

LOCKYER VALLEY REGIONAL COUNCIL
Local Transition Committee Meeting
16 October 2007

ATTENDANCE

Members

Cr Steve Jones, Gatton Shire Council
Cr Janice Holstein, Gatton Shire Council
Cr Lois Span, Laidley Shire Council
Cr Geoff Lester, Laidley Shire Council
Damian Griffin, Queensland Council of Unions
Judith Collie, Australian Services Union
Wayne Pitkin, Australian Workers Union
Colin O'Connor (ICEO)

Observers

Martin Cash (ASU Proxy)
Pat Byrnes (QCU Proxy)
Mr Chris Simpson (AWU Proxy)
Mr Tim Burke (TWU)
Chris Payne (LSC CEO)
Cr Tanya Milligan (LSC)
Cr Dave Neuendorf (GSC)
Various members of the Public

Apology

Cr Richard Lee

The meeting commenced at 8.30 am.

The Chair welcomed Cr Lois Span to the Committee as a replacement for Cr Richard Lee who is an apology.

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Procedural Item 1 **Taping of Meetings**

The Chair stated that, as per the resolution from the previous meeting allowing taping of the meetings, audio recording was in progress. The Chair also requested a motion to allow clearing of the audio tapes once the Minutes had been confirmed.

The ICEO advised that Laidley Shire had an appropriate Policy dealing with audio recordings.

Resolution

Moved Cr Span **Seconded** J Collie

That Audio recordings may only be used for the purpose of verifying the accuracy of the minutes of the meeting and after being used for that purpose, must be destroyed or dealt with as directed by the LTC.

Carried

Item 1

Confirmation of Minutes of Meeting held 2nd October 2007

Resolution

Moved Cr Lester **Seconded** Cr Holstein

That the Minutes of the LVRC LTC, held 2nd October 2007 be confirmed.

Carried

Item 2

Inwards Correspondence

Resolution

Moved Cr Lester **Seconded** J Collie

That the Inwards Correspondence be received

Carried

Item 3

Outwards Correspondence

Resolution

Moved

Cr Span

Seconded

Cr Holstein

That the Outwards Correspondence be adopted

Carried

Item 4

Draft Communication Plan

Resolution

Moved

Cr Holstein

Seconded

Cr Span

That the Draft Communication Plan, as distributed and tabled be adopted.

Carried

Item 5

Expenditure Items Report

The ICEO tabled an updated Expenditure Items Report adding an amount for “composite staff meetings”.

There was considerable discussion surrounding the need for Consultants for Service Delivery and for the Industrial Plan with thought that they could be dealt with “in house”. The ICEO advised that he believed that the staff from both Councils had a significant workload getting ready for the new Council. There was still a great amount of work to be done “in house”.

It was agreed that the Service Delivery Consultancy be dealt with at Item 6 and that “in principle” support given to the Industrial Relations Consultancy with a further report to be brought back to the LTC.

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Resolution

Moved Cr Holstein **Seconded** Cr Lester

That the Expenditure Items Report be received and adopted with a further report to be prepared prior to any expenditure on the Industrial Relations Consultant.

Carried

Item 6

Service Delivery Report

There was, once again, considerable discussion on the need for a Consultancy for this matter and if a report could not be handled “in House”. Cr Lester raised the matters of “what services would be reviewed” and whether the Consultant would cost those services and recommend funding sources. The ICEO advised that the brief for the Consultant would be to: identify existing levels of service for each service area, including differences and conflicts between the two Councils; to assess and prioritise risks and business continuity, and implementing appropriate short and long term mitigations; developing and agreeing on short and long term future levels of service targets and the need to meet the needs of the new communities; and ensuring that appropriate governance and decision making regimes and organisational structures are in place.

It was agreed that the LTC needed a report back from the Consultant as early as possible but no later than mid February.

Resolution

Moved J Collie **Seconded** Cr Lester

That the Service Delivery Report, as distributed and tabled, be approved.

Carried

Resolution

Moved Cr Holstein **Seconded** J Collie

That the LTC engage MWH to develop a “Service Delivery” report that will comply with the requirements of the Transition Action Plan Required Deliverable 4 – Interim Service Delivery Arrangements at a maximum cost of \$25,000.

Carried

Item 7

Office Space Discussion Report.

There was considerable discussion about the merits of combining the workforce, as much as possible or continuing to operate two offices with individual departments operating from different areas.

The ICEO advised that he was very much against 'separating' staff that should be working 'side by side' as a team. The ICEO also advised that he had researched the impact of the 1995 amalgamations and found that those Councils that continued to operate from two or more separate sites did not gel as a combined workforce. Almost all of those have since built new offices to house all employees. The ICEO also advised that, in discussions with the senior management of both Councils, it was a firmly held opinion that Gatton would become the head office. Mr Damian Griffin agreed and stated that he had first hand experience of this and believed it was absolutely essential to create a culture of "one staff" as soon as possible.

Cr Lester disagreed with this assessment and believed that 2 or 3 Directors and their staff could operate from Laidley whilst the rest could operate from Gatton and added that, with communications as they are, this should not pose a problem.

The strongly held opinion was that it was essential to create a culture of 'one staff' and to get those staff, that should be together, together. The ICEO advised that we would still need to upgrade the communications between the two offices and that making Gatton the 'head office' in no way meant discarding the Laidley Office. The ICEO suggested that the Laidley office would be an integral part of service delivery and, hopefully, services would be enhanced.

Resolution

Moved

J Collie

Seconded

Cr Lester

That the Office Space Discussion report be received.

Carried

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Resolution

Moved

Cr Holstein

Seconded

D Griffin

That the LTC agree "in principle" with the Office Space Discussion Report.

Further that the LTC notify Gatton Shire Council that the floor space, as detailed in the report, would be required for work space, subject to Gatton Shire's approval.

Further that no firm decision has been made as to what use would be made of the floor space and that the ICEO and senior management of both Councils review all possible use of this space.

Cr Lester called for a Division

Cr Jones, Cr Holstein, J Collie, D Griffin, C O'Connor in favour
Cr Lester, Cr Span, W Pitkin against

Carried

Item 8

General Business

Item 8.1

Combined Meeting with Staff

Mr Wayne Pitkin and Mr Damian Griffin requested access to combined meetings of all outside workers. The ICEO advised that he had no problem with this but the request must be made through the CEO's of both Councils.

Item 8.2

Future of Depots

Mr Wayne Pitkin raised the issue of the Gatton and Laidley Depots and asked if any decision had been made on how these would operate. The ICEO advised that, whilst the Engineers had been discussing possible working arrangements, no decisions had been made. The ICEO also advised that he could not see any way that the Depots would change greatly. It would be important to continue to locate outside staff in both areas as they would be fully occupied in those areas. The ICEO also advised that he believed that more Depots could be opened up, such as at Withcott. This view was widely supported.

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Item 8.3

Date and Place of Next Meeting

Agreed

That the next Meeting of the LVRC LTC be held at 8.30 am on Tuesday 6th November at Gatton Shire Council Chambers.

There being no further business the meeting closed at 10.30 am.

Cr Steve Jones
Chairperson