

**Minutes of the Ordinary Meeting of the Council of the Shire of Cook held at the
Administration Building, 10 Furneaux Street Cooktown
14, 15, 16 DECEMBER 2015**

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1. ATTENDANCE:

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

MEETING OPENED

The Mayor, Cr PH Scott declared the meeting open at 9:00 am

APOLOGIES:

2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST

Cr S Clark declared a possible conflict of interest in Item 5.2 as she is related to the proponent and proposed to exclude herself from the meeting while the matter is debated and the vote is taken.

NOTICE OF BEREAVEMENT:

Advice has been received of the passing of William “Sonny” Sullivan,

As a mark of respect one minute silence was observed.

4. CONFIRMATION OF MINUTES

4.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING
31128	

Cr A Wilson moved; seconded Cr P Johnson

That the minutes of the Ordinary Meeting of 17 November 2015 be confirmed.

CARRIED

BUSINESS ARISING:

Item 5.5 - Leasing Policy Review and related Items 5.15 - Lease Renewal, Subsidy & Rent Cooktown and District Historical Society Inc; 5.16 – Lease Renewal, Subsidy & Rent Cooktown Reenactment Association Inc; 5.17 – Lease Renewal & Rent – Cooktown & District Community Centre Inc tabled at the November meeting be deferred till the January Ordinary Council meeting in order to respond to additional information.

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COUNCILLORS' REPORTS

**Mayoral Activity Report – Cr Peter Scott
Meetings**

Date	Venue	Details	Outcome
16/11/15 – 20/11/15	Ballarat	National Roads / transport conference (FNQROC)	ALGA priorities. Benchmark indices for NDRRA
23/11/15	Office	DNRM Cooktown, Laura, Lakeland land issues	Solutions based.
24/11/15	Lakeland	Water supply and subdivision	Partnership with land owner
30/11/15	Chambers	Waterfront Advisory	July finish
1/12/15	Coen / Musgrave	Advisory committee and Govt Champion	Cattle, Oval, swamp
2/12/15	Pt Stewart, Lilyvale, Park roads	Morehead and Saltwater crossings	
3/12/15	Kindy Chambers Chambers Office	Santa Aust Bureau Stats 4CA & breeze FM Michael Ross	Census NDB Airport Gungarde and Laura
4/12/15	Chambers	Teleconf interview Director Infr Services interviews	Pending
5/12/15	Pool RSL	JRL presentation event & AGM Official opening	committee
6/12/15	Pool	Breakfast with Santa	Cook
7/12/15	Chambers	20/20	Penny Chair
8/12/15	Office	Dist Disaster Mgmt Group teleconf	Late wet
9/12/15	Chambers	LDMG	See minutes
10/12/15	Chambers	Risk Mgmt committee	See minutes – strict protocols
12/11/15	Cairns CRC Cairns L Govt	FNQROC Aurukun Boundary discussions	

Upcoming Meetings

16/12/15 Sunbird and Coral Sea units Xmas visit

17 /12/15 Depot Mayoral awards

21/12 – 4/1 Xmas holidays.

