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16, 17, 18 November 2015

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1. ATTENDANCE

The Deputy Mayor, Cr PL Johnson , Councillors A Wilson, KG Price, GC Shephard, , R Bowman, S Clark, Chief Executive Officer (T Cronin), Minute Officer (K Nicolaou).

MEETING OPENED

The Deputy Mayor, Cr PL Johnson declared the meeting open at 9:11am.

APOLOGIES:

Mayor Cr PH Scott

2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST

Cr K Price declared a possible conflict of interest in Item 5.17 as she is the Manager of the organisation and proposed to exclude herself from the meeting while the matter is debated and the vote is taken.

Cr R Bowman declared a possible conflict of interest in Item 5.17 as he is on the Executive of the organisation and proposed to exclude himself from the meeting while the matter is debated and the vote is taken.

3. MAYORAL MINUTE

3.1	MAYORAL MINUTE – INCORRECT IDENTIFICATION OF AQUISITION OF LAND FOR OVERDUE RATES AND CHARGES LOTS 301-309 ON PLAN A3021	
31111	<i>Report No. D15/15173 from Director Corporate Services</i>	

Deputy Mayor PL Johnson moved

That the resolution 31063 made at the August 2015 Council meeting be amended to read: That Council resolves to acquire the land described as Lot 301-309 on Plan A3021 and situated at 56 Broadway Street, Ayton under the provision of Chapter 4 Part 12 of the *Local Government Regulation 2012*.

CARRIED

NOTICE OF BEREAVEMENT:

Advice has been received of the passing of Gary Burgedorf, Len Humphries, and mark of respect for those impacted internationally.

As a mark of respect one minute silence was observed.

4. CONFIRMATION OF MINUTES

4.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING
31112	

Cr R Bowman moved; Seconded Cr S Clark

That the minutes of the Ordinary Meeting of 19 October 2015 be confirmed.
CARRIED

BUSINESS ARISING:

Nil

COUNCILORS' REPORTS

Mayoral Activity Report – Cr Peter Scott

Date	Venue	Details	Outcome
18/10/15	Bowls Club	Freemasons Dinner Endeavour Lodge	Economic benefit
19/10/15 – 23/10/15	Western Tour	Coen, Pormpuraaw, Kowanyama, Maytown	Maytown tourism
25/10/15	Walker Bay	Beach Clean and opening of Walker Bay Road	Proposal from land owner
27/10/15	Cairns	Cook Shire Community Renewables	Board meeting
28/10/15	PCYC	Management committee mtg	
29/10/15	Chambers	Crisis accom project mtg	RSL & Bowly supportive
30/10/15	Cairns	Regional Dev Australia.	Minutes
2/11/15	Chambers	Director Infr Services interviews	Pending
5/11/15	Cairns	FNQ Economic Dev Summit	Health Tourism - Minister Hospital, CQU, Soc Hsg
6/11/15	Chambers Hillcrest	Western Yalanji QELA	ILUA & Projects Address
7/11/15	Chambers Turf Club	20/20 with Entsch Races	Economic Benefit
9/11/15	Cairns	Indig Adv Strategy guidelines	Attend with Gungarde
10/11/15	Cairns	Qld Infrastructure Plan Laurie Potter DDMG	Draft Plan Cooktown buzz word Proposals Late season
11/11/15	ANZAC Park Chambers	Remembrance Day LDMG	Address PCYC remediation minutes
12/11/15	PCYC	School Presentation eve	

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Upcoming Meetings

17 /11/15	Ballarat	National Roads / transport conference (FNQROC)
23/11/15	Cooktown	DNRM - Land issues
26/11/15	Chambers	Interagency & Crisis Accom
1&2 /12/15	Coen	Government Champion mtg

Deputy Mayor - Cr Penny Johnson

Meetings

Waterfront Advisory Committee & Economic Development meetings with fellow Councilors and:

Date	Type / purpose	Who /where	Action
16-18	Local Marine Advisory Committee Chairs meeting 40 years of managing the GBR events; Local Marine Advisory Committee Chairs meeting Terms of reference; frequency and function of meetings; updates on state of the reef, plans of management, ongoing work by GBRMPA and other agencies	GBRMPA Chair & senior staff, Federal Govt and LMAC reps; Reef HQ Townsville	Share Outlook report; GBR plans; info on impacts on reef & projects to reduce/ minimize/ educate- land based activities, weather events, Crown of Thorns; permission system; tourism- eyes on the reef; marine debris; Reef Guardian Councils action plans Cape York LMAC Motion endorsed" to advise Federal Government of LMAC's request to increase and expand support for innovative and sustainable agricultural practices";
19	Meeting with Shadow Minister for Health(Mark McArdle; Shadow Minister for ATSI & Multicultural Affairs Mrs Tarnya Smith; and Family Reform Commissioner	Cooktown	New hospital; aged care; retirement village; access to health professionals; education; healthy kids; funding of programs; outcomes of programs;
19	Monthly Council Meeting	Meeting in Coen – participated by teleconference	
19	Informal meeting with National Trust Australia(QLD CEO); Reenactment Association, Historical Society and 2020 member	James Cook Museum- general informal conversation about culture, tourism and future activities	Formal meetings of 2020 advisory group will continue to take place
21	CAN meeting	CAN members; Ctn MPHS; on behalf of Cr Clark	Support lobbying for new hospital & crisis accommodation
26	NGRMG Business plan teleconference	Presentation to DNR & DAF scheduled for 28/10	Participate and provide report

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28	NGRMG- presentation- Brisbane offices of DNR & DAF		
28	IAS – opportunities for support to applicants for Indigenous Enterprise Development funding	Don McLoughlin, IAS office Brisbane	Information received and distributed- available to any interested people or groups-contact me if interested
2 November	Interview candidate for Director Infrastructure Services	With interview panel, Council Chambers	Candidate offered position- however has declined and recruitment process continues
2	2020- informal discussions re future projects, collaborations and provision of information	James Cook Museum, Reenactment Association, Historical Society; 2020	Formal meeting of group December to discuss
3	NGRMG budget teleconference	Council office by telephone	Review budget and recommend adoption
4-5	Cape York NRM AGM and board meeting	Coen	Emma Jackson(Industry sector director, elected Chair) self reelected Vice Chair; review financial reports, recommendations as to meeting procedures and develop board effectiveness; future meetings with other NRM bodies around future collaborations, sharing resources, securing programs and funding sources
6	CSC Audit Committee	Council Chamber- Cr Price(Chair), CEO, CFO, QAO(by teleconference)	Receive and adopt minutes of previous meeting; Review reports and recommendations; QAO input
6	Western Yalanji Corporation	Council Chambers; Chair and board members of western Yalanji Corporation	Opportunities for business development and activities in area of common interest; review ILUA over next 2-3 months
9	2020 communications and engagement policy working group	Finalized Communications policy and submitted for comment to group; recommended group adopt CSC engagement policy for 2020 advisory group	Group to meet, discuss and resolve at next meeting in December
10	Waterfront Advisory Committee	Review progress, future work	Minutes available in Nov council agenda and minutes

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Constituent Representation/Meetings

Phone calls/ Discussions/ meeting	Letters/emails minutes	Action
Leanne Kruse, Workforce Development Officer(DAF)	Email ongoing discussion with Leanne & CSC ED/ CS director	Meet in Mareeba on 23 rd Oct with Leanne and scope out potential activities and projects- align with desired outcomes for CSC produces; Potential educational trip for local producers to Mareeba – site visits and information exchange; Work with CSC, Cape York NRM, RegenAg, AFSA(Dr Nick Rose)
Barking Dogs- Harry Heath Close		Refer to ACO for action & information as to progress of complaint; outcome TBA
Road Crossing near Rossville School- eroding and overgrown		Work has been done to make more visible & safer for traffic & pedestrians Referred to works dept for workplan;
Trade waste; access to waste transfer station	Show cause notices- issues and potential solutions; Access and hours	
Housing in Lakeland	Queries re legal status & if meeting standards; appropriate housing being provided? Caravans & tents permanently occupied by rural workers?	Meeting with CEO; referred concerns to P& E Director- issues are being addressed and investigated across council departments responsible for specific issue. Follow progress & inform customer
Veg management- potential impacts on land for production & conservation in Cook Shire and across Cape York	Email outlining current governments view and legislative changes with potential to impact;	Referred to Member for Cook; possible solution recommended

Other & future activities:

7 November Cooktown races – very successful, well attended, supported and well run.
12 School awards night:presented NRM award to Kaitlyn Greaves, winner 2015

Ongoing:

- Partial Shire drought declaration – liaising with DAF to effect this
- Fair Food/ Ag production/ local supply and demand; future workshops/ activities/ initiatives
- Liaise with author of other LG’s Reconciliation Action Plan and provide to Council for consideration for CSC RAP
- Pursue support for wild dog and pig control in drought affected areas – possible support and collaboration with shires in Northern Gulf Resource Management Group region

November

23- 25 NGRMG AGM; General meeting and combined board meeting with ANGIC(TBC); Georgetown(personal vehicle, costs covered by NGRMG)
23 Cross Cultural Awareness Training, Georgetown(, costs covered by NGRMG0
30 Cape York NRM & Terrain NRM body; Cairns(costs covered by Cape York NRM)

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December

2 Dec Cape York NRM FAC meetings; Cairns (costs covered by Cape York NRM)

Cr Alan Wilson

18th, 19th, 20th, 21st, & 2nd Oct Travelled and attended 119th LGAQ Annual Conference held at Toowoomba

Arrived 11.30am attended to Registration took part in Regional Roads and Transport Group Assembly conducted by D-G Dept of Main Roads Neil SCALES and Staff who gave a brief outline on work being carried out in Queensland but did not mention Cape York. At the conclusion of their presentation I reminded them that the PDR is a very important Road in North QLD. There were some good news stories from speakers from Ergon Energy re their support for alternative sources in North QLD, and an address given by QLD Caravanning Group indicating that there was a large increase of Caravans being sold in the Country and catering to them was an important issue.

Cook Shire had two Motions on the Agenda Number 5 LGAQ Policy Statement Amendment – Container Deposit Legislation, Greg Hoffman discussed the amendments to the motion with me and I agreed to same. The Motion was Carried with a massive majority. The 2nd Cook Shire Motion 28 relating to Land Management-Renewal and conversion of Rural Leasehold Land –Amendment to Land Act. Re cost to Council, this motion was unopposed and carried.

23rd Oct Attended CYSF meeting at Laura Rodeo Grounds.

27th Attended ED Meeting Cooktown.

2nd Nov Took part in teleconference with LAWMAC working Group.

3rd Nov Attended Waste Management meeting Cook Town re: dissatisfied Contractors.

5th Nov Attended AACAP meeting at Laura re: the Army Aboriginal Community Assistance Programme in 2016 at Laura.

7th Nov Cooktown Races

9th Nov. Took part in Teleconference with Water Front Development Committee Cook Shire.

10th Nov am Attended Town Planning Meeting at Laura.

10th Nov pm Attended Town Planning Meeting at Lakeland.

11th Nov Attended Disaster Management Meeting at Shire Chambers Cooktown.

15th Nov Attended CYSF Meeting at Laura Rodeo Grounds.

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Cr Kaz Price

Meetings

Date	Type / purpose / venue
19-23 October	CSC Western Tour
24 October	Cook Shire R&R Meeting – Gungarde Hall
2 November	2020 Committee Meeting
3 November	Waste Management – Flexible Arrangements meeting
5 November	RADF – Assessment Meeting
6 November	CSC Internal Audit Committee
7 November	CSC Meeting with Warren Entsch
10 November	Waterfront Meeting
11 November	Local Disaster Management Meeting - Chamber
13 November	Employment and Training – Framework Development
14 November	Bloomfield River District Residents Association Meeting- Ayton

Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where
24 October	Get Ready – Cyclone Awareness – Event Centre	
2 November	CSC – Interview panel	
7 November	Cooktown Races	
11 November	CDCC AGM	
14 November	Kindergarten Open Day	
14 November	Blue Water Club AGM	
15 November	Cape York Alliance Forum - Laura	
16 November	White Ribbon Day – Domestic Violence Walk and BBQ	

Constituent Representation/Meetings

Date	Phone calls/ discussions	Letters/ minutes	Councilor requests/ Outcomes
Multiple	Waste management – flexible arrangements		

Coming up:-

Guardian Training – LDMG
Cooktown and Laura Interagencies

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Cr Sue Clark

Meetings

DATE	TYPE	PURPOSE	WHERE	
19-20/10/15	Monthly Meeting	Cook Shire	Coen	
19/10/15	Draft Planning	Cook Shire	Coen	
3/11/15	Flexable Arrangement Waste	Cook Shire Contractors	Cooktown Chambers	
10/11/15	Waterfront Meeting	Cook Shire	Chambers	
31/10/15	Bloomfield Residents Meeting	Meeting	Bloomfield Hall	Draft Plan Presentation

Events Attended (as Councillor or part thereof)

DATE	TYPE / PURPOSE	WHO / WHERE
19 – 23/10/15	Shire Tour and meet with neighbouring shires	Cook Shire, Pormpuraaw, Kowanyama
7/11/15	Cooktown Races	Cooktown
12/11/15	Draft Planning Presentation	PCYC

Constituent Representation / Meetings

DATE	PHONE CALLS/ DISCUSSIONS	LETTERS
	Phone call regarding end of work for some road contractors	
31/10/15	Firebreaks at Bloomfield. Spoke to Tex about this and the information I gave was correct	

Cr Glen Shephard

Meetings

DATE	TYPE	PURPOSE	WHERE	
19/10/15	Monthly Meeting	Cook Shire	Coen	
19/10/15	Draft Planning Scheme	Cook Shire	Coen	
19/10/15	Coen Advisory Group	Meeting	Coen	Sporting Precinct Heritage House

Events Attended (as Councillor or part thereof)

DATE	TYPE / PURPOSE	WHO / WHERE
7/11/2015	Cooktown Races	Cooktown

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Cr Russell Bowman

Meetings

Date	Type / purpose	Who /where
	General Council Meeting tour around the shire (great trip big thank you to the staff)	
	CYLMAC (as Chair)	
	CDCC Board Meeting and AGM	
	Waterfront meeting	
	Interview for DIS	
	Cooktown recycle and waste with contractors access	

Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where
	White ribbon day march	
	Blue Water AGM	

Constituent Representation/Meetings

Date	Phone calls/ Discussions	Letters/ Minutes
15/11	Anne Williams re waste	

The meeting was adjourned for morning tea at 10:00am and resumed at 10:30am on 17 November 2015.

5. AGENDA ITEMS

5.1	REQUEST FOR A NEGOTIATED DECISION NOTICE - APPLICATION FOR A DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (1 INTO 6 LOTS) AND A DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR A SHOP AT 48 CHARLOTTE STREET, COOKTOWN - LOT 201 ON C17915 (DA/3458)	
31113	<i>Report No.D15/20393 from Reel Planning Council's Planning Consultants</i>	

Cr R Bowman moved; seconded Cr A Wilson

That the request for a Negotiated Decision Notice submitted by Cairns Hardware Company Pty Ltd c/- RPS Australia East Pty Ltd for Reconfiguring a Lot (one (1) into six (6) lots) and a Material Change of Use (Shop) at 48 Charlotte Street, Cooktown (Lot 201 on C17915), be approved subject to the conditions set out in the recommendations in Report D15/20393.

