



**PERFORMANCE & SERVICE
COMMITTEE MEETING**

MINUTES

25 FEBRUARY 2014

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**REPORT OF THE PERFORMANCE & SERVICE COMMITTEE MEETING HELD AT
COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON ON TUESDAY,
25 FEBRUARY 2014 COMMENCING AT 10:00AM**

1 OPENING

2 PRESENT

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor G A Belz
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 M Rowe – General Manager Community Services
Mr R Holmes – General Manager Regional Services
Mr D Stevenson – Manager Corporate and Technology
Ms A Cutler – Manager Finance
Ms T Sweeney – Manager Workforce and Strategy
Mr P Owens – Manager Arts and Heritage
Ms K Greensill – Media and Public Relations Officer
Ms L Leeder – Committee Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

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

5 BUSINESS OUTSTANDING

Nil

6 PUBLIC FORUMS/DEPUTATIONS

Nil

7 COMMITTEE REPORTS

Nil

8 OFFICERS' REPORTS

8.1 COUNCILLOR GREG BELZ SEEKING LEAVE OF ABSENCE FROM THE RESOURCE INDUSTRY COMMITTEE MEETING SCHEDULED FOR 21 FEBRUARY 2014

File No: 10072
Attachments: Nil
Responsible Officer: Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

Councillor Greg Belz is seeking leave of absence from the Resource Industry Committee meeting on Friday 21 February 2014. As part of his Local Government Association of Queensland responsibilities he is required to attend an Australian Local Government Association Board Meeting on that day.

COMMITTEE RESOLUTION

THAT Councillor Greg Belz be noted as Leave of Absence for the Resource Industry Committee meeting scheduled for Friday 21 February 2014.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

COMMITTEE RESOLUTION

THAT Mayor Strelow be granted Leave of Absence for the month of September 2014.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

8.2 OFF-STREET PAID CAR PARK - OPERATIONAL MATTERS

File No: 7243
Attachments: 1. Aerial View of Off-Street Car Parks
Responsible Officer: Ross Cheesman - General Manager Corporate Services
Author: Drew Stevenson - Manager Corporate and Technology

SUMMARY

The purpose of this report is to seek direction from the Committee regarding the planned operations of the three off-street car parks identified for the implementation of paid parking.

10:13AM Councillor Schwarten attended the meeting

10:25AM Councillor Swadling attended the meeting

COMMITTEE RESOLUTION

THAT the Committee adopts the operational processes for off-street paid car parking as follows:

1. Regulated off-street paid parking for periods 8.00am to 6.00pm, Monday to Friday (excluding gazetted public holidays);
2. The parking fees as detailed in this report, with a base parking charge of 70 cents per hour and a minimum charge of \$2.00 for up to 2 hours; and
3. The daily regulated parking options be implemented as follows:
 - a. The Council Staff and Public Car Park – free for Council Staff with the display of a staff parking permit;
 - b. The Pilbeam Theatre Car Park – provide for the issuing of complimentary parking vouchers for patrons attending selected day time performance at the Pilbeam Theatre, and free parking for theatre staff and volunteers displaying a staff parking permit.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

9 STRATEGIC REPORTS

9.1 ANNUAL OPERATIONAL PLAN REPORT QUARTER 2 - 1 OCTOBER 2013 TO 31 DECEMBER 2013

File No: 8320
Attachments: 1. 2013-2014 Operational Plan Quarter 2
Responsible Officer: Ross Cheesman - General Manager Corporate Services
Author: Tracy Sweeney - Manager Workforce and Strategy

SUMMARY

The 2013/14 Operational Plan progress report for Quarter 2 as at 31 December 2013 is presented, pursuant to s174(3) of Local Government Regulation 2012.

COMMITTEE RESOLUTION

THAT the 2013/14 Operational Plan progress report for Quarter 2 as at 31 December 2013 be 'received'.

Moved by: Councillor Fisher
Seconded by: Councillor Swadling

MOTION CARRIED

9.2 CORPORATE SERVICES MONTHLY STATISTICAL REPORT FOR THE MONTH OF JANUARY 2014

File No: 1392

Attachments:

1. Revenue Statistics - January 2014
2. Workforce & Strategy Statistics - January 2014
3. Corporate & Technology Services Statistics - January 2014

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Ross Cheesman - General Manager Corporate Services

SUMMARY

General Manager Corporate Services presenting the monthly statistical report for the month of January 2014.

COMMITTEE RESOLUTION

THAT the Corporate Services statistical report for January 2014 be "received".

Moved by: Mayor Strelow
Seconded by: Councillor Rutherford

MOTION CARRIED

9.3 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2014

File No: 8148
Attachments: 1. **Income Statement - January 2014**
2. **Key Indicator Graphs - January 2014**
Responsible Officer: Ross Cheesman - General Manager Corporate Services
Author: Alicia Cutler - Manager Finance

SUMMARY

Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 January 2014.

COMMITTEE RESOLUTION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 January 2014 be 'received'.

