



GENERAL MEETING MINUTES

TUESDAY
30 JULY 2019
at 8.30AM

- PRESENT**
- ME Brown Deputy Mayor (Chair)
 - AP Cripps Councillor
 - AJ Lancini Councillor
 - KS Milton Councillor
 - WG Skinner Councillor
 - MG Tack Councillor

 - A Rayment Chief Executive Officer (CEO)
 - M Cox Chief Financial Officer (CFO)
 - J Stewart Executive Manager Infrastructure Services Delivery (EMISD)
 - R Pennisi Executive Manager Development, Planning and Environmental Services (EMDPES)
 - B Edwards Executive Assistant (EA)

Deputy Mayor ME Brown opened the meeting at 8.35am

It was resolved that in the absence of the Mayor and as Deputy Mayor, that Councillor ME Brown undertake the role of Chairperson for this General Meeting

- APOLOGY**
- An apology for non-attendance was received from Mayor R Jayo due to his attendance at the North Queensland Mayoral Delegation in Canberra

An apology for Councillor WG Skinner was received for short term temporary non-attendance due to an intended late arrival

- PRAYER**
- Deputy Mayor ME Brown began the meeting with prayer

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

Resolution - That the Minutes of the General Meeting held on 25 June 2019 and Special Budget Meeting held on 28 June 2019 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 5-0
300719-00**

BUSINESS

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.

Moved Councillor Cripps
Seconded Councillor Tack

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

**Carried 5-0
300719-01**

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.

Moved Councillor Milton
Seconded Councillor Cripps

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

**Carried 5-0
300719-02**

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.

Moved Councillor Tack
Seconded Councillor Cripps

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

**Carried 5-0
300719-03**

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.

Moved Councillor Tack
Seconded Councillor Lancini

Resolution – That Council accept and adopt the Revenue Statement as amended.

**Carried 5-0
300719-04**

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 referenced as rates assessment number 103750 and located at McIlwraith and Lannercost Street, Ingham described as Lot 100 on SP307182.

Moved Councillor Tack
Seconded Councillor Cripps

Resolution – That Council advise the ratepayer:

1. That due to the nature of sewerage charges required to cover the full cost of the service delivery, and the classification of the ratepayers land use for sewerage purposes, the sewerage charges remain as charged for 2019-2020; and
2. That charging methodology for sewerage is due for review which may result in a redistribution of charges across properties for 2020-2021.

**Carried 5-0
300719-05**

Councillor WG Skinner entered the meeting at 9.05am

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 and Councillors fulfil their recordkeeping responsibilities.

Moved Councillor Tack
Seconded Councillor Lancini

Resolution – That Council receive and note the information of the new guideline for the management of Council records and continue to maintain records management as a core strategic focus and support staff activities towards continual improvement.

**Carried 6-0
300719-06**

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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council approve the date of 3 July 2020 for the 2020 Ingham Show Day Public Holiday.

**Carried 6-0
300719-07**

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.

Moved Councillor Skinner
Seconded Councillor Milton

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

**Carried 6-0
300719-08**

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.

Moved Councillor Skinner
Seconded Councillor Lancini

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

**Carried 6-0
300719-09**

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.

Moved Councillor Milton
Seconded Councillor Skinner

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

**Carried 6-0
300719-10**

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.

Moved Councillor Skinner
Seconded Councillor Milton

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

**Carried 6-0
300719-11**

In accordance with section 175D of the Local Government Act 2009, Councillor ME Brown declared a Perceived Conflict of Interest in Items 2.5 and 2.6

In accordance with sections 175E and 175J of the Local Government Act 2009, Councillor ME Brown declared that she is related as Mother of one employee Daniel Brown and Aunt to two employees Ryan Carey and Luke Russell who are employed at the Ingham Branch of Honeycombes

Councillor ME Brown vacated the chair and excluded herself from the meeting at 10.00am while the matter was debated and the vote taken

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Councillor WG Skinner as the Portfolio Chair for Infrastructure Services be appointed as the Chairperson for Items 2.5 and 2.6.
Carried 4-0
300719-12

- 2.5 RF002682 - 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 RF002682 – Supply and Delivery of One 4X4 Single Cab Truck with Spray Tank.

