



GENERAL MEETING MINUTES

**HELD AT THE GLADSTONE ENTERTAINMENT CONVENTION CENTRE
56 GOONDOON STREET, GLADSTONE**

On 21 July 2020

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

Table of Contents

ITEM	PAGE
G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE	3
G/0.3.3. MESSAGES OF CONDOLENCE	3
G/0.3.4. DECLARATION OF INTERESTS.....	4
G/1. MAYORAL STATEMENT OF CURRENT ISSUES	6
G/2. CONFIRMATION OF MINUTES	7
G/2.1. CONFIRMATION OF SPECIAL BUDGET MEETING MINUTES FOR 7 JULY 2020	7
G/2.2. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 JULY 2020	8
G/3. OFFICERS' REPORTS.....	9
G/3.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 29 JUNE 2020...	9
G/3.2. COUNCILLOR APPOINTMENT TO THE COASTAL COUNCIL ADAPTATION TASKFORCE (C-CAT) EXECUTIVE COMMITTEE	10
G/3.3. BITS GOLF CLUB IRRIGATION SYSTEM.....	11
G/3.4. GLADSTONE REGION COUNCIL COVID-19 RECOVERY PLAN	12
G/3.5. 2020-21 GENERAL SOLE SUPPLIERS	13
G/4. DEPUTATIONS	15
G/4.1. RADAR HILL LOOKOUT PROPOSAL.....	15
G/5. COUNCILLORS REPORT.....	16
G/6. URGENT BUSINESS	17
G/7. NOTICE OF MOTION	17
G/8. CONFIDENTIAL ITEMS	18
G/8.1. KRIARIS RECYCLABLE PROCESSING - RESOLUTION AMENDMENT	19
G/8.2. GAPDL CONTRACT RE-NEGOTIATION	20
G/8.3. RUSSEL BICKFORD CONSULTING SPECIALISED SUPPLIER.....	21
G/8.4. BOYNEGLADE LEGAL BRIEFING	22

Elected Members

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

Officers

Mrs L Dowling (Chief Executive Officer)
Miss C Daly (Executive Secretary)
Mr M Holmes
Mrs T Whalley
Ms A Scott
Mrs C Quinn
Mrs K Lee
Mr J Tumbers
Ms M Bradley Woods
Ms K Roberts
Mrs B Le Grand
Mrs H Robertson
Mr B Hunt - *Rotary Club of South Gladstone*
Mr M Comley - *Rotary Club of South Gladstone*

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

MATERIAL PERSONAL INTEREST

Cr Branthwaite

Councillor Darryl Branthwaite declared a material personal interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION, as Cr Branthwaite stood to gain a benefit or suffer a loss because of a commercial relationship with Gladstone Area Promotion & Development Limited (GAPDL) as GAPDL provides booking services to his business.

Cr Branthwaite advised that he would leave the room for the consideration of Item G/8.2.

Cr Muszkat

Councillor Natalia Muszkat declared a material person interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION, as Cr Muszkat stands to gain a benefit or suffer a loss because she is a director of Strong Communities Ltd that has a funding agreement with Gladstone Area Promotion Development Limited's (GAPDL) Communities for Children Program.

Cr Muszkat advised that she would leave the room for the consideration of Item G/8.2.

Cr Goodluck

Councillor Kahn Goodluck declared a material person interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION, as Cr Goodluck stands to gain a benefit or suffer a loss because he is a musician who from time to time is engaged to perform at the Feast on East events under a commercial arrangement with Gladstone Area Promotion & Development Limited (GAPDL).

Cr Goodluck advised that he would leave the room for the consideration of Item G/8.2.

CONFLICT OF INTEREST

Cr Churchill

Councillor Glenn Churchill declared a conflict of interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION, as Cr Churchill was a former director on the board of Gladstone Area Promotion & Development Limited (GAPDL) for seven years, was a former Chief Executive Officer of GAPDL for seven years, a previous family business that is now owned by Cr Churchill's son and daughter-in-law are a past members of GAPDL. Cr Churchill is also a volunteer percussionist and tutor for drumming with the Gladstone Thistle Pipes and Drums who perform at the Feast on East markets for GAPDL for a minimal nominal fee.

