



# MINUTES OF THE GENERAL MEETING OF THE HINCHINBROOK SHIRE COUNCIL

HELD IN THE COUNCIL CHAMBERS  
INGHAM ON TUESDAY  
18 MARCH 2014  
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 Chief Executive Officer (LE Mash), 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)

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

- PRAYER
- Mayor Bow opened the meeting with prayer

*Works Engineer J Devietti, Acting Infrastructure Engineer M Wilkinson, Designer M Carey and Media and Communications Officer K Spano were present when the meeting commenced*

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

Resolved that the Minutes of the General Meeting held on 18 February 2014 be approved as a correct record of proceedings and be signed by the Deputy Mayor  
Carried

2. BUSINESS

2.1 CORPORATE SERVICES

2.1.1 FINANCE SERVICES ACTIVITY REPORT

Consideration of monthly Finance Services Activity Report for February 2014.

*Moved Councillor Molachino*  
*Seconded Councillor Tack*

That the Report be received and noted.

Carried – 180314-01

2.1.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Corporate Services Status Report for March 2014.

*Moved Councillor Skinner*  
*Seconded Councillor Lynch*

That the Report be received and noted.

Carried – 180314-02

### 2.1.3 FINANCIALS

Consideration was given to a report of financial activities as at 28 February 2014.

*Moved*      *Councillor Lynch*  
*Seconded*   *Councillor Tack*

That the Report be received and noted.

Carried – 180314-03

### 2.1.4 LOST DISCOUNT - SCOVAZZI

Consideration of Report to Council from Executive Manager Corporate Services dated 27 February 2014 regarding a request from a ratepayer for 15% discount on rates and charges for property located at 32 Scovazzi's Road Toobanna.

*Moved*      *Councillor Lynch*  
*Seconded*   *Councillor Molachino*

That Council not approve the ratepayer's requested 15% discount for rates and charges on the property located at 32 Scovazzi's Road, Toobanna on the grounds that Council's standard procedures were executed and the adopted policy position of Council does not support such a request.

Carried – 180314-04

## 2.2 ENGINEERING

### 2.2.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for February 2014.

*Moved*      *Councillor Carr*  
*Seconded*   *Councillor Skinner*

That the Report be received and noted.

Carried – 180314-05

### 2.2.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Engineering Services Status Report for March 2014.

*Moved*      *Councillor Skinner*  
*Seconded*   *Councillor Carr*

That the Report be received and noted.

Carried – 180314-06

### 2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

Consideration was given to a report of water and sewerage operations for the month of February 2014.

*Moved*      *Councillor Carr*  
*Seconded*   *Councillor Skinner*

That the Water and Sewerage Works Program Report be received and noted.

Carried – 180314-07

### 2.2.4 WORKS PROGRAM REPORT

Consideration was given to a report of civil operations for the month of February 2014.

*Moved*      *Councillor Skinner*  
*Seconded*   *Councillor Carr*

That the Works Report be received and noted.

Carried – 180314-08

2.2.5 AECOM NDRRA REPORT

Consideration of Aecom's NDRRA General Progress Report as at 28 February 2014.

*Moved* Councillor Lynch  
*Seconded* Councillor Skinner

That the Report be received and noted.

Carried – 180314-09

2.2.6 WITHDRAWAL OF TENDER – NDRRA INFRASTRUCTURE RESTORATION PROGRAM – HSC 13/46 NDRRA REHABILITATION OF MULTIPLE ROADS AND STREETS

Consideration of Report to Council from Acting Executive Manager Engineering Services dated 2 March 2014 regarding findings of a review of a requested tender withdrawal following the successful contractor receiving advice of the Tender Award for HSC 13/46 NDRRA Rehabilitation of Multiple Roads and Streets.

*Moved* Councillor Skinner  
*Seconded* Councillor Carr

That Council accepts John Andrews Grader Hire withdrawal from tender HSC 13/46 NDRRA Rehabilitation of Multiple Roads and Streets.

That Council agrees that tender HSC 13/46 NDRRA Rehabilitation of Multiple Roads and Streets is dissolved into a new contract to avoid price manipulation by any contractor.

Carried – 180314-10

2.2.7 2013 / 2014 WORKS PROGRAM – BLAMEY STREET STATUS UPDATE

Consideration of Report to Council from Works Engineer dated 5 March 2014 regarding nominating the Blamey Street project as a Roads to Recovery project and amending the Program Estimate for the project to \$350,000 with additional funds to be funded from the 2013 / 2014 Works Program.

*Moved* Councillor Carr  
*Seconded* Councillor Skinner

That Council nominate Blamey Street project as a Roads to Recovery project.

That Council approve an amendment of the Program Estimate for Blamey Street project to be \$350,000 with additional funds to be funded from the 2013 / 2014 Works Program.

Carried – 180314-11

*The meeting adjourned at 10.06 am for morning tea and resumed at 10.12 am*

2.2.8 SITING RELAXATION APPLICATION – RODERICK CATHCART – 28 THE ESPLANADE CASSADY BEACH – LOT 352 CWL 2348

Consideration of Report to Council from Technical Officer dated 3 March 2014 in relation to a Siting Relaxation Application lodged by Roderick Cathcart for a proposed garage to be erected at the street frontage (Coconut Lane) of his property at 28 The Esplanade Cassady Beach (Lot 352 CWL2348).

*Moved* Councillor Molachino  
*Seconded* Councillor Tack

That the Siting Relaxation Application of Roderick Cathcart be approved on the grounds that the proposed garage is unlikely to impact on the outlook and views of neighbouring residents, and is unlikely to be a nuisance and safety issue to the public, subject to the following condition:-

- a. The structure is built in accordance with the plans submitted with the Siting Relaxation Application received by Council on 28 February 2014.

LOST – 180314-12

2.2.9 SITING RELAXATION APPLICATION – ANTONIO IAFANO – 9 CHAMBERLAIN STREET INGHAM – LOT 35 ON RP709282

Consideration of Report to Council from Technical Officer dated 21 February 2014 in relation to a Siting Relaxation Application lodged by Antonio Iafano for a proposed carport 2.5m from the side boundary and on the front boundary of his property at 9 Chamberlain Street Ingham (Lot 35 RP709282).

*Moved* Councillor Molachino  
*Seconded* Councillor Carr

That the Siting Relaxation Application of Antonio Iafano be approved on the grounds that the proposed carport is unlikely to impact on the outlook and views of neighbouring residents, and is unlikely to be a nuisance and safety issue to the public, subject to the following condition:-

- a. The structure is built in accordance with the plans submitted with the Siting Relaxation Application received by Council on 5 February 2014.

Carried – 180314-13

2.2.10 MONA LANDING RAMP LEASE AMENDMENT

Consideration of Report to Council from Acting Executive Manager Engineering Services dated 3 March 2014 regarding execution of a five year lease over the Mona Landing Ramp area.

*Moved* Councillor Lynch  
*Seconded* Councillor Molachino

That Council proceed with the execution of a lease for a period of five years over the Mona Landing Ramp area.

That a revised survey be conducted to amend the area of the lease to excise an area where river protection works are underway.

Carried – 180314-14

2.2.11 COUNCIL CHAMBERS – BOARDROOM TABLE

Consideration of Report to Council from Acting Manager Technical Support dated 3 March 2014 regarding the purchase of a new boardroom table for the Council Chambers.

*Moved* Councillor Lynch  
*Seconded* Councillor Carr

That Council lay the matter on the table.

Carried – 180314-15

*Works Engineer J Devietti, Acting Infrastructure Engineer M Wilkinson and Designer M Carey left the meeting at 10.45 am*

2.3 DEVELOPMENT AND PLANNING

2.3.1 ECONOMIC DEVELOPMENT AND PLANNING ACTIVITY REPORT

Consideration of monthly Economic Development and Planning Activity Report for February 2014.

*Moved* Councillor Molachino  
*Seconded* Councillor Lynch

That the Report be received and noted.

Carried – 180314-16

2.3.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Development and Planning Status Report for March 2014.

*Moved* Councillor Lynch  
*Seconded* Councillor Tack

That the Report be received and noted.

Carried – 180314-17

2.3.3 DEPARTMENT OF NATURAL RESOURCES AND MINES

Consideration of Report to Council from Planning and Development Officer dated 27 February 2014 regarding request from Department for views and / or requirements in relation to an application for surrender and Reissue of Permit to Occupy over land described as Lot 1 on Crown Plan PER6635, Parish of Marathon.

*Moved* Councillor Skinner  
*Seconded* Councillor Tack

That Council advise the Department of Natural Resources and Mines that it has no objection to, nor any requirements in relation to the application to surrender and reissue of the existing Permit to Occupy over Lot 1 on Crown Plan PER6635. Carried – 180314-18

2.3.4 DEPARTMENT OF NATURAL RESOURCES AND MINES

Consideration of Report to Council from Planning and Development Officer dated 27 February 2014 regarding request from Department for views and / or requirements in relation to an application for conversion of Term Lease 207818, described as Lot 91 on Survey Plan 134533, Parish of Leach.

*Moved* Councillor Carr  
*Seconded* Councillor Tack

That Council lay the matter on the table. Carried – 180314-19

2.3.5 DEPARTMENT OF NATURAL RESOURCES AND MINES

Consideration of Report to Council from Planning and Development Officer dated 27 February 2014 regarding request from Department for views and / or requirements in relation to an application for conversion of Term Lease 216229, described as Lots 27 and 28 on Crown Plan WU4 and Lots 34, 35 and 43 on Crown Plan WU7 and Lot 44 on Crown Plan WU8, Parish of Barrett.

*Moved* Councillor Lynch  
*Seconded* Councillor Skinner

That Council advise the Department of Natural Resources and Mines that it has no objection to the application for conversion of term lease 216229 over Lots 27 and 28 on Crown Plan WU4, Lots 34, 35 and 43 on Crown Plan WU7 and Lot 44 on Crown Plan WU8 subject to the following requirements:

- a. Construction of legal property accesses to all lots in accordance with Hinchinbrook Shire Council standards
- or
- b. Amalgamation of all lots into one lot and construction of one legal property access in accordance with Hinchinbrook Shire Council standards.

Carried – 180314-20

2.3.6 DEPARTMENT OF NATURAL RESOURCES AND MINES

Consideration of Report to Council from Planning and Development Officer dated 27 February 2014 regarding request from Department for views and / or requirements in relation to an application for renewal for Special Lease 205034 on Lot 127 on CWL3680.

*Moved* Councillor Molachino  
*Seconded* Councillor Carr

That Council advise the Department of Natural Resources and Mines that it has no objection to, nor any requirements in relation to the application for renewal of special lease 205034 over Lot 127 on CWL3680. Carried – 180314-21

2.3.7 TOWNSVILLE NORTH QUEENSLAND TOURISM AND EVENTS INDUSTRY DEVELOPMENT CONFERENCE 2014

Consideration of Report to Council from Executive Manager Development and Planning dated 18 February 2014 regarding Councillors attendance at the Townsville North Queensland Tourism and Events Industry Development Conference at Jupiters Townsville Hotel and Casino on 24 and 25 March 2014.

*Moved* Councillor Lynch  
*Seconded* Councillor Molachino

That available Councillors attend the Townsville North Queensland Tourism and Events Industry Development Conference. Carried – 180314-22

*The meeting adjourned at 11.15 am for the purpose of Council attending the Award of Engineering Heritage Marker for Gairloch Bridge to be unveiled by Her Excellency Ms Penelope Wensley AC, Governor of Queensland. The Mayor left the meeting to escort the Governor of Queensland on a tour of the Shire for the afternoon.*

*The meeting resumed at 2.30 pm and Deputy Mayor PD Lynch assumed the Chair.*

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 February 2014.

*Moved* Councillor Molachino  
*Seconded* Councillor Skinner

That the Report be received and noted. Carried – 180314-23

2.4.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Environment and Community Services Status Report for March 2014.

*Moved* Councillor Skinner  
*Seconded* Councillor Carr

That the Report be received and noted. Carried – 180314-24

2.4.3 MOUNT FOX LIONS CLUB – REQUEST FOR BBQ

Consideration of Report to Council from Executive Manager Environment and Community Services dated 4 March 2014 regarding Mount Fox Community and Mount Fox Lions Club's request for Council to supply and install a BBQ at the Winnie Pitch Cricket Grounds.

*Moved* Councillor Molachino  
*Seconded* Councillor Skinner

That Council offer the Mount Fox Lions Club a new twin plate BBQ to be installed by the Club on the Reserve for Recreation R465 for use by the community and that the Mount Fox Lions Club installs, maintains and repairs the respective BBQ.

That the said BBQ be procured from surplus stock currently held by Council. Carried – 180314-25

2.4.4 LOCAL DISASTER MANAGEMENT GROUP – CYCLONE SHELTER MANAGEMENT SUB PLAN

Consideration of Report to Council from Community Services Officer dated 21 February 2014 regarding adoption of the draft Cyclone Shelter Management Sub Plan.

*Moved* Councillor Carr  
*Seconded* Councillor Skinner

That Council adopt the draft Cyclone Shelter Management Sub Plan as presented for inclusion as an annexure to the Hinchinbrook Local Disaster Management Plan version 1.2 adopted by Council 20 August 2013. Carried – 180314-26

## 2.5 GOVERNANCE

### 2.5.1 OFFICE OF THE CEO ACTIVITY REPORT

Consideration of monthly Corporate Governance Activity Report for February 2014.

*Moved Councillor Molachino*  
*Seconded Councillor Carr*

That the Report be received and noted. Carried – 180314-27

### 2.5.2 MONTHLY STATUS REPORT

Consideration of monthly Chief Executive Officer Status Report for March 2014.

*Moved Councillor Skinner*  
*Seconded Councillor Tack*

That the Report be received and noted. Carried – 180314-28

### 2.5.3 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 December 2013.

*Moved Councillor Molachino*  
*Seconded Councillor Carr*

That the Report be received and noted. Carried – 180314-29

### 2.5.4 AUDIT COMMITTEE CHAIRPERSON

Consideration of Report to Council from Chief Executive Officer dated 28 February 2014 regarding Keith Parsons' continuation as Audit Committee Chairperson through to June 2016.

*Moved Councillor Molachino*  
*Seconded Councillor Skinner*

That Council receive and note the advice that Keith Parsons, Townsville City Council, Townsville Water and Waste Director is able to continue as the Hinchinbrook Audit Committee Chairperson for the period through to June 2016. Carried – 180314-30

### 2.5.5 COUNCILLOR ACTIVITY REPORT

Consideration of Councillor Activity Reports as at 28 February 2014 to ensure transparency and public scrutiny of Councillor workload.

*Moved Councillor Molachino*  
*Seconded Councillor Skinner*

That the Report be received and noted. Carried – 180314-31

## 2.6 CORPORATE SERVICES

*Moved Councillor Molachino*  
*Seconded Councillor Carr*

That pursuant to Division 3 Section 275 (1) (b) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss Item 2.6.1 as it affects employees.

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

*Moved* Councillor Carr  
*Seconded* Councillor Molachino

That Council return to Open Meeting.

#### 2.6.1 FINANCE DEPARTMENT STRUCTURE

Consideration of Report to Council from Executive Manager Corporate Services dated 7 March 2014 regarding Finance Department structure.

*Moved* Councillor Molachino  
*Seconded* Councillor Tack

That Council approve the creation of two positions – being Financial Accountant and Management Accountant – and remove the existing positions of Finance Manager, Accountant and Finance Officer–Relief from the Organisational Structure.

Carried – 180314-32

## 2.7 ENGINEERING

*Moved* Councillor Molachino  
*Seconded* Councillor Carr

That pursuant to Division 3 Section 275 (1) (h) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss Item 2.7.1 as it is a matter which would be likely to prejudice the interests of the Council or someone else.

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

*Moved* Councillor Carr  
*Seconded* Councillor Skinner

That Council return to Open Meeting.

#### 2.7.1 PROPOSAL PUT FORWARD BY AA TRANSPORTABLES PTY LTD REGARDING BUILDING AND ROUTE BONDS

Consideration of Report to Council from Building and Plumbing Administration Officer and Chief Executive Officer dated 11 March 2014 regarding a proposal from Mr Tony Dotta of AA Transportables Pty Ltd for Council to allow one Bank Guarantee of \$10,000 to be applied to three relocated dwellings at a time.

*Moved* Councillor Molachino  
*Seconded* Councillor Carr

That Council accept the proposal subject to a written agreement that a combined bond of \$10,000 would be lodged prior to any relocation of further buildings. That this bond covers the two dwellings already under renovation.

That additional Building Bonds will be applicable if more than three dwellings are being progressed within the Hinchinbrook Shire at any one time. This proposal shall remain in effect for 12 months duration, until April 2015 at which time it is concluded.

Carried – 180314-33

## 2.8 DEVELOPMENT AND PLANNING

*Moved* Councillor Skinner  
*Seconded* Councillor Molachino

That pursuant to Division 3 Section 275 (1) (h) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss Item 2.8.1 as it is a commercial-in-confidence matter.

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



*Moved* Councillor Carr  
*Seconded* Councillor Molachino

That Council return to Open Meeting.

2.8.1 EXPRESSION OF INTEREST – LEASING AND MANAGEMENT – TYTO RESTAURANT / CAFE

Consideration of Report to Council from Executive Manager Development and Planning dated 4 March 2014 regarding Expressions of Interest received for leasing and management of the TYTO Restaurant / Café.

*Moved* Councillor Molachino  
*Seconded* Councillor Tack

That Council have further discussions regarding the lease of the TYTO Café with the preferred applicant on the basis of a two year lease term with a three year option.

Carried – 180314-34

3. CONCLUSION – This concluded the business of the meeting which closed at 3.55 pm

APPROVED and adopted on 15 April 2014

---

MAYOR