

AGENDA CONTENTS	
AGENDA CONTENTS .....	1
ATTENDANCE:.....	3
MEETING OPENED:.....	3
APOLOGIES: .....	3
<b>DECLARATION OF OFFICE .....</b>	<b>3</b>
<b>APPOINTMENT OF DEPUTY MAYOR .....</b>	<b>3</b>
1. ATTENDANCE:.....	4
MEETING OPENED .....	4
<b>DECLARATION OF OFFICE .....</b>	<b>4</b>
APOLOGIES: .....	4
<b>2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST .....</b>	<b>4</b>
NOTICE OF BEREAVEMENT: .....	4
3. CONFIRMATION OF MINUTES .....	5
<b>CONFIRMATION OF MINUTES OF ORDINARY MEETING .....</b>	<b>5</b>
BUSINESS ARISING: .....	5
COUNCILLORS' REPORTS.....	5
4. AGENDA ITEMS.....	9
<b>CALENDAR OF EVENTS – COUNCIL MEETINGS 2016 .....</b>	<b>9</b>
<b>REVIEW OF CONFIDENTIALITY POLICY AND PROCEDURES FOR COUNCILLORS AND COUNCILLORS CODE OF CONDUCT .....</b>	<b>9</b>
<b>REVIEW OF ADVERTISING EXPENDITURE POLICY.....</b>	<b>9</b>
<b>APPLICATION FOR A DEVELOPMENT PERMIT – DA/3568 – RECONFIGURATION OF LOT 16 ON PLAN RP739949 LOCATED AT 23 CLAY CLOSE, COOKTOWN INTO TWO (2) LOTS.....</b>	<b>9</b>
<b>APPLICATION FOR A DEVELOPMENT PERMIT - DA/3572 - FOR RECONFIGURING A LOT (2 INTO 6 LOTS) LOCATED AT BLOODWOOD ROAD, BLOOMFIELD (LOT 1 ON SP251574 &amp; LOT 2 ON RP746471).....</b>	<b>10</b>
<b>APPLICATION FOR A DEVELOPMENT PERMIT – DA/3547 - FOR A MATERIAL CHANGE OF USE FOR A MEDICAL CENTRE AND OTHER RESIDENTIAL AT 38 REGENT STREET, COEN - LOT 110 ON C48610.....</b>	<b>10</b>
<b>EXEMPTION OF LOCATIONS WITHIN COOK SHIRE FROM ON-SITE BUILDING INSPECTIONS.....</b>	<b>10</b>
<b>THREE YEAR EVENTS DEVELOPMENT PROGRAM 2015/2016.....</b>	<b>11</b>
<b>NATURE'S POWERHOUSE ADVISORY COMMITTEE .....</b>	<b>11</b>
<b>LOCAL GOVERNMENT INFRASTRUCTURE PLAN – PREPARATION AND APPLICATION FOR AN EXTENSION TO THE PREPARATION TIMEFRAME .....</b>	<b>11</b>
<b>COOKTOWN STORES BUILDING OUR REGIONS FUNDING APPLICATION.....</b>	<b>12</b>
<b>REVENUE AND EXPENDITURE – MARCH 2016.....</b>	<b>12</b>

CLOSED MEETING .....	12
<b>MOVED INTO CLOSED MEETING .....</b>	<b>12</b>
<b>MOVED OUT OF CLOSED MEETING .....</b>	<b>12</b>
<b>COOKTOWN RV PARK PROPOSAL .....</b>	<b>13</b>
<b>WATERFRONT ADVISORY COMMITTEE MINUTES 14 MARCH 2016 .....</b>	<b>13</b>
<b>REQUEST TO WRITE OFF EXCESS WATER CHARGES .....</b>	<b>13</b>
<b>REQUEST TO WRITE OFF EXCESS WATER CHARGES .....</b>	<b>13</b>
<b>T0515 – SUPPLY &amp; DELIVERY OF AVIATION FUEL .....</b>	<b>13</b>
<b>RADF ADVISORY COMMITTEE ASSESSMENT OF FUNDING ROUND 2 – 2015/2016 .....</b>	<b>14</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT GRANT PROGRAM 2015/2016 – ROUND 2 .....</b>	<b>14</b>

**ATTENDANCE:**

The Mayor, Cr PH Scott, Councillors A Wilson, KG Price, L Hale, J Giese, J Dessmann, T Cronin Chief Executive Officer, M Cookson Director Corporate Services, G Kerr Director Development, Environment and Community, R Uebergang Director Infrastructure Services, Minute Officer (K Nicolaou).

**MEETING OPENED:**

The Mayor elect declared the meeting open at 9:03am on Monday 11 April 2016.

**APOLOGIES:**

Cr R Holmes

1.1	<b>DECLARATION OF OFFICE</b>

The Chief Executive Officer administered the Declaration of Office to:

Councillor Peter Hugh Scott

Councillor Alan Wilson

Councillor Kaz Price

Councillor Larissa Hale

Councillor John Giese

Councillor John Dessmann

1.2	<b>APPOINTMENT OF DEPUTY MAYOR</b>

One nomination was received for the position of Deputy Mayor – Cr Alan Wilson

As the position was unopposed the CEO, Tim Cronin, it was resolved Cr Alan Wilson be appointed as Deputy Mayor in accordance with section 175(2) of the *Local Government Act 2009*.

The Meeting closed at 9.17 am on Monday 11 April 2016.

1. ATTENDANCE:

The Mayor, Cr PH Scott, Councillors A Wilson, KG Price, L Hale, J Giese, R Holmes, J Dessmann, T Cronin Chief Executive Officer , M Cookson Director Corporate Services, G Kerr Director Development, Environment and Community, R Uebergang Director Infrastructure Services, Minute Officer (K Nicolaou).

MEETING OPENED

The Mayor, Cr PH Scott resumed the meeting Tuesday 12 April 2016 at 9:00 am.

1.3	<b>DECLARATION OF OFFICE</b>

The Chief Executive Officer administered the Declaration of Office to:

Councillor Robyn Holmes

APOLOGIES:

Nil

**2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST**

Cr K Price declared a possible conflict of interest in item 4.20 as Cr K Price is the Manager of the CDCC of which a program of CDCC applied for funding. Cr K Price remained in the room during the discussion and vote but excluded herself from the discussion and the vote.

Cr K Price declared a possible conflict of interest in item 4.21 as Cr K Price is an executive member of the South Cape York Catchments. Cr K Price remained in the room during the discussion and vote but excluded herself from the discussion and the vote.

NOTICE OF BEREAVEMENT:

No notice of bereavement was received, Council acknowledged a recent road fatality in the region.

As a mark of respect one minute silence was observed.

### 3. CONFIRMATION OF MINUTES

3.1	<b>CONFIRMATION OF MINUTES OF ORDINARY MEETING</b>
31203	

Cr K Price moved; seconded Cr A Wilson

That the minutes of the Ordinary Meeting of 15 March 2016 be confirmed.

BUSINESS ARISING:

Nil

### COUNCILLORS' REPORTS

#### Mayoral Activity Report – Cr Peter Scott

Date	Venue	Details	Outcome
11/3/16	Office Office	CEO Performance contract review  River Flood Gauge cameras teleconf.	Whole of Organisation focus & restructure. Realttime view McLeod, L. Annan, Nth Laura, Archer
14/3/16	Chambers	Council meetings	See minutes
18/3/16	Office	Bramwell contracts and tourism	Info
22/3/16	Office	Cooktown wellbeing centre Partners in recovery. “more than a roof over your head”	Joint business case with Douglas Shire
24-29 /3/16	Easter		
30/3/16	Office Office	Aust newspaper, 4ca , ABC far nth Bruce Prideaux CQU	Vegetation Mgmt bill Tourism Study
31/3/16	Staff Room	Interagency group	See minutes
4/4/16	Chambers	Councillors workshop	
5/4/15	Office	Insurance investigator	Waterfront
6/4/16	Hopevale	NT Handover. Minister Pitt	Collaboration with T/Os and Ranger groups.
7/4/16	Chambers	Councillors workshop	