Cr Churchill advised that he can best serve the community by participating in Item G/8.2 and would like to remain in the room.

(resolution number)

Moved Cr Trevor

Seconded Cr Muszkat

Cr Glenn Churchill does have a conflict of interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION.

MOTION LOST

Cr Hansen

Cr Rick Hansen declared a conflict of interest in Item G/8.2 GAPDL CONTRACT RE-NEGOTIATION as Cr Hansen is a current Council appointed board member of Gladstone Area Promotion & Development Limited (GAPDL).

Cr Hansen advised that he wished to remain in the room.

(resolution number)

Moved Cr O'Grady
Seconded Cr Churchill

Cr Hansen does not have a conflict of interest in Item G/8.2.

CARRIED

Cr Cameron

Cr Chris Cameron declared a conflict of interest in Item G/4.1 RADAR HILL LOOKOUT PROPOSAL, as Cr Cameron is a past president, secretary, board member and a current member of the Rotary Club of South Gladstone.

Cr Cameron advised that he would leave the room during the presentation of the Radar Hill Lookout Proposal and any consideration of the matter.

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

Our Gladstone Regional Drought Appeal reached \$40,000 thanks to the funds raised at the Christmas Street Party, Santos GLNG Mayor's Carols, our Super Rugby game, Australia Day and donations made by our major industry raising \$32,000 with a further \$8000 donation to the appeal by the Salvation Army. The \$40,000 is going to be spread across the Gladstone Region to our primary producers so I am encouraging our primary producers to jump on Council's website that will be live tomorrow where a link will be attached to submit an expression of interest. I want to give a shoutout to the Department of Agriculture as they helped us to get to this point. If you know someone who is a primary producer in the Gladstone Region please encourage them to apply, we understand they are a proud and resilient bunch however it is a hand up not a hand out. Council wants to make sure they apply so please give our primary producers a push and aid them to fill out the form as that money could assist with them with necessary production costs. We want to see the money go out as soon as possible so the closing date is 31 July 2020. Roadshows with the Salvation Army will be held across the region beginning in Rosedale going to Miriam Vale, the Boyne Valley, Calliope and to Mt Larcom to make sure the funds do get out into the community. The Salvation Army will be able to provide additional support and information for our primary producers. Council will also provide information around potential support available from State and Federal Government. Thank you to our community, industry partners and Salvation Army for raising the \$40,000 for our community and Gladstone Region primary producers.

It is great to see things in the Region reopening and getting back to normal, Gladstone Chamber of Commerce and Industry is now having face to face meetings again and the DCTC have a meeting on Wednesday. The Gladstone Central Committee on the Ageing are hosting a morning tea this morning which is great to see our local seniors getting out and about, unfortunately we are unable to attend today due to the Council meeting however I am sure they will have a fantastic day. I would like to mention that the Rosella Street Shop has reopened which may seem small however the shop has been closed for a long time and it is fantastic to see it reopen. If you are driving along Rosella Street pop in and visit them. It's great to see our local businesses opening especially when they have been closed for this extended period of time.

Importantly, our Premier of Queensland Annastacia Palaszczuk visited Gladstone recently to do a tour of the new Accident and Emergency Unit at the Gladstone Hospital which was a \$42,000,000 build and 20 years in the making. Member for Gladstone Glenn Butcher was also there during the visit. The floor space has increased by approximately double and facility is far superior to what we have had in the past and future proofs the Gladstone Hospital for a long time to come. The Premier also announced that \$5,000,000 will be provided to fund 30 new positions for the Gladstone Hospital, so not only do we have new Accident and Emergency Unit but also the staff to go with it. This funding provides for administration staff, doctors, nurses and specialists which is fantastic news so thank you to Member for Gladstone Glenn Butcher who fought very hard for this and the Premier for announcing this. During the Premier's time in the region she also visited the Gladstone Aquatic Centre so she could see the facility prior to upgrades funded by the COVID-19 Works for Queensland. The COVID-19 Works for Queensland is funding of about \$5,000,000 for Council which will be used for the Gladstone Aquatic Centre and also other projects in the region so this money can be spread throughout the region, it will be fantastic to see these upgrades take place very soon.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF SPECIAL BUDGET MEETING MINUTES FOR 7 JULY 2020

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the Special Budget Meeting held on 7 July 2020.

