



ORDINARY MEETING

MINUTES

25 OCTOBER 2016

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**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 25 OCTOBER 2016 COMMENCING AT 9.02AM**

1 OPENING

2 PRESENT

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor M D Wickerson
Councillor A P Williams
Councillor R A Swadling
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer/ General Manager Corporate Services
Mr P Kofod – General Manager Regional Services
Mr M Rowe – General Manager Community Services
Mr S Waters – Executive Manager Regional Development
Ms T Sweeney – Manager Workforce & Strategy
Mr D Stevenson – Manager Corporate and Technology Services
Mr S Gatt – Manager Planning & Regulatory Services
Mr A de Klerk – Senior Planning Officer
Mr D Morrison – Executive Coordinator to the Mayor
Ms E Brodel – Media Officer
Ms S Friske – Acting Senior Governance Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

9:02AM Councillor Smith attended the meeting
9:03AM Councillor Fisher attended the meeting

COUNCIL RESOLUTION

THAT pursuant to s15(2) *Council Meeting Procedures* the Order of Business be amended to consider Item 11.1 – Leave of Absence – Councillor Stephen Schwarten next.

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

11.1 LEAVE OF ABSENCE - COUNCILLOR STEPHEN SCHWARTEN - MONDAY 17 OCTOBER TO SUNDAY 18 DECEMBER 2016

File No: 10072
Attachments: 1. Request for leave of absence from Councillor Schwarten
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Councillor Stephen Schwarten is seeking leave of absence from Monday 17 October 2016 up to and including Sunday 18 December 2016.

COUNCIL RESOLUTION

THAT Councillor Stephen Schwarten be granted leave of absence from Monday 17 October 2016 up to and including Sunday 18 December 2016.

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

Councillor Fisher raised that Council should have further discussion on the granting of the Leave of Absence for Councillor Schwarten. Further discussion on this matter will be held in closed session.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 11 October 2016 be taken as read and adopted as a correct record.

Moved by: Councillor Smith
Seconded by: Councillor Swadling

MOTION CARRIED

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

9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING- 14 OCTOBER 2016

COUNCIL RESOLUTION

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 14 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

(**Note:** The complete minutes are contained in the separate Minutes document)

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.1 ANIMAL MANAGEMENT REVIEW RECOMMENDATIONS IMPLEMENTATION PLAN****File No:** 1825

- Attachments:**
1. **Animal Management Strategy Report to Planning & Regulatory Committee 19 July 2016**
 2. **Attachment to the Animal Management Strategy Report to the Planning & Regulatory Committee 19 July 2016**
 3. **Committee recommendation from Minutes from the Planning & Regulatory Committee 19 July 2016 to the Council meeting 26 July 2016**
 4. **Minute from Council meeting 26 July 2016 adopting the recommendations of Planning & Regulatory Committee 19 July 2016**
 5. **Combined Work Plans - sorted by recommendation - 7 Sep 2016**

Authorising Officer: Steven Gatt - Manager Planning & Regulatory Services
Michael Rowe - General Manager Community Services**Author:** Shane Turner - Strategic Process Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

This report is presented to the Audit & Business Improvement Committee to provide relevant background of the Animal Management Review, commissioned by the CEO and undertaken by Reinforcements Management Consulting. The outcome of the review was a revised Animal Management Strategy and a comprehensive report with fifty-seven recommendations to guide the implementing of the strategy. The attachments assist in providing the background information and list the actions that council will need to take to implement the Animal Management Strategy and review recommendations.

COMMITTEE RECOMMENDATION

THAT the information provided in the Animal Management Review Recommendations Implementation Plan Report be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.2 FINANCIAL STATEMENTS 2015/2016**

File No:	9509
Attachments:	1. Representation by Management of RRC for the Year Ended 30 June 2015 and Events Subsequent to that Date 2. Unaudited Financial Statements 2015-2016
Authorising Officer:	Ross Cheesman - Deputy CEO/General Manager Corporate Services
Author:	Alicia Cutler - Manager Finance

SUMMARY

Finance Manager presenting the draft financial statements as audited by Deloitte as well as the draft presentation of audit matters for discussion. Following this meeting, the Financial Statements, Audit Certificate and Management Letter will be signed and finalised.

COMMITTEE RECOMMENDATION

THAT feedback and comments be provided to the Mayor and CEO prior to signing the Financial Statements.

THAT the General Manager Regional Services addresses the Audit Committee at their next meeting on:

- Asset Management Plans
- Progress on Capital Works

THAT further discussions happen with the external auditors on the wording of their recommendation on related parties control issues.

THAT the Audit Committee has reviewed and endorses the Financial Statements for signing subject to minor amendments.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.3 RISK REGISTERS - QUARTERLY UPDATE AS AT 26 AUGUST 2016****File No: 8780**

- Attachments:**
1. **Potential and Current Risk Exposure Profile as at 26 August 2016**
 2. **Comparison of Current and Potential Exposure Risk Ratings Broken Down by Level of Consequence as at 26 August 2016**
 3. **Assorted New and Amended Risks as at 26 August 2016**
 4. **Corporate Risk Register - Quarterly Update as at 26 August 2016**
 5. **Office of the CEO Risk Register - Quarterly Update as at 26 August 2016**
 6. **Community Services Risk Register - Quarterly Update as at 26 August 2016**
 7. **Corporate Services Risk Register - Update as at 26 August 2016**
 8. **Regional Services Risk Register - Quarterly Update as at 26 August 2016**

Authorising Officer: **Drew Stevenson - Manager Corporate and Technology Services**
Ross Cheesman - Deputy CEO/General Manager Corporate Services**Author:** **Kisane Ramm - Risk Management Officer**

SUMMARY

Presenting the quarterly risk register updates, as at 26 August 2016, adopted at the Ordinary Council meeting on 27 September 2016.

