



# **SPECIAL MEETING**

## **MINUTES**

**25 MARCH 2020**

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**REPORT OF THE SPECIAL MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON WEDNESDAY, 25 MARCH 2020 COMMENCING AT 8.13AM**

## **1 OPENING**

**8:13AM**

### **COUNCIL RESOLUTION**

Deputy Mayor, Councillor Cherie Rutherford declared that the meeting be adjourned until 8:20am.

**Moved by: Councillor Rutherford**

**Seconded by: Councillor Fisher**

**MOTION CARRIED**

8:19AM The Mayor, Councillor Margaret Strelow attended the meeting

8:20AM The Mayor, Councillor Margaret Strelow declared that the meeting be resumed.

## **2 PRESENT**

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer  
Ms T Sweeney – Manager Workforce and Governance  
Ms E Brodel – Media Officer  
Ms S Friske – Committee Support Officer

Teleconference attendance:

Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – Acting General Manager Community Services  
Mr A Russell – Manager Strategy and Planning  
Mr J Gillard – Manager Economic Development  
Mr D Morrison – Executive Coordinator to the Mayor  
Mr M Mansfield – Coordinator Media and Communications  
Ms L Leeder – Senior Committee Support Officer

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

Leave of Absence for the meeting was previously granted to Councillor Drew Wickerson.

**4     DECLARATIONS OF INTEREST IN MATTERS ON THE  
         AGENDA**

## 5 OFFICERS' REPORTS

### 5.1 COUNCIL MEETING PROCEDURES POLICY

**File No:** 11979

**Attachments:**

1. Draft Council Meeting Procedures Policy - Clean Version
2. Draft Council Meeting Procedures Policy - Tracked Version

**Authorising Officer:** Evan Pardon - Chief Executive Officer

**Author:** Ross Cheesman - Deputy Chief Executive Officer

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#### SUMMARY

*This report is seeking to clarify Council's Meeting Procedures Policy in regards to the Chief Executive Officers delegated authority to approve Councillor requests to attend Council and Committee meetings via teleconferencing.*

#### COUNCIL RESOLUTION

THAT Council approve the Council's Meeting Procedures Policy as presented in the report.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

## 5.2 TEMPORARY DELEGATIONS TO THE MAYOR AND CHIEF EXECUTIVE OFFICER

**File No:** 12660  
**Attachments:** Nil  
**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance  
**Author:** Allysa Brennan - Coordinator Legal and Governance

### SUMMARY

*This report seeks Council's approval to implement temporary delegations under State legislation to be exercised should the need arise due to restrictions on Council's ability to conduct the operations of the Governing body (Council) as a result of the impacts of COVID-19.*

### COUNCIL RESOLUTION

1. Council resolves, in the event the elected Council is unable to meet because of a lack of a quorum from Councillors and as a result Council is unable to conduct an ordinary or special meeting of Council:
  - (a) as per Section 257 of the *Local Government Act 2009* to temporarily delegate to the Mayor and Chief Executive Officer jointly, or in the event of the Mayor and Deputy Mayor are both prevented, by absence or temporary incapacity, from performing the role of Mayor, the Chief Executive Officer its power to exercise any Council function that:
    - (i) may lawfully be delegated under Section 257 of the *Local Government Act 2009*; and
    - (ii) is not currently delegated to the Chief Executive Officer.
2. Council resolves in the event the elected Council is unable to meet because of a lack of a quorum from Councillors and as a result Council is unable to conduct an ordinary or special meeting of Council:
  - (a) as per Section 257 of the *Local Government Act 2009* to delegate its power as 'Assessment Manager' under the *Planning Act 2016* and the *Sustainable Planning Act 2009* to the Mayor and Chief Executive Officer jointly, or in the event of the Mayor and Deputy Mayor are both prevented, by absence or temporary incapacity, from performing the role of Mayor, the Chief Executive Officer from the Post Election Meeting of the new Council.
3. Council resolves that the delegations referred to in paragraph 1 and 2:
  - (a) are subject to consultation, formal or informal with such Councillors that are able to be contacted before the delegated power is exercised;
  - (b) apply in light of any legislative change; and
  - (c) cease on 30 December 2020.
4. Council resolves that a list of any matters dealt with under the delegations referred to in paragraph 1 and 2 be listed and submitted for Council's information via a Councillor Information Briefing document as soon as possible following the execution of such delegation and be formally reported to the next available scheduled Ordinary Meeting of Council.

**Moved by: Councillor Swadling**

**Seconded by: Councillor Smith**

**MOTION CARRIED**

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**5.3 RELIEF INITIATIVES FOR BUSINESS AND COMMUNITY GROUPS IN RESPONSE TO THE IMPACTS OF THE COVID-19 PANDEMIC**

**File No:** 3086  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*This report considers an initial package of relief initiatives for business and community groups in response to the impacts of the COVID-19 pandemic.*

Councillor Neil Fisher declared a perceived conflict of interest in Item 5.3 – Relief Initiatives for Business and Community Groups in Response to the Impacts of the COVID-19 Pandemic and declared the following:

“I declare that I have a perceived conflict of interest as my wife, Sherrie Fisher is an administrator for Peace Aviation. I will be dealing with this declared interest by leaving the meeting while this matter is discussed and voted on.”

**COUNCIL RESOLUTION**

THAT Council resolves that:

1. It extend existing licenses for 2019-20 licences to be effective for 2 years, ceasing at 30 June 2021 for Food Business, Personal Appearance Business and Activities, Food Van Licences;
2. All Environmentally Relevant Authorities be extended for a further 12 months from their anniversary date;
3. It refund the 2019-20 lease fees for sporting and community groups upon application to be received by 30 June 2020;
4. It contribute the sum of \$20,000 each to be donated to Capricorn Animal Aid and Central Queensland Animal Society;
5. A revised Rates Payment Policy considering rates hardship as a result of COVID-19 be presented to the new Council;
6. No interest be charged on Outstanding Rate payments until 31 December 2020;
7. Advance Rockhampton to provide ongoing and continued business support for business in the region;
8. Upon the election of the new Council and budget consideration in accordance with the Council resolution of 16 March 2020, further additional support mechanisms available to Council to assist the business and wider community of Rockhampton and economic support be presented to Council.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Swadling

**MOTION CARRIED**

8:50AM Councillor Neil Fisher left the meeting room having earlier declared an interest

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**COUNCIL RESOLUTION**

Requests for rent relief from its commercial tenants, including the Airport, be considered on a case by case basis with the CEO and Mayor delegated the authority to decide the level of concession up to a maximum of six months. Mayor and Chief Executive Officer will be guided by the principles of Council's Local Preference Policy.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

8:50AM Councillor Fisher returned to the meeting room

## **6 CLOSURE OF MEETING**

There being no further business the meeting closed at 8:51am.

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SIGNATURE

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CHAIRPERSON

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DATE