia Taskforce.

COMMITTEE RECOMMENDATION

The deputation did not occur.

8 OFFICERS' REPORTS

8.1 APPROVAL FOR ATTENDANCE - WHITE PAPER FOR DEVELOPING NORTHERN AUSTRALIA EVENT

File No: 8291

Attachments: 1. Letter of Invitation from Federal Member for Capricornia, Michelle Landry MP

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

Councillor Neil Fisher has been invited to attend the "Our North, Our Future" breakfast in Cairns on Friday 19 June 2015 in conjunction with the official launch of the White Paper for Developing Northern Australia.

COMMITTEE RESOLUTION

THAT Council approve Councillor Neil Fisher's attendance at the "Our North, Our Future" breakfast in Cairns on Friday 19 June 2015.

Moved by: Mayor Strelow
Seconded by: Councillor Swadling

MOTION CARRIED

8.2 RATES CONCESSION POLICY

File No: 5237
Attachments: 1. Draft Rates Concession Policy - MARK UP DISPLAYED
Authorising Officer: Ross Cheesman - General Manager Corporate Services
Author: Alicia Cutler - Manager Finance

SUMMARY

Manager Finance presenting reviewed Rates Concession Policy to Performance & Service Committee for adoption.

COMMITTEE RESOLUTION

THAT the Rates Concession Policy as detailed in the report be adopted.

Moved by: Mayor Strelow
Seconded by: Councillor Swadling

MOTION CARRIED UNANIMOUSLY

8.3 CREEK DEBRIS FROM TROPICAL CYCLONE MARCIA**File No:** 3676**Attachments:**

1. Map of All Areas Rockhampton
2. Map of Thozets Creek
3. Map of Frenchmans Creek
4. Map of Moores Creek
5. Map of Splitters Creek

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Robert Holmes - General Manager Regional Services**SUMMARY**

Council sought Extraordinary Special Assistance (Category D) under the Natural Disaster Recovery and Relief Arrangements (NDRRA) for the restoration of riparian areas, including the removal of fallen tree and vegetative debris from Rockhampton creeks and waterways as a result of Tropical Cyclone Marcia (TC Marcia) which passed through the Region on 20 February 2015. Assistance was also sought for repairing and rehabilitating waterways, improving flood mapping and preparing floodplain management plans for the Rockhampton creeks. The State Government recently announced \$1,000,000 in funding for the clean-up of trees in creeks and waterways in the Council area.

COMMITTEE RESOLUTION

1. THAT Council accept the funding offer from DNRM.
2. THAT the 65 sites nominated by DNRM be inspected with a view to refining the scope of works.
3. THAT the options for the rehabilitation of the creeks and waterways be further considered to pursue the most cost effective solution.
4. THAT the \$200,000 not expended in the initial TC Marcia clean-up of creeks and waterways be reallocated in the first budget review of the 2015/16 budget to supplement the DNRM funding.
5. THAT the reviewed scope of works be referred to the Council as soon as practical for endorsement.
6. THAT Council continue to lobby and seek additional funding.

Moved by: Mayor Strelow**Seconded by:** Councillor Williams**MOTION CARRIED**

8.4 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

File No: 4107

Attachments: 1. Instrument of Delegation - Sustainable Planning Act 2009

Authorising Officer: Tracy Sweeney - Manager Workforce and Strategy
Ross Cheesman - General Manager Corporate Services

Author: Kerrie Barrett - Coordinator Corporate Improvement & Strategy

SUMMARY

This report seeks Council's approval of delegations under State legislation to the position of Chief Executive Officer.

COMMITTEE RESOLUTION

Mayor Strelow declared that the meeting moves onto the next item of business.

Moved by: Mayor Strelow
Seconded by: Councillor Swadling

MOTION CARRIED

9 STRATEGIC REPORTS

9.1 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2015

File No: 8148

Attachments:

1. Income Statement - May 2015
2. Key Indicator Graphs - May 2015

Authorising Officer: Ross Cheesman - General Manager Corporate Services

Author: Alicia Cutler - Manager Finance

SUMMARY

The Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2015.

10:29AM Councillor Schwarten left the meeting

COMMITTEE RESOLUTION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2015 be 'received'.

Moved by: Mayor Strelow

Seconded by: Councillor Rutherford

MOTION CARRIED

9.2 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT**File No:** 1392**Attachments:**

1. Finance Monthly Report - May 2015
2. Workforce & Strategy Monthly Report - May 2015
3. Corporate & Technology Monthly Report - May 2015

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Ross Cheesman - General Manager Corporate Services

SUMMARY

The monthly operations report for the Corporate Services department as at 31st May 2015 is presented for Councillor's information.

10:32AM Councillor Schwarten returned to the meeting.

COMMITTEE RESOLUTION

THAT the Corporate Services Departmental Monthly Operations Report as at 31st May 2015 be "received".

Moved by: Mayor Strelow**Seconded by:** Councillor Smith**MOTION CARRIED**

9.3 OPERATIONAL PERFORMANCE REPORT FOR GOVERNANCE SUPPORT UNIT FOR MAY 2015

File No: 1830
Attachments: 1. Operational Performance report for Governance Support Unit, May 2015
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Shane Turner - Manager Governance Support

SUMMARY

Manager Governance Support presenting the monthly Performance Report for the Governance Support Unit for the period ending 31 May 2015.

COMMITTEE RESOLUTION

THAT the monthly Performance Report for the Governance Support Unit for May 2015 be received.

Moved by: Councillor Swadling

Seconded by: Councillor Smith

MOTION CARRIED

9.4 MONTHLY REPORT - REGIONAL DEVELOPMENT

File No: 111
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Russell Claus - Executive Manager Regional Development

SUMMARY

Executive Manager Regional Development presenting the monthly report on activities of Regional Development Unit.

