



# **ORDINARY MEETING**

## **MINUTES**

**23 APRIL 2024**

These minutes are due to be confirmed at the next  
Ordinary Council meeting on 14 May 2024.

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**REPORT OF THE ORDINARY MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 23 APRIL 2024 COMMENCING AT 9:00AM**

## **1 OPENING**

- 1.1 Acknowledgement of Country

## **2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor S Latcham  
Councillor N K Fisher  
Councillor G D Mathers  
Councillor E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – General Manager Community Services  
Mr A Russell – Executive Manager Advance Rockhampton  
Ms M Taylor – Chief Financial Officer  
Mr J Webb – Manager Communities and Culture  
Mr J Kann – Manager Office of the Mayor  
Mr D Morrison – Manager Workforce and Governance (via video-link)  
Mr W Clark – Economic Development Manager  
Ms A Hinton – Senior Advisor Economic Development  
Mr L Itter – Industry Engagement and Marketing Officer  
Ms A Davie – Senior Advisor Advocacy  
Ms L Leeder – Senior Committee Support Officer

## **3 APOLOGIES AND LEAVE OF ABSENCE**

#### **4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

##### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting of 9 April 2024 be confirmed.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

##### **COUNCIL RESOLUTION**

THAT the minutes of the Special Meeting of 15 April 2024 be confirmed.

**Moved by:** Councillor Oram

**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

UNCONFIRMED

## 5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Councillor Shane Latcham informed the meeting:

“I have a declarable conflict of interest in **Agenda Item 11.16 - Beef 2024 Rockhampton Showgrounds Curfew Additional Dates** due to hospitality received to date from attending the Beef Australia events. In accordance with previous decisions, I will elect to leave the room whilst this matter is being discussed and voted upon.”

Councillor Grant Mathers informed the meeting:

“I have a declarable conflict of interest in **Agenda Item 11.12 – Rockhampton Regional Council Local Housing Action Plan** as an organisation mentioned in the report, Anglicare, is a member of The Shelter Collective, of which I am a non-voting founding member.

Although I have a declarable conflict of interest, I believe a reasonable person would perceive me to be impartial because although Anglicare is a registered Community Housing Provider (CHP) within the Rockhampton Region LGA noted in the report, the RRC Local Housing Action Plan is an overarching strategic document to develop opportunities to increase housing supply in the Region.

Therefore, I wish to remain in the meeting and ask the eligible councillors to determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; and/or
- Impose any conditions; or
- Must leave the meeting, including any area set aside for the public and stay away while the eligible councillors discuss and vote on the matter.

### COUNCIL RESOLUTION

The table determines that it is in the public interest that Councillor Mathers participates and votes on Item 11.12 – Rockhampton Regional Council Local Housing Action Plan and no conditions on participating be imposed.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Williams

### MOTION CARRIED

Councillors Williams, Taylor, Wickerson, Rutherford, Oram, Fisher, Latcham voted in the affirmative.

Councillor Mathers did not participate in the vote.

Councillor Grant Mathers informed the meeting:

"I have a declarable conflict of interest in **Agenda Item 11.13 – Social Housing Development Incentive Policy** as Anglicare and Roseberry House are mentioned in the report. Both organisations are members of The Shelter Collective, of which I am a non-voting founding member.

I will deal with the conflict by leaving the room and staying away from the place where the meeting is being held when this matter is being discussed and voted on."

Councillor Grant Mathers informed the meeting:

"I have a declarable conflict of interest with **Agenda Item 16.1 - Request for Infrastructure Charges Concession** as the organisation mentioned in the report is a member of The Shelter Collective group, of which I am a non-voting founding member.

I will deal with the conflict by leaving the room and staying away from the place where the meeting is being held when this matter is being discussed and voted on."

Councillor Rutherford informed the meeting:

"I wish to state a declarable conflict of interest in relation to **Agenda Item 11.13 – Social Housing Development Incentive Policy**, and **Agenda Item 16.1 - Request for Infrastructure Charges Concession** as Councillor Mathers is my sibling.

Although I have a declarable conflict of interest, I believe a reasonable person would perceive me to be impartial because I have no connection to Anglicare or The Shelter Collective. The conflict only arises because Councillor Mathers is my sibling.

Therefore, I wish to remain in the meeting and ask the eligible councillors to determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; and/or
- Impose any conditions; or
- Must leave the meeting, including any area set aside for the public and stay away while the eligible councillors discuss and vote on the matter.

