

HINCHINBROOK

SHIRE COUNCIL

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

### HELD IN THE COUNCIL CHAMBERS INGHAM ON TUESDAY 19 NOVEMBER 2013 AT 9.05 AM

#### **ATTENDANCE**

- Present were Councillors R Bow, PD Lynch, SJ Kaurila, MG Tack and WG Skinner
- Also present was the Chief Executive Officer (LE Mash), Acting Executive Manager Engineering Services (C Gray), Executive Manager Environment and Community Services (TV Tanase), Executive Manager Corporate Services (D Tombs) and Executive Secretary (BK Edwards)

Apologies for non-attendance were received from Councillors LR Molachino and DG

#### **APOLOGY**

1.

<u>PRAYER</u> - Councillor Kaurila opened the meeting with prayer

Councillor Wally Skinner was not present when the meeting commenced given a commitment to open the Hinchinbrook Natural Resource Management Forum at the TYTO Conference Centre

Carr and it was resolved that leave of absence be granted

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

MINUTES - Moved Councillor Kaurila Seconded Councillor Tack

Resolved that the Minutes of the General Meeting held on 15 October 2013 be approved as a correct record of proceedings and be signed by the Mayor. Carried

#### 2. BUSINESS

#### 2.1 CORPORATE SERVICES

The Mayor welcomed Executive Manager Corporate Services David Tombs to Council.

2.1.1 <u>FINANCE SERVICES ACTIVITY REPORT</u> Consideration of monthly Finance Services Activity Report for October 2013.

Moved Councillor Lynch Seconded Councillor Kaurila

That the Report be received and noted.

2.1.2 MONTHLY STATUS REPORT

Consideration of monthly Finance Manager Status Report for November 2013.

Moved Councillor Lynch Seconded Councillor Kaurila

That the Report be received and noted.

Carried - 191113-01

#### 2.1.3 FINANCIALS

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

Moved	Councillor Tack
Seconded	Councillor Lynch

That the Report be received and noted.

2.1.4 REVISED 2013 / 2014 BUDGET Consideration of revised 2013 / 2014 Budget.

Moved	Councillor Lynch
Seconded	Councillor Kaurila

That Council's Revised 2013 / 2014 Budget as attached be adopted. Carried – 191113-04

#### 2.2 ENGINEERING

2.2.1 ENGINEERING SERVICES ACTIVITY REPORT Consideration of monthly Engineering Services Activity Report for October 2013.

Councillor Lynch Moved Seconded Councillor Tack

That the Report be received and noted.

#### 2.2.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Engineering Services Status Report for November 2013.

Moved Councillor Kaurila Seconded Councillor Lynch

That the Report be received and noted.

### 2.2.3 WATER AND SEWERAGE WORKS PROGRAM REPORT

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

Moved Councillor Kaurila Seconded Councillor Lynch

That the Water and Sewerage Works Program Report be received and noted. Carried – 191113-07

#### 2.2.4 WORKS PROGRAM REPORT

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

Councillor Kaurila Moved Seconded Councillor Lynch

That the Works Report be received and noted.

2.2.5 CYCLONE YASI NDRRA RECOVERY PHASE. Consideration of Council's NDRRA Restoration Program General Progress Report in conjunction with AECOM as at 31 October 2013.

Moved Councillor Tack Seconded Councillor Lynch

That the Report be received and noted.

HINCHINBROOK SHIRE COUNCIL GENERAL MEETING MINUTES – 19 NOVEMBER 2013

2.2.6 HSC 13/34 – SUPPLY AND DELIVERY OF HERBICIDES Consideration of Report to Council from Works Engineer dated 7 November 2013 regarding tenders received for HSC 13/34 – Supply and Delivery of Herbicides.

Carried - 191113-06

Carried - 191113-05

Carried - 191113-03

Carried - 191113-08

Moved Councillor Kaurila Seconded Councillor Tack

That Council endorse the notice received from Ingham Rural Supplies to exit the contract HSC 13/34 Supply and Delivery of Herbicides.

Further that Council commence sourcing herbicides through the request of a quotation from relevant suppliers for individual orders as the need arises in accordance with the Purchasing Policy.

Carried – 191113-10

2.2.7 <u>HSC 13/45 – ANNUAL SUPPLY OF QUARRY PRODUCTS AND NATURALLY OCCURRING BASE GRAVELS</u> Consideration of Report to Council from Works Engineer dated 29 October 2013 regarding tenders received for HSC 13/45 – Annual Supply of Quarry Products and Naturally Occurring Base Gravels.