10:35AM Chief Executive Officer left the meeting
10:37AM Chief Executive Officer returned to the meeting

COMMITTEE RESOLUTION

THAT the Regional Development monthly report be received.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS QUESTIONS

11.1 VERBAL REPORT - 2015 SURAT BASIN ENERGY AND MINING EXPO

File No: 8444

Responsible Officer: Evan Pardon – Chief Executive Officer

SUMMARY

Councillor Fisher presented a verbal report on the 2015 Surat Basin Energy and Mining Expo attended by Councillor Fisher, Councillor Smith and Councillor Swadling.

COMMITTEE RESOLUTION

THAT the verbal report on the 2015 Surat Basin Energy and Mining Expo by Councillor Fisher be received.

Moved by: Councillor Fisher

Seconded by: Councillor Swadling

MOTION CARRIED

12 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

COMMITTEE RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

13.1 Request from RIG for Funding Support for E-portal

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13.2 The City Slider - Event Application

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

13.3 Funding agreement with Capricorn Enterprise

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

13.4 Legal Matters as at 31 May 2015

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

13.5 Monthly Report from Chief Executive Officer for the period ending 15 June 2015

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Moved by: Councillor Smith
Seconded by: Councillor Williams

MOTION CARRIED

COMMITTEE RESOLUTION

11:09AM

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Swadling
Seconded by: Councillor Fisher

MOTION CARRIED

COMMITTEE RESOLUTION**11:53AM**

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Councillor Fisher

Seconded by: Councillor Swadling

MOTION CARRIED

11:53AM Mayor Strelow declared a recess.

12:02PM The meeting resumed.

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor S J Schwarten
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – General Manager Corporate Services
Mr R Holmes – General Manager Regional Services
Mr R Claus – Executive Manager Regional Development
Mr R Palmer – Manager Economic Development
Ms S Reeves – Manager Regional Promotions
Ms E Brodel – Media and Communication Officer
Ms L Leeder – Acting Executive Assistant to Chief Executive Officer

COMMITTEE RESOLUTION**12.02PM**

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Rutherford

Seconded by: Councillor Smith

MOTION CARRIED

12.44PM

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

13 CONFIDENTIAL REPORTS

13.1 REQUEST FROM RIG FOR FUNDING SUPPORT FOR E-PORTAL

File No: 10097
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Russell Claus - Executive Manager Regional Development

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

SUMMARY

Consideration of request by Resource Industry Group (RIG) for funding to establish E-portal.

COMMITTEE RESOLUTION

THAT the matter lay on the table pending further details on the operations of RIG and the value of the project.

Moved by: Councillor Smith
Seconded by: Councillor Swadling

MOTION CARRIED

13.2 THE CITY SLIDER - EVENT APPLICATION**File No:** 1731**Attachments:**

1. Event Summary
2. Complain Letter
3. Complain Response - noise
4. Traffic Management
5. Site Map
6. Event Application

Authorising Officer: Russell Claus - Executive Manager Regional Development
Evan Pardon - Chief Executive Officer**Author:** Sarah Reeves - Manager Regional Promotions

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

The Events People, organisers for national family friendly The City Slider, have submitted an application to host an event on Saturday October 3, 2015 in Rockhampton. The organisers have addressed issues raised by affected residents.

COMMITTEE RESOLUTION

THAT Council review this application and approve the application for The City Slider on October 3, 2015.

Moved by: Councillor Rutherford**Seconded by:** Councillor Fisher**MOTION CARRIED**

13.3 FUNDING AGREEMENT WITH CAPRICORN ENTERPRISE**File No:** 9288**Attachments:**

1. Letter from Capricorn Enterprise containing 2015-16 Funding Request
2. 2015-16 Funding Agreement

Authorising Officer: Evan Pardon - Chief Executive Officer
Russell Claus - Executive Manager Regional Development**Author:** Rick Palmer - Manager Economic Development

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

This report contains a suggested funding agreement between Council and Capricorn Enterprise.

COMMITTEE RESOLUTION

THAT this matter be referred to Council.

Moved by: Councillor Rutherford**Seconded by:** Councillor Smith**MOTION CARRIED**

13.4 LEGAL MATTERS AS AT 31 MAY 2015

File No: 1392
Attachments: 1. Legal Matters - May 2015
Authorising Officer: Tracy Sweeney - Manager Workforce and Strategy
Ross Cheesman - General Manager Corporate Services
Author: Kerrie Barrett - Coordinator Corporate Improvement & Strategy

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

SUMMARY

Coordinator Corporate Improvement & Strategy presenting an update of current legal matters that Council is involved in as at 31 May 2015.

COMMITTEE RESOLUTION

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 31 May 2015 be received.

Moved by: Councillor Rutherford

Seconded by: Councillor Smith

MOTION CARRIED

13.5 MONTHLY REPORT FROM CHIEF EXECUTIVE OFFICER FOR THE PERIOD ENDING 15 JUNE 2015**File No:** 1830**Attachments:** 1. Monthly Report - June 2015**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Evan Pardon - Chief Executive Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

Chief Executive Officer presenting monthly report for the period ending Monday 15 June 2015.

COMMITTEE RESOLUTION

THAT the monthly report from the Chief Executive Officer for the period ending 15 June 2015 be received.

Moved by: Mayor Strelow**Seconded by:** Councillor Fisher**MOTION CARRIED**

14 CLOSURE OF MEETING

There being no further business the meeting closed at 12:45pm.

SIGNATURE

CHAIRPERSON

DATE