



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 16 August 2016
Time: 9:00am
Location: Rossville Town Hall
Rossville

AGENDA AND BUSINESS PAPERS

Ordinary Council Meeting

16 August 2016

Tim Cronin
Chief Executive Officer

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1 AGENDA CONTENTS

2 ATTENDANCE

3 MEETING OPENED

4 APOLOGIES

5 DECLARATIONS OF INTEREST

6 MAYORAL MINUTE

Nil

7 NOTICE OF BEREAVEMENT

8 CONFIRMATION OF MINUTES

Ordinary Meeting - 19 July 2016

9 BUSINESS ARISING

10 NOTIFIED MOTIONS

Nil

11 COUNCILLORS' REPORTS

11.1 COUNCILLORS MONTHLY REPORT

File Number: D16/9307

Author: Executive Assistant

Authoriser: Tim Cronin, Chief Executive Officer

Attachments:

- 1 Mayor Peter Scott Monthly Activity Report
- 2 Deputy Mayor Alan Wilson - Monthly Activity Report
- 3 Cr Kaz Price Monthly Activity Report
- 4 Cr John 'Chook' Giese Monthly Activity Report
- 5 Cr Larissa Hale Monthly Activity Report
- 6 Cr Robyn Holmes Monthly Activity Report
- 7 Cr John Dessmann Monthly Activity Report

PRECIS

Councillor monthly activity reports.

BACKGROUND/HISTORY

Each month Councillors report on their activities relating to their portfolios. An endorsement of the report is an endorsement of the attended and future activities. Not all activities will be listed in advance due to timing.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- a) Sustainable financial and administrative management of the Shire's municipal and community resources.

Active, Creative and Connected

4.3.1 Provide, to a standard that ensures (at a minimum) legislative compliance and equitable access:

- e) Community Engagement across all relevant activities.

Identity and Integrity

4.5.1 Provide:

- a) Support and advocacy for groups and statutory planning endeavours that further the preservation of the Shire's cultural heritage.
- d) Recognition of diversity within the Shire's community whilst valuing and encouraging equity and inclusiveness.

CONSULTATION

Various groups as per individual reports.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Expense Reimbursement Policy (Councillor)

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That the activities contained in the individual Councillor monthly report be endorsed by Council.

Monthly Activity Report
Councillor Peter Scott
August 2016

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
June 20	CDCC	Cooktown Community Housing	Social Housing Mgmt
21	Chambers	Interagency group	Refer minutes Crisis accom project mgr
	Golf Club	Beach access	Majority want beach protected & support Club
22	Chambers	Employee performance workshop Western Yalanji	develop business proposal
25	Lakeland	Conergy	Solar expansion
27- 29	Cloncurry	NQLGA LAWMAC	See minutes & motions Ministers – CSC issues. DNR placement
Aug 1	Cooktown	Lyon Solar & Magnetar Tim Hughes 2020	Lakeland Solar invstmt Springvale purchase Mention at opportunity
2	PCYC	CYLC, BLT, Traditional owners PCYC use public forum	Native title meeting – waterfront Retirmt village
3	Cooktown	Minister Enoch Naidoc March and ceremony	Coast Road, Laura Govt Champn, BLT reserve Address
4	Racetrack	RV Rally welcome	Cooktown image issues Greywater, washing lines, compliance
5	Cooktown	Final budget meeting Council	Naidoc Ball
6 - 8	Cooktown	FNQROC Mayors summit	12 Councils
8	PCYC	FNQROC & Regional Roads Group	
11	Laura	AACAP facilities opening	
12	Laura	Funeral Service	Tom George Snr & Jnr

Upcoming Meetings/ Travel

Aug 18 -23	Brisbane	Holiday
25	Cairns	Connecting to Asia Conference (Premier & mnstr Jones)
29	Cairns	Disaster Mgmt workshop
Sept 5	Coen	Facility opening & Govt Champion

PH Scott Mayor

Monthly Activity Report
Councillor Alan Wilson
July 2016

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
1/07/16	Council chambers	Discussed solar farm with principals of ConEnergy	Ascertained possible starting date for solar farm, the size and description of same.
07/07/16	Laura	Meeting with AACAP	Discussed progress of project and problems with tourists dumping waste
08/07/16	Council Chambers	Councillors' Meeting	Discussed general business
18-19/7	Council Chambers	Council Meeting	
25/7/16	Lakeland	Progress Association Meeting	Discussed PA involvement with solar farm and sports reserve
26-29/7	Cloncurry	Attended NQLGA Conference	Gave LAWMAC Annual Report and took part in resolutions

Upcoming Meetings/ Travel

5 August. Council Chambers budget meeting

15-16 August. Council general meeting

18 August. Long Tan

20 August. 35th Squadron address

25-26 August. LAWMAC meeting, Bundaberg.

Monthly Activity Report
Councillor Kaz Price
August 2016

Meetings/Events/Constituent Representations

Date	Details	Venue	Outcome/Action
4.7.16	2020 Advisory Meeting	CSC Chambers	
8.7.16	Meeting of Councillors – full day	CSC Chambers	
15.7.16	Lonely Planet reps- meeting and info session	Nature's Powerhouse	
17.7.16	Classical Community Concert	Nature's Powerhouse	
18.7.16	General Council Meeting	CSC Chambers	
19.7.16	General Council Meeting	CSC Chambers	
19.7.16	Cooktown District Community Centre – Board Meeting	CDCC	
21.7.16	TCHHS – Board Meeting	Cairns	
23.7.16	Cooktown Kindergarten Sign Unveiling	Cooktown Kindy	
26.7.16	Community Forum – Conergy Solar Farm Launch	PCYC – Event Centre	
29.7.16	Attended funeral – L. Liddy	PCYC – Event Centre	
29.7.16	TCHHS – Audit Meeting	Cooktown MPHS	
1.8.16	2020 Advisory Committee	CSC Chambers	Actions regarding – Little Old Man statue
2.8.16	Meeting with Warren Entsch – re development issues / NPH	Nature's Powerhouse	
5.8.16	Cook Shire Budget Meeting	CSC Chambers	

Upcoming Meetings/ Travel

- Senior's Big Day Out - PCYC
- 2020 Opera – meeting with Jan Black
- Senior's Dinner - Powerhouse
- Blue Water Club AGM
- Cooktown R & R meeting
- 60s Art Exhibition Launch - PCYC
- RAAF Squadron Dinner
- TCHHS Board Meeting and A&R Meeting – Cairns
- Cape York Weeds and Feral Animals AGM – Old Bank
- South Cape York Catchments – AGM, Powerhouse

Monthly Activity Report
Councillor John (Chook) Giese
July 7-7-16 to 5-8-16

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
7-7-16	PCYC	Meet with CSS and PCYC With Cr Holmes and myself	Trying to find what problems there were between CSS and PCYC with the operation of the event centre. Were told there were no problems.
8-7-16	Council Chambers	Council report back meeting	Discussing council issues
18-7-16 to 19-7-16	Council Chambers	Monthly Council Meeting	As per agenda
20-7-16	Council Chambers	Roads committee meeting	Update of road works for the month
26-7-16	PCYC	Solar Farm at Lakeland Downs	Public meeting with an update of how and when the solar farm will commence and how it will tie into the electricity network
28-7-16 to 30-7-16	Trip taken through the shire to Portland Roads as well as Coen and other Roadhouses and residents.	Meetings held in Portland Roads, Coen. There was also a number of stops to meet with residents who had issues that they wanted to discuss looking for answers	Was a well accepted trip as all were pleased to see a Councillor in the area to listen to there problems and to receive answers as to what is happening in the rest of the shire
2-8-16	PCYC	Public meeting letting the public know of the renewal of the PCYC Contract at the event centre	As well as letting the public know of the renewal it also gave feedback as to what else the users of the PCYC would like see changed or added.
8-8-16	Council Chambers	Council budget and report back meeting	Going through budget sheets and also report back of issues raised.