Cr Penny Johnson

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Meetings

Date	Type / purpose	Who /where	Action
Nov 16-17	Waterfront meeting; Council Meeting; Meeting with member for Cook	Councilors, CEO, staff. Chambers	Provide Member for Cook with follow up information on items discussed(Waterfront, land tenure, vegetation management, water security, Events Centre; Bloomfield pontoon
19	Blackstar Radio – inspect Mt Tully, discuss future broadcasting of local radio service for Cooktown; enquired about other locations(Rossville/ Ayton/ Bloomfield/ Wujal Wujal)	IT manager, Blackstar Radio	Letter of support to be provided;
20	Disaster Management; Scenario(multiple bush fires Cooktown & Lakeland/ Laura); Guardian Training	Staff and Councilors; LDMG	Chair mock LDMG meeting according to scenario
23- 25	NGRMG and GHF AGMs & General Meetings; Georgetown(personal vehicle, costs covered by NGRMG)	Board & members ;Election of Chair, Vice Chair; NRM plan presentation; Appoint auditors; GHF future activities – fundraising, drought assistance, health, education	Separation of NGRMG and GHFboards Sector membership minor changes
30	NRM future arrangements – discussion with Terrain & Cape York NRM; observers SG NRM and NGRMG	Terrain NRM, Cape York NRM Chair(Emma Jackson) Vice Chair(self) CEO(Bob Frazer); ob	
30	Innovation program and potential for rolling out in Cook Shire	Self with Terrain’s Innovation team- Bart Dryden and Gavin Kay (http://www.terrain.org.au/Contact)	Follow up with possible workshop opportunities in Cook Shire- transfer facilitation skills and innovation in ag systems
Dec 3	Cape York NRM Finance & Risk audit committee	Chair(Emma Jackson) Vice Chair(self) CEO(Bob Frazer) CFO(Roxy Voyce)Cairns	Review budget and policies- recommendations to CEO and CFO for investigation and amendments;
4	Interviews Director Infrastructure Services	CEO, Mayor, Councilors	Follow up with face to face interview
7	2020 Advisory Committee meeting and selection of Chair(self)	Members; Chambers	Chair meeting; future planning; potential partnerships & funding
8	Drought situation and support from Federal government- request for info from Senator Lazarus Office	Phone & email; cc’d to Member for Leichardt; Member for Dalrymple; Member for Cook; AgForce; Gulf Cattlemans Association; Senator Ian Macdonald;	Follow up on recommendation for audit of current situation, support and future needs
10	Bertiehaugh Road alignment	CEO, Mayor, Engineer, Ganger, Acting Director; Australia Zoo Reps	Aust Zoo will discuss alternate route with Napranum, Mapoon, TO’s and WTA
11	GIVIT.org Drought campaign; Juliette Wright(CEO & Founder)	Education support for rural/ remote families(distance ed, boarders, small schools) Mental health support across	Follow up with Juliette on national campaign

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		affected regions	
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Constituent Representation/Meetings

Phone calls/ Discussions/ meeting	Letters/emails minutes	Action
Buildings and living conditions in Lakeland		Refer to P&E for investigation and response
Waste Transfer Station opening hours		Refer to Waste Coordinator for information; advise review of hours & operation
Grease Trap servicing and requirements		Refer to P&E- review of services ; commercial grease traps & frequency of servicing according to relevant state legislation)
Local government election candidates		Provide info on roles, duties, relevant legislation(Local Government Act etc)
	Dust issue- Waterfront construction site	Refer to site manager and relevant officers for response

Other & future activities:

Ongoing:

- Partial Shire drought declaration – liaising with DAF to monitor and determine what else can be done to support affected properties- check
- Fair Food/ Ag production/ local supply and demand; future workshops/ activities/ initiatives
- Reconciliation Action Plan and provide to Council for consideration for CSC Reconciliation Statement /RAP

December

16 Sunbird and Coral Sea units- Christmas visit

17 Depot -Mayoral awards

21/12- 17/1/2016 Christmas holidays.

Merry Christmas and a Happy New Year everyone. May 2016 exceed all your expectations!

**Minutes of the Ordinary Meeting of the Council of the Shire of Cook held at the
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Cr Kaz Price

Meetings

Date	Type / purpose / venue
16-17 November	November General Council Meeting
16 November	Economic Development Meeting
24 November	Cooktown Interagency
25 November	Hope Vale Interagency
25 November	Vera Scarth Johnson Committee Meeting - Powerhouse
30 November	Waterfront Meeting
9 December	LDMG General Meeting

Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where
16 November	Domestic Violence Walk	
19 November	LDMG Guardian Training	
20 November	LDMG Mock Disaster Training	

Constituent Representation/Meetings

Date	Phone calls/ discussions	Letters/ minutes	Councilor requests/ Outcomes
	CYWAFAs – re equipment		
	BRDRA and Wharf Assessment		
	Cooktown Waste Contractors		
	Water front residents - complaints		

Coming up:-

- District Human and Social Recovery Meeting
- Cape York Family Therapy Centre – familiarization
- Appointment to Torres Cape York Hospital and Health Service – meeting 28th January 2016

