ORDINARY MEETING

MINUTES

28 JULY 2026

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REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 28 JULY 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 Special Meeting of 14 July 2026 and the Ordinary Meeting of 14 July 2026 be confirmed.

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

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

"I, Councillor Drew Wickerson, declare that I have a conflict of Interest in **Item 16.2 – Dreamtime Cultural Centre Leasing Matter.** This conflict of interest arises as my Son-in-law's mother, Deanna Beatson is a board member at Dreamtime.

I will be dealing with this conflict of interest by leaving the meeting room and staying away from the place where the meeting is being held when this matter is being discussed."

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND INC ANNUAL CONFERENCE, 19-21 OCTOBER 2026, CAIRNS - COUNCILLOR ATTENDANCE

File No:	**8291**
Authorising Officer:	**Evan Pardon - Chief Executive Officer**
Author:	**Evan Pardon - Chief Executive Officer**

SUMMARY

Local Government Association of Queensland Inc Annual Conference will be held in Cairns from 19 to 21 October 2026.

COUNCIL RESOLUTION

THAT:

1. Mayor Tony Williams and Councillors Oram and Latcham be authorised to attend the Local Government Association of Queensland’s Annual Conference to be held at the Cairns Convention Centre from 19 to 21 October 2026 as a matter of Council business; and
2. Councillors Oram and Latcham be appointed as delegates with voting rights for Rockhampton Regional Council.

Moved by: **Mayor Williams**
Seconded by: **Councillor Wickerson**
MOTION CARRIED
Councillor Hilse recorded his vote against the motion.

11.2 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD ENDING 30 JUNE 2026

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

SUMMARY

General Manager Workforce and Governance presenting the Whole of Council Corporate Performance report for period ending 30 June 2026 for Councillor's information.

COUNCIL RESOLUTION

THAT the Whole of Council Performance Report for period ending 30 June 2026 be 'received'.

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

11.3 BAD DEBT WRITE OFFS

File No:	**1117**
Authorising Officer:	**Marnie Taylor - General Manager Organisational Services**
Author:	**Tisin Simon - Manager Finance**

SUMMARY

Manager Finance presenting schedule of an amount considered to be uncollected that has been waived as per 5.5 of the Debt Recovery Policy Version 12, adopted 25 June 2024.

COUNCIL RESOLUTION

THAT the debt under $3,000 contained in the schedule within the report be received by Council, as this has been written off as a bad debt under delegation.

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

11.4 CAPRICORN BESS SOCIAL IMPACT ASSESSMENT

File No:	**16575**
Authorising Officer:	**Christine Bell - Acting Manager Growth and Community Partnerships** **Damon Morrison - General Manager Communities and Lifestyle**
Author:	**Cameron Wyatt - Coordinator Strategic Planning**

SUMMARY

The purpose of this report is to consider the Capricorn Battery Energy Storage System (BESS) Social Impact Assessment (SIA) submitted by Potentia Energy and determine whether Council should accept the SIA or decline to accept the SIA.

Under the Community Benefit System established by the Planning Act 2016, the SIA is intended to identify, assess and manage the social impacts of the proposed development and provide the evidentiary basis for the negotiation of a Community Benefit Agreement. While the SIA generally complies with the statutory requirements, several deficiencies remain that require Council to determine whether they can be appropriately addressed through the CBA process.

Council's consideration of the SIA forms part of the Community Benefit System established under the Planning Act and is separate from the statutory development assessment process. The decision regarding the SIA submitted by the proponent does not constitute Council's position on the proposed development.

COUNCIL RESOLUTION

THAT Council:

1. Refuse to accept the submitted Capricorn BESS Social Impact Assessment on the basis of the deficiencies identified in this report relating to affected receptors, accommodation analysis, Social Impact Management Plan quantification and the justification of community benefits; and
2. Invite the proponent to submit a revised Social Impact Assessment addressing the identified deficiencies for Council's consideration; and
3. Not commence Community Benefit Agreement negotiations with Potentia Energy until a revised Social Impact Assessment has been submitted and considered by Council.

Moved by: **Councillor Oram**
Seconded by: **Councillor Mathers**
MOTION CARRIED UNANIMOUSLY

11.5 ANNUAL POLICY REVIEW - PROCUREMENT POLICY

File No:	**5883**
Authorising Officer:	**Marnie Taylor - General Manager Organisational Services**
Author:	**Megan Younger - Manager Corporate and Technology Services**

SUMMARY

The annual review of the Procurement Policy is presented for Council's consideration and adoption.

COUNCIL RESOLUTION

That Council:

1. Adopts the revised Procurement Policy; and
2. Approves a review date of the Procurement Policy of June 2027.

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

11.6 POLICY REVIEW - DATA BREACH RESPONSE POLICY

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

SUMMARY

The Data Breach Response Policy is presented for Council's consideration and adoption.

COUNCIL RESOLUTION

That Council:

1. Adopts the revised Data Breach Response Policy; and
2. Approves a review date of the Data Breach Response Policy of July 2027.

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

11.7 SPECIALISED SUPPLIERS/PRODUCT REPORT - SECURITY SYSTEMS

File No:	**1466**
Authorising Officer:	**Marnie Taylor - General Manager Organisational Services**
Author:	**Megan Younger - Manager Corporate and Technology Services**

SUMMARY

This report seeks Council approval for the listed security suppliers and product to be deemed specialised in accordance with s235(b) of the Local Government Regulation 2012.

COUNCIL RESOLUTION

THAT pursuant to s235(b) of the *Local Government Regulation 2012*, Council approves the use of the following specialised security suppliers and product:

1. Toiyer Pty Ltd T/A Ruswin and Rockhampton Key and Lock Pty Ltd for the supply, installation, maintenance, servicing and repairs of physical key and lock systems as detailed within the report; and
2. The Gallagher integrated access control and security system as a specialised product for Council facilities (excluding FRW sites).

