



GENERAL MEETING MINUTES

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

TUESDAY 19 OCTOBER 2021
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 Financial Services (DCFS)
- P Cohen Acting Director Community and Development Services (A/DCDS)
- B Edwards Executive Assistant (EA)

APOLOGY - Nil

PRAYER - Councillor Mary Brown 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 28 September 2021 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 7-0
191021-00**

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 1 October 2021 regarding summary of activities undertaken during the month ending 30 September 2021.

Moved Councillor Skinner
Seconded Councillor Milton

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

**Carried 7-0
191021-01**

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 8 October 2021 regarding monthly Infrastructure and Utility Services Status Report for the month ending 30 September 2021.

Moved **Councillor Milton**
Seconded **Councillor Skinner**

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

**Carried 7-0
191021-02**

1.3 2021-2022 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 30 SEPTEMBER 2021

Consideration of Report to Council from Director Infrastructure and Utility Services dated 1 October 2021 regarding a Status Report that provides a breakdown of projects as approved in the 2021-2022 Capital Works Program for the month ending 30 September 2021.

Moved **Councillor Skinner**
Seconded **Councillor Milton**

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

**Carried 7-0
191021-03**

1.4 2019 EVENT – NDRRA and DRFA QUARTERLY PROGRESS REPORT to 28 SEPTEMBER 2021

Consideration of Report to Council from Infrastructure Assets Manager dated 28 September 2021 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 2019 Monsoon Trough Program.

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

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

**Carried 7-0
191021-04**

1.4 2021 EVENTS - DRFA QUARTERLY PROGRESS REPORT TO 30 JUNE 2021

Consideration of Report to Council from Infrastructure Assets Manager dated 29 September 2021 providing a comprehensive account of the delivery of the Disaster Recovery Funding Arrangements (DRFA) program by Lonergan Project Services Pty Ltd for Council for the 2021 Tropical Cyclones Imogen and Niran and associated low pressure systems.

Moved **Councillor Brown**
Seconded **Councillor Skinner**

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

**Carried 7-0
191021-05**

1.5 REVIEW of OPENING HOURS of WARRENS HILL LANDFILL and RESOURCE RECOVERY CENTRE – RESULTS from COMMUNITY CONSULTATION PROCESS

Consideration of Report to Council from Utility Services Manager dated 1 October 2021 seeking approval of new opening hours for the Warrens Hill Landfill and Resource Recovery Centre following a review of operating hours to increase efficiencies and reduce operating costs and following community consultation, an onsite poll via Facebook and email carried out in September 2021.

A/DCDS P Cohen entered the meeting at 9.14am

Moved Councillor Lancini
Seconded Councillor Marbelli

Resolution – That Council:

- A. Approve the opening hours of 8.00am to 5.00pm for the Warrens Hill Landfill and Resource Recovery Centre commencing January 2022;**
- B. Undertake a further review of operations and utilisation after six (6) months of operation. Carried 7-0
191021-06**

1.6 MANAGEMENT of HALIFAX TRANSFER STATION

Consideration of Report to Council from Utility Services Manager dated 1 October 2021 presenting options for the future management of the Halifax Transfer Station beyond the current contract expiry date of 30 September 2022.

Recommendation – That Council resolve to internally staff the management of the Halifax Transfer Station.

Moved Councillor Lancini
Seconded Councillor Milton

Resolution – That Council set aside the Officers Recommendation and replace it with the following motion:

- A. That Council call for tenders for the management rights of the Halifax Transfer Station effective upon expiry of the current contract whilst reserving to itself the right to submit a tender based upon internal management of the facility. Carried 7-0
191021-07**

1.7 REQUEST for WORKS to UNMAINTAINED SECTION of GANGEMIS ROAD

Consideration of Report to Council from Director Infrastructure and Utility Services Manager dated 8 October 2021 concerning request from two residents who occupy dwellings along the unmaintained section of Gangemis Road for Council to carry out works to the unmaintained section of Gangemis Road due to informal notification by an adjacent property to fence off the existing access which traverses both private property and State Land before joining up with the Gangemis Road gazetted corridor.