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Cr Glen Shephard

Meetings

DATE	TYPE	PURPOSE	WHERE
19/10/2015	Coen Advisory Committee	Meeting with Government Champion	Coen

Constituent Representation / Meetings

DATE	PHONE CALLS/ DISCUSSIONS	LETTERS
	Cattle in the town require the fence to be maintained. Government Champion has been made aware of the issue.	
	JS Love building future concerns	
	Seeking support from Member for Cook Billy Gordon with repeal of the Veg Management	

Cr Sue Clark

Meetings

DATE	TYPE	PURPOSE	WHERE
16-17/11/15	Monthly Meeting	Cook Shire	Chambers
25/11/15	Monthly Meeting	CAN	Community Health
30/11/15	Waterfront	Cook Shire	Chamber
10/12/15	Risk management	Cook Shire	Chambers
4/12/15	Interviews DIS	Cook Shire	Chambers

Events Attended (as Councillor or part thereof)

DATE	TYPE / PURPOSE	WHO / WHERE
19/11/15	Endeavour Christian College Presentation Night	PCYC

Constituent Representation / Meetings

DATE	PHONE CALLS/ DISCUSSIONS	LETTERS

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Cr Alan Wilson

20th Nov, Took part in Tele-conference with LAWMAC Executive, Defining the Operations of the Project Working Group, and the future of the LAWMAC Website.

24th Nov, Attended Lakeland Progress Association meeting gave up-date on Recreational Park- Enviro Audit. CSC Planning Scheme, and Water Quality.

26th & 27th Nov, Attended and Chaired LAWMAC general meeting held at Arcadia Village Hotel, Magnetic Island. 45 members attended from North Queensland Shires.

On Thursday we took part in Tour of Magnetic Islands Wastewater Recycling Plant and the Island's newly developed Waste Facility. The water from the plant was piped to Sporting Fields and Parks on the major centres.

Dept of Environmental Health Protection, on Waste Infrastructure Planning presented by Mr. Julian Chan, (DEHP) Mr Dominic Schliebs and Ms Julie Spencer (Arcadis Design and Consultancy) who are assisting the QLD Govt. On the State Regulated Waste Review this is a complex issue and a Consultation report to be developed. DEHP received 20+ submissions to the Regulatory Statement which will be available April 2016. DEHP is continuing its review of CDS and Plastic bags with stakeholders and is anticipating public consultation early next year. At this time 9,000 tons of Fertiliser Bags have been collected from that program. A full report is due in February 2016. A copy of the Minutes of The LAWMAC General Meeting is available.

30th Nov attended a Waterfront Advisory Committee Meeting.

30th Nov Attended Lakeland Progress Association meeting. Discussed presentation to be made to State Member Billy Gordon on the 8th Dec.

8th Dec took part in Teleconference re Thoughtful Travelling- Cape York Working Group meeting. Discussed funding from EHP \$26,000. Over two years further discussion re use of funding such as signage etc. Planning for next year what people are doing and what can be done together.

8th Dec Attended Laura interagency meeting at Ang-gnarra . Poor attendance.

8th Dec attended Lakeland Progress association meeting CEO Tim Cronin also attended. A presentation was made by Mr Paul Interbitzen to The State Member for Cook Mr Billy Gordon, outlining the associations Vision and expectation and any assistance he may be able to give. He duly acknowledged the Information and gave his assurance of support.

After which a General meeting took place giving up-dates the minutes are available.

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Russell Bowman

Meetings

Date	Type / purpose	Who /where
	General Council Meeting	
	CYLMAC (as Chair)	
	CDCC Board Meeting	
	Cooktown Chamber of commerce meeting	
	Waterfront meeting	
	Interview for DIS	
	Risk Management Committee meeting	

Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where

Constituent Representation/Meetings

Date	Phone calls/ Discussions	Letters/ Minutes
	Noise complaint re concrete Plant hours of operation	
	Water front dust & access complaint with Resident	

The meeting was adjourned for morning tea at 10:00am and resumed at 10:35am.

