



GENERAL MEETING AGENDA

TUESDAY
25 JANUARY 2022
at 8.30AM

PRESENT -

APOLOGY -

PRAYER -

DECLARATIONS OF INTEREST -

MINUTES - Confirmation of Minutes of General Meeting held on 14 December 2021.

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 10 January 2022 regarding summary of activities undertaken during the month ending 31 December 2021.

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

- 1.2 MONTHLY STATUS REPORT **Report # 02**
Consideration of Report to Council from Director Infrastructure and Utility Services dated 10 January 2022 regarding monthly Infrastructure and Utility Services Status Report for the month ending 31 December 2021.

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

- 1.3 2021-2022 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 31 DECEMBER 2021 **Report # 03**
Consideration of Report to Council from Director Infrastructure and Utility Services dated 10 January 2022 regarding a Status Report that provides a breakdown of projects as approved in the 2021-2022 Capital Works Program for the month ending 31 December 2021.

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

- 1.4 2019 EVENT – NDRRA and DRFA QUARTERLY PROGRESS REPORT to 22 DECEMBER 2021 **Report # 04**
Consideration of Report to Council from Infrastructure Assets Manager dated 22 December 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 2019 Monsoon Trough Program.

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

- 1.5 2021 EVENTS - DRFA QUARTERLY PROGRESS REPORT TO 22 DECEMBER 2021 **Report # 05**
Consideration of Report to Council from Infrastructure Assets Manager dated 22 December 2021 providing a comprehensive account of the delivery of the Disaster Recovery Funding Arrangements (DRFA) program by Lonergan Project Services Pty Ltd for Council for the 2021 Tropical Cyclones Imogen and Nirán and associated low pressure systems.

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

1.6 BRIDGES RENEWAL PROGRAM (BRP)
Report # 06

Consideration of Report to Council from Infrastructure Assets Manager dated 15 December 2021 seeking Council's approval to submit an application for both Copleys Road Corrugated Pipe Replacement and Waterfall Creek Bridge Replacement to the Bridges Renewal Program (BRP) which is an Australian Government initiative to fund the upgrade and replacement of bridges to enhance access for local communities and facilitate higher productivity vehicle access.

Recommended – That Council submit the following projects in order of priority to the Bridges Renewal Program (BRP):

Project	Council's Inkind Co-Contribution (excl. GST)	Requested Funding Amount (excl. GST)	Estimated Total Project Value (excl. GST)
Copleys Road Corrugated Steel Pipe Replacement	\$460,000	\$1,840,000	\$2,300,000
Waterfall Creek Bridge Replacement	\$100,000	\$400,000	\$500,000

1.7 QUEENSLAND RESILIENCE and RISK REDUCTION FUND 2021-2022 (QRRRF)
Report # 07

Consideration of Report to Council from Infrastructure Assets Manager dated 15 December 2021 seeking Council's approval to submit Expressions of Interest for Taylors Beach Groyne Replacement and Lucinda Groyne Replacement to the Queensland Resilience and Risk Reduction Fund 2021-2022 (QRRRF) funded by the Commonwealth and Queensland Governments as part of its five-year National Partnership Agreement on Disaster Risk Reduction.

Recommended – That Council submit the following projects in order of priority to the Queensland Resilience and Risk Reduction Fund 2021-2022 (QRRRF):

Project	Council's Inkind Co-Contribution (excl. GST)	Requested Funding Amount (excl. GST)	Estimated Total Project Value (excl. GST)
Taylors Beach Groyne Replacement	\$122,000	\$488,000	\$610,000
Lucinda Groyne Replacement	\$24,000	\$96,000	\$120,000

1.8 NORTH QUEENSLAND NATURAL DISASTERS MITIGATION PROGRAM (NQNDMP)
Report # 08

Consideration of Report to Council from Infrastructure Assets Manager dated 15 December 2021 seeking Council's approval to submit Expressions of Interest to the North Queensland Natural Disasters Mitigation Program (NQNDMP) for Forrest Beach Drainage Improvement – Bellbird Close to Forrest Drive, and Lucinda Drainage Review and Design. The NQNDMP is to help Councils in North and Far North Queensland reduce their disaster risk and assist in reducing the growth of insurance costs for residents, businesses and the community. The nominated projects aim to reduce disaster risk and make the Hinchinbrook community and infrastructure more resilient to disasters.

