



# **ORDINARY MEETING**

## **MINUTES**

**8 NOVEMBER 2022**

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**REPORT OF THE ORDINARY MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 8 NOVEMBER 2022 COMMENCING AT 9:15AM**

## **1 OPENING**

- 1.1 Acknowledgement of Country
- 1.2 Opening prayer delivered by Pastor Claude Fingleton from Cathedral of Praise

## **2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor N K Fisher  
Councillor S Latcham  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor D Kirkland  
Councillor G D Mathers

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Ms A Cutler – General Manager Community Services  
Mr P Kofod – General Manager Regional Services  
Mr G Bowden – Executive Manager Advance Rockhampton  
Mr A Russell – Executive Manager Strategy and Planning  
Mr D Morrison – Manager Workforce and Governance  
Ms S Jennings – Acting Coordinator Legal and Governance  
Mr C Wyatt – Coordinator Strategic Planning  
Ms M Prasad – Senior Infrastructure Planning Engineer (via video-link)  
Mr G Poudel - Senior Infrastructure Planning Engineer (via video-link)  
Ms A O'Mara – Coordinator Development Assessment  
Ms L Leeder – Senior Committee Support Officer  
Ms K Walsh – Committee Support Officer

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

#### **3.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR DREW WICKERSON**

**File No: 10072**

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##### **SUMMARY**

*Due to the previously granted leave of absence (31 October 2022 to 4 November 2022) being cancelled as the deployment was postponed, Councillor Wickerson now requests leave for new SES deployment dates.*

##### **COUNCIL RESOLUTION**

THAT Councillor Drew Wickerson be granted leave of absence from Monday 7 November 2022 to Friday 11 November 2022 inclusive for State Emergency Service (SES) deployment to New South Wales to assist with floodboat operations.

**Moved by: Councillor Fisher**

**Seconded by: Councillor Smith**

**MOTION CARRIED UNANIMOUSLY**

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

##### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting of 25 October 2022 be confirmed.

THAT the minutes of the Special Meeting of 28 October 2022 be confirmed.

**Moved by: Councillor Smith**

**Seconded by: Councillor Kirkland**

**MOTION CARRIED UNANIMOUSLY**

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

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COMMITTEE REPORTS**

Nil

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## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - COUNCILLOR ELLEN SMITH - ROCKHAMPTON YOUTH ORCHESTRA

**File No:** 8295  
**Authorising Officer:** Emma Brodel - Senior Executive Assistant to the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Megan Careless - Executive Support Officer

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#### SUMMARY

*This report requests Council's consideration and approval for an allocation from Councillor Ellen Smith's Councillor Discretionary Fund towards Rockhampton Youth Orchestra Inc.*

#### COUNCIL RESOLUTION

THAT Council approves the allocation of \$200.00 from Councillor Ellen Smith's Councillor Discretionary Fund to the Rockhampton Youth Orchestra towards the purchase of a commercial grade air purification system for their large room in the Walter Reid Cultural Centre.

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

**MOTION CARRIED UNANIMOUSLY**

## 11 OFFICERS' REPORTS

### 11.1 COMMUNITY ENGAGEMENT PLAN - PLANNING SCHEME AMENDMENT

**File No:** RRPS-PRO-2021/003-06  
**Authorising Officer:** Cameron Wyatt - Coordinator Strategic Planning  
Angus Russell - Executive Manager Strategy and Planning  
**Author:** Sophie Muggeridge - Strategic Planner

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#### SUMMARY

*This report seeks formal endorsement of the Community Engagement Plan and to proceed to the public consultation stage under the Planning Act 2016 for the Planning Scheme Major Amendment version 3.*

#### COUNCIL RESOLUTION

- 1) THAT the Community Engagement Plan for the Public Consultation stage of making a planning scheme amendment as presented is endorsed.
- 2) THAT public consultation of the proposed major amendment to the planning scheme is undertaken in accordance with section 20 under the *Planning Act 2016*.
- 3) THAT the public consultation commence from 16 January 2023 for the statutory period (20 days).

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

**MOTION CARRIED UNANIMOUSLY**



**11.2 ROCKHAMPTON REGION PLANNING SCHEME MAJOR AMENDMENT VERSION  
4.1-4.4 FLOOD HAZARD OVERLAY MAPPING**

**File No:** RRPS-PRO-2021/003-04  
**Authorising Officer:** Angus Russell - Executive Manager Strategy and Planning  
**Author:** Cameron Wyatt - Coordinator Strategic Planning

**SUMMARY**

*The purpose of this report is to outline the principles for determining updates to the flood hazard mapping associated with major amendment versions 4.1-4.4 to the Rockhampton Region Planning Scheme. Public consultation has been completed for the major amendment and is Council currently reviewing all submissions received.*

**COUNCIL RESOLUTION**

THAT the following principles are used to determine when updates are made to the flood hazard overlay mapping associated with major amendment versions 4.1-4.4 to the Rockhampton Region Planning Scheme:

- 1) Flood hazard overlay mapping update arising from the completion of major development and/or subdivision constructed after completion of the formal flood study for the catchment or locality. This applies for instances where:
  - a. a development application has been approved and is supported by a hydraulic assessment and flood modelling;
  - b. the works completed onsite are in accordance with the conditions of approvals;
  - c. the allotments are located above the defined flood event; and
- 2) Flood hazard overlay mapping update resulting from completion of infrastructure works and drainage schemes that have been undertaken by Council after completion of the formal flood modelling study for the catchment or locality, that has led to improved flood management within an area. This applies where the infrastructure work is supported by a hydraulic assessment or flood study which identifies changes to the flood extent as shown on the proposed flood hazard overlay maps.

