

MINUTES OF THE THIRD MEETING OF THE LOCAL TRANSITION COMMITTEE (LTC) FOR THE NEW CASSOWARY COAST REGIONAL COUNCIL HELD IN THE CARDWELL SHIRE COUNCIL CHAMBERS, WEDNESDAY, 28th NOVEMBER 2007 COMMENCING AT 8.00AM.

PRESENT

Mr Graham Webb, Chairman (Johnstone Shire), Mr Mark Kelleher (Interim CEO, CCRC - 8.50am) Mr Basil Micale (Member of Community Reference Group, Johnstone Shire), Cr James P Nicolson (Cardwell Shire Council), Cr Barry Lansdown (Cardwell Shire Council), Mr Steve Rodgers (Australian Services Union), Mr Peter Gunsberger (Australian Workers Union), Mr Bert Veivers (Queensland Council of Unions proxy) and Ms Joanne Sands (Minutes Clerk - 8.50am).

OTHER ATTENDEES

Mr Neil Clarke, Mr Neil Worboys (AWU CSC proxy), Mr Albert Holder (ASU JSC proxy) and Mrs Lea Guy (Innisfail Advocate)

APOLOGIES

Mr Frank Young (Queensland Council of Unions)

1. MINUTES OF MEETING OF THE THIRD LOCAL TRANSITION COMMITTEE DATED 17 OCTOBER 2007

Mr G Webb moved - seconded Cr B Lansdown

"That the Minutes of the Third Local Transition Committee meeting for the new Cassowary Coast Regional Council held on the 17th October 2007 be adopted as a true and correct record."

CARRIED

2. MINUTES OF THE (INAUGURAL) LTC EMPLOYMENT SUB-COMMITTEE MEETING, 1 NOVEMBER 2007

It was resolved that the Minutes of the LTC Employment Sub-Committee minutes held on 1 November 2007 be noted.

8.50am Mark Kelleher (ICEO) and Ms Joanne Sands (Minutes Clerk) entered the meeting.

3. BUSINESS ARISING FROM PREVIOUS MINUTES

WORK VALUE/CONTRACTUAL ARRANGEMENTS FOR INTERIM CEO'S POSITION

The Chairman, Mr Graham Webb, advised that although the Committee had agreed to the appointment of Mark Kelleher as the Interim Chief Executive Officer, he had not formally advised the ICEO in writing of his appointment as he was continuing his line of enquiries through the LGAQ, Interim CEO's of other Local Governments and the LGMA in relation to an appropriate remuneration for the position. The Chairman advised that Mr Kelleher had received a quotation from Mr Jim Gatton of H R Advantage to carryout a Work Value Appraisal for the position.

Cr B Lansdown moved – seconded Mr P Gunsberger

“That the Committee agree to engage the services of Mr Jim Gatton of H R Advantage to undertake a full Work Value Appraisal of the position of Interim Chief Executive Officer for the newly established Cassowary Coast Regional Council. Further, that the fee be allocated from the \$200,000 provided by the State Government under the approved Local Transition Funding Arrangements and Mr Gatton’s Appraisal be referred to the next LTC meeting on 20 December 2007 for consideration.”

CARRIED

INDEPENDENT SECTOR-WIDE EVALUATION OF CEO POSITIONS

The Chairman referred to correspondence from the ICEO dated 27 November 2007 regarding a proposal received from the LGAQ that Mercers Consulting conduct an independent sector-wide evaluation of CEO positions. Furthermore, if the CEO evaluations prove successful, a similar exercise could be conducted for Senior Executive positions across Local Government for interested Councils. If Local Governments endorse the project, Councils specifically and Interim and permanent CEO’s individually, could benefit from the research which will cost each Council \$1,500 + a proportion of any administrative costs (if any).

Subsequent to the above, further enquiries were made which revealed the \$1,500 fee only applies to the sector-wide evaluation of CEO positions and that additional costs would be incurred for evaluation of Senior Executive positions.

Mr B Veivers moved – seconded Cr J P Nicolson

“That the Committee accept the LGAQ’s proposal to engage Mercers Consulting to evaluate the CEO position for the newly established Cassowary Coast Regional Council.”

CARRIED

4. IMPORTANT CORRESPONDENCE – ‘IN’

Item 1 – Recommendation:

“That the LTC consider the report and decide whether it wishes to adopt the recommendation of the ASU in relation to additional protection for employees of the Cassowary Coast Regional Council.”

Mr S Rodgers moved – seconded Mr B Veivers

“That the recommendation be **received**. Further, that each amalgamating Council and the Interim Chief Executive Officer declare their commitment to, and agree that the Industrial Relations Plan for inclusion in the Transition Action Plan (TAP) of the Cassowary Coast Regional Council (CCRC) incorporate the following principles:

- No forced relocation of current workers for three (3) years; and
- Income maintenance of current workers for three (3) years; and
- The best terms and conditions of current Industrial Instruments in operation at the amalgamating Councils being used as the basis for negotiation of the Cassowary Coast Regional Council’s State Certified Agreement.

THE MOTION WAS CARRIED – 5 votes to 3 with Crs J P Nicolson and B Lansdown and Messrs B Veivers, S Rodgers and P Gunsberger voting FOR the Motion and Messrs M Kelleher, G Webb and B Micale voting AGAINST the Motion.

Item 2 –Pest Management Committees - Recommendation:

Cr J P Nicolson moved – seconded Cr B Lansdown

“That the LTC endorse the suggestion that both Pest Management Committees of the merging Councils meet to formulate a joint 2008/09 budget. Further, that this initiative be included in the TAP for the CCRC if it is received prior to the March 2008 Local Government elections.”

CARRIED

Item 3 – Nomination of Special Holidays (Show Holidays) for 2008 - Recommendation:

Mr B Micale moved – seconded Mr P Gunsberger

“That following liaison with both Cardwell and Johnstone Shire Councils, a recommendation be put to the Minister that separate Show Holidays be retained by the respective Cardwell and Johnstone Shire areas into the future.”

CARRIED

Item 4 – LGAQ Special Conference to be held in Brisbane on 14 December 2007 - Recommendation:

“That the LTC determine whether it will send two delegates to the LGAQ Special Conference being held in Brisbane on 14 December 2007.”

It was resolved to **receive** the Recommendation. Further, that it be noted that Mr G Webb as Administrator is attending on behalf of Johnstone Shire Council and that Cardwell Shire Council will not be nominating a delegate to attend.”

Item 5 – Tully Police & Community Consultative Committee - Recommendation:

Mr B Micale moved – seconded Cr B Lansdown

“That the Tully Police & Community Consultative Committee be thanked for bringing this matter to the attention of the LTC.

Further, the Committee be advised the role of the LTC is to advise the CCRC on important issues which may impact on the new Council and therefore is unable to make decisions on behalf of the new Council. However, the LTC will record, through the TAP which is currently being developed, a recommendation to support the TP&CCC and its members to achieve their goals for the future.”

CARRIED

Item 6 – Department of Main Roads Contract Quality Plan Requirements - Recommendation:

Cr J P Nicolson moved – seconded Cr B Lansdown

“That the LTC thank Mr Bruce Gould, District Director (Peninsula) for his offer.

Further, Mr Gould be advised the role of the LTC is to advise the CCRC on important issues which may impact on the new Council and therefore is unable to make decisions on behalf of the new Council. However, the LTC will record, through the TAP which is currently being developed, a recommendation to accept this offer from the Department of Main Roads.

In the meantime, the LTC suggests the Department continue to liaise with both Johnstone and Cardwell Shires to ensure each Council can be appropriately certified to enable Council officers to gain the necessary knowledge and skills to fulfil Contract Quality Plan requirements.”

Item 7 - 14 – Recommendation:

Mr M Kelleher moved – seconded Mr P Gunsberger

“That Items 7 – 14 be noted by the LTC.”

CARRIED

5. INTERIM CEO’S REPORT

Item 1 – Staff and Management Meetings and Employee Survey

Moved Mr B Veivers – seconded Mr M Kelleher

“That the CEO’s report be noted.”

CARRIED

Meeting Closed to the Public (10.10am)

Mr M Kelleher moved – seconded Mr B Micale

“That the meeting be closed to the public to discuss staff issues involved in the proposed Interim Executive Structure.”

