



GENERAL MEETING MINUTES

FRIDAY
27 MARCH 2020
at 8.30AM

- PRESENT**
- R Jayo Mayor (Chair)
 - ME Brown Deputy Mayor
 - AP Cripps Councillor
 - KS Milton Councillor
 - AJ Lancini Councillor
 - WG Skinner Councillor
 - MG Tack Councillor
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- A Rayment Chief Executive Officer (CEO)
 - B Exelby Director Corporate and Financial Services (DCFS)
 - J Stewart Director Infrastructure and Utility Services Delivery (DIUS)
 - N McGrath Acting Manager Community and Economic Development (AMCED)
 - B Edwards Executive Assistant (EA)

Mayor R Jayo opened the meeting at 8.30am and explained that the Meeting was being live streamed to the public via Council's Facebook page and being displayed through the foyer television as part of Council's preparation and response to the pending effects of the Coronavirus Pandemic.

The live streaming initiative is in accordance with changes introduced by the State on 26 March 2020 via the Local Government Regulation 2012 to satisfy public distancing requirements whilst maintaining appropriate public accessibility and transparency of operating in an "open to the public" environment.

- PRAYER** - Councillor KS Milton began the meeting with prayer

- PREVIOUS MINUTES** - *Moved Councillor Lancini*
Seconded Councillor Brown

Resolution - That the Minutes of the General Meeting held on 25 February 2020 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 7-0
270320-00**

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 9 March 2020 regarding summary of activities undertaken during the month ending 29 February 2020.

Moved Councillor Skinner
Seconded Councillor Milton

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

**Carried 7-0
270320-01**

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 9 March 2020 regarding monthly Infrastructure and Utility Services Status Report for the month ending 29 February 2020.

Moved Councillor Milton
Seconded Councillor Brown

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

**Carried 7-0
270320-02**

1.3 2019-2020 CAPITAL PROJECTS STATUS REPORT for month ending 29 FEBRUARY 2020

Consideration of Report to Council from Director Infrastructure and Utility Services dated 11 March 2020 regarding a Status Report that provides a breakdown of projects as approved in the 2019-2020 Capital Works Program for the month ending 29 February 2020.

Moved Councillor Skinner
Seconded Councillor Milton

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

**Carried 7-0
270320-03**

Town Planning Consultant G Milford and Town Planning Officer H Roy entered the meeting at 9.00am

2. COMMUNITY and DEVELOPMENT SERVICES

2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 6 March 2020 regarding summary of activities undertaken during the month ending 29 February 2020.

Moved Councillor Brown
Seconded Councillor Lancini

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

**Carried 7-0
270320-04**

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 9 March 2020 regarding monthly Development, Planning and Environmental Services Status Report for the month ending 29 February 2020.

Moved Councillor Brown
Seconded Councillor Cripps

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

**Carried 7-0
270320-05**

2.3 **2019-2020 FINANCIAL YEAR COMMUNITY ACTIVITY GRANT SPONSORSHIP – QUARTER FOUR**

Consideration of Report to Council from Acting Manager Economic and Community Development dated 4 March 2020 seeking Council consideration of Community Activity Grant applications for the fourth quarter of the 2019-2020 financial year.

Recommendation – That Council approve funding applications reviewed by the Community Activity Grant Panel totaling \$31,500 (excl. GST) as follows:

- A. The Halifax Progress Association Community Activity Grant application for the Halifax Heritage and Pre-crushing event to the value of \$5,000 (excl. GST);
- B. The Queensland Country Women’s Association Community Activity Grant application for the Queensland Country Women’s Association Northern Region Conference to the value of \$5,000 (excl. GST);
- C. The Queensland Blue Light Association Community Activity Grant application for the We are many colours 2020 Colour Run and concert for reconciliation to the value of \$5,000 (excl. GST); and
- D. The Ingham Sugar City Rodeo Inc. Community Activity Grant application for Ingham Sugar City Rodeo event to the value of \$16,500 (excl. GST).

That Council ratify the following applications pre-approved by Community Activity Grant Panel in accordance with respective policy:

- E. Queensland Country Women’s Association Halifax Branch Community Activity Grant application for Winter in the Tropics event to the value of \$300 (excl. GST);
- F. Taylors Beach Progress Association Community Activity Grant application for Taylors Beach Family Fishing Competition to the value of \$990 (excl. GST); and
- G. Kayla Accornero Community Activity Grant to partake in the Northern Region School Sport Tennis to the value of \$250 (excl. GST).

Pursuant to section 273 of the Local Government Regulation 2012, the meeting decided to defer consideration of part of Item 2.3 due to community events being postponed as a result of the current COVID-19 Pandemic situation.

