



# **ORDINARY MEETING**

# **CONFIRMED MINUTES**

## **15 JULY 2025**

The resolutions contained within these minutes were confirmed at the Ordinary Council Meeting on the 19 August 2025.

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**MINUTES OF THE MEETING HELD AT COUNCIL CHAMBERS, 4 LAGOON PLACE,  
YEPPON ON TUESDAY, 15 JULY 2025 COMMENCING AT 1:00 PM**

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**1 OPENING****Acknowledgement of Country – Delivered by Councillor Andrea Friend**

*“I would like to take this opportunity to respectfully acknowledge the Darumbal People. The traditional custodians and elders past, present and emerging of the land on which this meeting is taking place today.”*

**Opening Prayer**

The opening prayer was delivered by *Councillor Pat Eastwood*.

**2 PRESENT****Members Present:**

Mayor, Councillor Adam Belot (Chairperson)  
Councillor Glenda Mather (arrived 1.01pm)  
Councillor Rhodes Watson  
Councillor Wade Rothery (arrived 1.01pm)  
Councillor Lance Warcon  
Councillor Andrea Friend  
Councillor Pat Eastwood

**Officers in Attendance:**

Terry Dodds PSM - Chief Executive Officer  
Katrina Paterson – Acting General Manager Strategic Growth  
Michael Kriedemann – General Manager Infrastructure  
Andrea Ellis – Acting General Manager Communities  
Kristy Mansfield – Acting General Manager Corporate Services  
Jon Rutledge – Acting Chief Human Resources  
Molly Saunders – Manager Community and Cultural Services  
Carlyn Hepburn – Community Development and Engagement Officer  
Greg Abbotts – Manager Development and Environment  
Damien Cross – Coordinator Accounting Services  
Aqeel Ahmad – Financial Accountant  
Catherine Parfitt – Risk and Governance Officer  
Leanne Randall – Principal Waste Officer  
Lucy Walker – Coordinator Executive Support (minute taker)  
Kylie Keech – Executive Support Officer (minute taker)

### **3 LEAVE OF ABSENCE / APOLOGIES**

Nil

### **4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

#### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting held on 17 June 2025 be taken as read and adopted as a correct record.

**Moved by:** Councillor Mather

**Seconded by:** Councillor Warcon

**MOTION CARRIED UNANIMOUSLY**

## **5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

### ***Conflict of Interest Declared - Councillor Not Participate***

#### **COUNCIL RESOLUTION**

#### **THIS ITEM WAS WITHDRAWN FROM THE AGENDA**

Pursuant to Section 150EQ, as defined in Section 150EN of the Local Government Act, Councillor Andrea Friend declared a conflict of Interest in Item 9.1 - Notice of Motion - Councillor Andrea Friend - Parking Waiver Capricorn Coast Hospital Association Incorporation and declared the following:

I, Councillor Andrea Friend declare that once per month for two hours, I call Bingo for the Capricorn Coast Hospital Association Incorporation. I am not as yet a member nor am I on the committee.

Councillor Andrea Friend has voluntarily decided to not participate in the consideration and voting of this matter and will leave the meeting room while this item is being discussed.

### ***Conflict of Interest Declared - Councillor to Participate***

#### **COUNCIL RESOLUTION**

Pursuant to Section 150EQ, as defined in Section 150EN of the Local Government Act, Councillor Pat Eastwood declared a conflict of Interest in Item 9.2 - Notice of Motion - Councillor Rhodes Watson - Potential unit development on Council owned land at Cathne Street, Yeppoon and declared the following:

I, Councillor Pat Eastwood, inform the meeting that I could have a perceived declarable conflict of interest due to the proximity of the proposed units to a house I own. Although I have a perceived declarable conflict of interest, I believe I would be reasonably perceived to be impartial because the interest would be no greater than a significant number of persons in the Cooe Bay Local Government area and a reasonable and fair minded person in the community could determine that my decision will be made in the public's best interest. Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may participate in the debate and decision making.

Vote was put for Cr Eastwood to remain in the room for the item.

**Moved by: Councillor Mather**

**MOTION CARRIED UNANIMOUSLY**

***Conflict of Interest Declared - Councillor to Participate*****COUNCIL RESOLUTION**

Pursuant to Section 150EQ, as defined in Section 150EN of the Local Government Act, Mayor Adam Belot declared a conflict of Interest in Item 9.2 - Notice of Motion - Councillor Rhodes Watson - Potential unit development on Council owned land at Cathne Street, Yeppoon and declared the following:

I, Mayor Adam Belot, inform the meeting that I could have a perceived declarable conflict of interest due to the proximity of the proposed units to a house I own. Although I have a perceived declarable conflict of interest, I believe I would be reasonably perceived to be impartial because the interest would be no greater than a significant number of persons in the Cooe Bay Local Government area and a reasonable and fair minded person in the community could determine that my decision will be made in the public's best interest. Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may participate in the debate and decision making.

Vote was put for Mayor Belot to remain in the room for the item.

**Moved by: Councillor Mather**  
**MOTION CARRIED UNANIMOUSLY**

***Conflict of Interest Declared - Councillor to Participate*****COUNCIL RESOLUTION**

Pursuant to Section 150EQ, as defined in Section 150EN of the Local Government Act, Councillor Rhodes Watson declared a conflict of Interest in Item 13.5 - Multi Stage Tender for Great Keppel Island Arrival Plaza and declared the following:

I, Councillor Rhodes Watson inform the meeting that my brother owns a property on Great Keppel Island. Although I have a perceived declarable conflict of interest, I believe I would be reasonably perceived to be impartial because my brother lives 600 metres from the arrival plaza. Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may participate in the debate and decision making.

Vote was put for Councillor Watson to remain in the room for the item.

**Moved by: Councillor Friend**  
**MOTION CARRIED**

Crs A Belot, P Eastwood, A Friend, W Rothery, L Warcon and R Watson voted in the affirmative.

Cr G Mather voted in the negative.

## 6 DEPUTATIONS

### L.1 1:00PM - DEPUTATION - PAUL BAMBRICK - DRIVING ON BEACHES

**File No:** qA81488  
**Attachments:** Nil  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Lynda Bayliss - Executive Support Officer

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#### SUMMARY

*Following the petition received at the Council Meeting on 17 June 2025, Paul Bambrick will present to Councillors regarding banning of private motorised recreational vehicles from all LSC beaches except Farnborough Beach north of the Bangalee access.*

#### COUNCIL RESOLUTION

THAT the deputation be received.

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Mather  
**MOTION CARRIED UNANIMOUSLY**

## **7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS**

### **7.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

**File No:** GV

**Attachments:** 1. Business Outstanding Table - July 2025

**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer

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#### **SUMMARY**

*The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Ordinary Council Meeting is presented for Councillors' information.*

#### **COUNCIL RESOLUTION**

THAT the Business Outstanding table for the Ordinary Council Meeting be received.

**Moved by:** Councillor Warcon

**Seconded by:** Councillor Rothery

**MOTION CARRIED UNANIMOUSLY**

## **8 PRESENTATION OF PETITIONS**

Nil

## 9 NOTICES OF MOTION

### 9.1 NOTICE OF MOTION - COUNCILLOR ANDREA FRIEND - PARKING WAIVER CAPRICORN COAST HOSPITAL ASSOCIATION INCORPORATION

File No: fA2220

Attachments: 1. NOM - Cr Friend - Parking waiver  
2. Letter of request

Responsible Officer: Terry Dodds PSM - Chief Executive Officer

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#### SUMMARY

*Councillor Andrea Friend has submitted a 'Notice of Motion' in relation to a parking waiver for the Capricorn Coast Hospital association incorporation.*

**Councillor Andrea Friend wishes to withdraw this item from agenda - has been dealt with operationally.**

#### COUNCILLOR RECOMMENDATION

THAT Council resolve to waiver parking requirements between the hours of 8.30am to 11am each Wednesday in the location of the Keppel Bay Sailing Club, Clubhouse.

**ITEM WITHDRAWN FROM AGENDA**

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**9.2 NOTICE OF MOTION - COUNCILLOR RHODES WATSON - POTENTIAL UNIT DEVELOPMENT ON COUNCIL OWNED LAND AT CATHNE STREET, YEPPON****File No:** fA2220**Attachments:**

1. NoM - Cr Rhodes Watson - Cathne Street land
2. Cooee Bay Multi Rise Architectural Drawings
3. Daniel Park Urban Design Upgrade

**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer

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**SUMMARY**

*Councillor Rhodes Watson has submitted a 'Notice of Motion' in relation to Potential unit development on Council owned land at Cathne Street, Yeppoon.*

**COUNCILLOR RECOMMENDATION**

THAT

1. Council requests officers to prepare a Development Application for the construction of forty-seven residential units on Council-owned land at Cathne Street, Yeppoon, formerly the Cooee Bay Tennis Courts.
2. following Development Approval, the land and associated approval be offered to the market for sale.
3. One (1) million dollars from the sale be allocated to the re-development of Daniel Park for community use.
4. The remainder of profit from the sale be allocated to the East-West connector road project and the \$13 million shortfall for this project currently identified by Council's Infrastructure team.

**COUNCIL RESOLUTION**

That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending further discussion at a briefing session and to return to a future Council Meeting.

**Moved by:** Councillor Watson**MOTION CARRIED**

Crs A Belot, P Eastwood, A Friend, W Rothery, L Warcon and R Watson voted in the affirmative.

Cr G Mather voted in the negative.

**9.3 NOTICE OF MOTION - MAYOR ADAM BELOT - STRATEGIC DEVELOPMENT CONSULTANCY****File No:** qA24221**Attachments:** 1. NoM - Mayor Adam Belot - Strategic Development Consultancy Service**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer

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**SUMMARY**

*Mayor Adam Belot has submitted a 'Notice of Motion' in relation to Strategic Development Consultancy Service.*

**Mayor Adam Belot wishes to withdraw this item from agenda.**

**COUNCILLOR RECOMMENDATION**

THAT

1. In accordance with s235 of the local Government Regulation 2012, Council resolves that it is satisfied that there is only one supplier reasonably available to it for the provision of strategic development consultancy service due to the unique combination of professional expertise and local background knowledge sought and that it would be disadvantageous to invite quotes and tenders.
2. Accordingly, Council authorises the Chief Executive Officer to engage GSA Zilzie Pty Ltd (Graham Scott) to provide strategic development, economic development and engineering services. To be reviewed in 6 months.