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5. AGENDA ITEMS

5.1	APPLICATION FOR A DEVELOPMENT PERMIT – DA/3497 – FOR MAKING A MATERIAL CHANGE OF USE FOR AN EDUCATION ESTABLISHMENT (STAGE 4) ON LOT 27 ON PLAN C17945, LOCATED AT 12 CHARLES STREET, COOKTOWN	
31129	<i>Report No.AD2015/0004124 from Senior Town Planning Officer</i>	

Cr R Bowman moved; seconded Cr K Price

That the application under the IPA Planning Scheme by Christian Community Ministries Ltd for a Development Permit for making a Material Change of Use for an extension (Stage 4) to an existing Educational Establishment on Lot 27 on Plan C17945 located at 12 Charles Street Cooktown, be approved subject to the conditions set out in the recommendation in Report AD2015/0004124.

CARRIED

MEETING WITHDRAWAL

Cr S Clark declared a possible conflict of interest in Item 5.2 and withdrew from the meeting at 10:40am.

5.2	REQUEST FOR NEGOTIATED DECISION - APPLICATION FOR A DEVELOPMENT PERMIT - DA/3379 - FOR RECONFIGURING A LOT (1 INTO 2 LOTS) LOCATED AT MT AMOS ROAD, MT AMOS (LOT 1 ON RP902192), COOKTOWN	
31130	<i>Report No.D15/21756 from Council's Planning Consultant – Reel Planning</i>	

Cr A Wilson moved; Seconded Cr K Price

That the request for a Negotiated Decision Notice by Marilyn Clark C/- Projex Partners for the issue of a Development Permit for Reconfiguring a Lot located at 41 Mt Amos Road, Cooktown (Lot 1 on RP902192) be approved (in part) subject to the conditions set out in the recommendation in report D15/21756.

CARRIED

MEETING RE-ATTENDANCE

Cr S Clark resumed her seat in the meeting at 10:55am.

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5.3	PROPOSED PERMANENT ROAD CLOSURE OF UNNAMED ROAD ADJACENT TO AND INCLUSION INTO LOT 6 ON RP704417 – 121 RYDER ROAD COOKTOWN.
31131	<i>Report No.D15/21648 from Land Tenure Officer File No.2.409.1; 2.424.</i>

Cr P Johnson moved; seconded Cr R Bowman

The applicant be advised that Council;

- (i) does not support the permanent road closure of area of unnamed road abutting, or its inclusion into, Lot 6 on RP770417, 121 Ryder Road, Cooktown due to loss of road network integrity and alienation of vital gazetted link roads.
- (ii) supports the closure of an area of unnamed road, as depicted on submitted plan "Possible area of permanent road closure adjacent L6 RP704417".

(iii) Department of Natural Resources and Mines be advised of Council's decision
CARRIED

Cr A Wilson and Cr S Clark voted against the motion.

5.4	APPLICATION FOR SUBDIVISION OF FREEHOLDING LEASE No. 231082 - LOTS 1 - 4 ON PLAN SP195698 - SHIPTONS FLAT ROAD, ROSSVILLE: PARISH OF MONKHOUSE; COUNTY OF BANKS.
31132	<i>Report No.D15/21686 from Land Tenure Officer: File 2.15.7; 2.85.188.</i>

Cr S Clark moved; seconded Cr P Johnson

The Department of Natural Resources and Mines be advised that Council raises no objection to the subdivision of Freeholding Lease 0/231082 into four (4) individual freeholding leases.
CARRIED

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5.5	PROPOSED SIMULTANEOUS ROAD CLOSURE AND ROAD OPENING OF UNNAMED ROAD – COOKTOWN AIRPORT – ADJACENT TO LOTS 1 AND 2 ON PLAN SP271395: PARISH OF HANN; COUNTY OF BANKS.
31133	<i>Report No.D15/21681 from Land Tenure Officer File No. 2.90.1-12; 2.501.17.</i>

Cr A Wilson moved; Cr G Shephard

Cook Shire Council lodge a simultaneous road closure and road opening application with the Department of Natural Resources and Mines to:

- i. Permanently close area of road adjoining Lots 1 and 2 on plan SP271395 as depicted in red on submitted plan - Proposed Area of Road Closure and Opening.
- ii. Permanently open road within Lot 2 on plan SP271395 as depicted in blue on submitted plan - Proposed Area of Road Closure and Opening.
- iii. Include the area of closed road into Lot 1 on plan SP271395.

CARRIED

5.6	PROPOSED PERMANENT ROAD CLOSURE AND ROAD OPENING OF UNNAMED ROAD – ANNAN RIVER - WITHIN LOT 14 ON PLAN SP189921.
31134	<i>Report No.D15/21121 from Land Tenure Officer File No. 2.85.181; 2.09.20.</i>

Cr S Clark moved; seconded Cr P Johnson

The Department of Natural Resources and Mines be advised that Council hereby accepts the conditions of offer as set out in letter dated 14 September 2015 in relation to the proposed simultaneous road opening and road closure within Lot 14 on plan SP189921, as depicted on submitted Plan CNS15/003.

CARRIED

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5.7	APPLICATION FOR CONVERSION TO FREEHOLD OF PASTORAL HOLDING 14/5063 OVER LOT 1 ON PLAN SP280074 FORMALLY LOT 1 ON PLAN KG3 - KINGVALE STATION, KIMBA ROAD, LAURA; PARISH OF KOPO; LOCALITY OF LAURA.
31135	<i>Report No.D15/21729 from Land Tenure Officer File No. 2.650.94.</i>

Cr A Wilson moved; Cr P Johnson

The Department of Natural Resources and Mines be advised that Council raises no objection to the conversion of Pastoral Holding 14/5063 over Lot 1 on Plan SP280074 to Freehold, subject to;

- i. the owner ensures all structures and/or buildings have obtained compliance with the requirements of the Queensland building legislation, the Building Act 1975 and referenced legislation,
- ii. any cattle dipping sight be identified, listed on the contaminated register and excised from the freehold, and
- iii. the existing dedicated road traversing Kingvale Station, Kimba Road, is placed on the existing alignment at no cost to Council.

Moreover, Council is unaware of any local non-indigenous cultural heritage values that should be considered when assessing the application.

CARRIED

ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

5.8	COEN ADVISORY GROUP - OCTOBER 2015 MINUTES
31136	<i>Report No.D15/21615 from Director Economic Development & Community Services</i>

Cr G Shephard moved; seconded Cr P Johnson

That Council receive the minutes of the Coen Advisory Committee meeting of 19 October, 2015 and endorse actions identified in minutes.

CARRIED

5.9	REVENUE AND EXPENDITURE – NOVEMBER 2015
31137	<i>Report no D15/21636 from Director Corporate Services</i>

Cr A Wilson moved; seconded Cr R Bowman

That the Revenue and Expenditure Statements for 2015 be adopted.

CARRIED

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5.10	AMENDMENT TO ANNUAL BUDGET 2015-16
31138	<i>Report No. D15/21728 from Director Corporate Services</i>

Cr R Bowman moved; seconded Cr P Johnson

That Council resolve to adopt the Amended Annual Budget 2015-16 and supporting documents as presented.

CARRIED

ADMINISTRATION

5.11	CALENDAR OF EVENTS – COUNCIL MEETINGS 2016
31139	<i>Report No. D15/21039 from Chief Executive Officer</i>

Cr K Price moved; seconded Cr R Bowman

That Council accept the calendar of Events for the year and Ordinary Council Meeting up to the March meeting to be held on the 14 March 2016.

That Council agree to review the Ordinary Council meeting dates at the first meeting of the Council after the conclusion of the quadrennial election.

CARRIED

5.12	WATERFRONT ADVISORY COMMITTEE MINUTES 16 AND 30 NOVEMBER 2015
31140	<i>Report No. D15/20890 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 16 and 30 November 2015 be received.

CARRIED

5.13	AMENDMENT 2014/2015 DEBT POLICY
31141	<i>Report No. D15/21758 from Chief Executive Officer</i>

Cr K Price moved; seconded Cr P Johnson

That Council accept a change to the resolution number 30800 2014/15 Debt Policy that the borrowings of \$1,300,000 be used to provide accommodation to support staff recruitment.

CARRIED

The meeting was adjourned for lunch at 12:30pm and resumed at 1:30pm on 15 December 2015.

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COMMITTEE OF THE WHOLE

5.14	MOVED INTO COMMITTEE OF THE WHOLE
31142	

Cr A Wilson moved; seconded Cr P Johnson

That Council resolve into Committee of the Whole at 1:45pm to discuss waiver of infrastructure fees, commercial in confidence leasing negotiations for the Cooktown Airport, and lease at the Cooktown Waterfront.

5.15	MOVED OUT OF COMMITTEE OF THE WHOLE
31143	

Cr R Bowman moved; seconded Cr G Shephard

That Council revert to the Ordinary meeting at 2:50pm after discussing the waiver of infrastructure fees, commercial in confidence leasing negotiations for the Cooktown Airport, and lease at the Cooktown Waterfront.

5.16	REQUEST TO WAIVE INFRASTRUCTURE CONTRIBUTIONS
31144	<i>Report No.D15/21602 from Director Economic Development & Community Services</i>

Cr S Clark moved; seconded Cr K Price

That Council considers waiving all or part of the infrastructure contribution charges in recognition of the ongoing economic benefits of the project to the Cook Shire economy and community.

DEFEATED

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5.17	COMMERCIAL ARRANGEMENTS AT COOKTOWN AIRPORT
31145	<i>Report No.D15/21614 from Director Economic Development & Community Services</i>

Cr S Clark moved; seconded Cr G Shephard

Council resolves to delegate to the Chief Executive Officer the authority to finalise all commercial arrangements with Proponent One in relation to their operations at Cooktown Airport in accordance with Council's recommendations, including future reviews and renegotiations.

CARRIED

5.18	LEASE OF AIRPORT LAND
31146	<i>Report No.D15/21613 from Director Economic Development & Community Services</i>

Cr P Johnson moved; seconded Cr A Wilson

That Council resolves to confirm the lease with the Proponent One and authorises the Chief Executive Officer to execute the lease.

CARRIED

5.19	PROPOSED LEASE OF COOKTOWN AIRPORT AVIATION PARK LAND
31147	<i>Report No.D15/21612 from Director Economic Development & Community Services</i>

Cr G Shephard moved; seconded Cr K Price

That Council delegates to the Chief Executive Officer the authority to continue the lease negotiations with Proponent Two incorporating Council's considerations in relation to permitted use and aviation related activity.

CARRIED

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5.20	APPLICATION IN PRIORITY FOR LEASE OVER WATER AREA BEING LOT 3 ON PLAN SP154666 (STRATEGIC LAND MANAGEMENT RESERVE) ADJACENT TO LOT 1 ON PLAN CP889652; COOKTOWN WATERFRONT PRECINCT, WEBBER ESPLANADE.
31148	<i>Report No.D15/21725 from Land Tenure Officer: Files 2.504.01; 2.510.02; 2.512.05.</i>

Cr S Clark moved; seconded Cr P Johnson

Cook Shire Council lodge an application in priority to lease the water area known as Lot 3 on plan SP154666, formally surrendered Term Lease 0/235310, and now Strategic Land Management Reserve.

Council is the owner of the DOGIT area, Lot 1 on plan CP889652, adjacent land area to the above Lot 3 and is aware other parties are interested in a commercial lease over water area (Lot 3 on plan SP154666) and require a lease with Council over the adjacent land area.

As managers of this DOGIT area, Council can only deal with it by way of Tender/Expression of Interest.

Once Council has the lease over the water area it will go through an expression of interest for both the land and water lease areas.

CARRIED

5.21	AYTON'S WATERFRONT FUTURE
	<i>Report No.D15/21781 from Chief Executive Officer</i>

Cr K Price moved; seconded Cr S Clark

Ayton Wharf Working Group (Report - D15/21781- CEO Report)

CEO to establish a committee following representations from the Ayton Wharf Working Group and make representations to the State and Federal Members.

CEO to attend the next Bloomfield River District Residents meeting 16 January 2016 – 2:00pm.

CARRIED

Meeting closed at 3:40pm.