Officer's Recommendation:

That the minutes of the Special Budget Meeting of Council held on 7 July 2020 be confirmed.

{resolution-number} Council Resolution:

Moved Cr Branthwaite

Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/2.2. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 JULY 2020

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 7 July 2020.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 7 July 2020 be confirmed.

{resolution-number} Council Resolution:

Moved Cr Trevor
Seconded Cr Churchill

That:

1. The minutes at Item G/0.3.4.DECLARATION OF INTEREST be amended to reflect Cr O'Grady's material personal interest in Item G/3.4 REQUEST FOR NEGOTIATED DECISION TO DEVELOPMENT APPLICATION 26/2018 FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RELOCATABLE HOME PARK (190 SITES) (16 STAGES) as a result of Cr O'Grady's family's business interests in relation to Round Hill Creek; and
2. The minutes be confirmed as amended.

CARRIED

G/3. OFFICERS' REPORTS

G/3.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 29 JUNE 2020

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2019-20 year to date, for the period ended 29 June 2020.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2019-20 year to date, for the period ended 29 June 2020 as required under Section 204 *Local Government Regulation 2012*.

{resolution-number} Council Resolution:

Moved Cr Goodluck
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

**G/3.2. COUNCILLOR APPOINTMENT TO THE COASTAL COUNCIL
ADAPTATION TASKFORCE (C-CAT) EXECUTIVE COMMITTEE**

File Ref: CM7.1

Purpose:

To allow Council to consider appointing a councillor to the Coastal Council Adaptation Taskforce (C-CAT) Executive Committee.

Officer's Recommendation:

That Cr Natalia Muszkat be nominated as Council's candidate for Councillor Representative to the Coastal Council Adaptation Taskforce Executive Committee.

{resolution-number} Council Resolution:

Moved Cr Goodluck
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.3. BITS GOLF CLUB IRRIGATION SYSTEM

File Ref: PR4.1

Purpose:

The purpose of this report is to seek Council's direction regarding soil remediation and renewal works in order to continue irrigating effluent at the BITS Golf Club.

Officer's Recommendation:

That Council:

1. Endorse the preparation of a detailed design to remediate the soil condition and replace the existing irrigation system, with provision for system expansion to cater for additional future holes, at the BITS Golf Club.
2. Request officers present a further report to Council following completion of the detailed design activities in line with Council's investment decision framework.

{resolution-number} Council Resolution:

Moved Mayor Burnett
Seconded Cr Goodluck

That Council provide the Boyne Island Tannum Sands Golf Club Inc (BITS Golf) with a copy of the Irrigation and Soil Assessment Detailed Report for Boyne Island Tannum Sands Golf Club and that officers seek feedback from the BITS Golf Club Executive.

CARRIED UNANIMOUSLY

G/3.4. GLADSTONE REGION COUNCIL COVID-19 RECOVERY PLAN

File Ref: ES11.1

Purpose:

Seek Council's endorsement of the recovery plan – Reviving our community for a brighter future – An action plan for the Gladstone Region to recover from COVID-19.

Officer's Recommendation:

That Council endorse the recovery plan – *Reviving our community for a brighter future – An action plan for the Gladstone Region to recover from COVID-19.*

{resolution-number} Council Resolution:

Moved Cr Muszkat
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.5. 2020-21 GENERAL SOLE SUPPLIERS**File Ref:** PE1.1**Purpose:**

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

Officer's Recommendation:

That:

1. In accordance with s235(a) of the *Local Government Regulation* 2012, Council Is satisfied that the below suppliers are the only suppliers reasonably available to deliver the relevant product/service for the 2020/21 financial year:

