



GENERAL MEETING AGENDA

TUESDAY
26 JULY 2022
at 8.30AM

PRESENT -

APOLOGY -

PRAYER -

DECLARATIONS OF INTEREST -

MINUTES - Confirmation of Minutes of Special Budget Meeting and General Meeting held on 28 June 2022.

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 11 July 2022 regarding summary of activities undertaken during the month ending 30 June 2022.

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 11 July 2022 regarding monthly Infrastructure and Utility Services Status Report for the month ending 30 June 2022.

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

- 1.3 2021-2022 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 30 JUNE 2022 **Report # 03**
Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 July 2022 regarding a Status Report that provides a breakdown of projects as approved in the 2021-2022 Capital Works Program for the month ending 30 June 2022.

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

- 1.4 2021 EVENTS - DRFA QUARTERLY PROGRESS REPORT to 30 JUNE 2022 **Report # 04**
Consideration of Report to Council from Infrastructure Assets Manager dated 11 July 2022 providing a comprehensive account of the delivery of the Disaster Recovery Funding Arrangements (DRFA) program by Loneragan Project Services Pty Ltd for Council for the 2021 Tropical Cyclones Imogen and Niran and associated low pressure systems.

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

- 1.5 ANNUAL BULK WASTE SUPPORT PROGRAM – CHANGE to SERVICE DELIVERY MODEL **Report # 05**
Consideration of Report to Council from Utility Services Manager dated 11 July 2022 regarding continuation of partnership with Hinchinbrook Community Support Centre for delivery of annual Bulk Waste Support Program (formerly known as Hard Rubbish Support Program) and reducing the delivery model to being available over two four-week windows throughout the year, particularly November and April. The program is specifically aimed at assisting Shire residents, mostly elderly, who are unable to deliver large household items to transfer stations themselves and have no family or friends to assist.

Recommended – That Council resolve that the annual Bulk Waste Support Program is made available to eligible households over two four-week periods during the months of November and April.

1.6 COMMENCEMENT of a TIP SHOP at the WARRENS HILL LANDFILL and RESOURCE RECOVERY CENTRE and HALIFAX RESOURCE RECOVERY CENTRE **Report # 06**

Consideration of Report to Council from Utility Services Manager dated 14 July 2022 seeking Council approval to commence operation of a sale outlet for reclaimed and recovered goods from the Warrens Hill Landfill and Resource Recovery Centre from Monday 1 August 2022 and continue the sale of reclaimed and recovered goods from the Halifax Resource Recovery Centre once Council has taken over the management of the facility on Saturday 1 October 2022.

Recommended – That Council:

- A. Approve commencing operations of a tip shop on Monday 1 August 2022 at Warrens Hill Landfill and Resource Recovery Centre;
- B. Approve continuation of operations of a tip shop on Saturday 1 October 2022 at Halifax Resource Recovery Centre; and
- C. Receive and note the Procedure for Operations of the Tip Shop for Warrens Hill Landfill and Resource Recovery Centre.

1.7 HINCHINBROOK LOCAL GOVERNMENT AREA BIOSECURITY PLAN – 2022 REVIEW **Report # 07**

Consideration of Report to Council from Utility Services Manager dated 28 June 2022 regarding review of Hinchinbrook Local Government Area Biosecurity Plan by Council officers and relevant stakeholders in April 2022 in line with the requirements of the Queensland *Biosecurity Act 2014* for endorsement by Council. The Hinchinbrook Local Government Area Biosecurity Plan provides strategic direction for the management of priority weeds and pest animals (invasive biosecurity matter) on all land tenure within the Hinchinbrook local government area and has been developed for the entire community.

Recommended – That Council receive and note the information in the 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 16 July 2022 regarding summary of activities undertaken during the month ending 30 June 2022.

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 11 July 2022 regarding monthly Corporate and Community Services Status Report for the month ending 30 June 2022.

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

2.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 30 JUNE 2022 **Report # 10 to be sent Friday**

Consideration of Report to Council from Finance Manager dated 21 July 2022 regarding a report of Council's financial performance and position for the month ending 30 June 2022.

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

2.4 2022-2023 SCHEDULE of FEES and CHARGES AMENDMENT
Report # 11

Consideration of Report to Council from Director Corporate and Community Services dated 15 July 2022 seeking adoption of amendment to the 2022-2023 Schedule of Fees and Charges to recognize additional Waste fees and addition of JL Kelly Theatre charges.

Recommended – That Council adopt the amendment to the 2022-2023 Fees and Charges Schedule as presented to take effect from 1 August 2022 and delegate the Chief Executive Officer to implement the amendment as follows:

For Waste Fees:

- \$285.00 per tonne with minimum charge of \$100.00 applied to disposal of sorted asbestos;
- \$404.00 per tonne with minimum charge of \$219.00 applied to disposal of un-sorted asbestos; and
- Commercial and Industrial Mixed Waste to be charged at \$210.75 per tonne with a minimum fee of \$42.50 until 31 December 2022 after which time it will revert to \$305.00 per tonne with a minimum fee of \$61.00.

For JL Kelly Theatre Fees and Charges:

JL Kelly Theatre	Unit	GST	Proposed 2022-2023 Fee/Charge
Bond			
Kelly Theatre			\$500.00
Full Complex			
Full Day Hire	Per day	y	\$3,500.00
Half Day Hire		y	\$2,500.00
Theatre/Cinema 1			
Full Day Hire	Per Day	y	\$3,000.00
Half Day Hire		y	\$2,000.00
Lighting/Sound/Movie Technician	Per Day	y	\$500.00
Cinema 2			
Full Day Hire	Per Day	y	\$1,500.00
Half Day Hire		y	\$750.00

2.5 2022 INTERIM REPORT from the QUEENSLAND AUDIT OFFICE
Report # 12

Consideration of Report to Council from Finance Manager dated 14 July 2022 tabling the Queensland Audit Office 2022 Interim Report tabled at Council's Audit and Risk Committee Meeting on 14 July 2022.

Recommended – That Council receive and note the 2022 Interim Report from the Queensland Audit Office.

2.6 HSC 22/06 – REGISTER of PRE-QUALIFIED SUPPLIERS
– BIENNIAL HIRE of PLANT (WET and/or DRY HIRE)

Report # 13

Consideration of Report to Council from Finance Manager dated 13 July 2022 outlining the tender process undertaken and evaluation outcome of HSC 22/06 – Pre-Qualified Suppliers – Biennial Hire of Plant (Wet and/or Dry Hire) which closed on 10 June 2022.

Recommended – That Council:

- A. Appoint the suppliers as identified in Figure 1 – Inclusion on Register of Pre Qualified Suppliers – Wet Hire and Figure 2 – Inclusion on Register of Pre Qualified Suppliers – Dry Hire of this Report to a Register of Pre Qualified Suppliers for the Biennial Hire of Plant (Wet and/or Dry Hire) for a two year period, concluding on 30 June 2024;
- B. Appoint the suppliers as identified in Figure 3 – Reserved on Register of Pre Qualified Suppliers of this Report to a Register of Pre-Qualified Suppliers for the Biennial Hire of Plant (Wet and/or Dry Hire) for a two year period, concluding on 30 June 2024, subject to the suppliers having satisfied the pre-qualification requirements; and
- C. 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 this procurement activity.

2.7 2022-2023 SOLE SUPPLIER REGISTER – JULY 2022

Report # 14

Consideration of Report to Council from Finance Manager dated 13 July 2022 seeking appointment of Technology One as a Sole Supplier for Council and approval to amend Council's 2022-2023 Sole Supplier Register.

Recommended – That Council:

- A. Determine that because of the specialised nature of the services that are sought, it would be impractical for the Council to invite tenders and is satisfied that there is only one supplier who is reasonably available to deliver the TehcnologyOne product;
- B. Approve the amendments made to Attachment A – '2022-2023 Sole Supplier Register – July 2022' in accordance with section 235(a) and 235(b) of the Local Government Regulation 2012; and
- C. 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 associated with or in relation to Sole Suppliers, subject to Council's normal procurement policies and procedures.

2.8 RECONFIGURING a LOT – SUBDIVISION – ONE LOT into TWO LOTS
SUNNYBANK ROAD BRAEMEADOWS – LOT 158 on RP892897

Report # 15

Consideration of Report to Council from Development and Regulatory Services Manager dated 11 July 2022 concerning Development Application from Hansen Surveys on behalf of John and Judith Marsh for Reconfiguring a Lot – Subdivision – One Lot into Two Lots at 299 Sunnybank Road Braemeadows formally described as Lot 158 on RP892897. The allotment is improved with a Farm Shed, is approximately 47.78ha in size, and is currently divided by Sunnybank Road into two portions. The applicant is proposing to subdivide the existing lot into two lots to formalise the current arrangement by separation of Sunnybank Road with an area for Lot 1 being 39.85ha and Lot 2 being 6.93ha.

Recommended – That Council approve the proposed Reconfiguring a Lot – Subdivision - One Lot into Two Lots on land located at 299 Sunnybank Road Braemeadows, formally known as Lot 158 on RP892897, subject to conditions, as set out in Attachment A.

2.9 REFERRAL AGENCY RESPONSE – DESIGN and SITING
PATTERSON PARADE LUCINDA – LOT 13 on L46922

Report # 16

Consideration of Report to Council from Development and Regulatory Services Manager dated 7 July 2022 concerning a Referral Agency Response – Design and Siting variation lodged by Michael Carey for The Michael B Carey Family Trust seeking to establish a singular Class 10a shed on the western portion of the property away from an existing dwelling located at 174 Patterson Parade Lucinda and described as Lot 13 on L46922 and entails an encroachment of 500mm on the side boundary, and an encroachment of 100mm on the rear boundary towards the allotment boundary of Lot 34 on AP20143 which is Unallocated State Land. The Class 10a shed has dimensions of 7.2m wide, 11m long, and a peak height of 4.62m.

Recommended – That Council issue a Referral Agency Response for the proposed Class 10a shed structure on land located at 174 Patterson Parade Lucinda, formally described as Lot 13 on L46922, subject to conditions, as set out in Attachment A.

2.10 CHILD PROTECTION RISK MANAGEMENT POLICY

Report # 17

Consideration of Report to Council from Director Corporate and Community Services dated 11 July 2022 seeking adoption of Child Protection Risk Management Policy to demonstrate its commitment to recognising and managing the risks associated with providing a safe, supportive, protective and healthy environment for children and young people receiving services and/or participating in activities conducted by or on Council's behalf. Council is supportive of the principles contained in the National Framework for Protecting Australia's Children and this Policy strives to encourage a best practice approach to delivering services that maximise the safety of children and young people.

Recommended – That Council adopt the Child Protection Risk Management Policy.

2.11 COMMUNITY ACTIVITY GRANT APPLICATIONS Q4 2021-2022

Report # 18

Consideration of Report to Council from Development and Regulatory Services dated 15 July 2022 seeking Council consideration of Community Activity Grant applications received for Quarter Four of the 2021-2022 financial year. The Community Activity Grants Program is funded by Council to support local organisations and individuals in areas of achievement, community activities, community organisation support, and festivals and events.

Recommended – That Council approve the applications from the 2021-2022 Q4 funding round as follows:

A. Community Activities:

- Ingham Arts Festival Association Inc. – inkind contribution for the hire of JL Kelly Theatre - approximately \$3,500 (excl. GST).

That Council endorse the Panel Approved applications as follows:

A. Community Activities:

- Anglican Parish of Ingham – \$2,000 (excl. GST);
- Ingham Bowls Club Inc. – \$650 (excl. GST);
- Ingham Bridge Club Inc. – \$1,000 (excl. GST); and
- FNQ Community Arts and Eco Events Inc. – \$1,000 (excl. GST).

B. Moderate Events:

- Hinchinbrook Fly Fishing Club Inc. – \$1,000 (excl. GST).

That Council endorse the following Panel Declined applications, on the basis that they did not meet the relevant criteria for the funding applied for:

A. Community High Achiever:

- Nathan Venturato; and
- Noah Kopeshke.

That Council request that the Community Activity Grant Panel considers the following applications in the next round of funding:

A. Community Activities:

- Herbert River Cricket Association; and
- Noorla Bowls Club Inc.

B. Moderate Event:

- Forrest Beach Surf Lifesaving Club; and
- Herbert River Junior Rugby League Inc.

3. MAYOR AND CHIEF EXECUTIVE SERVICES

3.1 MAYOR and CHIEF EXECUTIVE SERVICES ACTIVITY REPORT

Report # 19

Consideration of Report to Council from Chief Executive Officer dated 11 July 2022 concerning summary of activities undertaken during the month ending 30 June 2022.

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

3.2 MAYOR and CHIEF EXECUTIVE SERVICES MONTHLY STATUS REPORT

Report # 20

Consideration of Report to Council from Chief Executive Officer dated 11 July 2022 concerning monthly Mayor and Chief Executive Services Status Report for the month ending 30 June 2022.

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

3.3 QUARTERLY OPERATIONAL PLAN REPORT

Report # 21

and HALF YEARLY CORPORATE PLAN REPORT as at 30 JUNE 2022

Consideration of Report to Council from Chief Executive Officer dated 11 July 2022 seeking adoption of the Quarterly Operational Plan Report and Half Yearly Corporate Plan Report for the quarter/half year ending 30 June 2022.

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

3.4 COUNCILLOR REPRESENTATION – ATTENDANCE at COASTAL LEADERS FORUM 2022

Report # 22

Consideration of Report to Council from Chief Executive Officer dated 14 July 2022 seeking Council representation at Coastal Leaders Forum 2022 being held at Gladstone from Thursday 11 to Friday 12 August 2022.

Recommended – That Council nominate Councillor Milton to attend the Coastal Leaders Forum 2022 at Gladstone from Thursday 11 to Friday 12 August 2022.

3.5 COUNCILLOR OPPORTUNITIES – ATTENDANCE at 2022 LGAQ ANNUAL CONFERENCE **Report # 23**

Consideration of Report to Council from Chief Executive Officer dated 14 July 2022 concerning Council representation at 2022 Local Government Association of Queensland (LGAQ) annual Conference in Cairns from Monday 17 to Wednesday 19 October 2022.

Recommended – That Council nominate Mayor Jayo and Councillors Brown, Lancini, Marbelli, Milton and Skinner to attend the LGAQ Conference in Cairns from Monday 17 to Wednesday 19 October 2022.

3.6 LGAQ ANNUAL CONFERENCE 2022 – SUBMISSION of MOTIONS **Report # 24**

Consideration of Report to Council from Chief Executive Officer dated 19 July 2022 concerning Local Government Association of Queensland's (LGAQ) call for agenda item/motions for consideration at the LGAQ annual conference being held from Monday 17 to Wednesday 19 October 2022 which are required to be submitted by no later than Wednesday 10 August 2022.

Recommended – That Council submit the following motions for consideration by the Agenda Committee for the 2022 LGAQ Annual Conference:

That LGAQ:

- A. Call on the State Government to seek amendment of the *Land Valuation Act 2010* to remove the ability to amalgamate non-contiguous parcels of land;
- B. Lobby the State Government to ensure productivity offsets and gains are re-introduced as a compulsory aspect of the Enterprise Bargaining process; and
- C. Lobby the State Government to review the *Rental Tenancies and Rooming Accommodation Act 2008* to assist with the housing crisis in Queensland.

3.7 COUNCILLOR MONTHLY ACTIVITY REPORT **Report # 25**

Consideration of Report to Council from Chief Executive Officer dated 11 July 2022 providing Councillor Activity Reports for the month ending 31 May 2022 to ensure transparency and public scrutiny.

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

4. NOTICE OF MOTION TO REPEAL

4.1 NOTICE OF MOTION – LEAVE OF ABSENCE – COUNCILLOR RAMON JAYO **Notice # 26**

Consideration of Notice of Motion from Mayor, Councillor Ramon Jayo dated 12 July 2022 regarding his intention to move that the following resolution passed by Council at its General Meeting on 28 June 2022 relating to *Item 4.1 – Leave of Absence – Councillor Ramon Jayo* and reading:

That Council approve leave of absence to Councillor Ramon Jayo for the period Monday 11 to Sunday 17 July 2022 inclusive for recreation leave and appointment of Councillor Cripps as Acting Mayor for this period.

be repealed.

Recommended – That the following resolution passed by Council at its General Meeting on 28 June 2022 relating to *Item 4.1 – Leave of Absence – Councillor Ramon Jayo* and reading:

That Council approve leave of absence to Councillor Ramon Jayo for the period Monday 11 to Sunday 17 July 2022 inclusive for recreation leave and appointment of Councillor Cripps as Acting Mayor for this period.

be repealed.

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