



MINUTES OF THE GENERAL MEETING OF THE HINCHINBROOK SHIRE COUNCIL

HELD IN THE COUNCIL CHAMBERS
INGHAM ON TUESDAY
16 JULY 2013
AT 9.10 AM

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- ATTENDANCE
- Present were Councillors R Bow, PD Lynch, DG Carr, LR Molachino, SJ Kaurila and MG Tack
 - Also present was the Chief Executive Officer (LE Mash), Manager Engineering Services (BE Leach), Manager Environmental Health Services (T Tanase), Manager Corporate and Economic Development (RF Pennisi), Finance Manager (CJ Trost) and Executive Secretary (BK Edwards)

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

- PRAYER
- Mayor Bow opened the meeting with prayer

Works Engineer J Devietti and Water and Sewerage Manager P Martin were present when the meeting commenced.

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

Resolved that the Minutes of the General Meeting held on 18 June 2013, Special Budget Meeting held on 25 June 2013, and Special Meeting held on 2 July 2013 be approved as a correct record of proceedings and be signed by the Mayor. Carried

2. BUSINESS

2.1 FINANCE

2.1.1 FINANCE SERVICES ACTIVITY REPORT

Consideration of monthly Finance Services Activity Report for June 2013.

Moved Councillor Lynch
Seconded Councillor Carr

That the Report be received and noted.

Carried - 160713-01

2.1.2 MONTHLY STATUS REPORT

Consideration of monthly Finance Manager Status Report for July 2013.

Moved Councillor Carr
Seconded Councillor Kaurila

That the Report be received and noted.

Carried - 160713-02

2.1.3 FINANCIALS

Consideration was given to a report of financial activities as at 30 June 2013.

Moved *Councillor Tack*
Seconded *Councillor Lynch*

That the Report be received and noted.

Carried - 160713-03

2.1.4 2011 / 2012 FINAL AUDIT AND 2012 / 2013 INTERIM AUDIT

Consideration of Report to Council from Finance Manager dated 9 July 2013 regarding matters arising from Council's 2011 / 2012 Final Audit and 2012 / 2013 Interim Audit.

Moved *Councillor Tack*
Seconded *Councillor Lynch*

That Council receive and note the issues raised and the management responses provided for the 2011 / 2012 Final Audit and 2012 / 2013 Interim Audit.

Carried - 160713-04

2.2 ENGINEERING

2.2.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for June 2013.

Moved *Councillor Lynch*
Seconded *Councillor Carr*

That the Report be received and noted.

Carried - 160713-05

2.2.2. MONTHLY STATUS REPORT

Consideration of monthly Manager Engineering Services Status Report for July 2013.

Moved *Councillor Molachino*
Seconded *Councillor Kaurila*

That the Report be received and noted.

Carried - 160713-06

2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

Consideration was given to a report of water and sewerage operations for the month of June 2013.

Moved *Councillor Kaurila*
Seconded *Councillor Carr*

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

Carried - 160713-07

2.2.4 WORKS PROGRAM REPORT

Consideration was given to a report of civil operations for the month of June 2013.

Moved *Councillor Carr*
Seconded *Councillor Molachino*

That the Works Report be received and noted.

Carried - 160713-08

2.2.5 2013 / 2014 WORKS PROGRAM – BLAMEY STREET PROGRAM ESTIMATE AMENDMENT

Consideration of Report to Council from Works Engineer dated 9 July 2013 seeking an amendment to the Program Estimate for the Blamey Street drainage improvement project in the 2013 / 2014 Works Program.

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council approve an amendment of the Program Estimate for Blamey Street – Drainage Improvement project to be \$315,000 to be funded from the 2013 / 2014 Works Program.

Carried - 160713-09

2.2.6 CYCLONE YASI NDRRA RECOVERY PHASE.

Consideration of Council's NDRRA Restoration Program General Progress Report in conjunction with AECOM as at 30 June 2013.

Moved Councillor Molachino
Seconded Councillor Carr

That the Report be received and noted.

Carried - 160713-10

2.2.7 NDRRA INFRASTRUCTURE RESTORATION PROGRAM – HSC 13/07 HUNTER AND JESSON STREETS - PAVEMENT REHABILITATION

Consideration of Report to Council from Manager Engineering Services dated 8 July 2013 regarding tenders received for NDRRA Infrastructure Restoration Program – HSC 13/07 Hunter and Jesson Streets - Pavement Rehabilitation.

Moved Councillor Molachino
Seconded Councillor Kaurila

That Council award the contract HSC 13/07 NDRRA Hunter and Jesson Streets – Pavement Rehabilitation to Keita Services for the tendered sum of \$759,937.71 (excl GST). This award will be subject to the determination that there are no impediments identified during the period leading up to the issuing of a letter of acceptance.

Carried - 160713-11

2.2.8 GAIROLOCH BRIDGE OVER HERBERT RIVER – HERITAGE RECOGNITION – ENGINEERS AUSTRALIA

Consideration of Report to Council from Infrastructure Engineer dated 28 June 2013 seeking Council's direction in relation to Engineers Australia's proposal to nominate the Gairloch Bridge for recognition by Engineers Australia Heritage Recognition Committee where a formal recognition ceremony will be held, a plaque and information panel will be erected, and the site and its history will be published on the Engineers Australia website.

Moved Councillor Carr
Seconded Councillor Kaurila

That Council agree to the nomination of the Gairloch Bridge for recognition by the Engineers Australia Heritage Recognition Committee.

Carried - 160713-12

2.2.9 SITING RELAXATION APPLICATION – 29 ATKINSON STREET INGHAM

Consideration of Report to Council from Technical Officer Assets and Infrastructure dated 9 July 2013 in relation to a Siting Relaxation Application lodged by Terry Liekefett for Fred and Connie Leotta for a proposed 15.5m x 7.9m shed which includes an open carport at 29 Atkinson Street Ingham (Lot 23 on RP703721).

Moved Councillor Lynch
Seconded Councillor Carr

That the Siting Relaxation Application of Terry Liekefett for Fred and Connie Leotta be approved on the grounds that the proposed shed is unlikely to adversely impact on the amenity and privacy of neighbouring residents, subject to the following conditions:-

- (a) The structure is built in accordance with the site and elevation plans submitted with the Siting Relaxation Application received by Council on 14 March 2013.
- (b) Roof water drainage is directed away from neighbouring properties to the street frontage.

Carried - 160713-13

Works Engineer J Devietti and Water and Sewerage Manager P Martin left the meeting at 9.45 am

2.3 CORPORATE AND ECONOMIC DEVELOPMENT

2.3.1 JOHN MAMMINO c/- LESTER FRANKS SURVEYORS

Seeking a Development Permit for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 4 on RP721093 and Lot 2 on RP724124 dated 5 September 2012 at 93 Cook's Lane Victoria Plantation. (066/0236)

Consideration of Report to Council from Town Planning and Development Officer dated 3 July 2013.

Moved Councillor Kaurila
 Seconded Councillor Molachino

That the Development Permit of John Mammino for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 4 on RP721093 and Lot 2 on RP724124 be approved in full subject to the following conditions:-

Conditions of Development	Time at which compliance with condition is required
The conditions of development for this development permit are as follows:	
(a) The reconfiguration of the land 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: (i) Proposed Rearrangement of Boundaries of Lot 4 on RP721093 and Lot 2 on RP724124, 93 Cook's Lane, Victoria Plantation, Owners: JM and BM Mammino, Reference number T00645, Dwg T00645-DA1 rev 2, prepared by Lester Franks, dated 04/06/2013.	At all times
(b) The Applicant must provide property access to both lots to Hinchinbrook Shire Council Standards or demonstrating that such is already in existence.	Prior to Council releasing the survey plan.
(c) The Applicant must demonstrate that all utility services to the proposed new lots are separate and located wholly within the particular lot being served.	Prior to Council releasing the survey plan.

Carried - 160713-14

Councillor DG Carr declared a real Conflict of Interest in Item 2.3.2 (as defined in section 173 of the Local Government Act 2009) as he is related to the applicant and excluded himself from the meeting while the matter was debated and the vote taken.

2.3.2 JM, HD and DB MAHONY c/- LESTER FRANKS SURVEYORS

Seeking a Development Permit for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 2 and Lot 3 on RP713686 dated 30 August 2012 at 4815 Abergowrie Road Abergowrie. (073/0041)

Consideration of Report to Council from Town Planning and Development Officer dated 3 July 2013.

Moved Councillor Tack
 Seconded Councillor Lynch

That the Development Permit of JM, HD and DB Mahony for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 2 and Lot 3 on RP713686 be approved in full subject to the following conditions:-

Conditions of Development	Time at which compliance with condition is required
The conditions of development for this development permit are as follows:	
(a) The reconfiguration of the land 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: (i) Proposed Rearrangement of Boundaries of Lots 2 and 3 on RP713686, 2815 Abergowrie Road, Abergowrie, Owners: JM, JD and DB Mahony, Reference number I00006, Dwg I00006-DA1, prepared by Lester Franks, dated 16/08/12.	At all times
(b) The Applicant must provide property access to both lots to Hinchinbrook Shire Council Standards or demonstrating that such is already in existence.	Prior to Council releasing the survey plan.
(c) The Applicant must demonstrate that all utility services to the proposed new lots are separate and located wholly within the particular lot being served.	Prior to Council releasing the survey plan.

