



ORDINARY MEETING

MINUTES

4 FEBRUARY 2020

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..... | 2 |
| 5 | DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA | 2 |
| 6 | BUSINESS OUTSTANDING | 5 |
| | NIL | 5 |
| 7 | PUBLIC FORUMS/DEPUTATIONS | 6 |
| | NIL | 6 |
| 8 | PRESENTATION OF PETITIONS..... | 7 |
| | NIL | 7 |
| 9 | COMMITTEE REPORTS..... | 8 |
| 9.1 | PLANNING AND REGULATORY COMMITTEE MEETING - 28 JANUARY 2020 | 8 |
| 9.2 | AIRPORT, WATER AND WASTE COMMITTEE MEETING - 28 JANUARY 2020 | 13 |
| 9.3 | INFRASTRUCTURE COMMITTEE MEETING - 28 JANUARY 2020 | 21 |
| 9.4 | COMMUNITY SERVICES COMMITTEE MEETING - 29 JANUARY 2020 | 27 |
| 9.5 | PARKS, RECREATION AND SPORT COMMITTEE MEETING - 29 JANUARY 2020 | 35 |
| 10 | COUNCILLOR/DELEGATE REPORTS | 43 |
| 10.1 | LEAVE OF ABSENCE - COUNCILLOR DREW WICKERSON - 14 MARCH TO 28 MARCH 2020 | 43 |
| 11 | OFFICERS' REPORTS | 44 |
| 11.1 | PLANNING ACT 2016 AND SUSTAINABLE PLANNING ACT 2009 - TEMPORARY DELEGATION OVER ELECTION PERIOD | 44 |
| 11.2 | CAPRICORN FOOD AND WINE FESTIVAL 2020..... | 45 |
| 11.3 | LOCAL GOVERNMENT INFRASTRUCTURE PLAN ADOPTION | 46 |
| 11.4 | AMENDMENTS TO CARETAKER POLICY AND COUNCILLOR ACCEPTABLE REQUEST GUIDELINES POLICY..... | 47 |
| 11.5 | GATES AND GRIDS POLICY | 48 |
| 11.6 | SOLE SOURCE SUPPLIER - AIRPORT PAVEMENT ENGINEERING SPECIALISTS PTY LTD | 49 |

| | | |
|-----------|---|-----------|
| 11.7 | ADOPTION OF MASTER PLAN FOR ROCKHAMPTON AIRPORT TERMINAL REFURBISHMENT | 50 |
| 12 | NOTICES OF MOTION | 51 |
| | NIL | 51 |
| 13 | QUESTIONS ON NOTICE | 52 |
| | NIL | 52 |
| 14 | URGENT BUSINESS\QUESTIONS | 53 |
| 15 | CLOSURE OF MEETING..... | 54 |

**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 4 FEBRUARY 2020 COMMENCING AT 9:01AM**

1 OPENING**2 PRESENT**

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor M D Wickerson
Councillor A P Williams
Councillor N K Fisher

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 – Acting General Manager Community Services
Mr D Scott – Manager Planning and Regulatory Services
Mr A Pont – Manager Parks
Ms T Sweeney – Manager Workforce and Governance
Mr M Vycke – Manager Airport
Ms A Pearce - Manager Tourism, Events and Marketing
Mr D Morrison – Executive Coordinator to the Mayor
Ms T Fitzgibbon – Coordinator Development Assessment
Mr M Mansfield – Coordinator Media and Communication
Mr T Pegrem – Coordinator Workforce Relations and Ethics
Mr C Wyatt – Coordinator Strategic Planning
Mr S Harvey – Coordinator Infrastructure Planning
Ms K Moody – Coordinator Health and Environment
Ms A Brennan – Coordinator Legal and Governance
Ms K Anderson – Coordinator Property and Insurance
Mr J Meyer – Infrastructure Planning Engineer
Ms K Barrett – Project Officer
Ms H Chadwick – Business Improvement Advisor
Ms E Brodel – Media Officer
Mrs G Dwyer – Media Officer
Ms L Leeder – Senior Committee Support Officer
Ms S Friske – Committee Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Rose Swadling.

Councillor Stephen Schwarten tendered his apology

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 21 January 2020 be taken as read and adopted as a correct record.

Moved by: Councillor Smith
Seconded by: Councillor Wickerson
MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Councillor Drew Wickerson informed the meeting of an interest in Item 9.1.3 – Decisions under Delegation – November and December 2019 relating to matter D/103-2019 – MCU for Function Facility and Operational Works associated with an Advertising Device and declared the following:

“I declare that I have a perceived conflict of interest as my daughter, Emily Wickerson has casual employment with the applicant and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

Councillor Drew Wickerson informed the meeting of an interest in Item 9.1.3 – Decisions under Delegation – November and December 2019 relating to matter D/121-2019 – Operational Works for Advertising Devices (2x Freestanding signs) and declared the following:

“I declare that I have a perceived conflict of interest as the applicant was a contributor to my 2016 election campaign and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