COMMITTEE RECOMMENDATION

THAT the quarterly risk register updates as at 26 August 2016, as presented in the attachments to this report, be received.

THAT the Manager Corporate and Technology Services presents a report at the next Audit Committee meeting on Risk Management framework options with regard to reporting, and the way forward with the implementation of the new risk management system.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.4 COMMITTEE SELF-ASSESSMENT**

File No: 5207
Attachments: 1. Self-Assessment Response
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Committee is required to self-assess. Self-assessment provides the CAE with an opportunity to improve committee operations and effectiveness moving forward.

COMMITTEE RECOMMENDATION

THAT the report containing comments on self-assessment be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.5 MEETING DATES**

File No: 5207
Attachments: 1. Committee Work Plan
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Committee should consider the date for its next meeting.

COMMITTEE RECOMMENDATION

THAT Committee meetings be scheduled for mid-February, May, and late September/October 2017.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.6 CAE TRIP REPORT**

File No: 5207
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

A brief trip report and feedback to the committee is provided. Some COSO related material relevant to the committee's operations will be briefly discussed at an overview level.

COMMITTEE RECOMMENDATION

THAT the report and discussion be received on Internal Control Frameworks.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.7 COMMITTEE EDUCATION-LINES OF DEFENSE-GOVERNANCE**

File No: 5207
Attachments: 1. IPPF Practice Guide-IA & 2nd Line of Defense
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

A short committee education session will be provided by the CAE. This will cover the 'Lines-of-Defense' Model for Good Governance. The Lines of Defense model describes responsibilities for effective risk management and related internal control.

COMMITTEE RECOMMENDATION

THAT the Committee Education Lines of Defense – Governance report and presentation be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.8 BUSINESS IMPROVEMENT ACTIVITY-ACTION PROGRESS REPORT**

File No: 5207
Attachments: 1. Action Progress Report
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The requested 6-monthly progress report is provided for review by the Committee.

COMMITTEE RECOMMENDATION

THAT the Business Improvement Activity Action Progress Report be received.

THAT the Chief Audit Executive and Chief Executive Officer discuss resourcing, including the possibility of a part-time administration resource.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.9 ASSURANCE STRATEGY & RISK-BASED INTERNAL AUDIT PLAN 2016-17**

File No: 5207
Attachments: 1. Assurance Strategy & Audit Plan 2016-7
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The annual Risk Based Audit Plan and Assurance Strategy is provided for Committee review and comment.

COMMITTEE RECOMMENDATION

THAT the Assurance Strategy and Risk-Based Internal Audit Plan 2016-17 Report be reviewed by the Committee and received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.10 IA PLAN & PROGRESS REPORT**

File No: 5207
Attachments: 1. 2016 Progress Report
2. 2017 Progress report
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The progress of planned internal audits is provided for the Committee.

COMMITTEE RECOMMENDATION

THAT the reports be received for progress of planned audits relating to 2015-2016 Full Year, and 2016-2017 First Quarter.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.11 FRAUD PREVENTION PROCESS**

File No: 5207
Attachments: 1. Fraud Prevention Process
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The planned audit from 2015-16 is provide to the committee for review.

COMMITTEE RECOMMENDATION

THAT the Fraud Prevention Process Report be received.

THAT an update on cash handling be provided at the next Audit Committee meeting.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.12 PLAYGROUND HAZARD INSPECTIONS PROCESS**

File No: 5207
Attachments: 1. Playground Hazard Inspections Process
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The 2015-16 review of Playground Hazard Inspections is provided for review by the committee.

COMMITTEE RECOMMENDATION

THAT the Playgroup Hazard Inspections Process Report be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016

9.1.13 FOLLOW-UP REVIEWS

File No: 5207
Attachments: 1. Follow Up Reviews
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The planned review from 2015-16 is presented to the committee for comment.

COMMITTEE RECOMMENDATION

THAT the Follow-Up Reviews Report be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.14 STATUS UPDATE ON VENDOR FRAUD AND SUPPLIER MASTERFILE AUDIT**

File No: 11979

Attachments:

1. QAO - Vendor Frauds Alert
2. CEO Communique - Fraudulent Suppliers and Invoice Fraud

Authorising Officer: Ross Cheesman - Deputy CEO/General Manager
Corporate Services

Author: Drew Stevenson - Manager Corporate and Technology
Services

SUMMARY

Reporting on the actions taken by Council in regard to recent successful vendor / supplier fraud attacks reported by other local governments and the outcome of the supplier masterfile audit.

COMMITTEE RECOMMENDATION

THAT the report on the actions taken by Council to mitigate against vendor/supplier fraud and the outcome of the supplier masterfile audit, noting no suspicious or inappropriate changes, be 'received'.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.15 LOSS/THEFT ITEMS - MAY TO SEPTEMBER 2016**

File No: 3911

Attachments: 1. **Loss/Theft Report - 1 May to 30 September 2016**

Authorising Officer: **Drew Stevenson - Manager Corporate and Technology Services**
Ross Cheesman - Deputy CEO/General Manager Corporate Services

Author: **Kellie Anderson - Coordinator Property and Insurance**

SUMMARY

Presenting details of the Loss/Theft register for the period 1 May to 30 September 2016.

