



# Notice of Meeting

Notice is hereby given that the **Ordinary Council Meeting** of the **Whitsunday Regional Council** will be held at the Council Chambers, on **Wednesday 10 December 2025**, commencing at **9:00 AM** and the Agenda is attached.

**Councillors:** Ry Collins (Mayor), Michelle Wright (Deputy Mayor), Jan Clifford, Clay Bauman, John Collins, Gary Simpson and John Finlay



Warren Bunker

CHIEF EXECUTIVE OFFICER

**Agenda of the Ordinary Council Meeting to be held at  
Council Chambers on Wednesday 10 December 2025 commencing at 9:00 AM**

*Council acknowledges and shows respect to the Traditional Custodian/owners in whose  
country we hold this meeting.*

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## **1 APOLOGIES/LEAVE OF ABSENCE**

This item on the agenda allows Council the opportunity to receive apologies/leave of absence from Councillors unable to attend the meeting.



## 2 CONDOLENCES

To acknowledge and observe a minute silence for the recently deceased throughout the Whitsunday Region.

### 3.1 - Confirmation of Minutes

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Governance Administration Officer

**AUTHORISING OFFICER:** Acting Director Corporate Services

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#### PURPOSE

At each Council meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting. The Minutes of Council's Ordinary Council Meeting held on 26 November 2025 are provided for Council's review and confirmation.

#### OFFICER'S RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 26 November 2025.

#### BACKGROUND

In accordance with s254F of the Local Government Regulation 2012, minutes were taken at Council's Ordinary Council Meeting held on 26 November 2025 under the supervision of the person presiding at the meeting. These unconfirmed minutes were reviewed and are available on Council's website for public inspection.

#### DISCUSSION/CURRENT ISSUE

Council's options are:

Confirm the Minutes of the Ordinary Council Meeting held on 26 November 2025.

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 26 November 2025 and comply with legislative requirements outlined in this report, no further action is required other than to confirm the minutes as per the recommendation.

Confirm the Minutes of the Ordinary Council Meeting held on 26 November 2025 with amendments.

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 26 November 2025 and comply with legislative requirements outlined in this report, then they move a motion that they be confirmed but with a list of amendments to ensure they are correct and compliant.

#### FINANCIAL IMPLICATIONS

The price for a member of the public to purchase a copy of the minutes must not be more than the cost to the local government of having the copy printed and made available for purchase, and if the copy is supplied to the purchaser by post, the cost of the postage.

#### CONSULTATION/ENGAGEMENT

Manager Governance

Acting Director Corporate Services

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## STATUTORY/COMPLIANCE MATTERS

In accordance with the Act, Council must record specified information in the minutes of a meeting regarding any declared conflicts of interest. At the Ordinary Council Meeting held on 26 November 2025, the following conflicts of interests were declared and recorded in the minutes:

Councillor/Officer	Prescribed or Declarable	Report No.	Particulars of the interest
Cr John Finlay	Prescribed	13.4	<p>Cr John Finlay declared a prescribed conflict of interest in item 13.4 regarding Outstanding Rates and Charges - Sale of Land - Report 1 as defined by section 150EL of the <i>Local Government Act 2009</i>, due to the following</p> <p>The nature of the councillor's relationship with the entity: An owner of an assessment listed in the report has a business membership with SSB Partners.</p> <p>Details of the councillors, and any other entity's, interest in the matter: Cr John Finlay is a manager at SSB Partners.</p> <p>As a result of this conflict of interest, Cr Finlay advised that he will leave the meeting and take no part in the discussion or decision making of this matter.</p> <p>Cr Finlay left the room at 1:39pm.</p>
Cr Gary Simpson	Prescribed	13.7	<p>Cr Gary Simpson declared a prescribed conflict of interest in item 13.7 regarding Strategic Land Purchase as defined by section 150EL of the <i>Local Government Act 2009</i>, due to the following:</p> <p>For an application for which a submission has been made—the matters the subject of the application and submission; Cr Gary Simpson is a close associate of the applicant.</p> <p>The nature of the councillor's relationship with the entity: Cr Gary Simpson is a close associate of the applicant.</p> <p>As a result of this conflict of interest, Cr Gary Simpson advised that he will leave the meeting and take no part in the discussion or decision making of this matter.</p> <p>Cr Gary Simpson left the room at 1:41pm</p>

### Local Government Regulation 2012

Section 254F of the Local Government Regulation stipulates that the Chief Executive Officer must ensure that minutes of each meeting of a local government are taken under the supervision of the person presiding at the meeting.

Minutes of each meeting must include the names of councillors present at the meeting and if a division is called on a motion, the names of all persons voting on the motion and how they voted.

At each meeting, the minutes of the previous meeting must be confirmed by the Councillors present and signed by the person presiding at the later meeting.

### **RISK ASSESSMENT/DEADLINES**

A copy of the minutes of each meeting must be available for inspection by the public, at a local government's public office and on its website, within 10 days after the end of the meeting. Once confirmed, the minutes must also be available for purchase at the local government's public office(s).

### **TABLED MATTERS**

Unresolved Tabled Matters			
Date of Meeting	Resolution Number	Summary	Status
26 November 2025	OM2025/11/26.5	That the item lie on the table pending further discussion.	This item will be tabled until further notice.

### **ATTACHMENTS**

1. 26 November 2025 - Unconfirmed Ordinary Council Meeting Minutes [3.1.1 - 31 pages]



UNCONFIRMED

# **Minutes of the Ordinary Council Meeting held on Wednesday 26 November 2025 at Council Chambers, 67 Herbert Street, Bowen**

*Council acknowledges and shows respect to the Traditional Custodian/owners in whose country we hold this meeting.*

**Councillors Present:**

Ry Collins (Mayor/Chair), Michelle Wright (Deputy Mayor), Jan Clifford, Clay Bauman, John Collins, Gary Simpson, and John Finlay

**Council Officers Present:**

Warren Bunker (Chief Executive Officer); Julie Wright (Director Community Services and Facilitation); Neil McGaffin (Director Regional Strategy and Planning); Peter Shuttlewood (Acting Director Corporate Services); Gary Murphy (Director Infrastructure Services); Greg Martin (Communications and Marketing Manager); Craig Turner (Director Commercial Businesses); Tony Trace (Acting Director Capital Program and Network Planning); Norman Garsden (Manager Governance); Madeleine Bailey (Governance Administration Officer/Minute Taker)

**Other Officers Present (Partial Attendance):**

Troy Pettiford (Chief Operating Officer Whitsunday Water); Jared Hammond (Waste and Recycling)

The meeting commenced at 09:03am  
The meeting adjourned for morning tea at 10:27am  
The meeting reconvened from morning tea at 10:46am  
The meeting adjourned for lunch at 1:06pm  
The meeting reconvened from lunch at 1:35pm  
The meeting concluded at 1:43pm

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## 1 APOLOGIES/LEAVE OF ABSENCE

There were no apologies/leaves of absence requests for this meeting.

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## 2 CONDOLENCES

To acknowledge and observe a minute silence for the recently deceased throughout the Whitsunday Region.

Cr Finlay acknowledged the passing of Danny Merrypor. Danny was a respected South Sea Islander in the Bowen community. Danny was a character, always having a laugh and wore tropical shirts around town. It was an honour to be with Danny during the cane production in the years that have gone by, and Danny always shared stories with Cr Finlay.

Cr Finlay acknowledged that it was an honour to be a part of Danny's South Sea Islander family and paid his tributes.

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## 3 CONFIRMATION OF MINUTES

### 3.1 - Confirmation of Minutes

#### PURPOSE

At each Council meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting. The Minutes of Council's Ordinary Council Meeting held on 29 October 2025 are provided for Council's review and confirmation.

#### OFFICER'S RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 29 October 2025.

#### RESOLUTION OM2025/11/26.1

Moved By: CR M WRIGHT

Seconded By: CR C BAUMAN

That Council confirms the Minutes of the Ordinary Meeting held on 29 October 2025.

#### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

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#### **4 BUSINESS ARISING**

##### **4.1 - Public Question Response - 29 October 2025**

The following matters were raised as business arising from the minutes of the previous meeting:

There was one public question submitted for the 29 October 2025 Ordinary Council Meeting by the below individual:

- Alison Day

The submitter read out their public questions. The questions were taken on notice, and the response was provided.

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#### **5 MAYORAL MINUTE**

There was no mayoral minute for this meeting.

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#### **6 NOTICES OF MOTION**

There were no notices of motion for this meeting.

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#### **7 DEPUTATIONS**

There were no deputations for this meeting.

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#### **8 PETITIONS / QUESTIONS ON NOTICE**

There were no petitions or questions on notice for this meeting.

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9 QUESTIONS FROM THE PUBLIC GALLERY

QUESTION

Name: Jeff Boyle

Questions 1:

*Why is the land productive agricultural land?*

Questions 2:

*Why doesn't community benefit exist?*

Questions 3:

*Why Does the Development create rural-residential density?*

Questions 4:

*Why does it create Negative impact on rural production?*

Questions 5:

*Why is Transport and parking non-compliance?*

A response will be provided to the customer in due course and included in the next available Ordinary Council Meeting agenda under the business arising section.

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10 COMMITTEES REPORTS

10.1 - 16 September 2025 - Unconfirmed Audit & Risk Committee Meeting Minutes

**PURPOSE**

To confirm the Audit and Risk Committee Meeting Minutes held on 16 September 2025.

**OFFICER'S RECOMMENDATION**

That Council endorse the Unconfirmed Minutes of the Audit & Risk Committee Meeting (Attachment 10.1.1) held on 16 September 2025.

**RESOLUTION OM2025/11/26.2**

Moved By: CR J FINLAY

Seconded By: CR R COLLINS (MAYOR)

That Council endorse the Unconfirmed Minutes of the Audit & Risk Committee Meeting (Attachment 10.1.1) held on 16 September 2025.

**MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

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UNCONFIRMED

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Mayor Collins advised the meeting and the public that there is a Supplementary Confidential Report added to the agenda.

## 11 OFFICERS REPORTS

### 11.1 - Q1 Operational Plan

#### PURPOSE

To present Council with a statistical summary of progress against the 2025/2026 Operational Plan for the September quarter (Quarter One Review), highlighting achievements aligned with strategic goals and identifying areas requiring further attention.

#### OFFICER'S RECOMMENDATION

That Council receive the Operational Plan 2025/26 Quarter One Progress Report for the period to 30 September 2025 (**Attachment 11.1.1**).

#### RESOLUTION OM2025/11/26.3

Moved By: CR R COLLINS (MAYOR)

Seconded By: CR C BAUMAN

That Council receive the Operational Plan 2025/26 Quarter One Progress Report for the period to 30 September 2025 (**Attachment 11.1.1**).

#### MEETING DETAILS

The motion was Carried 7 / 0.

**CARRIED**

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**11.2 – 20240509 – Request for Negotiated Decision Notice – Development Application for Development Permit for Reconfiguring of a Lot – One (1) Lot into Three (3) Lots - 4 Leeder Road, Preston – 75SP232141**

**PURPOSE**

To present the assessment of a request for negotiated decision notice and seek Council's determination.

**OFFICER'S RECOMMENDATION**

That Council refuses the request for Negotiated Decision Notice for the Development Permit for Reconfiguration of a Lot - One (1) Lot into Three (3) Lots at 4 Leeder Road, Preston.

**RESOLUTION OM2025/11/26.4**

Moved By: CR G SIMPSON

Seconded By: CR M WRIGHT

That Council part approve and part refuse the request for Negotiated Decision Notice for the Development Application for Development Permit for Reconfiguring of a Lot – One (1) Lot into Three (3) Lots at 4 Leeder Road, Preston, as follows:

- a) Approve the request to delete conditions 6.1 – 6.6.
- b) Refuse the request to delete condition 8.3

**MEETING DETAILS**

The motion was Carried 4 / 3.

**CARRIED**

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**11.3 - 20241198 - Development Application for Preliminary Approval (Variation Request) for Material Change of Use – Four Multiple Dwelling Units under the Boyle Family Development Scheme (BFDS) - 371 Strathdickie Road, Strathdickie**

**PURPOSE**

To present the assessment of the Preliminary Approval (Variation Request) for Material Change of Use for Four Multiple Dwelling Units (four separate houses) in Strathdickie and seek Council's determination.

**OFFICER'S RECOMMENDATION**

That Council refuse the Development Application for a Preliminary Approval (Variation Request) for Material Change of Use for Four Multiple Dwelling Units, made by JA & JB Boyle Pty Ltd as Trustee, on L: 1 SP: 152054 and located at 371 Strathdickie Road Strathdickie, for the following reasons:

1. The proposal is not consistent with the Mackay, Isaac and Whitsunday Regional Plan in respect of rural residential development in an area which is not identified as a rural living area, compromising the intent of the regional plan to protect productive agricultural land.
2. There has been no demonstration that an overriding community need exists for the proposed development.
3. The proposal conflicts with the Whitsunday Regional Council Planning Scheme 2017 and cannot be conditioned to comply. Specifically:
  - a. The proposal is unable to comply with the Liveable Communities and Housing theme of the Strategic Intent as the proposal seeks to establish rural residential density on land zoned for rural purposes. The predicted demand and supply of rural residential land within the planning scheme area was modelled by the Whitsunday Regional Council Urban Growth Study and adequate land is zoned to accommodate the predicted demand.
  - b. The proposal is unable to comply with the Economic Growth theme of the Strategic Intent as the proposal adds no economic benefit to the region and negatively impacts rural production by further decreasing the agricultural capacity of the land and adjacent lands.
  - c. The proposed conflicts with the Rural Zone Code, specifically Overall Outcomes 1(a)–(c), 2 and 3(a), (b), (d), (f), (h), (i), and (j).
  - d. The proposal is not consistent with the Agricultural Land Overlay, specifically AO1.1/AO1.2/PO1, AO2.1/PO2 and Overall Outcome 1 and 2 (a)-(c), which does not support fragmentation and alienation of agricultural land, or the creation of contested land to existing agricultural uses.
  - e. The proposal is not consistent with the Transport and Parking Code, specifically AO1.1/ PO1 and AO2.1/PO2, as the development does not propose to provide an access for future development that ensures that the layout and design of vehicle access, on-site circulation systems and parking areas are safe, convenient and legible for all users.
  - f. The proposal removes the site access requirements of the Development Manual without providing a suitable alternative.

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**PROCEDURAL MOTION - MATTER LIE ON THE TABLE OM2025/11/26.5**

Moved by: CR J FINLAY

**That the item lie on the table pending further discussion.**

**MEETING DETAILS:**

The procedural motion was Carried 6 / 1

**CARRIED**

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UNCONFIRMED

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#### 11.4 - Donations, Sponsorships and Grants Approved October 2025

##### PURPOSE

To advise Council of the donations, sponsorships and grants up to \$20,000 provided for the month of October 2025.

##### OFFICER'S RECOMMENDATION

That Council:

1. Note the Financial Support for Junior Elite Athlete Grant applications approved for the month of October 2025 to the applicants identified in **Attachment 11.4.1**.
2. Note the Financial Support for Donation and in-kind Donation applications approved for the month of October 2025 to the applicants identified in **Attachment 11.4.2**.
3. Note the Financial Support for Sponsorship applications approved for the month of October 2025 to the applicants identified in **Attachment 11.4.3**.
4. Note the Sport and Recreation Club Grant applications approved for the month of October 2025 to the applicants identified in **Attachment 11.4.4**.
5. Note the Donation on Council Fee applications approved for the month of October 2025 to the applicants identified in **Attachment 11.4.5**.

##### RESOLUTION OM2025/11/26.6

Moved By: CR J COLLINS

Seconded By: CR M WRIGHT

That Council:

1. Note the Financial Support for Junior Elite Athlete Grant applications approved for the month of October 2025 to the applicants identified in Attachment 11.4.1.
2. Note the Financial Support for Donation and in-kind Donation applications approved for the month of October 2025 to the applicants identified in Attachment 11.4.2.
3. Note the Financial Support for Sponsorship applications approved for the month of October 2025 to the applicants identified in Attachment 11.4.3.
4. Note the Sport and Recreation Club Grant applications approved for the month of October 2025 to the applicants identified in Attachment 11.4.4.
5. Note the Donation on Council Fee applications approved for the month of October 2025 to the applicants identified in Attachment 11.4.5.

##### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

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**11.5 - Regional Arts Development Fund (RADF) 2025/26 Funding Round 1 - October 2025**

**PURPOSE**

For Council to consider the funding for the Regional Arts Development Fund (RADF) grant applications for Round 1 of the 2025/26 Program, as recommended by the RADF Advisory Committee.

**OFFICER'S RECOMMENDATION**

That Council:

1. Receive the minutes from the Regional Arts Development Fund (RADF) Local Advisory Committee.
2. Approve the payment of Regional Arts Development Fund (RADF) grants (subject to conditions) – for Round 1 as recommended to Council by the RADF Advisory Committee to assist the following recipients:
  - a. Artists Run Initiative (ARI) Whitsundays - \$5,499
  - b. Artists Connect Inc. - \$3,060
  - c. Felicity Chapman - \$3,850
  - d. Holly Daniel - \$4,300
  - e. Annette Oosterhof - \$5,500

**RESOLUTION OM2025/11/26.7**

**Moved By: CR J CLIFFORD**

**Seconded By: CR C BAUMAN**

That Council:

1. Receive the minutes from the Regional Arts Development Fund (RADF) Local Advisory Committee.
2. Approve the payment of Regional Arts Development Fund (RADF) grants (subject to conditions) – for Round 1 as recommended to Council by the RADF Advisory Committee to assist the following recipients:
  - a. Artists Run Initiative (ARI) Whitsundays - \$5,499
  - b. Artists Connect Inc. - \$3,060
  - c. Felicity Chapman - \$3,850
  - d. Holly Daniel - \$4,300
  - e. Annette Oosterhof - \$5,500

**MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

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**11.6 - 500.2023.0019 Prequalified Supplier Panel Arrangement for Trade Services (Refresh)**

**PURPOSE**

To present to Council for consideration the Evaluation Panel's recommendation to award the contract 500.2023.0019 Prequalified Supplier Arrangements for Trade Services (Refresh).

**OFFICER'S RECOMMENDATION**

That Council award Contract 500.2023.0019 Prequalified Supplier Arrangements for Trade Services (Refresh) to the following Tenderers for 11-month contract period (with an additional twelve-month extension at Council discretion):

1. Airlie Plumbing Industries Pty Ltd
2. A B Ogden Whitsundays Pty Ltd T/A Ash Electrical Whitsundays
3. D.M Burgess & M.L Burgess T/A BEP Engineering and Maintenance
4. Bowen Industrial Hire Pty Ltd
5. Whitsunday Auto Group Pty Ltd T/A Bowen Mazda
6. Camm Building Group Pty Ltd
7. CM Maintenance Pty Ltd
8. Coral Coast Power Pty Ltd
9. CQ Diesel Fitting Pty Ltd
10. Fiddlers Green Landscaping Pty Ltd T/A Dirtscapes Outdoor Developments (existing Supplier submitted for Irrigation Category)
11. Faust Electrical & Refrigeration Pty Ltd
12. Hiline Tree Services Pty Ltd
13. Ipower Industries Pty Ltd
14. IWG Investments Pty Ltd T/A ARS Whitsunday
15. Airlete Comfort Pty Ltd T/A Kilowatts & Cool
16. Lisa Christofersen T/A Thrive Garden Services
17. Mdiv Solutions Pty Ltd
18. Greg Alexander T/A Out on a limb Tree Services
19. Pluto Contracting Pty Ltd T/A Price Brothers Contracting
20. Green Energy Technologies
21. Water Infrastructure Services Pty Ltd
22. The Trustee for Zero Asset Trust T/A Zero Asbestos

**RESOLUTION OM2025/11/26.8**

**Moved By: CR M WRIGHT**

**Seconded By: CR J COLLINS**

**That Council award Contract 500.2023.0019 Prequalified Supplier Arrangements for Trade Services (Refresh) to the following Tenderers for 11-month contract period (with an additional twelve-month extension at Council discretion):**

- 1. Airlie Plumbing Industries Pty Ltd**
- 2. A B Ogden Whitsundays Pty Ltd T/A Ash Electrical Whitsundays**
- 3. D.M Burgess & M.L Burgess T/A BEP Engineering and Maintenance**
- 4. Bowen Industrial Hire Pty Ltd**
- 5. Whitsunday Auto Group Pty Ltd T/A Bowen Mazda**

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6. Camm Building Group Pty Ltd  
7. CM Maintenance Pty Ltd  
8. Coral Coast Power Pty Ltd  
9. CQ Diesel Fitting Pty Ltd  
10. Fiddlers Green Landscaping Pty Ltd T/A Dirtscapes Outdoor Developments  
(existing Supplier submitted for Irrigation Category)  
11. Faust Electrical & Refrigeration Pty Ltd  
12. Hiline Tree Services Pty Ltd  
13. Ipower Industries Pty Ltd  
14. IWG Investments Pty Ltd T/A ARS Whitsunday  
15. Airlete Comfort Pty Ltd T/A Kilowatts & Cool  
16. Lisa Christofersen T/A Thrive Garden Services  
17. Mdiv Solutions Pty Ltd  
18. Greg Alexander T/A Out on a limb Tree Services  
19. Pluto Contracting Pty Ltd T/A Price Brothers Contracting  
20. Green Energy Technologies  
21. Water Infrastructure Services Pty Ltd  
22. The Trustee for Zero Asset Trust T/A Zero Asbestos

#### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

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## 11.7 - Sole Source Supplier Listing 2025/2026

### PURPOSE

To present Council with the updated listing of Sole Suppliers for consideration and approval in accordance with section 235 of the Local Government Regulation 2012.

### EXECUTIVE SUMMARY

This report presents Council with an updated listing of Sole Suppliers for the 2025/26 financial year, in accordance with section 235 of the Local Government Regulation 2012. The listing has been reviewed to reflect changes in supplier availability and operational requirements. Sole Supplier arrangements are proposed where goods or services are uniquely available from a single provider or where specialised or confidential services make competitive procurement impractical. The updated register ensures Council can continue to meet its service delivery obligations efficiently while remaining compliant with legislative procurement requirements.

### OFFICER'S RECOMMENDATION

That Council:

- a) Resolves in accordance with section 235(a) and 235(b) of the *Local Government Regulation 2012* that it is satisfied that the nominated suppliers listed in **Attachment 11.7.1** of the Report are Sole Suppliers and that they be added to the Sole Supplier Register for the 2025/26 financial year; and
- b) Delegates authority to the Chief Executive Officer in accordance with section 257 of the *Local Government Act 2009* to enter into contracts, negotiate, finalise, and execute any and all matters associated with or in relation to Sole Suppliers subject to Council's normal procurement policies and practices.

### RESOLUTION OM2025/11/26.9

Moved By: CR R COLLINS (MAYOR)

Seconded By: CR C BAUMAN

That Council:

- a) Resolves in accordance with section 235(a) and 235(b) of the *Local Government Regulation 2012* that it is satisfied that the nominated suppliers listed in Attachment 11.7.1 of the Report are Sole Suppliers and that they be added to the Sole Supplier Register for the 2025/26 financial year; and
- b) Delegates authority to the Chief Executive Officer in accordance with section 257 of the *Local Government Act 2009* to enter into contracts, negotiate, finalise, and execute any and all matters associated with or in relation to Sole Suppliers subject to Council's normal procurement policies and practices.

### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

~~~~~  
This is page 17 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

The meeting adjourned for morning tea at 10:27am

The meeting reconvened from morning tea at 10:46am

#### 11.8 - Regional Strategy & Planning Quarterly Update July - September 2025

##### PURPOSE

To provide advice and a summary of the Regional Strategy & Planning Directorate for the period of July to September 2025.

##### OFFICER'S RECOMMENDATION

That Council note the Regional Strategy & Planning Directorate report (**Attachment 11.8.1**) for the period of July to September 2025.

##### RESOLUTION OM2025/11/26.10

Moved By: CR J FINLAY

Seconded By: CR C BAUMAN

That Council note the Regional Strategy & Planning Directorate report (**Attachment 11.8.1**) for the period of July to September 2025.

##### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

~~~~~

#### 11.9 - Community Services and Facilitation - Quarterly Report – July to September 2025

##### PURPOSE

The purpose of this report is to set out an account of statistics pertaining to the functions of each branch within the Community Services and Facilitation Directorate for Quarter One of the 2025-2026 financial year.

##### OFFICER'S RECOMMENDATION

That Council receive the Community Services and Facilitation Quarterly Report (Q1) (**Attachment 11.9.1**) for 2025/2026.

##### RESOLUTION OM2025/11/26.11

Moved By: CR J COLLINS

Seconded By: CR J CLIFFORD

That Council receive the Community Services and Facilitation Quarterly Report (Q1) (**Attachment 11.9.1**) for 2025/2026.

This is page 18 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

#### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

~~~~~

#### 11.10 - New Lease - Hidden Court Storage Shed

##### PURPOSE

To seek Council approval to negotiate and execute a new part of land five (5) year peppercorn lease following a request received from Great Barrier Reef Festival Inc. for the storage shed situated at 5-9 Hidden Court, Cannonvale.

##### OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into negotiations and execute a five (5) year peppercorn lease with Great Barrier Reef Festival Inc. for part of shed located on Lot 194 on SP 225392 also known as 5-9 Hidden Court, Cannonvale in accordance with Section 236 1(b)(ii), 1(e) & 2 of the *Local Government Regulation 2012*.

##### RESOLUTION OM2025/11/26.12

Moved By: CR C BAUMAN

Seconded By: CR J CLIFFORD

That Council authorise the Chief Executive Officer to enter into negotiations and execute a five (5) year peppercorn lease with Great Barrier Reef Festival Inc. for part of shed located on Lot 194 on SP 225392 also known as 5-9 Hidden Court, Cannonvale in accordance with Section 236 1(b)(ii), 1(e) & 2 of the *Local Government Regulation 2012*.

#### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

~~~~~

#### 11.11 - Notification of Water Meter Reading Period

##### PURPOSE

To obtain a resolution for the declaration of the date for the reading of water meters in the first half of the financial year 2025/26.

##### OFFICER'S RECOMMENDATION

That Council declare the water meter reading date to be 19<sup>th</sup> December 2025 for the commencement of reading the water meters for the billing period.

##### RESOLUTION OM2025/11/26.13

Moved By: CR M WRIGHT

This is page 19 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025



**Seconded By: CR J CLIFFORD**

**That Council declare the water meter reading date to be 19<sup>th</sup> December 2025 for the commencement of reading the water meters for the billing period.**

**MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

~~~~~

**11.12 - Monthly Finance Report**

**PURPOSE**

To inform Council of the current unaudited financial performance and position for the reporting period.

**OFFICER'S RECOMMENDATION**

That Council receive the Monthly Financial Report, including the Unaudited Financial Statements for the period ended 31<sup>st</sup> October 2025.

**RESOLUTION OM2025/11/26.14**

**Moved By: CR J CLIFFORD**

**Seconded By: CR M WRIGHT**

**That Council receive the Monthly Financial Report, including the Unaudited Financial Statements for the period ended 31<sup>st</sup> October 2025 noting that:**

- 1. page 370 has an error regarding what is committed to our suppliers; and**
- 2. clarification be provided regarding staff on-costs**

**MEETING DETAILS**

The motion was Carried 7 / 0

**CARRIED**

~~~~~

This is page 20 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

This is page 28 of the Agenda of Council's Ordinary Council Meeting - 10 December 2025



## 12 LATE REPORT ITEMS

There were no late reports for this meeting.