9:02AM Councillor Rutherford attended the meeting

Councillor Neil Fisher informed the meeting of an interest in Item 9.1.3 – Decisions under Delegation – November and December 2019 relating to matter D/113-2019 – MCU for Educational Establishment and declared the following:

“I declare that I have a perceived conflict of interest as I am a member of the Peace Christian Church which owns the Central Queensland Christian College and my wife, Sherrie Fisher is an administrator for the Church. I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

Councillor Rutherford informed the meeting of a material personal interest in Item 9.1.1 – Monthly Operations Report for Planning and Regulatory Services – November 2019 relating to matters ‘Development Engineering’ I declared the following:

“I declare that I have a material personal interest in this matter as my sister, Judy Oxenham owns property in the vicinity of the development. I also declare that I have a perceived conflict of interest as I own property and live in the neighbouring estate, and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

Councillor Rutherford informed the meeting of an interest in Item 9.1.3 – Decisions under Delegation – November and December 2019 relating to matters D/119 -2019 – Operational Works for Water Infrastructure in Road Reserve (Riverside Waters Estate Stages 1 to 3). The primary approval is for Stages 1 to 3 of Riverside Waters Estate and matter D/120-2019 – Operational Works for Road Works, Stormwater, Water Infrastructure, Drainage Works (Riverside Waters Estate Stages 1 to 3). The primary approval is for Stages 1 to 3 of Riverside Waters Estate. I declared the following:

“I declare that I have a perceived conflict of interest as I own property and live in the neighbouring estate and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

The Mayor, Councillor Margaret Strelow informed the meeting of a material personal interest in Item 9.1.3 – Decisions under Delegation – November and December 2019 relating to matter D/103-2019 – MCU for Function Facility and Operational Works associated with an Advertising and declared the following:

“I declare that I have a material personal interest in matters detailed in the report due to owning property in the vicinity and will leave the meeting when the matter is discussed and voted on.”

Councillor Drew Wickerson informed the meeting of a material personal interest in Item 9.3.3 – Infrastructure Planning Monthly Operations Report – December 2019 and Item 9.3.4 – Civil Operations Monthly Operations Report January 2020 and declared the following:

“I declare that I have a material personal interest in the Strategic Infrastructure section of the Infrastructure Planning Monthly Operations Report and the Civil Operations Monthly Operations Report as I have a residence in Upper Dawson Road, and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

The Mayor Councillor Margaret Strelow informed the meeting of a material personal interest in Item 9.3.3 – Infrastructure Planning Monthly Operations Report – December 2019 and declared the following:

“I declare that I have a material personal interest in the Strategic Infrastructure section of the Infrastructure Planning Monthly Operations Report, due to owning property in the vicinity of the proposed South Rockhampton Flood Levee and will leave the meeting when the matter is discussed and voted on.”

Councillor Tony Williams informed the meeting of a material personal interest in Item 9.3.3 – Infrastructure Planning Monthly Operations Report – December 2019 and declared the following:

“I declare that I have a material personal interest as my brother Gerard Williams owns property in the Port Curtis area that may be affected by the proposed South Rockhampton Flood Levee and I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

The Mayor, Councillor Margaret Strelow informed the meeting of a material personal interest in Item 9.3.4 – Civil Operations Monthly Report January 2020 and declared the following:

“I declare that I have a material personal interest in matters relating to Quay Street and Pilbeam Theatre carpark detailed in the report due to owning property in the vicinity and will leave the meeting when the matter is discussed and voted on.”

Councillor Neil Fisher informed the meeting that he has a perceived conflict of interest in Item 9.5.6 – Freehold and Trustee Lease Renewals for Parks until 31 July 2020 – Nerimbera Football Club Inc. and declared the following:

“I declare that I have personal interest in this matter as I am a member of the Nerimbera Football Club and I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform by responsibility of serving the overall public interest of the whole of the Council’s area by participating in the discussion and voting on this matter.

Councillor Ellen Smith informed the meeting that she may have a perceived personal interest in Item 9.5.6 - Freehold and Trustee Lease Renewals for Parks until 31 July 2020 – Fitzroy River Pony Club Inc and declared the following:

“I declare that I am not a member of the Fitzroy River Pony Club Inc but may have a perceived personal interest in this matter as I am a member of the Bouldercombe Pony Club, while I have no association with the Fitzroy River Pony Club Inc, I do attend events and will be dealing with this matter by leaving the meeting while the matter is voted on.”

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

9.1 PLANNING AND REGULATORY COMMITTEE MEETING - 28 JANUARY 2020

COUNCIL RESOLUTION

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 28 January 2020 as circulated, be received and that the recommendations contained within these minutes be adopted excluding Item 9.1.1 – Monthly Operations Report for Planning and Regulatory Services – November 2019 and Item 9.1.3 – Decisions under Delegation – November and December 2019.

