



GENERAL MEETING AGENDA

TUESDAY
27 JUNE 2023
at 8.30AM

PRESENT –

APOLOGY –

GRANTING OF LEAVE OF ABSENCE –

Mayor Ramon Jayo requested leave of absence from Council for the period Saturday 24 June 2023 to Tuesday 4 July 2023 inclusive for recreation leave.

Recommended – That Council endorse:

- A. **Approval of leave of absence to Mayor Ramon Jayo for the period Saturday 24 June 2023 to Tuesday 4 July 2023 inclusive for recreation leave; and**
- B. **Appointment of Deputy Mayor Andrew Cripps as Acting Mayor during this period.**

PRAYER –

DECLARATIONS OF INTEREST –

MINUTES - Confirmation of Minutes of General Meeting held on 30 May 2023.

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 12 June 2023 regarding summary of activities undertaken during the month ending 31 May 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 12 June 2023 regarding monthly Infrastructure and Utility Services Status Report for the month ending 31 May 2023.

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

1.3 QCOAST 2100 2.0 FUNDING PROGRAM

Report # 03

Consideration of Report to Council from Director Infrastructure and Utility Services dated 13 June 2023 regarding the QCoast₂₁₀₀ 2.0 Program and requirements for an eligible project which is now open for applications for projects to commence from July 2023, with a project completion date of 31 May 2025.

Recommended – That Council endorse the grant application for the Lucinda Beach Nourishment and Johnson Park Rockwall Project to the QCoast2100 2.0 funding program.

1.4 HINCHINBROOK LOCAL GOVERNMENT AREA BIOSECURITY PLAN – 2023 REVIEW

Report # 04

Consideration of Report to Council from Natural Assets Manager dated 12 June 2023 providing the Hinchinbrook Local Government Area Biosecurity Plan. 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.

- 1.5 HINCHINBROOK SHIRE SHORELINE EROSION MANAGEMENT PLAN (SEMP) *Report # 05*
Consideration of Report to Council from Natural Assets Manager dated 7 June 2023 providing the draft Shoreline Erosion Management Plan for adoption for Hinchinbrook Shire's coastal localities. The Shoreline Erosion Management Plan provides a road map of actions for Council to consider as the challenges of increased erosion due to changes in environmental conditions, sand supply, rising sea levels and likely increase in severe weather events impacting the future and longevity of our coastal communities.

Recommended – That Council:

- A. **Adopt the Hinchinbrook Shire Shoreline Erosion Management Plan to guide Council's actions for the management of coastal lands under its control; and**
- B. **Submit the Hinchinbrook Shire Shoreline Erosion Management Plan to the Queensland Government Department of Environment and Science for endorsement to expedite any approvals required by the State for such works.**

- 1.6 NORTH QUEENSLAND REGIONAL WASTE MANAGEMENT PLAN *Report # 06*
Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 seeking endorsement of the North Queensland Regional Waste Management Plan. The North Queensland Regional Waste Management Plan identifies a pathway for the region via regional and individual council actions to improve waste and resource recovery outcomes in the region aligned with the objectives and targets of Queensland's Waste Management and Resource Recovery Strategy.

Recommended – That Council endorse the North Queensland Regional Waste Management Plan.

2. CORPORATE and COMMUNITY SERVICES

- 2.1 CORPORATE and COMMUNITY SERVICES ACTIVITY REPORT *Report # 07*
Consideration of Report to Council from Director Corporate and Community Services dated 15 June 2023 regarding summary of activities undertaken during the month ending 31 May 2023.

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

- 2.2 CORPORATE and COMMUNITY SERVICES STATUS REPORT *Report # 08*
Consideration of Report to Council from Director Corporate and Community Services dated 12 June 2023 regarding monthly Corporate and Community Services Status Report for the month ending 31 May 2023.

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

- 2.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 31 MAY 2023 *Report # 09*
Consideration of Report to Council from Financial Services Manager dated 17 June 2023 regarding a report of Council's financial performance and interim position for the month ending 31 May 2023 and to measure progress against Council's approved budget.

