



ORDINARY MEETING

MINUTES

27 OCTOBER 2020

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MEETING ATTACHMENTS

ANNEXURE A - Documents presented for reference to Item 9.12

ANNEXURE B - Documents presented for reference to Item 12.1

**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 27 OCTOBER 2020 COMMENCING AT 9:03AM**

1 OPENING

1.1 Acknowledgement of Country

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer
Mr G Bowden – Executive Manager Advance Rockhampton
Ms A Pearce – Manager Tourism, Events and Marketing
Mr J Plumb – Manager Fitzroy River Water
Mr M Clerc – Acting Chief Financial Officer
Ms L Leeder – Senior Committee Support Officer
Ms L Brill – Administration Officer

Via Webex:

Ms A Cutler – General Manager Community Services
Mr P Kofod – General Manager Regional Services
Ms T Sweeney – Executive Manager Workforce and Governance
Mr D Morrison – Manager Office of the Mayor
Mr J Webb – Manager Communities and Culture
Mr R Dunkley – Manager Community Assets and Facilities
Ms S Czarkowski – Coordinator Community Facilities
Mr T Pegrem – Coordinator Workforce Relations and Ethics
Mr J McCaul – Coordinator Development Engineering
Mr J Bulwinkel – Supervisor Sports and Administration

Note: To comply with social distancing measures the number of people permitted at any one time in Council Chambers is 14, with attendance in the room managed accordingly.

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Tony Williams.

3.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR CHERIE RUTHERFORD

File No: 10072

COUNCIL RESOLUTION

THAT Councillor Cherie Rutherford be granted leave of absence for the Ordinary Council meeting on 27 October 2020.

Moved by: Councillor Wickerson

Seconded by: Councillor Smith

MOTION CARRIED

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting of 13 October 2020 be confirmed.

Moved by: Councillor Smith

Seconded by: Councillor Latcham

MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

9:06AM I, Councillor Ellen Smith inform this meeting that I have a declarable conflict of interest in Item 9.3 – Extension of Current Trustee Lease – Rockhampton Tennis Limited. This declarable interest arises because my nephew Rhett McKinnon is the Acting President of Junior Tennis that would sit under the organisation mentioned in the report. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.”

9:06AM I, Councillor Shane Latcham, inform this meeting that I have a declarable conflict of interest in Item 9.3 – Extension of Current Trustee Lease – Rockhampton Tennis Limited. This declarable interest arises because I am Trustee for a Trust that has a tennis or sporting club. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.”

6 PUBLIC FORUMS/DEPUTATIONS

Nil

7 PRESENTATION OF PETITIONS

Nil

8 COUNCILLOR/DELEGATE REPORTS

Nil

9 OFFICERS' REPORTS

9.1 BEEF 21 EVENT SITE PLAN

File No: 10486

Attachments:

1. **Beef Master Plan Review**
2. **Beef Venue Map**
3. **Showgrounds Cattle Washbay Construction Survey Request Plan (Plan A)**
4. **Showgrounds Cattle Washbay Construction Survey Request Plan (Plan B)**

Authorising Officer: **Greg Bowden - Executive Manager Advance Rockhampton**

Author: **Annette Pearce - Manager Tourism, Events and Marketing**

SUMMARY

The Beef Expo is a major trade and tourism event for the Rockhampton region, driving attendance of over 100,000 and bringing in 53,485 unique visitors during the 2018 event estimated to have contributed some \$88 million to the local and regional economy. Beef Australia have requested support for additional infrastructure for the event of additional cattle wash pads.

COUNCIL RESOLUTION

1. THAT Council support the additional infrastructure based on the proposed venue layout plan for the cattle location from Beef Australia;
2. THAT the proposed locations for the cattle wash pads are positioned to suit the current service locations and the requirements from Beef Australia to limit the cattle walking distances and segregation of cattle and pedestrians to ensure a safer event, as detailed on site map and services map; and
3. THAT Beef Australia be responsible for Community Engagement around the event in particular the operational aspects of the cattle area and are required to submit a proposed Community Engagement Plan and report on outcomes prior to the event.

Moved by: **Councillor Wickerson**

Seconded by: **Councillor Latcham**

MOTION CARRIED UNANIMOUSLY

9.2 SPECIALISED SUPPLIER ROCKHAMPTON AIRPORT - AVDATA AUSTRALIA

File No: 1920, 3008
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Marcus Vycke - Manager Airport

SUMMARY

The purpose of this report is to seek a Council resolution that Avdata Australia is deemed a specialised supplier in accordance with Section 235(b) of the Local Government Regulation 2012.