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

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - MAYOR TONY WILLIAMS - ONE-OFF REDUCTION OF POTABLE WATER CHARGES FOR ROCKHAMPTON JOCKEY CLUB

File No: **10072**

Responsible Officer: **Justin Kann - Manager Office of the Mayor and Economic Development**
Evan Pardon - Chief Executive Officer

SUMMARY

Mayor Tony Willimas has indicated his intention to move the following Notice of Motion at the next Ordinary Council meeting scheduled for Tuesday 28 July 2026:

COUNCIL RESOLUTION

THAT Rockhampton Regional Council approve a one-off reduction of $4,781.05 to the Rockhampton Jockey Club's outstanding potable water account associated with the emergency water connection provided following the January 2026 flood event.

Moved by: **Mayor Williams**

Seconded by: **Councillor Wickerson**

MOTION CARRIED
Councillor Oram recorded his vote against the motion.

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS

Nil

15 CLOSED SESSION

9.25 AM Councillor Drew Wickerson, having earlier informed the meeting of a declarable conflict interest and his decision to not participate in **Item 16.2 – Dreamtime Cultural Centre Leasing Matter** left the place at which the meeting was held, including any area for the public and stayed away while the matters are discussed.

COUNCIL RESOLUTION

9:26AM

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 Dreamtime Cultural Centre 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 Mathers**
MOTION CARRIED

COUNCIL RESOLUTION

9:34AM

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 Latcham**
MOTION CARRIED

16 CONFIDENTIAL REPORTS

16.2 DREAMTIME CULTURAL CENTRE LEASING MATTER

File No: **4201**

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.

SUMMARY

Coordinator Property & Insurance reporting on a leasing matter for the Dreamtime Cultural Centre.

COUNCIL RESOLUTION

THAT Council:

1. consents to the transfer and assignment of the Sublease and Liquor Licence for the Capricorn Motel and Conference Centre, located on part of 703–737 Yaamba Road, Parkhurst (Lease A on SP225764), by Dreamtime Cultural Centre Pty Ltd ACN 010 882 381 as Sublessor, from Avoca View Holdings Pty Ltd ACN 164 428 773 to Mills Malone Pty Ltd ACN 648 991 511; and
2. authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate and finalise the terms and conditions of the Deed of Consent, Liquor Licence transfer consent and any other documents necessary to give effect to this resolution, in preparation for execution by the delegated Officer.

Moved by: **Mayor Williams**
Seconded by: **Councillor Taylor**
MOTION CARRIED
Councillor Wickerson did not participate in the vote.

15 CLOSED SESSION

COUNCIL RESOLUTION

9:35AM

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 Trustee 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.

16.3 Lease to Central Queensland University - Graduation Office

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 Legal Matters Report - 1 April 2026 to 30 June 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.

16.5 Chief Executive Officer - Annual Performance Review

In accordance with section 254J(3)(a) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the appointment, discipline or dismissal of the chief executive officer.

Moved by: **Mayor Williams**

Seconded by: **Councillor Latcham**

MOTION CARRIED

COUNCIL RESOLUTION

9:58AM

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

16 CONFIDENTIAL REPORTS

16.1 TRUSTEE LEASING MATTER

File No:	**16232**
Authorising Officer:	**Damon Morrison - General Manager Communities and Lifestyle**
Author:	**Justin Bulwinkel - Sports and Active Communities Coordinator**

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

Sports and Active Communities Coordinator reporting on a trustee leasing matter.

COUNCIL RESOLUTION

THAT Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to proceed with Option B as outlined in the report.

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

MOTION CARRIED UNANIMOUSLY

16.3 LEASE TO CENTRAL QUEENSLAND UNIVERSITY - GRADUATION OFFICE

File No: **16596**

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.

SUMMARY

Coordinator Property & Insurance reporting on proposed lease to CQUniversity for the Graduation Office at 554-700 Yaamba Road, Norman Gardens.

COUNCIL RESOLUTION

THAT:

1. Pursuant to Section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld), Council approve the grant of a freehold lease to the Central Queensland University for the premises located at part of 554-700 Yaamba Road, Norman Gardens (Graduation Office) for a term of up to 10 years; and
2. Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease, as outlined in the report, in preparation for execution by the delegated Officer.

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

16.4 LEGAL MATTERS REPORT - 1 APRIL 2026 TO 30 JUNE 2026

File No: **1830**

Authorising Officer: **Lisa Caffery - General Manager Workforce and Governance**

Author: **Shannon Jennings - Manager People & Capability**

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.

SUMMARY

Presenting an update of current legal matters that Council is involved in as at 30 June 2026.

COUNCIL RESOLUTION

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 30 June 2026 be received.

Moved by: **Mayor Williams**

Seconded by: **Councillor Rutherford**

MOTION CARRIED

16.5 CHIEF EXECUTIVE OFFICER - ANNUAL PERFORMANCE REVIEW

File No:	**6947**
Authorising Officer:	**Lisa Caffery - General Manager Workforce and Governance**
Author:	**Travis Pegrem - Manager People & Capability**

In accordance with section 254J(3)(a) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the appointment, discipline or dismissal of the chief executive officer.

SUMMARY

This report is presented for Councillors to consider the Chief Executive Officer's performance against adopted key performance indicators for period ended 30 June 2026 and to adopt new key performance indicators for 2026 – 2027 reporting period.

COUNCIL RESOLUTION

THAT the recommendations detailed in the report be adopted.

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

17 CLOSURE OF MEETING

There being no further business the meeting closed at 9:59am.

____
SIGNATURE

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CHAIRPERSON

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DATE