



# **ORDINARY MEETING**

## **MINUTES**

**28 APRIL 2026**

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**REPORT OF THE ORDINARY MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 28 APRIL 2026 COMMENCING AT 9:00 AM**

## **1 OPENING**

- 1.1 Acknowledgement of Country

## **2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor S Latcham  
Councillor E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor  
Councillor G D Mathers  
Councillor E B Hilse

In Attendance:

Mr E Pardon – Chief Executive Officer

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

Nil

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

### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting of 14 April 2026 and the Special Meeting of 15 April 2026 be confirmed.

**Moved by: Councillor Wickerson**

**Seconded by: Councillor Taylor**

**MOTION CARRIED UNANOMOUSLY**

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

I, Councillor Oram inform the meeting of a prescribed conflict of interest in Item 16.2 – Commercial Leasing Matter This prescribed conflict of interest arises as my daughter Georgia Oram is an employee at Southside Pool.

I will deal with the conflict by leaving the room and staying away from the place where the meeting is being held when these matters are being discussed.

**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 - CENTRAL QUEENSLAND MILITARY MUSEUM

**File No:** 8295  
**Authorising Officer:** Nicole Semfel - Executive Assistant to the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Tahlee Gibbins - Executive Support Officer

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#### SUMMARY

*This report requests Council's consideration and approval for an allocation from Councillor Discretionary Funds towards Central Queensland Military Museum, for financial support to assist with insurance costs.*

#### COUNCIL RESOLUTION

THAT Council approves the allocation of Councillor Discretionary Fund (CDF) to support Central Queensland Military Museum Rockhampton totalling \$2,180 as follows:

- \$1,000 from Mayor Tony Williams' Councillor Discretionary Fund;
- \$880 from Councillor Drew Wickerson's Councillor Discretionary Fund, and
- \$300 from Councillor Cherie Rutherford's Councillor Discretionary Fund.

**Moved by:** Councillor Latcham

**Seconded by:** Councillor Hilse

**MOTION CARRIED**

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## 11 OFFICERS' REPORTS

### 11.1 SPONSORSHIP OF POP UP POLO 2026

**File No:** 11715  
**Authorising Officer:** Damon Morrison - General Manager Communities and Lifestyle  
**Author:** Justin Bulwinkel - Sports and Active Communities Coordinator

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#### SUMMARY

*Council have received correspondence requesting sponsorship of the 'Pop-Up Polo Rockhampton 2026 Event'. The event will be held on Saturday 6 June 2026. This is the 8th year of the event being held in Rockhampton.*

#### COUNCIL RESOLUTION

THAT Council sponsors the 2026 'Pop-Up Polo Rockhampton' event to be held on Saturday 6 June 2026 and agree to:

1. Provide a sponsorship contribution to the value of \$10,000 (excl. GST) cash; and
2. Provide in-kind support to the value of up to \$5,000 (excl. GST) for the provision of waste disposal services, field hire at Victoria Park and the removal and re-installation of goal posts associated with event delivery.

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

**MOTION CARRIED**

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**11.2 LEASE RENEWAL - BAUHINIA HOUSE AND SCHOTIA PLACE HAIRDRESSING SERVICES**

**File No:** 15596  
**Authorising Officer:** Marnie Taylor - General Manager Organisational Services  
**Author:** Emma-Jane Dwyer - Manager Fleet and Facilities  
Kellie Roberts - Coordinator Property and Insurance

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**SUMMARY**

*Council consideration is sought in relation to renewing the Freehold Leases for Kym Watson for the spaces at Bauhinia House and Schotia Place for the provision of hairdressing services.*

**COUNCIL RESOLUTION**

THAT:

1. Pursuant to section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld), Council approves the renewal of the freehold leases to K M Watson for part of Bauhinia House at 235-239 Berserker Street (Lease 'B' in Lot 1 on SP232666) and part of Schotia Place at 201 Bolsover Street (Lease 'A' in Lot 24 on CP R26314) for the permitted use of the provision of hairdressing services for senior citizens for a term of six years.
2. Council authorises the Chief Executive Officer (Manager Fleet & Facilities) to negotiate the terms and conditions of the lease renewal as outlined in the report, in preparation for execution by the delegated Officer.

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

**11.3 TREE MANAGEMENT POLICY – MAJOR AMENDMENT**

**File No:** 11979  
**Authorising Officer:** Damon Morrison - General Manager Communities and Lifestyle  
**Author:** Thomas Svenson - Manager Open Spaces and Recreation

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**SUMMARY**

*The purpose of this report is to present the final draft Tree Management Policy 2026 to Council for adoption following Councillor briefing, review of feedback and refinement of the draft policy prior to formal consideration. The policy provides Council with a contemporary, consistent and transparent framework for the planting, monitoring, maintenance, protection, removal and replacement of trees on local government controlled areas across the Region.*

**COUNCIL RESOLUTION**

THAT the matter lay on the table pending a Briefing Session.

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

**MOTION CARRIED**

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

9:28AM

That the meeting be adjourned until 11:00am.

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

11:00AM

That the meeting be resumed.

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

## Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor S Latcham  
Councillor E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor  
Councillor G D Mathers  
Councillor E B Hilse

## In Attendance:

Mr E Pardon – Chief Executive Officer

**11.4 PROPOSED COMMUNITY LEASING POLICY**

**File No:** 11979  
**Authorising Officer:** Megan Younger - Manager Corporate and Technology Services  
Marnie Taylor - General Manager Organisational Services  
**Author:** Kellie Roberts - Coordinator Property and Insurance

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**UMMARY**

*A new Community Leasing Policy has been developed for Council's consideration and adoption.*

**COUNCIL RESOLUTION**

THAT the matter lay on the table for the draft Policy to be updated with the Officer's change and with removal of referencing to Council's Corporate Plan and Environmental Sustainability and to be returned to the next Council meeting.

**Moved by:** Councillor Rutherford  
**Seconded by:** Councillor Oram

**MOTION CARRIED**

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**11.5 TENDER CONSIDERATION PLAN - EDENBROOK OPEN SPACE MAINTENANCE SERVICES**

**File No:** 15228  
**Authorising Officer:** Damon Morrison - General Manager Communities and Lifestyle  
**Author:** Thomas Svenson - Manager Open Spaces and Recreation

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**SUMMARY**

*This purpose of this report is to seek approval under s230 of the Local Government Regulation 2012 to enter into an Agreement for the ongoing maintenance of parks and open space assets within the Edenbrook development area.*

**COUNCIL RESOLUTION**

THAT Council:

1. receives this report for the preparation and adoption of the Tender Consideration Plan for Edenbrook Open Space Maintenance Services, pursuant to s230 of the *Local Government Regulation 2012*; and
2. approves the engagement of Edenbrook Developments to continue to perform open space maintenance services for a period of one (1) year, with option to extend.

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

**MOTION CARRIED UNANIMOUSLY**

**11.6 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD  
ENDING 31 MARCH 2026**

**File No:** 1392  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Lisa Caffery - General Manager Workforce and Governance

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**SUMMARY**

*General Manager Workforce and Governance presenting the Whole of Council Corporate Performance report for period ending 31 March 2026 for Councillor's information.*

**COUNCIL RESOLUTION**

THAT the Whole of Council Performance Report for period ending 31 March 2026 be 'received'.

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

**MOTION CARRIED**

**11.7 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED  
31 MARCH 2026**

**File No:** 8148  
**Authorising Officer:** Marnie Taylor - General Manager Organisational Services  
**Author:** Tisin Simon - Manager Finance

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**SUMMARY**

*The Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2026.*

**COUNCIL RESOLUTION**

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 March 2026 be received.

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

**MOTION CARRIED**

**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS QUESTIONS**

Nil

## 15 CLOSED SESSION

### COUNCIL RESOLUTION

11:40AM

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and 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.

#### 16.2 Commercial Leasing 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 Williams**

**Seconded by: Councillor Taylor**

**MOTION CARRIED**

11:40AM

Councillor Edward Oram having earlier informed the meeting of a prescribed conflict of interest and his decision to not participate in Item 16.2 – Commercial Leasing Matter 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.