Telstra	Sole supplier of telecommunication infrastructure in Central Queensland
Kvitko Holdings T/A Elevate Media	Only publisher of a publication that circulates throughout the Gladstone Region focused on the Gladstone Region (Gladstone News).
News Limited	Only publisher of a newspaper that circulates throughout the state of Queensland focused on the state of Queensland (Courier Mail)
Aurion Corporation Pty Ltd	Sole supplier of Aurion software used for payroll management
Technology One Pty Ltd	Sole supplier of Technology One software used for the management of Council's financials, supply chain, maintenance, document management, etc.
VendorPanel	Sole supplier of VendorPanel e-Procurement platform used by Council's Contracts and Procurement group for facilitating quote releases to the market.
LG Tenderbox	Sole supplier of LG Tenderbox e-Tendering platform used by Council's Contracts and Procurement group for facilitation tender releases to the market.
QIT Plus Pty Ltd	Sole supplier of the online platform (Guardian) used for managing disaster events under the Queensland Disaster Management Arrangements
Infor	Sole supplier for Pathway software used for managing customer service requests
Hastings Deering	Sole supplier (OEM) of Caterpillar machinery parts
Mettler Toledo-Limited	Sole supplier (OEM) of weighbridge service and parts at Gladstone TS and Benaraby LF
Western Truck Group Pty Ltd	Sole supplier (OEM) of Volvo machinery parts
Strategic Grants	Sole supplier of a grants database (GEM Portal) and management system available to Australia and New Zealand
Davcor Group Pty Ltd t/a Electronic Keying Australia	Sole supplier (OEM) of the electronic keys and vaults used to access Council buildings.

2. In accordance with s235(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 for the relevant product/service for the 2020/21 financial year:

Institute of Public Works Engineering Australasia (IPWEA)	Specialised peak association for professionals who deliver public works and engineering services to communities in Australia and New Zealand. Technical Society of Engineers Australia, providing, training, networking, on-line documents for purchase and exchange of specialist expertise.
Gladstone Engineering Alliance (GEA)	Specialised body established to strengthen business and industry relationships within the Gladstone Region facilitating events, supply chain engagements and suppliers exclusive to businesses in the Gladstone Region.
SEEK Limited	Provider of online recruitment advertising. The reason for specialised provider is due to the connection to Aurion which allows advertisements to be automatically released on SEEK when a recruitment process in Aurion is commenced.
Southern Cross Austereo	Provider of advertising services for Hit FM 93.5 and Triple M radio. The reason for specialised supplier is due to it being impractical to invite quotes for this service as selection of radio station is based on target demographic and listener base relevant to the required advertising.
Grant Broadcasters	Provider of advertising services for 4CC and Kix Country radio. The reason for specialised supplier is due to it being impractical to invite quotes for this service as selection of radio station is based on target demographic and listener base relevant to the required advertising.

{resolution-number} Council Resolution:

Moved Cr Goodluck
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

**The meeting adjourned for morning tea at 10:55am
and reconvened at 11:20am.**

G/4. DEPUTATIONS

G/4.1. RADAR HILL LOOKOUT PROPOSAL

File Ref: CM7.6

Cr Cameron (declared Conflict of Interest)
left the room during the deputation in Item G/4.1.
(refer G/0.3.4 Disclosure of Interest section of the minutes – page 3)

Purpose:

The Rotary Club of South Gladstone Inc. is seeking support to reinstate and construct a lookout on Radar Hill.

Anticipated Outcome:

That Council adopt the Radar Hill Lookout proposal, secure funding and work with the Rotary Club of South Gladstone Inc. to complete the proposal.

(Council resolution)

Moved Cr Trevor
Seconded Cr Churchill

That the Deputation be accepted.

CARRIED

G/5. COUNCILLORS REPORT

Nil.

G/6. URGENT BUSINESS

G/ Procedural Motion

Moved Cr Muszkat

Seconded Cr O'Grady

That in accordance with Section 275(1) of the Local Government Regulation 2012, the meeting be closed to the public to discuss business relating to the following:

- (e) contracts proposed to be made by it.
- (f) starting or defending legal proceeding involving the local government.