CARRIED

5.2	COMMUNITY AND ECONOMIC DEVELOPMENT GRANT PROGRAM 2015/2016 – ROUND 1	
31114	<i>Report No.D15/20480 from Director Economic Development & Community Services</i>	

Cr R Bowman moved; seconded Cr A Wilson

That Council approve the following applications for Round1 of the Community and Economic Development Grants Program, 2015/2016 with the inclusion of Cooktown Community Church and that the Cooktown Multicultural Festival Association Incorporation via sponsorship further that all applicants receive feedback and grant writing support for future rounds:

- Clean Up Cape York - \$2,000.00
- Cooktown State School P-12 Parents and Citizens Association - \$1,990.00
- QCWA Cooktown Branch - \$1,951.00
- Australia Pacific Lodges P/L - \$5,000.00
- Cooktown Chamber of Commerce - \$5,000.00
- Wawu Dabaar Teaching Circle – partial funding \$2,000.00
- Cooktown Community Church – \$1,041.60
- Cooktown Multicultural Festival Association Incorporation - \$2000.00

CARRIED

5.3	RADF ADVISORY COMMITTEE ASSESSMENT OF FUNDING ROUND 1 – 2015/2016	
31115	<i>Report No.D15/20493 from Arts and Cultural Officer</i>	

Cr R Bowman moved; Cr S Clark

That Council endorses and approves the RADF Advisory Committee recommendations as contained in Report for Round 1 2015/2016 RADF Funding.

CARRIED

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5.4	COOK SHIRE AUSTRALIA DAY AWARDS 2016	
31116	<i>Report No.D15/20546 from Director Economic Development and Community Services</i>	

Cr G Shephard moved; Cr K Price

That Council endorses the following categories for the 2016 Cook Shire Australia Day Awards:

- Citizen of the Year
- Young Citizen of the Year
- Volunteer of the Year (Individual or Group)
- Sports Award (Individual or Group or Event)
- Arts and Cultural Award (Individual or Group or Event)

CARRIED

5.5	LEASING POLICY REVIEW	
	<i>Report No.D15/20502 from Business Services Manager</i>	

Cr S Clark moved; seconded Cr K Price

Council adopt the amendments as proposed to the Leasing Policy.
Decision deferred to the December meeting.

5.6	REVENUE AND EXPENDITURE – OCTOBER 2015	
31117	<i>Report no. D15/20451 from Director Corporate Services</i>	

Cr A Wilson moved; seconded Cr G Shephard

That the Revenue and Expenditure Statements for October 2015 be adopted

CARRIED

5.7	REVIEW OF OPERATIONAL PLAN 2015-2016 - OCTOBER 2015	
31118	<i>Report No. D15/20534 from Chief Executive Officer</i>	

Cr A Wilson moved; seconded Cr R Bowman

That the quarterly review of the Operational Plan 2015-2016 be adopted.

CARRIED

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5.8	ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS	
31119	<i>Report No.D15/20539 from Manager Business Services</i>	

Cr R Bowman moved; seconded Cr S Clark

That Council adopt the Annual Report 2014/15.

CARRIED

The meeting was adjourned for lunch at 12:04pm and resumed at 1:04pm on 17 November 2015.

5.9	MAJOR PROJECTS REVIEW - OCTOBER 2015	
31120	<i>Report No. D15/20453 from Chief Executive Officer</i>	

Cr S Clark moved; seconded Cr K Price

That the Major Projects Review of October 2015 be received and that Council adopt the course of action for each of the projects as detailed in Report D15/20453.

CARRIED

5.10	WATERFRONT ADVISORY COMMITTEE MINUTES 10 NOVEMBER 2015	
31121	<i>Report No. D15/20630 from Chief Executive Officer</i>	

Cr A Wilson moved; seconded Cr R Bowman

That the minutes and resolutions of the Waterfront Advisory Committee meeting held on 10 November 2015 be received.

CARRIED

COMMITTEE OF THE WHOLE

5.11	MOVED INTO COMMITTEE OF THE WHOLE	
31122		

Cr R Bowman moved; Seconded Cr G Shephard

That council resolve into Committee of the Whole at 2:05pm to discuss Audit Committee minutes, Rates concession, Land evaluation, Lease renewals, Airport Aviation, and RV Park Proposal.

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5.12	MOVED OUT OF COMMITTEE OF THE WHOLE	
31123		

Cr A Wilson moved; seconded Cr G Shephard

That council revert to the ordinary meeting at 3:55pm after discussing the Audit Committee minutes, Rates concession, Land evaluation, Lease renewals, Airport Aviation, and RV Park Proposal.

5.13	REQUEST FOR CONCESSION FOR RATES ASSESSMENT 10012151	
31124	<i>Report No.D15/20467 from Director of Corporate Services</i>	

Cr S Clark moved; Seconded Cr R Bowman

That Council provides relief under the general hardship provision of Section 120 of the Local Government Regulations to the value of 50% of water usage charges and 50% of interest charges - \$4,316.18.

CARRIED

5.14	SECTION 16 EVALUATION OF COOKTOWN AGGREGATION – PROPOSED EXTENSION TO MT COOK NATIONAL PARK; MAHMIE PEAK PROPOSAL; KEATINGS LAGOON; ST GEORGE PEAK AND ENDEAVOUR RIVER NATIONAL PARK EXTENSION.	
	<i>Report No.D15/20450 from Land Tenure Officer File No. 2.9.31; 2.72.34; 2.85.13, 27, 92, 97, 105, 110, 111, 118, 119, 120 and 139; 2.408.2; 2.417.01.</i>	

Cr A Wilson moved; seconded Cr K Price

The Department of Aboriginal and Torres Strait Islander Partnerships, Cape York Peninsula Tenure Resolution Program be advised of Council's views as set out in Report D15/20450.

Decision deferred to December meeting.

5.15	LEASE RENEWAL, SUBSIDY & RENT - COOKTOWN AND DISTRICT HISTORICAL SOCIETY INC	
	<i>Report No.D15/20511 from Records Officer</i>	

Cr R Bowman moved; seconded Cr S Clark

Council will offer a 3 year lease for 121Charlotte St (the Old Council Chambers) to Cooktown & District Historical Society Inc subject to the conditions set out in the recommendations in Report D15/20511.

Decision deferred subject to Lease Policy review.

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5.16	LEASE RENEWAL, SUBSIDY & RENT - COOKTOWN REENACTMENT ASSOCIATION INC.	
	<i>Report No.D15/20512 from Records Officer</i>	

Cr R Bowman moved; seconded Cr S Clark

Council will offer a 3 year lease for 121A Charlotte St (the old Planning Building) to Cooktown Reenactment Association Inc subject to the conditions set out in the recommendations in Report D15/20512.

Decision deferred subject to Lease Policy review.

Cr K Price and Cr R Bowman declared a possible conflict of interest but did not withdraw from the meeting as the matter was not tabled due to Lease Policy review deferral.

5.17	LEASE RENEWAL & RENT - COOKTOWN & DISTRICT COMMUNITY CENTRE INC.	
	<i>Report No.D15/20513 from Records Officer</i>	

Cr R Bowman moved; seconded Cr S Clark

Council will offer a 3 year lease for 11 & 13 Charles St to Cooktown & District Community Centre subject to the conditions set out in the recommendations in Report D15/20513.

Decision deferred subject to Lease Policy review.

5.18	AUDIT COMMITTEE – MINUTES 6 NOVEMBER 2015	
31125	<i>Report No. D15/20441 from Executive Assistant</i>	

Cr K Price moved; Cr A Wilson

That the minutes of the meeting of the Audit Committee are received and the recommendations of the Committee contained therein be adopted.

CARRIED

5.19	LEASE OF COOKTOWN AIRPORT AVIATION PARK LAND	
31126	<i>Report No.D15/20617 from Director Economic Development and Community Services</i>	

Cr R Bowman moved; seconded Cr G Shephard

Council resolve to delegate the CEO to continue negotiations and bring the report back to Council.

CARRIED

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5.20	COOKTOWN RV PARK PROPOSAL	
31127	<i>Report No.D15/20561 from Director Economic Development and Community Services</i>	

Cr S Clark moved; seconded Cr A Wilson

Council resolve to delegate the CEO to continue negotiations and bring the report back to Council.
CARRIED

Meeting closed at 4:40pm.