



# **SPECIAL MEETING**

## **MINUTES**

**1 FEBRUARY 2022**

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	OPENING.....	2
2	PRESENT .....	2
3	APOLOGIES AND LEAVE OF ABSENCE .....	2
4	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	3
5	BUSINESS OUTSTANDING.....	3
	5.1 LIFTING MATTERS FROM THE TABLE .....	3
6	OFFICERS' REPORTS .....	4
	6.1 COUNCIL DECISION MAKING STRUCTURE.....	4
7	CLOSED SESSION .....	6
	8.1 FUTURE FINANCIAL SUSTAINABILITY & BUDGETARY ISSUES	
8	CONFIDENTIAL REPORTS.....	8
	8.1 FUTURE FINANCIAL SUSTAINABILITY & BUDGETARY ISSUES.....	8
9	CLOSURE OF MEETING.....	9

**REPORT OF THE SPECIAL MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 1 FEBRUARY 2022 COMMENCING AT 9:03AM**

## **1 OPENING**

1.1 Acknowledgement of Country

## **2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor N K Fisher  
Councillor S Latcham  
Councillor C E Smith  
Councillor M D Wickerson  
Councillor D Kirkland

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – General Manager Community Services  
Ms M Taylor – Chief Financial Officer  
Ms L Leeder – Senior Committee Support Officer

Via Webex:

Mr G Bowden – Executive Manager Advance Rockhampton  
Mr D Morrison – Manager Office of the Mayor  
Mr A Russell – Manager Strategy and Planning

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

Councillor Cherie Rutherford tendered her apology and was not in attendance on 1 February 2022.

Councillor Grant Mathers tendered his apology and was not in attendance on 1 February 2022.

### **3.1 REQUEST FOR LEAVE OF ABSENCE - MAYOR WILLIAMS**

**File No: 10072**

**Responsible Officer: Evan Pardon – Chief Executive Officer**

#### **COUNCIL RESOLUTION**

THAT the Mayor, Councillor Tony Williams be granted leave of absence for the period 8 to 10 February 2022 inclusive.

**Moved by: Councillor Fisher**

**Seconded by: Councillor Latcham**

**MOTION CARRIED**

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

Nil

**5 BUSINESS OUTSTANDING****5.1 LIFTING MATTERS FROM THE TABLE**

**File No:** 11979  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift the report that has been laid on the table at Ordinary Council Meeting 25 January 2022.*

**COUNCIL RESOLUTION**

THAT the following matter be lifted from the table and dealt with accordingly:

- Future Financial Sustainability & Budgetary Issues.

**Moved by:** Councillor Kirkland

**Seconded by:** Councillor Smith

**MOTION CARRIED**

## 6 OFFICERS' REPORTS

### 6.1 COUNCIL DECISION MAKING STRUCTURE

**File No:** 10072  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

#### SUMMARY

*The purpose of this report is to present for Council's consideration an alternative method and structure related to governance and information sharing with the aim of facilitating timely and informed decision making by Council.*

#### COUNCIL RESOLUTION

THAT pursuant to Chapter 8, Part 2 Div 2 of the *Local Government Regulation 2012* and with effect from 1 March 2022:

1. Council move to the following Committee structure whilst maintaining the current Councillor Portfolio appointments.

<b>Committee</b>	<b>Members</b>	<b>Chairperson</b>
Communities	All Councillors	Mayor
Infrastructure	All Councillors	Mayor

2. The Terms of Reference for each Committee as attached to the report be approved.
3. That a review into this structure be conducted in July 2022.

**Moved by:** Councillor Smith  
**Seconded by:** Councillor Kirkland

**MOTION CARRIED UNANIMOUSLY**

***Meeting Adjourned*****COUNCIL RESOLUTION**

9:14AM

THAT the meeting be adjourned until 9:00am on Monday 7 February 2022.

**Moved by: Mayor Williams****MOTION CARRIED*****Meeting Resumed – Monday 7 February 2022*****COUNCIL RESOLUTION**

10:00AM

THAT the meeting be resumed.

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

## Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor N K Fisher  
Councillor S Latcham  
Councillor G Mathers  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor D Kirkland

## In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – General Manager Community Services  
Ms M Taylor – Chief Financial Officer  
Mr A Russell – Manager Strategy and Planning  
Ms L Leeder – Senior Committee Support Officer

## Via Webex:

Mr G Bowden – Executive Manager Advance Rockhampton  
Mr D Morrison – Manager Office of the Mayor

## 7 CLOSED SESSION

In accordance with the provisions of section 254J(3) 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 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 8.1 Future Financial Sustainability & Budgetary Issues

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget. (Budget discussions with Council)

**Moved by:** Councillor Wickerson

**Seconded by:** Councillor Fisher

**MOTION CARRIED UNANIMOUSLY**

### COUNCIL RESOLUTION

**10:02AM**

**THAT** pursuant to s5.12 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

**Moved by:** Councillor Smith

**Seconded by:** Councillor Mathers

**MOTION CARRIED**

10:10AM Councillor Rutherford attended the meeting

10:51AM Councillor Kirkland attended the meeting

11:26AM Councillor Fisher left the meeting

11:32AM Councillor Fisher returned to the meeting

11:57AM Chief Executive Officer left the meeting

11:59AM Chief Executive Officer returned to the meeting

12:08PM Mayor Williams declared that the meeting be adjourned for a short recess, to resume at 12:40pm

12:41PM The meeting resumed

Members Present:

The Mayor, Councillor A P Williams (Chairperson)

Deputy Mayor, Councillor N K Fisher

Councillor S Latcham

Councillor G Mathers

Councillor C E Smith

Councillor C R Rutherford

Councillor D Kirkland

## In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms A Cutler – General Manager Community Services  
Ms M Taylor – Chief Financial Officer  
Mr G Bowden – Executive Manager Advance Rockhampton  
Mr A Russell – Manager Strategy and Planning  
Ms L Leeder – Senior Committee Support Officer

## Via Webex:

Mr D Morrison – Manager Office of the Mayor

1:15PM Councillor Mathers left the meeting  
1:15PM Councillor Mathers returned to the meeting  
1:34PM Chief Executive Officer left the meeting  
1:36PM Chief Executive Officer returned to the meeting

**COUNCIL RESOLUTION****2:33PM**

**THAT** pursuant to s5.12 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

**Moved by: Mayor Williams**

**Seconded by: Councillor Mathers**

**MOTION CARRIED UNANIMOUSLY**



## 8 CONFIDENTIAL REPORTS

### 8.1 FUTURE FINANCIAL SUSTAINABILITY & BUDGETARY ISSUES

**File No:** 8785  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Acting Manager Corporate & Technology Services

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget. (Budget discussions with Council)

---

#### SUMMARY

*This report provides a summary of the impact on the future financial sustainability of Council and budgetary measures required to address the large reduction in the financial assistance grants from 2022/2023 onwards.*

#### COUNCIL RESOLUTION

THAT a report be prepared based on the discussions at the meeting and presented at a future Council meeting.

**Moved by:** Councillor Kirkland  
**Seconded by:** Councillor Mathers  
**MOTION CARRIED UNANIMOUSLY**

**9 CLOSURE OF MEETING**

There being no further business the meeting closed at 2:34pm on 7 February 2022.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE