

Minutes – Livingstone Transfer Committee

Meeting Details

Section: Transfer Committee		Date: 19 June 2013	
Meeting Leader: Graeme Kanofsk/Evan Pardon		Group Name: Transitional Process	
Start Time: 8:00am	Duration: 4.00 hours	Location: Evan's Office	
<input type="checkbox"/> Line Management Agenda issued 2 days prior	<input type="checkbox"/> Business/Operational Agenda issued 2 days prior	<input checked="" type="checkbox"/> Committee Agenda issued 5 days prior	<input type="checkbox"/> Toolbox Agenda issued 2 days prior

Attendance Record

Name	Name	Name
Graeme Kanofski – present	Evan Pardon - present	Katie Mitchell (minutes) - present

Agenda Items

Agenda Item	Minutes
1. Yeppoon Landfill Operational Contract.	Seek further clarification. Ongoing .
2. Asset allocation of water supply infrastructure and agreements required.	This item will be tasked to the acting Director Operations for Livingstone once appointed. Ongoing
3. Re-opening of previous Yeppoon dog and cat pound	Transfer Manager to investigate possibility of using local boarding kennel to provide an interim service. Meetings and inspections have been conducted in past two weeks. Ongoing ,
4. Telemetry & SCADA options post de-amalgamation	Appointed Acting Director Operations will be tasked to establish this service. Ongoing ,
5. State Library provision of funding to support the provision of library services to Council.	Transfer Manager to establish the RRC transition plan for library services and then meet with the Director Regional Access & Public Libraries. Chief Executive Officer to arrange a report to the Continuing Council Committee. Teleconference between Transfer Manager and Director State Library to be held on 12 June 2013. Complete .
6. An update was provided on Information, Communications & Records Management Systems by KPMG consultants.	Transfer Committee adopts document IT De-amalgamation Work Stream with KPMG to prepare a proposal on each of the tasks identified on page 13 of the document.
7. An update on current Finance actions was provided.	Transfer Committee accepted the updates from Finance Section. Transfer Committee approves the engagement of Shepherd Services for the provision of guidance in relation to the transition of non-current assets between Rockhampton Regional and Livingstone Shire Councils. Working Capital has been approved by RRC CEO and has been lodged with the Department.
8. An update on current HR actions was provided.	Transfer Committee accepted the updates from Human Resources Section and are awaiting a response from the Department in relation to an industrial relations matter.

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9. The Strategic Manager Land Use and Manager Strategic Planning provided a brief on current status of LSC component of Regional Planning Scheme	The Transfer Committee approve to proceed with a draft of the LSC Planning Scheme strategic framework and Iconic Places proposed process to proceed.
10. De-amalgamation Wages Costs W/E 07/06/13 and De-amalgamation Cost Statement 17/06/13.	The Transfer Committee approves the Cost Statement dated 17/06/13 for \$20,597.00 and for these costs to be charged to the de-amalgamation project. The Transfer Committee formally approves the expenditure for de-amalgamation wages of \$45,494.14 for week 24/05/13, \$13,418.40 for week ending 31/05/13 and \$2,017.30 for week ending 07/06/13.

Next Meeting: 3 July 2013

Closed: 12:00pm



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Graeme Kanofski
Livingstone Transfer Manager.



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Evan Pardon
Rockhampton Regional Council CEO.