**ITEM WITHDRAWN FROM AGENDA**

**9.4 NOTICE OF MOTION - COUNCILLOR GLENDA MATHER - AMENDMENT TO PLANNING SCHEME FOR PET CREMATORIALS****File No:** fA2220**Attachments:** 1. Notice of Motion - Cr Mather - Amendment to Planning Scheme**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer

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**SUMMARY**

*Councillor Glenda Mather has submitted a 'Notice of Motion' in relation to amending the Planning Scheme to include Pet Crematoriums.*

**COUNCILLOR RECOMMENDATION**

THAT the words "Pet Crematorium" be added to the list of land use definitions in Council's Planning scheme, alongside the existing, and only current definition "Crematorium," to clearly distinguish the vast difference between the two where each requires its own process.

**COUNCIL RESOLUTION**

That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending further information at a briefing session and to return to a future Council Meeting.

**Moved by:** Councillor Friend**MOTION CARRIED UNANIMOUSLY**

## 10 QUESTIONS ON NOTICE

### 10.1 QUESTIONS ON NOTICE - CR RHODES WATSON - EAST WEST CONNECTOR

<b>File No:</b>	<b>fA2220</b>
<b>Attachments:</b>	<b>1. Questions on Notice - Cr Rhodes Watson - East West Connector</b>
<b>Responsible Officer:</b>	<b>Terry Dodds PSM - Chief Executive Officer</b>
<b>Author:</b>	<b>Renee Dwyer - Executive Assistant to the Mayor Andrea Ellis - Chief Financial Officer</b>
<b>Previous Items:</b>	<b>12.2 - Residential Activation Fund Grant Application - Ordinary Council - 22 May 2025 2:00 PM (Special)</b>

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### SUMMARY

*Councillor Rhodes Watson has asked the following Question On Notice for the Council Meeting on Tuesday 15 July 2025. See attachment.*

### COUNCIL RESOLUTION

THAT Council receives and notes the answers to the questions on notice received by Councillor Watson.

**Moved by:** Councillor Watson

**Seconded by:** Councillor Friend

**MOTION CARRIED UNANIMOUSLY**

**10.2 QUESTION ON NOTICE - COUNCILLOR ANDREA FRIEND - CODE  
ASSESSABLE DEVELOPMENT D-489-2022 FOR 33 JAMES STREET, YEPPON**

**File No:** qA81490  
**Attachments:** 1. QoN - Councillor Andrea Friend - D-489-2022  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Greg Abbotts - Manager Development and Environment

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**SUMMARY**

*Councillor Andrea Friend has asked Question On Notice for the Council Meeting on 15 July 2025, as per attached document.*

**COUNCIL RESOLUTION**

THAT the Questions on Notice be received and the answers will be provided at a future Council Meeting.

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Watson  
**MOTION CARRIED UNANIMOUSLY**

## **11 COMMITTEE REPORTS**

Nil

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## 12 AUDIT, RISK AND IMPROVEMENT COMMITTEE REPORTS

### 12.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING 10 JUNE 2025

**File No:** A176309

**Attachments:** 1. Audit, Risk and Improvement Committee  
Unconfirmed Meeting Minutes - 10 June 2025  
(A2186122) - (*Confidential*)

**Responsible Officer:** Andrea Ellis - Chief Financial Officer  
Terry Dodds PSM - Chief Executive Officer

**Author:** Nicole Carr - Support Services Officer  
Mandy Louda - Support Services Officer

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#### SUMMARY

*The purpose of this report is for Council to receive the unconfirmed minutes from the Audit, Risk and Improvement Committee (ARaIC) meeting held on 10 June 2025 and note the recommendations from the Committee for consideration and adoption by Council. The reports from this meeting are available for viewing by Councillors on the Audit, Risk and Improvement Committee and Councillor portals.*

#### COUNCIL RESOLUTION

THAT Council receive the unconfirmed meeting minutes of the Audit, Risk and Improvement Committee held on 10 June 2025.

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

**Seconded by:** Councillor Warcon

**MOTION CARRIED UNANIMOUSLY**

## 13 REPORTS

### 13.1 CHANGE OF COUNCIL MEETING START TIME

**File No:** fA2206  
**Attachments:** Nil  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Terry Dodds PSM - Chief Executive Officer

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#### SUMMARY

*This is an opportunity for Councillors to change the start time of the Ordinary Council Meeting after trialing a later start time of 1pm in the month of June 2025.*

#### COUNCIL RESOLUTION

THAT the Ordinary Council Meeting commence at 11am on the third Tuesday of each month.

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Rothery

#### MOTION CARRIED

Crs A Belot, A Friend, W Rothery and L Warcon voted in the affirmative.

Crs P Eastwood, G Mather and R Watson voted in the negative.

**13.2 NOMINATION FOR SPECIAL PUBLIC HOLIDAY 2026 - YEPPOON SHOW**

**File No:** LE19.2.1  
**Attachments:** 1. Letter to CEO  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Renee Dwyer - Executive Assistant to the Mayor

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**SUMMARY**

*This report seeks to request Livingstone's application for a public holiday to align with the Rockhampton Show in 2026.*

**COUNCIL RESOLUTION**

THAT the Chief Executive Officer be authorised to submit a nomination for a 2026 Special Public Holiday for the Livingstone Shire local government area to align with the Rockhampton Show. The date to be nominated for the Yeppoon Show Special Holiday is Friday 12 June 2026.

