

**Minutes of the Ordinary Meeting of the Council of the Shire of Cook held at the
Administration Centre, 10 Furneaux Street, Cooktown
16-17-18 March 2015**

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ATTENDANCE:

The Mayor, Cr PH Scott, Councillors A Wilson, KG Price, GC Shephard, PL Johnson, R Bowman, S Clark, Chief Executive Officer (B Davidson), Minute Officer (R Norris).

MEETING OPENED

The Mayor, Cr PH Scott declared the meeting open at 9.04 am on 17 March 2015

APOLOGIES:

Nil

NOTICE OF BEREAVEMENT:

Advice has been received of the passing of Joe Meaney, Eddie Ratcliffe, Alby Wright, Dot Bell

As a mark of respect one minute silence was observed.

CONFIRMATION OF MINUTES

30943	CONFIRMATION OF MINUTES OF ORDINARY MEETING
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Cr R Bowman moved; seconded Cr P Johnson

That the minutes of the Ordinary Meeting of 16-17-18 February 2015- be confirmed.

CARRIED

BUSINESS ARISING:

Nil

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Councillors' Reports

Cr P Johnson

Date	Type / purpose	Who /where	Action
16-18	Council meetings; EBA workshop; CEO recruitment process session	Chambers	Participate; information re EB process; HR processes for recruiting CEO;
25/ 26	Regen Ag- Joel Salatin workshops – regenerative farming http://regenag.com/web/upcoming-courses.html	Cairns & Mareeba; Farmers, graziers, horticulturalists, food networks, authors, local government, Dept Ag & other interested persons	Work with Cape York NRM & NGRMG staff who also attended to develop a presentation based on what we learned/ heard/ saw, as part of an open farming forum – location/ venue & date TBA
March 2	2020 planning meeting	Chambers; Steering committee members	Develop Vision & mission;
March 3	CSC Economic Development meeting	Senior team leaders & members, CEO, Councilors	Follow up meetings include Waterfront project
March 6	NGRMG FAC;	Teleconference – finance & Audit committee	Minutes to FAC then present to board at next meeting
11 March	LDMG	Chambers	
12 March	LDMG	Chambers	
13 March	LDMG Meet Intel Cell that report to SOC & Dept Premier	Chambers Chambers	

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Events Attended (as Councillor or part thereof)

Date	Type / purpose	Who /where	Action
16	AICD governance tool-training	Cape York NRM - On line	Analysis and responses to be sent to Cape York NRM board for review and application
4 th	Cape York LMAC-	Council Chambers; GBRMPA Acting Director, RGC Coordinator, Agency reps, LMAC members	Minutes to be forwarded to attendees; promote LMAC membership opportunities to broader community

Constituent Representation/Meetings

Date	Phone calls/ Discussions/ meeting	Letters/emails minutes	Action
	M Walls re content of meeting in Anzac Park		Receive for information; Q- wharf timbers- future uses? Sell by tender or re-use (Waterfront project perhaps?) Discuss with Councillors & staff
13/3	J Coventry - Chamber	Membership opportunities for rural sector/primary producers/ hobby farmers/ small land holders	Draft email to Chamber - invitation extended to local producers
13/3	Shambrook St	Neighbour to affected property sent in customer request for minor road work to redirect water running from Quarry across Shambrook St & scours out driveway then flows in to neighbors' back yard	Response sent to G Weingarth by Director Engineering Services – work will be done when machine next in vicinity

Future activities:

March

- 18 NRM Chairs forum
- 19 NGRMG board meeting – teleconference

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19	Reef Guardian Council working group – GBRMPA office Cairns
23	Cape York NRM & CYSF Alliance meeting- Cairns
24-26	Cape York NRM Board meeting Cairns
26	AgForce Multi Topic day – Laura
26	Cooktown 2020 dinner meeting- ANMM & NTA(Q)
27	Cooktown and Cape York Business Conference
31	Gulf Futures Day - Cairns
April	
2	Home for Good – CDCC
2- 20	School holidays – out of town with family
20	Reef Guardian Council meeting- Brisbane
21- 23	LGAQ/ QTC finance summit & training (Governing Councils, community leadership)

Cr S Clark

Meetings

DATE	TYPE	PURPOSE	WHERE	
18/2/15	CAN Meeting	Community Monthly Meeting	Community Health	
27/2/15	Partners in Recovery	Information	Chambers	
5/3/15	NBN	Information Session	Chambers	
16-18/3/15	Cook Shire	Monthly meeting	Chambers	
3/3/15	ED Meeting	Economic Development	Chambers	

Events Attended (as Councillor or part thereof)

DATE	TYPE / PURPOSE	WHO / WHERE
1/3/15	Lakeland Progress	Kick off of Assn
6/3/15	International Womens Day	Council Staff

Constituent Representation / Meetings

DATE	PHONE CALLS/ DISCUSSIONS	LETTERS
14/3/15	Smoko Lane Road washed away culvert	Council had already actioned

Cr A Wilson

- 17th Feb Attended Lakeland Progress Meeting

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- 20th,21st Feb Attended CYSF meeting and workshop. Cairns.
 - 25th,26th&27th Feb Attended LAWMAC Workshop and general meeting at Charters Towers.
 - Possible re-introduction of a waste levy or similar charge may implemented by new Government.
 - 1st March attended B<B<Q at Lakeland re launch of Lakeland Progress Association.
 - 3rd March attended ED meeting and Water front advisory meeting at Council Chambers
 - 7th March travelled to Lakeland to assist in the clearing of part of sports reserve marked trees to be left and area of suspected of being contaminated . Further area to be cleared when contractor available.

Cr K Price

Meetings

Date	Type / purpose	Who /where
16-17 February	CSC February General Meeting	
18 February	LGAQ EBA update	
19 February	South Cape York Catchment Meeting – Deputy Chair	
9 March	Meeting with Endeavour Christian College School Leaders	
9 March	Weeds and Ferals Inc - AGM	
11 March	Local Disaster Management Group	
11 March	Red Cross – Darryl Hangar – Human Social Service – Cooktown	
12 March	Local Disaster Management Group	

Events Attended (as Councilor or part thereof)

Date	Type / purpose	Who /where
26-27 February	Tidy Towns National Finals – Sheffield, Tasmania	
6 March	Cooktown Primary School Assembly – Tidy Towns discussion	
6 March	International Women’s Day Luncheon – CSC	

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14 March	Farewell dinner – Katrina and Jay Houghton
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Constituent Representation/Meetings

Date	Phone calls/ discussions	Letters/ minutes	Councilor requests
	Discussion		Drainage problems – works schedule to clear blocked Council drainage impacting on private property
	Discussion		Weeds and Ferals Inc. interested in borrowing/purchasing of

- Local News – Around the Shire – article 12th March edition

Upcoming:

- Away 21st – 26th March – Brisbane – Outcomes Reporting Training
- Bloomfield Residents Assoc – 21 March – requiring proxy
- Partners in Recovery – Forum next week
- Home for Good Training - information session 2nd April
 - training session 16-17th April
 - Registry Week – 20th – 24th April

Cr R Bowman

Meetings

Date	Type / purpose	Who /where
	General Council Meeting	
	Waterfront Meeting /EDM	
	CDCC Board Meeting	
	CYLMAC	
	LDMG	
	EBA Training LGAQ	

Up Coming meetings

Cooktown Chamber of Commerce AGM Wednesday night 18 March

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Cr P Scott (Mayor)

Date	Venue	Meeting	Issues /outcome
18/2/15	CDCC	Community Housing	Awaiting OSH determination
22/2/15	Turf Club	AGM	Activities / 2015
23/2/15	Chambers Office	2020 My Pathways	Reconciliation Rocks – the concert Joint projects
24/2/15	PCYC	Mgmt Committee	Strategies 2015
29/1/15	Chambers	Interagency	See minutes
25/2/15	Cairns	Regional Development Australia	Lakeland Dam & Solar Farm NBN
1/3/15	Lakeland	Lakeland Progress Association	Launch & Projects
2/3/15	ANZAC Park Chambers	Community meeting Okola Land Trust	Concerns & Issues Business opportunities.
3/3//15	Chambers	Economic Development Group and Waterfront Advisory Committee	See minutes
4/3/15	Endeavour Christian College Sovereign	Leaders presentation Alt Care & Foster / Kinship awards	Address Address
5/3/15	Chambers Office	NBN presentation CCC	2016- Try to get Lakeland incl. Interview
6/3/15	PCYC Office	Tidy Towns presentation Junior Rugby League Multicultural Association	Next years rqmts. Funding for changerooms AGM
9/3/15	Office	Christian School Leaders	Council familiarisation
10/3/15 – 15/3/15	Office	TC Nathan	Meetings, media, inspections.

Upcoming meetings

27 March	PCYC	Business Conference
12/13 April	Innisfail	FNQROC

The meeting adjourned for morning tea at 10.00 am and resumed at 10.20 am on 17 March 2015.

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Directors, Tony Lickiss (Engineering Services, Katrina Houghton (Economic Development and Community Services), Martin Cookson (Corporate Services), Town Planning Officers, John Harrison and Lisa Miller and Michael Czarnecki, Project Officer, in attendance.

ENGINEERING SERVICES

Tony Lickiss advised that construction will be completed by February 2016. As of June, 2015 the area will be a construction site – amenities buildings and splashpad under construction, wall completed, sewerage completed and work will have started on the fishing platforms.

30944	WATERFRONT PROJECT	
	<i>Report No.D15/3237 from Director Engineering Services</i>	

Cr K Price moved; seconded Cr S Clark

That Council approve the delivery scope changes based on the revised budget estimate of \$6,124, 213.00 and authorise the application for two R2R projects consisting of the cycleway and road works. Further Council seek external delivery models where significant savings can be demonstrated.

CARRIED

Background/History

Council in 2006 undertook construction of a reclamation wall on Webber Esplanade as funding allowed. In 2011 the state government announced that the Endeavour River would be dredged and the works would be undertaken in 2013 once approvals and tender processes were completed. Council expressed its desire to utilise the reclamation area as a cell to accept dredge spoil thus filling the reclamation area with material at no cost or disruption to Council or the community.

To be ready for the acceptance of the dredge spoil Council had to rapidly accelerate the construction of the wall. The wall was completed and lined with Geofabric in 2014 and was filled with dredge sediment.

In April of 2014 Council received grant funding from R4R and Dept of Local Government to the total sum of \$4 million with additional \$750,000 internal co-funding to develop the water front in keeping with the adopted master plan. This budget was determined using high order estimates based on macro level unit rates.

Consultation

Extensive consultation was undertaken by department of community services in the formulation of the master plan. No consultation other than updates have been undertaken during the construction phase.

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Increased updating of what is happening on site to a weekly update will bring greater ownership and excitement for the project and possibly counter some negative sentiment in the community. A measure up of component progress can be performed every week and results uploaded to the net and newspaper with an explanatory note on what was achieved and what is proposed for the next week's progress. As milestones are completed possibly a site open day for the public to view progress could be explored.

Legal Implications (Statutory, basis, legal risks)

nil

Policy Implications

Review required how council undertakes major projects with constrained delivery timelines due to funding body restrictions with respect to risk.

Financial and Resource Implications (Budgetary)/Risk Assessment

In 2014 Council engaged Black and More to co-ordinate and deliver the Engineering design of the 23 separate components that constitute the infrastructure to be built. The normal design and planning function for a complex multi dependant project of this nature is in the order of two years minimum. The project is being designed, costed and delivered concurrently, this is a high risk delivery method with items not fully costed or in fact designed, committed to construction, leaving council exposed to cost overruns.

Engineering has undertaken an exhaustive review of the design and has sort industry and internal pricing to 'prove up' the estimates and have a better understanding of what the actual costs to deliver the projects will be. **It should be noted that not all costing is in and educated estimates of what the 'firmed up' estimate will be have been included in some pricing.**

Cost code	Item	Assumed estimate
2322	Lighting	\$148,791
2323	Mains power	\$100,000
2324	Pool fence (42m by MTC)	\$14,700
2325	Pool fit out (retaining wall) (bond beam)	\$90,000 \$62,500
2329	Cycleway	\$335,365
2228	Water park (splash pad)	\$134,198
	Total	\$885,554

Council will be unable to deliver the desired number of components within the current \$4.75 million budget, as such Engineering proposes to stage the works delivering the critical compulsory structural infrastructure first with embellishments to be constructed under future budgets as funds allow.

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This approach will see the entire subsoil conduit for water, sewer, irrigation, power mains and power reticulated laid. Future developments such as BBQ facilities will have access to water and power at time of construction.

It is the intention to construct;

Item	Current Contractor / Council Labour %	proposed Contractor / Council Labour %
• Main amenities block	100/0	100/0
• Ancillary amenities block	100/0	100/0
• Pergola	100/0	100/0
• Water park	60/40	100/0
• Lagoon excluding entrance stairs	0/100	100/0
• 4 metre wide cycleway	0/100	100/0
• Road and ancillary drainage	30/70	30/70
• Shade sails	0/100	0/100
• Lighting and CCTV	0/100	0/100
• Landscaping	30/70	30/70
• Underground conduit (Water, power, telstra, irrigation)	0/100	0/100
• 3 Fishing platform foundations (1 platform to be installed*)	0/100	90/10
• Sewer mains, Sewerage pump station and ancillary works^	0/100	0/100

* Platform to be ordered at the end of project with 12 week lead time as an insurance against cost over runs.

^ Sewerage construction is expected to be \$100-150K under budget savings will form basis of ongoing contingency.

Items not included in this delivery;

- Stairs to Lagoon
- 2 composite fibre fish platforms
- Stage area
- Marina fitout
- BBQ's and shelters
- Playground
- Internal paths
- Eastern Plaza

Schedule of Project Drawings attached

Current costing attached

Current full set of design plans to all elements attached

The delivery of the project is contingent on extra funding being sort from R2R for the delivery of the 4 metre wide cycleway and new asphalt road. Totalling \$1,250,000. The

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projects nominated comply with the R2R guidelines and no issue is envisaged with Council nominating these projects for funding.

Funding guidelines for R2R attached

Currently Council can deliver what is proposed within the revised budget of \$6,124,213 in-house based on internal estimates, however significant savings may be available to Council if outside contractors are used, also Councils financial project risk is greatly diminished using external fixed price contractors.

Utilising external contractors in the delivery of this project will make some structures and general labour staff redundant, however with the savings envisaged the 2 composite fibre fish platforms and possibly the BBQ's and shelters could be delivered. The delivery of these extra items would be as a final inclusion as construction across all sub projects were in advanced stages of delivery with final cost to complete known.

If contractors were utilised for the delivery of the splash pad, 4 metre wide cycleway and fish platforms savings of around \$300,000 would be expected. This would equate to a reduction of at least 4 full time staff.

Council can slow parts of the site works down until better resolution of the expected costs become more apparent giving a more risk averse environment going forward. Items such as the amenities blocks and pergola are low risk for Council to proceed. Underground infrastructure must be undertaken at this time which has low to medium financial risk and also governs the future works.

Delaying the Lagoon fitout, fish platforms and cycleway to latter in the year will enable more time to refine cost estimates and reduce financial risk. If council slowed some high risk elements of the project for an additional 8 weeks this would also have the effect of opening up the site for elements that are still progressing on site and a net effect will be less resource and operational conflicts thereby making further savings.

If this was undertaken Engineering believes financial risk will be reduced with a delivery schedule change of late February for completion. Political risk will not be significant as major publically visible components such as the amenities blocks; pergola and splash pad will be in full construction if not completed and a staged opening of the facility could occur thereby letting the community assess completed sections sooner.

