City Governance Committee
Meeting Recommendations

Date: 11 February, 2020
Time: 9:00 am

Present
Interim Administrator - T O’Shea
A/Chief Executive Officer - D R Hansen
Director of Organisational Services - R Strachan
Director of Innovation & City Transformation - S Bourke - 9.00 am - 9.01 am
Corporate Governance Manager - S McDonald
Finance Manager - C Bugg
A/Meetings Services Coordinator - K Reddy

1. **Welcome**
   
   The Interim Administrator of the Logan City Council, Tamara O'Shea, welcomed attendees to the City Governance Committee. She declared the meeting open at 9.00 am.

2. **Acknowledgement of Country**

   The Interim Administrator of the Logan City Council, Tamara O'Shea, opened the meeting by acknowledging the Traditional Custodians of the land on which the meeting was gathered, including Elders past, present and emerging.

3. **Leave of Absence**

   There was no leave of absence recorded.
4. **Director of Innovation and City Transformation**

4.1 **Covering Report - Innovation and City Transformation Directorate Restructure 2020**

_Moved_ Interim Administrator - T O'Shea

1. That the Innovation and City Transformation Directorate Restructure proposal, as attached to the report of the Director of Innovation & City Transformation dated 11 February 2020, be approved.

2. That the redesignation of position number 103117 from the Digital Futures Program to the Corporate Innovation Program, as detailed in the report of the Director of Innovation & City Transformation dated 11 February 2020, be approved.

3. That the People & Culture Manager be requested to update Branch, Program Names and Position Titles in the organisational structure in accordance with Clause 1 above.

4. That the confidential background papers, as attached to the report of the Director of Innovation & City Transformation dated 11 February 2020, be deemed confidential and be treated as such in accordance with sections 171 and 200 of the _Local Government Act 2009_ and that the documents remain confidential.

_Carried_

5. **Finance**

5.1 **First Budget Amendment 2019/2020**

_Statement from the Interim Administrator_

"Thank you Caroline. I am aware that depreciation will be an ongoing challenge for this Council given the growth being experienced, and it’s something the next elected representatives are going to have to get a good handle on. It is a two-edged sword in that while it reflects the increase in our infrastructure and assets, this also brings with it the liability to maintain and eventually replace these. I know when I handed down the budget back in June last year we had a buffer, however in spite of these latest amendments, we are still are still on track to deliver an operating surplus (albeit smaller). Please pass my thanks on to your team for their work in bringing these amendments forward."

_Moved_ Interim Administrator - T O'Shea

1. That the amended budget for 2019/2020, as attached to the report of the Finance Manager dated 11 February 2020, be endorsed.

2. That the amended Capital and Operational Major Projects Schedule (COMPES) for 2019/2020, as attached to the report of the Finance Manager dated 11 February 2020, be endorsed.
3. That the Finance Manager be requested to update future years of the Ten Year Capital and Operational Major Projects Schedule (COMPES) to incorporate the impact of amendments to the 2019/2020 COMPES, as attached to the report of the Finance Manager dated 11 February 2020.

Carried

5.2 Executive Financial Performance Report - December 2019

Moved Interim Administrator - T O'Shea

That the Financial Statements for the period ending 31 December 2019, as attached to the report of the Finance Manager dated 11 February, be endorsed.

Carried

5.3 Covering Report - Rate Exemption - Logan Village

Moved Interim Administrator - T O'Shea

1. That Council approve the exemption from general rates and separate charges for the property, as detailed in the confidential report of the Finance Manager dated 11 February 2020, under section 93(3)(i) of the Local Government Act 2009, while the property is used for charitable purposes.

2. That the confidential report of the Finance Manager dated 11 February 2020 and associated background papers be deemed confidential and be treated as such in accordance with sections 171 and 200 of the Local Government Act 2009 and that the documents remain confidential.