Moved Councillor Tack
Seconded Councillor Milton

Resolution – That Council accept the no trade offer from Tony Ireland Isuzu - Rydwell for One 4WD Single Cab Truck with 2000 Litre Spray Tank for \$98,805.34 (excl. GST).
Carried 5-0
300719-13

- 2.6 HSC 19/26 - SUPPLY and DELIVERY of ONE 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 Loader.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council:

- A. Accept the offer from Honeycombes Sales and Service for the supply and delivery of one loader with trade of plant PA00064 for a net changeover of \$228,800 (excl. GST); and
- B. Provide for the purchase of the Loader as part of the 2019-2020 Budget Review.

Carried 5-0
300719-14

Councillor ME Brown returned to the meeting at 10.15am and resumed as the Chairperson

The meeting adjourned at 10.15am for morning tea and resumed at 10.40am

- 2.7 RF003184 – DALRYMPLE CREEK BRIDGE REMEDIAL WORKS
Consideration of Report to Council from Infrastructure Engineer dated 4 July 2019 regarding tenders received for RF003184 – Dalrymple Creek Bridge Remedial Works.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council

- A. Award the offer RF003184 – Dalrymple Creek Bridge Remedial Works to Keita Services for a total contract amount of \$305,952 (excl. GST); and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract

Carried 6-0
300719-15

In accordance with section 175D of the Local Government Act 2009, Councillor AJ Lancini declared a Perceived Conflict of Interest in Item 2.8

In accordance with sections 175E and 175J of the Local Government Act 2009, Councillor AJ Lancini declared that he is related as Uncle to his nephew Ryan Davis who is employed as a Manager by Jacobs Group (Australia) Pty Ltd

Councillor AJ Lancini excluded himself from the meeting at 10.42am while the matter was debated and the vote taken

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.

Moved Councillor Milton
Seconded Councillor Skinner

Resolution – That Council:

- A. Endorse the awarding of project RFO03244 – Mount Fox Road Landslips (Local Buy Reference: VP148058) to Jacobs Group (Australia) Pty Ltd on the basis of the Emergency Works phase under Clause 6.5.4.3 of the Procurement Policy; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract.

**Carried 5-0
300719-16**

Councillor AJ Lancini returned to the meeting at 10.50am

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.

Moved Councillor Skinner
Seconded Councillor Lancini

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

**Carried 6-0
300719-17**

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.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council:

- A. Endorse the application made under the 2019 Betterment Program and Clean-up and Repair of Community Recreational Assets and Facilities Package; and
- B. Confirm the necessary contribution from Council to be allocated in the 2020-2021 capital budget (as presented) where adequate funding and resources are not available in the 2019-2020 financial year.

**Carried 6-0
300719-18**

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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council:

- A. Receive and note the contents in the report regarding the analysis 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;
- B. Receive and note the pre-lodgement advice to facilitate conversion of the existing geotextile groynes to rock; and
- C. Authorise the Chief Executive Officer to commence scoping the necessary investigation/consultant reports required to lodge an application for converting the existing geotextile groynes to rock.

Carried 6-0
300719-19

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.

Moved Councillor Cripps
Seconded Councillor Tack

Resolution – That Council:

- A. Receive and note the Forrest Beach Boat Ramp Upgrade – Planning and Approvals Report by Flanagan Consulting Group; and
- B. Distribute the Report to the Forrest Beach Recreational Boating and Tourism Committee for comment and feedback.

Carried 6-0
300719-20

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.

Moved Councillor Milton
Seconded Councillor Lancini

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

Carried 6-0
300719-21

- 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.

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Council:

- A. Receive and note the Hydrodynamic and Sediment Transport Modelling Study by Water Technology;
- B. Receive and note the Geotechnical Investigation by Jacobs Group;
- C. Receive and note the Sediment Sampling and Analysis by FRC Environmental;
- D. Receive and note the Ecological Survey & Environmental Impact Assessment Report by FRC Environmental;
- E. Receive and note the Dungeness Enterprise Channel Sediment Transport Study by Water Technology; and
- F. Authorise the Chief Executive Officer to acquire further modelling and analysis of the benefits associated in constructing a rock wall directly adjacent to the proposed dredging channel alignment.

**Carried 6-0
300719-22**

Town Planning Consultant, G Milford entered the meeting at 11.15am

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.

Moved Councillor Lancini
Seconded Councillor Milton

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

**Carried 6-0
300719-23**

- 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.

