



## GENERAL MEETING MINUTES

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

WEDNESDAY 26 APRIL 2023  
at 8.30AM

- PRESENT**
- R Jayo Mayor (Chair)
  - AP Cripps Councillor
  - ME Brown Councillor
  - AJ Lancini Councillor
  - DM Marbelli Councillor
  - KS Milton Councillor
  - WG Skinner Councillor
  - K Tytherleigh Chief Executive Officer (CEO)
  - C Johnstone Acting Director Infrastructure Utility Services (A/DIUS)
  - B Exelby Director Corporate and Community Services (DCCS)
  - C Fulton Executive Support Officer (ESO)

- APOLOGY**
- J Stewart Director Infrastructure Utility Services (DIUS)

- PRAYER**
- Councillor WG Skinner began the meeting with a Prayer.

**DECLARATIONS OF INTEREST** -

Mayor R Jayo invited Councillors to use this opportunity to make public any Declarations of Interest.

Councillor DM Marbelli

**Item 1.3 – 2021 Events - DRFA Quarterly Progress Report to 31 March 2023;**

**Item 1.4 – Project Management Steering Committee – Quarterly Update to 31 March 2023; and**

**Item 2.3 – Financial Performance Report for the Period Ending 31 March 2023.**

In accordance with Section 150EN of the *Local Government Act 2009*, Councillor DM Marbelli informed the meeting she has a possible Declarable Conflict of Interest in relation to Items 1.3, 1.4 and 2.3 as her husband Paul is related as first cousin to Ramon and Steven Marbelli of Timrith Transport who are involved in gravel and quarry work.

Councillor CM Marbelli advised that although she has declared her interest, she does not believe a reasonable person could have a perception of bias because she has no interest in the matter and therefore, she chooses to remain in the meeting. Councillor DM Marbelli acknowledged that eligible Councillors must determine, pursuant to Section 150ES of the *Local Government Act 2009* whether she:

- a. May participate in the decision about the matter including by voting on the matter; or
- b. Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

Councillors formed the view that as a reasonable person would not form a view that a conflict existed and Councillor DM Marbelli has no Declarable Conflict of Interest and may remain in the meeting room while the matters are considered and voted on.

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

**Resolution - That the Minutes of the General Meeting held on 28 March 2023 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Deputy Mayor.**

**Carried 7-0  
260423-00**

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**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 11 April 2023 regarding summary of activities undertaken during the month ending 31 March 2023.

*Moved        Councillor Skinner*  
*Seconded   Councillor Milton*

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

**Carried 7-0  
260423-01**

**1.2 INFRASTRUCTURE and UTILITY SERVICES MONTHLY STATUS REPORT**

Consideration of Report to Council from Director Infrastructure and Utility Services dated 6 April 2023 regarding monthly Infrastructure and Utility Services Status Report for the month ending 31 March 2023.

*Moved        Councillor Lancini*  
*Seconded   Councillor Milton*

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

**Carried 7-0  
260423-02**

**1.3 2021 EVENTS - DRFA QUARTERLY PROGRESS REPORT to 31 MARCH 2023**

Consideration of Report to Council from Director Infrastructure and Utility Services dated 31 March 2023 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 Skinner*  
*Seconded   Councillor Milton*

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

**Carried 7-0  
260423-03**

**1.4 PROJECT MANAGEMENT STEERING COMMITTEE – QUARTERLY UPDATE to 31 MARCH 2023**

Consideration of Report to Council from Director Infrastructure and Utility Services dated 31 March 2023 updating Council on the new Project Management Steering Committee established to ensure effective project delivery to assist Council in meeting its medium and longer term strategic and financial sustainability objectives.

*Moved        Councillor Marbelli*  
*Seconded   Councillor Lancini*

**Resolution – That Council receive and note the information provided.**

**Carried 7-0  
260423-04**

2. CORPORATE and COMMUNITY SERVICES

2.1 CORPORATE and COMMUNITY SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Corporate and Community Services dated 13 April 2023 regarding summary of activities undertaken during the month ending 31 March 2023.

*Moved*        *Councillor Marbelli*

*Seconded*   *Councillor Cripps*

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

**Carried 7-0  
260423-05**

2.2 CORPORATE and COMMUNITY SERVICES STATUS REPORT

Consideration of Report to Council from Director Corporate and Community Services dated 13 March 2023 regarding monthly Corporate and Community Services Status Report for the month ending 28 February 2023.