Moved Councillor Lancini
Seconded Councillor Skinner

**Resolution – That Council defer consideration of the matter pending further investigation. Carried 7-0
191021-08**

1.8 ACTIVE GAMEDAY PROJECTS FUNDING

Consideration of Report to Council from Director Infrastructure and Utility Services Manager dated 13 October 2021 seeking Council's approval to apply to the Active Gameday Projects Program - aimed at delivering quality sport and active recreation facilities to more clubs while encouraging the use of local contractors and suppliers - for either Project 1 – Showgrounds Field Improvements; or Project 2 – Showgrounds Lighting Improvements. Funding is capped at \$150,000 (excl. GST) for eligible organisations and projects, and a minimum contribution amount of 20% is required. Funding is targeted at fit-for-purpose, participation enhancing works, that meet grassroots level playing requirements.

Moved **Councillor Marbelli**
Seconded **Councillor Brown**

Resolution – That Council submit the Ingham Showgrounds Cricket Establishment Project to the Active Gameday Projects Program to carry out field improvements and construction of two synthetic cricket pitches for \$70,000 with a co-contribution of \$15,000.

**Carried 7-0
191021-09**

The meeting adjourned at 10.09am for morning tea and resumed at 10.20am

2. COMMUNITY and DEVELOPMENT SERVICES

2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT

Consideration of Report to Council from Acting Director Community and Development Services dated 1 October 2021 regarding summary of activities undertaken during the month ending 30 September 2021.

Moved **Councillor Marbelli**
Seconded **Councillor Brown**

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

**Carried 7-0
191021-10**

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Acting Director Community and Development Services dated 8 October 2021 regarding monthly Community and Development Services Status Report for the month ending 30 September 2021.

Moved **Councillor Brown**
Seconded **Councillor Lancini**

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

**Carried 7-0
191021-11**

2.3 2022 SHOW DAY PUBLIC HOLIDAY

Consideration of Report to Council from Acting Director Community and Development Services dated 7 October 2021 regarding approval of proposed public holiday for the Hinchinbrook region for the annual Ingham Show Day in 2022.

Moved **Councillor Marbelli**
Seconded **Councillor Lancini**

Resolution – That Council approve the nomination of Friday 1 July 2022 for the 2022 Ingham Show Day Public Holiday.

**Carried 7-0
191021-12**

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 11 October 2021 regarding summary of activities undertaken during the month ending 30 September 2021.

Moved *Councillor Cripps*
Seconded *Councillor Brown*

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

**Carried 7-0
191021-13**

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 8 October 2021 regarding monthly Corporate and Financial Services Status Report for the month ending 30 September 2021.

Moved *Councillor Cripps*
Seconded *Councillor Marbelli*

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

**Carried 7-0
191021-14**

3.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 30 SEPTEMBER 2021

Consideration of Report to Council from Acting Finance Manager dated 12 October 2021 regarding a report of Council's financial activities for the month ending 30 September 2021.

Moved *Councillor Cripps*
Seconded *Councillor Brown*

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

**Carried 7-0
191021-15**

3.4 HSC 21/17 – SEWER and STORMWATER RELINING PROGRAM

Consideration of Report to Council from Director Corporate and Financial Services dated 29 September 2021 outlining findings of Request for Quotation process and evaluation outcome for RF004870 – Supply and Delivery of One Crew Cab Truck with Crane.

Moved *Councillor Lancini*
Seconded *Councillor Marbelli*

Resolution – That Council:

- A. Appoint Relining Solutions Pty Ltd as Council's preferred tenderer to deliver the Sewer and Stormwater Relining Program, as a result of the evaluation undertaken; and
- B. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009*, to negotiate a reduction in the scope to align with budgetary restraints, and enter into contract, finalise and execute any and all matters in relation to this procurement activity.