## COUNCIL RESOLUTION

The table determines that it is in the public interest that Councillor Rutherford participates and votes on Item 11.13 – Social Housing Development Incentive Policy, and Item 16.1 - Request for Infrastructure Charges Concession and no conditions on participating be imposed.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Latcham

## MOTION CARRIED

Councillors Williams, Taylor, Wickerson, Oram, Fisher, Latcham voted in the affirmative. Councillors Rutherford and Mathers did not participate in the vote.

Councillor Drew Wickerson informed the meeting:

“In relation to **Agenda Item 11.14 Indigenous Land Use Agreement (ILUA) Review with Darumbal** - I wish to clarify that my son-in-law Clem Beatson and his mother Deanna Beatson, while proud Darumbal people, do not hold any executive role with either of the Darumbal parties referred to in the report.”

In addition the role it is proposed I am a part of with the General Manager Community Services, is a non-statutory committee with no decision-making powers it is a consultative committee to just liaise between Councils and the Darumbal parties mentioned.

UNCONFIRMED



**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

UNCONFIRMED

## 9 COMMITTEE REPORTS

### 9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 11 APRIL 2024

#### COUNCIL RESOLUTION

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 11 April 2024 as circulated, be received and that the recommendations contained within these minutes be adopted.

**Moved by:** Councillor Latcham

**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

(**Note:** The complete minutes are contained in the separate Minutes document)

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**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.1 CEO UPDATE**

**File No:** 13900  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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**SUMMARY**

*Chief Executive Officer providing an update on matters of importance.*

**COMMITTEE RECOMMENDATION**

THAT the Chief Executive Officer's update be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.2 FINAL MANAGEMENT LETTER FOR ROCKHAMPTON REGIONAL COUNCIL 2022/2023**

**File No:** 8151  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*Following the certification of the Financial Statements for the period ended 30 June 2023, the Final Management Letter was received from the Queensland Audit Office (signed by Thomas Noble & Russell as delegate).*

**COMMITTEE RECOMMENDATION**

THAT the Final Management Letter for the 2022/2023 financial audit of Rockhampton Regional Council be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.3 EXTERNAL AUDIT PLAN 2024 AND QAO BRIEFING PAPER**

**File No:** 9509  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The External Audit Plan from Council's Auditors, Thomas, Noble and Russell Chartered Accountants (TNR), together with a Briefing Paper from the Queensland Audit Office (QAO) are provided for committee review.*

**COMMITTEE RECOMMENDATION**

THAT the 2024 External Audit Plan be endorsed, and the Queensland Audit Office Briefing Paper be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.4 ASSET REVALUATION 2023/2024**

**File No:** 5960  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The purpose of this report is to inform the Audit and Business Improvement Committee regarding the Asset Revaluations for the 2023/24 reporting year.*

*Key items are the status of the Land, Water and Sewerage revaluations, and the status of the indices assessments for 2023/24.*

*Procurement processes have been completed in relation to service providers to support the revaluation of Land and Water and Sewerage assets, and the interim assessments of indices for application to asset classes not due for comprehensive revaluation in 2023/24.*

**COMMITTEE RECOMMENDATION**

THAT the members of the Audit and Business Improvement Committee note the contents of the report.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.5 CAPITALISATIONS OF CAPITAL WORKS IN PROGRESS**

**File No:** 5960  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The Chief Financial Officer providing an update regarding the capitalisation of capital works in progress.*

**COMMITTEE RECOMMENDATION**

THAT the Capitalisation of Capital Works in Progress report be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.6 FINANCE SECTION UPDATE**

**File No:** 8148  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*Chief Financial Officer providing a Financial Section Update on matters to date for 2023/2024 Financial Year.*

**COMMITTEE RECOMMENDATION**

1. THAT the Finance Section Update be received.
2. THAT the Deputy CEO and the Committee Chairperson have discussions around the possibility of enhancing information contained within the reports.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.7 INDEPENDENT REVIEW OF LONG SERVICE LEAVE BALANCE ADJUSTMENTS**

**File No:** 10160  
**Authorising Officer:** Ross Cheesman - Acting Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

---

**SUMMARY**

*The Chief Financial Officer presenting the report from Pacifica Chartered Accountants on the Independent Verification of the Methodology and Approach to Long Service Leave Balance Adjustments.*

**COMMITTEE RECOMMENDATION**

1. THAT the report on Long Service Leave Balance Adjustments be received.
2. THAT the Committee receive a further report on progress of the recommendations contained within the report.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.8 ADVISORY REVIEW OF AUDIT COMMITTEE EFFECTIVENESS**