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## 13 CONFIDENTIAL MATTERS

Reports on Confidential Matters will be distributed to Councillors in a separate Confidential Agenda document prior to the meeting.

Prior to the closure of the open meeting, Cr John Finlay declared a prescribed conflict of interest for item 13.4 regarding Outstanding Rates and Charges – Sale of Land – Report 1.

Cr John Finlay left the room during the closed session at 12:49pm and returned to the room during the closed session at 12:52pm.

Prior to the closure of the open meeting, Cr Gary Simpson declared a prescribed conflict of interest for item 13.7 regarding Strategic Land Purchase.

Cr Gary Simpson left the room during the closed session at 1:02pm and returned to the room during the closed session at 1.35pm.

~~~~~

## PROCEDURAL MOTION – CLOSURE OF MEETING (CONFIDENTIAL SESSION) OM2025/11/26.15

Moved by: CR J CLIFFORD

Seconded by: CR M WRIGHT

That Council close the meeting to the public at 12:58pm in accordance with Section 254J of the Local Government Regulations 2012 for closed meetings, for the purpose of discussing the following items and the reasons for going into closed session:

### 13.1 September Quarter Business Activity Performance

– (e) *legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.*

### 13.2 Queens Beach Hub Licencing Opportunities

– (g) *negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

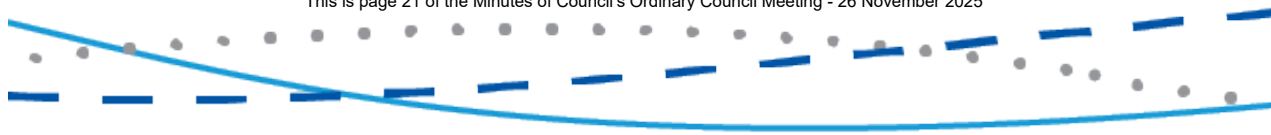
### 13.3 Residential Activation Fund Project Delivery Model

– (g) *negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

### 13.4 Outstanding Rates and Charges - Sale of Land - Report 1

– (d) *Rating Concessions*

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**13.5 Outstanding Rates and Charges - Sale of Land - Report 2**

**– (d) Rating Concessions**

**13.6 Delivery Partner Guarantee Deed - 2032 Olympic and Paralympic Games**

**– (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.**

**13.7 Strategic Land Purchase**

**– (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government**

**MEETING DETAILS:**

The procedural motion was Carried 7 / 0

**CARRIED**

~~~~~

**PROCEDURAL MOTION - REOPEN MEETING OM2025/11/26.16**

**Moved by: CR J CLIFFORD**

**Seconded by: CR J COLLINS**

**That Council reopen the meeting to the general public at 1.35pm.**

**MEETING DETAILS:**

The motion was Carried 7 / 0

**CARRIED**

~~~~~

The meeting adjourned for lunch during the confidential session at 1:06pm.

The meeting reconvened from lunch at 1:35pm.

### 13.1 - September Quarter Business Activity Performance

#### CONFIDENTIAL

#### **S254J Local Government Regulation 2012 - Closed Meetings**

- (1) *A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) *However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
- (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.*
  - (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### **RESOLUTION OM2025/11/26.17**

**Moved By: CR J CLIFFORD**

**Seconded By: CR C BAUMAN**

#### **That Council:**

- (a) Receive the legal status update for the quarter; and**
- (b) Receive the business performance update for Commercial, Utilities and General**

#### **MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

~~~~~

#### **RESOLUTION OM2025/11/26.18**

**Moved By: CR J FINLAY**

**Seconded By: CR J CLIFFORD**

**That the CEO release the quarterly financials for the general fund, water, sewerage and waste businesses as part of the quarterly report.**

#### **MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

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This is page 23 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

### 13.2 - Queens Beach Hub Licencing Opportunities

#### CONFIDENTIAL

#### **S254J Local Government Regulation 2012 - Closed Meetings**

- (1) *A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) *However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
- (g) *negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### **RESOLUTION OM2025/11/26.19**

**Moved By:** CR M WRIGHT

**Seconded By:** CR J FINLAY

That Council authorise the Chief Executive Officer to enter negotiations and execute a Licence Agreement(s) with South Sea Voyagers Collective Ltd & Queens Beach Outriggers and Bowen Potters Group and endorses entering into a 1 + 1 year Licence Agreement with the successful proponent(s), subject to performance and Council requirements.

#### **MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

~~~~~

This is page 24 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

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### 13.3 - Residential Activation Fund Project Delivery Model

#### CONFIDENTIAL

#### S254J Local Government Regulation 2012 - Closed Meetings

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—
- (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### RESOLUTION OM2025/11/26.20

Moved By: CR R COLLINS (MAYOR)

Seconded By: CR J CLIFFORD

That Council invites Expression of Interest prior to inviting tenders in accordance with section 228 (3) of the *Local Government Regulation 2012* for the Residential Activation Fund (RAF) Projects as this is in the public interest due to the benefit to Council as this will:

- a) Market Sounding to understand the current capacity and capability
- b) Gauge if there is sufficient Interest in the project
- c) Reduction in tendering costs for Council and contractors
- d) Risk Management determining the next stage approach

That Council prepare a Tender Consideration Plan (TCP) in accordance with section 230 (2) of the *Local Government Regulation 2012* for the Residential Activation Fund (RAF) Project and other identified capital projects. The TCP will include:

- a) the objectives of the plan; and
- b) how the objectives are to be achieved; and
- c) how the achievement of the objectives will be measured; and
- d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and
- e) the proposed terms of the contract for the goods or services; and
- f) a risk analysis of the market from which the goods or services are to be obtained.

#### MEETING DETAILS

The motion was Carried 7 / 0.

CARRIED

~~~~~

This is page 25 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

Cr John Finlay declared a prescribed conflict of interest in item 13.4 regarding Outstanding Rates and Charges - Sale of Land - Report 1 as defined by section 150EL of the *Local Government Act 2009*, due to the following:

The nature of the councillor's relationship with the entity: An owner of an assessment listed in the report has a business membership with SSB Partners.

Details of the councillors, and any other entity's, interest in the matter: Cr John Finlay is a manager at SSB Partners.

As a result of this conflict of interest, Cr Finlay advised that he will leave the meeting and take no part in the discussion or decision making of this matter.

Cr Finlay left the room at 1:39pm.

~~~~~

### 13.4 - Outstanding Rates and Charges - Sale of Land - Report 1

#### CONFIDENTIAL

#### S254J Local Government Regulation 2012 - Closed Meetings

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—

– (d) rating concessions.

#### RESOLUTION OM2025/11/26.21

Moved By: CR J CLIFFORD

Seconded By: CR M WRIGHT

That Council commence the sale of land proceedings for the properties listed in Schedule 1 for overdue rates and charges in accordance with section 140 of the *Local Government Regulation 2012*:

#### Schedule 1:

| Assessment | RPD                                                                                                                                                                                   |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1205356    | L B SM 52 T TL242089/RES2, L 136 SM 804305 T GHPL2129<br>Lot A SM63 T/L212487 RES 2 is part of Lot 5 Crown Plan SM 70<br>Lot B SM52 T/L216692 Res 2 is part of Lot 5 Crown Plan SM 70 |
| 1205904    | L 26 CP MPH 13504                                                                                                                                                                     |
| 1205960    | L 42 CP MPH 13504                                                                                                                                                                     |
| 1302613    | L 15-16 CPB 6663                                                                                                                                                                      |
| 1102475    | L 17 SP 121164                                                                                                                                                                        |
| 1201834    | L 2 RP 728430                                                                                                                                                                         |
| 1204395    | L 1 CP RL6993 T RL6993, L 2 RP 746050 Cov 714265824                                                                                                                                   |
| 1205735    | L 14 CP MPH13512 Term Lease NCL201549                                                                                                                                                 |
| 1104722    | L 19 RP 844353                                                                                                                                                                        |

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|         |                               |
|---------|-------------------------------|
| 1108810 | L 1 SP 163583 & Easement C    |
| 1104260 | L 2 RP 718914                 |
| 1301629 | L 40 SP 271824                |
| 1104226 | L 13 RP 737371                |
| 1208948 | L 35 SP 172267                |
| 1202596 | L 1 RP 714408                 |
| 1205640 | L 303 SP 312213               |
| 1202892 | L 1 RP 714318                 |
| 1206175 | L 65 MPH 13509                |
| 1202472 | L 1 RP 718788                 |
| 1208741 | L 151 MPH 13508               |
| 1101169 | L 5 BUP 70173                 |
| 1205631 | L 53 CP C74010                |
| 1107945 | L 22 SP 142568                |
| 1301873 | L 25 SP 253581 T & Easement T |
| 1204425 | L 18 RP 734370                |

#### MEETING DETAILS

The motion was Carried 6 / 0.

**CARRIED**

~~~~~

Cr Finlay returned to the room at 1:40pm.

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**13.5 - Outstanding Rates and Charges - Sale of Land - Report 2**

**CONFIDENTIAL**

**S254J Local Government Regulation 2012 - Closed Meetings**

- (1) *A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) *However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
- (d) *rating concessions.*

**RESOLUTION OM2025/11/26.22**

**Moved By: CR G SIMPSON**

**Seconded By: CR J CLIFFORD**

That Council commence the sale of land proceedings for the properties listed in Schedule 1 for overdue rates and charges in accordance with section 140 of the *Local Government Regulation 2012*:  
Schedule 1

Assess	Lot and Plan
1200772	L 44 RP 721979
1208778	L 196 RP 705709
1201624	L 221 - 222 RP 705709
1201686	L 121 -122 RP 705709
1101387	L 105 RP 733406

**MEETING DETAILS**

The motion was Carried 6 / 1.

**CARRIED**

~~~~~

This is page 28 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

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**13.6 - DELIVERY PARTNER GUARANTEE DEED - 2032 OLYMPIC AND PARALYMPIC GAMES**

**CONFIDENTIAL**

**S254J Local Government Regulation 2012 - Closed Meetings**

- (1) *A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) *However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
- (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

**RESOLUTION OM2025/11/26.23**

**Moved By: CR R COLLINS (MAYOR)**

**Seconded By: CR J CLIFFORD**

**That Council authorise the Chief Executive Officer to execute the Brisbane 2032 Olympic and Paralympic Games Delivery Partner Guarantee Deed with the Queensland Department of Sport, Racing and Olympic and Paralympic Games.**

**MEETING DETAILS**

The motion was Carried 7 / 0.

**CARRIED**

~~~~~

This is page 29 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

This is page 37 of the Agenda of Council's Ordinary Council Meeting - 10 December 2025

Cr Gary Simpson declared a prescribed conflict of interest in item 13.7 regarding Strategic Land Purchase as defined by section 150EL of the *Local Government Act 2009*, due to the following:

For an application for which a submission has been made—the matters the subject of the application and submission; Cr Gary Simpson is a close associate of the applicant.

The nature of the councillor's relationship with the entity: Cr Gary Simpson is a close associate of the applicant.

As a result of this conflict of interest, Cr Gary Simpson advised that he will leave the meeting and take no part in the discussion or decision making of this matter.

Cr Gary Simpson left the room at 1:41pm

### 13.7 - Strategic Land Purchase

#### CONFIDENTIAL

#### *S254J Local Government Regulation 2012 - Closed Meetings*

- (1) *A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) *However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
  - (g) *negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### RESOLUTION OM2025/11/26.24

Moved By: CR C BAUMAN

Seconded By: CR J CLIFFORD

That:

1. Council is satisfied that acquiring a parcel of land in fee simple in Cannonvale is necessary for the performance of Council's functions relevant to its management of assets and delivering effective services to its community; and
2. Council delegates to the Chief Executive Officer all powers to:
  - a) enter into negotiations and finalise, on behalf of Council, to acquire a parcel of land in fee simple in Cannonvale; and
  - b) take any incidental steps to gain approvals under legislation for the arrangement if required.

#### MEETING DETAILS

The motion was Carried 6 / 0.

CARRIED

Cr Simpson returned to the meeting at 1:42pm.

This is page 30 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

**14 MATTERS OF IMPORTANCE**

There were no matters of importance at this meeting.

~~~~~

**15 CLOSURE OF MEETING**

The Meeting closed at 1:43pm.

Confirmed as a true and correct recording this 10 December 2025.

---

**Cr Ry Collins**

**MAYOR**

UNCONFIRMED

This is page 31 of the Minutes of Council's Ordinary Council Meeting - 26 November 2025

This is page 39 of the Agenda of Council's Ordinary Council Meeting - 10 December 2025

#### **4 BUSINESS ARISING**

This item on the agenda allows Councillors the opportunity to seek clarification or updates on business arising from the minutes of the previous meeting.

#### 4.1 - Public Question Response - 26 November 2025

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Governance Administration Officer

**AUTHORISING OFFICER:** Chief Executive Officer  
Director Regional Strategy and Planning

---

There was one public question presented at the Ordinary Council Meeting held on the 26 November 2025 by the below individual:

- Jeff Boyle

The questions were read out by the submitter. The questions were taken on notice, and the response has been provided.

#### ATTACHMENTS

1. Public Question Response Letter - Jeff Boyle - 26 November 2026 SIGNED [4.1.1 - 2 pages]

Docusign Envelope ID: 15BD7F3A-A4A7-4098-BB4C-FE78C2F7EB0F



Our Reference: ECM Doc No: 8357716  
For further information, please contact: Warren Bunker  
Direct dial no.: 07 4945 0601

**Correspondence:**  
Chief Executive Officer,  
Whitsunday Regional Council,  
PO Box 104, Proserpine QLD 4800  
P: 1300 WRC QLD (1300 972 753)  
F: (07) 4945 0222  
E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au)  
[www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)  
ABN 63 291 580 128

28 November 2025

JA & JB Boyle Pty Ltd  
371 Strathdickie Road  
Strathdickie QLD 4800  
Forwarded by email: [accounts@tgway.com.au](mailto:accounts@tgway.com.au)

**RE: QUESTION FROM PUBLIC GALLERY – 26 NOVEMBER 2025**

Thank you for your question presented at Ordinary Meeting of Council on 26 November 2025.

Following your public question, you have been requested to provide the correspondence from the Department of State Development you referenced throughout your presentation.

This request has not been responded to, and the information has not been supplied. Consequently, it is difficult to accurately respond to the concerns you voiced at the meeting while the origin of your advice is unclear.

In response to the matters raised in your question, the following is provided:

- The State Planning Policy (SPP) 2017 has been integrated into the *Whitsunday Regional Council Planning Scheme 2017* (the Planning Scheme), as confirmed in Part 2 – State Planning Provisions. The Officer's report includes commentary on, not assessment against, the SPP.
- The agricultural land assessment undertaken for the application is based on the Mackay, Isaac and Whitsunday (MIW) Regional Plan and the Planning Scheme.
- Council's reference to subdivision is drawn from the *Boyle Family Development Scheme* prepared by Wynne Planning and Development, which states: "*The POD also demonstrates that the additional dwelling houses can be located and constructed in a manner which provides for separation and privacy and does not jeopardise a future subdivision.*" The Officer's report simply acknowledges this statement.
- Housing supply benefits identified by the applicant have been acknowledged in the Officer's report. However, the housing benefits presented are not considered sufficient to outweigh other identified conflicts with the Planning Scheme.
- The land is zoned Rural, and Council has therefore assessed the application against the Rural Zone Code, as required.
- The application seeks to vary the transport and parking requirements of the Planning Scheme. The Officer's report assesses these proposed variations and concludes that the Planning Scheme provisions remain relevant and should not be altered for future development of the site.

I note that the assessment period for the application has been halted until 11 December 2025, making it impossible for the application to be further considered by Council this calendar year.

Bowen  
Cnr Herbert & Powell Streets  
Bowen QLD 4805

Proserpine  
83-85 Main Street  
Proserpine QLD 4800

Collinsville  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

Cannonvale  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802

Docusign Envelope ID: 15BD7F3A-A4A7-4098-BB4C-FE78C2F7EB0F

Your application will proceed to the next available Council meeting once the current *Stop the Current Period* notice is withdrawn or expires.

I also request you provide any information that you may have from the Department of State Development to enable all Councillors to give the matters you have raised further consideration.

Yours faithfully



**Warren Bunker**  
**Chief Executive Officer**

**Bowen**  
Cnr Herbert & Powell Streets  
Bowen QLD 4805

**Proserpine**  
83-85 Main Street  
Proserpine QLD 4800

**Collinsville**  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

**Cannonvale**  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802

## **5 MAYORAL MINUTE**

This item on the agenda allows the Mayor to introduce, by a signed minute, a matter for consideration at the meeting. In accordance with Council's Standing Orders, such a matter takes precedence over all other matters for consideration at the meeting and may be adopted by a motion moved by the Mayor without the need for the motion to be seconded.



In accordance with Council's Standing Orders, Councillors may give notice of any business they wish to be discussed at an Ordinary Meeting by way of a Notice of Motion. This item on the agenda allows Councillors to introduce and move any motions they have submitted to the Chief Executive Officer for inclusion in the agenda.

## **7            DEPUTATIONS**

This item on the agenda allows persons to make a deputation to Council. Deputations are managed in accordance with Council's adopted Standing Orders.

## **8                    PETITIONS / QUESTIONS ON NOTICE**

This item on the agenda allows for the following two options:

1. Councillors to present a petition to the meeting in accordance with Council's Standing Orders, no debate on or in relation to the tabled petition shall be allowed and the only motion which may be moved is that the petition either be received, referred to a Committee or Council officer for consideration and report back to Council, or not be received because it is deemed invalid.
2. The inclusion of any responses prepared by officers in response to questions taken on notice at previous meetings of Council.

Excerpt from Council's Standing Orders:

1. In each Meeting, time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government.
2. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting.
3. The time allotted shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting.
4. Any person addressing the Council shall stand, act and speak with decorum and frame any remarks in respectful and courteous language.

**10.1 - 25 November 2025 - Unconfirmed Audit & Risk Committee Meeting Minutes**

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Governance Administration Officer

**AUTHORISING OFFICER:** Acting Director Corporate Services

---

**PURPOSE**

To confirm the Audit and Risk Committee Meeting Minutes held on 25 November 2025.

**EXECUTIVE SUMMARY**

The Audit and Risk Committee is a Committee of Council, and the minutes are presented to Council for endorsement. A number of recommendations were made by the Committee to Council and the receipt and endorsement of these minutes will see the actions move into implementation.

**OFFICER'S RECOMMENDATION**

That Council endorse the Unconfirmed Minutes of the Audit & Risk Committee Meeting (**Attachment to come**) held on 25 November 2025.

**BACKGROUND**

Whitsunday Regional Council's Audit & Risk Committee met on 25 November 2025 and minutes were recorded from this meeting and are provided to Council to consider and review the Committee's recommendations, in accordance with Section 211(1)(c) of the *Local Government Regulation 2012*.

The primary objective of the Audit & Risk Committee is to promote good corporate governance through the provision of independent assurance, oversight, and advice to Council on matters relating to:

- Internal Audit;
- External Audit;
- Financial Reporting;
- Risk Management;
- Internal Controls; and
- Legislative and Organisational Compliance.

**DISCUSSION/CURRENT ISSUE**

The reports outlined in **Attachment 10.1.1** will be endorsed by the Audit and Risk Committee Members at the 25 November 2025 Audit and Risk Meeting.

**FINANCIAL IMPLICATIONS**

Financial Implications are managed within the existing budgets and delegations.

**CONSULTATION/ENGAGEMENT**

Manager Governance

Acting Director Corporate Services  
Audit and Risk Committee Chairperson and Committee Members

## **STATUTORY/COMPLIANCE MATTERS**

Audit and Risk Committee Charter  
*Local Government Regulation 2012*

## **RISK ASSESSMENT/DEADLINES**

Council risks non-compliance with the Audit & Risk Committee Charter if they do not consider and review the recommendations of the Committee.

Minutes are to be presented to the next available Council Ordinary Meeting.

## **STRATEGIC IMPACTS**

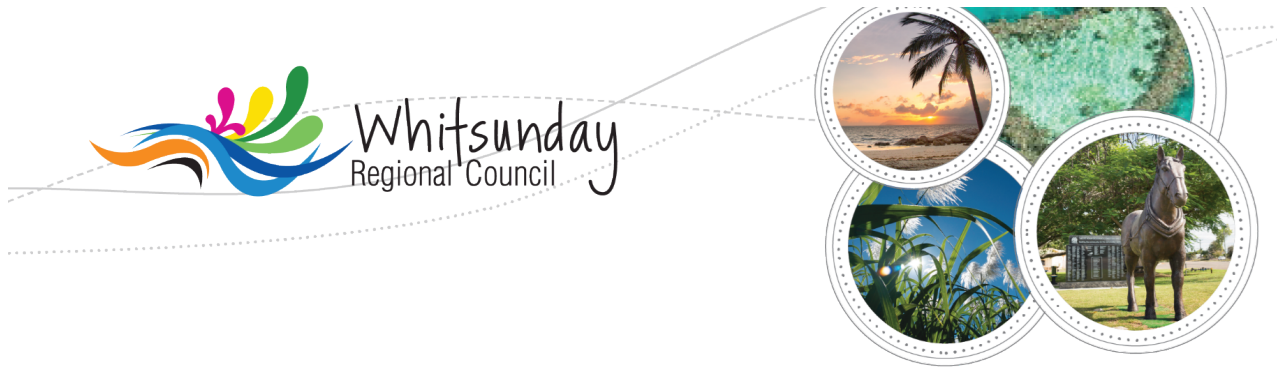
Corporate Plan Reference:

Undertake a business transformation project to support organisational growth, prioritise and streamline service delivery and deliver improved value to the community.

Progress a workforce management system that delivers improved outcomes to safety, wellbeing, retention and productivity.

## **ATTACHMENTS**

1. 25 November 2025 - Draft 2 Audit & Risk Committee Meeting Minutes [10.1.1 - 16 pages]



# **Minutes of the Audit & Risk Committee Meeting held on Tuesday 25 November 2025 at Council Chambers, 83-85 Main Street, Proserpine**

*Council acknowledges and shows respect to the Traditional Custodian/owners in whose country we hold this meeting.*

**Members Present:**

Mr Peter Sheville (Chairman)  
Ms Mary Goodwin (External Committee Member)  
Alan Pigott (External Committee Member)  
Cr Ry Collins (Mayor)  
Cr John Finlay (Councillor Proxy – Division 6) via Microsoft Teams

**Internal/Externals Present:**

Warren Bunker (Chief Executive Officer); Gary Murphy (Director Infrastructure Services); Neil McGaffin (Director Regional Strategy and Planning); Julie Wright (Director Community Services and Facilitation); Peter Shuttlewood (Acting Director Corporate Services); Tony Trace (Acting Director Capital Program and Network Planning); Craig Turner (Director Commercial Business); Dan Gillespie (Manager Innovation and Technology); Norman Garsden (Manager Governance); and Madeleine Bailey (Governance Administration Officer/Minute Taker).

**Observers:**

Cr Michelle Wright (Councillor/Deputy Mayor – Division 4) via Teams  
Cr Clay Bauman (Councillor – Division 2) via Teams

**Internal/Externals Present via MS Teams – Teleconference:**

Wayne Gorrie (O'Connor Marsden)  
James Turner (OCM)  
Brad Tozer (Ernst Young)  
Lloyd Maraufu (Ernst Young)

**Apologies:**

Leah Bradley (Manager Finance)

**Chairperson Declared:**

The meeting commenced at 8:58am  
The meeting adjourned for morning tea at 11:00am  
The meeting reconvened from morning tea at 11:29am  
The meeting closed at 12:42pm



Whitsunday Regional Council  
**Minutes of the Audit & Risk Committee Meeting** held at  
**Council Chambers, 83-85 Main Street, Proserpine** on  
**Tuesday 25 November 2025** commencing at **9:00 AM**

|                                                                      |           |
|----------------------------------------------------------------------|-----------|
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| <b>2 DECLARATIONS OF INTEREST .....</b>                              | <b>5</b>  |
| <b>3 INTRODUCTIONS .....</b>                                         | <b>6</b>  |
| <b>4 CONFIRMATION OF MINUTES .....</b>                               | <b>7</b>  |
| <b>4.1 Confirmation of Minutes .....</b>                             | <b>7</b>  |
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## 1 APOLOGIES/LEAVE OF ABSENCE

### 1.1 - Apologies/Leave of Absence - Agenda

There were no apologies/leaves of absence requests for this meeting.

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## 2 DECLARATIONS OF INTEREST

### 2.1 - Declarations of Interest - Agenda

This item on the agenda allows for a member of the Audit & Risk Committee, the opportunity to declare a conflict of interest.

Any such declarations will be managed during the meeting as required in accordance with the relevant sections of the Act.

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### 3 INTRODUCTIONS

#### 3.1 - New Member – Alan Pigott

**MEETING DETAILS:** Audit & Risk Committee Meeting – Proserpine Administration Building

**AUTHORISING OFFICER:** Acting Director Corporate Services

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#### Welcome – Mr Alan Pigott

This morning, we would like to introduce and welcome Mr Alan Pigott to the Audit and Risk Committee. Alan was the successful candidate in our search for a new committee member and will be serving in this role for the next four (4) years.

Alan is a highly experienced committee member and advisor with broad leadership experience across the public, private and not-for-profit sectors. He currently serves as an independent member on several Audit, Risk and Improvement Committees, including Blacktown, Cowra (Chair), Hawkesbury River County, Strathfield, Armidale (Chair) and Byron Councils.

With senior executive experience across all three levels of government and the private sector, Alan brings a deep understanding of public sector operations, accountability frameworks and performance improvement.

Throughout his career, Alan has held a range of senior roles, including Deputy Chief Executive of Job Futures, Director at the NSW Ministry for the Arts, General Manager of the Museum of Contemporary Art, and leadership positions with the Rail Access Corporation and the Department of Prime Minister and Cabinet.

In the corporate sector, Alan has served as a Chief Executive and Non-Executive Director in the eCommerce and financial technology industries, developing strong expertise in IT security, risk and compliance. As a consultant, he has delivered major strategic, governance and performance improvement projects both in Australia and overseas.

Holding degrees in Law and Business, Alan brings significant expertise in governance, risk and compliance, financial oversight, strategic planning and performance management. He is known for his commitment to ethical leadership, transparency and continuous improvement.

The Whitsunday Regional Council warmly welcomes Alan to the Committee and looks forward to working alongside him over the next four years.

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#### 4 CONFIRMATION OF MINUTES

##### 4.1 - Confirmation of Minutes

**MEETING DETAILS:** Audit & Risk Committee Meeting - Tuesday 25 November 2025

**AUTHOR:** Governance Administration Officer

**AUTHORISING OFFICER:** Acting Director Corporate Services

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##### EXECUTIVE SUMMARY

In accordance with the Audit and Risk Committee Charter Meetings, Records and Reporting Structure. Minutes of the meeting shall be presented at the next available Council General Meeting. Committee minutes for the meeting held on 16 September 2025 are presented for confirmation.

##### RECOMMENDATION

That the Committee confirms the Minutes of the Audit and Risk Committee Meeting held on 16 September 2025.

##### RECOMMENDATION

That the Committee confirms the Minutes of the Audit and Risk Committee Meeting held on 16 September 2025.

##### RESOLUTION AR2025/11/25.1

**Moved By:** CR J FINLAY

**Seconded By:** MS M GOODWIN

**That the Committee confirms the Minutes of the Audit and Risk Committee Meeting held on 16 September 2025.**

##### MEETING DETAILS

The motion was 5 / 0

**CARRIED**

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## **5 AUDIT & RISK COMMITTEE REPORTS**

### **5.1 Audit & Risk Strategic Matters**

#### **5.1.1 - Chief Executive Officer Briefing Update**

##### **EXECUTIVE SUMMARY**

The Chief Executive Officer will provide a verbal update.

##### **RECOMMENDATION**

That the committee receive the verbal update from the Chief Executive Officer.

##### **RESOLUTION AR2025/11/25.2**

**Moved By:** MR P SHEVILLE

**Seconded By:** CR R COLLINS (MAYOR)

**That the committee receive the verbal update from the Chief Executive Officer.**

##### **MEETING DETAILS**

The motion was Carried 5 / 0.

**CARRIED**

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## 5.1.2 - Audit & Risk Future Meetings and Audit Plans

### EXECUTIVE SUMMARY

The Audit Committee meeting originally set for 28 July 2026 is proposed to be moved to Thursday 6 August 2026 (an in-person meeting). This change aims to ease the workload for officers and Councillor members, as the original date is close to the Ordinary Council meeting on 29 July 2026, the committee meeting will be asked, among other things, to consider and confirm the draft 2025/26 Financial Statements.

The 18 August meeting is also proposed to shift to Tuesday 25 August 2026 (via Teams), allowing time for the external audit and delivery of the Queensland Audit Office (QAO) Closing Report. Although close to the 26 August Ordinary Council meeting, the agenda of this Committee meeting will be limited to receiving audit findings and report. Further delays to this Committee meeting may be possible depending on member availability.

The Committee Chair and external auditors (Ernst & Young) support the proposed dates. The 6 August 2026 meeting will receive unaudited financial statements; the 25 August 2026 meeting will receive the Queensland Audit Office (QAO) Closing Report.

### RECOMMENDATION

That the Audit Committee:

1. Endorse the rescheduling of the 2026 Audit Committee meetings from:
  - a. 28 July 2026 to 6 August 2026 (in-person); and
  - b. 18 August 2026 to 25 August 2026 (via Teams).
2. Note the revised 2026 Audit Committee meeting schedule would become:
  - a. 3 February 2026;
  - b. 19 May 2026;
  - c. 6 August 2026;
  - d. 25 August 2026; and
  - e. 13 October 2026.

### RESOLUTION AR2025/11/25.3

Moved By: MR P SHEVILLE

Seconded By: MR A PIGOTT

That the Audit Committee:

1. Endorse the rescheduling of the 2026 Audit Committee meetings from:
  - a. 28 July 2026 to 6 August 2026 (in-person); and
  - b. 18 August 2026 to 25 August 2026 (via Teams).
2. Note the revised 2026 Audit Committee meeting schedule would become:
  - a. 3 February 2026;
  - b. 19 May 2026 (via Teams);
  - c. 6 August 2026;
  - d. 25 August 2026; and
  - e. 13 October 2026.

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#### MEETING DETAILS

The motion was Carried 5 / 0

CARRIED

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#### 5.1.3 - Review Audit & Risk Charter

##### EXECUTIVE SUMMARY

The proposed Draft Audit, Risk and Improvement Committee Charter represent a significant evolution of the current Charter. It retains the core compliance and assurance functions while expanding the Committee's role to include strategic oversight, business transformation, and continuous improvement. This broader scope aligns with the Council's governance reform agenda and the increasing complexity of local government operations.

##### RECOMMENDATION

That the Audit and Risk Committee recommend that Council adopt the Draft Audit, Risk and Improvement Committee Charter, subject to the integration of its strategic elements into existing operational frameworks.

##### RESOLUTION AR2025/11/25.4

Moved By: CR R COLLINS (MAYOR)

Seconded By: MS M GOODWIN

That the Audit and Risk Committee recommend that Council note the Draft Audit, Risk and Improvement Committee Charter, and request the following actions be undertaken:

1. A draft to be provided after feedback and consideration of alternate models;
2. Consultation of the model to Council for their consideration; and
3. Agenda item for the 3 February 2026 Audit & Risk Committee Meeting.

#### MEETING DETAILS

The motion was Carried 5 / 0.

CARRIED

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This is page 10 of the Minutes of Council's Audit & Risk Committee Meeting - 25 November 2025

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#### 5.1.4 - Governance Review - Reinforcements Management Consulting

##### EXECUTIVE SUMMARY

Recent governance reviews, including the independent assessment conducted by Reinforcements (Gary Keller) in June 2025 (**Attachment 5.1.4.1**), have identified opportunities to reposition the ARC from a compliance-focused body to a strategic partner in governance. This paper outlines proposed enhancements to the ARC's role, including strategic oversight, policy reform, business transformation, and integrity monitoring. The expanded function will align with best practice and strengthen Council's capacity to deliver on strategic goals and community outcomes.

##### RECOMMENDATION

That the Audit and Risk Committee:

1. Endorse the proposed expansion of its functions as outlined in this report.
2. Support the transition to an Audit, Risk and Improvement Committee (ARIC) model.

##### RESOLUTION AR2025/11/25.5

Moved By: MR P SHEVILLE

Seconded By: MR A PIGOTT

That the Audit and Risk Committee:

1. Note the proposed expansion of its functions as outlined in this report.
2. Support the transition to an Audit, Risk and Improvement Committee (ARIC) model.

##### MEETING DETAILS

The motion was Carried 5 / 0.

**CARRIED**

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This is page 11 of the Minutes of Council's Audit & Risk Committee Meeting - 25 November 2025

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### 5.1.5 - Business Transformation - ICT Strategy Update Report

#### EXECUTIVE SUMMARY

The refreshed ICT Strategy Plan 2025 – 2027 defines achievable goals to optimise ICT services based on the current organisational landscape.

The focus of this strategy is on cost optimisation, digital citizen services, operational excellence and technology foundations, with the aim to enable better ways to work for our council and digitising the council experience for our community.

This report will provide an update on the progress against the strategic goals:

1. Cost Optimisation
2. Digital Citizen
3. Operational Excellence
4. Technology Foundations

It also provides a general update on the progress of mature ICT Governance and service delivery enhancements.

#### RECOMMENDATION

That the Audit & Risk Committee receive the update on the ICT Strategy dated 25th November 2025

#### RESOLUTION AR2025/11/25.6

Moved By: MR P SHEVILLE

Seconded By: MS M GOODWIN

That the Audit & Risk Committee receive the update on the ICT Strategy dated 25th November 2025; and

1. IT will report on the key risks on the next report; and
2. IT will provide an update on the TechOne Uplift

#### MEETING DETAILS

The motion was Carried 5 / 0.

**CARRIED**

~~~~~

This is page 12 of the Minutes of Council's Audit & Risk Committee Meeting - 25 November 2025

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## 5.1.6 - Business Transformation - Procurement

### EXECUTIVE SUMMARY

Council's procurement function has undertaken a number of key activities supporting Council's operations. These focus on the identification of additional external resourcing to assist delivery of Council's significant capital program, provision of recommendation to deliver major capital projects, provide increased efficiencies in transactional procurement through establishment and enhancement of existing and new supply arrangements and continuation of the system improvements in Council's sourcing and ERP system.

The establishment of the Procurement Steering Committee to provide additional oversight of Council's procurement activities, capital program and contract management performance.

### RECOMMENDATION

That the Audit & Risk Committee receive the update of Procurement activities (**Attachments 5.1.6.1 & 5.1.6.2**) for the meeting November 2025.

### RESOLUTION AR2025/11/25.7

Moved By: MR P SHEVILLE

Seconded By: MR A PIGOTT

That the Audit & Risk Committee receive the update of Procurement activities (**Attachments 5.1.6.1 & 5.1.6.2**) for the meeting November 2025.

### MEETING DETAILS

The motion was Carried 5 / 0.

**CARRIED**

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This is page 13 of the Minutes of Council's Audit & Risk Committee Meeting - 25 November 2025

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## 5.2 Internal Audit

### 5.2.1 - Internal Audit Activity Report

#### EXECUTIVE SUMMARY

O'Connor Marsden Associates (OCM) undertakes internal audits for Council in alignment with the Strategic Internal Audit Plan for Council. This report provides an update on how Council is progressing through internal audit actions identified through previous Internal Audits.

#### RECOMMENDATION

That the Audit & Risk Committee receive:

1. The Internal Audit Activity Report.
2. Internal Audit Register Status Update Report – November 2025

#### RESOLUTION AR2025/11/25.8

Moved By: MR P SHEVILLE

Seconded By: MR A PIGOTT

That the Audit & Risk Committee:

1. Receive the Internal Audit Activity Report.
2. Receive the internal Audit Register Status Update Report – November 2025, and
3. Be provided the outstanding recommendations report before the 3 February 2026 Audit & Risk Committee Meeting

#### MEETING DETAILS

The motion was Carried 5 / 0.