Carried

5.4 Covering Report - Rate Exemption Report

Moved Interim Administrator - T O'Shea

1. That Council approve the exemption from general rates and separate charges for Lot 1 RP 859595 (105-111 Johanna Street, Jimboomba) under section 93(3)(i) of the Local Government Act 2009 commencing 1 July 2020, while the property is used for charitable purposes.

2. That Council approve the exemption from general rates and separate charges for Lot 51 RP 887425 (121-137 Johanna Street, Jimboomba) under section 93(3)(i) of the Local Government Act 2009 commencing 1 July 2020, while the property is used for charitable purposes.

3. That the two exemptions, as detailed in Clauses 1 and 1 above, be reviewed in accordance with Council's annual review process.

4. That Council not exempt Lot 3 RP 887427 (Mount Lindesay Highway, Jimboomba) from general rates and separate charges under section 93(3)(i) of
the Local Government Act 2009, as the property is not used for charitable purposes.

5. That Council not exempt Lot 52 RP 887426 (113-119 Johanna Street, Jimboomba) from general rates and separate charges under section 93(3)(i) of the Local Government Act 2009, as the property is not used for charitable purposes.

6. That the confidential report of the Finance Manager dated 11 February 2020 and associated background papers be deemed confidential and be treated as such in accordance with sections 171 and 200 of the Local Government Act 2009 and that the documents remain confidential.

Carried

5.5 Covering Report - Rate Exemption - Springwood

Moved

Interim Administrator - T O'Shea

1. That Council approve the exemption from general rates and separate charges effective from 1 July 2020 for the property, as detailed in the confidential report of the Finance Manager dated 11 February 2020, under section 93(3)(i) of the Local Government Act 2009 while the property is used for charitable purposes.

2. That the exemption, as detailed in Clause 1 above, is reviewed in accordance with Council’s annual review process.

3. That the confidential report of the Finance Manager dated 11 February 2020 and associated background papers be deemed confidential and be treated as such in accordance with sections 171 and 200 of the Local Government Act 2009 and that the documents remain confidential.

Carried

5.6 Covering Report - Rate Exemption - Kingston

Moved

Interim Administrator - T O'Shea

1. That Council approve the exemption from general rates and separate charges for the property, as detailed in the confidential report of the Finance Manager dated 11 February 2020, under section 93(3)(i) of the Local Government Act 2009, while the property is used for charitable purposes.

2. That the exemption, as detailed in Clause 1 above, is reviewed in accordance with Council’s annual review process.

3. That the confidential report of the Finance Manager dated 11 February 2020 and associated background papers be deemed confidential and be treated as such in accordance with sections 171 and 200 of the Local Government Act 2009 and that the documents remain confidential.
6. **Corporate Governance**

6.1 **Audit Committee Meeting November 2019**

**Moved** Interim Administrator - T O'Shea

1. That the recommendations of the Audit Committee meeting held on 26 November 2019, as detailed in the report by the Corporate Governance Manager dated 11 February 2020, be noted.

2. That Ms Denise Dawson be appointed to the position of Audit Committee Member for a period of three (3) years subject to satisfactory performance and a confidentiality deed being executed, as detailed in the report by the Corporate Governance Manager dated 11 February 2020.

3. That Mr John Halliday be appointed to the position of Audit Committee Member for a period of two (2) years subject to satisfactory performance and a confidentiality deed being executed, as detailed in the report by the Corporate Governance Manager dated 11 February 2020.

Carried

6.2 **Delegations of Authority - Local Government and Committee Meeting Code**

**Statement from the Interim Administrator**

"When I first arrived here at Council, it was brought to my attention that a special delegation existed that allowed a Mayor to facilitate a Council resolution outside of the transparency of an Ordinary Council meeting.

They had the power to put forward and circulate resolutions behind closed doors, and not bring that outcome to light until a subsequent Council meeting – effectively silencing any debate until after the fact. Any reasonable person could argue that this mechanism has the potential to undermine the transparency and integrity of the elected Council’s decision-making processes, and that it is not in the public interest to allow this to continue.

