



## GENERAL MEETING LIST OF AGENDA ITEMS

TUESDAY  
30 JULY 2019  
at 8.30AM

PRESENT –

APOLOGY –

MINUTES - *Confirmation of Minutes of General Meeting held on 25 June 2019.*

1. CORPORATE SERVICES

1.1 CORPORATE SERVICES ACTIVITY REPORT

Consideration of Report to Council from Chief Financial Officer dated 10 July 2019 regarding summary of activities undertaken during the month ending 30 June 2019.

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Financial Officer dated 15 July 2019 regarding monthly Corporate Services Status Report for the month ending 30 June 2019.

1.3 FINANCIALS

Consideration of Report to Council from Chief Financial Officer dated 10 July 2019 regarding a report of financial activities for the month ending 30 June 2019.

1.4 CORPORATE SERVICES REVENUE STATEMENT REPORT – BUDGET DOCUMENT

Consideration of Report to Council from Chief Financial Officer dated 19 July 2019 regarding acceptance and adoption of the amended Revenue Statement originally adopted at the Special Budget Meeting on 28 June 2019.

1.5 REQUEST FOR RELIEF OF SEWERAGE CHARGES – 30 JUNE 2019

Consideration of Report to Council from Chief Financial Officer dated 16 July 2019 regarding request received for relief of excessive sewerage charges for property number 103750.

1.6 CRIME AND CORRUPTION COMMISSION and QUEENSLAND STATE ARCHIVES REPORTS – COUNCIL RECORDS: A GUIDELINE FOR MAYORS, COUNCILLORS, CEO'S AND COUNCIL EMPLOYEES – 30 JUNE 2019

Consideration of Report to Council from Chief Financial Officer dated 16 July 2019 regarding recently released joint guidelines from the Crime and Corruption Commission and Queensland State Archives regarding Council records to establish three requirements to assist all Council employees, Mayors and Councillors fulfil their recordkeeping responsibilities.

1.7 2020 SHOW DAY PUBLIC HOLIDAY

Consideration of Report to Council from Chief Financial Officer dated 16 July 2019 regarding approval of proposed public holiday for the Hinchinbrook region for the annual Ingham Show Day.

2. INFRASTRUCTURE SERVICES DELIVERY

2.1 INFRASTRUCTURE SERVICES DELIVERY ACTIVITY REPORT

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 15 July 2019 regarding summary of activities undertaken during the month ending 30 June 2019.

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 15 July 2019 regarding monthly Infrastructure Services Delivery Status Report for the month ending 30 June 2019.

2.3 WATER and SEWERAGE WORKS PROGRAM REPORT

Consideration of Report to Council from Water and Sewerage Manager dated 15 July 2019 regarding a report of water and sewerage operations for the month ending 30 June 2019.

- 2.4 INFRASTRUCTURE SERVICES DELIVERY WORKS PROGRAM REPORT  
Consideration of Report to Council from Works Engineer dated 10 July 2019 regarding a report of civil construction and maintenance operations for the month ending 30 June 2019.
- 2.5 RFO02682 - SUPPLY and DELIVERY of ONE 4X4 SINGLE CAB TRUCK with SPRAY TANK  
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 28 June 2019 regarding quotes received for RFO02682 – Supply and Delivery of One 4X4 Single Cab Truck with Spray Tank.
- 2.6 HSC 19/26 - SUPPLY and DELIVERY of ONE WHEEL LOADER  
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 1 July 2019 regarding quotes received for HSC 19/26 – Supply and Delivery of One Wheel Loader.
- 2.7 RFO03184 – DALRYMPLE CREEK BRIDGE REMEDIAL WORKS  
Consideration of Report to Council from Infrastructure Engineer dated 4 July 2019 regarding tenders received for RFO03184 – Dalrymple Creek Bridge Remedial Works.
- 2.8 RFO03244 – MOUNT FOX ROAD LANDSLIPS GEOTECHNICAL INVESTIGATION  
Consideration of Report to Council from Infrastructure Engineer dated 18 July 2019 seeking endorsement of appointment of Jacobs Group (Australia) Pty Ltd to undertake Emergency Works to the Mount Fox Road following damage to Mount Fox Road and its embankments during the North and Far North Queensland Monsoon Trough 25 January – 14 February 2019.
- 2.9 NDRRA and DRFA JUNE PROGRESS REPORT  
Consideration of Report to Council from Infrastructure Engineer dated 15 July 2019 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 2018 March Flooding event, 2018 Tropical Cyclone Nora, 2018 Tropical Cyclone Owen and 2019 Monsoon Trough.
- 2.10 QUEENSLAND RECONSTRUCTION AUTHORITY CATEGORY C and D FUNDING APPLICATION  
Consideration of Report to Council from Infrastructure Engineer dated 18 July 2019 seeking endorsement of application made to the Queensland Reconstruction Authority under the 2019 Betterment Program and Clean-up and Repair of Community Recreational Assets and Facilities Package for a number of nominated betterment and recreational projects.
- 2.11 LUCINDA GROYNES STATUS  
Consideration of Report to Council from Works Engineer dated 10 July 2019 outlining breakdown of costings in relation to recent reinstatement of damaged bags on the Lucinda Groynes, comparison of this work with the recent installation of the groyne at the Lucinda Swimming Enclosure, and future methodology for completing the reinstatement of damaged bags on the Lucinda Groynes.
- 2.12 FORREST BEACH BOAT RAMP PLANNING and APPROVALS REPORT  
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 15 July 2019 providing update on review of several shortlisted options for improving marine access for the community of Forrest Beach and detailing the constraints, benefits, costs and time frames for each option and likelihood of each option succeeding.
- 2.13 HINCHINBROOK WATER SECURITY PROJECT UPDATE  
Consideration of Report to Council from Acting Manager Water and Sewerage dated 10 July 2019 providing update on the progress of the Hinchinbrook Water Security Project which is progressing well and on track for completion, including commissioning by October 2019.

