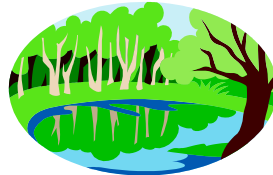


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

**Thursday 2nd March 2023
at 8.30 am**



- A. IN ATTENDANCE** – Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms LF Carr (Secretary), Mr Brett Langtree (Trust Engineer), Dr Mark Jempson (Venant Solutions), Dr Tony Ladson (Hydrologist) and Mr Merrick Lalor (Manager, Water Services/Northern Region, Department of Regional Development, Manufacturing and Water).

- B. APOLOGIES** – Ms CA Coppo (Member)

Mr Terry Carroll (Queensland Rail) joined the meeting at 10.00 am and Ms Kylie Grusning (Queensland Rail) joined the meeting via TEAMS at 10.00 am to discuss the Cattle and Frances Creeks' issue. The Trust commissioned a study and will await the report.

Dr Jempson left the meeting at 10.00 am, Ms Grusning left the meeting (via TEAMS) at 10.30 am and Mr Carroll and Dr Ladson left the meeting at 10.45 am.

Mr Lalor provided a summary of the key findings of the review into River Trusts:

The Department of Regional Development, Manufacturing and Water (the department) has finalised its report on the review of the River Improvement Trusts (the Trusts), titled 'Review of River Improvement Trusts: Outcomes, challenges and opportunities'. The report will soon be released and published on the Queensland Government website.

A copy of the report will be sent to the Trusts, State Council of River Trusts Queensland (SCRTQ) and all other stakeholders involved with the review.

The key findings of the review are:

- That Trusts are delivering valuable projects in their communities including protection from flooding of private and community assets and weed and erosion control.
- That improved reporting processes, accountability and transparency and stakeholder engagement are required to reduce administrative burden and better highlight the valuable work Trusts are delivering in their communities.

- That improved clarity of the role of the Trusts will enable Trusts to balance their statutory powers with the needs of the community and operate within their full remit under the *River Improvement Trust Act 1940* (the RIT Act).
- That a long-term funding plan will offer greater certainty and enable trusts to better forward plan works for larger and more costly projects, reduce the need for project staging and allow trusts to operate more proactively.

Recommendations from the review will be implemented over the coming three years.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 2 February 2023.

RESOLVED – That the Minutes be approved.
(Cr AJ Lancini and Cr WG Skinner - carried)

D. WORKS REPORT – The Trust Engineer, Mr Brett Langtree, provided an update of works for the month of February.

Langtree Consulting have undertaken the following tasks this month:

1. Attended the February HRIT meeting on 2nd February 2023.
2. Prepared and submitted Disaster Ready Fund (DRF) Round One 2023-24 funding applications for:
 - Reprofilng of Castorina Island, Lower Herbert River;
 - Ripple Creek Floodgate Control System Upgrade, Lower Herbert River;
 - Emergent Works for Denney Street Rockwall, Dungeness (through HSC); and
 - Herbert River Hydrological Study, Dungeness (through HSC).
3. Undertook Site inspections of the following sites on 1st March 2023:
 - Halifax Levee Project (to be undertaken by Keita Services);
 - Ripple Creek Floodgates;
 - The sand build-up at Cattle and Frances Creeks;
 - Gowrie Creek (installation of Groins);
 - Mario Porta's bank (installation of benched rock bank treatment); and
 - Timrith Bank Stabilisation Site.

Regards



Brett Langtree
Director/Principal Civil Engineer.

RESOLVED – That the report be accepted. That the Trust Engineer prepare a scope of works and preliminary costings for a hydrological study as well as for the emergent works required (at Timrith).
(Cr WG Skinner and Cr AJ Lancini - carried)

E. CORRESPONDENCE –

1. EMAIL FROM ROD AND JENNY GENRICH

Consideration of email received 7 February 2023. Rod and Jenny were wondering whether the Trust could supply two truckloads of dirt to fill the sink hole on the riverbank at 15 River Avenue, Halifax. The hole is deepening and they are concerned that it might create a blow out and wash the bank away, creating more problems.

RESOLVED – That the Trust Engineer inspect the site and prepare a scope of works and cost estimate.

(Cr AJ Lancini and Cr WG Skinner - carried)

2. EMAIL FROM CHRISTINE OSTERBERGER (INFRASTRUCTURE OPERATIONS MANAGER, HSC)

Consideration of email received 10 February 2023. A call was received and photos attached from Council staff about an erosion issue at Halifax (adjacent to Victoria Terrace). They have requested that the issue be raised with the Trust as the area is managed by the Trust, and they are concerned that the erosion is placing the levee at risk.

RESOLVED – That the Trust Engineer inspect the site and prepare a scope of works and cost estimate.

(Cr WG Skinner and Cr AJ Lancini - carried)

F. BUSINESS –

1. TEAMS FOR THE TRUST

Consideration of email received 8 February 2023 from Sylvia Langtree, QHSE Director, Langtree Consulting Engineers regarding quote for domain and email.

RESOLVED – That the Trust accept the quote and that it be set up for the following items:

- Domain name – www.hrit.com.au
- Email address – admin@hrit.com.au
- Subscribe to Dropbox

(Cr AJ Lancini and Cr WG Skinner - carried)

2. UPDATED QUOTE – PROVISION OF A GENERATOR INLET SOCKET – CATHERINA FLOOD GATES

RESOLVED – That the quote be accepted and that Lahtinen Electrical be advised to complete the works.

(Cr WG Skinner and Cr AJ Lancini - carried)

3. LA AND PA THOMSON (STONE RIVER SLUMP)

RESOLVED – That the Trust Engineer inspect the site and prepare a scope of works and cost estimate.

(Cr AJ Lancini and Cr WG Skinner - carried)

4. STRATEGIC PLAN – STAGE 2

RESOLVED – That the plan be finalised and published.

(Cr WG Skinner and Cr AJ Lancini - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 2 March 2023:

Payee	Amount (\$)	Details
Mr RA Bosworth	434.40	Meeting 2/2
Cr WG Skinner	300.00	Meeting 2/2
Cr AJ Lancini	300.00	Meeting 2/2
Ms CA Coppo	300.00	Meeting 2/2
Ms LF Carr	830.00	February wages – administration and accounting
Ms LF Carr	87.15	Super guarantee
Lahtinen Electrical	11 550.00	Progress payment #1 River gates control Catherina Creek
Ms LF Carr	131.50	Reimburse JK's Deli Pd 2/2
L Rosadi	1 575.00	Mow levee February
JT Smith and Assoc. (Feb)	2 470.60	Engineering assistance
Ergon	153.12	Pd 20/2
Langtree Consulting	1 320.00	Engineering services

RESOLVED – That the accounts be passed for payment.
(Cr AJ Lancini and Cr WG Skinner - carried)

- H. CONCLUSION** – The meeting concluded at 1.15 pm with the next meeting scheduled for Thursday, 30 March 2023 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Prepare a scope of works and preliminary costings for a hydrological study as well as for the emergent works required (at Timrith)	Brett	30 Mar
Inspect the site (Genrich)	Brett	30 Mar
Inspect the site (erosion issue adjacent to Victoria Terrace)	Brett	30 Mar
Set up domain and email	Brett	30 Mar
Lahtinen Electrical to be advised to complete the works (generator inlet socket – Catherina Creek flood gates)	Members	ASAP
Inspect the site (Thomson, Stone River slump)	Brett	30 Mar
Plan be finalised (Strategic Plan Stage 2)	Caroline	ASAP

Mr RA Bosworth
Trust Chair