

CONFIRMED MINUTES

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES STANDING
COMMITTEE MEETING OF
ISAAC REGIONAL COUNCIL

HELD ON
TUESDAY, 14 SEPTEMBER 2021
COMMENCING AT 1.00PM

ISAAC REGIONAL COUNCIL
CONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 14 SEPTEMBER 2021

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ISAAC REGIONAL COUNCIL
CONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 14 SEPTEMBER 2021 COMMENCING AT 1:00PM

ATTENDANCE

Cr Jane Pickels, Division Seven (Chair)
Mayor Anne Baker,
Cr Sandy Moffat, Division Two
Cr Carolyn Moriarty, Division Six
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

Mr Jeff Stewart-Harris, Chief Executive Officer
Mr Darren Fettell, Director Corporate, Governance and Financial Services
Ms Liza Perrett, Manager Governance and Corporate Services
Mr Michael Krulic, Manager Financial Services
Mr Robert Kane, Chief Information Officer
Mr John Squire, Manager Contracts and Procurement
Mr Beau Jackson, Manager Brand, Media and Communications
Mr Warren Clough, Senior Safety Business Advisor
Ms Rebecca Molineaux, Manager People and Performance
Mrs Tricia Hughes, Coordinator Executive Support
Ms Dannette Barfield, Executive Assistant Corporate, Governance and Financial Services

1. OPENING

The Chair declared the meeting open at 1.00pm.

Resolution No.: CGFS0663

Moved: Cr Coleman

Seconded: Cr Moffat

That the Corporate, Governance and Financial Services Standing Committee suspend the meeting at 1.03pm.

Carried

Resolution No.: CGFS0664

Moved: Cr Coleman

Seconded: Cr Moffat

That the Corporate, Governance and Financial Services Standing Committee resume the meeting at 1.09pm.

Carried

The Chair welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

The Chair welcomed Cr Carolyn Moriarty to her first Corporate, Governance and Financial Services Standing Committee.

2. APOLOGIES

No apologies this meeting.

3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared.

NOTE:

Council acknowledges that Chapter 5B Councillors' Conflicts of Interest of the Local Government Act 2009 does not apply to a Councillor if the matter to be resolved relates to a corporation or association that arises solely because of a nomination or appointment of the councillor by the local government to be a member of the board of the corporation or association.

4. CONFIRMATION OF MINUTES

Corporate, Governance and Financial Services Standing Committee Meeting of Isaac Regional Council held at Council Chambers, Moranbah, commencing at 1.00pm on Tuesday 10 August 2021.

5.2 Work, Health and Safety Update

EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of Work Health and Safety Management System (WHSMS).

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Note the Work Health and Safety Report and attachments listed**
- 2. Note the team renovation for Organisational Safety (included in this report).**

Resolution No.: CGFS0667

Moved: Cr Coleman

Seconded: Mayor Baker

That the Committee recommends that Council:

- 1. Note the Work Health and Safety Report.**
- 2. Note the team renovation for Organisational Safety.**

Carried

NOTE: Acknowledge the work of the Safety and Resilience Team and the People and Performance Teams in making significant improvements over the last few years and consciously resetting at this point to progress continuous improvement and safety outcomes.

5.3 2020-2021 Proposed Capital Carry Forward

EXECUTIVE SUMMARY

A full review of Capital Carried Forward Projects from the 2020-2021 financial year has been undertaken with each of the respective Departmental Managers and then reviewed by their respective Directors and Executive Leadership Team (ELT).

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Amends the 2021-2022 Budget to add the uncompleted capital projects to be carried forward from the 2020-2021 financial year and associated reserve transfers.**

Resolution No.: CGFS0668

Moved: Cr Moffat

Seconded: Cr Moriarty

That the Committee recommends that Council:

- 1. Amends the 2021-2022 Budget to add the uncompleted capital projects to be carried forward from the 2020-2021 financial year and associated reserve transfers.**

Carried

5.4 Exception Based Contractual Arrangements - Local Government Regulations (2012)

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for arranging open orders with various local trade materials providers, for the provision of minor ad hoc incidental items, as sole source arrangements. Where the cumulative value of these purchases over the course of the financial year is greater than \$15,000, this is considered a medium sized contractual arrangement for the purposes of the *Local Government Regulations 2012*, and therefore requires the endorsement of Council to approve these arrangements in accordance with the exception provisions contained within s235 (a) of the *Local Government Regulations 2012*.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council to:

- 1. Resolves it is satisfied that there is only one (1) supplier who is reasonably available;**
- 2. Endorse the following exceptions to enter into medium or large sized contractual arrangements as per s235 of the Local Government Regulations (2012);**
- 3. Establish the Open Order Arrangements with the following suppliers until 30 June 2022.**

