

AGENDA AND BUSINESS PAPERS
20 October 2014



NOTICE OF MEETING

AN ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOK will be held at
Town Hall, Coen on the 20 October 2014

Monday

1.30 pm. Ordinary Meeting commences – open to the public.

Stephen Wilton
Chief Executive Officer

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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 (S Wilton), Minute Officer (R Norris).

MEETING OPENED

The Mayor, Cr PH Scott declared the meeting open at

APOLOGIES:

NOTICE OF BEREAVEMENT:

Advice has been received of the passing of

As a mark of respect one minute silence was observed.

CONFIRMATION OF MINUTES

	CONFIRMATION OF MINUTES OF ORDINARY MEETING
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That the minutes of the Ordinary Meeting of 15-16-17 September 2014 be confirmed subject to the following amendments

Page/Reso #	Correction
30837	Delete "That Council make a formal application to the Local Government Change Commission" and insert "That Council request the Minister for Local Government, Community, Recovery and Resilience to make a formal application to the Local Government Change Commission"
30838	Delete "That Council make a formal application to the Local Government Change Commission" and insert "That Council request the Minister for Local Government, Community, Recovery and Resilience to make a formal application to the Local Government Change Commission"

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BUSINESS ARISING:

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	NOTICE OF MOTION NO. 65 – WITHDRAWAL OF INFORMATION REQUESTS DAS 3307 & 3315
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NOTICE OF MOTION No. 65

I hereby give notice that, at Council's ordinary meeting to be held on 20 October 2014, I propose to move that Council,

1. in respect to Development Application No. 3307 (Lot 1 on SP147286) withdraw the request, dated 28 July 2014, to provide Council with an Engineer Certified design of the proposed dam; and
2. in respect to Development Application No. 3315 (Lot 219 on SP218120) withdraw part of the request, dated 9 September 2014, to provide Council with a re-issued plan to be checked, approved & signed by an RPEQ.

In support of this motion I offer the following –

On these applications dam safety has been addressed

- a failure impact assessment has been completed (FIA)
- a FIA is a comprehensive engineering study that is conducted and signed off by a registered Professional Engineer of Queensland (RPEQ).
- the FIA has demonstrated the proposed dams have a risk level of zero and therefore , if they were to fail, would pose no risk to people or infrastructure downstream.
- a suitably qualified and experienced person (Mr Jeff Benjamin of North Australia water strategies) has been engaged to design and oversee the construction of the dams in question.
- the dams are to be constructed by an experienced contractor (Far North Earthmoving) with an unblemished record.
- the dams in question are not on major rivers or watercourses .

The investment of these dams by the relevant applicants is an important investment to the future economical development and drought resistance of their farms. Without sufficient water storage a season failure could be devastating to their crops.

Dated this 8th day of October 2014

Alan Wilson
Councillor

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	NOTICE OF MOTION NO. 66 – RECSCISSION OF RESOLUTION NO. 30826 – ACQUISITION AND INSTALLATION OF HYDRO TURBINE
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NOTICE OF MOTION NO. 66

I hereby give notice that, at Council's ordinary meeting to be held on 20 October 2014, it is my intention to move that resolution No. 30826 be rescinded.

30826	ANNAN RIVER PROJECT – ACQUISITION AND INSTALLATION OF HYDRO TURBINE	
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Cr A Wilson moved; seconded Cr S Clark

That Council authorise the acquisition and installation of the 100kw hydro turbine from Hydroworks, New Zealand and further that the Director of Corporate Services be authorised to submit a loan application through the Department of Local Government for the sum of \$550,000.00 with the balance to be funded through the Local Government Resilience and Community Recovery Program grant of \$150,000.00 with the total project cost to be \$700,000.00.

CARRIED

Dated at Cooktown this 8th day of October 2014.

A Wilson
Councillor

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	CHIEF EXECUTIVE OFFICERS MONTHLY REPORT	
	<i>Report No. <This will be entered by the Executive Assistant> from Chief Executive Officer</i>	

Précis

A report from the Chief Executive Officer showing his activities and providing information regarding ongoing and emerging issues.

Meetings, Seminars, Conferences etc

Far North Queensland regional Organisation of Councils

On Sunday 12th October I travelled to Croydon to attend the FNQROC Board meeting on Monday 13th. The meeting had one presentation from Advance Cairns by CEO Mark Matthews outlining the regional projects that are currently underway or proposed.

The main topic of discussion was the approach FNQROC will take in the response/submission regarding the Productivity Commission Preliminary Report on Natural Disaster funding. There was also discussion around a joint Federal State and Local Government program to eliminate the yellow crazy ant infestations in the Cairns and Mareeba local government areas. It was agreed to commit \$25,000 over the next three years for this eradication program as further spread of this pest would be devastating to the region.

Local Government grants Commission

On Tuesday 30th September the Mayor, deputy Mayor and I met with Commissions Lyn McLaughlin (Chair) Brendan McNamara Kevin Wormald and Joy Leishman together with DLG Officers Michael Machan and Bill Gilmore. The make up and methodology of the Financial Assistance grant was discussed in depth and provided some useful clarification on the role of the Grants Commission. A copy of the presentation was distributed to each Councillors correspondence tray.

New Local Government Award

On Wednesday 15th October 2014 I attended a workshop in Cairns regarding the new Local Government Award that was released on 30th September. The Award now covers 19 previous Awards that were in use across local government in Queensland. The workshop also discussed the Enterprise Bargaining process and the expected strategies of the Unions

Other Meetings

There are a number of meetings that occur on a regular basis. This month they have included Executive Management Team meetings, Executive Services Team meeting, The Economic Development Meeting, Waterfront Committee meeting, a meeting

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with Department of Local Government Officers to discuss ongoing matters and Ratepayer meetings over issues such as rates and town planning.

Link to Corporate Plan

Improved Corporate Governance

Consultation

Nil

Legal Implications (Statutory, basis, legal risks)

Nil

Policy Implications

Nil

Financial and Resource Implications (Budgetary)

Nil

Risk Implications

Nil

RECOMMENDATION

That the Chief Executive Officers monthly report be noted

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PLANNING AND ENVIRONMENT

PE1	APPLICATION FOR A DEVELOPMENT PERMIT DA/3274 – MATERIAL CHANGE OF USE FOR RESTAURANT ON LOT 405 ON PLAN SP202120 LOCATED AT 130 HOPE STREET COOKTOWN.	
	<i>Report No.AD14/4141 from Director Planning and Environment</i>	

Précis

Applicant:	R & K Wright c/- Planz Town Planning Attention: Nikki Huddy
Owner:	Raymond L and Katrina Wright
Location:	130 Hope Street, Cooktown
RPD:	Lot 405 on Plan SP202120
Area:	2978 sq metres
Zone:	Medium Density Residential
Proposed Use:	Restaurant (dinning and tea room and including events catering for guests and the general public).
Classification:	Restaurant
Referral Agencies:	Nil
Submissions:	Nil

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 Restaurant (Dinning and tea room and including events catering for guests and the general public), on Lot 405 on Plan SP202120, located at 130 Hope Street, Cooktown. Council issued an Acknowledgement Notice on the 16th June 2014 and advised on the 4th July 2014 that no Information Request would be issued. The application is Impact Assessable Development under the Cook Shire Planning Scheme and required Public Notification.

Proposal

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The application is for a restaurant primarily for the purpose of providing ‘high-tea’ to visitors. Dining will be in the existing ‘aviary’ pergola area adjacent to the pool. The proposed restaurant will also offer a boutique function venue for one off occasions approximately 4-6 times a year in association with events such as the recent business conference. The proposed restaurant will have an area of approximately one hundred and fifty (150) square metres, and will incorporate the use of both the existing internal kitchen and the outdoor kitchen and barbeque area.

Site

The development site is Hillcrest Guest House, Lot 405 on Plan SP202120 located at 130 Hope Street, Cooktown. Lot 405 has an area of 2,978 sq metres, with frontage to Hope Street. Lot 405 is currently connected to reticulated water, sewerage and electricity.

Hillcrest Guest House currently consists of:

- A seven (7) bedroom guesthouse with a dining area, kitchen/restaurant (in house guests) and a caretaker’s studio;
- Three (3) self contained units,
- Pool area.

Access to the proposed development must be from Hope Street. Lot 405 is zoned Medium Density Residential Zone under the current Cook Shire Planning Scheme.

Town Planning Considerations

The proposed Material Change of Use best fits the Cook Shire Planning Scheme’s definition of “Restaurant”.

“Restaurant – means the use of licensed or unlicensed premises for the provision of food and/or drinks to members of the public for consumption or off the premises. This term also includes facilities commonly described as a cafe, milk bar, snack bar, coffee shop, takeaway, drive-through outlet and fast food store.”

Lot 405 is zoned Medium Density Residential under the Cook Shire Planning Scheme and under that zoning a Material Change of Use for Restaurant is Impact Assessable. Council must consider the provisions of the Planning Scheme as a whole including the strategic elements when assessing the application.

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

- The residential neighbourhood is medium density in scale and design and contains a mix of Houses, Dual Occupancies, and well-designed Multiple Residential and Other Residential land uses with a high standard of residential amenity;
- The residential neighbourhood is located close to services and Community Facilities and provided with an appropriate level of infrastructure; and

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- Non-residential development which supports the immediate community is located and designed to maintain the amenity for adjoining residential development.

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

- Medium Density Residential Zone Code
- Parking and Access Code
- Works, Services & Infrastructure Code
- Natural Hazards Code

The proposed development for a Restaurant in the existing aviary pergola will reintroduce a use that was first approved by Council in July 1987 (Zoological Botanical Gardens and ancillary Refreshment Service). Issues will arise with the requirement for a change of Building Classification and the existing structure's side boundary setback in relation to fire wall requirements. The proposed development generally complies with the relevant Performance Criteria applicable to this application.

Desired Environmental Outcomes (DEOs)

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:

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 DEOs 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 5 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

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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 5: A Proud Community

“The diversity of the Shire’s population is celebrated and community spirit is built through the provision of quality and accessible social, educational, sporting and recreational facilities. All social groups have the opportunity to participate in and make positive contributions to the growth of a strong and healthy community.”

Referral Agencies

There are no Referral Agencies for the purpose of this application.

Public Notification

The applicant fulfilled the requirements under the *Sustainable Planning Act 2009* for completing public notification. As described in the Notice of Compliance dated 5th August 2014, the proposal was advertised in a paper circulated in the area (Cooktown Local News 10th July 2014), letters were sent to each adjoining owner (9th July 2014) and a sign was placed and maintained on the Hope Street frontage (10th July 2014). No submissions were received during the Public Notification Period.

Discussion

The above proposed development for a Restaurant (dinning and tea room for visitors (general public) and a boutique function venue for one off events 4 to 6 times a year) within the existing ‘aviary’ pergola at Hillcrest Guest House is the formalisation of activities that have taken place at Hillcrest for at least the past thirty seven (37) years.

Council in July 1987 granted consent approval for Zoological Botanic Gardens and Ancillary Refreshment Service, however by letter dated 8th March 2006 the owners requested a change of land use in that they were not currently operating a restaurant open to the public and only wished to keep open the option of supplying meals to in house guests. Council resolved at its March 2006 meeting that the use as a restaurant open to the public for the above property be withdrawn effective from 1st January 2006.

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Functions such as Christmas parties, birthdays, wedding receptions, and various one off social and community events have continued to be held at Hillcrest, continuing a tradition that has existed for as long as I can remember (37years). Hillcrest has been an integral part of Cooktown's social and community fabric for the best part of four (4) generations. Facilities have been steadily upgraded and this application is a continuation of this process. Issues in relation to changes of building classification, setbacks and fire wall requirements will need to be addressed prior to the above use commencing. The proposed development generally complies with the relevant Performance Criteria and Desired Environmental Outcomes of the Cook Shire Planning Scheme, and is recommended by Council Officers to Council for approval with conditions.

Recommendation

That the application under the IPA Planning Scheme by R & K Wright c/- Planz Town Planning for a Development Permit for making a Material Change of Use for Restaurant (Dinning and tea room for visitors (general public) 2 to 4 days per week and a boutique function venue for one off events 4 to 6 times a year) on Lot 405 on Plan SP202120, located at 130 Hope Street Cooktown (Hillcrest Guesthouse), 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") and documentation submitted with the application, except for variations required to comply with the conditions of this approval:

- Site Plan 1: Hillcrest Guesthouse & Restaurant
- Site Plan 3: Hillcrest Guesthouse & Restaurant

Water

2. The development must be connected to Council's Reticulated Water Supply.

Sewerage

3. The development must be connected to Council's Reticulated Sewerage System.

Access

4. Vehicle access to the proposed development must be from Hope Street as shown on the approved plan '*Site Plan 1: Hillcrest Guesthouse & Restaurant*'.

.

5. Access from the existing Hope Street road pavement to the property boundary must be concrete or bitumen sealed and constructed to the requirements of the FNQROC Manual. Plans must be submitted to Council for approval by Council's Director Engineering Services prior to works commencing.

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Car parking and Manoeuvring Area

6. The applicant must provide one (1) additional off street car parking space to those shown on the approved plan '*Site Plan 1: Hillcrest Guesthouse & Restaurant*'.

7. The fourteen (14) off street car parking spaces including one (1) disabled persons car parking space and manoeuvring area must be sealed with either bitumen or concrete and constructed to the requirements of the FNQROC Manual. Plans to be submitted for approval by Council's Director Engineering Services prior to works commencing. Car parking spaces must be line marked and signposted.

Stormwater Drainage

8. Storm water drainage must be to a legal point of discharge.

Electricity

9. The development must be connected to the reticulated electricity supply.

Building Classification

10. A change of building classification to a Class 6 must be obtained prior to the use (aviary restaurant) commencing.

Public Utilities

11. The applicant is responsible for the cost of any alterations or repairs to public utilities as a result of complying with the conditions of this approval, or damage as a result of construction.

Erosion and Sediment Control

12. The applicant must ensure that no sand, soil or silt runoff occurs from the site during construction.

Noise Control

13. There must be no noise nuisance caused by the proposed development.

Food Preparation

14. The food preparation areas must comply with AS 4674-2004 Construction and fit out of food premises.

15. The Food Business must operate in compliance with the *Food Act 2006* or subsequent legislation that regulates the operation of a Food Business.

16. The grease arrestor must be upgraded to 1,000 litre capacity unit.

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Landscaping and Fencing

17. The development must be provided with the following additional landscaping:

- A landscaped strip minimum width 1.5 metres must be provided along the southern boundary of the proposed development;
- A landscaped area must be provided on the Hope Street frontage in the unused area between the internal driveway and the car parking area (see approved plan);
- A landscaped strip minimum width 1.5 metres must be provided where practicable along the eastern boundary of the proposed development, for the length of the car parking area.

Landscaping is to consist of suitable trees and shrubs as identified in Cook Shire's Landscaping Planning Scheme Policy. Landscaped areas must be subject to regular and ongoing maintenance, including the timely replacement of damaged or dead plants. Landscaping must be provided prior to the use commencing.

18. The development must be provided with a solid timber paling or metal clad with neutral finishes fence, minimum height 1.8 metres along the southern boundary of the proposed development. Fence must be constructed prior to the use commencing.

Outstanding Charges

19. All rates, services charges, interest and other charges levied on the land are to be paid prior to the change of building classification.

Infrastructure Charges

20. Infrastructure Charges for water and sewerage must be paid to Council at the time of application for change of Building Classification, as indicated on the attached Adopted Infrastructure Charges Notice at the rate applicable at the time of payment (see Appendix 'A').

Currency Period

21. The currency period for this application is four (4) years. Should the approved Restaurant not be established within this time, the approval shall lapse.

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Appendix ‘A’

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Our ref: JH:lm:DA/3274:D14/

30 September 2014

R and K Wright
c/- Planz Town Planning Pty Ltd
17 Atherton Street
WHITFIELD QLD 4870

Attention: Nikki Huddy

Dear Mrs Huddy

ADOPTED INFRASTRUCTURE CHARGES NOTICE
DEVELOPMENT APPLICATION DA/3274
130 HOPE STREET, COOKTOWN

Proposal: Restaurant

Applicant: R and K Wright
c/- Planz Town Planning Pty Ltd
17 Atherton Street
WHITFIELD QLD 4870
Attention: Nikki Huddy

Location of Site: 130 Hope Street, COOKTOWN QLD 4895

Real Property Description: Lot 405 on Plan SP202120

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 (Restaurant)	\$1,700.00 (Water)	Equivalent domestic connection	3.0	\$5,100.00
Material Change of Use (Restaurant)	\$1,420.00 (Sewerage)	Equivalent domestic connection	1.6	\$2,272.00
Total Charges				\$7,372.00

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Credit Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Credit
Material Change of Use (Restaurant)	\$1,700.00 (Water)	Equivalent domestic connection	Nil (Site already developed)	\$ 0.00
Material Change of Use (Restaurant)	\$1,420.00 (Sewerage)	Equivalent domestic connection	Nil (Site already developed)	\$ 0.00
Total Credit				\$ 0.00

Net Adopted Infrastructure Charges Summary:

Total Adopted Charge	Total Credit	Total Infrastructure Charge
\$7,372.00	\$ 0.00	\$7,372.00

(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.

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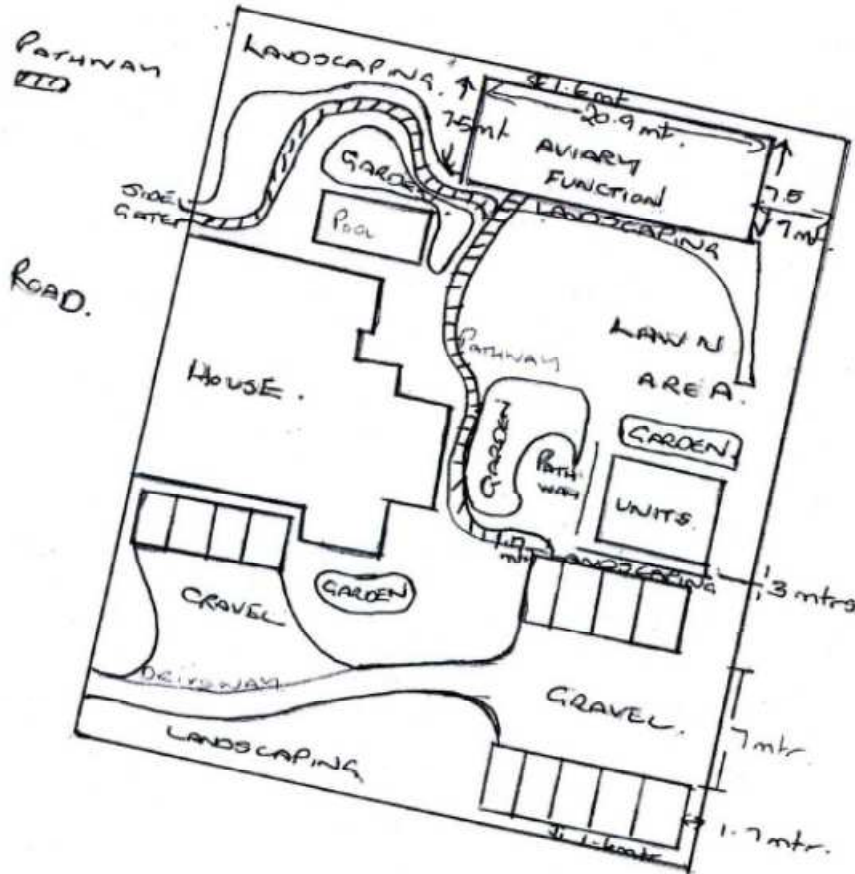
Should you require any further information or assistance please contact Council's Town Planning Officers, John Harrison or Lisa Miller on, (07) 4069 5444.

Yours faithfully

Stephen Wilton
Chief Executive Officer

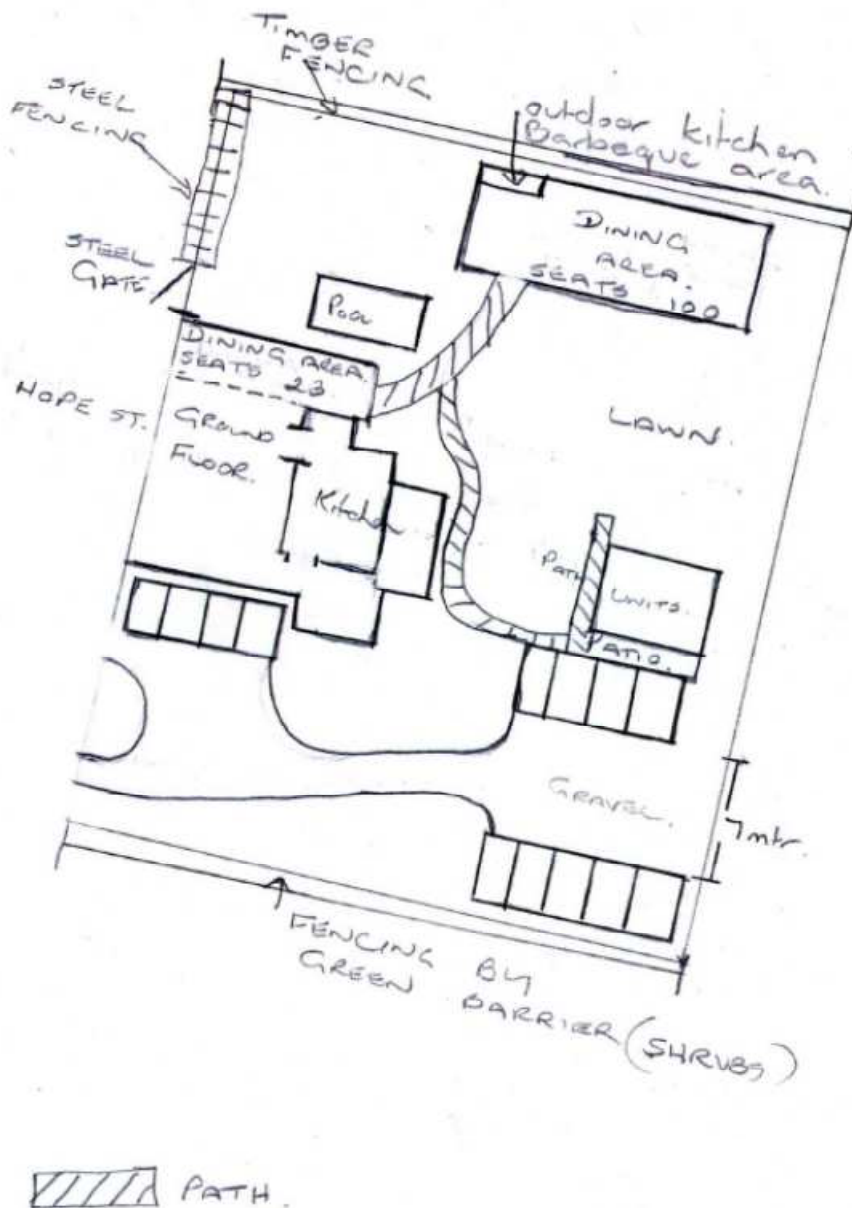
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Appendix 'B'



Site Plan 1: Hillcrest Guesthouse & Restaurant
May 2014

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Site Plan 3: Hillcrest Guesthouse & Restaurant

Plan showing relationship between existing dining area and restaurant and treatment to boundaries
May 2014

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PE2	APPLICATION FOR A DEVELOPMENT PERMIT – DA/3322 – FOR RECONFIGURATION OF LOTS 14 & 15 ON PLAN SP254691, 1 AND 5 IRONWOOD AVENUE VIA COOKTOWN – INTO EIGHT (8) LOTS	
	<i>Report No.AD14/5689 from Director Planning and Environment</i>	

Précis

Applicant:	Cindy Wilson c/- U & i Town Plan (Ramon Samanes) PO Box 426 COOKTOWN QLD 4895
Owner:	John Hay
Location:	1 and 5 Ironwood Avenue COOKTOWN QLD 4895
RPD:	Lots 14 and 15 on Plan SP254691
Area:	1.718 and 1.727 hectares
Zone:	Rural Residential
Proposed Use:	Reconfiguration of two (2) lots into eight (8) lots
Minimum Lot Size:	4000 sq metres
Referral Agencies:	Nil

Report

Application has been made to Council for the issue of a Development Permit for the Reconfiguration of Lots 14 and 15 on Plan SP254691 located at 1 and 5 Ironwood Avenue via Cooktown, into eight (8) lots. The application is Code Assessable Development under the Cook Shire Planning Scheme.

Proposal

The application proposes the reconfiguration of Lots 14 and 15 on SP254691 into eight (8) lots. The areas of the proposed lots are as follows:

- ❖ Proposed Lot 40 – 4,000 m²
- ❖ Proposed Lot 41 – 4,000 m²
- ❖ Proposed Lot 42 – 4,014 m²
- ❖ Proposed Lot 43 – 4,000 m²
- ❖ Proposed Lot 44 – 4,000 m²
- ❖ Proposed Lot 45 – 4,000 m²
- ❖ Proposed Lot 46 – 4,000 m²
- ❖ Proposed Lot 47 – 4,000 m²

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Lots 14 is bordered by Oaky Creek Road and Ironwood Avenue, with Lot 15 having frontage only to Ironwood Avenue. Access to the proposed new eight (8) lots will be via Ironwood Avenue and a new internal road / cul-de-sac to be constructed as part of the development.