11:42AM The Chief Executive Officer has left the meeting

11:43AM The Chief Executive Officer has returned to the meeting

### COUNCIL RESOLUTION

12:07PM

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 Taylor**

**MOTION CARRIED**

12:09pm Councillor Oram returned to the meeting

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## 16 CONFIDENTIAL REPORTS

### 16.2 COMMERCIAL LEASING MATTER

**File No:** 15997  
**Authorising Officer:** Marnie Taylor - General Manager Organisational Services  
**Author:** Emma-Jane Dwyer - Manager Fleet and Facilities  
Kellie Roberts - Coordinator Property and Insurance

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

*Manager Fleet and Facilities reporting on a commercial leasing matter.*

#### COUNCIL RESOLUTION

THAT Council authorises the Chief Executive Officer (Manager Fleet and Facilities) to proceed with Option A as outlined in the report.

**Moved by:** Councillor Wickerson  
**Seconded by:** Councillor Rutherford

#### MOTION CARRIED

Councillor Latcham voted against the motion.

**COUNCIL RESOLUTION**

12:10PM

**RECOMMENDATION**

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and 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 Purchase of Land At Parkhurst For Infrastructure Purposes**

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.

**16.3 Commercial 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.

**16.4 Rates Matter**

In accordance with section 254J(3)(d) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss rating concessions.

**16.5 Legal Matters Report - 1 January 2026 to 31 March 2026**

In accordance with section 254J(3)(e) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

**Moved by: Mayor Williams**

**Seconded by: Councillor Hilse**

**MOTION CARRIED**

1:00PM The Chief Executive Officer left the meeting

1:03PM The Chief Executive Officer returned to the meeting

1:13PM Councillor Latcham left the meeting

1:15PM Councillor Latcham returned to the meeting

**COUNCIL RESOLUTION**

1:15PM

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 Oram**

**MOTION CARRIED**

**16.1 PURCHASE OF LAND AT PARKHURST FOR INFRASTRUCTURE PURPOSES**

**File No:** 2021  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Dan Toon - Manager Water and Wastewater

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 seeks Council's approval to purchase land for infrastructure purposes.*

**COUNCIL RESOLUTION**

THAT the Chief Executive Officer (Property & Resumptions Officer) be authorised to proceed with Option 1 as outlined in the report.

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

**MOTION CARRIED**

Councillor Mathers and Councillor Rutherford voted against the motion.

**16.3 COMMERCIAL PROPERTY MATTER**

**File No:** 2021  
**Authorising Officer:** Megan Younger - Manager Corporate and Technology Services  
Marnie Taylor - General Manager Organisational Services  
**Author:** Kellie Roberts - Coordinator Property and Insurance

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**

*Coordinator Property & Insurance reporting on a commercial property matter.*

**COUNCIL RESOLUTION**

THAT the matter lay on the table pending further information to provide to Council on options.

**Moved by:** Councillor Latcham  
**Seconded by:** Councillor Wickerson  
**MOTION CARRIED UNANIMOUSLY**

**16.4 RATES MATTER**

**File No:** 521  
**Authorising Officer:** Marnie Taylor - General Manager Organisational Services  
**Author:** Tisin Simon - Manager Finance

In accordance with section 254J(3)(d) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss rating concessions.

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**SUMMARY**

*Manager Finance seeking a resolution for granting concession pursuant to section 122(1)(a) of the Local Government Regulation 2012.*

**COUNCIL RESOLUTION**

THAT Council approves the general rates concession for Lot 37 on RP603512 for the 2025–26 rating period, whereby rates are capped at 20% on hardship grounds, in accordance with *section 120(1)(d) of the Local Government Regulation 2012*.

**Moved by:** Councillor Taylor  
**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

**16.5 LEGAL MATTERS REPORT - 1 JANUARY 2026 TO 31 MARCH 2026**

**File No:** 1830  
**Authorising Officer:** Lisa Caffery - General Manager Workforce and Governance  
Evan Pardon - Chief Executive Officer  
**Author:** Shannon Jennings - Coordinator Legal and Governance

In accordance with section 254J(3)(e) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

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**SUMMARY**

*Presenting an update of current legal matters that Council is involved in as at 31 March 2026.*

**COUNCIL RESOLUTION**

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 31 March 2026 be received.

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

**MOTION CARRIED**

**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 1:17pm.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE