



MINUTES OF THE GENERAL MEETING OF THE HINCHINBROOK SHIRE COUNCIL

HELD IN THE COUNCIL CHAMBERS
INGHAM ON TUESDAY
28 APRIL 2015
AT 9.00 AM

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

- PRAYER
- Councillor SJ Kaurila opened the meeting with prayer

Revenue Supervisor L Winkel was present when the meeting commenced

1. MINUTES
- *Moved Councillor Skinner*
Seconded Councillor Molachino
- Resolved that the Minutes of the General Meeting held on 31 March 2015 and Special Meeting held on 7 April 2015 be approved as a correct record of proceedings and be signed by the Mayor. Carried

2. BUSINESS

2.1 CORPORATE SERVICES

2.1.1 CORPORATE SERVICES ACTIVITY REPORT

Consideration of monthly Corporate Services Activity Report for March 2015.

Moved Councillor Skinner
Seconded Councillor Carr

That the Report be received and noted. Carried – 280415-01

2.1.2 MONTHLY STATUS REPORT

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

Moved Councillor Tack
Seconded Councillor Molachino

That the Report be received and noted. Carried – 280415-02

2.1.3 FINANCIALS

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

Moved Councillor Tack
Seconded Councillor Molachino

That the Report be received and noted. Carried – 280415-03

2.1.4 2015 / 2016 COMMERCIAL CHARGES AND REGULATORY FEES

Consideration of Report to Council from Revenue Supervisor dated 20 April 2015 regarding adoption of the 2015 / 2016 Commercial Charges and Regulatory Fees schedule.

Moved Councillor Kaurila
Seconded Councillor Tack

That Council adopt the 2015 / 2016 Commercial Charges and Regulatory Fees as presented to take effect from 1 July 2015. Carried – 280415-04

Revenue Supervisor L Winkel left the meeting at 9.18 am

2.2 ENGINEERING

2.2.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for March 2015.

Moved Councillor Lynch
Seconded Councillor Carr

That the Report be received and noted. Carried – 280415-05

2.2.2 MONTHLY STATUS REPORT

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

Moved Councillor Carr
Seconded Councillor Kaurila

That the Report be received and noted. Carried – 280415-06

2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

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

Moved Councillor Skinner
Seconded Councillor Lynch

That the Report be received and noted. Carried – 280415-07

2.2.4 WORKS PROGRAM REPORT

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

Moved Councillor Carr
Seconded Councillor Lynch

That the Report be received and noted. Carried – 280415-08

2.2.5 AECOM NDRRA REPORT

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

Moved Councillor Lynch
Seconded Councillor Skinner

That the Report be received and noted. Carried – 280415-09

2.2.6 TENDER HSC 15/01 – SUPPLY OF DRAINAGE PIPES, BOX CULVERTS AND HEADWALLS

Consideration of Report to Council from Works Engineer dated 10 March 2015 regarding tenders received for HSC 15/01 – Supply of Drainage Pipes, Box Culverts and Headwalls.

Moved Councillor Molachino
Seconded Councillor Kaurila

That Council accept all tendered offers and add all Offerers to the panel of suppliers for HSC 15/01 Supply of Drainage Pipes, Box Culverts and Headwalls for a period of twenty-four months commencing on 1 July 2015. Carried – 280415-10

- 2.2.7 TENDER HSC 15/02 – SUPPLY AND / OR SUPPLY AND DELIVERY OF MANUFACTURED PREMIX
Consideration of Report to Council from Works Engineer dated 10 March 2015 regarding tenders received for HSC 15/02 – Supply and / or Supply and Delivery of Manufactured Premix.

Moved Councillor Lynch
Seconded Councillor Skinner

That Council accept the offer by Boral Resources Qld Pty Ltd for HSC 15/02 - Supply and / or Supply and Delivery of Manufactured Premix for the period up to 30 June 2017. Carried – 280415-11

- 2.2.8 TENDER HSC 15/03 – SUPPLY AND DELIVERY OF SAND FOR PIPE BEDDING AND GENERAL USE
Consideration of Report to Council from Water and Sewerage Manager dated 9 March 2015 regarding tenders received for HSC 15/03 – Supply and Delivery of Sand for Pipe Bedding and General Use.

