



GENERAL MEETING MINUTES

HELD: ADMINISTRATION CENTRE
COUNCIL CHAMBERS
25 LANNERCOST STREET
INGHAM QLD 4850

TUESDAY 29 MARCH 2022
at 8.30AM

- PRESENT**
- R Jayo Mayor (Chair)
 - AP Cripps Deputy Mayor
 - ME Brown Councillor
 - AJ Lancini Councillor
 - DM Marbelli Councillor
 - KS Milton Councillor
 - WG Skinner Councillor
 - K Tytherleigh Chief Executive Officer (CEO)
 - J Stewart Director Infrastructure Utility Services (DIUS)
 - B Exelby Director Corporate and Community Services (DCCS)
 - B Edwards Executive Assistant (EA)

- PRAYER**
- Councillor Wally Skinner began the meeting with Prayer

DECLARATIONS OF INTEREST -

Mayor R Jayo invited Councillors to use this opportunity to make public any Declarations of Interest.

No Declarations of Interest were identified.

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

Resolution - That the Minutes of the General Meeting held on 22 February 2022 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 7-0
290322-00**

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 14 March 2022 regarding summary of activities undertaken during the month ending 28 February 2022.

Regulatory Services Coordinator (RSC) A Godfrey entered the meeting at 8.36am

- Moved** Councillor Skinner
Seconded Councillor Milton

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

**Carried 7-0
290322-01**

1.2 INFRASTRUCTURE and UTILITY SERVICES MONTHLY STATUS REPORT Consideration of Report to Council from Director Infrastructure and Utility Services dated 14 March 2022 regarding monthly Infrastructure and Utility Services Status Report for the month ending 28 February 2022.

- Moved** Councillor Milton
Seconded Councillor Skinner

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

**Carried 7-0
290322-02**

1.3 2021-2022 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 28 FEBRUARY 2022

Consideration of Report to Council from Director Infrastructure and Utility Services dated 14 March 2022 regarding a Status Report that provides a breakdown of projects as approved in the 2021-2022 Capital Works Program for the month ending 28 February 2022.

Moved **Councillor Brown**
Seconded **Councillor Milton**

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

**Carried 7-0
290322-03**

Project and Operations Support Officer (POSO) R Poppi entered the meeting at 9.11am

2. CORPORATE and COMMUNITY SERVICES

2.1 CORPORATE and COMMUNITY SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Corporate and Community Services dated 14 March 2022 regarding summary of activities undertaken during the month ending 28 February 2022.

Moved **Councillor Cripps**
Seconded **Councillor Marbelli**

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

**Carried 7-0
290322-04**

2.2 CORPORATE and COMMUNITY SERVICES STATUS REPORT

Consideration of Report to Council from Director Corporate and Community Services dated 14 March 2022 regarding monthly Corporate and Community Services Status Report for the month ending 28 February 2022.

Moved **Councillor Marbelli**
Seconded **Councillor Cripps**

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

**Carried 7-0
290322-05**

2.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 28 FEBRUARY 2022

Consideration of Report to Council from Finance Manager dated 16 March 2022 regarding a report of Council's financial activities for the month ending 28 February 2022.

Moved **Councillor Cripps**
Seconded **Councillor Marbelli**

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

**Carried 7-0
290322-06**

**2.4 RECONFIGURING a LOT – SUBDIVISION – ONE LOT into TWO LOTS
COCONUT STREET ALLINGHAM – LOT 19 on SP253703**

Consideration of Report to Council from Development and Regulatory Services Manager dated 4 March 2022 concerning Development Application from Douglas Smith for Reconfiguring a Lot – Subdivision – One Lot into Two Lots at 4 Coconut Street Allingham formally described as Lot 19 on SP253703. The applicant is proposing to subdivide the existing lot into two lots with an area of Lot 19a being 8,433m² and Lot 19b being 10,082m². The existing dwelling and shed will be wholly contained within proposed Lot 19a and both of the proposed allotments have direct access to Coconut Street.

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Council approve the proposed Reconfiguring a Lot – Subdivision – One Lot into Two Lots on land located at 4 Coconut Street Allingham, and formally described as Lot 19 on SP253703, subject to conditions as set out in Attachment A.

**Carried 7-0
290322-07**

**2.5 OPERATIONAL WORK – EXCAVATION OF LAND
CHALLANDS STREET INGHAM – LOT 154 on CWL2805**

Consideration of Report to Council from Development and Regulatory Services Manager dated 7 March 2022 concerning Development Application for Operational Work (Excavation of Land) from WSP Australia Pty Ltd on behalf of Chevron Australia Downstream Fuels Pty Ltd 6-8 Challands Street Ingham formally described as Lot 154 on CWL2805 with property improvements of a fuel depot and service station. The applicant is seeking to excavate a portion of the allotment to remediate hydrocarbon contamination beneath a drum store. The impacted area is estimated to be up to 450m², with depths down to the groundwater table around 1.8m and contaminated soil will be stockpiled on site and land farmed to breakdown hydrocarbons.

