



Cook Shire
COUNCIL

NOTICE OF MEETING

AN ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOK will be held at the Coen Community Hall, 28 Regent Street, Coen on the, Monday 19 October 2015

1:00pm. Ordinary Meeting commences – open to the public.

Timothy Cronin
Chief Executive Officer

AGENDA AND BUSINESS PAPERS
19, 20, 21 October 2015

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ATTENDANCE:

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

MEETING OPENED

The Mayor, Cr PH Scott declared the meeting open at

APOLOGIES:

Cr A Wilson

NOTICE OF BEREAVEMENT:

Advice has been received of the passing of Milton Fiske, Robyn Veitch.

As a mark of respect one minute silence was observed.

CONFIRMATION OF MINUTES

	CONFIRMATION OF MINUTES OF SPECIAL MEETING
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That the minutes of the Ordinary Meeting of 17 September 2015 be confirmed subject to the following amendments

CONFIRMATION OF MINUTES

	CONFIRMATION OF MINUTES OF ORDINARY MEETING
--	--

That the minutes of the Ordinary Meeting of 21 – 23 September 2015 be confirmed subject to the following amendments

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Page/Reso #	Correction
2	Addition of apologies from the Chief Executive Officer Tim Cronin.

BUSINESS ARISING:

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PLANNING AND ENVIRONMENT

PE1	REQUEST TO EXTEND CURRENCY PERIOD FOR DEVELOPMENT PERMIT DA/2150 – RECONFIGURATION OF LOT 12 ON PLAN C17953 INTO THREE (3) LOTS	
	<i>Report No.AD2015/0003645 from Senior Town Planning Officer</i>	

Précis

Applicant:	Linda Rowe
Owner:	Linda Rowe
Location:	21 Racecourse Road, Cooktown QLD 4895
R.P.D:	Lot 12 on Plan C17953
Area:	2.02 hectares
Zone:	Rural Residential
Proposed Use:	Rural Residential
Use Classification:	Reconfiguration into three (3) lots
Referral Agencies:	Department of Main Roads Department of Natural Resources & Water (above agencies are now under SARA)

Report

A request has been made to Council under section 383 (1)(b) of the *Sustainable Planning Act 2009*, for a four (4) year extension until the 19th February 2020 to the currency period for Development Permit DA/2150, Reconfiguration of Lot 12 on Plan C17953 into three (3) lots. The Decision Notice for DA/2150 was issued on the 19th February 2008 (see Appendix ‘A’)

The applicant has advised that they are requesting the extension of time because:

“Circumstances outside the applicant’s control including the downturn of the residential market have contributed to the inability of our client to release the land for sale within the life of the approval.”

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Substantial works have been completed on Lot 12 as per Conditions 10, 11 and 14 of Development Permit DA/2150; these Conditions include the Headworks contributions for water and parks.

Section 388(1) of *the Sustainable Planning Act 2009* states what the assessment manager must take into account in deciding a request for an extension of a development permit:

388(1) In deciding a request under section 383, the assessment manager must only 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 infrastructures 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 views of any concurrence agency for the approval given under section 385.*

Council has received advice from the Department of Infrastructure, Local Government and Planning (SARA) on behalf of the referral agencies, stating that they have no objection to the proposed extension of time.

Council officers support an extension to the currency period for DA/2150, but given that the original approval was February 2008, and a new Planning Scheme will in all likelihood be gazetted within the next six (6) months, it is recommended that the currency period be extended for a period of two (2) years until the 19th February 2018. The applicant will be able to lodge a further application for an extension to the currency period at that time.

Recommendation

That Council grants a further two (2) year extension to the currency period of the Development Permit for DA/2150, Reconfiguration of Lot 12 on Plan C17953 into three (3) lots, until the 19th February 2018.

Appendix 'A'

Enquiries: Mr John Harrison
Our ref: JH:lm:DA/2150
Your ref: ROW-0191

- (1) 19th February 2008
- (2)

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(3)
(4)

DECISION NOTICE FOR
DEVELOPMENT APPLICATION DA/2150
LOT 12 ON PLAN C17953, PARISH COOK COUNTY BANKS

Proposal: *Reconfiguration one (1) lot into three (3) lots.*

Reconfiguration

Real Property Description: Lot 12 on Plan C17953

19th February 2008

Referral Agencies: **Yes**

Concurrence: Department of Natural Resources & Water
PO Box 937
CAIRNS QLD 4870
Attention: Mr Graeme Masterman Senior
Project Officer

Concurrence: Department of Main Roads
PO Box 6185
CAIRNS QLD 4870
Attention: Mr Malcolm Hardy

Approved subject to the Conditions below

Development Permit

Does the Decision conflict with a relevant Planning Instrument:

No

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Properly made Submissions made about the Application:

Not applicable

Further Development Permits required:

Operational permits will be required from the Department of Main Roads before access driveways are constructed, as per Condition 2 of the Department of Main Roads Conditions of approval (Appendix A).

Codes to comply with for Self Assessable Development:

A. ASSESSMENT MANAGER (COUNCIL) CONDITIONS:

Approved Plans

1. The development must be carried out generally in accordance with proposal plan No. 07-049-SK01. Revision (B) and documentation submitted with the application and in response to Council's Information Request, except for any variations required to comply with the Conditions of this approval.

Access

2. The development must take access from Racecourse Road (See Department of Main Roads Concurrence Agency Response). Additionally the applicant must construct a three (3) metre wide bitumen sealed access driveway between the existing bitumen pavement and the property boundary of proposed Lot 121 located as per the above Main Roads requirement. Construction must be in accordance with the Department of Main Roads "Road Planning and Design Manual" and current Department of Main Roads standards.

Footpaths

3. The footpath/nature strip along the Racecourse Road frontage of the development site must be formed and grassed and left in a condition easily mowed.

Effluent Disposal

4. Any application for wastewater treatment and disposal must include details of the proposed wastewater disposal systems and calculations demonstrating compliance with the Queensland Plumbing and Wastewater Code as AS/NZS 1547:2000 – "On-site domestic wastewater management".

Services Relocation

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5. All services (Water supply, electricity and telecommunications) to the existing dwelling located on proposed Lot 121 must be relocated to be totally contained within proposed Lot 121.

Water Supply

6. The development must be connected to the Cooktown reticulated water supply at full cost to the applicant.
7. All proposed lots must have a separate metered water connection.
8. Any existing cross boundary water infrastructure must be disconnected prior to Council endorsement of the Plan of Survey.
9. All requirements for water reticulation design shall be undertaken as per FNQROC Development Manual D6 Operational Works Design Guidelines “Water Reticulation”. All requirements for water reticulation and construction requirements shall be undertaken as per FNQROC Development Manual s5 Operational Works Specification “Water Reticulation”.

Water Headworks

10. A water supply headworks charge must be paid prior to Council endorsement of the Plan of Survey. The water supply headworks charge is payable in accordance with Council’s Planning Scheme Policy 5.1.2 Water Supply, Sewerage Headworks and Works External Charges Planning Scheme Policy, at the rate applicable at the time of payment, currently assessed at \$3056.00 being for two (2) additional equivalent domestic connections.

Park Contribution

11. Payment of a monetary contribution in lieu of provision of land for public open space, in accordance with Cook Shire’s Public Open Space Planning Scheme Policy is required at the rate applicable at the time of payment, currently assessed at one thousand five hundred dollars (\$1,500.00) being for the two (2) additional allotments. Payment of the above public open space contribution must be received by Council prior to Council endorsement of the Plan of Survey.

Fire Management

12. The development must be maintained at all times to a standard so as not to create a fire hazard.

Stormwater Drainage

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

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Drainage Easement

14. The significant drainage line (gully) located through the eastern section of the site must be contained within a drainage easement. The easement is to be from the top high bank to top high bank.

Slope and Erosion Protection

15. All native vegetation in areas that have a slope in excess of 30%, are highly erosion prone, are unstable or are intermittent water courses must be retained.

Electricity Supply

16. The development must be connected to the reticulated electricity supply. Written evidence must be provided to Council from the relevant electricity authority advising that electricity can be made available to the proposed lots, prior to Council endorsement of the Plan of Survey.

Telecommunication Supply

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

Public Utilities

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

Compliance

19. All relevant Conditions of this Development Permit are to be complied with prior to the Plan of Survey being submitted to Council for signing and sealing.

Outstanding Charges

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

Signing and Sealing

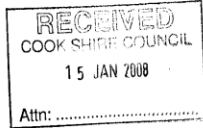
21. The Reconfiguration of a lot Approval authorised by this Development Permit must be completed and the Plan of Survey submitted to Council for endorsement within four (4) years from the commencement of this approval or this approval will lapse.

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B. CONCURRENCE AGENCY (DEPARTMENT OF MAIN ROADS)
CONDITIONS – (APPENDIX ‘A’):

See attached Concurrence Agency response with amended Conditions from the Department of Main Roads dated 11th January 2008.

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11 January 2008

Mr Stephen Wilton
Chief Executive Officer
Cook Shire Council
PO Box 3
Cooktown Qld 4895

Department of Main Roads

A Action Required	CEO	Building
	Mgr Corp Serv	Rates
	Mgr Plan & Env	EHO/ACO
I Info Only	Mgr Eng Serv	
	Comm Serv Mgr	
	Finance	Council
	Planning	

Dear Mr Wilton

Cook Shire : Mulligan Highway (Racecourse Road)
Situated at 21 Racecourse Road, Cooktown
Lot 12 on C 17953, Parish of Cook
Linda Rowe
Proposed Reconfiguration of Lot (2 Additional Allotments) Application
Notification of Changed Conditions of Development (DMR as Referral Agency)

I refer to:

- the above application received at the Department 8 November 2007 requesting consideration of the above development,
- the Department's letter of conditions of development of 19 November 2007,
- written representation from the applicant's consultant received at the Department 27 November 2007 requesting the deletion of condition 3,
- the Department's letter of retained conditions of development of 24 December 2007, and
- written representation from the applicant's consultant received at the Department 11 January 2008 requesting the deletion of condition 3.

The Department is able to meet the request.

In accordance with section 3.3.17 of the *Integrated Planning Act 1997*, the Queensland Department of Main Roads, as a Concurrence Agency, has reviewed the impact of the proposed development on the State-controlled road network and requires that Council include the following amended conditions of development for the subject application.

A. AMENDED CONDITIONS OF DEVELOPMENT

1. Permitted Road Access Location

- (i) Access between the Mulligan Highway (Racecourse Road) and the proposed Lot 121 shall be via the existing access located about 15m from the northern side boundary only.

North Queensland Region
Peninsula District
PO Box 6185
CAIRNS Queensland 4870
ABN 57 836 727 711

Our ref 37/91A/102(1661)
Your ref DA/2150
Enquiries MALCOLM HARDY
Telephone +61 7 4050 5511
Facsimile +61 7 4050 5438

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- (ii) Access between the Mulligan Highway (Racecourse Road) and the proposed Lots 122 and 123 shall be via a shared access at the common side boundary, located about 63m from the northern side boundary only.
- (iii) No additional direct access between Racecourse Road and the proposed allotments is permitted.

2. Road Access Works

- (i) Road access works at the permitted road access location shared for the proposed Lots 122 and 123 are required and shall be constructed in accordance with:
 - the Department of Main Roads *Road Planning and Design Manual*, and
 - current Department of Main Roads standards.

A recent site inspection indicates the required access works require the provision of:

- a bitumen driveway from the Racecourse Road bitumen to the property frontage, of minimum 6m width at the property frontage, and
 - guide posts either side of the access driveway.
- (ii) The landowner/ applicant shall write to the Cairns office of the Department of Main Roads to obtain the necessary plans, forms and approvals for road access works prior to commencing works within the State-controlled road reserve (i.e. Racecourse Road).
 - (iii) All required road access works shall be completed to the satisfaction of the Director-General of the Department of Main Roads prior to the landowner/ applicant requesting Council to approve and date the plan of survey of the subject land.

Reasons

The reasons and information used in the setting of conditions detailed above include:

- Department of Main Roads Access Policy,
- Department of Main Roads Involvement in Development Applications Referrals and Assessment Guide, and
- Cook Shire Planning Scheme.

B. GENERAL DISCUSSION

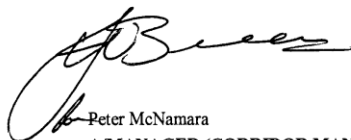
Council is requested to reflect the above conditions on its Rates Record, to ensure that the planning intentions of the conditions are secured.

This Department would appreciate a copy of Council's decision notice regarding the application.

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A copy of this letter has been sent to the applicant.

Yours sincerely



Peter McNamara
A/MANAGER (CORRIDOR MANAGEMENT) PENINSULA

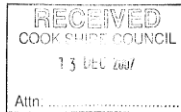
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C. CONCURRENCE AGENCY (DEPARTMENT OF NATURAL RESOURCES & WATER) RESPONSE (APPENDIX B)

See attached Concurrence Agency response from the Department of Natural Resources and Water dated 10th December 2007.



Department of
Natural Resources and Water



Author: Craig Cruickshank
File / Ref number: 2007/011241
Recfind No: MBA/000390
Trackjob No: IC1107/MBA0008
Unit: Vegetation Management Unit
Phone: (07) 47997003

10 December 2007

Chief Executive Officer
Cook Shire Council
PO Box 3
Cooktown QLD 4871

Attention: Mr John Harrison

A Action Required	CEO	Building
	Mg Corp Serv	Rates
	Mg Plan & Env	EHQ/ACU
I Info Only	Mg Eng Serv	
	Comm Serv Mgr	
	Finance	Council
	Planning	

Dear Sir

Application for Reconfiguring a Lot on Lot 12 C17953 - Cook Shire Council – Referral Agency Response

The Department of Natural Resources and Water (acting as a Concurrence Agency), has completed the assessment of the above application against the purposes of the Vegetation Management Act 1999 in accordance with the Concurrence Agency Policy for RaL (Concurrence-Single Issue).

The Referral Agency Response, prepared pursuant to section 3.3.16(1) of the *Integrated Planning Act 1997*, is **enclosed**. I look forward to receiving a copy of the decision notice for the application in due course.

Should you have any questions about the above, please contact Craig Cruickshank on telephone number (07) 4799 7003, quoting the above reference number.

Yours sincerely

Kathryn Dark
A/Senior Vegetation Management Officer
North Region

NRW Townsville
3rd Floor, State Govt Building
187-209 Stanley Street
PO Box 5318 Mc
Townsville, 4810, Qld
Telephone (07) 4799 7126
Facsimile (07) 4760 7436
Website www.nrm.qld.gov.au
ABN 83 705 537 586

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Referral Agency Response – Material Change of Use / Reconfiguring a Lot

s 3.3.16 Integrated Planning Act 1997

1. Application information

- 1.1. **Applicant's name:** Linda Rowe C/- Peter Robinson Planner
- 1.2. **Property description:** 12 C17953 - Cook Shire Council
- 1.3. **Assessment Manager/Reference:** Cook Shire Council: Mr John Harrison:
(Ref:JH:lm:DA/2150)
- 1.4. **Date application was referred to Department:** 15 November 2007
- 1.5. **Departmental Reference:** eLVAS Case No: 2007/011241, File Ref. No:
MBA/000390, Trackjob No: IC1107MBA0008
- 1.6. **Type/s of development sought by the application:**
 - Reconfiguring a Lot

2. Concurrence Agency response:

The Chief Executive of the Department of Natural Resources and Water directs that the following conditions must be imposed on any approval given by the Assessment Manager:

- No clearing of assessable vegetation is to occur as a result of this RaL as demonstrated by *Projex North Pty Ltd Base Plan 07-049-SK01B*.
- In the absence of an approval for the RaL, any clearing of assessable vegetation is only to occur where already exempt under Schedule 8 of the Integrated Planning Act 1997.

3. Reasons:

A Statement of Reasons is attached at Schedule 1.

4. Additional comments or information:

Aboriginal Cultural Heritage

Under section 23 of the *Aboriginal Cultural Heritage Act 2003* a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are \$750,000 for a corporation and \$75,000 for an individual.

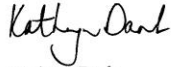
Applicants will comply with the duty of care in relation to Aboriginal cultural heritage if they are acting in compliance with cultural heritage duty of care guidelines gazetted under the *Aboriginal Cultural Heritage Act 2003*, available on the Department's website, or in accordance with an agreement with the Aboriginal party for the area or a cultural heritage management plan approved under part 7 of the *Aboriginal Cultural Heritage Act 2003*.

Applicants should also undertake a search of the Aboriginal Cultural Heritage Database and the Aboriginal Cultural Heritage Register, administered by the Cultural Heritage Coordination Unit, Department of Natural Resources and Water. Application forms to undertake a free search of the Cultural Heritage Register and the Database may be obtained

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by contacting the Cultural Heritage Coordination Unit on (07) 323 83838 or on the Department's website www.nrm.qld.gov.au/cultural_heritage.

5. Authorised Officer Signature:



Kathryn Dark
A/Senior Vegetation Management Officer
North Region

10 December 2007

Att. Schedule 1 – Statement of Reasons

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eL.VAS Case No:	2007/011241
File Ref. No:	MBA/000390
Trackjob No:	IC1107MBA0008

Schedule 1

**Statement of Reasons
Referral Agency Response
Application for Material Change of Use / Reconfiguring a Lot
Linda Rowe C/- Peter Robinson Planner**

The following Statement of Reasons is provided pursuant to s. 3.3.18(8) of the *Integrated Planning Act 1997*

Introduction

1. The Department of Natural Resources and Water (NRW) received an application from Linda Rowe C/- Peter Robinson Planner on 8 November 2007
2. The application is for 23 August 2007 RaL (Concurrence-Single Issue) on Lot 12 C17953 - Cook Shire Council.
3. An Assessment Report was sent to the Delegate of the Chief Executive, on 4 December 2007.
4. The Delegate determined the Referral Agency Response on 10 December 2007.