*Moved*        *Councillor Marbelli*

*Seconded*   *Councillor Cripps*

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

**Carried 7-0  
260423-06**

2.3 FINANCIAL PERFORMANCE REPORT for the PERIOD ENDING 31 MARCH 2023

Consideration of Report to Council from Director Corporate and Community Services dated 17 April 2023 regarding a report of Council's financial performance and interim position for the month ending 31 March 2023 and to measure progress against Council's approved budget.

*Moved*        *Councillor Cripps*

*Seconded*   *Councillor Brown*

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

**Carried 7-0  
260423-07**

2.4 RATES PAYMENT INCENTIVE SCHEME

Consideration of Report to Council from Finance Manager dated 17 April 2023 regarding drawing the winner of the \$2,000 Rates Payment Incentive Scheme adopted as part of the 2022-2023 Budget to encourage and reward ratepayers for paying their rates on time and in full.

*Moved*        *Councillor Cripps*

*Seconded*   *Councillor Marbelli*

**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 to Property Number 4617 – 43 Sir Arthur Fadden Parade Ingham - Kerry and Delphine Paronella.**

**Carried 7-0  
260423-08**

**2.5 RECONFIGURING A LOT – SUBDIVISION (ONE LOT INTO TWO LOTS) – 7 FRASER STREET INGHAM  
LOT 2 on RP700468**

Consideration of Report to Council from Development and Regulatory Services Manager dated 12 April 2023 concerning a Development Application from property owner Adrian Rosse for Reconfiguring a Lot – Subdivision (One Lot into Two Lots) at 7 Fraser Street Ingham formally known as Lot 2 on RP700468. The allotment is connected to Council's reticulated water and sewerage network and is unimproved land approximately 1,518m<sup>2</sup> in size. The land is zoned General Residential and the proposed reconfiguration will result in Lot A with an area of 758.9m<sup>2</sup> and Lot B with an area of 758.9m<sup>2</sup>.

*Moved            Councillor Cripps*  
*Seconded      Councillor Brown*

**Resolution - That Council approve the proposed Reconfiguring a Lot – Subdivision (One Lot into Two Lots) and Building Envelope Plan on land located at 7 Fraser Street Ingham, formally known as Lot 2 on RP700468, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-09**

**2.6 RECONFIGURING A LOT – SUBDIVISION (ONE LOT INTO TWO LOTS) – 10 BANKSIA STREET ALLINGHAM  
LOT 5 on RP738534**

Consideration of Report to Council from Development and Regulatory Services Manager dated 7 April 2023 concerning a Development Application from Town Planning Strategies on behalf of Nigel Hayball for Reconfiguring a Lot – Subdivision (One Lot into Two Lots) at 10 Banksia Street Allingham formally known as Lot 5 on RP738534. The allotment is improved with two existing units and is approximately 701m<sup>2</sup> in size. It is connected to Council's reticulated water network, however is not connected to Council's reticulated sewerage service. The land is zoned General Residential and the proposed reconfiguration will result in Lot 1 with an area of 352m<sup>2</sup> and Lot 2 with an area of 349m<sup>2</sup>.

*Moved            Councillor Lancini*  
*Seconded      Councillor Brown*

**Resolution – That Council approve the proposed Reconfiguring a Lot – Subdivision (One Lot into Two Lots) on land located at 10 Banksia Street Allingham, formally known as Lot 5 on RP738534, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-10**

**2.7 RECONFIGURING A LOT – SUBDIVISION (ONE LOT INTO TWO LOTS) – COATES ROAD INGHAM  
LOT 7 on RP747884**

Consideration of Report to Council from Development and Regulatory Services Manager dated 7 April 2023 concerning a Development Application from property owners Matthew and Paula Buckman for Reconfiguring a Lot – Subdivision (One Lot into Two Lots) at Coates Road Ingham formally known as Lot 7 on RP747884. The allotment is improved with an existing dwelling and associated outbuildings and is approximately 9,448m<sup>2</sup> in size. The land is zoned Rural. The proposed reconfiguration will result in Lot 1 with an area of 6,148m<sup>2</sup> and Lot 2 with an area of 3,029m<sup>2</sup>.

*Moved            Councillor Marbelli*  
*Seconded      Councillor Cripps*

**Resolution – That Council approve the proposed Reconfiguring a Lot – Subdivision (One Lot into Two Lots) on land located at Coates Road Ingham, formally known as Lot 7 on RP747884, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-11**

**2.8    REFERRAL AGENCY RESPONSE – DESIGN AND SITING  
BREAM STREET TAYLORS BEACH – LOT 2 on RP723165**

Consideration of Report to Council from Development and Regulatory Services Manager dated 10 April 2023 concerning a request for a Referral Agency Response – Design and Siting variation lodged by James and Julie Anderson seeking to establish a new Class 10a open carport structure on the southern portion of the property at 17 Bream Street Taylors Beach which entails an encroachment on the road frontage setback requirement on Bream Street and side boundary setback requirement. The property has an area of 708m<sup>2</sup> and is currently improved with an existing dwelling and associated outbuildings. The proposed Class 10a structure has dimensions of 3.2m wide, 16.055m long and 2.983m high. The structure is proposed to be constructed at 4.5m to the front boundary and 900mm to the side boundary.

*Moved            Councillor Lancini*  
*Seconded      Councillor Cripps*

**Resolution – That Council issue a Referral Agency Response for the proposed Class 10a open carport structure on land located at 17 Bream Street Taylors Beach, formally described as Lot 2 on RP723165, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-12**

**2.9    REFERRAL AGENCY RESPONSE – DESIGN AND SITING  
MILL ROAD MACKNADE – LOT 17 on RP714869**

Consideration of Report to Council from Development and Regulatory Services Manager dated 10 April 2023 concerning a request for a Referral Agency Response – Design and Siting variation lodged by property owner Leonard Morley seeking to establish a new Class 10a shed and carport structure on the south-western portion of the property at 110 Mill Road Macknade, which entails an encroachment on the side boundary setback towards the allotment boundary of Lot 18 on RP714869. The property has an area of 809m<sup>2</sup> and is currently improved with a singular dwelling. The proposed Class 10a structure has dimensions of 4m wide, 12m long and 3.54m high. The structure is proposed to be constructed at 500mm to the side boundary.

*Moved            Councillor Cripps*  
*Seconded      Councillor Marbelli*

**Resolution – That Council issue a Referral Agency Response for the proposed Class 10a shed and carport structure on land located at 110 Mill Road Macknade, formally described as Lot 17 on RP714869, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-13**

**2.10   BUILDING WORK ASSESSABLE AGAINST PLANNING SCHEME (BWAP)  
BEMERSIDE ROAD BEMERSIDE – LOT 1 on RP864976**

Consideration of Report to Council from Development and Regulatory Services Manager dated 11 April 2023 concerning Development Application seeking a Development Permit for Building Work Assessable against the Planning Scheme (Rural Siting Assessment) on land located Bemerside Road Bemerside formally described as Lot 1 on RP864976. The landowner is seeking to establish an agricultural GPS base station structure and electrical cabinet on the northern portion of the property. The property has an area of 13.84ha and is vacant unimproved land. The proposed structure has the dimensions of 5m long and 17m high at peak.

*Moved            Councillor Cripps*  
*Seconded      Councillor Milton*

**Resolution – That Council approve the proposed Building Work Assessable Against Planning Scheme for the GPS base station structure and electrical cabinet on land located at Bemerside Road Bemerside, and formally described as Lot 1 on RP864976, subject to conditions, as set out in Attachment A.**

**Carried 7-0  
260423-14**

CEO K Tytherleigh and Mayor R Jayo declared an interest in Item 2.11 and excluded themselves from the meeting at 9.21am and Deputy Mayor AP Cripps assumed the Chair.

**2.11 REPEAL of RESOLUTION NUMBER 280323-22b**

Consideration of Report to Council from Director Corporate and Community Services dated 19 April 2023 seeking Council to repeal resolution number 280323-22b concerning the appointment of an external contractor as this resolution is inconsistent with Section 257 of the *Local Government Act 2009*.

*Moved            Councillor Lancini*  
*Seconded      Councillor Skinner*

**Resolution – That Council hereby repeal Council’s resolution number 280323-22b, made at its meeting of 28 March 2023.**

**Carried 6-0  
260423-15**

CEO K Tytherleigh and Mayor R Jayo returned to the meeting at 9.22am.