Moved Councillor Cripps
Seconded Councillor Milton

Resolution – That Council approve the Development Application for a Development Permit for Operational Work – Excavation of Land on land located at 6-8 Challands Street Ingham and formally described as Lot 154 on CWL2805, subject to conditions as set out in Attachment A.

**Carried 7-0
290322-08**

**2.6 REFERRAL AGENCY RESPONSE – DESIGN and SITING
BRUCE PARADE LUCINDA – LOT 1 on RP727799**

Consideration of Report to Council from Development and Regulatory Services Manager dated 3 March 2022 concerning a Referral Agency Response – Design and Siting variation lodged by Rapid Building Approvals on behalf of Anthony and Rachael Anderson and Colleen Walters seeking to establish a Class 10a shed structure on the southern portion of the property described as Lot 1 on RP727799 located at 50 Bruce Parade Lucinda. The proposed Class10a structure comprises a single bay enclosed shed to be constructed with a steel frame and roof, with dimensions being 7m wide, 14m in length, 4.5m to the eaves, and peak height of 5.1m. The structure is proposed to be constructed 500mm off the side boundary shared with 4 Patterson Parade Lucinda.

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Council issue a Referral Agency Response for the proposed Class 10a structure on land located at 50 Bruce Parade Lucinda, and formally described as Lot 1 on RP727799, subject to conditions, as set out in Attachment A.

**Carried 7-0
290322-09**

**2.7 REFERRAL AGENCY RESPONSE – DESIGN and SITING
JASMINE CLOSE ALLINGHAM – LOT 5 on SP195681**

Consideration of Report to Council from Development and Regulatory Services Manager dated 4 March 2022 concerning a Referral Agency Response – Design and Siting variation lodged by Hugh Markwell on behalf of Sean and Carolyn Giles seeking to establish a Class 10a patio structure on the southern portion of the property described as Lot 5 on SP195681 located at 1 Jasmine Close Allingham which entails an encroachment on the secondary front boundary of Blackbean Street Allingham. The proposed Class 10a structure comprises an outdoor living area extension off the existing dwelling, with dimensions being 6.6m wide, 8m in length, with a peak height of 4.8m. The structure is proposed to be constructed 382mm from the eaves and 1.052m from the structures front wall, off the secondary front boundary with frontage to Blackbean Steet Allingham.

Moved Councillor Marbelli

Seconded Councillor Cripps

Resolution – That Council issue a Referral Agency Response for the proposed Class 10a structure on land located at 1 Jasmine Close Allingham, and formally described as Lot 5 on SP195681, subject to conditions, as set out in Attachment A.

**Carried 7-0
290322-10**

**2.8 REQUEST for COUNCIL VIEWS on PROPOSED LAND ACQUISITION
ABERGOWRIE ROAD LANNERCOST – LOT 77 on CWL575**

Consideration of Report to Council from Development and Regulatory Services Manager dated 4 March 2022 concerning request from Keir Steele Waldon Lawyers on behalf of Rosario and Cheryl Blanco seeking Council's consent as Trustee to acquire land described as Lot 77 on CWL575 located at Abergowrie Road Lannercost over the allotment, prior to lodging a formal request with the Department of Resources. The allotment is a Reserve for Park and Recreation, formally known as Reserve 812 which adjoins Blanco's cane farming property of Lot 137 on SP214775 on Abergowrie Road. The allotment is currently improved with cane land being 1,012m² in size, which is utilised by the Blanco's for cane farming purposes. The future intended use is for the allotment to be amalgamated with the Blanco's allotment Lot 137 on SP214775.

Moved Councillor Skinner

Seconded Councillor Milton

Resolution – That Council advise the proponent it does not object to the proposed Acquisition of Land Application over Lot 77 on CWL575, subject to noting that a formal application must be lodged with the Department of Resources for relevant assessment and consideration.

**Carried 7-0
290322-11**

2.9 TRANSFER of LEASE over LOT 403 on CWL3243

Consideration of Report to Council from Development and Regulatory Services Manager dated 17 March 2022 seeking Council approval of transfer of Trustee Lease over Lot 403 on CWL3243 at 49 Bruce Parade Lucinda known generally as Wanderers Holiday Village Lucinda from Wanderfree Pty. Ltd. to a new proprietor Wanderers Holiday Park (Lucinda) Pty Ltd. as Council is Trustee of the land. The lease has a twenty (20) year term expiring on 31 March 2036.

Moved Councillor Lancini

Seconded Councillor Brown

Resolution – That Council, as Trustee of the land:

- A. Approve the Transfer of the Trustee Lease over Lot 403 on CWL3243 to prospective Lessee Wanderers Holiday Park (Lucinda) Pty Ltd ACN 657 378 179, subject to the following:**
 - 1. Prior to the transfer, all rent and other local government charges are not in arrears;**
 - 2. Compliance with lease conditions is achieved; and**
 - 3. The relevant certificates of insurance are provided to Council; and**
- B. Delegate Authority to the Chief Executive Officer pursuant to section 257 of the Local Government Act 2009 to take the necessary actions to finalise the Transfer of the Trustee Lease.**

**Carried 7-0
290322-12**

2.10 DISPOSAL of SURPLUS VACANT COUNCIL OWNED FREEHOLD LAND

Consideration of Report to Council from Development and Regulatory Services Manager dated 17 March 2022 seeking Council's approval to dispose of a number of vacant freehold parcels of land owned by Council that are surplus to current and future needs of the community.

