

# Minutes



## SPECIAL MEETING OF COUNCIL

### MINUTES

9 JUNE 2020

---

## TABLE OF CONTENTS

Item	Subject	Page No.
1.0	Meeting Opened.....	4
2.0	Leave of Absence.....	4
3.0	Declaration of any Material personal interests/conflicts of interest by councillors and senior council officers .....	4
4.0	People & Business Performance Reports .....	5
	4.1 Proposed Changes to the Organisational Structure .....	5
5.0	Meeting Closed.....	12

**ATTENDANCE:**

**Councillors Present**

- Cr Tanya Milligan (Mayor) (Chairperson)
- Cr Jason Cook (Deputy Mayor)
- Cr Brett Qualischefski
- Cr Janice Holstein
- Cr Chris Wilson
- Cr Michael Hagan
- Cr Rick Vela

**Officers Present**

- Ian Church, Chief Executive Officer
- Anna Hebron, Group Manager People & Business Performance
- Amanda Pugh, Group Manager Community & Regional Prosperity
- Angelo Casagrande, Group Manager Infrastructure
- Erin Carkeet, Governance & Strategy Officer
- Alice Johnson, Project Officer

**Media Present**

- Domonic Elsome, Gatton Star

## **1.0 MEETING OPENED**

*The meeting commenced at 1:00pm.*

*The Mayor, Cr Milligan as the Chairperson opened the meeting and welcomed all present.*

## **2.0 LEAVE OF ABSENCE**

*No Leave Of Absence.*

## **3.0 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY COUNCILLORS AND SENIOR COUNCIL OFFICERS**

### **3.1 Declaration of Material Personal Interest on any Item of Business**

Pursuant to section 175C of the *Local Government Act 2009*, a councillor or senior council officer who has a material personal interest in an issue to be considered at a meeting of a local government, or any of its committees must:

- (a) inform the meeting of the material personal interest in the matter, including the following particulars about the interest –
  - i. the name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
  - ii. how the person or other entity stands to gain the benefit or suffer the loss
  - iii. if the person or other entity who stands to gain the benefit or suffer the loss if the person or other entity is not the councillor or senior council officer—the nature of the relationship to the person or entity; and
- (b) leave the meeting room, including any area set aside for the public, and stay out of the meeting room while the matter is being discussed and voted on.

### **3.2 Declaration of Conflict of Interest on any Item of Business**

Pursuant to section 175E of the *Local Government Act 2009*, a councillor or senior council officer who has a real or perceived conflict of interest in a matter to be considered at a meeting of the local government or any of its committees must inform the meeting about the personal interest in the matter, including the following particulars about the interests:

- a) the nature of the interests
- b) if the personal interests arise because of the relationship with, or receipt of a gift from, another person:
  - i. the name of the other person; and
  - ii. the nature of the relationship or value and date of receipt of the gift; and
  - iii. the nature of the other person's interests in the matter.
- c) how the councillor or senior council officer intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

*No declarations were made by Councillors or senior officers at this time.*



## **Corporate Plan**

### Corporate Plan Theme

Lockyer Leadership and Council.

### Outcome

- 5.1 *Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.*
- 5.6 *Provide leadership and contemporary management systems that drive a coordinated and connected organisation.*
- 5.8 *Deliver reliable internal support services.*

### Operational Plan Action Item (as relevant)

- 5.6.2 *Conduct an organisational effectiveness review to identify service efficiencies and improve the organisation's effectiveness.*

## **Consultation**

### Portfolio Councillor Consultation

All Councillors were consulted in relation to the realigned structure.

### Internal Consultation

The realigned structure has been developed in consultation with the Corporate Leadership Team between April and June 2020.

### External Consultation

The realigned structure has been discussed with the Joint Consultative Committee (JCC).

### Community Engagement

Due to the internal administrative nature of this report, there has been no external consultation.

## **Proposal**

### Overview

The recommended decision is supported by work completed in the OER Project.

The project comprises of a comprehensive, holistic review of Council's organisational effectiveness. As community needs and expectations of local government services change, Council needs to evolve to maintain and enhance its effectiveness. One of the OER-identified strategies is to better align the organisational structure with current business and service delivery needs, the first stage of which occurred in January 2020.

The OER and the restructure are the first steps in a multi-year program of work designed to continually improve Council's operations and services. As such, the revised structure provides an essential foundation for a more effective organisation going forward. The ultimate benefits of this increased effectiveness include:

- Policy and legal requirements: Better equipped to fulfil policy objectives and satisfy legal requirements.
- Service quality: The ability to provide more timely responses to queries and provide information and services in a way the customer expects.