As such, I am very pleased to see that should circumstances necessitate a Council resolution between meeting cycles, that this will now occur through the calling of a Special Council Meeting. There are provisions within the meeting code that ideally will see such meetings called with some days’ notice, however in urgent or extenuating circumstances, these meetings can be convened in a shorter timeframe.”
Moved Interim Administrator - T O'Shea
1. That the following 'Council to CEO' delegations of authority as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed:
   a. Confidential Agenda Items
   b. Local Law No. 1 (Meetings) 1997 - Authorisation to Include Agenda Items with Notices
   c. Local Law No. 1 (Meetings) 1997 - Authorisation to Issue Notices for Meetings of Council.
2. That 'Council to the Mayor' delegation of authority entitled 'Executive Powers of Mayor' as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed.
3. That the Corporate Governance Manager be requested to update Council’s Delegations of Authority Register in accordance with Clauses 1 and 2 above.

Carried

6.3 Donation to Bush Fire Relief Appeals

Moved Interim Administrator - T O'Shea
That a donation of $5,000 each to the Red Cross, Rural Fire Services and Wildlife Rescue Bush Fire Appeals, as detailed in the report of the Director of Organisational Services, be endorsed.

Carried

6.4 Grants to Community Organisations

Statement from the Interim Administrator

"As the Governance Manager mentioned, in accordance with recent changes to the Local Government Act, Councillor Discretionary funding has been reduced by almost $350,000 per year to meet the 0.1% of general rates revenue limit as prescribed in the legislation.

However, having seen the tremendous good that this funding provides to so many in Logan each year, I wanted to ensure that the benefit to the community was not lost. I would like to thank the Governance team and the Grants Providers Working Group for developing these new processes so that Council can continue to widely support the community with minor grants through changes and extensions to Council’s various grants programs."

Carried
Moved Interim Administrator - T O'Shea
1. That the policy titled 'Mayor's and Councillors' Community Benefit Fund', as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed.

2. That the proposed new policy titled 'Community Benefit Fund Policy', as attached to the report of the Corporate Governance Manager dated 11 February 2020, be adopted.

3. That the policy titled 'Grants to Community Organisations', as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed.

4. That the proposed new policy titled 'Grants to Community Organisations Policy' as attached to the report of the Corporate Governance Manager dated 11 February 2020, be adopted.

5. That the policy titled 'Environmental Grants', as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed.

6. That the Corporate Governance Manager be requested to update Council's Policy Register in accordance with clauses 1 - 5 above.

7. That the revised amounts for the Community Benefit Fund, as detailed in the report of the Corporate Governance Manager dated 11 February 2020, be endorsed and come into effect from 1 April 2020.

8. That the trial of the proposed community grants funding as detailed in the report of the Corporate Governance Manager dated 11 February 2020, be endorsed.

Carried

6.5 Gifts, Benefits and Hospitality

Statement from the Interim Administrator

"Thank you to the Governance team for their work on this policy. This is one of those very important policies that needs to reflect the expectations of the community. They need confidence that the systems in place will ensure openness and integrity in regards to decision-making at both the elected representative and officer levels.

I believe these guidelines will certainly improve the transparency and accountability for both Councillors and Council staff when considering the receipt of any gift, benefit or hospitality."

Moved Interim Administrator - T O'Shea
1. That the Gifts, Benefits and Hospitality Policy (Id: 13315254), as attached to the report of the Corporate Governance Manager dated 11 February 2020, be adopted.
2. That the Entertainment and Hospitality Expenditure Policy (Id: 5884626) and the Gifts, Entertainment and Gratuities Policy (Id: 6027719), as attached to the report of the Corporate Governance Manager dated 11 February 2020, be repealed.

3. That the Corporate Governance Manager be requested to update Council’s Policy Register in accordance with Clauses 1 and 2 above.

Carried

Meeting terminated at 9.11 am, 11 February 2020.