RECOMMENDATION

Council approve the delivery scope changes and authorise the application for two R2R projects consisting of the cycleway and roadworks. Further Council seek external delivery models where significant savings can be demonstrated.

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30945	HYDRO SCHEME – ANNAN RIVER	
	<i>Report No.D15/3235 from Director Engineering Services</i>	

Cr A Wilson moved; seconded Cr R Bowman

That Council refer to its 2015/2016 budget for consideration, the continued development of the hydro project including design and full costings of all associated works as a shelf ready project.

CARRIED

Précis

Costings for Hydro Scheme at the Annan River

Background/History

Attached for Councillors' information is –

- Annan River Fixed Price Option

EURO conversion		1.45	Included or N/A Required, not priced		Confirming price/scope Budgetary price		Fixed price quote (Guess or based on other supplier)								
USD conversion		1.29													
Regulation	kW	Turbine	Gen	Draft Tube	HPU	MV/Knifegate	E&C	mech seal	freight	inlet pipe	total	Lead time	Warranty (months)	comments	
Conventional Kaplan															
Orengine	single reg.	130	€ 82,000	€ 25,000		€ 9,000	€ 15,000		€ 6,000						
		\$	118,900	\$ 36,250	\$ 29,000	\$ 13,050	\$ 21,750	\$ 54,000	\$ 8,700	\$ 8,000	\$	289,650	8m+1.5m+9.5m	24m exw	Flume style. Waterproof housing required
Hydro Link	double reg.	€	204,000	€ 34,000					€ 6,000						
		\$	295,800	\$ 49,300				\$ 70,000	\$ 8,700	\$ 8,000	\$	431,800	8M+shipping	28m exw	Horizontal tubular. Waterproof housing required
Submersible Kaplan															
Flygt (refurb.)	fixed	85	USD 137,000												
		\$	176,730	\$ 41,000	\$ 5,000	\$ 25,000	\$ 54,000				\$	301,730	4m+shipping	12m from startup	Suitable for flume, in pipe mounting suggested
Zeco	single reg.	€	209,000			€ 15,000									
		110	\$ 303,050			\$ 21,750	\$ 54,000				\$	378,800	9m CIF Briss.	24m	Flume mounting preferred
Zeco	double reg.	€	241,000			€ 15,000									
		110	\$ 349,450			\$ 21,750	\$ 70,000				\$	441,200	9m CIF Briss.	24m	Flume mounting preferred
Submersible Kaplan - in pipe option															
Flygt refurb	fixed	85	USD 137,000												
		\$	176,730	\$ 41,000	\$ 5,000	\$ 102,000	\$ 54,000				\$ 55,000	\$ 433,730	4m+shipping	12m from startup	
- VAG valve		\$	176,730	\$ 41,000	\$ 5,000	\$ 37,250	\$ 54,000				\$ 55,000	\$ 368,980			
	- Chinese valve														
Zeco	single reg.	€	209,000												
		110	\$ 303,050			\$ 102,000	\$ 54,000				\$ 55,000	\$ 514,050	9m CIF Briss.	24m	
- Chinese valve		\$	303,050			\$ 37,250	\$ 54,000				\$ 55,000	\$ 449,300			
Zeco	double reg.	€	241,000												
		110	\$ 349,450			\$ 102,000	\$ 70,000				\$ 55,000	\$ 576,450	9m CIF Briss.	24m	
- Chinese valve		\$	349,450			\$ 37,250	\$ 70,000				\$ 55,000	\$ 511,700			
Siphon															
fixed	?	€	300,000												Possibility to raise/lower machine for flood
		\$	435,000								\$	435,000			

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Consultation

Nil

Legal Implications (Statutory, basis, legal risks)

Policy Implications

Financial and Resource Implications (Budgetary)/Risk Assessment

See costings for supply. Civil component has not been designed or scoped, a very preliminary estimate for design and construct is of the order of \$400,000. Electrical component is of the order of \$140,000 Total project cost would be of the order \$1,000,000.

This project would have to have the civil component delivered externally under a fixed price contract as the project risk and complexity would be beyond Council.

Currently Councils electricity bill is of the order of \$100,000 per annum which translates to a break even of 10 years based on no electricity price escalation.

RECOMMENDATION

Council proceed with scoping the project and obtain full costings of the civil works component of the project, adopting the Zeco double regulated option.

Or

Council shelve the project until a more economically suitable time to proceed materialises.

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30946	STREETSCAPE STRATEGY PLAN – HOPE ST	
	<i>Report No. D15/3227 from Project Manager</i>	

Cr A Wilson moved; seconded Cr R Bowman

Council endorse that plastic bollards remain in place as per the reduced design shown in report No. D15/3227. This is to ensure adequate protection is provided to the general public at the road head ways.

CARRIED

Précis

Resolution is sought to allow the recycled plastic bollards to remain as a child protection barrier due to the bicycle path forming part of the road reserve but at a much reduced scale to current configuration.

Background/History

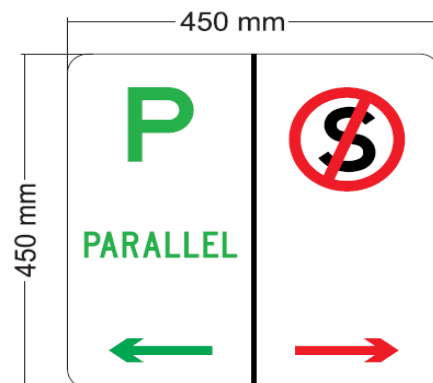
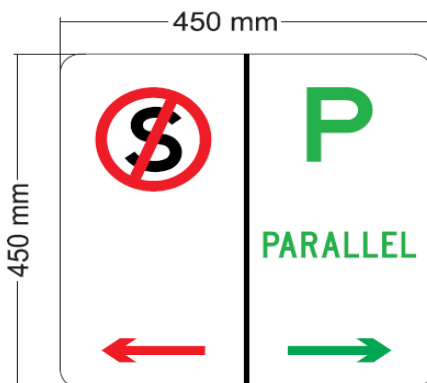
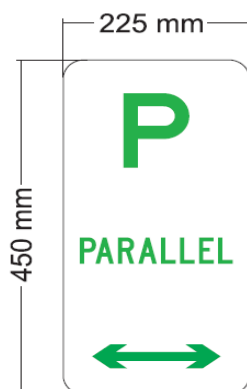
Cooktown Streetscape TOR from the ten year master plan Dated 31st July 2006 identified the primary focus area as below



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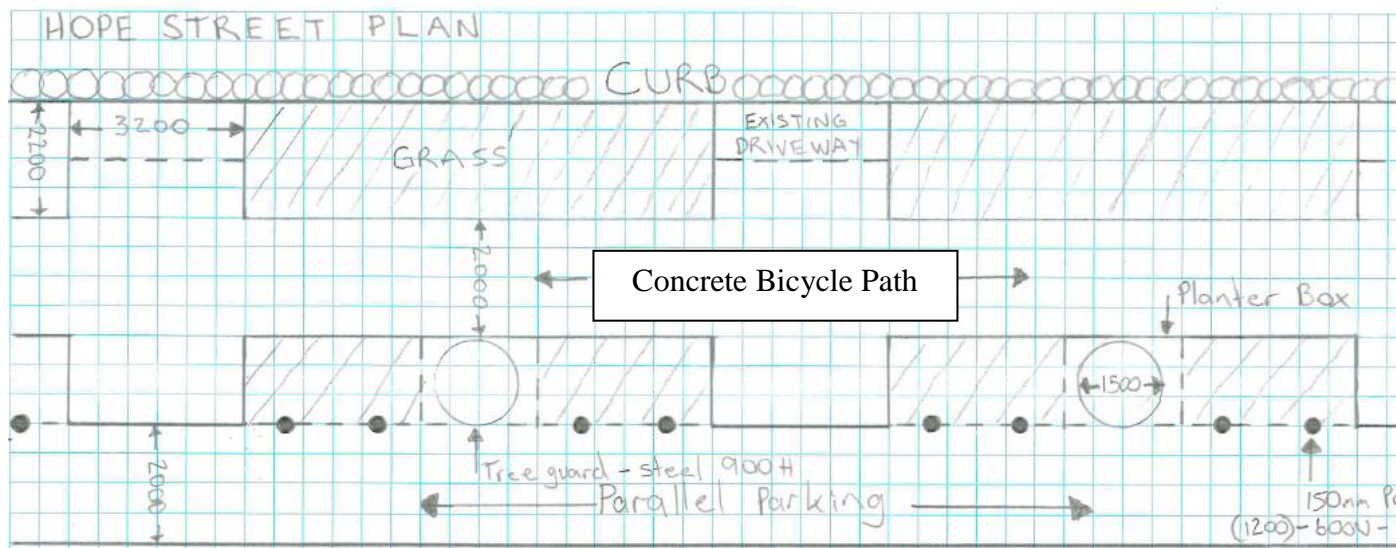
D14/7102 Dated 15th July 2014 informed the general public:

*EXTRACT: We envisage the total process to take round 65 days and intend to commence work from the corner of Walker Street continuing the length of the street to Ida Street. During this time we will be laying concrete footpaths, doing earth works preparation for tree planting, laying grass and seed, erecting signs and **bollard configurations** & running general maintenance and cleaning to the heritage kerb.*



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Original Plan Design



Revised Plan Design



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Email Dated 24th October 2014 to Allan Chisholm Co-ordinator Roads to Recovery

From: Michael Czarnecki
Sent: Friday, 24 October 2014 3:37 PM
To: 'allan-g.chisholm@infrastructure.gov.au'
Subject: Project ID 052240-14QLD-RTR Bike Path Cook Shire Council

Hi Allan

As per our phone discussion last week re Project ID 052240-14QLD-RTR we would like you to consider our application for \$320,000 to construct more bicycle path in our current network.

I have attached a copy of our bicycling trails brochure which includes mapping of current assets, our current project is a link between the corner of Walker St to the corner of Burkkit St.

I also note that as per our map and current photos the bicycle path is being constructed on the road reserve only and forms a strong part of our open space plan this section has added protection with the introduction of plastic bollards

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If you require further information please feel free to contact me at anytime

Regards

Michael Czarnecki | Project Manager | Executive Service

Email Dated 3rd March 2015 to Allan Chisholm Co-ordinator Roads to Recovery & subsequent reply from Tui Davidson Roads to Recovery & Black Spot Programme

From: Davidson Tui [mailto:Tui.Davidson@infrastructure.gov.au]
Sent: Tuesday, 3 March 2015 9:02 AM
To: Michael Czarnecki
Subject: Project ID 052240-14QLD-RTR Bike Path Cook Shire Council [SEC=UNCLASSIFIED]

Hi Michael

Allan is away, so I shall answer your query.

The project is eligible with or without bollards. It is a joint project with Council contributing to costs.

We would not wish to both pay for the bollards installation and their removal – if they have been installed and the costs attributed to us, then we would expect Council to pay for their removal if they then make that decision.

Regards

Tui

Tui Davidson

Roads to Recovery & Black Spot Programme

Infrastructure Investment Division

Department of Infrastructure and Regional Development

02 6274 7350 | www.infrastructure.gov.au

Note - I am part time, finishing at 2.30pm Tuesday and Thursday, and not in on Wednesday.

From: Michael Czarnecki [mailto:MCzarnecki@cook.qld.gov.au]
Sent: Tuesday, 3 March 2015 8:28 AM
To: Chisholm Allan
Subject: Project ID 052240-14QLD-RTR Bike Path Cook Shire Council

Hi Allan

I am currently working on project 052240 and would like some clarification/advise. In our past discussion I provided information to gain approval on the project that included a full length bollard configuration, this was to give the path a clear delineation from the road.

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Council was presented a report at our February meeting (attached) with a recommendation to keep the bollards even though there had been some negative press about them going in, this recommendation was voted down and Council has asked for a report with advice on removing the bollards, can you advise if we are able to do this or is it a condition of the approval that they remain?.

Regards

Michael Czarnecki | Project Manager | Executive Services
Cook Shire Council

Consultation

Interdepartmental and with appropriate consultants (Funding Bodies)

Legal Implications

Legal risk unknown

Policy Implications

Nil

Financial and Resource Implications (Budgetary)

Nil – Project WO2339 is 100% funded 50/50 ATIDS – R2R

Link to Corporate Plan

4.6 Infrastructure, Transport and Services

4.6.1 Provide to a standard that ensure (at a minimum) legislative compliance and equitable access:

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

Assessment

The Cooktown streetscape strategy plan as identified by John Mongard (Landscape Architects) in 2007 showed street tree planting with timber framed heritage style enclosures, when you adapt this to our current Cooktown Streetscape TOR from the ten

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year master plan Dated 31st July 2006 and current legislation you are being delivered a mash up that has not had the correct community consultation. Based on this information and what was formed as a project design brief given by DES the bollards were selected.

Purpose

The bollards will now form part of our safety strategy as well as add amenity, they add protection to the newly formed asset of the bicycle path as it sits within the road reserve that would normally form a carriage way for general traffic. To ensure we are future proofing the 1.3km path we should also be assessing a possible bitumen seal to the bollard line so adequate line marking can be administered for parallel parking.

RECOMMENDATION

Based on the information provided to both the general public and the funding bodies one option is presented:

1. Council endorse the plastic bollards to remain in place as per the reduced design shown above. This is to ensure adequate protection is provided to the general public at the road head ways.

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PLANNING AND ENVIRONMENT

30947	APPLICATION FOR A DEVELOPMENT PERMIT DA/3372 – MATERIAL CHANGE OF USE FOR A DUAL OCCUPANCY ON LOTS 9 AND 10 ON PLAN C17939, LOCATED AT 18 & 24 BURKITT STREET, COOKTOWN	
	<i>Report No.AD15/194 from John Harrison, Town Planning Officer</i>	

Cr P Johnson moved; seconded Cr R Bowman

That the application under the IPA Planning Scheme by John Ulf, Jennifer Kaye, Jotham Ulfs and James Ulfswell Selke for a Development Permit for making a Material Change of Use for a Dual Occupancy on Lots 9 and 10 on Plan C17939 located at 24 and 18 Burkitt Street Cooktown, be approved subject to the conditions set out in the recommendation contained in report No. AD15/194.

CARRIED

Précis

Applicant: John Ulf, Jennifer Kaye, Jotham Ulfs and James Ulfswell Selke
PO Box 238
Kuranda, Qld. 4881.

Owner: Elsteel Constructions Pty Ltd

Location: 18 & 24 Burkitt Street, Cooktown

RPD: Lots 9 and 10 on Plan C17939

Area: Lot 9 – 2.185 Hectares
Lot 10 – 2.185 Hectares

Zone: Low Density Residential

Proposed Use: Dual Occupancy

Use Classification: Dual Occupancy

Referral Agencies: Nil

Submissions: Nil

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Report

Application has been made to Council under the current IPA Planning Scheme for the issue of a Development Permit for Making a Material Change of Use for a Dual Occupancy on Lots 9 and 10 on Plan C17939 located at 18 and 24 Burkitt Street, Cooktown. Council issued an Acknowledgement Notice on the 12th December 2014 and an Information Request on the 19th December 2014. The applicants responded to Council's Information Request on the 12th January 2015.

Proposal

The applicants propose to convert an existing shed located on Lot 9 into a single story three (3) bedroom house, which will provide for two (2) detached residences on Lot 9. The additional residence will have a gross floor area of approximately one hundred and eighty (180) sq metres. Access to both residences will be from Burkitt Street via an access driveway across Lot 10 which is in the same ownership as Lot 9. Both residences will be connected to the reticulated electricity supply.

