



# **ORDINARY MEETING**

# **MINUTES**

## **21 AUGUST 2018**

The resolutions contained within these minutes were confirmed at Council Meeting on 4 September 2018.

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	LEAVE OF ABSENCE / APOLOGIES .....	2
	NIL .....	2
4	PUBLIC FORUMS/DEPUTATIONS .....	3
	NIL .....	3
5	MAYORAL MINUTE .....	4
	NIL .....	4
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	5
7	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	6
8	BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS .....	7
	NIL .....	7
9	PRESENTATION OF PETITIONS.....	8
	NIL .....	8
10	AUDIT, RISK AND BUSINESS IMPROVEMENT COMMITTEE REPORTS.....	9
	NIL .....	9
11	COUNCILLOR/DELEGATE REPORTS .....	10
	NIL .....	10
12	REPORTS.....	11
12.1	2.50PM LGAQ 122 ANNUAL CONFERENCE 29 - 31 OCTOBER BRISBANE .....	11
12.2	ADOPTION OF THE CAPRICORN COAST SMART REGION STRATEGY .....	12
12.3	UPDATED INVEST CAPRICORN COAST REGION LEADERSHIP ALLIANCE TERMS OF REFERENCE .....	13
12.4	AMENDMENT TO FEES AND CHARGES 2018/2019.....	14
12.5	COMMUNITY ASSISTANCE PROGRAMMES POLICY UPDATE .....	15
12.6	ACTIVE LIVINGSTONE STRATEGY.....	16
12.7	MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2018.....	17
12.8	MOTION TO LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND 2018 ANNUAL CONFERENCE .....	18

---

<b>13</b>	<b>QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS .....</b>	<b>19</b>
	NIL .....	19
<b>14</b>	<b>URGENT BUSINESS\QUESTIONS .....</b>	<b>20</b>
<b>15</b>	<b>CLOSURE OF MEETING.....</b>	<b>21</b>

**MINUTES OF THE ORDINARY MEETING HELD AT COUNCIL CHAMBERS, 4 LAGOON PLACE, YEPPON ON TUESDAY, 21 AUGUST 2018 COMMENCING AT 9:09AM**

**1 OPENING**

**2 PRESENT**

Members Present:

Mayor, Councillor Bill Ludwig (Chairperson)  
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  
Mr Dan Toon – Executive Director Infrastructure  
Mrs Andrea Ellis – Chief Financial Officer  
Mr Matthew Willcocks - Chief Technology Officer  
Mrs Debra Howe – Director Strategic Growth and Development  
Mrs Sonia Barber – Senior Economic Development Officer  
Mrs Elle Wallin – Executive Support Officer  
Mrs Lucy Walker – Acting Coordinator Executive Support

**3 LEAVE OF ABSENCE / APOLOGIES**

Nil

**4 PUBLIC FORUMS/DEPUTATIONS**

Nil

**5 MAYORAL MINUTE**

Nil

## **6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting held on 7 August 2018 be taken as read and adopted as a correct record.

**Moved by:** Councillor Mather

**Seconded by:** Councillor Kelly

**MOTION CARRIED**



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

**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 2.50PM LGAQ 122 ANNUAL CONFERENCE 29 - 31 OCTOBER BRISBANE

**File No:** TBC

**Attachments:**

1. [LGAQ Registrations open](#)
2. [LGAQ Motion request](#)
3. [LGAQ Accommodation options](#)
4. [LGAQ Program](#)

**Responsible Officer:** Chris Murdoch - Chief Executive Officer

**Author:** Lucy Merry - Executive Support Officer

---

#### SUMMARY

*Registrations are open for the 122<sup>nd</sup> LGAQ Annual Conference which will be held in Brisbane on 29 – 31 October 2018. The attached information outlines the program and request for motions.*

#### COUNCIL RESOLUTION

THAT Mayor Ludwig, Deputy Mayor, Councillor Hutton and Councillor Kelly attend the LGAQ 122<sup>nd</sup> Annual Queensland Conference held in Brisbane on 29 – 31 October 2018.

**Moved by:** Councillor Wyatt

**Seconded by:** Councillor Eastwood

**MOTION CARRIED**

---

**12.2 ADOPTION OF THE CAPRICORN COAST SMART REGION STRATEGY**

<b>File No:</b>	<b>ED8.5.17</b>
<b>Attachments:</b>	<b>1. Capricorn Coast Smart Region Strategy Web Version</b> <a href="#">↗</a>
<b>Responsible Officer:</b>	<b>Debra Howe - Director Strategic Growth &amp; Development Brett Bacon - Executive Director Liveability and Wellbeing</b>
<b>Author:</b>	<b>Sonia Barber - Senior Economic Development Officer</b>

---

**SUMMARY**

*The public consultation for the draft Capricorn Coast Smart Region Strategy (refer Attachment One) was completed on 10 July 2018. Minimal public feedback was received except from the Queensland Government Digital Economy Team, which has been incorporated in the final version of the Strategy. The final version of the Capricorn Coast Smart Region Strategy is now ready for adoption by Council.*

*As required under the funding agreement with the Department of Infrastructure, Regional Development and Cities, the Capricorn Coast Smart Region Strategy will be officially launched on Monday, 3 September 2018 by Michelle Landry MP, Member for Capricornia representing Dr John McVeigh MP, Minister for Regional Development, Territories and Local Government along with Mayor Ludwig and Deputy Mayor Digital Economy and Innovation Champion Nigel Hutton.*

**COUNCIL RESOLUTION**

THAT Council adopt the *Capricorn Coast Smart Region Strategy* (as contained within Attachment One) as the framework document which will guide the development of innovation and digital growth across the region and officially launch the Strategy on Monday, 3 September 2018.

**Moved by:** Deputy Mayor, Councillor Hutton

**Seconded by:** Councillor Kelly

**MOTION CARRIED**

---

**12.3 UPDATED INVEST CAPRICORN COAST REGION LEADERSHIP ALLIANCE  
TERMS OF REFERENCE**

<b>File No:</b>	<b>ED8.5.20</b>
<b>Attachments:</b>	<b>1. Invest Capricorn Coast Region Leadership Alliance Terms of Reference - V2</b> <a href="#">⇒</a> <b>2. Invest Capricorn Coast Region Leadership Alliance - Track Changes</b> <a href="#">⇒</a>
<b>Responsible Officer:</b>	<b>Brett Bacon - Executive Director Liveability and Wellbeing</b> <b>Debra Howe - Director Strategic Growth &amp; Development</b>
<b>Author:</b>	<b>Sonia Barber - Senior Economic Development Officer</b>
<b>Previous Items:</b>	<b>12.8 - Invest Capricorn Coast Region Economic Development Plan - Ordinary Council - 05 Apr 2018 9:00am</b>

---

**SUMMARY**

*The purpose of this report is to provide Council with an updated version of the Invest Capricorn Coast Region Leadership Alliance Terms of Reference (refer Attachment One) and to seek input on the process planned for the establishment of the Leadership Alliance.*

**COUNCIL RESOLUTION**

That Council adopt the updated version of the Invest Capricorn Coast Region Leadership Alliance Terms of Reference (with the adjusted Attachment One) and support the process for the formation of the Leadership Alliance, as detailed in this report.

**Moved by:** Mayor Ludwig  
**Seconded by:** Deputy Mayor, Councillor Hutton

**MOTION CARRIED**



**12.4 AMENDMENT TO FEES AND CHARGES 2018/2019**

**File No:** GV1.1.1  
**Attachments:** Nil  
**Responsible Officer:** David Mazzaferri - Manager Disaster Management, Recovery and Resilience  
Brett Bacon - Executive Director Liveability and Wellbeing  
**Author:** Mark McLean - Senior Property & Contracts Officer

---

**SUMMARY**

*The intention of this report is to outline amendments required to the schedule of Fees and Charges for 2018/2019 adopted by Council on 5 June 2018.*

**COUNCIL RESOLUTION**

THAT Council amends the Fees and Charges for 2018/2019 as follows:

- 1) the weekly charge for Extra People at the Keppel Sands Caravan Park of \$78.50 be deleted and replaced with \$77.00;
- 2) the Peak Season dates for the Christmas holidays for the Keppel Sands Caravan Park of 21 December to 2 January 2018 be deleted and replaced with 22 December 2018 to 2 January 2019; and
- 3) the Peak Season dates for the Easter holidays for the Keppel Sands Caravan Park – of 26 March 2018 to 2 April 2018 be deleted and replaced with 19 April 2019 to 22 April 2019

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

**12.5 COMMUNITY ASSISTANCE PROGRAMMES POLICY UPDATE**

**File No:** CR2.15.3  
**Attachments:** 1. Updated Community Assistance Programmes Policy [⇒](#)  
**Responsible Officer:** Brett Bacon - Executive Director Liveability and Wellbeing  
**Author:** Jared Thomsen - Senior Sport & Education Officer

---

**SUMMARY**

*This report discusses a review and subsequent update to the Community Assistance Programmes Policy relating to the delivery of the Livingstone Community Grants and other programmes.*

**COUNCIL RESOLUTION**

THAT Council adopts the updated *Community Assistance Programmes Policy*.

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

**MOTION CARRIED**

**12.6 ACTIVE LIVINGSTONE STRATEGY**

**File No:** GS15.2.7-1  
**Attachments:** 1. [Active Livingstone Strategy](#)⇒  
**Responsible Officer:** Brett Bacon - Executive Director Liveability and Wellbeing  
**Author:** Jared Thomsen - Senior Sport & Education Officer

---

**SUMMARY**

*This report discusses the development of the Active Livingstone Strategy, details the processes undertaken therein, and presents the finalised document for Council endorsement.*

**COUNCIL RESOLUTION**

THAT Council formally endorse the *Active Livingstone Strategy* (as contained in Attachment One) and its associated recommendations.

**Moved by:** Councillor Eastwood  
**Seconded by:** Councillor Belot

**MOTION CARRIED**

**12.7 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2018**

**File No:** FM12.14.1  
**Attachments:** 1. **Monthly Financial Report - July 2018** [↗](#)

**Responsible Officer:** Chris Murdoch - Chief Executive Officer  
**Author:** Andrea Ellis - Chief Financial Officer

---

**SUMMARY**

*Presentation of the Livingstone Shire Council Monthly Financial Report for the period ending 31 July 2018 by the Chief Financial Officer.*

**COUNCIL RESOLUTION**

THAT the Livingstone Shire Council Monthly Financial Report for the period ending 31 July 2018 be received.

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

**MOTION CARRIED**

---

**12.8 MOTION TO LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND 2018 ANNUAL CONFERENCE**

**File No:** RV25.1.1  
**Attachments:** Nil  
**Responsible Officer:** Chris Murdoch - Chief Executive Officer  
**Author:** Brett Bacon - Executive Director Liveability and Wellbeing

---

**SUMMARY**

*The Local Government Association of Queensland has called for motions from representative local governments for the Local Government Association of Queensland 2018 Annual Conference, to be held at Brisbane from 29-31 October 2018.*

*This report puts forward a proposed motion for the Conference pertaining to the sale of properties for overdue rates or charges.*

**COUNCIL RESOLUTION**

THAT Council put forward the following motion to the Local Government Association of Queensland's 2018 Annual Conference subject to advice from LGAQ:

That the *Local Government Regulation 2012* be amended to remove the stipulation that if land being sold for overdue rates or charges is not bought by the highest bidder at the auction, the land is taken to have been sold at the auction to the local government, for the reserve price.

**Moved by:** Mayor Ludwig  
**Seconded by:** Deputy Mayor, Councillor Hutton

**MOTION CARRIED**

**13 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS**

Nil

**14 URGENT BUSINESS QUESTIONS**

**15 CLOSURE OF MEETING**

There being no further business the meeting closed at 9.38 am.

\_\_\_\_\_  
Bill Ludwig  
CHAIRPERSON

\_\_\_\_\_  
DATE