**Moved by:** Councillor Warcon  
**Seconded by:** Councillor Rothery

**MOTION CARRIED UNANIMOUSLY**

02:08PM Councillor Watson left the meeting.

02:09PM Councillor Friend left the meeting.

### **13.3 2025 AUSTRALIAN MAYORS SUMMIT AGAINST ANTISEMITISM**

**File No:** GV13.4.1

**Attachments:** Nil

**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer

**Author:** Lynda Bayliss - Executive Support Officer

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#### **SUMMARY**

*The 2025 Australian Mayors Summit Against Antisemitism is being held on 3-5 September, 2025 at the Gold Coast.*

#### **COUNCIL RESOLUTION**

THAT Council endorse the attendance by Mayor, Councillor Adam Belot and Deputy Mayor, Councillor Pat Eastwood at the 2025 Australian Mayors Summit Against Antisemitism.

**Moved by:** Councillor Warcon

**Seconded by:** Councillor Rothery

#### **MOTION CARRIED UNANIMOUSLY**

Crs A Belot, P Eastwood, G Mather, W Rothery and L Warcon voted in the affirmative.

Crs A Friend and R Watson were not present for the vote.

02:14PM Councillor Friend returned to the meeting.

**13.4 YEPPOON SENIOR CITIZENS ASSOCIATION - RELOCATION**

**File No:** qA22455

**Attachments:** 1. Recipients of Council funding and in-kind support 2024-2205 financial year

**Responsible Officer:** Molly Saunders - Manager Community and Cultural Services  
Katrina Paterson - General Manager Communities  
Terry Dodds PSM - Chief Executive Officer

**Author:** Laurie Rainbird - Principal Community Development and Engagement Officer

**SUMMARY**

This report seeks a Council resolution regarding the level of support Council will provide to assist the Yeppoon Senior Citizens Association in relocating their regular activities.

02:16PM Councillor Watson returned to the meeting.

02:30PM Councillor Rothery left the meeting.

02:32PM Councillor Rothery returned to the meeting.

**COUNCIL RESOLUTION**

THAT Council resolve to:

1. Support the relocation of the regular activities of the Yeppoon Senior Citizens Association to the Yeppoon Town Hall by:
  - a) Facilitating and funding the Yeppoon Senior Citizens Association's regular use of the Yeppoon Town Hall where possible (that is, without changing or cancelling existing bookings) = \$17,688;
  - b) Funding and constructing a music equipment storage cupboard in the Town Hall foyer = between \$12,000 and \$18,000;
  - c) Funding the relocation and storage of items not required at Town Hall for a period of one year = \$7,866 and;
  - d) Giving permission for the of use outside of the Yeppoon Town Hall Use Terms and Conditions.
2. Council makes clear that all members of the Yeppoon Senior Citizens Association are expected to be courteous and respectful towards all Council staff and other users of the Yeppoon Town Hall and that disrespectful or discriminatory behaviour and/or language towards staff or community members will not be tolerated.

**Moved by:** Mayor, Councillor Belot

**Seconded by:** Councillor Watson

**MOTION CARRIED**

Crs A Belot, P Eastwood, A Friend, G Mather, W Rothery and L Warcon voted in the affirmative.

Cr R Watson voted in the negative.

02:50PM Councillor Rothery left the meeting.

**13.5 MULTI STAGE TENDER FOR GREAT KEPPEL ISLAND ARRIVAL PLAZA**

**File No:** 24-066  
**Attachments:** Nil  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
Terry Dodds PSM - Chief Executive Officer  
**Author:** Arvind Singh - Manager Infrastructure Projects

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**SUMMARY**

*The following report seeks to obtain a Council Resolution to conduct a multistage tender process for the construction of the Great Keppel Island Arrivals Plaza.*

*This includes to complete an Expression of Interest and then Invitation Tender for selected pre-qualified building construction contractors.*

02:52PM Councillor Rothery returned to the meeting.

**COUNCIL RESOLUTION**

THAT Council resolves to conduct a multi-stage tendering process starting with an Expressions of Interest (EOI) for suitable qualified and licensed building contractors to be invited to submit a tender for the Great Keppel Island Arrivals Plaza. Following assessment of the EOI submissions a short list of suitable pre-qualified contractors will be invited to submit a tender price on the project.

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

**Seconded by:** Councillor Rothery

**MOTION CARRIED UNANIMOUSLY**

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**13.6 PROPOSED SIGNAGE - AQUATIC CENTRE IN HONOUR OF BRIAN DOREY OAM**

**File No:** qA14960  
**Attachments:** Nil  
**Responsible Officer:** Arvind Singh - Manager Infrastructure Projects  
Michael Kriedemann - General Manager Infrastructure  
Terry Dodds PSM - Chief Executive Officer  
**Author:** Jeff Davey - Infrastructure Project Engineer  
**Previous Items:** 5.3 - Signage Options - Naming of Cooe Bay Aquatic Centre in Honour of Brian Dorey OAM - Briefing Session - 01 Jul 2025  
9.1 - Notice of Motion - Councillor Andrea Friend - Naming of the Cooe Bay Aquatic Centre - Ordinary Council - 20 May 2025 9:00 AM

---

**SUMMARY**

*This report is seeking a decision to adopt the signage layout for the Aquatic Centre as per attached presented renders as prepared by the project architects.*

*Livingstone Shire Council resolved at the Ordinary Council Meeting on 20 May 2025, to name new Cooe Bay Aquatic Centre as the "Capricorn Coast Brian Dorey OAM Aquatic Centre". The signage presented proposes to adopt wording as to optimal configuration of text as to use "Brian Dorey OAM Capricorn Coast Aquatic Centre".*

**COUNCIL RESOLUTION**

THAT Council endorse proposed signage presented on the attached with naming altered to read "Brian Dorey OAM Capricorn Coast Aquatic Centre".

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Watson

**MOTION CARRIED UNANIMOUSLY**

**13.7 RESPONSE TO QUESTIONS ON NOTICE - KEDRON PARK**

**File No:** qA24221  
**Attachments:** Nil  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Michael Kriedemann - General Manager Infrastructure  
Katrina Paterson - General Manager Communities  
Jeff Carter - Manager Construction & Maintenance  
**Previous Items:** 10.2 - Notice of Motion - Councillor Friend - Drainage at  
Kedron Park, Lammermoor - Ordinary Council - 15 Aug  
2023 9.00am  
10.1 - Question on Notice - Councillor Andrea Friend -  
Kedron Park, Lammermoor - Ordinary Council - 17 Jun  
2025 9:00 AM

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**SUMMARY**

Councillor Friend tabled a Question on Notice report at the Ordinary Meeting of Council held on 17 June 2025 relating to Kedron Park, Lammermoor. This report provides answers to the three questions received.

**COUNCIL RESOLUTION**

THAT Council receives and notes the answers to the questions on notice received from Councillor Friend.

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Warcon  
**MOTION CARRIED UNANIMOUSLY**

**13.8 REGIONAL BEHAVIOUR CHANGE IMPLEMENTATION PLAN - WASTE AND RESOURCE RECOVERY****File No:** TBA**Attachments:**

1. Implementation Plan for Waste Education and Behaviour Change Projects
2. Listing of Schedule of Activities for Behaviour Change in CQ

**Responsible Officer:** Jeff Carter - Manager Construction & Maintenance**Author:** Leanne Randall - Principal Waste Officer

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**SUMMARY**

*The purpose of this report is to provide Councillors with the Regional Waste Education and Behaviour Change Implementation Plan (EBC Plan) and to seek endorsement of activities to be supported by Livingstone Shire Council under the Implementation Plan in accordance with the Regional Governance Structure of the Central Queensland Regional of Councils (CQROC).*

**COUNCIL RESOLUTION**

THAT Council endorse the activities supported by Livingstone Shire Council under the Regional Waste Education and Behaviour Change Implementation Plan.

**Moved by:** Councillor Watson**Seconded by:** Councillor Mather**MOTION CARRIED UNANIMOUSLY**

**13.9 COOWONGA GREEN WASTE PAD MISUSE****File No:** qA77303**Attachments:**

1. Coowonga Green Waste Pad
2. Coowonga Green Waste Pad
3. Coowonga Green Waste Pad
4. Coowonga Green Waste Pad
5. Coowonga Green Waste Pad

**Responsible Officer:** Jeff Carter - Manager Construction & Maintenance**Author:** Leanne Randall - Principal Waste Officer

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**SUMMARY**

This report is associated with the misuse of the Coowonga Green Waste Pad.

**COUNCIL RESOLUTION**

THAT the report regarding the misuse of the Coowonga Green Waste Pad be 'received'.

**Moved by:** Councillor Watson**Seconded by:** Deputy Mayor, Councillor Eastwood**MOTION CARRIED UNANIMOUSLY**

**13.10 2025 INTERIM REPORT - FINANCIAL YEAR ENDING 30 JUNE 2025**

**File No:** fA73825  
**Attachments:** 1. 2025 Interim Report (A2188244)  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Andrea Ellis - Chief Financial Officer

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**SUMMARY**

This report seeks to inform Council of the outcomes of the Queensland Audit Office 2025 Interim Report – Financial Year Ending 30 June 2025. Based on the results of the testing completed to date and the resolution of prior year issues, the Queensland Audit Office has determined that Council's internal control environment does support an audit strategy where it can rely on Council's controls.

**COUNCIL RESOLUTION**

THAT Council receive the Queensland Audit Office 2025 Interim Report for Financial year Ending 30 June 2025 in accordance with Section 213 of the *Local Government Regulation 2012*.

**Moved by:** Councillor Warcon  
**Seconded by:** Deputy Mayor, Councillor Eastwood  
**MOTION CARRIED UNANIMOUSLY**

**13.11 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025****File No:** FM12.14.1**Attachments:**

1. Monthly Financial Report 30 June 2025
2. Contract Award Summaries

**Responsible Officer:** Kristy Mansfield - Chief Human Resources Officer  
Terry Dodds PSM - Chief Executive Officer**Author:** Aqeel Ahmad - Financial Accountant

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**SUMMARY**

*The purpose of this report is to seek Council's adoption of the Livingstone Shire Council Monthly Financial Report for the Period Ending 30 June 2025.*

**COUNCIL RESOLUTION**

THAT Council receive the Livingstone Shire Council Monthly Financial Report for the period ending 30 June 2025 (Attachment 1).