THE MOTION WAS CARRIED – 6 votes to 2 with Messrs G Webb, M Kelleher, B Micale, P Gunsberger, B Veivers and S Rodgers voting FOR the Motion and Crs B Lansdown and J P Nicolson voting AGAINST the Motion.

10.20am – 10.45am The meeting adjourned for Morning Tea.

Meeting Re-opened to the Public (10.45am)

Cr B Lansdown moved – seconded Mr B Micale

“That the meeting be re-opened to the public.”

CARRIED

Item 2 – Interim Executive Structure – Recommendation:

Moved Mr B Micale – seconded Cr J P Nicolson

“That the LTC endorse the Interim Executive Structure as outlined.”

CARRIED

The ICEO then gave an overview of the Interim Executive Structure and the consultation process.

Mr Webb advised that there had been a consultative process for the six Senior Management positions within the Interim Executive Structure which would take effect from the 15th March 2008. Further, the names of the officers who have been assigned to these positions would be disclosed to the meeting today. These details would not be released to the media until all staff within both Councils had been advised.

The ICEO then announced the following appointments to the Interim Executive Structure:

Acting Chief Executive Officer	Mr Mark Kelleher
Acting Deputy Chief Executive Officer	Mr Stuart Randle
Acting Director of Corporate Services	Mr Ian Adcock
Acting Director of Civil Works	Mr David Trotter
Acting Director of Civil Services	Mr Alf Raiti
Acting Director of Community & Environmental Services	Mr David Case
Acting Director of Planning Services	Mr John Pettigrew

It was noted the Managers/Co-ordinators in the next level of management within the Interim Executive Structure would be considered before the next LTC meeting to be held on Thursday, 20 December 2007.

Mr Webb acknowledged debate on the process and was satisfied that the Cassowary Coast Regional Council will be well placed with the personnel who have been appointed to the Senior Management positions.

Item 3 – Appointment of Consultants to undertake a Business Plan for submission to Government – Recommendation:

Moved Cr J P Nicolson – seconded Cr B Lansdown

“That the LTC confirm the engagement of Orion Consulting Network to undertake the development of a Business Plan suitable for submission to the State Government as outlined in the ORION proposal dated October 2007.”

CARRIED

Item 4 – Transition Action Plan – Recommendation:

Moved Mr S Rodgers – seconded Mr P Gunsberger

“That the Transition Action Plan report be noted.”

CARRIED

6. EMPLOYEE NEWSLETTERS

It was resolved to receive Employee newsletters, Issues 1 – 3.

7. FINANCIAL STATEMENTS

Cr J Nicolson moved – seconded Cr B Lansdown

“That the expenditure incurred by the LTC to 16 November 2007 amounting to \$44,654.78 be adopted.”

CARRIED

8. OTHER BUSINESS

LGM Queensland – Local Government Reform – Continuity of LGM Queensland Liability Cover for new Council entities and Local Transition Committees

Mr P Gunsberger moved – seconded Mr S Rodgers

“That Mr Craig Hinchcliffe of LGM Queensland be contacted to seek clarification on liability cover for Mr Basil Micale, the LTC’s Community representative.”

CARRIED

New Signage

As a result of the establishment of the new Cassowary Coast Regional Council, Cr Lansdown queried the need for new signage and stated that signage he had seen in Atherton was very impressive. The ICEO advised that a Signs audit is to be completed to determine the costs involved. Further, he will contact the Main Roads Department regarding future signage and forward a letter from the LTC if required.

Business Plan for submission to Government - Timeframe on Orion Report

The meeting was advised that the Business Plan for submission to the State Government is expected to be completed by Orion Consulting Network by January 2008.

Union Representation – Proxies at Meetings

The meeting discussed the payment of Council staff who hold the position of ‘proxy’ on the Committee. Mr S Rodgers undertook to put together a ‘Notice of Motion’ in relation to this issue to be discussed further at the next LTC meeting to be held on 20 December 2007.

13. NEXT MEETING

The next meeting of the LTC will be held in the Cardwell Shire Council Chambers, Tully on Thursday, 20 December 2007 commencing at 9.00am.

11.55am The Chairman declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD THIS OF , 2007.

CHAIRMAN, MR GRAHAM WEBB