- 2.14 DUNGENESS ENTERPRISE CHANNEL DREDGING – BEACH REPLENISHMENT and ROCK WALL PROJECT  
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 15 July 2019 providing update on progress made in completing the necessary investigations, reports and gathering of information in order to submit a development application for the dredging of Enterprise Channel and construction of a rock wall to improve marine access, safe harbor and mitigate against further erosion of the Dungeness sand spit.

3. DEVELOPMENT, PLANNING AND ENVIRONMENTAL SERVICES

- 3.1 DEVELOPMENT, PLANNING and ENVIRONMENTAL SERVICES ACTIVITY REPORT  
Consideration of Report to Council from Executive Manager Development, Planning and Environmental Services dated 25 June 2019 regarding summary of activities undertaken during the month ending 30 June 2019.
- 3.2 MONTHLY STATUS REPORT  
Consideration of Report to Council from Executive Manager Development, Planning and Environmental Services dated 15 July regarding monthly Development, Planning and Environmental Services Status Report for the month ending 30 June 2019.
- 3.3 PROPOSED RECONFIGURATION of LAND – REARRANGEMENT of BOUNDARIES (THREE LOTS into TWO LOTS) – LOT 5 on RP706317, LOT 1 on RP706318 and LOT 3 on RP706319 – DI BARTOLOS ROAD, TREBONNE  
Consideration of Report to Council from Planning Consultant dated 15 July 2019 in relation to an application received seeking a Development Permit for Reconfiguration of Land – Rearrangement of Boundaries between Lot 5 on RP706317, Lot 1 on RP706318 and Lot 3 on RP703619 at Di Bartolos Road, Trebonne.
- 3.4 RESIDENTIAL SITING RELAXATION – LOT 221 on A7743 – 24 WILLOW STREET, ALLINGHAM  
Consideration of Report to Council from Planning Consultant dated 23 July 2019 in relation to request received for a front boundary dispensation for a proposed garage to be sited 3.0m from the front (street) boundary and for a side boundary dispensation with a section of the proposed garage and the eaves on both sides of the proposed dwelling being within the respective side setbacks of between 1.5m and 2m, required by the Queensland Development Code, at 24 Willow Street, Allingham.
- 3.5 REFERRAL AGENCY RESPONSE - RESIDENTIAL SITING RELAXATION – LOT 12 on SP279694 – DENNEY STREET, DUNGENESS  
Consideration of Report to Council from Planning Consultant dated 15 July 2019 in relation to request received for a boundary dispensation for a proposed dwelling at Denney Street, Dungeness to be sited:
- 0.5m from the side boundary setback for the eaves and 0.9m setback for the wall which is less than the prescribed 1m setback;
  - 0m from the rear boundary setback for the eaves and 0.9m setback for the wall which is less than the prescribed 2.5m setback;
  - 0m from the front boundary setback for the eaves and 1.05m setback for the wall which is less than the prescribed 4.5m setback;
- Consideration of further request for dispensation of site coverage exceedance to 77% which is greater than the designated building envelope.
- 3.6 REFERRAL AGENCY RESPONSE - RESIDENTIAL SITING RELAXATION – LOT 71 on RP723878 – 114 JOHN DORY STREET, TAYLORS BEACH  
Consideration of Report to Council from Planning Consultant dated 15 July 2019 in relation to request received for a front boundary dispensation for a proposed open carport to be sited 1.0m from the front boundary being within the Queensland Development Code's required setback of 6.0m at 114 John Dory Street, Taylors Beach.

