



# CONFIRMED MINUTES

GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON TUESDAY, 25 NOVEMBER 2025  
COMMENCING AT 9.00AM

*(Amendment in blue)*

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**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE GENERAL MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON TUESDAY, 25<sup>th</sup> NOVEMBER 2025**

**ATTENDANCE**

Mayor Barry Hughes  
Cr. Ian Carroll  
Cr. Laurell Royes  
Cr. Seven Ryan  
Cr. Ian Tincknell

**OFFICERS PRESENT**

Mr. Ken Timms, Interim Chief Executive Officer  
Mr. Raju Ranjit, Director of Engineering Services  
Mrs. Renee Bester, Director of Corporate Services  
Mrs Kim Williams, Acting Executive Assistant  
Ms Bronwyn Bester, Executive Assistant, DES

**OPEN GALLERY**

Julie Jorgenson

The Mayor declared the meeting open at 9:00am and welcomed all in attendance.

***PRAYER***

“We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen”.

***ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE***

**Attendance:**

Nil

**Apologies:**

Nil

**Leave of Absence:**

Nil

***CONDOLENCES AND CONGRATULATIONS***

**Condolences:**

Nil

**Congratulations:**

NQZ ABCRA Award Recipients for Rodeo and Campdraft.

***DECLARATION OF CONFLICTS OF INTEREST***

**Cr. Royes**

**Open Session Agenda**

1. Item No: 12.1  
Subject : DES Briefing Report (Remote Airstrip Upgrade Round 9)  
Prescribed Conflict of Interest in the matter due to holding an executive position on the committee that shares a boundary with the Einasleigh Airstrip. Additionally (declared interest) my related party runs a fencing business.

2. Item 12.1 DES Report  
Cr. Royes has a declarable Conflict of Interest in the Remote Airstrip Upgrade Program Round 11 Successful RAUP – Round 11 application for: Georgetown and Forsayth Airstrips. This is due to a related party operating a rural fencing business.

**Cr. Carroll**

1. Item 10.2.1  
Subject: Chief Executive Officer Briefing  
Cr. Carroll declared a Conflict of Interest in Item 10.1.2 of the Chief Executive Officer Briefing Report due to an existing current application with Council for a similar matter.

**6. CONFIRMATION OF MINUTES**

**General Meeting Minutes – Wednesday 15<sup>th</sup> October 2025.**

AMENDMENTS

25.10.08 – still old formatting. Correct as per others within the minutes.

RESOLUTION

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 15<sup>th</sup> October 2025 be confirmed (as amended).

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #25.11.01**  
**4/1**

**VOTE**

Against: Cr. Ryan.

**General Meeting Minutes – Wednesday 19<sup>th</sup> November 2025.**

AMENDMENTS

Nil

RESOLUTION

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 19<sup>th</sup> November 2025 be confirmed.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION#25.11.02**  
**5/0**

**7. BUSINESS ARISING FROM GENERAL MINUTES**

**ATTENDANCE**

Jason Karsten entered the room 9.25am  
Jason left the room 9.26am.

Cr. Tincknell – NIL

Cr. Ryan – Show cause was to be given to Everest. DES provided Council with an update. DES to provide written show cause to Everest. Future and further updates will be provided against item in General Business.

Cr. Carroll – NIL

Cr. Royes – NIL

## **8. MAYORAL UPDATE**

### RESOLUTION

That Council receives the Mayoral Update as presented.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #25.11.03**  
**5/0**

## **9. NOTICE OF MOTION**

### PROCEDURAL MOTION

To cease use of Harbour Software for Council Meetings and Committees.

**MOVED:** Cr. Royes

**CARRIED**  
**5/0**

## **10. CONSIDERATION OF OPEN SESSION REPORTS**

### **10.1 Chief Executive Officers Briefing Report**

#### RESOLUTION

That Council acknowledges and receives the Chief Executive Officer - Briefing Report.

#### DECLARATION OF INTEREST

Cr. Carroll declared an interest in Attachment 2 due to an existing current application with Council for a similar matter.

#### ATTENDANCE

Cr. Carroll left the room at 9.44am.  
Julie Jorgenson left the room at 9.50am.  
Cr. Carroll came back into the room at 10.04am.

#### ADJOURNMENT

Council adjourned for morning tea at 10:24am

#### RESUMPTION

Council resumed the meeting at 10:44am

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #25.11.04**  
**4/1**

#### VOTE

Against: Cr. Ryan with reference to Operational Plan comments.

### **10.2 First Quarter Review - Annual Operational Plan 2025/26**

#### EXECUTIVE SUMMARY

Consideration of the First Quarter Annual Operational Plan 2025/26 for the period ended 30 September 2025.

RESOLUTION

That pursuant to section 174(3) of the Local Government Regulation 2012, Council receive the first quarter written assessment of Council's progress towards implementing the Annual Operational Plan 2025/26 including the amendment to 1.1.1 to include a Road Infrastructure priority list KPI.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #25.11.05**  
4/1

VOTE

Against: Cr. Royes with reference to the deadlines not being met.

**10.3 Etheridge Ag Precinct Project Manager – Briefing Report October 2025**

ATTENDANCE

Jordan Villaruz, Etheridge Ag Precinct Project Manager joined the meeting at 11.17am to discuss the report with Council.

ATTENDANCE

Jordan Villaruz, Etheridge Ag Precinct Project Manager left the meeting at 11.55am.

RESOLUTION

That Council acknowledges and receives the Etheridge Ag Precinct Project Officer Briefing Report for the period 2025.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #25.11.06**  
3/2

VOTE

Against: Cr. Ryan and Cr. Royes.

**10.4 Etheridge Shire Planning Scheme Version 1.1**

EXECUTIVE SUMMARY

The purpose of this report is to seek Councils resolution to adopt the proposed Major Amendment No. 1 – Georgetown industrial Precinct to the Etheridge Shire Council Planning Scheme.

In accordance with the Ministers Guidelines and Rules, once the Minister has notified the Council that it may adopt the proposed amendment, the Council must—

- (a) decide to adopt the proposed amendment; or
- (b) decide not to proceed with the proposed amendment; and
- (c) publish a public notice in accordance with the Act and the requirements prescribed in Schedule 5 of the Ministers Guidelines and Rules.

Once the Public Notice is given, within 10 business days, the Council are required to provide the Chief Executive of the Department of State Development, Infrastructure and Planning:

- (a) a copy of the public notice; and
- (b) if adopted, a certified copy of the qualified state interest amendment including—
  - (i) an electronic copy of the amendment or instrument; and
  - (ii) a copy of all electronic planning scheme spatial data files (mapping) relevant to the qualified state interest amendment.

RESOLUTION

That Council resolves to:

1. Adopt the major amendment to the Etheridge Shire Planning Scheme 2020 (Georgetown Industrial Precinct) in accordance with the Ministers Guidelines and Rules Under the Planning Act 2016.

2. Establishes 1 December 2025 as the commencement date for the Etheridge Shire Planning Scheme Version 1.1.
3. Place a notice in the Queensland Government Gazette, the INFORM Community Newsletter and on the Council website advising of the adoption and the commencement date of the Etheridge Shire Planning Scheme Version 1.1.
4. Delegates authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to finalise all matters in relation to the adoption and commencement of the Etheridge Shire Planning Scheme Version 1.1.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #25.11.07**  
4/1

**VOTE**

Against: Cr. Ryan.

**CONSIDERATION OF OPEN SESSION REPORTS**

**Director of Corporate Services**

**11.1 Director of Corporate Services Briefing Report**

RESOLUTION

That Council receives and notes the Director of Corporate Services Briefing Report.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #25.11.08**  
5/0

**11.2 Financial Performance as at 31<sup>st</sup> October 2025**

EXECUTIVE SUMMARY

In accordance with section 204 of the Local Government Regulation 2012, a monthly finance report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting held.

RESOLUTION

That Council receives the financial statements for the period ended 31 October 2025 pursuant to, and in accordance with section 204 of the Local Government Regulation 2012.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #25.11.09**  
5/0

**ADJOURNMENT**

Council adjourned for lunch at 12.39pm.

**RESUMPTION**

Council resumed the meeting at 1.08pm.

### **11.3 First Quarter Budget Review FY2025/2026**

EXECUTIVE SUMMARY

Pursuant to section 104 of the Local Government Act 2009 and section 169 of the Local Government Regulation 2012, Council adopted its annual budget in July. A review of Council's budget has been completed as of 30th September 2025. It is proposed the Council amend the adopted budget to address any organisation change that has occurred since its adoption. Pursuant to section 170(3) of the Local Government Regulation 2012, Council may amend its budget at any time by resolution prior to the end of financial year.

RESOLUTION

That Council, in accordance with section 170(3) of the Local Government Regulation 2012, amend its 2025/2026 budget as presented including amendments.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED  
RESOLUTION #25.11.10  
5/0**

### **11.4 2025 Annual Report**

EXECUTIVE SUMMARY

Etheridge Shire Council must, pursuant to s182 of the Local Government Regulation 2012, prepare and adopt an Annual Report for each financial year.

RESOLUTION

That Council in accordance with s182 of the Local Government Regulation 2012, adopt the 2024/2025 Annual Report as presented subject to a confirmation of cases, orders, decisions, recommendations and complaints.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Carroll

**CARRIED  
RESOLUTION #25.11.11  
5/0**

ATTENDANCE

Raju Ranjit left the room at 2.29pm.  
Raju Ranjit returned at 2.30pm.

### **11.5 Final Audited 2024-2025 Financial Statements**

EXECUTIVE SUMMARY

Etheridge Shire Council prepares Annual General Purpose Financial Statements in accordance with applicable legislation and Australian Accounting Standards. The financial statements have been finalised, adopted by Councils Audit Committee and certified by QAO on 20th October 2025. Where a Council has an audit committee, the draft General Purpose Financial Statements must be reviewed by the Audit Committee prior to certification.

RESOLUTION

That Council: - receive the 2024/2025 Financial Statements as presented, and; - make publicly available through inclusion within the 2024/2025 Annual Report

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Carroll

**CARRIED  
RESOLUTION #25.11.12  
5/0**

## **11.6 External Audit Final Management Report**

### EXECUTIVE SUMMARY

Etheridge Shire Council's final management report was prepared by Queensland Audit Office (QAO). QAO issued an unmodified audit opinion on the 2024/2025 financial statements. The Final Management Report includes identified (or previously identified) issues which have been reported to management and an update on managements actions taken to resolve these.

### RESOLUTION

That Council pursuant to section 213 of the Local Government Regulation 2012, receive the 2025 External Audit Final Management Report and note the contents therein.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #25.11.13**  
**5/0**

## **11.7 Independent Living Facility – State Controlled Dwellings**

### EXECUTIVE SUMMARY

Council partnered with the State of Queensland under the Affordable Housing Program to construct two two-bedroom dwellings (Units 2B & 2C of Lot 5 Forsayth Road, Georgetown) aimed at supporting eligible residents with access to housing. Council has obtained a market valuation, and must determine the market rent to be applied to the dwellings to enable occupancy.

### RESOLUTION

That Council:

1. Notes the Knight Frank valuation report dated 24 June 2025.
2. Resolves pursuant to section 257(1)(b) of the Local Government Act 2009 (Qld), to delegate authority to the Chief Executive Officer to progress, negotiate, finalise and otherwise deal with all matters on Council's behalf in relation to the letting of the two (2) affordable housing units to eligible applicants, on the basis of:
  - an affordable housing tenancy agreement in the prescribed form;
  - a weekly rent of \$225.00, being 75% of the upper market rent value of \$300.00; and
  - otherwise subject to the terms and obligations contained in the funding agreement, the Housing Regulation 2015 (Qld), and Council's adopted policies

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #25.11.14**  
**5/0**

## **11.8 Independent Living Facility – Council Owned Dwellings**

### EXECUTIVE SUMMARY

Council has constructed four two-bedroom dwellings (Units 1A, 1B, 1C & 2A of Lot 5 Forsayth Road, Georgetown) aimed at supporting eligible residents with access to housing. The construction of these houses is complete, and Council is now taking the required steps to operationalise the allocation process.

### RESOLUTION

That Council:

- a. Endorse the development of C062 – Independent Living Facility Eligibility Policy, C063 – Independent Living Allocation Policy and Allocations Plan & C064 – Independent Living Facility Rent Policy to guide the allocation and management of the four dwellings being Units 1A, 1B, 1C & 2A of Lot 5 Forsayth Road, Georgetown

- b. Approve the initiation of an open public tender application process for tenancy of the four independent living dwellings; and
- c. That pursuant to section 257(1)(b) of the Local Government Act 2009, Council delegate to the Chief Executive Officer its power to implement policy documents and manage the application process for Units 1A, 1B, 1C and 2A of Lot 5 Forsayth Road, Georgetown.
- d. Notes the Knight Frank valuation report dated 24 June 2025.
- e. Resolves pursuant to section 257(1)(b) of the Local Government Act 2009 (Qld), to delegate authority to the Chief Executive Officer to progress, negotiate, finalise and otherwise deal with all matters on Council's behalf in relation to the letting of the four (4) units to eligible applicants, on the basis of:
  - i. a tenancy agreement in the prescribed form;
  - ii. a weekly rent of the upper market rent value of \$300.00; and
  - iii. otherwise subject to the terms and conditions contained in Council's adopted policies.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #25.11.15**  
**5/0**

### **11.9 Einasleigh Town Common Management Plan – Appendix A Stocking Capacity**

#### EXECUTIVE SUMMARY

Council adopted the Town Common Policy in 2022; however, operational challenges have since emerged relating to paddock allocations, stocking rates, and carrying capacity. Throughout 2025, Council has undertaken extensive consultation with current agistees, neighbouring landowners, and internal staff to update the policy and establish clear, sustainable carrying capacities for each paddock.

The carrying capacity is recommended to be reviewed annually and adjusted as required based on seasonal conditions and feed availability. This report presents the recommended paddock allocations and carrying capacities to ensure the Einasleigh Town Common remains sustainable, fair and well-managed.

#### RESOLUTION

That Council:

- a. Endorse the carrying capacity of the Einasleigh Town Common at 480 head allocated.
- b. Endorse paddock allocations arrangements as:
  - Sole occupancy: Baldy Knob, Clay Holes, Red Rock/DPI Paddock
  - Mixed paddock: Main Paddock

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #25.11.16**  
**5/0**

#### MOTION WITHOUT NOTICE

Cr. Carroll requested that the DCS organizes the undertaking of a survey of the Red Rock/DPI Paddock boundary related to the Einasleigh Common.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #25.11.17**  
**5/0**

#### ATTENDANCE

Ken Timms left the room at 3.09pm

Ken Timms came back into the room at 3.11pm

**CONSIDERATION OF OPEN SESSION REPORTS**

**12.1 Director Engineering Services - Briefing Report October 2025**

RESOLUTION

That Council receives and notes the Director of Engineering Services Briefing Report.

DECLARATION OF INTEREST

Cr. Royes declared the following interests as part of Item 12.1:

- Prescribed interests in Einasleigh Water Tanks & Einasleigh & Mt Surprise Airstrip Fencing (RAUP 09)
- Declarable interest in Georgetown & Forsayth Airstrip Fencing (RAUP 11)

ATTENDANCE

Cr. Royes left the room at 3.26pm.  
Renee Bester left the room at 3.26pm.  
Renee Bester returned at 3.27pm.

Ken Timms left the room at 3.29pm.  
Ken Timms returned at 3.30pm.

Ken Timms left the room at 3.33pm.  
Ken Timms returned at 3.33pm.

Kim Williams left the room at 3.35pm.  
Kim Williams returned at 3.39pm.

Kim Williams left the room at 3.42pm.  
Kim Williams returned at 3.46pm.

Cr. Royes returned to the meeting at 3.45pm.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #25.11.18**  
**5/0**

**12.2 Eveleigh Road Maintenance - Trial**

EXECUTIVE SUMMARY

This report relates to the improvement work on a section of the Eveleigh Road 0.5km starts from the Gulf Development Road intersection, gravel mixed with existing road materials as per Council Resolution GM 2025/57.

RESOLUTION

That Council:

1. Receive and accept the report of the improvement work on the 0.5 km section of the Eveleigh Road, and
2. Accept the final costings of \$ 30,000 to improve the remaining 2.2 km of the Eveleigh road by Heavy Formation treatment.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

PROCEDURAL MOTION

Chair requested that this report be laid on the table until the December Meeting.

**MOVED: Cr. Hughes**

**CARRIED**  
**5/0**

### **12.3 Sandy Creek Bridge Concept Plan**

EXECUTIVE SUMMARY

This report relates the Sandy Creek Bridge Project with the plan with options as per Council Resolution GM25.10.19.

RESOLUTION - Original

That Council:

1. Receive and approves the option 1 (Existing floodway/Causeway alignment) and plan of the Sandy Creek Bridge.

**MOVED: Cr. Carroll**

**SECONDED: Cr. Tincknell**

**CARRIED**  
**RESOLUTION #25.11.19**  
**5/0**

UPDATED RESOLUTION

*That Council:*

1. Pursuant to section 224 of the Local Government Regulation 2012, accepts the tender submitted by CBD Pty Ltd for contract ESC 2025-019 being Tender for design and construction Sandy Creek Bridge over the Sandy Creek-Airstrip Back Road, Georgetown for \$2,550,857.14.
2. That Council receive and approves option 1 (Existing Floodway/Causeway alignment) and plan of the Sandy Creek Bridge.

**MOVED: Cr. Royes**

**SECONDED: Cr. Carroll**

**CARRIED**  
**RESOLUTION #25.12.01**  
**5/0**

**ADJOURNMENT**

Council adjourned for afternoon tea at 4.16pm.

**RESUMPTION**

Council resumed the meeting at 4.25pm

### **12.4 Policy Adoption - ESC C065 Road Closure Policy for Wet Weather and Flooding**

EXECUTIVE SUMMARY

The purpose of this report is for council to consider the adoption of the Wet Weather Road Closure Policy ESC2025-C065.

RESOLUTION

That Council:

1. resolve to adopt the Wet Weather Road Closure Policy as presented with the amendments made during the meeting.

**MOVED: Cr. Ryan**

**SECONDED: Cr. Carroll**

**CARRIED**  
**RESOLUTION #25.11.20**  
**5/0**

**ATTENDANCE**

Ken Timms left the room at 5.01pm

**CONSIDERATION OF CLOSED SESSION REPORTS**

**RESOLUTION**

That Council go into closed session at 5.02pm, pursuant to section 254J (g) of the *Local Government Regulation 2012*, to discuss the following items:

- CEO Recruitment
- Gulf Development Road CN22813

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #25.11.21**  
**5/0**

**ATTENDANCE**

Ken Timms returned to the room at 5.17pm.

**RESOLUTION**

Council resolves to come out of closed session at 5.52pm.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #25.11.22**  
**5/0**

**ATTENDANCE**

Raju Ranjit left the room at 5.55pm.  
Raju Ranjit returned at 5.58pm

**13.1 CEO Recruitment**

**EXECUTIVE SUMMARY**

To progress permanent recruitment of a Chief Executive Officer, Council sought quotations from five recruitment firms with proven experience in local government executive appointments. Applications were considered based on best value, industry expertise and comprehensive support for the recruitment of the CEO.

**RESOLUTION**

That Council:

1. Accept the proposal from Local Government Services Group for the provision of CEO Recruitment services for Etheridge Shire Council; and
2. Note that the recruitment process will commence immediately upon appointment of the recruitment firm.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #25.11.23**  
**5/0**

**13.1 Addendum - Gulf Development Road - CN22813**

**EXECUTIVE SUMMARY**

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Council is currently undertaking works on the Gulf Development Road under Contract CN22813 in partnership with the Department of Transport and Main Roads. This report provides an update on the progress, key activities, and current status of the project for Council's information.

**RESOLUTION**

That Council receive and note the monthly report for Gulf Development Road 92C CN22813.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #25.11.24**  
**5/0**

**GENERAL BUSINESS**

Cr.	Item
Cr. Carroll	Council hook truck modification
Cr. Carroll	Forsayth CWA Hall negotiations
Cr. Carroll	Grant writing (outsourced/internal) budget review
Cr. Carroll	Stoney Etheridge Rd. DES. Roadworks left pipes blocked.
Cr. Royes	Email regarding Stoney Etheridge Road Damage (recent Council works)
Cr. Royes	Appreciation be extended on behalf of Council and local landholders to all volunteers (particularly local community members) as well as those that cooked and supported them to assist with the recent fires across the Shire.
Cr. Royes	Appreciation to Cr. Carroll and team regarding work done regarding Forsayth Church reopening.
Cr. Ryan	ROI – Cobbold Road – black soil gully at Silver Mine – how was the bitumen funded?
Cr. Tincknell	Charleston Dam bywash/fish ladder
Cr. Tincknell	Enquiry regarding insurance claim with damage to member of the publics truck.
Cr. Carroll	Forsayth Tip Final Clean
Cr. Carroll	New graves at Kidston

**CONCLUSION**

There being no further business the Mayor declared the meeting closed at 6.37pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 17<sup>th</sup> December 2025.

Cr. Barry Hughes  
MAYOR