Monthly Activity Report
Councillor LARISSA HALE
AUGUST / 2016

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
18-07-16 19-07-16	Council Chambers	Council Meeting	
20-07-16	Council Chambers	Reef Guardian Council Meeting	<ul style="list-style-type: none"> ○ Meet with Sandra Garvin and Megan Connel from GBRMPA. ○ More brochures to be shared re: coral reef recovery. ○ Need signage for canisters – feed back to Tangaro Blue re: canisters and handling ○ Next steering committee meeting Gold Coast 21-10-16 ○ LMAC need more signage, brochures, posters ○ Pam stated that she has not had any luck getting people involved with artwork for reef guardian community. YBM JNR could assist.
20-07-16	Council Chambers	Local Marine Advisory Committee Meeting	<ul style="list-style-type: none"> ○
21-07-16	Boat House	Meet with Lorretta Sullivan, Alberta Hornsby & Ellen White	<ul style="list-style-type: none"> ○ Burrigirru Land Trust to talk with CSC re: land tenure and rates ○ Discussion of developing a cultural heritage database for Waymburr and 3D mapping of the region. ○ Also discussed the reserve and what plans they may have there and what are some of the tools they need to help get started.
26-07-16	Brisbane	Great Barrier Reef Foundation, University of QLD, Global Change Institute	<ul style="list-style-type: none"> ○ This meeting was to meet these orgs for YBM and Kalan. But also for our region to see what we can do to work together to look at the stats of researchers coming in to the cape and what they need to carry out their work. ○ I will be working closer with CYP on how we can develop a program in the Cape to support these researchers, creating a portal for their work and for our community skill development.
1-08-16	Council Chambers	2020 Meeting	<ul style="list-style-type: none"> ○ Harold to be indigenous rep, ○ Need discovery fest rep for 2020 to see where need to work together for 2020 DF. ○ Suggestion to design portal in website for people to volunteer for the 2020 festival ○ Festival needs official name for marketing purposes. ○ Thought for fees, talk with accommodation outlets to add extra accommodation levy for entry to festival. ○ Volunteers and volunteer orgs need more support – need to look at funding to support the project. ○ 202 has website, and facebook page needs

			<p>more movement on these pages</p> <ul style="list-style-type: none"> ○ The reconciliation rock sculpture project – where to from here. ○ Interp mangrove boardwalk – maybe an idea to develop an artistic interpretation of how this boardwalk should be developed. ○ Elders in the community have asked why there is no indigenous rep sculpture at the wharf area where all the other sculptures are. ○ Need minutes from meeting to be shared
2-08-16	PCYC	Community Forum	<ul style="list-style-type: none"> ○ Surveys handed out – there will be online survey as well. ○ A number of activities were discussed, Rock n roll dancing, gymnastics, fitness classes, ballroom etc. ○ Floor is terrible for dancing. Too spongy for heels. ○ PCYC need feedback on who would use what facilities and at what times. ○ Stage needs better lighting and speaker systems for events, music theatre etc. ○ Need to work out where boundaries are for PCYC and council owned areas for ongoing management ○ Need agreement finalised so that they can start offering School based apprenticeships and look at what staffing is required for the centre to run better

Upcoming Meetings/ Travel

25-08-16 27-08-16	Archer Point / Cooktown	French GEO Magazine Journalist	<ul style="list-style-type: none"> ○ GBR feature story for Cape on its relationship with people for our region, conservation of the reef. Tourist aspects. Biology, science of the reef
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Monthly Activity Report - Councillor Robyn Holmes

July/August

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
13 July	Cooktown	Teleconference with Cr Giese and LGAQ	Acceptable time frames for Councillor information requests. Request for Resolution re PCYC for tabling at next meeting
14 July	Cooktown	Meet with Director Corp Services and Cr Giese re budget	Request budget sheets
	Racecourse	Cooktown Amateur Turf Club meeting	Reluctant to sign MOU re RV Rally until in-kind support approved and passed by Council. Horse Sports advised that they will be unable to continue using Racetrack facilities unless payment of \$3500 is forthcoming. Current hire rate for venue is \$300 per event.
16 July	Mareeba	Mareeba Rodeo	
18 & 19 July	Chambers	Council Meeting	McLeod River and Rifle Creek are of significant concern. Would like to see submission put forward to TMR outlining necessity for upgrade. Retirement village an ongoing concern.
19 July	Cooktown	CDCC Meeting	
20 July	Chambers	Reef Guardian Council Briefing	
21 July	Cooktown Golf Club	Community Forum - Beach Access	For and against issues raised. Access is currently via private property. Golf Club raised discussion around future and viability of Club.
23 July	Cooktown Kindergarten	Kindy Sign Unveiling	Kindy is an essential service, Nadia and her staff provide a welcoming environment for kids, family and visitors.
25 July	Cooktown MPHS	Cooktown Advisory Network Meeting	Retirement Village – 60's and Better Group have raised concerns about lack of facilities.
26 July	Racecourse	RV Visit	Visit RV's and asked for feedback on park. Overall are happy with controlled facility and enjoy the cleanliness of the area.
	Cooktown PCYC	Lakeland Solar & Storage Project Developers Meeting	Informative. Can supply Lakeland with power for 6hrs in power failure. Focus on local contracting/labour - (skilled and unskilled)
27 July	Cooktown	Gazetted Public Holiday – Cooktown Agricultural Show	Show was not held this year.

31 July	Cooktown	Meet with Cr Giese re Northern Visit	Misinformation provided regarding Portland Road closure and Quarry Application on July Agenda. Supporting documentation obtained. Further discussion required.
2 August	Cooktown PCYC	Meet PCYC Executive, Cr Giese, Cr Hale	Nil progress on Management Agreement
	Cooktown PCYC	PCYC Community Forum	28 attendees.
3 August	Cooktown	Fisherman's Wharf	Constituent discussion; * Unsatisfactory state of amenities block. Tourist trapped in toilet due to broken lock. * Insufficient car parking. Needs to be addressed.
5 August	Chambers	Budget Meeting	Need comprehensive report with sufficient time to review report. No comparisons. Needs to be a greater effort to cut expenditure; e.g. car parking at Cairns Airport, Unnecessary equipment, entertainment, private use of MV's, concentration on Shire Work for Biosecurity, etc.
6 August	Cooktown	Cooktown Markets with Cr Dessmann and Cr Giese	Stall Holders unhappy with; <ul style="list-style-type: none"> • Move on direction • Directed no to use pegs to secure gazebo's as per a-manufacturers instruction. • Pegs 200mm water main depth regulation 300mm • Gazebo blew over and onto pedestrian breaking glasses posing risk management issue. • Impractical not to secure 3x3 marquees in Cooktown wind.
7 August	Cooktown	Cooktown Cricket Queens Oval	Meet & Greet

Upcoming Meetings/ Travel

8 August FNQROC Meeting
 10 August Horse Sports Meeting
 15 August Council Meeting
 Seniors Dinner, Nature's Powerhouse
 16 August Council Meeting Rossville
 17 August CAN Meeting Cooktown MPHS
 18 August LDMG Meeting
 Cooktown Blue Water Club Meeting
 20 August Cook Shire Ratepayers & Residents Assoc Meeting
 35SQN Freedom on Entry Parade & Dinner
 19 September Council Meeting

Monthly Activity Report - Councillor John Dessmann July/August

Meetings/Events/Constituent Representations

Date	Venue	Details	Outcome/Action
18 July	Cooktown	Meeting at Men's Shed with Dave Cass re Dump Salvaging Bike Parts etc. Also gave me a tour of the facility and showed what they are doing.	More support should be given to this mob.
18 & 19 July	Chambers	Council Meeting	
19 July	Cooktown	Meet Tony re Kit Surfers. Tony annoyed about usage on Walker Bay Beach.	Issue being addressed.
	Cooktown	Dinner meeting with Raphaelle Grojean, Events Executive for Tourism Australia.	Very interested in meeting. Ongoing.
20 July	Cooktown	LMAC Meeting with Cr Hale.	Interesting talk by Marine Biologist Andrew Hoey
21 July	Cooktown Golf Club	Public Forum re Beach Access. In attendance John Molton, Joe Warren, Mayor Scott, Cr Giese, Cr Holmes, Gary Kerr	Ongoing
25 - 5 Aug	Remote Areas	Working with Australian Bureau of Statistics Conducting Census	
29 Aug	Phone	Contact Cr Holmes for update on current and upcoming matters	
5 Aug	PCYC	NAIDOC Ball	Attended
6 Aug	Cooktown	Attend Saturday Markets with Cr Holmes & Cr Giese. Spoke to stall holders re stalls and pegs.	Spoke to Peter Scott re: unhappy traders. Council Parks and Gardens staff currently looking at options
6 Aug	Phone	Contact Cr Holmes for Update on meetings and ongoing matters	
8 – 19 Aug	Remote Areas	Working with Australian Bureau of Statistics Conducting Census	

Upcoming Meetings/ Travel

20 August Bloomfield Residents Meeting

35th Squadron Dinner

12 EXECUTIVE SERVICES - REPORTS**12.1 CHIEF EXECUTIVE OFFICERS ACTIVITY SUMMARY**

File Number: D16/9343
Author: Chief Executive Officer
Authoriser: Tim Cronin, Chief Executive Officer
Attachments: Nil

FIRST HEADING

CEO Update July/August

Date	Activity	Details	Outcome	Status
11/7/2016	Executive Leadership Team (ELT)	Meeting		
11/7/2106	Infrastructure Services			
11/7/2016	Laura Waste Services	Meeting with business owners	Actions agreed to resolve issues raised by business	Final
13/7/2016	Stacey McInnes Department of Public Works and Housing	Update on Queensland Development Code and implications for Event Centre		On-going
13/7/2016	Frankie Carroll Director-General DILGP	Update on Cook Shire Council		Ongoing
13/7/2016	PCYC	Meeting with CEO, GM and COO	Briefing on negotiation of new contract	On-going
14&15/7/2016	Civic Leaders Forum			
18 & 19/7/2016	Council Meetings			
20-22/7/2016	LGMA CEO Intensive			
22/7/2016	LGAQ	Dinner and Broncos		
23/7/2016	Performance Management			