Evidence

1. Application dated 8 November 2007
 - a) Completed IDAS Form 1 Part "J".
 - b) Property Vegetation Management Plan.
2. *Integrated Planning Act 1997 & Integrated Planning Regulation 1998 (Schedule 2)*
3. *Vegetation Management Act 1999*
4. *Department of Natural Resources and Water Concurrence Agency Policy for Reconfiguring a Lot dated 23 August 2007*
5. Assessment Report dated 3 December 2007
6. ArcMap showing Version 5 Regional Ecosystem Mapping, DCDB and proposed RaL
7. Integrated Planning Geographic Information System (3 December 2007)

Findings of fact

1. The subject lot is freehold
2. The application is for reconfiguring a lot from one(1) lot into three (3)
3. The application states that there will be no disturbance to the existing remnant vegetation. This is shown on the Drawing (Drawing # 07-049SK01) supplied with the application and appropriate Regional Ecosystem mapping as at 3 December 2007
4. Therefore there is no clearing of assessable vegetation as the additional lots created by the reconfiguration will not be within existing remnant vegetation

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Reasons

1. As the creation of two extra lots on this property does not require clearing of the existing remnant vegetation there is no reason, for the purpose of this application, for any clearing of this vegetation to occur and is thus conditioned as noted.

Kathryn Dark

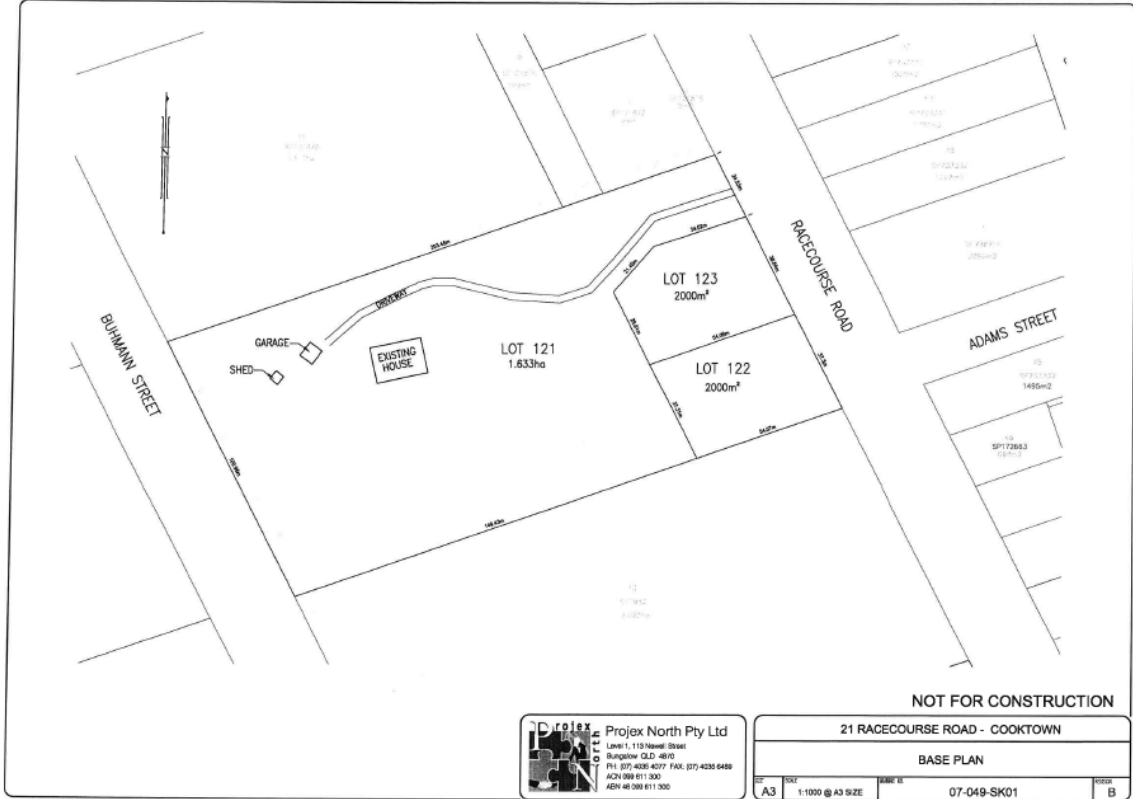
Kathryn Dark
A/Senior Vegetation Management Officer
North Region

10 December 2007

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D. ADVICE (COUNCIL)

The applicant be advised that a further development permit is required for any building work associated with the proposed development.



RIGHTS OF APPEAL:

Attached is an extract from the *Integrated Planning Act 1997* which details your appeal rights regarding this decision see: sections 3.5.17(1) to (7) (Changing conditions and other matters during the applicant's appeal period), 3.5.18(1) to (4) (Applicant may suspend applicant's appeal period), 4.1.27(1) to (3) (Appeal by applicants) and 4.1.28 (Appeals by submitters – general).

Yours faithfully

Stephen Wilton
Chief Executive Officer

Cc:

Department of Natural Resources & Water

Department of Main Roads

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PO Box 937
CAIRNS QLD 4870
Attention: Mr Graeme Masterman
Senior Project Officer

PO Box 6185
CAIRNS QLD 4870
Attention: Mr Malcolm Hardy

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PE2	REQUEST FOR A NEGOTIATED DECISION - APPLICATION FOR A DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR A HOUSE AND A UNDEFINED USE (BYB CULTURAL PLACE) AND A DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (FOR 3 LEASE AREAS) AT SHIPSTON FLAT - LOT 7 ON SP189923 (DA/3285)
	<i>Report No.D15/19140 from Reel Planning - Council's Planning Consultants</i>

Applicant: Bana Yarraliji Bubu Corporation
c/o Ms Jamie-Lee McKeen
Aurecon Australasia Pty Ltd
Locked Bag 331
BRISBANE QLD 4001

Owner: Jabalbina Yalanji Land Trust

Location: Shiptons Flat Road, Rossville

R.P.D.: Lot 7 on SP189923

Area: 13.61 hectares

Zone: Conservation

Proposed Use: Reconfiguring a Lot (3 new lease areas)
Material Change of Use (House and Undefined Use)

Referral Agencies: None

REPORT

On 21 July 2015 Council approved an application for a development permit for Reconfiguring a Lot (to create 3 new lease areas) and a development permit for a Material Change of Use for a House and an Undefined Use at Shiptons Flat Road, Rossville (Lot 7 on SP189923). The Applicant (via email dated 26 August 2015) has requested a Negotiated Decision Notice and has made representations in respect of Conditions 8, 13 and 15.

BACKGROUND

The Reconfiguring a Lot component sought to create 3 leases which exceed 10 years (and therefore require an application for reconfiguring a lot). The lease areas are shown in figure 1, while the use of each lease area is summarised below.

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- Lease A (9.02ha): BYB Cultural Place:
 - Staff Facilities
 - Camping Areas, cabins & eco-tents;
 - Work shed;
 - Shared kitchen;
 - Amenities Buildings;
 - Water Supply tanks;
 - Access and car parking.
- Lease B (0.77ha): 4 Bedroom House.
- Lease C (3.82ha): Balance Land.

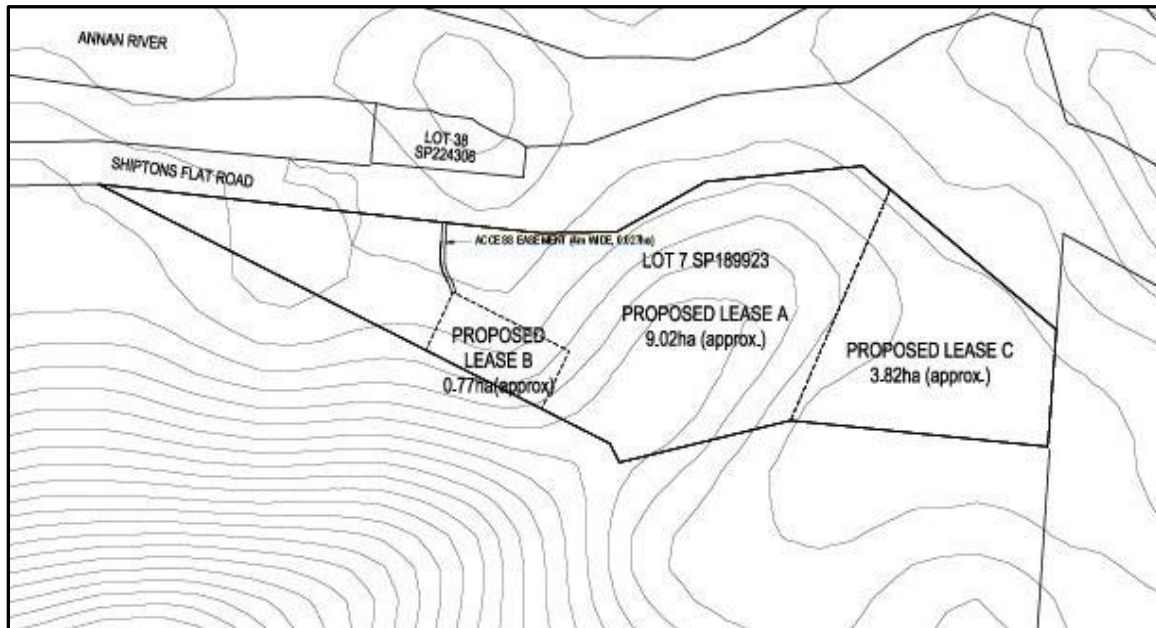


Figure 1: Proposed Lease Areas

The applicant describes the vision for the site to develop a social enterprise that provides cultural, environment, natural resource management and eco-tourism outcomes on Kuku Nyungkal Country. An earlier stage involved basic services to facilitate short term camping for traditional owners. The current proposal expands the services and facilities (on proposed Lease A) to accommodate:

- Commercial tourism activities;
- An eco-volunteer program;
- Natural resource management and research activities;
- Occasional functions and cultural events; and
- Cultural healing opportunities and Cultural group camps.

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The accommodation is described as being non commercial and operating 24 hours per day. The tourism and functions (representing the commercial uses of the land) will generally operate during business hours with limited exceptions (e.g. night walks for tourism and research).

The total number of people on site is summarised in the table below:

Use	Maximum number of People
Camping Area – 10 sites	30 people
Cabins – 4 cabins with 2-twin share bedrooms	16 people
Staff Cabin – 2 twin share bedrooms	4 people
Eco Tents – 8 twin share tents	16 people
Day Staff	11 people
Day Users	40 people
Total	117 People

In addition to the above, a house is proposed (in proposed Lease B) for Peter and Marilyn Wallace. There are no uses planned in proposed Lease C and it is understood that this area will remain vacant.

COMMENT ON CONDITIONS

The conditions the Applicant is seeking to change are outlined in full below together with a summary of the representations made and our response.

Condition 8 (Car Parking)

Prior to the issue of a Development Permit for Building Works and the commencement of the use the applicant is to submit a plan to the satisfaction of the Director Engineering Services showing the area designated for overflow parking. This area is signposted and kept clear and available for parking at all times.

The number of parking spaces proposed in the original application was considered inadequate and the applicant was asked (as part of Council's information request) to provide additional justification. In response, the applicant indicated that in addition to the 24 formal car parking spaces and 2 mini-bus spaces, informal parking for up to 10 cars would be available in the camping area. The purpose of Condition 8 was to ensure that the informal car parking was available to visitors upon the commencement of the use. To prevent any future confusion, the applicant has sought that the wording of the condition be changed to recognise that parking will be provided within the camping area. There are no consequences to this change as it reflects what was originally proposed. It is recommended that the condition be changed as follows:

Prior to the issue of a Development Permit for Building Works and the commencement of the use the applicant is to submit a plan to the satisfaction of the Director Engineering Services showing an area designated for at least ten (10) car parking spaces within the camping area. This area is to be signposted and kept clear and available for parking at all times.

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Condition 13 (Water Supply)

In the event that the reports required by Condition 9 indicate that the proposed water source is unsuitable, the provision and maintenance of additional rainwater storage on the site with tanks and water supply infrastructure to meet the relevant Australian Codes and Standards for a potable drinking water supply and the relevant requirements of the FNQROC Manual is required prior to commencement of the use.

The intent of Condition 13 was to require the provision of additional rainwater storage in the event that the proposed water source (via a bore) was unsuitable. The condition mistakenly refers to Condition 9, whereas it should refer to Condition 11. To prevent any future confusion, the applicant has recommended that this condition be amended to refer to Condition 11. It is recommended that the condition be changed as follows:

In the event that the reports required by Condition 11 indicate that the proposed water source is unsuitable, the provision and maintenance of additional rainwater storage on the site with tanks and water supply infrastructure to meet the relevant Australian codes and standards for a potable drinking water supply and the relevant requirements of the FNQROC Manual is required prior to commencement of the use.

Condition 15 (Effluent Disposal)

If the on-site sewage system exceeds 21EP the applicant is required to obtain an ERA, prior to the commencement of the use.

The intent of Condition 15 was to advise the applicant of their responsibilities under the Environmental Protection Act to obtain the necessary Environmentally Relevant Activity (ERA) license if the on site sewerage treatment exceeded the relevant threshold of 21 Equivalent Persons (EPs). To avoid any future confusion the applicant has asked that this condition be moved to the advice section of the decision notice. The condition does not require the applicant to demonstrate compliance and Council does not have a role in terms of assessment or compliance for any ERAs. On this basis the change is supported.

RECOMMENDATION

That the request for a Negotiated Decision Notice by Bana Yarralji Bubu Incorporated C/- Aurecon Australasia Pty Ltd for Reconfiguring a Lot (3 New Lease Areas) and a Material Change of Use for a House and Undefined Use (BYB Cultural Place) over Lot 7 on SP189923 be approved as follows:

- Condition 8 to be amended;
- Condition 13 to be amended; and
- Condition 15 to be moved to the advice section of the decision notice.

ii) That the Applicant be issued with the following conditions of approval within the Negotiated Decision Notice:

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A. ASSESSMENT MANAGER (COUNCIL) CONDITIONS

Approved Plan

1. The development must be carried out generally in accordance with the following proposal plans except for any modifications required to comply with the conditions of this approval:
 - SK-03 – Overall Site Plan, prepared by Aurecon, Dated 28/04/15, Revision E;
 - SK-04 – Proposed Site Plan for Lease A (BYB Lease) Sheet 1 of 2, prepared by Aurecon, Dated 06/05/15, Revision F;
 - SK-05 – Proposed Site Plan for Lease A (BYB Lease) Sheet 2 of 2, prepared by Aurecon, Dated 06/05/15, Revision E;
 - SK-06 – Proposed Site Plan for Lease B (Res), prepared by Aurecon, Dated 27/02/15, Revision D;
 - SK-07– Proposed Site Plan for Lease C (Res), prepared by Aurecon, Dated 13/06/14, Revision C;
 - SK-08– Reconfiguring a Lot Plan (RaL), prepared by Aurecon, Dated 13/06/14, Revision C;
 - A01 – House Floor Plan, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A02 – House Elevations, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A03 – Cabin Accommodation, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A04 – Shared Kitchen Plan, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A05 – Shared Kitchen Elev, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A06 – Staff Cabin Accommodation, Prepared by Centre for Appropriate Technology, dated 15/07/13;
 - A07 (Proposed Ablution Building) – Section AA – Proposed North Elevation, prepared by Aurecon, received by Council on 07/07/14; and
 - H02 (Proposed Ablution Building) – Proposed Hydraulics Plan, prepared by Aurecon, received by Council on 07/07/14.

Building Works

2. All new structures must obtain the necessary development permits for building works and plumbing and drainage approvals prior to any construction commencing on the site.

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Operational Works

3. Prior to construction commencing, Council will require approval of an Operational Works application for the following:
- New access to Shiptons Flat Road (for Lease B) between the existing road pavement and the property boundary to an all-weather (gravel) standard and constructed to the requirements of the FNQROC Manual.
 - Submission of erosion and sediment control plans as part of this road access upgrading.

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

Council will require that one (1) copy of the design drawings be submitted to Council for preliminary assessment. Three (3) copies of the final design are to be submitted to Council for approval prior to the commencement of the works. On completion of the works, the Council shall require a Certificate of Completion from a Registered Professional Engineer and a set of as constructed plans must be deposited at Council's office.

Upgrading Access

4. New access to proposed Lease B between the existing Shiptons Flat Road pavement and the property boundary is to be upgraded to an all-weather gravel standard and constructed to the requirements of the FNQROC Manual. Plans must be submitted for approval by Council's Director Engineering Services as part of an Operational Works Application prior works commencing.
5. Prior to commencement of the use construction of the internal driveway to an all weather (gravel) standard is to be undertaken to the requirements of the FNQROC Manual. Engineering plans must be submitted for approval by Council's Director Engineering Services prior to works commencing.

Easement

6. Prior to the issue of a Development Permit for Building Works, a reciprocal access easement for the benefit of proposed Lease B and proposed Lease A is to be created over the proposed access driveway for proposed Lease B, from Shiptons Flat Road to the boundary of proposed Lease B.

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Car Parking

7. Permanent car parking is to be sited generally in accordance with the approved plan. The car park is to be constructed to an all weather (gravel with dust suppressant) standard and be delineated to the satisfaction of Council. Car parking spaces must be in accordance with the Australian Standard.
8. Prior to the issue of a Development Permit for Building Works and the commencement of the use the applicant is to submit a plan to the satisfaction of the Director Engineering Services showing an area designated for at least ten (10) car parking spaces within the camping area. This area is to be signposted and kept clear and available for parking at all times.
9. The house on proposed Lease B shall be provided with a minimum of one (1) covered car parking space which is to be concrete sealed.