Moved by: Councillor Smith

Seconded by: Mayor Strelow

MOTION CARRIED

Recommendation of the Planning and Regulatory Committee, 28 January 2020**9.1.1 MONTHLY OPERATIONS REPORT FOR PLANNING AND REGULATORY SERVICES - NOVEMBER 2019****File No:** 1464**Attachments:** 1. Monthly Operations Report for Planning & Regulatory Services - November 2019**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Doug Scott - Manager Planning & Regulatory Services

SUMMARY

The Monthly Operations Report for Planning & Regulatory Services for November 2019 is presented for Councillors information.

9:14AM Councillor Rutherford left the meeting room having earlier declared an interest

COUNCIL RESOLUTION

THAT the Planning & Regulatory Services Monthly Operations Report for November 2019 be 'received'.

Moved by: Councillor Smith**Seconded by:** Councillor Fisher**MOTION CARRIED**

Recommendation of the Planning and Regulatory Committee, 28 January 2020**9.1.2 MONTHLY OPERATIONS REPORT FOR PLANNING & REGULATORY SERVICES - DECEMBER 2019****File No:** 1464**Attachments:** 1. Monthly Operations Report for Planning & Regulatory Services - December 2019**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Doug Scott - Manager Planning & Regulatory Services

SUMMARY

The Monthly Operations Report for Planning & Regulatory Services for December 2019 is presented for Councillors information.

COMMITTEE RECOMMENDATION

THAT the Planning & Regulatory Services Monthly Operations Report for December 2019 be 'received'.

Recommendation of the Planning and Regulatory Committee, 28 January 2020**9.1.3 DECISIONS UNDER DELEGATION - NOVEMBER AND DECEMBER 2019**

File No: 7028
Attachments: Nil
Authorising Officer: Doug Scott - Manager Planning & Regulatory Services
Colleen Worthy - General Manager Community Services
Author: Tarnya Fitzgibbon - Coordinator Development Assessment

SUMMARY

This report outlines the properly made development applications received in November and December 2019 and whether they will be decided under delegation or decided by Council.

9:17AM Councillor Rutherford returned to the meeting room

COUNCIL RESOLUTION

THAT Council resolves as per Section 257 of the *Local Government Act 2009* to delegate the consideration and decision on the matter to the Chief Executive Officer, as the majority of Councillors informed the meeting of a material personal interest or a conflict of interest.

Moved by: Mayor Strelow
Seconded by: Councillor Wickerson
MOTION CARRIED

Recommendation of the Planning and Regulatory Committee, 28 January 2020**9.1.4 GRANT APPLICATION - COMBATING WEEDS AND PESTS DURING DROUGHT**

File No: 2557
Attachments: Nil
Authorising Officer: Doug Scott - Manager Planning & Regulatory Services
Colleen Worthy - General Manager Community Services
Author: Karen Moody - Coordinator Health and Environment

SUMMARY

The Australian Government has recently released round 2 of the Communities Combating Pest and Weed Impacts During Drought Program grants. This grant is specifically targeted at eligible Local Governments. Rockhampton Regional Council is eligible to apply for this funding opportunity. This report seeks Councils approval to submit an application for the control of invasive weeds on rural roads.

COMMITTEE RECOMMENDATION

THAT Council approves the submission of an application to the Communities Combating Pest and Weed Impacts During Drought Program – Biosecurity Management of Pest and Weeds – Round 2 focusing on the control of invasive weeds on rural road reserves.

9.2 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 28 JANUARY 2020**COUNCIL RESOLUTION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 28 January 2020 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Fisher

Seconded by: Councillor Smith

MOTION CARRIED

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

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.1 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT**

File No: 7927
Attachments: 1. Rockhampton Airport Monthly Operations Report - December 2019
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marcus Vycke - Manager Airport

SUMMARY

The Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport for December 2019 is presented for Councillors information.

COMMITTEE RECOMMENDATION

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for December 2019 be 'received'.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.2 ROCKHAMPTON REGIONAL WASTE & RECYCLING MONTHLY OPERATIONS
REPORT FOR NOVEMBER 2019 & DECEMBER 2019****File No:** 7927**Attachments:** 1. RRWR Monthly Operations Report November
and December 2019**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Michael O'Keeffe - Manager Rockhampton Regional
Waste and Recycling

SUMMARY

The purpose of the attached report is to provide Council with an overview of Rockhampton Regional Waste & Recycling (RRWR) for the months of November and December 2019.

COMMITTEE RECOMMENDATION

THAT the RRWR Operations Report for November and December 2019 be received.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.3 ROCKHAMPTON REGIONAL WASTE AND RECYCLING ANNUAL PERFORMANCE PLAN QUARTERLY REPORT AS AT 31 DECEMBER 2019**

File No: 7927
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

Rockhampton Regional Waste and Recycling's performance against financial and non-financial targets is reported to Council on a quarterly basis in accordance with the adopted Annual Performance Plan for 2019//20. This report as at 31 December 2019 is presented for the Committee's information.