**File No:** 5207  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*Presentation of the Advisory Review of Audit Committee Effectiveness report for the consideration of the Committee.*

**COMMITTEE RECOMMENDATION**

1. THAT the Committee receives the report and note the recommendations contained within the report.
2. THAT the IIA-Australia and Department of Local Government work together to customise the maturity model for the Local Government.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.9 CYBER SECURITY STRATEGIC THEMATIC REVIEW**

**File No:** 5207  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

---

**SUMMARY**

*The planned reviews are presented for the information of the Committee.*

**COMMITTEE RECOMMENDATION**

1. THAT the Cyber Security Strategic Thematic Review as attached to the report be noted.
2. THAT a further report be presented to the Committee outlining an approach to:
  - a) Prepare an assurance map specific to ICT; and
  - b) Reference the cyber security audit results (p107 of the report) and associated internal control framework (p116).
3. THAT, in later iterations, provide line-of-sight to the reliance of critical infrastructure assets and services to ICT support.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.10 INFORMATION SYSTEMS - CYBER SECURITY UPDATE**

**File No:** 12177  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Megan Younger - Manager Corporate and Technology Services

---

**SUMMARY**

*The purpose of this report is to provide the committee with an overview of the current state of cyber security within Rockhampton Regional Council.*

**COMMITTEE RECOMMENDATION**

THAT the Information Systems - Cyber Security Update report be received.

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**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.11 LOSS / THEFT ITEMS - NOVEMBER 2023 TO MARCH 2024**

**File No:** 3911  
**Authorising Officer:** Megan Younger - Manager Corporate and Technology Services  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Kellie Roberts - Coordinator Property and Insurance

---

**SUMMARY**

*This report presents details of the Loss/Theft Items for the period November 2023 to March 2024.*

**COMMITTEE RECOMMENDATION**

THAT the Committee 'receives' the Loss/Theft Items – November 2023 to March 2024 report.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.12 ASSET MANAGEMENT**

**File No:** 13900  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Martin Crow - Manager Infrastructure Planning

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**SUMMARY**

*Manager Infrastructure Planning will be presenting a verbal update on Asset Management matters.*

**COMMITTEE RECOMMENDATION**

THAT the verbal update on Asset Management matters be 'received'.



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**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.13 WORKPLACE HEALTH AND SAFETY UPDATE**

**File No:** 4868  
**Authorising Officer:** Ross Cheesman - Acting Chief Executive Officer  
**Author:** Damon Morrison - Manager Workforce and Governance

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**SUMMARY**

*Manager Workforce and Governance presenting an update on workplace health and safety matters for the information of the committee.*

**COMMITTEE RECOMMENDATION**

THAT the Workplace Health and Safety update be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.14 INVESTIGATION AND LEGAL MATTERS PROGRESS REPORT**

**File No:** 1830  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Damon Morrison - Manager Workforce and Governance

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**SUMMARY**

*Manager Workforce & Governance presenting an update of financial year to date Investigative Matters and the current Legal Matters progress report*

**COMMITTEE RECOMMENDATION**

THAT the Update of Investigation and Legal Matters Progress report for Rockhampton Regional Council be received.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.15 FRAUD DATA (2023) ANALYSIS REPORT**

**File No:** 8780  
**Authorising Officer:** John Wallace - Chief Audit Executive  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Kisane Ramm - Senior Risk and Assurance Advisor

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**SUMMARY**

*Analysis of fraud and corruption data supplied by Workforce Relations, Ethics and Payroll for the 2023 calendar year, and longer-term 2016-2023 period, provided to the Committee for their information.*

**COMMITTEE RECOMMENDATION**

THAT the Committee “receives” the report, including the two attachments of the fraud and corruption data analysis that has been undertaken.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.16 INDEPENDENT QUALITY ASSESSMENT OF INTERNAL AUDIT 2024 - DRAFT REPORT**

**File No:** 10160  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*Presentation of the External Quality Assessment of Internal Audit draft report undertaken in 2024.*

**COMMITTEE RECOMMENDATION**

THAT the External Quality Assessment of Internal Audit draft report be received.

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**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.17 AUDIT PLAN PROGRESS**

**File No:** 5207  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

---

**SUMMARY**

*The progress of the annual audit plan is presented for information, as per Local Government Regulation S207(1)(c).*

**COMMITTEE RECOMMENDATION**

THAT the update report and plan status be received and progress outlook being - **on track**.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.18 ACTION PROGRESS REPORT**

**File No:** 5207  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*This twice-yearly report is provided as per LG Regulation S207 & S211.*

**COMMITTEE RECOMMENDATION**

THAT the Action Progress Report be received.

