

# HERBERT RIVER IMPROVEMENT TRUST

## GENERAL MEETING MINUTES

THURSDAY 10 APRIL 2014

AT 9.35 AM



- A. ATTENDANCE – Present were Mr RA Bosworth (Chairperson), Cr DG Carr (Member), Cr WG Skinner (Member), Mr KT Phillips (Member), GB Accornero (Member), Ms LE Mash (Trust Secretary), Mr CJ Gray (Acting Trust Engineer) and Mr Steve Hall (Trust Works Manager).

- B. MINUTES – Confirmation of the Minutes of the General Meeting held on 13 March 2014.

*Discussion ensued regarding Trust assets and to a conversation held between Chair and Department of Natural Resources and Mines Water Manager Errol Ross whereby there may be an opportunity for NDRRA eligibility to apply to Trust assets in the future and the fact that the Trust will need to strongly consider which assets to retain for NDRRA purposes.*

Resolved – That the Minutes of the General Meeting held on 13 March 2014 be approved.  
(Cr Carr and Mr Phillips - Carried)

- C. ACCOUNTS FOR PAYMENT AND STATEMENT OF RECEIPTS AND DISBURSEMENTS -

1. The Secretary submitted accounts for payment as hereunder and statement of receipts and disbursements for the period up to 10 April 2014:-

<u>General Fund -</u>	EFT .....	<u>\$22,113.29</u>
		<u>\$22,113.29</u>

Resolved – That payment of accounts as submitted be approved and the statement of receipts and disbursements be received and noted.  
(Mr Phillips and Mr Accornero - Carried)

- D. WORKS REPORT –

Consideration of Trust Engineer's March 2014 report of works performed to date and activities in progress.

Resolved – That the Report be received and noted.  
(Mr Accornero and Cr Skinner - Carried)

*The meeting adjourned at 11.45 am for morning tea and resumed at 11.55am*

E. CORRESPONDENCE –

1. LOWER HERBERT WATER MANAGEMENT AUTHORITY

Consideration of correspondence dated 7 March 2014 thanking the Trust for undertaking recent clearing of debris in Ripple Creek. (103/0025)

Resolved – That the correspondence be received and noted.

(Mr Phillips and Cr Skinner – Carried)

2. HON JEFF SEENEY MP, DEPUTY PREMIER, MINISTER FOR STATE DEVELOPMENT, INFRASTRUCTURE AND PLANNING

Consideration of correspondence dated 11 March 2014 thanking Trust Members for their meeting at the Tully and Mission Beach Community Cabinet meeting on 23 February 2014 to discuss red tape surrounding approvals to extract sand and remove debris from the Herbert River.

Advising that on 1 July 2013 the Queensland Government launched the State Assessment and Referral Agency (SARA) making the Department of State Development, Infrastructure and Planning the single lodgement and assessment point for all development applications where the state has a jurisdiction. Encouraging the Trust to arrange a SARA pre-lodgement meeting to discuss the Trusts proposals to extract sand and remove debris from the Herbert River. (104/0001)

*The Trust noted that Trust Members attended a pre-lodgement meeting with SARA on Thursday 27 March 2014.*

Resolved – That the correspondence be received and noted.

(Cr Carr and Mr Accornero – Carried)

3. HON ANDREW CRIPPS MP, MINISTER FOR NATURAL RESOURCES AND MINES

Consideration of correspondence dated 13 March 2014 thanking Trust Members for recent meeting at Tully and Mission Beach Community Cabinet on 23 February 2014 regarding sedimentation and debris removal issues in the Herbert River. Advising that the Department of State Development, Infrastructure and Planning will review the approval processes for dredging in tidal areas. Further advising that the Department of Natural Resources and Mines strongly supports the revegetation and stabilisation of river banks to assist in the prevention of sediments reaching the Great Barrier Reef and encouraging the Trust to contact Terrain NRM who are in the best position to provide information regarding avenues for securing funding for any potential improvement projects for Hinchinbrook Shire catchments.

Regarding funding for removal of fallen vegetation within waterways, Minister Cripps will request the Premier to again write to the Prime Minister to seek an amendment to the eligibility criteria for future Natural Disaster Relief and Recovery Arrangements events. (104/0001)

Resolved – That the advice be received and noted.

(Mr Phillips and Cr Skinner – Carried)

4. BRAD BROWN

Consideration of correspondence dated 20 March 2014 seeking confirmation that HRIT still intend to repair erosion damage at his mother Thelma Brown's property at 208 Sheahan Road, Longpocket and requesting an approximate timeframe for this repair. (103/0003)

Resolved – That the Trust advise Mr Brown to confirm that works will commence as soon as weather permits.

(Cr Carr and Mr Accornero – Carried)

5. DEPARTMENT OF SCIENCE, INFORMATION TECHNOLOGY, INNOVATION AND THE ARTS  
Consideration of correspondence dated 19 March 2014 advising that the *General Retention and Disposal Schedule for Administrative Record (GRDS)* will be released on 26 March 2014 under section 13 of the Public Records Act 2002 and will be available on their website. (101/0002)

Resolved – That the advice be received and noted.  
(Cr Skinner and Mr Phillips – Carried)

6. LESTER FRANKS  
Consideration of correspondence dated 10 March 2014 advising that Administrative Advices currently encumber Lot 202 on SP255377. These Administrative Advices originally encumbered Lot 2 on RP727109 and were carried over in error to SP248060. As Lot 2 is not subject to the Improvement Notices under these Administrative Advices it is requested that the Trust complete a General Request form for the Administrative Advices to be extinguished from the Certificate of Title of Lot 202 on SP255377. (103/0005)

Resolved – That the Trust complete the General Request Form 14 provided to extinguish the River Improvement Notice from Lot 202 on SP255377 and return Form 14 to Lester Franks for lodgement with the Department of Natural Resources and Mines.  
(Mr Accornero and Cr Carr – Carried)

#### F. BUSINESS

1. 2014 / 2015 HINCHINBROOK SHIRE COUNCIL PRECEPT  
Consideration of precept amount from Council to the Trust.