Lots 14 and 15 are zoned Rural Residential and the proposed reconfiguration is Code Assessable Development under the Cook Shire Planning Scheme.

The Site



The lots are situated approximately ten (10) kilometres north-west of Cooktown and 1.3 kilometres along Oaky Creek Road from the Endeavour Valley Road turn off, on the southern side of Oaky Creek Road. Lots 14 and 15 are zoned Rural Residential under the Cook Shire Planning Scheme and have areas of 1.718 and 1.727 hectares respectively. Generally, the lots are evenly vegetated, with no significant gullies or hills and generally have a gently undulating landscape.

There is no existing infrastructure on Lots 14 and 15, reticulated electricity is located on the Ironwood Avenue road reserve, although reticulated water and sewerage is not available. The lots are within the current kerbside rubbish collection area.

Town Planning Considerations

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Lots 14 and 15 are zoned Rural Residential under Cook Shire's Planning Scheme and the proposed Reconfiguration of the two (2) lots into eight (8) lots is Code Assessable development.

The purpose of the Rural Residential Zone Code is to achieve the following overall outcomes for the Rural Residential Zone:

- ◆ *Rural residential areas provide large lots offering a high standard of residential amenity in a semi-rural setting;*
- ◆ *Rural uses are limited to low impact activities such as hobby farming, which are compatible with the rural residential nature of the surrounds and do not detrimentally impact upon local amenity via odour, chemical sprays, traffic or noise;*
- ◆ *Rural residential zoned land identified as Future Urban Land provides for the long-term expansion of the township and is protected from inappropriate subdivision or changes of use, which could jeopardise its functionality as Future Urban Land. Subdivision of Future Urban Land for urban purposes only occur where there is a demonstrated community need;*
- ◆ *Where town water and sewerage are not available, domestic infrastructure is contained entirely within the boundaries of the site;*
- ◆ *Rural residential areas do not alienate Good Quality Agricultural Land or compromise farming activities on adjoining Rural zoned land;*
- ◆ *Rural residential areas have access to community services and facilities; and*
- ◆ *The environmental and biodiversity values of the Rural residential zoned land are protected.*

Code Requirements for Reconfiguring a Lot in the Rural Residential Zone

Council's Planning Scheme identifies the following Codes as being applicable to Reconfiguring a lot in the Rural Residential Zone, however not all these Codes are triggered by the proposed development.

- Rural Residential Zone Code
- Reconfiguration of a Lot Code
- Works, Services and Infrastructure Code
- Natural Hazards Code
- Parking and Access Code

As a general overview the proposed development is acceptable from a planning point of view and complies with the performance criteria of the relevant codes.

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Areas of non compliance with the given Acceptable Solutions are detailed below:

Reconfiguration of a Lot Code

PC1 States:

“Lots have adequate area and appropriate dimensions for their intended use and good quality agricultural land is not lost to production through its fragmentation into economically unviable units, unless over-riding public benefit can be demonstrated.”

AS1 States:

“Lots comply with the minimum area and dimensions for those zones listed in Schedule 1 of this Code.”

In the Rural Residential Zone the minimum lot frontage requirement “*where reticulated water not available*” is:

Minimum lot size (excluding access handle for hatchet lots) – 4,000m²

Minimum frontage - 40 metres

Maximum depth to frontage ratio – 3:1

Proposed lots 40 to 47 comply with the minimum lot size requirements of 4,000m² for the Rural Residential Zone, however, due to the layout of the proposed reconfiguration and the new proposed road, Lots 42 to 45 only provide a road frontage of approximately 16 metres each to the new cul-de-sac / road, which also causes Lots 42 to 45 to be non-compliant with the depth to frontage ratio of 3:1.

Considering these factors, the proposed lots comply with the minimum lot size for Reconfiguration in the Rural Residential Zone. The lots have adequate area and dimensions to achieve compliance with PC 1 of the above Code.

Council will require the provision of rainwater tanks of a minimum capacity 50,000 litres as a means of satisfying Performance Criteria PC 1 of the Works, Services and Infrastructure Code along with a separate water storage tank with a minimum storage capacity of 5,000 litres, fitted with fire brigade tank fittings, for fire fighting purposes to comply with PC 1 of the Natural Hazards Code in the Cook Shire Planning Scheme. These will be reflected in the recommended conditions of approval.

The proposed reconfiguration complies with the relevant Performance Criteria for the purpose of this application.

Discussion

The proposed development is considered to be consistent with the intent of the Rural Residential Zone and complies with the relevant Performance Criteria applicable to this application. This development is therefore recommended to Council for approval, subject to Conditions.

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Recommendation

That the Application by Cindy Wilson c/- U & i Town Plan for a Development Permit for Reconfiguration of Lots 14 and 15 on Plan SP254691, 1 and 5 Ironwood Avenue via Cooktown - into eight (8) lots be approved subject to the following Conditions:

A. Assessment Manager (Council) Conditions

Approved Plans

1. The development must be carried out generally in accordance with the proposal plan No.62979-3 Issue A as submitted in response to Council's Information Request 19 September 2014, except for any minor variations required to comply with the Conditions of this Approval (see Appendix 'B').

Road Works

2. The new internal road, including the intersection with Ironwood Avenue shown on approved Proposal Plan No.62979-3 Issue A, must be sealed with a two (2) coat bitumen seal and be designed and constructed to the requirements of the FNQROC Manual and include ancillary storm water drainage.
3. Engineered drawings for Road Works must be submitted for approval by Council's Director Engineering Services as part of an Operational Works application prior to works commencing.

Access

4. Access to all proposed lots must be as per the proposal plan No.62979-3 Issue A as submitted in response to Council's Information Request 19 September 2014, except for any minor variations required to comply with the Conditions of this Approval.
5. Access for all proposed lots from the property boundaries to Ironwood Avenue and the new unnamed road pavement must be sealed with either bitumen or concrete and constructed as per FNQROC Manual Standard drawing S1105 and include ancillary stormwater drainage. Engineering plans must be submitted for approval by Council's Director Engineering Services as part of an Operational Works application prior to works commencing.

Footpath

6. The footpath / nature strip along the proposed new internal road, must be formed and left in an easily mown condition. Engineered plans must be submitted for approval by Council's Director Engineering Services as part of an Operational Works application prior to works commencing.

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Stormwater Drainage

7. All stormwater drainage must be to a legal point of discharge.

Operational Works

8. Prior to construction commencing, Council will require approval of an Operational Works application for the following:
- Road works for the new internal road including the intersection with Ironwood Avenue (see Conditions 2 and 3);
 - Access to all proposed lots (see Conditions 4 and 5); and
 - Footpath (see Condition 6).

This application must include plans prepared by a Registered Professional Engineer Queensland in accordance with FNQROC Manual and are to be to the satisfaction of Council's Director Engineering Services.

Council will require that one (1) copy of the design drawings be submitted to Council for preliminary assessment. Three (3) copies of the final design are to be submitted to Council for approval prior to the commencement of the works. On completion of the works, the Council shall require a Certificate of Completion from a Registered Professional Engineer.

Certificate and Maintenance

9. Upon completion of the above works, a certificate from a qualified engineer is to be submitted to Council stating that the works have been carried out properly and in accordance with plans and specifications approved by Council. The certificate shall set out the full engineering details of the works as completed and shall show all relevant survey data and levels, together with a bond for 5% of the total works cost to meet the costs of any maintenance required during maintenance period not exceeding twelve (12) months.

Effluent Disposal

10. 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 to be provided at the time of lodgement of a Plumbing or Building application.

Water Supply

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- 11.** A separate source of domestic water supply must be provided to each of the proposed allotments at the time of construction of a dwelling. This would be satisfied by the provision of rainwater tanks with a minimum capacity of 50,000 litres. 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.

Fire Management

- 12.** Each proposed lot must be provided with a separate water storage tank with a minimum storage capacity of 5,000 litres and fitted with Fire Brigade tank fittings, for fire fighting purposes at the time of construction of a dwelling. Lots must be maintained at all times to a standard so as not to create a fire hazard.

Electricity

- 13.** Each proposed lot must be connected to the reticulated electricity supply. A Certificate of Electricity Supply from Ergon Energy must be provided to Council by the applicant, prior to Council endorsement of the Plan of Survey.

Telecommunications

- 14.** The development must be connected to telecommunication services. Written evidence must be provided to Council from the relevant telecommunication provider that services can be made available to the proposed lots, prior to Council endorsement of the Plan of Survey.

Public Utilities

- 15.** The developer is responsible for the cost of any alterations to public utilities as a result of complying with Conditions of this Development Permit Repairs or alterations must satisfy the relevant Design Guidelines set out in Section D8 of the FNQROC Manual.

Infrastructure Charges

- 16.** Infrastructure charges for Public Open Space must be paid to Council at the time of application for Council endorsement of the Survey Plan, as indicated on the attached Adopted Infrastructure Charges Notice at the rate applicable at the time of payment (see Appendix 'A').

Outstanding Charges

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- 17.** All rates, service charges, interest and other charges levied on the land are to be paid prior to Council endorsement of the Plan of Survey.

Compliance

- 18.** All relevant Conditions of this Development Permit must be complied with prior to the Plan of Survey being submitted to Council for endorsement.

Endorsement of Survey Plan

- 19.** The reconfiguration of a lot approval by this Development Permit must be completed and the Plan of Survey submitted to Council for endorsement within four (4) years from the commencement of this approval or the approval will lapse.

Appendix 'A'

AGENDA AND BUSINESS PAPERS
20 October 2014

Our ref: LM-DA/3322
Your ref: R1/14

14 October 2014

Cindy Wilson
C/- U&I Town Plan
PO Box 426
COOKTOWN QLD 4895

Attention: Ramon Samanes

Dear Mr Samanes

ADOPTED INFRASTRUCTURE CHARGES NOTICE
DEVELOPMENT APPLICATION DA/3322
1 & 5 IRONWOOD AVENUE, COOKTOWN

Proposal: Reconfiguration two (2) lots into eight (8) lots

Applicant: Cindy Wilson
C/- U&I Town Plan
PO Box 426
COOKTOWN QLD 4895
Attention: Ramon Samanes

Location of Site: 1 & 5 Ironwood Avenue COOKTOWN

Real Property Description: Lots 14 & 15 on Plan SP254691

Type of Development: Reconfiguration

Infrastructure Charges Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Charge
Reconfiguration	\$900.00 (Public Open Space)	Equivalent number of Residential Units	x 8	\$7,200.00
Total Charges				\$7,200.00

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20 October 2014

Credit Calculation:

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

Net Adopted Infrastructure Charges Summary:

Total Adopted Charge	Total Credit	Total Infrastructure Charge
\$7,200.00	\$1,800.00	\$5,400.00

(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 Plan of Survey for Council's endorsement.

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.

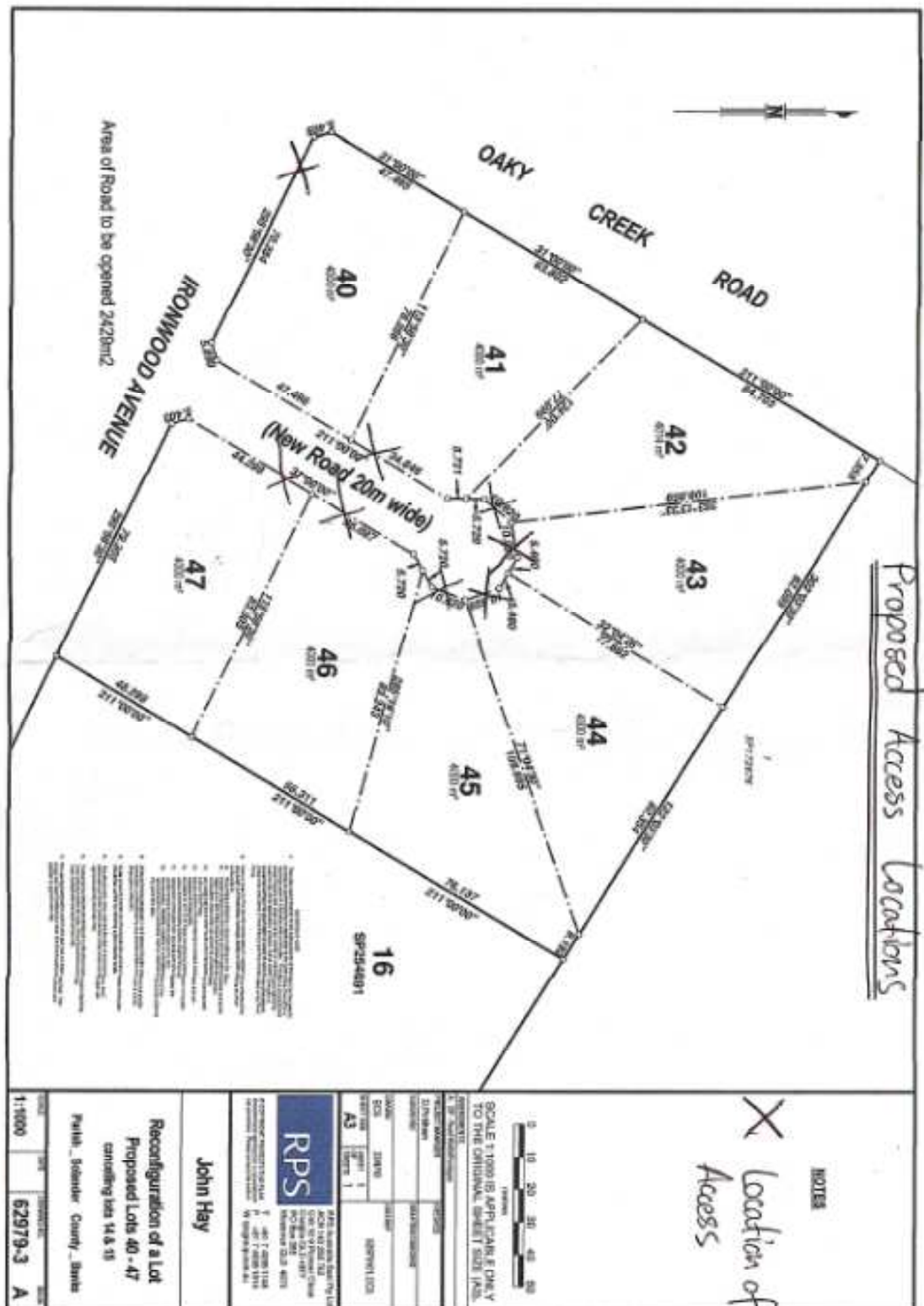
Should you require any further information or assistance please contact Council's Town Planning Officer, Mr John Harrison on, (07) 4069 5444.

Yours faithfully

Stephen Wilton
Chief Executive Officer

Appendix 'B'

AGENDA AND BUSINESS PAPERS
20 October 2014



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LAND TENURE

LT1	APPLICATION FOR RENEWAL OF TERM LEASE OVER LOT 97 ON PLAN N25336 – HOLZAPFEL ROAD, COOKTOWN - FOR GRAZING PURPOSES; PARISH OF SOLANDER; LOCALITY OF COOKTOWN.	
	<i>Report No.D14/11580 from Chief Executive Officer File No. 2.37.3;2.37.12</i>	

Précis

1. Raise no objection to the renewal of special lease, subject to creation of esplanade.

Background/History

2. By letter dated 25 September 2014, the Department of Natural Resources and Mines advised that an application for renewal of Term Lease over Lot 97 on Plan N25336 had been received – SmartMap attached.
3. Use of the term lease was grazing; the renewal was for the same purpose with 20 years term renewal.
4. The Department requested Council's views/requirements including any local non-indigenous cultural heritage values that should be considered when assessing the application.
5. There are no known local non-indigenous cultural heritage values within this lease.
6. Neither Engineering Services nor Planning and Environment Services have any issues.
7. In accordance with Council's Policy on the issue, reaffirmed at the October 2012 Council Meeting, a 30 meter wide esplanade should be required along the southern bank of the Endeavour River in accordance with attached plan, Google Map Proposed 30 meter wide Esplanade.

Public Access

20-21 JULY 1999 RESOLUTION NO.19787

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing in mind.

8. The following recommendation is submitted for consideration.

AGENDA AND BUSINESS PAPERS
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Link to Corporate Plan

9. Key issues 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations.

Consultation

10. Nil.

Legal Implications (Statutory, basis, legal risks)

11. Nil.

Policy Implications

12. Nil.

Financial and Resource Implications (Budgetary)

13. Nil.

RECOMMENDATION

That the Department of Natural Resources and Mines be advised that Council raises no objection to the renewal of Term Lease over Lot 97 on Plan N25336, subject to the provision of a thirty (30) meter wide esplanade along the southern bank of the Endeavour River, as depicted on Plan Google Map Proposed 30 meter wide Esplanade submitted.

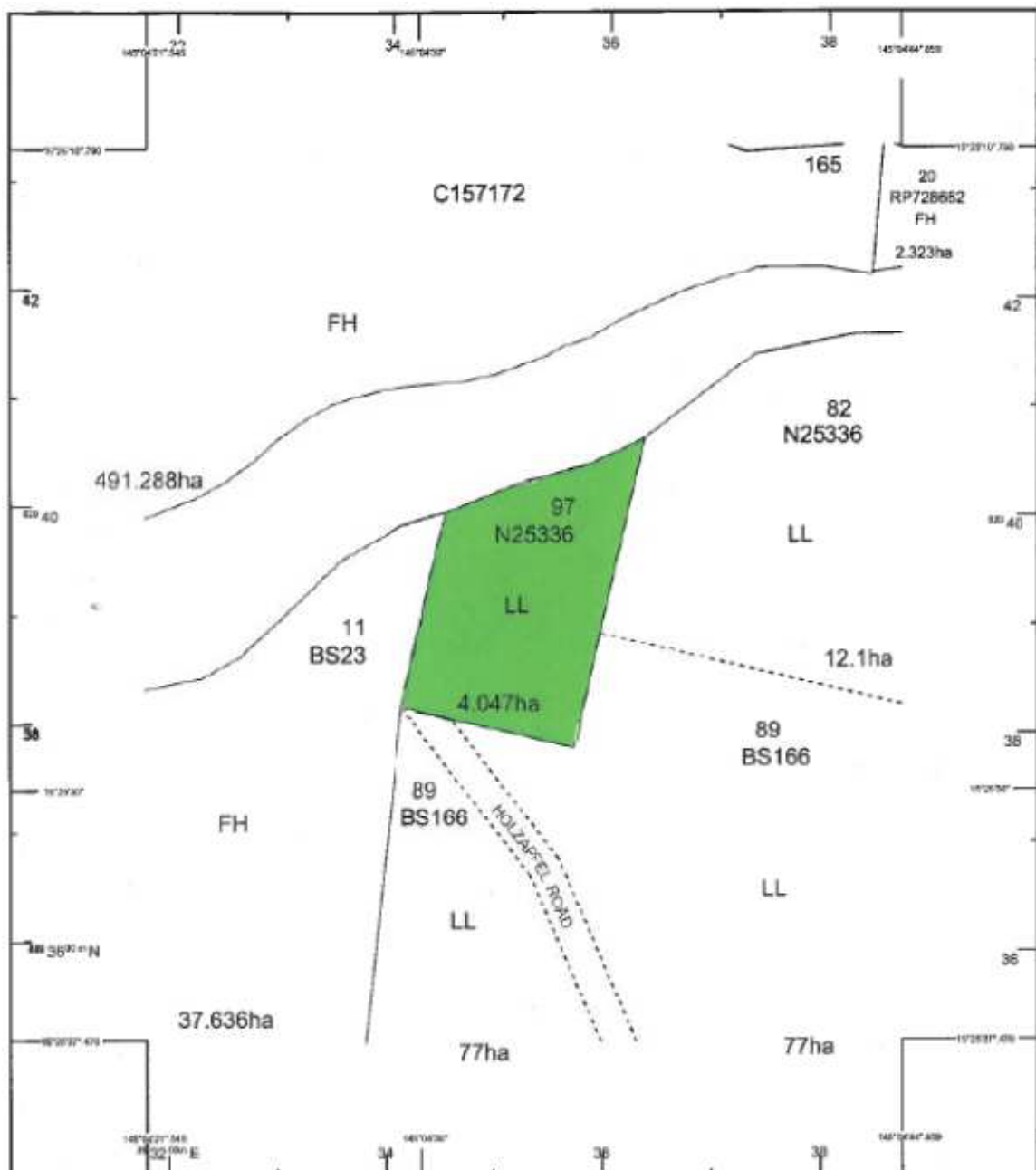
I draw your attention to Council's access position as previously conveyed to the Department in connection with particular dealings. Council's access position is as follows:

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing intent in mind.

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

Att.
SmartMap
Google Map Proposed 30 meter wide Esplanade

AGENDA AND BUSINESS PAPERS **20 October 2014**



STANDARD MAP NUMBER
7967-33133

MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
 Lot/Plan
 Area/Volume
 Tenure
 Local Government
 Locality
 Parish
 County
 Diagram/Referral

8746333
 4.047ha
 LEASE
 COOK SHIRE
 COOKTOWN
 SOLLANDER
 BIRKS
 88858

CLIENT SERVICE STANDARDS

PRINTED 06/09/2014 11:23:02:14

For additional information regarding this SmartMap see page 2.

Shading rules have been applied.

DCDB 22/08/2014

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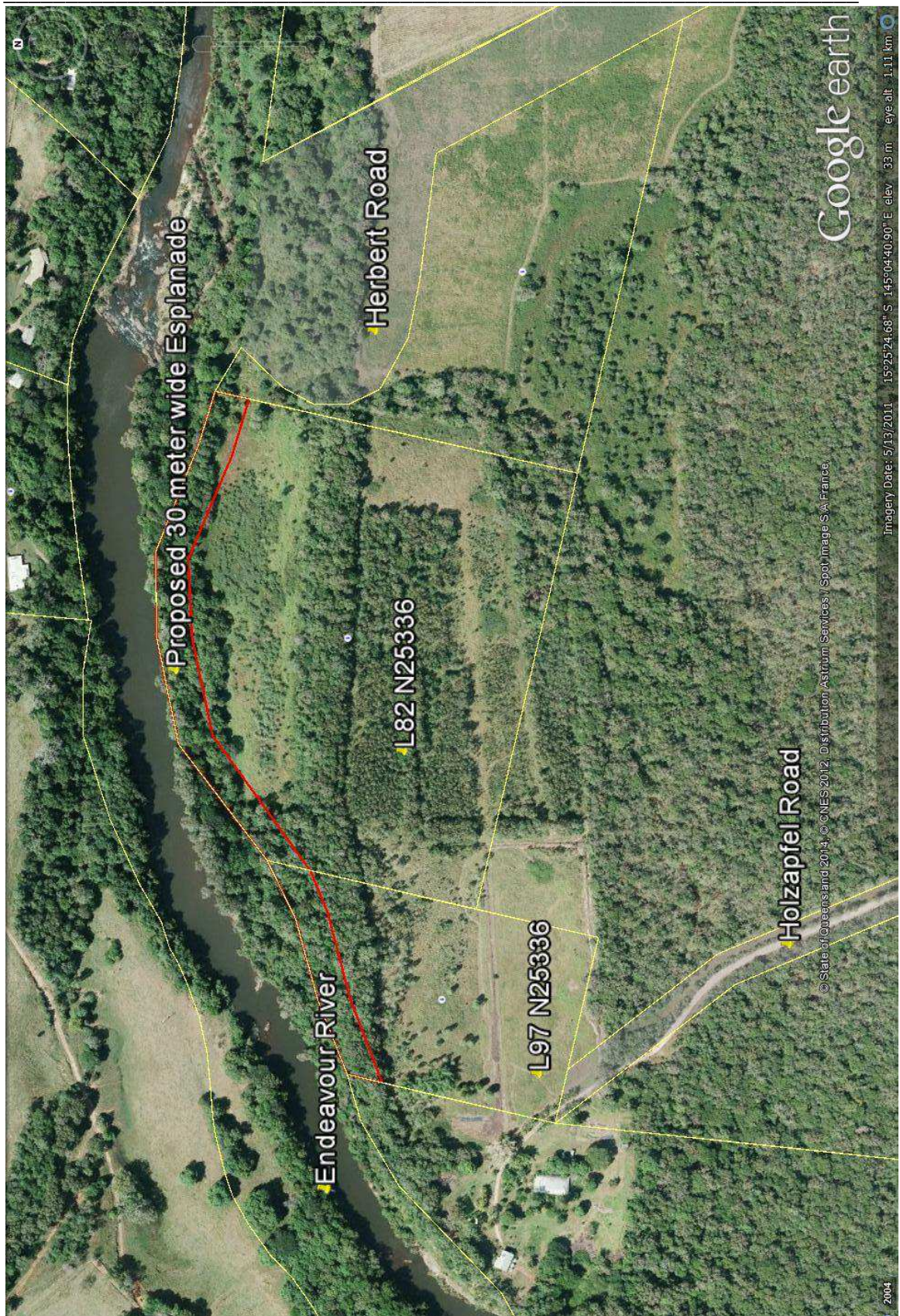
SmartMap

An External Product of
 SmartMap Information Services
 Based upon an extraction from the
 Digital Cadastral Data Store



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AGENDA AND BUSINESS PAPERS
20 October 2014



AGENDA AND BUSINESS PAPERS
20 October 2014

LT2	APPLICATION FOR RENEWAL OF TERM LEASE OVER LOT 82 ON PLAN N25336 – HERBERT ROAD, COOKTOWN - GRAZING PURPOSES; PARISH OF SOLANDER; LOCALITY OF COOKTOWN.	
	<i>Report No.D14/11579 from Chief Executive Officer File No. 2.37.3;2.37.12</i>	

Précis

14. Raise no objection to the renewal of special lease, subject to creation of esplanade.

Background/History

15. By letter dated 25 September 2014, the Department of Natural Resources and Mines advised that an application for renewal of Term Lease over Lot 82 on Plan N25336 had been received – SmartMap attached.
16. Use of the term lease was grazing; the renewal was for the same purpose with a 20 year term of the renewal.
17. The Department requested Council's views/requirements including any local non-indigenous cultural heritage values that should be considered when assessing the application.
18. There are no known local non-indigenous cultural heritage values within this lease.
19. Neither Engineering Services nor Planning and Environment Services have any issues.
20. Legal access to Lot 82 is inconclusive; report DW126313 deemed that legal access was provided via Herbert Road and the non-connection on the DCDB is due to inaccuracies in the DCDB.
21. Survey Plans associated with Lot 82 dated from 1885 are inconclusive and leave a margin of doubt.
22. Additionally, in accordance with Council's Policy in relation to Roads and Public Access, reaffirmed at the October 2012 Council Meeting, a 30 meter wide esplanade should be required along the southern bank of the Endeavour River in accordance with attached plan, Google Map Proposed 30 meter wide Esplanade.

