



ORDINARY MEETING

MINUTES

27 MAY 2025

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**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 27 MAY 2025 COMMENCING AT 9:00 AM**

1 OPENING

1.1 Acknowledgement of Country

2 PRESENT

Members Present:

The Mayor, Councillor A P Williams (Chairperson)
Councillor S Latcham
Councillor E W Oram
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

Leave of Absence for the meeting was previously granted to Councillor Drew Wickerson.
Councillor Cherie Rutherford has tendered her apology.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting of 13 May 2025 be confirmed.
THAT the minutes of the Special Meeting of 14 May 2025 be confirmed.
THAT the minutes of the Special Meeting of 19 May 2025 be confirmed.
THAT the minutes of the Special Meeting of 23 May 2025 be confirmed.

Moved by: Mayor Williams

Seconded by: Councillor Oram

MOTION CARRIED UNANIMOUSLY

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - COUNCILLOR ELLIOT HILSE - MEALS ON WHEELS ROCKHAMPTON

File No: 8295
Authorising Officer: Nicole Semfel - Executive Assistant to the Mayor
Justin Kann - Manager Office of the Mayor
Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

This report requests Council's consideration and approval for an allocation from Councillor Elliot Hilse's Councillor Discretionary Fund towards fuel vouchers for Meals on Wheels Rockhampton.

COUNCIL RESOLUTION

THAT Council approves the allocation of \$500.00 from Councillor Elliot Hilse's Councillor Discretionary Fund to Meals on Wheels Rockhampton, to assist with the purchase of fuel vouchers for their delivery drivers.

Moved by: Councillor Mathers

Seconded by: Councillor Oram

MOTION CARRIED

11 OFFICERS' REPORTS

11.1 LETTER OF SUPPORT: AUSTRALIAN DEFENCE FORCE

File No: 8026

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Damon Morrison - Manager Workforce and Governance

SUMMARY

This report provides details of a request from the Australian Defence Force to provide a letter supporting the upcoming training exercise within the Rockhampton Local Government Area.

COUNCIL RESOLUTION

THAT the Chief Executive Officer (Manager Workforce & Governance) be authorised to provide a letter of support to the Australian Defence Force that the Rockhampton Regional Local Government Area be designated as a 'non-defence training area' for the period 15 June to 1 August 2025 (inclusive) as outlined in the report.

Moved by: Mayor Williams

Seconded by: Councillor Hilse

MOTION CARRIED UNANIMOUSLY

11.2 WHOLE OF COUNCIL PERFORMANCE REPORT FOR PERIOD ENDING 30 APRIL 2025

File No: 1392
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

Deputy CEO presenting the Whole of Council Corporate Performance Report for period ending 30 April 2025 for Councillors' information.

COUNCIL RESOLUTION

THAT the Whole of Council Corporate Performance Report for period ending 30 April 2025 be "received".

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

11.3 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2025

File No: 8148
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 April 2025.

COUNCIL RESOLUTION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 April 2025 be received.

Moved by: Councillor Taylor
Seconded by: Councillor Latcham

MOTION CARRIED UNANIMOUSLY

11.4 PROPOSED FEES AND CHARGES 2025-2026

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

SUMMARY

The Fees and Charges Schedule for the 2025/2026 Financial Year is submitted for adoption.

COUNCIL RESOLUTION

THAT in accordance with the requirements of the *Local Government Act 2009*, Council adopts the Fees and Charges schedule for the 2025/2026 financial year.

Moved by: Councillor Oram
Seconded by: Councillor Taylor

MOTION CARRIED UNANIMOUSLY

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - COUNCILLOR SHANE LATCHAM - EFW (ENERGY FROM WASTE) EFW CONFERENCE 2025, GOLD COAST

File No: 8291

Responsible Officer: Evan Pardon - Chief Executive Officer

SUMMARY

Councillor Shane Latcham has indicated his intention to move the following Notice of Motion at the next Council meeting scheduled for Tuesday 27 May 2025, as follows:

COUNCIL RESOLUTION

THAT Council approve Councillor Shane Latcham, as Portfolio Chair for Waste and Recycling, to attend the Waste Management and Resource Recovery Association Australia (WMRR) 2025 Energy from Waste (EFW) Conference at the Gold Coast, from Tuesday 24 June 2025 to Thursday 26 June 2025.

Moved by: Mayor Williams

Seconded by: Councillor Hilse

MOTION CARRIED UNANIMOUSLY

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS

14.1 AMENDMENT TO UNDETECTED LEAK REBATE POLICY - RESIDENTIAL AND NON-RESIDENTIAL

File No: 6238

Responsible Officer: Evan Pardon – Chief Executive Officer

Requesting Council amend a resolution that was adopted at the Infrastructure Committee 20 May 2025 for Item 11.3 Amendment to Undetected Leak Rebate Policy - Residential and Non-Residential.

Summary

The reason behind the amendment is that the Committee, in adopting the below resolution for the new Undetected Leak Rebate Policy (Attachment 1 to the report), believed this was to come into effect on 1 September 2025 however the report or the resolution does not indicate this:

COMMITTEE RESOLUTION 20 MAY 2025

THAT Council:

1. Adopts the Undetected Leak Rebate Policy (Attachment 1 to the report);
2. Rescinds the Undetected Leak Rebate Policy – Residential and the Undetected Leak Rebate Policy – Non-Residential (Attachments 2 and 3 to the report); and
3. Approves a review date for the Undetected Leak Rebate Policy of two years.

Moved by: Councillor Oram

Seconded by: Councillor Hilse

MOTION CARRIED UNANIMOUSLY

COUNCIL RESOLUTION

THAT Council:

1. Adopt the updated Undetected Leak Rebate Policy (Attachment 1 to the report) as at 1 September 2025;
2. Rescinds the Undetected Leak Rebate Policy – Residential and the Undetected Leak Rebate Policy – Non-Residential (Attachments 2 and 3 to the report) as at 1 September 2025; and
3. Approves a review date for the Undetected Leak Rebate Policy of two years.

Moved by: Councillor Oram

Seconded by: Councillor Mathers

MOTION CARRIED UNANIMOUSLY

15 CLOSED SESSION

COUNCIL RESOLUTION

9:20am

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 Organisational Structure

In accordance with section 254J(3)(b) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss industrial matters affecting employees.

Moved by: Mayor Williams

Seconded by: Councillor Taylor

MOTION CARRIED

COUNCIL RESOLUTION

9:52am

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 UNANIMOUSLY

16 CONFIDENTIAL REPORTS

16.1 ORGANISATIONAL STRUCTURE

File No: 289

Authorising Officer: Damon Morrison - Manager Workforce and Governance
Ross Cheesman - Deputy Chief Executive Officer

Author: Travis Pegrem - Coordinator People and Capability

In accordance with section 254J(3)(b) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss industrial matters affecting employees.

SUMMARY

This report is seeking Council endorsement of a proposed Organisational Structure to meet Council's ongoing operational needs.

COUNCIL RESOLUTION

THAT Council endorse for consultation the proposed organisational structure, as detailed in the report.

Moved by: Mayor Williams

Seconded by: Councillor Mathers

MOTION CARRIED UNANIMOUSLY

17 CLOSURE OF MEETING

There being no further business the meeting closed at 9:53am.

SIGNATURE

CHAIRPERSON

DATE