

AGENDA AND BUSINESS PAPERS
15-16-17 December 2014



Cook Shire
COUNCIL

NOTICE OF MEETING

AN ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOK will be held at the Administration Centre, 10 Furneaux Street, Cooktown on the 15-16-17 December, 2014

Tuesday,
9.00 am. 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 17-18-19 November 2014 be confirmed subject to the following amendments

Page/Reso #	Correction

BUSINESS ARISING:

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PLANNING AND ENVIRONMENT

PE1	REQUEST TO EXTEND THE CURRENCY PERIOD FOR DA/2625 – MAKING A MATERIAL CHANGE OF USE FOR TOURIST ACCOMMODATION AND / OR REMOTE WORKERS’ ACCOMMODATION ON LOT 161 ON PLAN WMT 804213, LOCKHART RIVER ROAD.	
	<i>Report No.AD14/6132 from Director Planning and Environment</i>	

Précis

Applicant:	Stuart Layton
Owner:	Stuart John Layton, Michael Stuart Layton, and Timothy John Mungo Layton
Location:	Lockhart River Road, via Lockhart River
RPD:	Lot 161 on Plan WMT 804213
Area:	4047 square metres
Zone:	Rural
Proposed Use:	Six (6) cabins, kitchen, laundry, ablution facilities and storage area – Stage one and House (Managers/ Owners Residence) – Stage two
Use Classification:	Tourist and/or Remote Workers’ Accommodation
Referral Agencies:	DERM (Advice Agency)
Submissions:	Nil

Report

Council on the 16th December 2010 issued a Development Permit approval for making a Material Change of Use for Remote Workers’ Accommodation (Code Assessable) and / or Tourist Accommodation (Impact Assessable) on Lot 161 on Plan WMT804213, Lockhart River Road, Lockhart. The currency period for the above approval was four (4) years.

The applicant by e-mail dated 27th October 2014 has now requested under section 383 of the *Sustainable Planning Act 2009*, that Council extend the currency period for Development Permit DA/2625 Making a Material Change of Use for Remote Workers’ Accommodation and Tourist Accommodation by two (2) years till the 14th December 2016.

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The applicant advised that over the past year he has undergone major surgery in Brisbane which resulted in continuous consultations and a lot of time away from the Lockhart property.

In deciding this request under section 383 of the *Sustainable Planning Act 2009* the assessment manager must have regard to-

- a) the consistency of the approval, including its conditions, with the current laws and policies applying to the development, including, for example, the amount and type of infrastructure contributions, or infrastructure charges payable under an infrastructure contributions, or infrastructure charges payable under an infrastructure charges schedule; and
- b) the community's current awareness of the development approval; and
- c) whether, if the request were refused-
 - (i) further rights to make a submission may be available for a further development application; and
 - (ii) the likely extent to which those rights may be exercised; and
- d) the view of any concurrence agency for the approval given under section 385.

Discussion

Development application DA/2625 was assessed under the current IPA Planning Scheme and remains consistent with the Planning Scheme provisions as well as current laws and policies. The development was publicly notified and didn't attract any submissions during the public notification period. The Environmental Protection Agency was an Advice Agency for the purpose of this application but didn't provide a response during the Referral Agency response period. A verbal response was later given advising that the agency considered the application to be minor and that they would have no further requirements to the conditions of Council.

The development will provide much needed tourist and remote workers' accommodation in the Portland Roads and Lockhart River areas. The construction of the cabins are currently well advanced but have been delayed due to the illness of the applicant. The applicants request for a two (2) year extension to the currency period for the Development Permit for DA/2625 dated 16th December 2010, is recommended by Council Officers for approval.

Recommendation

That Council grants a two (2) year extension to the currency period of the Development Permit for DA/2625, Making a Material Change of Use for Remote Workers' Accommodation (Code Assessable) and Tourist Accommodation (Impact Assessable) on Lot 161 on Plan WMT804213 Lockhart River Road, dated 16th December 2010, until the 16th December 2016.

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PE2	APPLICATION FOR A DEVELOPMENT PERMIT – DA/3354 – FOR RECONFIGURATION OF LOT 20 ON PLAN SP241616, 152 CHARLOTTE STREET COOKTOWN – INTO TWO (2) LOTS	
	<i>Report No.AD14/5689 from Town Planning Officer</i>	

Précis

Applicant:	Humphries & Fisk Investments Pty Ltd c/- U & i Town Plan (Ramon Samanes) PO Box 426 COOKTOWN QLD 4895
Owner:	Humphries & Fisk Investments Pty Ltd
Location:	152 Charlotte Street, COOKTOWN QLD 4895
RPD:	Lot 20 on Plan SP241616
Area:	.0926 hectares
Zone:	Business
Proposed Use:	Reconfiguration of a lot into two (2) lots
Minimum Lot Size:	926 sq metres
Referral Agencies:	Nil

Report

Application has been made to Council for the issue of a Development Permit for the Reconfiguration of Lot 20 on Plan SP241616 located at 152 Charlotte Street Cooktown, into two (2) lots. The application is Code Assessable Development under the Cook Shire Planning Scheme.

Proposal

The application proposes the Reconfiguration of Lot 20 on SP241616 into two (2) lots. The areas of the proposed lots are as follows:

- Proposed Lot 20A – 424 m²
- Proposed Lot 20B – 502 m²

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Proposed Lot 20A has road frontage to both Banks and Charlotte Streets with access from Banks Street. Proposed Lot 20B fronts to Charlotte Street only and will have access from Charlotte Street. Both lots front onto the Cooktown Heritage curb and channel. Banks and Charlotte Streets are sealed to the curb with asphalt / bitumen.

The Site

The property is situated in Charlotte Street opposite the Lions Park. It has approximately 30 metres frontage to Charlotte Street and 26.4 metre frontage to Banks Street. The site slopes slightly from the south eastern corner and contains the Jacky Jacky building which currently houses a Veterinary business and historically had been used as a hardware shop with residence and in more recent times a coffee shop.



152 Charlotte Street has been previously subdivided in half as part of a combined Material Change of Use / Reconfiguration application (DA/2384). A condition of this previous approval was for the creation of Access Easement 'A' over Lot 20 in favour of Lot 21 for the purpose of access to a proposed Unit development (easement shown in green on the above site map). Access Easement 'A' is proposed to be removed by the applicants as part of this application as the property owner no longer intends to continue with the existing development approval over the site.

Town Planning Considerations

Lot 20 is zoned Business under Cook Shire's IPA Planning Scheme and Reconfiguration of the lot and is Code Assessable development.

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Business Zone

Council's Planning Scheme identifies the following codes as being applicable to reconfiguring a lot in the Business Zone, however not all these codes are triggered by this proposed development.

Applicable Codes (General)	Codes relevant to DA/3073
<ul style="list-style-type: none">• Cultural Features Code	Applicable
<ul style="list-style-type: none">• Business Zone Code	Applicable
<ul style="list-style-type: none">• Reconfiguring a Lot Code	Applicable
<ul style="list-style-type: none">• Works, Services & Infrastructure Code	Applicable
<ul style="list-style-type: none">• Natural Hazards Code	Not Applicable
<ul style="list-style-type: none">• Aviation Facilities & Operational Airspace Overlay Code	Not Applicable

The minimum lot size in the Business Zone under the Reconfiguring a Lot Code is 400sqm with a minimum road frontage of 10m. The proposal complies with these criteria proposing lots of 462sqm and 464sqm with frontages of 17.5m and 12.67m respectively, to Charlotte Street.

Discussion

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

Recommendation

That the application by Humphries & Fisk Investments Pty Ltd c/- U & i Town Plan for a development permit for Reconfiguration of Lot 20 on Plan SP241616, 152 Charlotte Street Cooktown, into two (2) lots, be approved subject to the following Conditions:

A. Assessment Manager (COUNCIL) Conditions

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Approved Plan

1. The development must be carried generally in accordance with Proposal Plan Sheet NO: W.02 Rev: P3 amended in response to Council's Information Request issued on 19 November 2014 (see Appendix 'B').

Access

2. Access to proposed Lot 20A must be via the existing access from Banks Street. Access to proposed Lot 20B must be from the Charlotte Street frontage. Access between the property boundary and the kerb and channel must be sealed with concrete and constructed to the requirements of the FNQROC Manual. Engineering plans must be submitted for approval by Council's Director Engineering Services prior to work commencing.

Water Supply

3. All proposed lots must be connected to the Cooktown Reticulated Water supply in accordance with Design Guidelines D6 Water Reticulation of the FNQROC Manual, Sections General D6.01 to D6.03 and Design Criteria D6.04 to D6.22, at full cost to the applicant.
4. All proposed lots must have a separate metered water connections.

Sewerage

5. Lots 20A and 20B must be connected to the Cooktown Reticulated Sewerage Scheme.

Electricity Supply

6. Reticulated electricity supply must be provided to each proposed lot via underground connection, prior to Council endorsement of the Plan of Survey.

Heritage Protection

7. The Heritage stone kerb and channelling must be protected from damage at all times.

Public Utilities

8. The applicant 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.

Outstanding Charges

9. All rates, service charges, interest and other charges levied on the land must be paid prior to Council's endorsement of the Plan of Survey.

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Infrastructure Charges

10. Infrastructure charges for water, sewerage and 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').

Compliance with Conditions

11. All relevant conditions of the reconfiguration must be complied with prior to the Plan of Survey being endorsed by Council.

Signing and Sealing

12. The reconfiguration of a lot approval authorised by this Development Permit must be completed and the Plan of Survey submitted to Council for endorsement within two (2) years from the commencement of this approval or this approval will lapse.

Appendix 'A'

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Our ref: LM:DA/3354

10 December 2014

Humphries & Fisk Investments Pty Ltd
c/- U & i Town Plan
PO Box 426
COOKTOWN QLD 4895
Attention: Ramon Samanes

Dear Mr Samanes

ADOPTED INFRASTRUCTURE CHARGES NOTICE
DEVELOPMENT APPLICATION DA/3354
152 CHARLOTTE STREET, COOKTOWN

Proposal: Reconfiguration into two (2) lots

Applicant: Humphries & Fisk Investments Pty Ltd
c/- U & i Town Plan
PO Box 426
COOKTOWN QLD 4895
Attention: Ramon Samanes

Location of Site: 152 Charlott Street, COOKTOWN QLD 4895

Real Property Description: Lot 20 on Plan SP241616

Type of Development: Reconfiguration

Infrastructure Charges Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Charge
Reconfiguration two (2) lots	\$1,700.00 (Water)	Equivalent domestic connection	2	\$3,400.00
Reconfiguration two (2) lots	\$1,420.00 (Sewerage)	Equivalent domestic connection	2	\$2,840.00
Total Charges				\$6,240.00

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Credit Calculation:

Development Class	Charge	Unit of Measure	No of Units	Amount of Credit
Reconfiguration two (2) lots	\$1,700.00 (Water)	Equivalent domestic connection	1	\$ 1,700.00
Reconfiguration two (2) lots	\$1,420.00 (Sewerage)	Equivalent domestic connection	1	\$ 1,420.00
Total Credit				\$ 3,120.00

Net Adopted Infrastructure Charges Summary:

Total Adopted Charge	Total Credit	Total Infrastructure Charge
\$6,240.00	\$ 3,120.00	\$ 3,120.00

(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 endorsement of the Plan of Survey

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

Appendix 'B'

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ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

CS1	COEN ADVISORY COMMITTEE - MINUTES	
	<i>Report No.<This will be ented by the Executive Assistant> from Economic Development and Community Services Director.</i>	

Précis

Minutes of the Coen Advisory Committee meeting held October 20, 2014

Background/History

The Coen Advisory Committee met in Coen on October 20, 2014. The minutes of that meeting are attached for the information of Councillors and for any action on recommendations contained therein.

Link to Corporate Plan

Active, Creative, Connected

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

- c) Support and advocacy for community groups, clubs, societies and organisations
- e) Community engagement across all relevant activities

Consultation

Nil

Legal Implications (Statutory, basis, legal risks)

Nil

Financial and Resource Implications (Budgetary)

Nil

Recommendations

That Council receive the minutes of the Coen Advisory Committee meeting of October 20, 2014.