#### Upcoming Meetings

9/4/16	Bloomfield	Bloomfield Residents Association, Black Cockatoo.
13/4/16	Cooktown	Minister Bailey (DTMR & Energy) Roads, Waterfront, solar projects
14/4/16	Cairns	FNQ ATSI Investment Forum & Assist Minister DLGIP
15/4/15	Cooktown	Opening of Holy Spirit College. RSL Regional Conference
18/4/16	Cairns	FNQ Regional Org Councils & Regional Roads Group.
19/4/16	Cairns	RDA & CY Infrastructure Steering Committee. Dist Disaster Mgmt Group
20/4/16	Chambers	Qld Treasury Corp sustainability w/shop
21/4/16	Chambers	Local Disaster Mgmt Group
25/04/16	Cooktown	ANZAC
26/4/16	Lakeland	Citizenship Ceremony - Gurjeet Kauer
27/4/16	PCYC	“More than just a roof over your head”

## **Councilor Activity Report – Cr Alan Wilson**

17<sup>th</sup> March Convened meeting between Mr Allard Bernhofen of Recycling Engineering Technologies (RDT) and Lakeland Farmers four of which attended and discussed the problems of farm plastics and disposal of same. It was alleged that it cost each farm approximately 30,000 dollars per year to dispose of the plastic legally Bernhofen stated that he could reduce that to 10,000 dollars per year by introducing a mobile Compactor which his Company would transport to Lakeland when sufficient plastic was available . There are six (6) Farms producing plastic in the Lakeland area and an estimated 113,848 Kg/of plastic is generated by these farms. All have stated their interest in the program.

The Cook Shire Councils position in the suggested program would be to supply the site for the compacting of the Plastic and the Farmers make the relevant arrangement with RDT for the project to go forward. I believe it is a plus for Cook Shire to be able to get this material out of the waste arena.

29<sup>th</sup> March attended Lakeland Progress Association meeting. The CEO Tim Cronin also attended.

4<sup>th</sup> April Attended an introduction meeting of New Councillors at the Council Chambers.

7<sup>th</sup> April With New Councillors Attended an Induction Work Shop to introduce Legislation and procedures relating to their future as Elected Councillors. Also received a very enlighten presentation from Ms Jilinda Lee in Leadership and Development Program.

### **FUTURE MEETINGS**

14<sup>th</sup> April Attend Interagency Meeting at Laura,

15<sup>th</sup> April Attend Multi Topic Field Day at Laura.

17<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup> Travel to Coen re Champion's Visit and attend Coen Advisory Group meeting.

27<sup>TH</sup> April Attend ( NRM ) Cape York Natural Resource Management Ltd meeting in Cairns.

## Councilor Activity Report – Cr Kaz Price

### Meetings

Date	Type / purpose / venue
14-15 March	General Council Meeting
16 March	TCHHS – Board Meeting
18 March	Nature’s Powerhouse/Vera Scarth Johnson Gallery Assoc Meeting
22 March	RADF Meeting – CDCC
23 March	Partners in Recovery – re Crises Centre
30 March	Hope Vale Interagency
31 March	Cooktown Interagency Working Group
2 April	Discovery Festival Organising Committee AGM & Meeting
9 April	Bloomfield River District Residents Assoc Meeting - Ayton

### Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where
4 April	Councillor Induction - Chamber	
7 April	Councillor Induction - Chamber	
7 April	CDCC /Council Women’s Event at PCYC	

### Constituent Representation/Meetings

Date	Phone calls/ discussions	Letters/ minutes	Councilor requests/ Outcomes
	Event Coordinators – re process		
	Burkitt St resident re water damage to road and property		

### Coming up:-

Nomination submitted for Cape York NRM Board position

TCHHS Board Meeting, Audit & Risk and Safety Meetings

Discovery Festival Organising Committee Meetings

Laura Interagency Meeting

Opening – Holy Spirit College

AgForce meeting – Cooktown

Cooktown Housing Forum – PCYC

Cape York NRM Atlas Launch Cairns 27<sup>th</sup> April

Dept Infrastructures Training – Chamber

Councillor (so what's it like) presentation to 60's and Better Group.