Recommendation – That Council:

- A. Dispose of the following vacant freehold parcels of land identified as being surplus to the current and future needs of the community, subject to the Local Government Regulation 2012:
- Lot 1 on RP 745005, known as 3 Ann Street Ingham QLD 4850;
 - Lot 2 on RP745005, known as 3 Ann Street Ingham QLD 4850;
 - Lot 4 on RP709238, known as 14 Allingham Street Ingham QLD 4850;
 - Lot 910 on A9114, known as 6 Turtle Street Ingham QLD 4850;
 - Lot 4 on RP724554, known as 37 Morehead Street Ingham QLD 4850;
 - Lot 10 on RP709151, known as 26 Fairford Road Ingham QLD 4850;
 - Lot 2 on RP722933, known as 24-26 Skinner Street Ingham QLD 4850; and
 - Lot 3 on SP222352, known as 26 Palmer Street Ingham QLD 4850.
- B. Delegate Authority to the Chief Executive Officer pursuant to section 257 of the *Local Government Act 2009* to carry out the relevant actions under the Local Government Regulation 2012 to dispose of the identified parcels of land by tender.

Moved Councillor Cripps
Seconded Councillor Brown

Resolution – That Council move an amendment to the motion to include wording such as “or any other lawful means” at the end of Clause B as follows:

That Council:

- A. Dispose of the following vacant freehold parcels of land identified as being surplus to the current and future needs of the community, subject to the Local Government Regulation 2012:
- Lot 1 on RP 745005, known as 3 Ann Street Ingham QLD 4850;
 - Lot 2 on RP745005, known as 3 Ann Street Ingham QLD 4850;
 - Lot 4 on RP709238, known as 14 Allingham Street Ingham QLD 4850;
 - Lot 910 on A9114, known as 6 Turtle Street Ingham QLD 4850;
 - Lot 4 on RP724554, known as 37 Morehead Street Ingham QLD 4850;
 - Lot 10 on RP709151, known as 26 Fairford Road Ingham QLD 4850;
 - Lot 2 on RP722933, known as 24-26 Skinner Street Ingham QLD 4850; and
 - Lot 3 on SP222352, known as 26 Palmer Street Ingham QLD 4850.
- B. Delegate Authority to the Chief Executive Officer pursuant to section 257 of the *Local Government Act 2009* to carry out the relevant actions under the Local Government Regulation 2012 to dispose of the identified parcels of land by tender or any other lawful means.

Carried 7-0
290322-13

2.11 SMALL BUSINESS FRIENDLY COUNCIL INITIATIVE

Consideration of Report to Council from Development and Regulatory Services Manager dated 17 March 2022 concerning request from Queensland Small Business Commission inviting Council to participate in the Queensland Small Business Friendly program to allow Council to continuously work with the small business community to enhance their operating environment. The program is aimed to engage the whole organisation, not just the customer service team or a specific function; create a journey of continuous learning and improvement, not a tick-box or a compliance exercise; present a tool, not a penalty, to make better organisational decisions for the short, medium and long-term; free up resources to deliver more value to the community and stakeholders; and connect with other like-minded organisations to share knowledge and improve efficiency and effectiveness of all member organisations.

Moved **Councillor Brown**
Seconded **Councillor Milton**

Resolution – That Council accept the invitation of the Queensland Small Business Commission to participate in the Small Business Friendly program and proceed to develop a Small Business Friendly Charter for signing.

**Carried 7-0
290322-14**

RSC A Godfrey and POSO R Poppi left the meeting at 9.53am

3. MAYOR AND CHIEF EXECUTIVE SERVICES

3.1 MAYOR and CHIEF EXECUTIVE SERVICES ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 14 March 2022 concerning summary of activities undertaken during the month ending 28 February 2022.

Moved **Councillor Marbelli**
Seconded **Councillor Milton**

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

**Carried 7-0
290322-15**

3.2 MAYOR and CHIEF EXECUTIVE SERVICES MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 14 March 2022 concerning monthly Mayor and Chief Executive Services Status Report for the month ending 28 February 2022.

Moved **Councillor Skinner**
Seconded **Councillor Lancini**

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

**Carried 7-0
290322-16**

3.3 COUNCILLOR MONTHLY ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 14 March 2022 providing Councillor Activity Reports for the month ending 28 February 2022 to ensure transparency and public scrutiny.

Moved **Councillor Marbelli**
Seconded **Councillor Skinner**

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

**Carried 7-0
290322-17**

CONCLUSION – This concluded the business of the meeting which closed at 10.13am.

APPROVED, CONFIRMED and ADOPTED on 26 April 2022

Councillor R Jayo – MAYOR