**3. MAYOR AND CHIEF EXECUTIVE SERVICES**

**3.1 MAYOR and CHIEF EXECUTIVE SERVICES ACTIVITY REPORT**

Consideration of Report to Council from Chief Executive Officer dated 6 April 2023 concerning summary of activities undertaken during the month ending 31 March 2023.

*Moved            Councillor Cripps*  
*Seconded      Councillor Milton*

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

**Carried 7-0  
260423-16**

**3.2 MAYOR and CHIEF EXECUTIVE SERVICES MONTHLY STATUS REPORT**

Consideration of Report to Council from Chief Executive Officer 6 April 2023 concerning monthly Mayor and Chief Executive Services Status Report for the month ending 31 March 2023.

*Moved            Councillor Milton*  
*Seconded      Councillor Marbelli*

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

**Carried 7-0  
260423-17**

**3.3 ENTERPRISE BARGAINING**

Consideration of Report to Council from Human Resources Manager dated 20 April 2023 concerning Enterprise bargaining activities to date.

*Moved            Councillor Cripps*  
*Seconded      Councillor Brown*

**Resolution – That Council note:**

- A.    Enterprise bargaining commenced with relevant Unions through formal notice of intention to bargain for new certified agreements on Tuesday 5 April 2023;**
- B.    An exchange of log of claims has commenced with Council and Unions currently negotiating proposed wages offers and claims from 12 April 2023 onwards with discussions ongoing; and**
- C.    Copies of the log of claims submitted by Council and the Unions is provided in the attachments for Council perusal.**

**Carried 7-0  
260423-18**



3.4 COUNCILLOR MONTHLY ACTIVITY REPORT

Consideration of Report to Council from Chief Executive Officer dated 11 April 2023 providing Councillor Activity Reports for the month ending 31 March 2023 to ensure transparency and public scrutiny.

*Moved*        *Councillor Cripps*  
*Seconded*   *Councillor Skinner*

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

Carried 7-0  
260423-19

**LATE BUSINESS**

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

Resolution - That Council accept the late Agenda as tabled for consideration.

Carried 7-0  
260423-20

**4. CORPORATE and COMMUNITY SERVICES**

4.1 RECONFIGURING A LOT – SUBDIVISION (THREE LOTS INTO THREE LOTS and OPEN ROAD RESERVE)  
HALIFAX ROAD INGHAM

LOT 4 on RP843432, LOT 361 on SP214657 and LOT 336 on CWL2184

Consideration of Report to Council from Development and Regulatory Services Manager dated 21 April 2023 concerning a Development Application from Hansen Surveys Pty Ltd on behalf of Paul, Rita and Natal Cauchi and Lawrence Di Bella for Reconfiguring a Lot – Rearrangement of Boundaries (Three Lots into Three Lots) at 151 Halifax Road Ingham, 159 Halifax Road Ingham and Halifax Road Foresthome formally known as Lot 361 on SP214657, Lot 336 on CWL 2184 and Lot 4 on RP843432. The allotments are zoned Rural and are connected to Council's reticulated water network, however are not connected to Council's sewerage service area. Allotments (Lot 361 and 4) are improved with existing dwellings and associated outbuildings. Lot 361 is 32.62ha and Lot 4 is 43.48ha in size. Lot 336 on CWL2184 is Council owned land being 3.59ha in size, which is utilised as a road and sewerage treatment plant. The entry road to the sewerage treatment plant is approximately 5,026.7m<sup>2</sup> and is proposed to be opened to road reserve, while the residual 3.08ha of the allotment will remain for sewerage treatment plant purposes. The proposed reconfiguration will result in Lot 1 with an area of 1.174ha, Lot 2 with an area of 49.17ha, Lot 336 with an area of 3.08ha and Open Road Reserve with an area of 5,026.7m<sup>2</sup>, being 10m wide and 502.7m in length.

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

Resolution – That Council approve the proposed Reconfiguring a Lot – Rearrangement of Boundaries (Three Lots into Three Lots and Open Road Reserve) on land located at 151 Halifax Road Ingham, 159 Halifax Road Ingham and Halifax Road Foresthome, formally known as Lot 361 on SP214657, Lot 336 on CWL2184 and Lot 4 on RP843432, subject to conditions, as set out in Attachment A.

Carried 7-0  
260423-21

CONCLUSION – This concluded the business of the meeting which closed at 9.37am

**APPROVED, CONFIRMED and ADOPTED on 30 May 2023**

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Councillor R Jayo – MAYOR