



GENERAL MEETING MINUTES

THURSDAY
21 FEBRUARY 2019
at 8.30AM

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

Media and Communications Officer, D Purnell was also present when the meeting commenced

Executive Manager Infrastructure Services Delivery, J Stewart was not present at the commencement of the meeting

- PRAYER** - Mayor R Jayo opened the meeting with prayer

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

Resolved that the Minutes of the General Meeting held on 29 January 2019 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.

**Carried 7-0
210219-00**

BUSINESS

1. CORPORATE SERVICES

1.1 CORPORATE SERVICES ACTIVITY REPORT

Consideration of Report to Council from Chief Financial Officer dated 4 February 2019 regarding summary of activities undertaken during the month ending 31 January 2019.

Moved Councillor Tack
Seconded Councillor Cripps

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

**Carried 7-0
210219-01**

Works Engineer, J Devietti entered the meeting at 8.45 am

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Financial Officer dated 8 February 2019 regarding monthly Corporate Services Status Report for the month ending 31 January 2019.

Moved Councillor Tack
Seconded Councillor Lancini

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

**Carried 7-0
210219-02**

1.3 FINANCIALS

Consideration of Report to Council from Chief Financial Officer dated 8 February 2019 regarding a report of financial activities for the month ending 31 January 2019.

Moved *Councillor Tack*
Seconded *Councillor Cripps*

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

**Carried 7-0
210219-03**

2. INFRASTRUCTURE SERVICES DELIVERY

2.1 INFRASTRUCTURE SERVICES DELIVERY ACTIVITY REPORT

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 8 February 2019 regarding summary of activities undertaken during the month ending 31 January 2019.

Moved *Councillor Skinner*
Seconded *Councillor Milton*

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

**Carried 7-0
210219-04**

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 8 February 2019 regarding monthly Infrastructure Services Delivery Status Report for the month ending 31 January 2019.

Moved *Councillor Brown*
Seconded *Councillor Milton*

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

**Carried 7-0
210219-05**

2.3 WATER and SEWERAGE WORKS PROGRAM REPORT

Consideration of Report to Council from Water and Sewerage Manager dated 6 February 2019 regarding a report of water and sewerage operations for the month ending 31 January 2019.

Moved *Councillor Milton*
Seconded *Councillor Skinner*

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

**Carried 7-0
210219-06**

2.4 INFRASTRUCTURE SERVICES DELIVERY WORKS PROGRAM REPORT

Consideration of Report to Council from Works Engineer dated 6 February 2019 regarding a report of civil construction and maintenance operations for the month ending 31 January 2019.

Moved *Councillor Skinner*
Seconded *Councillor Lancini*

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

**Carried 7-0
210219-07**

Mayor R Jayo left the meeting at 9.26 am and Deputy Mayor, Cr M Brown assumed the Chair

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 4 February 2019 regarding summary of activities undertaken during the month ending 31 January 2019.

Moved Councillor Lancini
Seconded Councillor Milton

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

**Carried 6-0
210219-08**

Councillor M Tack left the meeting at 9.37am

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Executive Manager Development, Planning and Environmental Services dated 8 February 2019 regarding monthly Development, Planning and Environmental Services Status Report for the month ending 31 January 2019.

Moved Councillor Skinner
Seconded Councillor Lancini

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

**Carried 5-0
210219-09**

3.3 COUNCILLOR OPPORTUNITIES – ATTENDANCE at LAWMAC MEETINGS and CONFERENCES

Consideration of Report to Council from Manager Compliance, Environment and Waste Operations dated 7 February 2019 regarding Councillor attendance at Local Authority Waste Management Advisory Committee (LAWMAC) Meetings and Conferences hosted in various locations throughout North Queensland throughout the year.

Moved Councillor Cripps
Seconded Councillor Milton

Council Resolution - That Council approve Councillor Andrew Lancini and in his absence Councillor Wally Skinner (proxy) and relevant staff to attend three (3) LAWMAC Conference and Meetings on the following dates: 23 and 24 May 2019; 22 and 23 August 2019 (hosted by Hinchinbrook), and 21 and 22 November 2019.