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

- 2.4 2023-2024 SCHEDULE of FEES and CHARGES *Report # 10*
Consideration of Report to Council from Director Corporate and Community Services dated 10 June 2023 seeking adoption of the 2023-2024 Schedule of Fees and Charges prior to the adoption of the 2023-2024 Budget to provide greater certainty to the users of Council services.

Recommended – That Council adopt the 2023-2024 Schedule of Fees and Charges as presented to take effect from 1 July 2023.

- 2.5 2023-2024 ANNUAL POLICY REVIEW *Report # 11*
Consideration of Report to Council from Finance Manager dated 16 June 2023 seeking adoption of the Debt Policy and Financial Hardship Policy.

Recommended – That Council adopt the following policies:

- **Debt Policy; and**
- **Financial Hardship Policy.**

2.6 DISASTER RECOVERY FUNDING ARRANGEMENTS PROGRAM –
BETTERMENT WORKS – HAMLEIGH ROAD

Report # 12

Consideration of Report to Council from Finance Manager dated 14 June 2023 to inform Council that under Local Buy Pre-Qualified Arrangement BUS270 Road, Water, Sewerage and Civil Works, Officers have appointed Stabilised Pavements of Australia to undertake betterment works on Hamleigh Road as part of Council's DRFA Program.

Recommended – That Council receive and note the awarding of DRFA Program – Betterment Works – Hamleigh Road to Stabilised Pavements of Australia Pty Ltd for the quoted price of \$253,211.10 (excl. GST).

2.7 REFERRAL AGENCY RESPONSE – DESIGN and SITING
MACADAMIA STREET ALLINGHAM – LOT 3 on RP735034

Report # 13

Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 concerning a request for a Referral Agency Response – Design and Siting variation lodged by property owner Felicity Hemmings seeking to establish a new Class 10a garage/shed structure on the western portion of the property which entails an encroachment on the front boundary setback towards Macadamia Street frontage. The property has an area of 1,613m² and is currently improved with a singular dwelling. The proposed Class 10a structure has dimensions of 9m wide, 9m long and 3.69m high. The structure is proposed to be constructed at 2.5mm to the front boundary.

Recommended – That Council issue a Referral Agency Response for the proposed Class 10a structure on land located at 6 Macadamia Street Allingham, formally described as Lot 3 on RP735034, subject to conditions, as set out in Attachment A.

2.8 REFERRAL AGENCY RESPONSE – DESIGN and SITING
192 PATTERSON PARADE LUCINDA – LOT 22 ON L46922

Report # 14

Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 concerning a request for a Referral Agency Response – Design and Siting variation lodged by BNC Planning Pty Ltd on behalf of property owner Melanie Hemmett seeking to establish a new Class 1a (dwelling) that involves the redevelopment of the existing dwelling onsite and a Class 10a (shed and garage) structure which entails an encroachment on the side boundary setback towards the allotment boundary of Lot 34 on AP20143, which is owned by the State of Queensland. The property has an area of 794m² and is currently improved with an existing dwelling and shed. The Class 1a and Class 10a structures are proposed to be sited 393mm from the side boundary at its closest point. In addition, a small portion of the Class 1a building is located within the front boundary setback due to the truncation of the front property boundary, being a setback of 3.26m.

Recommended – That Council issue a Referral Agency Response for the proposed Class 1a and Class 10a structures on land located at 192 Patterson Parade Lucinda, formally described as Lot 22 on L46922, subject to conditions, as set out in Attachment A.

2.9 RECONFIGURING a LOT – REARRANGEMENT of BOUNDARIES (TWO LOTS INTO TWO LOTS)
TREBONNE ROAD TREBONNE – LOTS 1 and 4 on SP167298

Report # 15

Consideration of Report to Council from Development and Regulatory Services Manager dated 31 May 2023 concerning a Development Application from Elio Accornero Industries Pty Ltd c/- Brazier Motti on behalf of property owners Karl and Jodie Accornero for Reconfiguring a Lot – Rearrangement of Boundaries (Two Lots into Two Lots) at Trebonne Road Trebonne formally known as Lots 1 and 4 on SP167298. The subject allotments have frontage and access to Trebonne Road and are not connected to Council's reticulated water or sewerage networks. Lot 1 on SP167298 is improved with an existing dwelling and associated outbuildings and is 20ha in size, while Lot 4 on SP167298 is unimproved agricultural cropping land and is 29.64ha in size. The proposed reconfiguration will result in Lot 1 with an area of 8.182ha and Lot 4 with an area of 41.423ha.

Recommended - That Council approve the proposed Development Application for Reconfiguring a Lot – Rearrangement of Boundaries (Two Lots into Two Lots) on land located at Trebonne Road Trebonne, formally known as Lots 1 and 4 on SP167298, subject to conditions, as set out in Attachment A.

**2.10 RECONFIGURING a LOT – REARRANGEMENT of BOUNDARIES (TWO LOTS INTO TWO LOTS)
COMO ROAD TOOBANNA – LOTS 12 AND 13 on RP882135**

Report # 16

Consideration of Report to Council from Development and Regulatory Services Manager dated 7 June 2023 concerning a Development Application from Atkinson Booy Surveys Pty Ltd on behalf of property owners Janine and Salvatore Torrisi for Reconfiguring a Lot – Rearrangement of Boundaries (Two Lots into Two Lots) at 181 Como Road and 175 Como Road Toobanna formally known as Lots 12 and 13 on RP882135. The subject allotments have frontage and access to Como Road and are not connected to Council's reticulated water or sewerage networks. Lot 12 on RP882135 is improved with an existing dwelling and is 5,805m² in size, while Lot 13 on RP882135 is improved with an existing dwelling, farm shed and agricultural cropping land, and is 32.90ha in size.

Recommended - That Council approve the proposed Development Application for Reconfiguring a Lot – Rearrangement of Boundaries (Two Lots into Two Lots) on land located at 181 Como Road and 175 Como Road Toobanna, formally known as Lots 12 and 13 on RP882135, subject to conditions, as set out in Attachment A.

**2.11 MATERIAL CHANGE OF USE (RURAL INDUSTRY) –
MILTON ROAD AND ALLENDALE ROAD HELENS HILL – LOT 2 on SP155527**

Report # 17

Consideration of Report to Council from Development and Regulatory Services Manager dated 12 June 2023 concerning a Development Application from Superchar Ltd c/- Gilvear Planning Pty Ltd on behalf of property owner Angelo Rivellini for Material Change of Use for Rural Industry at Milton Road and Allendale Road Helens Hill, formally known as Lot 2 on SP155527. The subject allotments have frontage and access to Milton Road and Allendale Road and are not connected to Council's reticulated water or sewerage networks. The allotment is currently unimproved agricultural cropping land and is 163.8ha in size.

Recommended - That Council approve the proposed Development Application for Material Change of Use for Rural Industry on land located at Milton Road and Allendale Road Helens Hill, formally known as Lot 2 on SP155527, subject to conditions, as set out in Attachment A.

**2.12 MATERIAL CHANGE OF USE (FOOD AND DRINK OUTLET), RECONFIGURATION OF LAND:
BOUNDARY REALIGNMENT (FOUR LOTS INTO FOUR LOTS) AND EASEMENT AND OPERATIONAL WORKS
(BULK EARTHWORKS AND RETAINING WALL) – 13-27 ELEANOR STREET INGHAM –
LOT 1 on CWL3376, LOT 1 on RP740127, LOT 2 on SP237995 and LOT 11 on SP338415**

Report # 18

Consideration of Report to Council from Development and Regulatory Services Manager dated 21 June 2023 concerning a Development Application from Milford Planning on behalf of property owner Keith and Rita Phillips for MCU23\0001 - Material Change of Use (Food and Drink Outlet), RC23\0005 – Reconfiguration of Land: Boundary Realignment (Four Lots into Four Lots) and Easement and OPW23\0004 – Operational Work (Bulk Earthworks and Retaining Wall), at 13-27 Eleanor Street Ingham. In relation to the Material Change of Use (Food and Drink Outlet), the applicant is proposing a Food and Drink Outlet structure on Lot 2, which will have a gross floor area of approximately 290m² and is intended to operate at a low intensity, focussed primarily on supporting the local community and non-for-profit organisations such as Meals on Wheels. The Reconfiguration of Lot: Boundary Realignment (Four Lots into Four Lots) and Easement is proposed to standardise the lot shape of the subject site, to expand upon its utility where much of the land is undeveloped, and to provide a commercial use. The proposed development will realign the boundaries of 13, 17, 21, and 25 Eleanor Street. Proposed allotment sizing includes Lot 1 3,432m², Lot 2 1,328m², Lot 3 2,541m², and Lot 4 2,125m². The proposed boundary realignment also integrates the access strip on 17 Eleanor Street into the respective rear boundary lots, standardising the lots to a more uniform rectangular shape to improve their utility. The Operational Work (Bulk Earthworks and Retaining Wall) is a part retrospective approval which involves the construction of a retaining wall along Eleanor Street and the excavation and filling of the site. The proposed retaining wall is 140m in length and 1.2m in height, composed of 200mm solid reinforced concrete with a 1.5m toe.

Recommended - That Council approve the proposed Development Applications for MCU23\0001 – Material Change of Use (Food and Drink Outlet), RC23\0005 – Reconfiguration of Land: Boundary Realignment (Four Lots into Four Lots) and Easement and OPW23\0004 – Operational Work (Bulk Earthworks and Retaining Wall), on land located at 13–27 Eleanor Street, Ingham, formally known as Lot 1 on CWL3376, Lot 1 on RP740127, Lot 2 on SP237995 and Lot 11 on SP338415, subject to conditions, as set out in Attachment A.

2.13 APPLICATION for SURRENDER of PERMIT TO OCCUPY and REISSUE of a PERMIT TO OCCUPY OVER LOTS 1 and 2 ON CROWN PLAN AP13608 *Report # 19*

Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 concerning an Application for Surrender and Re-issue of Permit to Occupy PO 0/241193 for land formally described as Lots 1 and 2 on AP13608, within the Dungeness area. The subject allotments are zoned Recreation and Open Space in accordance with the Hinchinbrook Shire Planning Scheme 2017 (the Planning Scheme), with Lot 1 on AP13608 being 655m² in size and Lot 2 on AP13608 being 360m² in size.

Recommended - That Council advise the Department of Resources it has no objection in relation to the Surrender and Re-issue of Permit to Occupy PO 0/241193 for land formally described as Lots 1 and 2 on AP13608, within the Dungeness locality.

2.14 EXTENSION OF LICENCE AGREEMENT OVER MACKNADE WATER TREATMENT PLANT BORE 5 LOT 2 on RP864971 *Report # 20*

Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 concerning extension of Council's Licence Agreement with PDL Marbelli Pty Ltd trading as Marbelli Farming, in relation to Council infrastructure for the Macknade Water Treatment Plant Bore 5, with the current Agreement having expired on 31 March 2023.

Recommended - That Council:

- A. Approve an extension to the Licence Agreement between PDL Marbelli Pty Ltd trading as Marbelli Farming and Council over Lot 2 on RP864971, for a five year period, commencing 1 August 2023, with an option of a further five year renewal period; 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 Licence Agreement.

2.15 APPLICATION FOR PARTIAL ROAD CLOSURE at 20 OLD BRIDGE ROAD LONG POCKET *Report # 21*

Consideration of Report to Council from Development and Regulatory Services Manager dated 14 June 2023 concerning an Application for Partial Road Closure from property owner Kauko Damon Kaurila for a proposed partial road closure of a Road Reserve off Old Bridge Road Long Pocket, located between 20 and 22 Old Bridge Road Long Pocket. The proponent is seeking a temporary closure to the road, which is approximately 110m metres in length and 15m in width, totalling approximately 6,310m² in area, for the term of ten years. The proposal is sought, to fence the land for cattle grazing purposes and remove access rights to the neighbouring property of 22 Old Bridge Road, from utilising the driveway which Mr Kaurila installed, fully funding and maintaining himself.

Recommended - That Council refuse the request for the partial road closure of the Road Reserve between 20 and 22 Old Bridge Road Long Pocket, due to the proposed closure area incurring potential negative impacts on access needs for parties such as the Herbert River Improvement Trust and/or adjoining land owners of 22 and 34 Old Bridge Road Long Pocket.

2.16 CONDITIONAL OFFER FOR PURCHASE 88 CARTWRIGHT STREET INGHAM – LOT 23 on SP132668 *Report # 22*

Consideration of Report to Council from Development and Regulatory Services Manager dated 15 June 2023 concerning a Conditional Offer for Purchase. Council has been in discussions with various parties, regarding the purchase of land at 88 Cartwright Street Ingham, formally described as Lot 23 on SP132668, which is currently owned by Queensland Rail known locally as the Merv Wacker Park. The subject land has an area of 3,075m² and has historically been leased to Council for the past 30 years, for the purpose of a community park area.

Recommended - That Council:

- A. Approve the purchase of 88 Cartwright Street Ingham, formally described as Lot 23 on SP132668, from Queensland Rail for the purchase price offered being \$52,500 (excl GST); 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 purchase.

3. MAYOR AND CHIEF EXECUTIVE SERVICES

3.1 MAYOR and CHIEF EXECUTIVE SERVICES ACTIVITY REPORT

Report # 23

Consideration of Report to Council from Acting Chief Executive Officer dated 12 June 2023 concerning summary of activities undertaken during the month ending 31 May 2023.

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

3.2 MAYOR and CHIEF EXECUTIVE SERVICES MONTHLY STATUS REPORT

Report # 24

Consideration of Report to Council from Acting Chief Executive Officer dated 12 June 2023 concerning monthly Mayor and Chief Executive Services Status Report for the month ending 31 May 2023.

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

3.3 QUEENSLAND RECONSTRUCTION AUTHORITY (QRA) NORTH QUEENSLAND RECOVERY and RESILIENCE GRANTS – PROJECT VARIATION

Report # 25

Consideration of Report to Council from Acting Chief Executive Officer dated 15 June 2023 seeking Council's confirmation on the intention to submit a Program of Works.

Recommended – That Council approve a variation request to add the Disaster Coordination Centre Upgrade project, utilising remaining available funds at an estimated cost of \$99,000 (excl GST).

3.4 2022-2023 QUARTERLY OPERATIONAL PLAN REPORT as at 31 MARCH 2023

Report # 26

Consideration of Report to Council from Acting Chief Executive Officer dated 16 June 2023 providing the 2022-2023 Quarterly Operational Plan Report.

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

3.5 2023 CHRISTMAS CLOSE DOWN

Report # 27

Consideration of Report to Council from Acting Chief Executive Officer dated 15 June 2023 regarding Council's intended closure times of its facilities over the 2023 Christmas period in order to provide advice to staff and the general public of Council's intention within the required timeframe.

Recommended – That Council approve the following closure times for the 2023 Christmas Close Down:

- A. Close the Lannercost Street Office from 5.06pm Friday 22 December 2023 and re-open on Tuesday 2 January 2024;
- B. Close the Council Martin Street Depot at 4.00pm on Friday 15 December 2023 and re-open on Tuesday 2 January 2024 excluding for those employees rostered on duty to undertake essential services during the shutdown period;
- C. Close the Council Water and Sewerage Depot at 4.00pm on Friday 15 December 2023 and re-open on Tuesday 2 January 2024 excluding for those employees rostered on duty to undertake essential services during the shutdown period;
- D. Close the Hinchinbrook Shire Library and TYTO Regional Art Gallery from 4.00pm Friday 22 December 2023 and re-open on Tuesday 2 January 2024;
- E. Close the Halifax Library Sub-Branch from 12.00pm Wednesday 20 December 2023 and re-open on Wednesday 3 January 2024;
- F. Close the Hinchinbrook Visitor Information Centre on Christmas Day, Boxing Day and New Years Day – Monday 25 December 2023, Tuesday 26 December 2023 and Monday 1 January 2024; and
- G. Close the Warrens Hill Landfill and Resource Recovery Centre on Christmas Day – Monday 25 December 2023.

3.6 COUNCILLOR MONTHLY ACTIVITY REPORT

Report # 28

Consideration of Report to Council from Acting Chief Executive Officer dated 15 June 2023 providing Councillor Activity Reports for the month ending 31 May 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.

Michelle Webster
CHIEF EXECUTIVE OFFICER