MEETING MINUTES

<u>Company</u>	<u>Service provided/engaged for delivery of</u>	<u>Amount</u>
<i>Belyando Building Supplies</i>	<i>General Hardware for Clermont</i>	<i>\$30,000</i>
<i>Glenden Hardware and Rural</i>	<i>General Hardware for Glenden</i>	<i>\$15,000</i>
<i>High Country Enterprises</i>	<i>General Hardware for Moranbah</i>	<i>\$30,000</i>
<i>Nebo Rural Services</i>	<i>General Hardware for Nebo</i>	<i>\$20,000</i>
<i>John Crooks Electrical</i>	<i>General Hardware for Dysart</i>	<i>\$30,000</i>
<i>Middlemount Rural Traders</i>	<i>General Hardware for Middlemount</i>	<i>\$20,000</i>
<i>Bunnings Group Ltd</i>	<i>General Hardware for Coastal</i>	<i>\$30,000</i>
<i>Tradelink Plumbing Supplies</i>	<i>Plumbing Supplies</i>	<i>\$30,000</i>
<i>L&H Group</i>	<i>Electrical Supplies</i>	<i>\$30,000</i>
<i>Haymans Electrical</i>	<i>Electrical Supplies</i>	<i>\$30,000</i>

Resolution No.: CGFS0669

Moved: Cr Coleman

Seconded: Cr Moffat

That the Committee recommends to Council to:

1. Resolves it is satisfied that there is only one (1) supplier who is reasonably available;
2. Endorse the following exceptions to enter into medium or large sized contractual arrangements as per s235 of the *Local Government Regulations (2012)*;
3. Establish the Open Order Arrangements with the following suppliers until 30 June 2022.

<u>Company</u>	<u>Service provided/engaged for delivery of</u>	<u>Amount</u>
<i>Belyando Building Supplies</i>	<i>General Hardware for Clermont</i>	<i>\$30,000</i>
<i>Glenden Hardware and Rural</i>	<i>General Hardware for Glenden</i>	<i>\$15,000</i>
<i>High Country Enterprises</i>	<i>General Hardware for Moranbah</i>	<i>\$30,000</i>
<i>Nebo Rural Services</i>	<i>General Hardware for Nebo</i>	<i>\$20,000</i>
<i>John Crooks Electrical</i>	<i>General Hardware for Dysart</i>	<i>\$30,000</i>
<i>Middlemount Rural Traders</i>	<i>General Hardware for Middlemount</i>	<i>\$20,000</i>
<i>Bunnings Group Ltd</i>	<i>General Hardware for Coastal</i>	<i>\$30,000</i>
<i>Tradelink Plumbing Supplies</i>	<i>Plumbing Supplies</i>	<i>\$30,000</i>

MEETING MINUTES

L&H Group	Electrical Supplies	\$30,000	
Haymans Electrical	Electrical Supplies	\$30,000	
			Carried

5.5 Exception to Contractual Arrangements – Local Government Regulations (2012)

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of a sole supplier procurement of updated team shirts from the supplier TradeMutt.

OFFICER'S RECOMMENDATION

The Committee recommends that Council:

- 1. Resolves it is satisfied that there is only 1 supplier who is reasonably available; and*
- 2. Endorse the following exception to enter into medium or large sized contractual arrangement as per section 235 of the Local Government Regulations (2012):*

Resolution No.: CGFS0670

Moved: Cr Coleman

Seconded: Cr Moriarty

The Committee recommends that Council:

- 1. Resolves it is satisfied that there is only 1 supplier who is reasonably available; and**
- 2. Endorse the following exception to enter into medium or large sized contractual arrangement as per section 235 of the *Local Government Regulations (2012)*:**
 - TradeMutt for the purchase of Team Shirts**

Carried

ATTENDANCE

Ms Liza Perrett left the meeting room at 2.27pm and returned at 2.28pm.
Cr Sandy Moffat left the meeting room at 2.28pm and returned at 2.31pm.

6. INFORMATION BULLETIN REPORTS

6.1 Corporate, Governance and Financial Services Information Bulletin – September 2021

EXECUTIVE SUMMARY

The Corporate, Governance and Financial Services Information Bulletin for September 2021 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee:

1. *Note the Corporate, Governance and Financial Services Information Bulletin for September 2021.*

Resolution No.: CGFS0671

Moved: Cr Moffat

Seconded: Cr Coleman

That the Committee:

1. Note the Corporate, Governance and Financial Services Information Bulletin for September 2021.

Carried

6.2 Office of the Chief Executive Officer Information Bulletin – September 2021

EXECUTIVE SUMMARY

The Office of the Chief Executive Officer Information Bulletin for September 2021 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee:

1. *Notes the Office of the Chief Executive Officer Information Bulletin for September 2021.*

MEETING MINUTES

Resolution No.: CGFS0672

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee:

1. Notes the Office of the Chief Executive Officer Information Bulletin for September 2021.

Carried

7. GENERAL BUSINESS

7.1 Story Towns

Cr Moriarty asked if Council could look into the Story Towns initiative that she had recently heard about on ABC Capricornia.

ACTION: MANAGER BRAND, MEDIA AND COMMUNICATIONS

7.2 Councillor Process for Entry to Council Facilities

Mayor Anne Baker asked for clarification for the process that Councillors are required to follow when entering Council facilities such as the Moranbah Council Chambers.

ACTION: DIRECTOR CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 3.04pm.

These minutes were confirmed by the Committee at the Corporate, Governance and Financial Services Committee Meeting held in Moranbah on Tuesday 12 October 2021.

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Chair

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DATE