*Trust Secretary and Trust Engineer left the meeting at 11.30am to allow for discussion*

*The meeting adjourned at 12 noon and resumed at 1.00pm. Mr Keith Phillips was absent when the meeting resumed.*

Resolved – That the Trust advise Hinchinbrook Shire Council that it is aware of its financial position and the Trust requests a 5% increase (\$231,000) in the precept should this be acceptable to Council.  
(Cr Carr and Mr Accornero – Carried)

2. CASH ACCOUNTING TO ACCRUAL ACCOUNTING REPORTING  
Consideration of Trust's position regarding progressing from cash accounting to accrual accounting.

*Discussion ensued regarding the options available to the Trust ie continue as a Statutory Body of Council, outsource the Secretariat and / or Engineering, or Council provide project management services regarding Engineering.*

Resolved – That the Trust is happy to investigate its options from now until the end of this financial year and will consider this matter in two months time.

The Trust notes that Colin Gray will continue as Acting Trust Engineer until 30 June 2014.

That the Trust call for Expressions of Interest and the Trust Secretary will provide a draft for the May meeting.  
(Cr Carr and Mr Accornero – Carried)

*Mr Keith Phillips entered meeting at 1.10 pm*

3. GRANT FUNDS FOR 2013 / 2014 FINANCIAL YEAR

The Trust noted the Acting Trust Engineer's advice that the State Council of River Trusts has received a further \$100,000 for the 2013 / 2014 Grant Funds and correspondence will be received shortly from the State Council of River Trusts advising of the Herbert River Improvement Trust's increase.

*Discussion ensued regarding assignment of the additional funds to perhaps the Ripple Creek clean up for an extension of the works and water quality maintenance following the same works permits and practices followed previously.*

4. SAND EXTRACTION OF HERBERT RIVER

The Trust discussed sand extraction and the successful lobbying carried out thus far. As the Ports Authority has not committed to a meeting as yet, the Trust should contact the Chair rather than the CEO for a future meeting invitation.

5. TERRAIN NRM

The Trust noted Minister Cripps' advice encouraging the Trust to contact Terrain NRM who are in the best position to provide information regarding avenues for securing funding for any potential improvement projects for Hinchinbrook Shire catchments.

Local Terrain NRM Michael Nash has been elevated to a standing role to the person above him and Ms Jacqui Richards now acts in Michael's role.

Action - It was suggested that Jacqui be invited to a future meeting at 10.30am for a 30 minute presentation on the funding options available to the Trust.

6. HERBERT RIVER CATCHMENT GROUP

The Trust noted that the Herbert River Catchment Group is working on the upper Cattle Creek Program and is struggling due to a drop in funding. A number of landholders met recently with the Group to determine whether landholders would contribute \$250 towards this program. Currently are working on this activity to obtain a commitment from the growers and at least 50% is needed with 6 indicating their intention to participate out of the 55 needed.

7. SAND ISLAND REMOVAL

Community Member Mr Keith Phillips advised in relation to the successful sand island removal meeting held recently he has contacted the Department who will send copy of the meeting minutes and requirements regarding permits.

Further discussion ensued regarding the eventual call of tenders for plant (excavators 3, 5, 12, to 30 tonne, trucks, back hoe, dozers, laser scoop, contract sprayer with accreditation, labourers, chain-saw operators) required to carry out the removal.

8. OVERFLOW CHANNEL FROM COFFIN

The question was raised regarding the repair of the overflow channel from the coffin and discussion ensued regarding surveying and control points.

Action – check if letter has been sent to Charles Girgenti.

9. CATHERINA CREEK AND RIPPLE CREEK

The question was raised as to the progress of quotes being obtained to change hydraulic hoses at the floodgates to stainless steel and whether expressions of interest should be called to carry out the work or whether Council is capable of carrying out the work.

Action – Steve Hall to check with Allan Buffa as to whether Council officers are capable of carrying out this work.

10. DREDGING OF HERBERT RIVER

Acting Trust Engineer advised that he received a call from a contractor who has been working in Dubai and is based in Australia who has offered his services to dredge the river.

For dredging to occur a market for the sand would need to be obtained and high calibre dredging equipment required. The real issue is how to pay for this work.

Action – Acting Trust Engineer to advise Trust is interested and obtain a quote.

11. CASH ACCOUNTING TO ACCRUAL ACCOUNTING

The Trust received a presentation from Hinchinbrook Shire Council Executive Manager Corporate Services David Tombs regarding the requirement for the Trust to move to accrual accounting.

Discussion ensued regarding investigation of an external valuer to independently value Trust assets and which assets to be valued.

Action – Report to be provided at next meeting regarding suggested plan going forward listing a number of items to be considered for each future financial year.

G. CONCLUSION – The Meeting concluded at 2.10 pm.

H. WORKSHOP

Following the General Meeting, Trust Members participated in a workshop regarding Trust's Asset Register, writing off of assets, NDRRA etc.

Mr R A Bosworth  
TRUST CHAIRPERSON