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**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.19 ASSERTIONS AND DECLARATIONS 2023 - QUALITY ASSURANCE AND IMPROVEMENT PROGRAM**

**File No:** 8563  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*Internal Audit's assertions and declarations are provided for the information of the Committee.*

**COMMITTEE RECOMMENDATION**

THAT Internal Audit's assertions and declarations be "received" and noted.

---

**Recommendation of the Audit and Business Improvement Committee, 11 April 2024****9.1.20 ANNUAL AUDIT PLAN**

**File No:** 5207  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

---

**SUMMARY**

*The draft Annual Audit Plan summary for 2024-25 financial year is presented for the consideration of the Committee.*

**COMMITTEE RECOMMENDATION**

1. THAT the Draft Audit Plan be received and feedback noted.
2. THAT the Committee receive the recommended Audit Plan following input from management.

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## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 COUNCILLOR DISCRETIONARY FUND - DEPUTY MAYOR COUNCILLOR DREW WICKERSON - SALVATION ARMY RED SHIELD APPEAL

**File No:** 8295  
**Authorising Officer:** Nicole Semfel - Executive Assistant to the Mayor  
Justin Kann - Manager Office of the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Katie-Lea Kellett - Executive Support Officer

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#### SUMMARY

*Deputy Mayor Councillor Drew Wickerson is requesting approval for a donation from his Councillor Discretionary Fund to the Salvation Army Red Shield Appeal launch being held on Wednesday 1 May 2024.*

*Council will be providing funding of \$1,000 from the Communities budget, however Deputy Mayor Councillor Wickerson would like to donate an additional \$1,000 from his Councillor Discretionary Fund for this event.*

#### COUNCIL RESOLUTION

THAT Council approves the allocation of \$1,000.00 from Deputy Mayor Councillor Drew Wickerson's Councillor Discretionary Fund to the Salvation Army Red Shield Appeal launch being held on Wednesday 1 May 2024.

**Moved by:** Councillor Latcham  
**Seconded by:** Councillor Taylor

**MOTION CARRIED UNANIMOUSLY**

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## 11 OFFICERS' REPORTS

### 11.1 CAPRICORN MEGA CAREERS EXPO 2024

**File No:** 2440  
**Authorising Officer:** Angus Russell - Executive Manager Advance Rockhampton  
**Author:** Wade Clark - Economic Development Manager

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#### SUMMARY

*The Capricorn Mega Careers Expo is an annual event held at CQUniversity which supports high school students and job seekers of all ages to discover exciting careers and study pathways that can help shape their future. The Council through Advance Rockhampton has previously provided financial and in-kind support for this event alongside CQUniversity and the Rockhampton Manufacturing Hub and this partnership arrangement is being sought for the 16 May 2024 event.*

#### COUNCIL RESOLUTION

THAT Council sponsors the Capricorn Mega Careers Expo to be held on 16 May 2024 for \$10,202 inclusive of GST.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Mathers  
**MOTION CARRIED UNANIMOUSLY**

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**11.2 MOUNT MORGAN FOSSICKING AREA COMMUNITY CONSULTATION**

**File No:** 14077  
**Authorising Officer:** Wade Clark - Economic Development Manager  
Angus Russell - Executive Manager Advance  
Rockhampton  
**Author:** Amanda Hinton - Senior Advisor Economic  
Development

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**SUMMARY**

*This report is seeking endorsement from Council to undertake community consultation on a potential General Permission Area (GPA) for recreational and tourist focused fossicking at No 7 Dam, Mount Morgan.*

**COUNCIL RESOLUTION**

THAT Council undertake community consultation on potentially establishing a recreational and tourist fossicking area through a General Permission Area (GPA) at No 7 Dam, Mount Morgan (Lot 201 RN836502); and

THAT a further report be provided to Council outlining the outcomes of the community consultation process and any subsequent activities to progress.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Oram

**MOTION CARRIED UNANIMOUSLY**

**11.3 SPONSORSHIP OPPORTUNITY - CAPRICORNIA CHAMBER OF COMMERCE -  
ARTIFICIAL INTELLIGENCE WORKSHOP**

**File No:** 654  
**Authorising Officer:** Wade Clark - Economic Development Manager  
Angus Russell - Executive Manager Advance  
Rockhampton  
**Author:** Amanda Hinton - Senior Advisor Economic  
Development

**SUMMARY**

*The Capricornia Chamber of Commerce (the Chamber) regularly organises events aimed at nurturing business development and fostering inter-business relationships. The Chamber has put forward an opportunity to partner with Advance Rockhampton to undertake a workshop focusing on Artificial Intelligence (AI). The proposed workshop would provide educational resources and assistance to Rockhampton businesses as they navigate the complexities of the evolving digital landscape.*

**COUNCIL RESOLUTION**

THAT Council sponsors the Capricornia Chamber of Commerce Artificial Intelligence workshop in June 2024 to the value of \$3,000 exclusive of GST.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Latcham

**MOTION CARRIED**

Councillor Oram recorded his vote against the motion.