Workshop				
Date	Activity	Details	Outcome	Status
28/7/2016	Indigenous Leaders Forum	LGMA sponsored forum for CEOs of indigenous Councils in Queensland	CSC to continue to meet with ILF	On-going
29/7/2016	Adam Delaney	Update with Billy Gordon's Adviser		
29/7/2016	Paul Fisk	On-going discussions in respect of Lama Lama		On-going
29/7/2016	Preston Law	Review of PCYC contract		
29/7/2016	DILGP	Update		
Date	Activity	Details	Outcome	Status
2/8/2016	Native Title	Initial meeting with traditional owners in respect of native title process for waterfront and potential retirement village		On-going
2/8/2016	Endeavour Christian College	PCYC stakeholder consultation		On-going
2/8/2016	Cooktown State School	PCYC stakeholder consultation		On-going
2/8/2016	Holy Spirit	PCYC stakeholder consultation		On-going
2/8/2016	PCYC Community Consultation			On-going
3/8/2016	PCYC	Consultation debrief		On-going
4/8/2016	ELT			
7/8/2016	FNQROC	Dinner		
8/8/2016	FNQROC	Bi-monthly meeting		
8/8/2016	RRTG	Bi-monthly meeting		

RECOMMENDATION

That the activity summary from the Chief Executive Officer is noted.

13 INFRASTRUCTURE SERVICES - REPORTS

Nil

14 CORPORATE SERVICES - REPORTS**14.1 REVENUE POLICY 2016 - 2017**

File Number: D16/9322
Author: Director Corporate Services
Authoriser: Tim Cronin, Chief Executive Officer
Attachments: 1 Revenue Policy 2016 - 2017

PRECIS

Each year the Council must adopt a Revenue Policy in accordance with Section 104 of *the Local Government Act 2009* and Section 193 of the *Local Government Regulation 2012*.

BACKGROUND/HISTORY

THE REVENUE POLICY SETS OUT THE PRINCIPLES FOR LEVYING RATES AND CHARGES, GRANTING OF CONCESSIONS FOR RATES AND CHARGES, RECOVERY OF OVERDUE RATES AND CHARGES AND COST-RECOVERY METHODS.LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Senior Finance Staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Section 104 and *Local Government Regulation 2012*, Section 193.

POLICY IMPLICATIONS

Revenue Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopt the Revenue Policy for the 2016 - 2017 financial year.



REVENUE POLICY 2015/2016

INTENT:

The purpose of this revenue policy is to state: -

- the principles that Council intends to apply in the 2015/2016 financial year for –
 - (i) making of rates and charges; and
 - (ii) levying rates and charges; and
 - (iii) granting concessions for rates and charges; and
 - (iv) recovering overdue rates and charges; and
 - (v) cost-recovery fees;
- the purpose of concessions granted under (ii) above;
- the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development; and
- the amount of each reserve to be kept in the operating fund and the way in which Council intends to ensure funding is available to support the purpose of each reserve.

SCOPE:

This revenue policy is effective from the date of Council's resolution and will apply to the financial year from 1 July 2015 to 30 June 2016.

The revenue policy contains principles to be used in preparing the budget. It will also be used when reviewing, preparing and applying related policies, procedures and guidelines effective in 2015/2016.

The revenue policy is available free of charge from Council's public office and its web site at: <http://www.cook.qld.gov.au>

LEGISLATIVE FRAMEWORK:

Section 104 of the *Local Government Act 2009* and Section 193 of the *Local Government Regulation 2012* requires that Council prepare and adopt a revenue policy for each financial year.

Council may amend the revenue policy at any time before the end of the financial year.

PROVISIONS:

The following principles apply:-

1. Making of rates and charges

In making and levying rates and charges, Council is required to comply with the requirements of State and Federal legislation.

Where appropriate, the principle of user pays will be applied in the making of charges so as to minimise the impact of these charges on the local economy.

Council will also have regard to the principles of:

- transparency in the making and levying of rates and charges;
- having in place a rating regime that is efficient to administer.
- equity by reference to the value or quality of land;
- the level of service provided in the various areas of the Shire;
- that all landowners should make the minimum contribution towards the cost of the provision of services and administration;
- the need to develop a strategy, which encourages development of services residential land within the town of Cooktown.
- National Competition Policy legislation where applicable; and

2. Levying of rates and charges

In levying rates Council may apply the principles of:

- clarity in terms of responsibilities (Council's and ratepayers) in regard to the rating process;
- making the levying system simple and inexpensive to administer;
- timing the levy or rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy
- fairness – through flexible payment arrangements for ratepayers with a demonstrated lower capacity to pay.

2.1 Frequency of Charging Rates:**Half Yearly Notices**

Council will levy rates and charges on a half yearly basis. Notice will be issued in August/September and February/March of the financial year and will allow a discount period of not less than 30 days if discount is applicable.

Supplementary Notices

Where the use made of a particular parcel of land varies (eg. Reconfiguration, vacant land has a building constructed thereon), rates and charges will be amended and a supplementary rate notice issued from the date of effect.

2.2 Discount

Discount for prompt payments may be considered and will be indicated on the rate notice if current rates and charges owing (excluding State Fire Levy, Rural Fire Brigade Levy, Environmental Levy, any property charge relating to the provision of temporary services or the carrying out of Council work on or in connection with the property, legal costs incurred by Council in rate collection, interest charges on overdue rates and Special Charges) are paid within the period.

2.3 Interest on Arrears

Interest at a rate as determined by Council from year to year (currently 11%) will compound on all amount outstanding from the due date of the rate notice.

3. Granting Concessions for Rates and Charges

In considering the application of concessions, Council will be guided by the principles of:

- equity by reference to the value or quality of land within the local community,
- the same treatment of ratepayers with similar circumstances;
- transparency by making clear the requirements necessary to receive concessions;
- flexibility to allow Council to respond to local economic issues; and
- responsiveness to community expectations of what activities should attract assistance from Council.

Council provides rates and charges concessions for:

Pensioners

- pensioners who comply with the following eligibility criteria:
- holders of a Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Communities; and holders of Veteran's Affairs Pensioner Gold Cards (for all conditions) whose principle place of residence is in Cook Shire.
- This concession is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges.
- This remission is granted six monthly and all new applications must be submitted by the due dates each year however apportionment will be granted for new applicants from the date of application.
- These concessions have been made available in accordance with the provision of Chapter 4, Part 10 of the *Local Government Regulation 2012*.

Charitable and Non-Profit Organisations

- Applicants must be registered Charity (with the Australian Taxation Office) or a not-for-profit incorporated association
- Applicant's charitable or not for profit organisation relies mainly on volunteer labour.
- Applicants must be based in Cook Shire Council or associated with a membership base in the Shire
- Applicants shall not hold a Full Club Licence issued by the Liquor Licencing Division (but may hold a General Purpose Permit or a Restricted Club Permit).
- Applicants shall not operate Gaming Machines.
- A Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Communities, or the Department of Veterans' Affairs, or a

Queensland 'Repatriation Health Card – for all conditions (Gold Card) issued by the Department of Veterans' Affairs.

Ratepayers suffering from Financial Hardship

4. Recovering Overdue Rates and Charges

Council will exercise its rate recovery powers pursuant to the provisions of Chapter 4, Part 12 of the *Local Government Regulation 2012* and its Debt Recovery Policy in order to reduce the overall rate burden on rate payers.

Council allows flexible payment arrangements for ratepayers with a lower capacity to pay through such facilities as payment arrangements, the levying of rates twice a year and payments received in advance. Council also provides flexible methods of payments such as EFTPOS, credit cards and BPay.

It will be guided by the principles of:

- transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations;
- clarity and cost effectiveness in the processes used to recover overdue rates and charges;
- equity by determining appropriate arrangements for different sections of the community;
- providing the same treatment for ratepayers with similar circumstances, and
- flexibility by responding where necessary to changes in the local economy.

5. Cost-Recovery Fees

Pursuant to the provisions of Section 97 of the *Local Government Act 2009*, Council will establish fees to recover costs associated with the provisions of certain activities and services.

Council will be guided by the principles of:

- clarity in the identification of cost drivers; and
- neutrality in that the fee will represent no more than the full cost to Council of taking the action for which the fee is charged.

Council will make publicly available a register of cost-recovery fees.

6. Infrastructure Cost Recovery

The Council presently imposes infrastructure charges under adopted Infrastructure Contribution Planning Scheme Policies. In April 2011, the State Government announced that it will introduce legislation to provide from 1 July 2012, the maximum standard infrastructure charge that the Council can impose for new development.