COMMITTEE RECOMMENDATION

THAT the Rockhampton Regional Waste and Recycling Annual Performance Plan Quarterly Report as at 31 December 2019 be received.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.4 KERBSIDE WASTE SERVICE EXTENSION MOONGAN AREA****File No: 169****Attachments: Nil****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling**

SUMMARY

The purpose of this report is to provide Council with an update on the roll out of domestic waste and recycle collection services to the properties situated in the Moongan area.

COMMITTEE RECOMMENDATION

THAT Council endorse the waste and recycling collection services on an elective basis to the properties situated in the Moongan area based on proximity to the last service and on the merits of accessibility, safety and road condition.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.5 FRW MONTHLY OPERATIONS REPORT - DECEMBER 2019**

File No: 1466
Attachments: 1. FRW Monthly Operations Report - December 2019
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Jason Plumb - Manager Fitzroy River Water

SUMMARY

This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 December 2019.

COMMITTEE RECOMMENDATION

THAT the FRW Monthly Operations Report for December 2019 be received.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.6 FRW ANNUAL PERFORMANCE PLAN AS AT 31 DECEMBER 2019****File No:** 1466

Attachments:

1. **Customer Service Standards as at 31 December 2019**
2. **Customer Service and Financial Targets as at 31 December 2019**
3. **Non Compliance Comments as at 31 December 2019**

Authorising Officer: Peter Kofod - General Manager Regional Services**Author:** Jason Plumb - Manager Fitzroy River Water

SUMMARY

Fitzroy River Water's performance against financial and non-financial targets and key strategies is reported to Council on a quarterly basis in accordance with the adopted 2019/20 Performance Plan. This report as at 31 December 2019 is presented for the Committee's information.

COMMITTEE RECOMMENDATION

THAT the Fitzroy River Water Annual Performance Plan quarterly report as at 31 December 2019 be received.

Recommendation of the Airport, Water and Waste Committee, 28 January 2020**9.2.7 MOUNT MORGAN NO. 7 DAM REACHES TRIGGER FOR LEVEL 4 WATER RESTRICTIONS**

File No: 1466
Attachments: 1. Excerpt from Drought Management Plan
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Jason Plumb - Manager Fitzroy River Water

SUMMARY

Following further hot, dry weather, the storage level in No. 7 Dam has decreased and is now beneath the trigger for the implementation of Level 4 Water Restrictions. This report describes the current status of the dam storage level and the implications associated with implementing this increased level of water restrictions in order to maximise the availability of the remaining storage volume for the community.

COMMITTEE RECOMMENDATION

THAT Level 4 Water Restrictions are implemented for the Mount Morgan Water Supply Scheme as per the drought management plan and that relevant information is communicated to the Mount Morgan community to clarify requirements for all water users in order to maximise the available raw water supply.

THAT the date of commencement of restrictions be delegated to the Chief Executive Officer.

9.3 INFRASTRUCTURE COMMITTEE MEETING - 28 JANUARY 2020**COUNCIL RESOLUTION**

THAT the Minutes of the Infrastructure Committee meeting, held on 28 January 2020 as circulated, be received and that the recommendations contained within these minutes be adopted excluding Item 9.3.3 – Infrastructure Planning Monthly Operations Report – December 2019 and Item 9.3.4 – Civil Operations Monthly Report January 2020.

Moved by: Councillor Williams
Seconded by: Councillor Wickerson

MOTION CARRIED

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

Recommendation of the Infrastructure Committee, 28 January 2020**9.3.1 BUSINESS OUTSTANDING TABLE FOR INFRASTRUCTURE COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table - Infrastructure Committee
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Peter Kofod - General Manager Regional Services

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Infrastructure Committee is presented for Councillors' information.

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Infrastructure Committee be received.

Recommendation of the Infrastructure Committee, 28 January 2020**9.3.2 FITZROY REGIONAL RESILIENCE STRATEGY PILOT PROJECT - PHASE 1****File No:** 3086**Attachments:**

1. Queensland Reconstruction Authority's Rockhampton Regional Council Briefing Note
2. Fitzroy Regional Resilience Strategy - Phase 1 Implementation Overview and Regional Action Plan

Authorising Officer: Martin Crow - Manager Infrastructure Planning
Peter Kofod - General Manager Regional Services**Author:** Elizabeth Drumm - Coordinator Disaster Management

SUMMARY

This report is to provide an overview of the Fitzroy Regional Resilience Strategy Pilot Project – Phase 1 and the accompanying suite of documents and to be able to respond to the Queensland Reconstruction Authority's request for endorsement of the strategy.

COMMITTEE RECOMMENDATION

THAT Council:

- Endorse the final draft *A Collaborative Catchment: Fitzroy Regional Resilience Strategy – Phase 1 (A Collaborative Catchment)*, and its subordinate deliverables;
- Note endorsement for the work is also being sought from the Central Queensland Regional Organisation of Councils and Isaac Regional Council, as additional project partners;
- Note the intent to release *A Collaborative Catchment* publicly in early 2020;
- Note the ongoing work to finalise the supporting deliverables, which are intended for regional ownership and will not be released publicly;
- Agree to participate in, and the membership composition of, a Fitzroy Basin Working Group to be created pursuant to the proposed statewide Queensland Flood Warning Infrastructure Alliance to continue catchment scale implementation of *A Collaborative Catchment*; and
- Instruct the Chief Executive Officer and Coordinator Disaster Management to continue working through the proposed governance model for the Fitzroy Basin Working Group with the Queensland Reconstruction Authority.