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**11.4 INDIGENOUS LAND USE AGREEMENT (ILUA) REVIEW WITH DARUMBAL**

**File No:** 1651  
**Authorising Officer:** Kerri Dorman - Administration Supervisor  
Alicia Cutler - General Manager Community Services  
**Author:** Melanie Emery - Community Relationship Officer

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**SUMMARY**

*The purpose of this report is to nominate representatives to form the Consultative Committee for the Indigenous Land Use Agreement (ILUA) review between Rockhampton Regional Council, Livingstone Shire Council and the Darumbal People.*

*The Consultative Committee will not be a statutory committee of the Local Governments but will operate as a formal consultative committee between the Darumbal People, Livingstone Shire Council and Rockhampton Regional Council.*

**COUNCIL RESOLUTION**

THAT the Communities and Heritage Portfolio Councillor and General Manager of Community Services be appointed as Rockhampton Regional Council's representatives on the Consultative Committee for the Indigenous Land use Agreement between the Darumbal People, Rockhampton Regional Council and Livingstone Shire Council.

**Moved by:** Councillor Oram  
**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

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**11.5 WALTER REID CULTURAL CENTRE LEASE RENEWALS**

**File No:** 2210  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Alicia Cutler - General Manager Community Services  
**Author:** Mark Millett - Coordinator Major Venues

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**SUMMARY**

*The tenant leases and licenses in the Walter Reid Cultural Centre Expired in February 2024. With tenants now operating on a rolling monthly lease. Council's approval to offer existing tenants new Lease agreements is required.*

**COUNCIL RESOLUTION**

THAT Council continue the month-by-month leasing arrangements for three (3) to six (6) months, with tenants to provide membership and usage data for Council to consider renewal arrangements following this period.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Oram

**MOTION CARRIED**

**COUNCIL RESOLUTION**

THAT the order of business be changed to deal with Item 11.16 – Beef 2024 Rockhampton Showgrounds Curfew Additional Dates next.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher  
**MOTION CARRIED**

10:00AM

Councillor Shane Latcham, having earlier informed the meeting of a declarable conflict interest and his decision to not participate in **Item 11.16 – Beef 2024 Rockhampton Showgrounds Curfew Additional Dates**, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

**11.16 BEEF 2024 ROCKHAMPTON SHOWGROUNDS CURFEW ADDITIONAL DATES**

**File No:** 10486  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Alicia Cutler - General Manager Community Services  
**Author:** Mark Millett - Coordinator Major Venues

**SUMMARY**

*Beef Australia is requesting Council amend the existing curfew of Rockhampton Showgrounds to include the operation of their 'Lawn Bar'.*

**COUNCIL RESOLUTION**

THAT Council approve the alteration of the Rockhampton Showgrounds event program curfew of 10.30pm to 11pm to include the operation of the Lawn Bar situated on the Cremorne Lawn from Monday May 6 up to and including Friday May 10, 2024.

**Moved by:** Councillor Taylor  
**Seconded by:** Councillor Oram

**MOTION CARRIED**

Councillors Williams, Taylor, Wickerson, Rutherford, Oram, Mathers, Fisher voted in the affirmative.

Councillor Latcham was not in the meeting room and did not participate in the vote.

10:04AM Councillor Latcham returned to the meeting room

***Meeting Adjourned*****COUNCIL RESOLUTION**

10:04AM

That the meeting be adjourned until 10:15am.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Wickerson  
**MOTION CARRIED**

***Meeting Resumed*****COUNCIL RESOLUTION**

10:17AM

That the meeting be resumed.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher  
**MOTION CARRIED**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor S Latcham  
Councillor N K Fisher  
Councillor G D Mathers  
Councillor E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – General Manager Community Services  
Mr A Russell – Executive Manager Advance Rockhampton  
Ms M Taylor – Chief Financial Officer  
Mr J Kann – Manager Office of the Mayor  
Mr D Morrison – Manager Workforce and Governance (via video-link)  
Ms S Jennings – Coordinator Legal and Governance  
Ms A Davie – Senior Advisor Advocacy  
Ms L Leeder – Senior Committee Support Officer