7. Funding Reserves

The amount held aside in Reserves to cover anticipated and future financial commitments is determined annually by Council as part of Council's budget and may be amended throughout the course of the financial year.

Transfers from and to Reserves are authorized by Council via Resolution or Budget Review.

Reserves are backed by cash and repay and redraw facilities.

8. Development Incentives

Council will make available to developers and builders concessions, subsidies and/or deferrals in accordance with the Development Incentive Policy.

Policy Owner:

Director Corporate Services

Related Information:

This policy is Council's strategic revenue policy.

There are various administrative policies and arrangements that make up the total Council response to revenue management.

Review Date:

Council must adopt the revenue policy in sufficient time before the start of each financial year to allow an annual budget that is consistent with the revenue policy to be adopted for the financial year.

THIS POLICY IS TO REMAIN IN FORCE UNTIL OTHERWISE DETERMINED BY COUNCIL.

Officer responsible for review:	Director, Corporate Services
Current adoption:	July 2015
Version:	V3
Date for review:	Review Annually

14.2 INVESTMENT POLICY FOR 2016 - 2017 FINANCIAL YEAR**File Number:** D16/9333**Author:** Director Corporate Services**Authoriser:** Tim Cronin, Chief Executive Officer**Attachments:** 1 Investment Policy for 2016 -2017 financial year**PRECIS**

Each year Council has to prepare and adopt an Investment Policy each financial year in accordance with the *Local Government Regulation 2012*, Sec 191.

BACKGROUND/HISTORY

The Investment Policy must outline the local government's investment objectives and overall risk philosophy and procedures for achieving the goals related to investment stated in the policy.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Executive Leadership Team and Senior Finance Staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Sec 191.

POLICY IMPLICATIONS

Investment Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopts the Investment Policy 2016 -2017.



Investment Policy

INTENT:

To provide Council with a contemporary investment policy based on an assessment of counterparty, market and liquidity risk within the legislative framework of the *Statutory Bodies Financial Arrangement Act and Regulations*.

SCOPE:

This policy applies to the investment of surplus funds in accordance with investment powers under *Part 6 of the Statutory Bodies Financial Arrangement Act 1982 (SBFAA)*.

DEFINITIONS:

For the purpose of these guidelines the following definitions shall apply:

CEO	shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.
Council	shall mean the Cook Shire Council.
Investment Officer/s	shall mean employees engaged in activities related to the physical investment of funds (eg investment placement and redemption, reconciliations, checking).
Officer	Defined as Any Employee Up to and Including All Management Levels
SBFAA	shall mean the <i>Statutory Bodies Financial Arrangements Act 1982</i> (as amended)
Senior Executive Officer	shall mean all employees of Council including Senior Executive Officers, but excluding the Chief Executive Officer.
The Act	shall mean the <i>Local Government Act 2009</i> (as amended).

PROVISIONS:

1. LEGISLATION

This Policy has been prepared after consideration of the following (as amended) pieces of legislation:

- *Local Government Regulation 2012 Sec 191*
- *Statutory Bodies Financial Arrangements Act 1982* (to determine Council's power of investment):
 - Section 42 of the *Statutory Bodies Financial Arrangement Act 1982* refers to three different categories of investment power.

- Schedule 2, 3, 4 and 5 of the *Statutory Bodies Financial Arrangements Regulations 2007* list the statutory bodies' categories and investment power.
- Section 44 of the *Statutory Bodies Financial Arrangement Act 1982* dictates the types of investments that Council may use.
- Section 8 of the *Statutory Bodies Financial Arrangements Regulations 2007* prescribes the rating of the investment arrangements as prescribed under Section 44 (1)(e) of the *Statutory Bodies Financial Arrangements Act 1982*.

2. RESPONSIBILITIES

Responsibilities As per below procedures.

3. GENERAL POLICY

3.1. Investment Objectives

Cook Shire Council's overall objective is to invest funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers the most appropriate given the circumstances.

Investment officers are to manage the investment portfolios not for speculation, but for investment and in accordance with the spirit of this Investment Policy. Investment officers are to avoid any transaction that might harm confidence in Cook Shire Council.

In priority, the order of investment activities shall be preservation of capital, liquidity and return.

3.1.1. Preservation of Capital

Preservation of capital shall be the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security of principal of the overall portfolio. This would include managing credit and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in Council or its associated entities. In particular Council will maximise its opportunities to take advantage of the Government Deposit Guarantee Scheme (announced on the 12 October , 2008), particularly in relation to investments with institutions with a long term credit rating of less than BBB+.

a) *Credit Risk*

Cook Shire Council will evaluate and assess credit risk prior to investment. Credit risk is the risk of loss due to the failure of an investment issue or guarantor. The investment officer will minimise credit risk in the investment portfolio by pre-qualifying all transactions including the brokers/securities dealers with which they do business, diversifying the portfolio and limiting transactions to secure investments.

b) *Interest Rate Risk*

The investment officers shall seek to minimise the risk of a change in the market value of the portfolio because of a change in interest rates. This would be achieved by considering the cash flow requirements of Council and structuring the portfolio accordingly. This will avoid having to sell securities prior to maturity in the open market. Secondly, interest rate risk can be limited by investing in shorter term securities.

3.1.2. Maintenance of Liquidity

The investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to being required to sell an investment.

3.1.3. Return on Investments

The portfolio is expected to achieve a market average rate of return and take into account Cook Shire Council's risk tolerance and current interest rates, budget considerations, and the economic cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Investment Policy.

3.2. Ethics & Conflicts of Interest

Investment officers/employees shall refrain from personal activities that would conflict with the proper execution and management of Cook Shire Council's investment portfolio. This includes activities that would impair the investment officers' ability to make impartial decisions.

This policy requires that employees and investment officers disclose to the Chief Executive Officer any conflict of interest or any investment positions that could be related to the investment portfolio.

4. REQUIREMENTS

In accordance with Schedule 3 of the Statutory Bodies Financial Arrangements Regulation 2007, Cook Shire Council has been allocated a Category 1 investment power.

4.1. Portfolio Investment Parameters

Section 44(1) of SBFAA details the investment powers allocated to Category 1 authorities:

- deposits with a financial institution;
- investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- other investment arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- investment arrangements, managed or operated by QIC or QTC, prescribed under a regulation for this paragraph;
- an investment arrangement with a rating prescribed under a regulation for this paragraph;
- other investment arrangements prescribed under a regulation for this paragraph.

Section 44(2) states that the investment must be:

- at call; or
- for a fixed time of not more than 1 year.

4.2. Prohibited Investments

This investment policy prohibits any investment carried out for speculative purposes. The following investments are prohibited by this investment policy:

- Derivative based instruments (excluding floating rate notices)
- Principal only investments or securities that provide potentially nil or negative cash flow
- Stand alone securities that have the underlying futures, options, forward contracts and swaps of any kind, and
- Securities issued in non-Australian dollars

4.3. Placement of Investment Funds

Overall the amount invested with institutions should not exceed the following percentage ranges of overall annual funds invested and appropriate documentation must be maintained. Also when placing investments, consideration should be given to the relationship between credit rating and interest rate.

<u>Investments with Financial Institutions and Investment</u>			
<u>Arrangements Offered by QTC</u> Long Term Rating (Standard & Poors)	Short Term Rating (Standard & Poors)	Individual Counterparty Limit	Total Portfolio Limit
AAA to AA-	A1+	Maximum 20%	No limit
A+ to A	A1	Maximum \$950,000	Maximum 50%
A- to BBB+	A2	Maximum \$950,000	Maximum 50%
Unrated or below BBB+	Unrated or below A2	Maximum \$950,000	Maximum 50%
QTC Cash Management Fund		No Limit	No Limit

Unrated or below BBB+ may include institutions such as Bendigo Bank, Credit Unions or Community type Banks. Overall size of these may exclude them from rating by S&P.

Council approves dealings with all financial institutions ('Financial Institution' is defined as an authorised deposit-taking institution within the meaning of the Banking Act 1959 (Cwlth), Section 5).

4.4. Maturity

The maturity structure of the portfolio will reflect a maximum term to maturity of one year.

4.5. Liquidity Requirement

Given the nature of the funds invested, no more than 20% of the investment portfolio will be in illiquid securities and at least 10% of the portfolio can be called at no cost or will mature within a maximum of seven (7) days.

5. IMPLEMENTATION

5.1. Internal Controls

The Director Corporate Services shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft or inappropriate use.

The Chief Executive Officer shall issue a letter to any approved counterparty advising that funds transferred from investments to Council must only be deposited into Council's General Account or Trust Account. This instruction cannot be varied unless a written request is made in writing signed in accordance with Council's account signing authority.

5.2. Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the Chief Executive Officer in accordance with the Local Government Act 2009.

