



GENERAL MEETING AGENDA

TUESDAY
31 AUGUST 2021
at 8.30AM

PRESENT -

APOLOGY -

PRAYER -

DECLARATIONS OF INTEREST -

MINUTES - Confirmation of Minutes of General Meeting held on 27 July 2021.

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 16 August 2021 regarding summary of activities undertaken during the month ending 31 July 2021. **Report # 01**

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

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 16 August 2021 regarding monthly Infrastructure and Utility Services Status Report for the month ending 31 July 2021. **Report # 02**

Recommended – That Council note that there were no actions required following the July 2021 General Meeting.

1.3 2021-2022 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 31 JULY 2021

Consideration of Report to Council from Director Infrastructure and Utility Services dated 16 August 2021 regarding a Status Report that provides a breakdown of projects as approved in the 2021-2022 Capital Works Program for the month ending 31 July 2021. **Report # 03**

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

1.4 CHANGE to OPENING HOURS of WARRENS HILL LANDFILL and RESOURCE RECOVERY CENTRE

Consideration of Report to Council from Utility Services Manager dated 17 August 2021 concerning approval of new opening hours for the Warrens Hill Landfill and Resource Recovery Centre following a review of operating hours to increase efficiencies and reduce operating costs. **Report # 04**

Recommended – That Council approve the adoption of new opening hours of 8.00am to 4.00pm, seven days per week, for the Warrens Hill Landfill and Resource Recovery Centre commencing in January 2022.

1.5 COASTAL HAZARD ADAPTATION STRATEGY (CHAS) PHASE 8 REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 16 August 2021 concerning Hinchinbrook Coast 2100 - Hinchinbrook Shire Coastal Hazard Adaptation Strategy Phase 8 Report prepared by GHD Pty Ltd as part of the CHAS process which is the final milestone of a Queensland Government initiative, QCoast2100, to assess the potential impacts of coastal hazards related to a defined set of climate change parameters, set by the State. **Report # 05**

Recommended – That Council receive and note the Coastal Hazard Adaptation Strategy Phase 6, 7 and 8 Reports.

2. COMMUNITY and DEVELOPMENT SERVICES

2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT

Consideration of Report to Council from Acting Director Community and Development Services dated 10 August 2021 regarding summary of activities undertaken during the month ending 31 July 2021. **Report # 06**

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

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Acting Director Community and Development Services dated 16 August 2021 regarding monthly Community and Development Services Status Report for the month ending 31 July 2021.

Report # 07

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

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 10 August 2021 regarding summary of activities undertaken during the month ending 31 July 2021.

Report # 08

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

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 16 August 2021 regarding monthly Corporate and Financial Services Status Report for the month ending 31 July 2021.

Report # 09

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

3.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 31 JULY 2021

Consideration of Report to Council from Acting Finance Manager dated 20 August 2021 regarding a report of financial activities for the month ending 31 July 2021.

Report # 10

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

3.4 HSC 21/09 – SUPPLY and DELIVERY of QUARRY PRODUCTS

Consideration of Report to Council from Director Corporate and Financial Services dated 9 August 2021 outlining findings of tender process and evaluation outcome for HSC 21/09 – Supply and Delivery of Quarry Products.

Report # 11

Recommended – That Council accept and appoint all five (5) suppliers to a Pre-Qualified Arrangement for HSC 21/09 – Supply and Delivery of Quarry Products commencing 1 September 2021 and concluding on 30 June 2023.

3.5 HSC 21/10 – SUPPLY and CONSTRUCTION of KERB and CHANNEL – PREFERRED SUPPLIER ARRANGEMENT

Consideration of Report to Council from Director Corporate and Financial Services dated 10 August 2021 outlining findings of tender process and evaluation outcome for HSC 21/10 – Supply and Construction of Kerb and Channel – Preferred Supplier Arrangement.

Report # 12

Recommended – That Council accept and appoint Kerb 2 Road Pty Ltd as the Preferred Supplier for HSC 21/10 - Supply and Construction of Kerb and Channel commencing 1 September and concluding on 30 June 2023.

3.6 HSC 21/13 – FACILITIES ELECTRICAL MAINTENANCE SERVICES – PREFERRED SUPPLIER ARRANGEMENT

Consideration of Report to Council from Director Corporate and Financial Services dated 10 August 2021 outlining findings of tender process and evaluation outcome for HSC 21/13 – Facilities Electrical Maintenance Services – Preferred Supplier Arrangement.

Report # 13

Recommended – That Council accept and appoint M J Hemmett Electrical Pty Ltd as the Preferred Supplier for HSC 21/13 - Facilities Electrical Maintenance Services commencing 1 September 2021 and concluding 30 June 2023.

- 3.7 HSC 21/14 – UTILITIES ELECTRICAL MAINTENANCE SERVICES – PREFERRED SUPPLIER ARRANGEMENT
Consideration of Report to Council from Director Corporate and Financial Services dated 10 August 2021 outlining findings of tender process and evaluation outcome for HSC 21/14 – Utilities Electrical Maintenance Services – Preferred Supplier Arrangement. **Report # 14**

Recommended – That Council accept and appoint Lahtinen Family Trust T/A Jeff and Pitsi Lahtinen Electrical as the Preferred Supplier for HSC 21/14 - Utilities Electrical Maintenance Services commencing 1 September 2021 and concluding on 30 June 2023.

- 3.8 APPOINTMENT as a SOLE SUPPLIER for HYBRID WICKET
Consideration of Report to Council from Director Corporate and Financial Services dated 23 August 2021 seeking Council approval to appoint a sole supplier for the supply, delivery and installation of a hybrid wicket to be established at the Ingham Showgrounds. **Report # 15**

Recommended – That Council:

- A. Approve, in accordance with section 235(a) and 235(b) of the Local Government Regulation 2012, to appoint Gabba Sporting Products Pty Ltd as a sole supplier for the supply, delivery and install of the H3 Hybrid Wicket; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to the sole suppliers, subject to Council's normal procurement policies and procedures

- 3.9 SALE of LAND for RECOVERY of OVERDUE RATES
Consideration of Report to Council from Acting Finance Manager dated 12 August 2021 seeking Council approval to sell properties in the Sugar Cane and Forestry category and Commercial category with overdue rates and charges that have remained overdue for a period in excess of three (3) years. **Report # 16**

Recommended – That Council:

- A. Sell the following properties for overdue rates and charges:

Property ID	Legal Property Description
105389	Lot 1 RP737703, Lot 2 RP720774, Lot 2 RP727380
104074	Lot 1 RP721655
106106	Lot 302 SP296495
103184	Lot 1 RP705224
104314	Lot 13 SP230948, Lot 14 SP230948

- B. Authorise the Chief Executive Officer to:
 1. Provide the necessary notices and take all necessary steps to affect the sales;
 2. Appoint an Auctioneer to conduct the sale by Public Auction;
 3. Authorise the Chief Executive Officer to set a reserve price for the land in accordance with the Local Government Regulation 2012;
 4. Sell the land by agreement with the highest bidder if the reserve price is not reached at the Auction; and
 5. Approve the Auction date in accordance with legislative requirements.

**3.10 REFERRAL AGENCY RESPONSE – DESIGN and SITING
DENNEY STREET LUCINDA – LOT 11 on SP279694**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning a referral agency response – Design and Siting variation lodged by Richard Peeke Building and Carpentry Services on behalf of Rozanne Purkis seeking to establish a dwelling (Class 1a) on property described as Lot 11 on SP279694 located at Lot 11 Denney Street Lucinda. The proposed structure is to be located 500mm from the southern side property boundary, 0m from the rear property boundary and the proposed dwelling occupies a site coverage of 58.3%. The proposed carport component of the dwelling will also be located 1.168m from the front property boundary.

Report # 17

Recommended – That Council issue a Referral Agency Response for the proposed dwelling (Class 1a) on land located at Denney Street Lucinda and formally described as Lot 11 on SP279694, subject to conditions, as set out in Attachment A.

**3.11 REFERRAL AGENCY RESPONSE – RESIDENTIAL DESIGN and SITING
192 PATTERSON PARADE LUCINDA – LOT 22 on L46922**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning a referral agency response – Residential Design and Siting application lodged by BNC Planning Pty Ltd for Melanie Hemmett seeking to establish a dwelling (Class 1a) that involves redevelopment of the existing dwelling on property described as Lot 22 on L46922 located at 192 Patterson Parade Lucinda. The request also seeks to consolidate the proposed Class 1a building (dwelling) and Class 10a components (boat storage shed and garage) previously approved by Council subject to conditions in May 2021, in a single request. The proposed building is to be located 0.993m from the side boundary shared with Lot 34 on A20143, with a small portion of the building located in the front boundary setback due to the truncation of the front property boundary. The closest point of the attached Class 10a component of the building to the side boundary is 0.693m and 0.252m from the rear property boundary. The total site coverage for the property will also exceed 50% as a result of the proposed building works.

Report # 18

Recommended – That Council issue a Referral Agency Response for the proposed Class 1a building (dwelling) and associated Class 10a components (boat storage shed and garage) on land located at 192 Patterson Parade Lucinda and formally described as Lot 22 on L46922, subject to conditions, as set out in Attachment A.

**3.12 REFERRAL AGENCY RESPONSE – RESIDENTIAL DESIGN and SITING
22 ALLAMANDA AVENUE ALLINGHAM – LOT 30 on A77411**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning a referral agency response – Residential Design and Siting application lodged by Richard Peeke Building and Carpentry on behalf of Paul and Karen Stephens seeking to construct a 12m x 12m Class 10a shed at the Allamanda Avenue frontage on property described as Lot 30 on A77411 and located at 22 Allamanda Avenue Allingham. The proposed structure is to be located 2.319m from the Allamanda Avenue frontage (front boundary) with a maximum height of 5.26m located 1.551m from the side boundary.

Report # 19

Recommended – That Council issue a Referral Agency Response for the proposed Class 10a building (shed) on land located at 22 Allamanda Avenue Allingham, formally described as Lot 30 on A77411, subject to conditions, as set out in Attachment A.

**3.13 BUILDING WORK ASSESSABLE AGAINST PLANNING SCHEME - RURAL SITING ASSESSMENT
FULTON DRIVE BEMERSIDE – LOT 3 on RP709351**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning request for a Development Permit for Building Work Assessable Against a Planning Scheme - Rural Zone Siting Assessment on land formally described as Lot 3 on RP709351 and located at 22 Fulton Drive Bemerside. The application has been lodged by Ross Buonaccorso for a proposed 9m x 7m Class 10a shed structure comprising three enclosed bays located 6m from the existing dwelling house, 7.6m from the western boundary, 18m from the eastern boundary, and with a height of approximately 3m.

Report # 20

Recommended – That Council approve the proposed building works assessable against the Planning Scheme for the Class 10a shed structure on land located at 22 Fulton Drive Bemerside, and formally described as Lot 3 on RP709351, subject to conditions, as set out in Attachment A.

**3.14 REQUEST TO EXTEND CURRENCY PERIOD – RECONFIGURING a LOT - SUBDIVISION
MORETTI STREET INGHAM – LOT 10 on RP717127**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning request by David and Janene Guazzo to extend the currency period of existing Development Permit for Reconfiguring a Lot – Subdivision - One Lot into Two Lots on land described as Lot 10 on RP717127 and located at Moretti Street Ingham. Original Development Permit was approved on 18 June 2013, subject to conditions. The original development permit was granted a currency period of two (2) years to 2015, was subsequently extended for an additional two (2) years in 2017, and another additional 18 months granted in 2019. The current Development Permit lapse date was 27 July 2021.

Report # 21

Recommended – That Council approve the extension of the currency period for the Development Permit for Reconfiguring a Lot - One Lot into Two Lots - on land located at 2 Moretti Street Ingham and formally described as Lot 10 on RP717127 by an additional two (2) years until 27 July 2023, subject to the existing conditions.

**3.15 MATERIAL CHANGE OF USE – HEALTH CARE SERVICES
87 CARTWRIGHT STREET INGHAM – LOT 1 on RP731380**

Consideration of Report to Council from Planning Consultant dated 16 August 2021 concerning receipt of a Development Application lodged by BNC Planning Pty Ltd on behalf of Optimise Health and Wellness seeking an application for Material Change of Use – Health Care Services on land described as Lot 1 on RP731380 and located at 87 Cartwright Street Ingham. The proposal involves the establishment of Health Care Services for Optimise Health and Wellness to provide occupational health and mental health services to the community through a new single storey commercial building to be set back 1.3m from the Cartwright Street frontage and 1.7m from the Eleanor Street frontage. A car park will be located on the south-western portion of the allotment providing a total of 20 car parking spaces including disability parking.