Moved Councillor Cripps
Seconded Councillor Lancini

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

**Carried 6-0
300719-24**

- 3.3 PROPOSED RECONFIGURATION of LAND – REARRANGEMENT of BOUNDARIES (THREE LOTS into TWO LOTS) DI BARTOLOS ROAD, TREBONNE - LOT 5 on RP706317, LOT 1 on RP706318 and LOT 3 on RP706319
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.

*Moved Councillor Cripps
Seconded Councillor Lancini*

Resolution – That Council approve the proposed Reconfiguration of Land – Rearrangement of Boundaries (Three Lots into Two Lots) on land situated at Di Bartolos Road, Trebonne subject to reasonable and relevant conditions, as set out in Attachment A, which reflect and accord generally with the application as made.

**Carried 6-0
300719-25**

- 3.4 RESIDENTIAL SITING RELAXATION
WILLOW STREET, ALLINGHAM - LOT 221 on A7743

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.

Recommendation – That Council approve the front and side boundary siting relaxation for the construction of a new dwelling house on the currently vacant Lot 221 on A7743 located at 24 Willow Street, Allingham, subject to reasonable and relevant conditions to achieve compliance with A2(d) – *Queensland Development Code MP1.2* as set out in Attachment A, which reflect and accord generally with the application as made.

Pursuant to section 273 of the Local Government Regulation 2012, the meeting decided to remove the reference to the Queensland Development Code from the original recommendation upon confirmation from the Planning Consultant that such reference was not required as assessment included A2(d) as part of this report and impose an additional condition in relation to provide an impervious surface of the area of the relaxed northern property boundary setback.

*Moved Councillor Tack
Seconded Councillor Lancini*

Resolution – That Council approve the front and side boundary siting relaxation for the construction of a new dwelling house on the currently vacant Lot 221 on A7743 located at 24 Willow Street, Allingham, subject to:

- A. Reasonable and relevant conditions as set out in Attachment A, which reflect and accord generally with the application as made; and
- B. The setback between the 10A structure and the northern property boundary is to be imperviously sealed.

**Carried 5-1
300719-26**

Councillor KS Milton recorded her vote against the motion.

3.5 REFERRAL AGENCY RESPONSE - RESIDENTIAL SITING RELAXATION
DENNEY STREET, DUNGENESS - LOT 12 on SP279694

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.

*Moved Councillor Lancini
Seconded Councillor Cripps*

Resolution – That Council resolve to approve the front, side and rear boundary siting relaxations and dispensation for the exceedance of the site coverage from the Building Envelope Plan contained within the Marine Cove Moorings Community Title Scheme for construction of a dwelling house on Lot 12 on SP279694 located at Denney Street, Dungeness, subject to reasonable and relevant conditions, as set out in Attachment A, which reflect and accord generally with the application as made.

Carried 6-0
300719-27

3.6 REFERRAL AGENCY RESPONSE - RESIDENTIAL SITING RELAXATION
JOHN DORY STREET, TAYLORS BEACH - LOT 71 on RP723878

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.

*Moved Councillor Skinner
Seconded Councillor Lancini*

Resolution – That Council approve the front boundary siting dispensation for the proposed Class 10a structure from the permissible 6m to 1m on Lot 7 on SP723878 located at 114 John Dory Street, Taylors Beach, subject to reasonable and relevant conditions, as set out in Attachment A, which reflect and accord generally with the application as made.

Carried 6-0
300719-28

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.

Moved Councillor Cripps
Seconded Councillor Milton

Resolution – That Council:

- A. Approve a Trustee Lease for twenty (20) years commencing 1 July 2019, between Council and the Herbert River Jockey Club over part of Lot 53 on CWL3300, Marina Parade, Ingham, subject to reasonable and relevant conditions, as set out in Attachment A; 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 this Trustee Lease.

Carried 6-0
300719-29

3.8 RESIZE of PROPOSED TRUSTEE LEASE AREA
GROPER STREET, TAYLORS BEACH - PART of LOT 392 on CP899640

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 86m² to 102m² for the construction of a new facility.

Moved Councillor Cripps
Seconded Councillor Tack

Resolution – That Council:

- A. Approve the increase of Trustee Lease site from 86m² to 102m² for construction of a new facility located within Lot 392 on CP899640 at Groper Street, Taylors Beach, subject to conditions resolved on 30 October 2018; 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 this Trustee Lease.

Carried 6-0
300719-30

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.

