



ORDINARY MEETING

MINUTES

15 MAY 2018

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	2
4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	2
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA	2
6	BUSINESS OUTSTANDING.....	3
	NIL	3
7	PUBLIC FORUMS/DEPUTATIONS	4
	NIL	4
8	PRESENTATION OF PETITIONS.....	5
	NIL	5
9	COMMITTEE REPORTS.....	6
9.1	PLANNING AND REGULATORY COMMITTEE MEETING - 1 MAY 2018	6
9.2	AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 4 MAY 2018.....	18
10	COUNCILLOR/DELEGATE REPORTS	35
	NIL	35
11	OFFICERS' REPORTS	36
11.1	ADVANCE ROCKHAMPTON OPERATIONAL REPORT MARCH 2018	36
11.2	DEVELOPMENT INCENTIVES PROGRAM	37
11.3	2017/18 OPERATIONAL PLAN PROGRESS REPORT - QUARTER THREE	38
11.4	PROPOSED GRACEMERE POSTCODE CHANGE.....	39
11.5	SMART HUB 2018/20 OPERATIONAL PLAN AND PROPOSED FUNDING APPLICATION.....	40
11.6	RRC/CQU - BOND STORE - QUAY STREET CULTURAL PRECINCT COLLABORATION UPDATE	41
11.7	BOUNDARY REALIGNMENT - 460 NORMAN ROAD.....	42
11.8	INVITATION FROM THE PREMIER OF QUEENSLAND - TRADE AND INVESTMENT MISSION	44
12	NOTICES OF MOTION	45

	NIL	45
13	QUESTIONS ON NOTICE	46
	NIL	46
14	URGENT BUSINESS\QUESTIONS	47
14.1	REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR CHERIE RUTHERFORD	47
14.2	APPOINTMENT OF ACTING MAYOR 1-3 JUNE 2018 INCLUSIVE	48
14.3	PROPOSED AMENDMENT TO EXPENSES REIMBURSEMENT POLICY	49
15	CLOSED SESSION	50
16.1	LEASING MATTER	50
16.2	PROPOSED SALE OF 630 MONTGOMERIE STREET.....	50
16.3	LEGAL MATTER	50
16.4	VERBAL UPDATE ON BEEF AUSTRALIA 2018.....	50
16	CONFIDENTIAL REPORTS.....	52
16.1	LEASING MATTER	52
16.2	PROPOSED SALE OF 630 MONTGOMERIE STREET.....	53
16.3	LEGAL MATTER	54
16.4	VERBAL UPDATE ON BEEF AUSTRALIA 2018.....	55
17	CLOSURE OF MEETING.....	56

**REPORT OF THE ORDINARY MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 15 MAY 2018 COMMENCING AT 9.04AM**

1 OPENING

The opening prayer presented by Pastor Rob Edwards from Calvary Lutheran Church.

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer
Mr P Kofod – General Manager Regional Services
Mr T Cullen – General Manager Advance Rockhampton/Acting General Manager Aviation Services
Mr C Ireland – Manager Regional Development and Promotions
Mr C Wyatt – Manager Strategic Planning
Mr D Stevenson – Manager Corporate and Technology Services
Ms T Sweeney – Manager Workforce and Strategy
Mr D Morrison – Executive Coordinator to the Mayor
Ms A Brennan – Coordinator Corporate Improvement and Strategy
Ms K Anderson – Coordinator Property and Insurance
Ms N Ellawala – Coordinator Local Laws
Ms T Fitzgibbon – Coordinator Development Assessment
Mr B Diplock – Senior Planning Officer
Ms J Horton – Centres Activation Coordinator
Ms E Hattin – Smart Hub Business Manager
Ms C Horstman – Supervisor Human Resources
Ms T Koekemoer – Projects and Governance Officer
Mr J Maxwell – Graphic Artist
Ms L Smith – Tourism Officer
Mr M Mansfield – Supervisor Media and Engagement
Ms K Talbot – Senior Media Officer
Ms E Brodel – Media Officer
Ms L Leeder – Senior Governance Support Officer
Ms K Walsh – Governance Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 26 April 2018 be taken as read and adopted as a correct record.

Moved by: Councillor Williams

Seconded by: Councillor Smith

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 PLANNING AND REGULATORY COMMITTEE MEETING - 1 MAY 2018

COUNCIL RESOLUTION

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 1 May 2018 as circulated, be received and that the recommendations contained within these minutes be adopted, excluding Item 9.1.1 D/12-2018 - Development Application for a Material Change of Use for a Food and Drink Outlet.

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, 1 May 2018
9.1.1 D/12-2018 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A FOOD AND DRINK OUTLET

File No: D/12-2018

Attachments:

1. Locality Plan
2. Proposed Plan
3. Elevations
4. Elevations

Authorising Officer: Tarnya Fitzgibbon - Coordinator Development Assessment
Steven Gatt - Manager Planning and Regulatory Services
Colleen Worthy - General Manager Community Services

Author: Brandon Diplock - Planning Officer

SUMMARY

Development Application Number: D/12-2018

Applicant: Kele Property Group (QLD) Pty Ltd

Real Property Address: Lot 2 and 3 on RP619302 and Lot 3 on RP602746, Parish of Rockhampton

Common Property Address: 106 George Street and 73 Archer Street, Rockhampton City

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Specialised Centre Zone (Gladstone Road and George Street Precinct) and Low-medium Density Residential Zone

Planning Scheme Overlays: Transport Noise Corridor (Category 2-4)

Existing Development: Office and Residential Dwelling

Existing Approvals: Not Applicable

Approval Sought: Development Permit for a Material Change of Use for a Food and Drink Outlet

Level of Assessment: Impact Assessable

Submissions: Two (2)

Referral Agency(s): Department of Infrastructure, Local Government and Planning

Infrastructure Charges Area: Charge Area 1

Application Progress:

<i>Application Lodged:</i>	6 February 2018
<i>Acknowledgment Notice issued:</i>	8 February 2018
<i>Request for Further Information sent:</i>	16 February 2018
<i>Request for Further Information responded to:</i>	8 March 2018
<i>Submission period commenced:</i>	12 March 2018
<i>Submission period end:</i>	3 April 2018

<i>Government Agency Response:</i>	<i>20 February 2018</i>
<i>Last receipt of information from applicant:</i>	<i>16 April 2018</i>
<i>Statutory due determination date:</i>	<i>29 May 2018</i>

COUNCIL RESOLUTION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for Food and Drink Outlet, made by Kele Property Group (QLD) Pty Ltd, on land located at 106 George Street and 73 Archer Street, Rockhampton City, formally described as Lot 2 and 3 on RP619302 and Lot 3 on RP602746, Parish of Rockhampton, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.

1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.

1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:

1.3.1 to Council's satisfaction;

1.3.2 at no cost to Council; and

1.3.3 prior to the commencement of the use;

unless otherwise stated.

1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.

1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:

1.5.1 Reconfiguring a Lot (amalgamation);

1.5.2 Operational Works:

(i) Road Works;

(ii) Access and Parking Works;

(iii) Stormwater Works;

(iv) Roof and Allotment Drainage;

1.5.3 Plumbing and Drainage Works; and

1.5.4 Building Works:

(i) Demolition Works; and

(ii) Building Works.

1.6 All Development Permits for Operational Works and Plumbing and Drainage Works

must be obtained prior to the issue of a Development Permit for Building Works.

- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.9 Lots 2 and 3 on RP619302 and Lot 3 on RP602746 must be amalgamated and registered as one lot prior to the commencement of the use.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Demolition Plan	SK-003 Rev 4	8 March 2018
Proposal Plan	SK-004 Rev 4	8 March 2018
Elevations	SK-005 Rev 4	8 March 2018
Elevations	SK-006 Rev 4	8 March 2018
Conceptual Images	SK-008 Rev 4	8 March 2018
Site Layout	0711718-SK-0001 Rev B	1 March 2018
Preliminary Stormwater Pre Development	0711718-SK-0002 Rev B	1 March 2018
Preliminary Stormwater Post Development	0711718-SK-0003 Rev B	1 March 2018
Preliminary Roadworks and Swept Paths	0711718-SK-0004 Rev B	1 March 2018

- 2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.
- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of an application for a Development Permit for Operational Works.

3.0 ROAD WORKS

- 3.1 A Development Permit for Operational Works (road works) must be obtained prior to the commencement of any road works required by this development approval.
- 3.2 All road works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, relevant *Australian Standards* and *Austroads Guidelines* and the provisions of a Development Permit for Operational Works (road works).
- 3.3 An Auxiliary Left Turn and Channelised Right Turn into George Lane must be constructed along the Archer Street frontage of the site generally in accordance with McMurtrie Consulting Engineers Drawing 0711718-SK-0004 Rev B dated 1 March 2018.
- 3.4 Where the existing bicycle lane along the Archer Street frontage of the site is diverted onto the footpath area, the existing pedestrian footpath must be widened to a minimum of 2.5 metres wide.

- 3.5 Suitable pavement marking and signage must be installed in George Lane for the pedestrian crossing between the car park and the restaurant.
- 3.6 Dedicated pedestrian linkages through the proposed development linking the car parking areas to the restaurant dining areas must be provided.
- 3.7 All pathways and access ramps must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 3.8 All pathways located within a road reserve or Public use land must be provided with public space lighting in accordance with *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 3.9 All pathways must incorporate kerb ramps at all road crossing points.
- 3.10 Traffic signs and pavement markings must be provided in accordance with the *Manual of Uniform Traffic Control Devices – Queensland*. Where necessary, existing traffic signs and pavement markings must be modified in accordance with the *Manual of Uniform Traffic Control Devices – Queensland*.
- 4.0 **ACCESS AND PARKING WORKS**
- 4.1 A Development Permit for Operational Works (access and parking works) must be obtained prior to the commencement of any access and parking works on the development site.
- 4.2 All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 4.3 All car parking and access areas must be paved or sealed to Council's satisfaction. Design and construction must be in accordance with the provisions of a Development Permit for Operational Works (access and parking works).
- 4.4 All vehicular access to and from the development must be via George Lane only.
- 4.5 All service and delivery vehicles, including refuse collection vehicles must exit via Archer Street only. The Developer must install suitable signage that prevents patrons using the drive-through from exiting onto Archer Street.
- 4.6 All service and delivery vehicles must only access the site outside the approved operating hours.
- 4.7 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.
- 4.8 All vehicles must ingress and egress the development in a forward gear.
- 4.9 Adequate sight distances must be provided for all ingress and egress movements at the access driveways in accordance with *Australian Standard AS2890.2 "Parking facilities - Off street commercial vehicle facilities"*.
- 4.10 Any application for a Development Permit for Operational Works (access and parking works) must demonstrate the provision of a minimum of seventeen (17) off-street parking spaces within the site.
- 4.11 Universal access parking spaces must be provided on-site in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 4.12 Parking spaces must be line-marked in accordance with the approved Site Plan (refer to condition 2.1) and in accordance with the *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).

- 4.13 Any application for a Development Permit for Operational Works (access and parking works) must be accompanied by detailed and scaled plans, which demonstrate the turning movements/swept paths of the largest vehicle to access the development site including refuse collection vehicles.
- 4.14 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities – Off-street car parking"*.
- 4.15 Wheel stops must be included for all parking spaces in accordance with *Australian Standard AS2890.1 "Parking facilities – Off-street car parking"*.
- 4.16 Road signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"*.
- 4.17 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 4.18 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 4.19 Bicycle parking facilities must be provided in accordance with *AUSTROADS Guide to Traffic Engineering Practice, Part 14 – Bicycles*. The bicycle parking facilities must be located at basement or ground floor level and encourage casual surveillance.
- 5.0 PLUMBING AND DRAINAGE WORKS
- 5.1 A Development Permit for Plumbing and Drainage Works must be obtained for the removal and/or demolition of any existing structure on the development site.
- 5.2 All internal plumbing and drainage works must be designed and constructed in accordance with the *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2002*, and Council's Plumbing and Drainage Policies.
- 5.3 The development must be connected to Council's reticulated sewerage and water networks.
- 5.4 The existing sewerage and water connection point(s) must be retained, and upgraded if necessary, to service the development.
- 5.5 Internal Plumbing and Sanitary Drainage of existing buildings must be contained within the lot it serves.
- 5.6 Adequate domestic and fire-fighting protection must be provided to the development, and must be certified by an hydraulic engineer or other suitably qualified person.
- 5.7 Sewer connections and water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.
- 5.8 Alteration or relocation of internal sanitary drainage works associated with the existing buildings must be in accordance with regulated work under the *Plumbing and Drainage Act 2002*.
- 5.9 Alteration, disconnection or relocation of internal plumbing and sanitary drainage works associated with the existing buildings must be in accordance with regulated work under the *Plumbing and Drainage Act 2002* and Council's Plumbing and Drainage Policies.
- 5.10 Amended sewerage/Sewerage trade waste permits must be obtained for the discharge of any non-domestic waste into Council's reticulated sewerage network. Arrestor traps must be provided where commercial or non-domestic waste is proposed to be discharged into the sewer system.

6.0 STORMWATER WORKS

- 6.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.
- 6.2 All stormwater drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (stormwater works).
- 6.3 All stormwater must drain to a demonstrated lawful point of discharge and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
- 6.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
- 6.5 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by a detailed Stormwater Management Plan, prepared and certified by a Registered Professional Engineer of Queensland. The Stormwater Management Plan must clearly demonstrate that:
- 6.5.1 all content of the stormwater management plan is in accordance with the *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, stormwater management design objectives in *State Planning Policy 2017*, and sound engineering practice;
 - 6.5.2 the Stormwater discharge is to a lawful point of discharge in accordance with the *Queensland Urban Drainage Manual*;
 - 6.5.3 each part of every lot is self-draining;
- 6.6 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by engineering plans with details of any new drainage systems including detention systems, inlet and outlet structures, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy.

7.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 7.1 A Development Permit for Operational Works (roof and allotment drainage works) must be obtained prior to the commencement of any drainage works on the development site.
- 7.2 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (roof and allotment drainage works).
- 7.3 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.
- 7.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.

8.0 SITE WORKS

- 8.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.

- 8.2 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
- 9.0 BUILDING WORKS
- 9.1 A Development Permit for Building Works must be obtained for the removal and/or demolition of any existing structure on the development site.
- 9.2 The existing dwellings on the subject land must be demolished and a Development Permit for Building Works (demolition) must be obtained prior to the commencement of demolition works on the development site.
- 9.3 All building works must be undertaken in accordance with Council's *Building Over/Adjacent to Local Government Sewerage Infrastructure Policy* and any permit obtained in respect of this policy.
- 9.4 All external elements, such as air conditioners, pool and spa pumps and associated equipment, must be adequately screened from public view, to Council's satisfaction.
- 9.5 Access to and use of the land the subject of this application must comply with the provisions of the *Disability Discrimination Act 1992* and/or the *Anti-Discrimination Act 1991*. If either of those statutes require the provision of access or facilities in a way that is inconsistent with this development approval, those facilities must be provided.
- 9.6 Impervious paved waste storage area/s must be provided in accordance with the approved plans (refer to condition 2.1) and the *Environmental Protection Regulation 2008* and must be:
- 9.6.1 designed and located so as not to cause a nuisance to neighbouring properties;
- 9.6.2 aesthetically screened from any road frontage or adjoining property;
- 9.6.3 of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor plus clearances around the bins for manoeuvring and cleaning;
- 9.6.4 setback a minimum of two (2) metres from any road frontage; and
- 9.6.5 provided with a suitable hosecock and hoses at the refuse container area, and washdown must be drained to the sewer in accordance with the Sewerage Trade Waste provisions and the *Plumbing and Drainage Act 2002*.
- As an alternative to a washdown facility, a fully contained commercial bin cleaning service is acceptable provided no wastewater is discharged from the site to the sewer.
- 9.7 A minimum 2.1 metre high acoustic screen fence must be erected along the common boundary of the subject development site and any adjoining residential properties.
- 9.8 Any advertising device associated with or attached to the development must be carried out in accordance with the applicable Advertising Devices Code in the *Rockhampton Region Planning Scheme 2015*.
- 10.0 LANDSCAPING WORKS
- 10.1 All landscaping must be established generally in accordance with the approved plans (refer to condition 2.1). The landscaping must be constructed and/or established prior to the commencement of the use and the landscaped areas must predominantly contain plant species that are locally native to the Central Queensland region due to their low water dependency.
- 10.2 All landscaping must be of a mature height to ensure the amenity of surrounding land uses is maintained.

- 10.3 The landscaped areas must be subject to:
- 10.3.1 a watering and maintenance plan during the establishment moment; and
 - 10.3.2 an ongoing maintenance and replanting programme.
- 10.4 Council approval must be obtained prior to the removal of or interference with street trees located on Council land in accordance with Council's street tree policy.
- 10.5 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.
- 11.0 ELECTRICITY
- 11.1 Electricity services must be provided to the development in accordance with the standards and requirements of the relevant service provider.
- 12.0 TELECOMMUNICATIONS
- 12.1 Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider. Unless otherwise stipulated by telecommunications legislation at the time of installation, this includes all necessary pits and pipes, and conduits that provide a connection to the telecommunications network.
- 13.0 ASSET MANAGEMENT
- 13.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 13.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
- 13.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the *Asset Design and As Constructed Manual (ADAC)*.
- 14.0 ENVIRONMENTAL
- 14.1 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan that addresses, but is not limited to, the following:
- (i) objectives;
 - (ii) site location and topography;
 - (iii) vegetation;
 - (iv) site drainage;
 - (v) soils;
 - (vi) erosion susceptibility;
 - (vii) erosion risk;
 - (viii) concept;
 - (ix) design; and
 - (x) implementation,
- for the construction and post-construction phases of work.

14.2 The Erosion Control and Stormwater Control Management Plan prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be implemented, monitored and maintained for the duration of the development works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The plan must be available on-site for inspection by Council Officers whilst all works are being carried out.

15.0 ENVIRONMENTAL HEALTH

15.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting"*.

15.2 Noise emitted from the activity must not cause an environmental nuisance.

15.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.

15.4 When requested by Council, noise monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise. The monitoring data, an analysis of the data and a report, including noise mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation. Council may require any noise mitigation measures identified in the assessment to be implemented within appropriate timeframes. Noise measurements must be compared with the acoustic quality objectives specified in the most recent edition of the *Environmental Protection (Noise) Policy*.

16.0 HOURS OF OPERATION

16.1 The hours of operations for the food and drink outlet must be limited to:

- (i) 0800 hours to 2300 hours on Monday to Thursday and Sunday, and
- (ii) 0800 hours to 2400 hours on Friday and Saturday

16.2 The loading and/or unloading of delivery and waste collection vehicles is limited between the hours of 0700 and 1900 Monday to Saturday and between the hours of 0800 and 1500 on Sundays. No heavy vehicles must enter the development site outside these times to wait for unloading/loading.

ADVISORY NOTES

NOTE 1. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Work Health and Safety Act 2011* and *Public Health Act 2005*.

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety Of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 4. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development because the new infrastructure charges arising from the development are less than the credits applicable for the new development.

NOTE 5. Licensable Activities

Should an activity licensable by Rockhampton Regional Council be proposed for the premises, Council's Health and Environment Unit should be consulted to determine whether any approvals are required. Such activities may include the storage, preparation, serving of food to the public.

RECOMMENDATION B

That in relation to the application for a Development Permit for a Material Change of Use for Food and Drink Outlet, made by Kele Property Group (QLD) Pty Ltd, on land located at 106 George Street and 73 Archer Street, Rockhampton City, formally described as Lot 2 and 3 on RP619302 and Lot 3 on RP602746, Parish of Rockhampton, Council resolves not to issue an Infrastructure Charges Notice.

Moved by: Councillor Smith
Seconded by: Councillor Swadling

MOTION CARRIED

Recommendation of the Planning and Regulatory Committee, 1 May 2018**9.1.2 ANIMAL MANAGEMENT - SURRENDERED AND UNCLAIMED ANIMALS POLICY**

File No: 1464

Attachments:

1. Animal Management - Surrendered and Unclaimed Animals Policy (Track Changes)
2. Memorandum of Understanding

Authorising Officer: Steven Gatt - Manager Planning and Regulatory Services
Colleen Worthy - General Manager Community Services

Author: Nishu Ellawala - Coordinator Local Laws

SUMMARY

Manager Planning and Regulatory Services presenting the report on the draft Animal Management – Surrendered and Unclaimed Animals Policy which has been amended to include a Memorandum of Understanding between Council and Charity Animal Welfare agencies.

COMMITTEE RECOMMENDATION

THAT the Draft Animal Management – Surrendered and Unclaimed Animals Policy be referred to a later meeting.

9.2 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 4 MAY 2018**COUNCIL RESOLUTION**

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 4 May 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

Moved by: Councillor Smith

Seconded by: Councillor Fisher

MOTION CARRIED

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

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.1 CEO INTRODUCTION AND UPDATE**

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

SUMMARY

The CEO will address, welcome and update the Committee on any matters of importance and interest.

COMMITTEE RECOMMENDATION

THAT the CEO's update be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.2 CURRENT STATUS OF OUTSTANDING INFRASTRUCTURE CHARGES AND CONTRIBUTIONS**

File No: 7678

Attachments: 1. Table of Recommendations and Management Agreed Actions

Authorising Officer: Colleen Worthy - General Manager Community Services

Author: Steven Gatt - Manager Planning and Regulatory Services

SUMMARY

An update on the current status of outstanding infrastructure charges and contributions is presented for information.

COMMITTEE RECOMMENDATION

THAT the report on the current status of outstanding infrastructure charges and contributions be 'received'.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.3 VALUATION SUMMARY 2017/18**

File No: 8151
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

A report is provided on the impact of the Asset Valuations for the upcoming Financial Reporting Period ended 30 June 2018 and a review of the fair value assessments of the asset classes not being revalued in the current year and the recommended treatment.

COMMITTEE RECOMMENDATION

THAT the report in regard to the movement of non-current asset values be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.4 FINANCE SECTION UPDATE**

File No: 8151
Attachments: 1. Summary Budget Management Report -
March 2018 - Ordinary Council
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Chief Financial Officer providing a Financial Update in preparation for the end of financial year on 30 June 2018.

COMMITTEE RECOMMENDATION

THAT the Finance Section Update report be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.5 REPORT FROM EXTERNAL AUDITORS**

File No: 8151
Attachments: 1. Audit and Business Improvement Committee Briefing Paper
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Council's auditors, Thomas Noble and Russell (TNR) have provided a briefing paper for the 2017/20108 audit.

COMMITTEE RECOMMENDATION

THAT the briefing paper from the external auditors be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.6 FRAUD AND CORRUPTION RISK CHECKLIST - ANNUAL REVIEW**

File No: 8780

Attachments: 1. Fraud and Corruption Risk Checklist Annual Presentation as at 23 March 2018

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

Author: Kisane Ramm - Senior Risk and Assurance Advisor

SUMMARY

The annual review of the Fraud and Corruption Checklist has been completed and is now presented for consideration.

COMMITTEE RECOMMENDATION

THAT the Committee recommends that Council adopts the Fraud and Corruption Risk Checklist, as attached to the report.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.7 INTERNAL AUDIT CHARTER**

File No: 5207
Attachments: 1. IA Charter (updated)
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Committee requested a review of the Internal Audit Charter wording at its last meeting. This is now updated for further consideration. Minor amendments have been made to Sections 5.1.3.2 and 5.1.7 which also includes provision for a rolling 12 month audit plan option.

Guidance indicates:

Although audit plans typically are prepared annually, they may be developed according to another cycle. For example, the internal audit activity may maintain a rolling 12-month audit plan and re-evaluate projects on a quarterly basis. Or, the internal audit activity may develop a multi-year audit plan and assess the plan annually.

The internal audit plan is flexible enough to allow the CAE to review and adjust it as necessary, etc.

COMMITTEE RECOMMENDATION

THAT the updated IA Charter Policy be received and approved.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.8 ANNUAL AUDIT PLAN PROGRESS 2017-2018**

File No: 5207
Attachments: 1. Annual Audit Plan Progress / Update
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Audit Plan Progress Report for the year is provided for review by the Committee.

COMMITTEE RECOMMENDATION

THAT the update of Audit Plan Progress and requested Plan Adjustment be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.9 ACTION PROGRESS REPORT**

File No: 5207
Attachments: 1. Action Progress Report - 23 April 2018
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Business Improvement Activity – Action Progress Report is provided for review by the Committee. This report is presented at each Committee meeting by request. The latest report was closed off for further editing on 23 April 2018.

COMMITTEE RECOMMENDATION

THAT the Action Progress Report for the period ending 23 April 2018 be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.10 FOLLOW-UP REVIEW 2018-7**

File No: 5207
Attachments: 1. Follow Up Review 2018-7
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The planned audit – Follow Up Review is presented for attention by the Committee.

Due to requested changes to the Annual Audit Plan, this review had been started, but not finalised. Only work completed to date is therefore presented – this does not represent the total planned time allocation of 15 days.

It is intended that any available audit plan days remaining, before 30 June, be allocated towards additional follow-up review work, but also depending on additional requests in this timeframe.

At the time of writing this report, a second request has now been received from the CEO representing another change to the Audit Plan. Approximately 4-5 planned days' work has been undertaken to date.

COMMITTEE RECOMMENDATION

THAT the Planned Follow-Up Review Audit Report be received by the Committee.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.11 REVIEW OF PAYROLL (SITE TIMESHEETS)**

File No: 5207
Attachments: 1. Payroll-Site Timesheets Audit
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The planned audit of site timesheets is presented for review by the committee.

COMMITTEE RECOMMENDATION

THAT the Review of Payroll (Timesheets) report be received.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.12 COMMITTEE ANNUAL SELF-ASSESSMENT/SURVEYS****File No: 5207****Attachments:**

1. Food Licencing Customer Survey
2. A&BI Committee Self Assessment
3. A&BI Committee Self Assessment

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

SUMMARY

The Committee is required to self-assess annually, as per its Charter.

Two surveys are included for the information of the Committee and Senior Management:

- *2017 Self-Assessment Questionnaire (A&BI Committee Annual Self-Assessment)*
- *2017 Internal Audit Client Questionnaire (Review of Food Licencing)*

COMMITTEE RECOMMENDATION

THAT the surveys be received and noted as being completed.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.13 ASSET MANAGEMENT SYSTEM REVIEW AND REPLACEMENT PROJECT
PROGRESS UPDATE**

File No: 12179

Attachments:

1. Asset Management System Implementation Project Plan
2. Project Risk Register
3. PCG Project Progress Report - 19 April 2018

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Drew Stevenson - Manager Corporate and Technology Services

SUMMARY

This report provides a summary of the asset management system review, subsequent TechnologyOne Asset Lifecycle Management implementation project approach and project status update.

COMMITTEE RECOMMENDATION

THAT the Committee receives the Asset Management System Review and Replacement project status report.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.14 CONFIRMED FRAUDULENT ATTEMPT TO CHANGE SUPPLIER BANK DETAILS**

File No: 5207

Attachments:

1. Validation of Changes to Accounts Payable Chart Procedure
2. Scam Watch Registration Response dated 23 February 2018

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Drew Stevenson - Manager Corporate and Technology Services

SUMMARY

Over two days in late February (21 and 22 February 2018), an elaborate attempt was made to change a Council supplier's details with the objective to redirect an invoice payment to another bank account. This report details the fraudulent attempt and the subsequent actions taken by the Procurement & Logistics unit staff.

COMMITTEE RECOMMENDATION

THAT the Committee receives the report on a confirmed fraudulent attempt to change supplier bank details.

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.15 INVESTIGATION AND LEGAL MATTERS AS AT 31 MARCH 2018**

File No: 5207
Attachments: 1. Legal Matters Report as at 31 March 2018
Authorising Officer: Tracy Sweeney - Manager Workforce and Strategy
Ross Cheesman - Deputy Chief Executive Officer
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 March 2018.

COMMITTEE RECOMMENDATION

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

Recommendation of the Audit and Business Improvement Committee, 4 May 2018**9.2.16 LOSS/THEFT ITEMS - FEBRUARY TO MARCH 2018**

File No: 3911
Attachments: 1. Loss/Theft - February to March 2018
Authorising Officer: Drew Stevenson - Manager Corporate and Technology Services
Ross Cheesman - Deputy Chief Executive Officer
Author: Kellie Anderson - Coordinator Property and Insurance

SUMMARY

Presenting details of the Loss/Theft register for the period 1 February to 31 March 2018.

COMMITTEE RECOMMENDATION

THAT the Committee 'receives' the Loss/Theft Report for the period 1 February to 31 March 2018.

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 ADVANCE ROCKHAMPTON OPERATIONAL REPORT MARCH 2018

File No: 12614
Attachments: 1. Monthly Report
Authorising Officer: Tony Cullen - General Manager Advance Rockhampton/
Acting General Manager Aviation Services
Author: Chris Ireland - Manager Regional Development and
Promotions

SUMMARY

The monthly operations report for the Advance Rockhampton Unit over the month of March 2018 is presented for Councillors' information.

COUNCIL RESOLUTION

THAT the Advance Rockhampton Operational Report for March and April 2018 be received.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

11.2 DEVELOPMENT INCENTIVES PROGRAM

File No: 304
Attachments: Nil
Authorising Officer: Chris Ireland - Manager Regional Development and Promotions
Tony Cullen - General Manager Advance Rockhampton/
Acting General Manager Aviation Services
Author: Rick Palmer - Senior Executive Industry Engagement

SUMMARY

This report canvasses an extension to the current development incentives policy to include projects servicing the resources and agricultural sectors, and transport & logistics projects.

COUNCIL RESOLUTION

THAT Council's Development Incentives Policy be amended to include:

1. Projects servicing the resources sector which are of the scale and standard to significantly increase employment in the Rockhampton Region which shall be eligible to receive a refund of up to 75 per cent of the infrastructure charges paid for the project;
2. Projects which have been approved to receive development incentive payments must be commenced within a year and completed within three years of the development application being approved by Council;
3. The development incentives policy will expire on 31 December 2020; and
4. That clear guidelines be developed that would allow certainty to those who are eligible for incentives, in such a way that does not require each case to be decided by Council.

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

11.3 2017/18 OPERATIONAL PLAN PROGRESS REPORT - QUARTER THREE**File No:** 8320**Attachments:**

1. Report Explanatory Diagram
2. Operational Plan Progress Report - Quarter 3
3. Operational Plan Progress Report Summary - Quarter 3

Authorising Officer: Tracy Sweeney - Manager Workforce and Strategy**Author:** Allysa Brennan - Coordinator Corporate Improvement and Strategy

SUMMARY

Presenting the 2017-2018 Operational Plan progress report for quarter 3 as at 31 March 2018, pursuant to s174(3) Local Government Regulation 2012.

9:48AM Councillor Schwarten left the meeting

9:50AM In accordance with s173(2) of the *Local Government Act 2009*, Councillor Ellen Smith disclosed a conflict of interest in respect of Item 11.3 - 2017-2018 Operational Plan Progress Report for Quarter Three due to a relative owning property associated with the subject matter referred to in Item 3.2.3.1 in the report, the Councillor considered her position, did not take part in the debate and left the meeting.

9:51AM Councillor Smith returned to the meeting

COUNCIL RESOLUTION

THAT the 2017-2018 Operational Plan progress report for quarter 3 as at 31 March 2018 be received.

