



GENERAL MEETING MINUTES

HELD: ADMINISTRATION CENTRE
COUNCIL CHAMBERS
25 LANNERCOST STREET
INGHAM QLD 4850

WEDNESDAY 27 JANUARY 2021
at 8.30AM

- PRESENT** - R Jayo Mayor (Chair)
AP Cripps Deputy Mayor
ME Brown Councillor
AJ Lancini Councillor
DM Marbelli Councillor
KS Milton Councillor
WG Skinner Councillor
- K Tytherleigh Chief Executive Officer (CEO)
J Stewart Director Infrastructure and Utility Services Delivery (DIUS)
B Exelby Director Corporate and Financial Services (DCFS)
N McGrath Director Community and Development Services (DCDS)
B Edwards Executive Officer (EO)

PRAYER - Councillor Marbelli began the meeting with Prayer

APOLOGY - Nil

DECLARATIONS OF INTEREST -

Mayor R Jayo invited Councillors to use this opportunity to make public any Declarations of Interest.

Item 1.5 - HSC 20/12 – DRFA Project Management Services standing Offer Arrangement

In accordance with Section 150EN of the *Local Government Act*, Councillor AJ Lancini informed the meeting he has a Declarable Conflict of Interest in Item 1.5 as he is related to a submitter for this Tender. As a result of his conflict of interest, Councillor AJ Lancini declared that he will leave the meeting room while the matter is considered and voted on.

PREVIOUS MINUTES - *Moved Councillor Lancini*
Seconded Councillor Marbelli

Resolution - That the Minutes of the General Meeting held on 15 December 2020 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 7-0
270121-00**

BUSINESS

1. INFRASTRUCTURE AND UTILITY SERVICES

1.1 INFRASTRUCTURE and UTILITY SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 January 2021 regarding summary of activities undertaken during the month ending 31 December 2021.

Moved Councillor Skinner
Seconded Councillor Milton

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-01**

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 January 2021 regarding monthly Infrastructure and Utility Services Status Report for the month ending 31 December 2020.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-02**

1.3 2020-2021 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 31 DECEMBER 2020

Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 January 2021 regarding a Status Report that provides a breakdown of projects as approved in the 2020-2021 Capital Works Program for the month ending 31 December 2020.

Moved Councillor Brown
Seconded Councillor Marbelli

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-03**

1.4 NDRRA and DRFA QUARTERLY PROGRESS REPORT to 31 DECEMBER 2020

Consideration of Report to Council from Acting Infrastructure Assets Manager dated 14 January 2021 providing a comprehensive account of the delivery of the Natural Disaster Relief and Recovery Arrangements (NDRRA) and Disaster Recovery Funding Arrangements (DRFA) programs by Lonergan Project Services Pty Ltd for Council for the 2018 March Flooding event, 2018 Tropical Cyclone Nora, 2018 Tropical Cyclone Owen and 2019 Monsoon Trough.

Moved Councillor Skinner
Seconded Councillor Milton

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-04**

In accordance with the Declaration of Interest in Item 1.5, Councillor AJ Lancini excluded himself from the meeting at 9.06am while the matter was discussed and vote taken.

1.5 HSC 20/12 – DRFA PROJECT MANAGEMENT SERVICES STANDING OFFER ARRANGEMENT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 15 January 2021 outlining findings of the tender evaluation and comparative analysis for HSC 20/12 – DRFA Project Management Services Standing Offer Arrangement.

Moved Councillor Cripps
Seconded Councillor Marbelli

Resolution – That Council:

- A. Confirm shortlisting of the tenders submitted by Cardno Qld Pty Ltd and Lonergan Project Services Pty Ltd for the HSC 20/12 - DRFA Project Management Services Standing Offer Arrangement covering the period ending 31 October 2021; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to interview, negotiate, finalise, enter into a contract, and execute any and all matters associated with or in relation to this contract.

**Carried 6-0
270121-05**

Councillor AJ Lancini returned to the meeting at 9.10am

1.6 FORMAL NAME of the WARRENS HILL LANDFILL and RESOURCE RECOVERY CENTRE

Consideration of Report to Council from Utility Services Manager dated 15 January 2021 concerning name change of former Warrens Hill Waste Management Facility to Warrens Hill Landfill and Resource Recovery Centre (WHLRRC) due to Council's Warrens Hill Waste Management Facility evolving into a location for sorting and separation of waste materials to increase further potential for resource recovery.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-06**

1.7 SHADE STRUCTURE – LEO PARK TREBONNE

Consideration of Report to Council from Public Spaces and Biosecurity Manager dated 5 January 2021 seeking acceptance of the erection of a shade shelter over play equipment in Leo Park Trebonne by the Trebonne Action Group at no cost to Council to become a Council asset.

Moved **Councillor Lancini**
Seconded **Councillor Milton**

Resolution – That Council:

- A. **Receive and note the information in the report;**
- B. **Approve Trebonne Action Group’s request to install the shade structure (as per drawing AO1) over the play equipment in Leo Park, Trebonne on the basis that is consistent with the Hinchinbrook Way colour scheme and delivered at no cost to Council; and**
- C. **Accept the new erected shade structure in Leo Park, Trebonne as a Council Asset.**

**Carried 7-0
270121-07**

2. **COMMUNITY and DEVELOPMENT SERVICES**

Planning Consultant G Milford and Regulatory Services Manager P Cohen entered the meeting at 9.39am

2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Community and Development Services dated 11 January 2021 regarding summary of activities undertaken during the month ending 31 December 2020.

Moved **Councillor Marbelli**
Seconded **Councillor Brown**

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-08**

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Community and Development Services dated 11 January 2021 regarding monthly Community and Development Services Status Report for the month ending 31 December 2020.

Moved **Councillor Brown**
Seconded **Councillor Marbelli**

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-09**

2.3 ROUND ONE 2020-2021 REGIONAL ARTS DEVELOPMENT FUND

Consideration of Report to Council from Director Community and Development Services dated 18 January 2021 in relation to applications received for Round One funding for 2020-2021 and seeking approval from Council to fund three projects totalling \$16,800 (excl. GST) which is available in RADF funds for the 2020-2021 financial year and seeking approval from Council for these funds to be distributed.

Moved *Councillor Brown*
Seconded *Councillor Marbelli*

Resolution – That Council endorse the recommendation from the RADF Committee and approve the specific projects as follows:

- A. Ingham Art Action Inc. – application to produce and install ‘TYTO Ephemera’ for the amount requested: \$6,200 (excl. GST);
- B. Elements Studio – application to host ‘Upskilled Adventure’ workshops for the amount requested: \$7,800 (excl. GST); and
- C. Herbert River Museum Inc. – application to complete ‘Restoration of Historical Photographs’ for the amount requested: \$2,800 (excl. GST).

**Carried 7-0
270121-10**

2.4 LOCAL DISASTER RECOVERY GROUP ECONOMIC STIMULUS INITIATIVE

Consideration of Report to Council from Director Community and Development Services dated 21 January 2021 in relation to the structure, terms and conditions of the Major Raffle Economic Stimulus Initiative and associated major event.

Moved *Councillor Cripps*
Seconded *Councillor Marbelli*

Resolution – That Council:

- A. Endorse the plan for a monster raffle and major event focused on increased visitation proposed by the Local Disaster Recovery Group; and
- B. Authorise the Chief Executive Officer via relevant staff to implement and deliver the major event and major raffle initiatives.

**Carried 7-0
270121-11**

The meeting adjourned at 9.58am for morning tea and resumed at 10.10am

3. CORPORATE and FINANCIAL SERVICES

3.1 CORPORATE and FINANCIAL SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 8 January 2021 regarding summary of activities undertaken during the month ending 31 December 2020.

Moved *Councillor Cripps*
Seconded *Councillor Brown*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-12**

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 11 January 2021 regarding monthly Corporate and Financial Services Status Report for the month ending 31 December 2020.

Moved *Councillor Cripps*
Seconded *Councillor Skinner*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-13**

3.3 CORPORATE and FINANCIAL SERVICES FINANCE SUMMARY for the PERIOD ENDING 31 DECEMBER 2020

Consideration of Report to Council from Director Corporate and Financial Services dated 15 January 2021 regarding a report of financial activities for the month ending 31 December 2020.

Moved *Councillor Cripps*
Seconded *Councillor Brown*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-14**

3.4 HSC 20/21 – TRADE SERVICES and TRADE SUPPLIES

Consideration of Report to Council from Director Corporate and Financial Services dated 13 January 2021 outlining findings of tender review for HSC 20/21 – Trade Services and Trade Supplies.

Moved *Councillor Skinner*
Seconded *Councillor Milton*

Resolution – That Council accept and appoint all suppliers as set out in Attachment A – Category Nomination – Trade Services and Attachment B – Category Nomination – Trade Supplies to a Pre-Qualified Arrangement for Trade Services and Trade Supplies, commencing immediately and concluding on 30 June 2022.

**Carried 7-0
270121-15**

3.5 RF004289 – ROTARY PARK PLAYGROUND UPGRADE

Consideration of Report to Council from Director Corporate and Financial Services dated 12 January 2021 outlining process for and findings of submission evaluation for RF004289 – Rotary Park Playground Upgrade.

Moved *Councillor Brown*
Seconded *Councillor Marbelli*

Resolution – That Council:

- A. Award the Rotary Park Playground Upgrade to Urban Play Pty Ltd for their Option One submission for the total contract value of \$376,430 (excl. GST); and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract.

**Carried 7-0
270121-16**

3.6 RECONFIGURING a LOT – BOUNDARY REARRANGEMENT
STRIDS ROAD, LEGGES ROAD and MASKELLS ROAD BRAEMEADOWS
LOT 1 on SP299629, LOT 153 on CWL1564 and LOT 1 on RP750129

Consideration of Report to Council from Planning Consultant dated 8 January 2021 concerning a Development Application for Reconfiguring a Lot – Boundary Rearrangement (Three Lots into Three Lots) on land described as Lot 1 on SP299629, Lot 153 on CWL1564 and Lot 1 on RP750129 and located at Strids Road, Legges Road and Maskells Road Braemeadows.

Moved **Councillor Lancini**
Seconded **Councillor Cripps**

Resolution – That Council approve the proposed Reconfiguration of Land – Boundary Rearrangement (Three Lots into Three Lots) on land described as Lot 1 on SP299629, Lot 153 on CWL1564 and Lot 1 on RP750129 and located along Strids Road, Legges Road and Maskells Road Braemeadows, subject to reasonable and relevant conditions, as set out in Attachment A.

**Carried 7-0
270121-17**

3.7 REQUEST for NEGOTIATED INFRASTRUCTURE CHARGES NOTICE
RECONFIGURING a LOT – SUBDIVISION (ONE LOT into TWO LOTS)
VASS STREET LUCINDA – LOT 613 on L46913

Consideration of Report to Council from Milford Planning dated 8 January 2021 concerning Request for Negotiated Infrastructure Charges Notice associated with recently issued Development Permit for Reconfiguring a Lot – Subdividing One Lot into Two Lots at 1 Vass Street Lucinda wherein applicant has requested clarification of Infrastructure Charges Notice and Council's consideration of calculation of charges in accordance with past contribution for infrastructure connections to property.

Moved **Mayor Jayo**
Seconded **Councillor Lancini**

Resolution - That an amendment to the recommendation be foreshadowed to remove the \$1,300 Sewerage Infrastructure Charge.

**Carried 7-0
270121-18**

Following discussion, Mayor R Jayo withdrew his motion to amend the recommendation.

Moved **Councillor Lancini**
Seconded **Councillor Brown**

Resolution – That Council defer the matter to a future General Meeting pending receipt of further information concerning Sewerage Infrastructure Charges.

**Carried 7-0
270121-19**

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 11 January 2021 concerning summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 31 December 2020.

Moved **Councillor Marbelli**
Seconded **Councillor Milton**

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-20**

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Acting Chief Executive Officer dated 11 January 2021 concerning monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 31 December 2020.

Moved *Councillor Marbelli*
Seconded *Councillor Skinner*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-21**

4.3 QUARTERLY OPERATIONAL PLAN REPORT and HALF YEARLY CORPORATE PLAN REPORT as at 31 DECEMBER 2020

Consideration of Report to Council from Chief Executive Officer dated 11 January 2021 seeking adoption of the Quarterly Operational Plan Report and Half Yearly Corporate Plan Report for the quarter/half year ending 31 December 2020

Moved *Councillor Brown*
Seconded *Councillor Cripps*

Resolution – That Council received and note the information in the Report.

**Carried 7-0
270121-22**

4.4 COUNCILLOR ACTIVITY REPORT as at 31 DECEMBER 2020

Consideration of Report to Council from Acting Chief Executive Officer dated 11 January 2021 providing Councillor Activity Reports for the month ending 31 December 2020 to ensure transparency and public scrutiny.

Moved *Councillor Cripps*
Seconded *Councillor Brown*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0
270121-23**

CONCLUSION – This concluded the business of the meeting which closed at 11.25am

APPROVED, CONFIRMED and ADOPTED on 23 February 2021

Councillor R Jayo – MAYOR