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**11.6 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED  
31 MARCH 2024**

**File No:** 8148  
**Authorising Officer:** Ross Cheesman - Acting Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2024.*

**COUNCIL RESOLUTION**

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2024 be received.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

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**11.7 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD  
ENDING MARCH 2024**

**File No:** 1392  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*Deputy Chief Executive Officer presenting the Whole of Council Corporate Performance Report for period ending 31 March 2024 for Councillors' information.*

**COUNCIL RESOLUTION**

THAT the Whole of Council Corporate Performance Report for period ending 31 March 2024 be "received".

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Wickerson  
**MOTION CARRIED UNANIMOUSLY**

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**11.8 LGAQ ELECTION OF EXECUTIVE DISTRICT REPRESENTATIVES 2024-2028**

**File No:** 10072  
**Authorising Officer:** Ross Cheesman - Acting Chief Executive Officer  
**Author:** Ross Cheesman - Acting Chief Executive Officer

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**SUMMARY**

*Local Government Association of Queensland Inc inviting nominations for election of a representative for District No 6 (Central Queensland) for 2024-2028.*

**COUNCIL RESOLUTION**

THAT Council authorises the Chief Executive Officer to nominate Councillor Matt Burnett of Gladstone Regional Council for election as District No 6 Representative on the Local Government Association of Queensland Inc Executive for 2024-2028.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

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**11.9 UPDATED TERMS OF REFERENCE - COUNCIL COMMITTEES**

**File No:** 10072  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*Following the adoption of the Council Committees at the Ordinary Meeting of Council on 9 April 2024, this report presents updated Terms of Reference for each Committee for Council consideration.*

**COUNCIL RESOLUTION**

THAT the Terms of Reference for the Communities Committee and the Infrastructure Committee, as attached to the report, be adopted.

**Moved by:** Councillor Rutherford  
**Seconded by:** Councillor Wickerson

**MOTION CARRIED UNANIMOUSLY**



**11.10 CENTRAL QUEENSLAND REGIONAL ORGANISATION OF COUNCILS LIMITED**

**File No:** 11044  
**Authorising Officer:** Ross Cheesman - Acting Chief Executive Officer  
**Author:** Ross Cheesman - Acting Chief Executive Officer  
Shannon Jennings - Coordinator Legal and Governance

**SUMMARY**

*This report seeks Council's approval regarding the two (2) Directors and delegates for Central Queensland Regional Organisation of Councils Limited following the Local Government Elections.*

**COUNCIL RESOLUTION**

THAT Council resolves to:

- (a) appoint Mayor Anthony Paul Williams, Deputy Mayor Councillor Michael Drew Wickerson and Evan Anthony Pardon as delegates to attend all general meetings of the company (noting that only 2 delegates can represent Council at any one general meeting) and authorise the following delegate to exercise Council's voting entitlement as member at a general meeting:
- A. Mayor Anthony Paul Williams if Mayor Anthony Paul Williams is in attendance at the general meeting;
  - B. Evan Anthony Pardon if Mayor Anthony Paul Williams is not in attendance at the general meeting; and
  - C. Deputy Mayor Councillor Michael Drew Wickerson if both Mayor Anthony Paul Williams and Evan Anthony Pardon are not in attendance at the general meeting.
- (b) affirm Mayor Anthony Williams' appointment as a director (the Primary Director) of the Company;
- (c) affirm Council's CEO as Alternate Director of the Company to act in place of the Primary Director.

**Moved by:** Councillor Fisher  
**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

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**11.11 PROPOSED SCHEDULE OF MEETINGS - APRIL TO DECEMBER 2024**

**File No:** 1460  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*Chief Executive Officer presenting the proposed Schedule of Council Meetings for the period April to December 2024.*

**COUNCIL RESOLUTION**

THAT the Councillor Meeting Schedule for the period April to December 2024 be adopted.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Oram

**MOTION CARRIED UNANIMOUSLY**

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**11.12 ROCKHAMPTON REGIONAL COUNCIL LOCAL HOUSING ACTION PLAN**

**File No:** 15753  
**Authorising Officer:** Angus Russell - Executive Manager Advance  
Rockhampton  
Evan Pardon - Chief Executive Officer  
**Author:** Ann Davie - Senior Advisor Advocacy

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**SUMMARY**

*This report presents a final report for the Rockhampton Regional Council's Local Housing Action Plan.*

**COUNCIL RESOLUTION**

THAT Council endorses the Rockhampton Regional Council Local Housing Action Plan.