Recommended – That Council submit the following projects in order of priority to the North Queensland Natural Disasters Mitigation Program (NQNDMP):

Project	Council's Inkind Co-Contribution (excl. GST)	Requested Funding Amount (excl. GST)	Estimated Total Project Value (excl. GST)
Forrest Beach Drainage Improvements – Bellbird Close to Forrest Drive	\$104,000	\$416,000	\$520,000
Lucinda Drainage Review and Design	\$40,000	\$160,000	\$200,000

- 1.9 FISH HOMES and HIGHWAYS in the LOWER HERBERT and MURRAY CATCHMENTS **Report # 09**
 Consideration of Report to Council from Infrastructure Assets Manager dated 15 December 2021 seeking Council's approval to submit an application for funding under the Reef Trust VII Program via Terrain for Fish Homes and Highways in the Lower Herbert and Murray Catchments Project which aims to improve fish passageways within the Hinchinbrook area.

Recommended – That Council submit the following projects in order of priority to the Fish Homes and Highways in the Lower Herbert and Murray Catchments Project, and not proceed with the Hayleys Crossing Floodway Upgrade at this point in time:

Project	Council's Inkind Co-Contribution (excl. GST)	Requested Funding Amount (excl. GST)	Estimated Total Project Value (excl. GST)
Cristaldis Road Floodway Upgrade	\$100,000	\$100,000	\$200,000
Bronte Road Pipe Crossing Upgrade	\$22,500	\$67,500	\$90,000

- 1.10 REQUEST for WORKS to RSL DRIVEWAY ACCESS **Report # 10**
 Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 January 2022 concerning request from Ingham RSL for financial support to replace the second property access on Hawkins Street Ingham which is the preferred point of access for commercial waste trucks to collect the property's bulk bins as the trucks are reportedly scraping due the profile of the driveway concrete slab behind the footpath.

Recommended – That Council refuse the request as replacement and upgrades of access crossovers and driveways are the responsibility of the property owner under the Vehicle Access Policy.

2. CORPORATE and COMMUNITY SERVICES

- 2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT **Report # 11**
 Consideration of Report to Council from Director Corporate and Financial Services dated 10 January 2022 regarding summary of activities undertaken during the month ending 31 December 2021.

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

- 2.2 COMMUNITY and DEVELOPMENT SERVICES MONTHLY STATUS REPORT **Report # 12**
 Consideration of Report to Council from Director Corporate and Financial Services dated 10 January 2022 regarding monthly Community and Development Services Status Report for the month ending 31 December 2021.

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

- 2.3 CORPORATE and FINANCIAL SERVICES ACTIVITY REPORT **Report # 13**
 Consideration of Report to Council from Director Corporate and Financial Services dated 5 January 2022 regarding summary of activities undertaken during the month ending 31 December 2021.

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

- 2.4 CORPORATE and FINANCIAL SERVICES STATUS REPORT **Report # 14**
 Consideration of Report to Council from Director Corporate and Financial Services dated 10 January 2022 regarding monthly Corporate and Financial Services Status Report for the month ending 31 December 2021.

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

- 2.5 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 31 DECEMBER 2021 **Report # 15**
 Consideration of Report to Council from Finance Manager dated 10 January 2022 regarding a report of Council's financial activities for the month ending 31 December 2021.

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

2.6 HSC 21/28 – DRFA PROGRAM MOUNT FOX ROAD and ABERGOWRIE ROAD LANDSLIPS RECONSTRUCTION WORKS *Report # 16*

Consideration of Report to Council from Director Corporate and Financial Services dated 4 January 2022 outlining the process undertaken and evaluation outcome of Tender HSC 21/28 - DRFA Program Mount Fox Road and Abergowrie Road Landslips Reconstruction Works which closed on 8 December 2021.