**Moved by:** Deputy Mayor, Councillor Eastwood**Seconded by:** Councillor Warcon**MOTION CARRIED UNANIMOUSLY**

**13.12 END OF YEAR CLOSEDOWN**

**File No:** PC  
**Attachments:** Nil  
**Responsible Officer:** Terry Dodds PSM - Chief Executive Officer  
**Author:** Kristy Mansfield - Chief Human Resources Officer

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**SUMMARY**

*Council is required to inform its employees which offices and depots shall remain open over the Christmas/New Year period. This in turn assists Council to communicate to the community of Council's operating hours during this time. Whilst Council has a legal obligation to notify their employees at least 12 weeks prior to the Christmas/New Year break, traditionally this decision is communicated in July to allow employees and teams sufficient time to plan appropriate staffing levels across the organisation.*

**COUNCIL RESOLUTION**

THAT Council endorses the closure of Council offices/depots from midday Wednesday, 24 December 2025 and reopens for business on Friday, 2 January 2026.

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Mather

**MOTION CARRIED UNANIMOUSLY**

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**13.13 AUDIT, RISK AND IMPROVEMENT COMMITTEE TERMS OF REFERENCE****File No:** CM4.2.1**Attachments:**

1. ARaIC Terms of Reference (Draft - V6.1) - CLEAN VERSION
2. ARaIC Terms of Reference (Draft-V6.1) - MARKED UP VERSION

**Responsible Officer:** Andrea Ellis - Chief Financial Officer  
Terry Dodds PSM - Chief Executive Officer**Author:** Catherine Parfitt - Risk & Governance Officer**Previous Items:** 11.15 - Audit, Risk and Improvement Committee Terms of Reference - Ordinary Council - 20 Sep 2022 9.00am

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**SUMMARY**

*This report seeks Council's formal adoption of the revised Audit, Risk and Improvement Committee (ARaIC) Terms of Reference, following an audit-driven review process.*

*The revisions address Queensland Audit Office recommendations, Internal Audit Quality Assessment actions, a comparative benchmarking of remuneration and appointment terms with other Councils and addresses the Australian Taxation requirements for Superannuation.*

**COUNCIL RESOLUTION**

That Council adopt the revised Audit, Risk and Improvement Committee Terms of Reference.

**Moved by:** Councillor Watson**Seconded by:** Deputy Mayor, Councillor Eastwood**MOTION CARRIED UNANIMOUSLY**

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**13.14 AUDIT, RISK & IMPROVEMENT COMMITTEE - ELECTED MEMBER REPRESENTATION**

**File No:** qA80963  
**Attachments:** Nil  
**Responsible Officer:** Andrea Ellis - Chief Financial Officer  
Terry Dodds PSM - Chief Executive Officer  
**Author:** Catherine Parfitt - Risk & Governance Officer

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**SUMMARY**

*This report seeks Council's resolution to appoint a new Elected Member representative to the Audit, Risk and Improvement Committee, following notification at the Committee's 10 June 2025 meeting of Councillor Eastwood's intention to rotate off the Committee as one of two elected member representatives.*

*In accordance with Section 4.4.2 of the Committee's Terms of Reference, the report also recommends appointing a Councillor Proxy delegate to ensure ongoing representation and support the Committee's effectiveness and quorum requirements when a primary Councillor is unavailable.*

**COUNCIL RESOLUTION**

THAT Council:

1. acknowledges the resignation of Councillor Eastwood from the role of Elected Member representative on the Audit, Risk and Improvement Committee;
2. appoints Councillor Andrea Friend to the role of Elected Member representative on the Audit, Risk and Improvement Committee; and
3. nominate Councillor Wade Rothery as a proxy delegate in the event that a nominated Councillor is unable to attend the meeting of the Committee.

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

**Seconded by:** Councillor Friend

**MOTION CARRIED UNANIMOUSLY**

**13.15 INTERNAL AUDIT CHARTER**

**File No:** CM4.2.1

**Attachments:**

1. Internal Audit Charter (Draft - V5.1) - CLEAN VERSION
2. Internal Audit Charter (Draft - V5.1) - MARKED UP VERSION

**Responsible Officer:** Andrea Ellis - Chief Financial Officer  
Terry Dodds PSM - Chief Executive Officer

**Author:** Catherine Parfitt - Risk & Governance Officer

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**SUMMARY**

*This report seeks Council's formal adoption of the revised Internal Audit Charter, following an audit-led review aimed at strengthening safeguards relating to the independence and objectivity of the internal audit function. The review responds to recommendations arising from the Internal Audit Quality Assessment and ensures alignment with the State Government's Financial Accountability Handbook (Vol 2 – Governance).*

*The revised Charter was endorsed by the Audit, Risk and Improvement Committee at its quarterly meeting on 10 June 2025.*

03:30PM Councillor Rothery left the meeting.

03:31PM Councillor Rothery returned to the meeting.

**COUNCIL RESOLUTION**

That Council adopt the revised Internal Audit Charter as endorsed by the Audit, Risk and Improvement Committee.

**Moved by:** Councillor Mather  
**Seconded by:** Deputy Mayor, Councillor Eastwood

**MOTION CARRIED UNANIMOUSLY**

***Meeting Adjourned and Resumed*****COUNCIL RESOLUTION**

3.32PM

THAT the meeting be adjourned.

**Moved by:** Mayor, Councillor Belot

**MOTION CARRIED UNANIMOUSLY**  
**COUNCIL RESOLUTION**

3.47PM

THAT the meeting be resumed.

**Moved by:** Councillor Rothery

**MOTION CARRIED UNANIMOUSLY**

**13.16 PROPOSED MOTIONS TO THE 2025 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE**

**File No:** GV13.4.1  
**Attachments:** Nil  
**Responsible Officer:** Katrina Paterson - General Manager Communities  
Terry Dodds PSM - Chief Executive Officer  
**Author:** Greg Abbotts - Manager Development and Environment  
**Previous Items:** 13.9 - 129th Local Government Association of Queensland Annual Conference - 20-22 October 2025 - Attendance - Ordinary Council - 17 Jun 2025 9:00 AM  
13.6 - Proposed Motion to the 2025 National General Assembly (Australian Local Government Association) - Ordinary Council - 18 Mar 2025 9:00 AM

**SUMMARY**

*The 129<sup>th</sup> Local Government Association of Queensland (LGAQ) Conference – will be held in the Gold Coast from 20 – 22 October 2025, the theme of the conference is “Pathways to Liveability”*

*This report seeks approval for motions to be presented at the Conference.*

**COUNCIL RESOLUTION**

THAT Council resolves to endorse the following motions to be presented at the 2025 Local Government Association of Queensland (LGAQ) Conference:

“That the LGAQ calls on the Queensland and Australian Governments to:

- a. Review the Building Code of Australia for wheelchair accessibility to address new wheelchair technology and increased dimensions; and
- b. Review the Australian Standards AS1428 Design for Access and Mobility to include wheelchair beach accessibility, technology and increased dimension

**Moved by:** Councillor Friend  
**Seconded by:** Councillor Watson

**MOTION CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION**

THAT Council resolves to endorse the following motion to be presented at the 2025 Local Government Association of Queensland (LGAQ) Conference:

“That the LGAQ calls on the Queensland and Australian Governments to:

- c. Ensure that the renewable energy sector only supports ethical and responsible investments that are consistent with the Modern Slavery Act and Environmental standards as set out in Australia.

**Moved by:** Deputy Mayor, Councillor Eastwood  
**Seconded by:** Mayor, Councillor Belot

**MOTION LOST**

Crs A Belot, P Eastwood and G Mather voted in the affirmative.

Crs A Friend, W Rothery, L Warcon and R Watson voted in the negative.

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**13.17 LONG BEACH ACCESS**

**File No:** A51379

**Attachments:** Nil

**Responsible Officer:** Katrina Paterson - General Manager Communities  
Terry Dodds PSM - Chief Executive Officer

**Author:** Greg Abbotts - Manager Development and Environment  
Nat Druery - Coordinator Public Environments  
Roy Lewandowski - Principal Local Laws Officer

**Previous Items:** 11.6 - Response to Petition for Access to Long Beach -  
Joskeleigh Road - Ordinary Council - 18 May 2021  
9.00am  
Response to Petition for Access to Long Beach -  
Joskeleigh Road - Ordinary Council - 21 Sep 2021  
9.00am  
8.1 - Petition Requesting Access to Long Beach -  
Ordinary Council - 16 Jun 2020 9.00am  
6.1 - 9.00am Deputation - Mike Griffin - Southern  
Beaches Reference Group - Ordinary Council - 20 May  
2024 9:00 AM  
11.7 - Southern Beaches Vehicle Access - Ordinary  
Council - 20 Jun 2023 9.00am  
11.19 - Southern Beaches Vehicle Access History, Local  
Laws and Reference Group. - Ordinary Council - 20 May  
2024 9:00 AM

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**SUMMARY**

*This report provides 2 broad options for Council to consider in regard to either allowing or not allowing driving on Long Beach, Joskeleigh & Thompson Point.*

*If Council chooses to write driving on this beach into the Local Laws, there are still some considerations for Council. The proposal would require an additional state interest check and further referrals.*

04:13PM Councillor Rothery left the meeting.

04:15PM Councillor Rothery returned to the meeting.

**OFFICER'S RECOMMENDATION**

THAT Council not include general vehicular access to Long Beach in its suite of local laws.

**COUNCIL RESOLUTION**

That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending a briefing session to discuss costings and to return to a future Council Meeting.

**Moved by:** Councillor Friend

**MOTION CARRIED**

Crs A Belot, A Friend, W Rothery and R Watson voted in the affirmative.

Crs P Eastwood, G Mather and L Warcon voted in the negative.

**13.18 POLICY REVIEW: HERBICIDE/PESTICIDE POLICY**

**File No:** qA26335

**Attachments:** 1. Herbicide Pesticide Policy (Track Changes)  
2. Herbicide Pesticide Policy (clean)

**Responsible Officer:** Greg Abbotts - Manager Development and Environment  
Katrina Paterson - General Manager Communities

**Author:** Nat Druery - Coordinator Public Environments

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**SUMMARY**

*The Herbicide/Pesticide policy has been reviewed and is being presented to Council for consideration and adoption.*

**COUNCIL RESOLUTION**

THAT Council adopts the amended Herbicide/Pesticide Policy.