Authority for the day to day management of Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Director Corporate Services.

THIS POLICY IS TO REMAIN IN FORCE UNLESS OTHERWISE DETERMINED BY COUNCIL.

Officer responsible for review:	Director, Corporate Services
Current adoption:	July 2016
Version No:	V4
Date for review:	August 2017

14.3 DEBT POLICY FOR THE 2016 - 2017 FINANCIAL YEAR**File Number:** D16/9347**Author:** Director Corporate Services**Authoriser:** Tim Cronin, Chief Executive Officer**Attachments:** 1 Debt Policy for 2016 -2017 financial year**PRECIS**

Council has to prepare and adopt a Debt Policy for the financial year in accordance with the *Local Government Regulation 2012*, Sec 192.

BACKGROUND/HISTORY

The Debt Policy must state any new borrowings planned for the current financial years and the next 9 financial years and the period over which the local government plans to repay existing and new borrowings.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Executive Leadership Team, Senior Finance staff and Councillors.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Sec 104, *Local Government Regulation 2012*, Sec 192.

POLICY IMPLICATIONS

Debt Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational budget

RECOMMENDATION

That Council adopt the Debt Policy for the financial year 2016 - 2017.



DEBT POLICY

INTENT:

A debt policy must be prepared each financial year.

SCOPE:

Details Council's current borrowing structure and advice of any future borrowings and the timeframe over which Council plans to repay existing and new borrowings.

LEGISLATIVE FRAMEWORK:

This policy has been generated with reference to Sec 192 of the Local Government Regulation 2012.

PROVISIONS:

The Debt Policy is to be prepared each financial year and must state the following:

- a) The new borrowings planned for the current financial year and the next 9 financial years.
- b) The time over which it is planned to repay existing and proposed borrowings.

Existing Borrowings	Term of Loan (Years)	Due Date	Balance Owing at 30/6/16
Consolidated Loans	12 years	21/12/2025	3,909,764
Staff Accommodation	15 years	30/6/2035	1,251,689
Totals			5,249,353

No new borrowings are budgeted for 2016-17, Council will apply for a working capital facility through the Queensland Treasury Corporation to fund flood restoration works while submissions are being reviewed by the Queensland Treasury Corporation.

THIS POLICY IS TO REMAIN IN FORCE UNTIL OTHERWISE DETERMINED BY COUNCIL.

RESPONSIBILITIES

Officer responsible for review: **Director Corporate Services**
 Originally adopted: **July 2015**
 Current adoption: **August 2016**
 Date for review: **Annually**

14.4 DEBT RECOVERY POLICY 2016 - 2017

File Number: D16/9407
Author: Director Corporate Services
Authoriser: Tim Cronin, Chief Executive Officer
Attachments: 1 Debt Recovery Policy 2016 - 2017

PRECIS

The updated Debt Recovery Policy for financial year 2016-2017

BACKGROUND/HISTORY

This policy outlines the procedure that Council will follow for the recovery of monies outstanding for rates, charges and other debts.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Senior Staff Finance, Corporate Services

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Chapter 4, Rates and Charges.

POLICY IMPLICATIONS

Debt Recovery Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopt the Debt Recovery Policy for 2016 – 2017 financial year.



DEBT RECOVERY POLICY 2016/2017

INTENT:

This policy prescribes the procedures Council will follow to recover monies outstanding for rates, charges, fees and other debts.

SCOPE:

To outline Council's procedures for the efficient and effective collection of outstanding debts whilst recognising and accommodating genuine financial hardship.

LEGISLATIVE FRAMEWORK:

This policy has been generated with reference to the *Local Government Regulation 2012*, Chapter 4, Rates and Charges and Chapter 4, Part 2 of the *Local Government Act 2009*.

PROVISIONS:

The following protocols detail the procedure by which rates recovery and sundry debtors recovery is undertaken.

Definitions

Rates and charges are defined in The *Local Government Act 2009* as including differential general rates, minimum general rates, separate rates and charges, special rates and charges, utility charges and accrued interest.

Small Debts Write-Off

Where a ratepayer has short paid their rates by \$1.00 or less and as a consequence would have missed their discount, Council will write off the amount as a small debt and allow the discount.

Where a ratepayer has short paid their rates by \$10.00 or less and as a consequence would have missed their discount, Council will allow the outstanding amount to be carried forward to the next rating period without penalty.

Where there is \$10.00 or less of interest outstanding, this can be written off as a small debt.

Debts greater than \$10.00 but less than \$100.00 can be referred to the Director Corporate Services for approval to be written off.

Where a debt is greater than \$100.00, it needs to be referred to Council for approval to be written off.

Legal Debt Recovery Threshold

Rate debts over \$500.00 will be sent to Council's Debt Collection agency for reminders to be issued. Legal action will be taken where deemed appropriate by the Director Corporate Services.

Debts over \$250.00 will be sent to Council's Debt Collection agency for reminders to be issued. Legal action will be taken where deemed appropriated by the Director Corporate Services.

Payment Arrangements and Deferral of Liability to Pay

Any application for deferral of payment or for payment arrangements outside Council's Rate Recovery, or Sundry Debtors Recovery guidelines must be:

1. On Council's approved "Application to Pay by Arrangement" form
2. The debt finalised within six (6) months from the date of approval. No arrangements beyond a six month period without approval from the Director Corporate Services
3. If the ratepayer defaults on an approved arrangement the arrangement may be automatically cancelled and returned to the appropriate internal debt recovery procedure.
4. If the arrangement is approved and in accordance with the conditions of the arrangement interest charges will not apply.
5. Council will not refuse payments if they are not enough to cover the rates in the prescribed time although the ratepayer must be made aware that it is not an arrangement. They will still receive reminder and demand letters and will continue to be charged interest on all outstanding amounts.

Initial Rates Recovery

Where rates are *outstanding* seven (7) days after the due date, internal recovery is undertaken:

1. In the first instance by *Reminder Notice* providing fourteen (14) days in which to pay outstanding monies.
2. In the second instance, fourteen (14) days from the date of the first Reminder Notice, by *Warning Letter* demanding immediate payment
3. In the third instance, twenty eight (28) days from the date of the first Reminder Notice, if the debt remains unpaid and is above the advanced recovery threshold are then referred to Councils Debt Collection Agency for Advanced Rates Recovery.

Advanced Rates Recovery

When the outstanding balance of overdue rates and charges have reached the threshold for Advanced Recovery Action, and initial recovery action have been completed without success, the account will be referred to Council appointed Debt Collection Agency who shall follow the subsequent processes:

1. A letter will be sent to the ratepayer on the appointed Debt Collection Agency's letterhead requesting payment of the overdue rates and charges within fourteen (14) days.
2. If no response or payment is received send a final demand letter will be sent on the appointed Debt Collection Agency's letterhead requesting payment within fourteen (14) days.

3. Should the ratepayer fail to respond to either letter, Council will review each account prior to instructing the Debt Collection Agency to commence legal action for recovery of outstanding rates and charges through the Courts.

Sale of Land for Overdue Rates

When rates remain unpaid for three (3) years or more and no arrangement to pay exists, Council may commence proceedings to sell the property subject to and by virtue of its powers under Part 12 Division 3 of the Local Government Regulations 2012 using the following procedure:

1. A list of properties for sale is presented to the Director Corporate Services for approval
2. A report is presented to Council listing properties for sale
3. Notice of Intention to sell is issued
4. Notification of sale is advertised in appropriate newspapers
5. Auction and Sale

Initial Sundry Debt Recovery

All approved debtors are offered thirty (30) day terms. Debts become *outstanding* at thirty (30) days.

Internal recovery is undertaken:

- i. In the first instance through the provision of a *Statement of Account* (Debtors Statement).
- ii. In the second instance, at sixty (60) days, through the provision of a Statement of Account requesting prompt payment for outstanding monies
- iii. In the third instance, at ninety (90) days, through the provision of a *Letter of Demand* nominating that the account, if unpaid at fourteen (14) days from date of letter, will be forwarded to Council's approved debt collection agency.

Advanced Sundry Debt Recovery

Once initial recovery action has been completed without success, the account will be referred to Council appointed Debt Collection Agency who shall follow the subsequent processes:

1. A letter will be sent to the debtor on the appointed Debt Collection Agency's letterhead requesting payment of the overdue rates and charges within fourteen (14) days.
2. If no response or payment is received a final demand letter will be sent on the appointed Debt Collection Agency's letterhead requesting payment within fourteen (14) days.
3. Should the debtor fail to respond to either letter, Council will review the debt prior to instructing the Debt Collection Agency to commence legal action for recovery of outstanding debts through the Courts.

RESPONSIBILITIES

Officer responsible for review:	Director Corporate Services
Adopted:	June 2009
Version:	V4
Review:	June 2017

14.5 REVENUE STATEMENT FOR 2016/2017 FINANCIAL YEAR**File Number:** D16/9319**Author:** Director Corporate Services**Authoriser:** Tim Cronin, Chief Executive Officer**Attachments:** 1 Revenue Statement 2016 - 2017 (under separate cover)**PRECIS**

Each year Council has to prepare a Revenue Statement each financial year in accordance with the *Local Government Regulation 2012*, Part 2 Division 3 Sec 169 (2).

BACKGROUND/HISTORY

The Revenue Statement sets out the differential rating categories for rateable land in the Local Government area, outlines the measures for raising revenue including the rates and charges to be levied and any concessions granted.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Executive Leadership Team, Senior Staff and Councillors

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Part 2 Division 3 Sec 169 (2) and *Local Government Regulation 2012*, Section 172.

POLICY IMPLICATIONS

Revenue Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopt the attached Revenue Statement for the 2016/2017 financial year.

14.6 ANNUAL BUDGET FOR THE 2016 - 2017 FINANCIAL YEAR**File Number:** D16/9341**Author:** Director Corporate Services**Authoriser:** Tim Cronin, Chief Executive Officer**Attachments:**
1 Financials for Budget 2016 -2017 (under separate cover)
2 Fees and Charges 2016 -2017 (under separate cover)**PRECIS**

Council's Annual Budget must comply and be adopted each year in accordance with the *Local Government Act 2009*, Sec 104, and *Local Government Regulation 2012*, Sec 169.

BACKGROUND/HISTORY

The Annual Budget has been prepared on an accrual basis and includes the required statements for the financial year 2016 – 2017.

The following papers are included in the Annual Budget:

- Financial Position
- Cash Flow
- Income and Expenditure
- Changes in Equity
- Summary of Reserves
- Financial Ratios
- Long Term Financial Forecast
- Revenue Statement 2016 - 2017
- Revenue Policy 2016 - 2017
- Fees and Charges 2016 - 2017
- Debt Policy 2016 - 2017

The Budget documents have been prepared in conjunction with the following documents:

- Corporate Plan 2012-17
- Operational Plan 2016 - 2017
- Community Plan 2011 - 2021

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Executive Leadership Team, Senior Staff and Councillors

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Sec 104, Local Government Regulation 2012, Sec 169.

POLICY IMPLICATIONS

Revenue Policy, Debt Policy and Investment Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council resolve to adopt the Annual Budget 2016 – 2017 and supporting documents as presented.

14.7 OPERATIONAL PLAN 2016 - 2017

File Number: D16/9342
Author: Director Corporate Services
Authoriser: Tim Cronin, Chief Executive Officer
Attachments: 1 Operational Plan 2016 -2017 (under separate cover)

PRECIS

In accordance with the *Local Government Regulation 2012*, Sec 174 a local government must prepare and adopt an annual operational plan for each financial year.

BACKGROUND/HISTORY

The Operational Plan must be consistent with the Annual Budget and state how the local government will progress the implementation of the Corporate Plan and manage operational risks. *Local Government Regulation 2012*, Sec 175.

LINK TO CORPORATE PLAN

Leadership and Governance

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future financial obligations.

CONSULTATION

Executive Leadership Team, Senior Staff, Councillors

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Sec 175.

POLICY IMPLICATIONS

Revenue Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational budget

RECOMMENDATION

That Council adopt the Operational Plan for the 2016 -2017 financial year.

14.8 REVENUE AND EXPENDITURE - JULY 2016**File Number:** D16/9351**Author:** Director Corporate Services**Authoriser:** Tim Cronin, Chief Executive Officer**Attachments:** 1 Revenue and Expenditure - July 2016**PRECIS**

Revenue and expenditure for month ending July 2016.

BACKGROUND/HISTORY

Local Government Regulation 2012 Sec 176 – Preparation of financial statements.

LINK TO CORPORATE PLAN

4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:

- a) Sustainable financial and administrative management of the Shire's municipal and community resources.
- b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future obligations.

CONSULTATION

Executive Leadership Team

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012

Local Government Act 2009

POLICY IMPLICATIONS

Investment Policy

Debt Policy

Revenue Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational budget.

RECOMMENDATION

That the Revenue and Expenditure Statements for July 2016 be adopted.

Cook Shire Council Income Statement For Financial Year 2016-17				
	Actual to 31/07/2016	%	Amended Bgt 2016-17	Original Bgt 2016-17
% of Year Completed 8.3%				
Income				
Recurrent Revenue				
Rates, Levies & Charges	97	0%	6,723,460	6,723,460
Sales of Goods & Major Services	1,297,909	36%	3,645,400	3,645,400
Fees & Charges	60,063	8%	771,000	771,000
Rental Income	36,235	16%	232,000	232,000
Interest Received	27,368	15%	179,950	179,950
Private Works	1,950	2%	94,500	94,500
FAG's Grant	0	0%	8,950,000	8,950,000
Other Operating Grants & Subs	13,478	5%	264,950	264,950
<u>Other Income</u>	10,628	15%	68,860	68,860
	1,447,728	7%	20,930,120	20,930,120
Capital Revenue				
Grants & Subsidies	0	0%	5,381,000	5,381,000
NDRRA Grants	366,409	1%	29,400,000	29,400,000
<u>Profit on Asset Sales</u>	0		0	0
	366,409	1%	34,781,000	34,781,000
Total Income	1,814,137	3%	55,711,120	55,711,120
Expenses				
Recurrent Expenses				
Employee Costs (Net of Flood)	662,671	6%	10,363,940	10,363,940
Materials & Services	1,507,649	17%	8,968,695	8,968,695
Finance Costs	972	0%	295,000	295,000
<u>Depreciation</u>	783,333	8%	9,412,705	9,412,705
	2,954,626	10%	29,040,340	29,040,340
Capital Expenses				
NDRRA Expenditure	5,497,134	21%	26,600,000	26,600,000
<u>Loss on Asset Sales</u>	0		0	0
Total Expenses	8,451,760	15%	55,640,340	55,640,340
Net Result Surplus/(Deficit)	(6,637,623)	0%	70,780	70,780
Add Back Capital Transaction	5,130,725		(8,181,000)	(8,181,000)
Operating Result (Deficit)	(1,506,898)		(8,110,220)	(8,110,220)