Recommendation of the Infrastructure Committee, 28 January 2020**9.3.4 CIVIL OPERATIONS MONTHLY OPERATIONS REPORT JANUARY 2020**

File No: 7028
Attachments: 1. Civil Operations Monthly Operations Report - November & December 2019
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: David Bremert - Manager Civil Operations

SUMMARY

This report outlines Civil Operations Monthly Operations Report on the activities and services in November and December 2019 (attachment 1).

9:27AM The Mayor, Councillor Margaret Strelow left the meeting room having earlier declared an interest
9:27AM Councillor Wickerson left the meeting room having earlier declared an interest

Deputy Mayor assumed the position of Chairperson

COUNCIL RESOLUTION

THAT the Civil Operations Monthly Operations Report on the activities and services in November and December 2019 be received.

Moved by: Councillor Smith
Seconded by: Councillor Fisher
MOTION CARRIED

Recommendation of the Infrastructure Committee, 28 January 2020**9.3.3 INFRASTRUCTURE PLANNING MONTHLY OPERATIONS REPORT - DECEMBER 2019****File No: 7028****Attachments: 1. Infrastructure Planning Monthly Operations Report - December 2019****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Martin Crow - Manager Infrastructure Planning**

SUMMARY

This report outlines Infrastructure Planning Monthly Operations Report for the period to the end of December 2019.

9:28AM Councillor Williams left the meeting room having earlier declared an interest and the meeting lost quorum

9:29AM The Mayor, Councillor Margaret Strelow returned to the meeting room

9:29AM Councillor Williams returned to the meeting room

9:29AM Councillor Wickerson returned to the meeting room

The Mayor resumed the position of chairperson

COUNCIL RESOLUTION

THAT Council resolves as per Section 257 of the *Local Government Act 2009* to delegate the consideration and decision on the matter to the Chief Executive Officer, as majority of Councillors informed the meeting of a material personal interest or a conflict of interest.

Moved by: Councillor Smith**Seconded by: Councillor Fisher****MOTION CARRIED**

Recommendation of the Infrastructure Committee, 28 January 2020**9.3.5 PROPOSED BUS STOP LOCATION - DEAN STREET****File No:** 4807**Attachments:** 1. Proposed Bus Stop Program - Map and Feedback**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** David Bremert - Manager Civil Operations

SUMMARY

Translink and Sunbus have requested that the bus stop at 433 Dean Street be moved due to safety issues at the current location. An objection has been received in relation to the proposed location.

COMMITTEE RECOMMENDATION

THAT Councillors attend the location and that the matter be deferred to a later meeting.

9.4 COMMUNITY SERVICES COMMITTEE MEETING - 29 JANUARY 2020**COUNCIL RESOLUTION**

THAT the Minutes of the Community Services Committee meeting, held on 29 January 2020 as circulated, be received and that the recommendations contained within these minutes be adopted excluding Item 9.4.2 – Community Assistance Program – Major Sponsorship – Rockhampton & District Motocross Club Inc.

Moved by: Mayor Strelow

Seconded by: Councillor Wickerson

MOTION CARRIED

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

Recommendation of the Community Services Committee, 29 January 2020**9.4.1 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP APPLICATION - AUSTRALIAN BARREL HORSE - CAPRICORN COAST CIRCUIT INC****File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Australian Barrel Horse – Capricorn Coast Circuit Inc for Major Sponsorship assistance towards ABHA Cap Coast Annual Martin Saddlery Classic event is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council considers the Major Sponsorship application from Australian Barrel Horse – Capricorn Coast Circuit Inc for funding to assist with the staging of ABHA Cap Coast Annual Martin Saddlery Classic to be held on 13 and 14 June 2020 and approves an amount of \$5,000.00 in sponsorship.

Recommendation of the Community Services Committee, 29 January 2020**9.4.2 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP -
ROCKHAMPTON & DISTRICT MOTOCROSS CLUB INC**

File No: 12535
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Rockhampton and District Motocross Club Inc for Major Sponsorship assistance towards the 2020 KTM Australia Junior Motocross (AJMX) Championships event is presented for Council consideration.

COUNCIL RESOLUTION

THAT Council considers the Major Sponsorship application from Rockhampton and District Motocross Club Inc for funding to assist with the staging of the 2020 KTM Australia Junior Motocross (AJMX) Championships to be held from 6 to 11 July 2020, and approves an amount of \$15,000.00 in sponsorship.