**Moved by:** Councillor Rothery

**Seconded by:** Councillor Warcon

**MOTION CARRIED UNANIMOUSLY**

**13.19 TENURE RENEWAL - KEPPEL COAST DIRT BIKE CLUB INC**

**File No:** fA32904  
**Attachments:** Nil  
**Responsible Officer:** Laurie Rainbird - Principal Community Development and Engagement Officer  
Molly Saunders - Manager Community and Cultural Services  
Katrina Paterson - General Manager Communities  
**Author:** Carlyn Hepburn - Community Development and Engagement Officer

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**SUMMARY**

*This report outlines the request from the Keppel Coast Dirt Bike Club Incorporated for the renewal of its tenure over part of Lot 270 on SP281980 (2745 Yeppoon Road).*

**COUNCIL RESOLUTION**

THAT Council resolves:

- 1) that the exception mentioned in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* may apply in its dealing with the Keppel Coast Dirt Bike Club Incorporated; and
- 2) pursuant to Section 236(2) of the *Local Government Regulation 2012*, apply Section 236(1)(b)(ii) in granting tenure to Keppel Coast Dirt Bike Club Incorporated; and
- 3) to approve tenure for a seven (7) year period to Keppel Coast Dirt Bike Club Incorporated over part of Lot 270 on SP281980 (2745 Yeppoon Road).

**Moved by:** Councillor Warcon

**Seconded by:** Councillor Friend

**MOTION CARRIED UNANIMOUSLY**

**13.20 POLICY REVIEW - ACQUIRING LAND AND EASEMENTS FOR  
INFRASTRUCTURE SERVICES POLICY AND PROCEDURE**

**File No:** qA24914

**Attachments:**

1. Draft Policy (v5.0) with track changes
2. Draft Procedure (v4.0) with track changes

**Responsible Officer:** Sean Fallis - Manager Engineering Services  
Michael Kriedemann - General Manager Infrastructure  
Terry Dodds PSM - Chief Executive Officer

**Author:** Carrie Burnett - Policy & Planning Officer

**Previous Items:** 11.15 - Policy Review - Acquiring Land and Easements  
for Infrastructure Services Policy and Procedure -  
Ordinary Council - 25 Oct 2022 9.00am

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**SUMMARY**

This report seeks Council's adoption of Version 5.0 of the Acquiring Land and Easements for Infrastructure Services Policy and endorsement of the associated procedure.

**COUNCIL RESOLUTION**

THAT Council:

1. Adopt the Acquiring Land and Easements for Infrastructure Services Policy (v5.0);  
and
2. Endorse the approval of the Acquiring Land and Easements for Infrastructure  
Services Procedure (v4.0) by the General Manager Infrastructure.

**Moved by:** Councillor Mather  
**Seconded by:** Councillor Warcon

**MOTION CARRIED UNANIMOUSLY**

***Meeting Adjourned and Resumed*****COUNCIL RESOLUTION**

4.35PM

THAT the meeting be adjourned.

**Moved by:** Mayor, Councillor Belot

**MOTION CARRIED UNANIMOUSLY**  
**COUNCIL RESOLUTION**

4.47PM

THAT the meeting be resumed

**Moved by:** Mayor , Councillor Belot  
**MOTION CARRIED UNANIMOUSLY**

## 14 URGENT BUSINESS\QUESTIONS

### COUNCIL RESOLUTION

**4.48PM**

THAT the meeting be closed to the public to discuss the following item, which is considered confidential in accordance with section 254J of the *Local Government Regulation 2012*, for the reason indicated.

#### **14.1 Organisation Industrial Matters**

This report is considered confidential in accordance with section 254J(3)(b), of the *Local Government Regulation 2012*, as it contains information relating to industrial matters affecting employees.

**Moved by:** Councillor Warcon

**Seconded by:** Councillor Rothery

**MOTION CARRIED UNANIMOUSLY**

### COUNCIL RESOLUTION

**6.20PM**

THAT the meeting moves into open session.

**Moved by:** Councillor Eastwoof

**Seconded by:** Councillor Mather

**MOTION CARRIED UNANIMOUSLY**

**14.1 ORGANISATION INDUSTRIAL MATTERS****File No:****Responsible Officer:** Adam Belot - Mayor

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**SUMMARY**

*This report is for Council's consideration relating to executive leadership arrangements and associated planning.*

**COUNCIL RESOLUTION****THAT:**

1. Council authorises the Mayor to negotiate with the Chief Executive Officer appropriate separation arrangements and payments due to the Chief Executive Officer's pending resignation and a date to be agreed.
2. Council authorises the Mayor to re-engage Mr Alastair Dawson as the appropriately qualified and experienced Interim Chief Executive Officer from an agreed date until the commencement of a permanent Chief Executive Officer.
3. Council authorises the Mayor to appoint a member of Council's current Executive Leadership team to temporarily act in the Chief Executive Officer role until the commencement of the Interim Chief Executive Officer.
4. Council authorises the Mayor to present a recruitment strategy for approval by Council to permanently fill the Chief Executive Officer position.

**Moved by:** Mayor, Councillor Belot**Seconded by:** Deputy Mayor, Councillor Eastwood**MOTION CARRIED**

Crs A Belot, P Eastwood, G Mather, W Rothery and L Warcon voted in the affirmative.

Crs A Friend and R Watson voted in the negative.

## **15 CLOSURE OF MEETING**

**There being no further business the meeting closed at 6.38 pm.**

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Adam Belot - Mayor  
CHAIRPERSON

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15.07.25