- 3.7 RENEWAL of TRUSTEE LEASE with HERBERT RIVER JOCKEY CLUB  
MARINA PARADE, INGHAM - LOT 53 on CWL3300  
Consideration of Report to Council from Executive Manager Development Planning and Environmental Services dated 29 May 2019 regarding application for the Renewal of Trustee Lease at Marina Parade, Ingham by the Herbert River Jockey Club over Reserve for Racecourse and Recreation.
- 3.8 RESIZE of PROPOSED TRUSTEE LEASE AREA  
GROPER STREET, TAYLORS BEACH  
Consideration of Report to Council from Executive Manager Development Planning and Environmental Services dated 25 June 2019 regarding request from Taylors Beach Progress Association to increase the area they currently hold a Trustee Lease over, described as part of Lot 392 on CP899640, from 86m<sup>2</sup> to 102m<sup>2</sup> for the construction of a new facility.
- 3.9 HINCHINBROOK SHOWGROUNDS – JAI PETER POPPI – LICENCE AGREEMENT  
COOPER STREET, INGHAM – LOT 43 on I22490  
Consideration of Report to Council from Chief Executive Officer dated 13 July 2019 regarding request for Licence Agreement over an area at the Ingham Showgrounds to provide a Boxing Club environment.
- 3.10 MEMORANDUM of AGREEMENT BETWEEN HINCHINBROOK SHIRE COUNCIL and MT FOX RURAL FIRE BRIGADE  
over MT FOX RESERVE – LOT 61 on WU64  
Consideration of Report to Council from Chief Executive Officer dated 24 July 2019 regarding finalisation of a Memorandum of Agreement with the Mt Fox Rural Fire Brigade over the Mt Fox Reserve locally known as the Winnie Pitch Cricket Grounds, to allow the Mt Fox Rural Fire Brigade to manage the upkeep of the Reserve on Council's behalf as an established camping ground.
- 3.11 REQUEST for CARAVAN OVERFLOW at DUNGENESS RESERVE, LUCINDA  
Consideration of Report to Council from Chief Executive Officer dated 3 June 2019 regarding request received from a commercial business for Council to support a caravan overflow at the Reserve Land on Dungeness Road, Lucinda for Recreational Vehicles (RV) only.
- 3.12 SYSTEMATIC APPROVED INSPECTION PROGRAM – ANIMAL MANAGEMENT  
Consideration of Report to Council from Manager Compliance, Environment and Waste Operation dated 17 May 2019 seeking Council approval for a Systematic Approved Inspection Program to monitor compliance with dog registration throughout the Shire.
- 3.13 NQROC REGIONAL WASTE MANAGEMENT FEASIBILITY STUDY – MEMORANDUM of UNDERSTANDING  
Consideration of Report to Council from Manager Compliance, Environment and Waste Operation dated 17 June 2019 seeking Council endorsement of the North Queensland Regional Organisation of Councils (NQROC) Memorandum of Understanding for member Councils to undertake a feasibility study into finding opportunities for a Regional Waste Management Solution using energy from waste.
- 3.14 WASTE MANAGEMENT FEES – MINIMUM CHARGE LARGE COMMERCIAL VEHICLES  
Consideration of Report to Council from Manager Compliance, Environment and Waste Operation dated 4 July 2019 seeking adoption of a minimum charge for large commercial vehicles with a gross vehicle mass (GVM) of greater than 4.5 tonne of \$17.00.
- 3.15 CONTAINER REFUND SCHEME REVENUE SHARING AGREEMENT  
Consideration of Report to Council from Manager Compliance, Environment and Waste Operation dated 12 July 2019 regarding Revenue Sharing Agreement in place between Council and Re.Group for the sale of eligible containers under the Container Refund Scheme.
- 3.16 HALIFAX WASTE TRANSFER STATION EXTENSION of CONTRACT  
Consideration of Report to Council from Manager Compliance, Environment and Waste Operation dated 12 July 2019 regarding contract for the management of the Halifax Waste Transfer Station between Council and NQ Employment expires on 30 September 2019. The original contract term was issued for three (3) years with an option to extend for a further three (3) years.

3.17 VIRTUAL VOUCHERS – CONDITIONS OF USE

Consideration of Report to Council from Executive Manager Development, Planning and Environmental Services dated 29 May 2019 regarding adoption of consistent conditions of use of virtual waste disposal vouchers for the disposal of general domestic waste or green waste.

3.18 PROTECTED AREA and FORESTRY ESTATE STATISTICS and AMENDMENTS

Consideration of Report to Council from Executive Manager Development, Planning and Environmental Services dated 6 June 2019 regarding receipt of Protected Area and Forestry Estate Statistics from the Department of Environment and Science for the fourth quarter of the 2018-2019 financial year which also includes the subordinate legislation published on 14 December 2018. Noting that the amendments include three locations with the Hinchinbrook Shire of Abergowrie State Forest, Girringun National Park and Paluma Range National Park.

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 12 July 2019 regarding summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 30 June 2019.

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 10 June 2019 regarding monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 30 June 2019.

4.3 QUARTERLY OPERATIONAL PLAN REPORT and HALF YEARLY CORPORATE PLAN REPORT as at 30 JUNE 2019

Consideration of Report to Council from Chief Executive Officer dated 15 July 2019 seeking adoption of the Quarterly Operational Plan Report and Half Yearly Corporate Plan Report for the quarter/half year ending 30 June 2019.

4.4 2020 QUADRENNIAL LOCAL GOVERNMENT ELECTIONS

Consideration of a Report to Council from Chief Executive Officer dated 24 July 2019 seeking Council's advice for planning purposes regarding the 2020 Quadrennial Local Government Election.

4.5 LGAQ ANNUAL CONFERENCE – MOTION REQUEST

Consideration of a Report to Council from Chief Executive Officer dated 24 July 2019 regarding Local Government Association of Queensland's call for agenda items/motions for consideration at the 123<sup>rd</sup> Annual LGAQ Conference to be held in October 2019.

4.6 SALARY PACKAGING – PROPOSAL to INCLUDE SALARY PACKAGING AUSTRALIA (SPA)

Consideration of Report to Council from Chief Executive Officer dated 15 July 2018 regarding inclusion of Salary Packaging Australia to Council's Salary Packaging Program for Council employees and novated leasing administration.

4.7 2018-19 QUEENSLAND DISASTER RESILIENCE FUND and PREPARED COMMUNITIES FUND

Consideration of Report to Council from Chief Executive Officer dated 10 June 2019 regarding correspondence received from Queensland Reconstruction Authority dated 2 July 2019 advising of the successful projects that were submitted for grant funding under the 2018-2019 Queensland Disaster Resilience Fund, and the Prepared Communities Fund that seek to increase the resilience of our community.

4.8 STRATEGIC SAFETY PLAN 2019-2021

Consideration of Report to Council from Chief Executive Officer dated 1 July 2019 regarding adoption of the Strategic Safety Plan which outlines Council's plan for the upcoming two (2) years to improve Health and Safety with streamlined, relevant and sustainable practices. The Plan also provides clear and concise objectives that Council will undertake to satisfy the compliance requirements under the *Work Health and Safety Act* and Regulations.

4.9 COUNCILLOR ACTIVITY REPORT as at 30 JUNE 2019

Consideration of Report to Council from Chief Executive Officer dated 15 July 2019 providing Councillor Activity Reports for the month ending 30 June 2019 to ensure transparency and public scrutiny.

CONFIDENTIAL ITEMS

5. DEVELOPMENT, PLANNING AND ENVIRONMENTAL SERVICES

*Item 5.1 is to be considered in Closed Session under Division 3 Section 275 (1) (d) of the Local Government Regulation 2012 as it is a rating concession matter.*

5.1 HERBERT RIVER RSL CLUB REQUEST for RATE and/or INTEREST RELIEF – 30 JUNE 2019

Consideration of Report to Council from Chief Financial Officer dated 16 July 2019 regarding request received for rate relief by way of reduction in rates and/or reduction in interest applied to overdue rates. The RSL advises that the organisation has experienced some very difficult trading conditions in recent times due to a number of factors.

6. INFRASTRUCTURE SERVICES DELIVERY

*Item 6.1 is to be considered in Closed Session under Division 3 Section 275 (1) (h) of the Local Government Regulation 2012 as it is other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

6.1 PARRAVACINIS ROAD – REQUEST TO PURCHASE RESERVE ASSOCIATED WITH DA066/0204

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 10 June 2019 regarding request received to purchase Reserve associated with Development Application and Council's desire to no longer reach an agreement with the landowner for opening of a gazetted road covering Parravicinis Road formation, for compensation equivalent to the cost the landowner will be required to pay to purchase the reservation in title from the Department of Natural Resources Mines and Energy.

LATE BUSINESS

*Matters referred to Council following close of agenda*

Alan Rayment  
CHIEF EXECUTIVE OFFICER