Moved Councillor Tack
Seconded Councillor Lancini

Resolution – That Council defer consideration pending receipt of further information.

Carried 6-0
300719-31

3.10 MEMORANDUM of AGREEMENT BETWEEN HINCHINBROOK SHIRE COUNCIL and MT FOX RURAL FIRE BRIGADE 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.

Moved Councillor Lancini
Seconded Councillor Milton

Resolution – That Council:

- A. Approve a Memorandum of Agreement between Council and the Mt Fox Rural Fire Brigade over the Mt Fox Reserve located at Lot 61 on WU64 for a twelve (12) month trial being for 1 July 2019 to 30 June 2020 subject to reasonable and relevant conditions as set out in Expression of Interest document; 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 Memorandum of Agreement.

**Carried 6-0
300719-32**

3.11 REQUEST for CARAVAN OVERFLOW 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.

Recommendation – That Council:

- A. Advise Wanderers Holiday Village that Council is not in a position to allow for a commercial operator to use the Reserve land for commercial purposes;
- B. Contact the Lucinda Progress Association and ascertain interest in managing a trial RV Park over the Reserve on Dungeness Road for the period 30 July 2019 to 30 November 2019, with similar conditions and provisions as the Forrest Beach RV trial site; and
- C. 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 proposed Memorandum of Agreement with the Lucinda Progress Association.

Pursuant to section 273 of the Local Government Regulation 2012, the meeting resolved that investigations are required to occur regarding use of the Reserve.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council:

- A. Advise Wanderers Holiday Village that Council is currently not in a position to allow for a commercial operator to use the Reserve land for commercial purposes; and
- B. Authorise the Chief Executive Officer via respective staff to investigate options in relation to the Reserve Land and advise accordingly.

**Carried 6-0
300719-33**

Planning Consultant, G Milford left the meeting at 1.10pm

The meeting adjourned at 1.10pm for lunch and resumed at 2.00pm

Manager Compliance, Environment and Waste Operations, V Hammer was present when the meeting re-commenced

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.

Moved Councillor Lancini
Seconded Councillor Cripps

Resolution – That Council approve a Systematic Approved Inspection Program, pursuant with Section 134 of the *Local Government Act 2009* for a period of three (3) months and Section 113 of the *Animal Management (Cats and Dogs) Act 2008* for a period of six (6) months to be undertaken by authorised persons to monitor compliance with the Acts for Animal Management in the Hinchinbrook Shire.

Carried 6-0
300719-34

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.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council endorse the North Queensland Regional Organisation of Councils Memorandum of Understanding to undertake a feasibility study into a Regional Waste Management Energy from Waste Solution.

Carried 6-0
300719-35

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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council:

- A. Adopt a minimum charge of \$17.00 for large commercial vehicles (GVM 4.5 tonnes) that are carrying a load of less than 100kg; and
- B. Endorse the application of the new commercial charge effective from 1 July 2019.

Carried 6-0
300719-36

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.

Moved Councillor Cripps
Seconded Councillor Milton

Resolution – That Council receive and note the Revenue Sharing Agreement with Re.Group for the sale of eligible containers under the Container Refund Scheme.

Carried 6-0
300719-37

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.

Moved Councillor Milton
Seconded Councillor Cripps

Resolution – That Council

- A. Exercise the option to extend the current contract with NQ Employment for the management of Halifax Waste Transfer Station (WTS) for an additional three (3) years to 30 September 2022.
- B. Exercise the option to extend the current contract with NQ Employment for the management of Halifax Waste Transfer Station (WTS) for an additional three (3) years to 30 September 2022 with the addition of:
 - i. Maintenance of vegetation on site, specifically tree maintenance;
 - ii. NQ Employment to be reimbursed for degassing of whitegoods prior to recycling; and
 - iii. Key Performance Indicators (KPIs) to be included for compliance with the State Government Waste Strategy with respect to enhancing recycling opportunities to divert waste from landfill.
- C. Authorise 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 this Contract.

**Carried 6-0
300719-38**

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.