Moved by: Mayor Strelow
Seconded by: Councillor Wickerson

MOTION CARRIED

Recommendation of the Community Services Committee, 29 January 2020**9.4.3 COMMUNITY ASSISTANCE PROGRAM****File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Mount Morgan Golf Club Inc for Minor Sponsorship assistance towards the 2020 Robinson Cup event is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council considers the Minor Sponsorship application from Mount Morgan Golf Club Inc for funding to assist with the staging of the 2020 Robinson Cup to be held from 11 to 13 September 2020 and approves an amount of \$4,500.00 in sponsorship.

Recommendation of the Community Services Committee, 29 January 2020**9.4.4 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - NOVEMBER 2019**

File No: 1464

Attachments: 1. Community Assets and Facilities Monthly Operational Report - November 2019

Authorising Officer: Richard Dunkley - Manager Community Assets and Facilities
Colleen Worthy - General Manager Community Services

Author: Sophia Czarkowski - Coordinator Facilities

SUMMARY

This report provides information on the activities of Community Assets and Facilities for the month of November 2019.

COMMITTEE RECOMMENDATION

THAT the Community Assets and Facilities monthly operational report for November 2019 be received.

Recommendation of the Community Services Committee, 29 January 2020**9.4.5 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - DECEMBER 2019**

File No: 1464

Attachments: 1. Monthly Report for Community Assets and Facilities - December 2019

Authorising Officer: Richard Dunkley - Manager Community Assets and Facilities
Colleen Worthy - General Manager Community Services

Author: Sophia Czarkowski - Coordinator Facilities

SUMMARY

This report provides information on the activities of Community Assets and Facilities for the month of December 2019.

COMMITTEE RECOMMENDATION

THAT the Community Assets and Facilities monthly operational report for December 2019 be received.

Recommendation of the Community Services Committee, 29 January 2020**9.4.6 ROCKHAMPTON SHOWGROUNDS VENUE HIRE EXCLUSION
 CONSIDERATION****File No:** 1464**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** John Webb - Manager Communities and Culture

SUMMARY

This report describes the recent practice of like hirer exclusion periods at Rockhampton Showgrounds and recommends the removal of this practice.

COMMITTEE RECOMMENDATION

THAT Council confirm the removal of any exclusion period for like hirers at the Rockhampton Showground and venue hirers are confidentially informed of like events allowing market forces and prospective hirers to determine usage within this limits of the site's capacity and availability.

Recommendation of the Community Services Committee, 29 January 2020**9.4.7 COMMUNITIES & CULTURE OPERATIONAL REPORT NOVEMBER 2019****File No:** 1464**Attachments:** 1. Communities & Culture Operational Report
November 2019**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** John Webb - Manager Communities and Culture

SUMMARY

The report provides information on the programs and activities of the Communities and Culture Section for November 2019.

COMMITTEE RECOMMENDATION

THAT the Communities and Culture Operational Report for November 2019 be 'received'

9.5 PARKS, RECREATION AND SPORT COMMITTEE MEETING - 29 JANUARY 2020**COUNCIL RESOLUTION**

THAT the Minutes of the Parks, Recreation and Sport Committee meeting, held on 29 January 2020 as circulated, be received and that the recommendations contained within these minutes be adopted excluding Item 9.5.6 – Freehold and Trustee Lease Renewals for Parks until 31 July 2020.

Moved by: Councillor Rutherford

Seconded by: Councillor Wickerson

MOTION CARRIED

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

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.1 LIFTING MATTERS FROM THE TABLE**

File No: 11979
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Parks Recreation and Sport Committee meeting on 29 January 2020.

COMMITTEE RECOMMENDATION

THAT the following matter be lifted from the table and dealt with accordingly:

- Lease Period Extension for Rockhampton Capras Rugby League Club

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.2 LEASE PERIOD EXTENSION FOR ROCKHAMPTON CAPRAS RUGBY LEAGUE CLUB**

File No: 8865

Attachments: 1. Construction Photos
2. Building Upgrade Plans

Authorising Officer: Aaron Pont - Acting General Manager Community Services
Colleen Worthy - General Manager Community Services

Author: Jacinta James - Supervisor Sports and Administration

SUMMARY

Central Queensland Capras Rugby League Football Club Inc holds a Trustee lease over part of Leichhardt Park that is due to expire on 31 January 2021. The Club are seeking an extension to the term of the lease following upgrades to their existing structure.

COMMITTEE RECOMMENDATION

THAT Council approve the renewal of the Trustee Lease for Central Queensland Capras Rugby League Club Inc with an extended term from six years to ten years (new agreement to expire on 30 June 2031).

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.3 FREEHOLD LEASE WITH GLENMORE BULLS AUSTRALIAN FOOTBALL CLUB INC. AT STENLAKE PARK**

File No: 374
Attachments: 1. Existing Structure
Authorising Officer: Aaron Pont - Acting General Manager Community Services
Colleen Worthy - General Manager Community Services
Author: Jacinta James - Supervisor Sports and Administration

SUMMARY

This report seeks to formalise a Freehold Lease agreement over the existing structure at Stenlake Park.

