



MINUTES OF THE GENERAL MEETING OF THE HINCHINBROOK SHIRE COUNCIL

HELD IN THE COUNCIL CHAMBERS
INGHAM ON TUESDAY
24 FEBRUARY 2015
AT 9.00 AM

- ATTENDANCE
- Present were Councillors R Bow, PD Lynch, MG Tack, LR Molachino, DG Carr and WG Skinner
 - Also present was the Acting Chief Executive Officer (RF Pennisi), Executive Manager Engineering Services (J Stewart), Executive Manager Environment and Community Services (TV Tanase), Executive Manager Corporate Services (D Tombs) and Executive Assistant (BK Edwards)

- APOLOGY
- An apology for non-attendance was received from Councillor SJ Kaurila and it was resolved that leave of absence be granted

- PRAYER
- Councillor DG Carr opened the meeting with prayer

1. MINUTES
- *Moved* Councillor Molachino
Seconded Councillor Skinner

Resolved that the Minutes of the General Meeting held on 27 January 2015 and Special Meeting held on 3 February 2015 be approved as a correct record of proceedings and be signed by the Deputy Mayor and Mayor respectively.

Carried

2. BUSINESS

2.1 CORPORATE SERVICES

2.1.1 CORPORATE SERVICES ACTIVITY REPORT

Consideration of monthly Corporate Services Activity Report for January 2015.

Moved Councillor Tack
Seconded Councillor Lynch

That the Report be received and noted.

Carried – 240215-01

2.1.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Corporate Services Status Report for February 2015.

Moved Councillor Carr
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 240215-02

2.1.3 FINANCIALS

Consideration was given to a report of financial activities as at 31 January 2015.

Moved *Councillor Lynch*
Seconded *Councillor Skinner*

That the Report be received and noted.

Carried – 240215-03

2.1.4 2014/2015 MID YEAR BUDGET REVIEW

Consideration of Executive Manager Corporate Services Report as at 31 January 2015 regarding the 2014-2015 Mid Year Budget Review.

Moved *Councillor Lynch*
Seconded *Councillor Tack*

That the matter lay on the table pending further budget items being considered.

Carried – 240215-04

2.2 ENGINEERING

2.2.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for January 2015.

Moved *Councillor Carr*
Seconded *Councillor Skinner*

That the Report be received and noted.

Carried – 240215-05

2.2.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Engineering Services Status Report for February 2015.

Moved *Councillor Skinner*
Seconded *Councillor Carr*

That the Report be received and noted.

Carried – 240215-06

2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

Consideration was given to a report of water and sewerage operations for the month of January 2015.

Moved *Councillor Lynch*
Seconded *Councillor Molachino*

That the Report be received and noted.

Carried – 240215-07

2.2.4 WORKS PROGRAM REPORT

Consideration was given to a report of civil operations for the month of January 2015.

Moved *Councillor Carr*
Seconded *Councillor Skinner*

That the Report be received and noted.

Carried – 240215-08

2.2.5 AECOM NDRRA REPORT

Consideration of AECOM's NDRRA General Progress Report as at 31 January 2015.

Moved *Councillor Skinner*
Seconded *Councillor Carr*

That the Report be received and noted.

Carried – 240215-09

2.2.6 FUTURE GIS NEEDS AND DELIVERY OF SERVICES

Consideration of Executive Manager Engineering Services Report as at 9 February 2015 presenting the findings of the analysis of the options available for maintaining the Council Geographical Information System (GIS) without Herbert Resource Information Centre (HRIC).

Moved Councillor Lynch
Seconded Councillor Molachino

That Council accept the quotation from ESRI Australia for the supply and implementation of ESRI software for Council's Geographical Information Services in the sum of \$123,004 (excl GST).
Carried – 240215-10

Media and Communications Officer, K Spano entered the meeting at 9.40 am

2.2.7 FLOOD HEIGHT INDICATORS – TOTEM POLES

Consideration of Executive Manager Engineering Services Report as at 11 February 2015 regarding the proposed installation of flood height indicators at locations across the shire and particularly in Ingham to ensure high levels of awareness amongst the public.

Moved Councillor Lynch
Seconded Councillor Carr

That Council raise awareness in the community of the potential impacts for varying degrees of flooding severity by undertaking community consultation necessary to take the following actions:

- The installation of flood markers at road intersections or key locations
- Initiating a flood awareness week including education programs with local schools and organisations
- Updating of Council's website with an interactive GIS portal depicting flood information
- Updating of Council's website with other flood mapping information as part of a wider flood awareness strategy.

