



# **INFRASTRUCTURE COMMITTEE MEETING**

## **MINUTES**

**20 MAY 2025**

These Minutes are due to be confirmed at the next  
Infrastructure Committee Meeting 17 June 2025

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	APOLOGIES AND LEAVE OF ABSENCE .....	1
4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	1
6	BUSINESS OUTSTANDING .....	2
	NIL .....	2
7	PUBLIC FORUMS/DEPUTATIONS .....	2
	NIL .....	2
8	PRESENTATION OF PETITIONS.....	2
	NIL .....	2
9	COMMITTEE REPORTS.....	2
	NIL .....	2
10	COUNCILLOR/DELEGATE REPORTS .....	3
	10.1 PORTFOLIO UPDATE.....	3
11	OFFICERS' REPORTS .....	4
	11.1 MONTHLY PROJECT STATUS REPORT FOR CIVIL OPERATIONS - MARCH 2025 .....	4
	11.2 TRADE WASTE MANAGEMENT PLAN .....	5
	11.3 AMENDMENT TO UNDETECTED LEAK REBATE POLICY - RESIDENTIAL AND NON-RESIDENTIAL.....	6
	11.4 KERBSIDE GARDEN ORGANICS COLLECTION SERVICE - BUSINESS CASE CONSIDERATION .....	7
	11.5 REUSE SHOP & UPCYCLE VILLAGE OCCUPANCY .....	8
	11.6 QUEENSLAND GOVERNMENT RESIDENTIAL ACTIVATION FUND - PROPOSED PROJECTS SEEKING FUNDING.....	9
12	NOTICES OF MOTION .....	10
	NIL .....	10
13	QUESTIONS ON NOTICE .....	10
	NIL .....	10
14	URGENT BUSINESS\QUESTIONS .....	10

---

15	CLOSURE OF MEETING.....	10
----	-------------------------	----

UNCONFIRMED

**REPORT OF THE INFRASTRUCTURE COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 20 MAY 2025 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 E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor  
Councillor G D Mathers  
Councillor E B Hilse

In Attendance:

Mr P Kofod – General Manager Regional Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer

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

Nil

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

### **COMMITTEE RECOMMENDATION**

THAT the minutes of the Infrastructure Committee of 15 April 2025 be confirmed.

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

## **5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COMMITTEE REPORTS**

Nil

UNCONFIRMED

## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 PORTFOLIO UPDATE

**File No:** 10097  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Peter Kofod - General Manager Regional Services

---

#### SUMMARY

*Portfolio Councillors for Waste and Recycling, Water and Infrastructure will provide an update on matters of interest within their portfolio.*

9:04AM Councillor Rutherford attended the meeting

#### COMMITTEE RESOLUTION

THAT the Portfolio Updates for Waste and Recycling, Water and Infrastructure be received.

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

## 11 OFFICERS' REPORTS

### 11.1 MONTHLY PROJECT STATUS REPORT FOR CIVIL OPERATIONS - MARCH 2025

**File No:** 7028

**Authorising Officer:** Peter Kofod - General Manager Regional Services

**Author:** John Gwydir - Manager Civil Operations

---

#### SUMMARY

*Monthly Project Status Report on all major capital projects being delivered by the Civil Operations section.*

#### COMMITTEE RESOLUTION

THAT the Monthly Project Status Report for Civil Operations for March 2025 be received.

**Moved by:** Councillor Taylor

**Seconded by:** Councillor Latcham

**MOTION CARRIED UNANIMOUSLY**

**11.2 TRADE WASTE MANAGEMENT PLAN**

**File No:** 7032  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Dan Toon - Manager Water and Wastewater

---

**SUMMARY**

*A review of the Trade Waste Management Plan has been undertaken to ensure continued compliance with environmental requirements and to enhance the service we provide to businesses who generate trade waste. The updated document is now titled the Trade Waste Management Plan.*

*This report outlines the key changes to the plan and seeks Council's endorsement.*

**COMMITTEE RESOLUTION**

THAT Council resolve to endorse the Trade Waste Management Plan presented by this report.