Site

The development site is Lots 9 and 10 on Plan C17939 located at 18 and 24 Burkitt Street Cooktown. The development site is not within the Cooktown reticulated water or sewerage area and is zoned low density residential under the Cook Shire Planning Scheme. The site is an elevated area accessed by Burkitt Street and currently has a dwelling and shed located on it. Lots 9 and 10 have a combined area of 4.37 hectares and are located within the Old Dam Site as shown on Map 41 of the Cook Shire Planning Scheme.

Town Planning Considerations

The proposed development is best defined under the Cook Shire Planning Scheme as:

“Dual Occupancy – means the use of premises for two self contained dwelling units (whether attached or detached) on a single lot.”

Lots 9 & 10 are zoned Low Density Residential under the Cook Shire Planning Scheme and under that zoning a Material Change of Use for Dual Occupancy is Impact Assessable development and requires Public Notification. Council must consider the provisions of the Planning Scheme as a whole including the strategic elements when assessing the application.

The purpose of the Low Density Residential Zone Code is to achieve the following outcomes for the Low Density Residential Zone:

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- *Residential neighbourhoods are low density in scale and design and provide a pleasant living environment with a high standard of amenity;*
- *Residential neighbourhoods are located close to services and community facilities and provide an appropriate level of infrastructure; and*
- *Non-residential development which supports the immediate community is located and designed to maintain the amenity of adjoining residential development.*

The following Codes are identified under the Cook Shire Planning Scheme as being applicable to a Dual Occupancy in the Low Density Residential Zone:

- Low Density Residential Zone Code
- Dual Occupancy Code
- Parking and Access Code
- Works, Services & Infrastructure Code
- Hillslopes Overlay Code
- Natural Hazards Code

The proposed development is also located within the old Cooktown Dam site as identified under the Cook Shire Planning Scheme.

The proposed development for a Dual Occupancy complies with the relevant Performance Criteria applicable to this application. (Council notes that the proposed Dual Occupancy is a Class 1 building, the same building classification as a House, which is self assessable, stand alone development in the Low Density Residential Zone, and will be located on a lot with an area of 4.37 hectares when amalgamated).

PC 9 of the Low Density Residential Zone Code states that:

“Clearing of vegetation on any lot forming part of the Old Dam Site in Cooktown is limited to the practical minimum required to construct a single house and ancillary structures and access thereto.”

This application for a Dual Occupancy involves the conversion of an existing shed located on Lot 9 into an additional dwelling house, which will be accessed via the existing access track. There will be minimal additional clearing associated with this development and currently vacant Lot 10 will be amalgamated with Lot 9 which will preserve the existing vegetation on Lot 10. Council therefore deems that the development complies with PC 9.

Desired Environmental Outcomes (DEO's)

The DEO's set the broad strategic direction for land use and development in the Shire and describe the desired outcomes for the land subject to this Planning Scheme. They cover the following topics:

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1. Economy
2. Environment
3. Settlement Patterns
4. Transport & Communications
5. Community
6. Rural Prosperity
7. Heritage
8. Safety

Each DEO is sought to be achieved to the extent practicable having regard to each of the other DEO's and the scope of the Planning Scheme. The numbering of the DEO's does not indicate a ranking of importance.

While each stated DEO is sought to be achieved to the extent practicable for this development application there is strong compliance with DEO 1, DEO 3 and DEO 8 of the Cook Shire Planning Scheme.

DEO 1: A Strong Economy

“Cook Shire has a prosperous and growing economy, delivering jobs and rising living standards for all. The economy is centred around rural and extractive industries and tourism based on the Shire's natural and cultural assets. Opportunities to diversify within and beyond these sectors are grasped and the Shire becomes more self-reliant in retailing and services.”

DEO 3: Efficient Settlement

“Human settlement is consolidated in the existing towns and townships where it can be most cost effectively serviced. Cooktown functions as the largest administrative and commercial centre of the Shire, with Coen playing a significant role in the northern Cape York area. The smaller townships of Marton, Lakeland, Laura, Portland Roads, Ayton, and Rossville serve their respective localities. Land and infrastructure is provided at an appropriate scale within each of these settlements, to allow adequate housing, community services, recreational space and opportunities for business and industrial activities.”

DEO 8: A Safe Environment

“Human life, property and the environment are protected from the adverse effects of landslips, bushfires and flooding.”

Referral Agencies

There are no referral agencies for the purpose of this application.

Public Notification

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The applicant fulfilled the requirements under the *Sustainable Planning Act 2009* for completing public notification. As described in the Notice of Compliance dated 20th February 2015, the proposal was advertised in a paper circulated in the area (The Cairns Post 29th January 2015), letters were sent to each adjoining land owner (29th January 2015) and signs were placed and maintained on the relevant road frontages (Burkitt Street) (27th January 2015). No submissions were received during the Public Notification Period.

Discussion

The proposed development is for an additional dwelling on Lot 9 on Plan C17939 with access via Lot 10 on Plan C17939 which will require Lots 9 and 10 to be amalgamated as a condition of approval. This Dual Occupancy development will provide a much needed additional residence for Cooktown given the current housing shortage. The development complies with the relevant Performance Criteria and Desired Environmental Outcomes of the Cook Shire Planning Scheme, and is recommended to Council by Council Officers for approval with conditions.

Recommendation

That the application under the IPA Planning Scheme by John Ulf, Jennifer Kaye, Jotham Ulfs and James Ulfswell Selke for a Development Permit for making a Material Change of Use for a Dual Occupancy on Lots 9 and 10 on Plan C17939 located at 24 and 18 Burkitt Street Cooktown, be approved subject to the following conditions:

A. Assessment Manager (Council) Conditions

Approved Plan

1. The development must be carried out generally in accordance with the following plans (see Appendix “B”) submitted with the application and in response to Councils Information Request, except for variations required to comply with the conditions of this approval:

- Site Plan – Marshall Design – Sheet No. MCU-1/1 dated Nov. 2014
- Proposed Floor Plan – Marshall Design – Sheet No. MCU-1/2 dated Nov. 2014
- Elevations – Marshall Design – Sheet No. MCU- 1/3 dated Nov. 2014.

Water Supply

2. The new dwelling unit must be provided with a potable domestic water supply at the time of construction of the additional dwelling unit. This would be satisfied by the

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provision of rainwater tanks with a minimum capacity of 50,000 litres for the new dwelling unit. Where an alternative source of supply is available within the allotment, the applicant can provide certified evidence as to the flow rates and water quality of bore water or other supply to eliminate or reduce the requirement for on-site water. Details to be provided at the time of application for a development permit to carry out building work.

Effluent Disposal

3. Wastewater treatment and disposal applications must include details of proposed wastewater disposal systems and calculations demonstrating compliance with the Queensland Plumbing and Wastewater Code and AS/NZS, 1547:2000 – On-site Domestic Wastewater Management. Details are to be provided at the time of lodgement of a Plumbing or Building application.

Access

4. Access to the proposed development must be from Burkitt Street via the existing access. Access from the existing Burkitt Street road pavement to the property boundary must be upgraded to the requirements of the FNQROC Manual. Plans to be provided for approval by Council's Director Engineering Services prior to works commencing.

Internal Driveway

5. The internal access driveway must be gravel sealed and maintained in a safe, dust suppressed state at all times.

Car Parking

6. The additional dwelling unit must be provided with one covered, concrete sealed car parking space, located as shown on approved Site Plan.

Electricity

7. The proposed development must be connected to the reticulated electricity supply.

Stormwater Drainage

8. Stormwater drainage must be to a legal point of discharge. Drainage plans must be submitted to Council for approval as part of an application for carrying out building work.

Noise and Dust

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9. The applicant must ensure that during the construction stage, no nuisance is caused to the surrounding properties by way of noise or dust emissions.

Infrastructure Charges

10. Infrastructure Charges for public open space must be paid to Council at the time of application to carry out building work, as indicated on the attached Adopted Infrastructure Charges Notice at the rate applicable at the time of payment (see Appendix “A”).

Public Utilities

11. The developer is responsible for the cost of any alterations to public utilities as a result of complying with the conditions of this approval.

Vegetation Clearing

12. Vegetation clearing associated with this development must be kept to a minimum and is restricted to that required to comply with the conditions of this approval.

Earth Works

13. Cut and fill works associated with this development must not be carried out unless the appropriate operational works or building approvals are in place. The developer must ensure that no sand, soil or silt runoff occurs from the site during construction.

Amalgamation

14. Lots 9 and 10 on Plan C17939 must be amalgamated prior to the issue of a building approval for the additional dwelling unit.

Landscaping

15. The developer must ensure that existing vegetation and topography is preserved to provide a privacy screen for the new dwelling unit.

Fire Management

16. The development must be provided with a separate water storage tank with a minimum capacity of 5,000 litres and fitted with fire brigade tank fittings, for fire fighting purposes prior to the use commencing.

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17. The development site must be maintained in a state so as not to create a fire hazard.

Compliance

18. All Conditions of the Development Permit must be complied with prior to the use commencing.

Currency Period

19. The currency period for this Development Approval is four (4) years. Should the Dual Occupancy (additional dwelling unit) not be established within this time, the approval shall lapse.

B. Advice (Council)

A development permit is required for carrying out Building Work and a Plumbing and Drainage approval / compliance permit is required for Plumbing and Drainage works prior to construction of the Dual Occupancy (additional dwelling unit) commencing.

Appendix “A”

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Our ref: JH: LM:DA/3372

Your ref:

17 March 2015

John, Jennifer, Jotham & James Selke
PO Box 238
KURANDA QLD 4881

Dear Messrs Selke and Ms Selke

ADOPTED INFRASTRUCTURE CHARGES NOTICE
DEVELOPMENT APPLICATION DA/3372
18 – 24 BURKITT STREET, COOKTOWN

Proposal: Dual Occupancy

Applicant: John Ulf, Jennifer Kaye, Jotham Ulfs &
James Ulfswell Selke
PO Box 238
KURANDA QLD 4881

Location of Site: 18 – 24 Burkitt Street, COOKTOWN

Real Property Description: Lots 9 & 10 on Plan C17939

Type of Development: Material Change of Use

Infrastructure Charges Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Charge
Material Change of Use	\$900.00 (Public Open Space)	Equivalent number of Residential Units	2	\$1,800.00
Total Charges				\$1,800.00

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Credit Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Credit
Material Change of Use	\$900.00 (Public Open Space)	Equivalent number of Residential Units	1	\$900.00
Total Credit				\$900.00

Net Adopted Infrastructure Charges Summary:

Total Adopted Charge	Total Credit	Total Infrastructure Charge
\$1,800.00	\$900.00	\$900.00

(Note: The Total Infrastructure Charge = Total Charges – Total Credit for Existing Use)

Due Date for Payment:

Payment of the total infrastructure charge must be made at the time of lodgement of the **Building Application**.

Payment Details:

Payment of the adopted infrastructure charge must be made to **Cook Shire Council**, either in person at 10 Furneaux Street, Cooktown or via mail at PO Box 3, Cooktown, Qld, 4895.

Goods and Services Tax:

The federal government has determined that rates and utility charges levied by a local government will be GST free. Accordingly, no GST is included in this infrastructure charge notice.

Adopted Infrastructure Charge is Subject to Price Variation:

The amount of the adopted infrastructure charge is subject to variations in the Consumer Price Index (C.P.I.). All groups from the reference date stated in this notice until the date the payment is made.

This notice will lapse if the development approval stops having effect.

RIGHTS OF APPEAL:

Pursuant to the provisions of Chapter 7 of *The Sustainable Planning Act 2009*, a person may appeal to the Planning & Environment Court against the decision of this Council.

Please refer to www.dip.qld.gov.au/spa to access the *Sustainable Planning Act 2009*. Please refer to sections 478, 535, 675 and 680 which detail your appeal rights regarding this notice.

Should you require any further information or assistance please contact Council's Town Planning Officer, Mr John Harrison on, (07) 4069 5444.

Yours faithfully

Mark Marziale
Director Planning & Environment Services

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Appendix “B”

BURKITT STREET

101.85 M

124.10 M

70000

30000

EXISTING BORE TANK

EXISTING RESIDENCE

NEW RAINWATER TANK

PROPOSED CONVERSION OF SHED TO RESIDENCE

EXISTING OUTCROP

NEW OUTCROP

EXISTING OUTCROP

APPROX. 30000

70000

NEW EXISTING ACCESS ROAD TO NEW FENCE

EXISTING ACCESS ROAD

101.85 M

SITE PLAN

1:1000

LOT 9 & 10

SECTION 19

AREA = 4.37ha

PARISH OF COOK

COUNTY BANKS

MARSHALL DESIGN

1 TORQUAY CLOSE, KEWARRA BEACH. Ph: 07 4087 9297

Email: george@marshalldesign.biz Fax: 07 4087 9288

Drawn G.W.M. Job Number **15056**

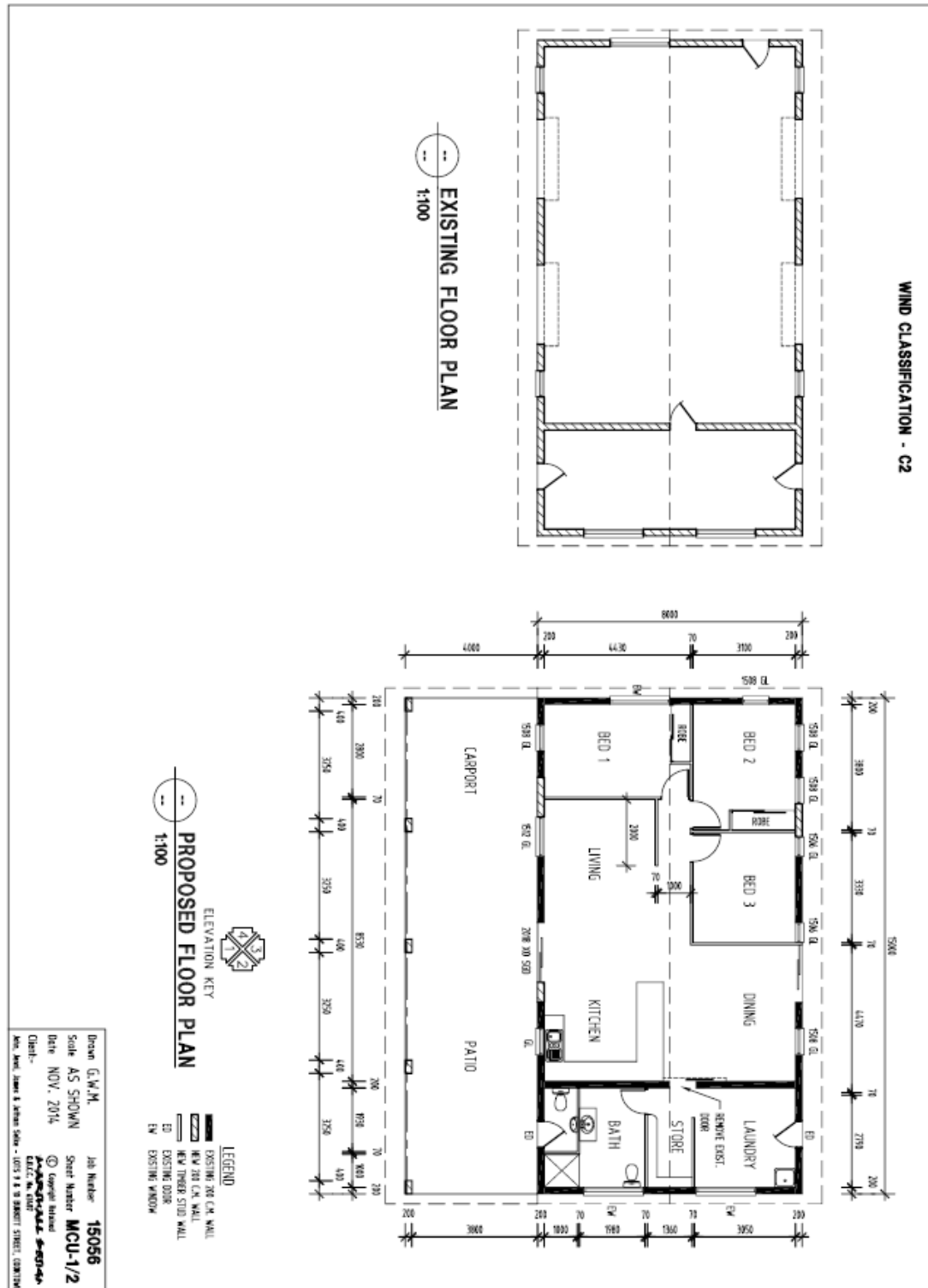
Scale AS SHOWN Sheet Number **MCU-1/1**

Date NOV. 2014

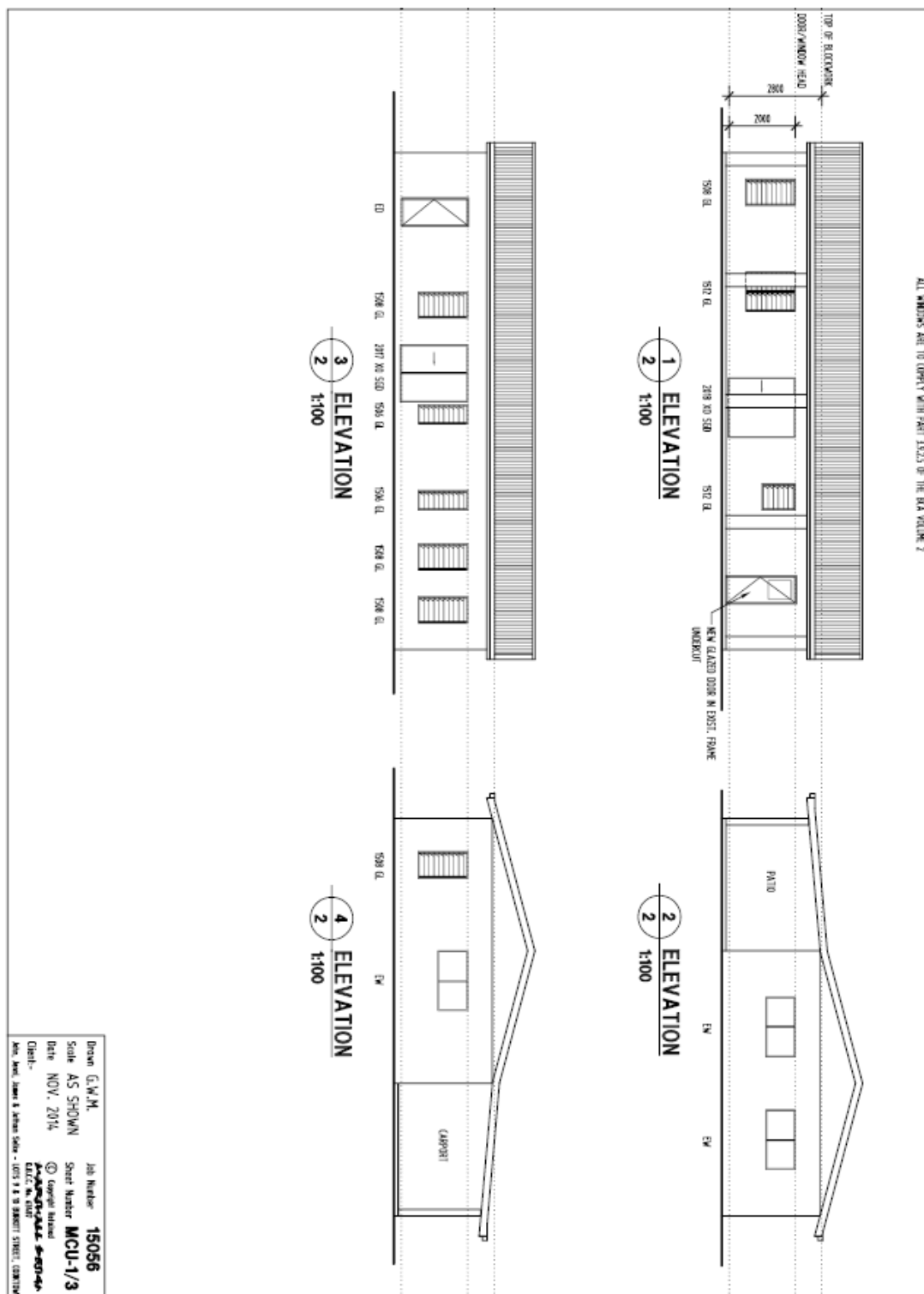
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For **John, Jenni, James & Jotham Selke**

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30948	CONTRACTURAL MATTER – CONTRACT FNQ004 COLLECTION & REMOVAL OF FERROUS METAL & USED LEAD ACID BATTERIES	
	<i>Report No.D15/3310 from Waste Management Co-ordinator</i>	

Cr A Wilson moved; seconded Cr G Shephard

That Council -

1. Awards Contract FNQ004, separable portion 1, Collection & Removal of Ferrous Scrap Metal to Sims Metal Management Ltd based on the schedule of rates provided for 12 months from 1 May 2015 to 30 April 2016 with the option for a further 12 month extension.
2. Awards Contract FNQ004, separable portion 2, Collection & Removal of Used Lead Acid Batteries (ULABs) to Sims Metal Management Ltd based on the schedule of rates provided for 12 months from 1 May 2015 to 30 April 2016 with the option for a further 12 month extension.
3. Adopts the Register of Pre-Qualified Suppliers in accordance with the attached supplier listing for 24 months from 1 May 2015 to 30 April 2017, with the option for a further 12 month extension.
4. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to negotiate, finalise and execute any and all matters associated with these arrangements.

CARRIED

Précis

The Far North Queensland Regional Organisation of Councils (FNQROC) invited suitably qualified suppliers to tender for the collection and removal of ferrous scrap metal and/or used lead acid batteries across the FNQROC region. The tender was divided into two separable portions, enabling individual Councils and suppliers to participate in either one or both separable portions of the contract.

Separable Portion 1 – Ferrous Scrap Metal

Separable Portion 2 – Used Lead Acid Batteries

Suppliers were also requested to supply information to be used for a Register of Pre-Qualified Suppliers (ROPS) for waste collection and removal services.

The following Councils are involved in Separable Portion 1 – Ferrous Scrap Metal.

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- Cairns Regional Council (CRC)
- Cassowary Coast Regional Council (CCRC)
- Cook Shire Council (CSC)
- Croydon Shire Council (Croydon SC)
- Douglas Shire Council (DSC)
- Mareeba Shire Council
- Tablelands Regional Council (TRC)
- Wujal Wujal Aboriginal Shire Council (WWASC)
- Yarrabah Aboriginal Shire Council (YASC)

The following councils are involved in Separable Portion 2 – Used Lead Acid Batteries.

- Cairns Regional Council (CRC)
- Cook Shire Council (CSC)
- Douglas Shire Council (DSC)
- Mareeba Shire Council (MSC)

The intent of the contract is that ferrous metal and ULAB stockpiles are managed at acceptable levels and for Councils to achieve a fair and certain return for the value of the materials collected.

The invitation received four conforming tenders for both separable portions of the contract which were evaluated by the Tender Evaluation Committee.

Sims Metal Management are recommended for both separable portions as they provided the most competitive offering both in terms of value for money and the provision of collection schedules that were considered suitable by all member Councils.

The tendered rates provide cost benefit for participating Councils, with significant improvement in the price per tonne for both ferrous metal and used lead acid batteries together with improved service to the region enabled by the provision of pre-agreed service schedules.

Whilst there are a number of Councils involved in the collective offer to the market, each Council will have an individual contract with the selected supplier as FNQROC does not have formal delegated authority to contract on behalf of Councils.

Background/History

In July 2013 the Regional Waste Management Group identified scrap metal as an improvement opportunity, specifically the management of stockpiles and return on investment. There was dissatisfaction at the levels of service provided by current

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suppliers and also concern over the risks posed by the metal stockpiles accumulating across the region, particularly during cyclone season.

Council officers were experiencing difficulty in getting suppliers to address issues regularly raised regarding the collection and removal of scrap metal and in securing the necessary improvements to their service.

FNQROC Procurement were asked to undertake market research in order to better understand the market and data was gathered following discussions with Council officers, other local government agencies and suppliers in order to identify potential opportunities for improving the current individual arrangements in place.

The research identified there were limited suppliers in the region and individual Councils were market-takers, competing with one another for scrap metal collection. As a result, Councils experienced a poor level of service from suppliers and a lack of certainty over revenue. In addition, research revealed the situation was impacted by vast fluctuations in the mixed ferrous metal market price, a situation further compounded by the US to AUD exchange rate. The geography of the region, distances between sites, cost and availability of transportation were also cited by suppliers as being problem factors.

Suppliers were enthusiastic about the possibility of a regional arrangement, suggesting that a supplier-led collection schedule would enable them to realise a number of efficiency gains and economies of scale. It was also suggested that metal prices be linked to an appropriate rise and fall formula, minimising risk to the supplier and in turn providing some transparency in the return to Councils.

A Project Steering Committee (PSC) was set up and the following scope and objectives for the project were agreed:

Scope:

- Effective collection & removal of ferrous metals and used lead acid batteries.

Objectives:

- Stockpiles at each transfer station to be maintained to acceptable levels
- Certainty in relation to the frequency and volume of metal to be removed and revenue received.

It was agreed that the project scope would initially exclude non-ferrous metals with the potential for this be revisited again at a later date.

FNQROC conducted extensive external research to identify the various strategic options available, speaking to other waste groups and local councils. Each had experienced similar problems to those being experienced by our region and each had employed various strategies with varying success

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Following feedback the PSC agreed on the implementation of a regional collective arrangement based on a supplier-led collection schedule and pricing linked to metal market prices.

Key Project Phases

Project Phase	Project Step	Start Date	Completed
Planning & Analysis	1.1 Market Analysis	Oct-13	Feb-13
	1.2 Form Project Steering Committee	Mar-14	Apr-14
	1.3 Cost Analysis	Apr-14	
HOLD POINT			
Develop Strategy	2.1 Agree Scope & Objectives	May-14	May-14
	2.2 Strategic Options	May-14	May-14
HOLD POINT			
Invitation to Market	3.1 Contractual documentation	June-14	Aug-14
	3.2 Issue invitation or EOI	Oct-14	Nov-14
	3.3 Receive responses	Nov-14	Nov-14
Evaluate Responses	4.1 Tender evaluation	Dec-14	Jan-15
	4.2 Post tender negotiation	Jan-15	Jan-15
	4.3 PSC recommendation	Feb-15	Mar-15
HOLD POINT			
Council's Ratification of Recommendations			
Commence & Manage Supplier	5.1 Contract Administration	May-15	

The tender was separated into two separable portions, enabling councils and suppliers to participate in either one or both separable portions of the contract as follows:

Collection & Removal of:

Separable Portion 1 – Ferrous Scrap Metal

Separable Portion 2 – Used Lead Acid Batteries

Tenders were invited for this arrangement with an advertisement in the Cairns Post on Saturday 18 October 2014 and on Council's and FNQROC website.

A tender briefing was held on 21 October 2014 to provide information to interested respondents about FNQROC, the background to the tender, the tender itself and the process. The tender closed on 18 November 2014.

Submissions were received from the following:

1. One Steel Recycling Pty Ltd
2. Sims Metal Management Ltd
3. Subloos Pty Ltd
4. Bowes Investments Pty Ltd T/As Zebra Metals & Environmental Services

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All respondents provided submissions for both separable portions of the tender together with the ROPS component. All submissions were deemed to be conforming.

Link to Corporate Plan

NIL

Consultation

FNQROC

FNQROC Board members

Member council Waste Managers

Member council Waste Coordinators/Technical Officers

Scrap Metal supplier meetings:

Newport Recycling – 6 February 2014

Sims Metal Management – 11 February 2014

One Steel – 13 February 2014

Rail Freight Operator

Aurizon

Government Agency

Environment & Heritage Protection

Local Council

Townsville City Council

Regional Waste Groups

Grampians Regional Waste Management Group, Vic

Netwaste, NSW

Midwaste, NSW

Legal Implications (Statutory, basis, legal risks)

The tender documentation and evaluation conducted in accordance with:

- *Local Government Act 2009*
- *Local Government Regulation 2012*

The following legislation was also considered covering the principles of resource recovery and the general environmental duty:

- *Waste Reduction & Recycling Act 2014*

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- *Environmental Protection Act 1994*

Policy Implications

NIL

Financial and Resource Implications (Budgetary)/Risk Assessment

Risk Management:

There have been issues experienced in the past by some member Councils in relation to the service provided by Sims Metal Management. These issues mainly related to attendance on site, delays in the removal of material and fluctuating pricing, all of which were compounded by the lack of formal contractual arrangements. The following are factors in the decision to recommend Sims Metal Management for this arrangement:

- Collection schedule

The Request for Tender required suppliers to provide a proposed annual collection schedule. Included in the tender documentation was a list of sites, estimated annual volumes of material and collection frequency provided by all member Councils.

Sims Metal Management have provided indicative collection schedules based on current requirements and have advised that the provision of this information at the start of the arrangement will enable them to plan their resources more effectively and efficiently.

Ferrous metal at Cairns sites will be regularly collected by truck and transported back to Sims yard in Cairns without the need for compacting. This will significantly free up the baling equipment for use elsewhere in the region.

It is a condition of the contract that baled material is removed within 7 days of Sims Metal Management attending the site.

- Price

The metal market is notoriously volatile. During market research all suppliers advised that in order to achieve the best possible market price, the arrangement should incorporate a formula which would allow for monthly Rise & Fall. Prices were therefore requested, inclusive of all expenses, as follows:

Ferrous Metal

As a fixed monthly percentage of the specific section of The Tex Report monthly rate for Ferrous Scrap export which is an industry standard document referred to for the price of Steel.

Used Lead Acid Batteries

As a fixed monthly percentage of the London Metal Exchange monthly rate for Lead.

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Whilst the actual price per tonne received will vary on a month to month basis, the fixed percentage will remain for the contract term and provide certainty and transparency to all concerned.

ROPS Risk Management

Council is under no obligation to rank the submissions as the financial risk is minimal.

Separable Portion 1 – Ferrous Scrap Metal

Council	Price per tonne		%Increase
	\$ Current Price	\$Sims Offered Price	
Cook Shire Council	\$20.00*	\$102.53	412.65

*\$20.00 was paid in late 2014 for loose scrap metal. Council was also paid \$55.00/t for previously baled scrap metal. Baling cost in 2013 was \$52.80/t.

Sims offer price is based on the Tex Report and exchange rate as at October 2014.

The tender submissions were evaluated against the following criteria by the evaluation panel.

- Relevant experience & details of personnel to be involved
- Proposed collection schedule
- Work procedures & methodology
- Local business
- Value for money

Recommended Respondent Separable Portion 1 – Ferrous Scrap Metal

Sims Metal Management Ltd

This recommendation is made based on the proposed collection schedule provided, collection methodology and overall capability. The submission from Sims Metal Management provided the best value for money.