Moved	Councillor Lynch
Seconded	Councillor Kaurila

That Council note offers received and advise Offerers that offers submitted will be placed on Council's Standing Offer Arrangement Register for HSC 13/45 Annual Supply of Quarry Products and Naturally Occurring Base Gravels and selected on the basis of price, location of works, suitability, performance and availability. Carried – 191113-11

2.2.8 <u>SITING RELAXATION APPLICATION – 31 STONE STREET INGHAM – LOT 1 on RP720087</u> Consideration of Report to Council from Technical Officer dated 23 October 2013 in relation to a Siting Relaxation Application lodged by Ms Julie Cantoni for a proposed garage and deck extension at 31 Stone Street Ingham (Lot 1 on RP720087).

Moved Councillor Lynch Seconded Councillor Tack

That the Siting Relaxation Application of Ms Julie Cantoni be approved on the grounds that the proposed garage and deck extension is unlikely to impact on the outlook and view of neighbouring residents, and will allow adequate sight vision for vehicles, subject to the following conditions:-

- a. The structure is built in accordance with the plans submitted with the Siting Relaxation Application received by Council on 22 October 2013. Carried – 191113-12
- 2.2.9 <u>SITING RELAXATION APPLICATION 28 CRISPS ROAD BLACKROCK LOT 11 on RP730510</u> Consideration of Report to Council from Technical Officer dated 31 October 2013 in relation to a Siting Relaxation Application lodged by Mr Warren Fletcher for a proposed carport at 28 Crisps Road Blackrock (Lot 11 on RP730510).

Moved Councillor Lynch Seconded Councillor Tack

That the Siting Relaxation Application of Mr Warren Fletcher be approved on the grounds that the proposed carport is unlikely to impact on the outlook and view of neighbouring residents, and is unlikely to be a nuisance and safety issue to the public subject to the following conditions:-

- a. The structure is built in accordance with the plans submitted with the Siting Relaxation Application received by Council on 29 October 2013. Carried – 191113-13
- 2.2.10<u>SITING RELAXATION APPLICATION 28 THE ESPLANADE CASSADY BEACH LOT 352 ON CWL2348</u> Consideration of Report to Council from Technical Officer dated 12 November 2013 in relation to a Siting Relaxation Application lodged by Mr Roderick Cathcart for a proposed garage extension at 28 The Esplanade Cassady Beach (Lot 352 on CWL2348).

Moved Councillor Lynch Seconded Councillor Kaurila

That Council not approve the Siting Relaxation Application submitted by Mr Roderick Cathcart for a proposed garage extension at 28 The Esplanade Cassady Beach (Lot 352 on CWL2348) on the grounds that the proposed structure could be expected to have a negative impact on the outlook and views of neighbouring residents and that the applicant will have a greater area than 50% of his property under a roofed structure.

#### 2.2.11<u>HSC FOYER REFURBISHMENT PROJECT</u>

Consideration of Report to Council from Acting Manager Technical Support dated 16 October 2013 regarding the proposed HSC Foyer Refurbishment Project.

Manager Technical Services G Weston entered the meeting at 9.45 am

Moved Councillor Kaurila Seconded Councillor Lynch

That Council approve the reprioritisation of funds from the Council Chambers Upgrade to complete the HSC Foyer Refurbishment Project.

Councillor Tack called for a division. Mayor and Councillors Kaurila and Lynch voted for the motion and Councillor Tack voted against the motion. Carried – 191113-15

#### 2.2.12CASSADY CREEK MANGROVE TRIMMING PROJECT - UPDATE

Consideration of Report to Council from Manager Technical Support dated 1 November 2013 providing an update on the current situation with the proposed Cassady Creek Boat Ramp mangrove trimming project.

Town Planning and Development Officer B Christie-Johnston entered the meeting at 9.53 am

Moved Councillor Kaurila Seconded Councillor Tack

That Council approve the works to be undertaken as part of the annual Marine Facilities Maintenance Program. Carried – 191113-16

Manager Technical Services G Weston left the meeting at 9.57 am

#### 2.3 DEVELOPMENT AND PLANNING

#### 2.3.1 <u>ECONOMIC DEVELOPMENT AND PLANNING ACTIVITY REPORT</u> Consideration of monthly Economic Development and Planning Activity Report for October 2013.

Moved Councillor Kaurila Seconded Councillor Lynch

That the Report be received and noted.

Carried – 191113-17

Works Engineer J Devietti and Water and Sewerage Manager P Martin left the meeting at 9.58 am

#### 2.3.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Development and Planning Status Report for November 2013.

Moved Councillor Tack Seconded Councillor Kaurila

That the Report be received and noted.

Carried – 191113-18

The meeting adjourned at 9.59 am for morning tea and resumed at 10.13 am – Cr Wally Skinner was present when the meeting resumed

# 2.3.3 <u>DEPARTMENT OF NATURAL RESOURCES AND MINES – APPLICATION FOR RENEWAL OF SPECIAL LEASE OVER LOT 25 ON CWL3258</u>

Consideration of Report to Council from Town Planning and Development Officer dated 5 November 2013 regarding Department of Natural Resources and Mines request for Council's views and / or requirements in relation to the future use of Lot 25 on CWL3258 currently utilised for business (tramway) being Special Lease 24/45817. (077/0001)

Moved Councillor Kaurila Seconded Councillor Skinner That Council advise the Department of Natural Resources and Mines that it has neither objection nor any requirements in relation to the application to change the tenure of Lot 25 on CWL3258 from Special Lease 24/45817 to freehold conversion. Carried – 191113-19

#### 2.3.4 DOUGLAS NEVILLE SMITH

Seeking a Development Permit for Reconfiguring a Lot – Rearrangement of Boundaries between Lot 19 on SP253703 and Lot 20 on SP227835 dated 24 September 2013 Coconut Street Allingham.

(066/0239)

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

Moved Councillor Kaurila Seconded Councillor Skinner

That the Development Permit of Douglas Neville Smith for Reconfiguring a Lot - Rearrangement of Boundaries between Lot 19 on SP253703 and Lot 20 on SP227835 be approved in full subject to the following conditions:-

in accordance with Hinchinbrook Shire Council standards, including provision of a dust abatement treatment between the proposed invert and property boundary;the survey planUtility services(c) The Applicant must demonstrate that all utility services to thePrior to Council releasi	Conditions of Development The conditions of development for this development permit are as follows:		Time at which compliance with condition is required
<ul> <li>with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval:         <ul> <li>(i) Reconfiguration and Boundary Realignment, Boundary realignment, Lot 19 and 20, Coconut Street, Forrest Beach (as 2 Staged Future Development Sites), Lot 19 on SP253709 and Lot 20 on SP227835 for Mr DN Smith, Drawing. 001, Issue A, dated 24 September 2013;</li> </ul> </li> <li>Site Access         <ul> <li>(b) The applicant must construct property accesses to both lots in accordance with Hinchinbrook Shire Council standards, including provision of a dust abatement treatment between the proposed invert and property boundary;</li> <li>Utility services</li></ul></li></ul>	Ger	neral	
<ul> <li>(b) The applicant must construct property accesses to both lots in accordance with Hinchinbrook Shire Council standards, including provision of a dust abatement treatment between the proposed invert and property boundary;</li> <li>Utility services</li> <li>(c) The Applicant must demonstrate that all utility services to the</li> </ul>	(a)	<ul> <li>with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval:</li> <li>(i) Reconfiguration and Boundary Realignment, Boundary realignment, Lot 19 and 20, Coconut Street, Forrest Beach (as 2 Staged Future Development Sites), Lot 19 on SP253709 and Lot 20 on SP227835 for Mr DN Smith, Drawing. 001, Issue A, dated 24 September</li> </ul>	At all times
in accordance with Hinchinbrook Shire Council standards, including provision of a dust abatement treatment between the proposed invert and property boundary;       the survey plan         Utility services       (c) The Applicant must demonstrate that all utility services to the       Prior to Council releasi	Site	Access	
(c) The Applicant must demonstrate that all utility services to the Prior to Council releasi	(b)	in accordance with Hinchinbrook Shire Council standards, including provision of a dust abatement treatment between	Prior to Council releasing the survey plan
	Utili	ty services	
lots are separate and located wholly within the particular lot the survey plan being served.	(c)	lots are separate and located wholly within the particular lot	Prior to Council releasing the survey plan

#### 2.3.5 <u>PROPOSED AMENDMENT TO THE HINCHINBROOK SHIRE PLANNING SCHEME 2005</u> Consideration of Report to Council from Planning and Development Officer dated 14 November 2013 in relation to changing the level of assessment for Intensive agriculture in the Rural Zone.

(056/0002)

Moved	Councillor Kaurila
Seconded	Councillor Tack

That Council write to the Minister requesting a state interest review of the proposed planning scheme amendments and the Minister's agreement to publicly consult on the proposed amendments. Carried – 191113-21

2.3.6 <u>SPONSORSHIP - 2013 HINCHINBROOK NRM FORUM, FAR NORTH QUEENSLAND PEST ADVISORY</u> <u>FORUM (FNQPAF) AND REGIONAL NATURAL ASSET MANAGEMENT COMMITTEE MEETING</u> Consideration of Report to Council from Executive Manager Development and Planning dated 1 November 2013 regarding request for sponsorship by way of use of the meeting rooms at the TYTO Conference Centre for the upcoming Hinchinbrook NRM Forum, Far North Queensland Pest Advisory Forum (FNQPAF) and Regional Natural Asset Management Committee Meeting to be held from 19 –

22 November 2013.

(012/0002)

Moved	Councillor Kaurila
Seconded	Councillor Skinner

That Council support the upcoming Hinchinbrook NRM Forum, FNQPAF and Regional Natural Asset Management Committee Meeting by way of provision of financial support of \$500 (excl GST). Carried – 191113-22

2.3.7 <u>SPONSORSHIP - LUCINDA PROGRESS ASSOCIATION – 2013 LUCINDA CAROLS BY CANDLELIGHT</u> Consideration of Report to Council from Executive Manager Development and Planning dated 5 November 2013 regarding request for sponsorship from Lucinda Progress Association towards the cost of organising the 2013 Lucinda Carols by Candlelight to be held on Wednesday 18 December 2013. (012/0002)

Moved Councillor Tack Seconded Councillor Kaurila

That Council support the upcoming Lucinda Progress Association 2013 Carols by Candlelight in the sum of \$200 (excl GST). Carried – 191113-23

#### 2.3.8 <u>SPONSORSHIP – FORREST BEACH PROGRESS ASSOCIATION – 2013 CAROLS BY CANDLELIGHT</u> <u>"CHRISTMAS TREE"</u>

Consideration of Report to Council from Executive Manager Development and Planning dated 5 November 2013 regarding request for sponsorship from Forrest Beach Progress Association by way of inkind support to site and transplant a 3m high Monterey Pine Tree at Progress Park Allingham to enhance the 2013 Carols by Candlelight experience and atmosphere. (012/0002)

Moved Councillor Lynch Seconded Councillor Tack

That Council support the upcoming Forrest Beach Progress Association 2013 Carols by Candlelight "Christmas Tree" by way of provision of inkind support in the sum of \$200 (excl GST).

Carried – 191113-24

Cr Tack declared a conflict of interest in Item 2.3.9 as he is a member of the Hinchinbrook Community Support Centre Executive (Finance Committee Chair) and elected to remain in the meeting.

Cr Lynch declared a conflict of interest in Item 2.3.9 as he is employed by Hinchinbrook Community Support Centre and elected to remain in the meeting.

### 2.3.9 <u>RADF APPLICATIONS – ROUND 1 – 2013 / 2014</u>

Consideration of a Report to Council from Gallery Assistant dated 11 November 2013 advising the Committee received four applications for Round 1 funding (September Round) for 2013 / 2014 and seeking approval from Council to fund projects totaling \$13,223 which is available in RADF funds for this financial year and seeking approval from Council for these funds to be distributed.

Moved Councillor Kaurila Seconded Councillor Skinner

That Council endorse the recommendation as presented by the RADF Committee and approve funding totaling \$13,223 (incl GST) for the specific projects as follows:-

- Hinchinbrook Community Support Centre: Pathway in Time \$3,006;
- Mt Fox Remote Community Art Group: Art to the Bush \$5,600;
- Patrizia Carmelito: The Stories, Traditions and Food of our Multi-Cultural Community \$4,617.

Carried - 191113-25

Town Planning and Development Officer B Christie-Johnston left the meeting at 10.26 am

### 2.4 ENVIRONMENT AND COMMUNITY SERVICES

#### 2.4.1 <u>ENVIRONMENT AND COMMUNITY SERVICES ACTIVITY REPORT</u> Consideration of monthly Environment and Community Services Activity Report for October 2013.

Moved	Councillor Lynch
Seconded	Councillor Skinner

That the Report be received and noted.

#### 2.4.2 MONTHLY STATUS REPORT

Consideration of monthly Executive Manager Environment and Community Services Status Report for November 2013.

Moved Councillor Lynch Seconded Councillor Skinner

That the Report be received and noted.

Carried - 191113-27

#### 2.4.3 INSPECTION COMPLIANCE PROGRAM

Consideration of Report to Council from Environmental Health Technical Officer dated 13 November 2013 seeking Council's approval of an Inspection Compliance Program to be implemented owing to a decrease in animal registrations and to ensure compliance with the provisions of the *Animal Management (Cats and Dogs) Act 2008.* (047/0005)

Moved Councillor Kaurila Seconded Councillor Lynch

That pursuant to Section 113 of the Animal Management (Cats and Dogs) Act 2008 Council approve:-

- a selective inspection program under which an authorised person may enter a place to monitor compliance with the Act or an aspect of the Act;
- at randomly selected parts of towns and localities in the local government area;
- to ensure that dog owners are registering their animals to permit them to keep their animals pursuant to the provisions of the Act;
- to be conducted from Monday 10 February 2014 to Friday 28 February 2014 inclusive;
- with the objective of ensuring compliance with the Act and to take immediate enforcement action against persons found to be offending against the provisions of the Act within the selected areas of the Shire.

Further that Council undertake a public awareness campaign regarding dog registration prior to delivery.

Councillor Tack called for a division. Mayor and Councillors Kaurila and Lynch voted for the motion and Councillors Tack and Skinner voted against the motion. Carried – 191113-28

# 2.4.4 EXCISE OF AREA OF EXISTING LEASE OVER RESERVE FOR RECREATION CAMPING R4 PART OF LOT 46 ON PLAN WU44 FOR MT FOX RURAL FIRE BRIGADE

Consideration of Report to Council from Community Services Officer dated 10 October 2013 regarding excise of an area of an existing lease over Reserve for Recreation Camping R4 being part of Lot 46 on Plan WU44 for the Mt Fox Rural Fire Brigade. (076/0021)

Moved Councillor Kaurila Seconded Councillor Skinner

That Council approve Lease A total land area 4,342m<sup>2</sup> for part of Reserve for Recreation Camping Lot 46 on WU44 on SP264207 subject to the following terms:-

- Maximum 20 year lease at \$1 (excl GST) per annum rental (if demanded);
- Minimum Public Liability Insurance of \$20,000,000;
- That Mt Fox Rural Fire Brigade, through their legal representatives, will arrange for pertinent parties to execute the relevant surrender documentation for the excised area of land from the existing lease; and
- That Mt Fox Rural Fire Brigade will arrange completion of, and pay all costs associated for lease preparation, registration including attaining ministers consent and any surveying fees, if required, through their legal representatives;
- That Mt Fox Rural Fire Brigade, through their legal representatives will seek resource entitlement from Department Natural Resource and Mines and associated Council building approvals for the construction of the proposed structure. Carried 191113-29

### That the Report be received and noted. 2.5.2 MONTHLY STATUS REPORT

Councillor Kaurila

Councillor Lynch

MONTHLY STATUS REPORT Consideration of monthly Chief Executive Officer Status Report for November 2013.

Consideration of monthly Corporate Governance Activity Report for October 2013.

Moved Councillor Lynch Seconded Councillor Tack

2.5.1 OFFICE OF THE CEO ACTIVITY REPORT

That the Report be received and noted.

### 2.5.3 2013 / 2014 COMMUNICATIONS PLAN

Consideration of Report to Council from Media and Communications Officer dated 6 October 2013 seeking adoption of the 2013 / 2014 Communications Plan which details the communication activities for a 12 month period including budget requirements, timelines, activities and responsibility for each activity.

Moved Councillor Kaurila Seconded Councillor Lynch

That Council adopt the 2013 / 2014 Communications Plan as presented.

 That the location and preservation of above and underground services is the responsibility of Ingham Kennel and Obedience Club;

shelter structure as detailed in the plans provided to Council with the following conditions:-

• That the grounds are to be returned to the same if not better condition that it was prior to the works commencing;

Consideration of Report to Council from Community Services Officer dated 12 November 2013 regarding request received from Ingham Kennel and Obedience Club for contribution of building approval fees towards the construction of a 3.5m wide x 8m long x 2.7m high zinc aluminium shade shelter to be situated adjacent the dog arena at the Ingham Showgrounds, Pavilion side. (041/0011)

That Council approve the installation of a 3.5m wide x 8m long x 2.7m high zinc aluminium shade

Ingham Kennel and Obedience Club will liaise with Council's Manager Technical Support Mr

Graham Weston to ensure the structure and its final position will fit in with the existing

- That the work site is to be maintained in a safe condition and the Ingham Kennel and Obedience Club submits to Council for approval the following prior to commencing work:-
  - Building application;

infrastructure:

- Work Method Statement;

2.4.5 INGHAM KENNEL AND OBEDIENCE CLUB SPONSORSHIP

Councillor Tack

Councillor Skinner

Moved Seconded

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2.5

GOVERNANCE

Moved Seconded

- Public Liability Insurance;
- Work Cover documents;
- Construction timeline.

Further that Council provide financial assistance to the Ingham Kennel and Obedience Club in the sum of \$570.45 (excl GST) to cover the costs for the building application and lodgement fee for the 3.5m wide x 8m long x 2.7m high zinc aluminium shade shelter structure.

Carried - 191113-30

### Carried - 191113-31

Carried - 191113-32

#### 2.5.4 CONSTITUTIONAL RECOGNITION CAMPAIGN SPECIAL LEVY 2012 / 2013

Consideration of Report to Council from Chief Executive Officer dated 1 November 2013 regarding the return of Council's portion of unspent funds in the sum of \$4,153.47 (incl GST) remaining from the 2012 / 2013 Special Levy for the cancelled Constitutional Recognition Campaign.

Moved Councillor Lynch Seconded Councillor Tack

That Council note the return of Council's portion of unspent funds remaining from the 2012 / 2013 Special Levy for the cancelled Constitutional Recognition Campaign. Carried – 191113-35

#### 2.5.5 MEETING SCHEDULE 2014

Consideration of Report to Council from Chief Executive Officer dated 30 October 2013 seeking adoption of the 2014 Meeting Schedule.

Moved Councillor Lynch Seconded Councillor Kaurila

That the Ordinary Meeting dates for Hinchinbrook Shire Council for 2014 be set as follows:

- January 28
- February 18
- March 18
- April 15
- May 20
- June 17

- July 15
- August 19
- September 16
- October 14
- November 18
- December 9
  - Carried 191113-36

#### 2.5.6 AUDIT COMMITTEE MEETING MINUTES

Consideration of Report to Council from Chief Executive Officer dated 30 October 2013 regarding Audit Committee Minutes from Audit Committee Meeting held on 18 September 2013.

Moved Councillor Lynch Seconded Councillor Kaurila

That Council receive and note the Audit Committee Meeting Minutes from 18 September 2013. Carried – 191113-37

#### 2.5.7 LEAVE OF ABSENCE – COUNCILLOR PATRICK LYNCH

Consideration of Report to Council from Chief Executive Officer dated 13 November 2013 regarding request from Councillor Patrick Lynch for leave of absence from Council for the period 1 to 13 December 2013.

Moved Councillor Kaurila Seconded Councillor Tack

That leave of absence be granted to Councillor Patrick Lynch for the period 1 to 13 December 2013 inclusive. Carried – 191113-38

2.5.8 <u>CHIEF EXECUTIVE OFFICER – ANNUAL LEAVE</u>

Consideration of Report to Council from Chief Executive Officer dated 30 October 2013 seeking appointment of Acting Chief Executive Officer during Chief Executive Officer's planned Annual Leave from Monday 9 December 2013 to Friday 10 January 2014.

Moved Councillor Lynch Seconded Councillor Kaurila

That Council approve leave of absence for the Chief Executive Officer from Council from Monday 9 December 2013 to Friday 10 January 2014 and appoint Executive Manager Development and Planning Rosemary Pennisi to the position of Acting Chief Executive Officer for the nominated period. Carried – 191113-39

#### 2.5.9 COUNCILLOR ACTIVITY REPORT

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

MovedCouncillor Tack Seconded Councillor Kaurila

That the Report be received and noted.

Carried - 191113-40

#### CONFIDENTIAL ITEM

2.6 GOVERNANCE

Moved	Councillor Lynch
Seconded	Councillor Skinner

That pursuant to Division 3 Section 275 (1) (h) of the *Local Government Regulation 2012*, Council resolve to go into Closed Meeting to discuss 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.

Moved Councillor Lynch Seconded Councillor Kaurila

That Council return to Open Meeting.

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

APPROVED and adopted on 10 December 2013

MAYOR