COMMITTEE RECOMMENDATION**THAT:**

1. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) Council enter into a Freehold Lease (~618m²) with Glenmore Bulls Australian Football Club Inc as identified in the report; and
2. Council authorises the Chief Executive Officer (Supervisor Sports & Administration) to negotiate the terms and conditions of the agreement in preparation for execution by the delegated officer.

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.4 MONTHLY OPERATIONAL REPORT - NOVEMBER & DECEMBER 2019****File No:** 1464**Attachments:** 1. Operational Report - November and December**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Aaron Pont - Manager Parks

SUMMARY

This report provides information on the activities and services of the Parks section for November and December 2019.

COMMITTEE RECOMMENDATION

THAT the report on the activities and services of the Parks section for November and December 2019 be received.

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.5 NAMING OF PEDESTRIAN BRIDGE AT TOUCH OF PARADISE LAGOON, GRACEMERE**

File No: 1313
Attachments: 1. Survey Responses
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Aaron Pont - Manager Parks

SUMMARY

Council endorsement is sought for the naming of the recently constructed suspension bridge at Touch of Paradise Lagoons, Gracemere following community feedback.

COMMITTEE RECOMMENDATION

THAT Council dedicate the naming of the large suspension bridge at Touch of Paradise Lagoon in recognition of the community service and life achievements of Don and Dianne Close.

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.6 FREEHOLD AND TRUSTEE LEASE RENEWALS FOR PARKS UNTIL 31 JULY 2020**

File No: 374
Attachments: Nil
Authorising Officer: Aaron Pont - Acting General Manager Community Services
Colleen Worthy - General Manager Community Services
Author: Jacinta James - Supervisor Sports and Administration

SUMMARY

In accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) a Council resolution is sought for the commencement of the renewal of Freehold Leases and Trustee Leases expiring up until 31 July 2020.

9:33AM Councillor Smith left the meeting having earlier declared an interest

COUNCIL RESOLUTION

THAT:

1. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) Council approve the renewal of the Freehold Leases and Trustee Leases as identified in the report; and
2. Council authorises the Chief Executive Officer (Supervisor Sports & Administration) to negotiate the terms and conditions of the agreements with the organisations listed in the report in preparation for execution by the delegated officer.

Moved by: Councillor Rutherford

Seconded by: Mayor Strelow

MOTION CARRIED

9:34AM Councillor Smith returned to the meeting room

Recommendation of the Parks, Recreation and Sport Committee, 29 January 2020**9.5.7 ROCKHAMPTON BROTHERS CRICKET INC - REQUEST TO LEASE
STRUCTURE AT VICTORIA PARK****File No:** 11081**Attachments:**

1. Victoria Park Clubhouse
2. Letter from Rockhampton Brothers Cricket Club Inc

Authorising Officer: Colleen Worthy - General Manager Community Services**Author:** Aaron Pont - Manager Parks

SUMMARY

Rockhampton Brothers Cricket Club Inc. is seeking a structure to store cricket equipment in close proximity to the existing Cricket nets located at Victoria Park.

COMMITTEE RECOMMENDATION

THAT Council enter into a lease with Rockhampton Brothers Cricket Club for a period of 2 years with special conditions relating to building maintenance and future development of the site.

THAT the annual fee of \$600 be waived in lieu of the maintenance responsibility.

10 COUNCILLOR/DELEGATE REPORTS

10.1 LEAVE OF ABSENCE - COUNCILLOR DREW WICKERSON - 14 MARCH TO 28 MARCH 2020

File No: 10072
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

Councillor Drew Wickerson is seeking leave of absence from Saturday 14 March 2020 to Saturday 28 March 2020 inclusive.

COUNCIL RESOLUTION

THAT Councillor Drew Wickerson be granted leave of absence from Saturday 14 March 2020 to Saturday 28 March 2020 inclusive.

Moved by: Councillor Williams
Seconded by: Councillor Rutherford

MOTION CARRIED

11 OFFICERS' REPORTS

11.1 PLANNING ACT 2016 AND SUSTAINABLE PLANNING ACT 2009 - TEMPORARY DELEGATION OVER ELECTION PERIOD

File No: 12660
Attachments: Nil
Authorising Officer: Tracy Sweeney - Manager Workforce and Governance
Author: Allysa Brennan - Coordinator Legal and Governance

SUMMARY

The purpose of this report is to obtain a temporary delegation for the Chief Executive Officer to facilitate the statutory requirements of the Planning Act 2016 and the Sustainable Planning Act 2009 to accommodate the Council meeting recess over the election period.

COUNCIL RESOLUTION

THAT Council resolves as per Section 257 of the *Local Government Act 2009* to delegate its powers as 'Assessment Manager' under the *Planning Act 2016* and the *Sustainable Planning Act 2009* to the Chief Executive Officer for the period 4 March 2020 until the Post-Election Meeting of the new Council.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

11.2 CAPRICORN FOOD AND WINE FESTIVAL 2020**File No:** 6097**Attachments:** 1. Event Report**Authorising Officer:** Annette Pearce - Manager Tourism, Events and Marketing
Evan Pardon - Chief Executive Officer**Author:** Bev Marston - Supervisor Events

SUMMARY

The Capricorn Food and Wine Festival is proposed to run from 25 to 27 September 2020. Capricorn Food and Wine have sought a sponsorship arrangement from Rockhampton Regional Council.

COUNCIL RESOLUTION

THAT the funding contributions set out in this report to the value of \$50,000 made of cash and in kind support be endorsed by Council.

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

11.3 LOCAL GOVERNMENT INFRASTRUCTURE PLAN ADOPTION

File No: 5732

Attachments:

1. Engage HQ Public Consultation Summary Report
2. Responses to Submissions (included in Confidential)

Authorising Officer: Martin Crow - Manager Infrastructure Planning
Peter Kofod - General Manager Regional Services

Author: Stuart Harvey - Coordinator Infrastructure Planning

SUMMARY

Council formally advertised the proposed Local Government Infrastructure Plan (LGIP) Interim amendment for public consultation from Wednesday 11 December 2019 to Friday 24 January 2020. This report seeks Council approval to adopt the LGIP, respond to all submissions and to publish a public notice stating Council's decision to adopt the interim amendment.

COUNCIL RESOLUTION

THAT Council:

1. Adopt the LGIP in accordance with the Interim amendment with a commencement date of 3 March 2020;
2. Formally respond to all submitters in accordance with the recommended responses proposed in the letters attached to the report; and
3. Publish a public notice stating Council's decision to adopt the interim amendment.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

11.4 AMENDMENTS TO CARETAKER POLICY AND COUNCILLOR ACCEPTABLE REQUEST GUIDELINES POLICY**File No:** 11979**Attachments:**

1. Final Draft Caretaker Period Policy - Tracked Changes
2. Final Draft Caretaker Period Policy - Final Version
3. Final Draft Councillor Acceptable Request Guidelines Policy - Tracked Changes
4. Final Draft Councillor Acceptable Request Guidelines Policy - Final Version

Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Evan Pardon - Chief Executive Officer**Author:** Damon Morrison - Executive Coordinator to the Mayor

SUMMARY

Presentation of the Caretaker Policy and Councillor Acceptable Request Guidelines Policy with amendments to implement provisions contained in the Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Act 2019.

COUNCIL RESOLUTION

THAT Council adopt the amended Caretaker Period Policy and Councillor Acceptable Request Guidelines Policy as attached to the report with modification to section 5.10 of the Caretaker Period Policy.

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

11.5 GATES AND GRIDS POLICY**File No:** 11698**Attachments:**

1. Gates and Grids Policy - Local Law Policy (Draft)
2. Gates and Grids Policy - Community Policy

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Peter Kofod - General Manager Regional Services

SUMMARY

In October 2019 Council endorsed a new Gates and Grid Policy. This report seeks Council's endorsement to incorporate the addition of a public notification process for new gates and grids applications and other minor adjustments necessary to clarify the overall processing of these applications as outlined below.

COUNCIL RESOLUTION

THAT Council endorse the revised Gates and Grids Policy.

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

11.6 SOLE SOURCE SUPPLIER - AIRPORT PAVEMENT ENGINEERING SPECIALISTS PTY LTD**File No:** 1656**Attachments:** Nil**Authorising Officer:** Marcus Vycke - Manager Airport**Author:** Beverley Pearson - Coordinator Airport Operations

SUMMARY

The purpose of this report is to seek a Council resolution that the nominated Airport Pavement Engineer can be deemed a Sole Supplier in accordance with Section 235 (b) of the Local Government Regulation 2012.

COUNCIL RESOLUTION

THAT this matter be deferred to the next Council meeting to be held on 18 February 2020.

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

11.7 ADOPTION OF MASTER PLAN FOR ROCKHAMPTON AIRPORT TERMINAL REFURBISHMENT**File No:** 3821**Attachments:**
1. Airport Master Plan Ground Floor
2. Airport Master Plan Upper Floor**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Peter Kofod - General Manager Regional Services

SUMMARY

Council has received funding from the Federal Government to purchase and install new Cabin Baggage, Checked Baggage and Body Scanning Equipment at the Rockhampton Airport Terminal Building. The installation will require extensive reconfiguration of the existing terminal building. A Master Plan for the terminal building has been developed for this project.

10:07AM Chief Executive Officer left the meeting room

10:10AM Chief Executive Officer returned to the meeting

COUNCIL RESOLUTION

THAT Council:

1. Accept this Master Plan layout for the Airport Terminal Building Upgrade;
2. Accept in principle the Rockhampton Airport Terminal Building Upgrade project;
3. Accept to commence detailed design and cost estimate to complete remaining upgrade works.; and
4. Actively explore possibilities of additional grants.

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

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS

15 CLOSURE OF MEETING

There being no further business the meeting closed at 10.55am.

SIGNATURE

CHAIRPERSON

DATE