COUNCIL RESOLUTION

THAT pursuant to s235(b) of the *Local Government Regulation 2012* Council approve Avdata Australia as a specialised supplier for the collection of data and billing service of aircraft landing and parking fees.

Moved by: Mayor Strelow
Seconded by: Councillor Latcham

MOTION CARRIED

Mayor Strelow declared that as quorum would be lost when Councillors with conflicts of interest must leave the meeting room, Item 9.3 – Extension of Current Trustee Lease – Rockhampton Tennis Limited would be dealt with later when Councillor Fisher attends the meeting.

9.4 PROPOSED DEMOLITION OF LITTLER-CUM-INGHAM PARK (OLD) AMENITIES

File No: 8052

Attachments:

- 1. Amenities block locations along Fitzroy River**
- 2. Littler-Cum-Ingham Park amenities - condition assessment**

Authorising Officer: Richard Dunkley - Manager Community Assets and Facilities
Aaron Pont - Manager Parks

Author: Sophia Czarkowski - Coordinator Community Facilities

SUMMARY

The original amenities block located at Littler-Cum-Ingham Park is approaching end of life and requires significant maintenance works. This report details a proposal to demolish the toilet block.

COUNCIL RESOLUTION

THAT Council approves the request to demolish the original toilet block at Littler-Cum-Ingham Park as detailed in the report.

Moved by: Councillor Wickerson

Seconded by: Councillor Smith

MOTION CARRIED

9.5 ADOPTION OF 2019/20 ANNUAL REPORT

File No: 5042
Attachments: 1. Annual Report 2019/2020
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

Deputy CEO presenting the content for the 2019/20 Annual Report for Council's consideration and approval.

COUNCIL RESOLUTION

THAT in accordance with the *Local Government Act 2009*, the *Local Government Regulation 2012* and the *Water Supply (Safety and Reliability) Act 2008*, the 2019/20 Annual Report as presented be adopted.

Moved by: Mayor Strelow
Seconded by: Councillor Kirkland

MOTION CARRIED

9.6 COUNCIL PORTFOLIO SYSTEM

File No: 10072
Attachments: 1. Calendar
2. Councillor Portfolio Policy
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

Council's current Portfolio arrangement was agreed to by Council on 14 April 2020 with a review date set by December 2020. This report addresses that review with recommended improvements to the current arrangement.

9:25AM Councillor Fisher attended the meeting

COUNCIL RESOLUTION

THAT the previously adopted Portfolio model and structure continue with the addition of at least one informal meeting/workshop conducted every two months for each Portfolio.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

9.3 EXTENSION OF CURRENT TRUSTEE LEASE - ROCKHAMPTON TENNIS LIMITED

9:26AM Councillor Ellen Smith, having earlier informed the meeting of a declarable conflict of interest and her decision to voluntarily not participate in the decision, 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.

Councillor Shane Latcham, having earlier informed the meeting of a declarable conflict of interest and his decision to voluntarily not participate in the decision, 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: 374
Attachments: Nil
Authorising Officer: Aaron Pont - Manager Parks
Alicia Cutler - General Manager Community Services
Author: Justin Bulwinkel - Supervisor - Sports and Administration

SUMMARY

Supervisor Sports & Administration reporting on the proposed renewal of the Trustee Lease and extension of the Operation Agreement to the Rockhampton Tennis Limited (RTL) for a period of 6 months.

COUNCIL RESOLUTION

THAT the matter lay on the table pending further information, and a report be brought back to a future Ordinary Council meeting as soon as possible.

Moved by: Mayor Strelow

MOTION CARRIED

Councillors Strelow, Fisher, Wickerson and Kirkland voted for the motion
No Councillors voted against the motion

9:31AM Councillor Smith returned to the meeting room.

9:31AM Councillor Latcham returned to the meeting room.

9.7 COUNCIL OWNED COMMERCIAL PROPERTY RENT

File No: 1392,3086
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

This report considers the extension of rent concessions to Council Owned Commercial properties.

COUNCIL RESOLUTION

THAT:

1. Council applies relief to lessees of its commercially owned properties in line with the *Retail Shop Leases and Other Commercial Leases (COVID-19 Emergency Response) Regulation 2020*;
2. Future rent concession is in the way of rent deferral only; and
3. Mayor and Chief Executive Officer are delegated the authority to consider special circumstances and approve a waiver of rent until 31 December 2020 or until the *Retail Shop Leases and Other Commercial Leases (COVID-19 Emergency Response) Regulation 2020* expires on a case by case basis.

Moved by: Mayor Strelow
Seconded by: Councillor Wickerson

MOTION CARRIED

9.8 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2020

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

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 September 2020.

COUNCIL RESOLUTION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 September 2020 be 'received'.

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

**9.9 FINAL MANAGEMENT REPORT FOR ROCKHAMPTON REGIONAL COUNCIL
2019/2020**

File No: 8151
Attachments: 1. 2020 Final Audit Management Letter
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Michael Clerc - Acting Chief Financial Officer

SUMMARY

Following the certification of the Financial Statements for the period ended 30 June 2020, the Final Management Report was received from Thomas Noble & Russell (as delegate of the Auditor-General of Queensland). As required by the Local Government Regulation 2012, this is now presented to the next ordinary meeting of Council.

COUNCIL RESOLUTION

THAT the Final Management Report for the 2019/2020 financial audit for Rockhampton Regional Council be received.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

9.10 COUNCILLOR INVESTIGATION POLICY

File No: 8236

Attachments:

1. Councillor Investigation Policy - Tracked Changes
2. Councillor Investigation Policy

Authorising Officer: Tracy Sweeney - Executive Manager Workforce and Governance

Author: Travis Pegrem - Coordinator Workforce Relations and Ethics

SUMMARY

Presenting proposed amendments to the Councillor Investigation Policy for Council's consideration and adoption.

COUNCIL RESOLUTION

THAT Council adopts the amended Councillor Investigation Policy, noting that reference to section 275(3) of the Regulation under section 5.10 'Completion of Investigation' in the Policy is obsolete and confirmation is being sought from the Department of Local Government, Racing and Multicultural Affairs.

Moved by: Councillor Wickerson

Seconded by: Councillor Kirkland

MOTION CARRIED

9.11 MONTHLY BUDGET REVIEW

File No: 8785
Attachments: 1. September Monthly Budget Review
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Michael Clerc - Acting Chief Financial Officer

SUMMARY

Acting Chief Financial Officer presenting updated budget estimates to 30 September 2020.

9:48AM

I, Councillor Neil Fisher, inform this meeting that I have a declarable conflict of interest in this matter. This declarable conflict of interest arises because I am a member of Peace Christian Church which owns Peace Aviation and my wife, Sherrie Fisher is an administrator for the Church. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

9:49AM

Councillor Fisher 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 report be received and the budget estimate changes be endorsed.

Moved by: Mayor Strelow
Seconded by: Councillor Wickerson

MOTION CARRIED

Councillors Strelow, Wickerson, Kirkland, Smith and Latcham voted for the motion
No Councillors voted against the motion

9:56AM

Councillor Fisher returned to the meeting room.

9.12 VEHICLE ACCESS - CBD COMMERCIAL PROPERTY

File No: 258-2020 OPMISC
Attachments: 1. Site Plan
2. Proposed Plan
Authorising Officer: Doug Scott - Manager Planning and Regulatory Services
Ross Cheesman - Deputy Chief Executive Officer
Author: Jamie McCaul - Coordinator Development Engineering

SUMMARY

Council support has been sought for a Road Reserve Works Permit Application (RRWPA) associated with a commercial property in the CBD.

10:01AM

"I, Mayor Councillor Margaret Strelow, inform the meeting of a declarable conflict of interest in Item 9.12 – Vehicle Access – CBD Commercial Property as the developer Rob Carr has some of his business with my husband Darryl Strelow, I don't know the scale of it, it's not long standing, it has been since my husband bought another book of business several years ago.

"I acknowledge that eligible councillors must now 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; or
- Must leave the meeting and stay away from the meeting while the eligible Councillors discuss and vote on the matter."

10:03AM Deputy Mayor Councillor Fisher assumed the Chair.

10:04AM Mayor Strelow left the meeting room.

COUNCIL RESOLUTION

THAT it is in the public interest that the Mayor, Councillor Strelow participates and votes on this item as businesses involve many people in the community and when matters come before Council that Councillors wouldn't imagine there would be space for Mayor to lead Council to a decision based on a customer of her husband's business, and therefore a reasonable person would trust that the final decision is made in the public interest.

Moved by: Councillor Smith
Seconded by: Councillor Kirkland

MOTION CARRIED

Councillors Fisher, Smith, Kirkland, Wickerson and Latcham voted for the motion
No Councillors voted against the motion

10:07AM

Mayor Strelow returned to the meeting room and resumed the Chair.

COUNCIL RESOLUTION

That Council approve the application with the following in the conditions and request that pedestrian access be maintained from East Street to East Lane:

1. A safety system is to be installed to provide awareness to pedestrians when vehicles are exiting on to East Street.
2. Any existing Council assets impacted by the access to be relocated to Council's satisfaction.

Moved by: Councillor Smith

Seconded by: Councillor Wickerson

MOTION CARRIED

Councillors Strelow, Fisher, Wickerson, Kirkland, Smith and Latcham voted for the motion.
No Councillors voted against the motion.

10 NOTICES OF MOTION

10.1 NOTICE OF MOTION - COUNCILLOR DONNA KIRKLAND - ROCKHAMPTON RING ROAD

File No: 13672

Attachments:

1. Correspondence to Residents
2. Correspondence to Federal and State Representatives
3. Alexandra Street Crossover
4. Response from Department of Transport and Main Roads

Responsible Officer: Evan Pardon - Chief Executive Officer

SUMMARY

Councillor Donna Kirkland has indicated her intention to move a Notice of Motion at the next Ordinary Council Meeting regarding the Rockhampton Ring Road project.

COUNCIL RESOLUTION

THAT:

1. A report be presented that details the benefits and impacts (road network, land use planning, community, etc) by the Rockhampton Ring Road project to the next Council meeting; and
2. Council formally request the Department of Transport and Main Roads (DTMR) to provide more effective community consultation on the impacts and benefits of the Rockhampton Ring Road, specifically by way of public community and stakeholder face to face consultation at its earliest convenience.

Moved by: Councillor Kirkland

Seconded by: Mayor Strelow

MOTION CARRIED

11 QUESTIONS ON NOTICE

Nil

12 URGENT BUSINESS QUESTIONS

12.1 LETTER OF SUPPORT FOR LOCAL APPLICANT SEEKING APPRENTICESHIP TRADE COURSE

File No: 8034

Responsible Officer: Damon Morrison – Manager Office of the Mayor

SUMMARY

Councillor Kirkland is seeking Council's endorsement for a letter of support for a local applicant seeking a Government Recognised Beauty Industry Apprenticeship Trade Course.

COUNCIL RESOLUTION

THAT Council offer a letter of support to Complete Harmony Skin and Body Clinic in their application to the Queensland Government on behalf of the Queensland Beauty Industry for a recognised Tertiary Apprenticeship Trade and/or Traineeship Trade Course, subject to advice and support from officers within the Advance Rockhampton unit.

Moved by: Councillor Kirkland

Seconded by: Mayor Strelow

MOTION CARRIED

13 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.

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.

14.1 Property Matter

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: Mayor Strelow

Seconded by: Councillor Smith

MOTION CARRIED

COUNCIL RESOLUTION

10:23AM

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

Moved by: Mayor Strelow

Seconded by: Councillor Smith

MOTION CARRIED

COUNCIL RESOLUTION

10:32AM

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

Moved by: Mayor Strelow

Seconded by: Councillor Smith

MOTION CARRIED

14 CONFIDENTIAL REPORTS

14.1 PROPERTY MATTER

File No: 2021
Attachments: 1. Council Report - 14 July 2020
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

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.

SUMMARY

This report provides an update on a previous property matter.

COUNCIL RESOLUTION

THAT Council proceed as outlined in the report.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

15 CLOSURE OF MEETING

There being no further business the meeting closed at 10:32am.

SIGNATURE

CHAIRPERSON

DATE



**MEETING
ATTACHMENTS**

27 OCTOBER 2020

ANNEXURE A

Documents presented to Councillors for their reference during the Council meeting when dealing with:

Item 9.12 – Vehicle Access – CBD Commercial Property

East Street View



Example at Dept. Public Works



ANNEXURE B

Documents presented to Councillors for their reference during the Council meeting when dealing with:

Item 12.1 – Letter of Support for Local Applicant Seeking Apprenticeship Trade Course

Andrew Powell MP

MEMBER FOR GLASS HOUSE



7 October 2020

Cr Donna Kirkland



Dear Cr Kirkland

Thank you for your correspondence dated 17 September 2020 regarding concerns with the proposed route of the Rockhampton Ring Road.

As the Shadow Minister for Infrastructure, and like you, I am not privy to the rationale, plans or data Transport and Main Roads are using to develop the current concept design.

I commit, should the LNP form government after the election on 31 October 2020 and I assume a Ministerial role, to work with you and your constituents, the council and other stakeholders on the best outcome for all.

Yours sincerely

ANDREW POWELL MP

Member for Glass House

Shadow Minister for State Development, Manufacturing, Infrastructure and Planning

ELECTORATE

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