**Carried 7-0
191021-16**

3.5 HSC 21/26 – LEASING and MANAGEMENT OF KELLY THEATRE

Consideration of Report to Council from Director Corporate and Financial Services dated 14 October 2021 outlining findings of the Expression of Interest (EOI) and Request for Tender processes undertaken for HSC 21/26 – Leasing and Management of Kelly Theatre.

Moved **Councillor Cripps**
Seconded **Councillor Lancini**

Resolution – That Council:

- A. Receive and note the information pertaining to the process undertaken for the Leasing and Management of the Kelly Theatre;**
- B. Not accept the written tender submission received from Midjuled Pty Ltd;**
- C. Manage the Kelly Theatre as a performing arts facility only, honouring any existing bookings;**
- D. Delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009, to amend the 2021-2022 Schedule of Fees and Charges to include appropriate fees and charges for the operations of the Kelly Theatre;**
- E. Prepare a business case for a viable motion picture theatre for the Hinchinbrook community; and**
- F. Call for written tender submissions once the business case has been prepared.**

**Carried 7-0
191021-17**

**3.6 REFERRAL AGENCY RESPONSE – DESIGN and SITING
HINCHINBROOK COURT HALIFAX - LOT 2 on SP214756**

Consideration of Report to Council from Planning Consultant dated 5 October 2021 concerning a Referral Agency Response – Design and Siting variation lodged by Scott Gibson Building seeking to establish a Dwelling (Class 1a) on property described as Lot 2 on SP214756 located at 3 Hinchinbrook Court Halifax. The proposed single storey dwelling is to be constructed of masonry block and as a slab on the ground. A portion of the dwelling is located within the front boundary setback due to the articulated nature of the front property boundary which relates to the building eaves and at its closest point is 5.4m from the front boundary in lieu of the prescribed 6m.

Moved **Councillor Cripps**
Seconded **Councillor Milton**

Resolution – That Council issue a Referral Agency Response for the proposed Dwelling (Class 1a) on land located at 3 Hinchinbrook Court Halifax and formally described as Lot 2 on SP214756, subject to conditions, as set out in Attachment A.

**Carried 7-0
191021-18**

DIUS J Stewart left the meeting at 11.35am

3.7 RECONFIGURING A LOT

**BOUNDARY REALIGNMENT (THREE LOTS into TWO LOTS) and ACCESS EASEMENT
KEAST STREET LUCINDA – LOTS 1 and 4 on SP186122 and LOT 2 on RP719629**

Consideration of Report to Council from Planning Consultant dated 19 October 2021 concerning Development Application for Reconfiguring a Lot – Boundary Realignment – Three Lots into Two Lots and Access Easement at 6 and 8 Keast Street Lucinda formally described as Lots 1 and 4 on SP186122 and Lot 2 on RP719629. The application was lodged by BNC Planning Pty Ltd on behalf of Jenk Holdings Pty Ltd.

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Council approve the proposed Reconfiguring a Lot – Boundary Realignment (Three Lots into Two Lots) and Access Easement on land described as between Lots 1 and 4 on SP186122 and Lot 2 on RP719629 and located at 6 and 8 Keast Street Lucinda, subject to conditions, as set out in Attachment A.

**Carried 7-0
191021-19**

3.8 APPLICATION for CONVERSION to FREEHOLD

2496 HAWKINS CREEK ROAD DALRYMPLE – LOT 7 on SP150368

Consideration of Report to Council from Regulatory Services Manager dated 27 September concerning a request from Department of Resources seeking Council's views and comments concerning an application for potential conversion to freehold land described as Lot 7 on SP150368 located at 2496 Hawkins Creek Road Dalrymple. The allotment is currently vacant land for Pastoral use and the Term Lease Agreement for 30 years to B and R Howe is due to expire on 21 December 2045. The land is zoned Rural, is approximately 64ha in size and the lot is only serviced by a Road Reserve off Manor Creek Road which is unformed and unmaintained. To access the allotment, crossing must occur over/through a river crossing.