Recommended – That Council:

- A. Approve the awarding of tender HSC 21/28 – DRFA Program Mount Fox and Abergowrie Road Landslips Reconstruction Works to Keita Services Pty Ltd for the tendered price of \$602,091.53 (excl. GST); and**
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate and enter into a contract, finalise and execute any and all matters in relation to this procurement activity.**

**2.7 RECONFIGURING a LOT – SUBDIVISION – ONE LOT into FOUR LOTS *Report # 17*
BEATTS ROAD ALLINGHAM - LOT 2 on RP903855**

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning Development Application for Reconfiguring a Lot – Subdivision – One Lot into Four Lots at 74-80 Beatts Road Allingham formally described as Lot 2 on RP903855. The application was lodged by Port Bellbird Pty Ltd.

Recommended – That Council approve the proposed Reconfiguring a Lot – Subdivision - One Lot into Four Lots on land located at 74-80 Beatts Road Allingham and formally described as Lot 2 on RP903855, subject to conditions as set out in Attachment A.

**2.8 RECONFIGURING a LOT – BOUNDARY REALIGNMENT - TWO LOTS into TWO LOTS *Report # 18*
BRUCE HIGHWAY TOOBANNA - LOT 101 on SP248060 and LOT 201 on SP274177**

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning Development Application for Reconfiguring a Lot – Boundary Realignment – Two Lots into Two Lots at 49339 Bruce Highway Toobanna formally described as Lot 101 on SP248060 and Lot 201 on SP274177. The application was lodged by Hansen Surveys on behalf of Allen Aquilini, Robert Aquilini, Grace Verzeletti and Maxine Peri.

Recommended – That Council approve the proposed Reconfiguring a Lot – Boundary Realignment - Two Lots into Two Lots on land located at 49339 Bruce Highway Toobanna and described as Lot 101 on SP248060 and Lot 201 on SP274177, subject to conditions as set out in Attachment A.

**2.9 CHANGE APPLICATION (MINOR CHANGE) – MATERIAL CHANGE OF USE *Report # 19*
DEVELOP PUBLIC PURPOSE ZONED LAND for RESIDENTIAL SUBDIVISION PURPOSES
and RECONFIGURING a LOT for SUBDIVISION of ONE LOT into THIRTEEN LOTS
CASSADY and FLYNN STREET INGHAM - LOT 11 on SP325169**

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning a Change Application from Hansen Surveys Pty Ltd for Joshua Liddle and Noel Fichera for an existing Development Permit for Material Change of Use – Develop Public Purpose Zoned Land for Residential Subdivision Purposes and Reconfiguring a Lot for Subdivision of One Lot into Thirteen Lots described as Lot 11 on SP325169 located at Cassady and Flynn Streets Ingham. The applicant wishes to amalgamate proposed Lot 2 (882m²) and proposed Lot 3 (889m²) into a singular allotment totalling 1,770m², and remove proposed Lots 11 and 13 from final subdivision layout, resulting in the final proposed subdivision to create a total of ten lots – not the previously approved twelve lots.

Recommended – That Council approve the Minor Change Application (to reflect final configuration layout of the reconfiguration), subject to amendments of the conditions of approval and infrastructure charges for Material Change of Use to Develop Public Purpose Zoned Land for Residential Subdivision Purposes and Reconfiguring a Lot for Subdivision of One Lot into Eleven Lots located at Cassady and Flynn Streets Ingham and formally described as Lot 11 on SP325169.

- 2.10 OPERATIONAL WORK – CIVIL WORKS ASSOCIATED with DEVELOPMENT PERMIT 058/0372 **Report # 20**
HALIFAX ROAD, HEARD STREET and ALLINGHAM STREET INGHAM
LOTS 1 and 2 on RP709083 and LOTS 2 and 20 on RP703690

Consideration of Report to Council from Planning Consultant dated 10 January 2022 concerning a Development Application for Operational Work – Civil Works associated with Development Permit from Northern Consulting Engineers on behalf of Ingham Family Medical Centre relating to the establishment of a medical centre, pharmacy and coffee shop on land described as Lots 1 and 2 on RP709083 and Lots 2 and 20 on RP703690 located at Halifax Road, Heard Street and Allingham Street Ingham.

Recommended – That Council approve the proposed Operational Work associated with Development Permit 058/0372 on land located at 16 Halifax Road, 22 Heard Street and 13-15 Allingham Street Ingham and described as Lots 1 and 2 on RP709083 and Lots 2 and 20 on RP703690, subject to conditions, as set out in Attachment A.