Attachments

1. Minutes of the Coen Advisory Committee

Coen Advisory Committee Meeting

MINUTES

Monday October 20, 2014

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Meeting details:

Meeting title/group name:	Coen Advisory Committee
Date:	October 20, 2014
Start time:	5.35pm
End time:	6.15pm
Venue:	Town Hall, Coen
Chairperson:	Cr Glen Sheppard
Objective:	Group to provide advice and recommendations to Cook Shire Council regarding local government issues around the town and district of Coen

Attendees:

Name	Representing
Cr Glen Sheppard	Cook Shire Council
Gail Clark	Cape York Heritage House
Kimberley Sullivan	Cook Shire Council
Maureen Liddy	Royal Flying Doctor Service
Mathew Maloney	Queensland Police Service
Scott Templeton	Coen Inspection Centre
Jodi Hamilton	Coen Librarian
Rachel Nowlan	Exchange Hotel
Traceylee Forester	Lama Lama Rangers

Apologies:

Name	Representing
Joanne Nelson	Community
Billie Pratt	Cook Shire Council
Derek Hicks	Queensland Police Service

Item	Item	Actions	Person
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no.			responsible
1.	Welcome / Acknowledgements		Chair
2.	Minutes of the previous meeting: Moved - Matt Moloney, Seconded - Jodi Hamilton		Chair
3.	Sporting Precinct - Amenities block KS - Sport and Rec Queensland application was submitted by Council for full price of \$140,000. Noted that the department was unlikely to fund above \$100,000 however Council has spoken to officers and they are happy to accept our application as is. RN - Coen won't be able to host the annual sporting carnival if there is no amenities block at the field. MM - Will send in an additional letter of support if needed. JH - Thought Joanne had spoken to Cape York Employment about using local job seekers to reduce costs and keep work local.	Awaiting funding announcement	KS
4.	Information bay and Coen entry statement KS - Identified a site just out of town on PDR road reserve, however Council's Engineer has advised that locating a site on Council owned land would make the process much easier.	Ongoing	KS
5.	Town fire breaks ST - Request to look into when regular fire breaks will be done around town. Can this be done annually as part of Council's fire management plan? GS - Council does do regular fire prevention work. Some burning is scheduled to happen soon.	Update for next meeting	KS
6.	Teleconferencing in Coen MM - A teleconferencing service has been made available at the Coen Clinic as long as callers dial in and the room is left tidy. Contact Teresa for details		
7.	Cape York Heritage House KS - Meeting with Gail earlier today to discuss projects that require completion (stairs maintenance and mining museum displays) and how best to manage the house long term. ST - Cape York Heritage House has been very busy. GC - Looking at the future and how to best manage the	Look into staffing and management during peak and off-peak seasons and	KS

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	<p>facility, particularly during the tourist season.</p> <p>KS - Increased visitation will be a direct result of the PDR sealing works. We need to be fully prepared.</p> <p>ST - Definitely good to finalise the two last mining museum displays. Just need two more concrete slabs built first and the covers can come later.</p>	<p>what resources are available for projects</p>	
8.	<p>Vet visits</p> <p>JH - Cr Johnson had sent some information through about remote vet clinic services for Cape York. Definite interest from the community. Visits would include education about animal care. Looking at two days per month, fly in fly out.</p> <p>ML - Spoke with SeaDog Vet Clinic in Cooktown. They would require accommodation in Coen and try to get subsidies for travel.</p> <p>PJ (Penny Johnson, observer) - Feedback to SeaDog Vets on the level of interest and demand through the Cape. Potential support from Queensland Health with ref. to diseases that affect humans.</p> <p>JH - Stray animals, support or part funding from Council?</p> <p>SW (Steve Wilton, observer) - Need to look at all financial arrangements. Negotiations with SeaDog Vets on euthanasia.</p> <p>PJ - Financial assistance opportunities to ensure the whole community has access to the service.</p>	<p>Keep following up</p> <p>Reply to SeaDog Vets with discussions from today</p> <p>Obtain further information from Council's Planning and Environment team</p>	<p>ML</p> <p>Cr Johnson</p> <p>KS</p>
9.	<p>Drainage around town</p> <p>ST - Raised the issue previously. A lot of water pools during the wet season and doesn't get away. People get flooded into their own driveways. Drains under the roads get blocked.</p> <p>SW - Council doesn't perform work on driveways. We can look at road drainage but not the fall of nature reserves.</p>	<p>Follow up on previous photos taken and consult with Engineering dept</p>	<p>KS</p>
10.	<p>ANZAC Centenary funding</p> <p>KN - Spoke about the available funding.</p> <p>JH - Would be great to have a cenotaph, flag pole and memorial wall. Perfect spot at the museum.</p> <p>GC - Two new displays of WW1 artefacts at the Heritage House.</p> <p>KN - Need information from the community about specific projects, then can submit an application or help a community group to do the same.</p>	<p>Liaise on details of the projects for Coen</p>	<p>KN & JH</p>

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11.	Next meeting Tentatively scheduled for sometime in December - TBA		
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CORPORATE SERVICES

FINANCE

F1	REVENUE AND EXPENDITURE – NOVEMBER 2014	
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That the Revenue and Expenditure Statements for November 2014 be adopted

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ADMINISTRATION

A1	CALENDAR OF EVENTS 2015
	<i>Report No. D13/13974 from Chief Executive Officer</i>

That the Calendar of Events for 2015 be adopted.

January	Council Meeting	Monday/Tuesday /Wednesday	19-20-21 January
	Closing date Agenda items	Tuesday	13 January
	<u>Public Holidays</u> New Years Day Australia Day	Thursday Monday	1 January 26 January
February	Council Meeting	Monday/Tuesday/ Wednesday	16-17-18 February
	Closing date Agenda items	Tuesday	10 February
March	Council Meeting	Monday/Tuesday/ Wednesday	16-17-18 March
	Closing date Agenda items	Tuesday	10 March
April	Council Meeting	Monday/Tuesday/ Wednesday	20-21-22 April
	Closing date Agenda items	Tuesday	14 April
	<u>Public Holidays</u> Good Friday Easter Monday Anzac Day	Friday Monday Saturday	3 April 6 April 25 April
May	Council Meeting	Monday/Tuesday/ Wednesday	18-19-20 May
	Closing date Agenda items	Tuesday	12 May
June	Council Meeting	Monday/Tuesday/ Wednesday	15-16-17 June
	Closing date Agenda items	Tuesday	9 June
	<u>Public Holiday & Other</u> D-Day Queen's Birthday Holiday	Saturday Monday	6 June 8 June

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July	Council Meeting	Monday/Tuesday/ Wednesday	20-21-22 July
	Closing date Agenda items	Tuesday	14 July
	<u>Public Holiday</u> Agricultural Show Day	Friday	31 July
August	Council Meeting	Monday/Tuesday/ Wednesday	17-18-19 August
	Closing date Agenda items	Tuesday	11 August
	<u>Other</u> Long Tan Day	Monday	18 August
September	Council Meeting	Monday/Tuesday/ Wednesday	21-22-23 September
	Closing date Agenda items	Tuesday	15 September
October	Council Meeting COEN	Monday/Tuesday/ Wednesday	19-20-21 October
	Closing date Agenda items	Tuesday	13 October
	<u>Public Holidays</u> Labour Day	Monday	5 October
November	Council Meeting	Monday/Tuesday/ Wednesday	16-17-18 November
	Closing date Agenda items	Tuesday	10 November
	<u>Other</u> Remembrance Day	Wednesday	11 November
December	Council Meeting	Monday/Tuesday/ Wednesday	14-15-16 December
	Closing date Agenda items	Tuesday	8 December
	<u>Public Holidays</u> Christmas Holiday Boxing Day Holiday	Friday Monday	25 December 28 December

Planning and Environment Standing Committee will meet each month on the Tuesday after the first Monday in each month, if required.

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A2	REVIEW OF OPERATIONAL PLAN 2014-2015
	<i>Report No. D14/14267 from Chief Executive Officer</i>

Précis

Acceptance of progress of implementing the 2014-2015 Operational Plan.

Background/History

Section 174 of the *Local Government Regulation 2012* requires that the Chief Executive Officer must present a written assessment of Council's progress towards implementing the annual operational plan at meetings of Council at regular intervals of not more than three months.

Link to Corporate Plan

Legislative requirement

Consultation

Nil – no public consultation required.

Legal Implications (Statutory, basis, legal risks)

Legislative requirement.

Policy Implications

Legislative requirement

Financial and Resource Implications (Budgetary)

Operational Plan must be consistent with the annual budget.

RECOMMENDATION

That the quarterly review of the Operational Plan 2014-2015 be adopted.

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A3	BUSINESS CONTINUITY PLAN (REVISED)	
	<i>Report No. <This will be entered by the Executive Assistant> from Manager Corporate Services</i>	

Précis

The Business Continuity Plan is a required document, its purpose is to provide guidelines and instructions on the steps required for Information Technology (IT) facilities to recover from a critical event.

Background/History

This plan delineates Cook Shire Councils policies and procedures for IT disaster recovery, as well as process-level plans for recovering critical IT platforms and the telecommunications infrastructure.

This document provides a summary of our recommended procedures, in the event of an actual emergency situation, modifications to this document may be made to ensure physical safety of people, systems, and data.

Our mission is to ensure information system uptime, data integrity and availability, and business continuity.

This document has been updated to cater for lessons learned after the Cyclone Ita event in April 2014 resulted in flooding that caused three of Council's four servers to fail.

Financial and Resource Implications (Budgetary)

Funds had been allocated in the 2014-15 budget for the upgrades and multi site capacity builds.

RECOMMENDATION

That Council adopt the updated Business Continuity Plan.

Cook Shire Council IT Disaster Recovery Plan – Revised 15/11/14

1. Information Technology Statement of Intent

This plan delineates Cook Shire Councils policies and procedures for Information Technology (IT) disaster recovery, as well as process-level plans for recovering critical IT platforms and the telecommunications infrastructure. This document provides a summary of our recommended procedures, in the event of an actual emergency situation, modifications to this document may be made to ensure physical safety of people, systems, and data.

Our mission is to ensure information system uptime, data integrity and availability, and business continuity.

2. Policy Statement

Corporate management has approved the following policy statement:

- The company shall develop a comprehensive IT disaster recovery plan.
- A formal risk assessment shall be undertaken to determine the requirements for the disaster recovery plan.
- The disaster recovery plan should cover all essential and critical infrastructure elements, systems and networks, outlining the current backup procedures.
- The disaster recovery plan should be periodically tested in a simulated environment to ensure that it can be implemented in emergency situations and that the management and staff understand how it is to be executed.
- All staff must be made aware of the disaster recovery plan and their own respective roles.
- The disaster recovery plan is to be kept up to date to take into account changing circumstances.

3. Objectives

The principal objective of the disaster recovery plan is to develop, test and document a well-structured and easily understood plan which will help the company recover as quickly and cost effectively as possible from an unforeseen disaster or emergency which interrupts information systems and business operations.

4. Overview

4.1. Plan Updating

It is necessary for the DRP updating process to be properly structured and controlled. Whenever changes are made to the plan they are to be fully tested and appropriate amendments should be made to any procedural documentation.

4.2. Plan Documentation Storage

Copies of this Plan will be given to members of the Council Disaster Recovery Management Team.

4.3. Disaster Recovery and Backup Strategy

To build redundancy into the physical components and software systems, focus on value for money components that make it feasible to have spares on site and software systems that provide

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live replication to multiple servers over multiple sites with automatic fail over to minimise system down time in the event of hardware failure or site loss. Primary backup system to be fully automated with secondary backup systems requiring manual input to provide offsite and offline backups.

4.3.1 Backup Strategy – Post Cyclone Ita April 2014

Summary

In response to the damage to IT infrastructure from Cyclone Ita, a number of IT projects were prioritised to ensure a similar event does not have the same impact. They were:

- The completion of the virtualisation project which provides the advantage in relation to Disaster Recovery in that servers are no longer tied directly to the hardware so can be easily moved or restored from one physical machine to another.
- The upgrade of some core infrastructure software which improves the replication capabilities of the software and so offers an advantage in relation to DR in that multiple copies of a server can be running in different locations.
- The expansion of the Depot IT Room infrastructure which provides a second location where the advantages derived from the previous mentioned projects can be utilised to keep Councils IT services operating in the event that the Main Office IT infrastructure is damaged.

Detailed Changes:

As a result of the disruption to Council IT services caused by the failure of 3 core production servers as a result of water penetration into the Data Centre room in the main office a number of changes have been made to increase the resilience of Council IT to a similar such events occurring in the future. These changes are consistent with 3 core goals of Council IT:

1. Progression to a virtualised software infrastructure
2. Improved replication capabilities of running software services
3. Multi-site capacity for Council IT services

Changes that have already occurred are:

- Primary Domain controller virtualised and upgraded from Microsoft Windows Server 2003 R2 to Windows Server 2008 R2
- Email Server (Microsoft Exchange) virtualised and upgraded from Exchange 2003 to

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Exchange 2010

- KVM virtual host moved to Depot to provide virtual hosting option at depot
- Third Domain control server added to domain and located on KVM host at the depot to ensure live replication of Domain data to the Depot site
- Main Office file server virtualised
- Replication of ADSL enabled lines from existing DR room to Coen Room
- Storage Server purchased to provide offsite backup server for Depot IT Room servers
- DAS purchased to expand storage for KVM host increasing virtual machine capacity

- Depot file server virtualised
- Flood damage file server virtualised
- Water VPN server virtualised
- Dell R720 server purchased and configured with ESXi 5.5 to provide for replication of ESXi based virtual machines from Depot to Main Office and enable the upgrade of the 2 ESXi hosts in the main office from ESXi 4.1 to 5.5
- Amazon Web Services account set up to explore additional options for Cloud based server hosting

Further changes already underway or scheduled are:

- Upgrade of Coen Room to provide a new Disaster Room and second Data Centre room in the main office with the ability to operate without mains power and landline connections
- Shift of phone services from in house PABX to hosted VOIP or Virtual PABX
- Replication of Email, Database Authority and Trim services to virtual machines in Depot IT Room
- Replication of critical services to virtual machines in Coen Room
- Cold replication of core services/virtual machines to Cloud hosting
- Expansion of Depot to Main Office wireless link to increase capacity and redundancy

While there has been some expense occurred in the purchase of additional servers and storage for the Depot IT Room and in the upgrade of software system this can be recouped by upgraded software removing the requirement for a SAN (currently the most expensive piece of IT hardware). Another large cost saving will be achieved once the DR contract with Civica expires in mid 2016 as the multi-site replication and VM backups to the cloud achieve a better off site backup solution at much lower cost.

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5. Emergency Contact List

5.1. Internal Emergency Contact List

Name	Position	Email address	Phone number
John Habermann	Senior IT Officer	jhabermann@cook.qld.gov.au	0417783642
Arnaud Gougeon	IT Officer	agougeon@cook.qld.gov.au	
Stephen Wilton	CEO	swilton@cook.qld.gov.au	0428695955
Martin Cookson	Director Corporate Services	mcookson@cook.qld.gov.au	0418604391
Kevin Stephenson	Health and Safety Officer	kstephenson@cook.qld.gov.au	0438998648
Tony Lickiss	Director Engineering Services	tlickiss@cook.qld.gov.au	0409062065

5.2. External Emergency Contact List

Business		Email address	Phone number
Telstra	Business Faults		132999
	Corporate Support		132253
Internode			136633
Ergon	Faults		132296
Civica	Software Support	support@civica.com.au	1800 643 436
	Roland Zimmerman	rzimmermann@civica.com.au	4639 3500
	Managed Services / DR	lgms-support@civica.com.au	1800 643 436 (option 3)
Commander	Anthony (Account Manager)		0408007101
	Tech Support		1300654364
Dell	Technical Pro Support		1300662087
	Account Manager	Adam_Lee2@dell.com	02 8972 5967

6. Servers and IT equipments location

- Main server bay in Server Room located upstairs Main Admin Office containing 2 Vmware ESXi hosts (Palmer, 12mile), san, pabx, depot backup server (Depnas1) and network and san fabric switches.
- Communication rack, Main office gw and internode and commander dsl routers located in Coen Room in Main Admin Office
- Communication rack located in IT Office in New Depot Building

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- Third ESXi host (Alligator), main backup server (Bloomfield), primary Depot Gateway, RHEL/KVM host (Spear), and depot internode links in IT Office in New Depot Building
- Wireless Units located on the following roofs, Main Admin Office, Store, Water Shed, Sewerage Treatment Office and CYWAFAP Office.

See Network Map for more detailed information.

7. Redundancy and Replication

A number of core system services allow replication to be configured at the application level which provide live replication of data between application instances running on multiple servers in multiple locations. Services that currently take advantage of this are Active Directory (see ticket 2493) with a project currently under way to enable this for virtualisation server, and projects planned for Email (see ticket 2572), MSSQL database, MySQL database.

8. Standard IT backup procedures

8.1. Daily Offsite backup of Authority Data to Civica's Data Centre

This is managed by Civica for a monthly cost and consists of a daily backup of our Authority databases and Authority application folders to their Sydney Data Centre. As part of the agreement they will provide running instance of our current Authority environment within 24 hours that we can access remotely. This covers us in the event that a major disaster affects Cooktown and all local infrastructure is destroyed or damaged. Core council business can continue with a laptop and a remote connection to their data centre. Part of the agreement is that you are able to test this service once a year but this has not been carried out yet so needs to be scheduled when time is available.

8.2. Scheduled backups to primary backup server and secondary backup server

The mainstay of our backup operation is a disk based backup storage system using BackupPC software that provides file based backups of all servers and important stand alone desktop pc's. This consists of 2 servers Bloomfield located in the Depot IT room and Depnas1 located in the Main Office IT Room. Bloomfield monitors all the server computers and specific clients not on the domain and located in the Main Office and our remote web/email server smtp.cooktowns.com and Depnas1 monitors all servers, virtual machines and specific non domain clients located in the Depot Building. The servers back up the clients according to a specified schedule. The default policy is to have up to 9 full backups being stored for each client going back the following number of weeks 1, 2, 3, 4, 8, 12, 28, 60, 92. Combined with the latest full backup 6 incrementals provide backups covering the previous 7 days. This backup system allows individual files to be quickly restored and provides a powerful low maintenance, cost-effective system that ensures that data at either of councils main office locations are backed up to an offsite location.

8.3. Offsite archives of Primary Backup Server (waiting on equipment)

Once a month archives are made of the latest backups to an external disk which is then stored offsite and offline. While providing another backup in an offsite location the primary reason is to have an offline backup in the event of a security penetration of the backup server and damage to the backups. This process has been currently halted until other processes have been finalised and equipment is available to handle the large storage requirement (see ticket 2101).

8.4. Virtual Machine snapshots to offsite and offline storage (waiting on equipment)

As all production servers bar the gateway systems have been virtualised the opportunity exists to create backups of the virtual machine images. Process has been paused following the reorganisation of server infrastructure post the cyclone and will be re-implemented once the virtual host infrastructure upgrade has been completed (see ticket 2596)

9. Risk Analysis and Decision Matrix

See IT Risk Assessment spreadsheet

10. Disaster recovery procedure

Three scenarios are discussed to illustrate the recovery procedure for the following types of disasters:

1. Minor damage
2. Major damage
3. Extreme damage

10.1. Scenario 1 – User has accidentally deleted a document from the engineering share

This is the most common situation reported to IT in relation to backup/recovery. The procedure to recover the document in this case is:

1. Log into BackupPC <http://backups.cook.local/BackupPC>
2. Access the host of the engineering share “Isabella”
3. Browse through the latest backup to find the file
4. Select the file and then chose to either restore it to its location or download it.

10.2. Scenario 2 – Lightning strike at Depot destroys wireless unit on store roof and takes out the depot gateway adsl modem

In this scenario the staff at the depot will loose there access to the internet and to the main office. The loss of the wireless connectivity to the main office means that they have no access to Authority, TRIM or email. Steps to deal with this are:

10.2.1. Depot – Main Office Wireless Link

1. Take the depot unit from the backup main office to depot wireless link that is preconfigured and stored in the Depot IT office
2. Obtain the safety harness from the water staff
3. Obtain the large ladder from one of the store staff and position it against the new shed on the cemetery side of the depot. If the ladder is unavailable then talk to the Workshop manager or Foremen about the crane
4. Access the roof and replace the damaged wireless unit with the spare
5. Realign the unit and confirm that the link is stable and capable of transmitting data the link standard (currently at between 8 to 10 MB/s)
6. Order in a replacement link.

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10.2.2. Depot Internet Connection

1. Modify the dhcp settings on the depot gw server and set the gate way to the main office gateway server (see Network Map for ipaddress details)
2. Order new modem

10.3. Scenario 3 - Fire destroys server room in Main Office building

In this scenario an electrical fault in the printer in the archive room results in a fire that destroys the archives and does enough damage to the server room to damage all the server hardware and networking equipment in that room.

Key Players:

IT Officers (John, Arnaud)
Insurance Officer (Alex, Lana)
Records Officer (Narelle)
Civica (Managed Service/DR Staff)
Dell Account Manager (Adam, Amber)
Commander Account Manager (Anthony)
Electrician (Joe Ford)
Building Inspector (Steve T)
Building Maintenance Manager (Darryl)
Health and Safety Officer (Kevin)

Effect of disaster is:

1. Core Council servers containing the majority of councils production data and software systems are destroyed. Hardware will need to be replaced and software and data will need to be restored from backups.
2. Main networking infrastructure point in Main Office is destroyed repairing would require:
 1. Repairing cables
 2. Replacing patch panels
 3. Replacing network switches

Procedure following disaster

1. Disable incoming mail on main office gw and enable incoming mail on pfdepot which is configured as a secondard mx server (see ticket 2571), this will queue incoming email.
2. Talk to Building Inspector, Building Maintenance Manager, Health and Safety Officer and Electrician about what is required to get the server room functioning again and obtain a time estimate. Communicate this to Ceo and Corporate Services Manager and explain what a temporary system in place that will allow as many staff as possible to perform their jobs and determine priorities.
3. Get production VM's up and running on VM host in the depot office. This will consist of tasks in the following order:
 1. Promoting AD controller at depot to primary controller for the domain

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2. Restoring Exchange server (not required once service level replication to second exchange server is set up)
3. Restoring MSSQL server (not required once service level replication second MSSQL server is setup)
4. Restoring Authority application server
5. Restoring Trim server
6. Restoring main office file server
4. Core finance and other users of Authority that are performing day to day tasks critical to the functioning of Council can relocate to the depot using either laptops or desktops of staff whose computer access is not critical to immediate council business functions.
5. Run network cable from mainoffice wireless unit to network switch in Coen room to enable Customer Service computers to connect to the depot and operate as normal and other main office users to set up in the Coen room or other downstairs rooms.
6. Contact Dell account manager to order replacement servers and network switches.
7. Talk to telstra about redirecting main office land line numbers to mobile or depot phones.
8. Work with other parties (electrician, building manager, Dell staff and Civica staff) to get a functioning server room back up and running in the main office.
9. Migrate services back to Main Office server room once it is up and running.

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INFORMATION

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ENGINEERING SERVICES

	ENGINEERING SERVICES REPORT – DECEMBER 2014	
	<i>Report D14/14266 from Engineering Services</i>	

General

Webber Esplanade Reclamation (Vessel Pen & Tidal Pool)

Backfill from the harbour dredging is continuing to be placed behind the rockwall at a very reduced pace due to windy weather and the need to contain mud and silt behind the wall and not let it flow out to sea.

Photos attached.

Woobadda Creek Bridge

Culvert headwalls have been poured on site, cured and lifted into position on 14th October. Pouring of the footings for and placement of the precast windwalls continues on both approaches.

Building formwork for pouring of the sheerwalls was completed on 6th November and they were poured on 7th November. These sheerwalls tie the headwalls together at the Cooktown and Cairns ends and at the centre.

Stablised sand, consisting of cement and sand, has been mixed at the stockpile site and transported to site where it was placed on the culvert and in the approaches. Water was added vibrated and left to set. The sand is placed in equal amounts on each side of the culvert and in 1 meter lifts. This commenced on 13th November and has been completed. The concrete deck will be poured in sections to allow traffic flow to continue on both the Cooktown and Cairns approaches. Pouring of the deck commenced 9th December.

Photos attached.

Cooktown Aerodrome Subdivision

An area of approx 100m x 120m has been cleared of trees and rubbish to the east of the light aircraft apron at the Cooktown Aerodrome to cater for the needs of future lessees. Adds have been placed calling for expressions of interest from prospective lessees.

Photos of the cleared land attached.

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Webber Esplanade Reclamation



Sand pumping progress 10/11/2014

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Drain through rock wall to lower water levels when backfilling



Boat Pen concrete capping completed



Tidal pool concrete capping completed

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Woobadda Creek Culvert



Transporting a headwall section



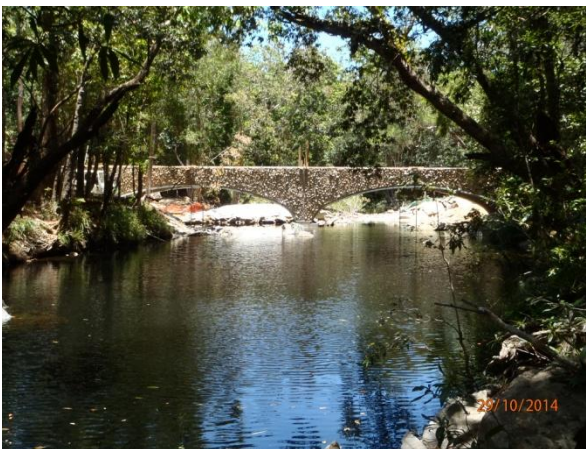
Placing headwalls upstream side



Placing headwalls upstream side



Down stream headwalls placed



Upstream stream headwalls placed



Cairns side wingwalls

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Cairns side wingwalls



Cairns side sheerwall formwork



Cooktown side wingwalls



Centre sheerwall formwork



Cooktown side sheerwall formwork



Cairns side approach, stabilised sand in place

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Cairns side approach-2 more sets of panels req'd to complete Cairns side windwalls



Sheerwalls and stabilised sand in place, approx 900mm more stabilised sand required
Scuppers and grommets to connect reinforcing to deck slab not included in original plans



Cooktown approach



Windwalls on Cooktown approach

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2. Water Supply

2.1 Water Report

2.1.1 Annan Treatment Plant

- No rain was recorded for the month, there were no changes in the weir heights, and the raw water quality remained high
- Installation for the new sound proofing around the compressors has been finalised this month
- Routine maintenance has taken place around the Treatment Plant including mowing and fire breaks have been maintained
- A large paper bark tree was cut down and removed near the balance tank, as its roots were starting to impose beneath the concert slab
- New filter outlet valve actuators were removed and replaced on filters two and three
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.2 Cooktown Water Report

- 6 service repairs for this month
- 1 mains repair took place in Hogg Street this month
- 2 meters were changed due to faults, one in Hope Street and the other in Charles Street
- A progression of 45 metres installation of the sewer rising and reuse water main has been installed along Charlotte Street, encountering hard rock and sourcing larger available machinery has slowed progress
- 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
- A CIP and routine maintenance were performed weekly
- Water consumption have improved considerably since water restrictions were put in place on 10th October 2014
- 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
- The old chlorine analyser has passed its used by date and has failed to work, a new chlorine analyser has been purchased

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- 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 dam this month
- There were no service or mains repairs for this month
- A CIP was performed and left to soak overnight
- Routine maintenance around the treatment plant, Depot 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

- AAT and IAT air times have been adjusted
- The oil has been changed in the dig blowers
- The pump and chain was replaced on PU752 and a valve was fitted to the waste drum bund
- A new cable was fitted to the digester winch
- Power outages has caused a few pump faults
- Pump no 2 at the effluent pump station was pulled and oil was checked
- 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
- 80 kilos of lime was added to the process to maintain pH balance during the month
- Sludge and sand was removed from the drying beds, the beds and drain pipes were cleaned out and new sand replaced
- Effluent has been primarily pumped to the irrigation area this month
- Routine maintenance was performed at the Sewerage Treatment Plant, which included mowing, brush cutting along the fence line
- Samples were collected and sent off for analysis, all complied with the licence requirements

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2.3 Maintenance Report

2.3.1 Cooktown Sewerage

- BL 506 & 507 belts oil grease & air filters checked.
- BL 113,275,276,277 had belts oil grease & air filters checked / changed
- AG 206 & 256 had belts & bearings greased / checked
- RAS pump 252& 253 had drive belts inspected and bearings checked
- Bolts and seals were checked on step screen SC104
- Bearings were greased on the wash press this month
- A 3 way air valve was installed on the belt filter press
- All gear boxes on the belt filter press have been checked and changed
- Maintenance in line with Big Foot Maintenance Program

2.3.2 Annan

- A new actuator was fitted to No 3 filter part of an upgrade on all filter actuators
- A water bleed valve has been fitted to the air receiver
- The oil has been changed and the bearings checked on all dosing pumps in the dosing pit
- Maintenance in line with Big Foot Maintenance Program

2.3.3 Laura

- Oils in plant compressors have been checked and changed

2.3.4 Coen

- No 1 dam compressor has been rebuilt and refitted at the dam

Aerodrome Operations

Cooktown Airport

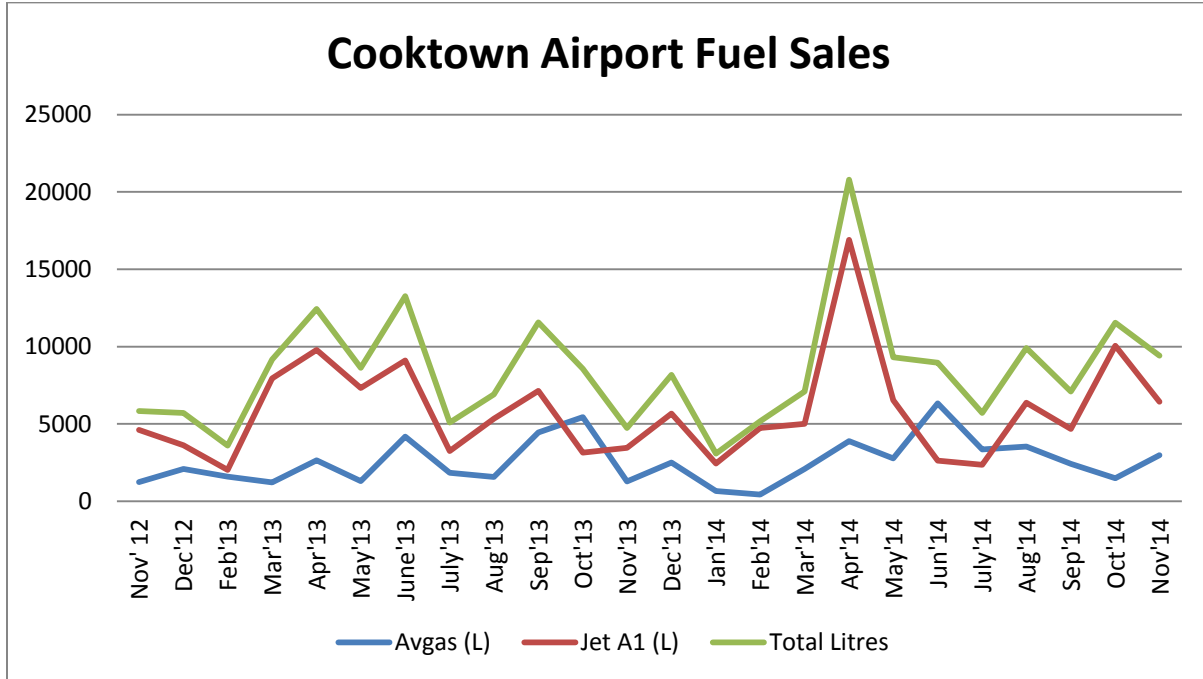
Fuel sales in November totalled 9414.77 litres (2973.84 Avgas and 6440.93 Jet A1).

As November was nearly the driest on record, very little slashing was done. Irrigation kept some greenery around the terminal. Fence repairs are ongoing as time permits. The annual electrical inspection required by CASA was conducted in late November.

The Coen Emergency exercise was held on the 18th and was very well attended by the community. The crash kit on the Coen Fire trailer was equipped with enough medical supplies to respond to a Dash 8 sized emergency.

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A new high flow bowser was installed and the avgas bowser was calibrated at the Cooktown aerodrome. The Jet A1 flow rate has improved, however the delivery hose and nozzle will need to be upgraded to increase the flow rate to the new bowsers full capacity.



Coen Airport

Core business activity

Total landings for the month: 77

Fuel Sales	Avgas	JetA1
Litres	10952	16996
\$ Value	\$29,132.32	\$32,292.40

Plant and Equipment

- Outstanding repairs on equipment are underway
- Solutions to slow avgas pump rate are being explored
- Faulty washing machines in quarters have been replaced

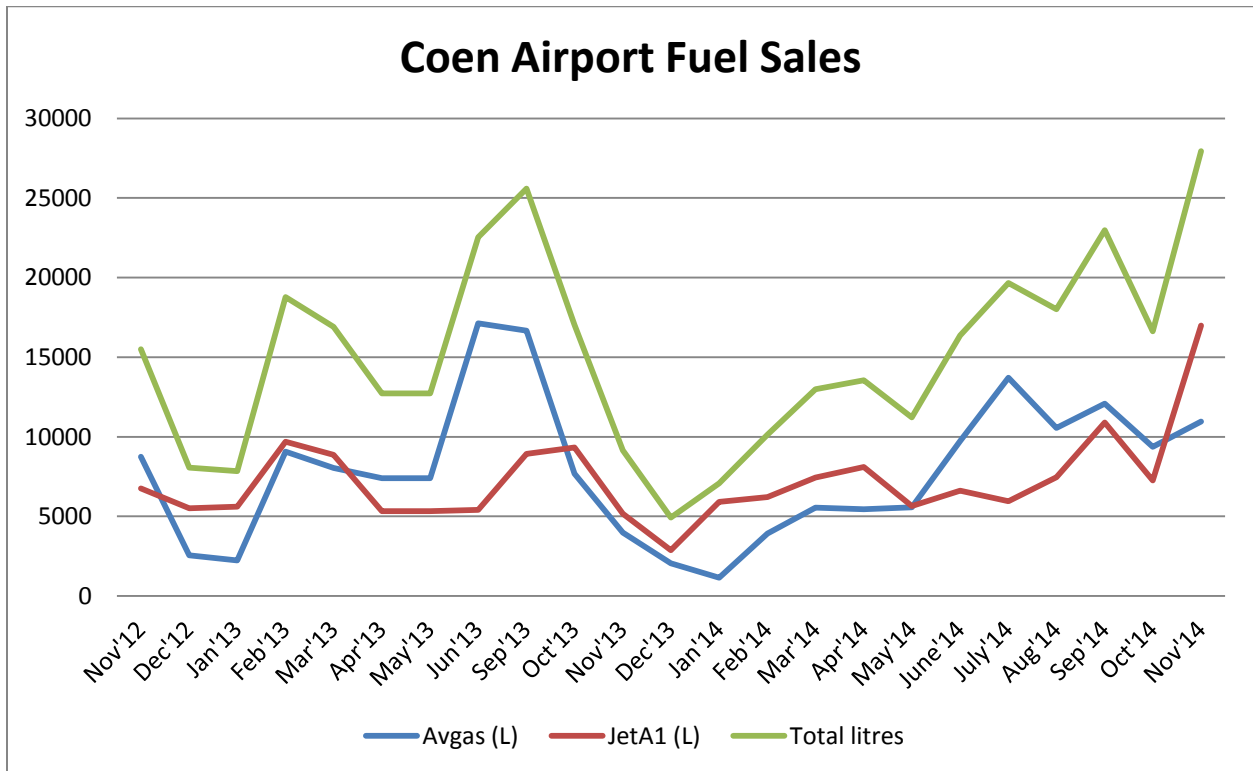
Aerodrome Maintenance

- Some slashing was able to be conducted following a small rainfall
- Poisoning of suckers around movement area is being carried out

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Other Issues

- The airport emergency exercise was conducted with good response from emergency services and the community.
- A helicopter accident has led to higher than usual Jet A1 sales due to refueling search aircraft.
- I will be away for several days, a couple of times early in December and Chris Orrell will be relieving.
- Wet season supplies of aviation fuel and diesel are being ordered with additional capacity for Diesel being provided to allow support of council equipment in town should the service station run out during the wet



Parks and Gardens

4.1 General

- Mowing now mostly restricted to irrigated areas and those areas still throwing up seed heads, council pool etc.
- Watering street pots and trees, recent plantings
- Irrigation maintenance
- Garden maintenance, including mulching
- Cleaning gutters, kerb and channels including mango drop

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- Weed spraying in road reserve areas including gutters, channels, footpaths and around posts etc
- Litter bin emptying, loose litter and palm frond collection, road kill removal and outlying windyloo servicing
- Cleaning tables and BBQ
- Coen airport – tidying up of oil palms
- Rossville – removal of several large trees on roadside within township, which represented potential hazard to traffic and pedestrians
- Lakeland – pruning of shrubs around hall and playground maintenance
- Lifting and resetting sunken pavers in the Lions Park area continued
- John St Oval vandalism to irrigation system, including setting fire to a valve box. Incident reported to Police
- Several staff undertook training in routine playground hazard assessments
- Repairs underway to equipment in Lions Park. A couple of smaller items will also need to be removed altogether as adequate zones are not present.

4.2 Botanic Gardens

- General garden maintenance, mulching, fertilising
- Irrigation maintenance, turf valve repair
- Mango debris removed daily, Stone pitching kept clear.
- Big Pond maintenance, removal of Duck Weed
- Top stone pitching pond repaired and cleaned out.
- Field trip to Elim beach area - seed collecting for Banks & Solander collection
- Labelling of all plants in gardens that don't yet have label plates.
- Updating of Botanic Gardens database.
- Palm Leaf Beetle treatment on fan palms
- Check for Lily Caterpillar on Swamp Lillies
- Check for Myrtle Rust on Myrtacea family species.
- Planting of Banks & Solander plants previously collected in Solander Garden.
- New plantings in Spice Garden including Coffee, Cocoa, Taro, Five Spice, Abiki.

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Cook Shire Monthly Sewerage Stats

Date Range **1/11/2014** to **30/11/2014**

	Cooktown	Coen
<i>Total Monthly Sewerage Inflow (K/Litres)</i>	10,614.0	2,399.0
<i>Total Monthly Sewerage Outflow (K/Litres)</i>	10,699.0	2,249.0
<i>Max Daily Effluent Outflow (K/Litres)</i>	490.0	134.0
<i>Min Daily Effluent Outflow (K/Litres)</i>	242.0	50.0
<i>Avg Daily Effluent Outflow (K/Litres)</i>	382.1	77.6
<i>Total Monthly Rainfall at Sewerage Plant(ml's)</i>	1.5	0.0
<i>No of days Rain Recorded</i>	1	0
<i>No of STP Electrical Faults</i>	6	0
<i>No of STP Mechanical Faults</i>	1	0
<i>No of Pump Stns Electrical Faults</i>	1	0
<i>No of Pump Stns Mechanical Faults</i>	0	0
<i>No of Sewer Mains Repairs</i>	0	0
<i>No of Sewer Service Repairs</i>	2	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>	0	0
<i>No of Callouts</i>	0	0
<i>No of samples collected for Analysis</i>	22	11
<i>No of Samples meeting Licence Requirements</i>	22	11

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Cook Shire Monthly Water Stats

Date Range 1/11/2014 to 30/11/2014

	Cooktown	Lakeland	Laura	Coen
<i>Total Monthly Consumption (K/Litres)</i>	58,322	2,722	5,184	8,463
<i>Max Daily Consumption (K/Litres)</i>	2,420	125	261	366
<i>Min Daily Consumption (K/Litres)</i>	1,638	67	107	224
<i>Avg Daily Consumption (K/Litres)</i>	1,944	91	173	282
<i>Total Monthly Rainfall (ml's)</i>	0			0
<i>No of days Rain Recorded</i>	0			0
<i>No of Mains Repairs</i>	1	0	0	0
<i>No of Service Repairs</i>	6	0	0	0
<i>No of Service Connections</i>	906	42	47	118
<i>No of New Connections this month</i>	0	0	0	0
<i>No of Electrical Faults</i>	0	1	1	0
<i>No of Mechanical Faults</i>	0	0	0	0
<i>No of Meters Replaced</i>	2	0	0	0
<i>No of Service Complaints</i>	0	0	0	0
<i>No of Water Quality Complaints</i>	0	0	0	0
<i>No of Callouts</i>	1	0	0	0
<i>No of E.coli samples collected</i>	12	4	4	12
<i>No of E.coli samples compliant</i>	12	4	4	12
<i>Total Monthly Consumption / Connection (K/L)</i>	64.4	64.8	110.3	71.7

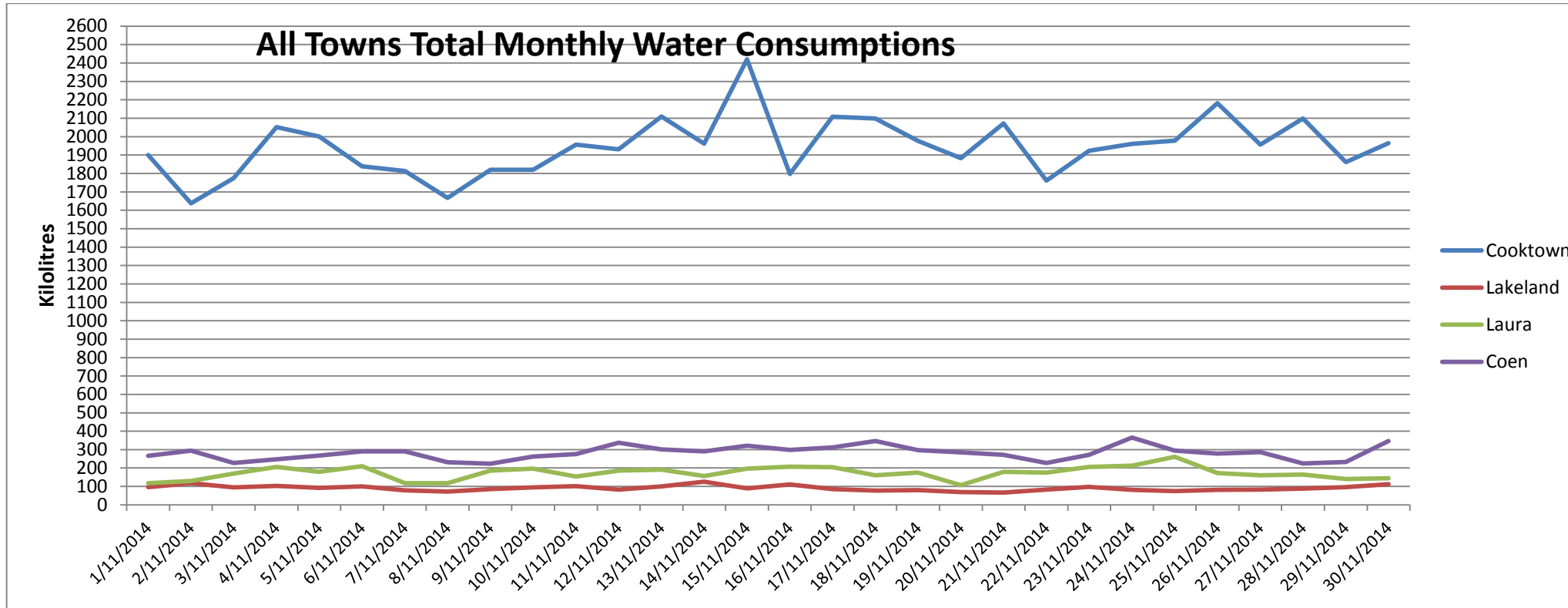
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<i>Total K/w used for Production</i>	37528			19553
<i>Total K/w / ML of Production, Distribution and Chlorination</i>	643.5			2310.4
<i>Avg. Fluoride (mg/L) at Treatment Plant - NATA Analysed</i>	0.64			
<i>Avg. Fluoride (mg/L) in Reticulation - NATA Analysed</i>	0.66			

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CSC Water Statistics

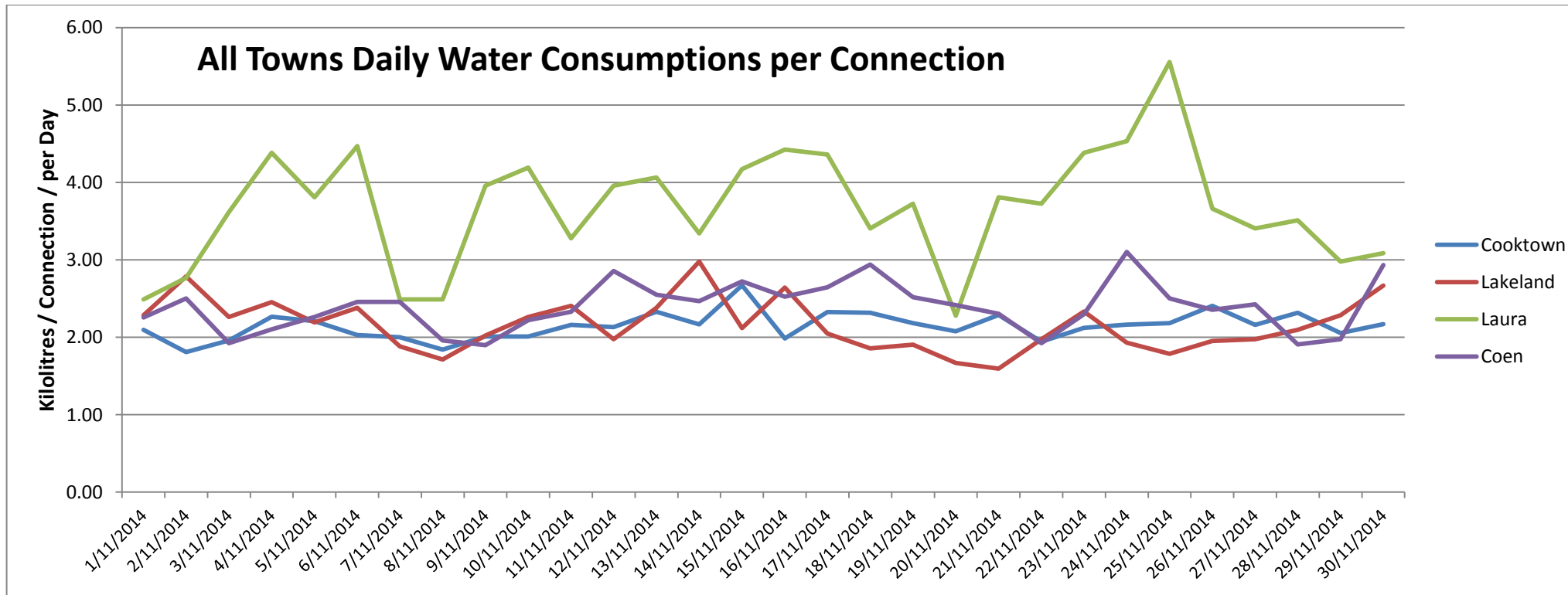
Date Range 01/11/2014 to 30/11/2014



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CSC Water Statistics

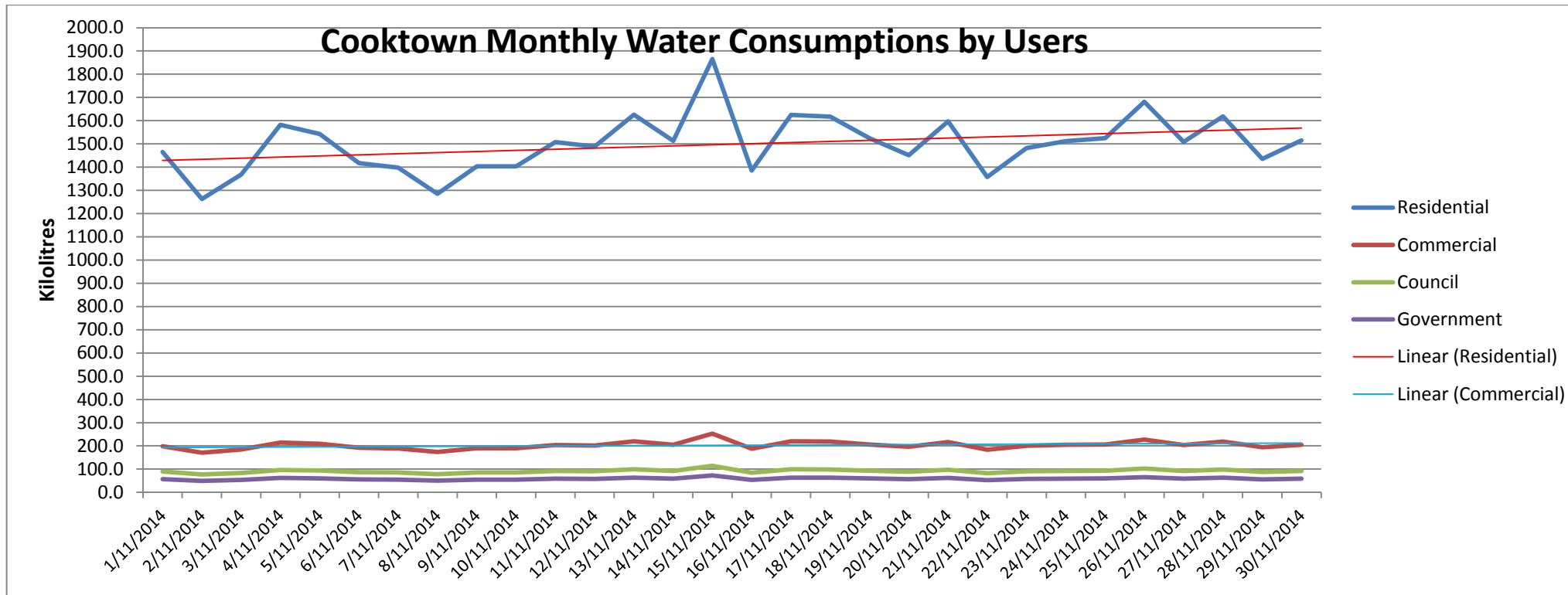
Date Range 01/11/2014 to 30/11/2014



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CSC Water Statistics

Date Range 01/11/2014 to 30/11/2014



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PLANNING AND ENVIRONMENT

BUILDING AND PLUMBING APPROVALS NOVEMBER 2014
<i>Report No. D14/14203 from Director Planning and Environment</i>

Application No:	Landowner	Builder	Value	Building	Street Address	Certifier
DA/3344	Penelope Evans	Andrew Davies	\$73,700	Carport Extension & Shed	31 Furneaux Street, Cooktown	Cook Shire Council
DA/3342	Nancy Keable	Mats Van Vliet	\$16,720	Reroof House	34 Helen Street, Cooktown	Cook Shire Council
DA/3352	P & F Inderbitzin & Sharprock Pty Ltd	MDF Industries Pty Ltd	\$37,657	Shed	12 Sesame Street, Lakeland	Cook Shire Council
DA/3351	Andrew Davies & Diana Spyker	Andrew Davies	\$11,000	Carport Extension	22 Adelaide Street, Cooktown	Cook Shire Council
DA/3353	P & F Inderbitzin & Sharprock Pty Ltd	MDF Industries Pty Ltd	\$42,189	Shed	7639-7641 Mulligan Highway, Lakeland	Cook Shire Council
DA/3359	L & R Collins Pty Ltd	Geste Pty Ltd trading as Tully Welding Works	\$751,100	Packing Shed	Peninsula Developmental Road, Lakeland	All Construction Approvals
DA/3350	Lynda Marshall	Owner	\$10,900	House extension & carport	591 Rossville Bloomfield Road, Rossville	Cook Shire Council

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DA/3355	Commonwealth of Australia (Air services Australia)	K & F Tesch Pty Ltd	\$20,000	Shed	Peninsula Developmental Road, Yarraden	Cook Shire Council
DA/3316	Jay & Katrina Houghton	Owner	\$10,000	House Renovations	54 Racecourse Road, Cooktown	Cook Shire Council
DA/3362	Stephen & Julie Ryle	Down to Earth Demolitions	\$40,000	Demolition of House	123 Railway Avenue, Cooktown	Cook Shire Council
DA/3358	Rio Tinto Aluminium Ltd	Ribshire Pty Ltd	\$600,000	Machinery Shed, Timing Tower, & Kiosk	Unnamed Road, Mapoon	GMA Certification Group

Total value of approvals this period: \$ **1,613,266.00**
Total value of approvals same period last year: \$ 2,292,240.00

**Total value of approvals to date
(Financial year 2014/2015):** \$ **14,540,772.48**
Total value of approvals to date same period last year: \$ 16,046,820.80

Plumbing Approvals for NOVEMBER 2014

DA Number	Owner	Plumber	Street and Number	Type of development
DA/3348	Andrew Wilson	R & C Lemon Gasfitter Plumber	56 Hope Street, Cooktown	Plumbing for new House
DA/3346	David & Michelle Barath	Steven Murray	102 Bloodwood Road, Bloomfield	Plumbing for new transportable House
DA/3358	Rio Tinto Aluminium Ltd	Rob Potter	Unnamed Road, Mapoon	Plumbing for new Kiosk Block

AGENDA AND BUSINESS PAPERS
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	MCU AND RECONFIGURATION DEVELOPMENT APPLICATIONS TO 30 NOVEMBER 2014
	<i>Report No. D14/14211 from Director Planning and Environment</i>

AGENDA AND BUSINESS PAPERS

DA/No	Applicant	Owner	Type of Application	Location	Current Status
<i>DA/2909</i>	COOK SHIRE COUNCIL	STATE LAND – COOK SHIRE COUNCIL AS TRUSTEE	<p>Material Change of Use – Outdoor Recreation – Impact Assessable</p> <p>Referral Agencies - 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 – 2 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 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

**AGENDA AND BUSINESS PAPERS
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					<ul style="list-style-type: none"> • Report to November Council meeting request review of application and submissions received. • Application withdrawn by applicant file closed. November 2014
<i>DA/3215</i>	DAMIEN CURR & BRIDGET ADAMS	DAMIEN CURR & BRIDGET ADAMS	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable</p> <p>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</p> <p>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 •

**AGENDA AND BUSINESS PAPERS
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<i>DA/3234</i>	COOK SHIRE COUNCIL	COOK SHIRE COUNCIL	<p>Material Change of Use for the purpose of - Public Utility (Office, Storage & Ancillary Facilities)</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 5 on Plan SP245598 – Council Depot – 33 Charlotte Street, Cooktown</p> <p>Zone – Community Use</p>	<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 •
<i>DA/3254</i>	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 condition , applicant proposes to withdraw request for negotiation - 17 September 2014 •

**AGENDA AND BUSINESS PAPERS
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DA/3265	AUSTRALIAN VOLUNTEER COASTGUARD ASSOC	AUSTRALIAN VOLUNTEER COASTGUARD ASSOC. COOKTOWN FLOTILLA	<p>Operational Works – Tidal Works for a Pontoon</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>TBA</p>	<p>Lot 4 CP889653 – SL 205871 – 31 Sherrin Esplanade, Cooktown</p> <p>Zone – Community Use</p>	<ul style="list-style-type: none"> • Application not yet valid – waiting on Owners Consent •
DA/3285	BANA YARRALJI BUBU INCORPORATED C/- AURECON AUSTRALASIA PTY LTD	JABALBINA YALANJU LAND TRUST TTE	<p>Material Change of Use – House and an Undefined Use (Cultural Healing Place with Commercial Aspects) and</p> <p>Reconfiguration of a Lot (for the purpose of a Lease) into 3 Lease are lots</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 7 on Plan SP189923 – Shiptons Flat Road, Rossville</p> <p>Zone - Conservation</p>	<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 • Applicant request an extension to the Referral Period in order to meet with Dept State Infrastructure & Planning (DSDIP) and the SARA section to negotiate referral triggers 17 Sept 2014 • Council extend Referral period to 14 Dec 2014, so applicant can negotiate 2 Oct 2014 • Applicant notify Council of Referral trigger removed by DSDIP SAR Agency 6 Nov 2014 • Applicant request further Amended Acknowledgement Notice with the Referral Agency removed from Notice 6 Nov 2014 • Council issue 2nd Amended Acknowledgment Notice 11 Nov 2014 •

**AGENDA AND BUSINESS PAPERS
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<p><i>DA/3289</i></p>	<p>GREG & JANA WHITTAKER</p>	<p>GREG & JANA WHITTAKER AND JADE AND ANN COX</p>	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Dept Agriculture, Fisheries & Forestry (DAFF) constructing or raising waterway barrier works</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 7 on Plan SP171565 – 55-60 Idress Drive, and Lot 8 on Plan SP162491 28 Idress Drive Cooktown</p> <p>Zone - Rural</p>	<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 • Applicant negotiate referral fees with SARA
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**AGENDA AND BUSINESS PAPERS
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<p><i>DA/3307</i></p>	<p>P & F INDERBITZIN AND SHARPROCK PTY LTD</p>	<p>P & F INDERBITZIN AND SHARPROCK PTY LTD TTE</p>	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable</p> <p>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</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 1 SP147286 – Mulligan Highway, Lakeland</p> <p>Zone - Rural</p>	<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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**AGENDA AND BUSINESS PAPERS
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<p><i>DA/3309</i></p>	<p>CHARLES FARRUGIA C/- PLANZ TOWN PLANNING</p>	<p>CHARLES FARRUGIA</p>	<p>Material Change of Use- Caravan 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 38 on Plan SP172667 – 412 Shiptons Flat Road, Rossville</p> <p>Zone - Rural</p>	<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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**AGENDA AND BUSINESS PAPERS
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<p><i>DA/3312</i></p>	<p>COOK SHIRE COUNCIL C/- REEL PLANNING PTY LTD</p>	<p>QLD GOVT DEPARTMENT OF NATURAL RESOURCES & MINES</p>	<p>Material Change of Use – Extractive Industry (sand extraction)</p> <p>Impact Assessable</p> <p>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</p> <p>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 • Applicant request extension of time for Public Notification to start 1 Oct 14 • Council grant extension of time to 13 Jan 2015 for Public Notification to commence • SARA referral response received 9 Oct 2014 •
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**AGENDA AND BUSINESS PAPERS
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<i>DA/3315</i>	T & P INDERBITZIN &LEVIN ENTERPRISES	T & P INDERBITZIN &LEVIN ENTERPRISES	<p>Operational Works – Construction of a Dam</p> <p>Code Assessable</p> <p>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</p> <p>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-lodgment 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 • Applicant request further extension of time to refer the application to SARA 28 Nov 2014 • Council grant extension for the applicant to refer the application to 31 March 2015 – 28 Nov 2014 •
<i>DA/3318</i>	BENJAMIN CROPP	BENJAMIN CROPP AND PRANEE JONES	<p>Operational Works – Prescribed Tidal Works (construction of a pontoon)</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>TBA</p>	<p>Lot 26 on Plan SP241624 – 38 Slaughter Yard Road, Marton</p> <p>Zone – Rural Residential</p>	<ul style="list-style-type: none"> • Application received 26 August 2014 • Application not valid – requires Owners Consent •

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<i>DA/3329</i>	LAMA LAMA LAND TRUST C/- GAVIN BASSANI	LAMA LAMA LAND TRUST TTE	<p>Material Change of Use – Caravan Park (Safari Camp)</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 13 on Plan SD21 – Unnamed Road, Coen</p> <p>Zone – Rural</p>	<ul style="list-style-type: none"> • Application received 15 September 2014 • Acknowledgement Notice issued 29 September 2014 • Council issue Information Request 15 October 2014 • Application has technically lapsed due to applicant not lodging application with the Referral Agency
<i>DA/3337</i>	THOMASON CONSTRUCTION S PTY LTD	COOKTOWN BOWLS CLUB	<p>Code Assessable Building Work assessable against a planning scheme (within the Townscape Character Overlay, Cook Shire Planning Scheme) – Shade Structure Cover over Bowling Green</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 1 on Plan C179109 – 129 Charlotte Street, Cooktown</p> <p>Zone – Open Space</p>	<ul style="list-style-type: none"> • Application received as valid – 25 September 2014 • Council issue Information request 16 Oct 2014 • Partial response to Information Request received 27 Nov 2014 •

**AGENDA AND BUSINESS PAPERS
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<p>DA/3343</p>	<p>FARLAW NO.10 PTY LTD – C/- PLANZ TOWN PLANNING PTY LTD</p>	<p>FARLAW NO.10 PTY LTD</p>	<p>Reconfiguration of a Lot - into three (3) lots</p> <p>Code Assessable</p> <p>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>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 133 on Plan BS135 – 133 Endeavour Valley Road, Cooktown</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 15 Oct 2014 • Acknowledgement Notice issued 23 Oct 2014 • Council issue Information Request 6 Nov 2014 •
<p>DA/3354</p>	<p>HUMPHRIES & FISK INVESTMENTS PTY LTD C/- U & I TOWN PLAN (RAMON SAMANES)</p>	<p>HUMPHRIES & FISK INVESTMENTS PTY LTD</p>	<p>Reconfiguration of a Lot – into two (2) lots</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 20 on Plan SP241616 – 152 Charlotte Street, Cooktown</p> <p>Zone - Business</p>	<ul style="list-style-type: none"> • Application received 10 November 2014 • Information Request issued 18 November 2014 • Applicant’s response to Info Request received 27 Nov 2014 •

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DA3356	MECHTHILD PEINE	RODNEY & CHRISTINE HENDERSON	<p>Material Change of Use – Dual Occupancy</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 519 on Plan SP241633 – 27A Helen Street, Cooktown</p> <p>Zone – Mixed Use</p>	<ul style="list-style-type: none"> • Application received as Valid 17 November 2014 • Acknowledgement Notice issued 20 November 2014 • No further Information required by Council 20 Nov 2014 • Amended Acknowledgement Notice issued 24 November 2014 • Public Notification commenced 27 November 2014 •
DA/3357	BENCHMARK SURVEY & DESIGN	L & MICHELLE VOHLAND	<p>Reconfiguration of a Lot into two (2) lots –</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p>	<p>Lot 217 on Plan RP881059 – Peninsula Developmental Road, Lakeland</p> <p>Zone – Village</p>	<ul style="list-style-type: none"> • Application received 13 November 2014 • Acknowledgement Notice issued 25 Nov 2014 •
DA/3361	U&I TOWN PLAN	TOSHGA PTY LTD	<p>Material Change of Use – Office</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) within 100m of a Main Road</p>	<p>Lot 11 on Plan SP248517 & common Property SP218131 / CTS39660</p> <p>Zone - Industry</p>	<ul style="list-style-type: none"> • Lodged 18 Nov 2014 - Not a valid application •

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<i>DA/3364</i>	TEON PTY LTD C/- INTERNATIONAL MARINA CONSULTANTS PTY LTD	TEON PTY LTD	<p>Operational Works for Prescribed Tidal Works – Pontoon</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) Maritime Safety – Op Works in Tidal Waters</p> <p>Dept Environment & Heritage Protection – Tidal works, Coastal Management District</p>	<p>Lot 1 on Plan CP889652 and Lot 1 on Plan SP174180 – 3 Webber Esplanade, Cooktown</p> <p>Zone – Community Use</p>	<ul style="list-style-type: none"> • Application received 20 November 2014 • Acknowledgement Notice issued 20 Nov 2014 • Applicant advice Referral of application lodged 21 Nov 2014 • Amended Acknowledgement Notice issued 24 Nov 2014 •
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ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

	ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES DIVISIONAL REPORT – NOVEMBER 2014	
	<i>Report No.<This will be ented by the Executive Assistant> from Economic Development and Community Services Director.</i>	

1. HUMAN RESOURCES

Staffing

Council’s Arts and Culture Officer commenced work on November 17 with the new Tourism and Events Officer starting on December 1.

The Media and Communications Officer position has been filled with the successful applicant commencing November 24.

2. GRANTS

Applications Submitted

- State Libraries of Queensland – Incubators of ideas, learning and innovation – Business Hub
- Office of Liquor and Gaming Regulation – Community Benefit Fund – Lakeland Recreational Park Fence

Applications Successful

- Department of Local Government, Community Recovery and Resilience (DLGCRR) - GraffitiSTOP Clean Up Program – CCTV cameras at the Cooktown Waterfront Activity Precinct, Wharf and Events Centre
- Department of Premier and Cabinet – Anzac Centenary Grant Program – Grassy Hill Dawn Service, Time Capsule Opening and Walkathon

Applications Unsuccessful

- Department of National Parks, Recreation, Sport and Racing – Get Playing – Coen Sporting Amenities

Applications Outstanding

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- Department of National Parks, Recreation, Sport and Racing – Get Playing Plus – Lakeland Recreational Park
- Department of State Development, Infrastructure and Planning (DSDIP) – Royalties for the Regions (Round Four) – Cooktown Reservoir
- Education Queensland – Smart School Subsidy – Shade Sail for Cooktown Pool

Current Funding Available

- State Libraries of Queensland – Incubators of ideas, learning and innovation
- Department of Veterans’ Affairs – Saluting Their Service Commemorations Grants
- Department of Infrastructure and Regional Development – National Stronger Regions Fund
- Department of Justice and Attorney-General – Gambling Community Benefit Fund
- Department of Transport and Main Roads - Community Road Safety Grants
- 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

- DLGCRR signed Sub-Agreement – GraffitiSTOP Clean Up Program

3. ARTS AND CULTURE

Work has begun on completing strategic initiatives including a public art audit of Cook Shire and public art concept development for the Cooktown Foreshore and Webber Esplanade Revitalisation.

Consultation is now open on what kind of public artwork the community would like to see, as well as seeking proposals from interested artists in designing and constructing the artwork. A market stall is planned for Saturday December 13 in Cooktown with Council staff and RADF committee members present.

4. COMMUNITY DEVELOPMENT

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Lakeland

Council's CEO, Executive Services Project Officer and Grants Officer attended the Lakeland Progress Association meeting on November 4. The following matters were discussed:

- Lakeland Recreational Park
 - Request for camp draft arena to be included pending available space
 - Spelling area not endorsed; preference for Laura Rodeo Grounds
 - Fencing required for park; application submitted to the Gambling Benefit Fund
- Water
 - Underground water discovered potential to alleviate water issues
 - Request for water testing
- Signage
 - Request for signage to be replaced and look at an entry statement

Coen

Four ED & CS team members will be attending the last Coen Advisory Committee meeting of the year on December 8. Many issues have been raised over the last 12 months with actions dealt with by both Council officers and community members. Feedback from the community on matters dealt with so far has been generally positive and we look forward to continuing to work with the Advisory Committee in 2015.

Minutes from the upcoming meeting will be reported at the January 2015 Council meeting.

5. MEDIA, MARKETING and COMMUNICATIONS

Cook Shire Website

Final copywriting has been received. Content upload to the new CMS system will commence early December.

Social Media

Insights for Council's official Facebook page, Cook Shire Connect, as of December 8, 2014

- Total 'likes' – 1,355 (up 16 since last month) and an average post reach of 525, compared to an average of 259 last month.
- The most popular post by Council was "Important road update..." posted on December 4, regarding the closure of Jensen's Crossing Bridge. It reached more than 1100 people, and garnered 11 likes, 12 shares and two comments.

Insights for Council's official Twitter account, @CookShire, as of December 8, 2014

- Council's page has a steadily growing group of followers – now at 116, an increase of 14 from last month.

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- 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.
- Shadow Finance Minister Tony Burke recently favourite @CookShire's Tweet regarding White Ribbon Day in Cooktown (an anti domestic violence event).

Marketing Strategy

A final version of Council's three-year Marketing Strategy has been received, with still some slight changes to document formatting and Council branding yet to be applied by the contractor. The strategy document will be ready for adoption at the January 2015 Council meeting.

Cook Shire Council Local Laws Consultation

Council recently revised its Local Laws and opened the draft documents for a 28-day consultation period, starting on Friday November 7. In addition to local advertising, Council held public information sessions to discuss the revised Local Laws in Bloomfield, Lakeland, Cooktown and Coen. This consultation was lead by Planning and Environment.

6. EVENTS and FESTIVALS

Christmas in Cook Shire

Numbers were up by almost 100 at the annual Council-run Breakfast with Santa event, held on December 7 at the Cooktown Pool. Council continues to promote Christmas events through social media, the Cooktown Local News and posters.

Get Ready Cooktown – Disaster Awareness Event

Over 150 people attended the November 15 event, at the Cooktown PCYC Events Centre, where Council had a stall promoting disaster awareness and preparation, asbestos awareness month and general Council information. There was good interaction at Council's stall, with a large number of entries in the prize draw of disaster preparation packs.

Upcoming Events and Date Claimers

- December 14 Carols by Candlelight
- December 18 Mayoral Awards and staff Christmas break up lunch
- Dec 18 – Jan 11 Council depot and outdoor works closed for the Christmas / New Year period
- Dec 25 – Jan 4 Council's main office closed for the Christmas / New Year period
- January 19 – 21 Council meeting
- January 26 Australia Day

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7. ECONOMIC DEVELOPMENT

Meetings and Workshops

- Cooktown Chamber of Commerce and Tourism
- Cooktown Marlin Classic
- Queensland Touring Route Forum, Brisbane
- Dive into Digital workshop, “How to create a website for free”, Nature’s Powerhouse
- Tourism Tropical North Queensland Tourism Awards
- Meeting with Minister for Tourism, Jann Stuckey

Housing Development Forum

An increase in property sales and interest has been noted by local real estate agents around town since the Housing Development Forum which is positive for the level of confidence among investors.

A report will be sent to all attendees and will be posted to the Cook Shire Council website by the end of December.

Economic Indicators

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

<i>Data current as at December 2014</i>		
Unemployment	12.43%	<i>June 30, 2014</i>
Est. Residential Population	4,393	<i>June 30, 2013</i>
Population Growth	+ 1.85%	<i>June 30, 2013</i>
Labour Force	1,586	<i>June 30, 2011</i>

Cook Shire Solar Project

The Cook Shire Solar Project did not proceed to the December 4 ARENA board meeting. Discussions with the ARENA panel continue.

A letter was sent stating Council’s potential in-kind support if the Project goes ahead, which could be anywhere from \$100,000 to \$200,000. In the New Year contact will be made to seek an update from the proponents.

Airport Development

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Interest on the land opportunity at the eastern side of the Cooktown Airport was advertised in the Cooktown Local News and Cairns Post, with a closing date of December 8. Known aviation businesses in the region were also contacted and informed of this offer.

National Broadband Network

NBN Co. announced a new rollout plan revealing Cooktown is set to receive the National Broadband Network (NBN) by June 2016. The technology deployed in these communities may change depending on a number of factors once the construction planning stage has been finalised.

NBN Co intends to update the forward plan every three months to provide further clarity on the detail of its construction schedule ahead of the rollout activity set to occur in the upcoming quarter. Access to fast broadband can provide a range of benefits for homes and businesses such as improved opportunities to work from home, better access to online education and health care tools and more options for on-demand entertainment. Cooktown is included in the Far North QLD region which incorporates Atherton, Babinda, Cairns, Innisfail, Mareeba, Ravenshoe, Tully, Edge Hill, Edmonton, Freshwater, Gordonvale, Mission Beach and Port Douglas.

A representative will be visiting Cooktown to present at the Cooktown and Cape York Business Conference in March 2015 about the significant economic impact this will have to businesses in the Shire.

Signage Project

The Signage Project review is currently in draft and plans are already underway to audit the Scenic Rim walking trail and several 'Welcome To' signs around the Shire.

ED & CS Officers will walk and drive the various tourist trails to document existing signage and identify potential locations for new signs where required. Feedback from local operators and the Cooktown Chamber of Commerce will also be sought.

Cape York Regional Training Centre

Discussions are currently underway with the Cooktown Employment and Training Sub-Committee of the Cooktown District Interagency Group, to support a Cape York Regional Training Centre. This concept has been discussed with Central Queensland University whom support all components of education including university, TAFE and apprenticeships.

2015 Cooktown and Cape York Business Conference

The 2015 Cooktown and Cape York Business Conference will be held on Friday March 27 at the PCYC Cooktown Events Centre. Three tiered sponsorship packages have been constructed and are being sent to targeted companies who may be interested in supporting the Conference and taking advantage of the generous opportunity to be part of this annual business event.

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Keynote speakers are currently being confirmed, with NRL legend and LGAQ Ambassador Shane Webcke among those to present in 2015.

8. TOURISM

Tourism Tropical North QLD accreditation program

TTNQ have released an accreditation program which thoroughly examines a variety of tourism industry related scenarios ranging from customer service through to workplace health and safety.

Both the Economic Development Officer and Tourism and Events Officer have completed this program and will be compiling a series of questions and scenarios which are related to the tourism industry in Cook Shire and Cape York.

It is envisioned that an accreditation program could be tailor made to be utilised by businesses to promote to their staff who have limited or no experience in giving detailed and correct information regarding tourism products or referrals.

It is expected that this program will be launched at the 2015 Cooktown and Cape York Business Conference.

‘Welcome to Cooktown’ A3 tear off map

A review is being conducted to update the popular ‘Welcome to Cooktown’ A3 map that is available for tourists at most local businesses in Cooktown. The regional map showing the loop roads surrounding Cooktown will remain mostly the same however the town map will be enhanced significantly and will incorporate a zoomed in focus on Charlotte Street to allow for clearer interpretation of historical markers and important businesses eg. Post Office, banks etc.

An overall review of streets and roads will take place to ensure accuracy and any outstanding recommendations will be addressed. This is expected to be completed and printed in time for the 2015 tourist season. All existed versions of the maps will be removed from premises and replaced with the new maps.

Adelaide Street Rest Area

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

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Number of permits issued for 2014

Month	One-night permit	Two-night permit	2014 Running Total	2013 Running Total
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	4	12	547	606
November	Rest Area closed for season		547	612
December				613

Adelaide Street Rest Area – 2014 results

The number of overall permits issued has decreased for this year, however 547 is still a good outcome considering the Rest Area is still a trial for another 12 months. During the month of July there were issues surrounding the Local Laws policy which saw permits issued without charging the \$5 fee per vehicle, per night. Instead, tourists were encouraged to register with Council and provide basic information regarding the type of vehicle they were travelling in. This was still a positive way to interact with tourists by visiting the Council administration building and communicating key messages.

Below is a summary of the results from this year's trial, from 202 survey's returned (36%)

- 37% had not visited Cooktown and 33% would not have visited if it weren't for the Rest Area
- The Lions Den Hotel and campgrounds is the second most popular place to stay after leaving the Rest Area, with the highest number choosing to stay at Mt Molloy afterwards.
- Total economic spend on a variety of businesses was \$61, 569.32. (This does not include the \$13,500 spent during the RV Event held July 31 – August 4).

Feedback from the surveys indicate need for improvements to the existing facilities and perhaps an extension from 48 hours to 72 hours, as it can take up to four hours to arrive in Cooktown from their previous nights' stay.

- *“The council's initiative for free parking was much appreciated and encouraged us to stay longer than planned”. Sandra and Len, Queensland*
- *“Traffic calming devices (speed bumps), on the dirt road, might deter the maniac drivers”. Jenny and Rob, Queensland*
- *“Thank you Cooktown for supplying this rest area. If not for that I certainly would not be staying a length of time”. Nathan, Victoria*

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- *“It would be fantastic to have spaces allocated to a vehicle. So if we move the motorhome to see some sites we know that our spot won't be taken”. Chris, Western Australia*
- *“Compliments on providing this facility. Suggest more rubbish bins. A better hose on dump point. Toilet facilities could be upgraded. Many RV travellers cannot afford to use caravan parks; this overnight area is greatly appreciated and is already on the grapevine”. M., Queensland*
- *“Thank you for providing such a great 48 hour camping area. The location to town was perfect. We walked all of the lovely walking trails which were very well marked. Loved all of the local history. Had day trips to Endeavour and Isabella Falls. If this area wasn't provided we probably would have only come for a day trip. Look forward to returning to see the waterfront redevelopment”. T., Tasmania*

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	No data available	2660
November	618	
December		332
Total for year	14,082	23,519

James Cook Museum Statistics

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	2,778	2,840
October	1,881	1,814
November	710	817
December		784
Total	20,512	24,036

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Nature's Powerhouse / Visitor Information Centre

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	1,570	824
October	1,071	498
November	436	358
December		281
Total	12,304	16,032

Functions

- 12 November - the VSJ Association held its AGM at Nature's PowerHouse and enjoyed an afternoon tea served on the veranda.
- 20 November - Nature's PowerHouse hosted a music concert organised by Ms Kathy Lawfer, with great children singing, playing and acting performances, followed by a BBQ Dinner.
- 28 November - the Cooktown Chamber of Commerce and Tourism had their monthly dinner meeting at Nature's Power House and enjoyed a BBQ Dinner Buffet on the veranda.

Café

Current opening hours:

- Tuesday to Friday: 9.30am to 3.30pm
- Saturday to Sunday: 11.00am to 2.30pm
- Closed Mondays

Advertising

Nature's Powerhouse has booked advertising in both 2015 Cape York & Cooktown and Explore Cooktown visitor guides, in the 2015 Cooktown Business and Community Directory as well as in the Local News and posted ads on its Facebook pages.

9. LIBRARY UPDATE

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Cooktown

- The State Library of Queensland will introduce a Kids Only card early in the New Year in an effort to stimulate a greater interest in reading and libraries. They have approached school principals and child care centre's and hope to work collaboratively with both to promote the card.
- Both borrowings and reservation of external items were down in November.

Bloomfield

- A change to the Bloomfield library days has been proposed with a decision made in early January. Library usage has been slow with borrowings down.

Coen

- There appears to be some error in the Aurora library program for Coen as no statistical data was available for November.

Library Statistics – November 2014

Library	Membership Adults, Junior Instt & Temp	- Loans	Internet Usage	October Reservations
Cooktown	A 815, J 93, Inst. 3	1877	590 vouchers issued	193
Bloomfield	A82, J9 , Inst. 1	197	?	46
Coen	A 17, J 5			0

10. 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	1532	1281								4438
Swim 4 Your Life	21	42	28	77	67								235
Aqua Aerobics	16	5	15	59	58								153
Private Lessons	0	0	0	0	14								14
School Lessons	0	0	0	0	0								0
Swim Club	0	0	0	0	0								0
Alternate Care	0	0	20	65	59								144
Underwater Hockey	43	47	24	40	49								203
Total	543	555	788	1773	1528	0	0	0	0	0	0	0	5187

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2013/14	<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	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

Staff Training

- Two new casual staff members were registered with Austswim and travelled to Cairns to complete their Swimming Teacher course. The 20 volunteer hours each are required to undertake to obtain their qualification will be completed by January 2015.
- Other pool staff members have completed first aid training and Lifeguard refresher training.

Maintenance

- November 13 - Q build inspection (see over page)
- Kiosk and storage room doors have been re-hinged on the outside which has provided more usable space and better access to fuse boxes.

MAINTENANCE ASSESSMENT - CLOSING INTERVIEW

Actioned by e.g: PP - Pool Programme, P1 - WH&S or SM - School Maintenance.

COMPLEX NAME: COOKTOWN SIS COMPLEX W/C: _____ FORM **A** PAGE 2

CLIENT REPRESENTATIVE: _____ DATE: 13-11-14

QBUILD REPRESENTATIVE: _____ TIME: _____

CLOSING INTERVIEW	Actioned by:
COMMENTS:	
① POOL PAINT FADED - REPAINT POOL	PP
② ACCESS TO MAIN SWITCHBOARD UNSAFE - CHANGE DOOR TO SWING OUT	P1
③ IRRIGATION PUMP FAULTY - REPLACE IRRIGATION PUMP + CHECK SYSTEM - HAS NOT BEEN USED FOR A LONG TIME	PP
④ LADDER AT DEEP END TO HIGH - LENGTHEN LADDER SAME AS OTHER LADDER	PP
⑤ MAIN PUMP CIRCUIT BREAKER NOT SAFE - DOESN'T MOUNT IN BOARD - REPLACE (Kills out)	P1
⑥ INSTALL ISOLATION SWITCH ON MAIN PUMP	PP
⑦ SHADE STRUCTURE MISSING - REPLACE SHADE CLOTH + STEPS	PP?

CLIENT REPRESENTATIVE - NAME & SIGNATURE: Michelle Gray
 QBUILD REPRESENTATIVE - NAME & SIGNATURE: JAMIE HOLLIES
 IETA Form A P1 and Closing Meeting Ver 3 2005-2007.xls VERSION 4 - 14/05/07

11. S
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January 30, 2015. New rents are based on 25% basic pension.

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- Tenants signed Department of Human Services (Centrelink) 'Authorisation form Multiple consent and authority' - Electronic Verification of Rent (EVoR) consenting to access Centrelink Income Statements, Centrepay Deduction & Rent Assistance by CS. Valid for five (5) years. The authority does not apply to Department of Veterans' Affairs.
- Cooktown RSL Sub Branch notified Cook Shire of their intention to install split system air-conditioners in five (5) Coral Sea Units. Cook Shire has in place an Agreement for Improvement to Council Owned Property, which will indemnify Council from any claim relating to, or arising from, the works and/or the improvement.

Unit 4A May Street:

- Property vacant from October 27, 2014 (37 days) while awaiting housing selection.

Unit 6A May Street:

- Successful tenancy pending.

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CORPORATE SERVICES

FINANCE

FINANCE STATUS NOVEMBER 2014	
<i>Report No.D14/14175 from Director Corporate Services</i>	

Accounts Payable – November 2014

Cheques issued	31	Value	\$ 112,684.65
EFTs paid	373	Value	\$ 8,849,929.94
Cancelled EFT	0	Value	\$ (2337.80)
Cancelled Cheques	0	Value	\$ 0.00
Total Expenditure			\$ 8,960,276.79

Accounts Receivable – November 2014

Invoices Issued	134	Value	\$ 11,260,863.69
Credits Notes	34	Value	\$(10,000,798.48)
Aged Balances	Current		\$ 3,009,610.20
	30 Days		\$ 484,007.60
	60 Days		\$ 531,336.85
	90 Days		\$ 13,247.03
	90+ Days		\$ 265,981.59
Total Outstanding			\$ 4,304,183.27
Letters of Demand	1		

Wharfage Report November 2014

Vessel	Days at Wharf	
Southern Venture II	4	
Holothurian	2	
Arafura Queen	8	
Reef Magic	1	No Charge
Sonja M	1	No Charge only on wharf a very short time
Unloads		
Vessel	Unload to	Unloaded
Southern Venture II	Seafresh	Live Trout
Arafura Queen	<i>Aqua Cairns</i>	Live Trout

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Rates Report –
November 2014

<u>R1 - Property Transfers</u> When properties are sold change of ownership details are recorded by Council	Month	Number of Transfers	Comments: 5 Vacant, 1 Dwelling in Cooktown 1 Dwelling, 5 Commercial/Farming outside Cooktown
	Oct	21	
	Nov	12	

<u>R2 - Change of Addresses</u> When ratepayers change their address details are recorded by Council	Month	Number of COAs
	Oct	9
	Nov	5

<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
	Oct	12
	Nov	4

<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
	Oct	7	1
	Nov	14	1

<u>R5 - Valuation Changes</u>	Month	Number of Valuation Changes
	Oct	1
	Nov	9

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<u>R6 - Letters Sent</u>	Month	Number of General Enquiry Letters
	Oct Nov	

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Debt
Recovery
Report
No.

D1 - Rates Debt Outstanding **Run the crystal trial balance report and go to the second last page for figures**	Details	Statistics							
	Month	Balance BF	Levied	Less Payments (includes prepayments)	Less Rebates	Interest	Discount Taken	Adjustment	Total Outstanding
	October	713,241.02	3,554,965.16	-3,154,587.18	42,721.60	30,886.03	-143,404.11	-7684.96	950,694.36
	November	713,241.02	3,554,965.16	-3,303,093.99	42,721.60	39,081.49	-143,606.20	-7,746.32	810,119.56

Number of Assessments by Category	Residential	Commercial	Rural	Extractive	Other
October	119	25	23	54	72
November	96	17	23	43	64

Number of Assessments by Years	Current	1 Year	2 Years	3 Years	Greater than 3 years
October	174	79	25	6	9
November	135	70	24	5	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- \$20,000.00	Greater than \$20,000.00
October	72	67	110	24	11	9
November	62	53	89	22	9	8

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<u>D2 - Letters Sent</u>	Month	Rates Reminders	Final Demands	Legal Letters
	October		273	
	November			

<u>D3 - Payment Arrangements</u>	Month	Arrangements	Debt Collectors	Sale of Arrears
	October	36	7	9
	November	31	136	9

Grant update November 2014		
FUNDING BODY		
		Amount
Grant Monies Received November 2014	REASON	Received
Queensland Reconstruction Authority	Cyclone Fletcher 2014	\$7,266,860.79
Dept Local Government, Community Recovery & Resilience	FAG - Roads	\$375,332.00
Dept Local Government, Community Recovery & Resilience	FAG - General	\$1,758,356.25
Queensland Reconstruction Authority	Cyclone Oswald 2013	\$122,877.19
	Total Received	\$9,523,426.23
Grant Monies Outstanding as at 30 November 2014		
Cape York Natural Resource Management Ltd	Strategic Pest Management 2013/2014 (3rd p'ment of contract)	\$70,400.00
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	\$533.00
Department Transport & Main Roads	ATSI TIDS - Bloomfield Rd	\$968,129.80
	Total outstanding	\$1,074,262.80

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<p>Note: ANNUAL SUBSIDY/GRANTS Dept Community Safety - Emergency Management Queensland</p>	<p><i>Annual Local Government Subsidy (Yearly Payment)</i></p> <p style="text-align: right;">+/- \$22,000.00</p>
<p>Dept of Local Government Community Recovery & Resilience</p> <p style="text-align: right;"><i>FAG - Roads FAG - General</i></p>	<p><i>(2014/2015 paid by quarterly instalments)</i></p> <p><i>Identified Road Grant - \$1,501,328</i></p> <p><i>General Purpose Grant - \$7,033,425</i></p> <p style="text-align: right;">\$8,534,753.00</p>
<p>State Library of Queensland</p>	<p><i>Library Resources (Yearly Payment)</i></p> <p style="text-align: right;">\$1,986.00</p>
<p>Dept Local Government & Planning</p>	<p><i>Show Societies Grant (Yearly Payment)</i></p> <p style="text-align: right;">\$5,500.00</p>
<p>Department of Infrastructure & Transport</p> <p style="text-align: right;"><i>Roads to Recovery over 4 year period ATSI TIDS - dependant on Projects acceptance</i></p>	<p><i>2014-2015 (per year for the next 4 years)</i></p> <p style="text-align: right;">\$995,000.00</p> <p><i>2014-2015 - Streetscape</i></p> <p style="text-align: right;">\$650,000.00</p>

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COMMITTEE OF THE WHOLE