Cook Shire Council - Revenue & Expenditure Financial Year 2016-17										
	Revenue			Expenditure			Surplus/(Deficit)			
	Actual to 31/7/16	Original Budget	% of Budget	Actual to 31/7/16	Original Budget	% of Budget	Actual to 31/7/16	Original Budget	% of Budget	Comment
% of year completed 8.3%										
Executive Management										
CEO's Office	0	0		103,749	836,400	12.4%	(103,749)	(836,400)	12.4%	ENQ 65,
Elected Members	0	0		41,036	564,640	7.3%	(41,036)	(564,640)	7.3%	
Media & Marketing	0	0		6,477	116,400	5.6%	(6,477)	(116,400)	5.6%	
HR & WH&S	0	48,000	0.0%	37,337	737,250	5.1%	(37,337)	(689,250)	5.4%	
Land Tenure	7,840	0	0.0%	11,645	164,000	7.1%	(3,805)	(164,000)	2.3%	Nat Title Grant
Executive Mgt Total	7,840	48,000		200,244	2,418,690	8.3%	(192,404)	(2,370,690)	8.1%	
Corporate Services										
Corporate Services Mgt	0	0		48,455	673,300	7.2%	(48,455)	(673,300)	7.2%	
Asset Management	0	0		18,652	297,000	6.3%	(18,652)	(297,000)	0.0%	
Building Maintenance	0	0		25,739	525,660	4.9%	(25,739)	(525,660)		
S&S & Disaster Mgt	0	22,000	0.0%	2,905	205,050	1.4%	(2,905)	(183,050)	1.6%	Pre cyclone Clean-up
TV & Radio	0	0		177	10,000	1.8%	(177)	(10,000)		
Rates Operations	4,539	3,434,460	0.1%	25,592	221,850	11.5%	(21,053)	3,212,610	-0.7%	Temp costs
Financial Services										
- Grants: FAGs/Operating	0	7,420,000	0.0%	0	0		0	7,420,000	0.0%	FAG's General Portion
- Grants: Capital	0	5,381,000	0.0%	0	0		0	5,381,000	0.0%	Waterfront, - R4R & State, TIDs, R2R
- Interest Income	27,368	130,000	21.1%	0	0		27,368	130,000	21.1%	
- Profit & Loss-Asset Sales	0	0	0.0%	0	0		0	0		
- Other Income	0	13,500	0.0%	0	0		0	13,500	0.0%	Insurance/Workcover claims
- Insurances	0	0		366,435	265,000	138.3%	(366,435)	(265,000)	138.3%	Pub Liab \$105 k, M/V \$94 k, ISR \$289 k
- Interest on Loans	0	0		0	265,000	0.0%	0	(265,000)	0.0%	Quarterly payment
- Other Expenses	0	0		0	30,000	0.0%	0	(30,000)	0.0%	Bank Charges
On cost Recovery	224,730	2,509,150	9.0%	188,068	2,390,000	7.9%	36,662	119,150	30.8%	W/Comp \$256 k
IT Services	0	0	0.0%	32,419	739,200	4.4%	(32,419)	(739,200)	4.4%	Includes Software annual cost
Business Services	0	10,000	0.0%	30,697	471,000	6.5%	(30,697)	(461,000)	6.7%	
Community Buildings	6,038	93,000	6.5%	44,202	515,950	8.6%	(38,164)	(422,950)	9.0%	
Events Centre	0	0	#DIV/0!	0	574,750	0.0%	0	(574,750)	0.0%	
Natures Powerhouse	136	0	0.0%	21,376	227,000	9.4%	(21,240)	(227,000)	9.4%	
Endeavour Lodge	13,387	122,000	11.0%	11,514	258,150	4.5%	1,873	(136,150)	-1.4%	
Admin & Financial Services	7,268	41,100	17.7%	27,743	436,500	6.4%	(20,475)	(395,400)	5.2%	
Stores Operations	1,586	28,000	5.7%	8,698	146,100	6.0%	(7,112)	(118,100)	6.0%	
Admin Overheads Recovery	0	1,100,700	0.0%	0	0	0.0%	0	1,100,700	0.0%	
Corporate Services Total	285,052	20,304,910	1.4%	852,672	8,251,510	10.3%	(567,620)	12,053,400	-4.7%	
Engineering										
Mgr Engineering Services	825	12,000	6.9%	74,094	1,295,700	5.7%	(73,269)	(1,283,700)	5.7%	
Parks & Gardens	1,603	0	0.0%	97,116	1,703,790	5.7%	(95,513)	(1,703,790)	5.6%	
Road Infrastructure	0	1,650,000	0.0%	708,253	6,403,200	11.1%	(708,253)	(4,753,200)	14.9%	FAGs **TIDs in Finance, Depn \$5.5m
Water Infrastructure	13,077	1,854,350	0.7%	206,580	2,981,500	6.9%	(193,503)	(1,127,150)	17.2%	Consumption charged Jan & June
Sewerage Infrastructure	3,370	1,224,000	0.3%	107,597	1,688,900	6.4%	(104,227)	(464,900)	22.4%	
Waste Mgt	13,262	644,900	2.1%	96,194	1,640,150	5.9%	(82,932)	(995,250)	8.3%	
Environmental Levy	0	215,000	0.0%	0	0	0.0%	0	215,000	0.0%	
Airport Operations	92,165	746,000	12.4%	52,758	1,034,200	5.1%	39,407	(288,200)	-13.7%	
Commercial Operations	1,218,306	3,000,000	40.6%	672,270	846,000	79.5%	546,036	2,154,000	25.3%	Gravel Extract'n
Works Depot	0	0	0.0%	20,739	225,750	9.2%	(20,739)	(225,750)	9.2%	
Plant	200,808	2,422,000	8.3%	175,796	2,546,900	6.9%	25,012	(124,900)	-20.0%	
Private Works	1,950	44,000	0.0%	0	38,000	0.0%	1,950	6,000	0.0%	
Flood Damage	366,409	29,400,000	1.2%	5,497,134	26,600,000	20.7%	(5,130,725)	2,800,000	0.0%	
Biosecurity	0	333,500	1.2%	17,545	736,550	49.0%	(17,545)	(403,050)	213.0%	
Landcare Facilitator	0	0	0.0%	137	0	#DIV/0!	(137)	0	0.0%	
Engineering Total	1,911,775	41,545,750	4.6%	7,726,213	47,740,640	16.2%	(5,814,438)	(6,194,890)	93.9%	

Cook Shire Council - Revenue & Expenditure Financial Year 2016-17									
	Revenue			Expenditure			Surplus/(Deficit)		
% of year completed 8.3%	Actual to 31/7/16	Original Budget	% of Budget	Actual to 31/7/16	Original Budget	% of Budget	Actual to 31/7/16	Original Budget	% of Budget
Economic Dev & Comm Serv									
Comm Serv Mgt	0	0		21,106	603,000	3.5%	(21,106)	(603,000)	3.5%
Community Events	8,000	27,000	0.0%	6,704	167,500	4.0%	1,296	(140,500)	-0.9%
Community Development	0			6,201	56,500	11.0%	(6,201)	(56,500)	0.0%
Grants	1,415			1,769	180,100	1.0%	(354)	(180,100)	0.0%
Economic Dev/Grants	0	3,000	0.0%	6,299	303,500	2.1%	(6,299)	(300,500)	2.1%
Arts & Culture	70	56,210	0.1%	3,156	97,100	3.3%	(3,086)	(40,890)	0.0%
Libraries	689	14,000	4.9%	11,726	278,550	4.2%	(11,037)	(264,550)	4.2%
Sports & Recreation	1,189	57,350	2.1%	12,604	249,550	5.1%	(11,415)	(192,200)	5.9%
Tourism & Events	0	10,500	0.0%	13,276	166,000	8.0%	(13,276)	(155,500)	8.5%
Cemeteries	2,400	8,200	29.3%	634	54,400	1.2%	1,766	(46,200)	-3.8%
Manager Planning & Environ.	0	0	#DIV/0!	101	0	#DIV/0!	(101)	0	#DIV/0!
Planning & Land Tenure	71,100	77,000	92.3%	18,755	705,500	2.7%	52,345	(628,500)	-8.3%
Building	7,607	98,500	7.7%	14,172	263,700	5.4%	(6,565)	(165,200)	4.0%
Local Laws & Animal	5,487	35,500	15.5%	32,094	415,700	7.7%	(26,607)	(380,200)	7.0%
Health & Environment	2,013	33,050	6.1%	14,534	296,250	4.9%	(12,521)	(263,200)	4.8%
Community Services Total	99,970	420,310	23.8%	163,131	3,837,350	4.3%	(63,161)	(3,417,040)	1.8%
Total Revenue & Exp	2,304,637	62,318,970	3.7%	8,942,260	62,248,190	14.4%	(6,637,623)	70,780	-9377.8%
Add Back Capital Trans	(366,410)	(5,381,000)	6.8%	(5,497,135)	0		5,130,725	(5,381,000)	
Operating Rev & Exp	1,938,227	56,937,970	3.4%	3,445,125	62,248,190	5.5%	(1,506,898)	(5,310,220)	

Cook Shire Council Balance Sheet				
For Financial Year 2016-17				
	Actual to 31/07/2016	% Diff	Amended Budget	Budget 2016-17
Current Assets				
Cash & Cash Equivalents	165,618	-45%	301,150	301,150
Investments	7,128,086	-5%	7,470,000	7,470,000
Rate Debtors (Net of Advances)	692,608	26%	550,000	550,000
Trade Debtors	388,498	-14%	450,000	450,000
Other Receivables	453,815	0%	0	0
Inventories	568,766	5%	540,000	540,000
Total Current Assets	9,397,391	1%	9,311,150	9,311,150
Non-Current Assets				
Property, Plant & Equipment	273,895,208	-7%	295,368,000	295,368,000
Capital Works in Progress	15,829,348	0%	0	0
Total Non-Current Assets	289,724,556	-2%	295,368,000	295,368,000
Total Assets	299,121,947	-2%	304,679,150	304,679,150
Current Liabilities				
Trade Creditors	939,975	17%	800,000	800,000
Employee Entitlements	959,067	3%	930,000	930,000
Other Payables (Incl GST Bal)	0	0%	0	0
NDRRA Rec'd in Advance	0		0	0
Borrowings	365,000	0%	365,000	365,000
Working Capital Facility (\$10mil)	0		0	0
Provision for LSL	805,373	1%	800,000	800,000
Total Current Liabilities	3,069,415	106%	2,895,000	2,895,000
Non-Current Liabilities				
Trade Creditors	0		0	0
Employee entitlements	0	0%	0	0
Other Payables	152,778	0%	0	0
Borrowings	4,409,941	-8%	4,784,000	4,784,000
Provision for LSL	185,056	-3%	190,000	190,000
Provision for Gravel Pits	1,547,794	-4%	1,620,000	1,620,000
Total Non-Current Liabilities	6,295,569	-5%	6,594,000	6,594,000
Total Liabilities	9,364,984	-1%	9,489,000	9,489,000
Net Community Assets	289,756,963	-2%	295,190,150	295,190,150
Community Equity				
Retained Surplus	62,838,871	-8%	68,505,150	68,505,150
Asset Revaluation Surplus	225,409,684	0%	225,385,000	225,385,000
Other Reserves	1,508,408	16%	1,300,000	1,300,000
Total Community Equity	289,756,963	-2%	295,190,150	295,190,150

15 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - REPORTS**15.1 GRANTS COMMITTEE**

File Number: D16/9273

Author: Director Development, Environment & Community

Authoriser: Gary Kerr, Director Development, Environment & Community

Attachments: 1 Grants Committee Minutes 030816

PRECIS

The Grants Committee has recommended that Council considers providing sponsorship for the 2016 Cardiac Challenge.