Moved Councillor Cripps
Seconded Councillor Lancini

Resolution – That Council advise the Department of Resources it has no objection in relation to the Application for Conversion to Freehold Land described as Lot 7 on SP150368, subject to noting that the applicant is aware that the Lot is only serviced by a Road Reserve that is unformed and unmaintained, and any provisions for access to the allotment from Manor Creek Road will be at the owner's expense.

**Carried 7-0
191021-20**

3.9 APPLICATION for CONVERSION to FREEHOLD

COPLEYS ROAD ABERGOWRIE – LOT 131 on CWL2265 and LOTS 140 and 143 on CWL2637

Consideration of Report to Council from Regulatory Services Manager dated 5 October concerning a request from Department of Resources seeking Council's views and comments concerning an application for potential conversion to freehold land described as Lot 131 on CWL2265 and Lots 140 and 143 on CWL2637 located at Copleys Road Abergowrie. The allotments are currently utilised for cane cropping and 30 year Term Leases have been granted to J and G Grottelli over all lots for Agricultural purposes. All lots are zoned Rural and have a combined area of 25.923ha. Lot 143 is burdened by a watercourse and regulated vegetation (endangered regional ecosystem and essential habitat) at the rear of the allotment, and has frontage to and is accessed from Barra Road. Lots 131 and 140 both have frontages to Copleys Road and Barra Road with accesses available to each frontage. Barra Road is an unmaintained road.

Moved Councillor Cripps
Seconded Councillor Milton

Resolution – That Council advise the Department of Resources it has no objection in relation to the Application for Conversion to Freehold Land described as Lot 131 on CWL2265 and Lots 140 and 143 on CWL2637, subject to noting the applicant is aware Council does not maintain Barra Road and that the landowner will be responsible for its maintenance in order to gain access to the allotments via Barra Road.

**Carried 7-0
191021-21**

3.10 RATES PAYMENT INCENTIVE SCHEME

Consideration of Report to Council from Acting Finance Manager dated 1 October 2021 concerning drawing the winner of the \$2,000 Rates Payment Incentive Scheme adopted as part of the 2021-2022 Budget to encourage and reward ratepayers for paying their rates on time and in full.

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

Resolution – That Council:

- A. Receive and note the information in the Report; and**
- B. Award the winner of the \$2,000 Rates Payment Incentive Scheme was No. 2588 – 19 Leichhardt Street Allingham – Stephen and Sandra Gurney.**

**Carried 7-0
191021-22**

DCFS B Exelby left the meeting at 11.46am

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 1 October 2021 concerning summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 30 September 2021.

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

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

**Carried 7-0
191021-23**

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 8 October 2021 concerning monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 30 September 2021.

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

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

**Carried 7-0
191021-24**

4.3 QUARTERLY 2021-2022 OPERATIONAL PLAN REPORT as at 30 SEPTEMBER 2021

Consideration of Report to Council from Chief Executive Officer dated 11 October 2021 seeking adoption of the Quarterly 2021-2022 Operational Plan Report for the quarter year ending 30 September 2021.

Moved **Councillor Skinner**
Seconded **Councillor Brown**

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

**Carried 7-0
191021-25**

4.4 COUNCILLOR MONTHLY ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 14 October 2021 providing Councillor Activity Reports for the month ending 30 September 2021 to ensure transparency and public scrutiny.

Moved Councillor Marbelli
Seconded Councillor Lancini

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

Carried 7-0
191021-26

5. GENERAL BUSINESS

5.1 MONTHLY CREDITOR PAYMENT LIST

Discussion concerning Councillors being provided with monthly creditor payment list.

Moved Mayor Jayo
Seconded Councillor Lancini

Resolution – That Council receive a monthly creditor payment list.

Carried 7-0
191021-27

CONCLUSION – This concluded the business of the meeting which closed at 12.15pm.

APPROVED, CONFIRMED and ADOPTED on 23 November 2021

Councillor R Jayo – MAYOR