The following confidential urgent business item was received:-

96-20 Boyne Island Pond Relining Contract Variation

Reason for Confidentiality:

This report is CONFIDENTIAL in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

- (e) contracts proposed to be made by it

G/ Council Resolution

Moved Cr Goodluck

Seconded Cr Branthwaite

That tenders are called for the additional works at the Boyne Island Wastewater Treatment Plant.

CARRIED

G/7. NOTICE OF MOTION

Nil.

G/8. CONFIDENTIAL ITEMS

G/8.1.KRIARIS RECYCLABLE PROCESSING - RESOLUTION AMENDMENT

File Ref: PE1.1

Reason for Confidentiality:

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

{resolution-number} Council Resolution:

Moved Cr Hansen
Seconded Cr Muszkat

That Council:

1. Resolves, in accordance with Section 235(a) of the Local Government Regulation 2012, that it is satisfied Kriaris Transport Pty Ltd T/A Kriaris Recyclables Processing is the only supplier reasonably available to provide domestic recyclable processing services; and
2. Authorises the Chief Executive Officer to enter into a one (1) year contract with Kriaris Transport Pty Ltd Trading as Kriaris Recyclables Processing, commencing 1 January 2021, with two (2) one-year extension options for the processing of domestic recyclables.

CARRIED

G/8.2. GAPDL CONTRACT RE-NEGOTIATION

File Ref: PE1.1

Cr Goodluck, Muszkat and Branthwaite (declared Material Personal Interest)

left the room during the consideration and voting of Item G/3.1.
(refer G/0.3.4 Disclosure of Interest section of the minutes – page 3)

Mayor Matt Burnett left the meeting at 1:00pm during consideration of this matter. Cr Trevor was appointed chair in the absence of the Mayor and Deputy Mayor.

**The meeting adjourned for lunch at 1:15pm
and reconvened at 1:50pm.**

Reason for Confidentiality:

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

{resolution-number} Council Resolution:

Moved Cr Churchill
Seconded Cr Cameron

That Council:

1. Develop a Tourism Workplan, based on the adopted Visitor Economy Strategy for the 2020/21 financial year and engage the services of Gladstone Area Promotion and Development Limited ("GAPDL") to deliver the identified actions of the workplan;
2. In accordance with Section 235(b) of the *Local Government Regulation 2012*, is satisfied that due to the specialised nature of the services sought, it would be impractical or disadvantageous for Council to invite quotes or tenders to deliver the Tourism Workplan; and
3. Delegates authority to the CEO to negotiate an agreement with Gladstone Area Promotion and Development Limited for a term of one year, with an option for Council to extend for up to a further two years.

CARRIED UNANIMOUSLY

G/8.3. RUSSEL BICKFORD CONSULTING SPECIALISED SUPPLIER

File Ref: PE1.1

Reason for Confidentiality:

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

{resolution-number} Council Resolution:

Moved Cr Hansen

Seconded Cr O'Grady

That Council resolves in accordance with Section 235(b) of the Local Government Regulation 2012, that it is satisfied that due to the specialised nature of the services sought, Russell Bickford Consulting should be engaged for the development of a strategy to improve Council's works delivery, without the need for quotes or a tender.

CARRIED

G/8.4. BOYNEGLADE LEGAL BRIEFING

File Ref: CM12.3 & DB1.1

Reason for Confidentiality:

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(f) starting or defending legal proceeding involving the local government.

{resolution-number} Council Resolution:

Moved Cr Goodluck
Seconded Cr Muszkat

That Council resolve to delegate to the Chief Executive Officer the authority to give instructions to Council's solicitors, AJ & Co Lawyers, to lodge grounds opposing the appeal for Planning & Environment Court Appeal 231/2020 Boyneblade Property Developments Pty Ltd v Gladstone Regional Council.

CARRIED

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

THE MEETING CLOSED AT 3:06 PM.

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 23 pages
form the
official copy of Gladstone Regional Council
General Meeting Minutes of the 21 July 2020.

.....
Mayor Matt Burnett

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

ATTACHMENTS