BACKGROUND/HISTORY

The Grant Committee's purpose is to:

- Oversee the maintenance of an extensive grant program database;
- Provide advice on available grants to community groups and businesses;
- Recommend appropriate grants for pre-approved projects as determined by the Project Development Committee; and
- Monitor the progress and acquittal of 'live' grant contracts

LINK TO CORPORATE PLAN

4.1.1 a) Sustainable financial and administrative management of the Shire's municipal and community resources

4.1.1 c) Appropriate corporate governance

CONSULTATION

Members of the Grants Committee

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

\$5,000 sponsorship for Cardiac Challenge and up to \$1,000 value of in-kind support

RECOMMENDATION

That Council considers and approves:

1. \$5,000 sponsorship for the 2016 Cardiac Challenge and provision of in-kind supply of marquees and rubbish bins to the value of \$1,000



Grants Committee Meeting Minutes

Chair:	Gary Kerr		
Meeting Date:	Wednesday 3 August 2016	Meeting Start Time:	4:00pm
Minutes Taken By:	Jessica Jarmey	Meeting End Time:	4:40pm
Venue:	Councillor Room – CSC Administration Building		

Attendees:

Jenni James – Grants Officer

Martin Cookson – Director Corporate Services

Gary Kerr – Director Development, Environment and Community

Apologies:

Robert Uebergang – Director of Infrastructure Services

Item	Responsible Officer	Update
Objective 1: <i>Maximise the knowledge of available grant and funding programs available to Council and local community groups and businesses</i>	Grants Officer	<ul style="list-style-type: none"> ACTION: Jenni sent first quarterly Newsletter on 26 July and will provide email blasts when required.
Objective 2: <i>Analyse and recommend budgetary allocations to support grant and funding programs identified for high priority projects</i>	Grants Officer Director Development, Environment and Community	No agenda items

Objective 3: <i>Provide advice and support to grants officer and CapEx Committee in the allocation and application of grant programs</i>		<ul style="list-style-type: none"> No agenda items
Objective 4: <i>Prepare and review regular project management reports that monitor the progress of 'live' grant programs, including progress reporting to grant providers and recommend remedial actions if required</i>		<ul style="list-style-type: none"> No agenda items
Objective 5: <i>Oversee the acquittal of grant programs and undertake reviews of the performance of the project in relation to budget and grant program</i>		<ul style="list-style-type: none"> No agenda items
Objective 6: <i>Oversee and make recommendations to Council on Council's internal grants programs (Economic Development, Community Development and Events)</i>	Director of Development Environment and Community	<ul style="list-style-type: none"> Gungarde requested the waiving of \$3,567.80 building fees for the Quarantine Bay Road Education Centre development. The request did not quantify the community benefits of the development. A response to their request to provide more specific information around community benefits will be sent. Their response will be considered at a future committee meeting Gary Kerr motioned for sponsorship and In Kind support approval – All members supported. RECOMMENDATION: That the following application for sponsorship and in-kind support be approved: <ul style="list-style-type: none"> Cardiac Challenge: \$5,000 cash sponsorship plus in-kind support through providing marquees and rubbish bins (including disposal)

16 CONFIDENTIAL REPORTS**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2009:

16.1 Planning and Enviroment Appeal Outcome

This matter is considered to be confidential under Section 275(f) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with starting or defending legal proceedings involving Cook Shire Council.

16.2 Write Off Excess Water Charges

This matter is considered to be confidential under Section 275(d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

16.3 Debtors Write Off

This matter is considered to be confidential under Section 275(h) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

17 EXECUTIVE SERVICES - INFORMATION

Nil

18 INFRASTRUCTURE SERVICES - INFORMATION**18.1 INFORMATION REPORT FOR NDRRA**

File Number: D16/9310

Author: Project Engineer

Authoriser: Robert Uebergang, Director Infrastructure Services

Attachments: 1 NDRRA works August update

PRECIS

Report to provide status of NDRRA works.

BACKGROUND/HISTORY

Monthly report prepared for Council to outline the status of NDRRA works to reconstruct road infrastructure pursuant to weather events in December 2015, March 2016 and May 2016.

LINK TO CORPORATE PLAN

A maintenance and extension program (where necessary) for Council's drainage, stormwater, road, footpath and bridge network.

CONSULTATION

Roads Committee, Infrastructure Services.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Refer Capital Works budget.

RECOMMENDATION

That the information be noted.

NDRRA WORKS

Work on Cyclone Nathan 2015:

Most of the works under Cyclone Nathan event were completed last year. However, some remaining works in town streets and local roads are going on this year. Summary of the outstanding works:

Submission Reference	Value (\$)	Expenditure till July
Cooktown St 1 – CoSC. 56.15	\$383,042	\$199,370
Cooktown St 2 – CoSC. 57.15	\$214,311	\$169,036
Local Roads – CoSC. 49.15	\$1,905,150	\$1,639,923
NR Sub 2 - CoSC. 52.15	\$5,534,191	\$4,687,375

It is expected to complete the remaining work by the end of year.

Late May 2016 Event:

Cook Shire roads in Lakefield National Park area were re-damaged during late May heavy rainfall and flooding. Initially it was agreed with QRA to stick with last two events unless there are substantial damages. While working on Mt Webb Wakooka and Mclvor roads, the damages were more and bigger than the approved scope of work. Now, Cook Shire Council has requested Queensland Reconstruction Authority to activate the late May event.

December 2015 and March 2016 Events:

NDRRA work under following two events are going on smoothly in various locations:

1. Gulf of Carpentaria Monsoon Trough (GCMT), 20 Dec'15 to 3 Jan'16
2. Far North and North West Queensland Tropical Low (FNNWQTL), 14 – 18 March'16

Status of submissions under GCMT:

Submission Reference	Status	Value (\$)	Expenditure till July (incl. commitment)
NR Sub. 1 – CoSC. 63.16	Approved	\$1,263,416	395,184.04
NR Sub. 2 – CoSC. 68.16	Approved	\$1,543,385	1,465,978.94
NR Sub. 3 – CoSC. 59.16	Approved	\$2,972,857	1,565,236.33
NR Sub. 4 – CoSC. 70.16	Submitted to QRA	\$1,180,301	517,642.65
SR Sub. 1 – CoSC. 62.16	Approved	\$3,404,788	1,767,436.49
SR Sub. 2 – CoSC. 60.16	Approved	\$919,107	146,953.71
SR Sub. 3 – CoSC. 64.16	Approved	\$2,585,324	216,840.02
SR Sub. 4 – CoSC. 71.16	Approved	\$2,000,354	1,006,772.22

Status of submissions under FNNWQTL:

Submission Reference	Status	Value (\$)	Expenditure till July (incl. commitment)
NR Sub. 1 – CoSC. 61.16	Approved	\$3,130,547	1,174,379.60
NR Sub. 2 – CoSC. 67.16	Approved	\$1,495,516	837,811.06
SR Sub. 1 – CoSC. 65.16	Approved	\$2,295,736	1,248,361.59
SR Sub. 2 – CoSC. 66. 16	Approved	\$1,461,514	936,026.70
SR Sub. 3 – CoSC. 69.16	Approved	\$1,512,885	1,169,530.19
Local Roads – CoSC. 73.16	Submitted to QRA	\$2,152,875	
Town Streets – CoSC. 72.16	Submitted to QRA	\$254,590	

The Total Value of NDRRA Submissions to till date (excluding PM & Contingencies):

Approved Value: \$24,585,429

Submitted Value: \$3,587,766

Total Value: \$28,173,195 (excluding PM & Contingencies)

WORK PLAN

A tentative work plan for the NDRRA works for next two months is as follow:

Months	Roads
August 2016	Mein Batavia Rd, Bamaga Road; Strathgordon Rd; Lilyvale Rd, Holroyd Rd, Aurukun Road; Birthday Mountain Rd; Portland Roads Rd; Fairview-Palmerville; Mt Webb (Starke Section); Battlecamp Rd; Lakefield; Kimba-Gamboola Rd; Drumduff Rd, Mt Webb (Kalpowar Section); Dixie Rd; Mt Amos Rd, Kimba Rd & Rossville and Bloomfield area Roads.
September 2016	Bamaga Road; Balurga Road; Running Creek to Port Stewart Road; Mein – Batavia Road; Whites Creek; Battlecamp Road, Mt Webb (Kalpowar Section); Lakefield Road; Dixie Kimba Road; Kimba Road; Fairview- Palmerville Road and Archer Point Rd.

19 CORPORATE SERVICES - INFORMATION

Nil

20 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - INFORMATION

Nil