**Moved by:** Councillor Mathers  
**Seconded by:** Councillor Wickerson

**MOTION CARRIED UNANIMOUSLY**

Councillors Williams, Taylor, Wickerson, Rutherford, Oram, Mathers, Fisher, Latcham voted in the affirmative.

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**11.13 SOCIAL HOUSING DEVELOPMENT INCENTIVE POLICY**

10:46AM

Councillor Grant Mathers, having earlier informed the meeting of a declarable conflict interest and his decision to not participate in **Item 11.13 – Social Housing Development Incentive Policy** left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

**File No:** 11979  
**Authorising Officer:** Angus Russell - Executive Manager Advance  
Rockhampton  
Evan Pardon - Chief Executive Officer  
**Author:** Ann Davie - Senior Advisor Advocacy

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**SUMMARY**

*This report presents a policy to provide development incentives for social housing projects developed by Community Housing Providers in Rockhampton.*

**OFFICER'S RECOMMENDATION**

THAT the Social Housing Development Incentive Policy be accepted, with Option 4 (75% concession) in relation to providing infrastructure charges concession.

Moved by: Councillor Wickerson

**Motion lapsed for want of a Seconder**

**COUNCIL RESOLUTION**

THAT the Social Housing Development Incentive Policy be accepted, with Option 3 (50% concession) in relation to providing infrastructure charges concession.

**Moved by:** Councillor Latcham  
**Seconded by:** Councillor Wickerson

**MOTION CARRIED**

Councillors Williams, Taylor, Wickerson, Rutherford, Oram, Fisher, Latcham voted in the affirmative.

Councillor Mathers was not in the meeting room and did not participate in the vote.

10:51AM Councillor Mathers returned to the meeting room

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**11.14 LOCAL GOVERNMENT SUSTAINABILITY - SUBMISSION TO HOUSE OF REPRESENTATIVES STANDING COMMITTEE ON REGIONAL DEVELOPMENT, INFRASTRUCTURE AND TRANSPORT**

**File No:** 5165  
**Authorising Officer:** Angus Russell - Executive Manager Advance  
Rockhampton  
Evan Pardon - Chief Executive Officer  
**Author:** Ann Davie - Senior Advisor Advocacy

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**SUMMARY**

*This report presents information about a proposed submission to an inquiry conducted by the Australian House of Representatives Standing Committee on Regional Development, Infrastructure and Transport on local government sustainability.*

**COUNCIL RESOLUTION**

THAT Council supports the development of a submission to the Parliamentary Inquiry.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Rutherford  
**MOTION CARRIED UNANIMOUSLY**

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**11.15 CURRENT GRANT PROGRAMS AND PROJECT RECOMMENDATIONS**

**File No:** 12534  
**Authorising Officer:** Angus Russell - Executive Manager Advance  
Rockhampton  
Evan Pardon - Chief Executive Officer  
**Author:** Ann Davie - Senior Advisor Advocacy

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**SUMMARY**

*This report provides information about upcoming grant programs and recommends projects to be submitted.*

**COUNCIL RESOLUTION**

THAT Council endorse the following projects for funding applications:

- **Housing Support Program – Stream 1 – Planning** (Australian Government):
  1. Replacement of Council's ICON system
  2. Traffic Modelling for Rockhampton and Gracemere
  3. Central Queensland University PDA Master Planning
- **Play Our Way Program** (Australian Government):
  1. Jardine Park Netball Court Rebuild Project

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

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## 12 NOTICES OF MOTION

### 12.1 NOTICE OF MOTION - COUNCILLOR SHANE LATCHAM - BOWEN BASIN MINING CLUB LUNCHEON

**File No:** 10072  
**Responsible Officer:** Nicole Semfel - Executive Assistant to the Mayor  
Justin Kann - Manager Office of the Mayor

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#### SUMMARY

*Councillor Shane Latcham has indicated his intention to move the following Notice of Motion at the next Council meeting scheduled for Tuesday 23 April 2024 regarding attendance at Bowen Basin Mining Club Luncheons.*

#### COUNCIL RESOLUTION

THAT Council approve Councillor Shane Latcham's attendance at Bowen Basin Mining Club Luncheon meetings during this current term of office, 2024-2028.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Wickerson  
**MOTION CARRIED**

**12.2 NOTICE OF MOTION - COUNCILLOR SHANE LATCHAM - AUSTRALIAN INSTITUTE OF MANAGEMENT DIRECTORS CERTIFICATE COURSE****File No: 10072****Responsible Officer: Nicole Semfel - Executive Assistant to the Mayor  
Justin Kann - Manager Office of the Mayor****SUMMARY**

