

# Minutes – Livingstone Transfer Committee

## Meeting Details

<b>Section: Transfer Committee</b>		<b>Date: 22 May 2013</b>	
<b>Meeting Leader: Graeme Kanofsk/Evan Pardon</b>		<b>Group Name: Transitional Process</b>	
<b>Start Time: 10:00am</b>	<b>Duration: 1.25 hours</b>	<b>Location: Evan's Office</b>	
<input type="checkbox"/> <b>Line Management</b> Agenda issued 2 days prior	<input type="checkbox"/> <b>Business/Operational</b> Agenda issued 2 days prior	<input checked="" type="checkbox"/> <b>Committee</b> Agenda issued 5 days prior	<input type="checkbox"/> <b>Toolbox</b> 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. Information, Communications & Records Management Systems.	Transfer Committee agrees to investigate the appointment of a firm to project manage the transition process.
3. Asset allocation of water supply infrastructure and agreements required.	This item will be tasked to the acting Director Operations for Livingstone once appointed.
4. Finance and HR Sections provided a status update.	
5. Re-opening of previous Yeppoon dog and cat pound	Transfer Manager to investigate possibility of using local boarding kennel to provide an interim service.
6. Telemetry & SCADA options post de-amalgamation	Appointed Acting Director Operations will be tasked to establish this service.
7. 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
8. Transfer Action Plan update	Transfer Manager provided an overview of draft May TAP structure.

**Next Meeting:** 5 June 2013

**Closed:** 10:25am



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Graeme Kanofski  
Livingstone Transfer Manager.



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Evan Pardon  
Rockhampton Regional Council CEO.