Public Access

20-21 JULY 1999 RESOLUTION NO.19787

AGENDA AND BUSINESS PAPERS
20 October 2014

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing in mind.

23. With the foregoing, the following recommendations are submitted for consideration.

Link to Corporate Plan

24. Key issues 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations.

Consultation

25. Nil.

Legal Implications (Statutory, basis, legal risks)

26. Nil.

Policy Implications

27. Nil.

Financial and Resource Implications (Budgetary)

28. Nil.

RECOMMENDATION

That the Department of Natural Resources and Mines be advised that Council raises no objection to the renewal of Term Lease over Lot 82 on Plan N25336, subject to;

- i. gazetted access is provided to Lot 82 on Plan N25336, and
- ii. the provision of a thirty (30) meter wide esplanade along the southern bank of the Endeavour River, as depicted on Plan Google Map Proposed 30 meter wide Esplanade submitted.

I draw your attention to Council's access position as previously conveyed to the Department in connection with particular dealings. Council's access position is as follows:

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing intent in mind.

AGENDA AND BUSINESS PAPERS
20 October 2014

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

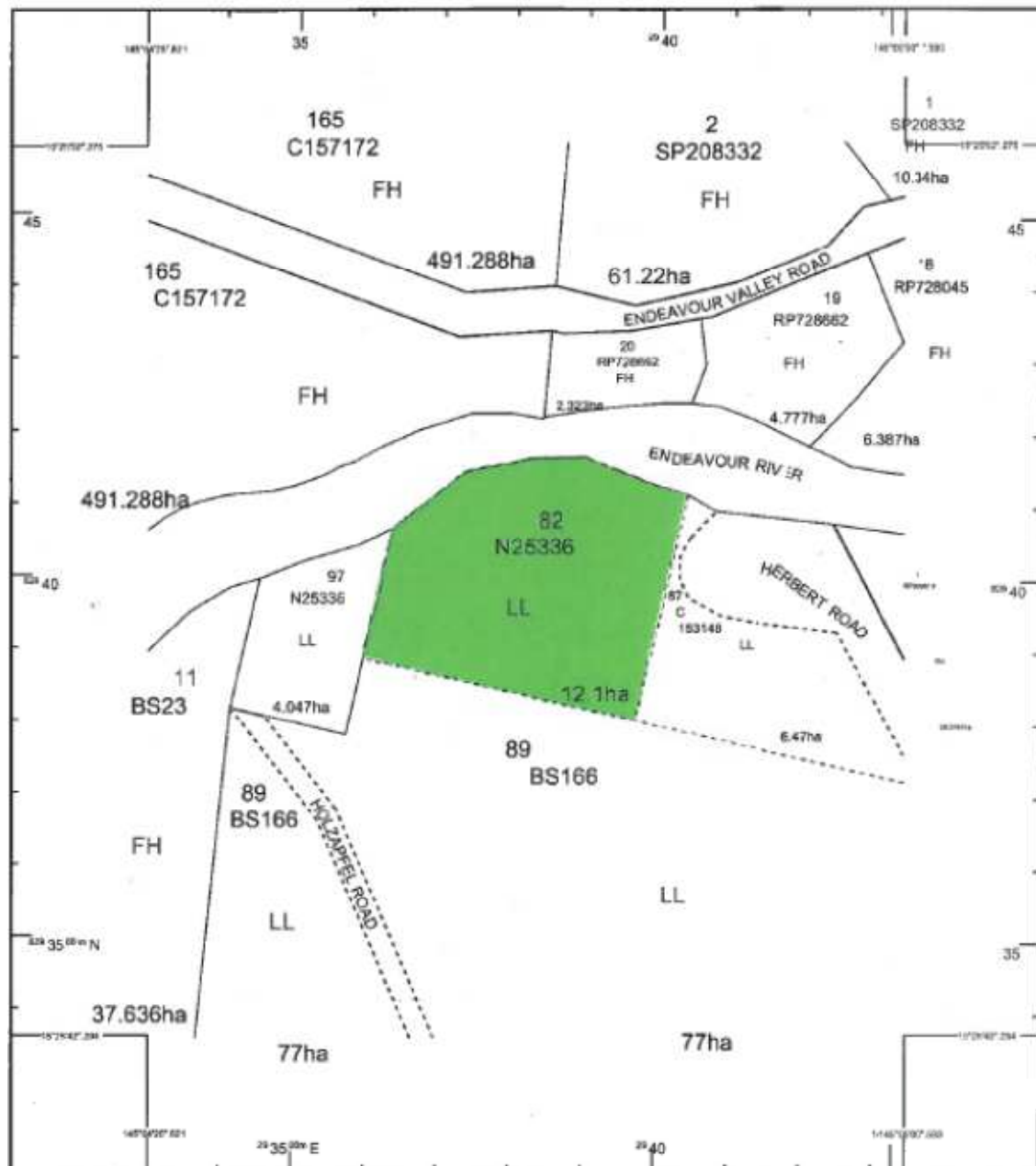
Att.

SmartMap

Google Map Proposed 30 meter wide Esplanade

AGENDA AND BUSINESS PAPERS

20 October 2014



STANDARD MAP NUMBER
7967-33132

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	82/25336
Lot/Plan	12.1ha
Area/Volume	LANDS LEASE
Tenure	GOOK SHIRE
Local Government	GOOK SHIRE
Locality	GOOK SHIRE
Parish	GOOK SHIRE
County	GOOK SHIRE
Segment/Parcel	82/25336

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PRINTED (date/time) 20/10/2014
For additional information regarding this Standard see page 2.
Standard Rules have been applied.

DCDB: 22/08/2014

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SmartMap

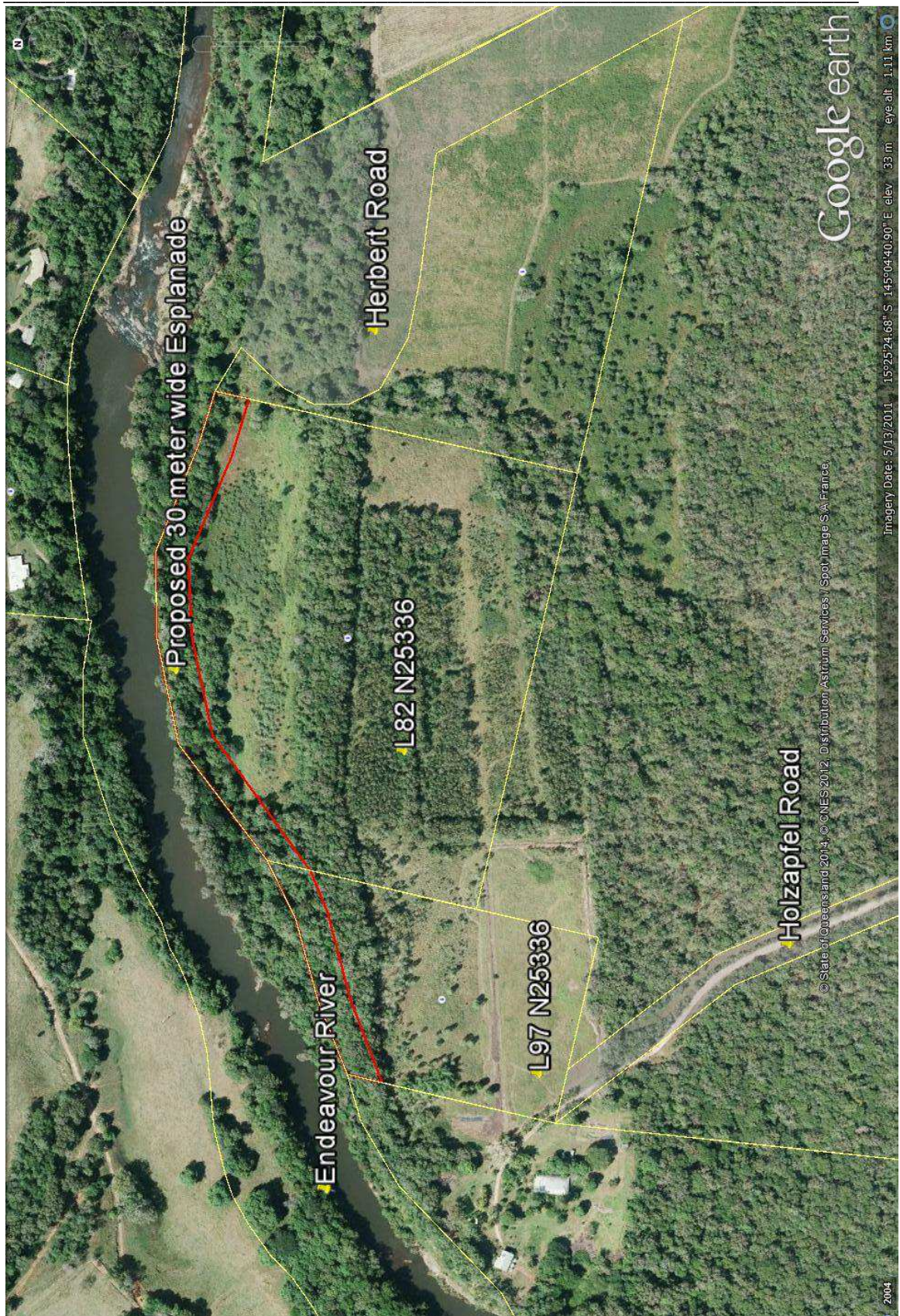
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Queensland
Government

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AGENDA AND BUSINESS PAPERS
20 October 2014



AGENDA AND BUSINESS PAPERS
20 October 2014

LT3	APPLICATION FOR PROPOSED ROAD OPENING TO LOT 1 ON PLAN WR2 – JUNGLE CREEK STATION; THROUGH LOT 1 ON PLAN KG3 (KINGVALE STATION/KING RIVER HOLDING) AND LOT 2 ON PLAN MS13 (KOOLBURRA STATION); VARIOUS PARISHES.	
	<i>Report No.D14/11558 from Chief Executive Officer File No. 2.23.01; 2.650.01.</i>	

Précis

1. Raise no objection to the road opening.

Background/History

2. By letter dated 1 October 2014, the Department of Natural Resources and Mines ('DNRM'), advised that an application for the above proposed road opening had been received. See attached Map TSV2014-52.
3. Council at its June 2014 meeting, resolved vide Resolution No. 30760 to support an application by the owner of Jungle Creek Station to the Department to open as road the formed access from Kimba Road to the boundary of Lot 1 on Plan WR2, at no cost to Council, and although Council supports the proposed opening of the road to secure access, it does not obligate Council for any future construction or maintenance.
4. The Department referred to Council's letter of support dated 20 June 2014, and advised that the Department proposed to formalise the existing formed access to Lot 1 on Plan WR2 as the present dedicated access to the subject parcel is not constructed.
5. Neither Engineering Services nor Planning and Environment Services have any issues.
6. There are no known local non-indigenous cultural heritage values.
7. The following recommendation is submitted for Council's consideration.

Link to Corporate Plan

8. Key issues 4.3 Sport and Recreation Facilities and Public Access; 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations; 4.6 Drainage, Stormwater, Road, Footpath and Bridge Network.

Consultation

9. Nil.

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Legal Implications (Statutory, basis, legal risks)

10. Nil.

Policy Implications

11. Nil.

Financial and Resource Implications (Budgetary)/Risk Assessment

12. Nil

RECOMMENDATION

That the Department of Natural Resources and Mines be advised that Council raises no objection to open as road the formed access to Lot 1 on Plan WR2 through Lot 2 on Plan MS13, and Lot 1 on Plan KG3, as depicted on submitted Plan TSV2014-52, on the condition as previously stated, it be at no cost to Council and although Council supports the proposed opening of the road to secure access, it does not obligate Council for any future construction or maintenance.

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

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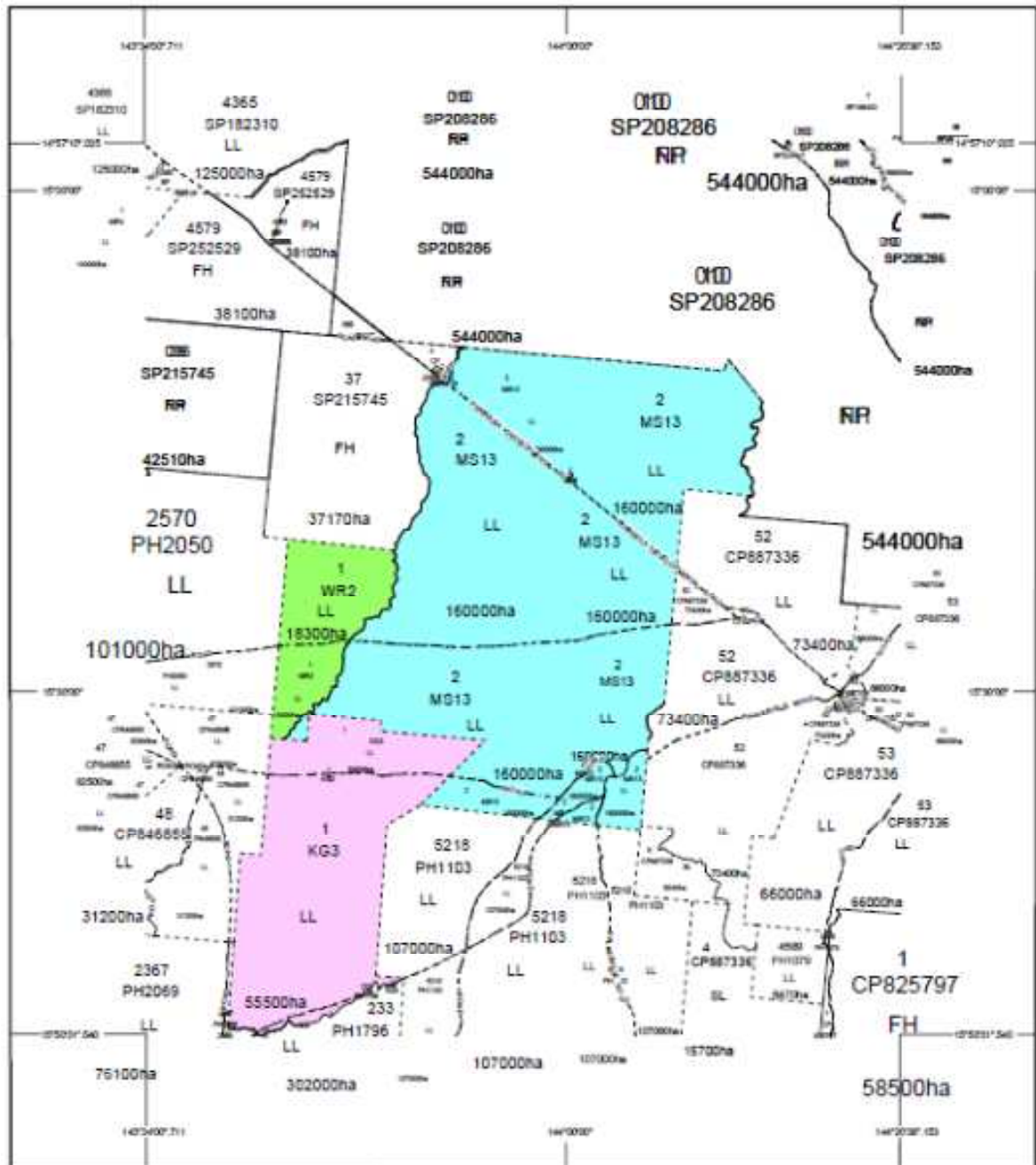
TSV2014-52 (Arial Map)

TSV2014-52 (Map)

SmartMap

AGENDA AND BUSINESS PAPERS

20 October 2014



STANDARD MAP NUMBER
7567-22142

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCOB
 Lot/Plan
 Area/Volume
 Tenure
 Local Government
 Locality
 Parish
 County
 Segment/Parcel
 52613
 16000ha
 LAND LEASE
 COOK SHIRE
 LAUNA
 MILLRACE
 MOSSMAN
 114612

CLIENT SERVICE STANDARDS

PRINTED (unofficial) information
 For additional information regarding this SmartMap see page 3.
 Shading Rules have been applied.
 DCOB: 120000ha (lots with an area less than 10,000ha are not shown).
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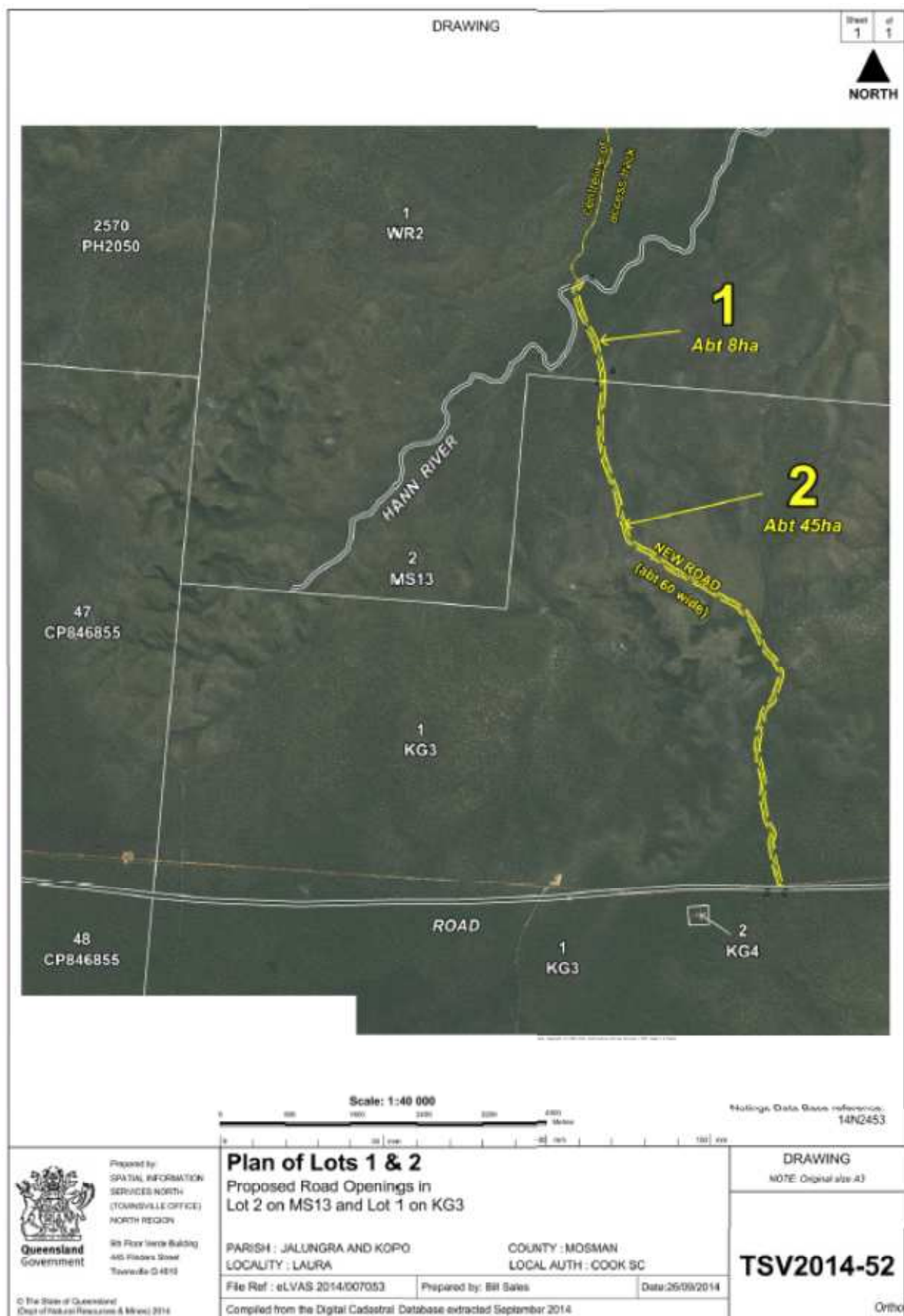
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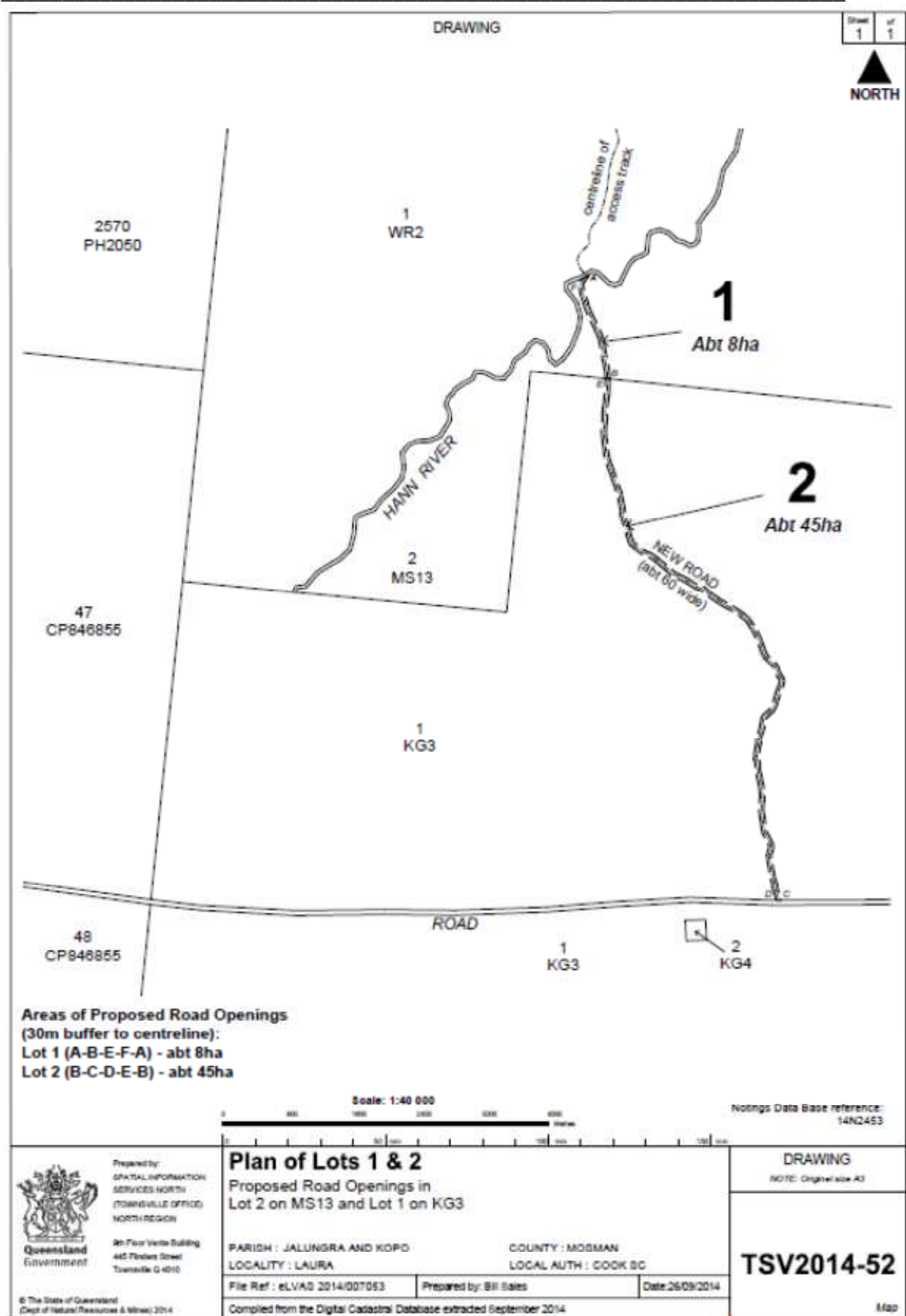


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20 October 2014



AGENDA AND BUSINESS PAPERS
20 October 2014

LT4	APPLICATION FOR PURCHASE OF UNALLOCATED STATE LAND BEING LOT 119 ON BS128 - DEIGHTON ROAD, LAURA: PARISH OF DEIGHTON; LOCALITY OF LAURA.	
	<i>Report No.D14/11358 from Chief Executive Officer File No. 2.337.2.</i>	

Précis

1. Council support the purchase of unallocated state land.

Background/History

2. By letter dated 26 September 2014, the Department of Natural Resources and Mines advised that an application had been received for purchase of unallocated state land being Lot 119 on BS128, and requested advice as to Council's views or requirements, including any local non-indigenous cultural heritage values that the Department should consider when assessing the application – see attached SmartMap.
3. The proposed use of the land was for rural residential purposes; this lot is zoned 'rural' in Council's Planning Scheme.
4. There are no known local non-indigenous cultural heritage values.
5. Neither Engineering Services nor Planning and Environment Services have any issues.
6. The following recommendation is submitted for Council's consideration.

Link to Corporate Plan

7. Key issues 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations; and 4.7 Economic Wellbeing.

Consultation

8. Nil.

Legal Implications (Statutory, basis, legal risks)

9. Nil.

Policy Implications

10. Nil.

Financial and Resource Implications (Budgetary)

11. Nil.

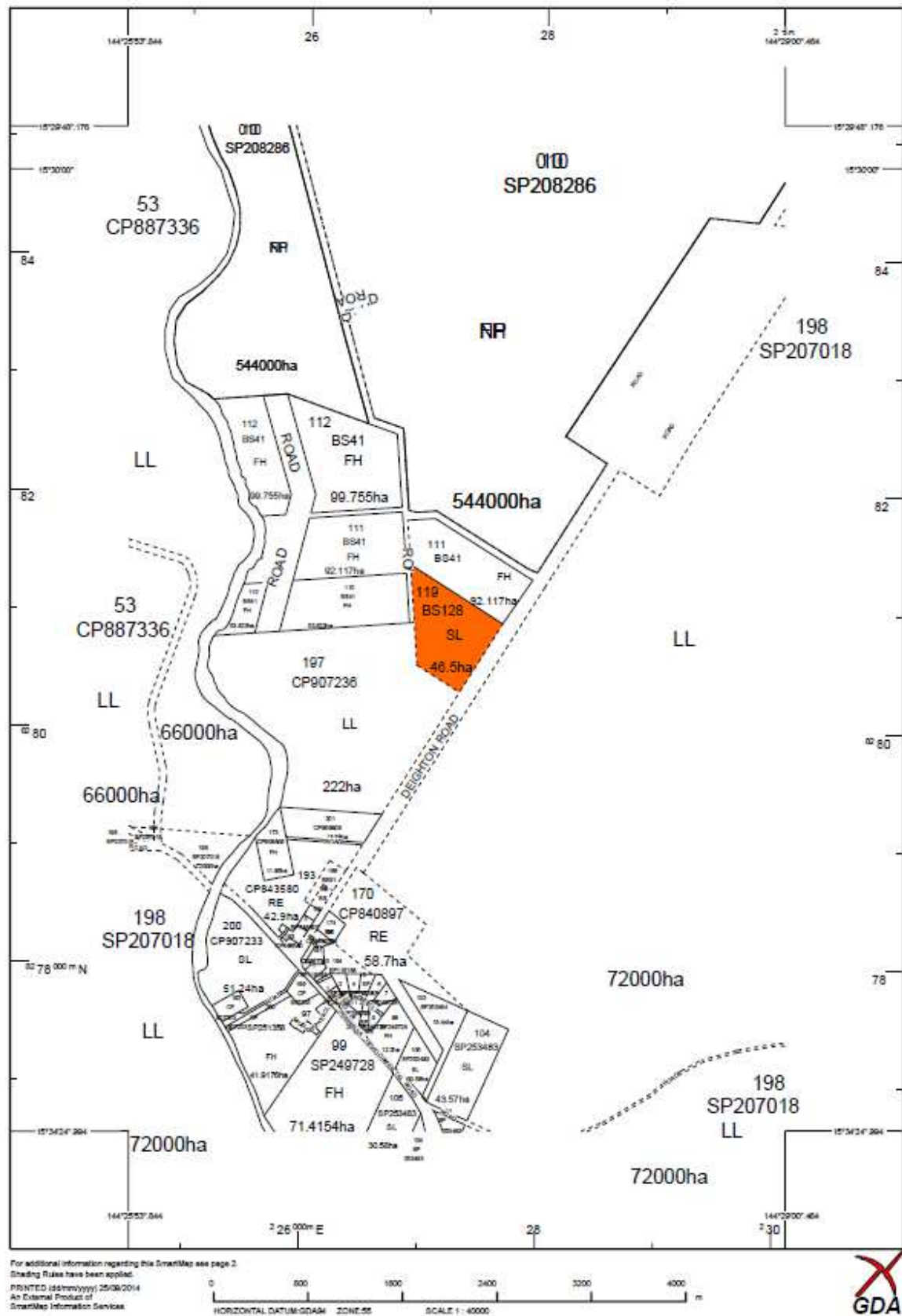
AGENDA AND BUSINESS PAPERS
20 October 2014

RECOMMENDATION

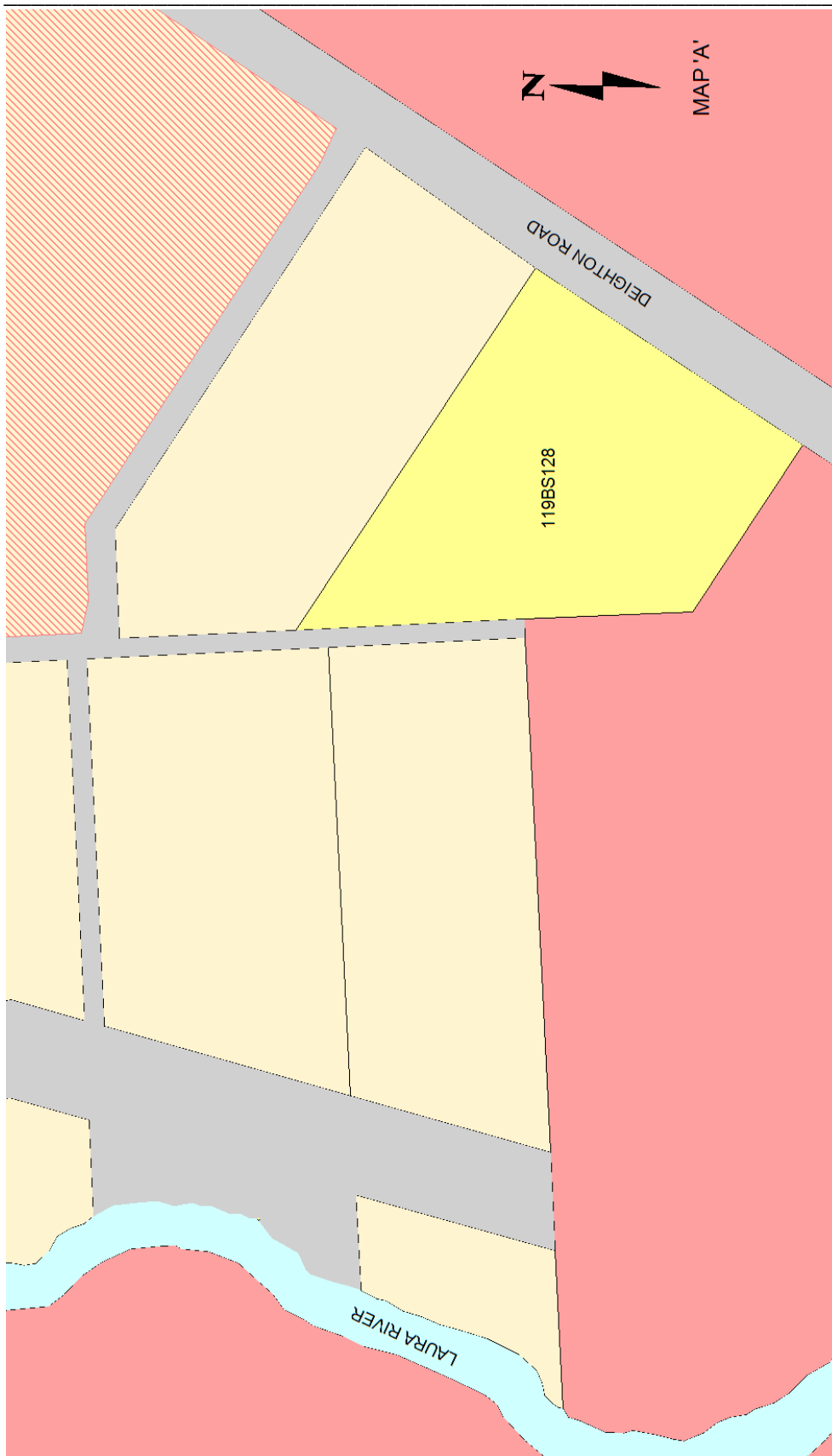
The Department of Natural Resource and Mines be advised that Council raises no objection to the purchase of unallocated state land being Lot 119 on BS128 for rural residential purposes.

Att.
SmartMap
MAP 'A'

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LT5	APPLICATION FOR CONVERSION TO FREEHOLD OF PH2713 BEING LOT 713 ON CP909116 - BEESBIKE STATION – MULLIGAN HIGHWAY, ROSSVILLE: PARISH OF MONKHOUSE; LOCALITY OF ROSSVILLE.	
	<i>Report No.D14/11584 from Chief Executive Officer File No. 2.650.95</i>	

Précis

1. Council support the conversion to freehold subject to creation of esplanade.

Background/History

1. By letter dated 2 October 2014, the Department of Natural Resources and Mines advised that an application had been received for conversion to freehold of PH2713 over Lot 713 on CP909116, and requested advice as to Council's views or requirements, including any local non-indigenous cultural heritage values that the Department should consider when assessing the application – see attached SmartMap.
2. The proposed use of the land was for grazing purposes.
3. Neither Engineering Services nor Planning and Environment Services have any issues.
4. There are no known local non-indigenous cultural heritage values.
5. In accordance with Council's Policy on the issue, reaffirmed at the October 2012 Council Meeting, a 30 meter wide esplanade should be required along the western bank of the Annan River in accordance with attached plan, Google Map_Proposed 30 meter wide Esplanade within L713 CP909116.

Public Access

20-21 JULY 1999 RESOLUTION NO.19787

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing in mind.

6. The following recommendation is submitted for Council's consideration.

Link to Corporate Plan

7. Key issues 4.5 Cultural Heritage, Land Tenure, Native Title and Indigenous Land Use Negotiations; and 4.7 Economic Wellbeing.

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Consultation

8. Nil.

Legal Implications (Statutory, basis, legal risks)

9. Nil.

Policy Implications

10. Nil.

Financial and Resource Implications (Budgetary)

11. Nil.

RECOMMENDATION

The Department of Natural Resource and Mines be advised that Council raises no objection to the conversion to freehold of PH 2713 over Lot 713 on CP909116, subject to the provision of a thirty (30) meter wide esplanade along the western bank of the Annan River in accordance with attached plan, Google Map_Proposed 30 meter wide Esplanade within L713 CP909116.

I draw your attention to Council's access position as previously conveyed to the Department in connection with particular dealings. Council's access position is as follows:

That Council's attitude/intent regarding river/creek/beach access etc is to request/require legal public access wherever possible. Council intends to request/require esplanades/access roads plus adjacent reserves (landing, recreation, etc) wherever possible. Any Council request/application should be processed with the foregoing intent in mind.

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

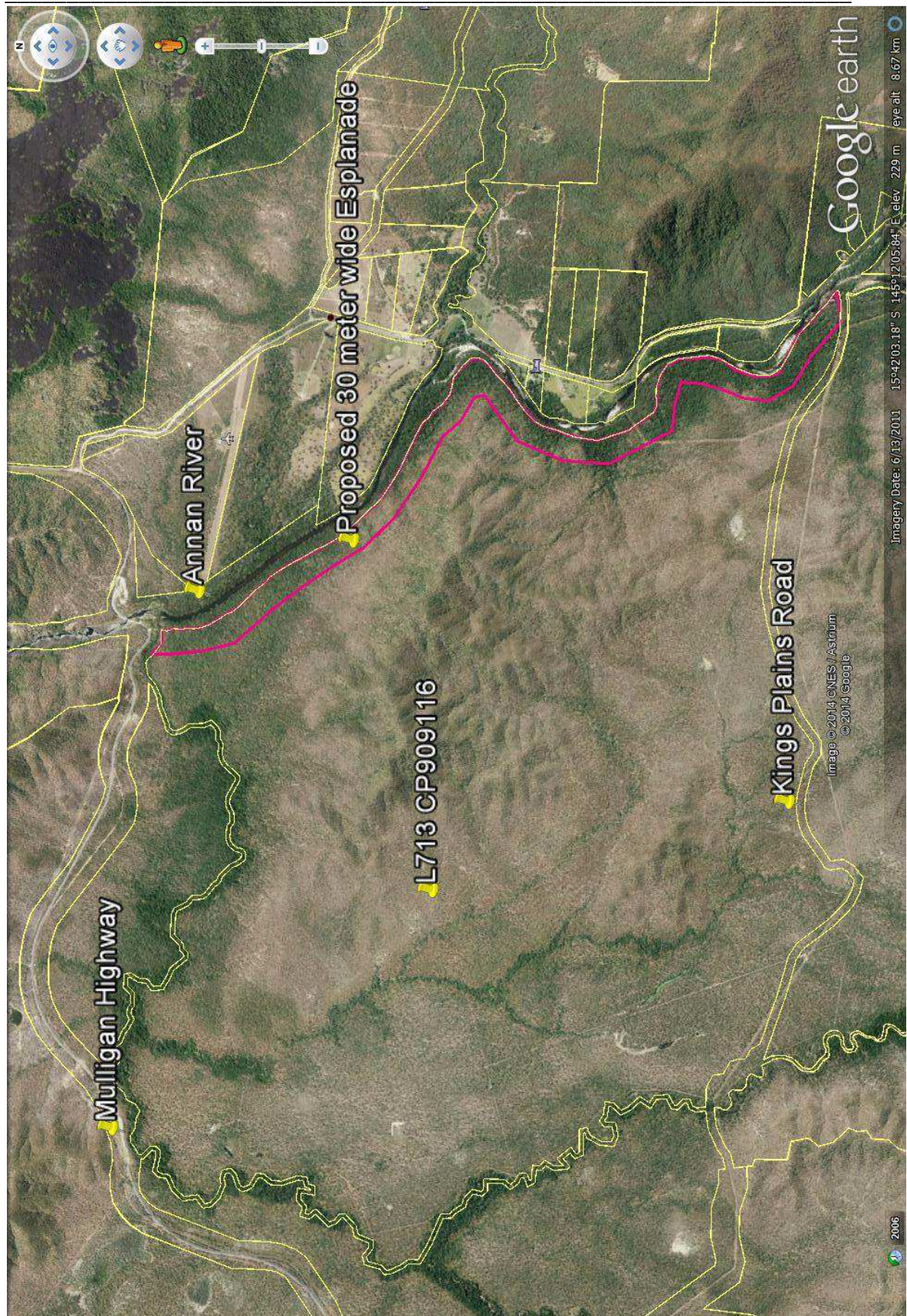
Att.

SmartMap

Google Map_Proposed 30 meter wide Esplanade within L713 CP909116

[illegible]

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ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

CS1	COMMUNITY DEVELOPMENT GRANT PROGRAM 2013/2014 – ROUND 1	
	<i>Report No.D14/11673 from Director Economic Development & Community Services</i>	

Précis

Community Development Grant Program 2014/2015 – Round 1

Background/History

Cook Shire Council has implemented a revised 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.

Five (5) applications to Round 1 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, or individual who is a permanent resident of Cook Shire for at least the preceding 12 months; and
- A properly constituted not-for-profit organisation; or
- A charitable organisation registered or sanctioned under the Collections Act 1966; or
- 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 per year, per organisation or project.

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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	\$900.00	Properly constituted organisation	\$900.00	<p>Purchase of three (3) gazebos for use at events to be also available for use by other groups</p> <ul style="list-style-type: none"> • Supports the safety of participants and spectators to horse events • Supports collaboration between community groups by sharing of resources <p><i>Applied for the same to the 2013/2014 CDGP exceptional funding round, however request reduced due to limited funding available.</i></p>
Sporting Shooter's Association of Australia, Cooktown Branch Inc.	\$450.00 in-kind	Properly constituted organisation	\$450.00 in-kind	<p>Original request is for cardboard mulch to act as a buffer on the bullet backstop on the 50m shooting range to meet Weapons Licensing requirements</p> <ul style="list-style-type: none"> • Promotes healthy lifestyles • Supports reuse of recyclable material • Supports the safety of participants and spectators to shooting activities <p><i>Cardboard mulch has very limited reuse options. After discussions with the Waste Management Coordinator, mulch would be</i></p>

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				<i>gifted if transport costs were granted. Approx. five loads at \$90/load.</i>
Cooktown Kindergym Inc.	\$1,130.60	Properly constituted organisation	\$1,130.60	<p>Purchase gazebos, a banner, a folding table and t-shirts for coaches and volunteers, to hold an open day to generate new memberships an increase awareness of the group.</p> <ul style="list-style-type: none"> • Easily identifiable coaches and volunteers support children's safety and ease parental concern • Raise awareness of opportunities for early childhood activities • Increase capacity for a range of early childhood learning experiences <p><i>Provision of activities for preschool and toddler activities is in high demand in Cook Shire communities.</i></p>
Bloomfield River District Residents Association	\$768.73 + <i>in-kind support</i>	Properly constituted organisation	Not recommended	<p>Request to purchase Public Liability insurance to enable an application for a separate grant to purchase gym equipment and to operate a gym at the Bloomfield Hall. PL insurance will also allow the group to undertake other activities. Also requesting in-kind support for any Council inspections required for the gym activity.</p> <ul style="list-style-type: none"> • Increased health and physical activities for Bloomfield Valley residents

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				<ul style="list-style-type: none"> • Increased use of Council-owned facilities • Supporting community organisations to increase the scope of activities offered to the public <p><i>Recurrent costs associated with day-to-day operations of an organisation or group are ineligible for funding. There are also concerns over the lack of submitted planning for the proposed gym activity. The in-kind contribution cannot be calculated as Council has had no request relating this use of the Bloomfield Hall and are unaware of what other implications this may have (safety, building maintaining, etc). While Council agrees that this project has merit, any activity held at a Council facility must have approval by Council. Council encourages the BRDRA to submit a written request which can be delegated to the appropriate officers to determine any and all requirements for the proposed new use.</i></p>
Full Boar Thai Boxing Club	\$2,000.00	Properly constituted organisation	\$2,000.00	<p>Costs to PCYC Cooktown (venue hire, set up and cleaning over 1.5 days) for Legal Assault VIII</p> <ul style="list-style-type: none"> • Promotes health, fitness and competitive sport • Increased attendance at local events

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				<ul style="list-style-type: none"> • Attracts competitors and spectators from outside the region <p><i>This event will occur prior to the Council meeting however the application has been submitted within funding round guidelines. While retrospective funding is not usually eligible under this program, there will be occasions where events fall between the application close date and the next Council meeting. The recommendation that this application be considered is due to the clear community and economic benefits, absence of alternate funding options and the now known success of the event.</i></p>
Total requested	\$ 5,249.33		\$ 4,480.60	

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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
Balance remaining	- \$ 15,519.40

Recommendation

That Council approve 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

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CORPORATE SERVICES

FINANCE

F1	REVENUE AND EXPENDITURE – SEPTEMBER 2014	
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That the Revenue and Expenditure Statements for September 2014 be adopted

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ADMINISTRATION

A1	LOCAL GOVERNMENT ELECTORAL ACT 2011	
	<i>Report No.D14/11360 from Chief Executive Officer</i>	

Précis

Response to amendments to the *Local Government Electoral Act 2011*.

Background/History

On 27 August 2014, Parliament passed the *Local Government Legislation Amendment Act 2014* which amended the *Local Government Electoral Act 2011* (the Act) to enable local governments to make local decisions about how their elections will be conducted.

As part of the preparations for the 2016 quadrennial local government elections, Council has been invited to review its current electoral arrangements to ensure the community has the most appropriate elected representation possible on Council. Possible changes to Council's electoral arrangements include changes to the number of councillors and changing from being undivided to having electoral divisions for the 2016 elections.

In order to allow the Change Commission sufficient time to assess any proposed changes and the implementation of the Change Commissioner's recommendations by regulation before the elections, Council must submit any proposed changes to its electoral arrangements to the Hon David Crisafulli, Minister for Local Government, Community, Recovery and Resilience by 1 March 2015.

Council's formal submission will need to set out the reasons for the proposed electoral changes to the Change Commission and will need to have regard to the local government principles and be supported by evidence of meaningful community engagement on the proposal.

In addition, once the amendments to the Act are proclaimed into force the Chief Executive Officer (the CEO) will be the returning officer for Council elections including the 2016 quadrennial local government elections unless the CEO:

- is a member of a political party, or
- notifies the Electoral Commissioner that the CEO will not undertake the role.

If the CEO decides not to undertake the role of returning officer, notification must be given to the Electoral Commissioner within five business days of a councillor vacancy for a by-election or by 1 July 2015 for the quadrennial elections.

The Electoral Commissioner may also issue a removal notice on the CEO if satisfied the CEO is unable to discharge the functions of a returning officer because of illness, absence or otherwise or the CEO has failed to comply with a direction issued by the Electoral Commissioner for the proper conduct of the election.

The deadline for Council to apply for its 2016 election to be conducted by way of postal ballot either for the whole of its area or for part of its area is 1 July 2015. As part of any application for the election to be conducted by postal ballot, Council will need to

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demonstrate that it meets the criteria of large rural sector, large remote areas or extensive island areas.

Section 45 of the Act provides -

- (1) A local government may apply to the Minister for a poll to be conducted by postal ballot if the local government's area includes a large rural sector, large remote areas or extensive island areas.
- (2) The Minister must decide to approve or not to approve the application.
- (3) The approval may be given for—
 - (a) all the local government's area; or
 - (b) 1 or more divisions of its area; or
 - (c) a part of its area marked on a map.
- (4) If the approval is given for a part of a local government's area, the local government must—
 - (a) ensure that the public may inspect the relevant map—
 - (i) at the local government's public office; and
 - (ii) on the local government's website; and
 - (b) publish details of the approval in a newspaper circulating generally in the part of the local government's area.

Cook Shire meets the criteria as it includes a large rural sector, large remote areas and extensive island areas

Link to Corporate Plan

Legislation

Consultation

Nil

Legal Implications (Statutory, basis, legal risks)

Legislation

Policy Implications

Legislation

Financial and Resource Implications (Budgetary)/Risk Assessment

None identified.

RECOMMENDATION

That an application be made to the Minister for Local Government Community Recovery and Resilience for Cook Shire to conduct a postal ballot for all its area for the 2016 quadrennial election.

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A2	LEASE TO CHRISTIAN COMMUNITY MINISTRIES – ADDITIONAL LAND	
	<i>Report No.D14/11675 from Business Services Manager</i>	

Précis

Endeavour Christian College c/o the Christian Community Ministries requests that additional land be made available for sport and recreational purposes.

Background/History

In 2010 Council resolved to lease Lot 27 on C17945 to the Christian Community Ministries (CCM). Endeavour Christian College was subsequently built on the lot and runs as a school for grades prep to grade 9.

CCM originally requested that Council grant the land as freehold however certain reservations were raised at the time and the site was granted by way of lease.

CCM has requested that Council consider granting freehold title to Lot 27 (detailed in red), and that Council make available additional land for sport and recreational purposes, namely lots 1 through 12 on RP703341 (detailed in blue).

As indicated in green in the map below, three lots are reserves for Parks and Recreation (Lots 6, 5 and 8). Historically the State Land Management Office have indicated that they are reluctant to offer sole possession of a reserve to any one party as reserves are allocated for the public at large and sole possession implies the right to exclude the public. The remaining lots are freehold held by Council.

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Image 1. Subject Lots

CCM Proposal

The following has been supplied by letter from CCM for your consideration:

"I request that Council consider granting freehold title to the existing land that we are leasing from Council, and I also request a grant of additional land (Lots 1-12 RP703341).

Freehold title gives us security of tenure and enables us to use the land and buildings as equity for borrowings against future development costs.

The additional land would accommodate an oval with a 400m track and would also enable us to provide a Sports Store, Change Rooms, Sports Office, Canteen, Covered Area(s) and car parking to make it not only very functional for the sporting needs of Endeavour but also for sporting clubs in the broader community.

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The major benefit to the community of the school expanding is the educational option it provides to many families in the Shire, but a significant secondary benefit is to upgrade Parkinson Street from the Charles Street intersection through to Milman Street.

Preliminary capital estimates for these projects as well as the proposed works on the current site are:

Works on Lots 1-12 RP703341

Project	Amount (ex GST)
Oval – design and documentation, clearing, drainage, earthworks, irrigation, landscaping, line marking, erection of sports goal posts	\$600,000
Sports Facilities – Store, Change Rooms, Office, Canteen, Covered Area(s) and car parking (30 spaces)	\$600,000
Maintenance Shed & Compound	\$100,000

External Road Works

Project	Amount (ex GST)
Road upgrade of Parkinson Street from Charles Street intersection to Milman Street intersection	\$1,500,000

Works on Current Site

Project	Amount (ex GST)
Stage 2 – Art Room, Home Economics Kitchen and Library, Covered Ball Court	\$2,300,000
Stage 3 – Design and Technology Workshop and Science Laboratory	\$1,800,000
Stage 4 – 3 General Learning Areas and Staff Room	\$1,800,000
Stage 5 – Specialist Building	\$2,000,000

This is almost \$11M of capital investment. I have attached the 2014 BGA plans, which are the latest plans I have. If there was a Stage 5 building it would go over the existing mini-Oval.

The advent of Endeavour Christian College has already impacted positively on the Cooktown community and will continue to do so. There are many stories, both anecdotal and factual, of families now staying in Cooktown because of the educational choice which is now available, and of families coming to Cooktown for the same reason. This includes professionals such as police, doctors, a veterinarian, and council staff.

The current annual budget of Endeavour Christian College is \$1.8M and is increasing rapidly. The majority of that income is spent on wages and is therefore spent in the local community.

The social benefit to Cooktown is significant. Not only is there additional infrastructure being provided, but our presence is growing in the community, numerically, academically and socially. There is a very high satisfaction rate within our own school community. The high standards that

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Endeavour Christian College uphold, have contributed to improved educational outcomes by other service providers, making wider education in the community the winner.

Our expectation is that the school turnover will continue to grow at a rate of 15 to 20% per annum for at least the next four years as we move through into Year 12, giving an annual budget in 2018 of somewhere between \$3.1M and \$3.8M in real terms, the bulk of which will be spent in the local community. Growth in the years beyond 2018 will be more modest, but we anticipate that we will input positively into the Cooktown community for many decades to come. Ours is a long term investment and we believe we have already demonstrated our bona fides to Council and we have honoured the trust that Council invested in us when land was first made available to the school.

I look forward to Council taking that further step in partnership with us by providing freehold title to the existing land occupied by the school and providing a further grant of land to facilitate the continued growth of Endeavour Christian College."

Council's Land and Asset Donation, Sale or Release Policy sets out guidelines for the donation, sale or release of land assets (with and without improvements) where it can be established that the donation, sale or release provides maximum return to the community either by realising the strongest financial return, or by fulfilling a community service as endorsed by the Cook Shire Council Corporate Plan. The Cook Shire Corporate Plan highlights the following objectives for the period 2012 to 2017:

4.1 Corporate Governance, Special Projects:

Activities that enable council to progress long term community planning

4.1.3 Special Projects

- a) Comprehensive review of all land and structural assets in light of municipal and community requirement, possible revenue raising capability, and sustainable use and maintenance obligations.

4.3 Active, Creative and Connected.

Sports and play, cultural vitality and our clubs and organisations

4.3.2 Where resources and capacity allow:

- b) Increase and improve services where 'whole of life' costing is known, community need is demonstrated and essential, and additional expenditure does not compromise sustainable core service provision.

4.3.3 Special Projects

- a) Work to fund improvements that support common Shire goals, inclusive of sport and recreation facilities and open spaces.
- b) Incorporate into land use strategy a review of standardised and equitable facilities on, and access to, public spaces, parkland and ovals.

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- c) Actively encourage and promote community engagement in all relevant Council activities.

4.7 Economic Wellbeing

Activities that bring improvements in financial status across the whole shire.

4.7.1 Advocate and support:

- a) Economic development.

The objectives itemised above correlate with the proposal as put forth by CCM. Based on Council's Land and Asset Donation, Sale or Release Policy, in the absence of any other plans for the lots, it would be reasonable and in the Shire's interest to release the land to CCM.

Should Council consider the proposal to be viable, the following needs to be addressed, negotiated and incorporated (where relevant) into any arrangement:

1. whether the property upon which the School is currently located should be converted to freehold, and if yes, on what conditions and at what (if any) cost;
2. whether Council is prepared to release the additional 9 freehold blocks, and if yes on what terms and at what, if any cost; and
3. whether Council is prepared to work with the State Land Management Office to negotiate an arrangement through which the three reserve lots can be used by the School, and if yes, under what conditions?

If Council intends to enter into negotiations with CCM, CCM will be required to absorb Council's costs dedicated to the endeavour so that the project is cost neutral during its initial phases, up to and including the execution and lodgement of any agreement that results in a transfer or release of land.

Link to Corporate Plan

As above.

Consultation

Interdepartmental.

Legal Implications (Statutory, basis, legal risks)

Pending.

Policy Implications

Nil

Financial and Resource Implications (Budgetary)

- Land no longer available to Council to use as an Asset.
- Revenue from development approvals.

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- Possible revenue from land sale/leasing terms.
- Revenue generated by way of works performed through the negotiations process.

RECOMMENDATION

Council resolve to negotiate terms for the conversion of Lot 27 on C17945 to freehold AND Council support the release of Lots 1 to 12 to CCM with terms and agreement types to be negotiated and returned to Council for further endorsement.

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A3	EXEMPTION FROM THE REQUIREMENT TO SEEK QUOTES AND TENDERS – ACQUISITION AND INSTALLATION OF HYDRO TURBINE	
	<i>Report No.D14/11676 from Business Services Manager</i>	

Précis

Exemption to seek quotes and Tenders for the purchase and installation of a Hydro Turbine:

Background/History

At the September Council meeting it was resolved (resolution number #30826) to purchase a 100kw Hydro Turbine. Further information and justification is required in order to satisfy the requirements of Council's legislated obligations for purchasing under the Queensland *Local Government Act 2009*, and *associated Regulations (2012)*.

At the 2014 March ordinary Council meeting, Council resolved (# 30706):

Cr A Wilson moved; seconded Cr S Clark

That Council authorise the acquisition and installation of the 100kw hydro turbine from Hydroworks, New Zealand and further that the Director of Corporate Services be authorised to submit a loan application through the Department of Local Government for the sum of \$550,000.00 with the balance to be funded through the Local Government Resilience and Community Recovery Program grant of \$150,000.00 with the total project cost to be \$700,000.00.

CARRIED

The above resolution is to be rescinded at the October Council meeting and replaced with this report detailing the rational for the purchase and the situational variables that allow for the purchase to be exempt from the requirement to seek quotes and tenders.

Review of Potential Suppliers

Tropical Energy Solutions, succeeded by Pentair Flow Technologies, Southern Cross Hydro Turbines, commissioned by Cook Shire Council undertook extensive analysis into the provision and installation of the required hydro-electric equipment needed to generate power from the Annan River Water Catchment. Whilst multiple suppliers were identified, the nature of the project and the location of those suppliers placed restrictions on who Council could reasonably expect to supply the required product (and associated services). Potential suppliers were put forth as follows:

Company	Ossberger GmbH & Co KG	Hydro Works	Hydro Works	Bella Xaio
Supplying Country	Germany	NZ	NZ	China

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Company	Ossberger GmbH & Co KG	Hydro Works	Hydro Works	Bella Xaio
Size KW	150	300	100	150
Price AUD	\$ 575,000.00	\$ 570,000.00	\$ 361,000.00	\$ 169,000.00
Price/KW	\$ 3,833.33	\$ 1,900.00	\$ 3,610.00	\$ 1,126.67
Freight Cost not included	Ex Germany 3-6 months	Ex NZ -(3-5months)	Ex NZ -(3-5months)	Ex China 2-4mths
Production per year kW/H	1314000	2628000	876000	1314000
Site Consumption of production	627610	627610	627610	627610
Excess Supply for sale kW/h	686390	2000390		686390
Site Current Energy Costs PA	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00
RevenuePA -100% Export @ 4.5 cents	\$ 59,130.00	\$ 118,260.00	To Small For PPA	\$ 59,130.00
Revenue Excess after site power PA	\$ 30,887.55	\$ 90,017.55		\$ 30,887.55

Notes:

1. Includes : Turn key turbine, generator, controls
2. Current power bill is expected to rise to 5-10 of current pricing structure
3. Excludes: Civil Works, Siphon, All cabling from generator, housings, grates/screens
4. Site Consumption Average based on last 12 months bills.

Factoring in the total cost of works, the pricing, down to a point where the project is cost neutral to Council are as follows:

- Germany 150kw system \$1.1 mil
- NZ 300kw system \$1.1 mil
- China 150kw system \$450k
- NZ 100kw system \$700k

Cost Neutral End Date

Supplying Country	Germany	NZ (300 kw)	China	NZ (100 kw)
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Supplying Country	Germany	NZ (300 kw)	China	NZ (100 kw)
Term	5.7yr	4.4yr	2.4yr	3.8yr
Life Span	30-40yr	30-40yr	???	30-40yr
Risk	3	3	7	1

Based on the recommendation of Pentair Flow Technologies, it is proposed that an exemption be granted, under the Queensland *Local Government Regulation 2012*, from the requirement to seek quotes and tenders for the acquisition and installation of the 100kw hydro turbine from Hydroworks, New Zealand and further that the Director of Corporate Services be authorised to submit a loan application through the Department of Local Government for the sum of \$550,000.00 with the balance to be funded through the Local Government Resilience and Community Recovery Program grant of \$150,000.00 with the total project cost to be \$700,000.00. The exemption is based on the reliability of the turbine as recommended by Pentair, the proximity of the supplier, the known lifespan and the anticipated reliability of support in ongoing maintenance and the supply of parts. The Chinese equivalent, whilst cheaper, is an unknown supplier with too many variables that could impact the long-term life of the project. Further, Pentair have been employed to recommend the most reasonable and appropriate solution for Council's specific requirements and have proposed Council purchase from the New Zealand firm. Legislation relevant to the exemption is as follows (in part):

Queensland Local Government Regulation 2012

235 *Other exceptions*

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

Link to Corporate Plan

4.1 Leadership and Governance

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

c) Appropriate corporate governance

4.6 Infrastructure and Transport Services

4.6.3 Undertake the management and provision of the following, to a standard that ensures legislative compliance:

a) Investigate and progress, if financially feasible and sustainable, alternate 'green' energy creation and consumption options (hydro, wind etc).

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Consultation

Interdepartmental, International, Employment of consultancy firm to provide advice and recommendations.

Legal Implications (Statutory, basis, legal risks)

Nil

Policy Implications

Nil

Financial and Resource Implications (Budgetary)

Creation of debt and capital outlay of \$700,000.

RECOMMENDATION

Council exempt the requirement to seek quotes and tenders for acquisition and installation of the 100kw hydro turbine from Hydroworks, New Zealand and further that the Director of Corporate Services be authorised to submit a loan application through the Department of Local Government for the sum of \$550,000.00 with the balance to be funded through the Local Government Resilience and Community Recovery Program grant of \$150,000.00 with the total project cost to be \$700,000.00.

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COMMITTEE OF THE WHOLE

INFORMATION

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ENGINEERING SERVICES

	ENGINEERING SERVICES REPORT – OCTOBER 2014	
	<i>Report from Engineering Services</i>	

General

WEBBER ESPLANADE RECLAMATION

The dredge has been broken down for 3 weeks with a malfunctioning pump, but has resumed operations this week. Tenders have been received for the amenities blocks and pergola which is over our budget a conversation has been held with the structural engineer to explore reducing costs and a solution has been found that should yield \$150-\$200K of savings. This will require a redesign and tenderers to resubmit an amended price.

WOOBADDA CREEK BRIDGE

The arches are installed and the project is finally gaining a little traction. Council is exploring every opportunity to recoup costs to mitigate losses in this project.

COOKTOWN AERODROME SUBDIVISION

The alternate site has been cleared and conversations are ongoing with air services to ascertain any requirements they have in regards to the NDB.

2. Water Supply

2.1 WATER REPORT

2.1.1 Annan Treatment Plant

- As there wasn't any rain this month, there were no changes in the weir heights, and the raw water quality remained high
- Routine maintenance has taken place around the Treatment Plant including mowing and fire breaks have been maintained
- Regular filter hose downs during backwashes were performed this month
- Maintenance was carried out on the chlorine dosing pump and injection point after a small leak was detected

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- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.2 Cooktown Water Report

- 15 service repairs for this month
- 2 mains repair for this month
- A Hydrant gasket was replaced on a leaking Fire Hydrant in Charlotte Street
- There was 2 new water services this month
- The Water Crew have been replacing water services and enveloping in Hope Street to eliminate leaks occurring under the concrete, whilst the new footpath has being laid
- Almost 380m of Sewer Rising and approx 300m of Reuse water main has been installed along Charotte Street, encountering hard rock has slowed progress, this work is all associated with the water front development works
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.3 Laura Water Report

- There were no service or mains repairs this month
- No operational problems this month
- A CIP and routine maintenance were performed weekly this month, consumption has risen with the warmer weather averaging over 200Kl per day with an extreme of 300Kl
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.4 Lakeland Water Report

- There were no service or mains repairs this month
- No operational problems this month
- Works have been completed on the bores in Lakeland to bring the bore meters up to State Standard
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.5 Coen Water Report

- The water supply came from the Lankelly creek and the Coen bores this month
- A new meter was installed on Kaanju Street
- One mains repair on Lankelly Drive required a wrap around due to the mains cracking from tree roots

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- New tubing was installed to the Chlorine Analyzer
- The CIP tank was flushed and a CIP was performed this month
- Repairs took place on the irrigation system at the water plant
- Air fittings were repaired on the outlet side of the compressor
- Wire was replaced on the back wash dam, the old one was chewed out by ants causing the pump to trip
- The bores were used when the Acum was off line and water restrictions were in place
- Routine maintenance around the treatment plant, depo and bores took place, mowing and wiper snipper was completed around all bores and the dam shed
- Water sampling as per the sampling matrix were collected and analysed, with all samples complying.

2.2 SEWERAGE REPORT

2.2.1 COOKTOWN SEWERAGE

- A new DO sensor has been received and calibrated
- PU204 was pulled and blockages removed
- No 1 pump at pump station 4 and No 2 pump at pump station 5 was pulled and blockages removed
- The standby gensets for the Sewerage Treatment Plant, Boundary Street and mobile gensets have been run this month
- The belt filter press has been greased and the air cylinder was replaced
- The belt filter press room has been gurnied and cleaned out this month
- The change over relay was replaced at pump station 8
- The float was replaced in the filtrate sump at the Treatment Plant
- The mobile genset was used at pump station 7 during the duration of a power outage
- AAT and IAT air times have been adjusted
- The inline pH meter has been cleaned and calibrated this month
- PU204, PU202, PU254, PU255, PU203 & PU205 chains were replaced with rated stainless chain
- Routine maintenance took place around the Treatment Plant, mowing and weed spraying took place
- Regular maintenance is ongoing as is adjustment of aeration time, sludge removal and chemical use
- River & treatment plant samples were collected and sent off for analysis, with the results showing the plant to be running well. All tests complying with EPA licence conditions

2.2.2 COEN SEWERAGE

- The treatment plant has been operating well this month with no operational problems, operations have been routine, with minor adjustments to chlorine dosing and aeration times

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- Effluent has been primarily pumped to the irrigation paddock with some being pumped to the oval
- Eighty kilos of lime was added to the process to maintain pH balance during the month
- There was a blockage on the outlet side on one of the dosing pumps, the pump was pulled apart and the blockage removed
- Routine maintenance was performed at the Sewerage Treatment Plant, which included mowing, brush cutting along the fence line
- The Chlorine contact tank was cleaned out due to a build up of sludge
- Samples were collected and sent off for analysis, all complied with the licence requirements

2.3 MAINTENANCE REPORT

2.3.1 Cooktown Sewerage

- BL 113,275,276,277 had belts oil grease & air filters checked / changed
- AG 206 & 256 had belts & bearings greased / checked
- BL 506 & 507 belts oil grease & air filters checked.
- RAS pump 252& 253 had drive belts inspected and bearings checked
- Bolts and seals were checked on step screen SC104
- A 200mm butterfly valve was fitted to the reuse water filter system for flushing purposes
- Maintenance in line with Bigfoot program

2.3.2 Annan

- A 50mm PVC pipe on the filter blower line had to be repaired after UV damage
- A new 200 litre receiver has been fitted to existing air system ready for the new actuator upgrade
- Maintenance in line with Big Foot Maintenance Program

2.3.3 Lakeland

- All bore heads have been checked ready for upgrade

2.3.4 Laura

- The Memcor plants have been serviced by Aqua Manage Technician this month

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2.3.5 Coen

- Valve AV6 on the memcor plant was rebuilt due to air leaks
- The oil was changed and the impeller checked on Regent Street pump well number 1
- A number of air leaks were repaired on the memcor plant
- The Memcor plants have been serviced by Aqua Manage Technician this month
- New hoses have been made for the plant compressors

Aerodrome Operations

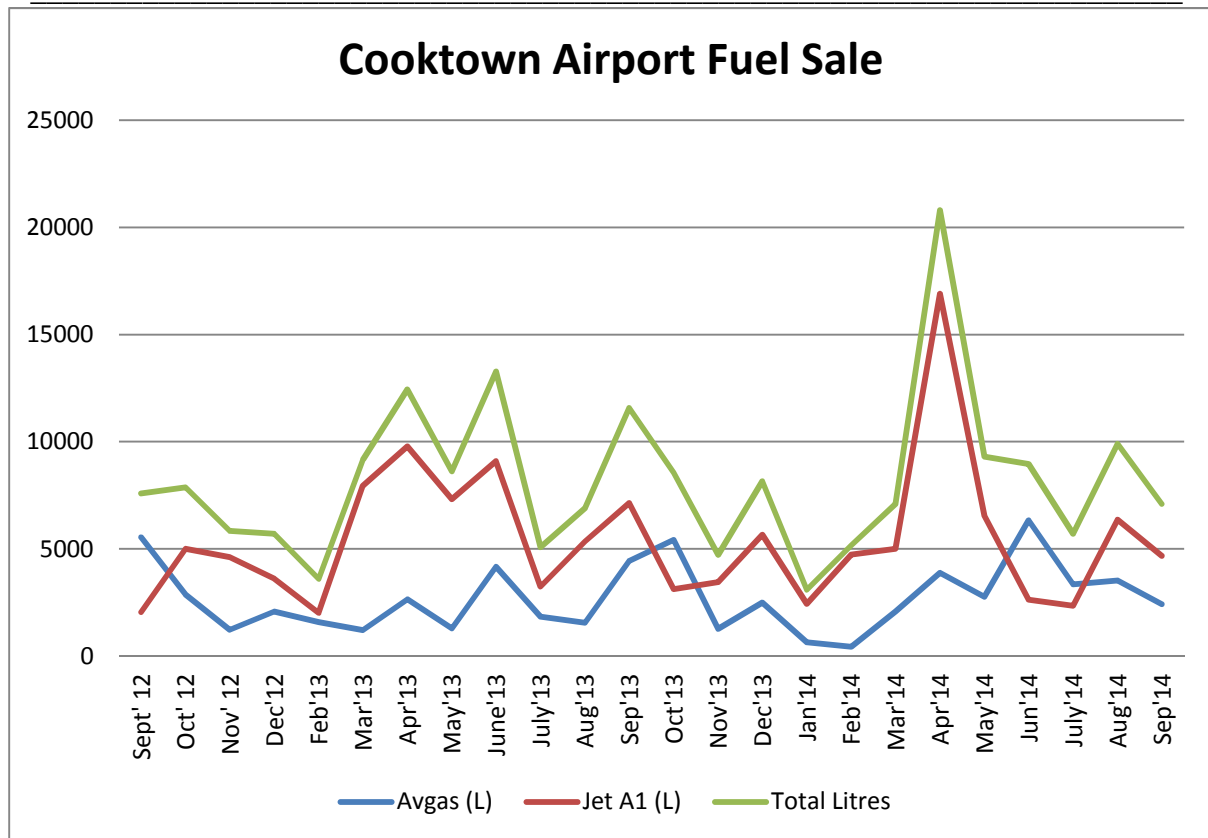
COOKTOWN AIRPORT

Fuel Sales for September 2014 = 7093.83 Lts (2419.50 Avgas & 4674.33 Jet A1).

General Maintenance during September included Mowing; Slashing, Repairs to holes made during Chinook landings after cyclone Ita, and continued herbicide spraying around the runway shoulders and gable markers.

Preparation and planning has been done on the emergency exercise that is to be held at the Coen airport on the 18th of November. The annual technical inspections to both the Cooktown and Coen aerodromes will be conducted in the week starting on the 20th of October. During the same week the airport inspector will run an ARO/ Safety officer course so that current council ARO's will hold a current credential.

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COEN AIRPORT

Core business activity

Total landings for the month:	87	
Fuel Sales	Avgas	JetA1
Litres	12084	10897
\$ Value	32221.44	21576.06

Plant and Equipment

- New Avgas pump is extremely slow – this has been reported to the workshop
- Ram on 3 point linkage of tractor is leaking – this has been reported to the workshop
- There is a small seepage of jet fuel from the join at the filter following the replacement of the hose spool. I have been unable to repair this with the materials at hand. – this has been reported to the workshop

Aerodrome Maintenance

- Pre-wet season slashing has been commenced but is being hampered by high

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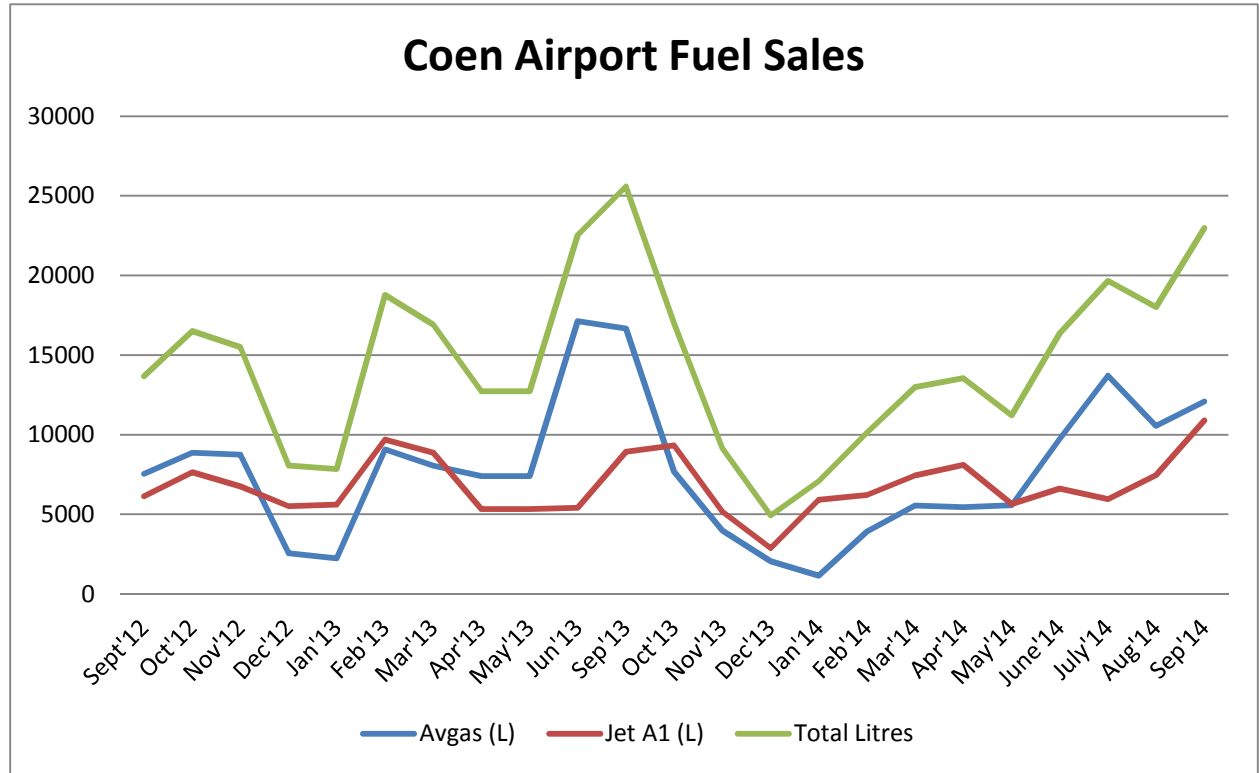
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winds and fire risk.

- Other maintenance is carried out as required

Other Issues

I will be away from Coen in October to attend an ARO refresher course and for other personal reasons. I will be replaced by Christopher Orrell.



Parks and Gardens

Note that Council has been informally asked to host the 2016 Botanic Gardens of Australia & New Zealand (BGANZ) conference.

4.1 General

- Mowing now mostly restricted to irrigated areas and those areas still throwing up seed heads.
- Watering street pots and trees, recent plantings
- Irrigation maintenance
- Garden maintenance, including mulching
- Cleaning gutters, kerb and channels
- Weed spraying in road reserve areas including gutters, channels, footpaths and around posts etc

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-
- Litter bin emptying, loose litter and palm frond collection, road kill removal and outlying windyloo servicing
 - Cleaning tables and BBQ
 - Tree trimming and removals
 - Playground maintenance, including swing seat replacement Lakeland, erecting shade sails at Lions Park and Lakeland; removing shade sails at Ayton for repair
 - John St Oval, replacing fencing around oval continues
 - Ayton Oval – old softball backstop nets rusted out and collapsing, so removal has been carried out

4.2 Botanic Gardens

- Botanic Gardens Curator attended the **Botanic Gardens of Australia & New Zealand (BGANZ) Biennial Conference, Cairns Botanic Gardens 2-4 October 2014, 'Cultivating Connections' between Botanic Gardens, and with the community.**
 - Volunteers – Friends of Botanic Gardens, how to attract them.
 - Tourism, schools, the community and Botanic Gardens.
 - Botanic Gardens Collections, Planning and Documentation.
 - Banks & Solander on the Endeavour River vs Botany Bay historically.
 - **The year 2020 – proposal for a Botanic Gardens journey of Banks & Solander to include Cooktown Botanic Gardens.** Potential to attract some of the associated funding.
 - Reports by all the Queensland Botanic Gardens present.
 - Tour of Cairns Botanic Gardens and the Australian Tropical Herbarium
 - **Request that Cook Shire host the next BGANZ biennial conference in 2016.**

Activities in the Gardens:

- The Orchid Collection has been revamped/restored by Eric Dick.
- Irrigation extensions complete.
- Removal of woody weeds, fence line cleaned up.
- Tours - visitor numbers increased.
- Wedding in the gardens.
- Collection of Banks & Solander specimens, more specimens sourced, identified, planted and labelled. (ongoing).
- Maintenance and propagation of plants for foreshore project, street & parks plantings and Botanic Gardens continued.
- Mapping of plants continued.
- Label Plates installed (ongoing).
- Plant Identification service (ongoing).
- Gardens Plant Register database updated. (all material coming into/out of the gardens identified and registered. (ongoing)
- Continued updating descriptions of plants in the Botanic Gardens Plant Register for the Handbook. We require another 200 label plates at some stage when

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funding becomes available. This could be done concurrently with a new handbook.

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Cook Shire Monthly Sewerage Stats

Date
Range **1/09/2014** to **30/09/2014**

	Cooktown	Coen
<i>Total Monthly Sewerage Inflow (K/Litres)</i>	12,401.0	2,456.0
<i>Total Monthly Sewerage Outflow (K/Litres)</i>	12,732.0	1,937.0
<i>Max Daily Effluent Outflow (K/Litres)</i>	554.0	101.0
<i>Min Daily Effluent Outflow (K/Litres)</i>	257.0	35.0
<i>Avg Daily Effluent Outflow (K/Litres)</i>	424.4	64.6
<i>Total Monthly Rainfall at Sewerage Plant(ml's)</i>	4.5	0.0
<i>No of days Rain Recorded</i>	3	0
<i>No of STP Electrical Faults</i>	0	0
<i>No of STP Mechanical Faults</i>	0	0
<i>No of Pump Stns Electrical Faults</i>	0	0
<i>No of Pump Stns Mechanical Faults</i>	1	0
<i>No of Sewer Mains Repairs</i>	0	0
<i>No of Sewer Service Repairs</i>	0	0
<i>No of Sewer Chokes</i>	0	0
<i>No of New Sewer Connections this month</i>	0	0
<i>Total No of Sewer Connections</i>	624	91
<i>No of Pump Blockages</i>	2	0
<i>No of Callouts</i>	0	0
<i>No of samples collected for Analysis</i>	30	11
<i>No of Samples meeting Licence Requirements</i>	30	11

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Cook Shire Monthly Water Stats

Date
Range 1/09/2014 to 30/09/2014

	Cooktown	Lakeland	Laura	Coen
Total Monthly Consumption (K/Litres)	50,321	2,874	7,485	6,128
Max Daily Consumption (K/Litres)	2,060	146	325	320
Min Daily Consumption (K/Litres)	1,003	10	171	121
Avg Daily Consumption (K/Litres)	1,677	96	250	204
Total Monthly Rainfall (ml's)	1			0
No of days Rain Recorded	1			0
No of Mains Repairs	2	0	0	1
No of Service Repairs	15	0	0	0
No of Service Connections	906	42	47	118
No of New Connections this month	2	0	0	0
No of Electrical Faults	0	1	0	2
No of Mechanical Faults	0	0	0	0
No of Meters Replaced	2	0	0	1
No of Service Complaints	0	0	0	0
No of Water Quality Complaints	0	0	0	0
No of Callouts	1	0	0	0
No of E.coli samples collected	15	5	5	15
No of E.coli samples compliant	15	5	5	15
Total Monthly Consumption / Connection (K/L)	55.5	68.4	159.3	51.9
Total K/w used for Production	32639			13285
Total K/w / ML of Production, Distribution and Chlorination	648.6			2167.9

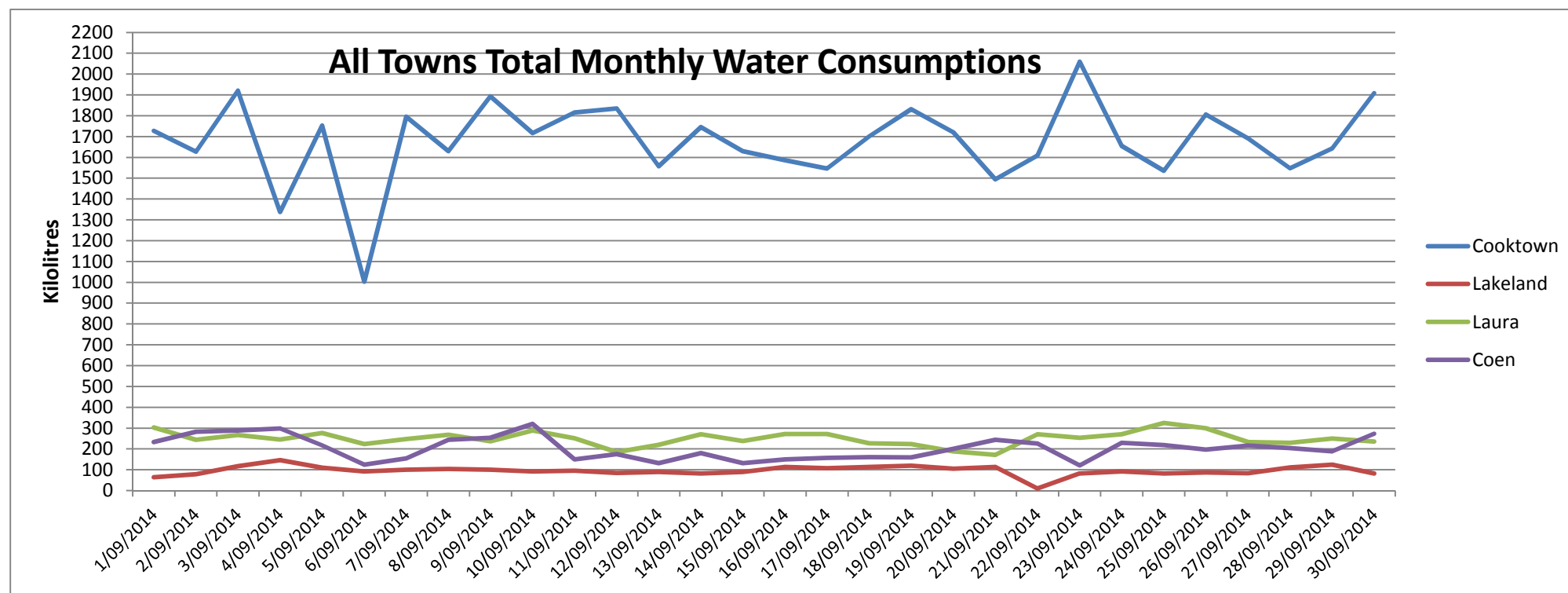
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<i>Avg. Fluoride (mg/L) at Treatment Plant - NATA Analysed</i>	0.73			
<i>Avg. Fluoride (mg/L) in Reticulation - NATA Analysed</i>	0.77			

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CSC Water Statistics

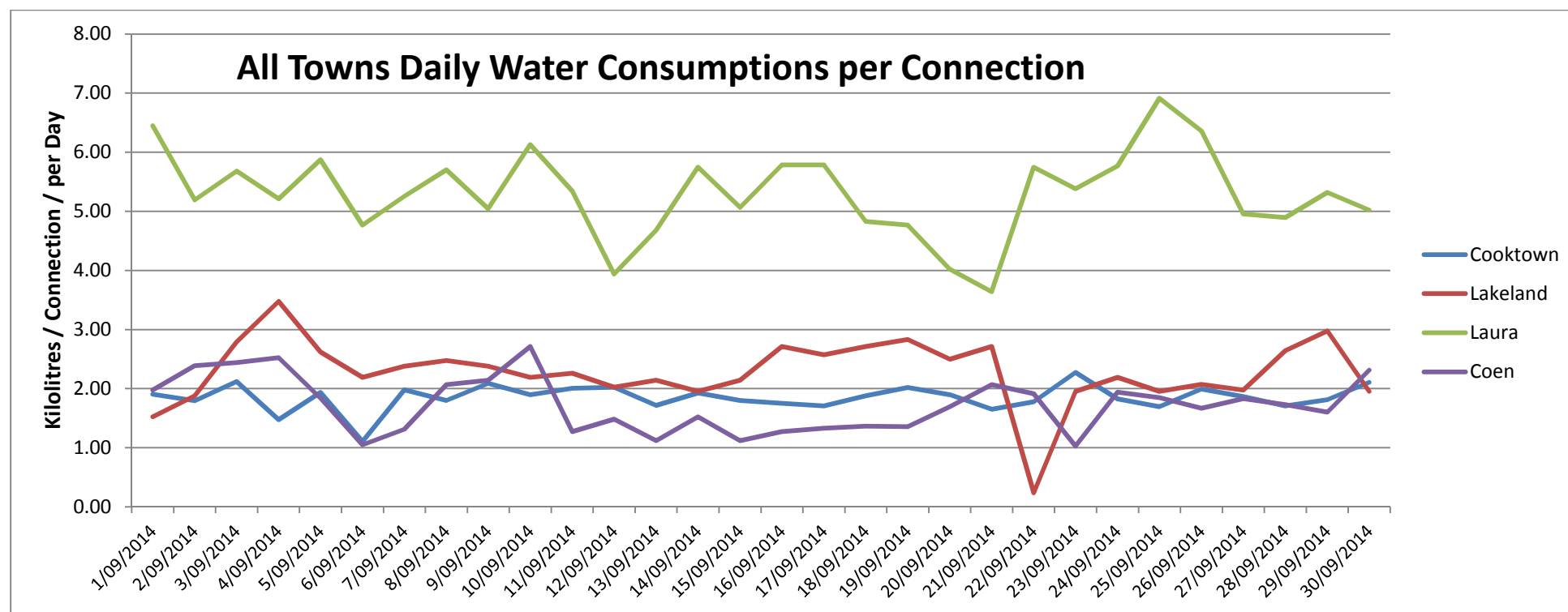
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CSC Water Statistics

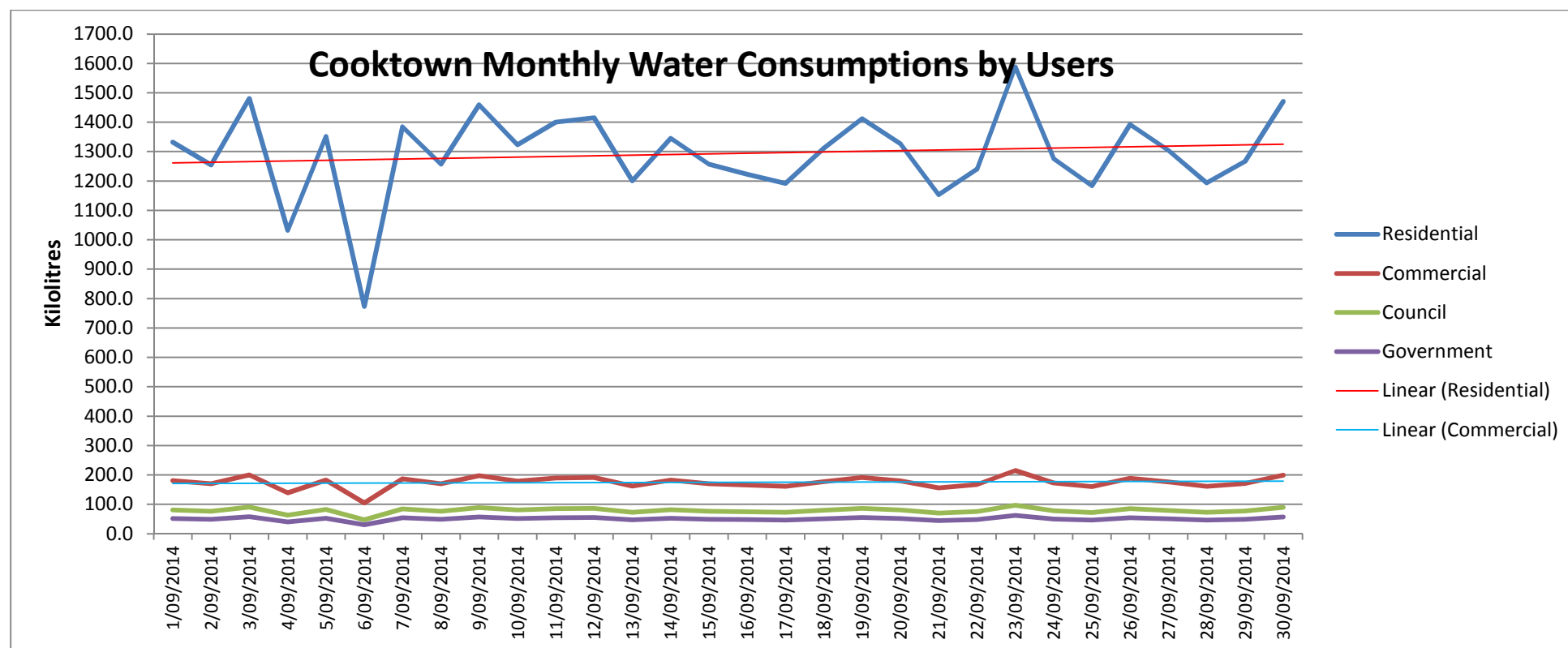
Date Range 01/09/2014 to 30/09/2014



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CSC Water Statistics

Date Range 01/09/2014 to 30/09/2014



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PLANNING AND ENVIRONMENT

	BUILDING AND PLUMBING APPROVALS SEPTEMBER 2014	
	<i>Report No.D14/11317 from Director Planning and Environment</i>	

Building Approvals for SEPTEMBER 2014

Application No:	Landowner	Builder	Value	Building	Street Address	Certifier
DA/3302	Cook Shire Council – lease to Endeavour Christian College	Osborne Construction Solutions Pty Ltd	\$1,673,045	2 story Library / classrooms	12 Charles Street, Cooktown	Baker Building Certification
DA/3317	Jon & Mary Lorenzo	Brett Thornton	\$31,960	Shed	Peninsula Development al Road, Lakeland	Cook Shire Council
DA/3313	Julie Sauer	Brett Thornton	\$8,844	Shed	25 Helen Street, Cooktown	Cook Shire Council
DA/3282	Environmental Protection Agency	Shane Smith Builder Pty Ltd	\$162,602	2 x Ablution Blocks	Fruit Bat Falls, Bamaga Telegraph Road	Cook Shire Council
DA/3320	Warwick, Andrew & Richard Wakefield	Anglo D'addona Mindil	\$80,000	Shed	1509 Endeavour Valley Road, Cooktown	Cook Shire Council
DA/3323	Darren Maguire	Mats Van Vliet t/as FNQ Roofing	\$11,255	Re-roof House	63 Charlotte Street, Cooktown	Cook Shire Council

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DA/3325	Kevin Kirk & Fiona Brady	Into Constructions Pty Ltd	\$190,000	Repairs and partial re- roof to house	2824 Rossville Bloomfield Road, Bloomfield	Cook Shire Council
DA/3327	Cooktown Amateur Turf Club	MTC Building Services	\$6,500	Shed	Endeavour Valley Road, Cooktown	Cook Shire Council
DA/3330	Cooktown Amateur Turf Club	MTC Building Services	\$20,000	Amenities Block, Shade Structures & Additions to Club House	Endeavour Valley Road, Cooktown	Cook Shire Council
DA/3326	Anthony Luxford & Ruth Ward	Allbuild Services Pty Ltd	\$39,446	Shed	233 Jensens Crossing Road, Cooktown	Cairns Building Approvals
DA/3331	Susan Bird	Brett Thornton	\$7,230	Shed	101 Hope Street, Cooktown	Cook Shire Council
DA/3334	John & Patricia Stopyra	Owner	\$60,000	House Repairs & Re-roof	46 Helen Street, Cooktown	Cook Shire Council
DA/3335	Sea Island Holdings Pty Ltd	Ri-Con Contractors Pty Ltd	\$159,500	Shed	Lizard Island Resort, Coral Sea	Innovative Certifiers Pty Ltd

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DA/3319	Mad Keen Construction Pty Ltd	Kwikbridge (Cornetts IGA)	\$65,000	Shop fitout / offices & alterations	29 Helen Street, Cooktown	Cook Shire Council
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Total value of approvals this period: \$ **2, 515, 382.00**
Total value of approvals same period last year: \$ 264, 395.00

Total value of approvals to date (Financial year 2014/2015): \$ **10, 746, 966.48**
Total value of approvals to date same period last year: \$ 1, 167, 201.80

PLUMBING APPROVALS FOR SEPTEMBER 2014

DA Number	Owner	Plumber	Street and Number	Type of development
DA/3282	Environmental Protection Agency	Pinuccio Lavallo	Fruit Bat Falls, Bamaga Telegraph Road	Plumbing for new 2 x Ablution Blocks
DA/3118	Colin Burns	Zammataro Plumbing	5 Broadway Street, Ayton	Plumbing for Shed to House
DA/3330	Cooktown Amateur Turf Club	DNT Plumbing & Gas	Endeavour Valley Road, Cooktown	Plumbing for new Ablution Block

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	MCU AND RECONFIGURATION DEVELOPMENT APPLICATIONS TO 30 SEPTEMBER 2014	
	<i>Report No.D14/11165 from Director Planning and Environment</i>	

DA/No	Applicant	Owner	Type of Application	Location	Current Status
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DA/No	Applicant	Owner	Type of Application	Location	Current Status
A/	COOK SHIRE COUNCIL	STATE LAND – COOK SHIRE COUNCIL AS TRUSTEE	<p>Material Change of Use – Outdoor Recreation – Impact Assessable</p> <p>Referral Agencies</p> <p>-</p> <p>Dept. Environment & Resource Management (DERM now DNSPSR) – Concurrence – Vegetation</p> <p>Advice – within 100m of a Conservation Estate</p>	<p>Lot 772 on SP235309 – Rossville Bloomfield Road, Rossville</p> <p>Zone - Conservation</p>	<ul style="list-style-type: none"> • Application received 27th Oct 2011 • Acknowledgement Notice issued 27th Oct 2011 • Application referred 27th Oct 2011 • No further Info required 8th Nov 2011 • DERM issue Council with Info Request 4th Jan 2012 • Council send PMAV application to DERM 10 Jan 2012 • DERM request a further extension of the Information Request period for Referral Agency by 40 business days to 21 Aug 12 – 27 June 2012 • DERM further extend Info Request period to 18 Sept 2012 • DERM further extend Info Request period to 17 Oct 2012 • DNPRSR (prev DERM) Referral Advice response received 18 Sept 2012 • 11 Oct 2012 - DNRM as Council to agree to extend DNRM Info Request period to 17 April 2013 for Veg assessment • Further extension of time to 17 July 2013 • Further extension of time to 17 January 2014 • DNRM notify Council due to amendment to the <i>Sustainable Planning Act 2009(SPA)</i> this application is now exempt for Referral to DNRM for clearing vegetation, in relation to applications involving Community Infrastructure (i.e a Sports Oval). Consequently the original Referral Fee of \$3,201 has been refunded to Council – 8 Aug 2013 • Applicant request to revive the commencement of the

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
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- Public Notification process under section 303(1) of SPA and request 30 day period in which to commence advertising - 12 Sept 2013
- Applicant request extension of 30 bd to commence Public Notification 23 Oct 2013
 - Public Notification has commenced 11 Nov 13
 - 2 Submissions received (1 x letter & 1 x petition)
 - Notice of compliance received 15 Jan 2014
 - Decision period commences 15 Jan 2014
 - Council extend Decision making period to 13 March 2014
 - Council further extend Decision period to 13 June 2014
 - Council further extend Decision period to 13 August 2014
 - Council further extend Decision period to 30 September 2014
 - **Council further extend Decision period to 30 November 2014**

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	DAMIEN CURR & BRIDGET ADAMS	DAMIEN CURR & BRIDGET ADAMS	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p> <p>Dept Agriculture, Fisheries & Forestry (DAFF) constructing or raising waterway barrier works through State Assessment & Referral Agency (SARA)</p>	<p>Lot 242 on Plan SP154003 P/H14/242 – 6460-6586 Mulligan Highway, Lakeland</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received as valid 6 February 2014 • Acknowledgement Notice issued 17 February 14 • No further information required by Council 17 Feb 14 • SARA extend referral Info Request period to 27 March 2014 • SARA issue applicant with an Info Request 20 March 2014 • SARA extend applicant's response period to SARA information request to 20 Dec 14 – received 12 Sept 2014 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	RETURNED SERVICES LEAGUE AUSTRALIA C/- RPS AUSTRALIA EAST PTY LTD	RETURNED SERVICES LEAGUE SUB BRANCH COOKTOWN	Material Change of Use for the purpose of – Indoor Entertainment Impact Assessable Referral Agencies Nil	Lot 2 on C17973 and part of Lot 1 on C179109 – 127 Charlotte Street, Cooktown Zone – Community Use and Open Space (respectively)	<ul style="list-style-type: none"> • Application received 4 February 2014 • Acknowledgement Notice issued 17 Feb 14 • Council Information request issued 26 Feb 14 • Applicant's response to Council Info Request received 13 March 2014 • Public Notification commenced 14 March 2014 • Notice of Compliance with Public Notification received 9 April 2014 • Report to May Council Meeting – approved with Conditions 20 May 2014 • Decision Notice issued 27 May 2014 • Applicant request Negotiated Decision Notice and submitted representations on Conditions of Approval to Council 25 June 2014 •
D	COOK SHIRE COUNCIL	COOK SHIRE COUNCIL	Material Change of Use for the purpose of - Public Utility (Office, Storage & Ancillary Facilities) Code Assessable Referral Agencies Nil	Lot 5 on Plan SP245598 – Council Depot – 33 Charlotte Street, Cooktown Zone – Community Use	<ul style="list-style-type: none"> • Application received 14 February 2014 • Information Request issued 28 Feb 14 • Applicant request extension of time to respond to Information Request for a further 6 months – 18 July 2014 • Council grant extension to 14 Feb 2015 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	YUKU-BAJA MULIKU LANDOWNER & RESERVES LTD – C/- GHD PTY LTD	YUKU-BAJA MULIKU LANDOWNER & RESERVES LTD	Material Change of Use for the purpose of an – Extractive Industry & ERA’s 16(2)(a) and ERA 16(3)(b) 50,000 to 100,000 tonnes	Lot 46 on Plan SP117034 – Archer Point Road, Cooktown Zone - Rural	<ul style="list-style-type: none"> • Application received as valid 24 February 2014 • Acknowledgement notice issued 10 March 2014 • Council issue Info Request 24 March 2014 • Application not referred to State Referral Agencies and Council Info Request not responded to – Application has lapsed 10 September 2014.
			Impact Assessable		
			Referral Agencies		
			Dept Transport & Main Roads (DTMR) within 25m of a Main Road		
			Dept Natural Resources & Mines (DNRM) clearing vegetation		
			through State Assessment & Referral Agency (SARA)		

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	FARLAW NO. 10 PTY LTD C/- PLANZ TOWN PLANNING	FARLAW NO. 10 PTY LTD	<p>Material Change of Use for the purpose of - Caravan Park (RV Park)</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) through State Assessment & Referral Agency (SARA) – within 25m of a Main Road</p>	<p>Lot 133 on Plan BS135 – 1133 Endeavour Valley Road, Cooktown</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 7 May 2014 • Acknowledgement Notice issued 19 May 2014 • Council issue Information Request 28 May 2014 • Applicant refer application to DTMR (SARA) 20 May 2014 • Applicants response to Council Info Request received 29 May 2014 • Notice of commencement of Public Notification received 5 June 2014 • DTMR (SARA) Referral response received 12 June 2014 • Notice of compliance with Public Notification received 2 July 2014 • No submissions were received, report to July Council Meeting • Approved with Conditions 22 July 2014 • Decision Notice issued 25 July 2014. • Applicant request to suspend appeal period to Negotiate Decision 13 August 2014 • Council Officers have met with the applicant to discuss conditions , applicant proposes to withdraw request for negotiation - 17 September 2014 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	AUSTRALIAN VOLUNTEER COASTGUARD ASSOC	AUSTRALIAN VOLUNTEER COASTGUARD ASSOC. COOKTOWN FLOTILLA	Operational Works – Tidal Works for a Pontoon Code Assessable Referral Agencies	Lot 4 CP889653 – SL 205871 – 31 Sherrin Esplanade, Cooktown Zone – Community Use	<ul style="list-style-type: none"> • Application not yet valid – waiting on Owners Consent •
D	R & K WRIGHT C/- PLANZ TOWN PLANNING	RAYMOND & KATRINA WRIGHT	TBA Material Change of Use - existing Boarding House to include Restaurant Impact Assessable Referral Agencies Nil	Lot 405 on Plan SP202120 – 130 Hope Street, Cooktown Zone – Medium Density Residential	<ul style="list-style-type: none"> • Application received 2 June 2014 • Acknowledgement Notice issued 16 June 2014 • No further information required by Council 30 June 2014 • Public Notification can commence • Applicant notify Public Notification commenced 10 July 2014 • Notice of Compliance with Public Notification received 4 August 2014 • Report to September Council Meeting • Council extend Council Decision period to 26 Oct for presentation to Oct Council Meeting •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	BANA YARRALJI BUBU INCORPORAT ED C/- AURECON AUSTRALASI A PTY LTD	JABALBINA YALANJU LAND TRUST TTE	Material Change of Use – House and an Undefined Use (Cultural Healing Place with Commercial Aspects) and Reconfiguration of a Lot (for the purpose of a Lease) into 3 Lease are lots Impact Assessable Referral Agencies Dept Natural Resources & Mines (DNRM) clearing vegetation through State Assessment & Referral Agency (SARA)	Lot 7 on Plan SP189923 – Shiptons Flat Road, Rossville Zone - Conservation	<ul style="list-style-type: none"> • Application received as valid 7 July 2014 • Acknowledgement Notice issued 21 July 14 • Council issue Information Request 4 August 2014 • Applicant request Amended Acknowledgement Notice 26 August 2014 • Applicant lodge IDAS Form 11 for Vegetation 9 September 2014 • Amended Acknowledgement Notice issued 9 September 2014 • Council Info Request re-issued 9 September 2014 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	GREG & JANA WHITTAKER	GREG & JANA WHITTAKER AND JADE AND ANN COX	Operational Works – Construction of a Dam Code Assessable Referral Agencies Dept Agriculture, Fisheries & Forestry (DAFF) constructing or raising waterway barrier works through State Assessment & Referral Agency (SARA)	Lot 7 on Plan SP171565 – 55-60 Idress Drive, and Lot 8 on Plan SP162491 28 Idress Drive Cooktown Zone - Rural	<ul style="list-style-type: none"> • Application received 30 June 2014 • Acknowledgement Notice issued 14 July 2014 • Council issue Information Request 18 July 2014 • Applicant's response to Info Request received 12 August 2014 • Amended IDAS Form lodged 18 August 2014 • Amended Acknowledgement Notice issued to include neighboring property - 18 August 2014 •

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20 October 2014

DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	P & F INDERBITZIN AND SHARPROCK PTY LTD	P & F INDERBITZIN AND SHARPROCK PTY LTD TTE	Operational Works – Construction of a Dam Code Assessable Referral Agencies Dept Transport & Main Roads (DTMR) within 25m of a Main Road Dept Natural Resources & Mines (DNRM) clearing vegetation Dept Agriculture, Fisheries & Forestry (DAFF) constructing or raising waterway barrier works through State Assessment & Referral Agency (SARA)	Lot 1 SP147286 – Mulligan Highway, Lakeland Zone - Rural	<ul style="list-style-type: none"> • Application received 28 July 2014 • Acknowledgement Notice issued 28 July 2014 • Information Request issued 28 July 2014 • Notice of Referral by Applicant received 28 July 2014 • Referral Agency (SARA) issue Information Request to applicant 27 August 2014 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	CHARLES FARRUGIA C/- PLANZ TOWN PLANNING	CHARLES FARRUGIA	Material Change of Use- Caravan Park Impact Assessable Referral Agencies Dept Transport & Main Roads (DTMR) through State Assessment & Referral Agency (SARA) – within 25m of a Main Road	Lot 38 on Plan SP172667 – 412 Shiptons Flat Road, Rossville Zone - Rural	<ul style="list-style-type: none"> • Application received 31 July 2014 • Acknowledgement Notice issued 31 July 2014 • Council extend Information Request period 14 August 2014 • SARA referral response and Conditions received 26 August 2014 • Council issue Applicant Information Request 8 September 2014 •

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20 October 2014

DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	COOK SHIRE COUNCIL C/- REEL PLANNING PTY LTD	QLD GOVT DEPARTMENT OF NATURAL RESOURCES & MINES	<p>Material Change of Use – Extractive Industry (sand extraction)</p> <p>Impact Assessable Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) -within 25m of a Main Road</p> <p>Dept Environment & Heritage Protection – Development on a Qld Heritage Place</p> <p>Dept Natural Resources & Mines – removal of Quarry material from a watercourse through State Assessment & Referral Agency (SARA)</p>	<p>Laura, Normanby, Palmer, Wenlock, Jardine, Coen, Hann Pascoe, Kennedy, Coleman & Edward Rivers</p>	<ul style="list-style-type: none"> • Application received 31 July 2014 • Acknowledgement Notice issued 31 July 2014 • Notice of Referral by Applicant received 1 Aug 2014 •

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20 October 2014

DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	T & P INDERBITZIN &LEVIN ENTERPRISES	T & P INDERBITZIN &LEVIN ENTERPRISES	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable Referral Agencies Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p> <p>Dept Agriculture, Fisheries & Forestry (DAFF) constructing or raising waterway barrier works through State Assessment & Referral Agency (SARA)</p>	<p>Lot 219 on Plan SP218120 – Peninsula Developmental Road, Lakeland</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 13 August 2014 • Acknowledgement Notice issued 27 August 2014 • Council issue Information Request 9 September 2014 • Applicant request extension of time to refer the application to SARA in order to have a pre-lodgement meeting with SARA regarding referral fees – 24 Sept 2014 • Council grant extension period for the applicant to refer the application to 28 November 2014 on 25 Sept 2014 •

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
D	BENJAMIN CROPP	BENJAMIN CROPP AND PRANEE JONES	Operational Works – Prescribed Tidal Works (construction of a pontoon) Code Assessable Referral Agencies	Lot 26 on Plan SP241624 – 38 Slaughter Yard Road, Marton Zone – Rural Residential	<ul style="list-style-type: none"> • Application received 26 August 2014 • Application not valid – requires Owners Consent •
D	CINDY WILSON C/- U & I TOWN PLAN	JOHN HAY	Reconfiguration of a Lot - two (2) lots into eight (8) lots Code Assessable Referral Agencies	Lots 14 and 15 on Plan SP254691 – 5 and 1 Ironwood Avenue, Cooktown Zone – Rural Residential	<ul style="list-style-type: none"> • Application received 2 September 2014 • Council issue applicant an Information Request 15 Sept 2014 • Applicant's response to Council Info Request received 19 Sept 2014 • Council Decision period commenced 19 September 2014 •
D	COOKTOWN CIVIL GROUP	KWIKBRIDGE PTY LTD	Nil Operational Works – replace bitumen seal Car Park with concrete (Supermarket)	Lot 114 on Plan C1793 – 31 Helen Street, Cooktown Zone – Business	<ul style="list-style-type: none"> • Application received as valid – 29 September 2014 •

AGENDA AND BUSINESS PAPERS
20 October 2014

DA/No	Applicant	Owner	Type of Application	Location	Current Status
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Code Assessable

Referral Agencies

D	THOMASON CONSTRUCTI ONS PTY LTD	COOKTOWN BOWLS CLUB	<p>Nil</p> <p>Code Assessable</p> <p>Building Work</p> <p>assessable against</p> <p>a planning scheme</p> <p>(within the</p> <p>Townscape</p> <p>Character</p> <p>Overlay, Cook</p> <p>Shire Planning</p> <p>Scheme) – Shade</p> <p>Structure Cover</p> <p>over Bowling</p> <p>Green</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 1 on Plan</p> <p>C179109 – 129</p> <p>Charlotte Street,</p> <p>Cooktown</p> <p>Zone – Open</p> <p>Space</p>	<ul style="list-style-type: none"> • Application received as valid – 25 September 2014 •
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AGENDA AND BUSINESS PAPERS
20 October 2014

ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

	ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES DIVISIONAL REPORT – SEPTEMBER 2014	
	<i>Report No.D14/11596 from Director Economic Development and Community Services</i>	

1. HR

Staffing

The part time Admin Officer (six month contract) position has been filled with the successful applicant joining the ED & CS team on October 1.

Second round interviews and family visits are underway for the appointment of Council's Arts and Culture Officer and Tourism and Events Officer roles.

The now vacant Media and Communications Officer role will be advertised in the coming weeks.

The Pool Coordinator and Pool Attendant positions have been readvertised.

Training

Two ED & CS team members will be undertaking first aid training at the end of October. All pool staff will be undertaking their annual lifeguard and first aid training in the coming months.

2. GRANTS

Applications submitted

- Department of Local Government, Community Recovery and Resilience (DLGCRR) - GraffitiSTOP Clean Up Program – Camera's Waterfront, Wharf and Event Centre
- Department of State Development, Infrastructure and Planning (DSDIP) – Royalties for the Regions (Round Four) – Cooktown Reservoir

Applications outstanding

- Department of Justice and Attorney General – Workplace for Wellness – Good Health Good Life

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-
- Education Queensland – Smart School Subsidy – Shade Sail for Cooktown Pool
 - Department of Premier and Cabinet – Anzac Centenary Grant Program – Grassy Hill and Walkathon
 - Department of National Parks, Recreation, Sport and Racing – Get Playing – Coen Sporting Amenities

Current funding available

- Department of National Parks, Recreation, Sport and Racing – Get Playing Plus
- Department of Infrastructure and Transport - Black Spot Funding

Future funding available

- Australian Government, Department of Infrastructure and Regional Development – Bridges Renewal
- Australian Government, Department of Infrastructure and Regional Development – Heavy Vehicle Safety and Productivity Programme
- Australian Government, Department of Infrastructure and Regional Development – National Highway Upgrade Programme

Correspondence

- Sub-agreement signed DSDIP - Royalties for the Regions – Waterfront
- Sub-agreement signed DLGCRR - Local Government Grants and Subsidies Program – Water Park and Amenities
- Sub-agreement signed DLGCRR - Get Ready Base Grant
- Sub-agreement signed DLGCRR - GraffitiSTOP Funding Program
- Letter of Offer - Department of Social Services – Broadband for Seniors

Economic Development Grants Program

The closing date for applications is October 31, 2014. This is the only round of Economic Development Grants this financial year. Several enquiries have been received and officers are looking forward to many innovative applications being submitted that address the criteria for offering wider economic benefit to Cook Shire.

Community Development Grants Program

Five applications have been received to the first of two rounds of the Community Development Grants Program. These applications have been assessed for eligibility and how well the proposed projects align with the intent of the program.

Applications have been submitted in a separate report for resolution at the October monthly Council meeting.

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3. MEDIA, MARKETING & COMMUNICATIONS

Cook Shire Website

Final copywriting and proofing of the 120+ web pages is progressing, along with integration with Council's preferred CMS system, as IT and ED & CS resources allow.

Social Media

Insights for Council's official Facebook page, Cook Shire Connect, as of September 29, 2014

- Total 'likes' – 1,314 (up five since last month) and a total post reach of 2,024.
- The most popular post by Council was "One of the best annual events in Far North Queensland this weekend...", posted on September 26, regarding the annual Wallaby Creek Festival. It reached more than 1,300 people, and garnered 20 likes, 3 shares and 2 comments.

Insights for Council's official Twitter account, @CookShire, as of September 29, 2014

- Council's page has a steadily growing group of followers – now at 76
- Council has been utilising Twitter to reach a wider audience for positions vacant at Council, and has connected with the Local Government Association of Queensland, Career Spot and others on Twitter who now share all career-related Tweets.

Marketing Strategy

Reviews continue to achieve the final version of Council's three-year Marketing Strategy. Key components will include an innovative action plan with both conservative and ambitious outcomes, short and long term goals with a whole of Council approach, KPIs, an analysis of target markets, and will also provide strategies to increase Council's public image through both localised and regional activities.

4. EVENTS & FESTIVALS

Wallaby Creek Festival

Council had an unmanned information booth throughout the three-day festival which has an attendance of around 3,500 visitors from the local region and farther afield.

Upcoming Events and Date Claimers

- October 17 Australia Day Awards nominations open
- October 20 Coen Advisory Committee / Community Meeting – Coen Town Hall
- October 20 Monthly Council Meeting – Coen Town Hall

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-
- October 21 Community Meeting – Portland Roads Town Hall
 - October 31 Economic Development Grants – applications close
 - Oct 31 / Nov 1 Housing Development Forum – PCYC Cooktown Events Centre
 - November TBA Disaster Awareness Event – PCYC Cooktown Events Centre
 - November 4 Melbourne Cup Day
 - November 8 Cooktown Races – Cooktown Racecourse
 - November 11 Remembrance Day
 - November 14 Get Ready, Cooktown (disaster awareness event) – PCYC Cooktown Events Centre
 - November 18 Coen Aerodrome Emergency Exercise
 - November 17/19 Monthly Council Meeting – Council Chambers, Cooktown
 - November 28 Australia Day Awards nominations close
 - December 7 Breakfast with Santa

5. COMMUNITY DEVELOPMENT

Cr Wilson along with two ED & CS Officers attended the inaugural Lakeland Progress Association meeting on September 23. The meeting was well attended by ten members. Discussion items relating to Council were:

- Lakeland Sports Oval
 - Council Officers will work with the Association to develop a project plan to submit to available funding programs (Get Playing Plus through the Department of National Parks, Sport and Recreation is currently open)
- Community and Economic Development Grants Programs
 - Discussion was had around what funding is available through Council and Officers present provided feedback on what types of projects and expenses would be eligible

Council Officers have offered attendance at future meetings where invited and will continue to work with the group as the newly established outlet for community consultation in the Lakeland area.

6. ECONOMIC DEVELOPMENT

Economic indicators

The table below shows the latest available data sourced from Council's Economy ID profiles – www.economy.id.com.au/cook.

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		<i>Data current as at...</i>
Unemployment	14.10%	<i>December 2013</i>
Est. Residential Population	4,393	<i>June 30, 2013</i>
Population Growth	+ 1.85%	<i>June 30, 2013</i>
Labour Force	1,872	<i>June 30, 2013</i>

Queensland Small Business Week

To celebrate Queensland Small Business Week, the Cooktown Chamber of Commerce and Tourism launched their new membership discount card. Members will have access to a range of discounts and offers provided by other members and it is hoped this initiative will attract new members.

A good showing of 22 people were at the Essentials for Small Business workshop in Cooktown on September 3, provided by the Cooktown Chamber of Commerce, Cairns Business Enterprise Centre and Cook Shire Council, facilitated by Inspire Business Consulting. Many of those present did not attend the 2014 Cooktown and Cape York Business Conference, which reflects that business confidence is growing in the Shire, as shown the 2014 Cook Shire Business Survey results.

A Digital Master-Class hosted by the Department of State Development, Infrastructure and Planning attracted 12 attendees on September 8. All whom attended came away with new knowledge of the digital age and some useful contacts to address their digital business needs.

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Cook Shire Solar Project

A media release was issued by Lyon Infrastructure on September 23 and a subsequent article published in the Cairns Post on September 24 titled "Launch of solar project looming".

The link for the online version of the Cairns Post can be found here:

<http://www.cairnspost.com.au/business/launch-of-60-million-solar-farm-near-cooktown-set-to-employ-200-during-construction-and-start-by-christmas/story-fnjpusdv-1227068814395?sv=c1f75897f7b0fa774ebec8338f553617>

This post on the Cooktown Tropical North Queensland Facebook page had 30 shares and reached an audience of over 3,700.



Cooktown Tropical North Queensland shared a link.
Posted by Sarah Henderson [?] · September 24

****Launch of Solar Project Looming****
<http://www.cairnspost.com.au/business/launch-of-60-million-solar-farm-near-cooktown-set-to-employ-200-during-construction-and-start-by-christmas/story-fnjpusdv-1227068814395>



Launch of \$60 million solar farm near Cooktown set to employ 200 during construction and start...
www.cairnspost.com.au

BUILDING of a \$60 million solar farm at Lakeland near Cooktown is set to start before Christmas.

Like · Comment · Share

30 Shares

Dee Bush, Krisee Oliver, Megan Claremont and 36 others like this.



06 NEWS

Launch of solar project looming

NICK DALTON

BUILDING of a \$60 million solar farm at Lakeland near Cooktown is set to start before Christmas.

The project is expected to employ 200 during construction and up to 20 ongoing jobs when completed.

Lyon Infrastructure executive director David Green told *The Cairns Post* that the 26-megawatt project was on track for a 2015 commissioning.

"The Lakeland-based project, which will be one of the largest solar photovoltaics projects to be constructed in Australia, will require 100,000 solar PV panels and cover 30 hectares," he said.

"The project may also include a utility scale IMW battery and a number of other firsts for solar PV in Australia.

"The project will be connected to the fringe of Ergon's network in northern Queensland and will improve grid stability in a region where brownouts and standby diesel generators are a part of life.

"The project will also assist in more quickly bringing power back on line for the region following cyclonic events that bring down the Ergon network in that region."

Mr Green said renewable energy technology plus battery storage was the future.

"It is also essential for increasing the deployment of renewable energy in this country," he said.

"Utility scale battery storage is being installed overseas

in conjunction with solar and wind technology but Australian is lagging well behind in this regard.

"We need to be bringing that technology onshore and test it in our environment.

"Once the financiers and major users can see it working in our varied climate, we can increase the deployment of renewable technology significantly, and that will make it more cost effective."

Mr Green said Lyon was seeking finance from the Australian Renewable Energy Agency and had the support of the Cook Shire Council.

He told a Cairns Chamber of Commerce major projects initiative that: "Lyon is committed to sourcing service, expertise and resources from the local communities where possible for its projects.

"The project timetable will be released later this year and locals can't wait for this additional investment into the Far North region."

Cook Shire Mayor Peter Scott said it was an exciting project for the shire which would come with challenges.

He said the Lakeland Downs community had been warned to prepare for a large influx of workers in addition to the 300-400 pickers who worked on banana farms during the season.

Cr Scott said accommodation was short and a workers' camp would have to be built. "No development application has been lodged yet but I don't see a problem," he said.

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Housing Development Forum

Key stakeholders and other community contacts have been invited to attend the Housing Development Forum on either October 31 or November 1.

Friday's session will feature an introduction of why Council has planned this event, background of the consultations and data findings to date, facilitated discussion to address the real issues that are present (not all data is clearly pointing to a problem with housing) and case studies and workshopping sessions to find innovative and realistic short and long term solutions to start addressing these challenges.

Registrations will be taken from 9.00am Friday morning with the forum commencing at 9.30am. Lunch and refreshments will be provided and the day will wrap up around 4.30pm.

Saturday will follow a similar but somewhat condensed version of the day before. Day two of the Housing Development Forum will commence at 10.00am and run until 2.00pm. We will open with the background, research and consultation findings of Cook Shire and Cooktown's housing issues to date and discuss the many opportunities that are now, and will be into the future, increasing the need to find solutions that will encourage and not stifle our growth. We will also present a wrap up of what was discussed the day before. Most of the discussion on Saturday will be angled towards public awareness, innovative solutions, further networking and brainstorming 'where to from here?'

Andrew Giles from One Fell Swoop will be facilitating this industry event on behalf of Cook Shire Council. Registrations close on October 28.

7. TOURISM

Explore Cooktown 2015 – Visitor Guide

The Cooktown Chamber of Commerce and Tourism have decided to re-establish a locally produced visitor guide, focussing on Cooktown and the immediate region. The Explore Cooktown 2015 visitor guide aims to attract advertisers by offering a tourism publication specific to Cooktown with outer regions as complimentary attractions.

Council has committed to supporting the Chamber by relaunching the www.cooktownandcapeyork.com website, to be maintained by Council and liaising closely with local businesses and attraction providers.

Although live, the Cooktown and Cape York website needs to be thoroughly checked and edited for accuracy, unique copywriting and new content uploads. Council will have this achieved in time for the launch of the new visitor guide in January 2015.

The advertising rates offer discounts for businesses and organisations that are members of the

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Chamber, otherwise the additional cost includes membership fees. This initiative will help strengthen the business community and give the Chamber more control over how their booklet is promoted.

Adelaide Street Rest Area

Council continues to promote the Rest Area and Cooktown's RV Friendly status.

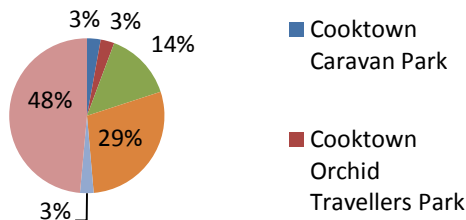
Number of permits issued for 2014

Month	One-night permit	Two-night permit	2014 <i>Running Total</i>	2013 <i>Running Total</i>
January	n/a	n/a	0	
February	2	0	2	
March	1	4	7	
April	5	6	18	5
May	15	39	72	81
June	41	51	164	270
July	20	124	308	454
August	21	159	488	543
September	2	41	531	597
October				606
November				612
December				613

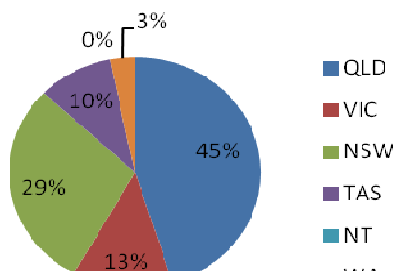
The following statistics has been created from 36 responses:

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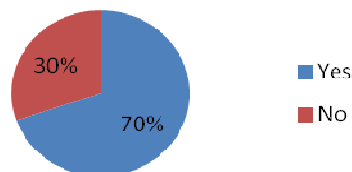
**Where do intend on
staying after the 48 hour
Adelaide Street Rest Area?**



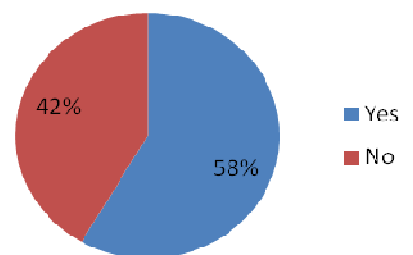
**Where are you
travelling from?**



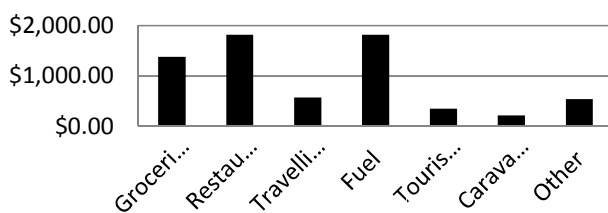
**Do you think you
would have visited
Cooktown if it had
not been for the Rest
Area?**



**Is this your first visit
to Cooktown?**



**What do you plan
purchase in Cooktown, and
approximately how much...**



Total spend for September - \$6,694.50

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Cape York Traffic Counter

Situated at Moreton Telegraph Station (Batavia Downs) and showing latest annual comparisons.

Month	2014	2013
January	217	43
February	No data recorded	76
March	10	52
April	656	597
May	1375	2124
June	3705	5784
July	8119	5500
August	No data recorded	2659
September	No data available	3395
October		2660
November		
December		332
Total for year	14,082	23,519

James Cook Museum Statistics

Month	2014	2013
January	549	715
February	118	433
March	174	405
April	203	664
May	826	1,659
June	1,509	3,515
July	3,534	4,258
August	2,750	2,422
September	2,778	824
October		498
November		358
December		281
Total	12,441	16,032

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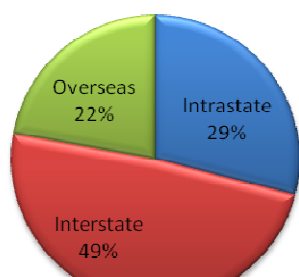
Month	2014	2013
January	445	897
February	No data given	17
March	391	479
April	764	1,032
May	1,624	1,698
June	3,055	4,033
July	5,375	5,445
August	4,199	4,180
September	1,570	2,840
October		1,814
November		817
December		784
Total	17,423	24,036

**Nature's Powerhouse /
Visitor Information Centre**

September 2014

Visitors' place of origin

September 2014 visitors came from:



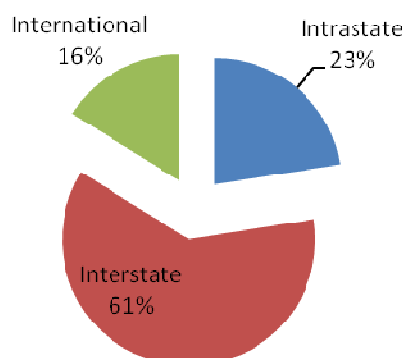
During this month 456 visitors to the VIC were from intrastate – 29%

During this month 766 visitors to the VIC were from interstate – 49%

During this month 348 visitors to the VIC were from overseas – 22%

Calendar Year 2014

January to September incl.