Ecological Report

10. Prior to the issue of a Development Permit for Building Works and commencement of the use the applicant is to implement the recommendations of the Ecological Assessment prepared by Ecologica Consulting dated March 2015, including:
 - *Confirm the actual clearing footprint associated with the works;*
 - *Structures associated with the southern section of the lot (camping area) will need to be sited in a manner that meets the performance outcomes in the State Vegetation Management Code (e.g. 5 m from a Stream order 1 or 2 watercourses);*
 - *Education of custodians on the local values located and/or likely to utilise habitats on the lot. This may also include mapping and providing clear signage;*
 - *Designing structures and the layout with the aim of avoiding the removal of woody vegetation, including the retention of canopy vegetation. This may include the co-location of infrastructure and trimming or loping of trees;*
 - *Develop a management strategy for pest and weeds, including identifying key species which need to be targeted, areas of infestation, control measures to be implemented and ongoing monitoring of the measures to ensure success. This strategy should be part of the long term management of the Nyungkal Country rather than project specific;*
 - *Where required, provide a washdown facility to ensure movement of weeds offsite managed especially for large construction machinery. However, preferred option would be to ensure vehicles are restricted to weed free areas (such as existing tracks) and clothes are brushed down;*
 - *For large scale machinery ensure that a weed hygiene certificate accompanies the vehicle , refer to for further details:*
 - *Queensland checklist for cleandown procedures*
 - *Queensland checklist for inspection procedures*

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- *A flora survey of the final clearing footprint (once area if surveyed) in accordance with EHP's Flora Survey Guidelines - Protected Plants Nature Conservation Act 1992 is required. The survey will aim to ensure that no Cooktown orchids and/or Crepidium lawleri are directly impacted and if required, support a clearing permit under the NC Act and associated regulations;*
- *Landscaping of the area using endemic species and existing biodiversity values;*
- *During the clearing works it is recommended that a spotter/catcher be present to manage (e.g. relocate and/or treat) any fauna that may be impacted*
- *Identify hollow bearing trees and retain where possible;*
- *Engage a suitably qualified spotter-catcher to oversee clearing works. This may potentially rangers subject to required permits and approvals being in place ; and*
- *Relocate timber into Greenfield areas of the lot to provide additional habitat. Alternatively mulch timber for reuse onsite.*

Water Supply

11. The House must be provided with a potable water supply. This would be satisfied by the provision of rainwater tanks with a minimum capacity of 50,000 litres where an alternative source of water is available within the allotment the applicant can provide certified evidence as to the flow rates and water quality of Bore Water or other supply to eliminate or reduce the requirement for on-site water. Details to be provided at the time of application for a development permit to carry out building work.
12. Prior to the issue of a Development Permit for Building Works and commencement of the use, the applicant is to submit to Council a report prepared by a qualified expert demonstrating the proposed water source complies with the Australian Drinking Water Guidelines. The report is to also detail proposed water treatment devices, including operating parameters and quality testing regimes.
13. In the event that the reports required by Condition 11 indicate that the proposed water source is unsuitable, the provision and maintenance of additional rainwater storage on the site with tanks and water supply infrastructure to meet the relevant Australian codes and standards for a potable drinking water supply and the relevant requirements of the FNQROC Manual is required prior to commencement of the use.

Effluent Disposal

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

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satisfaction of Council's Director Engineering Services, prior to the commencement of the use.

Bushfire Maintenance

15. Firebreaks from hazardous vegetation (of 1.5 times the predominant mature canopy tree height or 10m, whichever is the greater) must be maintained by the owners at all times and flammable material must not be allowed to build up around the buildings so as not to create a fire hazard.
16. The House and the Undefined Use must each be provided with a separate water storage tank with minimum supply of 5,000 litres and fitted with Fire Brigade tank fittings, for fire fighting purposes prior to the use commencing.

Public Utilities

17. The development must be connected to a reliable electricity supply. Details to be provided prior to the issue of a Development Permit for Building Works.
18. The developer is responsible for the cost of any alterations to public utilities as a result of complying with the Conditions of this approval.

Utilities design must be in accordance with the FNQROC Development Manual D8 Operational Works Design Guidelines "Utilities".

Environmental

19. The applicant must ensure that no sand soil or silt runoff occurs from the site during the construction and operational phase of the development.

Compliance

20. All relevant Conditions of this Development Permit are to be complied with prior to the use commencing.

Outstanding Charges

21. All rates, service charge, interest and other charges levied on the land are to be paid prior to the use commencing.

Plan of Survey

22. A plan of survey for proposed Leases A, B and C must be submitted to Council for Endorsement and the Lease Process completed prior to the lodgement of applications for Building Work and Operational Works.

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Currency Period

23. The currency period for this application is four (4) years. Should the approved Reconfiguration for the purpose of a lease and Material Change of Use for a House and Undefined Use not be established within this time, the approval shall lapse.

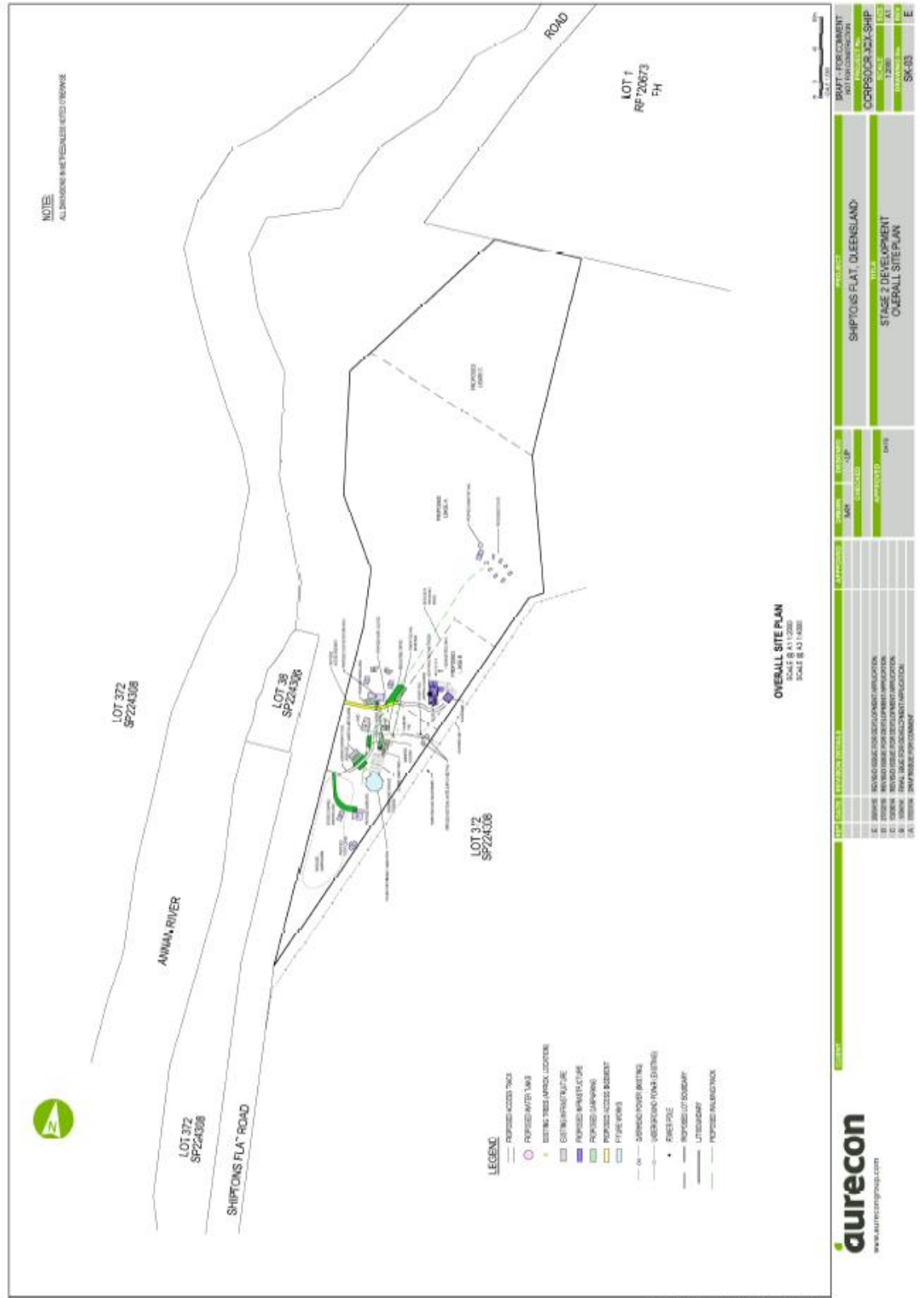
B. Assessment Manager (COUNCIL) Advice

- a. A development permit is required for carrying out Building works and a Plumbing and Drainage approval/compliance permit is required for Plumbing and Drainage works prior to construction of any dwellings associated with this development.
- b. If the on-site sewage system exceeds 21EP the applicant is required to obtain an ERA, prior to the commencement of the use.

Appendix A: Approved Plans:

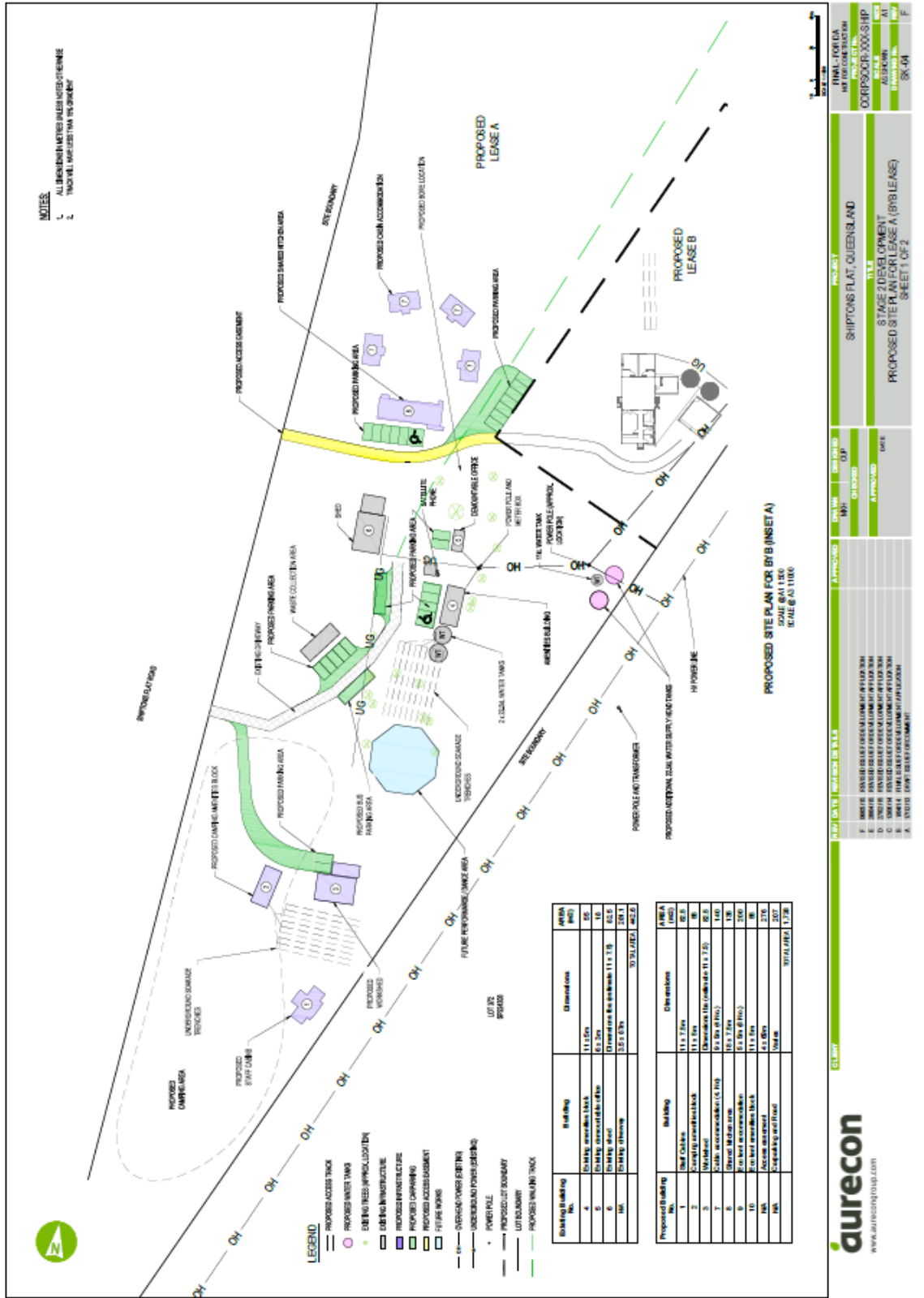
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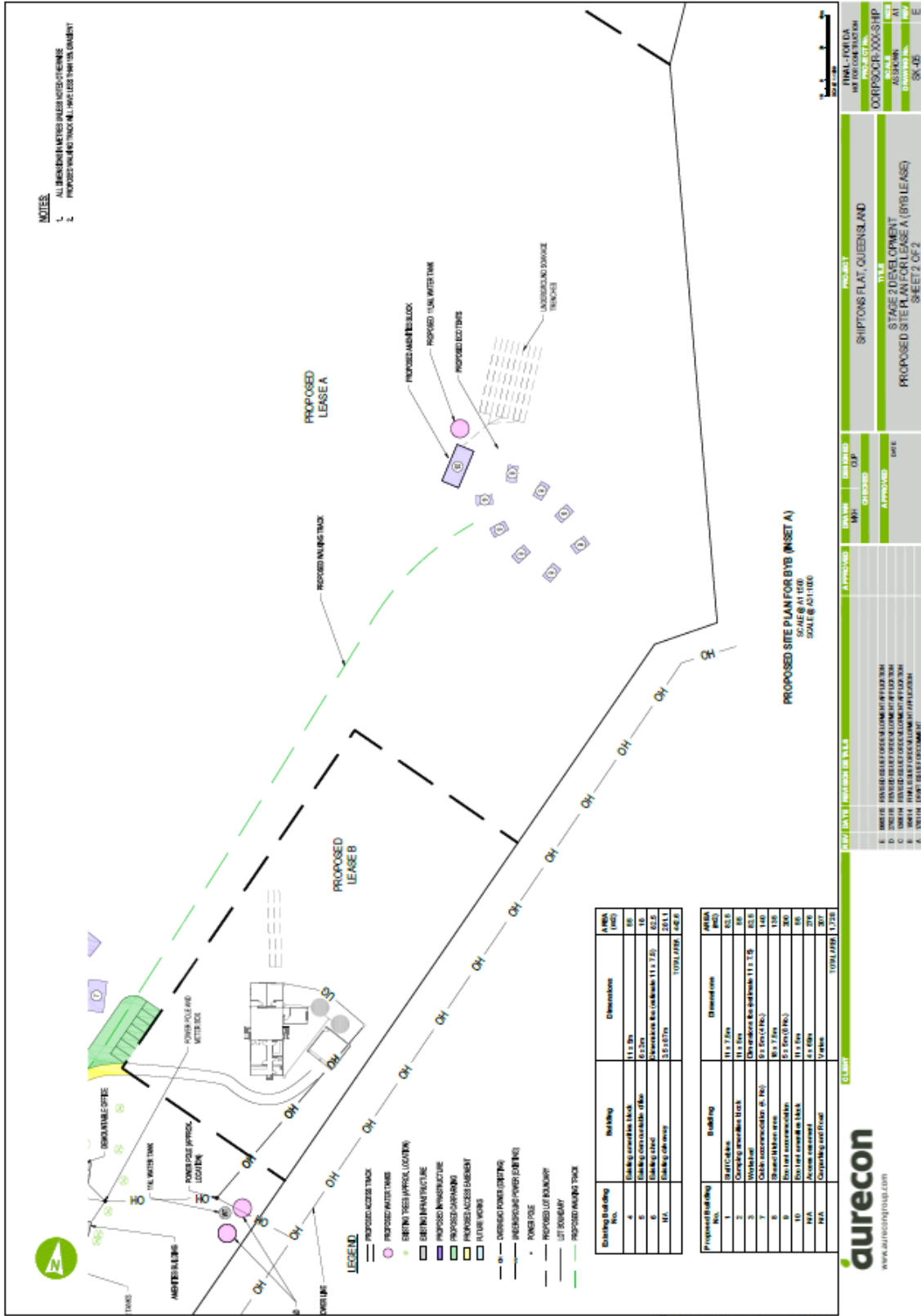
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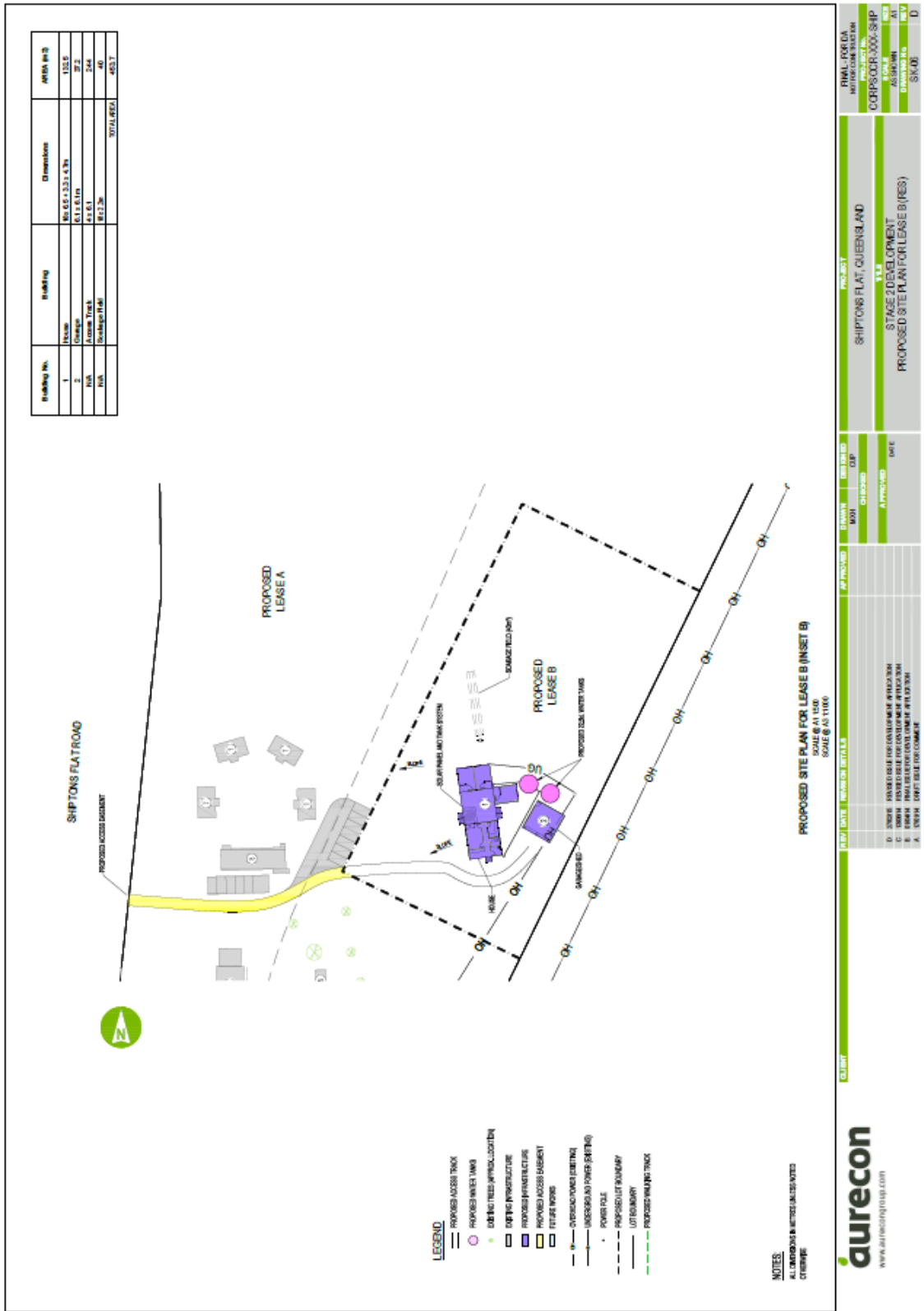
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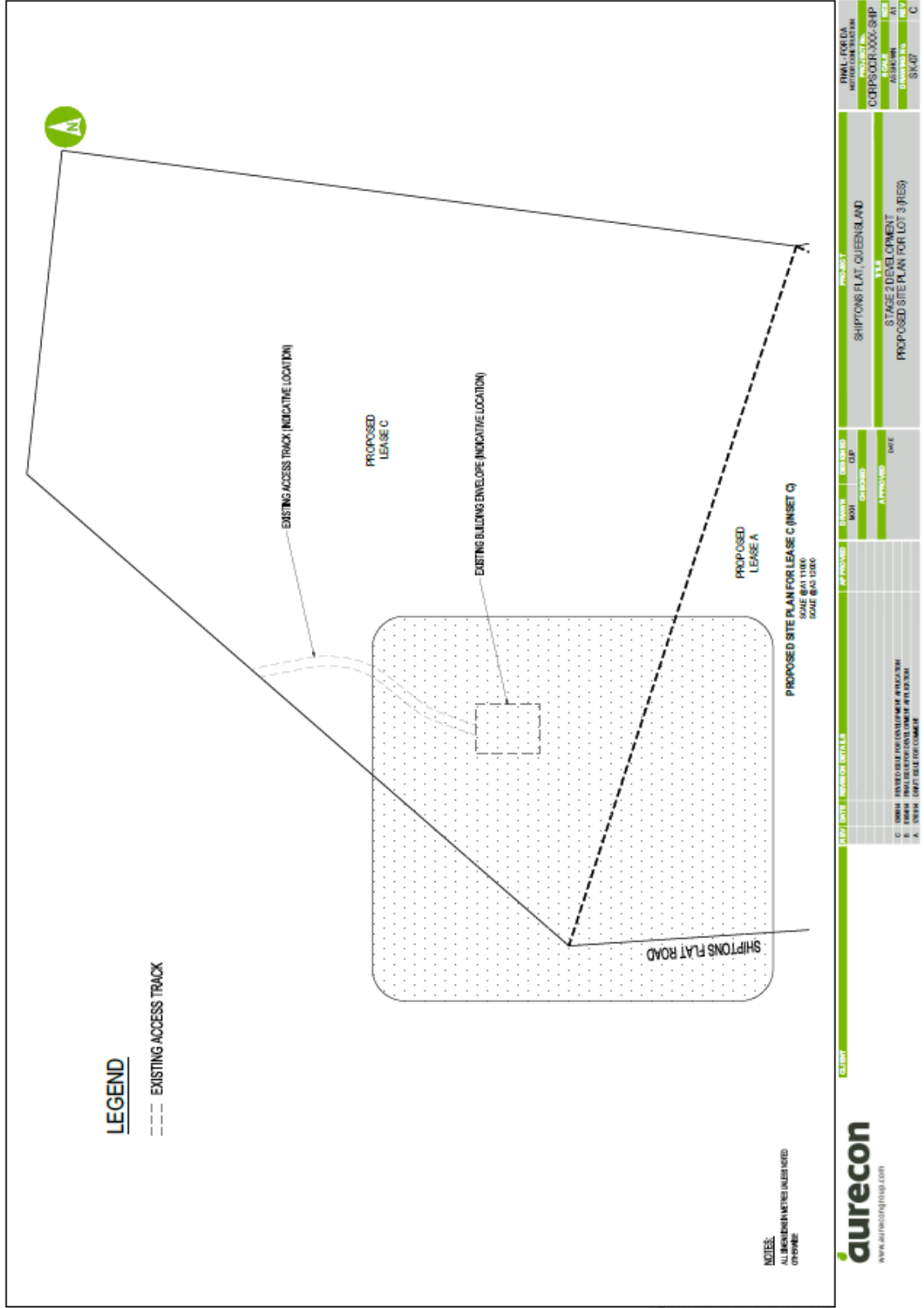


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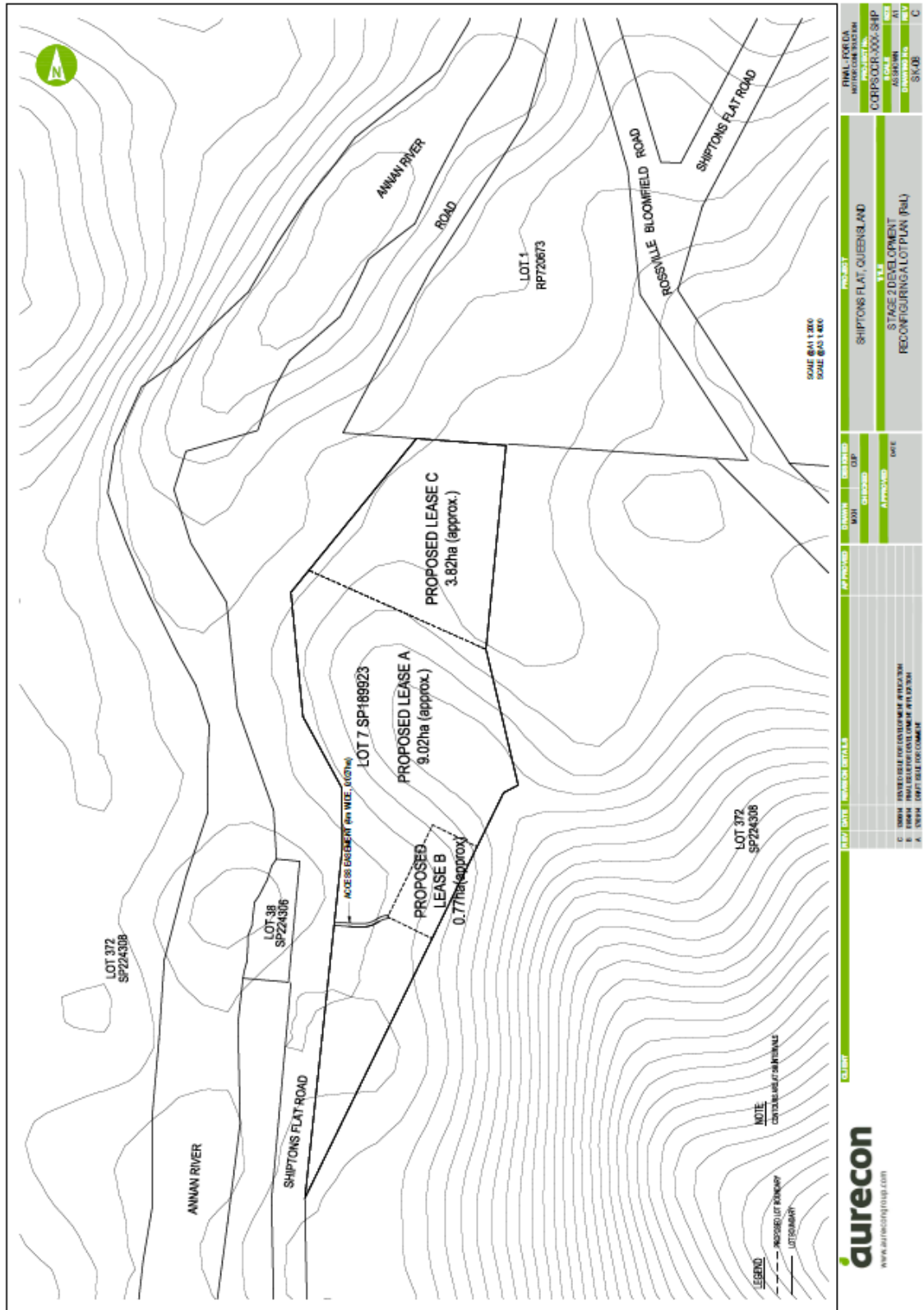
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19, 20, 21 October 2015

15/07/2013 4:56:20 PM

HOUSE FLOOR PLAN

Project number	#07
Date	19/07/13
Drawn by	HS
Checked by	

A01

1 : 100

No.	Description	Date

SHIPTONS FLAT -
STAGE 2

Centre for
Appropriate
Technology

HOUSE FLOOR PLAN

Project number	#07
Date	19/07/13
Drawn by	HS
Checked by	

A01


1 : 100

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1 Elevation 1
1 : 100

2 Elevation 2
1 : 100

No.	Description	Date



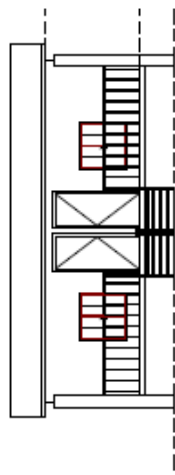
**Centre for
Appropriate
Technology**

HOUSE ELEVATIONS

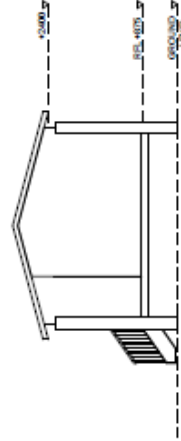
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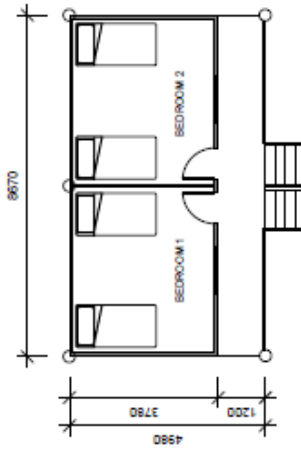
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Elevation 3
 1 : 100



Elevation 4
 1 : 100

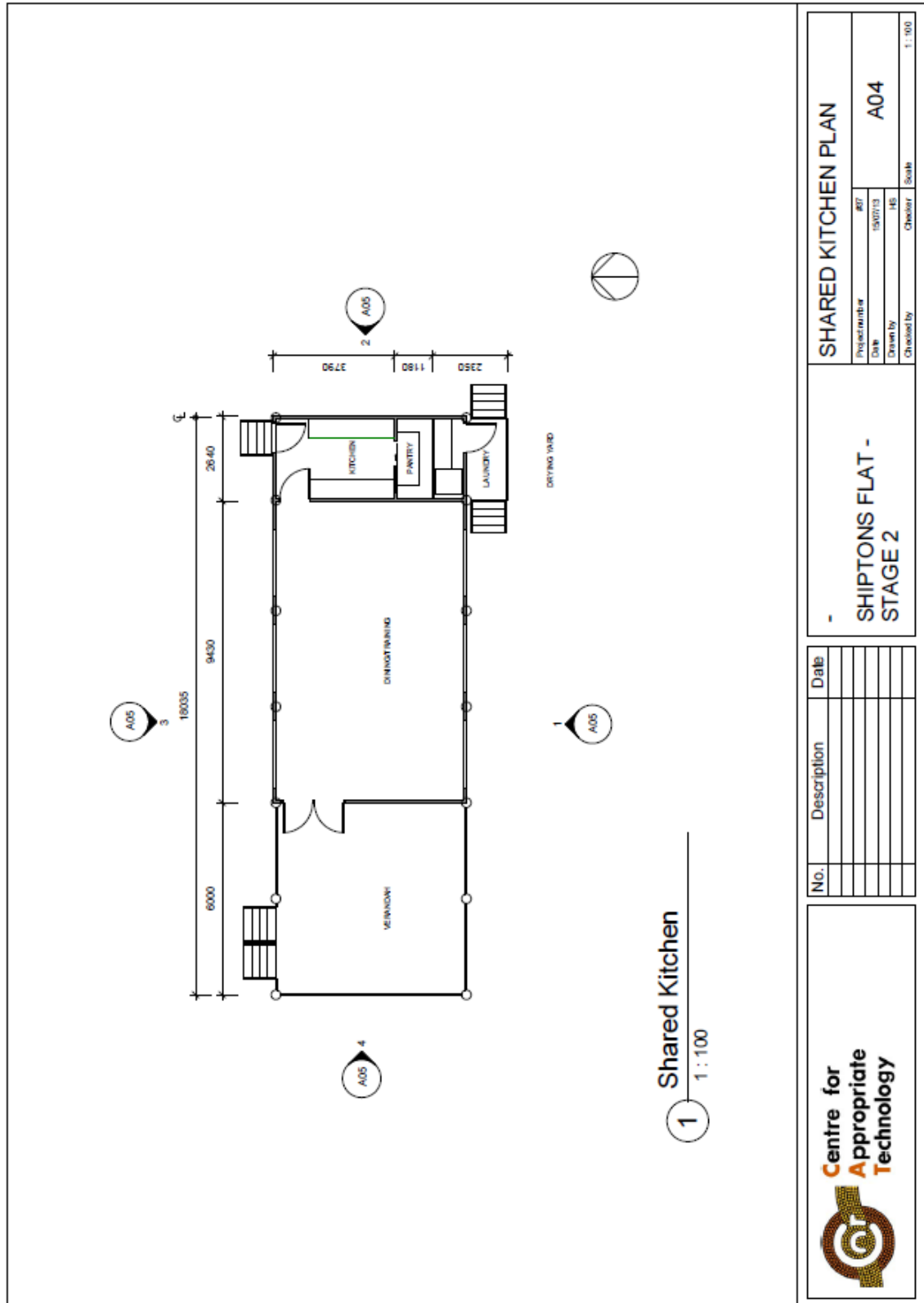


Cabin Plan
 1 : 100



 Centre for Appropriate Technology		SHIPTONS FLAT - STAGE 2		CABIN ACCOMMODATION	
		Project number	A03	Project name	A03
Date	15/07/15	Author	A03	Scale	1 : 100
Drawn by	A03	Checked by	A03		
No.	Description	Date			

**AGENDA AND BUSINESS PAPERS
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SHARED KITCHEN PLAN	
Project number	A07
Date	19/07/13
Drawn by	HIS
Checked by	Checker
Scale	
1:100	

No.	Description	Date

	SHIPTONS FLAT - STAGE 2
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Ref: 27-257-4102(2015)

1 Elevation 5
1 : 100

2 Elevation 6
1 : 100

3 Elevation 7
1 : 100

4 Elevation 8
1 : 100

**Centre for
Appropriate
Technology**

No.	Description	Date

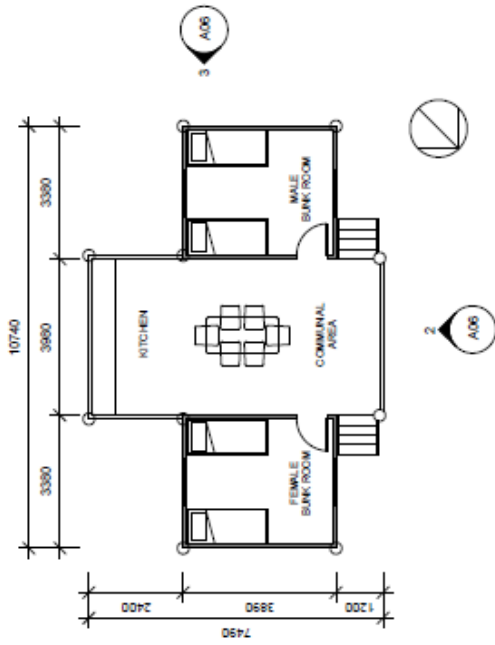
SHARED KITCHEN ELEV

Project number	A05
Date	19/07/15
Drawn by	HE
Checked by	
Scale	
1 : 100	

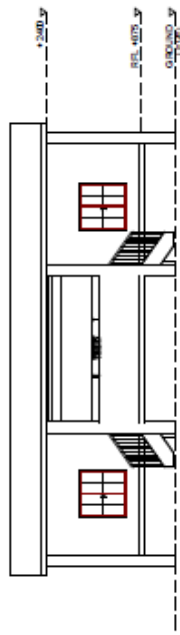
**SHIPTONS FLAT -
STAGE 2**

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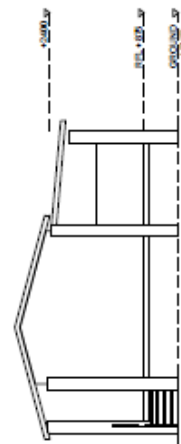
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1 Staff Cabin Plan
1 : 100



2 Elevation 9
1 : 100



3 Elevation 10
1 : 100

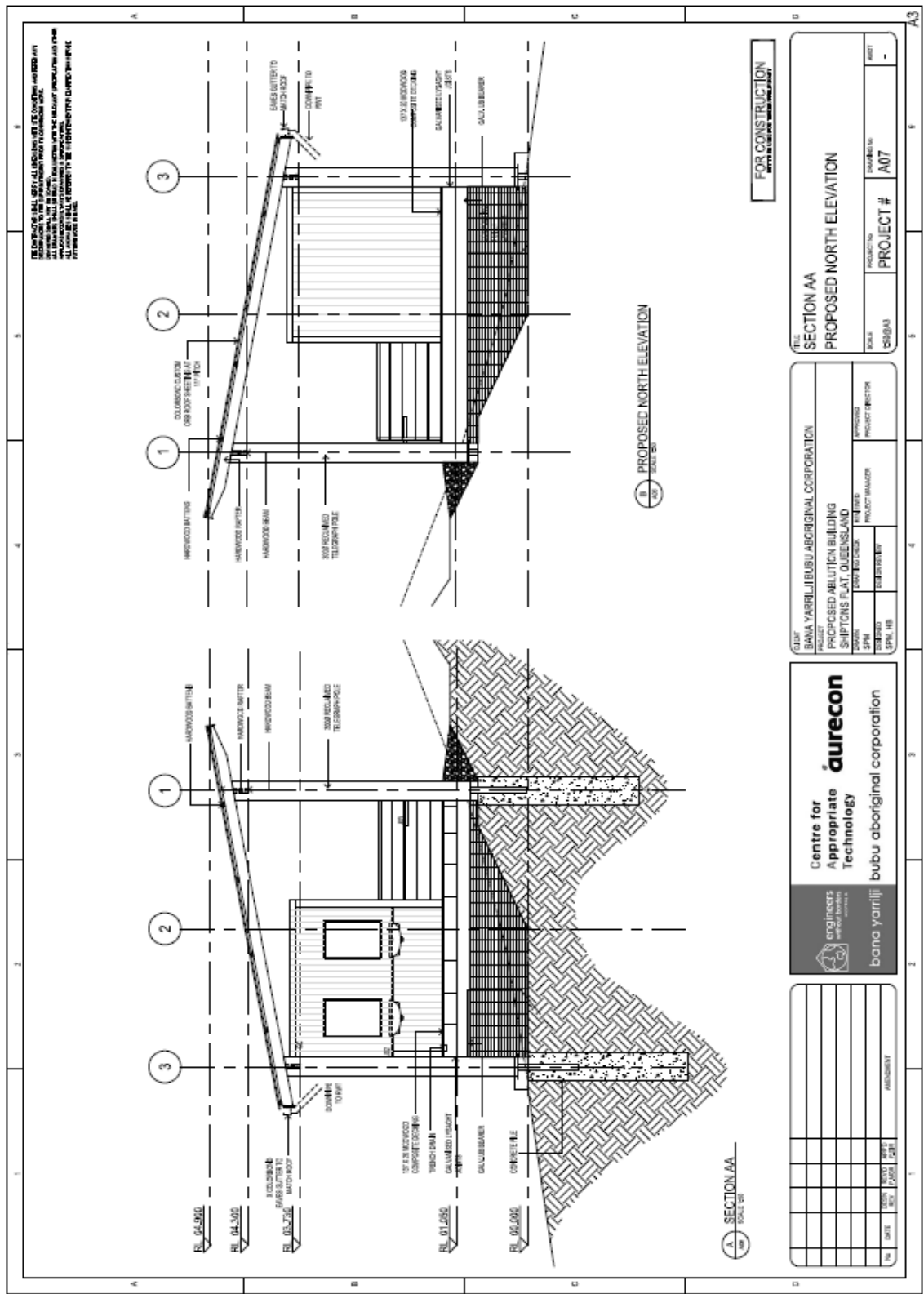
STAFF CABIN ACCOMMODATION			
Project number	487	Checker	HS
Date	19/07/13	Scale	A06
Drawn by	HS		
Checked by			1 : 100

**SHIPTONS FLAT -
STAGE 2**

No.	Description	Date

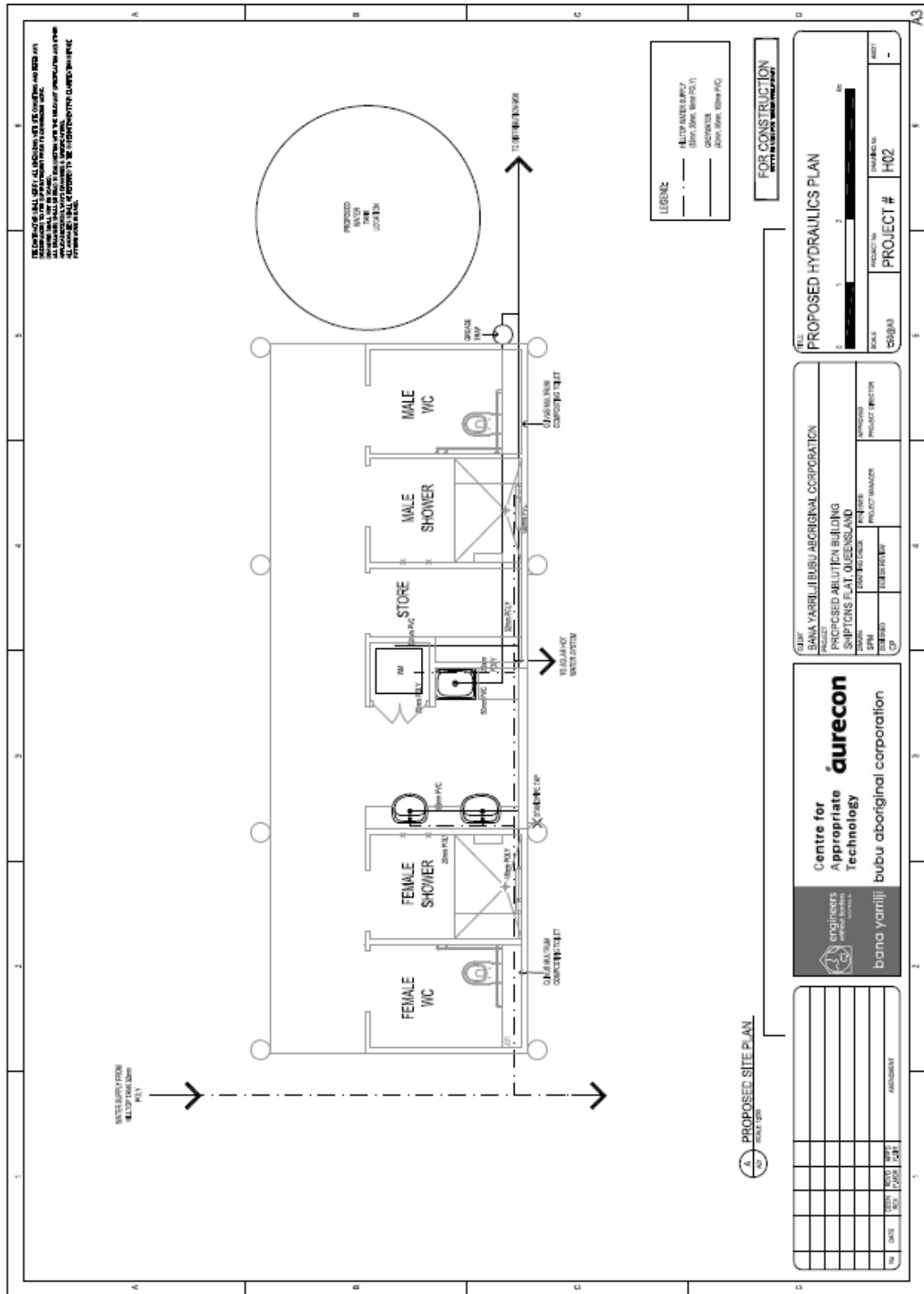
**Centre for
Appropriate
Technology**

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PE3	REQUEST TO EXTEND CURRENCY PERIOD FOR DEVELOPMENT PERMIT DA/2476 – RECONFIGURATION OF LOT 1 ON PLAN RP808221, BLOODWOOD ROAD INTO FIVE (5) LOTS	
	<i>Report No.AD2015/0003653 from Senior Town Planning Officer</i>	

Précis

Applicant:	Christopher Anderson c/- Charles O Neill Pty Ltd PO Box 5246 Cairns Qld 4870
Owner:	Christopher Anderson
Location:	Bloodwood Road, via Ayton
R.P.D:	Lot 1 on Plan RP808221
Area:	313.2 hectares
Zone:	Rural
Proposed Use:	Reconfiguration into five (5) lots
Minimum Lot Size:	25.04 Hectares
Referral Agency:	Environmental Protection Agency (Advice)

Report

A request has been made to Council under section 383 (1)(b) of the *Sustainable Planning Act 2009*, for a four (4) year extension until the 24th February 2020, to the currency period of the Development Permit for DA/2476, reconfiguration of Lot 1 on Plan RP808221 into five (5) lots. The Decision Notice for DA/2476 was issued on the 19th August 2009 (see Appendix 'A').

The applicant subsequently lodged an Operational Works application (DA/2863) for this approval on the 28th June 2011, with a Development Permit approving the application issued on the 24th February 2012. This Development Permit lapsed on the 24th February 2014.

The applicant by virtue of lodging the Operational Works application within two (2) years of the Reconfiguration of a Lot approval, extended the currency period of the DA/2476 Development Permit until the 24th February 2016.

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The applicant has advised that they are requesting the extension of time because:
“Circumstances outside the applicant’s control, including the onset of the Global Financial Crisis have contributed to the inability of our client to complete the development within the life of the approval. Works have been commenced including the clearing the clearing of the new road reserve”.

Section 388(1) of the *Sustainable Planning Act 2009* states what the assessment manager must take into account in deciding a request for an extension of a development permit:

388(1) In deciding a request under section 383, the assessment manager must only 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 infrastructures 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 views of any concurrence agency for the approval given under section 385.*

There were no Concurrence Agencies for the purpose of this application.

Council officers support an extension to the currency period for DA/2476, but given the original approval was 19th August 2009, and a new Planning Scheme will in all likelihood be gazetted within the next six (6) months, it is recommended that the currency period be extended for a period of two (2) years until the 24th February 2018. The applicant will be able to lodge a further application for an extension to this currency period, prior to its expiry.

Recommendation

That Council grants a two (2) year extension to the currency period of the Development Permit for DA/2476, Reconfiguration of Lot 1 on Plan RP808221 into five (5) lots, until 24th February 2018, to enable compliance.

Appendix ‘A’

Enquiries: John Harrison
Our ref: JH:alc
Your ref: DA/2476

19th August 2009

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DECISION NOTICE FOR
DEVELOPMENT APPLICATION DA/2476
LOT 1 ON RP808221, BLOODWOOD ROAD, VIA AYTON

Proposal: *Reconfiguration into five (5) lots*

Reconfiguration

Real Property Description: Lot 1 on RP808221

18th August 2009

Referral Agencies: **Yes**

Environmental Protection Agency
Eco Access Customer Service Unit
PO Box 15155
CITY EAST QLD 4002
(Advice Agency)

Approved subject to the conditions below

Development Permit

Does the Decision conflict with a relevant Planning Instrument:

No

Properly made Submissions made about the Application:

Not applicable

Further Development Permits required:

Operational Works

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A. Assessment Manager (COUNCIL) Conditions

Approved Plan

1. The development must be carried out generally in accordance with the following proposal plans (see Appendix 'A'), submitted in response to Council's Information Request, except for any minor variations required to comply with the Conditions of this Approval:
 - Plan No.7731AND-02B dated 19/6/09,Sheet No1;
 - Plan No.7731AND-02B dated 20/2/09,Sheet No2;
 - Plan No.7731 AND-02B dated 20/2/09, Proposed Building Envelopes.

Access

2. Access to proposed Lots 1, 2 and 3 must be from the new proposed road, while access to proposed Lots 4 and 5 must be from Bloodwood Road.
3. Access for all proposed lots from the property boundaries to the existing gazetted road pavements must be gravel sealed and constructed as per FNQROC Manual Standard drawing S1105 and include ancillary stormwater drainage. Engineering plans must be submitted for approval by Council's Manager Engineering Services as part of an Operational Works application prior to works commencing.

Internal driveway

4. An internal all weather driveway including ancillary drainage must be provided within the access strip for proposed Lot 5. The driveway must be constructed to the satisfaction of Council's Manager Engineering Services prior to endorsement of the Plan of Survey.

Effluent Disposal

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

Water Supply

6. A separate source of domestic water supply must be provided to each of the proposed allotments at the time of construction of a dwelling house. This would be satisfied by the provision of rainwater tanks with a minimum capacity of 50,000 litres. Where an alternative source of supply is available within the allotment, the applicant can provide certified evidence as to the flow rates and water quality of bore water or other

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supply to eliminate or reduce the requirement for on-site water. Details to be provided at the time of application for a development permit to carry out building work.

Road Works

7. The proposed new road including the intersection with Bloodwood Road must be formed and constructed to a rural road standard in accordance with the requirements of the FNQROC Manual. Engineering plans must be submitted for approval by Council's Manager Engineering Services as part of an Operational Works application prior to works commencing.

Electricity

8. Each proposed lot must be provided with a reliable electricity supply at the time of construction of a dwelling house. Written evidence of such electricity supply must be provided at the time of lodgement of a Building application for a dwelling house.

Fire Break

9. A minimum four (4) metre wide fire break must be provided around building infrastructure when established within one of the designated building envelopes for all proposed lots. All proposed lots must be maintained at all times so as not to create a fire hazard.

Environmental Protection

10. All native vegetation in drainage line areas that have a slope in excess of 30%, or are unstable or highly erosion prone must be retained.
11. No cut and fill works are to be undertaken on slopes 15% or greater without an Operational Works approval.
12. Horticultural enterprises must be managed to prevent the spread of exotic plants into the adjacent World Heritage Area and the areas proposed to be protected by conservation covenant.
13. Any contamination of Hislop Creek and other watercourses through intensive horticultural activities involving the use of chemicals and fertilisers must be avoided.

Environmental Covenants

14. A Statutory Covenant for Environmental Purposes (generally detailing all native vegetation is to be retained with the exception of overgrown grass and dangerous, diseased, dying or dead plants or branches), must be registered over Lots 1, 2, 3, 4 and 5 as per the Covenant areas as shown on the approved plan. Additional Covenant areas are to be added to proposed Lot 4 to include areas of endangered vegetation.

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The Covenant is to be registered at the same time of registering of the Plan of Survey with the Department of Environment and Resource Management. The covenant is required to include the following clauses :

- a) The covenantor must not use the land or undertake operational works or building works in a way that interferes with or destroys any endemic vegetation, including undergrowth and regrowth, in the covenant area.
- b) The covenantor must not use the covenant area for construction of improvements or the erection of buildings or for storage of materials.
- c) The covenantor must not alter the drainage patterns of stormwater across the land or impede natural flows.
- d) The covenantor must not carry out any landscaping within the covenant area or allow the introduction of non – endemic plant species into the area.
- e) The covenantor must allow free movement of all natural wildlife in the covenant area and not allow household pets to enter the area.
- f) The covenantor may apply to the Council for a permit to remove vegetation that poses an immediate and severe hazard to the dwelling or the occupants of the lot.
- g) The covenant area must be maintained in its natural state. Garden waste and any other waste must not be disposed of or stored within this area. Overgrown grass may be removed to minimise the fire risk. Other plant material, dead or alive must not be removed as this performs a habitat function in the ecosystem.
- h) Existing native and mature vegetation shall only be removed with the prior written consent of the Chief Executive Officer. All vegetation proposed for removal shall be marked by the applicant / owner and approved by Council officers prior to being removed. Council’s Development Branch is to be notified of the proposed date of commencement of any approved vegetation clearing.

Building Envelopes

15. All structures must be located within the building envelopes identified on Plan No. 7731AND-02B – Proposed Building Envelopes dated 20/2/09, with the exception being proposed Lot 4 where the building envelopes must not be located within the covenant areas or areas of identified remnant vegetation that is classified as endangered.

Operational Works

16. Prior to construction commencing, Council will require approval of an Operational Works application for the following:

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- Accesses including ancillary stormwater drainage (see Condition 3);
- Road construction (see Condition 7);
- Building on slopes greater than 15% (including a geotechnical report);
- Erosion and sediment control plan for access works.

This application will need to include plans prepared by a Registered Professional Engineer Queensland in accordance with the FNQROC Manual that are to the satisfaction of Council's Manager Engineering Services.

Council will require that one (1) copy of the design drawings be submitted to Council for preliminary assessment. Three (3) copies of the final design are to be submitted to Council for approval prior to the commencement of the works. On completion of the works, the Council shall require a Certificate of Completion from a Registered Professional Engineer and a set of as constructed plans must be deposited at Council's office.

Certificate and Maintenance

17. Upon completion of the works subject to the requirement for an Operational Works application in Condition 11 of this approval, a certificate from a qualified engineer is to be submitted to council stating that the works have been carried out properly and in accordance with the plans and specifications approved by Council.

The certificate shall set out the full engineering details of the works as completed and shall show all relevant survey data and levels, together with a bond for 5% of the total works cost, to meet the cost of any maintenance required during a maintenance period not exceeding 12 months from the date of Council's acceptance of the Certificate of Completion of the Operational Works from a qualified engineer.

Public Utilities

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

Utilities design must be in accordance with the FNQROC Development manual D8 Operational Works Design Guidelines "Utilities".

Compliance

19. All relevant Conditions of this Development Permit are to be complied with prior to the Plan of Survey being submitted to Council for endorsement.

Outstanding Charges

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

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Signing and Sealing

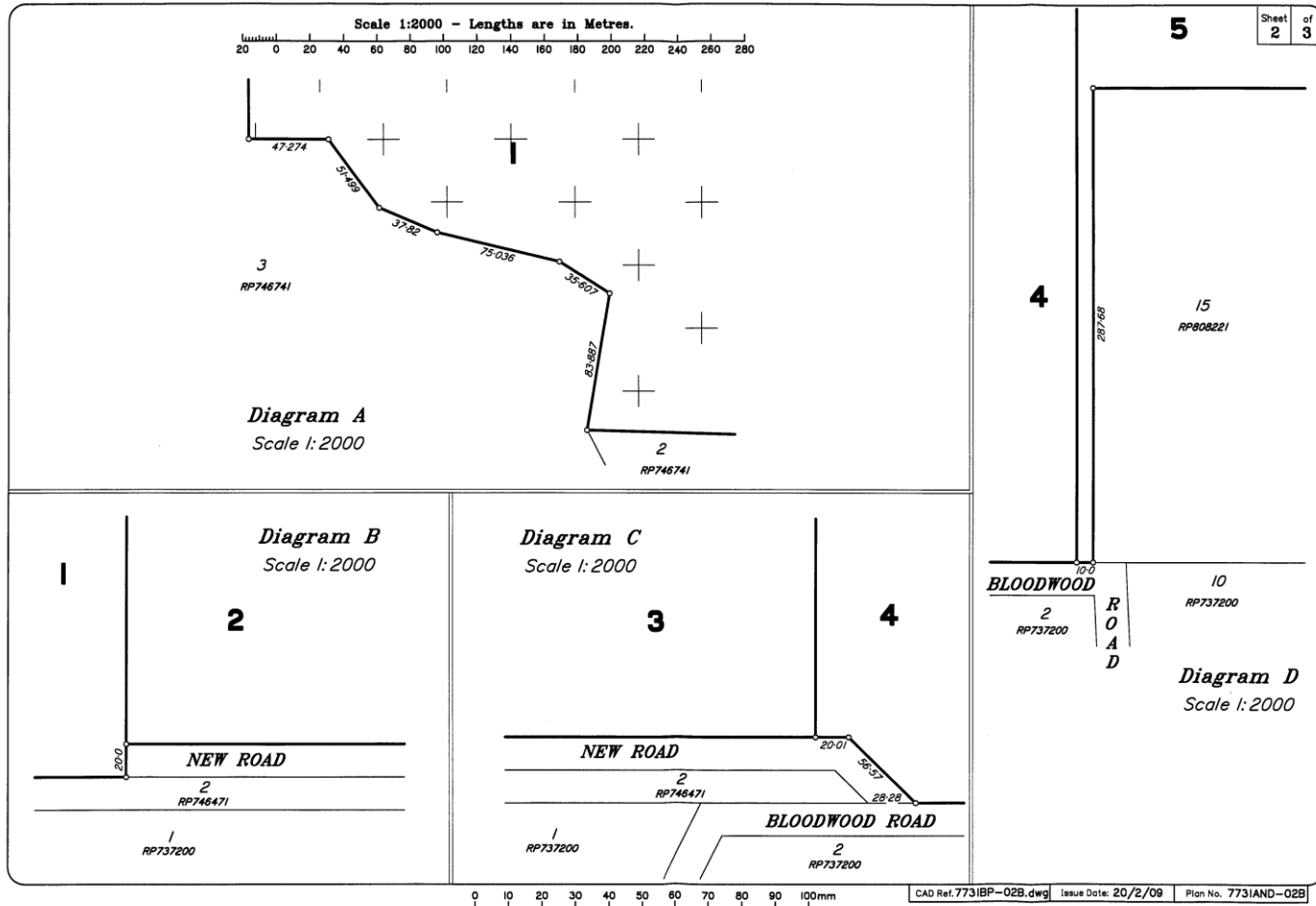
21. The Reconfiguration of a lot approval authorised by this Development Permit must be completed and the Plan of Survey submitted to Council for endorsement within four (4) years from the commencement of this approval or this approval will lapse.

B. Assessment Manager (COUNCIL) Advice

- a. A development permit is required for carrying out Building works and a Plumbing and Drainage approval/compliance permit is required for Plumbing and Drainage works prior to construction of any dwellings associated with this development.
- b. An Operational Works permit will be required from the Department of Environment and Resource Management prior to the sinking of any bores, other than for domestic or normal stock water purposes.
- c. An Operational Works permit will be required from the Department of Environment and Resource Management prior to the clearing of native vegetation other than for:
- (i) to the extent necessary to build a single residence and any reasonable associated building or structure, for which a development permit, for a building development application, has been issued;
or
 - (ii) necessary for essential management;
 - (5) (iii) further landholder's must contact Department of Environmental Resource Management (DERM) before conducting any clearing needed to give practical effect to the development to determine if their proposed clearing is assessable or not under the Vegetation Management (Regrowth Clearing Moratorium) Act 2009 (the Moratorium Act).
- d. A Material Change of Use, Code Assessable approval will be required for buildings and structures that cannot comply with the following:

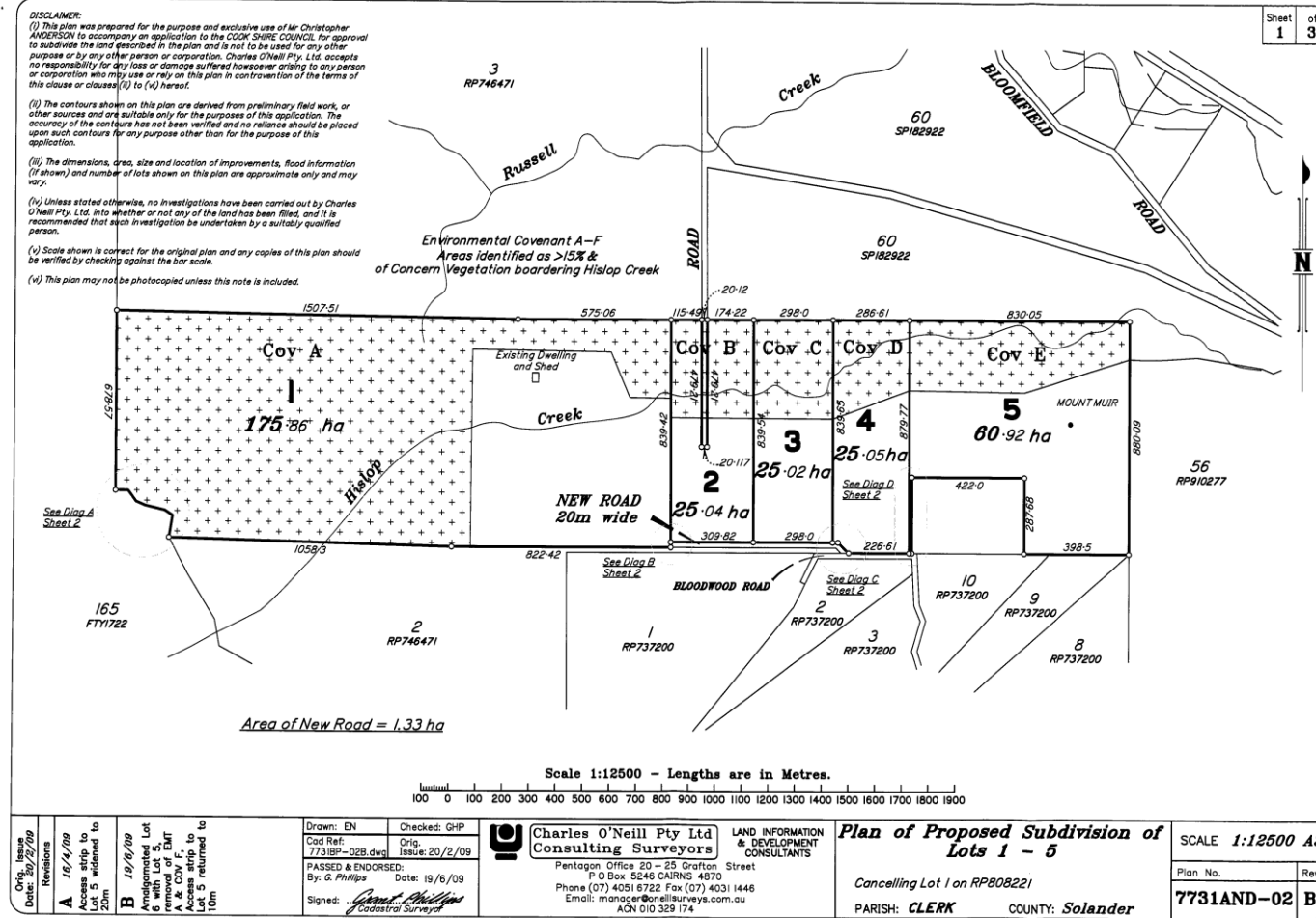
“Where access is from an unsealed road buildings and structures are set-back a minimum of 100 metres from this road frontage and a minimum of 6 metres from all other boundaries.”

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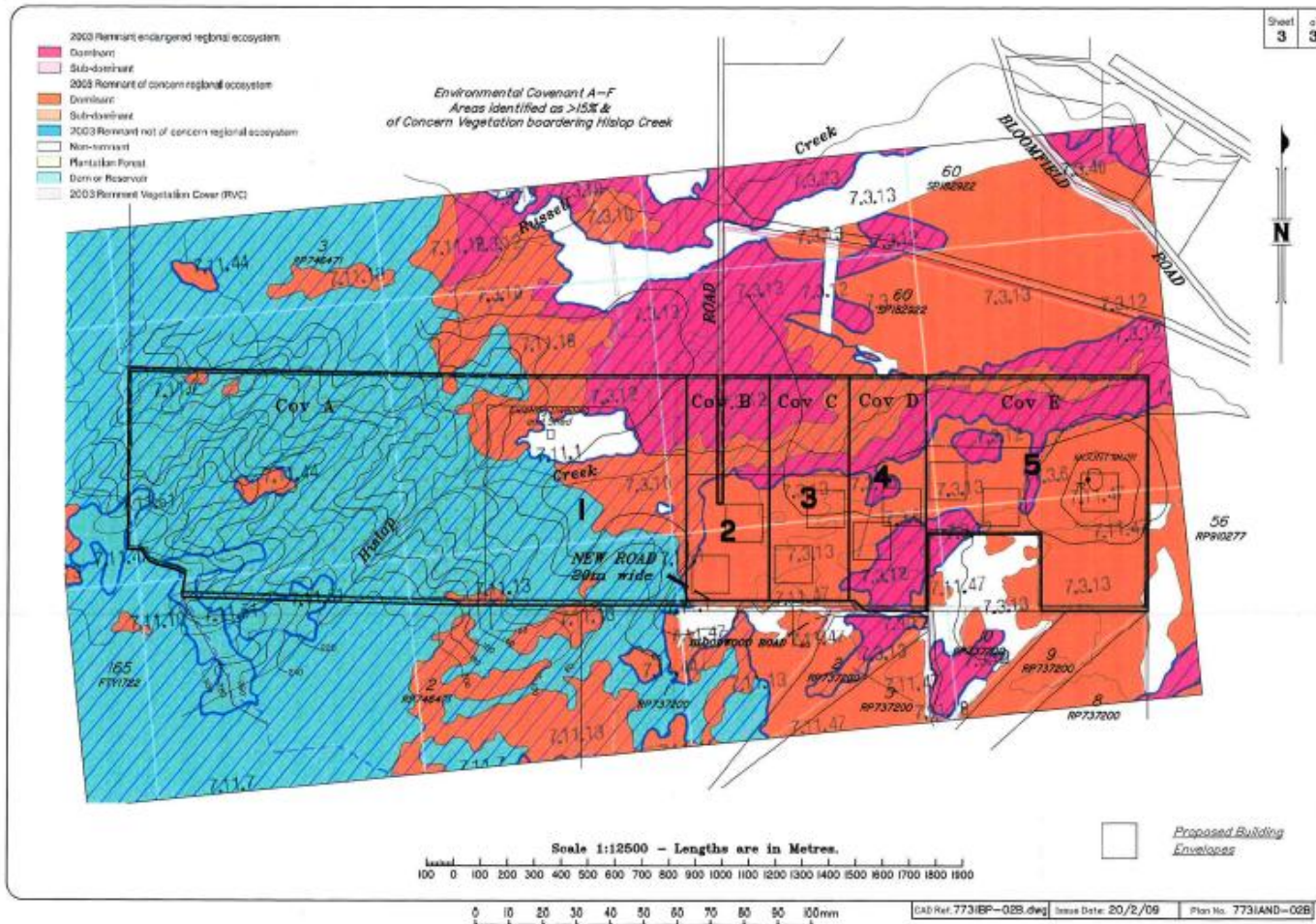
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PE4	CESSATION OF WASTE DISPOSAL ACTIVITIES AT LAURA LANDFILL; INTRODUCTION OF MANNED WASTE DISPOSAL FACILITY AND KERBSIDE REFUSE COLLECTION SERVICE	
	<i>Report No.D15/19251 from Waste Management Coordinator</i>	

Précis

Council support is sourced for conversion of Laura landfill into manned waste transfer station and introduction of kerbside refuse collection service.

Background/History

Site:

1. Laura landfill is located on Lot 200 Plan CP907233 adjacent to Peninsula Development Road, Laura. The landfill has operated as a trench landfill in that location for over 30 years; a portion of the property was fenced in 2006 (appendix 1).
2. The site is operated under Environmentally relevant Activity 60(2A) (ERA60(2A)) for waste disposal of 50 – 2,000t per annum as outlined in the Environmental Authority (EA) EPPR00755213.
3. Lot 200 on CP907233 is currently unallocated State land and is not authorized to be used as a landfill.

Regulatory requirements for managing a landfill:

4. Relevant regulatory requirements for Laura Landfill management (EPPR00755213):

Condition No	Condition	Comments
P1-G2	All reasonable and practicable measures must be taken to minimise the likelihood of environmental harm being cause.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P1-A2	Any material received, stockpiled or handled must be managed in a way that minimises dust generation.	Sites current conditions are very dusty. With no guidance to users we can't comply with this condition.
P1-WT1	Contaminants must not be released to the groundwater,	The property, Lot 200 Plan CP907233, has the Laura River along its western boundary and a wetland is mapped to the north of the waste facility on Map 25 Watercourses and Wetlands, Laura and Lakeland in the Cook Shire Planning Scheme. Without monitoring of what is going into the trench we can't ensure compliance with this condition.

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P1-WT4	Stormwater runoff that has been in contact with any contaminants at the site must not be released to any waters, roadside gutters or stormwater drains.	Even though basic stormwater diversions are in place, without monitoring we can't ensure that waste is dumped where the signage requires for it to be dumped.
P1-L1	Other than as permitted within this authority, contaminants must not be released to the land.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P1-L3	All chemicals including petroleum products stored on the authorised place must be stored in an effective containment system that is impervious to the materials stored and managed to prevent release.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P1-L5	Erosion protection measures and sediment control measures must be implemented and maintained to minimise erosion and release of sediment.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P1-WS1	Other than as permitted within this authority, waste must not be buried.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P1-WS3	Waste must not be burnt.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition. There are evidence of waste being burned on regular basis.
P10-L1	Leachate is not permitted to be directly or indirectly released to any land beyond the authorised place.	There are no leachate management practices in place.
P10-L4	Any future waste storage areas must be constructed in a manner that prevents or minimises the release of leachate through the base and embankments.	To date we just dig another hole which breaches these conditions. As a licenced facility any disposal trenches/ cells should be designed by a suitable engineer.
P10-L5	Any disturbed land must be rehabilitative such as: <ul style="list-style-type: none"> • Native species of vegetation are planted and established; • Potential soil erosion is mitigated; • Water leaving the site does not contain contaminants that may cause environmental harm; • The landform is stable and not likely to slump. 	No rehabilitation works have been conducted. Hard to maintain with no staff on site.
P10-L10	Closure and post-closure plan must include following: <ul style="list-style-type: none"> • Future land use; and • Maintenance of rehabilitation areas. 	New wastewater treatment plant is being built on the same lot. This is a perfect future land use. Any preliminary rehabilitation works can be conducted during constructions works.
P10-WS 2	Temporary storage of any regulated waste must be undertaken in a manner that prevents environmental harm.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.
P10-WS3	Waste disposal activities must not extend beyond the boundary of the authorised place.	Site is unmonitored most of the time and therefore we can't ensure compliance with this condition.

5. On September 21, 2015 an incident occurred at Coen landfill where asbestos waste (including friable asbestos) was dumped illegally on the landfill site. This resulted in a three week clean-up and thousands of dollars of expenses. Luckily

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Council staff member identified the issue promptly and was able to identify the source. This issue would have never occurred if the site was manned. Unmanned sites pose a significant financial liability on the Council.

6. Cooktown contractors have been witnessed on number of occasions utilising Laura Landfill for waste disposal as means to avoid disposal fees in Cooktown.
7. Cairns contractors have been witnessed disposing of tyres at Laura Landfill as means to avoid disposal fees in Cairns.