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

**MOTION CARRIED UNANIMOUSLY**

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**11.3 2022-23 OPERATIONAL PLAN QUARTERLY REPORT - QUARTER 1 AND PROPOSED AMENDMENTS TO THE 2022-2023 OPERATIONAL PLAN**

**File No:** 8320  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Shannon Jennings - Acting Coordinator Legal and Governance

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**SUMMARY**

*The 2022-23 Operational Plan Quarterly Report for quarter one as at 30 September 2022, pursuant to section 174(3) Local Government Regulation 2012 is presented for Council endorsement together with a proposed amendment to the 2022-23 Operational Plan for Council's adoption.*

10:10AM Chief Executive Officer left the meeting room.  
10:12AM Chief Executive Officer returned to the meeting room.  
10:13AM Chief Executive Officer left the meeting room.  
10:14AM Chief Executive Officer returned to the meeting room.

**COUNCIL RESOLUTION**

THAT Council:

- (a) Receive the 2022-23 Operational Plan Quarterly Report for quarter one as at 30 September 2022; and
- (b) Adopt the proposed amendments to the 2022-23 Operational Plan detailed within this report and outlined in Attachment 2.

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

**MOTION CARRIED UNANIMOUSLY**

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

10:38AM

That the meeting be adjourned until 10:55AM.

**Moved by: Mayor Williams****Seconded by: Councillor Fisher****MOTION CARRIED*****Meeting Resumed*****COUNCIL RESOLUTION**

10:55AM

That the meeting be resumed.

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

## Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor N K Fisher  
Councillor S Latcham  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor D Kirkland  
Councillor G D Mathers

## In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Ms A Cutler – General Manager Community Services (via video-link)  
Mr P Kofod – General Manager Regional Services  
Ms M Taylor – Chief Financial Officer  
Mr G Bowden – Executive Manager Advance Rockhampton  
Mr A Russell – Executive Manager Strategy and Planning  
Mr D Morrison – Manager Workforce and Governance  
Ms A O'Mara – Coordinator Development Assessment (via video-link)  
Ms K Walsh – Committee Support Officer

**11.4 ADOPTION OF 2021/22 ANNUAL REPORT**

**File No:** 5042  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*Deputy CEO presenting the content for the 2021/22 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 2021/22 Annual Report as presented be adopted.

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

**MOTION CARRIED UNANIMOUSLY**

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**11.5 FINAL MANAGEMENT REPORT FOR ROCKHAMPTON REGIONAL COUNCIL  
2021/2022**

**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 2022, the Final Management Report was received from the Queensland Audit Office (signed by Thomas Noble & Russell as delegate).*

**COUNCIL RESOLUTION**

THAT the Final Management Report for the 2021/2022 financial audit of Rockhampton Regional Council be received.

**Moved by:** Councillor Latcham

**Seconded by:** Councillor Kirkland

**MOTION CARRIED UNANIMOUSLY**

**11.6 FEES AND CHARGES 2022/2023 AMENDMENTS**

**File No:** 7816  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The intention of this report is to submit a minor amendment to Council's Fees and Charges Schedule for the 2022/2023 financial year.*

**COUNCIL RESOLUTION**

THAT the matter lay on the table until later in the meeting.

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

**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS\QUESTIONS**

## 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.

### 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 Outstanding Debt Write-off

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 Williams

**Seconded by:** Councillor Smith

**MOTION CARRIED UNANIMOUSLY**

### COUNCIL RESOLUTION

**11:20AM**

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 Latcham

**MOTION CARRIED UNANIMOUSLY**

### COUNCIL RESOLUTION

**11:28AM**

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 Smith

**MOTION CARRIED UNANIMOUSLY**



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## 16 CONFIDENTIAL REPORTS

### 16.1 OUTSTANDING DEBT WRITE-OFF

**File No:** 1117

**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer

**Author:** Damon Morrison - Manager Workforce and Governance

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

*This report is seeking Council determination to waiver an outstanding debt.*

#### COUNCIL RESOLUTION

THAT Council proceed as recommended in the body of the report.

**Moved by:** Mayor Williams

**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

***Matter be Lifted from the Table*****COUNCIL RESOLUTION**

That *Item 11.6 – Fees and Charges 2022/2023 Amendments* be lifted from the table to be dealt with.

**Moved by: Mayor Williams**

**Seconded by: Councillor Rutherford**

**MOTION CARRIED UNANIMOUSLY**

## 11 OFFICERS' REPORTS

### 11.6 FEES AND CHARGES 2022/2023 AMENDMENTS

**File No:** 7816  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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#### SUMMARY

*The intention of this report is to submit a minor amendment to Council's Fees and Charges Schedule for the 2022/2023 financial year.*

#### COUNCIL RESOLUTION

THAT in accordance with the requirement of the *Local Government Act 2009*, Council adopts the amendment to the Fees and Charges Schedule for the 2022/2023 financial year to include a maximum fee of \$20,000 for extractive industries on a larger sized site.

**Moved by:** Councillor Rutherford  
**Seconded by:** Councillor Latcham

**MOTION CARRIED UNANIMOUSLY**

**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 11:30am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE