



## GENERAL MEETING AGENDA

TUESDAY  
12 DECEMBER 2023  
at 8.30AM

PRESENT –

APOLOGY –

GRANTING OF LEAVE OF ABSENCE –

PRAYER –

DECLARATIONS OF INTEREST –

MINUTES – Confirmation of Minutes of General Meeting held on 28 November 2023.

PETITION –

BUSINESS

1. INFRASTRUCTURE AND UTILITY SERVICES

1.1. INFRASTRUCTURE and UTILITY SERVICES ACTIVITY REPORT

*Report # 01*

Consideration of Report to Council from Director Infrastructure and Utility Services dated 30 November 2023 regarding summary of activities undertaken during the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

1.2. INFRASTRUCTURE and UTILITY SERVICES MONTHLY STATUS REPORT

*Report # 02*

Consideration of Report to Council from Director Infrastructure and Utility Services dated 7 December 2023 regarding monthly Infrastructure and Utility Services Status Report for the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

1.3. QUEENSLAND RESILIENCE and RISK REDUCTION FUND 2023-2024 (QRRRF)

*Report # 03*

Consideration of Report to Council from Director Infrastructure and Utility Services dated 6 December 2023 regarding Council's intention to submit expressions of interest for the candidates nominated in this report.

**Recommended – That Council submit the following projects in order of priority to the Queensland Resilience and Risk Reduction Fund 2023-2024 (QRRRF):**

| Project                          | Council's Inkind Co-Contribution (excl. GST) | Requested Funding Amount (excl. GST) | Estimated Total Project Value (excl. GST) |
|----------------------------------|--|--------------------------------------|---|
| Mount Fox Road – Range Upgrades  | \$100,000                                    | \$400,000                            | \$500,000                                 |
| Baillies Road – Hayleys Crossing | \$90,000                                     | \$360,000                            | \$450,000                                 |

- 1.4. BRIDGES RENEWAL PROGRAM (BRP) – MACKNADE CREEK BRIDGE REPLACEMENT PROJECT *Report # 04*  
 Consideration of Report to Council from Director Infrastructure and Utility Services dated 7 December 2023 regarding Council's intention to submit an application for Macknade Creek Bridge Replacement.

**Recommended – That Council:**

- A. Submit the following project to the Bridges Renewal Program (BRP): and

| Project                           | Council's Inkind Co-Contribution (excl. GST) | Requested Funding Amount (excl. GST) | Estimated Total Project Value (excl. GST) |
|-----------------------------------|--|--------------------------------------|---|
| Macknade Creek Bridge Replacement | \$150,000                                    | \$600,000                            | \$750,000                                 |

- B. Should the application be successful, allocate \$150,000 in the 2024-2025 budget for the co-contribution to complete the Macknade Creek Bridge Replacement Project.

- 1.5. CARBON CREDIT BASELINE AND ACTION PLAN – CORPORATE GREENHOUSE GAS EMISSIONS INVENTORY REPORT *Report # 05*  
 Consideration of Report to Council from Natural Assets Manager dated 28 November 2023 providing the Corporate Greenhouse Gas Emissions Inventory Report.

**Recommended – That Council receive and note the Hinchinbrook Shire Council Corporate Greenhouse Gas Emissions Inventory Report.**

- 1.6. TRANSPORT ASSETS CAPITAL WORKS PROGRAM – PROCUREMENT DURING CARETAKER PERIOD *Report # 06*  
 Consideration of Report to Council from Infrastructure Operations Manager dated 30 November 2023 seeking delegated authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to execute the required contracts during the Caretaker period.

**Recommended – That Council delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate and enter into contracts, finalise, and execute any and all matters in relation to procurement activities required to support the delivery of the Capital Works Program outlined in this report.**

- 1.7. WARRENS HILL LANDFILL AND RESOURCE RECOVERY CENTRE CELL ONE CAPPING - PROCUREMENT DURING CARETAKER PERIOD *Report # 07*  
 Consideration of Report to Council from Development and Regulatory Services Manager dated 8 December 2023 seeking delegated authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to execute the required contracts during the Caretaker period.

**Recommended – That Council delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate and enter into contracts, finalise, and execute any and all matters in relation to procurement activities required to support the delivery of the cell one capping rectification at Warrens Hill Landfill and Resource Recovery Centre outlined in this report.**

## 2. CORPORATE and COMMUNITY SERVICES

- 2.1 CORPORATE and COMMUNITY SERVICES ACTIVITY REPORT *Report # 08*  
 Consideration of Report to Council from Director Corporate and Community Services dated 7 December 2023 regarding summary of activities undertaken during the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

2.2 CORPORATE and COMMUNITY SERVICES STATUS REPORT

*Report # 09*

Consideration of Report to Council from Director Corporate and Community Services dated 7 December 2023 regarding monthly Corporate and Community Services Status Report for the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

2.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 30 NOVEMBER 2023

*Report # 10*

Consideration of Report to Council from Finance Manager dated 7 December 2023 informing stakeholders of Council's financial performance and interim position to 30 November 2023 and to measure progress against Council's approved budget.

**Recommended – That Council receive and note the information in the Report.**

2.4 QUEENSLAND AUDIT OFFICE – FINAL MANAGEMENT LETTER

*Report # 11*

Consideration of Report to Council from Director Corporate and Community Services dated 6 December 2023 providing the Report from the Queensland Audit Office.

**Recommended – That Council receive and note the Report from the Queensland Audit Office.**

2.5 HSC 23/20 – DISASTER RECOVERY FUNDING ARRANGEMENT  
PROJECT MANAGEMENT SERVICES

*Report # 12*

Consideration of Report to Council from Finance Manager dated 7 December 2023 informing Council of the tender process, evaluation outcome and to recommend a contractor to be appointed as Council's Preferred Supplier for the Disaster Recovery Funding Arrangement Project Management Services

**Recommended – That Council:**

- A. Appoint Lonergan Project Services Pty Ltd as Council's preferred supplier for HSC 23/20 – DRFA Project Management Services; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate, and enter into contract, finalise and execute any and all matters in relation to this procurement activity.

2.6 HSC 23/17 – LANNERCOST STREET SOLAR INSTALLATION PROJECT

*Report # 13*

Consideration of Report to Council from Finance Manager dated 7 December 2023 informing Council of the tender process undertaken, the evaluation outcome, and to recommend an appropriate contractor to deliver the Lannercost Street Solar Installation Project associated with tender HSC 23/17.

**Recommended – That Council:**

- A. Appoint The Green Guys Solar as Council's preferred tenderer to deliver 'Option One' HSC 23/17 – Lannercost Street Solar Installation Project; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate the final project scope to reduce expenditure and enter into contract, finalise and execute any and all matters in relation to this procurement activity.

- 2.7 2023-2024 FINANCIAL YEAR COMMUNITY GRANT SPONSORSHIP *Report # 14*  
Consideration of Report to Council from Community and Cultural Services Coordinator dated 7 December 2023 seeking approval of funding applications submitted under the Regional Economic Development Grant stream and reviewed by the Community Grant Panel.

**Recommended – That Council approve funding applications reviewed by the Community Grant Panel with a total of \$25,000 (excl. GST):**

- A. Ingham Sugar City Rodeo Community Grant application for the 2024 Ingham Sugar City Rodeo to the value of \$10,000 (excl. GST);
- B. Australian Italian Festival Community Grant application for the 2024 Australian Italian Festival to the value of \$10,000 (excl. GST); and
- C. Taylors Beach Progress Association Community Grant application for the 2024 Taylors Beach Family Fishing Tournament to the value of \$5,000 (excl. GST).

- 2.8 BUILDING WORK ASSESSABLE AGAINST PLANNING SCHEME (BWAP) *Report # 15*  
247 FOUR MILE ROAD BRAEMEADOWS – LOT 4 on SP237053  
Consideration of Report to Council from Development and Regulatory Services Manager dated 7 December 2023 concerning a Development Application from Rapid Building Approval on behalf of Janna Hyrapietia seeking a Development Permit for BWAP (Rural Zone Code) to establish a new Class 1a shed structure at the rear of the property. The proposed structure seeks the setback of 1500mm from the back property boundary and 1500mm from the side property boundary. The proposed structure has a footprint of 13.075m x 7m and features a gable roof, 3m high from the floor level to the eaves and 3.684m high to the peak.

**Recommended – That Council approve the proposed Building Work Assessable Against Planning Scheme for the Class 1a structure on land located at 247 Four Mile Road Braemeadows, and formally described as Lot 4 on SP237053, subject to conditions, as set out in Attachment A.**

### 3. MAYOR AND CHIEF EXECUTIVE SERVICES

- 3.1 MAYOR and CHIEF EXECUTIVE SERVICES ACTIVITY REPORT *Report # 16*  
Consideration of Report to Council from Chief Executive Officer dated 7 December 2023 concerning summary of activities undertaken during the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

- 3.2 MAYOR and CHIEF EXECUTIVE SERVICES MONTHLY STATUS REPORT *Report # 17*  
Consideration of Report to Council from Chief Executive Officer dated 7 December 2023 concerning monthly Mayor and Chief Executive Services Status Report for the month ending 30 November 2023.

**Recommended – That Council receive and note the information in the Report.**

- 3.3 COUNCILLOR MONTHLY ACTIVITY REPORT *Report # 18*  
Consideration of Report to Council from Chief Executive Officer dated 7 December 2023 providing Councillor Activity Reports for the month ending 30 November 2023 to ensure transparency and public scrutiny.

**Recommended – That Council receive and note the information in the Report.**

### LATE BUSINESS

Matters referred to Council following close of agenda, subject to resolution of Council to accept a late report.

Mary-Anne Uren  
CHIEF EXECUTIVE OFFICER