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

11.4 PROPOSED GRACEMERE POSTCODE CHANGE

File No: 54

Attachments:

1. 23 April 2018 Letter from Australia Post to Rockhampton Regional Council
2. Submission to Australia Post
3. Letter of Support from Mr Barry O'Rourke MP - Member for Rockhampton

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Damon Morrison - Executive Coordinator to the Mayor

SUMMARY

Australia Post's response to Council's submission for a change in postcode for Gracemere from 4702 to 4700 pursuant to previous Council resolutions is presented for consideration.

9:53AM Councillor Schwarten returned to the meeting

COUNCIL RESOLUTION

1. THAT the report be received and that notification of Australia Post's response and its inconsistency with community expectations be communicated to relevant stakeholders, including Australia Post and local members of the Queensland Government and Australian Government.
2. THAT Rockhampton Regional Council petition the Federal Government to remove the allocation of postcodes from the domain of Australia Post, recognising that postcodes have a much broader role in the community, and the community is not best served with Australia Post as the adjudicator in this case.
3. THAT a request be made to Mr Ken O'Dowd MP, Federal Member for Flynn, to further discuss the issues with Australia Post with a view to reconsidering their decision.

Moved by: Councillor Smith
Seconded by: Councillor Rutherford

MOTION CARRIED UNANIMOUSLY

11.5 SMART HUB 2018/20 OPERATIONAL PLAN AND PROPOSED FUNDING APPLICATION

File No: 11744
Attachments: 1. SmartHub Operational Plan 2018/20
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Drew Stevenson - Manager Corporate and Technology Services

SUMMARY

The Rockhampton SmartHub has been in operation since May 2016, with the new home of the SmartHub in Customs House officially opened on 7 February 2018. This report presents the 2018 – 2020 SmartHub Operational Plan for Council's consideration and approval. Also included in this report is a proposed grant funding source necessary to achieve the range of identified programs over the next two years.

COUNCIL RESOLUTION

THAT Council:

- a) Approves the SmartHub Operational Plan 2018/20; and
- b) Provides approval to apply for grant funding (up to a maximum \$500k) under the Federal Government Incubator Support program.

Moved by: Councillor Schwarten

Seconded by: Councillor Wickerson

MOTION CARRIED

11.6 RRC/CQU - BOND STORE - QUAY STREET CULTURAL PRECINCT COLLABORATION UPDATE

File No: 12472

Attachments:

1. Draft MOU - RRC/CQU Bond Store Cultural Precinct Collaboration
2. Draft Lease - Bond Store - CQUniversity

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Drew Stevenson - Manager Corporate and Technology Services

SUMMARY

At an earlier meeting, Council approved the exploration of a collaborative arrangement with CQUniversity in the Quay Street Cultural Precinct that would see the Bond Store fit-out as a technology space. The vision is to create an environment and opportunities for Art Gallery patrons, Smart Hub members and the University community to collaborate and innovate, ultimately enhancing employability outcomes and stimulating innovative creativity within the precinct. The Memorandum of Understanding and Bond Store lease have now been finalised and are presented for Council's consideration and approval.

COUNCIL RESOLUTION

THAT Council approves:

- a) The Memorandum of Understanding for the RRC/CQUniversity Bond Store Quay Street Cultural Precinct Collaboration (as shown in Attachment 1 to the report); and
- b) The lease of the Bond Store to CQUniversity Australia, under s236(1)(b)(i) of the *Local Government Regulation 2012*, for the purpose of working with Council to establish a collaborative environment for the University community, Art Gallery patrons and Smart Hub members (as shown in Attachment 2 to the report).

Moved by: Mayor Strelow
Seconded by: Councillor Swadling

MOTION CARRIED UNANIMOUSLY

11.7 BOUNDARY REALIGNMENT - 460 NORMAN ROAD

File No: 1680
Attachments: 1. Aerial Map
2. Previous Development Approval D-836/2004
Authorising Officer: Drew Stevenson - Manager Corporate and Technology Services
Ross Cheesman - Deputy Chief Executive Officer
Author: Kellie Anderson - Coordinator Property and Insurance

SUMMARY

Coordinator Property & Insurance reporting on a proposed boundary realignment to address encroachments at Judd's Park, 460 Norman Road.

COUNCIL RESOLUTION

THAT the Chief Executive Officer (Coordinator Property & Insurance) be authorised to resubmit the boundary realignment application (D-836/2004) to rectify encroachments relating to 460 Norman Road (Lot 1 on RP608019) and that the costs be shared equally with the owner of 480 Norman Road (Lot 2 on SP114045), Lighthouse Baptist Church Rockhampton.

Moved by: Councillor Swadling

Seconded by: Councillor Smith

MOTION CARRIED

10:49AM Mayor Strelow declared a recess until 11.00am
11:01AM The meeting resumed

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – Deputy Chief Executive Officer
Mr P Kofod – General Manager Regional Services
Mr T Cullen – General Manager Advance Rockhampton/Acting General Manager
Aviation Services
Mr D Morrison – Executive Coordinator to the Mayor
Ms K Anderson – Coordinator Property and Insurance
Mr M Mansfield – Supervisor Media and Engagement
Ms L Leeder – Senior Governance Support Officer
Ms K Walsh – Governance Support Officer

11.8 INVITATION FROM THE PREMIER OF QUEENSLAND - TRADE AND INVESTMENT MISSION**File No:** 8308**Attachments:** 1. Invitation Letter from the Premier of Queensland, The Hon Anastacia Palaszczuk MP**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Damon Morrison - Executive Coordinator to the Mayor

SUMMARY

This report seeks approval for Mayor Strelow to attend a Trade and Investment Mission to be hosted in the United States of America with the Premier of Queensland, the Hon Anastacia Palaszczuk MP in June 2018.

COUNCIL RESOLUTION

THAT Council approves Mayor Strelow's participation in the Premier of Queensland's Trade and Investment Mission to the United States of America in June 2018, and that a leave of absence be granted for 12 and 13 June 2018.

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

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS QUESTIONS

14.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR CHERIE RUTHERFORD

File No: 10072

Responsible Officer: Evan Pardon – Chief Executive Officer

SUMMARY

Councillor Cherie Rutherford is seeking leave of absence for the period 28 May 2018 to 3 June 2018 inclusive.

COUNCIL RESOLUTION

THAT leave of absence be granted to Councillor Cherie Rutherford for the period 28 May 2018 to 3 June 2018 inclusive.

Moved by: Mayor Strelow
Seconded by: Councillor Fisher

MOTION CARRIED

14.2 APPOINTMENT OF ACTING MAYOR 1-3 JUNE 2018 INCLUSIVE**File No:** 10072**Responsible Officer:** Evan Pardon – Chief Executive Officer

SUMMARY

An Acting Mayor is required to be appointed for the period Friday 1 June to Sunday 3 June 2018 inclusive.

COUNCIL RESOLUTION

THAT Councillor Tony Williams be appointed Acting Mayor for the period 1 June to 3 June 2018 inclusive.

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

14.3 PROPOSED AMENDMENT TO EXPENSES REIMBURSEMENT POLICY**File No:** 10072**Responsible Officer:** Evan Pardon – Chief Executive Officer

SUMMARY

Chief Executive Officer presenting a proposed amendment to the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy for consideration.

COUNCIL RESOLUTION

THAT Council adopt the following amendment to the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy:

5.2.5.5 Rewards Programs

Councillors may accumulate reward points for travel for business and or personal use as a result of travel in the course of their duties.

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

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 Leasing Matter

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.

16.2 Proposed Sale of 630 Montgomerie Street

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.

16.3 Legal Matter

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.

16.4 Verbal Update on Beef Australia 2018

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 Swadling

Seconded by: Councillor Smith

MOTION CARRIED

COUNCIL RESOLUTION

11:18AM

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

Moved by: Councillor Smith

Seconded by: Councillor Williams

MOTION CARRIED

COUNCIL RESOLUTION

12:04PM

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 LEASING MATTER

File No: 11232, 12070
Attachments: 1. Summary of Proposal
Authorising Officer: Drew Stevenson - Manager Corporate and Technology Services
Ross Cheesman - Deputy Chief Executive Officer
Author: Kellie Anderson - Coordinator Property and Insurance

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

Coordinator Property & Insurance reporting on a leasing matter in regard to Council's aquatic facilities.

COUNCIL RESOLUTION

THAT the Chief Executive Officer (Coordinator Property & Insurance) be authorised to proceed in the manner as outlined in the report.

Moved by: Councillor Wickerson
Seconded by: Councillor Rutherford

MOTION CARRIED

16.2 PROPOSED SALE OF 630 MONTGOMERIE STREET**File No:** 1680**Attachments:**

1. Aerial Map
2. Adjoining Owner consultation
3. Map - Contours & Services

Authorising Officer: Drew Stevenson - Manager Corporate and Technology Services
Ross Cheesman - Deputy Chief Executive Officer**Author:** Kellie Anderson - Coordinator Property and Insurance

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

Coordinator Property & Insurance reporting on request to purchase 630 Montgomerie Street.

COUNCIL RESOLUTION

THAT pursuant to section 236(1)(c)(iv) of the *Local Government Regulation 2012*, the Chief Executive Officer (Coordinator Property & Insurance) be authorised to negotiate and enter into a contract to dispose of 630 Montgomerie (Lot 1 on RP603372) to the adjoining owner of 5 Sanderson Street, subject to the following conditions:

1. The sale price will be determined by an independent valuation report.
2. The purchaser must amalgamate 630 Montgomerie Street with their adjoining lot.
3. All costs incurred will be paid by the purchaser including but not limited to the valuation report, stamp duty, survey costs, planning application costs, legal costs and registration fees.

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

16.3 LEGAL MATTER

File No: 11359
Attachments: 1. Draft Licence and Indemnity Agreement
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Program Delivery

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

Manager Program Delivery reporting on a legal matter in regard to the Quay and Denham Street redevelopment project.

COUNCIL RESOLUTION

THAT a further report be presented to the table.

Moved by: Councillor Schwarten

Seconded by: Councillor Swadling

MOTION CARRIED

16.4 VERBAL UPDATE ON BEEF AUSTRALIA 2018**File No:** 10486**Responsible Officer:** Tony Cullen – General Manager Advance Rockhampton/
Acting General Manager Aviation Services

SUMMARY

General Manager Advance Rockhampton providing a verbal update following the recent Beef Australia 2018 event.

COUNCIL RESOLUTION

That the verbal update on Beef Australia 2018 provided by the General Manager Advance Rockhampton be received.

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

17 CLOSURE OF MEETING

There being no further business the meeting closed at 12:05pm.

SIGNATURE

CHAIRPERSON

DATE