



MINUTES OF THE GENERAL MEETING OF THE HINCHINBROOK SHIRE COUNCIL

HELD IN THE COUNCIL CHAMBERS
INGHAM ON TUESDAY
25 AUGUST 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 Development and Planning (RF Pennisi), Executive Manager Environment and Community Services (TV Tanase), Executive Manager Corporate Services (D Tombs) and Executive Assistant (BK Edwards)

- PRAYER
- Councillor Skinner opened the meeting with prayer

1. MINUTES
- *Moved* Councillor Lynch
Seconded Councillor Molachino
- Resolved that the Minutes of the General Meeting held on 28 July 2015 and Special Meeting held on 13 August 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 July 2015.

Moved Councillor Tack
Seconded Councillor Lynch

That the Report be received and noted.

Carried – 250815-01

2.1.2 MONTHLY STATUS REPORT

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

Moved Councillor Lynch
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 250815-02

Planning and Development Coordinator, L Doutré entered the meeting at 9.08 am

2.1.3 FINANCIALS

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

Moved Councillor Lynch
Seconded Councillor Tack

That the Report be received and noted. Carried – 250815-03

2.1.4 CORPORATE SERVICES SHOW DATE 2016

Consideration of Report to Council from Executive Manager Corporate Services dated 6 August 2015 regarding nomination of any holidays Council wishes to declare for 2016.

Moved Councillor Lynch
Seconded Councillor Molachino

That Council resolve Friday 8 July 2016 be designated as the Ingham Annual Show Public Holiday 2016 and that Council advise the Attorney-General so that it may be officially gazetted. Carried – 250815-04

2.2 ENGINEERING

2.2.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for July 2015.

Moved Councillor Carr
Seconded Councillor Skinner

That the Report be received and noted. Carried – 250815-05

2.2.2 MONTHLY STATUS REPORT

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

Moved Councillor Lynch
Seconded Councillor Carr

That the Report be received and noted. Carried – 250815-06

2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

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

Moved Councillor Carr
Seconded Councillor Skinner

That the Report be received and noted. Carried - 250815-07

2.2.4 WORKS PROGRAM REPORT

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

Moved Councillor Skinner
Seconded Councillor Carr

That the Report be received and noted. Carried – 250815-08

2.2.5 AECOM NDRRA REPORT

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

Moved Councillor Skinner
Seconded Councillor Lynch

That the Report be received and noted. Carried – 250815-09

2.2.6 TENDER HSC 15/14 – SUPPLY OF TRUCKS FOR HIRE AND CARTAGE OF ROADMAKING MATERIALS

Consideration of Report to Council from Works Engineer dated 31 July 2015 regarding tenders received for HSC 15/14 – Supply of Trucks for Hire and Cartage of Roadmaking Materials.

Moved *Councillor Carr*
Seconded *Councillor Lynch*

That Council accept all tendered offers for contract HSC 15/14 Supply of Trucks for Hire and Cartage of Roadmaking Materials, and add all offered trucks and trailers to the panel of suppliers for a period up to 30 June 2016. Carried – 250815-10

2.2.7 TENDER HSC 15/28 – SUPPLY AND DELIVERY OF READY MIXED CEMENT

Consideration of Report to Council from Works Engineer dated 7 July 2015 regarding tenders received for HSC 15/28 – Supply and Delivery of Ready Mixed Cement.

Moved *Councillor Lynch*
Seconded *Councillor Carr*

That Council accept the offer by Holcim [Australia] Pty Ltd for HSC 15/28 - Supply and Delivery of Ready Mixed Cement for the period up to 30 July 2017.

Carried – 250815-11

2.2.8 OUTBACK AIR RACE 2015 FUNDS FOR ROYAL FLYING DOCTOR SERVICE 2015

Consideration of Report to Council from Acting Infrastructure Engineer dated 5 August 2015 regarding request from the Royal Flying Doctor Service for Council to waiver or reduce aerodrome landing and parking fees for when aircraft participating in the 2015 Outback Air Race land, park and refuel in Hinchinbrook on Friday 4 September 2015.

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That Council approve the waiver of the fees associated with utilising the Hinchinbrook Shire Council Aerodrome as Council's contribution of funds to the Royal Flying Doctor Service for the listed participants of the Outback Air Race 2015.

Carried – 250815-12

2.3 DEVELOPMENT AND PLANNING

2.3.1 ECONOMIC DEVELOPMENT AND PLANNING ACTIVITY REPORT

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

Moved *Councillor Molachino*
Seconded *Councillor Lynch*

That the Report be received and noted.

Carried – 250815-13

2.3.2 MONTHLY STATUS REPORT

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

Moved *Councillor Lynch*
Seconded *Councillor Molachino*

That the Report be received and noted.

Carried – 250815-14

2.3.3 MATERIAL CHANGE OF USE – MULTIPLE UNIT DEVELOPMENT (3 UNITS) – 28 ATKINSON STREET, INGHAM - LOT 37 ON RP703720, PARISH OF CORDELIA

Consideration of Report to Council from Planning and Development Coordinator dated 12 August 2015 in relation to an application made by Lawrence Joseph Sproats, seeking a Development Permit for Material Change of Use – Multiple Unit Development (3 Units).

(058/0381)

Moved *Councillor Lynch*
Seconded *Councillor Skinner*

That Council approve the application for Material Change of Use, subject to the following conditions:

Approved Plan(s)

1. Carry out the approved development generally in accordance with the approved drawing(s) and/or document(s) and in accordance with the specifications, facts and circumstances as set out in the application submitted to Council.

Except where otherwise directed by Conditions.

Timing of Effect

2. Conditions of the Development Permit must be satisfied prior to the commencement of use, except where specified otherwise in these conditions of approval.

Approved Use

3. Unless otherwise approved by the Chief Executive Officer, the site is approved for permanent residential occupancy.

Amendment to Design

4. The proposed development must be redesigned/amended to accommodate the following changes:
 - a. Provide external screening to the east-facing windows on the first floor of Unit 1 to prevent overlooking to the neighbouring property.
 - b. Provide 1.8 metre high double lapped timber panel fencing, or similar, to separate the outdoor areas at the rear (east) of each of the units;
 - c. Provide a designated clothes-drying area and clothesline for each of the units;
 - d. Nominate any fencing proposed for the front yards of units;
 - e. Provide detail of the rear of the garages of Units 1 and 2, demonstrating that the neighbouring property will not be impacted by noise and headlight spillage from vehicles; and
 - f. Provide mechanical ventilation to the kitchen of Unit 2.

Details of the above amendments must be endorsed by the Chief Executive Officer prior to issue of a Development Permit for Building Work.

Air-Conditioning Screens

5. Air-conditioning units located above ground level and visible from external properties and the street must be screened with appropriate materials to improve the appearance of the building. Such screening must be completed prior to the Commencement of Use.

Lawful Point of Discharge

6. 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

Water Supply and Sewerage Works Internal

7. Undertake the following water supply and sewerage works internal to the subject land:

- a. Provide a single internal sewer connection to each unit which must be clear of any buildings or structures;
- b. Provide a single internal water connection to each unit;
- c. Water supply sub-metering must be designed and installed in accordance with The Plumbing and Drainage Act 2002 and the Water Act 2000 (applies to developments which will be reconfigured by Building Format Plan and separately titled);

All the above works must be designed and constructed in accordance with Council Standards.

All works must be carried out in accordance with the approved plans, to the requirements and satisfaction of the Chief Executive Officer prior to Commencement of Use or approval and dating of the Building Format Plan, whichever occurs first.

Damage to Infrastructure

8. In the event that any part of Council's existing sewer or water 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 notify Council immediately of the affected infrastructure and have it repaired or replaced by Council, at the developer's cost, prior to the Commencement of Use or approval and dating of the Building Format Plan, whichever occurs first.

External Works

9. Undertake the following works external to the land at no cost to Council:
 - a. Provide a concrete crossover, making appropriate provision for drainage in accordance with Council design specifications and requirements;
 - b. Make good the kerb at any redundant crossovers;
 - c. Repair any damage to existing kerb and channel, footway or roadway (including removal of concrete slurry from footways, roads, kerb and channel and stormwater gullies and drain lines) that may occur during and works carried out in association with the construction of the approved development.

All works in the road reserve need to be properly separated from pedestrians and vehicles, with any diversions adequately signed and guarded. The external works outlined above require approval from Council and a plan of the works must be endorsed by the Chief Executive Officer prior to commencement of such works. Such work must be constructed in accordance with the endorsed plan to the satisfaction of the Chief Executive Officer prior to Commencement of Use or approval and dating of the Building Format Plan, whichever occurs first.

Landscaping

10. The applicant must employ the following landscaping works:
 - a. Inclusion of a raised garden bed, of approximately 400 mm height, to the private gardens where units back onto each other; and
 - b. Landscaping in the front yard areas of the three units that contributes positively to the aesthetics of the streetscape of both Neame Street and Atkinson Street.

All landscaping must be completed within 90 days of the Commencement of Use and is to be maintained at all time to the satisfaction of the Chief Executive Officer.

Storage of Machinery and Plant

11. The storage of any machinery, material and vehicles must not cause a nuisance to surrounding properties, to the satisfaction of the Chief Executive Officer.

Demolish Structures

12. All structures not associated with the approved development (including disused services and utilities) must be demolished and/or removed from the subject land prior to Commencement of Use.

Minimum Floor Levels

13. Floor levels in new buildings must be located above the Q100 flood immunity level of 13.8 metres AHD, plus any hydraulic grade effect (whichever is the greater), in accordance with FNQROC Development Manual and Planning Scheme requirements. Council's current records indicate existing ground levels of approximately 13.3 metres AHD.

Ponding and/or Concentration of Stormwater

14. The proposed development is not to create ponding nuisances and/or concentration of stormwater flows to adjoining properties.

Refuse Storage

15. Refuse storage is required to service the site in accordance with Council requirements. The location of bins shall not create be such that they are unsightly from the street.

Details of Development Signage

16. The development must provide clear and legible signage incorporating the street number for the benefit of the public.

Electricity and Telecommunications

17. Written evidence of negotiations with Ergon Energy and the telecommunication authority must be submitted to Council stating that both electricity supply and telecommunications service will be separately provided to each unit within the development.

Carried – 250815-15

2.3.4 DEPARTMENT OF NATURAL RESOURCES AND MINES - APPLICATION FOR TERM LEASE FOR PASTORAL PURPOSES – LOT 7 ON SP150368, PARISH OF LEACH - MANOR CREEK ROAD, DALRYMPLE

Consideration of report from Planning and Development Coordinator dated 12 August 2015 in relation to a request from the Department of Natural Resources and Mines seeking Council's views and/or recommendations in relation to application for term lease for pastoral purposes over Lot 7 on SP150368, Parish of Leach at Manor Creek Road, Dalrymple. (077/0001)

Moved Councillor Molachino
Seconded Councillor Carr

That Council advise the Department of Natural Resources and Mines that it has no objection in relation to the application to convert the existing Term Lease on Lot 7 on SP150368 for agricultural purposes to pastoral purposes, subject to the following conditions:

The Applicant and subsequent owner(s) being advised and formally acknowledging:

- a) Lot 7 on SP150368 does not have a Council maintained road frontage
- b) Council has no intention of constructing or maintaining the gazetted roads accessing Lot 7 on SP150368

- c) The responsibility of maintaining access to the land from the un-maintained roads is solely the responsibility of the owner(s) and no on-going or future maintenance burdens are imposed on Council. Carried – 250815-16

2.3.5 SITING RELAXATION APPLICATION – MICHAEL AND JULIE HEMMETT - 31-33 SARTORESI STREET, TREBONNE - LOT 25 ON SP125756, PARISH OF TREBONNE

Consideration of Report to Council from Planning and Development Coordinator dated 10 August 2015 in relation to a Siting Relaxation Application, made by Michael and Julie Hemmett for an open carport. (061/0004)

Moved Councillor Lynch
Seconded Councillor Carr

That Council approve the siting relaxation for the proposed open carport at 31-33 Sartoresi Street, Trebonne on the grounds that the proposed location will not adversely impact on the aesthetics of the street or on the safety of pedestrians or road users, subject to the following conditions:

Approved Plans

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.

Damage to Infrastructure

3. In the event that any part of Council's existing 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 – 250815-17

2.3.6 SITING RELAXATION APPLICATION – DAVID JOHN GIANOTTI - 11-13 EDDLESTON DRIVE, CORDELIA - LOT 6 ON RP703806, PARISH OF CORDELIA

Consideration of Report to Council from Planning and Development Coordinator dated 10 August 2015 in relation to a Siting Relaxation Application, made by David John Gianotti for a 16m x 11m storage shed. (061/0004)

Moved Councillor Molachino
Seconded Councillor Lynch

That Council approve the siting relaxation for the proposed shed at the rear of land at 11-13 Eddleston Drive, Cordelia on the grounds that the proposed location will not adversely impact on the amenity of neighbouring properties, subject to the following conditions:

Approved Plans

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 and must not be used as habitable space.

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.

Damage to Infrastructure

5. In the event that any part of Council's existing 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 – 250815-18

Planning and Development Coordinator, L Doure left the meeting at 9.53 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 July 2015.

Moved Councillor Molachino
Seconded Councillor Lynch

That the Report be received and noted.

Carried – 250815-19

2.4.2 MONTHLY STATUS REPORT

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

Moved Councillor Molachino
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 250815-20

2.4.3 HALIFAX BMX TRACK – NAMING REQUEST

Consideration of Report to Council from Executive Manager Environment and Community Services dated 10 August 2015 regarding naming of the BMX Track at Halifax.

Moved Councillor Carr
Seconded Councillor Molachino

That Council name the new BMX track located in Halifax the *Hinchinbrook BMX Track*.

Carried – 250815-21

2.4.4 DUNGENESE PARK – NAMING REQUEST

Consideration of Report to Council from Executive Manager Environment and Community Services dated 11 August 2015 regarding request received from the Lucinda Progress Association to rename Dungeness Park.

Moved Councillor Molachino
Seconded Councillor Carr

That Council rename the Dungeness Park the *Bill Bursill Park*.

That Council design and install a historical sign at *Bill Bursill Park*.

Moved Councillor Lynch
Seconded Councillor Tack

That the motion lay on the table.

Lost – 250815-22

Moved Councillor Molachino
Seconded Councillor Carr

That Council rename the Dungeness Park the *Bill Bursill Park*.

That Council design and install a historical sign at *Bill Bursill Park*.

Carried – 250815-23

Councillor MG Tack declared a Real Conflict of Interest in Item 2.4.5 (as defined in section 173 of the Local Government Act 2009) as he is an Executive Member of the Hinchinbrook Community Support Centre Board and excluded himself from the meeting while the matter was debated and the vote taken.

2.4.5 HINCHINBROOK COMMUNITY SUPPORT CENTRE – COMMUNITY GRANTS OFFICER

Consideration of Report to Council from Executive Manager Environment and Community Services dated 10 August 2015 regarding request from Hinchinbrook Community Support Centre for Council to continue to fund the Community Grants Officer position which ended on 30 June 2015.

Moved Councillor Lynch
Seconded Councillor

That Council fund the Hinchinbrook Community Support Centre's Grants Officer position for the 2015 / 2016 financial year and that Council's contribution be capped at \$20,000.

Councillor Kaurila entered the meeting at 10.12 am

Carried – 250815-24

Councillor MG Tack returned to the meeting

The meeting adjourned at 10.15 am for morning tea and resumed at 10.28 am

2.5 GOVERNANCE

2.5.1 OFFICE OF THE CEO ACTIVITY REPORT

Consideration of monthly Corporate Governance Activity Report for July 2015.

Moved Councillor Carr
Seconded Councillor Kaurila

Councillor LR Molachino returned to the meeting at 10.29 am

That the Report be received and noted.

Carried – 250815-25

2.5.2 MONTHLY STATUS REPORT

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

Moved Councillor Lynch
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 250815-26

2.5.3 PETITION – COUNCIL CBD REVITALISATION

Consideration of Report to Council from Chief Executive Officer dated 10 August 2015 regarding Petition received lobbying Council to not reduce Lannercost Street to one lane, nor reduce car parks identified in the CBD Management Plan for Lannercost and Cartwright Streets. The Petition also requested Council to focus on minimal cost and ongoing maintenance affecting future rate increases and states that the ratepayers inside the CBD should be identified as being in a benefitted area and planned rate increases be collected from those ratepayers.

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council receive and note the Petition as presented.

Carried – 250815-27

2.5.4 2015 CHRISTMAS CLOSE DOWN

Consideration of Report to Council from Chief Executive Officer dated 10 August 2015 regarding closure of the Lannercost Street office and depot during the 2015 Christmas period.

Moved Councillor Lynch
Seconded Councillor Skinner

That Council's Lannercost Street office be closed from 5.00 pm on Friday 18 December 2015 and re-open at 8.30 am on Monday 4 January 2016.

That the Council depot be closed from close of business on Friday 18 December 2015, and re-open on Tuesday 12 January 2016.

Carried – 250815-28

2.5.5 INGHAM CBD REDEVELOPMENT PROJECT CONTROL GROUP MEETING MINUTES

Consideration of Report to Council from Chief Executive Officer dated 11 August 2015 requesting Council to receive and note the Ingham CBD Redevelopment Project Control Group Meeting Minutes held on 23 July 2015 and 30 July 2015.

Moved Councillor Molachino
Seconded Councillor Lynch

That Council receive and note the Ingham CBD Redevelopment Project Control Group Meeting Minutes held on 23 July 2015 and 30 July 2015.

Carried – 250815-29

2.5.6 COUNCILLOR OPPORTUNITIES – ATTENDANCE AT 2015 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

Consideration of Report to Council from Executive Assistant dated 10 August 2015 regarding Councillor attendance at 2015 National Local Roads and Transport Congress being held in Ballarat, Victoria from 17 to 19 November 2015.

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council send a representative to the 2015 National Local Roads and Transport Congress in Ballarat, Victoria.

Carried – 250815-30

2.5.7 COUNCILLOR OPPORTUNITIES – ATTENDANCE AT 2015 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAO) ANNUAL CONFERENCE AND MEDIA FORUM

Consideration of Report to Council from Executive Assistant dated 11 August 2015 regarding Councillor attendance at 2015 LGAO Annual Conference and Media and Communications Forum being held in Toowoomba from 19 to 21 October 2015.

Moved Councillor Lynch
Seconded Councillor Skinner

That the Mayor, available Councillors and the Chief Executive Officer attend the LGAO Conference in Toowoomba from 19 to 21 October 2015.

That interested Councillors attend the Media and Communications Forum in Toowoomba on 19 October 2015 with the Media and Communications Officer.

Carried – 250815-31

2.5.8 COUNCILLOR ACTIVITY REPORT

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

Moved Councillor Molachino
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 250815-32

3. CONCLUSION – This concluded the business of the meeting which closed at 10.41 am

APPROVED and adopted on 29 September 2015

MAYOR