**Carried 5-0
210219-10**

Councillor M Tack returned to the meeting at 9.45 am

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CEO ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 8 February 2019 regarding summary of activities undertaken during the month ending 31 January 2019.

Moved Councillor Lancini
Seconded Councillor Cripps

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

**Carried 6-0
210219-11**

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Chief Executive Officer dated 8 February 2019 regarding monthly Mayor and Chief Executive Officer Status Report for the month ending 31 January 2019.

Moved Councillor Lancini
Seconded Councillor Skinner

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

**Carried 6-0
210219-12**

4.3 HALF YEARLY CORPORATE PLAN and QUARTERLY OPERATIONAL PLAN – DECEMBER 2018

Consideration of Report to Council from Chief Executive Officer dated 8 February 2019 seeking adoption of the Half Yearly Corporate Plan and Quarterly Operational Plan Report ending 31 December 2018.

Moved Councillor Lancini
Seconded Councillor Milton

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

**Carried 6-0
210219-13**

4.4 COUNCILLOR ACTIVITY REPORT as at 31 DECEMBER 2018

Consideration of Report to Council from Chief Executive Officer dated 8 February 2019 providing Councillor Activity Reports for the month ending 31 December 2018 to ensure transparency and public scrutiny.

Moved Councillor Cripps
Seconded Councillor Milton

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

**Carried 6-0
210219-14**

5. LATE BUSINESS – GOVERNANCE

Moved Councillor Milton
Seconded Councillor Lancini

Council Resolution - That Council consider the following late correspondence for discussion.

**Carried 6-0
210219-15**

5.1 CORRESPONDENCE – COMMONWEALTH FUNDING FOR RURAL SHIRES

Consideration of Report to Council from Chief Executive Officer dated 19 February 2019 regarding correspondence from Queensland Reconstruction Authority received by Council on 15 February 2019 advising of the Commonwealth's announcement of \$1,000,000 funding for rural shires impacted by the North and Far North Queensland Monsoon Trough 25 January – 14 February 2019 event. Funding has been administered under Category D of the Disaster Recovery Funding Arrangements (DRFA) for use on priorities deemed most urgent by Councils. Activities must relate to the impacts and recovery needs associated with the event.

Moved Councillor Milton
Seconded Councillor Tack

Council Resolution - That Council receive and note correspondence received from Queensland Reconstruction Authority and action acceptance of the program.

**Carried 6-0
210219-16**

The meeting adjourned at 10.10am for morning tea and to inspect the new Council vehicle and machinery logos

The meeting resumed at 10.45am and Mayor R Jayo resumed the Chair

Executive Manager Infrastructure Services Delivery, J Stewart entered the meeting

6. INFRASTRUCTURE SERVICES DELIVERY

6.1 HSC 18/13 – BAILLIES BRIDGE CULVERT REPLACEMENT

Consideration of Report to Council from Infrastructure Engineer dated 5 February 2019 regarding tenders received for HSC 18/13 – Baillies Bridge Culvert Replacement.

Moved Councillor Brown
Seconded Councillor Lancini

Council Resolution - That Council:

- A. Award the tender “HSC 18/13 - Baillies Bridge Culvert Replacement” to Keita Services for Option 1 Alternative for a total contract amount of \$486,877.59 (excl. GST), which includes:
- Replacement of reno mattresses for the 300-400 bankrock and shotcrete; and
 - Use culverts constructed to AS1597.2 rather than the Department of Transport and Main Roads specified culverts.
- B. That Council fund the budget deficiency of \$265,000 using capital budget reserves if the Round 4 Bridge Renewal Funding application is unsuccessful.

Carried 7-0
210219-17

6.2 HSC 19/03 – BOSWORTHS ROAD UPGRADE

Consideration of Report to Council from Works Engineer dated 13 February 2019 regarding tenders received for HSC 19/03 – Bosworths Road Upgrade.

Moved Councillor Milton
Seconded Councillor Skinner

Council Resolution - That Council:

- A. Award the contract for HSC 19/03 Bosworths Road – Road Upgrade to Timrith Transport for the total value of \$470,897.50 (excl. GST) with a construction contract to be signed by the Chief Executive Officer;
- 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;
- C. Add the following action in the 2018/2019 Operational Plan under the Corporate Plan Strategies Heading:
- 1.1 Plan and execute timely preventative maintenance regimes that extend the useful life of roads, water and sewerage network infrastructure in a cost effective manner:
- 1.1.10 Undertake sealing upgrade works on Bosworths Road, Blackrock between Warren’s Hill and Forrest Beach Road totaling 2,415m.

Carried 7-0
210219-18

6.3 LUCINDA SWIMMING ENCLOSURE

Consideration of Report to Council from Works Engineer dated 8 February 2019 seeking Council approval on upgrade options for the Lucinda Swimming Enclosure regarding outcomes from the recent GHD report, utilisation figures and historical operational expenditure to mitigate against the effect of ocean debris and sand which regularly impacts and resultantly damages the net.

Recommendation - That Council approve:

- A. The fibre reinforced plastic mesh option on the eastern side of the enclosure as a final trial to mitigate debris and damage occurring to the swimming enclosure.
- B. Add the following action in the 2018/2019 Operation Plan under the Corporate Plan Strategies Heading:
 - 1.4 Be open to innovative and alternate solutions for the provision of ongoing public infrastructure needs:
 - 1.4.2 Complete the installation of fibre reinforced plastic mesh screens on the eastern side of the enclosure as a final trial to mitigate debris and damage occurring to the swimming enclosure.

Executive Manager Infrastructure Services Delivery provided additional information to Council confirming that the proposal to utilise fibre reinforced plastic mesh was no longer supported by the manufacturer.

Council subsequently considered additional options.

*Moved Councillor Cripps
Seconded Councillor Brown*

Council Resolution - That Council approve:

- A. The installation of a new net protected by a bunded wall constructed from sand geobags on the eastern side of the enclosure as a final trial to mitigate debris and damage occurring to the swimming enclosure.
- B. Add the following action in the 2018/2019 Operation Plan under the Corporate Plan Strategies Heading:
 - 1.4 Be open to innovative and alternate solutions for the provision of ongoing public infrastructure needs:
 - 1.4.2 Complete the installation of a new net protected by a bunded wall constructed from sand geobags on the eastern side of the enclosure as a final trial to mitigate debris and damage occurring to the swimming enclosure.

**Carried 7-0
210219-19**

6.4 YANKS JETTY VESSEL RESTRICTIONS

Consideration of Report to Council from Infrastructure Engineer dated 5 February 2019 seeking Council approval to erect permanent signage to be erected on Yanks Jetty to notify users of berthing restrictions.

*Moved Councillor Lancini
Seconded Councillor Skinner*

Council Resolution - That Council approve berthing restriction signage to be erected at Yanks Jetty as follows:

- Sign 1: *Berthing of Vessels over 8 metres Not Permitted
Maximum Berthing Time 3 hours
Camping on Jetty Prohibited*
- Sign 2: *Facility Manager
Hinchinbrook Shire Council
Phone 4776 4600
Please Report Damage or Hazards at this Facility*

**Carried 7-0
210219-20**

- 6.5 NEILSEN PARK - REQUEST for APPROVAL to INSTALL TABLES and CHAIRS in NEILSEN PARK, INGHAM
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 8 February 2019 regarding request from resident in 2017 for Council to install a set of tables and chairs on a concrete base under the trees in Neilsen Park, Ingham together with a small memorial plaque. Council considered the matter in November 2017 and deferred the matter seeking further information regarding the suitability of that infrastructure and the levels of service for the category of the park. This led to a review of parks as a whole and subsequently the matter has been on hold for an extended time. Council adopted the Local Government Infrastructure Plan (LGIP) in May 2018. This report is now seeking Council direction regarding the request.

Moved *Councillor Lancini*
Seconded *Councillor Skinner*

Council Resolution - That Council refuse the request to install tables and chairs in Neilsen Park, as the request is in excess of the minimum levels of service for infrastructure for a Local Park as defined in the Local Government Infrastructure Plan but offer to liaise with the applicant regarding an alternative location for the memorial plaque.

**Carried 7-0
210219-21**

- 6.6 LIGHTING UPGRADE – JACK BONNING PARK – FORREST BEACH
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 8 February 2019 regarding request from resident in 2017 for Council to install street lighting and covered alternative lighting options such as pathway bollard lighting in Jack Bonning Park, Pangola Street, Forrest Beach. Council considered the matter in April 2017 and deferred the matter seeking to consult with the Forrest Beach Progress Association; however the onsite consultation was put on hold pending direction from Council. Council gave further direction in July 2018 to finalise a capital works project and the lighting upgrade was to be progressed by developing the minimum requirements for Park Hierarchies. Council adopted the Local Government Infrastructure Plan (LGIP) in May 2018 which categorises the parks. This report is now seeking Council direction regarding the request.

Moved *Councillor Lancini*
Seconded *Councillor Brown*

Council Resolution - That Council not proceed with the installation of lighting throughout Jack Bonning Park, as the request is in excess of the minimum levels of service for infrastructure for a Local Park as defined in the Local Government Infrastructure Plan.

**Carried 7-0
210219-22**

- 6.7 2019 NDRRA PROGRAM MANAGEMENT SERVICES
Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 8 February 2019 confirming the engagement of suitable resources to manage the emergent and Reconstruction of Essential Public Assets (REPA) phases, including the administration of making the funding submissions and acquittals of expenditure on behalf of Council.

Moved *Councillor Brown*
Seconded *Councillor Lancini*

Council Resolution - That Council approve to extend the engagement of Program Management and Inspector Resources as required from Lonergan Project Services on an hourly rate basis in accordance with tender submission rates for March 2018 events through Local Buy for an estimated total value of \$945,800 (excl. GST). The engagement is for the sole purpose of managing all current activations for natural disaster emergent works and reconstruction programs up to and including the North and Far North Queensland Monsoon Trough event in February 2019.

**Carried 7-0
210219-23**

6.8 DEPARTMENT of TRANSPORT and MAIN ROADS – DRAFT REGIONAL TRANSPORT PLAN

Consideration of Report to Council from Executive Manager Infrastructure Services Delivery dated 4 February 2019 regarding the Northern Queensland Regional Transport Plan compiled by the Department of Transport and Main Roads which sets out regional transport priorities and actions for developing the transport system in a way that support regional goals for the community, economy and environment. The Department seeks Council's feedback via submissions to be lodged by 1 March 2019.

Recommendation - That Council:

- A. Receive the Draft North Queensland Regional Transport Plan compiled by the Department of Transport and Main Roads; and
- B. Authorise the CEO to compile a submission of feedback to the Department of Transport Main Roads by 1 March 2019.

Council discussed the disappointing aspects of the Plan as Hinchinbrook Shire was not appropriately represented and as such the resolution was enhanced to reflect Council's position.

*Moved Councillor Cripps
Seconded Councillor Brown*

Council Resolution - That Council:

- A. Receive the Draft North Queensland Regional Transport Plan compiled by the Department of Transport and Main Roads;
- B. Authorise the Chief Executive Officer to compile a submission of feedback to the Department of Transport Main Roads by 1 March 2019.
- C. Express its dissatisfaction that the Draft North Queensland Regional Transport Plan fails to address the strategic transport needs of the Hinchinbrook Shire over the next 15 years.

Carried 7-0
210219-24

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

APPROVED, CONFIRMED and ADOPTED on 26 March 2019

Councillor R Jayo – MAYOR