Moved Councillor Lynch
Seconded Councillor Carr

That Council accept all the standing offers for HSC 15/03 - Supply and Delivery of Sand for Pipe Bedding and General Use for a period of two years commencing on 1 July 2015 with supply to be based on site required, availability, quality, type of material and availability of the Gairloch Pit. Carried – 280415-12

2.3 DEVELOPMENT AND PLANNING

Planning and Development Coordinator L Doutre entered the meeting at 9.47 am

- 2.3.1 ECONOMIC DEVELOPMENT AND PLANNING ACTIVITY REPORT
Consideration of monthly Economic Development and Planning Activity Report for March 2015.

Moved Councillor Molachino
Seconded Councillor Skinner

That the Report be received and noted. Carried – 280415-13

- 2.3.2 MONTHLY STATUS REPORT
Consideration of monthly Executive Manager Development and Planning Status Report for April 2015.

Moved Councillor Skinner
Seconded Councillor Lynch

That the Report be received and noted. Carried – 280415-14

The meeting adjourned at 10.00 am for morning tea and resumed at 10.11 am

- 2.3.3 CHANGE TO EXISTING APPROVAL - RECONFIGURING A LOT: SUBDIVISION OF ONE LOT INTO TWO LOTS – LOT 4 ON CWL98 - AMOS ROAD COOLBIE
Consideration of Report to Council from Planning and Development Coordinator dated 13 April 2015 in relation to an application seeking a Change to an existing reconfiguration of land: subdivision approval over Lot 4 on CWL98 at Amos Road Coolbie. (068/0046)

Moved Councillor Carr
Seconded Councillor Molachino

That Council approve the amended plan of reconfiguration over Lot 4 on CWL98, subject to the following updated conditions:

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 this approval:

Plan of Lot 4 and Lot 5 on Plan SP275923_dated 5 February 2015, prepared by Dale Atkinson
2. The primary vehicular access to the created Lot 4 is to be from Barrilgie Road. A statement reflecting this condition will be attached to the rates file
3. Any further subdivision to either Lot 4 or Lot 5 permitting access from Amos Road will trigger the extension of Amos Road by approximately 870 meters from Chainage 3496 meters to Chainage 4360 meters to provide constructed access to new lots. A statement reflecting this condition will be attached to the rates file. Local Landholders reserve the right to upgrade this section of Amos Road to Council standard at any time
4. All existing creek systems and drainage areas must be left in their current state, including no channel alterations and no removal of vegetation (other than that permissible under current legislation) unless consented to in writing by the Chief Executive Officer. Necessary approvals from the Department of Environment and Resource Management must be obtained for carrying out works in a watercourse
5. No clearing (other than that permissible under current legislation) is permitted on either allotment without the written consent from all Relevant Authorities.

That Council attach a notification to the rates file of each created parcel stating:

- The primary vehicular access to Lot 4 is to be from Barrilgie Road
- Any further subdivision to either Lot 4 or Lot 5, permitting access from Amos Road, will trigger the extension of Amos Road by approximately 870 meters from Chainage 3,496 meters to Chainage 4,360 meters to provide constructed access to new lots.
Carried – 280415-15

2.3.4 EXTENSION OF THE RELEVANT PERIOD – MATERIAL CHANGE OF USE: UNDEFINED USE (OVER 50'S LIFESTYLE ACCOMMODATION – 150 DWELLING RESORT) – LOT 11 ON SP164492 - BEATTS ROAD ALLINGHAM

Consideration of Report to Council from Planning and Development Coordinator dated 13 April 2015 in relation to a request for an extension of the relevant period of an existing Material Change of Use over Lot 11 on SP164492 at Beatts Road Allingham. (058/0225)

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council grant approval to extend the development currency period for a further two years, subject to the following updated conditions:

- a) The proposal to be generally in accordance with drawings as submitted with the Development Application and response to information request
- b) The fronting section of Beatts Road to be upgraded to an 8m sealed and kerbed standard, and turnout provision as detailed on Drawing No. FBD1020/SK6. Such work to include appropriate street lighting
- c) Filling and levelling of lots and footpaths, to ensure water drains to the front of lots and/or other legal points of discharge
- d) Surface drainage to be catered for in a manner that lessens possible impacts in receiving areas

- e) An updated water supply infrastructure plan and supporting information including hydraulic network analysis must be submitted demonstrating how the development will be serviced by Council's Infrastructure. In particular the plan must
 - i. Identify any trunk infrastructure external to the site that may require upgrading to accommodate the development

The water supply infrastructure plan must be endorsed as part of the Development Permit for Operational Works and completed, to the satisfaction of the Chief Executive Officer prior to the commencement of use

- f) In the event that any part of Council's existing water infrastructure is damaged as a result of work associated with the development, Council's Water and Waste Department must be notified immediately of the affected infrastructure and have it repaired or replaced by Water and Waste at no cost to Council. All works must be completed, to the satisfaction of the Chief Executive Officer, prior to the commencement of use
- g) Payment to the Council of water headworks contribution(s) - in accordance with Council's Adopted Infrastructure Charges Resolution at the rates applicable time of payment
- h) Payment to the Council of Public Open Space contributions(s) - in accordance with Council's Adopted Infrastructure Charges Resolution at the rates applicable time of payment
- i) Prior to commencement of external civil works, submission to Council for approval of Engineering Drawings and specifications setting out proposed works. Payment of engineering plan scrutiny fee based on 2% of approved cost estimate of engineering construction works
- j) Provision of Completion Certificates for civil construction works, including "as constructed" surveyed information, to suit Council's software. [Autocad drawing files connected to two Council permanent marks or similar accuracy] and
- k) A twelve month maintenance period is to apply and commencing at practical completion of works for those works associated with the upgrading of Beatts Road in front of the development. A security to be kept by Council for any unfinished works and expected maintenance obligations. After the 12 month maintenance period has ended, and all maintenance obligations have been met, Council will return the security bond. Carried – 280415-16

2.3.5 DEPARTMENT OF NATURAL RESOURCES AND MINES - APPLICATION FOR PURCHASE OF RESERVATION IN TITLE WITHIN LOT 2 ON RP715816 - LUCINDA ROAD HALIFAX

Consideration of Report to Council from Planning and Development Coordinator dated 10 April 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or recommendations in relation to the Purchase of Reservation in Title within Lot 2 on RP715816. (077/0001)

Moved Councillor Carr
Seconded Councillor Molachino

That Council advise the Department of Natural Resources and Mines that it has neither objection nor any requirements in relation to the application to Purchase the Road Reservation in Title within Lot 2 on RP715816 Parish of Cordelia. Carried – 280415-17

2.3.6 DEPARTMENT OF NATURAL RESOURCES AND MINES - APPLICATION TO CONVERT LEASEHOLD LAND TO FREEHOLD TITLE - LOT 56 ON CWL2008 - MANCUSO'S ROAD LANNERCOST.

Consideration of Report to Council from Planning and Development Coordinator dated 10 April 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or recommendations in relation to the Conversion of Leasehold Allotment to Freehold Land on Lot 56 on CWL2008. (077/0001)

Moved Councillor Kaurila
Seconded Councillor Molachino

That Council advise the Department of Natural Resources and Mines that it has neither objection nor any requirements in relation to the application to convert Lot 56 on CWL2008 from a non-competitive leasehold to freehold. Carried – 280415-18

2.3.7 DEPARTMENT OF NATURAL RESOURCES AND MINES – APPLICATION TO AMEND TERM LEASE TL O/233353 – LOT 3 ON SP225326 - PONTOON AT DENNEY STREET DUNGENSESS.

Consideration of Report to Council from Planning and Development Coordinator dated 15 April 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or recommendations in relation to the amendment of an existing Term Lease supporting the pontoon at the Southern end of Dungeness. (077/0001)

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council advise the Department of Natural Resources and Mines that it has neither objection nor any requirements in relation to the application to amend the Term Lease TL O/233353 being Lot 3 on SP225326. Carried – 280415-19

2.3.8 SITING RELAXATION APPLICATION - RUSSELL GARNER - LOT 12 ON A77411 - 37 ALLAMANDA AVENUE ALLINGHAM

Consideration of Report to Council from Planning and Development Coordinator dated 9 April 2015 in relation to a Siting Relaxation Application for the construction of a new shed and open carport at 37 Allamanda Avenue Allingham. (061/0004)

Moved Councillor Lynch
Seconded Councillor Molachino

That Council approve the Siting Relaxation Application for the new shed on Lot 12 of A77411 described as 37 Allamanda Avenue Allingham on the grounds that the proposed location of the new structure will not significantly impact upon the existing amenity enjoyed by the neighbouring property or be of visual detriment to the existing streetscape subject to the following conditions:

1. Carry out the approved development generally in accordance with the approved plans, and in accordance with:
 - a. The specifications, facts and circumstances as set out in the application submitted to Council
 - b. The following conditions of approval and the requirements of Council's Planning Scheme.

Except where modified by these conditions of approval.

Lawful Point of Discharge

2. All stormwater from the property must be directed to a lawful point of discharge such that it does not adversely affect surrounding properties or properties downstream from the development, all to the requirements and satisfaction of the Chief Executive Officer.

Use

3. The use of the shed shall be for purposes ancillary to the residential use of the land.

Finish

4. The exterior colour and materials of any proposed structures must be non-reflective. Details of the proposed building materials and colour scheme for the exterior walls, features and roof, including any changes to the building materials and colour scheme must receive prior approval from the Chief Executive Officer.

Landscaping Works

5. The applicant is to establish landscaping in the 950mm setback area between the shed and the boundary to soften the side wall of the structure. All landscaping is to be established within three (3) months of the completion of the Shed and is to be maintained at all times to the satisfaction of the Chief Executive Officer.

Damage to Infrastructure

6. In the event that any part of Council's existing sewer infrastructure is damaged as a result of construction activities occurring on the site, including but not limited to, mobilisation of heavy earthmoving equipment, stripping and grubbing, the applicant/owner must immediately notify Council and have it repaired or replaced by Council, at the developer's cost, prior to the Commencement of Use.

Carried – 280415-20

2.3.9 SITING RELAXATION APPLICATION - DAVID STALLAN – LOT 1 ON RP703722 - 33 ATKINSON STREET INGHAM

Consideration of Report to Council from Planning and Development Coordinator dated 8 April 2015 in relation to a Siting Relaxation Application for a new shed at 33 Atkinson Street Ingham. (061/0004)

Moved Councillor Molachino
Seconded Councillor Skinner

That Council approve the Siting Relaxation Application for the new shed on Lot 1 of RP703722 described as 33 Atkinson Street Ingham on the grounds that the proposed location of the new shed will not significantly impact upon the existing amenity enjoyed by the neighbouring property subject to the following conditions:

1. Carry out the approved development generally in accordance with the approved drawings and in accordance with:
 - a. The specifications, facts and circumstances as set out in the application submitted to Council
 - b. The following conditions of approval and the requirements of Council's Planning Scheme.

Except where modified by these conditions of approval.

Lawful Point of Discharge

2. All stormwater from the property must be directed to a lawful point of discharge such that it does not adversely affect surrounding properties or properties downstream from the development, all to the requirements and satisfaction of the Chief Executive Officer.

Use

3. The use of the shed shall be for purposes ancillary to the residential use of the land.

Finish

4. The exterior colour and materials of any proposed structures must be non-reflective. Details of the proposed building materials and colour scheme for the exterior walls, features and roof, including any changes to the building materials and colour scheme must receive prior approval from the Chief Executive Officer.

Landscaping Works

5. The applicant is to establish landscaping in the 750mm setback area between the shed and the boundary to soften the sidewall of the structure. All landscaping is to be established within three (3) months of the completion of the Shed and is to be maintained at all times to the satisfaction of the Chief Executive Officer.

Damage to Infrastructure

6. In the event that any part of Council's existing sewer infrastructure is damaged as a result of construction activities occurring on the site, including but not limited to, mobilisation of heavy earthmoving equipment, stripping and grubbing, the applicant/owner must immediately notify Council and have it repaired or replaced by Council, at the developer's cost, prior to the Commencement of Use.

Carried – 280415-21

Planning and Development Coordinator L Doutré left the meeting at 10.44 am

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 March 2015.

Moved Councillor Molachino
Seconded Councillor Kaurila

That the Report be received and noted.

Carried – 280415-22

2.4.2 MONTHLY STATUS REPORT

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

Moved Councillor Molachino
Seconded Councillor Kaurila

That the Report be received and noted.

Carried – 280415-23

2.4.3 REQUEST FOR AREA OF LAND FOR TRUSTEE LEASE OVER PART OF LOT 1 ON AP11745 CURRENTLY UNALLOCATED STATE LAND FOR HERBERT RIVER SPORTING SHOOTERS ASSOCIATION OF AUSTRALIA (OLD) INC

Consideration of Report to Council from Community Services Officer dated 27 March 2015 regarding request from Herbert River Sporting Shooters Association of Australia (Old) Inc. to create a new Community Purpose Reserve over Lot 1 on AP11745 currently Unallocated State Land to facilitate the access of an appropriate area of land (approx. 1633m²) for grant of a Trustee Lease to establish a Sporting Shooters Association firing range and associated infrastructure.

Moved Councillor Carr
Seconded Councillor Molachino

That the matter lay on the table.

Carried – 280415-24

The meeting adjourned at 10.59 am for a short recess and resumed at 11.07 am

2.4.4 WANDERERS HOLIDAY VILLAGE LUCINDA – TRUSTEE LEASE OF RESERVE FOR LOCAL GOVERNMENT PURPOSES (CARAVAN PARK) R.684 – LOT 403 ON CROWN PLAN CWL3243

Consideration of Report to Council from Community Services Officer dated 2 April 2015 regarding request from Shane and Genevieve Castles for approval of a 20 year term Trustee Lease plus 10 year option period over Reserve for Local Government Purposes (Caravan Park) R.684 – Lot 403 on Crown Plan CWL3243 which commenced 1 April 1986 and expires 31 March 2016 (30 years).

Moved Councillor Lynch
Seconded Councillor Tack

That the matter lay on the table.

Carried – 280415-25

2.4.5 SURF LIFE SAVING QUEENSLAND SERVICES AT FORREST BEACH 2015 / 2016

Consideration of Report to Council from Community Services Administration Officer dated 12 March 2015 seeking Council direction regarding Surf Life Saving Queensland services at Forrest Beach for the periods of 2015 / 2016 Christmas school holidays and Easter 2016.

Moved Councillor Lynch
Seconded Councillor Molachino

That Council accept the offer of surf life saving services from Surf Life Saving Queensland for the Christmas school holiday period 12 December 2015 to 25 January 2016 (45 days) for \$12,841.42 (excl GST) and Easter 2016 school holiday period 26 March 2016 to 9 April 2016 (15 days) for \$4,280.47 (excl GST) the hours of services being Monday to Friday 9am - 5pm and Saturday 9am - 1pm

That this acceptance is conditional upon the use of Forrest Beach Surf Life Saving Members in the first instance. Carried – 280415-26

2.4.6 PEST SURVEY PROGRAM

Consideration of Report to Council from Pest Management Officer dated 9 April 2015 seeking Council approval for a Pest Survey Program allowing authorised officers to carry out pest surveys throughout the Hinchinbrook Shire.

Moved Councillor Skinner
Seconded Councillor Kaurila

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 May 2015.

That Council note the purpose of the Program is to survey and map areas for the monitoring and control of declared pests. Carried – 280415-27

2.5 GOVERNANCE

2.5.1 OFFICE OF THE CEO ACTIVITY REPORT

Consideration of monthly Corporate Governance Activity Report for March 2015.

Moved Councillor Molachino
Seconded Councillor Lynch

That the Report be received and noted. Carried – 280415-28

2.5.2 MONTHLY STATUS REPORT

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

Moved Councillor Lynch
Seconded Councillor Molachino

That the Report be received and noted. Carried – 280415-29

2.5.3 COUNCILLOR OPPORTUNITIES – ATTENDANCE AT NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT CONFERENCE

Consideration of Report to Council from Executive Assistant dated 10 April 2015 seeking Council direction in relation to Councillor attendance at the twenty-first National General Assembly of Local Government Conference to be held in Canberra from 14 to 17 June 2015.

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council not send any representatives to the 2015 National General Assembly of Local Government Conference. Carried – 280415-30

2.5.4 HALF YEARLY CORPORATE PLAN AND QUARTERLY OPERATIONAL PLAN

Consideration was given to the Half Yearly Corporate Plan and Quarterly Operational Plan for the quarter ending March 2015.

Moved Councillor Skinner
Seconded Councillor Tack

That the Report be received and noted.

Carried – 280415-31

2.5.5 COUNCILLOR ACTIVITY REPORT

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

Moved Councillor Molachino
Seconded Councillor Carr

That the Report be received and noted.

Carried – 280415-32

3. CONCLUSION – This concluded the business of the meeting which closed at 11.40 am

APPROVED and adopted on 26 May 2015

MAYOR