



ORDINARY MEETING

MINUTES

1 MAY 2018

The resolutions contained within these minutes were confirmed at Council Meeting
on 15 May 2018.

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MINUTES OF THE ORDINARY MEETING HELD AT COUNCIL CHAMBERS, 4 LAGOON PLACE, YEPPON ON TUESDAY, 1 MAY 2018 COMMENCING AT 9:07AM

1 OPENING

2 PRESENT

Members Present:

Mayor, Councillor Bill Ludwig (Chairperson) Arrived at 9.59am
Deputy Mayor, Councillor Nigel Hutton
Councillor Adam Belot
Councillor Pat Eastwood
Councillor Jan Kelly
Councillor Glenda Mather
Councillor Tom Wyatt

In Attendance:

Mrs Chris Murdoch – Chief Executive Officer
Mrs Andrea Ellis – Acting Director Corporate Services
Mr Brett Bacon – Director Community and Planning Services
Mr Dan Toon – Director Infrastructure Services
Ms Debra Howe – Director Strategic Growth and Development
Ms Sue Schluter – EA to the Mayor

3 LEAVE OF ABSENCE / APOLOGIES

RECOMMENDATION

THAT Mayor Ludwig be granted leave of absence during the meeting to attend a Joint Standing Committee and that Deputy Mayor, Councillor Hutton act as chair during the Mayor's absence.

Moved by: Councillor Kelly
Seconded by: Councillor Eastwood

MOTION CARRIED

4 PUBLIC FORUMS/DEPUTATIONS

Nil

5 MAYORAL MINUTE

5.1 INTEREST CHARGES ON OUTSTANDING WATER USAGE CHARGES - 15 YEPPON CRESCENT

File No: ED8.5.18
Attachments: Nil
Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

This Mayoral minute seeks a Council Resolution to write off the interest charges accrued on outstanding water usage charges associated with 15 Yeppoon Crescent Yeppoon due to the prolonged timeframe the matter has remained unresolved in relation to an unexplained higher than normal water use.

COUNCIL RESOLUTION

THAT Council write-off the interest charges on outstanding water charges for the third quarter 2017 accrued up to 30 April 2018 in relation to 15 Yeppoon Crescent Yeppoon.

Moved by: Mayor Ludwig
Seconded by: Councillor Kelly

MOTION CARRIED

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 17 April 2018 be taken as read and adopted as a correct record.

Moved by: Councillor Kelly

Seconded by: Councillor Mather

MOTION CARRIED

7 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

In accordance with s173(2) of the *Local Government Act 2009*, Councillor Adam Belot disclosed a perceived conflict of interest in respect of Item 13.2 – Notice of Motion - Councillor Adam Belot – LSC Infrastructure Leases as he has worked for some of the lease applicants. Councillor Belot announced his intention to remain in the room as he sees no conflict with his notice of motion regarding procedures and chose to vote on the matter.

8 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

Nil

9 PRESENTATION OF PETITIONS

Nil

**10 AUDIT, RISK AND BUSINESS IMPROVEMENT COMMITTEE
 REPORTS**

Nil

11 COUNCILLOR/DELEGATE REPORTS

Nil

12 REPORTS

12.1 CQU VILLAGE FESTIVAL 2018 SPONSORSHIP

File No: CR2.5.1

Attachments:

1. **2018 Festival Proposed Programme** [⇒](#)
2. **Strategic Business Plan** [⇒](#)
3. **IER Report** [⇒](#)
4. **Event Impact Calculator** [⇒](#)
5. **Tourism and Events Queensland Funding Contract** [⇒](#)
6. **Sponsorship Information** [⇒](#)

Responsible Officer: Brett Bacon - Director Community & Planning Services

Author: Trish Weir - Manager Customer Service

SUMMARY

The CQUniversity Village Festival is now in its sixteenth year and has grown to be a significant event on the region's calendar. The festival, which runs for three days, operates across a variety of licenced and non-licenced venues, with the Yeppoon Foreshore Amphitheatre Stage as the principal focus. Council has supported this event since its inception in 2003 and has continued to increase sponsorship dollars as the event and associated costs incurred have evolved. The committee has held deputations with elected members for the past three years seeking a long term commitment regarding sponsorship.

COUNCIL RESOLUTION

THAT Council provides cash sponsorship to the value of \$20,000 (excluding goods and services tax) for the 2018 and 2019 CQUniversity Village Festivals and considers sponsorship beyond 2019 as part of a review to align sponsorship to Council's strategic direction regarding event attraction and support.

Moved by: Councillor Belot

Seconded by: Councillor Mather

MOTION CARRIED

12.2 ADMINISTRATIVE ACTION COMPLAINT MANAGEMENT POLICY**File No:** CM4.7.13**Attachments:** 1. **Administrative Action Complaint Management Policy** [⇒](#)**Responsible Officer:** Andrea Ellis - Acting Director Corporate Services**Author:** Rodney Chapman - Acting Coordinator Corporate Governance

SUMMARY

Council's Administrative Action Complaint Management Policy has been reviewed and is now presented to Council for consideration. Following a review, the policy has been amended to represent recommendations for improvement and current objectives of Council's Complaint Management System.

COUNCIL RESOLUTION

THAT Council adopts the Administrative Action Complaint Management Policy

Moved by: Councillor Kelly**Seconded by:** Councillor Eastwood**MOTION CARRIED**

12.3 LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION

File No:	LU18.3.5
Attachments:	<ol style="list-style-type: none">1. Plans for Trunk Infrastructure - Locality of Emu Park ⇒2. Strategic Framework Map, Zone Map and Priority Infrastructure Area Map - Locality of Emu Park ⇒3. Submission 1 - Maps ⇒4. Submission 2 - Maps ⇒
Responsible Officer:	Brett Bacon - Director Community & Planning Services
Author:	Melissa Warwick - Senior Strategic Planner

SUMMARY

There is a requirement for local governments to prepare a Local Government Infrastructure Plan as part of planning scheme drafting, to align preferred areas for urban development in the planning scheme area with a plan to deliver essential trunk infrastructure. This is via the development of a Local Government Infrastructure Plan, which when adopted will form Part Four of the Livingstone Planning Scheme 2018 (set to commence on 1 May 2018). The process for the preparation of these plans is prescribed by the State and includes public consultation of draft plans.

On 24 November 2017, the draft Local Government Infrastructure Plan and required documentation prepared by Council's appointed reviewer was forwarded to the Minister for review and approval to commence public notification. Approval was granted on Friday 2 March 2018 to commence public notification.

Public consultation of the draft plan commenced on 8 March 2018 and ended on 23 April 2018 (with two submissions received). This report is for Council to consider the submissions received during the public consultation of Livingstone Shire's first Local Government Infrastructure Plan. The Local Government Infrastructure Plan will form Part Four of Council's Planning Scheme 2018 when it is approved and commences.

COUNCIL RESOLUTION

THAT Council:

1. Proceed with the Local Government Infrastructure Plan with no change at this time; and
2. advise submitters how matters raised in submissions have been dealt with; and
3. update the checklist in accordance with the *Statutory Guideline for Local Government Infrastructure Plans* to state changes if any to the proposed Local Government Infrastructure Plan, including the changes required to be made as a result of the Minister's conditional approval of 2 March 2018; and
4. advance the Local Government Infrastructure Plan to Council's third party reviewer (Cardno) as part of the statutory process.

Moved by: Deputy Mayor, Councillor Hutton

Seconded by: Councillor Wyatt

MOTION CARRIED

12.4 PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES

File No:	FM 12.8.1
Attachments:	<ol style="list-style-type: none">1. Spreadsheet - proposed amendments to 2017-2018 development assessment fees and charges schedule ⇒2. Livingstone Planning Scheme 2018 - Definitions ⇒3. 2005 planning scheme definitions ⇒
Responsible Officer:	David Battese - Manager Strategy & Development
Author:	Erin McCabe - Co-ordinator Development Assessment

SUMMARY

The report discusses and seeks amendments and additions to the current 2017-2018 development assessment fees and charges schedule relevant to the commencement of the Livingstone Planning Scheme 2018.

COUNCIL RESOLUTION

THAT Council adopt the amendments and additions to the current 2017-2018 Fees and Charges as per attachment one to the report, relevant to the commencement of the new *Livingstone Planning Scheme 2018*, with effect as of 1 May 2018.

Moved by: **Councillor Eastwood**

Seconded by: **Councillor Kelly**

MOTION CARRIED

13 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS

13.1 NOTICE OF MOTION - COUNCILLOR ADAM BELOT - FREE MICROCHIPPING DAY VENUE

File No: GV13.4.4
Attachments: 1. Notice of Motion [⇒](#)
Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

Councillor Adam Belot has indicated his intention to move the following Notice of Motion at the next Council Meeting 1 May 2018, as follows:

COUNCIL RESOLUTION

THAT LSC undertake to alternate the annual free microchipping days, at suitable venues across the shire with the intention that the 2019 event will be in Zilzie/Emu Park.

Moved by: Councillor Belot
Seconded by: Councillor Mather

MOTION CARRIED

13.2 NOTICE OF MOTION - COUNCILLOR ADAM BELOT - LSC INFRASTRUCTURE LEASES

File No: GV13.4.4
Attachments: 1. Notice of Motion [⇒](#)
Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

Councillor Adam Belot has indicated his intention to move the following Notice of Motion at the next Council Meeting 1 May 2018, as follows:

COUNCIL RESOLUTION

THAT LSC review and refine the policy, which assess what entity (individual, business, not for profit, etc) is successful in leasing LSC infrastructure/buildings, to reflect that all Councillors will be responsible for making the final decision based on relevant information.

Moved by: Councillor Belot
Seconded by: Councillor Mather

PROCEDURAL MOTION

That the matter lay on the table pending further discussion and return to a future Council Meeting.

Moved by: Deputy Mayor, Councillor Hutton
Seconded by: Councillor Kelly

MOTION CARRIED

14 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.

15.1 Potential Sale of Lots 2 and 3 - The Gateway Business and Industry Park

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 Kelly
Seconded by: Councillor Wyatt

MOTION CARRIED

COUNCIL RESOLUTION

THAT the meeting moves out of closed session and be opened to the public at 10.34am

Moved by: Councillor Wyatt
Seconded by: Councillor Belot

MOTION CARRIED

15 CONFIDENTIAL REPORTS

15.1 POTENTIAL SALE OF LOTS 2 AND 3 - THE GATEWAY BUSINESS AND INDUSTRY PARK

File No: ED.8.5.5

Attachments: 1. The Gateway Business and Industry Park Masterplan

Responsible Officer: Debra Howe - Director Strategic Growth and Development

Author: Elle Wallin - Projects Officer
Marcus Vycke - Manager Growth and Economic Development

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

A local business has expressed interest in two lots within Stage 1 of The Gateway Business and Industry Park.

COUNCIL RESOLUTION

THAT Council confirms its desire to sell Lots 2 and 3, known as 3 and 5 Pineapple Drive, Hidden Valley, within Stage 1 of The Gateway Business and Industry Park and acknowledges the Chief Executive Officer's delegated authority to finalise negotiations and execute a contract of sale for the two lots.

Moved by: Councillor Kelly

Seconded by: Councillor Eastwood

MOTION CARRIED

16 URGENT BUSINESS QUESTIONS

17 CLOSURE OF MEETING

There being no further business the meeting closed at 10.46AM.

Bill Ludwig
CHAIRPERSON

DATE