



ORDINARY MEETING

MINUTES

21 JANUARY 2020

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**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 21 JANUARY 2020 COMMENCING AT 9:07AM**

1 OPENING

Opening prayer presented by Pastor Silja Henaway from Northside Family Church

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
Mr P Kofod – General Manager Regional Services
Ms C Worthy – General Manager Community Services
Ms A Cutler – Chief Financial Officer
Ms A Pearce – Manager Tourism, Events and Marketing
Mr M O’Keeffe – Manager RRWR
Mr J Gillard – Manager Economic Development
Ms T Sweeney – Manager Workforce & Governance
Mr D Morrison – Executive Coordinator to the Mayor
Mr M Mansfield – Coordinator Media and Communications
Ms A Brennan – Coordinator Legal & Governance
Ms S Jennings – Senior Solicitor
Mr G Sheppard – Senior Executive Economic Development
Ms K Dorman – Administration Supervisor
Ms D Bulman – Administration Officer
Ms R Sladden – Supervisor Administration
Ms S Michaels - Internal Communications Officer
Ms E Brodel – Media Officer
Ms L Leeder – Senior Committee Support Officer
Ms S Friske – Committee Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor S J Schwarten

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 10 December 2019 be taken as read and adopted as a correct record.

Moved by: Councillor Swadling

Seconded by: Councillor Rutherford

MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Councillor Rose Swadling declared a personal conflict of interest in Item 16.3 – Chief Executive Officer Monthly Report – January 2020 and declared the following:

“I declare that I have a conflict of interest in the matter as I have a family member mentioned in Senior Appointment of Staff and will be dealing with this conflict of interest by leaving the meeting while this matter is discussed and voted on.”

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 SOLE SUPPLIER - ROCKHAMPTON REGIONAL WASTE AND RECYCLING

File No: 11760

Attachments: Nil

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

The purpose of this report is to seek a Council resolution that the nominated supplier is deemed as a sole supplier in accordance with Section 235 (a) of the Local Government Regulation 2012.

COUNCIL RESOLUTION

THAT pursuant to s235 (a) of the Local Government Regulation 2012, Council approve Geomotion Australia Pty Ltd as a sole supplier of services for the Geotechnical Monitoring Equipment installed at Lakes Creek Road landfill for a period of five (5) years.

Moved by: Mayor Strelow

Seconded by: Councillor Fisher

MOTION CARRIED

11.2 2019-21 WORKS FOR QUEENSLAND PROGRAM

File No: 12534
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

This report provides an update on the 2019-21 Works for Queensland Program, including the status of each project and capital budget phasing.

COUNCIL RESOLUTION

THAT the 2019-21 Works for Queensland Program report be received.

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

11.3 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP - TEAM INDIGENOUS CORPORATION**File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Team Indigenous Corporation for Major Sponsorship assistance towards the 2020 Stan Alberts Shield Indigenous Cricket Carnival event is presented for Council consideration.

COUNCIL RESOLUTION

THAT Council considers the Major Sponsorship application from Team Indigenous Corporation for funding to assist with the staging of the 2020 *Stan Alberts Shield Indigenous Cricket* to be held from 9 to 12 April 2020 and approves an amount of \$10,000 which includes cash and in-kind use of the cricket grounds.

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

**11.4 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP -
ROCKHAMPTON & DISTRICT SOFTBALL ASSOCIATION INC****File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Rockhampton & District Softball Association Inc for Major Sponsorship assistance towards the Softball Open Women's State Championships event is presented for Council consideration

COUNCIL RESOLUTION

THAT Council considers the Major Sponsorship application from Rockhampton & District Softball Association Inc for funding to assist with the staging of the Softball Open Women's State Championships to be held from 16 to 18 October 2020 and approves an amount of \$8,000.00 in sponsorship.

Moved by: Councillor Smith**Seconded by:** Councillor Swadling**MOTION CARRIED**

11.5 2020 FITZROY RIVER BARRA BASH - SPONSORSHIP OPPORTUNITY

File No: 6097
Attachments: 1. Fitzroy River Barra Bash Program
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Annette Pearce - Manager Tourism, Events and Marketing

SUMMARY

Council has received correspondence regarding an opportunity to sponsor the '2020 Fitzroy River Barra Bash' competition from 13 May to 16 May 2020.

COUNCIL RESOLUTION

THAT Council sponsors the 2020 Fitzroy River Barra Bash competition and agree to provide sponsorship to the value of \$5,000 (plus GST) cash as outlined in the report.

Moved by: Councillor Swadling

Seconded by: Councillor Smith

MOTION CARRIED

11.6 ROCKHAMPTON RIVER FESTIVAL TENDER CONSIDERATION PLAN FOR 2020

File No: 6097
Attachments: Nil
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Annette Pearce - Manager Tourism, Events and Marketing

SUMMARY

This report provides the Tender Consideration Plan outlining the procurement process that will be utilised for the coordination of the Rockhampton River Festival for 2020.

COUNCIL RESOLUTION

THAT the report be received and Council adopts the Tender Consideration Plan as outlined in the report.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

**11.7 2020 ROCKHAMPTON AGRICULTURAL SHOW TENDER/QUOTE
CONSIDERATION PLAN****File No: 6097****Attachments: Nil****Authorising Officer: Ross Cheesman - Acting Chief Executive Officer****Author: Annette Pearce - Manager Tourism, Events and
Marketing**

SUMMARY

This report provides the Tender Consideration plan outlining the process that will be utilised for the coordination of the Rockhampton Agricultural Show 2020.

COUNCIL RESOLUTION

THAT the report be received and Council adopt the Tender/Quote Consideration Plan under s230 of the *Local Government Regulation*.

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

11.8 2020 POP-UP POLO ROCKHAMPTON - SPONSORSHIP PROPOSAL

File No: 6097
Attachments: 1. Pop Up Polo Letter
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Annette Pearce - Manager Tourism, Events and Marketing

SUMMARY

Council has received correspondence regarding an opportunity to sponsor 'Pop-Up Polo Rockhampton'. This is the third year of the event being held in Rockhampton with this year's date being 6 June 2020.

COUNCIL RESOLUTION

THAT Council sponsors the 2020 'Pop-Up Polo Rockhampton' event and agree to provide sponsorship contribution to the value of \$10,000 (plus GST) cash and in-kind support as outlined in the report.

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

11.9 ROCKYNATS TENDER CONSIDERATION PLAN FOR 2020

File No: 6097
Attachments: Nil
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Annette Pearce - Manager Tourism, Events and Marketing

SUMMARY

This report provides the Tender Consideration Plan outlining the procurement process that will be utilised for the coordination of Rockynats for 2020.

COUNCIL RESOLUTION

THAT Council receives this report; and adopts the Tender Consideration Plan.

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

11.10 PROMOTING ROCKHAMPTON'S RESOURCES SECTOR - ATTENDING MINING EXPO QME 2020 IN MACKAY, 21-23 JULY 2020

File No: 330283
Attachments: 1. QME 2020 prospectus
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Jesse Gillard - Manager Economic Development

SUMMARY

This report seeks Council's agreement to take a booth at the 2020 Queensland Mining and Engineering (QME) Exhibition, to be held in Mackay from 21-23 July 2020.

COUNCIL RESOLUTION

THAT Council agrees to Advance Rockhampton participating in the 2020 QME expo in Mackay, and that Advance Rockhampton coordinate a 'team Rockhampton' presence at the expo, in partnership with Rockhampton-based mining businesses.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

**11.11 COMMUNITY ADVISORY COMMITTEE - THE UNIVERSITY OF QUEENSLAND
RURAL CLINICAL SCHOOL**

File No: 10
Attachments: 1. Letter of Invitation
2. CAC Terms of Reference
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Damon Morrison - Executive Coordinator to the Mayor

SUMMARY

An invitation has been received for the Mayor or Chief Executive Officer to join the Rockhampton Community Advisory Committee for the University of Queensland Rural Clinical School.

COUNCIL RESOLUTION

THAT Mayor Strelow be nominated to join the Rockhampton Community Advisory Committee for the University of Queensland Rural Clinical School.

Moved by: Councillor Swadling
Seconded by: Councillor Fisher

MOTION CARRIED

**11.12 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDING
31 DECEMBER 2019**

File No: 8148
Attachments: 1. Income Statement - December 2019
2. Key Indicators Graphs December 2019
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 December 2019.

COUNCIL RESOLUTION

That the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 December 2019 be 'received'.

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

**11.13 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT -
DECEMBER 2019****File No:** 1392**Attachments:**

1. CTS Monthly Report- December 2019
2. ES Monthly Report-December 2019
3. Finance Monthly Report- December 2019
4. SP Monthly Report- December 2019

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

The monthly operations report for the Corporate Services Department as at 31 December 2019 is presented for Councillors information.

COUNCIL RESOLUTION

THAT the Corporate Services Departmental Operations Report as at 31 December 2019 be 'received'.

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

**11.14 OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT -
DECEMBER 2019****File No:** 1830**Attachments:**

1. Office of the CEO and Office of the Mayor -
Monthly Report - November/December 2019
2. Workforce and Governance - Monthly Report
- November/December 2019

Authorising Officer: Ross Cheesman - Acting Chief Executive Officer**Author:** Tracy Sweeney - Manager Workforce and Governance

SUMMARY

The monthly operations report for the Office of the CEO Department as at 31 December 2019 is presented for Councillor's information.

COUNCIL RESOLUTION

THAT the Office of the CEO Departmental Operation Report as at 31 December 2019 be "received".

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

11.15 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

File No: 12660
Attachments: 1. Delegation Register - Local Law No. 2
(Animal Management) 2011
Authorising Officer: Tracy Sweeney - Manager Workforce and Governance
Author: Allysa Brennan - Coordinator Legal and Governance

SUMMARY

Council approval is sought to delegate the exercise of powers contained within Local Law No. 2 (Animal Management) 2011.

COUNCIL RESOLUTION

THAT Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer the exercise of powers contained within Schedule 1 of Attachment 1; Delegation Register - *Local Law No. 2 (Animal Management) 2011*.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS**COUNCIL RESOLUTION**

THAT Councillor Swadling be granted a Leave of Absence from 1-7 February 2020 inclusive.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher
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 Report - October to December 2019

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.

Moved by: Councillor Wickerson

Seconded by: Councillor Smith

MOTION CARRIED

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.

16.2 Monthly Budget Review

This report is considered confidential in accordance with section 275(1)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

Moved by: Councillor Smith

Seconded by: Councillor Wickerson

MOTION CARRIED

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.

16.3 Chief Executive Officer Monthly Report - January 2020

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.

Moved by: Councillor Williams

Seconded by: Councillor Wickerson

MOTION CARRIED

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.

16.4 Acting General Manager Arrangements and Temporary Reporting Changes

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 (Staffing Matters).

Moved by: Councillor Wickerson

Seconded by: Councillor Fisher

MOTION CARRIED

COUNCIL RESOLUTION

9:56AM

THAT pursuant to s5.11 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Smith

Seconded by: Councillor Rutherford

MOTION CARRIED

9:57AM Mayor Strelow declared that the meeting be adjourned for a 10 minute break.

10:10AM Mayor Strelow declared that the meeting be 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
Mr P Kofod – General Manager Regional Services
Ms C Worthy – General Manager Community Services
Ms A Cutler – Chief Financial Officer
Ms T Sweeney – Manager Workforce & Governance
Mr D Morrison – Executive Coordinator to the Mayor
Mr M Mansfield – Coordinator Media and Communications
Ms A Brennan – Coordinator Legal & Governance
Mr B Sheppard – Senior Human Resources Advisor
Ms E Brodel – Media Officer
Ms L Leeder – Senior Committee Support Officer
Ms S Friske – Committee Support Officer

Councillor Rose Swadling declared a personal conflict of interest in Item 16.1 – Legal Matters Report – October to December 2019 and declared the following:

“I declare that I have a conflict of interest in the matter as my cousin is identified in the attached report and will be dealing with this conflict of interest by leaving the meeting while this matter is discussed and voted on.”

10:10AM	Councillor Swadling left the meeting room while Item 16.1 was discussed having declared an interest in this matter
10:12AM	Councillor Swadling returned to the meeting room
10:46AM	Councillor Swadling left the meeting room while Item 16.3 was discussed having earlier declared an interest in this matter
10:58AM	Councillor Swadling returned to the meeting room

COUNCIL RESOLUTION

11:20AM

THAT pursuant to s5.11 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Councillor Wickerson

Seconded by: Councillor Smith

MOTION CARRIED

16 CONFIDENTIAL REPORTS

11:20AM Councillor Swadling left the meeting room while Items 16.1 and 16.3 were discussed having declared an interest in these matters.

16.1 LEGAL MATTERS REPORT - OCTOBER TO DECEMBER 2019

File No: 1830

Attachments: 1. Legal Matters Report - 1 October to 31 December 2019

Authorising Officer: Tracy Sweeney - Manager Workforce and Governance

Author: Allysa Brennan - Coordinator Legal and Governance

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

Presenting an update of current legal matters that Council is involved in as at 31 December 2019.

COUNCIL RESOLUTION

THAT the legal matters report containing updates on legal matters for Rockhampton Regional Council as at 31 December 2019 be received.

Moved by: Mayor Strelow

Seconded by: Councillor Smith

MOTION CARRIED

16.3 CHIEF EXECUTIVE OFFICER MONTHLY REPORT - JANUARY 2020**File No:** 1830**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 presenting monthly report for the period ending 13 January 2020

COUNCIL RESOLUTION

THAT the monthly report from the Chief Executive Officer for the period ending 13 January 2020 be received.

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

11:21AM Councillor Swadling returned to the meeting room

16.2 MONTHLY BUDGET REVIEW**File No:** 8785**Attachments:** 1. December Monthly Budget Review**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer**Author:** Alicia Cutler - Chief Financial Officer

This report is considered confidential in accordance with section 275(1)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

SUMMARY

Chief Financial Officer presenting updated estimates for months of November and December 2019.

COUNCIL RESOLUTION

THAT the report be received and the budget estimate changes be endorsed as per the report including the discussed changes.

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

16.4 ACTING GENERAL MANAGER ARRANGEMENTS AND TEMPORARY REPORTING CHANGES**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 (Staffing Matters).

SUMMARY

Chief Executive Officer reporting on proposed arrangements for temporary reporting changes following resignation of 2 General Managers.

COUNCIL RESOLUTION

THAT Council endorses the temporary acting arrangements and reporting changes as detailed in the report recommendations.

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

17 CLOSURE OF MEETING

The Council table expressed their thanks to Colleen Worthy for her service. Mayor noted that the parks are looking great and that Council appreciates the efforts she has put into reshaping the Community Services Department, and we wish her well for the future.

There being no further business the meeting closed at 11:24am.

SIGNATURE

CHAIRPERSON

DATE