Councillor MG Tack called for a division

Councillors PD Lynch, LR Molachino, DG Carr and MR Bow voted in favour of the motion

Councillors MG Tack and WG Skinner voted against the motion

Carried – 240215-11

Councillor MG Tack left the meeting at 9.51 am

2.2.8 OPTIONS FOR YANKS JETTY

Consideration of Executive Manager Engineering Services Report as at February 2015 regarding investigations into remedial options available to Council to rehabilitate Yanks Jetty and cost estimates for each option.

Moved Councillor Carr
Seconded Councillor Skinner

That Council proceed with implementing rehabilitation based on Option 3 – Pontoon and Gangway Rehabilitation and allocate the estimated budget required of \$337,000 (excl GST) from reserves.

Furthermore immediate bracing of the roof support structure is undertaken using funds of \$10,000 (excl GST) allocated from reserves to prevent any further damage until rehabilitation works can be finalised.

Councillor MG Tack returned to the meeting at 9.53 am

Councillor PD Lynch Moved an amendment to the motion that Option 3 become Option 2 - Motion lapsed due to no Seconder

Carried – 240215-12

2.2.9 PLANT AND EQUIPMENT – USE OF GPS SURVEILLANCE DEVICES

Consideration of Works Engineer Report dated 4 February 2015 providing an update to Council regarding the implementation of GPS vehicle tracking within Council's fleet inventory.

Moved Councillor Carr
Seconded Councillor Skinner

That Council approve the use of GPS and Surveillance Devices Policy and authorise the use of GPS vehicle tracking within Council's fleet. Carried – 240215-13

The meeting adjourned at 10.14 am for morning tea and resumed at 10.26 am

2.2.10 NATURAL DISASTER RELIEF & RECOVERY ARRANGEMENTS [NDRRA] INFRASTRUCTURE RESTORATION PROGRAM – HSC 14/60 – WORK PACKAGE 01 – HSC.148.14 AREA 3 – ABERGOWRIE LOCALITY

Consideration of Infrastructure Engineer Report dated 5 February 2015 regarding NDRRA Infrastructure Restoration Program - HSC14/60 – Work Package 01 – HSC.148.14 Area 3 – Abergowrie locality.

Moved Councillor Carr
Seconded Councillor Lynch

That Council award the contract HSC 14/60 – Works Package 01- HSC.148.14 Abergowrie Locality to Keita Services for a corrected tender sum of \$331,424.01 (excl GST) as recommended by the Tender Evaluation Team and Flanagan Consulting Group.

Carried – 240215-14

2.2.11 DUNGENESS BOAT RAMP CARPARK

Consideration of Works Engineer Report dated 5 February 2015 advising that tenure of Lot 540 on Plan CP840371 is required to be changed from Unallocated State Land to Reserve for Recreational Purposes with Hinchinbrook Shire Council as trustee in order for the proposed Dungeness boat ramp carpark extension to proceed.

Moved Councillor Lynch
Seconded Councillor Molachino

That Council make application to the Department of Natural Resources and Mines (DNRM) to dedicate Lot 540 on CP840371 as Reserve for Recreational Purposes with HSC as Trustee to allow programmed works to proceed for the Dungeness Boat Ramp Carpark Extension and Recreational Area.

Carried – 240215-15

2.2.12 HSC 15/11 SUPPLY AND DELIVERY OF PIPES FOR THE FORREST BEACH WATER SECURITY PROJECT

Consideration of Manager Water and Sewerage Report dated 10 February 2015 regarding the Forrest Beach Water Security Project and quotations to supply the pipeline material requested through Local Buy.

Moved Councillor Skinner
Seconded Councillor Carr

That Council accept the quotation from Iplex Pipelines Australia Pty Ltd for the supply of pipeline for the Forrest Beach Water Security Project for the sum of \$536,143.90 excl. GST.

Carried – 240215-16

2.2.13 PROPOSAL TO ESTABLISH A ROAD HIERARCHY FOR THE HINCHINBROOK SHIRE ROAD NETWORK

Consideration of Infrastructure Engineer Report dated 9 February 2015 regarding a need to establish a "Road Hierarchy" applicable to the Shire Road Network for Asset Management purposes.

Moved Councillor Skinner
Seconded Councillor Carr

That Council adopt the proposed Road Hierarchy (Table 2 as tabled) and levels of service for Council Controlled Roads within Hinchinbrook Shire, Table 3a – Level of Service Standards and Table 3b – Inspection Schedule.
Carried – 240215-17

2.2.14 PROPOSED GAZETTAL OF INGHAM BYPASS CORRIDOR

Consideration of Executive Manager Engineering Services Report dated 9 February 2015 regarding a letter received from Department of Transport and Main Roads calling for submissions on the proposed gazettal of Future State-Controlled Road – Future Bruce Highway (Ingham to Cardwell Range) (Limited Access Road).

Moved Councillor Lynch
Seconded Councillor Molachino

That Council authorise the Chief Executive Officer to make a submission to the relevant Transport Department on the proposed gazettal of Future State Controlled Road for the Future Bruce Highway Ingham to Cardwell Range Bypass – including but not limited to the following concerns:

- The current design is to divert all traffic from entering Ingham via the southern approach. Instead, traffic into Ingham must travel along the bypass and then take an off-ramp to enter Ingham via Fairford Road western entrance.
- The south section of the pass is currently shown cutting through the TYTO redevelopment and wetlands area. This is undesirable due to the vision for that area being a unique and picturesque wildlife precinct.

Carried – 240215-18

2.3 DEVELOPMENT AND PLANNING

2.3.1 ECONOMIC DEVELOPMENT AND PLANNING ACTIVITY REPORT

Consideration of monthly Economic Development and Planning Activity Report for January 2015.

Moved Councillor Lynch
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 240215-19

2.3.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Development and Planning Status Report for February 2015.

Moved Councillor Molachino
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 240215-20

2.3.3 RECONFIGURING A LOT – REARRANGEMENT OF BOUNDARIES – LOTS 1 & 2 ON RP726421, PARISH OF CORDELIA

Consideration of Report to Council from Customer Service and Town Planning Support Officer dated 11 February 2015 in relation to an application seeking a Development Permit for Reconfiguring a lot – rearrangement of boundaries.
(066/0246)

Moved Councillor Lynch
Seconded Councillor Skinner

That Council grant approval for a development permit for reconfiguring a lot: rearrangement of boundaries Lots 1 and 2 on RP726421, Parish of Cordelia subject to the following conditions -

Conditions of Development The conditions of development for this development permit are as follows:	Time at which compliance with condition is required
Approved Plans	
1. The development of the site is to be generally in accordance with the following plans that are to be the approved Plans of Development, except as altered by any other condition of approval (i) Proposed Reconfiguration – Lots 1 and 2 on RP726421, 355 Halifax Road, Foresthome, Ref number: 141155A, prepared by Hansen Surveys, dated December 2014.	At all times
Services	
2. That utility services (if applicable) to both lots are separated and do not cross land under a separate title.	Prior to release of survey plan
Access	
3. That the Applicant provide property access to both lots to Hinchinbrook Shire Council standards or demonstrating that such is already in existence.	Prior to release of survey plan

Carried – 240215-21

Senior Economic Development and Tourism Officer, B Christie-Johnston entered the meeting at 10.52 am

2.3.4 MATERIAL CHANGE OF USE – IMPACT ASSESSABLE – LOW IMPACT INDUSTRY (MOTOR VEHICLE WORKSHOP), 20 MORETON BAY STREET, ALLINGHAM, LOT 9 ON SP197647, PARISH OF CORDELIA – BLACKFORD’S MECHANICAL AND AUTO ELECTRICAL.

Consideration of Report to Council from Nikki Huddy (Planz Town Planning Pty Ltd) dated 17 February 2015 in relation to an application seeking a material change of use development permit for proposed low impact industry (motor vehicle workshop). (058/0378)

Moved Councillor Lynch
Seconded Councillor Tack

That Council approve the Material Change of Use Application for Low Impact Industry (Motor Vehicle Workshop) submitted by Blackford’s Mechanical and Auto Electrical subject to the following conditions.

1. The development must operate within the existing shed, in accordance with plans submitted with the Development Application on 22 January 2015.
2. The development must operate at a residential scale and in particular:
 - a. the use must be contained within the existing 16m x 10m shed. The expansion of the shed by an additional 10m x 4m is permissible, recognising it is for storage not associated with the business
 - b. Hours of operation: 7am – 5pm Monday to Saturday
 - c. Staff: the applicant / owner is the only employee
 - d. Number of clients must not exceed an average of 3 customers per day, recognising that vehicles may be on site for several days waiting for parts etc.
 - e. Noise: all repairs shall be undertaken inside the shed and air compressors and similar machinery shall be baffled to reduce noise levels outside the shed. Noise levels and vibration from commercial development are to be maintained within acceptable limits that do not affect the safety or amenity of residents of any adjacent properties
 - f. Vehicle access and storage: The bitumen sealed driveway to the site shall be maintained and vehicles stored on-site are not to be visible from the street

- g. Signage shall be limited to one sign not exceeding 2m² (e.g. 1m x 2m or similar dimensions) on the premises
- h. Lighting: The operation of the activity does not cause undue disturbance to any person, activity or fauna because of the light it emits
- i. Equipment Maintenance: The washing of vehicles and other plant on the development site is dealt with in a manner which:
 - i. does not preclude the reuse of, or the extra treatment of, runoff water to allow its reuse on the site
 - ii. does not result in the discharge of contaminants into the environment
- j. Workshop facilities:
 - iii. The workshop's painted concrete floors shall be maintained
 - iv. The workshop is to maintain spill kits to contain spills and prevent seepage
 - v. Adequate provision shall be made for the retention of waste oils and automotive lubricants and disposal of trade waste in a manner which prevents the discharge of contaminants into the water table to the satisfaction of the Chief Executive Officer
 - vi. All fuels, oils, fluids, lubricants, solvents, batteries or other products that may cause contamination shall be stored in a covered area, on an impervious surface designed to prevent spillage seepage into the environment
 - vii. Any land directly or indirectly contaminated as a result of the activities conducted on site shall be remediated to a state resembling or improving upon the condition of the site prior to the activity commencing
- k. Should the business expand beyond the current / approved scale the use shall be relocated from the residential area to an appropriately zoned or appropriately located area.

Note: That aspect of mechanical / auto-electrical business that conducted off-site – i.e. contracts to mines and mobile / field service does not require approval and can continue to operate. Carried – 240215-22

Senior Economic Development and Tourism Officer, B Christie-Johnston left the meeting at 10.57 am

2.3.5 DEPARTMENT OF NATURAL RESOURCES AND MINES - APPLICATION FOR CONVERSION OF GRAZING HOMESTEAD PERPETUAL LEASE 24/1509 – LOT 146 ON CWL2481, PARISH OF LANNERCOST

Consideration of report from Customer Service and Town Planning Support Officer dated 11 February 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or recommendations in relation to conversion of lease to freehold tenure. (077/0001)

Moved Councillor Lynch
Seconded Councillor Molachino

That Council advise the Department of Natural Resources and Mines that it has no objection in relation to the application to convert grazing homestead perpetual lease 24/1509 over Lot 14 on CWL2481 to freehold tenure. Carried – 240215-23

2.3.6 DEPARTMENT OF NATURAL RESOURCES AND MINES – APPLICATION FOR LEASE OF STATE LAND DESCRIBED AS TERM LEASE 0/216229 OVER LOTS 24 AND 28 ON WU4, LOTS 34, 35 AND 43 ON WU7 AND LOT 44 ON WU8, PARISH OF BARRETT

Consideration of report from Customer Service and Town Planning Support Officer dated 11 February 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or requirements in relation to an application for lease for pastoral purposes. (077/0001)

Moved Councillor Molachino
Seconded Councillor Skinner

That Council advise the Department of Natural Resources and Mines that it has no objection in relation to the application to lease State land (currently described as Term Lease O/216229) over Lots 27 and 28 on WU4, Lots 34, 35 and 43 on WU7 and Lot 44 on WU8, Parish of Barrett, for pastoral purposes, subject to the following conditions:

The Applicant and subsequent lessee being advised and formally acknowledging:

- (a) Lots 27 and 28 on WU4, Lots 34, 35 and 43 on WU7 and Lot 44 on WU8, do not have a Council maintained road frontage
- (b) The section of gazetted roads accessing Lots 27 and 28 on WU4, Lots 34, 35 and 43 on WU7 and Lot 44 on WU8 are not maintained by Council
- (c) Council has no intention of constructing or maintaining the gazetted roads accessing Lots 27 and 28 on WU4, Lots 34, 35 and 43 on WU7 and Lot 44 on WU8
- (d) The responsibility of maintaining access to Lots 27 and 28 on WU4, Lots 34, 35 and 43 on WU7 and Lot 44 on WU8 from the un-maintained roads is solely the responsibility of the lessee.

Carried – 240215-24

2.3.7 SITING RELAXATION APPLICATION – LOT 131 on CWL794, 128 EDDLESTONE DRIVE, CORDELIA

Consideration of Report to Council from Customer Service and Town Planning Support Officer dated 10 February 2015 in relation to a Siting Relaxation Application for a residential dwelling. (061/0004)

Moved Councillor Molachino
Seconded Councillor Carr

That Council approve the Siting Relaxation Application of Alan Pearson (Lot 131 on CWL794) on the grounds that the proposed dwelling siting does not adversely impact on the amenity and privacy of residents on adjoining lots, subject to the following conditions:

- (a) The dwelling is built in accordance with the site plans submitted with the Siting Relaxation Application received by Council on 9 February 2015.

Carried – 240215-25

2.4 ENVIRONMENT AND COMMUNITY SERVICES

2.4.1 ENVIRONMENT AND COMMUNITY SERVICES ACTIVITY REPORT

Consideration of monthly Environment and Community Services Activity Report for January 2015.

Moved Councillor Lynch
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 240215-26

2.4.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Environment and Community Services Status Report for February 2015.

Moved Councillor Skinner
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 240215-27

2.4.3 PEST SURVEY PLAN

Consideration of Report to Council from Pest Management Officer dated 24 October 2014 seeking Council approval for a Pest Survey Program allowing authorised officers to carry out pest surveys throughout the Hinchinbrook Shire.

Moved Councillor Carr
Seconded Councillor Skinner

That Council approve the Pest Survey Program to be conducted for the whole of the Hinchinbrook Local Government Area, valid for a period of three months commencing on 25 February 2015.

That Council note the purpose of the Program is to survey and map areas for the control and maintenance of declared pests. Carried – 240215-28

2.5 GOVERNANCE

2.5.1 OFFICE OF THE CEO ACTIVITY REPORT

Consideration of monthly Corporate Governance Activity Report for January 2015.

Moved Councillor Lynch
Seconded Councillor Tack

That the Report be received and noted. Carried – 240215-29

2.5.2 MONTHLY STATUS REPORT

Consideration of monthly Chief Executive Officer Status Report for February 2015.

Moved Councillor Lynch
Seconded Councillor Carr

That the Report be received and noted. Carried – 240215-30

2.5.3 COUNCILLOR ACTIVITY REPORT

Consideration of Councillor Activity Reports as at 31 January 2015 to ensure transparency and public scrutiny of Councillor workload.

Moved Councillor Carr
Seconded Councillor Lynch

That the Report be received and noted. Carried – 240215-31

2.6 ENVIRONMENT AND COMMUNITY SERVICES

Moved Councillor Lynch
Seconded Councillor Molachino

That pursuant to Division 3 Section 275 (1) (e) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss Item 2.6.1 as a contract is proposed to be made.

Discussions took place in Closed Session on the above referred to item.

Mayor R Bow left the meeting at 11.37 am and returned at 11.38am

Councillor PD Lynch left the meeting at 11.51 am and returned at 11.52 am

Moved Councillor Molachino
Seconded Councillor Carr

That Council return to Open Meeting.

2.6.1 SOLAR POWER PILOT PROJECT REPORT

Using solar power to reduce Council's electrical power usage and cost and to reduce our environmental footprint.

Moved Councillor Lynch
Seconded Councillor Molachino

That Council investigate the installation of solar power at the Hinchinbrook Aquatic Centre as a pilot project.

Carried – 240215-32

Councillor PD Lynch Moved and Councillor WG Skinner Seconded that Council consider Item 2.7.1. (formerly Item 2.1.4) which was laid on the table

2.7 CORPORATE SERVICES

2.7.1. 2014/2015 MID YEAR BUDGET REVIEW

Consideration of Executive Manager Corporate Services Report as at 31 January 2015 regarding the 2014/2015 Mid Year Budget Review.

*Moved Councillor Tack
Seconded Councillor Skinner*

That the amended Budget be approved.

Carried – 240215-33

3. CONCLUSION – This concluded the business of the meeting which closed at 12.52 pm

APPROVED and adopted on 31 March 2015

MAYOR