



ORDINARY MEETING

MINUTES

11 APRIL 2017

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**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 11 APRIL 2017 COMMENCING AT 9.03AM**

1 OPENING

The opening prayer presented by Reverend Scott Ballment, Rockhampton South Uniting Church.

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer
Mr P Kofod – General Manager Regional Services
Mr M Rowe – General Manager Community Services
Ms M Barrett – Manager Parks
Ms C Houghton – Manager Communities and Facilities
Mr D Bremert – Manager Civil Operations
Mr D Stevenson – Manager Corporate and Technology Services
Mr D Morrison – Executive Coordinator to the Mayor
Ms K Ramm – Senior Risk and Assurance Officer
Ms P Fry – Grants Officer
Mr M Mansfield – Supervisor Media and Engagement
Mr W Clark – Community Engagement Officer
Ms J O'Neill – Marketing Officer
Ms L Leeder – Acting Executive Assistant to Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Stephen Schwarten.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 21 March 2017 be taken as read and adopted as a correct record.

THAT the minutes of the Special Meeting held on 3 April 2017 be taken as read and adopted as a correct record.

Moved by: Councillor Smith
Seconded by: Councillor Rutherford

MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

9:05AM

In accordance with s173(2) of the Local Government Act 2009, Councillor Tony Williams disclosed a conflict in interest in respect of Item 11.3 – Community Assistance Program due to a relative having involvement in speedway racing, the Councillor considered his position and will leave the meeting when the matter is discussed.

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

9.1 PLANNING AND REGULATORY COMMITTEE MEETING - 4 APRIL 2017

COUNCIL RESOLUTION

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 4 April 2017 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Smith

Seconded by: Councillor Wickerson

MOTION CARRIED

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

Recommendation of the Planning and Regulatory Committee, 4 April 2017**9.1.1 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 RECOMMENDATION

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

Recommendation of the Planning and Regulatory Committee, 4 April 2017**9.1.2 COMMITTEE REPORT DELEGATIONS - FEBRUARY 2017**

File No: 7028
Attachments: Nil
Authorising Officer: Steven Gatt - Manager Planning & Regulatory Services
Michael Rowe - General Manager Community Services
Author: Tarnya Fitzgibbon - Coordinator Development Assessment

SUMMARY

This report outlines the development applications received in February 2017 and whether they will be decided under delegation or decided by Council.

COMMITTEE RECOMMENDATION

THAT the Committee Report Delegations – February 2017 be received.

10 COUNCILLOR/DELEGATE REPORTS**10.1 COUNCILLOR DISCRETIONARY FUND - COUNCILLOR SCHWARTEN - PARK AVENUE BROTHERS HOCKEY CLUB INC.**

File No: 8295
Attachments: 1. Park Avenue Brothers Hockey Club Inc CDF request to Councillor Schwarten
Responsible Officer: Evan Pardon - Chief Executive Officer
Author: Shane Turner - Strategic Process Officer

SUMMARY

Approval is sought from Council for a donation from Cr Schwarten's Councillor Discretionary Fund to assist in the running of the Junior Essential Skills & Advanced Coaching Clinics.

COUNCIL RESOLUTION

That approval be granted to donate \$1,500.00 from Councillor Schwarten's Councillor Discretionary Fund to assist in the running of the Junior Essential Skills & Advanced Coaching Clinics.

Moved by: Councillor Swadling
Seconded by: Councillor Wickerson

MOTION CARRIED

11 OFFICERS' REPORTS

11.1 RISK REGISTERS - QUARTERLY UPDATE AS AT 3 MARCH 2017

File No: 8780

- Attachments:**
1. **Potential and Current Risk Exposure Profile as at 3 March 2017**
 2. **Comparison of Current and Potential Exposure Risk Ratings Broken Down by Level of Consequence as at 3 March 2017**
 3. **Corporate Risk Register - Quarterly Update as at 3 March 2017**
 4. **Operational Risk Register as at 3 March 2017**

Authorising Officer: John Wallace - Chief Audit Executive
Evan Pardon - Chief Executive Officer

Author: Kisane Ramm - Senior Risk and Assurance Advisor

SUMMARY

Submission of the quarterly risk register updates, as at 3 March 2017, for adoption by Council.

COUNCIL RESOLUTION

THAT the quarterly risk register updates as at 3 March 2017, as presented in the attachments to this report, be adopted by Council.

Moved by: Councillor Smith
Seconded by: Councillor Fisher

MOTION CARRIED

11.2 RESIDENT SATISFACTION AND IMPORTANCE SURVEY REPORT

File No: 54
Attachments: 1. Rockhampton Regional Council Satisfaction and Importance Survey Report 2016
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Wade Clark - Acting Supervisor Media and Engagement

SUMMARY

The Rockhampton Regional Council undertakes a bi-annual satisfaction survey to understand if Council is meeting the expectations of the community through its delivery of services, facilities and items of infrastructure. From October to November 2016, 891 satisfaction surveys were completed by community members across the Region.

9:21AM Councillor Smith left the meeting
9:22AM Councillor Smith returned to the meeting

COUNCIL RESOLUTION

THAT the Resident Satisfaction and Importance Survey Report be received.

Moved by: Councillor Swadling
Seconded by: Councillor Fisher

MOTION CARRIED

9:35AM

In accordance with s173(2) of the Local Government Act 2009, Councillor Tony Williams disclosed a conflict of interest in respect of Item 11.3 – Community Assistance Program due to a relative having involvement in speedway racing, the Councillor considered his position and left the meeting.

11.3 COMMUNITY ASSISTANCE PROGRAM

File No: 12535
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Cheryl Haughton - Manager Communities and Facilities

SUMMARY

An application from the Rockhampton Saloon Car Club Inc for Major Sponsorship Assistance towards the Easter at the Speedway – V8 Dirt Modified Australian Title is presented for Council consideration.

COUNCIL RESOLUTION

THAT Council approves the application made under the Major Sponsorship scheme for cash funding of \$20,000 towards the staging of the Easter at the Speedway – V8 Dirt Modified Australian Title to be held from 14 – 15 April 2017.

Moved by: Councillor Swadling
Seconded by: Councillor Fisher

MOTION CARRIED

9:40AM Councillor Williams returned to the meeting

11.4 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - 2017 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

File No: 5016
Attachments: 1. Program and Registration Form
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Australian Local Government Association inviting Council to attend the 2017 National General Assembly of Local Government to be held in Canberra from 18 to 21 June 2017. This year's theme is "Building Tomorrow's Communities".

COUNCIL RESOLUTION

THAT Council does not nominate a delegate to attend the National General Assembly of Local Government to be held in Canberra 18 to 21 June 2017.

Moved by: Councillor Swadling
Seconded by: Councillor Williams

MOTION CARRIED

11.5 APPROVED COMMONWEALTH GOVERNMENT FUNDING (COMMUNITY DEVELOPMENT GRANTS PROGRAMME) - ROCKHAMPTON HOCKEY ASSOCIATION

File No: 12534
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Margaret Barrett - Manager Parks

SUMMARY

This report seeks Council approval for a request to the Department of Infrastructure and Regional Development to transfer approved grant funding to Council in order to construct the two wet hybrid synthetic hockey fields and associated infrastructure at Parkhurst, and a subsequent amendment to the approved Capital budget.

COUNCIL RESOLUTION

THAT:

1. Council approves a request be made to the Department of Infrastructure and Regional Development for the approved funding from the "Community Development Grants Programme" to be transferred from Rockhampton Hockey Association to Rockhampton Regional Council; and
2. In the event the request for transfer of funding is successful, Council approves an amendment to the approved Parks Capital budget of an increase in Capital revenue of \$600,000.

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

11.6 BUILDING OUR REGIONS FUND

File No: 12534
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Michael Rowe - General Manager Community Services
Author: Penelope-Jane Fry - Grants Officer
Margaret Barrett - Manager Parks

SUMMARY

This report seeks a resolution outlining cash and in-kind commitments, which is a mandatory attachment to an application being finalised for submission to the Building Our Regions fund.

COUNCIL RESOLUTION

THAT Council resolves to:

1. Support the submission of the detailed Building our Regions application for the 'Kershaw Gardens Central Precinct Revitalisation Stage 2' project to seek \$5 million from the fund.
2. Commit to delivering the project if awarded the Building our Regions funding and approve the cash co-contribution of \$6 million and the in-kind contribution of staff time worth \$1.83 million.
3. Commit to the management and \$169,401 per annum costs associated with the ongoing operation and maintenance of the infrastructure. This commitment is to ensure that the resulting infrastructure continues in operation and use, as per its intended purpose at the time of this application, for a period of at least ten years after the project's completion.

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

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS QUESTIONS

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 Smart Hub Startup Development Program and Supporting Contracts

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

16.2 Rockhampton / Gladstone Airport Shuttle Contracts

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

Moved by: Councillor Wickerson

Seconded by: Councillor Smith

MOTION CARRIED

COUNCIL RESOLUTION

9:51AM

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

Moved by: Councillor Williams

Seconded by: Councillor Wickerson

MOTION CARRIED

COUNCIL RESOLUTION

10:13AM

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

Moved by: Councillor Wickerson

Seconded by: Councillor Swadling

MOTION CARRIED

16 CONFIDENTIAL REPORTS

16.1 SMART HUB STARTUP DEVELOPMENT PROGRAM AND SUPPORTING CONTRACTS

File No: 12472

Attachments:

1. RRC Smart Hub 2017 Operational Plan
2. Startup Club Smart Hub Lean Launchpad Proposal
3. Startup Stars Business in Bare Feet Proposal

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Drew Stevenson - Manager Corporate and Technology Services

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

The Smart Hub 2017 Operational Plan details three startup development initiatives with the objective to accelerate the growth of our startup ecosystem. This report provides further details of two of the initiatives and seeks approval to enter into contracts under s235(b) of the Local Government Regulation (2012).

COUNCIL RESOLUTION

THAT Council:

1. Receives this report outlining the three startup development programs;
2. Approves the request to enter into two startup facilitator contracts under the Local Government Regulation (2012) s235(b) for the Startup Club (Adaptive Solutions Pty Ltd) and Startup Stars (MudMaps Pty Ltd) programs; and
3. Supports the Federal Government Incubator Support Expert-in-Residence funding application seeking 50% co-contribution towards the Startup Club Lean Launchpad program.

Moved by: Mayor Strelow

Seconded by: Councillor Wickerson

MOTION CARRIED

16.2 ROCKHAMPTON / GLADSTONE AIRPORT SHUTTLE CONTRACTS

File No: 5883
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Drew Stevenson - Manager Corporate and Technology Services

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

As part of the Rockhampton Airport business continuity plan targeting flood events impacting airport operations, Council had come to an agreement with Gladstone Regional Council to increase domestic flights to / from Gladstone to service Rockhampton region aviation commuters; including the implementation of free bus shuttle service to / from Rockhampton. This report seeks Council approval to enter into contracts, for bus shuttle services, under s235(c) of the Local Government Regulation (2012) as a result of T.C. Debbie flooding.

COUNCIL RESOLUTION

THAT Council approves the request for an exemption to tender under the 'genuine emergency' provision of Section 235(c) of the Local Government Regulation (2012) to enter into bus shuttle services contracts as detailed in this report.

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

17 CLOSURE OF MEETING

There being no further business the meeting closed at 10:13am.

SIGNATURE

CHAIRPERSON

DATE