



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

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

On Tuesday 6 May 2025

Commencing at 9.00am

Mark Francis
CHIEF EXECUTIVE OFFICER, Acting

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Elected Members

Councillor - Mayor M Burnett
Councillor G Churchill
Councillor K Davis
Councillor M Wagner
Councillor M Holzheimer
Councillor N Muszkat
Councillor S McClintock
Councillor L Patrick
Councillor C Cameron

Officers

M Francis (Chief Executive Officer, Acting)
R Millett (Executive Secretary)
T Whalley (Manager Governance and Risk)
M Holmes (General Manager Finance Governance and Risk)
A Moore (General Manager People and Strategy, Acting)
K Lee (General Manager Community and Lifestyle)
J Tumbers (General Manager Operations)
J Rossow (General Manager Assets and Environment, Acting)
K Wilson (General Manager Customer Experience)
C Henderson (Manager Contracts and Procurement)
E Lockwood (Manager Culture and Capability, Acting)

G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE

GM/25/5432 Council Resolution:

Moved Cr Cameron
Seconded Cr Holzheimer

That Council approve a leave of absence for Mayor Burnett for the following dates:

- Tuesday 20 May 2025
- Tuesday 3 June 2025

CARRIED

G/0.3.3. MESSAGES OF CONDOLENCE

Nil

G/0.3.4. DECLARATION OF INTERESTS

Nil

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

We had Easter in Gladstone and our Brisbane to Gladstone Yacht Race and I want to thank all Councillors for being involved in that amazing event that we host here every year. Easter in Gladstone involves many parties and headed up by our team, Jayden Allen (Team Leader - Production and Operations) and Kylie Lee (General Manager Community & Lifestyle) and the team at the Gladstone Entertainment Convention Centre (GECC), supported by many people from the Cruising Yacht Club to the Port Curtis Sailing Club, to the Harbour Festival Committee, to the Brisbane to Gladstone Village and many more. The extra events that happen as well, whether it is speedway, the races, the Orchid and Foliage show there was something for everyone in Gladstone at Easter time. Well done to all the volunteers, especially around the Harbour Festival, who have run that Festival for many years. It is a great time to be in Gladstone and I want to thank everybody for their involvement, and I look forward to next year.

ANZAC Day across the region as well, thank you Councillors for attending those events as well as officers. There are more events than there are Councillors, and I know many of the Councillors attended more than one event. Thank you for attending those very important ANZAC Day events.

We had our Yarwun Community Forum and last night we wrapped up the Boyne Tannum Hook Up, after a fantastic weekend in Boyne Island Tannum Sands. I would like to thank Karen and Chris Windress and their entire team of volunteers, and everybody who has been involved in the Boyne Tannum Hook Up for the last 30 years, celebrating 30 years this year. The Committee are stepping down, and as I said last night on stage, it is time for someone in the crowd to put their hand up and be a leader for the next committee of the Boyne Tannum Hook Up. I know they will continue to have Council support and continue to have industry support and community support so we're looking for a new committee to take over.

Up coming in the Gladstone Region, tomorrow (Wednesday 7 May 2025) we have the Domestic and Family Violence Remembrance Day service at Friend Park in Barney Point. This Thursday 8 May 2025 is the Community Forum in Calliope from 5pm to 7pm at Don Cameron Drive at the Community Centre. This Saturday 10 May 2025 is the McCosker Gladstone Speedway. And this Sunday 11 May 2025, is Mother's Day, happy Mother's Day to all the mums across the Gladstone Region, we have the Mother's Day Classic at Tannum Sands. There is a 4km and 8km event and you can still register online via the Mother's Day Classic Tannum Sands website.

Next Tuesday, 13 May 2025, is the Gladstone Careers Expo at the GECC from 8.30am to 3pm. And on Saturday 17 May 2025 we have the 2025 Santos GLNG Mayor's Charity Ball. The beneficiaries this year are 3 local charities, the Communities of Gladstone Supporting Youth; Tannum Sands Life Saving Club; and the amazing team at Zonta Club of Gladstone.

Saturday 17 May 2025 and Sunday 18 May 2025 is the Ambrose RELOADED Trail Ride and Friday 23 May 2025 to 25 May 2025 is the 1770 Festival. And another event this weekend, Saturday 10 May, is the Do It For Dolly Fundraiser, it is a cruise with \$20 per vehicle starting at the Gladstone Marina Stage. All cars and bikes are welcome to enter the fundraiser.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 15 APRIL 2025

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 6 May 2025

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 15 April 2025.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 15 April 2025 be confirmed.

GM/25/5433 Council Resolution:

Moved Cr Churchill

Seconded Cr McClintock

That the Officer's Recommendation be adopted.

CARRIED

G/3. DEPUTATIONS

Nil

G/4. OFFICERS' REPORTS

G/4.1. AMENDMENT TO CEMETERY AND CREMATORIUM POLICY ALLOWING BURIAL RESERVATIONS

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Governance and Risk

Council Meeting Date: 6 May 2025

File Ref: CM28.2

Purpose:

To allow Councillors to consider a change to Council's Cemeteries and Crematorium Policy with regard to reservations.

Officer's Recommendation:

That:

1. From 1 July 2025, reservations will be accepted at all cemeteries where a close family member is being interred in the adjacent plot.
2. Council adopt the Cemeteries and Crematorium Policy provided as Attachment 1 to the Officer's Report.

GM/25/5434 Council Resolution:

Moved Cr Wagner

Seconded Cr Holzheimer

That the Officer's Recommendation be adopted.

CARRIED UNANIMOUSLY

G/4.2. STATUTORY DELEGATIONS OF POWER TO THE CHIEF EXECUTIVE OFFICER

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 6 May 2025

File Ref: CM9.2

Purpose:

This report seeks Council delegation of legislative power to the Chief Executive Officer (CEO). The delegations presented are a result of legislative changes during the Queensland Parliament sittings for the recent six-months prior to the summer recess and delegations for existing legislation that King and Company have now included in the Local Government Association of Queensland (LGAQ) Delegations Register Service.

Officer's Recommendation:

That the legislative powers listed in Attachment 1 'Delegations Register – Exercise of Statutory Powers – Council to CEO' to the Officer's Report be delegated to the Chief Executive Officer pursuant to Section 257 of the *Local Government Act 2009*.

GM/25/5435 Council Resolution:

Moved Cr Churchill

Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/4.3. TENDER RPQS 73-25 TRAINING SERVICES

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 6 May 2025

File Ref: FM21.1

Purpose:

This report seeks resolution from Council to enter into agreements for the provision of Training Services under a Register of Pre-Qualified Suppliers.

Officer's Recommendation:

That Council:

1. Endorse the Tender Evaluation Panel's recommendation to appoint the following 64 service providers on RPQS 73-25 Training Services:
 - 4 T Consultants Pty Ltd (*local business*)
 - Ab Quality Homes Pty Ltd
 - Academy Green Learning
 - Academy Global Pty Limited
 - ALL STATES TRAINING
 - Articulous Pty Ltd
 - ASPL Australia Pty Ltd. Trading as ASPL Group
 - Auditor Training Online Pty Ltd
 - Australian Red Cross Society (*local branch business*)
 - BE YOU Pty Ltd As Trustee for The JG & BA Unit Family Trust
 - Blanchard International Pty Ltd
 - Blue Visions Management T/A Institute of Management
 - Career Coaching and Training
 - Coherics Pty Ltd
 - Computer Smart Training Pty Ltd
 - ConnectedLE Pty Ltd
 - CountryCo Ag Services Pty Ltd
 - Current Training (QLD) Pty Ltd
 - Online Compliance Training Australia Pty Ltd (Equal Opportunity Training)
 - EEO Specialist (Equal Opportunity Training)
 - Elemental Projects (Australia) Pty Ltd
 - Endless Sunsets T/A The CPEM Consulting Group
 - Excel Consulting Solutions Pty Limited (Nexacu)
 - Get Skilled Access Pty Ltd
 - Governance Risk & Compliance Solutions Pty Ltd trading as GRC Solutions
 - Griffith University, a body corporate established pursuant to the Griffith University Act 1998
 - Harness Energy (*local business*)
 - Helix Legal Pty Ltd
 - Honeylight Enterprises Pty Ltd
 - Australian Institute of Resources Training Pty Ltd trading as Host Safety and Training

- HRS Connect Pty Ltd
- Ian Crothers & Associates
- Inspyr Pty Ltd
- Intele Training Pty Ltd
- Smart First Aid Pty Ltd (Intuitive Training)
- Investigation Compliance and Enforcement Training Systems Pty Ltd
- LG Services Group Pty Ltd
- Link Resources Training Pty Ltd
- Liquid Learning Group Pty Ltd
- Lumian Consulting Pty Ltd
- Melbourne Business School
- Guinea Enterprises P/L T/A Narbil Training Services (*local business*)
- Playground Safety Inspectors Australia Pty Ltd T/A Playground Safety Inspectors Australia (PSIA)
- Project Management Partners Pty Ltd Trading as PM-Partners group
- OVA Educational Systems Pty Limited t/a Resolution Education
- Strategic Health Services Pty Ltd T/A SDS Training
- B M REID & I R RANKIINE ATF 4T TRUST TRADING AS SMALL COMPANY BIG BUSINESS
- St John Ambulance Australia Queensland Limited
- SUTHERLAND COMPUTER TRAINING PTY LTD
- The AusHealth Hospital Research Fund Ltd – AusHealth Work
- The Gallup Organisation Pty Ltd
- The Hinwood Institute Pty Ltd
- The Trustee for Corporate Edge Coaching Trust
- College for Adult Learning Pty. Ltd. as the Trustee for Golding/Sabell Trust
- The Trustee for the Monsigneur Family Trust
- The Trustee for WK Chan and Associates Trust t/a Paradigm Infinitum and Australian
- Leadership Skills Centre
- The University of Sydney
- Total Training Group Pty Ltd
- Trainers Direct Pty Ltd
- Trility Services Pty Ltd (*local branch business*)
- Upskilled Pty Ltd
- Abrahamson Holdings as Trustee of the Abrahamson Family Trust t/a Upskills QLD
- Vertical Hoizonz Australia Pty Ltd
- Evolve HR Solutions (*local branch business*)
- Health & Wellness Hub P/L

2. Authorise the Chief Executive Officer to enter into panel arrangements for a fixed term of 5 years, with the above service providers.

GM/25/5436 Council Resolution:

Moved Cr Cameron

Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4.4. CODE OF CONDUCT POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 6 May 2025

File Ref: CM28.2

Purpose:

This report seeks Council consideration of minor amendments to the existing Code of Conduct Policy associated with an administrative review of the Policy.

Officer's Recommendation:

That Council adopt the Code of Conduct Policy provided as Attachment 1 to Officer's Report.

GM/25/5437 Council Resolution:

Moved Cr Patrick
Seconded Cr Davis

That the Officer's Recommendation be adopted.

CARRIED

G/4.5. REPEAL OF WORKPLACE REHABILITATION AND RETURN TO WORK POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 6 May 2025

File Ref: CM28.2

Purpose:

This report seeks Council consideration of repealing P-2017-29 Workplace Rehabilitation and Return to Work Policy.

Officer's Recommendation:

It is recommended that Council repeal P-2017-29 Workplace Rehabilitation and Return to Work Policy.

GM/25/5438 Council Resolution:

Moved Cr Churchill
Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/4.6. AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING SUMMARY 12 MARCH 2025

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Principal Internal Auditor

Council Meeting Date: 6 May 2025

File Ref: CM26.2

Purpose:

To provide a written report of the Audit Risk and Improvement Committee Meeting held 12 March 2025, pursuant to section 211(1)(c) of the Local Government Regulation 2012.

Officer's Recommendation:

That Council receive the summary of the Audit Risk and Improvement Committee Meeting that was held on 12 March 2025.

GM/25/5439 Council Resolution:

Moved Cr Patrick

Seconded Cr Holzheimer

That the Officer's Recommendation be adopted.

CARRIED

G/5. COUNCILLORS REPORT

Nil

G/6. URGENT BUSINESS

Nil

G/7. NOTICE OF MOTION

Nil

G/8. CONFIDENTIAL ITEMS

Nil

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

THE MEETING CLOSED AT 9.48am.