COMMITTEE RECOMMENDATION

THAT the Committee 'receives' the Loss/Theft Report for the period 1 May to 30 September 2016.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016**9.1.16 INVESTIGATION AND LEGAL MATTERS AS AT 31 AUGUST 2016**

File No: 5207
Attachments: 1. Legal Matters as at 31 August 2016
Authorising Officer: Ross Cheesman - Deputy CEO/General Manager
Corporate Services
Author: Travis Pegrem - Coordinator Industrial Relations and
Investigations

SUMMARY

Coordinator Industrial Relations and Investigations presenting an update of financial year to date Investigative Matters and the current Legal Matters as at 31 August 2016.

COMMITTEE RECOMMENDATION

THAT the update of investigative and legal matters for Rockhampton Regional Council be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016

9.1.17 CEO UPDATE TO COMMITTEE

File No: 5207
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The CEO will update the committee on matters of importance.

COMMITTEE RECOMMENDATION

THAT the CEO Update to Committee Report be received.

Recommendation of the Audit and Business Improvement Committee, 14 October 2016

9.1.18 CLOSING COMMENTS FOR THIS AUDIT & BI COMMITTEE

File No: 5207
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The CEO and Mayor will address the Committee by way of closing comments.

COMMITTEE RECOMMENDATION

THAT the Closing Comments for Audit and Business Improvement Committee Report be received.

9.2 PLANNING AND REGULATORY COMMITTEE MEETING - 18 OCTOBER 2016**COUNCIL RESOLUTION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 18 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted, excluding Item - 9.2.4 – *D/90-2015 – Development Application for a Material Change of Use for a house.*

Moved by: Councillor Smith

Seconded by: Councillor Fisher

MOTION CARRIED

(**Note:** The complete minutes are contained in the separate Minutes document)

Recommendation of the Planning and Regulatory Committee, 18 October 2016**9.2.1 BUSINESS OUTSTANDING TABLE FOR PLANNING AND REGULATORY COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Planning and Regulatory Committee is presented for Councillors' information.

COMMITTEE RESOLUTION

THAT the Business Outstanding Table for the Planning and Regulatory Committee be received.

Recommendation of the Planning and Regulatory Committee, 18 October 2016**9.2.2 PLANNING SECTION - SEPTEMBER OPERATIONS REPORT**

File No: 1464
Attachments: 1. Monthly Operations Report
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Steven Gatt - Manager Planning & Regulatory Services

SUMMARY

The monthly operations report for the Planning and Regulatory as at 30 September 2016 is presented for Councillors information.

COMMITTEE RESOLUTION

THAT Planning and Regulatory Section report for September 2016 be received.

Recommendation of the Planning and Regulatory Committee, 18 October 2016**9.2.3 D/137-2016 - DEVELOPMENT APPLICATION FOR A REQUEST TO APPLY A SUPERSEDED PLANNING SCHEME FOR AN OPERATIONAL WORKS APPLICATION**

File No: D/137-2016
Attachments: 1. Locality Plan
Authorising Officer: Steven Gatt - Manager Planning & Regulatory Services
Michael Rowe - General Manager Community Services
Author: Philip Benfield - Operational Works Administrator

SUMMARY

This report outlines the decision process undertaken to assess a request for assessment under a superseded planning scheme for proposed operational works (D/137-2016) at 2 Pilbeam Drive, Frenchville.

COMMITTEE RESOLUTION

THAT the report on D/137-2016 Development Application for a Request to Apply a Superseded Planning Scheme for an Operational Works Application be received.

Recommendation of the Planning and Regulatory Committee, 18 October 2016
9.2.4 D/90-2015 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A HOUSE

File No: D/90-2015

Attachments:

1. Locality Plan
2. Proposed Site Plan
3. Floor Plan and Elevation

Authorising Officer: Tarnya Fitzgibbon - Coordinator Development Assessment
Steven Gatt - Manager Planning & Regulatory Services
Michael Rowe - General Manager Community Services

Author: Anton de Klerk - Senior Planning Officer

SUMMARY

Development Application Number: D/90-2015

Applicant: St Luke's Healing Foundation

Real Property Address: Lot 153 on RP866052, Parish of Archer

Common Property Address: 342-350 Holt Street, Frenchville

Area of Site: 12.11 hectares

Planning Scheme: Rockhampton City Plan 2005

Rockhampton City Plan Area: Berserker Foothills Residential Area and Berserker Range Environmental Protection Area

Planning Scheme Overlays: Airport Height Limitations; Remnant Vegetation; Steep Land; and Bushfire Hazard

Existing Development: Vacant Land

Existing Approvals: Nil

Approval Sought: Development Permit for a Material Change of Use for a House (assessed under the superseded planning scheme)

Level of Assessment: Impact Assessable

Submissions: Thirty-nine (39) submissions received

Referral Agency(s): Nil

Adopted Infrastructure Charges Area: Charge Area 3

Application Progress:

<i>Application Lodged:</i>	3 July 2015
<i>Application Properly Made:</i>	21 July 2015
<i>Acknowledgment Notice issued:</i>	28 July 2015
<i>Request for Further Information sent:</i>	11 August 2015
<i>Applicant Request an extension to the Information Response Period (until 25 February 2016)</i>	12 February 2016
<i>Request for Further Information responded to:</i>	24 February 2016

<i>Council Requested further clarification as per items detailed within the original Information Request:</i>	<i>3 March 2016</i>
<i>Applicant Requested to Extend the Time Period to Commence Public Notification (until 22 April 2016)</i>	<i>21 March 2016</i>
<i>Submission period commenced:</i>	<i>22 April 2016</i>
<i>Submission period end:</i>	<i>18 May 2016</i>
<i>Notice of Compliance to Public Notification received:</i>	<i>25 May 2016</i>
<i>Applicant request for additional time to the Decision Making period: (until 21 July 2016):</i>	<i>20 June 2016</i>
<i>Applicant request additional time to the Decision Making period: (until 15 September 2016):</i>	<i>21 July 2016</i>
<i>Council requested additional time (until 28 October 2016):</i>	<i>15 September 2016</i>
<i>Last receipt of information from applicant:</i>	<i>2 September 2016</i>
<i>Statutory due determination date:</i>	<i>28 October 2016</i>

COUNCIL RESOLUTION

THAT in relation to the application for a Development Permit for a Material Change of Use for a House, made by Beal Building Design on behalf of St Luke's Healing Foundation, on land described as Lot 153 on RP866052, Parish of Archer, located at 342-350 Holt Street, Frenchville, Council resolves to agree to the applicant's request (received on 21 October 2016) for an extension to the decision-making period in accordance with section 318(4) of the *Sustainable Planning Act 2009*, until 16 December 2016.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

Councillor Fisher recorded his vote against the motion.

9.3 INFRASTRUCTURE COMMITTEE MEETING - 18 OCTOBER 2016**COUNCIL RESOLUTION**

THAT the Minutes of the Infrastructure Committee meeting, held on 18 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Williams

Seconded by: Councillor Swadling

MOTION CARRIED

(**Note:** The complete minutes are contained in the separate Minutes document)

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.1 BUSINESS OUTSTANDING TABLE FOR INFRASTRUCTURE COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Infrastructure Committee is presented for Councillors' information.

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Infrastructure Committee be received.

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.2 ENGINEERING SERVICES MONTHLY OPERATIONS REPORT - OCTOBER 2016**

File No: 7028
Attachments: 1. Monthly Operations Report Engineering Section
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Martin Crow - Manager Engineering Services

SUMMARY

This report outlines Engineering Services Monthly Operations Report for the period to the end of September 2016.

COMMITTEE RECOMMENDATION

THAT the Engineering Services Monthly Operations Report for October 2016 report be received.

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.3 CIVIL OPERATIONS MONTHLY OPERATIONS REPORT - OCTOBER 2016****File No: 7028****Attachments:**

1. **Monthly Operations Report - Civil Operations 30 September 2016**
2. **Works Program November - December 2016**

Authorising Officer: Peter Kofod - General Manager Regional Services**Author: David Bremert - Manager Civil Operations**

SUMMARY

This report outlines Civil Operations Monthly Operations Report 30 September 2016, and also Works Program of planned projects for the months October – November 2016.

COMMITTEE RECOMMENDATION

THAT the Civil Operations Monthly Operations Report for October 2016 be received.

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.4 COWAN STREET RAILWAY CROSSING**

File No: 215643, 7028
Attachments: 1. Aurizon Letter to Owner
2. Location of Cowan Street
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: David Bremert - Manager Civil Operations

SUMMARY

The property owner currently has access to the property by a railway crossing located opposite the property.

Aurizon has stated that this crossing was only a maintenance crossing for its staff and will be closing this crossing as part of a risk reduction plan. Aurizon has also stated that the crossing would need to be upgraded to meet current standards.

COMMITTEE RECOMMENDATION

1. THAT Council not support the closure of the railway crossing.
2. THAT Council writes to Aurizon to state that the closure is not supported and request that the crossing be upgraded to improve safety.
3. THAT Council arrange a meeting between Cr Williams and available Councillors with Aurizon to discuss other proposed rail crossing closures in the region.
4. THAT Council gives strong support to the LGAQ motion that suggests that Aurizon Holdings Limited pay general rates.

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.5 WEBBER PARK STAGE 1**

File No: 8055, 2479
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Martin Crow - Manager Engineering Services

SUMMARY

This report proposes to bring forward some minor preparatory works at Webber Park from the 2017/18 financial year into the 2016/17 financial year.

COMMITTEE RECOMMENDATION

THAT the matter be referred to Council.

Recommendation of the Infrastructure Committee, 18 October 2016**9.3.6 SOMERSET ROAD DRAINAGE****File No:** 8055, 2479**Attachments:** Nil**Authorising Officer:** Martin Crow - Manager Engineering Services
Peter Kofod - General Manager Regional Services**Author:** Angus Russell - Coordinator Strategic Infrastructure

SUMMARY*The report proposes to progress negotiations to acquire property for drainage purposes.***COMMITTEE RECOMMENDATION**

THAT Council proceed with negotiating the acquisition of land outlined in this report.

9.4 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 18 OCTOBER 2016**COUNCIL RESOLUTION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 18 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Fisher

Seconded by: Councillor Smith

MOTION CARRIED

(**Note:** The complete minutes are contained in the separate Minutes document)

Recommendation of the Airport, Water and Waste Committee, 18 October 2016**9.4.1 CORPORATE SERVICES DEPARTMENT - ROCKHAMPTON AIRPORT - MONTHLY OPERATIONS AND ANNUAL PERFORMANCE PLAN REPORT**

File No: 7927

Attachments: 1. Airport Monthly Operations Report Sept 2016

Authorising Officer: Ross Cheesman - Deputy CEO/General Manager
Corporate Services

Author: Scott Waters - Acting Executive Manager Regional
Development

SUMMARY

The monthly operations and annual performance plan report for the Rockhampton Airport as at 30 September 2016 is presented for Councillors information.

COMMITTEE RECOMMENDATION

THAT the Corporate Services Departmental Operations and Annual Performance Plan Report for the Rockhampton Airport as at 30 September 2016 be “received”; and

THAT the Airport, Water and Waste Committee acknowledge and appreciate the efforts of staff involved with the greeting of Singapore Defence personnel as part of the recent military exercise.

Recommendation of the Airport, Water and Waste Committee, 18 October 2016**9.4.2 ROCKHAMPTON REGIONAL WASTE AND RECYCLING OPERATIONAL REPORT FOR PERIOD 1 TO 30 SEPTEMBER 2016**

File No: 7927
Attachments: 1. Rockhampton Regional Waste and Recycling Monthly Report - September 2016
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Craig Dunglison - Manager RRWR

SUMMARY

The purpose of this report is to provide Council with an operational overview of Rockhampton Regional Waste and Recycling (RRWR) for the month of September 2016.

COMMITTEE RECOMMENDATION

THAT the RRWR Operations report for September 2016 be received.

Recommendation of the Airport, Water and Waste Committee, 18 October 2016**9.4.3 FRW MONTHLY OPERATIONS AND ANNUAL PERFORMANCE PLAN
QUARTERLY REPORT AS AT 30 SEPTEMBER 2016****File No:** 1466**Attachments:**

1. **FRW Monthly Operations and Annual Performance Plan as at 30 September 2016**
2. **Customer Service Standards as of 30 September 2016**
3. **Customer Service and Financial Targets as at 30 September 2016**
4. **Non Compliance Comments as at 30 September 2016**

Authorising Officer: Peter Kofod - General Manager Regional Services**Author:** Jason Plumb - Manager Fitzroy River Water

SUMMARY

The Monthly Operations and Annual Performance Plan Report for Fitzroy River Water (FRW) as at 30 September 2016 are presented for Councillors information.

COMMITTEE RECOMMENDATION

THAT the FRW Monthly Operations Report and Annual Performance Plan quarterly report as at 30 September 2016 be received.

9.5 COMMUNITY SERVICES COMMITTEE MEETING - 19 OCTOBER 2016**COUNCIL RESOLUTION**

THAT the Minutes of the Community Services Committee meeting, held on 19 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Swadling

Seconded by: Councillor Williams

MOTION CARRIED

(Note: The complete minutes are contained in the separate Minutes document)

Recommendation of the Community Services Committee, 19 October 2016**9.5.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITY SERVICES COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Community Services Committee is presented for Councillors' information.

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Community Services Committee be received.

Recommendation of the Community Services Committee, 19 October 2016**9.5.2 ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR AUGUST 2016**

File No: 1464
Attachments: 1. Arts and Heritage Monthly Operations Report for August 2016
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Peter Owens - Manager Arts and Heritage

SUMMARY

The report provides information on the programs and activities of the Arts and Heritage section for August 2016.

COMMITTEE RECOMMENDATION

THAT the Arts and Heritage Monthly Operations Report for August 2016 be received.

Recommendation of the Community Services Committee, 19 October 2016**9.5.3 ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR SEPTEMBER 2016**

File No: 1464
Attachments: 1. Arts and Heritage Monthly Operations Report for September 2016
Authorising Officer: Michael Rowe - General Manager Community Services
Author: John Webb - Acting Manager Arts and Heritage

SUMMARY

The report provides information on the programs and activities of the Arts and Heritage section for September 2016.

COMMITTEE RECOMMENDATION

THAT the Arts and Heritage Monthly Operations Report for September 2016 be received.

Recommendation of the Community Services Committee, 19 October 2016**9.5.4 COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT**

File No: 1464

Attachments: 1. Monthly Operations Report
August/September 2016

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Sharon Sommerville - Acting Manager Communities and Facilities

SUMMARY

This report provides information on the activities of the Communities and Facilities section for August and September 2016.

COMMITTEE RECOMMENDATION

THAT the Monthly Operational Report on the activities of the Communities and Facilities section for August and September 2016 be received.

Recommendation of the Community Services Committee, 19 October 2016**9.5.5 COMMUNITY ASSISTANCE PROGRAM**

File No: 7822
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Sharon Sommerville - Acting Manager Communities and Facilities

SUMMARY

An application from the Rockhampton Panthers AFC has been received for funding from the Community Assistance Program to assist with the 2016 AFL Capricornia Grand Final.

COMMITTEE RECOMMENDATION

THAT Council declines the funding request of \$1,500 from the Community Assistance Program to the Rockhampton Panthers AFC.

Recommendation of the Community Services Committee, 19 October 2016
9.5.6 REGIONAL ARTS DEVELOPMENT FUND 2016-17 ROUND 1 FUNDING RECOMMENDATIONS

File No: 8944
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: John Webb - Acting Manager Arts and Heritage

SUMMARY

Applications received for round one of the 2016/17 Regional Arts Development Fund have been assessed by the RADF Committee and four are recommended for funding.

COMMITTEE RECOMMENDATION

THAT Council approves the following applications for funding from the Regional Arts Development Fund:

Applicant	Purpose of Grant	Grant Recommended
Rockhampton Regional Council (Art Gallery)	Cost of Arts Law centre of Australia facilitating the arts law workshop and advice clinic at Rockhampton Art Gallery	\$1,904
Capricornia Printmakers Inc	Artist fees to run four community art workshops and design and marketing fees	\$2,600
Arts Central QLD Inc.	Commissioning five local playwrights to write scripts based on incidents of local history to be performed during market and open days at site specific locations at the Rockhampton Heritage Village	\$5,000
CQU	Employing 4 artists to work with year 1/2/3 students in 2 CQ Schools and to deliver children's activities at the Romp in the Park (under 8's week). A text tile artist is also included to construct garment/costumes.	\$10,450
	TOTAL	\$19,954

9.6 PARKS, RECREATION AND SPORT COMMITTEE MEETING - 19 OCTOBER 2016**COUNCIL RESOLUTION**

THAT the Minutes of the Parks, Recreation and Sport Committee meeting, held on 19 October 2016 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Mayor Strelow

Seconded by: Councillor Swadling

MOTION CARRIED

(**Note:** The complete minutes are contained in the separate Minutes document)

Recommendation of the Parks, Recreation and Sport Committee, 19 October 2016**9.6.1 BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Parks, Recreation and Sport Committee is presented for Councillors' information.

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Parks, Recreation and Sport Committee be received.

Recommendation of the Parks, Recreation and Sport Committee, 19 October 2016**9.6.2 PARKS AND OPEN SPACE OPERATIONS REPORT - SEPTEMBER 2016**

File No: 1464
Attachments: 1. Parks and Open Space Operations Report - September 2016
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Margaret Barrett - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks and Open Space Unit for the month of September 2016.

COMMITTEE RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for September 2016 be received.

Recommendation of the Parks, Recreation and Sport Committee, 19 October 2016**9.6.3 2015-16 ANNUAL OPERATIONS REPORT FOR 2ND WORLD WAR MEMORIAL AQUATIC CENTRE AND MT MORGAN SWIMMING POOL**

File No: 1464
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Margaret Barrett - Manager Parks

SUMMARY

Council entered into a new operating agreement with Lane 4 Aquatics for the operation and management of 2nd World War Memorial Aquatic Centre and Mount Morgan Swimming Pool. This report summarises the annual operations for the facilities.

COMMITTEE RECOMMENDATION

THAT the Annual Operations Report for 2nd World War Memorial Aquatic Centre and Mt Morgan Swimming Pool be received.

Recommendation of the Parks, Recreation and Sport Committee, 19 October 2016**9.6.4 REQUEST FOR PERMISSION TO ENTER INTO A FREEHOLD LEASE WITH GLENMORE BULLS AUSTRALIAN FOOTBALL CLUB INC AT STENLAKE PARK****File No:** 374**Attachments:** 1. **Map showing proposed Lease area for Glenmore Bulls****Authorising Officer:** **Margaret Barrett - Manager Parks
Michael Rowe - General Manager Community Services****Author:** **Sophia Czarkowski - Sports and Education Supervisor**

SUMMARY

This report presents background to a request for approval to enter into a Freehold Lease with Glenmore Bulls Australian Football Club Inc over part of Stenlake Park as detailed in the report.

COMMITTEE RECOMMENDATION

THAT Council accedes to the request to enter into a Freehold Lease with Glenmore Bulls Australian Football Club Inc over part of Stenlake Park, 20 McLaughlin Street, Kawana (being part of Lot 1 on RP612169) for a period of five (5) years.

Recommendation of the Parks, Recreation and Sport Committee, 19 October 2016**9.6.5 POLICY - CEMETERIES**

File No: 11979

Attachments:

1. Draft Cemeteries Policy
2. Fact Sheet Cemetery Memorial Guide

Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - General Manager Community Services

Author: Vincent Morrice - Coordinator Parks and Visitor Services

SUMMARY

A policy has been developed as part of a framework for the management and operation of Council's cemeteries. It aims to provide clarity and consistency in decision making and to promote a safe and respectful environment for all users.

COMMITTEE RECOMMENDATION

THAT The Cemeteries Policy be adopted.

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.2 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

File No:	4107
Attachments:	1. Instrument of Delegation - Environmental Protection Regulation 2008
Authorising Officer:	Tracy Sweeney - Manager Workforce and Strategy Ross Cheesman - Deputy CEO/General Manager Corporate Services
Author:	Travis Pegrem - Coordinator Industrial Relations and Investigations

SUMMARY

This report seeks Council's approval for delegations under State legislation to the position of Chief Executive Officer.

9:24AM Councillor Smith left the meeting

COUNCIL RESOLUTION

THAT:

1. Council resolves as per section 518(1)(b) of the *Environmental Protection Act 1994* to delegate to the Chief Executive Officer, the exercise of powers contained in Schedule 1 of the Instrument of Delegation - *Environmental Protection Regulation 2008* attached to the report; and
2. These powers must be exercised subject to any limitations contained in schedule 2 of the Instrument of Delegation attached to the report.

Moved by: Councillor Swadling
Seconded by: Councillor Rutherford

MOTION CARRIED

11.3 PROPOSED FREEHOLD LEASE TO OPTUS (TELECOMMUNICATIONS CO-LOCATE) - PART OF 239 ROCKONIA ROAD, KOONGAL

File No: 12355

Attachments:

1. Site Layout
2. Proposed lease area survey plan
3. Detailed Drawings
4. Valuation Report

Authorising Officer: Drew Stevenson - Manager Corporate and Technology Services
Ross Cheesman - Deputy CEO/General Manager Corporate Services

Author: Kellie Anderson - Coordinator Property and Insurance

SUMMARY

Reporting on a request received from Optus Mobile Pty Ltd to enter into a Freehold Lease over part of 239 Rockonia Road, Koongal for the purpose of constructing an equipment shelter adjoining the existing Telstra Lease.

9:26AM Councillor Smith returned to the meeting

COUNCIL RESOLUTION

THAT pursuant to section 236 (1)(f) of the *Local Government Regulation 2012*, the Chief Executive Officer (Coordinator Property & Insurance) be authorised to negotiate a freehold Lease with Optus Mobile Pty Ltd over part of 239 Rockonia Road, Koongal as described as Lease B on SP289758, subject to the following conditions:

1. The rental amount is to be \$10,000 per annum + GST, to be increased annually by 3%;
2. The total term of the Lease is to expire on the 30th June 2044, consistent with the expiry date of the adjoining Telstra lease;
3. The Lease is subject to the applicant obtaining all necessary approvals from Council and other Government agencies (if applicable); and
4. The applicant is responsible for all survey and registration costs, and Council's reasonable legal costs with regards to the Lease.
5. That the funds received as lease payments on both Telstra and Optus leases be applied to specific projects at Rigalsford Park and that it be shown as a separate line item in the budget.

THAT the Chief Executive Officer is authorised to provide Owner's Consent to Optus Mobile Pty Ltd for the purposes of submitting a Development Application and/or Building Application to install an equipment shelter on the proposed lease area.

Moved by: Councillor Williams

Seconded by: Councillor Fisher

MOTION CARRIED

COUNCIL RESOLUTION

THAT a draft policy be prepared for consideration by Council for the use of rental received for parks and reserves be directed towards upgrades to the impacted park or reserve.

Moved by: Councillor Williams

Seconded by: Mayor Strelow

MOTION CARRIED

**11.4 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED
30 SEPTEMBER 2016**

File No: 8148
Attachments: 1. Income Statement - September 2016
2. Key Indicator Graphs - September 2016
Authorising Officer: Ross Cheesman - Deputy CEO/General Manager
Corporate Services
Author: Alicia Cutler - Manager Finance

SUMMARY

The Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 September 2016.

COUNCIL RESOLUTION

THAT the Rockhampton Regional Council Summary Budget Management Report for the Period ended 30 September 2016 be 'received'.

Moved by: Councillor Williams
Seconded by: Councillor Rutherford

MOTION CARRIED

11.5 2016-2017 FEES AND CHARGES AMENDMENTS

File No: 7816
Attachments: 1. 2016/2017 Fees and Charges Amendments - October 2016
Authorising Officer: Ross Cheesman - Deputy CEO/General Manager Corporate Services
Author: Alicia Cutler - Manager Finance

SUMMARY

The intention of this report is to submit minor amendments to Council's Fees and Charges Schedule for the 2016-2017 financial year.

COUNCIL RESOLUTION

THAT in accordance with the requirements of the *Local Government Act 2009*, Council adopts the amendments to the Fees and Charges schedule for the 2016-2017 financial year, with the exception of the line items referring to the non-profit organisations, and that a policy be prepared on providing free use of Council facilities to Community Groups.

THAT the Chief Executive Officer be delegated to make appropriate concessions for community events in the interim while the above policy is developed.

Moved by: Mayor Strelow
Seconded by: Councillor Rutherford

MOTION CARRIED

**11.6 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT
SEPTEMBER 2016****File No:** 1392**Attachments:**

1. CTS Monthly Report - September 2016
2. Finance Monthly Report - September 2016
3. Workforce & Strategy Monthly Report - September 2016

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Ross Cheesman - Deputy CEO/General Manager
Corporate Services

SUMMARY

The monthly operations report for the Corporate Services department as at 30 September 2016 is presented for Councillor's information.

COUNCIL RESOLUTION

THAT the Corporate Services Departmental Operations Report as at 30 September 2016 be 'received'.

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

**11.7 REGIONAL DEVELOPMENT - MONTHLY OPERATIONAL REPORT -
SEPTEMBER 2016**

File No: 1860
Attachments: 1. Regional Development Monthly Report -
Period Ending September 2016
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Scott Waters - Acting Executive Manager Regional
Development

SUMMARY

This report provides information on the activities of the Regional Development Unit during the month of September 2016.

COUNCIL RESOLUTION

THAT the Regional Development Monthly report for the month of September 2016 be received.

Moved by: Mayor Strelow
Seconded by: Councillor Smith

MOTION CARRIED

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - COUNCILLOR TONY WILLIAMS - COMMUNITY BANNER POLES

File No: 5550

Attachments:

1. Banner Pole Notice of Motion
2. Banner Pole Photos

Responsible Officer: Evan Pardon - Chief Executive Officer

SUMMARY

Councillor Tony Williams has indicated his intention to move a Notice of Motion regarding community banner poles at the next Ordinary Council Meeting on Tuesday 25 October 2016.

COUNCIL RESOLUTION

THAT Council take back ownership of the booking system of the two Community Banner Poles located on Bridge Street (PCYC) and Moores Creek Road (opposite Kershaw Gardens).

Moved by: Councillor Williams

Seconded by: Councillor Smith

MOTION CARRIED

Mayor Strelow recorded her vote against the motion

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS**14.1 BEEF ROAD - GRACEMERE SALEYARDS TO ROCKHAMPTON ABATTOIRS****File No:** 4691**Authorising Officer:** Peter Kofod – General Manager Regional Services

SUMMARY

Councillor Fisher raised the recently announced Federal Government commitment of funding for beef roads in Queensland. In particular the road upgrade between Gracemere Saleyards and the Rockhampton abattoirs.

COUNCIL RESOLUTION

THAT Council request the Department of Transport and Main Roads to provide adequate tree and scrub screening to mitigate the noise and odour from the cattle trucks along the proposed Beef Road between Gracemere Saleyards to the Rockhampton abattoirs; and

THAT a suitable site be identified for a wash-down facility including a dump point, and that a report identifying the site and costs be presented to Council.

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

15 CLOSED SESSION

In accordance with the provisions of section 275 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 275 of the *Local Government Regulation 2012*, for the reasons indicated.

16.1 Legal Matters as at 30 September 2016

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

16.2 Acquisition of land for drainage purposes, Webber Park Drainage Scheme

This report is considered confidential in accordance with section 275(1)(c) (e) (h), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget; AND contracts proposed to be made by it; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

16.3 Organisational Structure

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

16.4 Leave of Absence – Councillor Stephen Schwarten

This matter is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Moved by: Mayor Strelow

Seconded by: Councillor Smith

MOTION CARRIED

COUNCIL RESOLUTION

10.19AM

THAT pursuant to s7(11) *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Fisher

Seconded by: Councillor Smith

MOTION CARRIED

10:19AM Mayor declared a recess until 10.30am

10:31AM The meeting resumed

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
Councillor M D Wickerson
Councillor A P Williams
Councillor R A Swadling
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer/ General Manager Corporate Services
Mr P Kofod – General Manager Regional Services
Ms T Sweeney – Manager Workforce & Strategy
Mr D Morrison – Executive Coordinator to the Mayor
Ms S Friske – Acting Senior Governance Support Officer

COUNCIL RESOLUTION

11:28AM

THAT pursuant to s7(11) *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Councillor Rutherford

Seconded by: Councillor Fisher

MOTION CARRIED

16 CONFIDENTIAL REPORTS

16.1 LEGAL MATTERS AS AT 30 SEPTEMBER 2016

File No: 1392

Attachments: 1. Legal Matters as at 30 September 2016

Authorising Officer: Tracy Sweeney - Manager Workforce and Strategy
Ross Cheesman - Deputy CEO/General Manager
Corporate Services

Author: Travis Pegrem - Coordinator Industrial Relations and
Investigations

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

SUMMARY

Coordinator Industrial Relations and Investigations presenting an update of current legal matters that Council is involved in as at 30 September 2016.

COUNCIL RESOLUTION

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 30 September 2016 be received.

Moved by: Councillor Smith
Seconded by: Councillor Wickerson

MOTION CARRIED

16.2 ACQUISITION OF LAND FOR DRAINAGE PURPOSES, WEBBER PARK DRAINAGE SCHEME

File No: 8055, 2479
Attachments: 1. Survey Plan RP615585
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Martin Crow - Manager Engineering Services

This report is considered confidential in accordance with section 275(1)(c) (e) (h), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget; AND contracts proposed to be made by it; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

This report seeks to obtain Council's approval to commence the 'Taking' of Land process to obtain land for drainage infrastructure required for the Webber Park Drainage Scheme

COUNCIL RESOLUTION

THAT Council authorise the Chief Executive Officer to issue a Notice of Intention to Resume in accordance with Section 7 of the Acquisition of Land Act 1967 for the resumption of Lot 443 on RP615585 described as 'Land required for Drainage Purposes' for purposes relating to drainage infrastructure.

Moved by: Councillor Williams
Seconded by: Councillor Fisher

MOTION CARRIED

16.3 ORGANISATIONAL STRUCTURE**File No:** 289**Attachments:** Nil**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Evan Pardon - Chief Executive Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

SUMMARY

Chief Executive Officer advising a separate report will be distributed to Councillors regarding the organisational structure.

COUNCIL RESOLUTION

THAT the report on Organisational Structure be received.

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

16.4 LEAVE OF ABSENCE - COUNCILLOR STEPHEN SCHWARTEN**File No: 10072****Authorising Officer: Evan Pardon - Chief Executive Officer**

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

Councillors discussed the contents of information provided by Councillor Swarten in his request for a Leave of Absence and arrangements during the granted Leave of Absence.

COUNCIL RESOLUTION

THAT a letter be provided to Councillor Swarten regarding Council's approval of his Leave of Absence and discussing arrangements during his Leave of Absence.

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

17 CLOSURE OF MEETING

There being no further business the meeting closed at 11.30am.

SIGNATURE

CHAIRPERSON

DATE