



# **ORDINARY MEETING**

## **MINUTES**

**28 APRIL 2020**

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## TABLE OF CONTENTS

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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 .....	2
6	BUSINESS OUTSTANDING.....	3
	NIL .....	3
7	PUBLIC FORUMS/DEPUTATIONS .....	4
	NIL .....	4
8	PRESENTATION OF PETITIONS.....	5
	NIL .....	5
9	COUNCILLOR/DELEGATE REPORTS .....	6
	NIL .....	6
10	OFFICERS' REPORTS .....	7
10.1	COMMUNITY ASSISTANCE PROGRAM: ENVIRONMENT AND SUSTAINABILITY SCHEME - MARCH 2020 COMMUNITY INITIATIVES .....	7
10.2	LGAQ ELECTION OF EXECUTIVE DISTRICT REPRESENTATIVES 2020-2024 .....	8
10.3	SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDING 31 MARCH 2020.....	9
10.4	EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY FOR NEW TERM .....	10
10.5	APPLICATION FOR CONVERSION TO FREEHOLD OF SPECIAL LEASE.....	11
11	NOTICES OF MOTION .....	12
	NIL .....	12
12	QUESTIONS ON NOTICE .....	13
	NIL .....	13
13	URGENT BUSINESS\QUESTIONS .....	14
14	CLOSED SESSION .....	15

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	15.1	ORGANISATIONAL STRUCTURE	
<b>15</b>		<b>CONFIDENTIAL REPORTS.....</b>	<b>16</b>
	15.1	ORGANISATIONAL STRUCTURE .....	16
<b>16</b>		<b>CLOSURE OF MEETING.....</b>	<b>17</b>

**REPORT OF THE ORDINARY MEETING  
HELD AT PILBEAM THEATRE, VICTORIA PARADE, ROCKHAMPTON  
ON TUESDAY, 28 APRIL 2020 COMMENCING AT 9.00AM**

**1 OPENING****2 PRESENT**

## Members Present:

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

## In Attendance:

Mr E Pardon – Chief Executive Officer  
Ms T Sweeney – Manager Workforce & Governance  
Mr M Clerc – Acting Chief Financial Officer  
Ms L Leeder – Senior Committee Support Officer  
Ms S Friske – Committee Support Officer

## Attendance by video stream:

Mr R Cheesman – Deputy Chief Executive Officer  
Ms A Cutler – Acting General Manager Community Services  
Mr P Kofod – General Manager Regional Services  
Ms T Sweeney – Manager Workforce & Governance  
Mr A Russell – Manager Strategy and Planning  
Mr D Morrison – Executive Coordinator to the Mayor  
Ms C Bell – Coordinator Environmental Sustainability  
Ms K Anderson – Coordinator Property and Insurance

**3 APOLOGIES AND LEAVE OF ABSENCE****4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting held on 14 April 2020 be taken as read and adopted as a correct record.

**Moved by: Councillor Fisher**

**Seconded by: Councillor Smith**

**MOTION CARRIED**

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

Councillor Shane Latcham informed the meeting of a perceived conflict of interest in *Item 10.5 – Application for Conversion to Freehold of Special Lease* and declared the following:

“I declare that I may have a perceived conflict of interest in the report due to a business association through Suncity Sports Club and will leave the meeting when the matter is discussed and voted on.”

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COUNCILLOR/DELEGATE REPORTS**

Nil

## 10 OFFICERS' REPORTS

### 10.1 COMMUNITY ASSISTANCE PROGRAM: ENVIRONMENT AND SUSTAINABILITY SCHEME - MARCH 2020 COMMUNITY INITIATIVES

**File No:** 12535

**Attachments:** 1. Application assessment summary

**Authorising Officer:** Alicia Cutler - Acting General Manager Community Services

**Author:** Christine Bell - Coordinator Environmental Sustainability

#### SUMMARY

*This report tables the community-based projects submitted for consideration under Council's Community Assistance Program – Environment and Sustainability Scheme, as part of the March 2020 funding round.*

#### COUNCIL RESOLUTION

THAT Council approves funding and support for the following community-led environment and sustainability initiatives (all figures are GST exclusive):

- Access Recreation – *Waste Warriors* (recycling and waste management program), \$250 grant;
- C&K Crescent Lagoon Community Kindergarten – *Hands on learning for sustainability* (worm farm, native bush tucker garden, frog habitat and compost system), \$500 grant;
- Parkhurst State School P&C Association – *Butterfly garden* (garden upgrade, native plants and irrigation), \$2,000 grant;
- Capricornia Catchments – *Revitalising catchment communications* (website upgrade), \$3,000 grant;
- Multicultural Australia - *Tucker Time extended community meals* (enhancing community education activities and sustainable packaging, crockery and utensils), \$3,000 grant;
- Rockhampton Girls Grammar School Board of Trustees – *Agricultural garden area outdoor learning space* (garden upgrade, plants and irrigation), \$3,000 grant;
- Stanwell State School P&C Association – *Let there be water!* (water wise project including repairs to creek pump and an additional water tank), \$3,000 grant.

**Moved by:** Councillor Kirkland  
**Seconded by:** Councillor Wickerson

**MOTION CARRIED**

**10.2 LGAQ ELECTION OF EXECUTIVE DISTRICT REPRESENTATIVES 2020-2024**

**File No:** 10072  
**Attachments:** 1. Letter from LGAQ  
2. Nomination Form  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - 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 2020-2024.*

**PROCEDURAL MOTION**

THAT Council authorises the Chief Executive Officer to nominate Councillor Matt Burnett for election as District No 6 Representative on the Local Government Association of Queensland Inc Executive for 2020-2024.

**Moved by:** Councillor Williams

**Seconded by:** Councillor Smith

Motion Lost

**DIVISION:**

Councillors T Williams, C Rutherford, S Latcham and E Smith voted in the affirmative.

Councillors M Strelow, D Kirkland, N Fisher and D Wickerson voted in the negative.

The Mayor, Councillor M Strelow exercised her casting vote in the negative.

**COUNCIL RESOLUTION**

THAT Council authorises the Chief Executive Officer to nominate the Mayor, Councillor Margaret Strelow for election as District No 6 Representative on the Local Government Association of Queensland Inc Executive for 2020-2024.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Kirkland

**MOTION CARRIED UNANIMOUSLY**

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**10.3 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDING  
31 MARCH 2020**

**File No:** 8148  
**Attachments:** 1. Income Statement - March 2020  
2. Key Indicators Graphs - March 2020  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Michael Clerc - Acting Chief Financial Officer

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**SUMMARY**

*The Acting Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2020.*

**COUNCIL RESOLUTION**

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2020 be 'received'.

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

**MOTION CARRIED**

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**10.4 EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY FOR NEW TERM****File No:** 11979**Attachments:**

1. Draft Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy Updated with Cr Feedback 2020 - Clean
2. Draft Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy Updated with Cr Feedback 2020 - Tracked

**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*Council considered the draft Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy at its meeting on 14 April. Suggested changes have been made and the Policy is now presented for adoption.*

**COUNCIL RESOLUTION**

THAT the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy as attached be adopted, with the amendment to 5.3.2.3 to allow travel within Queensland.

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

**9:21AM**

Councillor Shane Latcham informed the meeting of a perceived conflict of interest in *Item 10.5 – Application for Conversion to Freehold of Special Lease* and declared the following:

“I declare that I may have a perceived conflict of interest in the report due to a business association through Suncity Sports Club and will leave the meeting when the matter is discussed and voted on.”

Councillor Latcham left the meeting.

**10.5 APPLICATION FOR CONVERSION TO FREEHOLD OF SPECIAL LEASE**

**File No:** 6084

**Attachments:**

1. Aerial Photo - Lot 35 on CP865921
2. Email response from the Department of Natural Resources, Mines and Energy
3. Draft letter of objection

**Authorising Officer:** Angus Russell - Manager Strategy and Planning  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Steven Ellis - Senior Strategic Planner  
Kellie Anderson - Coordinator Property and Insurance

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**SUMMARY**

*This report is regarding a request received from the Department of Natural Resources, Mines and Energy seeking Council's views on an application for conversion to freehold of Special Lease 0/200429 described as lot 35 on CP865921 being 6 Graeme Acton Way, Wandal.*

**COUNCIL RESOLUTION**

THAT the Chief Executive Officer (Coordinator Property and Insurance) be authorised to lodge an objection with the Department of Natural Resources, Mines and Energy to the application for Conversion to Freehold of Special lease 0/200429 described as lot 35 on CP865921.

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

**MOTION CARRIED**

9:26AM Councillor Latcham returned to the meeting

**11 NOTICES OF MOTION**

Nil

## 12 QUESTIONS ON NOTICE

Nil

**13 URGENT BUSINESS QUESTIONS**

## 14 CLOSED SESSION

In accordance with the provisions of section 275 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.

### COUNCIL RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 15.1 Organisational Structure

This report is considered confidential in accordance with section 275(1)(a) (h), of the *Local Government Regulation 2012*, as it contains information relating to the appointment, dismissal or discipline of employees; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

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

### COUNCIL RESOLUTION

**9:28AM**

THAT pursuant to s5.11 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

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

### COUNCIL RESOLUTION

**9:57AM**

THAT pursuant to s5.11 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

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

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## 15 CONFIDENTIAL REPORTS

### 15.1 ORGANISATIONAL STRUCTURE

**File No:** 289

**Attachments:** Attachment 2 – Organisation Structure April 2020

**Authorising Officer:** Evan Pardon - Chief Executive Officer

**Author:** Tracy Sweeney - Manager Workforce and Governance

This report is considered confidential in accordance with section 275(1)(a) (h), of the *Local Government Regulation 2012*, as it contains information relating to the appointment, dismissal or discipline of employees; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

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#### SUMMARY

*This report is seeking Council consideration of an Organisational Structure to meet Council's operational needs.*

#### COUNCIL RESOLUTION

THAT the proposed changes to the Organisation Structure as at 28 April 2020 be adopted.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

**16 CLOSURE OF MEETING**

There being no further business the meeting closed at 10:00am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE