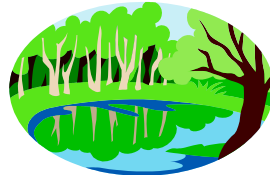


# ***HERBERT RIVER IMPROVEMENT TRUST***

## ***GENERAL MEETING MINUTES***

***Thursday 5<sup>th</sup> September 2019  
at 9.00 am***



**A. ATTENDANCE** – Present were Mr RA Bosworth (Chairperson), Cr AJ Lancini (Member), Cr WG Skinner (Member), Mr GB Accornero (Member), Mr Keith Phillips, Mrs LF Carr (Secretary) and Mr T Smith (Trust Engineer).

**B. APOLOGIES** –

**C. MINUTES** - Confirmation of minutes of the General Meeting held on 1 August 2019.

**RESOLVED** – That the minutes be approved.  
(Mr GB Accornero and Cr AJ Lancini – carried)

**D. WORKS REPORT** – The Trust Engineer, Mr Tim Smith, provided an update of works for the month of August, namely the modification of the Halifax Levee Project.

**RESOLVED** – The Trust is awaiting the Flood Modelling Report from Venant Solutions (Dr Mark Jempson) prior to calling a public meeting and a private meeting with the managers of adjoining farms, to explain the outcome of the Hydraulic Modelling.  
(Cr WG Skinner and Mr GB Accornero – carried)

**E. CORRESPONDENCE –**

**1. EMAIL FROM KARLYE RHODES (HSC)**

Consideration of email received 1 August 2019, attaching correspondence from Council in relation to the Halifax Washaway. The letter is in response to the Trust's email to Council (7 July 2019) seeking further information in relation to recent works undertaken by Council at the Washaway:

- The background to the work dates back to November 2018 when discussions were held between Dept. of Transport and Main Roads officers and Council officers employed to conduct maintenance under the Road Maintenance Performance Contract (RMPC), with the discussions involving the Department seeking a quote from Council to clean out/dig a drain from the Washaway corner (where there is an existing culvert with backflow device), towards the river, and install a new outlet with a tideflex gate. The aim was to improve the ponding of flood water on the corner after flooding. The quote was approved as a Small Scale Minor Contract
- Discussions were held (by Council officers) with Keith Phillips to seek his advice regarding construction of the outlet and tideflex gate, as Keith had extensive local knowledge as a civil works contractor
- Following the consultation, the scope of works was amended and the drain was to be cut through to the existing set of culverts further along the Washaway, rather than break through the river bank (to construct a new outlet and risk creating a weak point)
- In May 2019, Council wrote to the District Director of the Department, seeking additional funding so as to undertake the reinstatement of the pipe removed from the Washaway by the Department during previous reconstruction works, as Council believed that reinstatement of the pipe was the preferred long term solution to addressing the ponding problem
- A response was received from the Department on 13 June 2019, stating that no additional budget provision had been approved and as a result, Council staff undertook the drain cleaning work (at the Washaway) in the last week of June to ensure that the approved Minor Contract funding from the Department would not be lost
- A formal set of construction plans was not required by the Department as the cleaning work was not deemed to be capital works. The alignment of the work undertaken was determined to minimise the amount of vegetation impacted, and to link the existing drains to provide relief from localised ponding via the existing drainage structures on the Washaway
- The letter enclosed a plan showing a GPS track of the path of the works linking the two drainage structures on the Washaway
- Formal consultation with the Trust did not occur which was regrettably an unintended oversight (by all parties involved), however it is Council's understanding that the work will not negatively impact the existing drainage shoots or other Trust assets in that area
- Council and Main Roads Department staff members apologise for failing to make contact and ensure that a lack of communication will not occur in the future.

**RESOLVED** – That the Secretary respond in writing thanking the Council for their reply, however as the Trust wasn't consulted and what works have been completed in the Halifax Washaway Overflow may, as a consequence, fail to address the issue. Furthermore, that any future detrimental effects will not be the responsibility of the Trust.

(Mr GB Accornero and Cr AJ Lancini – carried)

**2. EMAIL FROM MICHAELA SAYERS (DEPARTMENT OF NATURAL RESOURCES, MINES AND ENERGY)**

Consideration of email received 2 August 2019 regarding the development of Trust strategic plans. Under the Financial and Performance Management Standard 2009 (FPMS), statutory bodies must develop a plan in accordance with the documents called “Agency planning requirements” and Strategic Planning Toolkit.

- The plans must be available online (DNRME assists water authorities by hosting the plans on it’s website), however no plans are hosted by the Department for River Improvement Trusts
- Before commencing a process (to upload strategic plans) Michaela would like to include as many current plans as possible
- A word document (attached to the email) identifies the status of every Trust’s strategic plan
- The Trust should review its current plan, for submission to the Department for loading on to the website.

**RESOLVED** – That the Trust Secretary provides to the Department a copy of the Trust’s current Strategic Plan and ask whether the plan meets the requirements of the FPMS. (Cr WG Skinner and Cr AJ Lancini – carried)

**3. LETTER FROM SHARON BAILEY (DEPARTMENT OF HOUSING AND PUBLIC WORKS)**

Consideration of letter dated 8 August 2019, regarding the implementation of the Buy Queensland: Ethical Supplier Mandate (the Mandate), along with the introduction of the Ethical Supplier Threshold (the Threshold):

- The enhancements are a key part of the Qld Government’s Buy Queensland approach and have been incorporated into a revised Qld Procurement Policy effective from 1 August 2019
- Agencies should be aware that the new Threshold requirements will be mandatory for all procurement from 1 August 2019
- The mandate will initially apply to budget sector agencies, while an extension to other entities, including statutory bodies, will occur subject to a review in June 2020
- Further information is available online at [www.qld.gov.au/buyqueensland](http://www.qld.gov.au/buyqueensland).

**RESOLVED** – That the letter be received and noted. (Cr WG Skinner and Cr AJ Lancini – carried)

**4. CALL FOR TENDERS**

That the Secretary advertises in the local newspaper seeking tenders for plant, materials and labour rates.

**RESOLVED** – (Mr GB Accornero and Cr AJ Lancini – carried)

**F. BUSINESS –**

**1. HALIFAX LEVEE USE**

That the Trust Secretary advise the local newspaper that the Halifax Levee has been constructed to protect the town of Halifax and is not to be used as a bike track for motor sport, as the activity damages the bank which will lead to erosion.

**RESOLVED** – (Cr AJ Lancini and Mr GB Accornero – carried)

**G. FINANCIAL BUSINESS –**

1. Seeking approval for payment of the following accounts as at 5<sup>th</sup> September 2019:

J T Smith & Assoc. Pty Ltd	\$2 868.80
Cr AJ Lancini	150.00
Mr GB Accornero	158.88
Cr WG Skinner	150.00
Mr RA Bosworth	239.40
Luke Rosadi	400.00
Ergon	79.26 (Pd 15/8)
LGM Qld (insurance)	14 522.42 (Pd 15/8)
Venant Solutions	12 504.80
Terrain	5 500.00 (held over)

**RESOLVED** – That the accounts be passed for payment.  
(Mr GB Accornero and Cr AJ Lancini – carried)

- H. CONCLUSION** – The meeting concluded at 12.11 pm with the next meeting scheduled for 3 October 2019 at Council Chambers.

Mr RA Bosworth  
Trust Chair