Since the beginning of the year, the visitor's origin percentages have been:

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During the year the percentage of all visitors to the VIC that were from intrastate – 23%

During the year the percentage of all visitors to the VIC that were from interstate – 61%

During the year the percentage of all visitors to the VIC that were from overseas – 16%

Vera Scarth-Johnson Gallery & Charles Tanner Wildlife Exhibition:

- The number of visitors to the Galleries in September 2014 was 976
- The Banks' Florilegium was still on display in September
- Two OZ Tours and two APT Tours visited

Functions

On September 13, Natures Powerhouse was host to an outstanding concert by 19 year old piano virtuoso, Aloysius A Oenaryo, who regaled the audience with his Scarlatti, Mozart, Liszt, Chopin and Beethoven repertoire.

Café

Nature's Power House Café has been open seven days a week, 10.00am to 5.00pm, serving delicious lunches, pastries and coffees.

The café welcomed two OZ Tours groups for very enjoyable lunches and was host to a baby shower celebration on September 13.

All dishes and cakes are made in house.



8. COOK SHIRE LIBRARIES

Cooktown

- The tourist season has brought increased visitors to the library with the free WiFi in very high demand. 705 WiFi vouchers were issued to the public in September though it must be noted that this is not indicative of the number of Internet hours used. It is however an

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20 October 2014

indication of the number of interactions with the computer-using public who may only log on for a 10 minute slot.

- After school use of the library continues to be popular most days. A core group of children still attend the Thursday Kids Club on a regular basis.
- Broadband for Seniors have recently confirmed the allocation of a new HP Windows 7 PC for the Cooktown Library which will be arriving soon.
- PLS is currently updating access to statistical data. This will enable libraries to instantly determine performance measures over any financial year.

Bloomfield

- Social visitors to the library will soon be encouraged to use the back room near the kitchenette for chatting in. This will ensure a quiet environment for PC users in the main body of the library.
- Overall library use has been steady despite borrowings being down .

Coen

- Library usage has remained steady with the Internet continuing to be popular.
- The Coen Police recently donated a copy of the book *Policing Queensland 1864 – 2014 150 years* to the library.

Library Statistics – September 2014

Library	Membership - Adults, Junior Instt &Temp	Loans	Internet Usage	September Reservations
Cooktown	A806, J84, Inst. 3	2118	705 vouchers issued	240
Bloomfield	A81, J9, Inst. 1	198	?	45
Coen	A40, J34	20	21 hours of usage	2

9. COOKTOWN SWIMMING POOL

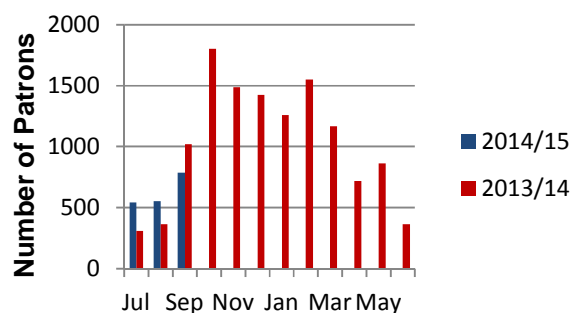
Attendance

2014/15	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	Total
General Entry	463	461	701										1625
Swim 4 Your Life	21	42	28										91
Aqua Aerobics	16	5	15										36
Private Lessons	0	0	0										0
School Lessons	0	0	0										0
Swim Club	0	0	0										0
Alternate Care	0	0	20										20
Underwater Hockey	43	47	24										114

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Total Attendance Record



Total	543	555	788	0	0	0	0	0	0	0	0	0	1886
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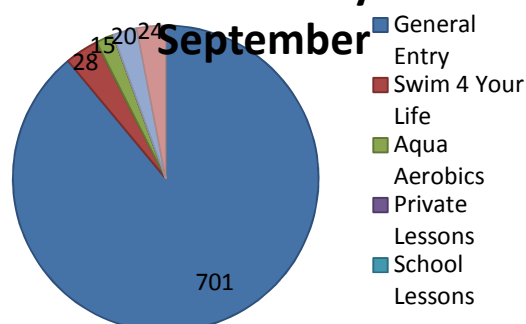
2013/14	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
General Entry	277	252	936	1664	1281	1324	1118	1099	1043	572	710	312	10588
Swim 4 Your Life	24	66	53	85	109	56	55	106	73	51	85	40	803
Aqua Aerobics	0	0	0	23	43	14	38	43	22	20	52	15	270
Private Lessons	0	0	0	8	16	0	0	12	2	3	0	0	41
School Lessons	0	0	0	0	0	0	0	246	0	3	0	0	249
Swim Club	0	0	0	0	0	0	0	0	0	48	0	0	48
Alternate Care	9	47	30	23	37	32	49	43	26	22	17	0	335
Total	310	365	1019	1803	1486	1426	1260	1549	1166	719	864	367	12334

Pool Activity

- PCYC Cooktown hosted an activity at the pool with Glide Watersports. 15 children attended for water awareness and fun on paddle boards.
- As part of the September school holidays, the pool had the Smash and Splash inflatable obstacle course up with attendance very high over the three days of this activity.
- School swimming lessons have commenced for Term 4 with attendees from Cooktown, Laura, Lakeland, Bloomfield and Rossville State Schools, and Endeavour Christian College.
- Council's Learn 2 Swim program for children also commenced in early

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Pool Activity - September



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October with around 20 children enrolled.

Maintenance

- Light bulb replacements - ongoing

10. SENIOR UNITS

Tenancy

- A prospective tenant has been identified for Unit 1, Coral Sea. Unfortunately due the requirement for bathroom renovations and cleaning, there are delays in this housing appointment.
- A tenant has been contacted regarding an unapproved built structure adjoining the property and asked to complete the relevant paperwork to remedy the situation.
- A tenant has given written *'Notice of intention to Leave' (Form 13)* due to health issues. This tenant will be vacating October 7, 2014.

Routine Inspections

Routine inspections were conducted on September 23, 2014. The majority of tenants are maintaining their properties in a clean and tidy condition. Feedback forms were issued with six (6) returned to date (33%). Feedback was generally positive.

<i>Level of satisfaction</i>	Administration of properties	General standard of property and grounds
Very high	1	0
High	1	2
Satisfactory	3	2
Improvements required	1	2
Poor	0	0

Maintenance Issues

Maintenance issues were identified during routine inspections and are now being reviewed and prioritised by Council's Building and Planning team.

Cleaning

Cleaning of ceiling fans and fluorescent light fittings is considered outside the ability of aged tenants and also poses a risk of falling or injury. Cooktown's HAAC service is limited to provide a basic clean which does not include the aforementioned tasks.

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To ensure the lessor (Cook Shire Council) is fulfilling its lawful obligations around the health and safety of its tenants (*RTA – Lessors obligations (s185)*), the Senior Units Administration Officer recommends Council undertake all difficult or hazardous cleaning tasks outside the abilities of a senior citizen, on an annual basis. No budget currently exists for this work. To be followed up at an Executive Management Team meeting.

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CORPORATE SERVICES

FINANCE

	FINANCE STATUS SEPTEMBER 2014	
	<i>Report No.D14/11514 from Director Corporate Services</i>	

Accounts Payable – Sept 2014

Cheques issued	33	Value	\$ 67,068.25
EFTs paid	373	Value	\$ 7,073,443.68
Cancelled EFT	0	Value	\$ 0.00
Cancelled Cheques	0	Value	\$ (0.00)
Total Expenditure			<u>\$ 7,140,511.93</u>

Accounts Receivable – Sept 2014

Invoices Issued	131	Value	\$ 4,780,078.39
Credits Notes	7	Value	\$ (543,890.90)
Aged Balances	Current		\$ 4,645,843.40
	30 Days		\$ 1,030,959.24
	60 Days		\$ 208,536.65
	90 Days		\$ 17,625.95
	90+ Days		<u>\$ 328,655.55</u>
Total Outstanding			\$ 6,231,620.79
Letters of Demand	0		

Wharfage Report Sept 2014

Vessel	Days at Wharf	
Cossack Pearl	3	
Southern Venture II	1	
Coimbra	1	
Stella Raine	1	
Coral Princess	2	

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Miss Doreen	2	
Arafura Queen	3	
Silent Lady	1	
Irene	2	Paid
Unloads		
Vessel	Unload to	Unloaded
Southern Venture II	Seafresh	Live Trout
Miss Doreen	<i>Aqua Cairns</i>	Live Trout
Arafura Queen	<i>Aqua Cairns</i>	Live Trout
Coimbra	<i>Aqua Cairns</i>	Unknown

Rates Report –
Sept 2014

<u>R1 - Property Transfers</u> When properties are sold change of ownership details are recorded by Council	Month	Number of Transfers
	Aug	10
	Sept	8

<u>R2 - Change of Addresses</u> When ratepayers change their address details are recorded by Council	Month	Number of COAs
	Aug	18
	Sept	15

<u>R3 - Returned Mail</u> Mailed returned as addressee no longer living at the postal address. Alternative addresses researched and mail re-sent	Month	Number of returned letters
	Aug	33
	Sept	24

<u>R4 - Rate and Ownership Searches</u> Property searches are compiled on application, providing rating, property and financial information on a property	Month	Rates Searches	Ownership Searches
	Aug	11	2
	Sept	6	1

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<u>R5 - Valuation Changes</u>	Month	Number of Valuation Changes
	Aug	13
	Sept	15

<u>R6 - Letters Sent</u>	Month	Number of General Enquiry Letters
	Aug	0
	Sept	0

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Debt Recovery

Report

No.

Details

Statistics

<u>D1 - Rates Debt Outstanding</u> **Run the crystal trial balance report and go to the second last page for figures**	Month	Balance BF	Levied	Less Payments (includes prepayments)	Less Rebates	Interest	Discount Taken	Total Outstanding
	August	713,241.02	3,587,407.17	-1,294,329.64	-42,583.36	9,267.62	-49,435.84	2,923,566.97
	September	713,241.02	3,557,294.18	-3,081,030.40	-42,721.60	22,389.17	142,950.87	1,026,211.50

Number of Assessments by Category	Residential	Commercial	Rural	Extractive	Vacant Land	Other
August	86	14	22	14	59	
September	137	29	30	60	91	

Number of Assessments by Years	Current	1 Year	2 Years	3 Years	Greater than 3 years
August	33	111	35	6	10
September	220	85	27	6	9

Number of Assessments per outstanding balance	Less than \$500.00	\$500.00 - \$1000.00	\$1000.00 - \$5000.00	\$5000.00 - \$10,000.00	\$10,000.00 - \$20,000.000	Greater than \$20,000.00
August	5	19	124	29	11	7
September	78	93	132	24	12	8

<u>D2 - Letters Sent</u>	Month	Rates Reminders	Final Demands	Legal Letters
	August	0		

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	September	472		
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<u>D3 - Payment Arrangements</u>	Month	Entered	Defaulted	Cancelled	Finalised
	August				
	September	0			

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Grant update September 2014		
FUNDING BODY		
Grant Monies Received September 2014	REASON	Amount Received
Dept Science, Information Technology, Innovation and the Arts	RADF	\$46,519.00
	Total Received	\$46,519.00
Grant Monies Outstanding as at 30 September 2014		
Dept of Social Services	Broadband for Seniors	\$0.00
Dept Local Government, Community Recovery & Resilience	Waterfront Amenities/Water Play	\$500,000.00
Dept State Development, Infrastructure and Planning	Waterfront construction	\$3,500,000.00
Cape York Natural Resource Management Ltd	Regional Landcare Facilitator Project CY054 Milestone 11	\$35,200.00
Dept Local Government, Community Recovery & Resilience	Get Ready Queensland	\$5,330.00
Dept Local Government, Community Recovery & Resilience	Graffiti Removal & Prevention Activities	\$1,960.00
Department Transport & Main Roads	ATSI TIDS - Bloomfield Rd	\$968,129.80
State Library of Queensland	Purchase Library Resources	\$0.00
Dept of Local Government, Community Recover & Resilience	Annan Water Treatment Plant Hydro Power Scheme	\$135,000.00
Dept of Local Government. Community Recovery & Resilience	Provision of Water Demand Management Project at Cooktown - Water Leakage - Training & Equipment	\$19,950.00
Cape York Natural Resource Management Ltd	Strategic Pest Management 2013/2014 (3rd p'ment of contract)	\$80,300.00
Cape York Natural Resource Management Ltd	Regional Landcare Facilitator Project CY054 Milestone7	\$70,400.00
	Total outstanding	\$5,316,269.80

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ADMINISTRATION

	BUSINESS SERVICES REPORT – OCTOBER 2014 – FOR INFORMATION	
	<i>Report No.D14/11595 from Records Officer</i>	

The following information details the operational works and projects currently being undertaken by the Business Services and IT Functions:

OPERATIONAL

- Operational Customer Service.
- Operational Stores and procurement.
- Information management (Privacy, Right To)
- Ongoing hall management (bookings).
- Ongoing property management (administrative/legal).
- Operational Correspondence and Records.
- Ongoing insurance management.
- Ongoing contract management and advice.
- Operational IT.

BUSINESS STATISTICS

Customer Service September October

Phones Calls inward	1543
Counter Enquiries	552
RV Permits	43
Front Counter Receipts	535

Cash	\$71,312.70
Cheques	\$200,920.90
Credit Cards	\$288,112.60
EFT	\$2,260.87
TOTAL	\$562,607.07

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Stores

Issues 500

Value of all Issues \$526,328.49

IT

Ticket Counts (jobs active/open including projects) number:

87 Tickets resolved
40 Tickets created
63 Tickets updated
303 Current Open Tickets

Records and Correspondence

	DOCUMENTS	SCANNED DOCUMENTS	TOTALS
Records Officer	206	13	209
Correspondence Officer	195	756	951
RECORDS TOTALS	401	769	1170
WHOLE OF COUNCIL	3809	771	4580 *

* Includes documents registered for individual officers by the Records team as part of the suite of records services offered to the wider workforce.

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PROJECTS

Department	Function	Task Name	Status/Priority	Job Specifics	Last Action
Business Services	Information Management and Complaints	Complaint 1.	Pending external reply	Settle - expecting response from complainant.	Information provision via Phone.
Business Services	Legal	Gravel Review	Pending determination of rate	Lease finalised. Rate to be determined.	Agreement to lease terms.
Business Services	Property Management and Leasing	Lease Repossession	Current Job	Possession undertaken Monday 13 October. Use for property before EMT	Property repossessed.
Business Services	Property Management and Leasing	Shire Hall Tender	Current Job	Lease to be negotiated.	Put before Council.
Business Services	Property Management and Leasing	Licence to traverse - Mt Tully	Pending external reply	License to traverse Mt Tully - Safety Beacon Placement.	Agreement drafted and distributed.
Business Services	Property Management and Leasing	Rebel and breeze	Before EMT as of October 10.	Determine whether Council is financially responsible for ensuring Rebel and Breeze are able to broadcast to Cooktown.	Placed on EMT Agenda for second consideration.

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Department	Function	Task Name	Status/Priority	Job Specifics	Last Action
Business Services	Insurance	Renewal of Insurance Tender	At Market.	Request quotes, evaluate and award brokerage.	Added to list. Investigated avenues for securing broker.
Business Services	Operational Strategy	Customer Service Charter	Current Job	Create/renew customer service charter with realistic timeframes representative of council resource base, other council turn-arounds. Aim to publish and manage expectations. Includes Facebook and social media responses and responsibility for getting requests into the system	Working on charter in draft form.
Business Services	Records and Administration	Workers Compensation and Work Cover into TRIM - Records Management	Pending project.	Ensure all WHS records are captured within TRIM	Establishment of legal requirements, and potential approach to project.
Business Services	Records and Administration	Rebranding Corporate Portfolio of Forms and Templates	Current Job	Ongoing project. Incorporates branding and preparation for online submission.	Finalised external forms. Merging into interactive forms for new website.
Business Services	Operational Strategy	Review of 10% Locality Allowance.	Pending Job	Initiate discussion re 10% locality: to 5%? Establish parameters for the application i.e. evidence of rateable property or rented property. Evidence	Established strategy for presentation to EMT

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Department	Function	Task Name	Status/Priority	Job Specifics	Last Action
				employees live and spend within the shire.	
Business Services	Property Management and Leasing	Lease Register - Include in Authority Registers	Current Job	Create a new register in Authority for leases.	Training in Registers largely complete. Established information parameters for entry.
Business Services	Property Management and Leasing	Lease for Special Assistance Facility	Completed.	Confirm lease lodged. Invoice the church.	Lease lodged. Works invoiced.
Business Services	Property Management and Leasing	Additional Land Christian School	Before Council.	Pending endorsement. Draft lease. Execute. Register Lease.	Receipt of communication from CCM. Report pending.
Corporate Services	Legal	Product Dispute #1	Current Job	Negotiate settlement.	Settlement negotiated. Documents to be drafted and monies to exchange hands.
Corporate Services	Finance	Annual Report - Layout Photos	Current Job	Create and Finalise Annual Report	In draft form.
ED&CS	Economic Development	Lease Solar - Lyon	On Hold	Finalise Lease	Lease documents finalised.
Engineering	Legal	Product Dispute #2	Completed.	% of undersupply of product withheld from invoice payment as per contract. Note: completed from Council's perspective.	Invoice for actual product supplied paid. Meeting held with supplier.

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Department	Function	Task Name	Status/Priority	Job Specifics	Last Action
				Expecting further action on behalf of supplier.	
Engineering	Legal	Product Dispute #3	Ongoing.	Settlement to be finalised.	With insurance company.
Engineering	Telco and Radio	Coen Vision Radio	Completed.	Licence in place.	Lease executed and forwarded to finance for invoicing.
Engineering	Major Works	Stores and Workshop Building Tender	Current Job	Tender documents to be drafted. Put to market, closed, evaluated and awarded.	Receipt of Specification
Engineering	Major Works	Council Housing Tender	Current Job	Tender documents to be drafted. Put to market, closed, evaluated and awarded.	Receipt of Specification
Engineering	Tendering	Waterfront Amenities to Tender - Pending Specification	Current Job	Tender closed. Pending further negotiation based on changed Specification with one, or several contractors.	Evaluation received.
Executive Services	Risk Management	Risk Register	Current Job	Register to be created. Old register to be input. Register to be maintained.	Training in registers complete. Register to be created to mirror form. Form partially complete.
Executive	Governance	CCC policy	Pending	Amend General Complaints Policy to include Changes	Conference and

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Department	Function	Task Name	Status/Priority	Job Specifics	Last Action
Services				to CCC and the associated act	requirement for policy
Executive Services	Operational Administration	Resolution vs Action Tracking	On Hold pending EMT Decision.	Generate feedback from EMT and endorsement for implementation	Sent to EMT
Executive Services	Risk Management	Benefits & Gifts Register	Under review.	Re-draft benefits and gifts register. No gifts, dinners, etc.	Meeting with EMT. Forms being reviewed.
P&E	Land Use	Harrigan Street Lot	Before Council.	Tender to be evaluated, report written, recommendation endorsed, contract awarded.	Tender closed and report before Council.
P&E	Waste	Contract for Disposal of Waste at Springmount Landfill	Under review.	CEO determined the disposal of waste to Springmount needs to be put to Tender. Need to draft specification, draft tender documents, open and close tender, evaluate and appoint contractor.	Reviewing options for delivery.
P&E	CYWAFAP	CYWAFAP Handover	Current Job	Contract to be drafted.	Council endorsed successful contractor.

CUSTOMER REQUESTS AS OF OCTOBER 13, 2014 (GRAPH AND TABLE)

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	SEPTEMBER		
Description	Open at Start of Month	Newly Open	Closed
Abandoned Vehicle Concerns	1	2	3
Arts & Culture	1		
Building Enquiries/Complaints	4	1	3
Cemetery Request	2		
Community Consultation	4		
Control of Nuisances - Fire Hazard	4	1	3
Control of Nuisances - Noise Pollution	2	2	4
Control of Nuisances - Overgrown Vegetation	1	1	2
Council Properties - Maintenance	19	5	3
Council Properties - Plumbing Maintenance	2	2	3
Councillors Requests	1		
Damaged Traffic Signs, Rails	2		
Disaster & Emergency Manage	2	1	
Dog Attack	0	2	2
Dog Barking	1		1
Domestic Animals - Rush/Menace	2	1	3
Domestic Animals - Wandering at Large	8	2	5

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	SEPTEMBER		
Description	Open at Start of Month	Newly Open	Closed
Environmental Complaint	8	1	5
Events	1		
Fallen Trees	3		
Feral Animal Control	0		
Fire in the Open	1	1	2
Food Premises Complaint	1	1	
Footpaths & Bikeways	3	1	3
Illegal Camping	1	1	2
Information Signage Request	1	1	
Land Use Complaints	0	1	
Landfill/Rubbish/Recycling Enquiry	2	1	2
Livestock Complaints	1	2	2
Missed Waste Service Pickup	0	4	3
Monuments	0	1	
Park & Reserve Mowing	0	1	1
Parks & Gardens - Other Maintenance	0	3	2
Planning Enquiry	1		

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	SEPTEMBER		
Description	Open at Start of Month	Newly Open	Closed
Plumbing Enquiries/Complaints	1		1
Property Management	1		
Public Toilets - Cape Area	1	1	
Road - Opening & Closing	2	1	
Road Conditions Website Enquiry	1		
Roads Maintenance	3	15	14
Senior Accommodation Living Units - Maintenance Request	10	1	2
Sewerage Diagrams/Maps	1		
Sports & Recreation	1		
Stormwater Drainage	1		
Swimming Pool	2		
Tourism Enquires	1		
Water Supply Enquiries/Repairs	2	11	9
Wharves, Boat Ramps & Fishing Pontoons Damage	0	1	1
Totals	106	69	81

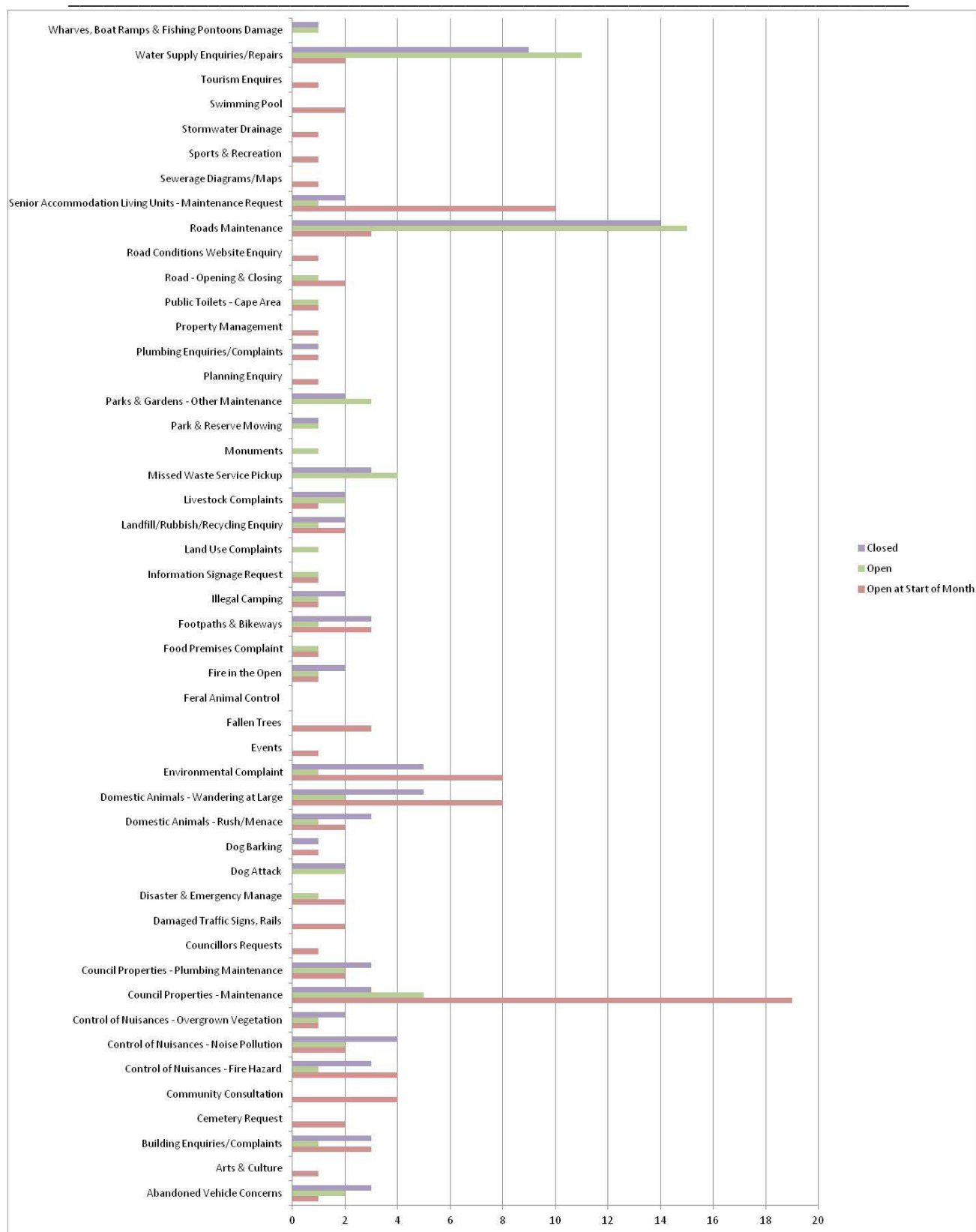
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Total Customer Requests Open: 106

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