Recommendation – That Council

- A. Approve the use of virtual vouchers by commercial operators on behalf of residents who are entitled to the vouchers subject to the following conditions:
 - i. Evidence is provided of the approval from the entitled resident that the commercial operator is disposing of waste on their behalf;
 - ii. The weight of the waste does not exceed 500kg per load per voucher;
 - iii. On inspection by the weighbridge operator the waste is deemed to be of a domestic nature; and
 - iv. The allocation of the domestic virtual waste disposal vouchers each financial year does not exceed four (4) for the household.
- B. Approve the use of the virtual vouchers for domestic waste (general or green waste) delivered in vehicles with a payload not exceeding one tonne and the weight of the waste does not exceed 500kg per load per voucher.

Pursuant to section 273 of the Local Government Regulation 2012, the meeting decided to remove the reference “delivered in vehicles with a payload not exceeding one tonne”.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council

- A. Approve the use of virtual vouchers by commercial operators on behalf of residents who are entitled to the vouchers subject to the following conditions:
- v. Evidence is provided of the approval from the entitled resident that the commercial operator is disposing of waste on their behalf;
 - vi. The weight of the waste does not exceed 500kg per load per voucher;
 - vii. Upon inspection by the weighbridge operator the waste is deemed to be of a domestic nature; and
 - viii. The allocation of the domestic virtual waste disposal vouchers each financial year does not exceed four (4) for the household.
- B. Approve the use of the virtual vouchers for domestic waste (general or green waste) and the weight of the waste does not exceed 500kg per load per voucher.

Carried 6-0
300719-39

Manager Compliance, Environment and Waste Operations, V Hammer left the meeting at 2.27pm

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, Giringun National Park and Paluma Range National Park.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council receive and note the information provided from the Department of Environment and Science.

Carried 6-0
300719-40

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.

Moved Councillor Milton
Seconded Councillor Lancini

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

Carried 6-0
300719-41

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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council receive and note the information in the Report, noting Item *Resolution Number – 260319-47 – Hinchinbrook Investment Expo* will remain open. Carried 6-0
300719-42

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.

Moved Councillor Skinner
Seconded Councillor Lancini

Resolution – That Council receive and note the information in the Report. Carried 6-0
300719-43

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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council offer the following information to the Electoral Commission of Queensland as requested:

- A. That the suggested eleven Polling Booths be reduced to the following six locations as per By-Election held in October 2018:
- Forrest Beach State School;
 - Halifax State School;
 - Ingham State School;
 - Long Pocket CWA Hall;
 - Toobanna State School; and
 - Trebonne State School.
- B. Offer no objection to the proposed dates suggested by the Electoral Commission Queensland;
- C. Pre-Polling be conducted at the TYTO Complex in McIlwraith Street, Ingham for a one (1) week period Monday to Friday prior to the Election;
- D. Offer a room at TYTO for the Returning Officer's office space; and
- E. That the Chief Executive Officer or his delegate be Council's nominated contact person.

Carried 6-0
300719-44

4.5 LGAO 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 123rd Annual LGAQ Conference to be held in October 2019.

Moved Councillor Skinner
Seconded Councillor Tack

Resolution – That Council at this stage do not have any motions for consideration at the Local Government Association of Queensland 2019 Annual Conference. Carried 6-0
300719-45

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.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council:

- A. Continue to honour the agreement with RemServ (Qld) dated 15 May 2015;
- B. Approve Salary Packaging Australia as an additional Salary Packaging provider for Council employees, subject to continued compliance with Local Buy legislation and additional no cost implications for Council; and
- C. 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 agreement.

Carried 6-0
300719-46

4.7 2018-2019 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.

Moved Councillor Milton
Seconded Councillor Lancini

Resolution – That Council:

- A. Receive and note the following endorsed projects totalling the sum of \$481,989 as advised by Queensland Reconstruction Authority under the 2018-19 Queensland Disaster Resilience Fund and Prepared Communities Fund:

Project Name	Funding Source	Total Approved Funding
Seymour Road Upgrade	QDRF	\$ 326,000
Atkinson Pocket Road Upgrade	QDRF	\$ 80,986
Orient Road Upgrade	QDRF	\$ 75,003
	Total	\$481,989

- B. Authorise the Chief Executive Officer via relevant staff to commence preliminary design works and communication with stakeholders in order to progress implementation and construction of projects.

Carried 6-0
300719-47

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.

Moved Councillor Lancini
Seconded Councillor Skinner

Resolution – That Council:

- A. Adopt the Strategic Safety Plan as presented; and
- B. Authorise Chief Executive Officer via all respective staff to implement relevant systems and actions in accordance with the Plan.

**Carried 6-0
300719-48**

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.