Carried - 160713-15

Councillor DG Carr returned to the meeting

2.3.3 LEASE OF TYTO CONFERENCE CENTRE – OFFICE 1A IN LOT 801 on SP225261 AT 73-75 McILWRAITH STREET INGHAM TO DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY

Consideration of Report to Council from Customer and Corporate Services Officer dated 3 July 2013 regarding request received from the Department of Agriculture, Fisheries and Forestry to renew their lease of Office 1A at the TYTO Conference Centre for a further twelve (12) months.

Moved Councillor Molachino
Seconded Councillor Tack

That with the agreement of the mover and seconder the matter be deferred pending receipt of further information. *Carried - 160713-16*

2.3.4 LEASE OF TYTO GALLERY COMPLEX OFFICE – TENANCY 02 IN LOT 801 on SP225261 AT 73-75 McILWRAITH STREET INGHAM TO HERBERT RESOURCE INFORMATION CENTRE

Consideration of Report to Council from Customer and Corporate Services Officer dated 3 July 2013 regarding request received from the Herbert Resource Information Centre to renew their lease of Office 02 at the TYTO Gallery Complex Office for a further twelve (12) months.

Moved Councillor
Seconded Councillor

That with the agreement of the mover and seconder the matter be deferred pending receipt of further information. *Carried - 160713-17*

2.3.5 TOWNSVILLE ENTERPRISE LIMITED – SERVICE LEVEL AGREEMENT

Consideration of Report to Council from Manager Corporate and Economic Development dated 12 June 2013 regarding Council's current level of membership with Townsville Enterprise Limited.

Moved Councillor Carr
Seconded Councillor Molachino

That Council retain its current Bronze Membership with Townsville Enterprise Limited. *Carried - 160713-18*

2.3.6 SPONSORSHIP HALIFAX LOCAL AMBULANCE COMMITTEE

Consideration of Report to Council from Customer and Corporate Services Officer dated 28 June 2013 regarding Halifax Local Ambulance Committee's request for sponsorship of a morning tea to raise funds to assist with the upgrade and renewing of the ambulance stations equipment to be held on 8 August 2013 at the Halifax Community Hall.

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council provide sponsorship in the 2013 / 2014 budget in the sum of \$100 (excl GST) for the cost to hire the Halifax Community Hall with the provision that the Halifax Local Ambulance Committee pay the security bond of \$310 for the event. *Carried - 160713-19*

Councillor PD Lynch declared for noting that he is a Member of the Maraka Festival Committee in relation to Item 2.3.7 and elected to remain in the meeting.

2.3.7 SPONSORSHIP 2013 ROTARY MARAKA FESTIVAL

Consideration of Report to Council from Manager Corporate and Economic Development dated 18 June 2013 regarding Ingham Rotary Maraka Festival Committee's request for sponsorship of the 54th Annual Ingham Rotary Maraka Festival to be held in Ingham between 11 and 26 October 2013.

Moved Councillor Carr
Seconded Councillor Tack

That Council provide the Maraka Festival with cash sponsorship of \$3,600 (excl GST) as well as inkind support to the value of \$4,935. Additionally, that Council sponsor the fireworks display to the value of \$1,818. *Carried - 160713-20*

2.3.8 SPONSORSHIP FOR HALIFAX HERITAGE DAY

Consideration of Report to Council from Manager Corporate and Economic Development dated 19 June 2013 regarding Halifax Progress Association's request for support of the Halifax Heritage Day to be held in Halifax on 7 September 2013.

Moved Councillor Molachino
Seconded Councillor Lynch

That Council provide the Heritage Day in kind support of \$456 plus bond, for the use of the portable toilets. Additionally, Council offer the use of 25 rubbish bins provided they are collected, returned and a bond is paid. *Carried - 160713-21*

2.3.9 MONTHLY STATUS REPORT

Consideration of monthly Manager Corporate and Economic Development Status Report for July 2013.

Moved Councillor Molachino
Seconded Councillor Tack

That the Report be received and noted. *Carried - 160713-22*

The meeting adjourned for Morning Tea at 10.20 am and resumed at 10.35 am

2.4 ENVIRONMENTAL HEALTH SERVICES

2.4.1 ENVIRONMENTAL HEALTH SERVICES ACTIVITY REPORT

Consideration of monthly Environmental Health Services Activity Report for June 2013.

Moved Councillor Kaurila
Seconded Councillor Molachino

That the Report be received and noted. *Carried - 160713-23*

2.4.2 MONTHLY STATUS REPORT

Consideration of monthly Manager Environmental Health Services Status Report for July 2013.

Moved Councillor Lynch
Seconded Councillor Kaurila

That the Report be received and noted. *Carried - 160713-24*

2.4.3 PEST SURVEY PROGRAM

Consideration of Report to Council from Manager Environmental Health Services dated 25 June 2013 seeking Council approval for a Pest Survey Program allowing authorised officers to carry out pest surveys throughout the Hinchinbrook Shire.

Moved Councillor Lynch
Seconded Councillor Kaurila

That Council approve a Pest Survey Program to survey and map areas for the control of Pond Apple, Hymenachne, Aleman Grass, Singapore Daisy, Giant Sensitive Plant, Mikania Vine, Siam Weed and Acacia Curassavica over the whole of the Hinchinbrook Local Government Area, valid for a period of three months commencing on 16 July 2013. *Carried - 160713-25*

2.4.4 ADOPTION OF HINCHINBROOK PEST MANAGEMENT PLAN 2013 - 2017

Consideration of Report to Council from Manager Environmental Health Services dated 2 July 2013 seeking adoption of Hinchinbrook Pest Management Plan 2013 – 2017 reviewed by the Pest Management Working Group and endorsed by the Minister for Agriculture, Fisheries and Forestry.

Moved Councillor Lynch
Seconded Councillor Kaurila

- 2.5 GOVERNANCE That Council adopt the Hinchinbrook Pest Management Plan 2013 – 2017. *Carried - 160713-26*
- 2.5.1 OFFICE OF THE CEO ACTIVITY REPORT
Consideration of monthly Corporate Governance Activity Report for June 2013.
- Moved Councillor Carr*
Seconded Councillor Lynch
- That the Report be received and noted. *Carried - 160713-27*
- 2.5.2 MONTHLY STATUS REPORT
Consideration of monthly Chief Executive Officer Status Report for July 2013.
- Moved Councillor Kaurila*
Seconded Councillor Molachino
- That the Report be received and noted. *Carried - 160713-28*
- 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 June 2013.
- Moved Councillor Carr*
Seconded Councillor Kaurila
- That the Report be received and noted. *Carried - 160713-29*
- 2.5.4 LOCAL GOVERNMENT MANAGERS AUSTRALIA QLD INC (LGMA QLD)
Consideration of Report to Council from Chief Executive Officer dated 27 June 2013 regarding renewal of Council's subscription to the LGMA Qld for 2013 / 2014.
- Moved Councillor Lynch*
Seconded Councillor Kaurila
- That Council subscribe to the LGMA Qld for 2013 / 2014. *Carried - 160713-30*
- 2.5.5 BUSH COUNCILS CONVENTION 2013
Consideration of Report to Council from Chief Executive Officer dated 9 July 2013 regarding Council representation at the inaugural Bush Councils Convention 2013 to be held at Longreach from 31 July to 1 August 2013.
- Moved Councillor Lynch*
Seconded Councillor Kaurila
- That Mayor Rodger Bow attend the inaugural Bush Councils Convention 2013 in Longreach from 31 July to 1 August 2013. *Carried - 160713-31*
- 2.5.6 2013 CHRISTMAS CLOSE DOWN – TOWN OFFICE AND WORKS DEPARTMENT
Consideration of Report to Council from Chief Executive Officer dated 9 July 2013 regarding Lannercost Street office and Council depot closure times during the 2013 Christmas period.
- Moved Councillor Lynch*
Seconded Councillor Molachino
- That Council's Lannercost Street Office be closed from 5.00 pm on Friday 20 December 2013 and re-open at 8.30 am on Monday 6 January 2014.
- That the Council Depot be closed from close of business on Friday 20 December 2013, and re-open on Tuesday 14 January 2014. *Carried - 160713-32*

2.5.7 COUNCILLOR ACTIVITY REPORT

Consideration of Councillor Activity Reports as at 30 June 2013 to ensure transparency and public scrutiny of Councillor workload.

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That the Report be received and noted.

Carried - 160713-33

CONFIDENTIAL ITEM

2.6 ENGINEERING

Moved *Councillor Carr*
Seconded *Councillor Molachino*

That pursuant to Division 3 Section 275 (1) (f) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss Item 2.6.1 as it is a legal matter.

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

Moved *Councillor Lynch*
Seconded *Councillor Kaurila*

That Council return to Open Meeting.

2.6.1 SERI'S ROAD ENCROACHMENT

Consideration of Report to Council from Manager Engineering Services dated 3 July 2013 seeking Council's direction in relation to serving a Notice of Intention to Resume over the Seri's Road encroachment.

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council issue a Notice of Intention to Resume 150 m² of land for road purposes from Lot 1 on SP147630.

Carried - 160713-34

3. CONCLUSION – This concluded the business of the meeting which closed at 11.00 am

APPROVED and adopted on 20 August 2013

MAYOR