Separable Portion 2 – Used Lead Acid Batteries

Council	Price per tonne		%Increase
	\$ Current Price	\$Sims Offered Price	
Cook Shire Council	\$180.00*	\$327.12	81.73%

*The actual price received is \$280.00/t but the approximate cost of transport of \$100.00/t has been deducted. The offer will also free Council staff the time.

Sims offer price is based on the London Metal Exchange and exchange rate as at October 2014.

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The tender responses were evaluated against the following criteria by the evaluation panel.

- Relevant experience & details of personnel to be involved
- Proposed collection schedule
- Work procedures & methodology
- Local business
- Value for money

Recommended Respondent - Separable Portion 2 – Used Lead Acid Batteries
Sims Metal Management Ltd

This recommendation is made based on the proposed collection schedule provided, collection methodology and overall capability. The submission from Sims Metal Management provided the best value for money.

Whilst Zebra Metals were the original recommended respondent, they advised post-tender that they would not be interested in pursuing Separable Portion 2 only. Changes were also made to the specification post-tender and initial tender evaluation following the withdrawal of two member councils from this separable portion of the contract and respondents were invited to provide revised pricing resulting in the recommendation above.

OPTIONS:

1. Council resolves to award Contract FNQ004, separable portion 1, Collection & Removal of Ferrous Scrap Metal to Sims Metal Management Ltd for a 12 month period commencing 1 May 2015 with the option for a further 12 month extension.
2. Council resolves to award Contract FNQ004, separable portion 2, Collection & Removal of Used Lead Acid Batteries to Sims Metal Management Ltd for a 12 month period commencing 1 May 2015 with the option for a further 12 month extension.
3. Council authorises and adopts the recommended Register of Pre-Qualified Suppliers listing for 24 months from 1 May 2015 to 30 April 2017, with the option or a further 12 month extension.
4. Council resolves not to award Contract FNQ004, separable portion 1, Collection & Removal of Ferrous Scrap Metal or separable portion 2, Collection & Removal of Used Lead Acid Batteries and continue with current arrangement.

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5. Council resolves not to award Contract FNQ004, separable portion 1, Collection & Removal of Ferrous Scrap Metal or separable portion 2, Collection & Removal of Used Lead Acid Batteries but resolves to explore alternative options.

RECOMMENDATION

That Council

1. Awards Contract FNQ004, separable portion 1, Collection & Removal of Ferrous Scrap Metal to Sims Metal Management Ltd based on the schedule of rates provided for 12 months from 1 May 2015 to 30 April 2016 with the option for a further 12 month extension.
2. Awards Contract FNQ004, separable portion 2, Collection & Removal of Used Lead Acid Batteries (ULABs) to Sims Metal Management Ltd based on the schedule of rates provided for 12 months from 1 May 2015 to 30 April 2016 with the option for a further 12 month extension.
3. Adopts the Register of Pre-Qualified Suppliers in accordance with the attached supplier listing for 24 months from 1 May 2015 to 30 April 2017, with the option for a further 12 month extension.
4. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to negotiate, finalise and execute any and all matters associated with these arrangements.

ATTACHMENTS:

Overall Tender Evaluation Scores – Ferrous Metal & ULAB

CSC Tender Evaluation Scores – Ferrous Metal & ULAB

Register of Pre-Qualified Suppliers for Waste Collection & Removal Services

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Overall Scores - Metal									
Weighting	Criteria	One Steel		Sims Metal Management		Subloos		Zebra Metals	
		%	Rank	%	Rank	%	Rank	%	Rank
20%	Capability Relevant experience and details of personnel to be involved in the project.	12.92%	3	14.42%	1	9.08%	4	13.50%	2
30%	Collection Schedule Proposed Collection schedule confirming proposed collection periods for each Principal, the duration of the collection service at each site and volume to be collected. Principal will consider the schedule which best suits and addressed the Principal's requirements.	11.50%	4	17.13%	2	14.25%	3	20.75%	1
20%	Work Procedures & Methodology Details of work methods to demonstrate understanding of works and environmental procedures proposed	12.44%	3	14.56%	1	8.33%	4	14.11%	2
5%	Local Business Presence in the Far North Queensland Regional Area. For the purpose of assessment, 'LOCAL' means a resident or rate-payer of the Principals region.	1.00%	4	4.00%	2	5.00%	1	2.00%	3
25%	Value for Money Price for collection of Ferrous Metal & provision of skip bins	7.91%	3	24.00%	1	1.26%	4	9.31%	2
100%	Total Score	45.77%	3	74.10%	1	37.93%	4	59.67%	2
				Recommended					

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	Individual Evaluation Summary									
			One Steel		Sims Metal Management		Subloos		Zebra Metals	
	Weighting	Criteria	%	Rank	%	Rank	%	Rank	%	Rank
	20%	Capability Relevant experience and details of personnel to be involved in the project.	13.00%	3	17.00%	1	6.00%	4	15.00%	2
	30%	Collection Schedule Proposed Collection schedule confirming proposed collection periods for each Principal, the duration of the collection service at each site and volume to be collected. Principal will consider the schedule which best suits and addressed the Principal's requirements.	7.50%	3	10.50%	2	4.50%	4	22.50%	1
	20%	Work Procedures & Methodology Details of work methods to demonstrate understanding of works and environmental procedures proposed	13.33%	2	17.33%	1	4.00%	4	13.33%	2
	5%	Local Business Presence in the Far North Queensland Reginal Area. For the purpose of assessment, 'LOCAL' means a resident or rate-payer of the Principals region.	1.00%	4	4.00%	2	5.00%	1	2.00%	3
	25%	Value for Money Price for collection of Ferrous Metal & provision of skip bins	1.00%	24	24.00%	1	0.00%	3	0.00%	3
	100%	Overall Score	35.83%	3	72.83%	1	19.50%	4	52.83%	2

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FNQ004 Register of Pre Qualified Suppliers for Waste Collection & Removal Services						
Company		One Steel	Sims Metal Management	Subloos	Zebra Metals	
Contact Details	Main Contact	Glenn Scoble	David Browning	Patrick Dunne	Ron Bowes	
	Street Address	61 Anton Road, Hemmant, QLD 4174	26 Comport Street, Cairns, QLD	Lot 5 Dickson Road, Innisfail, QLD 4860	227 Somerset Road, Gracemere, QLD 4702	
	Post Address	PO Box 778, Wynnum, QLD, 4178	PO Box 815, Bungalow, QLD 4870	PO Box 633, Innisfail, QLD 4860	PO Box 70, Gracemere, QLD 4702	
	Telephone	0427 184378 / 07 3131 2300	0449 139744/ 07 4031 1100	07 4061 7450/07 4063 4500	0429 332 444/07 4933 3333	
	Email	glenn.scoble@onesteel.com	david.browning@sims.com	admin@subloos.com	info@zebrametals.com.au	
Services Listed		Scrap metal baling & collection	Scrap metal collection & recycling	Managing waste transfer stations	Sorting & processing of waste materials into in-size pieces and stockpiles	
		ULAB transportation		Landfills and waste collection & cartage	Processing, compacting and bailing of metals (ferrous and non-ferrous) and other materials	
				Disaster management including recycling of metals, greenwaste & concrete	Clean up of transfer stations, agricultural land and other areas	
				Large fleet of equipment including excavators, loaders, bobcats, landfill compactors, waste collection vehicles, (side arm and front lift), semi tippers, body trucks, water trucks & dumpys	Purchase and recycling of recyclable materials. Logistics and transportation of reclaimed ferrous metal, ULAB nad other environmental waste (non-ferrous and other materials included). Use of heavy plant and equipment for differing size tasks as above. Weighbridge facilities available at receiving yards. Use of various grab, shear and magnet attachments for final cleanup of sites.	
Insurance	Workers Compensation	Policy Number	SEI00000241	WAA850693339	WPA940798039	WGA050922786
		Expiry	30.04.2015 (self-insured)	30.06.2015	30.06.2015	30.06.2015
	Public & Product Liability	Insurer	Vero/Lloyds of London	HDI Gerling Industrial Insurance Company	Epsilon UW Agencies	JUA UW Agency
		Policy Number	LSB016745696/DR560512	1810661-14009	STA0138CGL.QRB0183XL	100356629
	Other	Expiry	31.10.2015	31.10.2015	22.11.2015	16.03.2015
		Policy Type	Motor Vehicle	Industrial Special Risks	Motor Fleet	Motor Vehicle
		Insurer	CGU	CGU, HDI Gerling, Allianz	GT&AIS	QBE Australia
		Policy Number	24F 2045354	01R2855708	CPG20000993	AQA529265MVA
		Expiry	31.10.2015	31.10.2015	31.03.2015	19.07.2015
		Policy Type		Heavy Motor Vehicle		
		Insurer		Zurich Australia		
		Policy Number		72 VG02258 GFT		
Expiry			31.10.2015			
Quality Systems		Type		ISO 9001:2008	Own Quality Manual	Own Quality Management system
	Certificate No	None	QEC6459			
	Expiiry		08.10.2016			

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	LOCAL LAWS REVIEW 2014 – PUBLIC CONSULTATION PROCESS & ADDRESS ON SUBMISSIONS	
	<i>Report No. D15/3290 from Director of Planning & Environment March 2015 File No.</i>	

Report deferred to the April 2015 meeting.

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ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

30949	REVIEW OF GRANTS POLICY	
	<i>Report No.D15/3179 from Grants Officer</i>	

Cr P Johnson moved; seconded Cr S Clark
Council adopt the revised Grants Policy
CARRIED

Précis

Review of Grants Policy in line with review schedule.

Background/History

Cook Shire Council has implemented new grant programs that have not been recognised in the Community Grants Policy. The Policy has been revised to include all Council Grant programs and will supersede the Community Grants Policy.

Link to Corporate Plan

4.1 Leadership and Governance

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

4.3 Active Creative Connected

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

Consultation

Nil.

Legal Implications (Statutory, basis, legal risks)

Nil.

Policy Implications

Change as per resolution

Financial and Resource Implications (Budgetary)

Nil.

RECOMMENDATION

Council adopt the revised Grants Policy



Grants Policy

Intent

This policy brings together the policy position for Council for grants and in-kind assistance offered to eligible organisations, groups or individuals based in the Cook Shire local government area that:

- Make positive contributions to the quality of life and community in the Cook Shire;
- Offer benefit to the Shire as a whole through projects, activities and events;
- Expand organisations' capacity to provide services that directly influence our social, economic and cultural wellbeing.

Scope

This policy applies to all individuals and community groups, organisations resident in the Cook Shire or otherwise eligible at the discretion of Council.

Council may also by resolution make available funds to assist community groups to create or enhance community assets.

This policy covers all grants inclusive of Community Development, Economic Development, Major Event Funding, Donations or Financial in Kind Support.

Eligibility

- Organisations must have a majority of members based within, or an individual who is a permanent resident of Cook Shire for at least the preceding 12 months; and
- Organisations must be a properly constituted not for profit organisation; or
- A charitable organisation registered or sanctioned under the Collections Act 1966; or
- If not incorporated, organisations or individuals must be sponsored by a properly constituted organisation;

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- Properly constituted for-profit organisation where the project does not have a direct return of profit to the for-profit organisation - Economic Development Grants only;
- Organisations and individuals must be able to demonstrate that they broadly cater for and benefit the general community;
- All activities must be lawful and have the appropriate insurance cover;
- Organisation, group or individual has no outstanding debts to Council for rents, rates, fees, etc;
- Applicants must have nil outstanding acquittals for previous funding;
- Funding requests must be prior to the event; no funding is available retrospectively unless the event takes place after the deadline for applications and prior to assessment at the next ordinary Council meeting.

Selection criteria

- All applications will be considered to the purpose of the application and alignment with Council's corporate and operational plans;
- Unless otherwise determined by Council only one application will be accepted from each organisation or individual per round in line with individual grant guidelines;
- In kind assistance is the provision of Council services and/or equipment and/personnel at no charge to the recipient and can only be provided for services that are part of Council's normal business;
- The level of community need, support and benefit of the project, activity or event for the wider community;
- Potential for the project to deliver economic benefit, employment or business development in the immediate future;
- Potential for the project to provide a lasting legacy and self sufficiency in the medium to long term for the economy;
- Demonstrated ability of the applicant to deliver the project, activity or event;
- Value of any previous grants to the same individual or organisation.

Application and approval process

- Applications must be submitted to Council on the appropriate form with all sections completed in line with the relevant guidelines by the closing date;

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- Applicants will be notified within five working days of incomplete applications and given one opportunity to amend. Amendments must be received within five working days;
- Applications will be assessed against how well the project meets the criteria for each grant category;
- The level of community support and community benefit;
- The level of assistance available is limited by Council's budget decision and its priorities listed in its Corporate and Operational Plans;
- No applicant can be guaranteed funding nor can any applicant be guaranteed to receive the full amount requested;
- All applications will be assessed by a minimum of two Council Officers against criteria for eligibility;
- Council Officers will prepare a report with funding recommendations to be presented at the next ordinary Council meeting;
- All applicants will be informed of the outcome of their application within five working days of a decision;
- Arrangements for successful applicants will be made within thirty days of approval.

Timeframes

Grants are available subject to budget allocations in line with financial years.

Community Development Grants

- Round One – Opening in the first quarter of the financial year.
- Round Two – Opening in the third quarter of the financial year.

Economic Development Grants

- One Round only – Opening in the first quarter of the financial year.

Major Events Grant Funding

Major events act as flagships for Cook Shire and are well-known events recognised by the Council for their distinctive identity and contribution to the social and economic benefit of the community. Funding for these events is by invitation.

In-Kind Support

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- Community organisations are eligible to apply for in-kind support for community events and initiatives only;
- Support is available throughout the year however applicants must apply a minimum of eight weeks prior to the event or activity;
- Approvals are subject to Council resources and individual department budgets.

Annual School Awards Ceremonies

Support for student awards ceremonies at the end of each school year is subject to a letter of request for donation. Donations will be capped at \$100.00 School.

- Opening 1 October and closing 1 December.

Discretionary funds

Available all year subject to budget allocations.

- Requests for assistance that are \$100 or less and that meet the criteria listed in this policy can be authorised by the CEO;
- Requests that exceed \$100 and that meet the criteria listed in this policy will be tabled at monthly Council meetings for consideration and are therefore subject to Council Agenda deadlines.

Acquittal

- All acquittals must be submitted to Council on the appropriate form with all sections completed in line with the guidelines by the acquittal date; and
- All evidence and acknowledgement of Council support will be attached as per guidelines; and
- Proof of expenditure.

Implementation

This policy is to be implemented by the Economic Development & Community Services Director on behalf of all Council departments.

Controls

This policy is always subject to the allocation of funding in the annual budget.

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Effective from

This policy is effective from [insert adoption date].

Further information

Any queries regarding the implementation of this policy should contact Council's Economic Development & Community Services Director.

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

Officer responsible for review:	Economic Development & Community Services Director
Current adoption:	
Version No:	V4
Date for review:	As Required

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30950	REVIEW OF ARTS & CULTURE POLICY	
	<i>Report No.D15/3221 from Arts and Cultural Officer</i>	

Cr R Bowman moved; seconded Cr K Price
Council adopt the revised Arts and Culture Policy.
CARRIED

Précis

Review of Arts & Culture Policy in line with review schedule.

Background/History

Cook Shire Council's Arts & Cultural Policy was adopted in May 2006. Council's Cultural Policy 2010-2013 was adopted in February 2010 with a revision date of February 2013. This revised Arts and Culture Policy will supersede both of these policies.

Link to Corporate Plan

4.1 Leadership and Governance

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

4.3 Active, Creative and Connected

4.3.1 (c) Support and advocacy for community groups, clubs, societies and organisations.

4.3.1 (d) Support and advocacy for events and festivals and arts and cultural endeavours.

4.3.2 (a) Incorporate best practice management as a benchmark in all activities.

4.3.2 c) Demonstrate environmental awareness and sustainable practice in resource usage.

4.5 Identity and Integrity

4.5.1 (a) Support and advocacy for groups and statutory planning endeavours that further the preservation of the Shire's cultural heritage.

4.5.1 (b) Effective management of land tenure and the Shire's interest with reference to native title and indigenous land use negotiations.

4.5.1 (c) Streetscapes and open spaces that reflect the lifestyle and character of the Shire's constituency.

4.3.1 (d) Recognition of diversity within the shire's community whilst valuing and encouraging equity and inclusiveness.

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4.5.3 a) Support community management with reference to cultural heritage endeavours.

4.7 Economic Wellbeing

4.7.1 (a) Advocate and support economic development.

4.7.1 (b) Advocate and support development of the Shire's key industries.

4.7.3 (g) Support development through the provision of advocacy, support and partnership arrangements.

Consultation

Nil.

Legal Implications (Statutory, basis, legal risks)

Nil.

Policy Implications

Change as per resolution

Financial and Resource Implications (Budgetary)

Subject to external funding programs.

RECOMMENDATION

Council adopt the revised Arts and Culture Policy



Arts and Culture Policy

INTENT:

The purpose of this Policy is to provide an essential framework for Council to develop and support arts, culture and heritage in all forms as part of Council's municipal obligation to engage with and enrich the lives of its constituents and visitors, whilst creating a community focus on arts and heritage.

Council acknowledges that arts and culture form one of the major pillars of any sustainable economy and will work with the community to pursue economic advantage for the region, whilst preserving those unique features of its heritage, culture and artistic endeavours that reflect the Shire's community, its personality and its strengths.

SCOPE:

This policy will provide a framework in which the results of regular community consultation can be applied to identify and refine arts and cultural strategic initiatives. These initiatives will result in an annual Arts and Culture Strategy Document which accurately reflects the arts and cultural priorities of the community and serve as a foundation for Council's arts funding initiatives

This policy is designed to assist Cook Shire Council in making decisions and determining how resources will be invested to support the specific needs of local people and their communities.

This policy applies to all Councillors and employees of Cook Shire Council, inclusive of contractors, agents and volunteers.

The policy will provide guidance for the assessment of applications to Cook Shire Council funding programs.

This policy reflects the strategic direction as established in:

- Cook Shire Community Plan 2011 - 2021
- Cook Shire Council Corporate Plan 2012-2017
- Cook Shire Council Annual Operational Plans

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This policy has the potential to be supplemented by additional policies as appropriate.

DEFINITIONS:

Throughout this document the terms **arts**, **culture** and **heritage** are used in a broad sense to include all traditional, new and emerging forms of artistic expression, cultural and heritage activities.

The word **culture** is most commonly used as it applies to all humanity as follows:

‘**Culture** should be regarded as the set of distinctive spiritual, material, intellectual and emotional features of society or a social group, and it encompasses, in addition to art(s) and literature, lifestyles, ways of living together, value systems, traditions and beliefs’.

UNESCO, 2002

PROVISIONS:

1. Council recognises that arts and culture plays an important role in individual and community wellbeing and the formation and expression of identity.

Council will encourage, facilitate and support:

- 1.1. participation;
- 1.2. diversity in arts, cultural and heritage activities; and
- 1.3. accessibility and inclusiveness.

Links to Cook Shire Community Plan 2011 - 2021

Active, Creative and Connected

- Cultural heritage is celebrated.
- We have a range of community groups supported through a culture of volunteering.
- Our communities are enlivened through a vibrant arts culture sector.
- Our communities are open, inclusive and connected, and value diversity.

Safe, Healthy and Inclusive

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- We value the participation of our community members and treat everyone with respect.

Identity and Integrity

- The range of opportunities for different lifestyles provided by our unique and diverse communities are protected and promoted.

Links to Cook Shire Corporate Plan 2012 - 2017

Active, Creative and Connected (4.3)

- 4.3.1 c) Support and advocacy for community groups, clubs, societies and organisations.
- 4.3.1 d) Support and advocacy for events and festivals and arts and cultural endeavours.

Identity and Integrity (4.5)

- 4.5.1 c) Streetscapes and open spaces that reflect the lifestyle and character of the Shire's constituency.
- 4.3.1 d) Recognition of diversity within the shire's community whilst valuing and encouraging equity and inclusiveness.

2. Council recognises that arts and culture play an important role in economic diversification, growth and development.

Council will encourage, facilitate and support:

- 2.1. cultural and heritage tourism;
- 2.2. improved standards and best practice in art form skills, organisational governance and enterprise readiness;
- 2.3. collaboration and the development of partnerships within the arts and cultural sector
- 2.4. sustainability of arts, cultural and heritage enterprises.

Links to Cook Shire Community Plan 2011 - 2021

Active, Creative and Connected

- Cultural heritage is celebrated.
- Our communities are enlivened through a vibrant arts culture sector.

Identity and Integrity

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- The range of opportunities for different lifestyles provided by our unique and diverse communities are protected and promoted.
- The pre and post contact history is recorded and sites protected and promoted as appropriate.

Economic Wellbeing

- Our economy is increasingly sustainable.

Links to Cook Shire Corporate Plan 2012 - 2017

Active, Creative and Connected (4.3)

4.3.1 d) Support and advocacy for events and festivals and arts and cultural endeavours.

4.3.2 a) Incorporate best practice management as a benchmark in all activities.

4.3.2 c) Demonstrate environmental awareness and sustainable practice in resource usage.

Identity and Integrity (4.5)

4.5.1 a) Support and advocacy for groups and statutory planning endeavours that further the preservation of the Shire's cultural heritage.

4.5.3 a) Support community management with reference to cultural heritage endeavours.

Economic Wellbeing (4.7)

4.7.1 a) Advocate and support economic development.

4.7.1 b) Advocate and support development of the Shire's key industries.

4.7.3 g) Support development through the provision of advocacy, support and partnership arrangements.

3. Council will take an active role in promoting and protecting our cultural and heritage assets.

- 3.1. *Council will facilitate and maintain partnerships with relevant arts and tourism bodies.*
- 3.2. *Council will encourage, facilitate and support community groups assisting with the preservation of the Shire's cultural heritage.*
- 3.3. Council will ensure it meets relevant state and national legislative requirements including:

- i. *Aboriginal Cultural Heritage Act 2003;*

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- ii. *Aboriginal and Torres Strait Islander Heritage Protection Act 1984;*
- iii. *Environment Protection and Biodiversity Conservation Act 1999;*
- iv. *Historic Shipwrecks Act 1976;*
- v. *Queensland Native Title Act 1993;*
- vi. *Protection of Movable Cultural Heritage Act 1986;*
- vii. *Queensland Heritage Act 1992;*
- viii. *Torres Strait Islander Cultural Heritage Act 2003.*

Links to Cook Shire Community Plan 2011 - 2021

Environmental Wellbeing

- Economic, residential, recreational and cultural activities work alongside environmental legislation.

Active, Creative and Connected

- Cultural heritage is celebrated.
- Our communities are enlivened through a vibrant arts culture sector.

Identity and Integrity

- The range of opportunities for different lifestyles provided by our unique and diverse communities are protected and promoted.
- The pre and post contact history is recorded and sites protected and promoted as appropriate.

Links to Cook Shire Corporate Plan 2012 - 2017

Leadership and Governance (4.1)

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

Active, Creative and Connected (4.3)

4.3.2 c) Demonstrate environmental awareness and sustainable practice in resource usage.

Identity and Integrity (4.5)

4.5.1 a) Support and advocacy for groups and statutory planning endeavours that further the preservation of the Shire's cultural heritage.

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- 4.5.1 b) Effective management of land tenure and the Shire's interest with reference to native title and indigenous land use negotiations.

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

Officer responsible for review: Director Economic Development and Community Services

Current adoption:

Version No: V3

Date for review: As required

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30951	COMMUNITY DEVELOPMENT GRANT PROGRAM 2014/2015 – ROUND 2	
	<i>Report No.D15/3230 from Director Economic Development & Community Services</i>	

Cr K Price moved; seconded Cr A Wilson

That Council approve the following applications to Round 2 of the Community Development Grants Program, 2014/2015:

- Cooktown Kindergym Inc - \$485.00 \$100.90 left over from round 1.
- Rossville and District Citizens Association Inc - \$1080.00
- Cooktown Baptist Church - \$1,020.00
- Kalan Enterprises Aboriginal Group - \$2,000.00
- Scripture Union Australia - \$1,310.00
- Cooktown Tennis Club - \$1,000.00

CARRIED

Council approved the following applications to Round 1 of the Community Development Grants Program, 2014/2015:

- Cooktown Horse Sports - \$900.00
- Sporting Shooters Association of Australia, Cooktown Branch Inc. - \$450.00 in-kind
- Cooktown Kindergym Inc. - \$1,130.60
- Full Boar Thai Boxing Club Inc. - \$2,000.00

Précis

Community Development Grant Program 2014/2015 – Round 2

Background/History

Cook Shire Council has implemented a Community Development Grant Program subject to the allocation of funding in the annual budget. The aim of the program is to provide assistance to organisations, groups or individuals who make a positive contribution to the quality of life of the community or offer benefit to the Shire as a whole.

Two rounds are on offer for 2014/2015.

Fifteen (15) applications for Round 2 of the Community Development Grants Program 2014/2015 have been received and assessed – see table below.

Assessment Process

All applications are assessed against the following criteria:

Eligible applicants:

- An organisation that has a majority of members based within Cook Shire; and
- Is a properly constituted not-for-profit organisation; or

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- Is a charitable organisation registered or sanctioned under the Collections Act 1966; or
- Is a properly constituted not-for-profit organisation acting as auspice for an individual or unincorporated group.

The criteria for assessment are:

1. How well the application aligns with Council's corporate and operational plans
2. The ability of the applicant to deliver the project, activity or event
3. The level of demonstrated need for the project, activity or event and benefits to the wider community
4. The level of community support for the project, activity or event
5. Evidence of effective consultation and partnerships undertaken during the project development

Applications are capped at \$2,000 in a financial year, per organisation

Background/History

Nil

Link to Corporate Plan

STRATEGIC DIRECTION

- 4.1 Leadership and Governance: activities that enable Council to progress long term community planning
- 4.2 Environmental Wellbeing: natural environment, environmental health services and sustainable development
- 4.3 Active, Creative and Connected: sports and play, cultural vitality and our clubs and organisations
- 4.4 Safe, Healthy and Inclusive: feeling safe at home and during emergencies, health and allied services, and services and facilities affecting equity groups
- 4.5 Identity and Integrity: recognising that the lifestyle and character of the people is strongly connected to the history and sense of place
- 4.6 Infrastructure, Transport and Services: hard infrastructure for communications, roads, airports, ports, our transport options and the waste management, water supply, electricity and sewerage services
- 4.7 Economic Wellbeing: activities that bring improvements in financial status across the whole Shire

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ASSESSMENT OUTCOMES

Applicant organisation	Funding request	Eligibility	Funding recommendation	Project summary and comments
Cooktown Horse Sports Association	<i>\$1,100.00 in-kind support</i>	Properly constituted organisation	Nil	<p>Build a horse/bull arena on the land gifted by the Cooktown Amateur Turf Club. Request for donation of sand and cartage to the value of \$1,100.00.</p> <p><i>Approved for \$900.00 in Round 1 for gazebos.</i></p> <p><i>As this project will be of benefit to a number of community groups and clubs it is suggested they collaborate their efforts to achieve their desired outcomes. This will encourage connection of our clubs and organisations linking to CSC Corporate Plan.</i></p>
Cooktown District Community Centre Incorporated	<i>\$ 2,000.00</i>	Properly constituted organisation	Nil	<p>Purchase of games and equipment to support activities for the Outside School Hours Care service for the over 8's.</p> <p><i>This activity is paid for by the parents of the children attending afterschool care and some equipment is already available to this group through their other programs. The equipment requested is not essential to the setting up or running of this activity.</i></p> <p><i>Suggested to ask community for donations of games and equipment to improve the range of activities available during after school care.</i></p>

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Cooktown School of Arts Society Inc	\$800.00	Properly constituted organisation	Nil	<p>Purchase two gazebos to support outdoor workshops, catering and entertainment on exhibition nights and undercover area for tourists and locals to observe artists at work.</p> <p><i>Gazebos have been borrowed for these events in the past and as this is not an essential requirement for this group to hold their activities and funding is limited by the high number of applicants it was decided not to fund the purchase of gazebos this round.</i></p>
Cooktown Kindergym Inc T/A Cooktown Gymnastics Club	\$970.00 (\$869.10)	Properly constituted organisation	\$485.00 less \$100.90 left over from round 1 Total \$384.10	<p>The club has one qualified coach and has high demand for gymnastics classes resulting in a wait list. Four volunteers will complete an on-line training in conjunction with face-to-face training in Mareeba.</p> <p><i>Approved for \$1,130.60 in Round 1 for the Kindergym for the purchase of gazebos, banner, folding table and t-shirts for promotional activities. The acquittal had unspent funds of \$100.90. Requested funds are rolled over for use with this grant.</i></p> <p><i>Approved for two coaches to be trained at this time giving the club a total of three coaches. This will alleviate their current issues for qualified coaches. The training of two new coaches is considered sufficient for the club at this time in its early stages of growth.</i></p>

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Cooktown Re-enactment Association auspice for Cooktown Multicultural Festival	\$2,000.00	Properly constituted organisation	Withdrawn	Assistance with delivery costs for the Multicultural Festival. <i>Withdrawn – auspice organisation is overcommitted through the Council’s various grants program. Cooktown Multicultural Festival is seeking own incorporation status and will consider re-applying in future funding rounds.</i>
Endeavour Lions Club	\$2,000.00	Properly constituted organisation	Nil	Request for in-kind support for Council staff (2) with plant (2 utes), and road closure gates and signage assistance on race day. Council bales of hay for use only at the event. <i>This event is designed to engage youth over a six month period designing and making their carts. Previous funding was not taken up due to a lack of community support for the event. Council unable to commit staff to the event.</i>
Yuku Baja Muliku Landowner & Reserves Ltd T/A Ku Ku Bulkaway Art Gallery	\$2,000.00	Australian Public Company registered with Australian Charities and Not-for Profits	Nil	Engagement of a local artist to paint the shop front of Ku Ku Bulkaway Art Gallery. <i>This project falls under the RADF guidelines and it will be suggested that this project should be applied for through the upcoming RADF round.</i>
Rossville & District Citizens Assoc Inc	\$1,079.23	Properly constituted organisation	\$1080.00	Replacement of hall equipment. Fridge, trestle tables, and a gas bottle to ensure status of “Public place of refuge” for the Rossville area.