Report # 22

Recommended – That Council approve the proposed Material Change of Use – Health Care Services on land described as Lot 1 on RP731380 and located at 87 Cartwright Street Ingham, subject to conditions, as set out in Attachment A and infrastructure charges, as set out in Attachment F.

**3.16 PROPOSED MATERIAL CHANGE OF USE – MEDIUM IMPACT INDUSTRY – BULK FUEL SUPPLY and STORAGE
LARSENS ROAD INGHAM – LOT 544 on SP107093**

Consideration of Report to Council from Regulatory Services Manager dated 16 August 2021 concerning receipt of a Development Application lodged by Gofton Enterprises Pty Ltd seeking a Development Permit for Material Change of Use – Medium Impact Industry – Bulk Fuel Supply and Storage on land described as Lot 544 on SP107093 and located at 9 Larsens Road Ingham. The proposal is to expand existing Medium Impact Industry on the land to accommodate bulk fuel supply and storage for vehicles associated with Gofton Enterprises Pty Ltd. A 65,000 litre diesel storage tank will be installed on the western side of the existing building which will be self-bunded and installed on strip footings.

Report # 23

Recommended – That Council approve the proposed Material Change of Use – Medium Impact Industry - Bulk Fuel Supply and Storage on land located at 9 Larsens Road Ingham and formally described as Lot 544 on SP107093, subject to the conditions as set out in Attachment A.

**3.17 MATERIAL CHANGE OF USE – TOURIST PARK
LEICHHARDT STREET ALLINGHAM – LOT 340 on CWL2296**

Consideration of Report to Council from Regulatory Services Manager dated 16 August 2021 concerning receipt of a Development Application lodged by Milford Planning for Hinchinbrook Shire Council seeking a Development Permit for Material Change of Use – Tourist Park on land described as Lot 340 on CWL2296 and located at 3 Leichhardt Street Allingham. The proposal involves the formalisation of an improvement of an existing caravan park use which is designated as a Reserve for Local Government and Caravan Park purposes with Council nominated as Trustee. The proposal includes the addition of toilet and shower facilities meaning the caravan park will no longer be limited to use by self-contained vehicles and will cater for a total capacity of 35 recreational vehicles on site.

Report # 24

Recommended – That Council approve the proposed Material Change of Use – Tourist Park on land located at 3 Leichhardt Street Allingham and formally described as Lot 340 on CWL2296, subject to the conditions as set out in Attachment A.

3.18 GOVERNANCE POLICIES – COMPLAINTS MANAGEMENT PROCESS

Consideration of Report to Council from Director Corporate and Financial Services dated 5 August 2021 seeking adoption of Administrative Action Complaints Management Policy, Complaints Against a Public Official Policy, and Public Interest Disclosure Policy. **Report # 25**

Recommended – That Council adopt the following Policies as presented:

- A. Administrative Action Complaints Management Policy;**
- B. Complaints Against a Public Official Policy; and**
- C. Public Interest Disclosure Policy.**

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 16 August 2021 concerning summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 31 July 2021. **Report # 26**

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

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 16 August 2021 concerning monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 31 July 2021. **Report # 27**

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

**4.3 CHANGE of OCTOBER 2021 GENERAL MEETING DATE
and ADOPTION OF 2021 COMMUNITY SHED MEETING DATES**

Consideration of Report to Council from Chief Executive Officer dated 16 August 2021 concerning the need to amend the October 2021 General Meeting date due to the LGAQ Conference being held in Mackay from 25 to 27 October 2021 and the majority of Councillors attending the conference. Also seeking adoption of the 2021 Community Shed Meeting dates. **Report # 28**

Recommended – That Council:

- A. Amend the October General Meeting date from Tuesday 26 October 2021 to Tuesday 19 October 2021 and notify the public of this change through the Council website and respective advertising channels; and**
- B. Schedule the following public 2021 Shed Meetings:**
 - Lower Herbert Shed Meeting on Tuesday 31 August 2021 at 5.30pm at the Halifax Hall; and**
 - Mt Fox Shed Meeting on Tuesday 12 October 2021 at 3.30pm at the Mt Fox Rural Fire Brigade Shed.**

4.4 COUNCILLOR ACTIVITY REPORT as at 31 JULY 2021

Consideration of Report to Council from Chief Executive Officer dated 16 August 2021 providing Councillor Activity Reports for the month ending 31 July 2021 to ensure transparency and public scrutiny. **Report # 29**

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