**CARRIED**

~~~~~

## 5.2.2 - Internal Audit Planning 2026

### EXECUTIVE SUMMARY

The transition of the Audit and Risk Committee to an Audit, Risk and Improvement Committee reflects a broader strategic governance mandate. This report outlines key considerations for shaping the 2026 Internal Audit Plan, including strategic alignment, risk-based prioritisation, audit coverage, and stakeholder engagement. The Committee is invited to provide input on audit focus areas, resourcing, and oversight mechanisms to ensure the plan supports Council's transformation agenda, integrity systems, and continuous improvement.

### RECOMMENDATION

That the Audit & Risk Committee:

1. Endorse the strategic direction and planning approach outlined in this report.
2. Provide input on priority audit areas for 2026.
3. Support the integration of improvement and transformation themes into the audit program.
4. Recommend appropriate resourcing and oversight mechanisms to support delivery.

### RESOLUTION AR2025/11/25.9

Moved By: MR P SHEVILLE

Seconded By: CR R COLLINS (MAYOR)

That the Audit & Risk Committee notes the papers and requests more analysis be done by internal audit on links between strategic objectives, risks and existing assurance mechanisms.

### MEETING DETAILS

The motion was Carried 5 / 0.

CARRIED

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## 6 GENERAL BUSINESS

There were no matters of importance at this meeting.

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## 7 ADDITIONAL DOCUMENTS FOR INFORMATION

### 7.1 - Additional Documents for Information - Attachments

**Attachments 7.1.1 to 7.1.9** in the agenda were presented to the Audit & Risk Committee for their information.

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## 8 CLOSURE OF MEETING

The Meeting closed at 12:42pm.

Confirmed as a true and correct recording this 3 February 2026.

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Mr Peter Sheville

CHAIRPERSON

This is page 16 of the Minutes of Council's Audit & Risk Committee Meeting - 25 November 2025

This is page 66 of the Agenda of Council's Ordinary Council Meeting - 10 December 2025

### 11.1 - Whitsunday Regional Sports Precinct Master Plan

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Executive Manager Procurement, Property & Fleet

**AUTHORISING OFFICER:** Acting Director Corporate Services

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#### PURPOSE

The purpose of this report is to seek Council's endorsement of the Whitsunday Sports Precinct Master Plan.

#### EXECUTIVE SUMMARY

The Whitsunday Sports Precinct Master Plan provides a clear framework for the future, supporting investment opportunities, advocacy efforts, and pathways for club growth.

Ross Planning, a consultancy firm specialising in recreation, open space and sports planning drafted the master plan informed by extensive consultation with local sporting groups and peak bodies. The Master Plan's objective is to provide the region a sporting home, adaptable precincts, provide strong partnerships and shared stewardship, provide flexible uses through sustainable design.

The adoption of the Master Plan will provide by the end of 2027 new facilities to those sporting groups with the highest demand identified in Stage One (1).

#### OFFICER'S RECOMMENDATION

That Council:

1. Endorse the Whitsunday Regional Sports Precinct Master Plan (**Attachment 11.1.1**),
2. Delegate authority to the Chief Executive Officer to make amendments to the document data and information during operation of the document to ensure it remains current,
3. Authorise the Chief Executive Officer to prepare and implement the funded first stage actions,
4. Authorise the Chief Executive Officer to utilise the Whitsunday Regional Sport Precinct Master Plan for investment attraction through external funding including grant applications and advocacy.

#### BACKGROUND

The Whitsunday Regional Sports Precinct is based on a 95-hectare site adjoining Shute Harbour Road and Brandy Creek Road. The site was earmarked for future sports park following its strategic purchase in 2010.

The region's population growth has increased demand for sporting facilities in the Region and outgrown existing facilities, and an increased diversity of sports being played. Council engaged Ross Planning consultants to undertake a master plan to document the current and future needs of the region.

The Master Plan Objectives are:

- A regional sporting home
- Adaptable precincts
- Strong partnerships and shared stewardship
- Flexible uses for long-term future
- Sustainable design

## **DISCUSSION/CURRENT ISSUE**

The Master Plan establishes a clear framework for the future, supporting investment opportunities, advocacy efforts, and pathways for club growth. The short-term 3-year plan focuses on sports with the greatest demand for new facilities following consultation across thirty-eight (38) local sporting and peak bodies.

This consisted of targeted interviews with these clubs and peak bodies to ascertain the following key considerations:

- Membership;
- Facility and competition; and
- Future development; and
- Regional Sports Precinct.

Funding received is for the delivery of Stage One (1) which is planned for completion by the end of 2027 with the full extents being confirmed following design, approvals and cost refinement.

## **FINANCIAL IMPLICATIONS**

Council has received Federal funding for \$15 million dollars with additional funding being sourced from other agencies.

## **CONSULTATION/ENGAGEMENT**

Acting Director Capital Program & Network Planning  
 Director Community Services and Facilitation  
 Director Infrastructure Services  
 Director Regional Strategy and Planning  
 Chief Executive Officer  
 Manager Communication and Marketing  
 Manager Investment Attraction and Growth  
 Acting Director Capital Program & Network Planning

## **STATUTORY/COMPLIANCE MATTERS**

*Local Government Act 2009*

## **RISK ASSESSMENT/DEADLINES**

Stage 1 funding requirement is to be delivered by December 2027.

## **STRATEGIC IMPACTS**

Corporate Plan Reference:

Invest in our parks, facilities and public spaces to ensure they are attractive and welcoming to members of the community.



## ATTACHMENTS

1. Whitsunday Regional Sports Park Precinct Master Plan [11.1.1 - 7 pages]

# WHITSUNDAY REGIONAL SPORTS PRECINCT

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## MASTER PLAN | 2025



WHITSUNDAY REGIONAL  
SPORTS PRECINCT

The Whitsunday Regional Sports Precinct is a critical component of the Proserpine to Airlie Beach growth corridor, providing a central regional sporting home with capacity for clubs to grow, attract sporting events and develop high quality facilities that will encourage participation and healthy, social lifestyles.

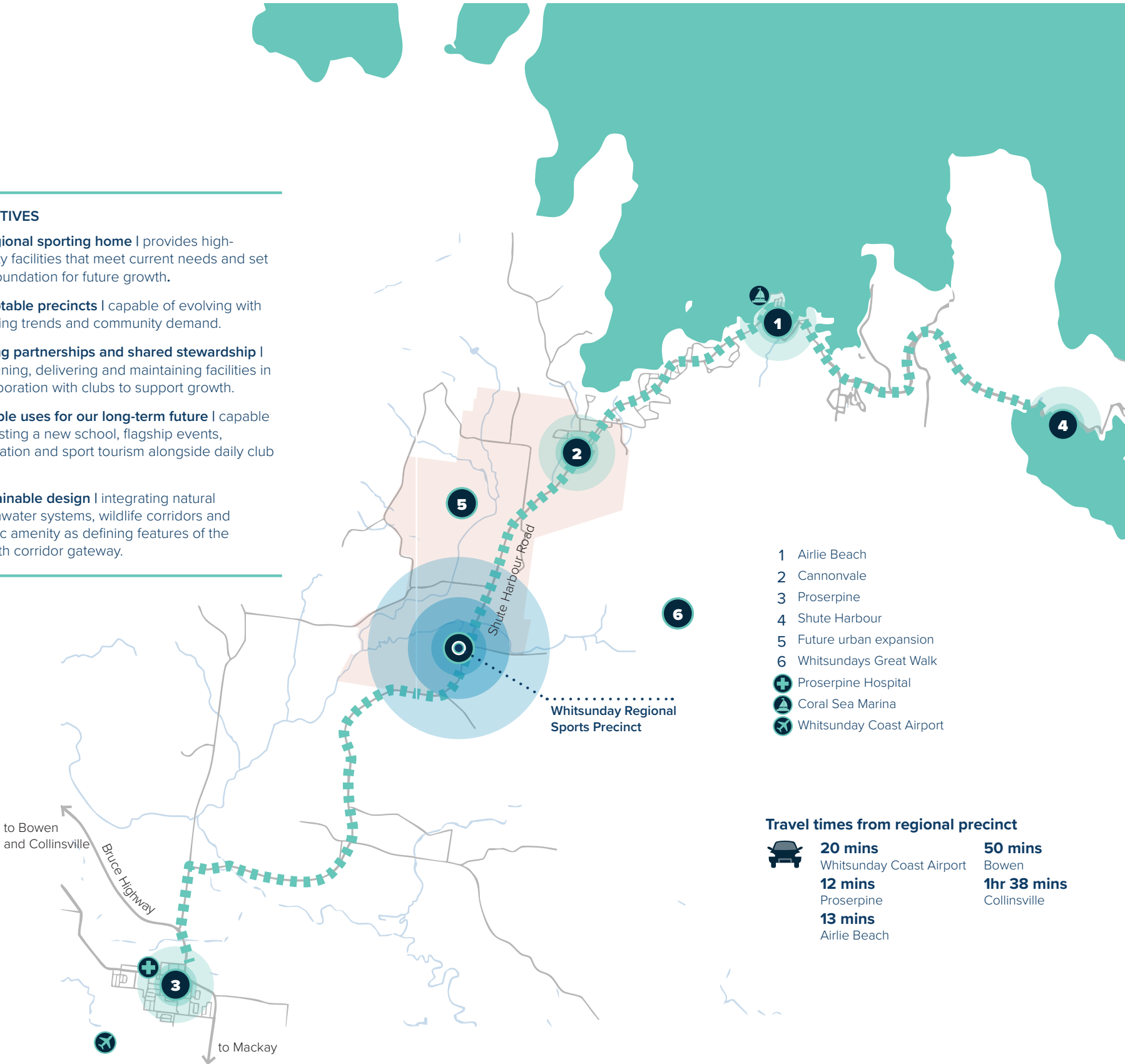
The Whitsunday Regional Sports Precinct is a 95ha site located adjoining Shute Harbour and Brandy Creek Road. The site was earmarked for a future sports park following its strategic purchase in 2010, due to its convenient location between Proserpine and Airlie Beach, and flat topography that is largely outside of flooded area.

The site is in a location where urban development is expected to expand to in the future. This makes it important to keep the site flexible for future uses, such as a school, Council depot and new recreation activities.

Council, in collaboration with consultant Ross Planning, undertook targeted engagement with over 40 sporting clubs and peak bodies to help shape the design of the sports park and understand broader aspirations for the regional sporting network. The Master Plan establishes a clear framework for the future, supporting investment opportunities, advocacy efforts, and pathways for club growth.

OBJECTIVES

- **A regional sporting home** | provides high-quality facilities that meet current needs and set the foundation for future growth.
- **Adaptable precincts** | capable of evolving with sporting trends and community demand.
- **Strong partnerships and shared stewardship** | designing, delivering and maintaining facilities in collaboration with clubs to support growth.
- **Flexible uses for our long-term future** | capable of hosting a new school, flagship events, recreation and sport tourism alongside daily club use.
- **Sustainable design** | integrating natural stormwater systems, wildlife corridors and scenic amenity as defining features of the growth corridor gateway.



- 1 Airlie Beach
- 2 Cannonvale
- 3 Proserpine
- 4 Shute Harbour
- 5 Future urban expansion
- 6 Whitsundays Great Walk
- + Proserpine Hospital
- ⚓ Coral Sea Marina
- ✈ Whitsunday Coast Airport

Travel times from regional precinct

🚗	<b>20 mins</b>	<b>50 mins</b>
	Whitsunday Coast Airport	Bowen
	<b>12 mins</b>	<b>1hr 38 mins</b>
	Proserpine	Collinsville
	<b>13 mins</b>	
	Airlie Beach	

<sup>1</sup> Spatial Economics Moderate Growth Scenario

<sup>2</sup> | Whitsunday Regional Sports Park



STRATEGIC CONTEXT

The regional catchment supports a population of approximately 53,000, with the Airlie Beach–Proserpine corridor accommodating around 23,700 people. With a younger median age (38 years) than the Queensland average, the regional catchment includes a large base of active families and young people, strong visitor presence and a rapidly expanding senior population that will almost double by 2041.

National participation trends show a shift from formal sport to social, flexible and outdoor recreation, alongside rising expectations for modern facilities. Traditional sports are diversifying, and the Masters market is expanding. These trends highlight need for facilities that promote lifelong participation, supporting both competitive and social forms of activity.

Local clubs and peak bodies have aspirations for quality facilities that can provide a long-term regional home with capacity for growth and opportunities to host major carnivals and sport tourism events. Table 1 below identifies participation trends within mainstream sports included within the Masterplan.

Table 1 | Participation trends within mainstream sports included within the Whitsunday Regional Sports Precinct Masterplan.

SPORT	MEMBERSHIP (AIRLIE BEACH - PROSERPINE 2024)	PREFERRED PROVISION RATE (MEMBERS: FIELD/COURT)	SPORT PARTICIPATION TREND <sup>1</sup>	MASTER PLAN INCLUSIONS
Athletics	60	250	Steady	1 grass facility
BMX	60	N/A	Steady	1 sealed track
Cricket	250	50	Increasing	5 fields
Equestrian	65	N/A	Steady	4-5ha
Football (Soccer)	500	140	Increasing	6 grass and 1 synthetic field reflects expected growth and carnivals
Netball	300	60	Increasing	8 courts reflects expected growth and carnivals
Tennis	100 <sup>3</sup>	60	Steady	8 tennis courts 8 pickleball courts <sup>4</sup>
Touch football	220	40	Increasing	6 fields
Indoor court sport <sup>2</sup>	Unknown	1 court: 10,000-15,000 residents	Increasing	3 courts

1 - Consideration of national, state and local participation trends  
2 - Current participation in sports such as basketball and volleyball is somewhat difficult to quantify with volleyball only played within the school system (and being popular in the local area) and basketball established as a largely junior training-based program with 60 participants. Industry best practice suggests a preferred provision rate of 1 community indoor court:10,000 to 15,000 residents in more rural and remote locations  
3 - Tennis Whitsunday has not sought members or regular fixtures in recent years given limited court access opportunities (and demand for training and social use)  
4 - Pickleball is recognised as the fastest growing formal sport across the globe. It is very popular for older adults - the key growth age cohort for the Airlie Beach-Proserpine growth corridor



OLYMPICS 2032

Unlocking new field capacity for the region will create opportunities for existing sports parks and the proposed new sports park to attract sport tourism, marquee events and professional training camps in the lead-up to the Brisbane 2032 Olympic and Paralympic Games — delivering strong tourism, economic and participation benefits.

The delivery of the Master Plan is well-timed, positioning Council to continue advocating for investment and attracting additional funding. To date, Council has secured \$15 million through the Federal Government’s Growing Regions Program to deliver Stage 1 of the Master Plan.

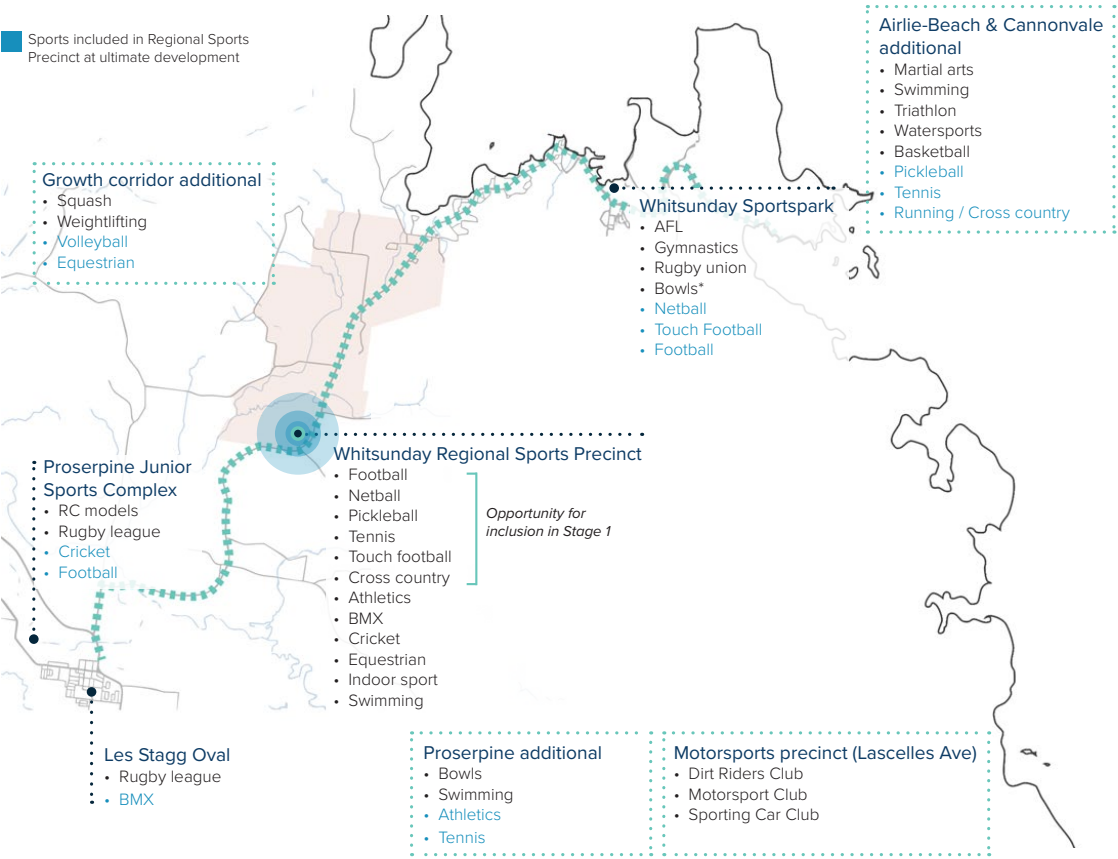


Figure 1 | Proserpine - Airlie Beach sporting network and long-term inclusions in Whitsunday Regional Sports Precinct.



VISION AND GUIDING DESIGN PRINCIPLES

The Whitsunday Regional Sports Precinct will be a high-quality, multi-sport destination that supports local participation and attracts state and national-level competitions. It will offer modern, adaptable facilities and amenities that enhance player, official and spectator experiences, while providing the flexibility to host major sporting, community and entertainment events.

Designed for daily use and lifelong activity, the Precinct will also integrate education and Council infrastructure, creating a vibrant regional hub for sport, recreation and community life.

DESIGN PRINCIPLES

- **Adaptable** | Smart, flexible design that grows with community needs and future sport trends
- **Quality and value for money** | Durable, high-performing facilities that deliver lasting benefit within available resources.
- **Partnership-driven** | Created and managed collaboratively with clubs, community and stakeholders, ensuring financial sustainability for clubs to grow.
- **Accessible and connected** | Easy to reach, move through and enjoy - linking roads, paths, trails and signage for all users.
- **Sustainable** | Designed to work with the environment through efficient energy, water, habitat preservation and landscape systems, reducing operational costs.
- **Wide-range appeal** | Welcoming spaces for all ages and abilities, encouraging play, recreation and lifelong activity.



Quality multi-sport facility



Functional clubhouses



Quality field lighting



Court sports precinct



Inviting walk/cycle connections



Attractive play and picnic node



PRECINCTS

FOOTBALL AND CRICKET FIELD SUB-PRECINCT

A large, flexible field area with multiple full-size lit grass fields and small-sided junior spaces. A central synthetic lit football field will provide a premier, all-weather surface supporting multiple sports and events.

TOUCH AND CRICKET FIELD SUB-PRECINCT

Includes six lit touch fields to support local growth and carnivals, and two overlaid cricket fields, bringing the Precinct total to five cricket fields — enabling regional tournaments.

INDOOR SPORT AND POOL SUB-PRECINCT

Provision for an Olympic-size swimming pool with spectator seating and a three-court indoor sports facility to be integrated with the adjoining school precinct. The complex would cater for basketball, volleyball, and other indoor sports, with flexibility for wet-weather training.

BMX SUB-PRECINCT

An all-weather BMX track north of the cane rail corridor, suitable for State-level events. Supported by a clubhouse, parking and ample spectator and club spaces, ensuring resilience during high rainfall and reduced maintenance demands.

EQUESTRIAN SUB-PRECINCT

A central home for local equestrian groups, featuring a covered arena, outdoor arenas, stables, yards, cross-country course, clubhouse and float parking. Designed to also host community events and exhibitions.

ATHLETICS SUB-PRECINCT

Located within the proposed school site, featuring an 8-lane grass track, throwing and jumping facilities, and a clubhouse. Will support shared school and community use and connect to cross-country loops across the Precinct.

RECREATION ELEMENTS

Complementing formal sport, a central play and picnic node and walk/cycle network will connect courts, ovals and clubhouses, extending into a scenic loop along Brandy Creek, also catering for cross country course.

ACCESS AND CIRCULATION

A new intersection at Shute Harbour and Brandy Creek roads will form the main entry, with sealed internal roads and a single fenced cane rail crossing. A connection to Plemenuk Road will provide secondary access.

FUTURE FACILITIES

Land on the western side of the site will be reserved for a future P-12 school. Land on the north eastern side will be reserved for a Council Depot investigation area, integrated into the sports park with high quality landscaping and design. Areas outside of Stage 1 will continue to be leased for cane.







SHORT-TERM ACTIONS

Stage 1 focuses on sports with the greatest demand for new facilities, supported by a \$15 million Federal Government grant on a matched funding basis. Stage 1 is planned for delivery by end of 2027.

Extents of stage 1 are indicative, with exact inclusions subject to detailed design, approvals, cost refinement and procurement. The intersection upgrades required to create a safe entrance to the Regional Sport Precinct from Shute Harbour Road will also be constructed as part of Stage 1.

Given resourcing and demand constraints, further delivery will occur in stages, guided by user needs and grant funding availability. The staging framework remains flexible to respond to evolving priorities and funding opportunities.

PROPOSED COURT PRECINCT

- ① Hard surface netball courts and grass courts lit
- ② Hard court tennis courts lit
- ③ Hard court pickleball courts lit
- ④ Shared central clubhouse
- ⑤ Shared storage
- ⑥ Path connections
- ⑦ Spectator seating
- ⑧ Car parking - sealed gravel (with temporary lighting)

PROPOSED FIELD PRECINCT

- ⑨ Rectangular fields (with cricket oval overlays) lit
- ⑩ Standalone rectangular field lit
- ⑪ Shared central clubhouse
- ⑫ Shared storage
- ⑬ Path connections
- ⑭ Spectator seating
- ⑮ Car parking - sealed gravel (with temporary lighting)

OPEN SPACE ELEMENTS

- ⑯ Shute Harbour Road green gateway
- ⑰ Cane rail fencing along the eastern side of the corridor
- ⑱ Sealed internal road connections





Whitsunday Regional Council acknowledges the assistance of Ross Planning in developing the Whitsunday Regional Sports Precinct Masterplan.





## 11.2 - Car Parking Policy

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Acting Manager Transport and Drainage Assets

**AUTHORISING OFFICER:** Director Infrastructure Services

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### PURPOSE

The purpose of this report and proposed policy is to provide a process and rationale to facilitate development and to encourage business growth across the local government area by providing a basis for Council to enter into an Infrastructure Agreement, where the obligation upon a development to provide onsite car parking spaces cannot be met.

The policy can improve the streetscape and pedestrian safety by removing conflicts between vehicles and pedestrians. The policy confirms Council's strategic intent, requiring developments to provide for their parking demand and provide a basis for the exercise of Council discretion where it is either physically impossible or undesirable for developments to provide sufficient onsite carparking.

### EXECUTIVE SUMMARY

Council does not currently have a consistent process for assessing alternate parking demand arrangements for developments that either cannot cater for assessed parking demand on site or it isn't in the community interest for parking demand to be met onsite.

The Car Parking Administrative Policy has been drafted in such a way that it sets a strategic position requiring developments to address the parking demand they generate, whilst specifically dealing with the current challenges within the major activity precincts of each township. Whilst the priority is to provide a process for Airlie Beach, the option for contributions is expanded to other centres by the policy.

Specific provisions can be expanded as development proposals and pressures indicates a need. This would be facilitated by the review of the policy and assessment/update/adoption of additional defined Car Parking Area Plans for a focus area or town centre as well as a calculation of the cost of Council providing alternatives to onsite parking.

The cost of Council provided parking will vary for each township as well as any adopted Car Parking Area Plan, focus area or general consideration for any area and will be listed in the tables attached to the policy and included in Council's Fees and Charges schedules to allow annual assessment and regular review.

The application of the Policy will be discretionary as it provides a pathway to deal with the particular circumstances of a development within the areas identified in the policy. The policy establishes where a contribution may be considered and the amount of the contribution. The policy establishes a mechanism for developments to deal with any shortfall in onsite carparking.

Car Parking Area Plans will be progressively developed as specific issues arise and the costs of providing alternative parking solutions assessed.

It is recommended that the Chief Executive Officer have delegation to negotiate the value of car parking in determining any infrastructure agreement under the policy.

## OFFICER'S RECOMMENDATION

That Council

1. Adopt the Car Parking Administrative Policy as contained in **Attachment 11.2.1** to this report.
2. Adopt the Car Parking Area Plans as contained in Appendix 1 of **Attachment 11.2.1** to this report.
3. In accordance with Section 262(3) of the *Local Government Act 2009(QLD)*, adopt the table of monetary contributions as contained in Appendix 2 of **Attachment 11.2.1** to this report.
4. Delegate to the Chief Executive Officer, the authority to negotiate and finalise Infrastructure Agreements arising from the application of the Car Parking Administrative Policy.

## BACKGROUND

When challenges have arisen with the provision of onsite parking associated with the parking demand of development, Council has often relaxed the requirement to provide a developments assessed parking demand onsite. This has allowed the development to proceed based on available alternate parking on/off street without seeking a contribution to the actual cost of providing an alternative parking demand solution.

Master planning is underway for Airlie Beach, Cannonvale and Bowen tourist precincts and business/town centres. Network planning is underway for infrastructure required to facilitate development and growth. Council is assessing options for sustainable development and traffic generation and options to centralising parking.

This policy is another key strategic document that will facilitate sustainable development.

The policy will improve the streetscape and pedestrian safety throughout town centre precincts by removing conflicts between vehicles and pedestrians. It will provide a basis for the exercise of Council discretion where it is either physically impossible or undesirable for developments to provide the required amount of onsite carparking.

The policy sets a strategic position that will require all developments to cater for the impact of parking onsite or contribute to the cost of alternate parking provision.

## DISCUSSION/CURRENT ISSUE

The proposed policy identifies that all development must manage their parking demand and identify the areas where an alternative arrangement to onsite parking can be strategically facilitated.

There are several developments currently proposed for Airlie Beach where the provision of onsite carparking may not be possible or be the best outcome for community. There are plans for council to construct a multistorey carpark on Waterson's Way. However, there is not a transparent process to accept contributions towards the provision of this long-term parking capacity. Recent developments in Proserpine have had onsite parking requirements relaxed based on the rationale of existing capacity with on street parking. Once the on-street parking capacity is exhausted, future developers will be required to fund their parking demand and the capacity to cater for future growth in general parking demand. There are also inter-generational equity concerns with this approach as future generations will have to pay for the take up of current parking capacity by developers. The policy provides a

mechanism to ensure all development addresses the impact of any parking demand generated.

## **FINANCIAL IMPLICATIONS**

The policy will provide a mechanism to recover the cost of Council providing alternative solutions to parking demand that isn't able to be accommodated onsite for new development.

Council's current ad-hoc approach raises intergenerational equity issues where future generations will have to fund the parking demand created by current development. The policy also provides a mechanism for better user pays arrangements and full cost recovery for the creation of parking capacity.

There is no prescribed methodology for the calculation of the car parking contribution amount for the whole of the local government area nor for each town, town centre or Car Parking Area Plan specifically included in the policy at Appendix 1. The calculation should be based on the cost of constructing car parking (design, construction and commissioning, procurement, contingencies), other reasonable legal and administrative costs, the likely cost to a developer to provide an onsite carpark, the current market value of land consumed for car parking, the maintenance of car parking, investigations and studies into car parking management, establishing area parking schemes and facilities etc.

The calculation is based on an assumed area of 20m<sup>2</sup> for the land value component, with all other aspects calculated in each town for each parking area plan.

It is lawful and appropriate to review and or index contributions yearly and adopt the appropriate rate via Councils Fees and Charges process.

The policy will not guarantee funding for the creation of council provided parking. The policy relies on developers "opting in" and the due consideration by council of the merits of any proposed Infrastructure Agreement.

Under special circumstances, the Chief Executive Officer should have the delegated authority to negotiate Infrastructure Agreements and vary the monetary contribution amount to suit the specific circumstances.

## **CONSULTATION/ENGAGEMENT**

Director Infrastructure Services  
Director Regional Strategy and Planning  
Manager Transport and Drainage Assets  
Manager Development Assessment  
Executive Leadership Team

## **STATUTORY/COMPLIANCE MATTERS**

The *Local Government Act 2019* contemplates that policies will be made by a local government. The *Planning Act 2016* allows Council's to enter into an Infrastructure Agreement before a development application is decided and forms part of the common material to the application. The Policy provides an avenue for considering a departure from the standards required of a development via a consistent and transparent means. It is lawful for an Infrastructure Agreement to include terms agreeing to take a monetary contribution in lieu of minimum onsite parking requirements under the acceptable outcome's provisions.

## **RISK ASSESSMENT/DEADLINES**

A policy provides a transparent means to consider a monetary contribution in lieu of providing carparking onsite.

## **STRATEGIC IMPACTS**

Corporate Plan Reference:

Improve Council's Asset Management Planning maturity and develop Long Term Financial Plans for all asset classes which are financially affordable over the long term.

Meet Capital Works Delivery targets and ensure budget, time, and quality is maintained.

Provide great customer experience and service by utilizing a customer-facing mind set, meeting response time frames, researching our customers well and eliminating duplication.

Improve our transport network with a focus on meeting the economic needs for the region including road safety, road building, maintenance processes, and renewal of aging infrastructure.

Maintain a high level of preparedness, capability, and responsiveness to respond to and recover from natural disasters that impact on our local communities and infrastructure.

Provide a fantastic experience for our community and visitors when using our open spaces, natural features, and facilities.

## **ATTACHMENTS**

1. Car Parking Administrative Policy - Final [11.2.1 - 9 pages]



**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

## Purpose

The purpose of this policy is to facilitate development and to encourage growth in town centre precincts and across the entire local government area, by providing a basis for Council to enter into an Infrastructure Agreement where the obligation upon a development to provide onsite car parking spaces cannot be met.

The policy will improve the streetscape and pedestrian safety throughout town centre precincts. The policy will also provide a basis for the exercise of Council discretion where it is either physically impossible or undesirable to provide onsite carparking.

## Scope

This policy is to:

- Outline the process and criteria that will apply to pay a monetary contribution in lieu of providing onsite car parking across the local government area within any township or as defined by any Car Parking Area Plan boundary identified in **Appendix 1**.
- Define how monetary contributions are to be obtained and utilised by Council; and
- Define the amount of a monetary contribution – see **Appendix 2**.

*Note: This policy does not apply to onsite service vehicle or disabled vehicle requirements.*

## Policy Statement

### 1. Accepting monetary contributions in lieu of onsite car parking spaces

Where a development does not provide the number of carparks required by Council on site, Council may accept monetary contribution in lieu of onsite car parking spaces, in accordance with the Planning Scheme, having regard to the following:

- Any premises within the local government area or a premises within any town or specifically identified in a relevant Car Parking Area Plan contained in **Appendix 1**; and
- It is in the community interest to provide alternate car parking arrangements.
- Council discretion where it is either physically impossible or undesirable to provide onsite carparking.

## Process

### 2. Process for providing a monetary contribution





**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

The applicant is encouraged to engage with Council before the lodgement of a development application.

1. Onsite car parking requirements will be calculated in accordance with the Acceptable Outcomes of the Planning Scheme.
2. The monetary contribution will be calculated by multiplying the shortfall in onsite car parking spaces with the Rates provided in **Appendix 2** for each township or area.
3. The monetary contribution will be reviewed annually and adjusted to reflect any changes in the calculation, and stated in Council's Fees and Charges annually.
4. An executed Infrastructure Agreement (IA) meets the requirements of the Planning Scheme and should be submitted as supporting information to the development application.
5. Council must determine that there are reasons why the development should be approved despite any conflict with the assessment benchmarks, in accordance with *Section 63(5)(e) of the Planning Act 2016 (QLD)*
6. The Chief Executive Officer is delegated the authority to negotiate the monetary contribution considering any specific circumstances.

**3. Requirements for an Infrastructure Agreement**

An Infrastructure Agreement must be made in accordance with *Chapter 4, Part 4 of the Planning Act 2016 (QLD)*.

1. Under the *Planning Act 2016 (Qld)*, this agreement is separate from any development approval, however both reside with the land.
2. The applicant should use Council's Infrastructure Agreement Template.
3. The Infrastructure Agreement must reflect the shortfall of onsite car parking and the rates for each township or local government area in **Appendix 2**.
4. The Infrastructure Agreement must state that the monetary contribution is payable prior to the commencement of the use, unless otherwise agreed by Council.
5. The Infrastructure Agreement should be executed prior to approval.
6. The Infrastructure Agreement will become invalid if the application is refused.
7. Any costs incurred by Council in preparing and executing the Infrastructure Agreement will be met by the applicant.





**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**4. Utilisation of Monetary Contribution**

1. Council must ensure that monetary contributions in lieu of onsite car parking are held in operational and/or capital reserve for the sole use of parking facilities across the local government area.
2. Parking facilities may include provision of additional parking spaces, enhancements to encourage utilisation of existing parking facilities, establishing area parking control schemes and devices, studies and planning into parking needs and improvements.
3. In utilising the contributions to improve parking, regards will be given to the parking priorities across the whole local government area.

**5. Timing of Construction and Disclaimers**

1. The monetary contribution for onsite car parking is not an infrastructure charge and cannot be used as an offset to infrastructure charges identified in the Infrastructure Charges Resolution (ICR) or an Infrastructure Charges Notice (ICN).
2. The payment of a monetary contribution under an Infrastructure Agreement in lieu of the provision of onsite carparking shall have no effect on infrastructure charges that may be payable under the relevant ICR.
3. Council is under no obligation to provide the public parking within a set timeframe.
4. When public parking is established, Council is under no obligation to allocate car parks for each development.
5. The construction of the public parking is subject to budget considerations.
6. Council may continue to collect monetary contributions after construction to repay outstanding costs and ensure adequate maintenance of any car parking infrastructure.

**Related Policies and Legislation**

*Local Government Act 2009 (Qld)*  
*Transport Infrastructure Act 1994 (Qld)*  
*Planning Act 2016 (Qld)*  
*Whitsunday Regional Council Local Law 2014*  
*Planning Regulation 2017*

**Definitions**

**Car Parking Area Plan** - refer to Appendix 1 containing plans for any specific urban precincts covered by this policy.







**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**Council** - refers to the Whitsunday Regional Council.

**Infrastructure Charges Resolution** - the Resolution that details how to levy infrastructure charges in accordance with the Local Government Infrastructure Plan.

**Infrastructure Agreement** - as defined by the *Planning Act 2016 (QLD)*.

**Monetary Contribution** - payment made in lieu of providing the minimum number of physical on-site car parking spaces required by the Planning Scheme as indicated in Appendix 2 for respective Car Parking Area's.

**Planning Scheme** - Whitsunday Planning Scheme.

**Planning Act** - means the *Planning Act 2016 (Qld)* including the *Planning Regulation 2017*.

COUNCIL POLICY (Governance use only)			
Date Adopted by Council		Council Resolution	
Effective Date		Next Review Date	
Responsible Officer(s)		Revokes	
Public Consultation: Yes / No			







**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**Appendix 1 - Car Parking Area Plans**





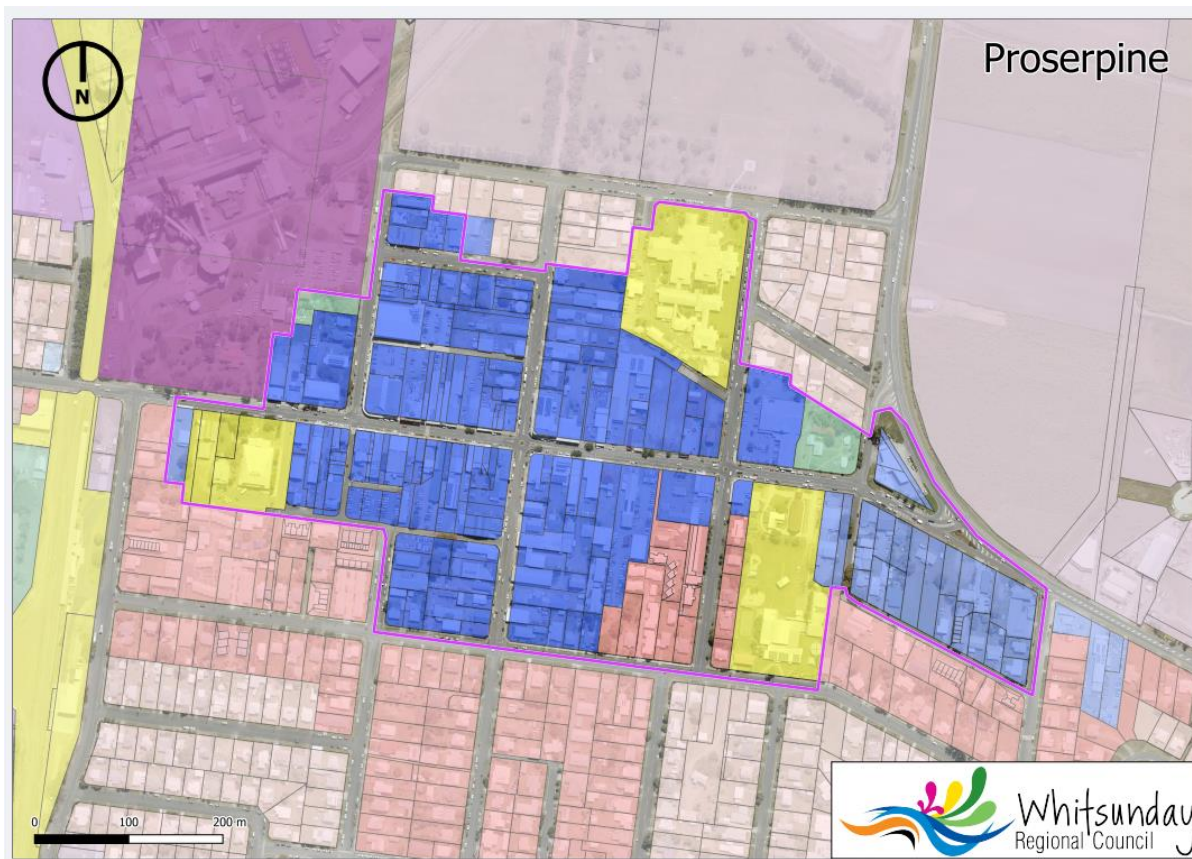
**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**Appendix 1 - Car Parking Area Plans**







**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

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**Appendix 1 - Car Parking Area Plans**





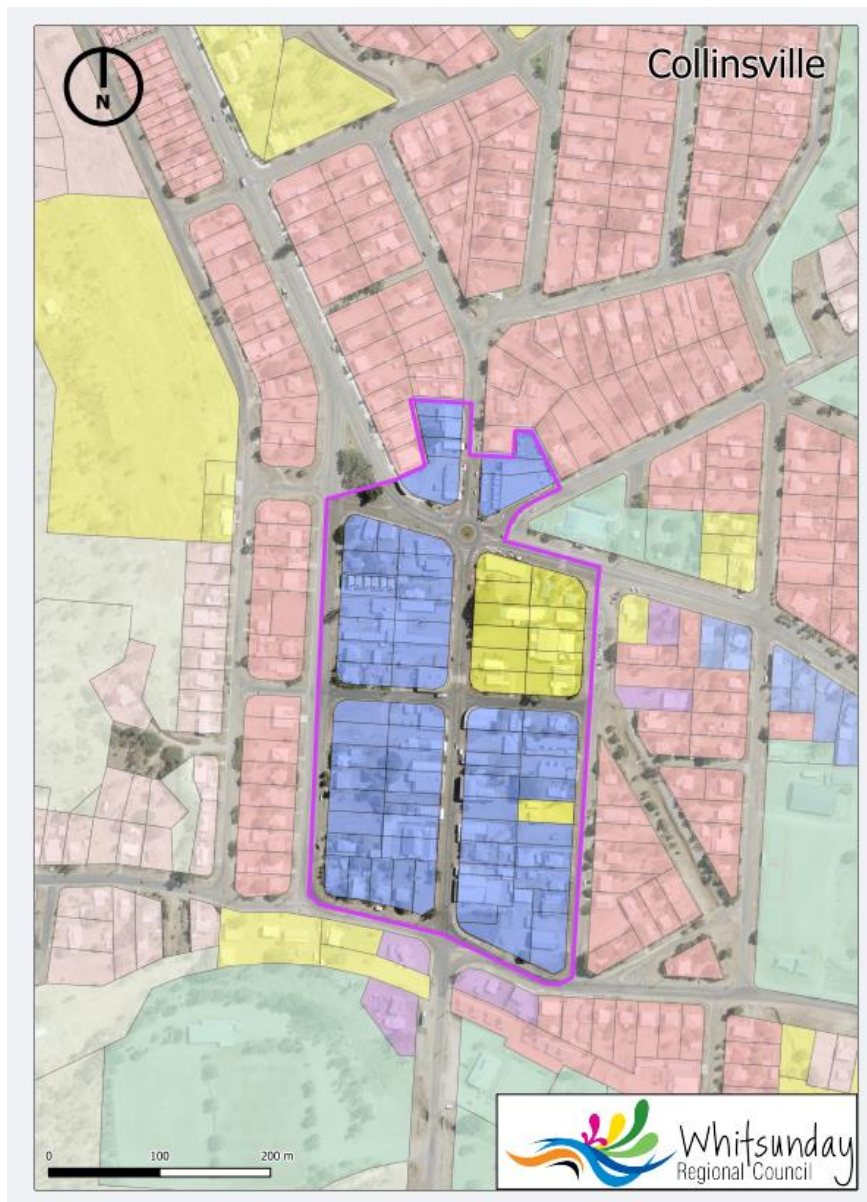
**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**Appendix 1 - Car Parking Area Plans**





**STRATEGIC POLICY: Infrastructure Services**

**CAR PARKING ADMINISTRATIVE POLICY**

Endorsed by Council

Governance use only

**Appendix 2 – Monetary Contribution Calculation**

LOCATION	CONTRIBUTION AMOUNT (exc GST)
AIRLIE BEACH CAR PARKING AREA PLAN	\$40,000
PROSERPINE CAR PARKING AREA PLAN	\$13,500
BOWEN CAR PARKING AREA PLAN	\$14,500
COLLINSVILLE CAR PARKING AREA PLAN	\$10,000





**200717962 DA07081 - OTHER CHANGE APPLICATION FOR DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR INDOOR SPORT AND RECREATION (FITNESS CENTRE), HEALTH CARE SERVICES AND FOOD AND DRINK OUTLET AT 33 MURROONA STREET, BOWEN**

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Planner

**AUTHORISING OFFICER:** Director Regional Strategy and Planning

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## **PURPOSE**

To present the assessment of the development application for Other Change for the Indoor Sport and Recreation (Fitness Centre), Health Care Services, and Food and Drink Outlet and seek Council's determination.

## **EXECUTIVE SUMMARY**

On 15 October 2025, Council received an application for an Other Change to a development approval for Material Change of Use for Indoor Sport and Recreation (Fitness Centre), Health Care Services, and Food and Drink Outlet at 33 Murroona Street, Bowen. An Other Change is any change to a development approval that is not minor.

The original approval for the Indoor Entertainment Fitness Centre was issued on 1 July 2007. The premises included a gymnasium and caretaker's accommodation. Since the original approval was issued, the caretaker's accommodation at the rear of the property has been converted into a food and drink outlet with front rooms being used for health care services (chiropractor clinic).

The proposed change seeks to include Health Care Services and Food and Drink Outlet into the development approval. Under the *Whitsunday Regional Planning Scheme 2017*, the subject site is zoned Local Centre. The additional land uses are accepted development subject to meeting the requirements of the Business Activities Code and Transport and Parking Code. The additional land uses do not meet the benchmarks related to on-site car parking and service vehicle delivery. As such, the level of assessment has been elevated to Code Assessment.

Under the original 2007 development approval, the approved Indoor Entertainment Fitness Centre use must be provided with 2 on-site car parks. These carparks have not been provided. Under the current Planning Scheme, the indoor sport and recreation use requires 6 car parks on-site, and the proposed additional uses require an additional 5 car parks on-site. The applicant seeks to remove the condition of the original approval for two on-site car parks and seeks approval to operate the uses without providing on-site carparking.

A Traffic Technical Memorandum, submitted by the applicant, presents a desktop investigation of the existing on-street parking. The Memo concludes that the proposed additional uses will not result in a material impact on the availability of on-street parking and the surrounding road network demonstrates sufficient consistent capacity to support the site's continued operation without the need for dedicated off-street parking.

The application has been assessed against the relevant provision of the *Planning Act 2016* and the *Whitsunday Regional Planning Scheme 2017*. As the proposal does not provide on-site car parking at the rate required to meet the needs of the development, consideration by the Council is required. While no carparking in lieu policy currently exists, Council may wish to consider what carparking contribution would be suitable, if any, for the development. Any

failure to meet such requirement would likely result in the business having to close as it would not have a valid land use approval.

The application is recommended for approval due to the availability of on-street car parking in the immediate vicinity that will not be significantly impacted by the development.

## **OFFICER'S RECOMMENDATION**

That Council approve the Application for Other Change to the Development Permit for Material Change of Use - Indoor Sport and Recreation (Fitness Centre), Health Care Services, and Food and Drink Outlet at 33 Murroona Street, Bowen, subject to reasonable and relevant conditions in **Attachment 11.3.4**.

## **BACKGROUND**

On 1 July 2007, Council issued the development approval for Material Change of Use for Indoor Entertainment Fitness Centre at 33 Murroona Street, Bowen described as Lot 7 B66101 under the Superseded Bowen Shire Planning Scheme Gazetted 28th May 1998 (DA07081). The development included a gymnasium and caretaker's accommodation and was approved subject to Condition 2 requirement for two (2) additional on-site car parking bays.

Since the original approval was issued, the caretaker accommodation at the rear of the property has been converted into a food and drink outlet (café) and part of the front rooms are now used for health care services (chiropractor clinic).

On 27 October 2023, Council advised the property owner that a review of Council files did not identify any previous planning approvals for a food and drink outlet or health care services at the subject site. The establishment of both uses requires compliance with nominated on-site car parking rates in accordance with the Transport and Parking Code.

On 15 October 2025, Council received a development application for Other Change for Material Change of Use for Indoor Sport and Recreation (Fitness Centre), Health Care Services, and Food and Drink Outlet. The proposed change seeks to include Health Care Services and Food and Drink Outlet into the development approval.

## **DISCUSSION/CURRENT ISSUE**

Under the current Planning Scheme, the proposed additional land uses do not meet the benchmarks related to on-site car parking and service vehicle delivery.

The proposed Food and Drink Outlet with a total use area of 44m<sup>2</sup> and Health Care Services with 68m<sup>2</sup> of gross floor area require an additional five (5) car parking spaces. The applicant seeks to remove the condition of the original approval for two (2) on-site car parking bays and seeks approval to operate the proposed uses without providing on-site car parking.

The Traffic Technical Memorandum, submitted by the applicant, states that 47 car parking spaces are available within 100m of the site and a maximum occupancy rate does not exceed 51%. The report further demonstrates that the proposed additional uses will not result in a material impact to on-street parking availability. The surrounding road network demonstrates sufficient consistent capacity to support the site's continued operation without the need for dedicated off-street parking for the following reasons:

- All three tenancies operate on staggered and non-conflicting schedules.

- On-street parking occupancy within a 100m radius does not exceed 51% in peak hours.
- Café patrons are expected to arrive via existing shared trips with cinema, gym, or chiropractor visits.
- Public transport and active transport are available for the community.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications from refusal of the request for negotiated decision notice. However, should the applicant appeal the decision Council may incur legal costs.

The application fee has been paid in full.

## **CONSULTATION/ENGAGEMENT**

Manager Development Assessment

## **STATUTORY/COMPLIANCE MATTERS**

*Planning Act 2016*

*Whitsunday Regional Council Planning Scheme 2017*

## **RISK ASSESSMENT/DEADLINES**

The decision may be appealed in the Planning & Environment Court of Queensland.

## **STRATEGIC IMPACTS**

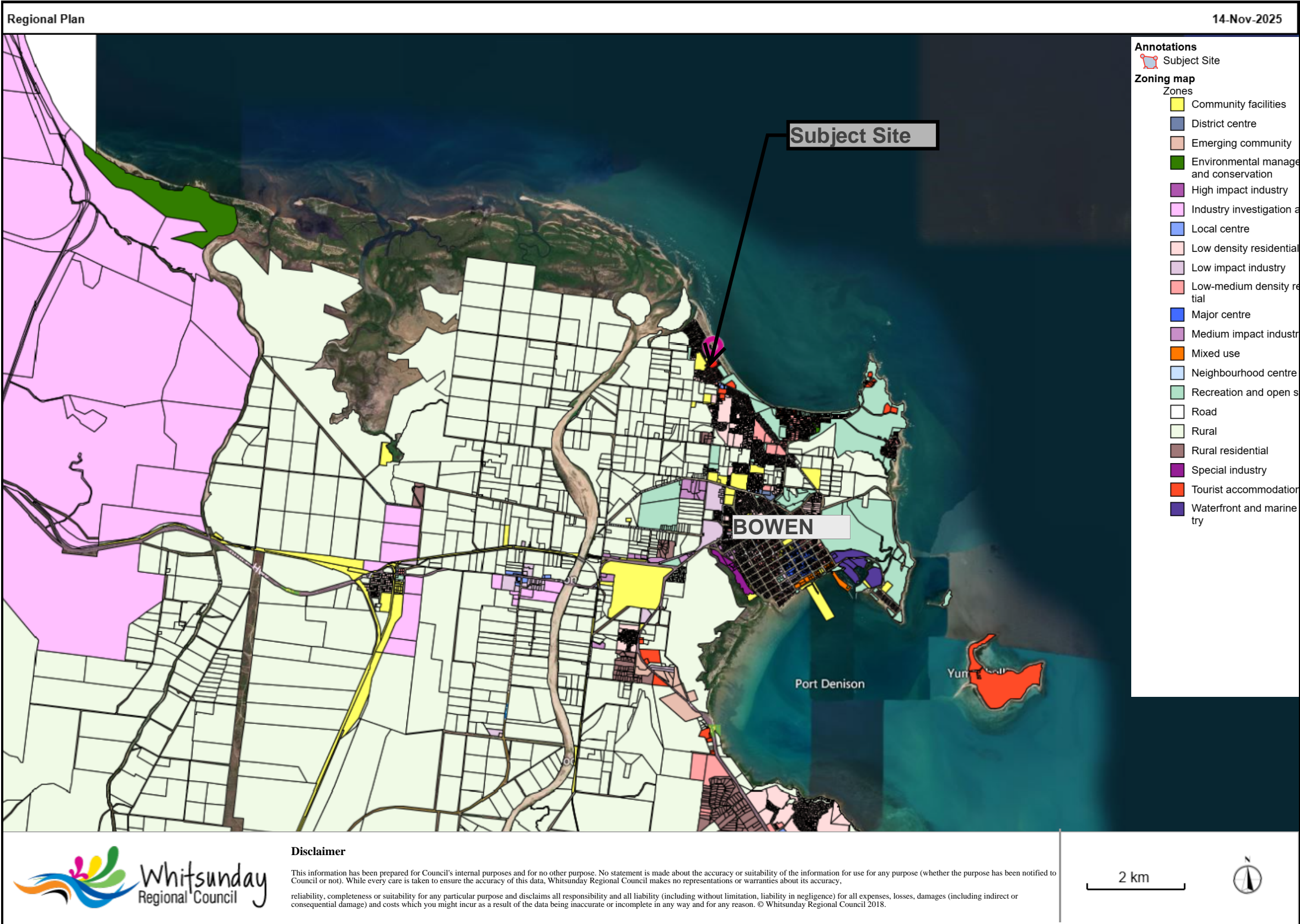
Corporate Plan Reference:

Support the future planning and sustainability of regional key industries.

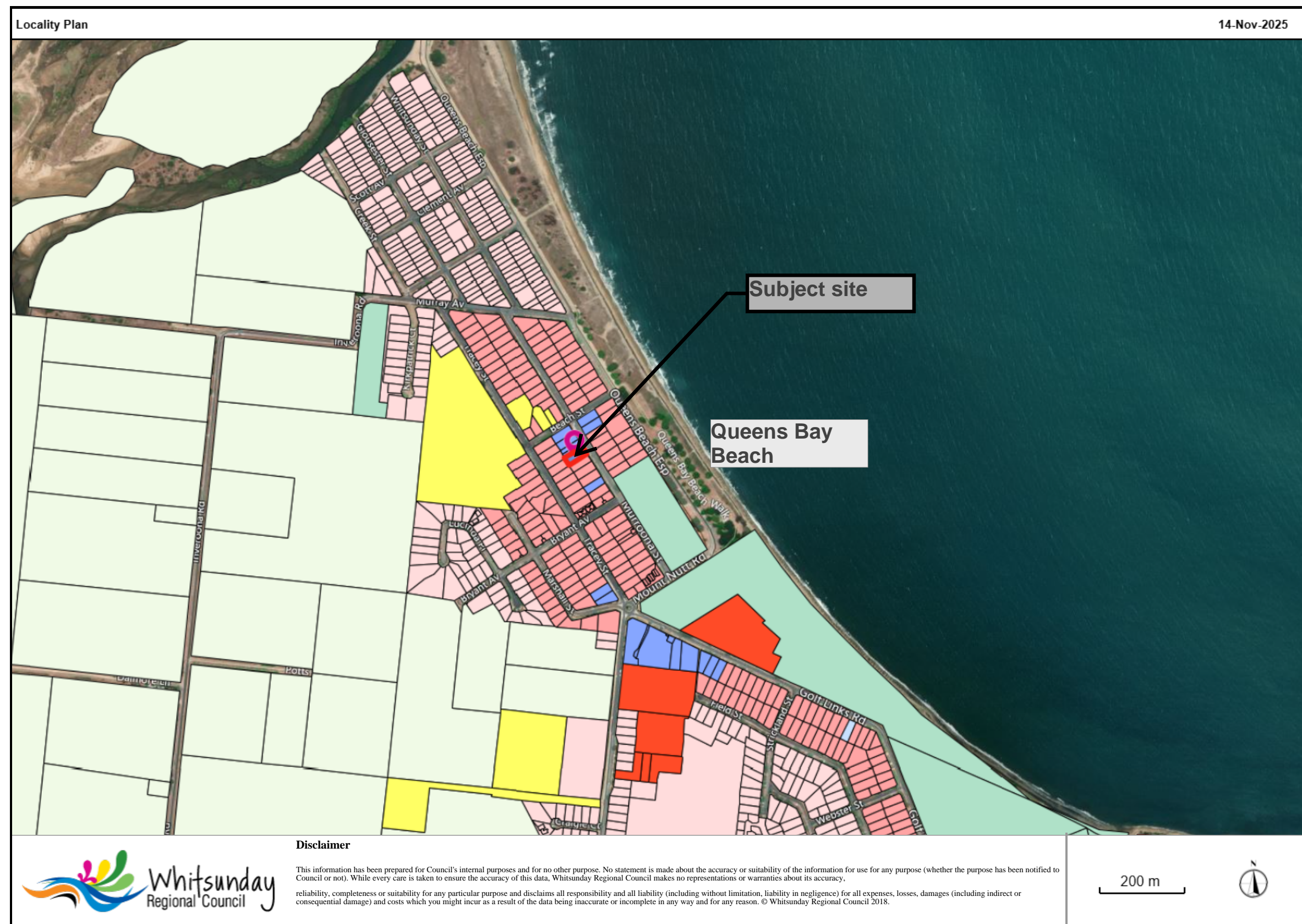
## **ATTACHMENTS**

1. Regional Plan [11.3.1 - 1 page]
2. Locality Plan [11.3.2 - 1 page]
3. Conditions of Approval [11.3.3 - 2 pages]
4. Planning Assessment Report [11.3.4 - 4 pages]
5. Proposed plans [11.3.5 - 2 pages]









## CONDITIONS

### 1.0 **ADMINISTRATION**

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Plan/Document Name	Prepared By	Plan Number	Dated
Site Plan	Vision	24139-PP01 Rev 1 Sheet 1	10/09/2025
Floor Plan	Vision	24139-PP01 Rev 1 Sheet 2	10/09/2025
Transport Technical Memorandum	Velocity Traffic Engineering	N/A	01/08/2025

- 1.2 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.3 All conditions of this approval must be complied with in full to Council's satisfaction prior to the commencement of the use.
- 1.4 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of sealing the survey plan or commencement of the use, whichever is the sooner.

### 2.0 **MISCELLANEOUS**

- 2.1 If any item of cultural heritage is identified during site works, all work must cease and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.

The Applicant is reminded of their obligations under the *Aboriginal Cultural Heritage Act, 2003* and the *Torres Strait Islander Cultural Heritage Act, 2003*. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: [www.datsip.qld.gov.au](http://www.datsip.qld.gov.au).

- 2.2 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 at full cost to the developer.
- 2.3 Any building materials, equipment and the like must be appropriately tied down, placed indoors and secured on site at the time of preparation for cyclone events. The on-site supervisor is to ensure that all contractors/employees take the necessary steps to secure the construction site in the event of a cyclone.
- 2.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Murroona Street or adjoining land unless written permission from the owner of that land and Council is provided.

- 2.5 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean up of any litter or waste that is a result of the subject development.

### **3.0 ADVISORY NOTES**

#### **3.1 Hours of work**

It is the developer's responsibility to ensure compliance with the *Environmental Protection Act, 1994*, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6.30 pm and 6.30 am from Monday to Saturday and at all times on Sundays or Public Holidays.

#### **3.2 Dust Control**

It is the developer's responsibility to ensure compliance with the Environmental Nuisance of the *Environmental Protection Act 1994* which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

#### **3.3 Noise During Construction and Noise in General**

It is the developer's responsibility to ensure compliance with the *Environmental Protection Act, 1994*.

#### **3.4 General Safety of Public During Construction**

It is the project manager's responsibility to ensure compliance with the *Work Health and Safety Act, 2011*. It states that the project manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

It is the principal contractor's responsibility to ensure compliance with the *Work Health and Safety Act 2011*. It states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work.

It is the responsibility of the person in control of the workplace to ensure compliance with the *Work Health and Safety Act 2011*. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

- 3.5 Enquiries relating to the aforementioned conditions should be directed to the Development Services Directorate who will direct the enquiry to the relevant officer.

- 3.6 The approved development is to comply with Council's Local Laws and ensure any required licences/permits are obtained prior to commencement of use.

## APPLICATION ASSESSMENT

Council has received the following development application, which has been assessed against the provisions of the relevant legislation as reported below.

### 1. Application Summary

Proposal:	Other Change Application for Material Change of Use for Indoor Entertainment (Fitness Centre), Health Services, Food & Drink Outlet
Applicant/Landowner:	Atlas Capital Solutions Pty Ltd As TTE
Property Address:	33 Murroona Street QUEENS BEACH
Real Property Description:	L: 7 B: 66101
Area of Site:	823m <sup>2</sup>
Planning Scheme Zone:	Local centre
Level of assessment:	Code assessable
Overlays:	Acid sulfate soils Building heights Flood hazard
Existing Use:	Indoor Entertainment Fitness Centre, Health Care Services (Chiropractor Clinic), Food and Drink Outlet (Café)
Existing Approvals:	DA07081 - Development approval for Material Change of Use for Indoor Entertainment Fitness Centre dated 1 July 2007
Public Notification:	N/A
State Referrals:	N/A
Infrastructure charges:	N/A

### 2. Site description

The subject site is improved by the Indoor Entertainment Fitness Centre. The rear of the building is a café and the front rooms accommodate a chiropractor clinic. The site has a vehicle access from Murroona Street through access easement and is connected to all urban infrastructure. The site is burdened by the 6.2m wide easement for stormwater drainage purposes at the rear of the lot. No car parking is proposed for patrons or staff on-site.

### 3. Proposal details

The application for other change is triggered due to the new additional uses that considered to be substantially different to the development approved in 2007. The following changes have been proposed under this development application:

- Health Care Services (Chiropractor Clinic) and Food and Drink Outlet (Café); and
- Removal of Condition 2 requirement for provision of 2 on-site car parking spaces.

The proposed floor plan demonstrates that Health Care Services occupies in total 68m<sup>2</sup> of gross floor area and operates two days a week, Monday and Friday, from 8AM to 12PM and from 2PM to 5PM with a maximum of 2 staff.

The proposed Food and Drink Outlet occupy 44m<sup>2</sup> of total use area and currently operates seven days a week from 6:30AM to 1PM with a maximum 4 staff during peak hours. The hours of café operation may be extended after 5pm in future under an approval for a liquor licence.

The existing gym occupies 109m<sup>2</sup> of the building and operates 24/7 with one staff member on-site. The group class is conducted on Thursdays at 6PM with 6-8 patrons.

Only Small Rigid Vehicle (SRV) services food and drink outlet once a week.

#### 4. Planning assessment

The application has been assessed against the relevant provisions of the *Planning Act 2016* and the *Whitsunday Regional Council Planning Scheme 2017*. The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (**Attachment 11.2.3**).

##### 3.1 State Planning Policy – July 2017

The State Planning Policy (SPP) includes interim development assessment requirements to ensure that State interests are appropriately considered by local government when assessing development applications where the local government Planning Scheme is appropriately integrated all the State's interests in the SPP. The most recent SPP has been reflected in the Whitsunday Regional Council Planning Scheme, in particular Part 2 of State Planning Provisions.

##### 3.2 Mackay Isaac and Whitsunday Regional Plan – February 2012

The Mackay, Isaac and Whitsunday Regional Plan was established to provide the vision and direction for the region to 2031. The plan provides certainty about where the region is heading in the future and provides the framework to respond to the challenges and opportunities which may arise. The regional plan is not applicable to this development application.

##### 4.3 Whitsunday Regional Council Planning Scheme 2017

###### 4.3.1 Strategic Framework

Not applicable.

###### 4.3.2 Overlay Codes

###### Acid sulfate soils overlay code

The proposed development does not involve excavation or removing soil or sedimentation and therefore, complies with the relevant outcomes of the code.

###### Building heights overlay code

The proposed uses will utilise the existing single-storey building and does not propose changes to the height. Therefore, this overlay code is not applicable to this proposal.

###### Flood hazard overlay code

The proposal is within the identified flood hazard area. However, the proposal will utilise the existing building and complies with the relevant acceptable outcomes of the overlay code.

###### 4.3.3 Zone Code

###### Local Centre Zone code

The purpose and overall outcomes of the Local centre zone provide for a range of land uses and business activities to service local needs including commercial uses and cafes and dining, and entertainment. The proposal provides business activities that service the local community, encourages community interaction, and supports the health and wellbeing of local residents.

#### 4.4 Development Code

##### Business activities code

The proposed change does not involve construction of a new building. The food and drink outlet has an outdoor sitting area for resting and social interaction of patrons. The proposed uses will utilise on-street car parking reducing the vehicle access to the site and all vehicle loading/unloading is undertaken within Murroona Street. The applicant responded to relevant acceptable outcomes related to environmental management and amenity of residential premises and stated that proposed uses comply with all benchmarks for undesirable visual, noise and odour impacts.

##### Transport and parking code

The proposal does not comply with the requirements of the performance outcomes PO4 and PO6 of the code for minimum on-site parking requirements outlined in Table 9.4.8.3.3. The applicant does not propose on-site car parking spaces and seeks to utilise on-street car parking available in Murroona Street and surrounding area.

The on-street traffic assessment undertaken by Velocity Traffic Engineering states that there is a more than sufficient number of on-street car parking spaces available at all times for patrons of the proposed uses and for service vehicles during all hours of operation. Refuse collection for all three tenancies is undertaken by way of standard kerbside collection.

#### 4. Infrastructure charges

Infrastructure charge for this development is \$0.00 due to credits applicable for previous and existing uses.

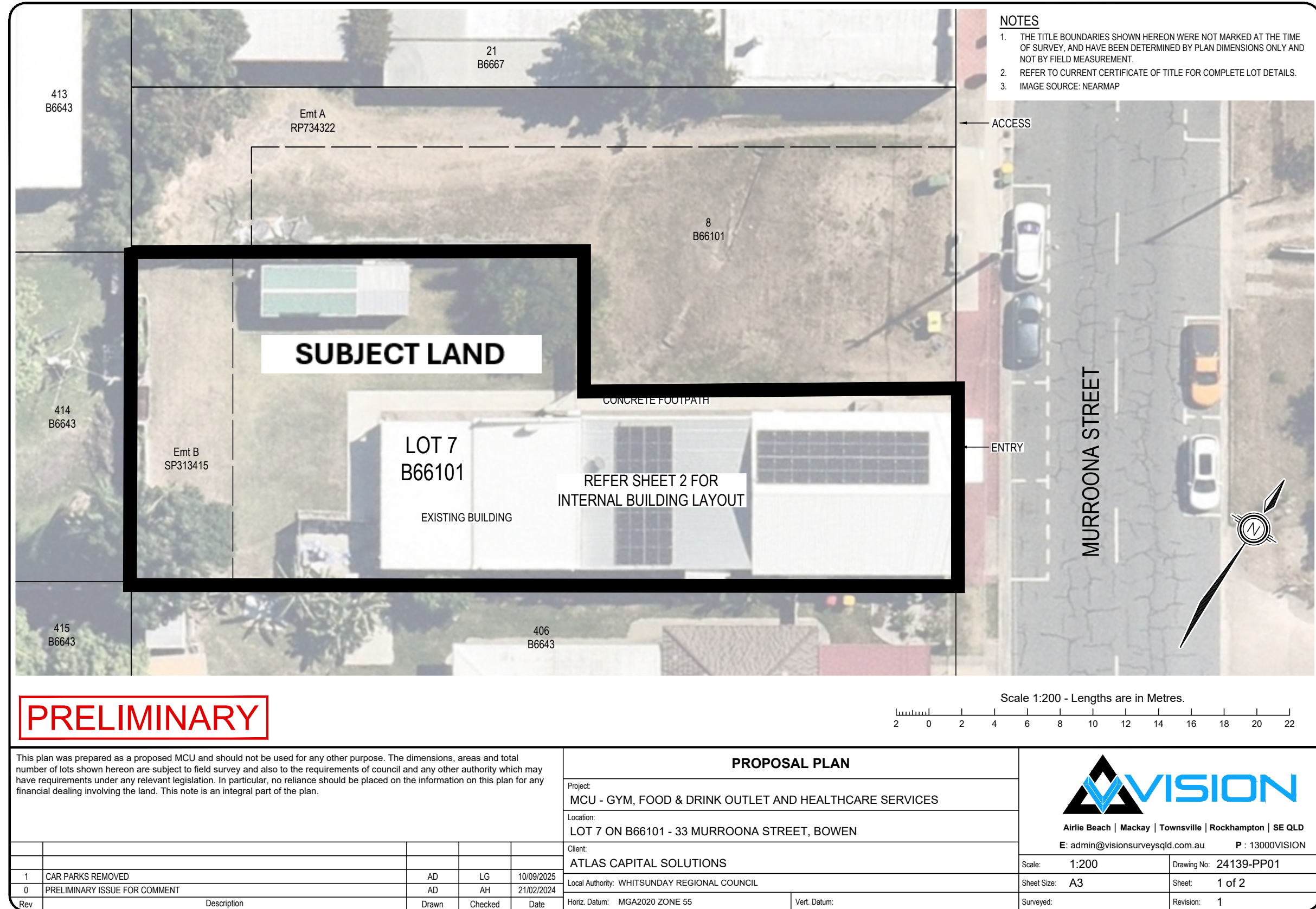
The following is a breakdown on the Infrastructure Charges for the development in accordance with the adopted Infrastructure Charges Resolution.

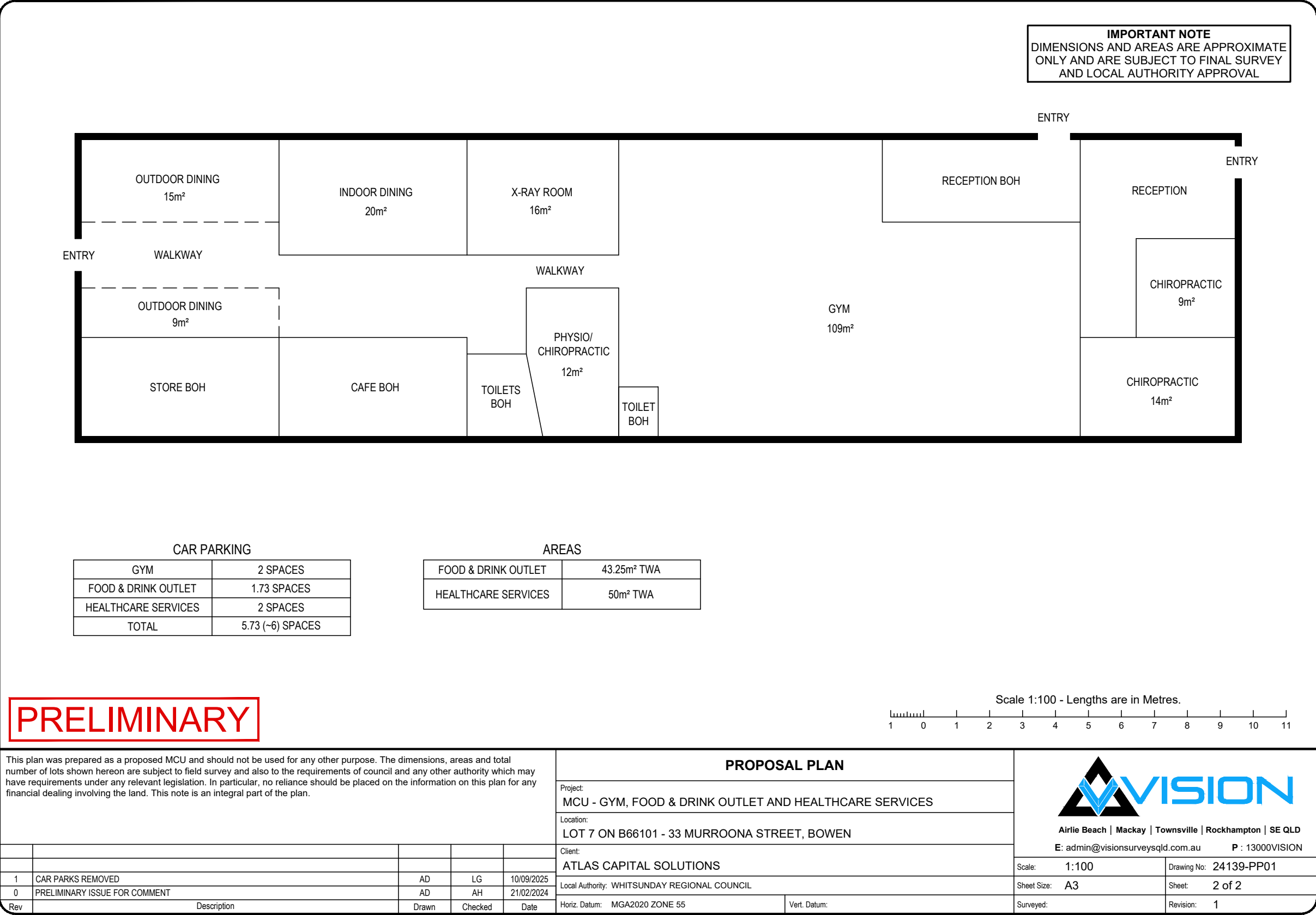
Adopted Charge				
Type of Development	Development Category	Demand Unit & Qty \$/m <sup>2</sup> of GFA	Charge Rate	Adopted Charge
Indoor sport and recreation	Indoor sport and recreational facility	135	\$261.90	\$35,356.50
Food and Drink Outlet	Commercial (retail)	117	\$235.75	\$27,582.75
Health Care Services	Essential services	75	\$183.35	\$13,751.25
Total Adopted Charge				<b>\$76,690.50</b>
Credit				

## Attachment 11.3.4 Planning Assessment Report

Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Discount	Total Credit
Indoor sport and recreation	Indoor sport and recreational facility	\$/m <sup>2</sup> of GFA 215	\$261.90	N/A	\$56,308.50
Caretakers' accommodation	Residential – 3 or more bedroom dwelling house	Dwelling with 3 or more bedrooms 1	\$36,670.70	N/A	\$36,670.70
Total Credit					<b>\$92,979.20</b>
Total Charge					<b>\$0.00</b>







## 11.4 - Update - Subordinate Local Law (Amending) Subordinate Local Law No. 1 (Administration) 2024

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Manager Governance

**AUTHORISING OFFICER:** Director Community Services and Facilitation

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### PURPOSE

The report seeks a resolution to make Subordinate Local Law (Amending) Subordinate Local Law No.1 (Administration) 2024 to exclude a number of accommodation activities that are currently included by the definition of 'Operation of Short-Term Accommodation' within Schedule 19 of Subordinate Local Law (SLL) No.1 (Administration) 2014.

The SLL is one component of Councils strategy for managing Short-Term Accommodation (STA) through an integrated framework comprising land use planning controls, local law licensing, and a differential rating mechanism. However, following further input some proposed changes to the (SLL) have been suggested, Council is asked to consider these further changes to finalise the amendment.

### EXECUTIVE SUMMARY

Council is advancing a three-pronged approach to regulate STA, balancing residential amenity, tourism demand, and regulatory fairness. The strategy includes:

- Land Use Planning Controls to define where STA is permitted.
- Local Law Licensing to manage operational compliance.
- Differential Rating Mechanism to ensure financial equity.

Schedule 19 of Subordinate Local Law No.1 (Administration) 2014 deals with the 'Operation of Short-Term Accommodation'. Section 2 of Schedule 19 provides for activities that do not require approval under Local Law No.1 (Administration) 2014. No activities are currently stated.

To exclude a number of accommodation activities from Schedule 19 of Subordinate Local Law No.1 (Administration) 2014 a Subordinate Local Law (amending) must be adopted to allow the Local Law-making process to be adhered to in accordance with the *Local Government Act 2009*. The specific changes suggested are included in Appendix 1.

Key challenges include definition misalignment across regulatory instruments, inconsistent licensing exemptions, and limited appeal rights. The decision to propose the Subordinate Local Law will progress this objective.

### OFFICER'S RECOMMENDATION

That Council resolves to:

1. Accept the further changes outlined in this report and update the proposed Local Law;
2. Propose to make Subordinate Local Law (Amending) Subordinate Local Law No. 1 (Administration) 2025, as amended (the Proposed Subordinate Local Law).



3. Delegate to the Chief Executive Officer the process and responsibilities to take all steps the Chief Executive Officer considers desirable under Chapter 3 of the *Local Government Act 2009*, including:
  - consulting with the public about the Proposed Subordinate Local Law and conducting a public interest test in relation to anti-competitive provisions contained within the Proposed Subordinate Local Law for at least 21 days (Consultation Period); and
  - considering every submission properly made to Council about the Proposed Subordinate Local Law during the Consultation Period.

## BACKGROUND

Short Term Accommodation (STA) has grown significantly in the region, prompting concerns around amenity, compliance, and equitable rating. Council has identified the need for a comprehensive regulatory framework to manage STA effectively and fairly.

In 2023, Council amended the Whitsunday Regional Council Local Law No. 1 (Administration) 2014 and Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2014 to include a new prescribed activity of 'Operation of short-term accommodation'.

The purpose of introducing the new prescribed activity was to assist in regulating the operation of short-term accommodation in residential dwellings via online platforms such as Airbnb. Making the activity a prescribed activity that requires approval under Local Law No. 1 (Administration) 2014 provides Council with an opportunity to better regulate the amenity impacts of such an activity by imposing conditions on any approval.

The definition of 'Operation of Short-Term Accommodation' is very broad and captures a number of accommodation activities. This is different to the Planning Scheme where there are multiple defined uses and Council has identified what types of accommodation falls within that definition.

## DISCUSSION/CURRENT ISSUE

The proposed framework includes:

- **Land Use Planning Controls**

The key Land Use Planning Controls include:

- STA defined as stays under 3 months.
- Material Change of Use (MCU) required in most zones.
- STA approval difficult in Low Density Residential zones, except in 10 designated precincts.
- Planning approvals linked to compliance certification.

- **Local Law Licensing**

The key Local Law Controls include:

- STA classified as a prescribed activity requiring a licence.
- Licence conditions include expiry, renewal inspections, and non-transferability.
- Enforcement through inspections and cancellation powers.
- Future exemptions for hotels, resorts, and tourist parks.

- **Differential Rating Mechanism**

The key Differential Rating Mechanisms include:

- Entire STA properties rated at 2× base rate.
- Home-hosted STA rated at 1.5× base rate.
- BnBGuard will be used to identify active STA listings.

- **Challenges Identified:**

The Challenges Identified include:

- Limited resourcing (staff) available for compliance activities.
- Limited appeal rights under Local Law.

It is proposed to exclude a number of accommodation activities that would be captured by the definition of 'Operation of short-term accommodation' from requiring approval and ensure that only those residential dwellings that would typically be used for long-term residential accommodation but are being used for short term accommodation of visitors or travellers, are regulated under Local Law No. 1 (Administration) 2014: An approval under the authorising local law will not be required for the following activities:

- a) Operation of Caretaker's accommodation.
- b) Operation of a Home-based business.
- c) Operation of a Hotel.
- d) Operation of Nature-based tourism.
- e) Operation of Non-resident workforce accommodation.
- f) Operation of a Resort complex.
- g) Operation of Rooming accommodation.
- h) Operation of Rural workers' accommodation; or
- i) Operation of a Tourist Park.

A number of the accommodation activities are either defined uses under the Planning Scheme or are listed as examples of certain defined uses under the Planning Scheme.

It is considered the purpose of including the 'Operation of Short-Term Accommodation' as a prescribed activity was to regulate those dwellings that would typically be used for long-term residential use, whether by owner occupiers or renters, however, are predominantly being offered to travellers and visitors on a short-term basis while the owner is absent.

Please note a number of the above activities fall into the definition of current schedules in Subordinate Local Law No. 1 (Administration) 2014 and therefore require a Local Law approval. E.g. Schedule 17 – Operation of shared facility accommodation – example Rooming Accommodation.

No commentary is provided on the further changes suggested, except that:

- they need to reflect the views of the Council; and
- the third change could be re-worded to improve clarity as "(iv) enforce the Code of Conduct, including attending the premises within 30 minutes to resolve any complaint received (or if necessary, visiting or organising a private security firm to attend the premises);" to clarify the intent.

## FINANCIAL IMPLICATIONS

Legal advice required to develop the review of Schedule 19 of Subordinate Local Law No.1 (Administration) 2014 - Operation of Short-Term Accommodation – is included in the 2024/2025 budget – General Ledger – Natural Account Description 61000.3300.63240 Services Legal.

When the strategy is in place, there will be a potential for increased revenue from differential rating of STA properties, but also a potential increase in costs associated with expanded compliance and enforcement. There may also be an investment required for data integration and community engagement tools.

## CONSULTATION/ENGAGEMENT

Councillors  
Director Regional Strategy and Planning  
Director Community Services and Facilitation  
Manager Governance  
Chief Executive Officer  
McCullough Robertson Lawyers

Consultation and engagement activities will include factsheets, videos, and public consultation. It is also noted that community engagement will be critical to ensure understanding and support for the new framework.

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009 Chapter 3 Part 1 Division 2 Section 28: -*

*(1) A local government may make and enforce any local law that is necessary or convenient for the good rule and local government of its local government area.*

With respect to the elements of Council's strategy:

- Planning Scheme Amendment requires Ministerial approval.
- Local Law Amendment to be progressed with legal advice following the legislative pathway.
- Compliance mechanisms may need to be expanded to include properties actively advertising STA.
- Council's changes to the rating mechanisms will need to be adopted by Council through the budget cycle.

## **RISK ASSESSMENT/DEADLINES**

To continue with Schedule 19 of Subordinate Local Law No.1 (Administration) 2014 - Operation of short-term accommodation as currently defined in the Local Law all short-term accommodation including hotels, motels, budget accommodation plus bed & breakfast establishments would be required to obtain a Local Law approval. However, the intent of the section of the Subordinate Local Law pertaining to short term accommodation is to only approve residential dwellings that would typically be used for long-term residential accommodation but are being used for short term accommodation of visitors or travellers. Other risks include:

- Legal challenges due to limited appeal opportunities under the local law.
- Community resistance if engagement is insufficient.
- Continued under-rating of STA properties and failing to meet budget estimates.

## **STRATEGIC IMPACTS**

Corporate Plan Reference:

Support the organisation in ensuring appropriate compliance with legislation and to support the elected council in its decision-making processes and obligations as a local government. Specifically, it:

- Supports Council's strategic goals for sustainable tourism and community wellbeing.
- Enhances regulatory transparency and fairness.
- Aligns with Council's broader governance and financial sustainability objectives.

## **ATTACHMENTS**

1. Whitsunday Regional Council Subordinate Local Law Amendin [11.4.1 - 7 pages]

Attachment 2: Whitsunday Regional Council Subordinate Local Law (Amending)  
Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2025

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<b>Part 2</b>	<b>Amendment of Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2014</b>	
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*Whitsunday Regional Council Subordinate Local Law (Amending) Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2025* 2

## **Part 1 Preliminary**

### **Short title**

This subordinate local law may be cited as *Subordinate Local Law (Amending) Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2025*.

### **Commencement**

This subordinate local law commences on the date notice of the making of the subordinate local law is published in the gazette.

### **Subordinate local law amended**

This subordinate local law amends *Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2014*.

## **Part 2 Amendment of Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2014**

### **Amendment of Schedule 19 (Operation of short-term accommodation)**

- (1) Schedule 19, section 2 (Activities that do not require approval under the authorising local law), 'No activities stated.' –

*omit, insert –*

An approval under the authorising local law is not required for the following activities:

- (a) Operation of Caretaker's accommodation;
  - (b) Operation of a Home based business;
  - (c) Operation of a Hotel;
  - (d) Operation of a Motel;
  - (e) Operation of Nature-based tourism;
  - (f) Operation of Non-resident workforce accommodation;
  - (g) Operation of a Resort complex;
  - (h) Operation of Rooming accommodation;
  - (i) Operation of Rural workers' accommodation; or
  - (j) Operation of a Tourist park.
- (2) Schedule 19, section 4(f) (Additional criteria for the granting of approval), '3(i)(vi)' –  
*omit, insert* – 3(i)(viii).
- (3) Schedule 19, section 6 (Conditions will ordinarily be imposed on approvals)
  - (a) (1)(g)(i) –  
*after* 'arrival' *insert* (either in person or electronically).
  - (b) 1(g)(iv) –  
*omit* '(or organising a private security firm to attend) the premises within 30  
minutes of receiving any complaint' *insert* –  
to any complaint received as follows:
    - (A) by initially telephoning the occupant within 30 minutes of the  
complaint being received; and
    - (B) if a further instance of complaint is received, by visiting the premises  
or organising a security firm to visit the premises within 60 minutes of  
a further instance of complaint being received.

(c) 1(g)(v) –

*omit`.', insert`;'.*

(d) insert new 1(g)(vi) –

(vi) ensure any permit number allocated by the local government in an approval for the operation of short-term accommodation at the premises is stated in every online listing which invites the premises to be used for short-term accommodation.

(e) 1(h)(i), 'on any social media or' –

*omit.*

## Amendment of Schedule 32 (Dictionary)

(1) Schedule 32, after definition of 'Blind sign' –

*insert –*

**Budget Accommodation Building** means a budget accommodation building as defined under the *Building Act 1975*.

(2) Schedule 32, after definition of 'Canopy sign' –

*insert –*

**Caretaker's accommodation** as defined by the Planning Scheme.

(3) Schedule 32, definition of 'Created awning sign' –

*omit.*

(4) Schedule 32, after 'Construction advertisement' –

*insert –*

**Created awning sign** an advertising device positioned on the face, or aligned with the face of an awning where the shape interrupts the natural line of the awning.

- (5) Schedule 32, after 'Home activity advertisements' –

*insert –*

**Home based business** as defined by the Planning Scheme.

- (6) Schedule 32, after 'Home based business advertisements' –

*insert –*

**Hotel** as defined by the Planning Scheme.

**Motel** means a roadside hotel which provides accommodation for travellers in self-contained, serviced units, with parking for their vehicles.

**Nature-based tourism** as defined by the Planning Scheme.

**Non-resident workforce accommodation** as defined by the Planning Scheme.

- (7) Schedule 32, after 'Real estate advertisement' –

*insert –*

**Resort complex** as defined by the Planning Scheme.

**Rooming accommodation** as defined by the Planning Scheme and also includes a facility that provides accommodation for persons in a Budget Accommodation Building.

***Rural workers' accommodation*** as defined by the Planning Scheme.

***Sign written roof sign*** an advertising device painted or otherwise affixed to  
the roof cladding of a building.

- (9) Schedule 32, after definition of 'Structure sign' –

*omit –*

***Sign written roof sign*** an advertising device painted or otherwise affixed to  
the roof cladding of a building.

- (10) Schedule 32, after definition of 'Three dimensional replica object or shaped sign' –

*insert –*

***Tourist park*** as defined by the Planning Scheme.

*Whitsunday Regional Council Subordinate Local Law (Amending) Whitsunday Regional  
Council Subordinate Local Law No. 1 (Administration) 2025* 7

## 11.5 - Donations, Sponsorships and Grants Approved November 2025

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Administration Officer - Community Development

**AUTHORISING OFFICER:** Director Community Services and Facilitation

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### PURPOSE

To advise Council of the donations, sponsorships and grants up to \$20,000 provided for the month of November 2025.

### EXECUTIVE SUMMARY

Council is often approached by community groups for financial assistance, requesting support to help them deliver their endeavours and events within the community. These requests are assessed and approved or declined as they are received by the Community Services team and a monthly report is submitted to Council advising of the assistance that has been approved, as previously resolved by Council on 18 June 2025.

Approvals outlined in this report include:

- a) Donations
- b) Sponsorships
- c) Sport and Recreation Club Grants
- d) Donation on Council Fees

### OFFICER'S RECOMMENDATION

That Council:

1. Note the Financial Support for Donation applications approved for the month of November 2025 to the applicants identified in **Attachment 11.5.1**.
2. Note the Financial Support for Sponsorship applications approved for the month of November 2025 to the applicants identified in **Attachment 11.5.2**.
3. Note the Donation on Council Fee applications approved for the month of November 2025 to the applicants identified in **Attachment 11.5.3**.

### BACKGROUND

As per resolution 2025/06/18.17, Council resolved to:

- 1) Adopt the following amended policies:
  - a. Community Donations Policy
  - b. Community Grants Policy
  - c. Community Sponsorship Policy.

### DISCUSSION/CURRENT ISSUE

Below is an overview of the financial approvals that were made in the month of November 2025. A detailed description of each can be found in **Attachments 11.5.1 to 11.5.3**.

Donations

5 approved, totalling \$9,680

Sponsorships  
1 approved, totalling \$4,500

Sport and Recreation Club Grants  
0 approved, totalling \$0

Donation on Council Fees  
1 approved, totalling \$159

## FINANCIAL IMPLICATIONS

The funds for Donations will be taken from JC: 2967.11074.63150 – Community Donations (2967) / Donations (11074)

Description	Amount (\$)
2025/26 Budget	78,000
Actual + Commitment	14,539
<b>YTD Remaining Budget</b>	<b>63,461</b>

The funds for Sponsorships will be taken from JC: 2967.10249.63150 – Community Donations (2967) / Sponsorships (10249)

Description	Amount (\$)
2025/26 Budget	93,112
Actual + Commitment	30,208
<b>YTD Remaining Budget</b>	<b>62,904</b>

The funds for Sport and Recreation Club Grants will be taken from JC: 2967.10250.63151

Description	Amount (\$)
2025/26 Budget	107,250
Actual + Commitment	22,000
<b>YTD Remaining Budget</b>	<b>85,250</b>

The funds for Donations on Council Fees will be taken from JC: 2967.11074.63150 Community Donations (2967) / Donations (11074)

Description	Amount (\$)
2025/26 Budget	78,000
Actual + Commitment	14,381
<b>YTD Remaining Budget</b>	<b>63,619</b>

## CONSULTATION/ENGAGEMENT

Director Community Services and Facilitation

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*  
*Local Government Regulation 2012*  
Community Donations Policy



### **RISK ASSESSMENT/DEADLINES**

There is a financial cost to Council, however the assistance provided will support the activities of community and sporting groups in the Whitsunday Region.

To be completed by 30 June 2026 in line with the 2025/26 financial year budget.

### **STRATEGIC IMPACTS**

Corporate Plan Reference:

Review of community and recreational grants support to ensure consistency and alignment with future stakeholder needs

### **ATTACHMENTS**

1. Attachment 1 Approved Donation Applications - November 2025 [**11.5.1** - 1 page]
2. Attachment 2 Approved Sponsorship Applications - November 2025 [**11.5.2** - 1 page]
3. Attachment 3 Approved Donation on Council Fees Applications - November 2025 [**11.5.3** - 1 page]



**Correspondence:**  
 Chief Executive Officer,  
 Whitsunday Regional Council,  
 PO Box 104, Proserpine QLD 4800  
 P: 1300 WRC QLD (1300 972 753)  
 F: (07) 4945 0222  
 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au)  
[www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)  
 ABN 63 291 580 128

**Attachment 1 – Approved Donation Applications – November 2025**

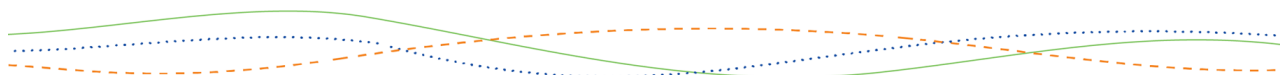
Organisation Name	Location	Description	Requested Amount (\$)	Approved Amount (\$)
Merinda State School P&C	Bowen	Annual School Awards	100	100
Queensland Country Women's Association	Bowen	Annual Waste Collection Service	1,560	1,560
St Mary's Catholic School P&F	Bowen	Annual School Awards	100	100
Bowen Locals 4 Locals	Bowen	Bowen Christmas Street Party	2,000	2,000
Isolated Children's Parents' Association Queensland Inc	Collinsville	Mt Coolon Community Christmas Tree	5,920	5,920
<b>Total for November 2025</b>				<b>\$9,680</b>

**Bowen**  
 Cnr Herbert & Powell Streets  
 Bowen QLD 4805

**Proserpine**  
 83-85 Main Street  
 Proserpine QLD 4800

**Collinsville**  
 Cnr Stanley & Conway Streets  
 Collinsville QLD 4804

**Cannonvale**  
 Shop 23, Whitsunday Plaza  
 Shute Harbour Road, Cannonvale QLD 4802





**Correspondence:**  
 Chief Executive Officer,  
 Whitsunday Regional Council,  
 PO Box 104, Proserpine QLD 4800  
 P: 1300 WRC QLD (1300 972 753)  
 F: (07) 4945 0222  
 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au)  
[www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)  
 ABN 63 291 580 128

#### Attachment 2 – Approved Sponsorship Applications – November 2025

Organisation Name	Location	Description	Amount (\$)
Bowen Seagulls Junior Rugby League Inc	Bowen	Bowen Summer 10s Carnival	\$4,500
<b>Total for November 2025</b>			<b>\$4,500</b>

#### Declined Sponsorship Applications – November 2025

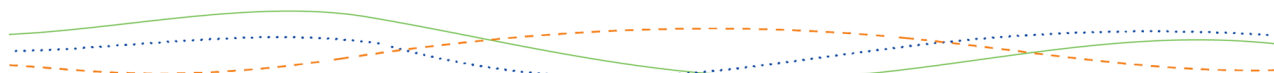
Organisation Name	Location	Description	Reason
Chasing Te Ra Specialty Coffee	Airlie Beach	Hidden Valley Christmas Twilight Giftorium	Declined – Event did not fit purpose of the Policy.

**Bowen**  
 Cnr Herbert & Powell Streets  
 Bowen QLD 4805

**Proserpine**  
 83-85 Main Street  
 Proserpine QLD 4800

**Collinsville**  
 Cnr Stanley & Conway Streets  
 Collinsville QLD 4804

**Cannonvale**  
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**Correspondence:**  
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PO Box 104, Proserpine QLD 4800  
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F: (07) 4945 0222  
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[www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)  
ABN 63 291 580 128

**Attachment 5 – Approved Donation on Council Fee Applications – November 2025**

Organisation Name	Location	Description	Donation Amount (\$)
Bowen Lions Ladies	Bowen	Baby Welcoming Ceremony	159
Total			159

**Bowen**  
Cnr Herbert & Powell Streets  
Bowen QLD 4805

**Proserpine**  
83-85 Main Street  
Proserpine QLD 4800

**Collinsville**  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

**Cannonvale**  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802

## 11.6 - LGAQ Special Meeting Notice and Voting Paper

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Governance Administration Officer

**AUTHORISING OFFICER:** Chief Executive Officer  
Director Corporate Services

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### PURPOSE

To inform Council of the Local Government Association of Queensland (LGAQ) Special General Meeting scheduled to be held on 17 December 2025 via postal vote, and to seek Council's position on the proposed State Government amendment to section 155 of the *Local Government Act 2009* regarding councillor eligibility when nominating for State Parliament.

### EXECUTIVE SUMMARY

The LGAQ Board has called a Special General Meeting to obtain member councils' views on a proposed legislative change introduced through the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025*. The amendment would require councillors and mayors to vacate office immediately upon nomination as a candidate for Queensland Parliament. This contrasts with the current position, which allows councillors to remain in office until successfully elected. Council must determine its vote on whether to maintain the existing policy position or support the proposed amendment.

### OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to:

1. submit a postal vote to the LGAQ by 5:00 pm on 17 December 2025, indicating Council's position on the proposed amendment to section 155 of the *Local Government Act 2009*; and
2. make a submission to the parliamentary committee inquiry into the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025*, consistent with Council's position.

### BACKGROUND

Section 155(3) of the *Local Government Act 2009* currently permits councillors to nominate and campaign for State or Federal elections without vacating office, only ceasing to hold office if elected. The proposed amendment under the LGOLA 2025 Bill would require councillors and mayors to vacate office upon nomination for Queensland Parliament, regardless of election outcome.

### DISCUSSION/CURRENT ISSUE

The LGAQ seeks member councils' views to inform its submission to the parliamentary committee and determine whether to retain the existing policy or adopt a new position aligned with the State Government's proposal. A vote for supports retaining the current policy (no resignation required), while a vote Against supports the amendment (mandatory resignation upon nomination).

Voting Position and Rationale

### **Rationale for Supporting the Motion (Vote “For”)**

- Continuity of Representation: Allows councillors to continue serving their communities during the campaign period, avoiding disruption to local governance.
- Democratic Participation: Encourages broader participation in State politics without penalizing local representatives who wish to serve at a higher level.
- Cost and Operational Efficiency: Prevents the need for costly by-elections triggered by premature resignations.
- Historical Consistency: Maintains the long-standing policy position held since 2012, providing stability and predictability for councils.

### **Rationale for Opposing the Motion (Vote “Against”)**

- Conflict of Interest Concerns: Resignation upon nomination removes any perception that council resources or influence could be used for State election campaigns.
- Focus on Duties: Ensures councillors are fully dedicated to local responsibilities rather than splitting attention between council and campaigning.
- Public Confidence: Aligns with principles of transparency and integrity, reducing reputational risk for councils during election periods.
- Alignment with State Government Reform: Supports the proposed legislative change, potentially strengthening relationships with the State Government.

### **Summary:**

Voting “For” prioritises continuity and democratic access, while voting “Against” emphasizes integrity and alignment with reform. Council should weigh these considerations against its strategic priorities and community expectations before finalising its position.

### **FINANCIAL IMPLICATIONS**

There are no direct financial implications for Council arising from this decision.

### **CONSULTATION/ENGAGEMENT**

Acting Director Corporate Services  
Chief Executive Officer

Internal consultation with the Mayor and Councillors is recommended prior to voting.

### **STATUTORY/COMPLIANCE MATTERS**

The proposed amendment affects section 155 of the *Local Government Act 2009*. Council’s decision will inform LGAQ’s advocacy and submission to the parliamentary committee.

### **RISK ASSESSMENT/DEADLINES**

Failure to respond by 5:00 pm on 17 December 2025 will result in Council not having its position represented in the LGAQ vote.

### **STRATEGIC IMPACTS**

Corporate Plan Reference:

Undertake a business transformation project to support organisational growth, prioritise and streamline service delivery and deliver improved value to the community. This decision will support governance and advocacy objectives by ensuring Council's position is represented on legislative reforms impacting elected members.

## **ATTACHMENTS**

1. Notice of 2025 Special General Meeting and Explanatory Notes [**11.6.1** - 3 pages]
2. special general meeting and postal voting ( Whitsunday) [**11.6.2** - 2 pages]



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community deserves  
to be a liveable one

### ***Notice of Special General Meeting – Postal Vote***

#### ***Proposed business: To ascertain whether the members support the State Government's proposed amendment to section 155 of the Local Government Act 2009***

#### **To be conducted by postal voting in accordance with rule 4.14 of the Constitution**

In accordance with rule 4.1 of the LGAQ's Constitution, and following the decision of the LGAQ Board on 25 November, 2025, all members are notified of the holding of a Special General Meeting of LGAQ Ltd, to be convened at 5pm on 17 December, 2025 at LGAQ House, Evelyn Street Newstead.

In accordance with rule 4.14 of the LGAQ's Constitution, the chief executive officer has determined that this special general meeting be convened by postal voting, with the voting paper to be given to the chief executive officer by email.

As a consequence, the voting paper (as attached) must be received by the chief executive officer, at [returning\\_officer@lgaq.asn.au](mailto:returning_officer@lgaq.asn.au) by not later than 5.00 pm on 17 December 2025.

**The business of the Special General Meeting is to consider and vote on one motion, as follows:**

**Purpose of Motion: To seek the members' view on whether they still support the LGAQ's policy position, which reflects the view of members since 2012, that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.**

#### **Motion:**

That the LGAQ maintains its members' current policy position, held since 2012, that councillors should not automatically stop being a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

**P** 07 3000 2222  
**F** 07 3252 4473  
**W** [www.lgaq.asn.au](http://www.lgaq.asn.au)

Local Government House  
25 Evelyn Street  
Newstead Qld 4006

PO Box 2230  
Fortitude Valley BC  
Qld 4006

Local Government Association Of Queensland Ltd.  
**ABN** 11 010 883 293 **ACN** 142 783 917





VOTING PAPERS MUST BE SIGNED BY THE MEMBER'S MAYOR OR CEO  
VOTING PAPERS MUST BE RETURNED BY 5:00PM ON 17 DECEMBER 2025  
VOTING PAPERS MUST BE GIVEN BY EMAIL TO THE CHIEF EXECUTIVE  
OFFICER AT [returning\\_officer@lgaq.asn.au](mailto:returning_officer@lgaq.asn.au)  
ANY VOTING PAPER RECEIVED AFTER 5:00PM ON 17 DECEMBER 2025 WILL  
BE INVALID AND OF NO EFFECT



## EXPLANATORY NOTES TO MOTION

At present, the effect of section 155(3) of the *Local Government Act 2009* is that councillors: -

1. Can nominate for election as a State or Federal member of Parliament (and campaign for that election), without having to vacate their office as councillor; and
2. Only after being successfully elected to either State or Federal Parliament, automatically stop being a local government councillor.

On 18 November 2025, the State Government introduced the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025* ("the LGOLA 2025 Bill") into Queensland Parliament.

Clause 62 of the LGOLA 2025 Bill proposes to amend section 155 of the *Local Government Act 2009* such that, if the amendment is made, section 155 will read as follows: -

- (1) A person can not be a councillor while the person is a government member or electoral candidate.
- (2) A government member is—
  - (a) a member of a Parliament of the Commonwealth or a State (including Queensland); or
  - (b) a councillor of a local government of another State.
- (3) A person is an *electoral candidate* if, under the Electoral Act, section 93(3), the person becomes a candidate for an election of a member of the Legislative Assembly.
- (4) A person automatically stops being a councillor when the person becomes a government member or electoral candidate.

The effect of this amendment, if passed by Parliament, will be to automatically end a person's role as a Mayor or councillor at the time that their nomination for election to Queensland Parliament is accepted by the ECQ. That is, regardless of the success (or otherwise) of the person's attempt to be elected to Queensland Parliament, their role as councillor ends at the time that they nominate for the State election.

The LGAQ's current policy position on this issue is that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

The purpose of this motion is to ascertain whether the members still support the LGAQ's current policy position on this issue.

A member's **vote for the motion** means that the member **supports the LGAQ'S current policy position on the issue** (and does not support the State Government's proposed amendment).

A member's **vote against the motion** means that the member **support the State government's proposed amendment** (and no longer supports the LGAQ's current policy position on the issue).



Every Queensland  
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to be a liveable one

25 November 2025

Mr Warren Bunker  
Chief Executive Officer  
Whitsunday Regional Council  
[warren.bunker@whitsundayrc.qld.gov.au](mailto:warren.bunker@whitsundayrc.qld.gov.au)

Dear Warren,

**RE: Notice of LGAQ 17 December special general meeting and postal voting**

Earlier today I emailed you with advance notice of the LGAQ Board's direction to me to call a special general meeting convened by postal voting.

I am now writing to provide formal notification.

For your council I have enclosed in this email:

- A notice of 2025 special general meeting and explanatory notes
- A voting paper

The special general meeting, convened by postal vote, seeks to understand member council views about a reform that was introduced to State Parliament last week and which is contrary to the long held policy position of Queensland member councils since 2012.

The proposed reform would automatically end a person's role as Mayor or Councillor in order to run for State Parliament at either a general election or State by-election. There is presently no such requirement in relation to Federal elections.

*(You can read about the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 [here](#) and its Explanatory Notes can be accessed [here](#)).*

Today the LGAQ Board has directed me to convene a special general meeting to gather members' views on this reform via postal voting.

- A vote "**For**" will signal that Queensland member councils wish to retain their existing policy position and do not support having to resign to run for State Parliament
- A vote "**Against**" will signal that Queensland member councils have changed their view and believe that Mayors and Councillors should now have to resign in order to run for State Parliament.

Enclosed is the notice of general meeting and explanatory notes, along with your council's voting paper – with a **5pm 17 December deadline**. Please note that papers can be emailed to the LGAQ returning officer prior to the 17<sup>th</sup>, but they will not be counted until after 5pm on 17 December.

The LGAQ is member-led and evidenced-based, and the LGAQ Board has requested this process for two reasons:

1. To obtain member views to help inform the LGAQ's submission on the Bill and its participation in the parliamentary committee process
2. To understand the majority views of Queensland councils about this reform, and whether that is to retain the existing policy position or to effect a different policy position.

**P** 07 3000 2222  
**F** 07 3252 4473  
**W** [www.lgaq.asn.au](http://www.lgaq.asn.au)

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25 Evelyn Street  
Newstead Qld 4006

PO Box 2230  
Fortitude Valley BC  
Qld 4006

Local Government Association Of Queensland Ltd.  
**ABN** 11 010 883 293 **ACN** 142 783 917



Please contact myself or LGAQ CFO/Company Secretary Darren Leckenby at [Darren\\_leckenby@lgaq.asn.au](mailto:Darren_leckenby@lgaq.asn.au).

Yours sincerely,

Alison Smith  
CHIEF EXECUTIVE OFFICER

## 11.7 - Infrastructure Services Quarter 1 Report July to September 2025

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** PA to the Director Infrastructure Services

**AUTHORISING OFFICER:** Director Infrastructure Services

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### PURPOSE

The purpose of this report is to provide an update pertaining to the functions of each branch within the Infrastructure Services Directorate for the period of July to September 2025.

### EXECUTIVE SUMMARY

The purpose of this report is to provide an update pertaining to the functions of each branch within the Infrastructure Services Directorate for the period of July to September 2025.

### OFFICER'S RECOMMENDATION

That Council receive the Infrastructure Services Quarterly Report (Q1) (**Attachment 11.7.1**) for 2025/2026.

### BACKGROUND

Report is for information purposes.

### DISCUSSION/CURRENT ISSUE

This report provides an overview of Whitsunday Regional Council's Infrastructure Services Directorate for the 2025/2026 financial year with particular focus on the first quarter.

### FINANCIAL IMPLICATIONS

There are no financial implications with the Council accepting this report.

### CONSULTATION/ENGAGEMENT

Director Infrastructure Services  
Chief Operating Officer Whitsunday Water  
Manager Waste and Recycling  
Manager Parks and Gardens  
Acting Manager Transport and Drainage Assets  
RMPC, Transport and Drainage Operations Manager

### STATUTORY/COMPLIANCE MATTERS

N/A

### RISK ASSESSMENT/DEADLINES

Regular reporting on the Directorates progress and achievements ensures accountability and fosters a positive culture.

### STRATEGIC IMPACTS

Corporate Plan Reference:

In partnership with our local businesses and industries, identify and define our regional priorities for advocacy, investment and growth.

Leverage council's commercial operations to support local industries, enhance regional connectivity and create new opportunities for business investment.

Advance and advocate the region's growth ambitions through identifying a pipeline of major projects, infrastructure and events.

Develop an advocacy framework to provide one voice for the needs of the Whitsundays.

Invest in our parks, facilities and public spaces to ensure they are attractive and welcoming to members of the community.

Plan for the future of our community services and public spaces through the development of targeted strategies and precinct master planning.

Enhance the quality of our local waterways and stormwater runoff.

Develop a waste strategy to plan for future network investment, landfill remediation, service delivery and support improved community outcomes in education and waste recovery.

Support initiatives to celebrate and protect our natural environment and recognise our place at the heart of the Great Barrier Reef, with the Great Barrier Reef Marine Parks and Queensland Government.

Build resilience and strengthen the capacity of our community to withstand natural disasters.

Undertake a business transformation project to support organisational growth, prioritise and streamline service delivery and deliver improved value to the community.

Complete network planning for the future across key infrastructure networks, including stormwater, water supply, sewerage, waste, roads and parks.

Development of improved transport and drainage infrastructure.

## **ATTACHMENTS**

1. Infrastructure Services Quarter 1 Report July to September 2025 (6) [11.7.1 - 19 pages]



## Infrastructure Services

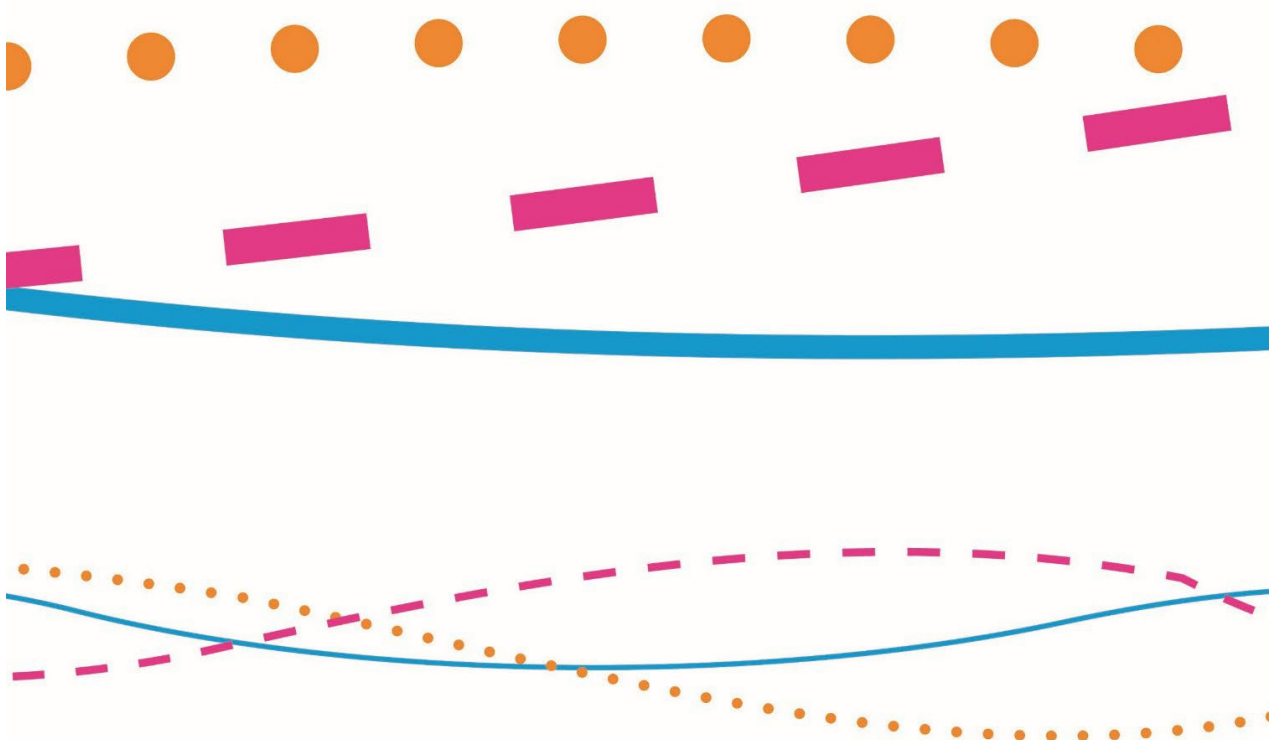
Parks & Open Spaces

Whitsunday Water

Waste & Recycling

Transport & Drainage

### Quarterly Report July – September 2025





## Director's Report

The Infrastructure Services Directorate provides a range of critical and essential services to the Community. Many of the services provided have a direct interaction with the public or impact on the community.

The Infrastructure Services Directorate consists of the following departments:

- Parks & Open Spaces
- Whitsunday Water
- Waste & Recycling
- Transport & Drainage

### **Workplace Health and Safety (WHS) Update – Infrastructure Services Q1**

The Infrastructure Directorate has made significant progress in addressing Workplace Health and Safety (WHS) incidents, accidents, and near misses during the first quarter.

#### **Incident Summary**

- Incidents Reported in Q1: 21
- Financial Year-to-Date Total: 21

#### **WHS Actions Overview**

- Actions Assigned to Directorate by Others: 8

This reflects the strong safety performance of our sites and workers, demonstrating their commitment to operating safely within well-maintained worksites.

- Actions Assigned by Directorate to Others: 16

This shows the vigilance of our staff in identifying opportunities for improvement during inspections and contributing to overall workplace safety across the organization.

#### **Actions Closed**

- Total Actions Closed with Evidence: 92

#### **Outstanding Actions**

- Overdue Actions:
  - Auction lay-down area to be prepared
  - Bus shelter to be moved
  - Fire at Bowen Waste Facility
  - Fire in Waste Cell6 (Kelsey Creek landfill)
  - Improve Emergency call-out process
  - Uncontrolled chemical storage at Bowen Depot
  - Removal of plumbing items no longer required

Infrastructure Services remains committed to enhancing Council's WHS performance by fostering a culture of safety and vigilance throughout the organization. The progress made this quarter reflects the dedication of staff in prioritising safe practices and ensuring compliance.

## **Parks and Open Spaces**

### **Parks Assets:**

- 120 parks & 3 cemeteries
- 93 separate playgrounds
- 156 pieces of playground equipment
- 30 pieces of exercise equipment
- 65 single & 40 double barbeques
- 742 hectares mowing & landscaping maintenance to parkland and recreational areas

### **Significant Projects and Opportunities:**

- Mullers Lagoon Master Plan
- Network Planning for Township Parks (TBC)
- \$1.2m Asset Renewal Program for 24/25
- Improved Quality Systems to ensure service standards are met

### **Major Risks:**

- Assumption that Parks Team responsible for all public areas
- Increasing expectation of service levels
- Growing population
- Overservicing of lower-level parks
- Lack of current master planning for future open space

## **Parks & Gardens – Creating Beautiful, Safe Spaces for Our Community**

The Parks & Gardens team has delivered another highly productive quarter, with a strong focus on asset maintenance, heritage care, and community engagement. From preserving historic sites to upgrading playgrounds and refreshing popular spaces, the team continues to provide safe, welcoming environments for residents and visitors.

### **Heritage Care**

Officers completed inspections at Ukalunda, Normanby, and Mt Coolon cemeteries as part of Council's heritage program. These visits ensure culturally significant sites are maintained with respect and care for future generations.



### **Safety and Skills Development**

Staff successfully renewed their chainsaw and pole saw certifications, reinforcing Council's commitment to safety and operational excellence in vegetation management. This training underpins the safe and efficient maintenance of assets across the region.



**Playground Upgrades**

The Coordinator visited Mt Coolon to oversee the renewal of sand softfall under playground equipment—a simple yet important upgrade that improves safety and playability for local families. New playground equipment has also begun arriving as part of Council’s asset renewal program, ensuring play spaces remain modern, safe, and engaging for children and families.

**Community Initiatives**

The team proudly supported **National Tree Day**, planting 350 trees throughout the region. This initiative enhances biodiversity and creates greener, more inviting spaces that will benefit the community for years to come.

**Airlie Foreshore Playground Repairs**

Essential repairs and maintenance were completed at the Airlie Foreshore playground. A temporary two-week closure allowed works to be carried out efficiently, extending the life of the asset and ensuring families can enjoy the space safely for years to come.

**Garden Bed Renewal – Shingley Beach**

Garden beds along the Shingley Beach precinct were refreshed, improving the visual appeal of this high-use foreshore area and creating a welcoming environment for locals and visitors.

**Leadership Recognition**

The team received formal recognition from the CEO for their hard work and dedication to delivering high-quality outcomes for the community—a fantastic acknowledgment of their professionalism and commitment.

**Looking Ahead**

In the coming weeks, the team will continue progressing playground renewal projects and seasonal maintenance activities to ensure our open spaces remain vibrant, safe, and ready for the spring and summer months ahead.

**Parks & Open Space Statistics Breakdown:**

Service	July	August	September	Q1 Total
High	97%	92%	92%	94%
Medium	86%	86%	91%	88%
Road Reserves	72%	70%	84%	77%
Low	74%	92%	55%	83%

BBQ Cleaning Location	No. of Plates	Weekly Clean	Quarterly Clean
Bowen	42	210	2730
Cannonvale/ Airlie Beach	20	100	1300
Collinsville	12	60	780
Proserpine/ Outer Communities	27	135	1755
<b>Total</b>	<b>101</b>	<b>505</b>	<b>6565</b>

Hierarchy	Managed Area (ha)	Estimated Services	Total Mowed Area (ha) Per Quarter
High	145	13	1885
Medium	65	6.5	422.5
Road Reserves	175	6.5	1137.5
Low	35	3	105
<b>Total</b>	<b>420</b>	<b>29</b>	<b>3550</b>

Region	Tree Planting	Tree Removals
Airlie Beach/ Cannonvale	140	8
Bowen/ Collinsville	205	7
Proserpine/ Outer Communities	10	8
<b>Total</b>	<b>355</b>	<b>23</b>

### **Whitsunday Water**

#### **Key Activities:**

- Commercial business unit since 1 July 2015
- Responsible for providing water supply, wastewater collection and treatment, and recycled water.
- Committed to providing safe, reliable and valued services
- Deliver excellent customer service, environmental management and operations
- Making a positive contribution to the social, economic and environmental sustainability of the Whitsunday Region.
- 70,000 assets under management

#### **Water Assets:**

495km – Water Mains  
4 x Water Treatment Plants  
17 x Water Pump Stations  
19 x Water Reservoirs  
13 x Water Bores (plus 7 x contingency bores)  
28 X Disinfection Facilities (Chlorination)  
15,721 metered assessments  
3300 valves and 3070 hydrants

#### **Sewer Assets:**

349km – Sewer Mains  
6,171 x Sewer Manholes  
72 x Sewerage Pump Stations  
4 x Waste-Water Treatment Plants  
13,904 sewerage assessments

#### **Significant Projects and Opportunities**

- Water & Sewer Operational Strategy & Network Plans
- Full Cost Pricing – Price Path
- Water, Sewerage and Waste, Asset Management Plans - Update
- Whitsunday Sewer and Water Network Modelling – Optimisation Update
- WRC Telemetry (SCADA) Upgrade Strategy
- WRC Regional Water Strategy Update (includes Bulk Water Strategy)
- Biosolids Reuse Strategy
- Recycled & Raw Water Irrigation Strategy
- Burdekin Regional Water Assessment
- Water & Sewerage Facilities Master Plans
- Whitsunday Water Workforce Plan (including rostering)
- Water Education & Comms Strategy
- Operator Housing/Fatigue Housing
- Pump Station and Facility Style Plan (including advertising/Tours)
- Smart Metering/District Metering Strategy

#### **Major Risks:**

- Full cost recovery
- Future planning and catering for growth
- Changing legislation/Regulation
- REEF effluent discharge

- Emerging Contaminants of Concern (forever chemicals) – PFAS, Micro Plastics etc
- Resourcing/Market Constraints – Borne from Olympic Games Infrastructure Projects
- Infrastructure Cliff – buried assets (Asset Management)
- Trunk Infrastructure – Who pays?
- Land Acquisition – Future sites e.g. STP, Reservoirs

Whitsunday Water is pleased to announce the completion of final drafts for two critical planning documents: the **Proserpine Sewage Treatment Plant (STP) Masterplan** and the **Regional SCADA Strategy**. These documents will play a key role in informing Whitsunday Regional Council's short-, medium-, and long-term budget planning cycles.

#### **Proserpine STP Masterplan Overview**

The masterplan outlines the influent flow and load projections, effluent quality requirements, and recycled water (RW) usage scenarios for the planning horizon of 2026 to 2055. Based on this framework, a series of recommended short-term (1–2 years) and medium-term (3–10 years) works have been identified for Council's consideration.