- Internal management: Better decision-making or management processes.
- Process improvement: The ability for employees to do the same job with less resources, allowing reductions in costs and increased value-for-money for ratepayers.
- HR management: Increased workforce adaptability and productivity.
- Strategic risk reduction: Increased preparation for the future.
- Flexibility: More equipped to respond to change without incurring additional expenditure.

The Stage Two realigned organisational structure comprises of changes below management level, streamlining teams for improved efficiency and functionality.

#### Legal Implications

No further delegations are required to manage the matters raised in this report.

#### Policy Implications

There are no policy implications.

#### Risk Considerations

*FE1 Financial Sustainability to support the achievement of strategy, goals and objectives in the medium to long term.*

*BC1 Provision of core services now and into the future*

*S1 Strategic workforce planning and management*

#### Previous Council Resolutions

##### **Ordinary Council Meeting 22 January 2020 (16-20/1617)**

*THAT Council approve the proposed organisational structure, noted as Attachment 1, and authorise implementation by the Chief Executive Officer.*

#### Related Documentation

There is no related documentation.

#### Critical Dates

The realigned organisational structure will be effective from 1 July 2020. Further changes to positions and roles will be completed by 30 September 2020.

#### Implementation

The realigned structure will be implemented by the CEO, in line with approved delegations. All staff will be advised following consultation with impacted employees and teams.

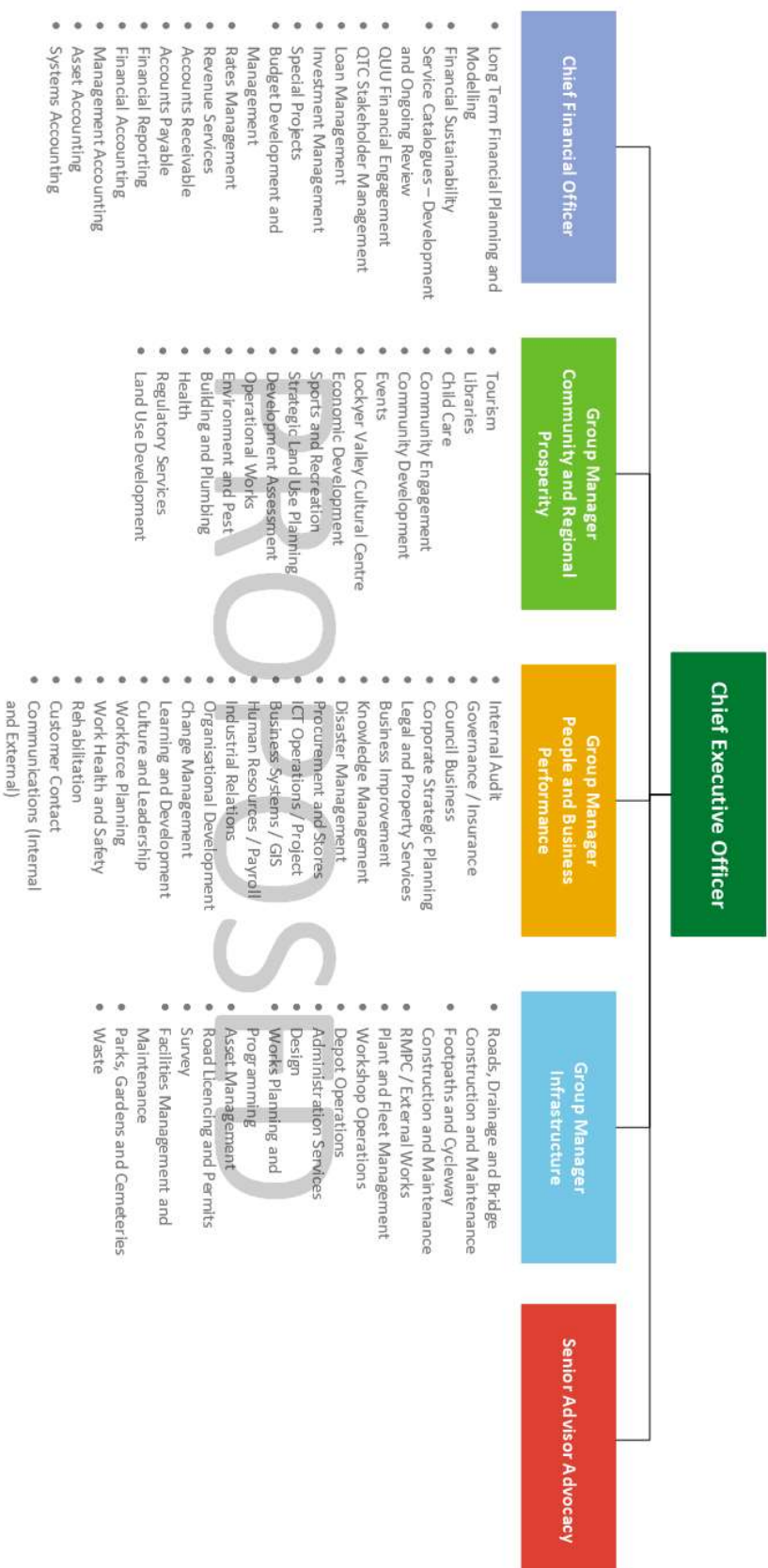
#### **Attachments**

- 1 [↓](#) Proposed - Organisational Structure - June 2020 4 Pages



## Structure Overview

Lockyer Valley Regional Council – PROPOSED

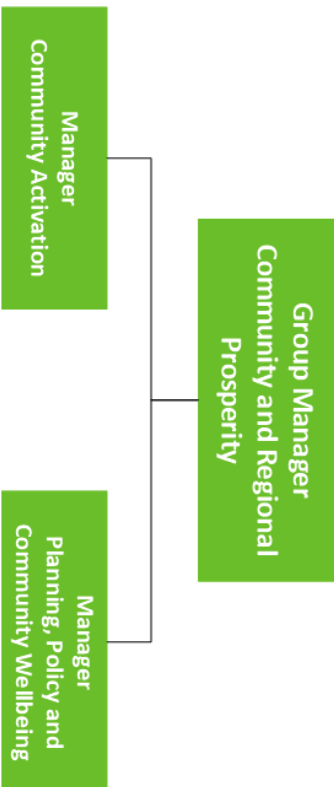






# Community and Regional Prosperity

Lockyer Valley Regional Council – **PROPOSED**

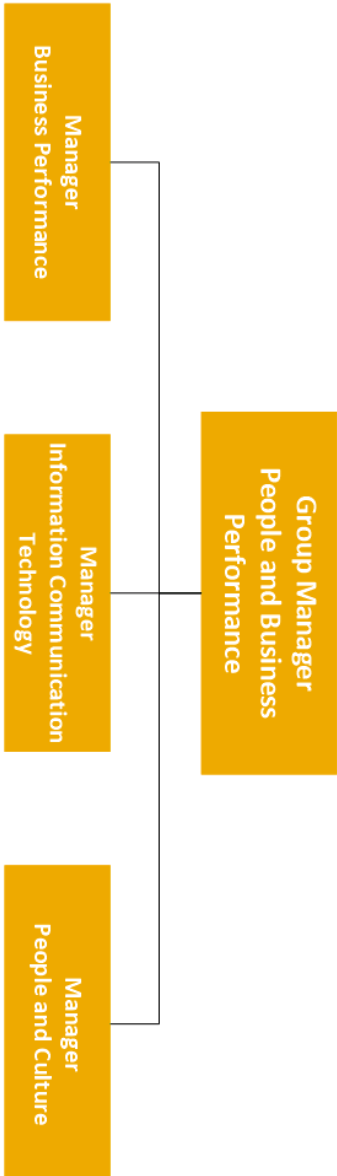


PROPOSED



## People and Business Performance

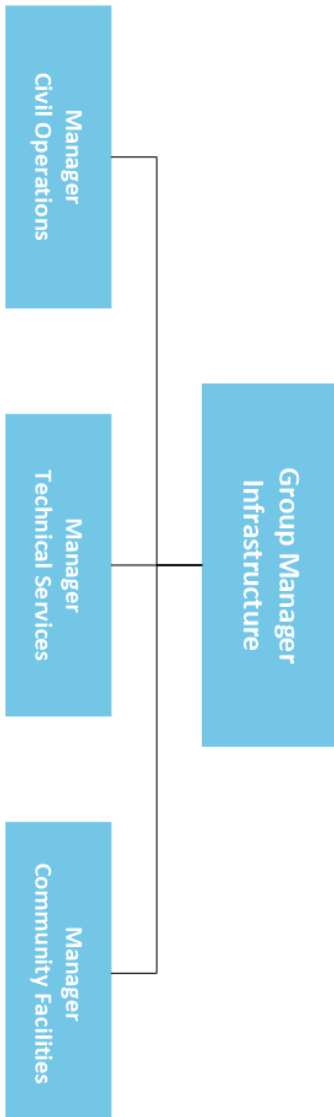
Lockyer Valley Regional Council – **PROPOSED**



PROPOSED



**Infrastructure**  
Lockyer Valley Regional Council – **PROPOSED**



PROPOSED

**5.0 MEETING CLOSED**

*There being no further business, the meeting closed at 1:10pm.*