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				<i>It is important to maintain a place of refuge in the Rossville area for public safety during emergencies in linking with CSC Corporate Plan. The hall is also used for other community activities and provides training areas for first aid and volunteer fire brigade courses amongst other community activities.</i>
Cooktown Baptist Church	\$2,000.00	Registered Charitable organisation	\$1020.00	<p>Purchase sporting goods to support a two night youth camp. Ages 10-14. The equipment will be utilised on an ongoing basis at their weekly youth group.</p> <p><i>Funding for camp costs will provide attendees with leadership and team skills as well as access to positive role models over two nights. Sporting equipment for the camp can be borrowed from the Cooktown PCYC sports equipment library to encourage collaboration within community groups around the shire.</i></p>
Kalan Enterprises Aboriginal Corporation	\$2,000.00	Properly constituted organisation	\$2000.00	<p>Transportation costs for 30 dancers and support persons to attend the Laura Dance Festival.</p> <p><i>The group members are unable to provide enough transport for the entire group to attend the festival. This is a very important festival for the Laura and Cook Shire communities and provides cultural vitality for the shire in linking with CSC Corporate Plan.</i></p>

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Scripture Union Australia	\$2,000.00	Australian Public Company registered with Australian Charities and Not-for Profits	\$1310.00	Purchase camping equipment for use with the Leadership Development Program for males 15-16. <i>Funding for camp costs will provide attendees with essential leadership skills which in turn will benefit the community as this is an at risk group of young individuals. Sporting equipment for the camp can be borrowed from the Cooktown PCYC sports equipment.</i>
Our C.D.F.Inc	\$145.00	Australian Public Company registered with Australian Charities and Not-for Profits	Nil	In-Kind support for annual fee for market stalls for fundraising activities for the Cooktown Discovery Festival. <i>Does not meet the eligibility requirements</i>
Cooktown Tennis Club	\$1,809.84	Properly constituted organisation	\$1000.00	Engagement of a tennis coach for coaching clinics for children and adults. <i>This activity will encourage residents to try tennis but will not be beneficial to the larger community as a whole so funding has been reduced. Suggested that some costs can be covered by charging a small fee for adult clinics. Times need to be amended to suit more community members.</i>
Burrgirrku Land Trust	\$2,000.00	Properly constituted organisation	Nil	Purchase a vehicle that can assist with project work including the BLT Beautification through My Pathways, future works subject to funding with South Cape York Catchments. <i>Does not meet the eligibility requirements.</i>

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Rossville Rural Fire Brigade	\$1607.54	Properly constituted organisation	Nil	<p>This project will enhance brigade schedules to ensure the safe and effective deployment of equipment and vehicles during emergencies. <i>Approved for \$1300 in Exceptional Round 2013/14 for equipment purchase. Acquittal received 18/12/2014.</i></p> <p><i>Maintenance is a recurring cost associated with the day-to-day operations of the group and makes it an ineligible cost for funding.</i></p>
Total requested	\$23,511.71		\$ 6,794.10	

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Consultation

Applications have been assessed by the Economic Development and Community Services team, with consultation to other departments as required

Legal Implications (Statutory, basis, legal risks)

Nil

Policy Implications

Nil

Financial and Resource Implications (Budgetary)

Total budget for donations 2014-2015	\$ 20,000.00
Round one recommendations	\$ 4,480.60
Round two recommendations	\$ 6,794.10
Balance remaining	- \$ 8,725.30

Recommendation

That Council approve the following applications to Round 2 of the Community Development Grants Program, 2014/2015:

- Cooktown Kindergym Inc - \$485.00 \$100.90 left over from round 1.
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CORPORATE SERVICES

FINANCE

30952	REVENUE AND EXPENDITURE – FEBRUARY 2014	
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Cr A Wilson moved; seconded Cr G Shephard

That the Revenue and Expenditure Statements for February 2014 be adopted

CARRIED

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30953	ANNUAL BUDGET 2014-15 : AMENDED	
	<i>Report No. D15/3319 from Manager Corporate Services</i>	

Cr P Johnson moved; seconded Cr S Clark

That Council resolve to adopt the Amended Annual Budget 2014-15 and supporting documents as presented.

CARRIED

Précis

Amendments to Council's Annual Budget must comply with the *The Local Government Regulation 2012 Part 2 Division 2 Sec 169*.

Background/History

The amendments to the Annual Budget 2014-15 have been prepared on an accrual basis and include the required statements for budget year 2014-15 and the next two years.

Note: Only those documents that have changed are included in the budget papers.

The Budget papers include the following documents:

- Financial Position - Amended
- Cash Flow - Amended
- Income and Expenditure - Amended
- Changes in Equity - Amended
- Summary of Reserves - Amended
- Financial Ratios - Amended
- Long Term Financial Forecast - Amended
- Revenue Statement – No Change
- Revenue Policy – No Change
- Borrowing Policy – No Change

- Support Papers –Revenue & Expenditure summary.

The Budget documents have been prepared consistent with the following documents:

- Corporate Plan – No change
- Operational Plan – Updated January 2015
- Community Plan – No change

RECOMMENDATION

That Council resolve to adopt the Amended Annual Budget 2014-15 and supporting documents as presented.

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ADMINISTRATION

30954	CEO RECRUITMENT	
	<i>Report No.D15/3178 from Human Resources Officer</i>	

Cr R Bowman moved; seconded Cr A Wilson

That Council endorse a two (2) stage approach to the interview phase:-

1. That a panel of five members, namely Crs P Scott, K Price, P Johnson & R Bowman, and Council's interim Chief Executive Officer, B Davidson, plus the Consultant, Peter Tragardh, be appointed for the purpose of a) selecting the candidates for the initial short list and b) conducting the first round of interviews via Phone/Skype with the short-listed candidates.
2. That the whole of Council, including Peter Tragardh, conduct the second round of interviews in person with the preferred candidates.
3. That, if required, a special meeting of Council be held in the week commencing the 13th April, 2015 at the Administration Building to carry out the final interviews and make an appointment.

CARRIED

Précis

Recruitment process for the Chief Executive Officer (CEO).

Background/History

The former CEO, Stephen Wilton resigned on 19th January 2015.

Through the assistance of LGAQ, Council sourced and engaged an interim CEO to fulfil the head role until a new CEO is appointed. The interim CEO, Bruce Davidson, started with Council on 2nd February 2015.

On 6th February 2015, Council formally engaged the services of LGAQ to undertake the recruitment activities for this role. Peter Tragardh, LGAQ's Senior Associate, is the key person leading and managing the recruitment project with support and assistance from Council's HR Officer.

Outlined below, is the scope of services provided to Council by LGAQ for the CEO recruitment, as set out in their proposal dated 27th January 2015.

Briefing

Phone clarification of brief, salary range, strategic issues, team management responsibilities, question over relocation expenses, timing, interviewing schedule, etc.

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Project Set Up

Includes drafting and placing all advertisements for digital and press advertising, approvals for advertising, setting up pro forma correspondence, reporting templates.

Recruitment Phase

Screening, short-listing, interviewing and reference checking.

Job Offer/Negotiation

Final stage of co-ordinating interviews, negotiation, job offer.

Settling in Stage

Follow up on candidates and consultancy review.

On 16th February 2015, Peter Tragardh facilitated a workshop discussion with the whole of Council and the Executive Management Team separately to understand the full context of the role, its challenges and Council's expectations. Peter submitted a written brief of the criteria captured from these discussions.

The next step was the establishment and compilation of an agreed suite of critical information, namely, job advertisement, position description, candidate information package and the remuneration level.

The closing date for the role is COB on Wednesday 25th March 2015.

In regards to the remuneration package, Council received survey data from LGAG detailing Category 3 Councils with a sliding scale of \$170K to \$225K and a total package from \$205K to \$305K.

Category 3 covers a fair range of Councils from Cook, Goodiwindi, Hinchinbrook (150 – 180 FTE) to Charters Towers and Banana (around 250 FTE) and Maranoa (up to 400 FTE).

A suitable remuneration package was structured based on LGAQ's data, the previous CEO's package, Council's current economic status as well as the ability to attract high quality applicants.

The remuneration amount advertised in the candidate information package is between \$200K and \$220K. By having a broad banded range it provides the opportunity for Council and the successful applicant to negotiate.

Here is the general breakdown of a remuneration package:-

- Base salary including locality allowance
- 12% superannuation
- Full private use of a vehicle (non cash component)
- Professional development
- 17.5% leave loading

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In addition, Council is offering financial assistance for removal and relocation costs up to a maximum of \$10,000.00 with limitations to household goods, furniture and personal effects.

Having all the key documentation in place, a national advertising campaign was launched, giving Council a three (3) week advertising window to market the role in the following publications:-

Print advertising:-

- Cooktown Local News (5th March 2015)
- The Cairns Post (7 March 2015)
- The Local Government Job Directory (full page over 2 editions – 9th & 16th March)

On line advertising:-

- LGJD.com.au
- LG jobs.com.au
- Seek.com.au
- Cook Shire Council website, Twitter, Facebook, etc.
- LGAQ website, Twitter, Facebook, LinkedIn, etc.

In addition to the job advertisement in the Cooktown Local News, Council will be issuing a media release with an update on the recruitment process.

With regards to the projected recruitment timeframes, see table below:

<i>Process</i>	<i>Timeframes</i>
Applications close	25 March 2015
Short- listing	Week ending 3 April 2015
Interviews – Round 1 via Phone/Skype	Week commencing 6 th April 2015
Interviews – On site with preferred candidates 1 – 2	Week commencing 13 th April 2015
Appointment decision	Week ending 17 April 2015

Link to Corporate Plan

4.1.1 (c) Appropriate Corporate Governance

Consultation

Mayor, Councillors and the Executive Management Team.

Legal Implications (Statutory, basis, legal risks)

Part 5, Division 1, Section 194 of the Queensland Local Government Act 2009

Policy Implications

Nil

Financial and Resource Implications (Budgetary)/Risk Assessment

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LGAQ Recruitment Costs

Advertising Costs

Relocation Costs

Remuneration will be budgeted for the remainder of the 2014/15 financial year and subsequent years.

RECOMMENDATION

That Council endorse a two (2) stage approach to the interview phase:-

1. That a panel of four members, namely _____, plus the Consultant, Peter Tragardh, be appointed for the purpose of conducting the first round of interviews via Phone/Skype with the short-listed candidates.
2. That the whole of Council, including Peter Tragardh, conduct the second round of interviews in person with the preferred candidates.
3. That, if required, a special meeting of Council be held in the week commencing the 13th April, 2015 at the Administration Building to carry out the final interviews and make an appointment.

The meeting adjourned for lunch at 12.40 pm and resumed at 1.30 pm on 17 March 2015.

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LAND TENURE

30955	BOUNDARY ANOMALY BETWEEN AURUKUN SHIRE COUNCIL AND COOK SHIRE COUNCIL – LOT 211 ON SP241404 AND LOT 653 ON SP178000; PARISHES OF DUNLEATH AND DUNNING.	
	<i>Report No.D15/3240 from Land Tenure Officer File No. 2.501.34; 2.502.5; 2.650.34; 2.965.43.</i>	

Cr R Bowman moved; seconded Cr K Price.

That the Department of Local Government, Community Recovery and Resilience be advised that Council supports the correction of the boundary anomaly of Lot 211 SP241404 and Lot 653 SP178000 as depicted on submitted plan SP241404, and a change to the local government boundaries of Aurukun Shire Council and Cook Shire Council.

CARRIED.

Précis

1. Agree to minor boundary alteration between Aurukun Shire Council and Cook Shire Council.

Background/History

2. By letter dated 6 February 2015, the Department of Local Government, Community Recovery and Resilience advised of a boundary anomaly between Cook Shire Council (“CSC”) and Aurukun Shire Council (“ASC”).
3. The Department is seeking Council’s views to assist it when advising the Minister on a possible referral to the Local Government Change Commission for determination.
4. Following on a ground survey conducted by the Department of Natural Resources and Mines of Lot 211 SP241404 within ASC for native determination purposes, the anomaly was identified; a survey reference tree marked C153375 on the eastern corner of the Parish of Dunleath was identified but no survey mark for the western corner for the Parish of Dunning was identified.
5. Accordingly, the new survey plan has removed the reference to the western corner and maintained the reference of the tree, L RES (C153375), for the joint boundary of both parishes. See attached Plan SP241404.
6. Attached plan C153375_cropped/edited, from the late 1880’s, depicts the boundary without an offset, unfortunately in 1979 Plan PH1502 prepared by the then Department of Mapping and Surveying as a compiled plan included the offset. As the property is not fully surveyed each consecutive plan included this offset.
7. The result of the new survey is that approx 15km² of Lot 653 SP178000 in CSC will be transferred to Lot 211 SP241404 in ASC. A change to the local government boundaries for both ASC and CSC is therefore desirable.

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8. Lot 653 SP178000 is Kendall River Station, State lease land; no buildings or structures would be affected by this anomaly. Council has no infrastructure within the affected area.

9. With the foregoing, the following recommendation is submitted.

Link to Corporate Plan

10. Key issue 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations.

Consultation

11. Internal and Departmental.

Legal Implications (Statutory, basis, legal risks)

12. Nil.

Policy Implications

13. Nil.

Financial and Resource Implications (Budgetary)

14. Nil.

RECOMMENDATION

That the Department of Local Government, Community Recovery and Resilience be advised that Council supports the correction of the boundary anomaly of Lot 211 SP2411404 and Lot 653 SP178000 as depicted on submitted plan SP241404, and a change to the local government boundaries of Aurukun Shire Council and Cook Shire Council.

Att.