The meeting was adjourned for morning tea at 10:10am and resumed at 10:50am.



#### 4. AGENDA ITEMS

4.1	<b>CALENDAR OF EVENTS – COUNCIL MEETINGS 2016</b>
31204	<i>Report No. D16/4182 from Chief Executive Officer</i>

Cr K Price moved; seconded Cr A Wilson

That Council accept the calendar of Events and Ordinary Council Meetings for the balance of this year with the following amendments to allow attendance to the Local Government Association Queensland Annual Conference.

- August meeting to change to Rossville
- October meeting to be in Coen and held 24, 25, 26 October with proposed Shire Tour.

CARRIED

4.2	<b>REVIEW OF CONFIDENTIALITY POLICY AND PROCEDURES FOR COUNCILLORS AND COUNCILLORS CODE OF CONDUCT</b>
31205	<i>Report No.D16/4311 from Chief Executive Officer</i>

Cr J Giese moved; seconded Cr R Holmes

Council adopt the revised Confidentiality Policy and Procedures for Councillors and the adoption of the Councillors Code of Conduct.

CARRIED

4.3	<b>REVIEW OF ADVERTISING EXPENDITURE POLICY</b>
31206	<i>Report No.D16/4300 from Chief Executive Officer</i>

Cr K Price moved; seconded Cr J Giese

Council adopt the revised Advertising Expenditure Policy

CARRIED

4.4	<b>APPLICATION FOR A DEVELOPMENT PERMIT – DA/3568 – RECONFIGURATION OF LOT 16 ON PLAN RP739949 LOCATED AT 23 CLAY CLOSE, COOKTOWN INTO TWO (2) LOTS</b>
31207	<i>Report No.D16/4210 from Senior Town Planning Officer</i>

Cr L Hale moved; seconded Cr A Wilson

That the application by Linton Michael Warren (c/- U&i Town Plan) for a Development Permit DA/3568, Reconfiguration of Lot 16 on Plan RP739949 located at 23 Clay Close, Cooktown into two (2) lots be approved subject to the conditions set out in report D16/4210.

CARRIED

4.5	<b>APPLICATION FOR A DEVELOPMENT PERMIT - DA/3572 - FOR RECONFIGURING A LOT (2 INTO 6 LOTS) LOCATED AT BLOODWOOD ROAD, BLOOMFIELD (LOT 1 ON SP251574 &amp; LOT 2 ON RP746471)</b>
31208	<i>Report No.D16/4345 from Council's Planning Consultants – Reel Planning</i>

Cr K Price moved; seconded Cr R Holmes

That the application by Chris Anderson C/o Charles O'Neill Surveyors & Planners for a Development Permit for the Reconfiguration of Lot 1 on SP251574 and Lot 2 on RP746471 located at Bloodwood Road, Bloomfield into six (6) lots be approved, subject to the conditions set out in report D16/4345 with an addition to Condition 7. Where practicable a vegetated screen must be retained within the new road reserve along its boundary with Lot 1 on Plan RP737200.

CARRIED

4.6	<b>APPLICATION FOR A DEVELOPMENT PERMIT – DA/3547 - FOR A MATERIAL CHANGE OF USE FOR A MEDICAL CENTRE AND OTHER RESIDENTIAL AT 38 REGENT STREET, COEN - LOT 110 ON C48610</b>
31209	<i>Report No.D16/4347 from Council's Planning Consultants- Reel Planning</i>

Cr A Wilson moved; seconded Cr R Holmes

That Council issue an approval for the development application submitted by Apunipima Cape York Health Council C/o GHD Pty Ltd for a Material Change of Use for a Medical Centre and Other Residential at 38Regent Street, Coen (Lot 110 on C48610), subject to the conditions set out in report D16/4347.

CARRIED

4.7	<b>EXEMPTION OF LOCATIONS WITHIN COOK SHIRE FROM ON-SITE BUILDING INSPECTIONS</b>
31210	<i>Report No.D16/4366 from Director Development, Environment and Community</i>

Cr A Wilson moved; Seconded Cr J Giese

That Council resolves to exempt locations outside a 100 kilometre radius (subject to Council's discretion) of Cooktown and the township of Coen from requiring on-site building stage inspections for Class 1 and Class 10 buildings only with the inspection requirements for these building classes in these locations being undertaken by the submission of photographic evidence and signed compliance certification from the licensed builder.

CARRIED

4.8	<b>THREE YEAR EVENTS DEVELOPMENT PROGRAM 2015/2016</b>
31211	<i>Report No.D16/4363 from Director Development, Environment and Community</i>

Cr A Wilson moved; seconded Cr K Price

That Council approve the following applications to the Three Year Events Development Program, 2015/2016:

- Cooktown Amateur Turf Club - \$5,000.00 per year total \$15,000.00
- Cape York Folk Club - \$5,000.00 per year total \$15,000.00
- Laura and District Rodeo and Campdraft Association Inc - \$5,000.00 per year total \$15,000.00

CARRIED

The meeting was adjourned for lunch at 12:53pm and resumed at 2:04pm.

4.9	<b>NATURE'S POWERHOUSE ADVISORY COMMITTEE</b>
31212	<i>Report No.D16/4361 from Director Development, Environment and Community</i>

Cr K Price moved; seconded Cr J Dessmann

That the minutes of the Nature's Powerhouse Advisory Committee meeting held on 18 March 2016 be received and the following resolution of the committee be adopted.

Undertake the cultural audit as outlined in the proposal as per report D16/4361 and that a project brief and scope of works be developed prior to undertaking the audit.

CARRIED

4.10	<b>LOCAL GOVERNMENT INFRASTRUCTURE PLAN – PREPARATION AND APPLICATION FOR AN EXTENSION TO THE PREPARATION TIMEFRAME</b>
31213	<i>Report No.D16/4365 from Director Development, Environment and Community</i>

Cr L Hale moved; seconded Cr A Wilson

That Council:

1. Resolves to prepare a Local Government Infrastructure Plan in accordance with the requirements of the Sustainable Planning Act 2009; and
2. Applies to the Minister for Infrastructure, Local Government and Planning for an extension to the timeframe to prepare the Local Government Infrastructure Plan in accordance with the attached project plan; and
3. Delegates authority to the Chief Executive Officer, in accordance with the Local Government Act 2009 to advance any and all matters associated with the preparation of the Local Government Infrastructure Plan.

CARRIED

4.11	<b>COOKTOWN STORES BUILDING OUR REGIONS FUNDING APPLICATION</b>
31214	<i>Director Development, Environment and Community</i>

Cr A Wilson moved; seconded Cr J Giese

Council resolves to apply for Building our Regions funding for the Cooktown Stores project.  
CARRIED

4.12	<b>REVENUE AND EXPENDITURE – MARCH 2016</b>
31215	<i>Report No. D16/4273 from Director Corporate Services</i>

Cr J Giese moved; seconded Cr K Price

That the Revenue and Expenditure Statements for March 2016 be adopted.  
CARRIED

#### CLOSED MEETING

Local Government Regulation 2012  
Chapter 8 Administration  
Part 2 Local government meetings and committees s275 Closed meetings

The meeting is closed to discuss

(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—

(d) rating concessions; or

(e) contracts proposed to be made by it; or

(h) 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.