#### Short-Term Recommendations:

1. Optimise Sequencing Batch Reactor (SBR) cycle times to enhance solids settling performance during high-flow operations.
2. Renew media filters to improve solids capture. *(Completed)*
3. Install additional online monitoring for key process parameters. *(Planned upgrade)*
4. Undertake maintenance of diffused aeration equipment.

#### Medium-Term Recommendations:

1. Upgrade inlet works – Incorporate a manual bar screen to continue to ensure compliance with Environmental Authority EA0001269.
2. Upgrade bypass balance tank – 1 ML tank; Council to assess risk versus cost in consultation with environmental regulators.
3. Evaluate potential implementation of an additional wastewater treatment process technology. This technology is designed to be integrated into existing activated sludge systems to improve performance and resilience – A structured decision-making pathway is recommended to assess feasibility.

#### Three shortlisted strategic options include:

- Option 1b: Transfer Proserpine and Cannonvale STPs to a new centralised facility.
- Option 2: Duplicate the existing SBR process.
- Option 3: Convert Proserpine STP to a Membrane Bioreactor (MBR) process.

#### **Regional SCADA and Telemetry System Strategy (STS)**

The SCADA Strategy sets out a 10-year roadmap to modernise Whitsunday Regional Council's water and wastewater infrastructure across more than 130 remote sites and treatment plants. The strategy is structured around six key themes:

- IT/OT Integration and Cybersecurity
- Standardised Control Systems
- Accessibility and Connectivity
- Business Continuity
- Data Strategy
- Workforce Enablement

The total forecast investment is estimated at \$6.1 million over ten years, with peak funding allocated in the first three years to support foundational upgrades in cybersecurity, network infrastructure, and remote access capabilities.

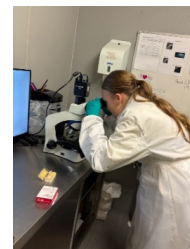
Early works (FY26–FY28) will focus on mitigating critical risks, while later phases (FY30 onwards) will address plant obsolescence and system standardisation. Additionally, recurring business-as-usual costs—such as SCADA alarm rationalisation, cybersecurity audits, and support services—have been assessed for ongoing budget planning.

**SWIM (Statewide Water Information Management)** reporting for the 2024/2025 financial year is now complete. Each year, service providers work hard to compile and submit large volumes of data on water and sewerage services to State and Commonwealth agencies. SWIM plays a vital role in this process, requiring reporting on around 200 indicators - all delivered in precise formats to ensure accuracy and transparency. This achievement is more than just compliance, it's about strengthening the Queensland water industry through consistent, reliable data.

A position as Network Plumber in Collinsville has been successfully secured! The new team member commenced the role and relocation on Monday, 29 September, after recently completing an apprenticeship with the Southern Networks team. They will now be joining the team up north. This individual has been an outstanding apprentice and a fantastic example of how it's done. We have no doubt they'll continue to grow into a top-notch tradesperson.

September marked an incredible milestone for one of our dedicated Wastewater Treatment Plant Operators, who celebrated 30 years of service with Council. This achievement reflects decades of commitment and excellence. Thank you for 30 years of outstanding service!

The Whitsunday Water Laboratory team recently hosted a work experience placement for a Laboratory Technician, providing hands-on learning about the science and processes behind our complex water treatment systems. The placement was highly positive, showcasing the team's ability to make complex science both accessible and engaging.





**Whitsunday Water Statistics Breakdown:**

<b>Water Scheme</b>					
<b>Category</b>	<b>Bowen</b>	<b>Coastal</b>	<b>Collinsville</b>	<b>Proserpine</b>	<b>TOTALS</b>
Low water pressure	6	5	1	1	13
Water planned interruption	2	10	0	3	15
No water	13	8	2	4	27
Fire Hydrants	7	3	0	0	10
Water unplanned interruption	9	6	0	0	15
Dirty Water/Quality	7	2	1	0	10
Water Main Broken/Leaking	13	10	10	1	34
Water Maintenance other	12	30	12	6	60
Water Meter Damaged/Leaking	5	14	1	0	20
Water Service Broken/Leaking	57	53	12	31	153
Water connections	12	27	0	0	39

<b>Sewer Scheme</b>					
<b>Category</b>	<b>Bowen</b>	<b>Coastal</b>	<b>Collinsville</b>	<b>Proserpine</b>	<b>TOTALS</b>
House pump alarm	-	1	-	-	1
Manholes	-	2	-	1	3
Pump stations	1	-	-	-	0
Sewer mains	1	-	1	-	1
Sewer odour	2	3	-	-	3
Sewer overflows and blockages	2	2	5	1	8
Sewer Maintenance other	-	4	-	4	8

### **Waste and Recycling**

**Operational Budget: - (expenditure) \$11.89m**

**- (income) \$12.8m**

**Staff Levels: 5**

**(1 vacancy and 1 admin assisting from  
Whitsunday Water Team)**

### **Key Activities**

- Significant business activity – due to exceeds Budget Threshold \$9.7m expenditure.
- Responsible for providing waste & recycling services.
- Committed to providing safe, reliable and valued services.
- Deliver excellent customer service, environmental management and operations.
- Making a positive contribution to the social, economic and environmental sustainability of the Whitsunday Region.

### **Waste & Recycling Services Assets**

- 2 x Landfills (Bowen & Kelsey Creek) - Managed by Wanless Waste Management Pty Ltd
- 2 x Transfer Stations (Collinsville, Cannonvale) - Managed by JJ Richard's
- 14 x Unattended Satellite Stations
- 12 x Legacy Landfills (remediation phase)
- 15,483 waste services
- 13,352 recycle services

### **Significant Projects and Opportunities**

- Waste & Recycling Strategy – update medium term plan
- Waste & Recycling Operational Strategy - complete current draft
- Waste & Recycling Network Plan – 30-year horizon to be developed
- Kelsey Creek Landfill (KCL) Masterplan - Update
- Bowen Landfill (BL) Masterplan - Update
- KCL & BL – Leachate & Stormwater Management Plans
- Cannonvale Transfer Station Masterplan - develop
- Full Cost Pricing – Price Path finalised
- Waste, Asset Management Plan - Update
- Waste Education and Communication Strategy – develop and implement
- Satellite Waste Transfer Stations - Review

### **Major Risks**

- Full cost recovery – & Cost drivers
- Consumption of landfill space
- Legacy landfills
- Leachate, Stormwater & Gas management
- Future planning and catering for growth
- Changing legislation
- Emerging Contaminants of Concern – PFAS, Micro Plastics etc

- Staff Resourcing/Market Constraints – Borne from Olympic Games Infrastructure Projects
- Service Contracts – Landfill, Transfer Stations, Shredding, Mulching, Crushing

### Let's Get It Sorted – Education and Engagement

Council's "Let's Get It Sorted" recycling education program continued to build momentum throughout the quarter, delivering both school-based and community-focused initiatives aimed at promoting sustainable waste practices.

#### School Engagement

The program delivered sessions to schools in Cannonvale, Bowen, and Queen's Beach, focusing on the principles of the Circular Economy—a model that encourages sharing, reusing, repairing, and recycling. These sessions inspired students to think differently about waste and sustainability, with excellent feedback and strong engagement from both students and teachers.

*"I told my parents that soft plastic doesn't go in the recycling, and now I help sort the bins at home and at school!" – Student participant*

*Thank you so much for coming... The students got a lot out of it. – Mrs Moore, Cannonvale State School*



#### Community Outreach

Community engagement activities included participation in the Great Barrier Reef Festival Family Fun Day and the Cannonvale State School Fete, where the program received positive feedback and sparked meaningful conversations about recycling. At the Reef Festival, the program featured prominently in the street parade, with a colourful banner and the yellow recycling truck attracting attention and reinforcing program visibility. Council's representation

included Communications & Marketing, Waste & Recycling, and Councillor Bauman, demonstrating strong internal collaboration. Special thanks go to JJ Richards, Council's kerbside collection contractor, for providing the recycling truck and actively participating—an excellent example of partnership supporting community education.

#### Boosting Visibility

To further raise awareness, eye-catching recycling messages have been installed on entrance doors at Whitsunday Plaza, and digital advertising on Airlie Beach's main street. These initiatives aim to spark everyday conversations around waste reduction and reinforce Council's commitment to sustainability.

#### Kerbside Bin Audit – Driving Better Recycling Habits

To support the progress of our waste education program, Council partnered with Envirocom to deliver a targeted visual bin inspection and education initiative. This program helps us better understand household waste and recycling behaviours and identify opportunities for improvement.

Between 8–12 September, a total of **961 bins** were inspected across Proserpine, Cannonvale, Jubilee Pocket, Mount Julian, and Bowen. The audit focused on contamination rates in both General Waste and Commingled Recycling streams.

**Key Findings:**

- **Recycling Stream:**
  - 72% of recycling bins were contamination-free, showing strong community effort.
  - Soft plastics remain the most common contaminant (15.4%).
  - A slight increase in high contamination compared to 2024 provides a clear focus for future education.
- **General Waste:**
  - 52.2% of bins contained recoverable resources, such as recyclable paper (20.3%) and garden waste (17.2%).
  - This highlights a significant opportunity to strengthen diversion efforts and keep valuable materials out of landfill.

**Waste & Recycling Statistics Breakdown:**

**Waste Management**

- Bowen Landfill: 4,530 tonnes of waste received.
- Kelsey Creek Landfill: 7,862 tonnes of waste received.
- Landfilled: 9,684 tonnes of waste landfilled.
- 2,217 Tonnes of Kerbside General Waste collected.
- 389 Tonnes of Kerbside Recycling collected and delivered to the MRF in Mackay.

**Waste diversion from landfill**

The total tonnage of waste managed was 14,775 tonnes.

- 12,391 tonnes received at Kelsey Creek & Bowen Landfills.
- 1,994 tonnes recycling waste received at Cannonvale & Collinsville Transfer station
- 389 tonnes kerbside recycling collection – (disposed at Materials Recovery Facilities - MRFs)
- 2,708 tonnes of waste were diverted from landfill.

**Transfer Station Update**

Cannonvale

Collinsville

- Total tonnes received – 1652
- Daily Average (tonnes) – 53.89
- Total transactions – 17,427
- Daily Average - 569
- Total tonnes received – 423
- Daily Average (tonnes) – 13.76
- Total transactions – 1,798
- Daily Average - 58

**Kerbside Waste Collection**

Collection Data				
Period	Garbage Bins Serviced	Recycling Bins Serviced	Garbage Bin Total Tonnes	Recycling Bin Total Tonnes
Quarter 1 25/26	173,989	55,791	2,175	375

A breakdown of requests received for waste and recycling services received for the 1<sup>st</sup> Quarter of the 25/26 financial year is detailed below.

Category - Waste	Bowen	Collinsville	Whitsundays
Additional Bin Service – Waste	2	0	1
Additional Bin Service - Recycle	0	0	0
Missed Bin Service - Recycling	0	0	4
Missed Bin Service – Waste	3	1	14
New Bin Service – Waste & Recycling	12	1	59
Repair Replacement Bin – Recycling	11	4	13
Repair Replacement Bin – Waste	53	18	88

## **Roads and Drainage**

### **Key Activities:**

Construction and maintenance of all council owned:

- Roads
- Bridges
- Footpaths
- Carparks
- Bridges
- Stormwater drainage systems

Within the Whitsunday Region, Council maintains approximately:

- 616km of sealed roads
- 1160km of unsealed roads
- 130.7km of footpaths
- 377km of kerb
- 33 bridges
- Maintenance to the 538km of the Bruce Highway and other State Controlled Roads – contract value more than \$5.3M annually
- Circa 50,000 assets under management

### **Significant Projects and Opportunities:**

- Circa \$52M of Disaster Recovery Works are nearing completion for the 23' event by 30 June 2025.

Other than a few issues with damage on damage delaying some packages due to the new event in February/March this year – the Capital Delivery Team supported by Infrastructure Services have completed an amazing amount of work.

Infrastructure Services supports DRFA activities via undertaking some packages of restoration and all the ancillary works on the network not covered by DRFA funding, for example, table drain maintenance, restoration of haul roads, missing links not covered by DRFA, prioritisation, matching our works program to DRFA activities, customer enquiries on timing of works and assisting with quality control.

As the asset owner there are also many decisions required for asset renewals to support the Capital Teams delivery.

### **Major Risks:**

- Cost escalation in excess of revenue increases
- Availability of skilled operators
- Significant legacy drainage issues
- Resourcing CRM's
- Lack of succession planning for Manager Roads and Drainage role and building engineering capacity in the department

- Lack of overall coordination of RMPC works
- Relaxation of development conditions leading to a future issue

### Funding Success and Major Projects

Council has been awarded \$18.93 million under the Country Roads Connect Program to seal the missing 15.7 km link of the Bowen Developmental Road between Collinsville and Mt Coolon. This significant investment will greatly improve connectivity, safety, and accessibility across the region, supporting local communities and regional growth.



### Capital Works Highlights

- Up River Road Culvert at Six Mile Creek: Delivered by Council's Capital Works team with support from local contractors and funded through the Australian Government's Investing in Our Communities Program. The upgrade includes a multi-cell culvert with rock protection, 160 metres of reconstructed road, asphalt, linemarking, signage, guideposts, and depth markers. The culvert is fish-friendly, featuring baffles to slow water flow and support fish migration upstream. This project improves access for farmers and residents and ensures reliable entry to the Bowen Water Treatment Plant during storm events.
- Andromache Floodway Upgrade: Completed by Council's Capital Works team to improve flow capacity and resilience. The upgrade enhances storm event management, protects nearby properties, and maintains safe access for residents. Construction impacts were minimised through careful planning, including side tracks and flow diversions.



### Team Culture and Engagement

Our "Spring into Spring" depot BBQ breakfasts wrapped up for another year, with Bowen, Collinsville, and Proserpine hosting successful events. These gatherings provide a relaxed space for indoor and outdoor teams to connect, share stories, and strengthen the sense of one team across Council. A



popular feature is "Murph's Myth Busters", where staff can raise questions or rumours in a light-hearted way, helping build trust and clear up misinformation.

Depots also underwent a major clean-up, resulting in safe, tidy, and well-presented sites that staff can be proud of. This effort reflects pride in the workplace and teamwork that keeps operations running smoothly.

Finally, supervisors across the directorate are preparing for dedicated training days to further develop skills, share knowledge, and bring back practical insights that will benefit teams and the broader organisation.



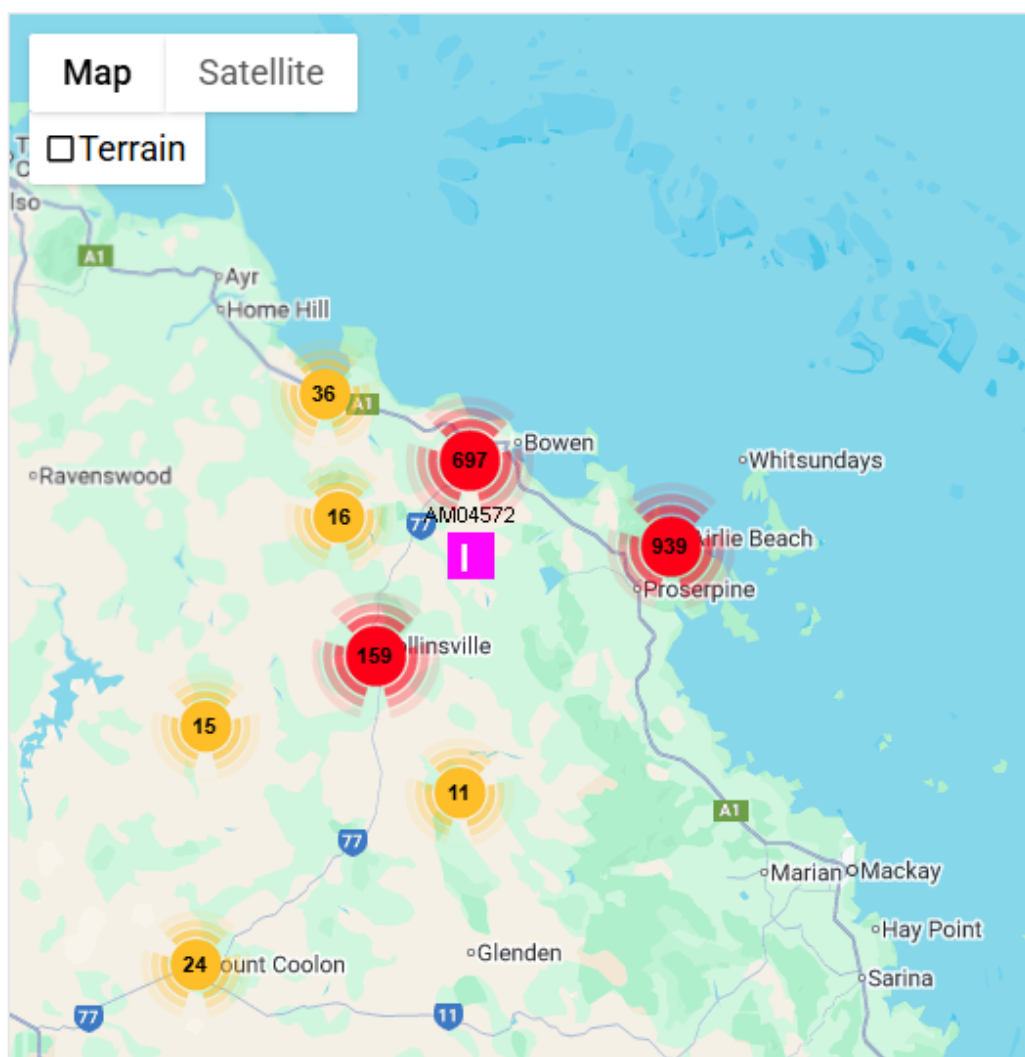
**Roads & Drainage Statistics Breakdown:****Accomplishments by Activity – Local Roads**

Activity Name	No. of Activities Completed	Qty Accomplished	Unit of Measure
Asset & Defect Inspections	344	344	Inspections
Boardwalk Oil/Repair	12	89	m
Bus Stop Clean/Repair	3	3	job
Crack Seal Treatment	4	58	m2
Culvert Clear/Repair	11	12	job
Edge Repair	20	17.23	tonne
EWK - Emergency Callout Activities	1	1	Dollars
Floodways Clear/Repair	1	4	m2
Footpath Maintenance	30	48.5	m2
Guard Rail Repair/Replace	1	1	m
Guide Markers Repair/Replace	39	197	ea
Heavy Formation Grading	5	5.84	km
Herbicide Spraying	6	800	litre
Kerb & Channel Maintenance	7	48	m
Line Marking	5	369	m
Medium Formation Grading	33	23.736	km
Other Formation Work	3	12	
Pavement Repairs	2	95	m2
Pothole Patching	77	64.46	tonne
Roadside Object Removal	1	10	m3
Scour Repairs	8	252	m2
Shoulder Grading	6	0.58	km.side
Signs Repair/Replace	101	161	ea
Surface Drains Clear/Repair	11	611	m

Accomplishments entered into the Whitsunday Local Roads REFLECT Data Base between  
01/07/2025-30/09/2025:

## ACCOMPLISHMENT MAP VIEW

Showing 1899 items on map and 221 with no Lat/Long.



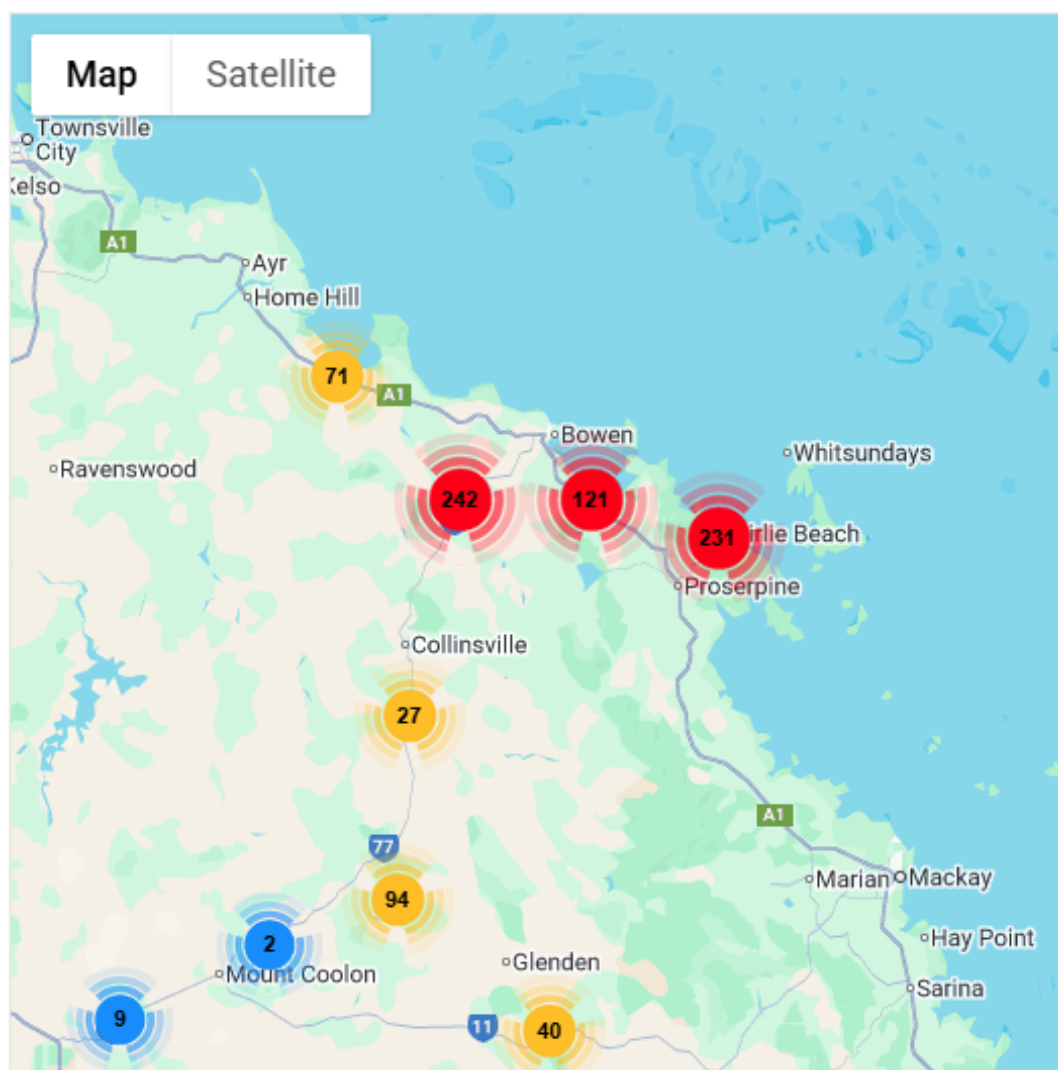
**Accomplishments by Activity – RMPC Roads**

Activity Name	No. of Activities Completed	Qty Accomplished	Unit of Measure
Clean Earth and Concrete Surface Drains	1	50	Metres
Edge Repair (Manual)	24	5.38	Tonnes
Emergency Call Out Activities	20	32,623.64	Dollars
Fill Cracks	1	10	Litres
Formation resheeting	1		m3 (loose)
Graffiti Removal	2	492.4	Dollars
Heavy Formation Grading	3	5.72	Kilometres
Herbicide Spraying	9	7,562.50	Litres
Inspections for Forward List of Works	86	42,937.88	Dollars
Medium Formation Grading	4	33.37	Kilometres
Other Furniture Repairs	1	2,000.00	Dollars
Other minor culvert pipes and pit work	1	875.31	Dollars
Other Sign Work	14	6,221.91	Dollars
Other Unsealed Shoulder Work	5	38,059.37	Dollars
Other Vegetation Control Works	4	536.5	Dollars
Pavement Repairs, Gravel (Mech. < 500m2 per 1km)	35	1,177.50	m2
Pothole Patching	360	42.52	Tonnes
Repair Guide Signs	2		Dollars
Repair minor concrete culverts, pipes and pits	1	1,042.51	Dollars
Repair or Replace Guide Markers	5	3,450.00	Dollars
Repair Signs (excluding Guide Signs)	22	21.1	Each
Replace Guide Markers	245	269	Each (Marker)
Rest Area Servicing	6	48,553.33	Dollars
Roadside Litter Collection - Rural	80	45,414.84	Dollars

Accomplishments entered into the RMPC REFLECT Data Base between 01/07/2025-30/09/2025:

## ACCOMPLISHMENT MAP VIEW

Showing 837 items on map and 147 with no Lat/Long.



## 11.8 - Commercial Businesses Quarterly Report - July to September 2025

**MEETING DETAILS:** Ordinary Council Meeting - Wednesday 10 December 2025

**AUTHOR:** Administration Officer - Aviation & Tourism

**AUTHORISING OFFICER:** Director Commercial Businesses

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### PURPOSE

To advise Council of the activities of the Commercial Businesses Directorate from July to September 2025 .

### EXECUTIVE SUMMARY

Council's Commercial Businesses Directorate consists of the following business units:

- Whitsunday Coast Airport and Aerodromes;
- Shute Harbour Marine Terminal;
- Whitsunday Holiday Parks;
- Foxdale Quarry and;
- Other commercial undertakings as identified.

Operational updates from each business unit are detailed in **Attachment 11.8.1**.

### OFFICER'S RECOMMENDATION

That Council endorse the Commercial Businesses Directorate Quarterly Report from July to September 2025 as per **Attachment 11.8.1**.

### BACKGROUND

This report is for informational purposes only.

### DISCUSSION/CURRENT ISSUE

Please refer to **Attachment 11.8.1** detailing the activities during July to September 2025 by the Commercial Businesses Directorate.

### FINANCIAL IMPLICATIONS

N/A

### CONSULTATION/ENGAGEMENT

Operations Manager - Whitsunday Coast Airport

Shute Harbour Marine Terminal Operations Supervisor

Manager Foxdale Quarry

### STATUTORY/COMPLIANCE MATTERS

N/A

### RISK ASSESSMENT/DEADLINES

N/A

## STRATEGIC IMPACTS

Corporate Plan Reference:

Leverage council's commercial operations to support local industries, enhance regional connectivity and create new opportunities for business investment.

Advance the independence of commercial business structures to promote their ability to grow and deliver improved returns to the community.

## ATTACHMENTS

1. Quarterly Operations Report July September 2025 (2) [**11.8.1** - 7 pages]

# Whitsunday Regional Council

Commercial Businesses Directorate

## Quarterly Operations Report

July to September 2025





# Whitsunday Coast Airport

## Operations

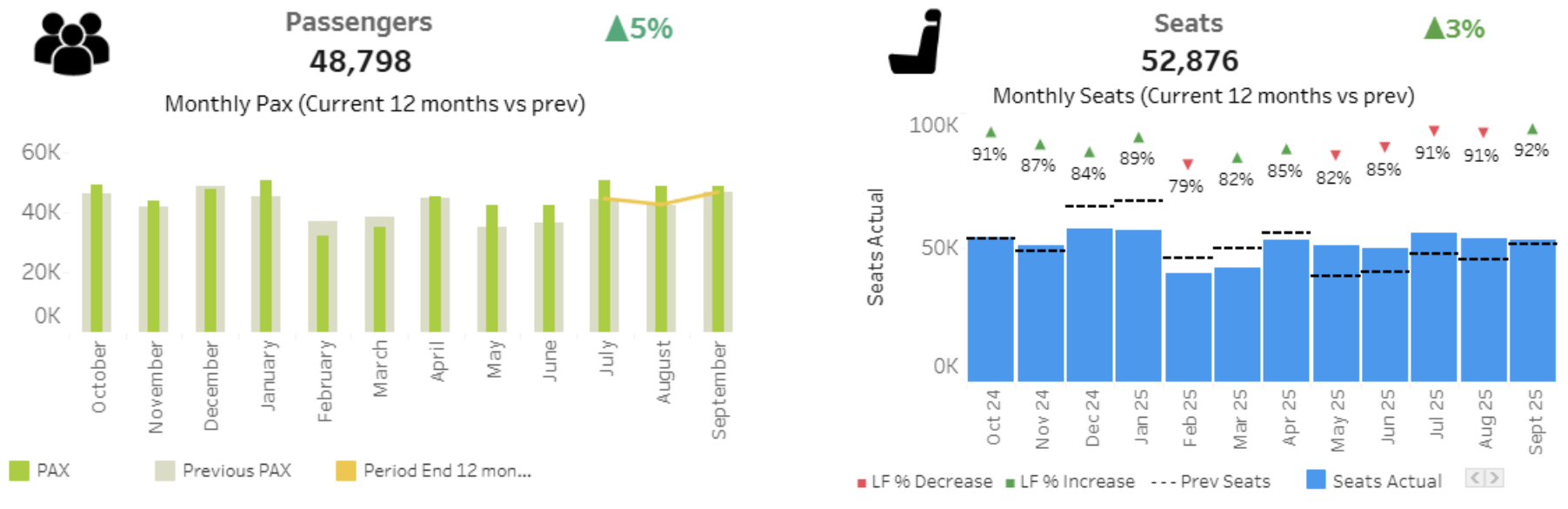
- 147,913 passengers July to September 2025.
- 91% average load factor July to September 2025.
- Whitsunday Coast Airport recorded the strongest year-on-year passenger growth in Australia\* for August 2025, compared with August 2024.
- Quarterly Terminal Stakeholder meeting was held.
- Introduced AI Wayfinding on Whitsunday Coast Airport website as part of our continued efforts on increasing accessibility.
- Submission entered for the Australian Airports Association Awards for the Collinsville Aerodrome upgrade.
- Repainted line markings on apron. Reconfiguration lead in and out lines on bay 1, 2 and 3. Equipment Clearance lines.
- Sewerage Treatment Plant progressing – access track and tree clearing completed.
- Staff and Ground Transport Operators boom gate installation has commenced.
- New Safety & Compliance Officer commenced August 2025.
- New Customer Service Officer commenced August 2025
- Six monthly aquarium dive drill completed.
- Celebrated 4 years with SmartLynx Australia connecting the Whitsundays to Cairns.



\* Bureau of Infrastructure and Transport Research Economics

# Whitsunday Coast Airport

## Flight Dashboard – Actual Results as of September 2025





**Seats**  
**52,876**

▲3%



# Shute Harbour Marine Terminal

## Operations

- Fuel sales: 384,830.5 litres sold
- Resort Connection passengers: 16,071
- Cruise Ship Passengers: 14,952
- Whitsunday Ferries launched a dedicated Scenic Island Tour for cruise passengers, expanding excursion options and strengthening connectivity from Shute Harbour.
- Sealink established an on-site Information Desk, improving visitor assistance, wayfinding and customer service during busy periods.
- SHMT participated in a regional multi-agency emergency response exercise, enhancing marine safety preparedness and inter-agency coordination.

## Events Held

- 13/07/2025 - Tourism Whitsundays Networking Event.
- 30/07/2025 - Circle Whitsundays Experience – Supported three Riviera motor yachts with fuel and provisioning as they returned to the Gold Coast; participants provided excellent feedback on service quality.
- 17/08/2025 - Norwegian Sun – First cruise ship of the 2025–26 season.
- 27/09/2025 - Eco Barge “Rasputin” Turtle Release – Supported the release of a rehabilitated green sea turtle at Snows Beach.



# Foxdale Quarry

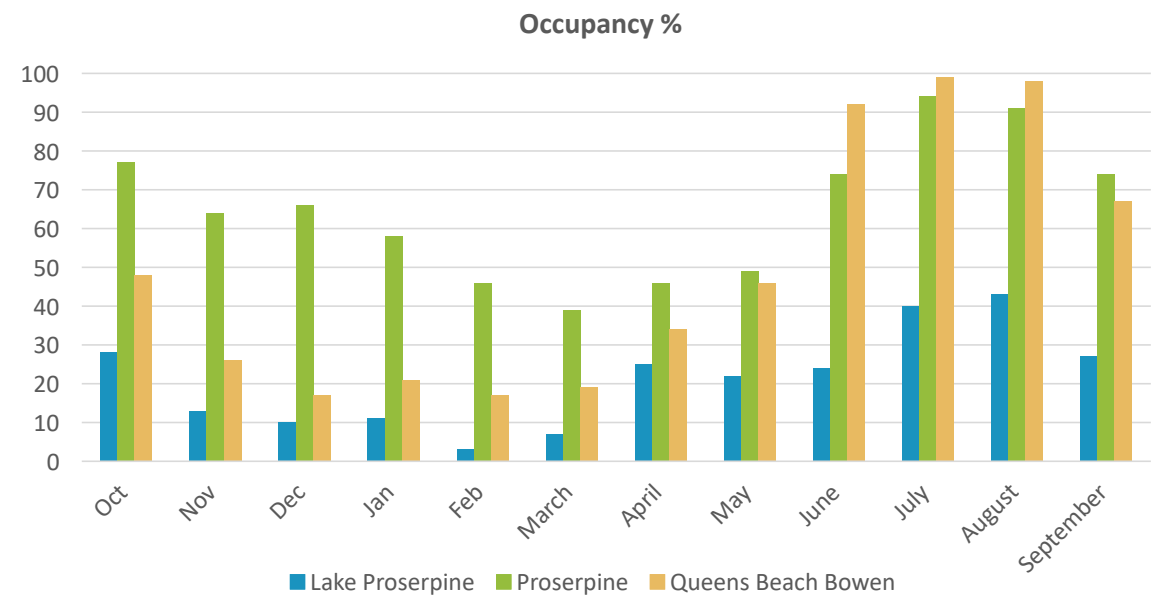
## Operations

- Consistent production was maintained across the quarter, with crushing output increasing month-to-month and strong sales volumes recorded, particularly in August and September.
- Key maintenance works were completed, including jaw crusher servicing, chute relining, additive bin relocation to improve productivity, and timely repairs to the lubrication pump on the secondary crusher.
- Weather conditions remained favourable, supporting improved production rates and minimal weather-related downtime.
- Product focus shifted throughout the quarter, with cane road blend produced in preparation for DFRA grading programs, alongside ongoing production of Type 2.1 road base and 20mm concrete aggregate.
- The quarry also supplied 3,000 tonnes of armour rock to Reef Catchments for O'Connell River works, with October's production prioritising 20mm aggregate.





# Whitsunday Holiday Parks



## Operations

Whitsunday Holiday Parks progressed well this quarter, with the signage and branding rollout continuing across all sites. The Flametree Gathering was successfully held at Lake Proserpine in August and the 2026 Barra & Boots Music Festival date secured. The new Administration Co-ordinator commenced in August and has met with all caretakers to support consistent operations.

September saw the end of high season with focus to be shifted to maintenance, including water line upgrades at Proserpine Holiday Park planned for after the October school holidays. Planning for future events remained strong, with the Flametree Gathering confirmed for August 2026 and Kids Fishing Day set for 4 July 2026.



## Other Commercial Business

### Containers For Change

Commercial Businesses launched a Containers for Change Program across the Directorate – Airport, Shute Harbour and Whitsunday Holiday Parks. An anticipated collective gain of approximately \$80,000 annually through the container refunds will be donated to local non-profits and sporting clubs across the region.

### Queens Beach Hub Bowen

Queens Beach Hub went back out for tender on 11 September 2025, closing 1 October 2025. Tenders will be evaluated upon closing with a resolution going to Council in November 2025.



## 12 LATE REPORT ITEMS

There are no late reports for this meeting.



**13.1 - Strategic Events - Major Events & Conferences Policy****CONFIDENTIAL*****S254J Local Government Regulation 2012 - Closed Meetings***

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.*
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—*
  - i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.*

## 13.2 - Bowen Aerodrome Hangar Licence Opportunity

### CONFIDENTIAL

#### ***S254J Local Government Regulation 2012 - Closed Meetings***

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  - (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

## **14            MATTERS OF IMPORTANCE**

This item on the agenda allows Councillors the opportunity to raise an item not included on the agenda for discussion as a matter of importance.