- 2.11 BUILDING WORK ASSESSABLE AGAINST PLANNING SCHEME (BWAP) **Report # 21**
LEE CREEK ROAD ABERGOWRIE – LOT 6 on RP713616

Consideration of Report to Council from Planning Consultant dated 10 January 2022 concerning Development Permit for Building Work Assessable Against the Planning Scheme – Rural Siting Assessment lodged by Robert and Margaret Carey seeking to establish a 18m x 16.5m machinery shed within proximity to the southern boundary of the subject site adjacent to the existing shed structures in the south eastern corner of property described as Lot 6 on RP713616 located at 190 Lee Creek Road Abergowrie. The proposed structure will comprise three enclosed bays and will be located 5m from the southern boundary of the subject site and will align with the southern boundary setback of the existing and adjacent shed structures. The proposed structure will have a maximum height of 6.6m with height at the eaves being 5m.

Recommended – That Council approve the proposed Building Work Assessable Against Planning Scheme for the machinery shed structure on land located at 190 Lee Creek Road Abergowrie, and formally described as Lot 6 on RP713616 subject to conditions, as set out in Attachment A.

- 2.12 REFERRAL AGENCY RESPONSE – DESIGN and SITING **Report # 22**
PATTERSON PARADE LUCINDA - LOT 10 on L46922

Consideration of Report to Council from Planning Consultant dated 10 January 2022 concerning a Referral Agency Response – Design and Siting variation lodged by North Queensland Building Certification on behalf of Gregory Whalley seeking to establish a single bay enclosed shed (Class 10a) in the south-western corner at the rear of the property described as Lot 10 on L46922 located at 168 Patterson Parade Lucinda. The proposed single bay enclosed shed will be constructed with a steel frame and gable roof with a maximum height of 4.497m at its peak. The structure will be constructed within 1m of the side boundary shared with 170 Patterson Parade Lucinda and 0.1m from the rear boundary which adjoins Unimproved State Land.

Recommended – That Council issue a Referral Agency Response for the proposed Class 10a structure on land located at 168 Patterson Parade Lucinda, and formally described as Lot 10 on L46922, subject to conditions, as set out in Attachment A.

- 2.13 APPLICATION for CONVERSION to FREEHOLD **Report # 23**
179 GOLLOGLYS ROAD HAWKINS CREEK – LOT 142 on CWL3075

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning a request from Department of Resources seeking Council's views and comments regarding an application for conversion to freehold land described as Lot 142 on CWL3075 located at 179 Golloglys Road Hawkins Creek. The allotment is currently leased vacant land for agricultural use. The Term Lease Agreement for 30 years to Steven Manenti commenced on 1 September 1978, was renewed on 22 November 2006, and is due to expire on 21 November 2036. The land is zoned Rural, is approximately 8.26ha in size and access to the allotment is via Golloglys Road. It is intended that the agricultural use onsite continue for the growing of cane.

Recommended – That Council advise the Department of Resources it has no objection in relation to the Application for Conversion to Freehold Land described as Lot 142 on CWL3075.

2.14 APPLICATION for RENEWAL of TERM LEASE

Report # 24

MILTON ROAD UPPER STONE – LOT 68 on CWL715

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning a request from Department of Resources seeking Council's views and comments regarding an application for renewal of Term Lease on land described as Lot 68 on CWL715 located along Milton Road Upper Stone. The Term Lease is utilised for Grazing – Reserve, Road or Stock Route purposes by David J Milton who has tenure over several grazing and cane cropping allotments adjacent to the subject land. The land is zoned Rural, is approximately 243ha in size and has access to Milton Road Upper Stone, however this remains an unmaintained road, and formal access to the lease lot is facilitated through the neighbouring premises owned by the Lessee. The Term Lease is expected to expire on 12 November 2023.

Recommended – That Council advise the Department of Resources it has no objection in relation to the Application for Renewal of Term Lease described as Lot 68 on CWL715 and located along Milton Road Upper Stone, subject to noting the applicant is aware Council does not maintain Milton Road and is unlikely to establish maintenance on the road for the length of the proposed Term Lease.

2.15 APPLICATION for RENEWAL of TERM LEASES TL 0/219243 and TL 0/219244

Report # 25

WARRENS HILL ROAD INGHAM – LOT 55 ON CWL3373 and LOT 54 on CWL3017

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning a request from Department of Resources seeking Council's views and comments regarding an application for renewal of two Term Leases on land described as Lot 54 on CWL3017 and Lot 55 on CWL3373 located along Warrens Hill Road Ingham. The Term Lease is utilised for Grazing – Reserve, Road or Stock Route purposes by Leonardo Chiesa, Mario Chiesa, David Chiesa and Pietro Chiesa who own several grazing and cane cropping allotments adjacent to the subject land. The land is zoned Rural, has a combined area of 31.5ha in size and both have access to Warrens Hill Road Ingham, however practical access to both allotments is achieved through the neighbouring premises also owned by the Lessee. The Term Leases are expected to expire on 1 June 2023.

Recommended – That Council advise the Department of Resources it has no objection in relation to the Application for Renewal of Term Lease TL 0/219244 described as Lot 54 on CWL3017 and TL 0/219243 described as Lot 55 on CWL3373 and located along Warrens Hill Road Ingham.

2.16 APPLICATION to SURRENDER and RE-ISSUE PERMIT to OCCUPY PO 0/233467

Report # 26

POPPIS ROAD FORREST BEACH – LOT A CROWN PLAN A3548 within LOT 239 CWL3400

Consideration of Report to Council from Regulatory Services Manager dated 10 January 2022 concerning a request from Department of Resources seeking Council's views and comments regarding an application for the surrender of an existing Permit to Occupy held by Clare Ward and Paul McLoughlin and re-issue to Daniel and Leah Cavallaro on land described as Lot A on Crown Plan AP3548 within Lot 239 on CWL3400, located along Poppis Road Forrest Beach. The benefitted subject land of Lot 1 on RP748745 is zoned Residential and has an area of 24,280m². The burdened land of Lot 239 on CWL3400 is designated as Environmental Management and Conservation under the Planning Scheme and has an area of 125ha. Access to the benefitted allotment and the area of the Permit to Occupy, is via an easement to Poppis Road Forrest Beach.

Recommended – That Council advise the Department of Resources it has no objection in relation to the Application for Surrender to the existing Permit to Occupy and re-issue, on Lot A on AP3548 (within Lot 239 on CWL3400), subject to noting that should the landholder of Lot 1 on RP748745 wish to utilise the premises for purposes associated with an aquaculture activity, the relevant development permits will need to be obtained under the *Planning Act 2016* and the *Hinchinbrook Shire Planning Scheme 2017*.

3. MAYOR AND CHIEF EXECUTIVE SERVICES

3.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Report # 27

Consideration of Report to Council from Chief Executive Officer dated 10 January 2022 concerning summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 31 December 2021.

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

3.2 MONTHLY STATUS REPORT

Report # 28

Consideration of Report to Council from Chief Executive Officer dated 10 January 2022 concerning monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 31 December 2021.

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

3.3 MEMORANDUM of UNDERSTANDING between COUNCIL and STATE EMERGENCY SERVICE

Report # 29

Consideration of Report to Council from Chief Executive Officer dated 10 January 2022 seeking approval of draft Memorandum of Understanding between Council and Queensland Fire and Emergency Services (QFES) in partnership for the management and support of the State Emergency Services (SES) to ensure the delivery of an effective emergency service that contributes to a safer more resilient community and builds on the parties existing commitment to the SES, recognises the history of shared responsibility, and the importance of a continued strong partnership.

Recommended - That Council:

- A. Approve a Memorandum of Understanding between Council and The State of Queensland acting through QFES, with a review of the partnership to be undertaken after twelve (12) months from the commencement of the Memorandum of Understanding; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into finalising and executing any and all matters associated with or in relation to the Memorandum of Understanding.

3.4 COUNCILLOR MONTHLY ACTIVITY REPORT

Report # 30

Consideration of Report to Council from Chief Executive Officer dated 6 January 2022 providing Councillor Activity Reports for the month ending 31 December 2021 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.

Kelvin Tytherleigh
CHIEF EXECUTIVE OFFICER