4.13	<b>MOVED INTO CLOSED MEETING</b>
31216	

Cr A Wilson moved; seconded Cr J Giese

That Council resolve into Closed meeting at 2:50pm to discuss, commercial in confidence tender arrangements.

4.14	<b>MOVED OUT OF CLOSED MEETING</b>
31217	

Cr A Wilson moved; seconded Cr L Hale

That Council revert to the Ordinary meeting at 3:50pm after discussing commercial in confidence tender arrangements.

4.15	<b>COOKTOWN RV PARK PROPOSAL</b>
31218	<i>Report No.D16/4360 from Director Development, Environment and Community</i>

Cr A Wilson moved; seconded Cr J Giese

That Council resolves to:

1. Lease the subject site to the CMCA for a period of ten years plus an option to extend for a further ten years at \$5,000 per year, indexed to CPI annually plus Council rates and charges; and;
2. CMCA be advised that they are responsible for the due diligence of the suitability of the site and all risks with clearing and development of the site.

CARRIED

4.16	<b>WATERFRONT ADVISORY COMMITTEE MINUTES 14 MARCH 2016</b>
31219	<i>Report No D16/4299 from Chief Executive Officer</i>

Cr J Giese moved; seconded Cr R Holmes

That the minutes and resolutions of the Waterfront Advisory Committee meeting held on 14 March 2016 be received.

CARRIED

4.17	<b>REQUEST TO WRITE OFF EXCESS WATER CHARGES</b>
31220	<i>Report No.D16/4283 from Director Corporate Services</i>

Cr A Wilson moved; seconded Cr R Holmes

Recommend that Council give a concession of total costs less average costs divided by 2.

CARRIED

4.18	<b>REQUEST TO WRITE OFF EXCESS WATER CHARGES</b>
31221	<i>Report No.D16/4282 from Director Corporate Services</i>

Cr J Dessmann moved; seconded Cr K Price

Recommend that Council give a concession of total costs less average costs divided by 2.

CARRIED

4.19	<b>T0515 – SUPPLY &amp; DELIVERY OF AVIATION FUEL</b>
31222	<i>Report No.D16/1062 from Finance Officer - Assets</i>

Cr J Giese moved; seconded Cr A Wilson

Council recommends the following Tenderer:

Air Fuel Townsville their prices and discount on the monthly fuel prices.

CARRIED

4.20	<b>RADF ADVISORY COMMITTEE ASSESSMENT OF FUNDING ROUND 2 – 2015/2016</b>
31223	<i>Report No.D16/4388 from Arts and Cultural Officer</i>

Cr J Dessmann moved; seconded Cr L Hale

That Council endorses and approves the RADF Advisory Committee recommendations as contained in Report D16/4388 for Round 2 2015/2016 RADF Funding.

Cooktown 2020 Reconciliation Rocks Precinct Activity	\$5,000.00
Extension to project <i>Build Cultural Tourism: PDR</i>	\$10,000.00
Jennifer Midgley	\$4,333.00
Cooktown School of Art Society	\$2,750.00
Annette Lee	\$1,670.00
60s and Better	\$4,240.00
Coen Community Just Group	\$6,538.00
Cooktown State School P&C	Not approved
CARRIED	

4.21	<b>COMMUNITY AND ECONOMIC DEVELOPMENT GRANT PROGRAM 2015/2016 – ROUND 2</b>
31224	<i>Report No.D16/7362 from Director Development, Environment and Community</i>

Cr L Hale moved; seconded Cr J Dessmann

That Council approve the following applications to Round 2 of the Community and Economic Development Grants Program, 2015/2016:

- South Cape York Catchments - \$1,895.00
- Cooktown Police Citizens Youth Welfare Association - \$2,000.00
- Cooktown District Community Centre - \$1,680.00
- Sporting Shooters Association of Cape York Branch Inc - \$2,000.00
- Cape York Natural Resource Management Ltd - \$5,000.00

CARRIED

Meeting closed at 5:04pm.

Peter H Scott, Mayor