*Moved Councillor Tack
Seconded Councillor Lancini*

Resolution – That Council defer consideration of funding applications reviewed by the Community Activity Grant Panel totaling \$31,500 (excl. GST) due to implications concerning restrictions imposed by COVID-19 aspects as follows:

- A. The Halifax Progress Association Community Activity Grant application for the Halifax Heritage and Pre-crushing event;
- B. The Queensland Country Women’s Association Community Activity Grant application for the Queensland Country Women’s Association Northern Region Conference;
- C. The Queensland Blue Light Association Community Activity Grant application for the We are many colours 2020 Colour Run and concert for reconciliation; and
- D. The Ingham Sugar City Rodeo Inc. Community Activity Grant application for Ingham Sugar City Rodeo event.
- E. The Queensland Country Women’s Association Halifax Branch Community Activity Grant application for Winter in the Tropics event;

That Council ratify the following applications pre-approved by Community Activity Grant Panel in accordance with respective policy:

- F. Taylors Beach Progress Association Community Activity Grant application for Taylors Beach Family Fishing Competition to the value of \$990 (excl. GST); and
- G. Kayla Accornero Community Activity Grant to partake in the Northern Region School Sport Tennis to the value of \$250 (excl. GST).

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 9 March 2020 regarding summary of activities undertaken during the month ending 29 February.

Moved Councillor Tack
Seconded Councillor Skinner

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

Carried 7-0
270320-07

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 9 March 2020 regarding monthly Corporate and Financial Services Status Report for the month ending 29 February 2020.

Moved Councillor Cripps
Seconded Councillor Tack

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

Carried 7-0
270320-08

3.3 CORPORATE and FINANCIAL SERVICES FINANCE SUMMARY for period ending 29 FEBRUARY 2020

Consideration of Report to Council from Director Corporate and Financial Services dated 9 March 2020 regarding a report of financial activities for the month ending 29 February 2020.

Moved Councillor Tack
Seconded Councillor Cripps

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

Carried 7-0
270320-09

3.4 STRATEGIC RISK REGISTER

Consideration of Report to Council from Director Corporate and Financial Services dated 9 March 2020 regarding adoption of the Enterprise Risk Management Policy and Strategic Risk Register.

Moved Councillor Tack
Seconded Councillor Cripps

Resolution – That Council:

- A. Adopt the Enterprise Risk Management Policy;
- B. Adopt the Strategic Risk Register as presented;
- C. Receive and accept the Risk Appetite Statement as presented; and
- D. Receive and note the Risk Matrix Information Report.

Carried 7-0
270320-10

3.5 REVIEW of DELEGATIONS – COUNCIL to CHIEF EXECUTIVE OFFICER

Consideration of Report to Council from Projects Officer dated 13 January 2020 in relation to authority for new delegations from Council to the Chief Executive Officer following a recent review by the Local Government Association of Queensland via King & Company Solicitors introducing some minor additions to standard delegations for Local Government Chief Executive Officers.

Moved Councillor Skinner
Seconded Councillor Lancini

Resolution – That Council resolve to delegate, under Section 257(1)(b) of the *Local Government Act 2009*, the authority listed in Attachment 1 to the Chief Executive Officer.

Carried 7-0
270320-11

3.6 PROPOSED MATERIAL CHANGE OF USE – CARETAKER'S ACCOMMODATION

WATTLE STREET ALLINGHAM – LOTS 5 and 6 on CWL3598

Consideration of Report to Council from Planning Consultant dated 5 March 2020 in relation to a Development Application for Material Change of Use – Caretaker's Accommodation on land designated within the Industry Zone of the *Hinchinbrook Shire Planning Scheme 2017*.

Moved Councillor Brown
Seconded Councillor Cripps

Resolution – That Council approve the proposed Material Change of Use – Caretaker's Accommodation on land known as Lot 5 and 6 CWL3598 and located at 98–100 Wattle Street Allingham, subject to reasonable and relevant conditions, as set out in Attachment A and Infrastructure Charges Notice, as set out in Attachment E.

Carried 7-0
270320-12

3.7 PROPOSED RECONFIGURING A LOT (BOUNDARY REALIGNMENT)

TWO LOTS INTO TWO LOTS and ACCESS EASEMENT

BLACKBUTT ROAD MOUNT FOX – LOT 17 on WU5 and LOT 13 on SP183715

Consideration of Report to Council from Planning Consultant dated 10 February 2020 in relation to a Development Application for Reconfiguring a Lot – Boundary Realignment, Two Lots into Two Lots and Easement over land situated at Blackbutt Road Mount Fox.

Moved Councillor Lancini
Seconded Councillor Cripps

Resolution – That Council approve the proposed Reconfiguring a Lot – Boundary Realignment (Two Lots into Two Lots) and Access Easement on land known as Lot 17 on WU5 and Lot 13 on SP183715 and located at Blackbutt Road, Mount Fox, subject to reasonable and relevant conditions, as set out in Attachment A and infrastructure charges notice, as set out in Attachment E.

Carried 7-0
270320-13

3.8 REQUEST for EXTENSION to CURRENCY PERIOD
RECONFIGURATION of LAND for REARRANGEMENT of BOUNDARIES
FRACCHIAS ROAD and FORESTHOME ROAD FORESTHOME
LOT 3 on RP838285 and LOT 11 on SP200245

Consideration of Report to Council from Planning Consultant dated 10 February 2020 regarding request for extension of the relevant currency period for proposed boundary realignment involving the reconfiguration of two existing rural parcels being Lot 3 on RP838285 and Lot 11 on SP200245 to allow the existing dwelling and shed on a single allotment and the balance area of cane to be retained on a single allotment. Original approval was provided on 17 July 2008 and the most recent extension to the currency period was granted in January 2018.

The Applicant's provision of a plan of survey to Council means that the development has essentially commenced as per the *Planning Act 2016* and therefore Council's decision to refuse the extension of the currency period will not prohibit the development from proceeding.

*Moved Councillor Cripps
Seconded Councillor Skinner*

Resolution – That Council refuse the proposed extension of the currency period for the Reconfiguration of Land application for Rearrangement of Boundaries Two Lots into Two Lots Development Permit on land situated at Lot 3 on RP838285 and Lot 11 on SP200245, Fracchias Road and Foresthome Road, Foresthome, on the basis that:

- A. The proposed development is not considered to meet, or have the ability to meet the requirements of the *Hinchinbrook Shire Council Planning Scheme 2017*, specifically the Rural Zone Code and Reconfiguring a Lot Code, including the following provisions:
 - a. Overall Code Purpose and Overall Outcome 1(c), 2(a), 2(h) of the Rural Zone Code;
 - b. Overall Code Purpose and Overall Outcome 1(a) and 2(i) of the Reconfiguring a Lot Code;
 - c. A013.2 of the Reconfiguring a Lot Code; and
 - d. A014 and P014 of the Reconfiguring a Lot Code.
- B. It is not considered that reasonable, relevant, enforceable conditions can be imposed to remedy the non-compliances with the relevant assessment benchmarks of the *Hinchinbrook Shire Council Planning Scheme 2017*.
- C. The *Hinchinbrook Shire Council Planning Scheme 2017* is considered a relevant matter for the assessment of this extension request.

Carried 7-0
270320-14

3.9 REFERRAL AGENCY RESPONSE – DESIGN and SITING
MUSGRAVE STREET HALIFAX – LOT 811 on H2841

Consideration of Report to Council from Planning Consultant dated 6 March 2020 regarding a request for referral agency response for construction of a Class 10a structure that does not comply with the requirements of Acceptable Solution A2 of the QDC MP1.2.

*Moved Councillor Lancini
Seconded Councillor Milton*

Resolution – That Council issue a referral agency response for the construction of a Class 10a structure (open car port) at Lot 811 on H2841 and located at 96 Musgrave Street Halifax, subject to reasonable and relevant conditions, as set out in Attachment A, which reflect and accord generally with the application as made.

Carried 7-0
270320-15

Town Planning Consultant, G Milford and Town Planning Officer H Roy left the meeting at 10.15am

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 9 March 2020 regarding summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 29 February 2020.

*Moved Councillor Lancini
Seconded Councillor Brown*

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

**Carried 7-0
270320-16**

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 9 March 2020 regarding monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 29 February 2020.

*Moved Councillor Lancini
Seconded Councillor Skinner*

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

**Carried 7-0
270320-17**

4.3 COUNCILLOR ACTIVITY REPORT as at 29 FEBRUARY 2020

Consideration of Report to Council from Chief Executive Officer dated 9 March 2020 providing Councillor Activity Reports for the month ending 29 February 2020 to ensure transparency and public scrutiny.

*Moved Councillor Cripps
Seconded Councillor Milton*

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

**Carried 7-0
270320-18**

Before closing the meeting, the Mayor took the opportunity to thank this Term of Council for their positive contribution over the past four years and for the successes this Council has achieved. He also passed on his best wishes to the sitting Councillors seeking re-election in this weekend's 2020 Local Government Election.

Chief Executive Officer, Alan Rayment also thanked Councillors on behalf of staff for the professionalism undertaken by the Council collectively and the many issues encountered and actioned. He also advised that it has been a pleasure and honour representing the Hinchinbrook Shire with Councillors throughout the past 18 months.

CONCLUSION – This concluded the business of the meeting which closed at 10.35 am

APPROVED, CONFIRMED and ADOPTED on 28 April 2020

Councillor R Jayo - MAYOR