Moved by: Councillor Swadling

Seconded by: Councillor Smith

MOTION CARRIED

9.4 RELEASE OF WORKING DRAFT "THE QUEENSLAND PLAN: A 30 YEAR VISION FOR QUEENSLAND"

File No: 4932
Attachments: 1. Working Draft - Queensland Plan
Responsible Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Department of Local Government, Community Recovery and Resilience have advised of the release of the working draft for "The Queensland Plan: A 30 Year Vision for Queensland" and are inviting comments from Council. In addition, the Department of State Development, Infrastructure and Planning have released the document "Governing for Growth: Economic Strategy and Action Plan – February 2014".

10:49AM Councillor Schwarten left the meeting
10:51AM Councillor Schwarten returned to the meeting

COMMITTEE RESOLUTION

THAT:

1. the report regarding the Release of Working Draft "The Queensland Plan: A 30 Year Vision for Queensland" be received; and
2. a submission which includes comments about the Asian Food Bowl opportunities and also supports the principle and commends the Government on the initiative be provided.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS\QUESTIONS

13.4 UPDATE AND RECOMMENDATIONS - AGREEMENT WITH PROPEL PARTNERSHIPS**File No:** 6184**Attachments:**

1. Memorandum Customer Service Delivery Activities
2. Letter to CEO from The Services Union
3. Key Performance Indicator Summary
4. Statistics - Service Standards and Customer Request completions
5. Report to Council Meeting 27 August 2013 - Customer Survey Results

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

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

General Manager Corporate Services providing an update and recommendations with regards to entering into an agreement with Propel Partnerships.

COMMITTEE RESOLUTION

THAT the matter relating to Propel be layed on the table pending a meeting of Councillors.

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

10:53AM

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 Multi-Sports Complex Review

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 Legal Matters as at 31 January 2014

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.

13.3 Monthly Report to Council from 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.

Moved by: Mayor Strelow

Seconded by: Councillor Swadling

MOTION CARRIED

COMMITTEE RESOLUTION

10.54AM

THAT pursuant to s341)(k) and s44 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Fisher

Seconded by: Councillor Williams

MOTION CARRIED

11:09AM Councillor Belz left the meeting
11:10AM Councillor Fisher left the meeting
11:15AM Councillor Fisher returned to the meeting
11:16AM Councillor Belz returned to the meeting
11:35AM Chief Executive Officer left the meeting
11:36AM Chief Executive Officer returned to the meeting
11:36AM Councillor Fisher left the meeting
11:37AM Councillor Fisher returned to the meeting
11:55AM Councillor Schwarten left the meeting and did not return

COMMITTEE RESOLUTION

12:05PM

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 Swadling**

Seconded by: **Councillor Rutherford**

MOTION CARRIED

13 CONFIDENTIAL REPORTS

13.1 MULTI-SPORTS COMPLEX REVIEW

File No: 9590

Attachments: 1. Multi-Sports Complex Report

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Michael Rowe - General Manager Community Services

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

General Manager Community Services tabling external review of Multi-sports Complex.

COMMITTEE RESOLUTION

THAT

1. the recommendations in the report be returned to the Council table in August 2014 detailing actions taken to address the risks highlighted; and
2. any matters that pertain to ongoing risks be advised to the relevant parties.

Moved by: Mayor Strelow

Seconded by: Councillor Rutherford

MOTION CARRIED

13.2 LEGAL MATTERS AS AT 31 JANUARY 2014

File No: 1392
Attachments: 1. Legal Matters 31 January 2014
Responsible Officer: Tracy Sweeney - Manager Workforce and Strategy
Ross Cheesman - General Manager Corporate Services
Author: Tony Hauenschild - Coordinator Safety and Training

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

Acting Coordinator Corporate Improvement & Strategy presenting update of current legal matters that Council is involved in as at 31 January 2014.

COMMITTEE RESOLUTION

THAT the Legal Matters report containing updates on (seven) 7 current legal matters for Rockhampton Regional Council as at 31 January 2014 be received.

Moved by: Mayor Strelow
Seconded by: Councillor Swadling

MOTION CARRIED

12:07PM Councillor Swadling left the meeting

COMMITTEE RESOLUTION

THAT the report on the outstanding legal matter be received.

Moved by: Mayor Strelow
Seconded by: Councillor Williams

MOTION CARRIED

12:08PM Councillor Swadling returned to the meeting

13.3 MONTHLY REPORT TO COUNCIL FROM CHIEF EXECUTIVE OFFICER**File No:** 1830**Attachments:** 1. Monthly Report from CEO**Responsible 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 to Council for the period ending 19 February 2014.

COMMITTEE RESOLUTION

THAT the monthly report from the Chief Executive Officer for the period ending 19 February 2014 be received.

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

14 CLOSURE OF MEETING

There being no further business the meeting closed at 12:08pm.

COUNCILLOR M F STRELOW
CHAIRPERSON

DATE