**Moved by:** Councillor Oram  
**Seconded by:** Councillor Taylor  
**MOTION CARRIED UNANIMOUSLY**



**11.3 AMENDMENT TO UNDETECTED LEAK REBATE POLICY - RESIDENTIAL AND NON-RESIDENTIAL**

**File No:** 6238  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Dan Toon - Manager Water and Wastewater

---

**SUMMARY**

*The Undetected Leak Rebate Policies enable receipt and assessment of applications from customers for relief from higher than normal water bills arising from leaks in internal plumbing that cannot easily be identified. This report provides the outcome from a scheduled review of the policies and recommended changes for adoption.*

9:25AM Councillor Wickerson left the meeting room  
9:26AM Councillor Wickerson returned to the meeting room

**COMMITTEE RESOLUTION**

THAT Council:

1. Adopts the Undetected Leak Rebate Policy (Attachment 1 to the report);
2. Rescinds the Undetected Leak Rebate Policy – Residential and the Undetected Leak Rebate Policy – Non-Residential (Attachments 2 and 3 to the report); and
3. Approves a review date for the Undetected Leak Rebate Policy of two years.

**Moved by:** Councillor Oram  
**Seconded by:** Councillor Hilse

**MOTION CARRIED UNANIMOUSLY**

9:37AM Mayor, Councillor Williams left the meeting.  
9:37AM Deputy Mayor, Councillor Wickerson assumed the Chair.

**11.4 KERBSIDE GARDEN ORGANICS COLLECTION SERVICE - BUSINESS CASE CONSIDERATION**

**File No:** 1914  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Michael O'Keeffe - Manager RRWR

**SUMMARY**

*Rockhampton Regional Waste & Recycling (RRWR) seeks for Council to consider the decision timeframe for the endorsement of the Kerbside Garden Organics (GO) Collection Service.*

9:50AM The Chief Executive Officer left the meeting.

9:51AM Mayor, Councillor Williams returned to the meeting and resumed the Chair.

**COMMITTEE RESOLUTION**

THAT Council approves to delay the decision to endorse the business case for the introduction of a Kerbside Garden Organics (GO) Collection Service for 12 months.

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

**MOTION CARRIED UNANIMOUSLY**

**11.5 REUSE SHOP & UPCYCLE VILLAGE OCCUPANCY**

**File No:** 15454  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Michael O'Keeffe - Manager RRWR

**SUMMARY**

*The purpose of this report is to provide Councillors with an update on the occupancy status of the Reviva Ibis Reuse Shop and Upcycle Village and to seek endorsement to enter into a lease for the extended contract period with Community Resources Ltd (trading as Resource Recovery Australia).*

**COMMITTEE RESOLUTION**

THAT:

1. Pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld), Council approve the Leases of part of 152 Lakes Creek Road (approx. 3,875m<sup>2</sup> of Lot 1 on SP316492) to Community Resources Ltd A.C.N 622 913 384 for a term of 12 months; and
2. Council authorises the Chief Executive Officer (Manager Rockhampton Regional Waste and Recycling) to negotiate the terms and conditions of the lease, as outlined in the report, in preparation for execution by the delegated officer.

**Moved by:** Councillor Latcham

**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

**11.6 QUEENSLAND GOVERNMENT RESIDENTIAL ACTIVATION FUND - PROPOSED PROJECTS SEEKING FUNDING**

**File No:** 12534  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
Martin Crow - Manager Infrastructure Planning  
**Author:** Ann Davie - Senior Advisor Community Development

**SUMMARY**

*This report provides information about the Queensland Government Residential Activation Fund, Round 1 grant program and recommended projects to be submitted for funding.*

9:55AM The Chief Executive Officer returned to the meeting

**COMMITTEE RESOLUTION**

THAT Council endorse the following projects to seek funding under the Queensland Government Residential Activation Fund, Round 1 and consider Council's co-contribution in the 2025/2026 budget development.

1. Alexandra Street Extended
2. North Rockhampton Sewage Treatment Plant, Stage C
3. Limestone Creek Sewage Pump Station Network

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

**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS\QUESTIONS**

Nil

**15 CLOSURE OF MEETING**

There being no further business the meeting closed at 10:06am.

---

SIGNATURE

---

CHAIRPERSON

---

DATE