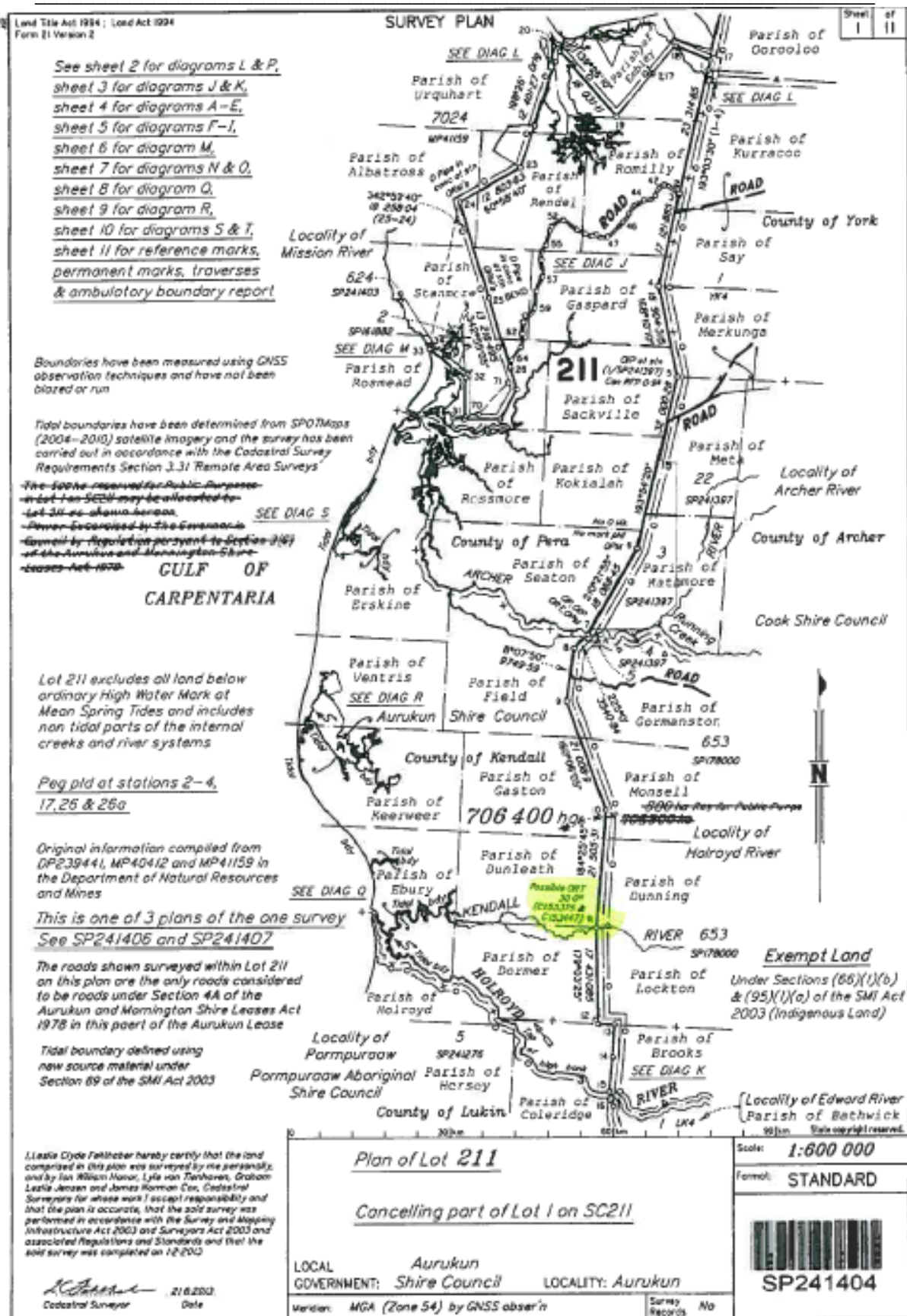
Plan SP241404

Plan C153375_cropped

Plan C153375_edited

Plan PH1502

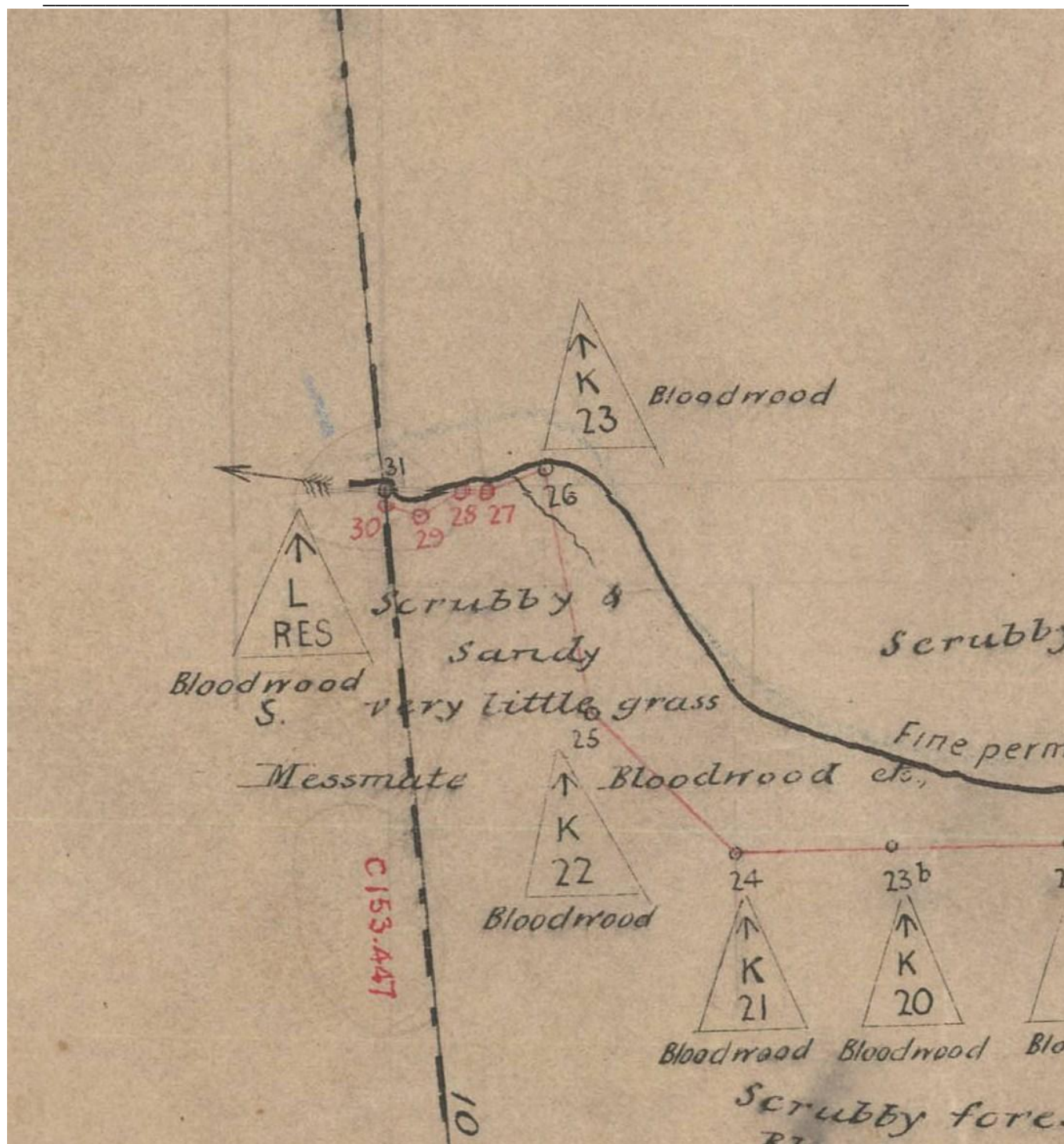
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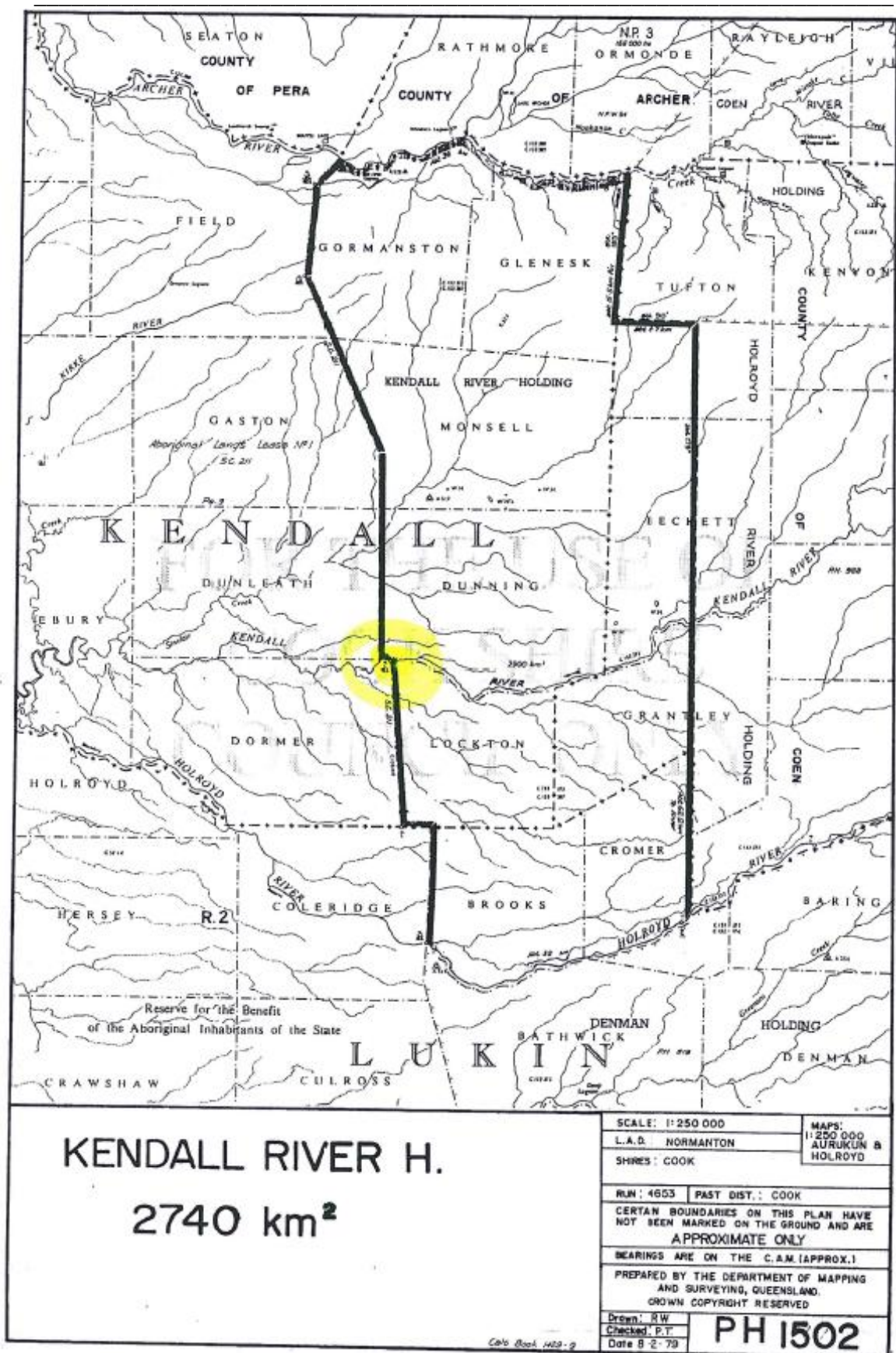
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30956	COMMITTEE OF THE WHOLE	
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Cr S Clark moved; seconded Cr P Johnson

That the meeting resolve into Committee of the Whole at 1.31 pm on 17 March 2015 to discuss lease issues, requests for rebates of water charges, industrial matters and financial sustainability of Council and Organisational Review.

CARRIED

30957	COMMITTEE OF THE WHOLE	
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Cr A Wilson moved; seconded Cr K Price

That the meeting revert to the ordinary meeting of Council at 2.26 pm on 17 March 2015 after discussions concerning lease issues, requests for rebates of water charges, industrial matters and financial sustainability of Council and Organisational Review.

CARRIED

LAND TENURE

30958	CONSIDERATION OF LEASE E WITHIN LOT 1 ON PLAN CP889652 AND ADJACENT WATER TERM LEASE 235310 FOR MARINE FACILITY BEING LOT 3 ON PLAN SP154666; COOKTOWN WATERFRONT PRECINT, WEBBER ESPLANADE.	
	<i>Report No.D15/2013 from Chief Executive Officer files 2.504.01; 2.510.02; 2.512.05.</i>	

Cr A Wilson move; seconded Cr G Shephar

That NRM be advised that it would be Council's preference that the current water lease was concluded (forfeited or surrendered) and the area cleared, on the basis that Council would then seek expressions of Interest for Lot E on the understanding that the successful applicant would then be in a position to negotiate a new lease for the adjacent water lease.

CARRIED

FINANCE

Cr R Bowman declared a conflict of interest or possible conflict of interest in the following matter in that he was on the management committee of the association applicant and left the chamber at 2.20 pm. Cr Bowman took no part in the debate on the matter, did not vote on the matter and the majority of persons who were entitled to vote on the matter voted for the motion. Cr Bowman resumed his seat in the Chamber at 2.25 pm on 17 March 2015

30959	REQUEST FOR REBATE OF RATES AND CHARGES ASSESSMENT 10002293	
	<i>Report No. D15/3217 from Director Corporate Services</i>	

Cr K Price moved; seconded Cr P Johnson

That Council provide relief for the full amount of charges under the general hardship provision of Section 120 of the Local Government Regulations.

CARRIED

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30960	REQUEST FOR REBATE OF WATER CHARGES ASSESSMENT 10003564	
	<i>Report No. D15/3210 from Director Corporate Services</i>	

Cr P Johnson moved; seconded Cr A Wilson

Provide relief under the general hardship provision of Section 120 of the Local Government Regulations of the average water consumption from the previous three meter readings.

CARRIED

30961	REQUEST FOR REBATE OF WATER CHARGES ASSESSMENT 10003564	
	<i>Report No.D15/2844from Director Corporate Services</i>	

Cr G Shephard moved; seconded Cr K Price

That Council provide no relief as relief had previously been provided by the Cyclone Ita arrangements and the need for appropriate management.

CARRIED

ADMINISTRATION

30962	ENTERPRISE BARGAINING AGREEMENT STRATEGY	
	<i>Report No.D15/3281 from Chief Executive Officer</i>	

Cr A Wilson moved; seconded Cr P Johnson

That the report from the Chief Executive Officer titled “EBA Strategy” be received and the recommendations contained therein be adopted as the basis of Council’s approach towards the development of a new Certified Agreement for Cook Shire.

CARRIED

30963	FINANCIAL SUSTAINABILITY/ORGANISATIONAL REVIEW	
	<i>Report No.D15/3641 from Chief Executive Officer</i>	

Cr P Johnson moved; seconded Cr A Wilson

1. That the Financial Sustainability/Organisational Review be received and the CEO be instructed to proceed with the implementation of the strategies and initiatives contained in the Review
2. That Council acknowledge that a process of voluntary redundancies is required in order to address Council’s current financial position
3. That the decision on the need for further redundancies be considered only after the completion of the voluntary process.

CARRIED

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16-17-18 March 2015**

TRAFFIC COUNTER FIGURES

	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB
	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2015	2015
<u>M.R.D. GAZETTALS</u>												
<u>PENINSULAR DEVELOPMENTAL ROAD</u>												
Little Laura River	32	88	477	429	518	430	433	344	272	222	67	46
Musgrave	10	57	133	251	359	321	236	236	153	121	25	13
Coen Aerodrome D.P.I.	2	26	117	208	282	227	203	143	N/A	N/A	N/A	N/A
<u>MULLIGAN HIGHWAY</u>												
Town Grid	1224	1358	1624	2088	2263	2055	1876	1876	1620	1151	1555	1024
Little Annan Bitumen	400	373	598	597	748	723	***	***	557	679	465	373
<u>ENDEAVOUR VALLEY ROAD</u>												
Endeavour Falls	331	435	378	402	499	475	484	484	388	286	302	353
<u>COOK SHIRE COUNCIL ROADS</u>												
Moreton	1	22	44	143	226	155	142	89	21	36	7	5
Portland Roads Road	19	22	43	69	110	80	Counter Burnt	N/A	N/A	49	*	*
Battlecamp Road [Old Laura Stn]	N/A	N/A	***	N/A	90	57	43	23	18	8	-	-
Lakefield Rd (Olivevale)	6	12	56	142	201	139	133	115	65	49	***	9
Lakefield Road [New Laura Stn]	4	4	30	**	152	116	117	163	28	20	5	4
Marina Plains Road	3	21	22	32	***	***	33	33	54	75	2	0**
Rossville-Bloomfield Road [Blackpinch]	Roadwo rks	Counter Reinstat ed	***	***	***	365	***	***	308	338	86**	94**

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Rossville-Bloomfield Road [Willie Creek]	191	208	231	305	408	327	296	296	***	376	311	247
Rossville-Bloomfield Road [Granite Creek]	121	***	188	352	456	397	333	333	392	366	311	***
Honey Dam Rd								N/A	112	89	61	*
Whites Creek Rd						27	21	18	20	26	8	6
Poison Ck Rd [Minke Rd Intersection]	***	334	240	283	202	***	*	*	283	222	172	217
Charlotte Street (Seaview Motel)	2507	2671	2688	2695	2888	2508	2435	2435	2175	2091	2084	1175
**** Hose moved from road by mtnc gang.	<p>These figures are Average Daily Traffic counts.</p> <p>Unable to reach Battlecamp Road (Old Laura Station) due to river being over bridge (Jan & Feb 2015)</p> <p>Portland Roads Road counter returned to Council for repair 26/2/15</p> <p>No contact from Moreton Telegraph Station - phones possibly down as at 10/3/15</p>											
*** Hose Damaged												
** Reading Suspect												
* Counter Defective												

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The meeting closed at 3.04 pm on 17 March 2015

Mayor