Moved Councillor Cripps
Seconded Councillor Tack

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

**Carried 6-0
300719-49**

LATE BUSINESS

Moved Councillor Lancini
Seconded Councillor Milton

Resolution - That Council accept the late business item for consideration concerning NQROC Smart Precinct NQ Limited (SPNQ) Membership.

**Carried 6-0
300719-50**

5. CORPORATE GOVERNANCE

5.1 NQROC SMART PRECINCT NQ LIMITED (SPNQ) MEMBERSHIP

Consideration of Report to Council from Chief Executive Officer dated 29 July 2019 regarding invitation from the North Queensland Regional Organisation of Councils (NQROC) to become a member of the Smart Precinct NQ Limited to enable Council to be involved in regional discussion of initiatives that may improve economic development throughout the region.

Moved Councillor Lancini
Seconded Councillor Cripps

Resolution – That Council:

- A. Resolve to accept to become a member of the Smart Precinct NQ Limited (SPNQ) – a Company limited by guarantee incorporated in Queensland; and
- B. Delegate authority to Mayor Ramon Jayo to sign on behalf of Council to become a member of SPNQ and to represent Council on the respective Board.

**Carried 6-0
300719-51**

Town Planning Consultant, G Milford entered the meeting at 3.45pm

Moved *Councillor Brown*
Seconded *Councillor Lancini*

That Council close the meeting to the public and move into Closed Session at 3.45pm under Section 275(1)(h) and Section 275(1)(d) of the *Local Government Regulation 2012*, to discuss the following items:

Item 6.1- Parravicinis Road – Request to Purchase Reserve Associated with DA066/0204 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.

Item 7.1 – Herbert River RSL Club Request for Rate and/or Interest Relief as it is a rating matter.

Carried 6-0

Town Planning Consultant, G Milford left the meeting at 4.20pm at conclusion of discussions concerning Item 6.1

Moved *Councillor Lancini*
Seconded *Councillor Cripps*

That Council move out of the Closed Meeting at 4.50pm

Carried 6-0

6. INFRASTRUCTURE SERVICES DELIVERY

6.1 REQUEST to PURCHASE RESERVE ASSOCIATED with DA066/0204
PARRAVICINIS ROAD – LOT 1 on RP727874 and LOT 2 on RP715816

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 concerning Parravicinis Road formation.

Moved *Councillor Lancini*
Seconded *Councillor Skinner*

Resolution – That Council:

- A. Formally write to the landowner of Lot 1 on RP727874 and Lot 2 on RP715816, Parish of Cordelia, Lucinda Road, Halifax to confirm Council no longer wishes to reach an agreement for the opening of a road along the access formation known as Parravicinis Road, Halifax; and
- B. Finalise payment of legal costs to the value of \$4,207.06 (incl. GST) for legal services provided to the landowner between 20 October 2010 to 30 June 2015 from Spina Kyle Waldon Lawyers in order to honour previous agreement with Council established in 2010.

Carried 6-0
300719-52

7. CORPORATE SERVICES

7.1 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.

Recommendation – That Council approve a relief of rates under the Rate Rebates & Concessions Policy Items 4 C (a) and (b) to the extent of Council contribution equivalent to 20% of each repayment amount made by the RSL for a period of one (1) year from the date of resolution and waiver of any interest accrual for the same period, subject to the RSL continuing to repay a minimum of \$200 per week.

Pursuant to section 273 of the Local Government Regulation 2012, the meeting decided to impose a condition regarding provision of financial statements for continuation of financial support consideration.

*Moved Councillor Cripps
Seconded Councillor Tack*

Resolution – That Council:

- A. Approve a relief of rates under the Rate Rebates & Concessions Policy Items 4 C (a) and (b) to the extent of Council contribution equivalent to 20% of each repayment amount made by the RSL for a period of one (1) year from the date of resolution and waiver of any interest accrual for the same period, subject to the RSL continuing to repay a minimum of \$200 per week;
- B. Continuation of financial support beyond twelve (12) months is subject to lodgement of current audited financial statements and subsequent approval by Council resolution; and
- C. 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 this agreement.

Carried 6-0
300719-53

CONCLUSION – This concluded the business of the meeting which closed at 4.55pm

APPROVED, CONFIRMED and ADOPTED on 27 August 2019

Councillor ME Brown – DEPUTY MAYOR