



**HINCHINBROOK
SHIRE COUNCIL**

**MINUTES OF THE GENERAL MEETING
OF THE
HINCHINBROOK SHIRE COUNCIL**

**HELD IN THE COUNCIL CHAMBERS
INGHAM ON TUESDAY
20 AUGUST 2013
AT 9.05 AM**

-
- ATTENDANCE - Present were Councillors R Bow, LR Molachino, DG Carr, SJ Kaurila, MG Tack and WG Skinner
- 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) and Executive Secretary (BK Edwards)
- APOLOGY - An apology for non-attendance was received from Councillor PD Lynch and it was resolved that leave of absence be granted
- PRAYER - Councillor Molachino opened the meeting with prayer

Accountant F Robertson, Works Engineer J Devietti, Water and Sewerage Manager P Martin and Corporate Communications and Media Officer K Spano were present when the meeting commenced

1. MINUTES - *Moved Councillor Carr*
Seconded Councillor Molachino
- Resolved that the Minutes of the General Meeting held on 16 July 2013 and Special Meeting held on 30 July 2013 be approved as a correct record of proceedings and be signed by the Mayor. Carried

2. BUSINESS

2.1 NOTICE OF MOTION – RECOGNITION AS RV FRIENDLY TOWN

Moved Councillor Tack
Seconded Councillor Molachino

Under Section 262 of the Local Government Regulation 2012, Councillor Marc Tack gave notice on 18 July 2013 of his intention to propose the repeal of resolution 210513-24 *Recognition as RV Friendly Town* passed at the Hinchinbrook Shire Council General Meeting on 21 May 2013 as follows:-

“The Resolution 210513-24 which states that Council submit an application to the Campervan and Motorhome Club of Australia (CMCA) to establish Ingham as a RV Friendly Town including cost of signage being \$260”

be repealed.

Carried – 200813-01

2.2 FINANCE

2.2.1 FINANCE SERVICES ACTIVITY REPORT

Consideration of monthly Finance Services Activity Report for July 2013.

Moved *Councillor Molachino*
Seconded *Councillor Skinner*

That the Report be received and noted.

Carried – 200813-03

2.2.2 MONTHLY STATUS REPORT

Consideration of monthly Finance Manager Status Report for August 2013.

Moved *Councillor Kaurila*
Seconded *Councillor Molachino*

That the Report be received and noted.

Carried – 200813-04

2.2.3 FINANCIALS

Consideration was given to a report of financial activities as at 31 July 2013.

Moved *Councillor Skinner*
Seconded *Councillor Kaurila*

That the Report be received and noted.

Carried – 200813-05

2.2.4 ANNUAL VALUATION EFFECTIVE 30 JUNE 2014

Consideration of Report to Council from Revenue Supervisor dated 7 August 2013 regarding Department of Natural Resources and Mines' request for Council's opinion on whether an annual valuation of our local government should be undertaken to be effective on 30 June 2014.

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council advise the Department of Natural Resources and Mines that there should be a revaluation of the Shire effective on 30 June 2014.

Carried – 200813-06

2.2.5 2013 / 2014 COMMERCIAL CHARGES AND REGULATORY FEES

Consideration of Report to Council from Revenue Supervisor dated 4 July 2013 regarding Rights to Information charges and Environmentally Relevant Activities (ERA) licensing fees to be included in the 2013 / 2014 Commercial Charges and Regulatory Fees.

Moved *Councillor Kaurila*
Seconded *Councillor Skinner*

That Council adopt the Rights to Information charges and ERA licensing fees to be added to the 2013 / 2014 Commercial Charges and Regulatory Fees to take effect from 1 July 2013.

Carried – 200813-07

Accountant F Robertson left the meeting at 9.17 am

2.3 ENGINEERING

2.3.1 ENGINEERING SERVICES ACTIVITY REPORT

Consideration of monthly Engineering Services Activity Report for July 2013.

Moved *Councillor Carr*
Seconded *Councillor Skinner*

That the Report be received and noted.

Carried – 200813-08

2.3.2 MONTHLY STATUS REPORT

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

Moved *Councillor Skinner*
Seconded *Councillor Molachino*

That the Report be received and noted.

Carried – 200813-09

2.3.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

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

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That the Water and Sewerage Works Program Report be received and noted. Carried – 200813-10

2.3.4 WORKS PROGRAM REPORT

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

Moved *Councillor Skinner*
Seconded *Councillor Carr*

That the Works Report be received and noted.

Carried – 200813-11

2.3.5 CYCLONE YASI NDRRA RECOVERY PHASE.

Consideration of Council's NDRRA Restoration Program General Progress Report in conjunction with AECOM as at 31 July 2013.

Moved *Councillor Skinner*
Seconded *Councillor Carr*

That the Report be received and noted.

Carried – 200813-12

2.3.6 ADOPTION OF HINCHINBROOK SHIRE COUNCIL ROAD SAFETY IMPLEMENTATION PLAN 2012 - 2014

Consideration of Report to Council from Works Engineer dated 26 July 2013 regarding review of the Hinchinbrook Shire Council Road Safety Implementation Plan by the Hinchinbrook Road Safety Advisory Committee and Department of Transport and Main Roads.

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council adopt the Hinchinbrook Shire Council Road Safety Implementation Plan 2012 – 2014.

Carried – 200813-13

2.3.7 TENDER HSC 13/33 – SUPPLY AND DELIVERY OF 20 KG BAGGED CEMENT

Consideration of Report to Council from Works Engineer dated 24 July 2013 regarding tenders received for HSC 13/33 - Supply and Delivery of 20 kg Bagged Cement.

Moved *Councillor Molachino*
Seconded *Councillor Kaurila*

That Council accept submitted rates for HSC 13/33 – Supply and Delivery of 20 kg Bagged Cement from Ingham Agencies as the best value.

Carried – 200813-14

2.3.8 TENDER HSC 13/34 – SUPPLY AND DELIVERY OF HERBICIDES

Consideration of Report to Council from Works Engineer dated 19 July 2013 regarding tenders received for HSC 13/34 - Supply and Delivery of Herbicides.

Moved *Councillor Skinner*
Seconded *Councillor Carr*

That Council accept Ingham Rural Supplies submitted prices for HSC 13/34 – Supply and Delivery of Herbicides.

Carried – 200813-15

2.3.9 TENDER HSC 13/35 – SUPPLY AND DELIVERY OF READY MIXED CONCRETE

Consideration of Report to Council from Works Engineer dated 24 July 2013 regarding tenders received for HSC 13/35 - Supply and Delivery of Ready Mixed Concrete.

Moved *Councillor Carr*
Seconded *Councillor Tack*

That Council award the contract HSC 13/35 – Supply and Delivery of Ready Mixed Concrete to Holcim (Australia) Pty Ltd for the period up to 30 June 2014. Carried – 200813-16

2.3.10 TENDER HSC 13/36 – ANNUAL SUPPLY AND / OR SUPPLY AND DELIVERY OF MANUFACTURED PREMIX

Consideration of Report to Council from Works Engineer dated 24 July 2013 regarding tenders received for HSC 13/36 – Annual Supply and / or Supply and Delivery of Manufactured Premix.

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That Council accept the offer by Boral Resources (QLD) Pty Ltd for HSC 13/36 – Annual Supply and / or Supply and Delivery of Manufactured Premix. Carried – 200813-17

2.3.11 TENDER HSC 13/37 – ANNUAL SUPPLY AND / OR SUPPLY AND DELIVERY OF BITUMEN EMULSION

Consideration of Report to Council from Works Engineer dated 24 July 2013 regarding tenders received for HSC 13/37 – Annual Supply and / or Supply and Delivery of Bitumen Emulsion.

Moved *Councillor Tack*
Seconded *Councillor Skinner*

That Council accept the offer by Fulton Hogan Industries for HSC 13/37 – Annual Supply and / or Supply and Delivery of Bitumen Emulsion. Carried – 200813-18

2.3.12 TENDER HSC 13/32 – PROVISION OF ELECTRICAL MAINTENANCE SERVICES

Consideration of Report to Council from Manager Technical Services dated 1 August 2013 regarding tenders received for HSC 13/32 – Provision of Electrical Maintenance Services.

Moved *Councillor Carr*
Seconded *Councillor Skinner*

That Council lay the matter on the table. Carried- 200813-19

2.3.13 REQUEST FROM MRS SUZANNE HARVEY – PLACEMENT OF MEMORIAL PLAQUES AT FORREST BEACH

Consideration of Report to Council from Manager Technical Services dated 13 August 2013 regarding request from Mrs Suzanne Harvey for two memorial plaques to be placed on an existing seat located on the Forrest Beach foreshore in memory of her daughter and brother.

Moved *Councillor Skinner*
Seconded *Councillor Molachino*

That Council not approve the request to place memorial plaques in its open space areas. Carried – 200813-20

2.3.14 MT FOX LIONS CLUB - REQUEST FOR BBQ

Consideration of Report to Council from Works Engineer and Manager Corporate and Economic Development dated 8 August 2013 regarding request from Mt Fox community and Mt Fox Lions Club for Council to supply and install a BBQ at the Winnie Pitch Cricket grounds.

Officers will seek to assist the Club with a submission for the BBQ to the Gambling Community Benefit Fund.

Moved *Councillor Kaurila*
Seconded *Councillor Carr*

That Council lay the matter on the table. Carried – 200813-21

2.3.15 CLEARING OF LAND TO CREATE AN OPEN PARKLAND – RIVERLAND RESERVE HALIFAX

Consideration of Report to Council from Manager Technical Services dated 8 August 2013 regarding Halifax Progress Association's request for approval to clear and develop a large portion of land into an open grassed park at the Riverland Walking Trail.

Moved Councillor Molachino
Seconded Councillor Kaurila

That Council refuse the request from the Halifax Progress Association to selectively clear two hectares of land on Lot 1 on CP843301 commonly known as the Riverland Walking Trail.

Carried – 200813-22

2.3.16 PROPOSED CASSADY CREEK BOAT RAMP

Consideration of Report to Council from Manager Engineering Services dated 23 July 2013 regarding discussions and site inspection with Department of Transport and Main Roads officers of the proposed Cassady Creek Boat Ramp.

Moved Councillor Kaurila
Seconded Councillor Carr

That Council receive and note the information.

Carried – 200813-23

2.3.17 PROPOSED CONVERSION TO FREEHOLD – TERM LEASE 221172 – LOT 93 ON CWL1697

Consideration of Report to Council from Manager Engineering Services dated 12 August 2013 regarding request from Department of Natural Resources and Mines seeking Council's views on an application received to convert Term Lease 221172 described as Lot 93 on CWL1697 to freehold tenure.

Moved Councillor Skinner
Seconded Councillor Tack

That Council advise the Department of Natural Resources and Mines it has no objection to the proposed dealing subject to a standard 3 chord of 10m length each road truncation being applied to the Beeva / Waring Roads corner of the lot.

Carried – 200813-24

2.3.18 APPLICATION FOR TEMPORARY ROAD CLOSURE – ABERGOWRIE ROAD

Consideration of Report to Council from Manager Engineering Services dated 8 August 2013 regarding request from Department of Natural Resources and Mines seeking Council's views on an application received for the temporary road closure being part of Abergowrie Road adjoining Lot 116 on SP219100 shown as Lot A on drawing TSV2013-20.

Moved Councillor Carr
Seconded Councillor Kaurila

That Council advise it has no objection to the proposed temporary road closure.

Carried – 200813-25

Councillor DG Carr declared a real Conflict of Interest in Item 2.3.19 (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.

2.3.19 POSSIBLE DRAINAGE EASEMENT – SOUTHERN SIDE OF HALIFAX

Consideration of Report to Council from Manager Engineering Services dated 8 August 2013 regarding proposed scheme for a drainage easement on the southern side of Halifax.

Moved Councillor Molachino
Seconded Councillor Skinner

That Council undertake further discussion with the landowner with a view to securing a drainage easement over the drainage outfall to the east of Musgrave Street Halifax and undertaking necessary work at the time the cane in the area is being fallowed.

Carried – 200813-26

Councillor DG Carr returned to the meeting

2.3.20 BUILDING ENFORCEMENT MATTER – LION HOTEL MACKNADE

Consideration of Report to Council from Manager Engineering Services dated 7 August 2013 regarding Council taking enforcement action to make safe elements of the Lion Hotel at Macknade damaged in Cyclone Yasi.

Moved Councillor Kaurila
Seconded Councillor Molachino

That Council undertake action to make safe elements of the Lion Hotel as set out in its 26 July 2012 Enforcement Notice to the property owner. Carried – 200813-27

2.4 CORPORATE AND ECONOMIC DEVELOPMENT

2.4.1 GA AND AJ CHINOTTI c/- LESTER FRANKS SURVEYORS

Seeking a Development Permit for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 1 and Lot 2 on SP214758 and Lot 4 on CWL2182 dated 23 May 2013 at Neames Inlet Road Macknade. (067/0092)

Consideration of Report to Council from Town Planning and Development Officer dated 8 August 2013.

Moved Councillor Molachino
Seconded Councillor Kaurila

That the Development Permit of GA and AJ Chinotti for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 1 and Lot 2 on SP214758 and Lot 4 on CWL2182 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 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: (i) Proposed Rearrangement of boundaries of lots 1 and 2 on SP214758 and Lot 3 on CWL2182, at 202 Neames Inlet Road, Macknade, Drawing No: I00013-DA1, Rev 0, Sheet 1 of 1, prepared by Lester Franks	At all times
(b) The applicant must construct property accesses to all lots in accordance with Hinchinbrook Shire Council standards or demonstrate such is already in existence.	Prior to Council releasing the survey plan.
(c) The Applicant must demonstrate that all utility services to the lots are separate and located wholly within the particular lot being served	Prior to Council releasing the survey plan.

Carried – 200813-28

2.4.2 SHEREE MARANO c/- LCJ ENGINEERS

Request dated 29 July 2013 to change an existing approval for Reconfiguring a Lot – Subdivision of Land over Lot 201 on CP841915 at Challands Street Ingham. (065/0133)

Consideration of Report to Council from Town Planning and Development Officer dated 8 August 2013.

Moved Councillor Kaurila
Seconded Councillor Molachino

That Council approve the request to change the development approval from one (1) into five (5) lots to one (1) into four (4) lots, with no change to the conditions of approval attached to the Decision Notice dated 17 May 2010. Carried – 200813-29

The meeting adjourned at 10.20 am for morning tea and Works Engineer J Devietti and Water and Sewerage Manager P Martin left the meeting.

The meeting resumed at 10.35 am and Town Planning and Development Officer B Christie-Johnston entered the meeting.

2.4.3 DEPARTMENT OF NATURAL RESOURCES AND MINES – APPLICATION FOR SURRENDER OF PERMIT AND REISSUE OF A PERMIT TO OCCUPY OVER LOTS 1 AND 2 ON CROWN PLAN AP13608

Seeking Council's views and / or requirements in relation to an application to surrender and reissue of a Permit to Occupy over Lots 1 and 2 on Crown Plan AP13608. (077/0001)

Consideration of Report to Council from Town Planning and Development Officer dated 8 August 2013.

Moved Councillor Molachino
Seconded Councillor Skinner

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 the existing Permit to Occupy over Lots 1 and 2 on Crown Plan AP13608. Carried – 200813-30

2.4.4 DEPARTMENT OF NATURAL RESOURCES AND MINES - APPLICATION FOR RURAL LEASE RENEWAL OF SPECIAL LEASE 23/51320 OVER LOT 37 ON CROWN PLAN CWL3086 – REF: 2013/002719

Seeking Council's views and / or requirements in relation to an application for rural lease renewal of Special Lease 24/51320 over Lot 37 on CWL3086. (077/0001)

Consideration of Report to Council from Town Planning and Development Officer dated 15 August 2013.

Moved Councillor Molachino
Seconded Councillor Skinner

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 rural lease renewal of Special Lease 23/51320 over Lot 37 on CWL3086 (Ref: 2013/002719). Carried – 200813-31

2.4.5 DEPARTMENT OF NATURAL RESOURCES AND MINES – APPLICATION FOR SURRENDER AND REISSUE OF PERMIT TO OCCUPY OVER LOT A ON CROWN PLAN PER3662

Seeking Council's views and / or requirements in relation to an application for surrender and reissue of Permit to Occupy over Lot A on Crown Plan PER3662. (077/0001)

Consideration of Report to Council from Town Planning and Development Officer dated 15 August 2013.

Moved Councillor Molachino
Seconded Councillor Kaurila

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 A on Crown Plan PER3662 (further described as Hut 17 on Camping and Recreational Reserve. Carried – 200813-32

2.4.6 LOWER HERBERT HALIFAX LIONS CLUB INCORPORATED – INFRASTRUCTURE CHARGES

Consideration of Report to Council from Manager Corporate and Economic Development dated 15 August 2013 regarding levied infrastructure charges associated with the development approval of the Lower Herbert Halifax Lions Club Incorporated for a multiple unit development (10 x 1 bedroom units) on Lot 2 on SP255374 at Halifax. (076/0001)

Moved Councillor Kaurila
Seconded Councillor Molachino

That Council reissue the adopted infrastructure charges notice with amendments to reflect alignment of infrastructure charges with the staged approval and allocate existing infrastructure credits to Stage 1, with the balance infrastructure charges being applied to stages 2 - 4 on a pro rata basis.

That Council provide financial assistance of \$1,685.00 ex GST to the Lower Herbert Lions Club towards the provision of community housing. Carried - 200813-33

Town Planning and Development Officer B Christie-Johnston left the meeting at 10.40 am

2.4.7 HERBERT RIVER ROTARY / INGHAM SUGAR CITY RODEO

Consideration of Report to Council from Customer and Corporate Services Officer dated 25 July 2013 regarding sponsorship request from Herbert River Rotary / Ingham Sugar City Rodeo Committee for the 2013 Rodeo on 14 September 2013. (012/0002)

Moved Councillor Molachino
Seconded Councillor Tack

That Council provide sponsorship in the 2013 / 2014 budget in the sum of \$500 (excl GST) in support of the Herbert River Rotary / Ingham Sugar City Rodeo for the 2013 Rodeo Event on 14 September 2013. Carried - 200813-34

2.4.8 HINCHINBROOK COMMUNITY SUPPORT CENTRE

Consideration of Report to Council from Manager Corporate and Economic Development dated 31 July 2013 regarding request from Hinchinbrook Community Support Centre for financial assistance. (054/0009)

Moved Councillor Kaurila
Seconded Councillor Tack

That Council approve the following specified amounts in financial support for the listed organisations. All amounts are excluding GST.

Hinchinbrook Community Support Centre	\$36,207
Herbert River Museum and Gallery	\$ 3,853
Ethnic Community Care Links (ECCLI)	\$ 1,500
Blue Care	\$ 4,330
Meals on Wheels	\$ 3,318
Museum of Tropical Queensland	\$ 5,500
Hinchinbrook Community Bus Service	\$ 3,000

Further, that Council host a morning tea, inviting the attendance of community organisations who are the recipients of Council's financial assistance. Carried - 200813-35

2.4.9 2014 ANNUAL SHOW DATE

Consideration of Report to Council from Manager Corporate and Economic Development dated 31 July 2013 regarding correspondence from the Attorney-General and Minister for Justice The Hon Jarrod Bleijie MP seeking public holiday dates for 2014.

Moved Councillor Molachino
Seconded Councillor Kaurila

That Council designate Friday 4 July 2014 as the Ingham Annual Show Public Holiday 2014 and that Council advise the Attorney-General so that it may be officially gazetted. Carried - 200813-36

2.4.10 HINCHINBROOK SHIRE COUNCIL GENERAL COMPLAINTS PROCESS ADOPTED 21 MARCH 2006

Consideration of Report to Council from Manager Corporate and Economic Development dated 31 July 2013 regarding Council's adoption of the Administrative Action Complaint Policy and Procedure.

Moved Councillor Kaurila
Seconded Councillor Carr

That Council adopt the Administrative Action Complaints Management Policy and Procedure as per Section 268 of the *Local Government Act 2009*, and further that Council revoke the Hinchinbrook Shire Council Complaints Process adopted on 21 March 2006. Carried - 200813-37

2.4.11 CORPORATE SERVICES AND ECONOMIC DEVELOPMENT ACTIVITY REPORT

Consideration of monthly Corporate Services and Economic Development Activity Report for July 2013.

Moved Councillor Molachino
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 200813-38

2.4.12 MONTHLY STATUS REPORT

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

Moved Councillor Molachino
Seconded Councillor Kaurila

That the Report be received and noted.

Carried – 200813-39

2.5 ENVIRONMENTAL HEALTH SERVICES

2.5.1 ENVIRONMENTAL HEALTH SERVICES ACTIVITY REPORT

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

Moved Councillor Kaurila
Seconded Councillor Skinner

That the Report be received and noted.

Carried – 200813-40

2.5.2 MONTHLY STATUS REPORT

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

Moved Councillor Kaurila
Seconded Councillor Carr

That the Report be received and noted.

Carried – 200813-41

2.6 GOVERNANCE

2.6.1 OFFICE OF THE CEO ACTIVITY REPORT

Consideration of monthly Corporate Governance Activity Report for July 2013.

Moved Councillor Skinner
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 200813-42

2.6.2 MONTHLY STATUS REPORT

Consideration of monthly Chief Executive Officer Status Report for August 2013.

Moved Councillor Carr
Seconded Councillor Molachino

That the Report be received and noted.

Carried – 200813-43

2.6.3 PETITION REGARDING FLUORIDATION

Consideration of Report to Council from Chief Executive Officer dated 22 July 2013 regarding Petition received from No Fluoride for Hinchinbrook Group with 127 signatures against the fluoridation of Hinchinbrook's water.

Moved *Councillor Carr*
Seconded *Councillor Molachino*

That Council receive and note the Petition.

Carried – 200813-44

2.6.4 HINCHINBROOK LOCAL DISASTER MANAGEMENT PLAN

Consideration of Report to Council from Chief Executive Officer dated 6 August 2013 regarding adoption of Draft Hinchinbrook Local Disaster Management Plan.

Moved *Councillor Skinner*
Seconded *Councillor Molachino*

That Council adopt the Draft Hinchinbrook Local Disaster Management Plan as presented.

Carried – 200813-45

2.6.5 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAO) ANNUAL CONFERENCE

Consideration of Report to Council from Chief Executive Officer dated 9 August 2013 regarding Council attendance at the 117th Annual Conference to be held at the Cairns Convention Centre from 21 to 24 October 2013.

Moved *Councillor Kaurila*
Seconded *Councillor Molachino*

That the Mayor, available Councillors and the Chief Executive Officer attend the LGAO Conference in Cairns from 21 to 24 October 2013.

That interested Councillors, Chief Executive Officer and Corporate Communications and Media Officer attend the Media and Communications Forum in Cairns on 21 October 2013. Carried – 200813-46

2.6.6 NORTH QUEENSLAND LOCAL GOVERNMENT ASSOCIATION (NQLGA) ANNUAL CONFERENCE

Consideration of Report to Council from Chief Executive Officer dated 16 August 2013 regarding Council attendance at the NQLGA Annual Conference to be held in Cooktown from 2 to 4 October 2013.

Moved *Councillor Skinner*
Seconded *Councillor Molachino*

That the Mayor, available Councillors and the Chief Executive Officer attend the NQLGA Conference in Cooktown from 2 to 4 October 2013. Carried – 200813-47

2.6.7 THE 2013 AUSTRALIAN LOCAL GOVERNMENT LEADERSHIP SUMMIT

Consideration of Report to Council from Chief Executive Officer dated 15 August 2013 regarding Council attendance at the 2013 Australian Local Government Leadership Summit in Melbourne on 27 and 28 November 2013.

Moved *Councillor Kaurila*
Seconded *Councillor Molachino*

That Council elect to not send any representatives to the 2013 Australian Local Government Leadership Summit in Melbourne on 27 and 28 November 2013. Carried – 200813-48

2.6.8 AUDIT COMMITTEE MEETING MINUTES

Consideration of Report to Council from Chief Executive Officer dated 6 August 2013 seeking Council's endorsement of Audit Committee Meeting Minutes from 25 June 2013.

Moved *Councillor Kaurila*
Seconded *Councillor Molachino*

That Council receive and note the Audit Committee Meeting Minutes from 25 June 2013.

Carried – 200813-49

2.6.9 LEAVE OF ABSENCE – COUNCILLOR PATRICK LYNCH

Consideration of Report to Council from Chief Executive Officer dated 9 August 2013 regarding Councillor Patrick Lynch's request for leave of absence from Council for the period 18 to 30 August 2013.

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That leave of absence be granted to Councillor Patrick Lynch for the period 18 to 30 August 2013 inclusive. Carried – 200813-50

2.6.10 COUNCILLOR ORGANISATION / COMMITTEE RESPONSIBILITIES

Consideration of Report to Council from Chief Executive Officer dated 14 August 2013 regarding changes to the Councillor Organisation / Committee Responsibilities List.

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council lay the matter on the table. Carried – 200813-51

2.6.11 COUNCILLOR ACTIVITY REPORT

Consideration of Councillor Activity Reports as at 31 July 2013 to ensure transparency and public scrutiny of Councillor workload.

Moved *Councillor Molachino*
Seconded *Councillor Carr*

That the Report be received and noted. Carried – 200813-52

CONFIDENTIAL ITEMS

2.7 CORPORATE AND ECONOMIC DEVELOPMENT

Moved *Councillor Molachino*
Seconded *Councillor Kaurila*

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 other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

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

Moved *Councillor Kaurila*
Seconded *Councillor Carr*

That Council return to Open Meeting.

2.7.1 LEASE OF TYTO GALLERY COMPLEX OFFICE TENANCY 02 TO HERBERT RESOURCE INFORMATION CENTRE AND LEASE OF TYTO CONFERENCE CENTRE, OFFICE 1A TO DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY IN LOT 801 ON SP225261, 73-75 MCILWRAITH STREET INGHAM

Consideration of Report to Council from Customer and Corporate Services Officer dated 30 July 2013 providing further information regarding current commercial rental figures. (079/0192)

Moved *Councillor Carr*
Seconded *Councillor Kaurila*

That Council approve a standard tenancy agreement to be drawn up between Herbert Resource Information Centre and Hinchinbrook Shire Council for tenancy 02 in the TYTO Gallery Complex in Lot 801 on SP 225261, 73 – 75 McIlwraith Street, Ingham for a further term of twelve (12) months being 1 July 2013 to 30 June 2014 at \$556.50 per month plus GST for the term of the agreement and that Herbert Resource Information Centre pay all external costs associated for document preparation.

That Council approve a standard tenancy agreement to be drawn up between Department of Agriculture, Fisheries and Forestry and Hinchinbrook Shire Council for TYTO Conference Centre, Office 1A in Lot 801 on SP 225261, 73 – 75 McIlwraith Street, Ingham for a further term of twelve (12) months being 1 July 2013 to 30 June 2014 at \$250.00 per month plus GST for the term of the agreement and that Department of Agriculture, Fisheries and Forestry pay all external costs associated for document preparation. Carried – 200813-53

Moved Councillor Molachino
Seconded Councillor Kaurila

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 2.7.2 as it is other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

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

Moved Councillor Molachino
Seconded Councillor Skinner

That Council return to Open Meeting.

2.7.2 KELLY THEATRE – RENT WAIVER REQUEST

Consideration of Report to Council from Chief Executive Officer dated 13 August 2013 regarding request received from Colleen Valenti to waive the last 18 months of rent for her Lease period up to and including 7 July 2013 and for request to waive rent for the last six month period being 1 November 2012 through to 7 July 2013. (092/0141)

Moved Councillor Skinner
Seconded Councillor Molachino

That Council waive the rent fee in full associated with the Kelly Theatre operation from 1 November 2012 to 7 July 2013 in the sum of \$4,159.29. Carried – 200813-54

3. CONCLUSION – This concluded the business of the meeting which closed at 11.55 am

APPROVED and adopted on 17 September 2013

MAYOR