*Councillor Shane Latcham has indicated his intention to move a Notice of Motion at the next Council Meeting scheduled for Tuesday 23 April, 2024 requesting approval to attend the Australian Institute of Management Director's Certificate Course to be held in Brisbane on 6 and 7 June 2024.*

**COUNCIL RESOLUTION**

THAT Council approve all travel and accommodation expenses for Councillor Shane Latcham to attend the Australian Institute of Management Director's Certificate course in Brisbane on Thursday 6 June 2024 and Friday 7 June 2024.

**Moved by: Mayor Williams**  
**Seconded by: Councillor Rutherford**

**MOTION CARRIED UNANIMOUSLY**



**13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS\QUESTIONS**

UNCONFIRMED

## 15 CLOSED SESSION

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

11:07AM

Councillor Grant Mathers, having earlier informed the meeting of a declarable conflict of interest and his decision to not participate in **Item 16.1 – Request for Infrastructure Charges Concession** left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

### COUNCIL RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 Request for Infrastructure Charges Concession

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Rutherford

#### MOTION CARRIED

Councillors Williams, Taylor, Wickerson, Rutherford, Oram, Fisher, Latcham voted in the affirmative.

Councillor Mathers was not in the meeting room and did not participate in the vote.

### COUNCIL RESOLUTION

11:07AM

THAT pursuant to s5.12 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

**Moved by:** Mayor Williams

**Seconded by:** Councillor Rutherford

#### MOTION CARRIED

### COUNCIL RESOLUTION

11:18AM

THAT pursuant to s5.12 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

**Moved by:** Mayor Williams

**Seconded by:** Councillor Fisher

#### MOTION CARRIED

## 16 CONFIDENTIAL REPORTS

### 16.1 REQUEST FOR INFRASTRUCTURE CHARGES CONCESSION

**File No:** 6237  
**Authorising Officer:** Angus Russell - Executive Manager Advance  
Rockhampton  
Evan Pardon - Chief Executive Officer  
**Author:** Ann Davie - Senior Advisor Advocacy

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

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#### SUMMARY

*The report deals with a request for infrastructure charges concession.*

#### OFFICER'S RECOMMENDATION

THAT Council adopts Option 3 (50% concession) in relation to providing infrastructure charges concession for the subject development.

Moved by: Councillor Latcham

Seconded by: Councillor Oram

#### MOTION LOST

Councillors Latcham, Oram, Taylor voted in the affirmative.

Councillors Williams, Wickerson, Rutherford, Fisher voted in the negative.

Councillor Mathers was not in the meeting room and did not participate in the vote.

#### COUNCIL RESOLUTION

THAT Council adopts Option 4 (75% concession) in relation to providing infrastructure charges concession for the subject development.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Rutherford

#### MOTION CARRIED

Councillors Williams, Taylor, Wickerson, Rutherford, Fisher voted in the affirmative.

Councillors Oram and Latcham voted in the negative and recorded their vote against the motion.

Councillor Mathers was not in the meeting room and did not participate in the vote.

11:20AM Councillor Mathers returned to the meeting room

## 15 CLOSED SESSION

### COUNCIL RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.2 Legal Matters Report – 1 January 2024 to 31 March 2024

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Moved by: Councillor Taylor

Seconded by: Councillor Oram

MOTION CARRIED

### COUNCIL RESOLUTION

11:21AM

THAT pursuant to s5.12 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Mayor Williams

Seconded by: Councillor Rutherford

MOTION CARRIED

### COUNCIL RESOLUTION

11:22AM

THAT pursuant to s5.12 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Mayor Williams

Seconded by: Councillor Taylor

MOTION CARRIED

## 16 CONFIDENTIAL REPORTS

### 16.2 LEGAL MATTERS REPORT - 1 JANUARY 2024 TO 31 MARCH 2024

**File No:** 1830  
**Authorising Officer:** Damon Morrison - Manager Workforce and Governance  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Shannon Jennings - Coordinator Legal and Governance

In accordance with section 254J(3)(e) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

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#### SUMMARY

*Presenting an update of current legal matters that Council is involved in as at 31 March 2024.*

#### COUNCIL RESOLUTION

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 31 March 2024 be received.

**Moved by:** Mayor Williams  
**Seconded by:** Councillor Fisher  
**MOTION CARRIED UNANIMOUSLY**

**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 11:23am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

UNCONFIRMED