Preliminary closure of Laura Landfill and conversion to Waste Transfer Station:

8. There is no water quality monitoring in place at Laura Landfill. The data is crucial for final rehabilitation and capping works as this will dictate what types of work are required and could potentially save Council thousands of dollars.
9. Treated effluent can potentially be used to grow grass on the site. Grass cover would assist with erosion control as well as reduce the amount of water entering into the landfill. Grass would greatly assist with dust control during the dry season.
10. Council already has a town agent working on the site. Manning the site would not require any additional staffing arrangements.
11. The transfer station would operate in a similar manner to Ayton and Lakeland where small volumes of general waste are collected through the kerbside system. Any other types of waste will be stockpiled until a full load is reached (bulky waste, tyres, scrap metal, green waste). The waste will be taken to either Lakeland (green waste, scrap metal, tyres) or Cooktown (bulky waste).
12. Proposed opening hours are 10 hours/ week.
13. Recycling will be introduced to Laura (aluminium, plastics, tin cans, glass).
14. Recovery of lead acid batteries and waste oil will be reinforced.
15. Recovery of regulated waste that may cause environmental harm will be introduced (paints, solvents, pesticides and other chemicals).

Kerbside refuse collection:

16. Peninsula Development Road is fully sealed between Laura and Lakeland. Kerbside refuse collection service is already conducted in Lakeland. Distance between Laura and Lakeland is 60 km.

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17. There are 72 properties within the proposed collection area (appendix 2). The service will be provided to all residential dwellings as well as everyone else upon written request for service.
18. Service will be available to everyone between Lakeland and Laura upon the written request for service.
19. There are wheelie bins available for the service and therefore no additional expenditure is required. It is proposed to provide wheelie bins free of charge (no more than one per property).
20. It is proposed to provide a free collection service for the first quarter of the service from April 1, 2016 – June 30, 2016. Refuse collection fees will be applied as of July 1, 2016.

Tourist waste:

21. It is proposed to negotiate remuneration package with one of the commercial businesses in town (e.g. Roadhouse, pub, caravan park or other) to accept tourist waste. Service will be a wheelie bin service and waste will be accepted free of charge during the closure of the waste transfer station.

Link to Corporate Plan

4.2 Environmental Wellbeing;

- Undertake the management of waste management facilities and services to a standard that ensures legislative compliance

Consultation

- Mark Marziale, Director of Planning and Environment
- Wayne Russell, Laura/Lakeland Town Agent
- Leonie Dowding, Land Tenure Officer
- James Begg, Golders Associates

Legal Implications (Statutory, basis, legal risks)

- *Environmental Protection Act 1994*
- *Environmental Protection Regulation 2008*
- *Waste Reduction and recycling Act 2011*

Policy Implications

NIL

Financial and Resource Implications (Budgetary)/Risk Assessment

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Full costing will be sourced as part of the project management:

Fortnightly kerbside collection service

Wheelie bins provided (expenditure in the 2014/2015 budget)

Staff for manning the facility (included in the 2015/16 budget)

Groundwater bores

Groundwater sampling and monitoring

Earthworks at the landfill

Vegetation of the landfill site

Fee to the contractor to accept tourist waste

Waste transfer (included as wages in 2015/16 budget)

Waste transfer (plant hire)

Revenue generated through rates	\$16,560
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Revenue generated through gate fees	\$3,000
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RECOMMENDATION

Council herein resolves to undertake the following actions and changes:

- 1) Cease any waste disposal activities at Laura landfill by June 30, 2016;
- 2) Convert Laura landfill site into manned waste transfer station by June 30, 2016;
- 3) Install two groundwater monitoring bores to monitor landfill impact of the groundwater;
- 4) Release funds from the environmental levy for installation of groundwater monitoring bores;
- 5) Introduce kerbside waste collection service to Laura township by April 1, 2015.

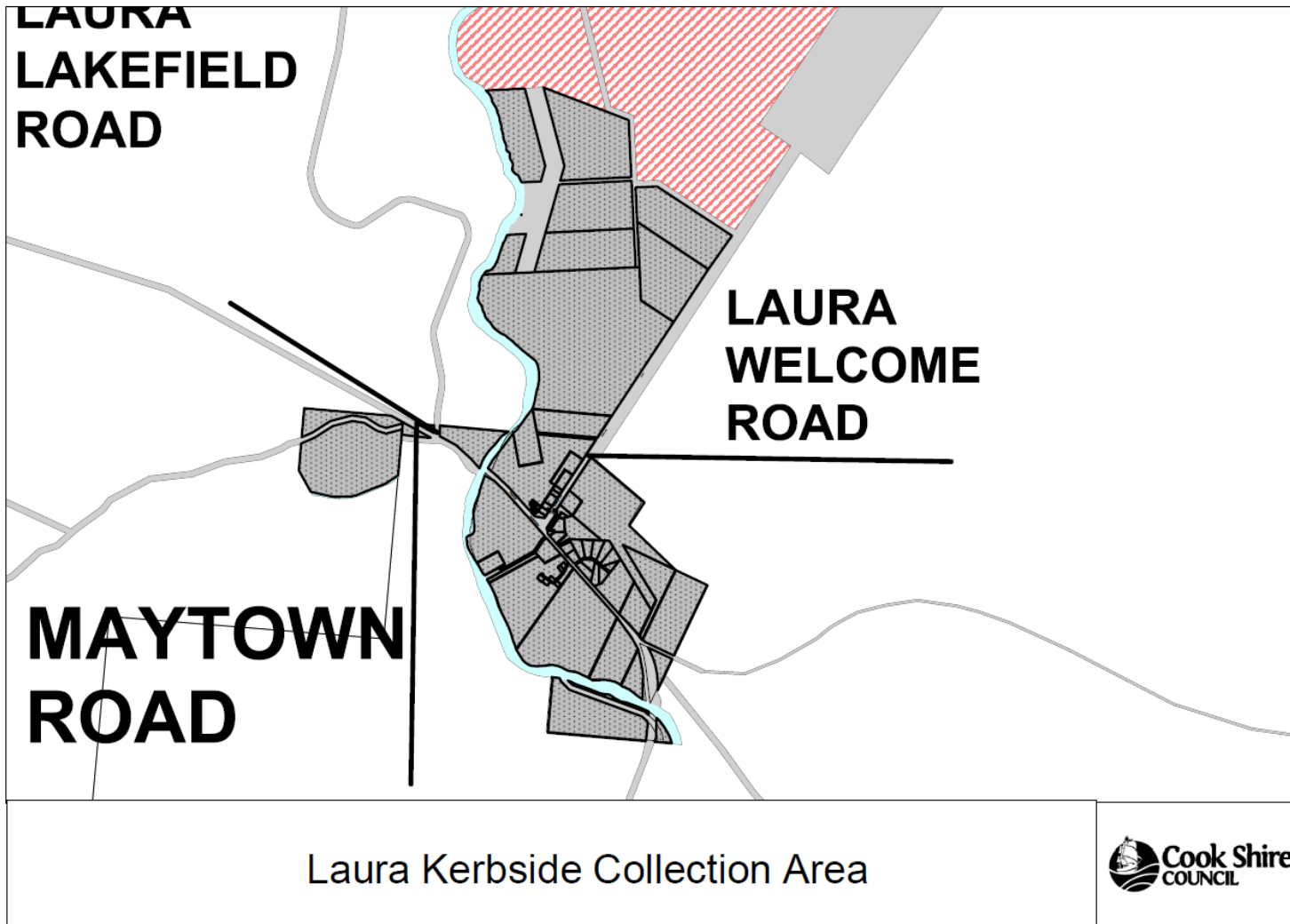
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Appendix 1 – Google Earth Image – Laura Landfill



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Appendix 2 – Proposed Laura kerbside collection service



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PE5	THE MAKING OF THE COOK SHIRE LOCAL LAWS 2015	
	<i>Report No. D15/19276 from Director of Planning & Environment October 2015</i>	

Précis - Purpose

1. To provide Council with a local law making process to be adopted in its entirety by resolution in accordance with recent amendments in legislation, the *Local Government Act 2009* (Qld) (“LGA”); and,
2. To provide Council with a process for it to delegate authority to the Chief Executive Officer of Council for the review process for possible anti-competitive provisions in the proposed local laws.

Background/History

3. The *Local Government Act 2009 Qld* (“LGA”) – *chapter 3, part 1*, makes it clear that it is the responsibility of each local government to make their local laws and to decide what process it will use to make them, so long as the process and the laws are consistent with the provisions of the *Local Government Act 2009*.
4. At its Meeting held 18-20 August 2014, Council resolved to release the Draft Local Laws 2014 for public consultation.
5. The proposed Draft Local Laws 2014 were advertised/ notified for public consultation for the month of November 2014, and interested persons were permitted and encouraged to make written submissions.
6. One public submission was received, during the public consultation period, and Council’s position with respect to the issues raised will be conveyed to the Submitter, when a determination is made with regards to the relevant Anti-Competitive elements of the Local Laws.
7. The local law making process has been provided by Preston Law, solicitors, who are undertaking the local law review project work for Council.
8. The subordinate local laws are now in a draft form that are able to be adopted by Council. Council must resolve to adopt the model local laws and subordinate local laws prior to an anti-competitive review being undertaken.
9. A written response to those who made written submission is required, and should address the details of the comments made. Council’s solicitors will prepare the response, when the Local Laws are adopted, and any anti-competitive provisions are assessed.
10. At its Meeting held 22 September 2015, Council resolved to defer a decision on the Making of the Local Laws to this October Meeting, to allow more time for consideration of the amended Subordinate Local Laws.

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Link to Corporate Plan

11. Strategic Direction:

***NATURAL ENVIRONMENT, ENVIRONMENTAL HEALTH SERVICES
AND SUSTAINABLE DEVELOPMENT***

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

- b) Effective and appropriate local laws and their enforcement.
- c) Animal control in all townships and localities.
- d) Environmental health initiatives and services.

Consultation - External

- 12. Public Notice was given for 28 days public (entire month of November 2014) consultation period, to invite public comment and participation, and thereby enable proper consideration and inclusion of improvements and adjustments.
- 13. No further public consultation is required with respect to the adoption of Model Local Laws.
- 14. Legal Review of the Draft Model Local Laws was conducted by Preston Law.

Consultation - Internal

- 15. Reviewed by Council Staff.

Legal Implications (Statutory, basis, legal risks)

- 16. Council, as a local government authority is responsible for the review and adoption of a current and legally viable set of Local Laws, and this is a requirement of the *Local Government Act 2009 – chapter 3, part 1*.
- 17. *Local Government Act 2009*, section 29 (Local Law Making Process)
- 18. *Local Government Act 2009*, section 121(1) (Removal of unsound decisions)
- 19. *Local Government Act 2009*, section 38 (Anti-competitive provisions)
- 20. *Local Government Act 2009*, section 257 (Delegation of local government powers)
- 21. *Local Government Regulation 2012*, section 14 (Local Law Register – Act, s31)
- 22. *Local Government Regulation 2012*, section 15 (Anti-competitive provisions and review procedures)
- 23. National Competition Policy – Guidelines for conducting and reviews of anti-competitive provisions in local laws- Version 1 2013

Policy Implications

- 24. Adoption of model local laws and making subordinate local laws in accordance with the principles of the Local Government Act 2009.

Financial and Resource Implications (Budgetary)

- 25. Funds to cover the drafting, public notice advertising, legal assessment, and reporting were allocated in the Council Budgets 2014-15 and 2015-16 financial years.

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Local Law Making Process

26. In accordance with section 29(1) of the LGA, the local government resolves to adopt a process for making each local law of Council as detailed below:-

27. The process—

(a) applies to the making of—

(i) each local law that is an adopted model local law;

(ii) each local law that is a subordinate local law; and

(iii) each other local law;

but

(b) does not apply to a local law that is an interim local law.

Making a Local Law that is an Adopted Model Local Law

28. The process (model local law making process) stated in this resolution must be used to make a local law that is an adopted model local law.

Step 1 – By resolution propose to adopt the model local law;

Step 2 – If the model local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for a review of the anti-competitive provisions.

Step 3 – By resolution—

(a) Adopt the model local law; and

(b) If there is an existing local law about the matter that is inconsistent with what is adopted-amend or appeal the existing local law so that there is no inconsistency.

Step 4 – Let the public know that the local law has been made, by publishing a notice of the making of the local law in accordance with the requirements of section 29(4) to (6) inclusive of the LGA.

Step 5 – As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government's public office.

Step 6 – Within 7 days after the notice is published in the gazette, give the Minister-

(a) a copy of the notice; and

(b) a certified copy of the local law; and

(c) a drafting certificate.

Step 7 – Update the local government's register of its local laws.

Making a Subordinate Local Law

29. The process (subordinate local law making process) stated in this resolution must be used to make a subordinate local law (a proposed subordinate local law). The local government may start the process of making a subordinate local law even though the process for making the local law (including a model local law) on which the subordinate local law is to be based (the proposed authorising local law) has not finished.

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30. The Council may use steps 1 to 5 of the subordinate local law making process (other than actually making the subordinate local law) before the proposed authorising law is made if-
- (a) in making the proposed authorising local law, the local government has to satisfy-
 - (i) the model local law making process; or
 - (ii) the other local law making process; and
 - (b) the proposed authorising law is made under the other local law making process – the notice about the subordinate local law under step 2 of the subordinate local law making process is published no earlier than the notice about the proposed authorising local law under step 3 of the other local law making process is published.
31. For avoidance of any doubt, a subordinate local law made by the local government using the process detailed in the resolution may provide for local government to, from time to time, by resolution, reference or incorporate information.
32. For example, under the *Local Government Regulation 2012* (Qld) the “competition policy guidelines” for the identification of anti-competitive provisions are a document made by the department and available for inspection on the department’s website.
- Step 1 – By resolution, propose to make the proposed subordinate local law.
- Step 2 – If the proposed subordinate local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.
- Step 3 – By resolution, decide whether to-
- (a) make the proposed subordinate local law; or
 - (b) make the proposed subordinate local law with amendments; or
 - (c) not proceed with the making of the proposed subordinate local law.
33. If the local government resolves to proceed with the making of the proposed subordinate local law with amendments, and the amendments are substantial, the local government must again comply with the procedures prescribed under a regulation for a review of anti-competitive provisions for the amended provision.
- Step 4 – Let the public know that the subordinate local law has been made, by publishing a notice of making of the subordinate local law in accordance with the requirements of section 29(4) to (6) inclusive of the LGA.
- Step 5 – As soon as practicable after the notice is published in the gazette, ensure that a copy of the subordinate local law may be inspected and purchased at the local government’s public office.
- Step 6 – Within 7 days after the notice is published in the gazette, give the Minister –
- (a) a copy of the notice; and
 - (b) a certified copy of the subordinate local law; and
 - (c) a drafting certificate.
- Step 7 – Update the local government’s register of its local laws.

Making an “other” Local Law

The process (other local law making process) stated in this resolution must be used to make a local law (a proposed local law) other than –

- (a) a model local law; or
- (b) an interim local law; or

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- (c) a subordinate local law.
- Step 1 – By resolution, propose to make the proposed local law.
- Step 2 – Consult with relevant government entities about the overall State interest in the proposed local law.
- Step 3 – **Anti-Competitive Provisions**
If the proposed local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for review of the anti-competitive provisions.
- Step 4 – Let the public know that the local law has been made by publishing a notice of the making of the local law in accordance with the requirements of section 29(4) to (6) inclusive of the LGA.
- Step 5 – As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government’s public office and the departments State office.
- Step 6 – Within 7 days after the notice is published in the gazette, give the Minister –
(a) a copy of the notice; and
(b) a certified copy of the local law; and
(c) a drafting certificate for the local law.
- Step 11 – Update the local government’s register of its local laws.

Options for the Determination of Council

- (a) Consider this report and take no action.
- (b) Consider this report and resolve that Council—
- (i) Adopts the proposed local law making process to adopt model local laws attached in **Annexure A** and the subsequent local laws attached in **Annexure B** in its entirety; and
 - (ii) Propose to adopt each of the model local laws listed in **Schedule 1**; and
 - (iii) Propose to make each of the proposed subordinate local laws listed in **Schedule 2**;
 - (iv) Propose to repeal the local laws listed in **Schedule 3** and the subordinate local laws listed in **Schedule 4**;
 - (v) Delegate authority to the CEO of Council to undertake a review of the possible anti-competitive provisions in the proposed local laws and subordinate local laws.

Recommendation

That Council resolves to—

1. adopt the proposed local law making process, as detailed in the above report;
2. propose to adopt each of the model local laws listed in **Schedule 1**; and
3. propose to make each proposed subordinate local law listed in **Schedule 2**;
4. delegates authority to the CEO to make any minor amendments, variations, corrections as is deemed necessary;
5. repeal the local laws listed in **Schedule 3** upon the adoption of the model local laws in **Schedule 1**;

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6. repeal the subordinate local laws listed in **Schedule 4** upon the adoption of the subordinate local laws listed in **Schedule 2**.
7. Pursuant to section 257 of the *Local Government Act 2009* (“the Act”), to delegate to the Chief Executive Officer of Council its powers under section 38 of the Act and section 15 of the *Local Government Regulations 2012* to decide—
 - (a) how the review of the proposed local laws and proposed subordinate local laws particularised in **Schedule 1** and **Schedule 2** for anti-competitive provisions (“the Review”) is to be conducted; and
 - (b) the matters with which the Review of the local laws and subordinate local laws particularised in **Schedule 1** and **Schedule 2** must deal;
 - (c) the consultation process and how the process is to be used in the Review.

Schedule 1

- (i) *Model Local Law No. 1* (Administration) 2010 to be known as Local Law No. 1 (Administration) 2015;
- (ii) *Model Local Law No. 2* (Animal Management) 2010 to be known as Local Law No. 2 (Animal Management) 2015;
- (iii) *Model Local Law No. 3* (Community Environment Management) 2010 to be known as Local Law No. 3 (Community Environmental Management) 2015;
- (iv) *Model Local Law No. 4* (Local Government Controlled Areas, Facilities and Roads) 2010 to be known as Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2015;
- (v) *Model Local Law No. 5* (Parking) 2010 to be known as Local Law No. 5 (Parking) 2015.

Schedule 2

- (i) *Subordinate Local Law No. 1* (Administration) 2015;
- (ii) *Subordinate Local Law No. 2* (Animal Management) 2015;
- (iii) *Subordinate Local Law No. 3* (Community Environmental Management) 2015;
- (iv) *Subordinate Local Law No. 4* (Local Government Controlled Areas, Facilities and Roads) 2011;
- (v) *Subordinate Local Law No. 5* (Parking) 2011.

Schedule 3

Local Laws Repealed

This local law repeals each of the following local laws;

- (i) *Local Law No. 1* (Administration);
- (ii) *Local Law No. 2* (Libraries);
- (iii) *Local Law No. 3* (Temporary Homes);
- (iv) *Local Law No. 4* (Commercial Recreational Activities);
- (v) *Local Law No. 5* (Control of Nuisances);
- (vi) *Local Law No. 6* (Keeping and Control of Animals) 2008;
- (vii) *Local Law No. 7* (Foreshores);
- (viii) *Local Law No. 8* (Extractive Industries);
- (ix) *Local Law No. 9* (Entertainment Venues);
- (x) *Local Law No. 10* (Jetties, Barge Loading Ramps and Boat Ramps);
- (xi) *Local Law No. 11* (Control of Advertisement);

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- (xii) *Local Law No. 12* (Parks and Reserves);
- (xiii) *Local Law No. 13* (Rental Accommodation with Shared Facilities);
- (xiv) *Local Law No. 14* (Control of Pests);
- (xv) *Local Law No. 15* (Impounding of Animals);
- (xvi) *Local Law No. 17* (Public Conveniences);
- (xvii) *Local Law No. 18* (Gates and Grids);
- (xviii) *Local Law No. 19* (Waste Management);
- (xix) *Local Law No. 20* (Domestic Water Carriers);
- (xx) *Local Law No. 21* (Meetings);
- (xxi) *Local Law No. 22* (Caravan Parks and Camping);
- (xxii) *Local Law No. 23* (Cemeteries) 2001;
- (xxiii) *Local Law No. 24* (Commercial Use of Roads) 2001;
- (xxiv) *Local Law No. 25* (Roads) 2001

Schedule 4

Subordinate Local Laws Repealed

- (i) *Subordinate Local Law No. 2* (Libraries) 2001;
- (ii) *Subordinate Local Law No. 3* (Temporary Homes) 2001;
- (iii) *Subordinate Local Law No. 4* (Commercial Recreational Activities) 2001;
- (iv) *Subordinate Local Law No. 5* (Control of Nuisances) 2001;
- (v) *Subordinate Local Law No. 6* (Keeping and Control of Animals) 2008;
- (vi) *Subordinate Local Law No. 8* (Extractive Industries) 2001;
- (vii) *Subordinate Local Law No. 9* (Entertainment Venues) 2001;
- (viii) *Subordinate Local Law No. 11* (Control of Advertisement) 2001;
- (ix) *Subordinate Local Law No. 12* (Parks and Reserves) 2001;
- (x) *Subordinate Local Law No. 13* (Rental Accommodation with Shared Facilities) 2001;
- (xi) *Subordinate Local Law No. 15* (Impounding of Animals) 2001;
- (xii) *Subordinate Local Law No. 18* (Gates and Grids) 2001;
- (xiii) *Subordinate Local Law No. 20* (Domestic Water Carriers) 2001;
- (xiv) *Subordinate Local Law No. 21* (Meetings) 2001;
- (xv) *Subordinate Local Law No. 22* (Caravan Parks and Camping);
- (xvi) *Subordinate Local Law No. 23* (Cemeteries) 2001;
- (xvii) *Subordinate Local Law No. 24* (Commercial Use of Roads) 2001;
- (xviii) *Subordinate Local Law No. 25* (Roads) 2001.

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CORPORATE SERVICES

FINANCE

F1	REVENUE AND EXPENDITURE –2015	
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That the Revenue and Expenditure Statements for September 2015 be adopted

AGENDA AND BUSINESS PAPERS
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Cook Shire Council Income Statement				
For Period Ended 30th September 2015				
	Actual to		Amended Bgt	Original Budget
% of Year Completed 25.0%	30/09/2015	%	2015-16	2015-16
Income				
Recurrent Revenue				
Rates, Levies & Charges	2,919,198	45%	6,529,850	6,529,850
Sales of Goods & Major Services	3,088,481	114%	2,712,375	2,712,375
Fees & Charges	178,147	19%	924,260	924,260
Rental Income	105,255	37%	281,400	281,400
Interest Received	56,781	29%	194,400	194,400
Private Works	40,201	47%	85,000	85,000
FAG's Grant	5,390,114	61%	8,824,000	8,824,000
Other Operating Grants & Subsidies	45,434	16%	276,100	276,100
Other Income	12,255	17%	71,850	71,850
	11,835,865	59%	19,899,235	19,899,235
Capital Revenue				
Grants & Subsidies	1,240,000	18%	7,004,500	7,004,500
NDRRA Grants	9,959,724	44%	22,400,000	22,400,000
Profit on Asset Sales	0		0	0
	11,199,724	38%	29,404,500	29,404,500
Total Income	23,035,590	47%	49,303,735	49,303,735
Expenses				
Recurrent Expenses				
Employee Costs (Net of Flood)	1,951,419	21%	9,196,062	9,196,062
Materials & Services	2,619,491	32%	8,182,280	8,182,280
Finance Costs	83,257	27%	312,200	312,200
Depreciation	2,149,763	25%	8,599,050	8,599,050
	6,803,929	26%	26,289,592	26,289,592
Capital Expenses				
NDRRA Expenditure	14,216,232		22,400,000	22,400,000
Loss on Asset Sales	0		0	0
Total Expenses	21,020,161	43%	48,689,592	48,689,592
Net Result Surplus/(Deficit)	2,015,429		614,143	614,143
Add Back Capital Transaction	3,016,507		(7,004,500)	(7,004,500)
Operating Result (Deficit)	5,031,936		(6,390,357)	(6,390,357)

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Cook Shire Council - Revenue & Expenditure Financial Year 2015-16										
	Revenue			Expenditure			Surplus/(Deficit)			
% of year completed 25.0%	Actual to 30/9/15	Original Budget	% of Budget	Actual to 30/9/15	Original Budget	% of Budget	Actual to 30/9/15	Original Budget	% of Budget	Comment
Executive Management										
CEO's Office	0	32,000		293,889	671,200	43.8%	(293,889)	(639,200)	46.0%	FNQ 65, LGAQ 49, Redund 37
Elected Members	0	0		123,494	468,900	26.3%	(123,494)	(468,900)	26.3%	
HR & WH&S	0	0		71,275	327,900	21.7%	(71,275)	(327,900)	21.7%	
Executive Mgt Total	0	32,000		488,658	1,468,000	33.3%	(488,658)	(1,436,000)	34.0%	
Corporate Services										
Corporate Services Mgt		0		120,972	525,350	23.0%	(120,972)	(525,350)	23.0%	
Rates Operations	1,642,848	3,314,900	49.6%	41,615	149,250	27.9%	1,601,233	3,165,650	50.6%	Temp costs
Financial Services										
- Grants: FAGs/Operating	4,423,765	7,206,000	61.4%		0		4,423,765	7,206,000	61.4%	FAGs General Portion
- Grants: Capital	1,240,000	7,004,500	0.0%		0		1,240,000	7,004,500	17.7%	Waterfront, - R4R & State/R2R
- Interest Income	56,781	146,000	38.9%		0		56,781	146,000	38.9%	
- Profit & Loss-Asset Sales		0	0.0%		0		0	0		
- Other Income	11,581	40,000	29.0%		0		11,581	40,000	29.0%	Insurance/Workcover claims
- Insurances		0		260,217	267,000	97.5%	(260,217)	(267,000)	97.5%	Pub Liab \$105 k, M/V \$94 k, ISR \$289 k
- Interest on Loans		0		78,162	285,000	27.4%	(78,162)	(285,000)	27.4%	Quarterly payment
- Other Expenses		0		5,095	27,200	18.7%	(5,095)	(27,200)	18.7%	Bank Charges
On cost Recovery	667,293	3,420,000	19.5%	759,899	3,315,000	22.9%	(92,606)	105,000	-88.2%	W/Comp \$256 k
IT Services		0	0.0%	191,578	523,500	36.6%	(191,578)	(523,500)	36.6%	Includes Software annual cost
Business Services	1,517	10,000	15.2%	104,243	543,600	19.2%	(102,726)	(533,600)	19.3%	Tenders, Service Fees
Community Buildings	32,037	153,200	20.9%	190,219	566,700	33.6%	(158,182)	(413,500)	38.3%	Ins \$45k
Endeavour Lodge	31,281	122,400	25.6%	50,319	165,850	30.3%	(19,038)	(43,450)	43.8%	Contract staff
Admin & Financial Services	47,762	25,600	186.6%	71,690	440,600	16.3%	(23,928)	(415,000)	5.8%	Back charges and Catholic School rates
Stores Operations	8,819	35,000	25.2%	43,938	205,600	21.4%	(35,119)	(170,600)	20.6%	
Admin Overheads Recovery	320,550	1,398,820	22.9%	0	0		320,550	1,398,820	22.9%	
Corporate Services Total	8,484,234	22,876,420	37.1%	1,917,947	7,014,650	27.3%	6,566,287	15,861,770	41.4%	
Engineering										
Mgr Engineering Services	2,838	12,000	23.7%	393,400	1,775,200	22.2%	(390,562)	(1,763,200)	22.2%	
Parks & Gardens	0	0	0.0%	335,992	1,501,750	22.4%	(335,992)	(1,501,750)	22.4%	
Road Infrastructure	966,349	1,618,000	59.7%	1,635,943	6,422,700	25.5%	(669,594)	(4,804,700)	13.9%	FAGs **TIDs in Finance, Depn \$5.5m
Water Infrastructure	423,430	1,815,300	23.3%	698,141	2,850,150	24.5%	(274,711)	(1,034,850)	26.5%	
Sewerage Infrastructure	602,045	1,185,700	50.8%	331,136	1,454,950	22.8%	270,909	(269,250)	-100.6%	
Airport Operations	208,407	801,000	26.0%	249,738	1,094,200	22.8%	(41,331)	(293,200)	14.1%	
Commercial Operations	2,909,239	2,030,000	143.3%	418,538	556,600	75.2%	2,490,701	1,473,400	169.0%	Gravel Sales
Works Depot	0	0	0.0%	46,247	149,050	31.0%	(46,247)	(149,050)	31.0%	
Plant	665,423	1,986,000	33.5%	502,141	2,147,250	23.4%	163,282	(161,250)	-101.3%	
Private Works	10,201	0	0.0%	14,586	0	0.0%	(4,385)	0	0.0%	
Flood Damage	9,959,724	22,400,000	44.5%	14,216,232	22,400,000	63.5%	(4,256,508)	0	0.0%	
Services Functions	0	0		17,958	172,350	0.0%	(17,958)	(172,350)	10.4%	Pre cyclone Clean-up
Engineering Total	15,747,656	31,848,000	49.4%	18,860,052	40,524,200	46.5%	(3,112,396)	(8,676,200)	35.9%	

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Cook Shire Council - Revenue & Expenditure Financial Year 2015-16										
	Revenue			Expenditure			Surplus/(Deficit)			
% of year completed 25.0%	Actual to 30/9/15	Original Budget	% of Budget	Actual to 30/9/15	Original Budget	% of Budget	Actual to 30/9/15	Original Budget	% of Budget	Comment
Economic Dev & Comm Serv										
Comm Serv Mgt		0		73,977	336,174	22.0%	(73,977)	(336,174)	22.0%	
Community Events	4,689	0	0.0%	22,507	106,000	21.2%	(17,818)	(106,000)	16.8%	
Community Development		0		20,089	6,500	309.1%	(20,089)	(6,500)	0.0%	Reallocation of salaries
Grants		0		14,948	96,000	15.6%	(14,948)	(96,000)	0.0%	
Economic Dev/Grants	2,031	19,000		39,018	171,001	22.8%	(36,987)	(152,001)	24.3%	
Media & Marketing		0		26,021	188,606	13.8%	(26,021)	(188,606)	13.8%	
Arts & Culture	40,855	58,000	70.4%	12,902	92,695	13.9%	27,953	(34,695)	0.0%	
Libraries	1,166	8,600	13.6%	60,100	270,846	22.2%	(58,934)	(262,246)	22.5%	
Sports & Recreation	4,376	43,850	10.0%	43,925	275,439	15.9%	(39,549)	(231,589)	17.1%	
Events Centre	3,524	10,000	35.2%	165,291	506,100	32.7%	(161,767)	(496,100)	32.6%	
Tourism & Events	894	11,000	8.1%	29,436	163,151	18.0%	(28,542)	(152,151)	18.8%	
Natures Powerhouse		0	0.0%	28,358	207,000	13.7%	(28,358)	(207,000)	13.7%	
Community Services Total	57,535	150,450	38.2%	536,572	2,419,512	22.2%	(479,037)	(2,269,062)	21.1%	
Planning & Environment										
Manager Planning & Environ.		0		33,849	324,500	10.4%	(33,849)	(324,500)	10.4%	
Planning & Land Tenure	18,763	86,500	21.7%	100,718	557,800	18.1%	(81,955)	(471,300)	17.4%	
Building	26,748	111,500	24.0%	104,028	557,450	18.7%	(77,280)	(445,950)	17.3%	
Pest Mgt & Local Laws	5,264	16,625	31.7%	110,894	190,250	58.3%	(105,630)	(173,625)	60.8%	O'time during tourist season
Health & Environment	11,560	34,560	33.4%	70,723	524,470	13.5%	(59,163)	(489,910)	12.1%	Annual Fees
Waste Management	228,873	781,900	29.3%	338,004	1,545,350	21.9%	(109,131)	(763,450)	14.3%	
Environmental Levy	105,184	206,000	51.1%	0	0	0.0%	105,184	206,000	51.1%	
Cemeteries	1,264	6,850	18.5%	8,050	51,750	15.6%	(6,786)	(44,900)	15.1%	
SES		22,000	0.0%	15,152	41,500	36.5%	(15,152)	(19,500)	77.7%	
Land Tenure	738	45,000	1.6%	44,333	234,430	18.9%	(43,595)	(189,430)	23.0%	Nat Title Grant
Landcare Facilitator		105,000	0.0%	4,920	144,050	3.4%	(4,920)	(39,050)	0.0%	
Biosecurity	30,000	380,000	7.9%	68,490	490,750	14.0%	(38,490)	(110,750)	34.8%	
Planning & Environ Total	428,394	1,795,935	23.9%	899,161	4,662,300	19.3%	(470,767)	(2,866,365)	16.4%	
Total Revenue & Exp	24,717,819	56,702,805	43.6%	22,702,390	56,088,662	40.5%	2,015,429	614,143	328.2%	
Add Back Capital Trans	(11,199,724)	(7,004,500)	159.9%	(14,216,231)	0		3,016,507	(7,004,500)		
Operating Rev & Exp	13,518,095	49,698,305	27.2%	8,486,159	56,088,662	15.1%	5,031,936	(6,390,357)		

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Cook Shire Council Balance Sheet				
For Financial Year 2015-16				
	Actual to	%	Amended	Budget
	30/09/2015	Diff	Budget	2015-16
Current Assets				
Cash & Cash Equivalents	390,330	30%	301,150	301,150
Investments	5,004,733	-36%	7,800,000	7,800,000
Rate Debtors (Net of Advances)	1,061,534	78%	595,000	595,000
Trade Debtors	434,861	-3%	450,000	450,000
Other Receivables	223,765	0%	0	0
Inventories	561,321	0%	560,000	560,000
Total Current Assets	7,676,544	-21%	9,706,150	9,706,150
Non-Current Assets				
Property, Plant & Equipment	278,273,261	12%	249,495,948	249,495,948
Capital Works in Progress	9,719,273	44%	6,750,000	6,750,000
Total Non-Current Assets	287,992,535	12%	256,245,948	256,245,948
Total Assets	295,669,078	11%	265,952,098	265,952,098
Current Liabilities				
Trade Creditors	743,029	-7%	800,000	800,000
Employee Entitlements	946,466	2%	930,000	930,000
Other Payables (Incl GST Bal)	68,650	0%	0	0
NDRRA Rec'd in Advance	0		0	0
Borrowings	262,619	-8%	285,000	285,000
Working Capital Facility (\$10mil)	350,000		0	0
Provision for LSL	805,373	44%	560,000	560,000
Total Current Liabilities	3,176,137	123%	2,575,000	2,575,000
Non-Current Liabilities				
Trade Creditors	0		0	0
Employee entitlements	0	0%	0	0
Other Payables	100,284	0%	150,000	150,000
Borrowings	5,144,964	2%	5,050,000	5,050,000
Provision for LSL	185,056	-54%	400,000	400,000
Provision for Gravel Pits	1,547,794	7%	1,440,000	1,440,000
Total Non-Current Liabilities	6,978,098	-1%	7,040,000	7,040,000
Total Liabilities	10,154,235	6%	9,615,000	9,615,000
Net Community Assets	285,514,843	11%	256,337,098	256,337,098
Community Equity				
Retained Surplus	62,228,599	-7%	66,748,203	66,748,203
Asset Revaluation Surplus	221,860,022	18%	187,890,000	187,890,000
Other Reserves	1,426,221	-16%	1,698,895	1,698,895
Total Community Equity	285,514,843	11%	256,337,098	256,337,098

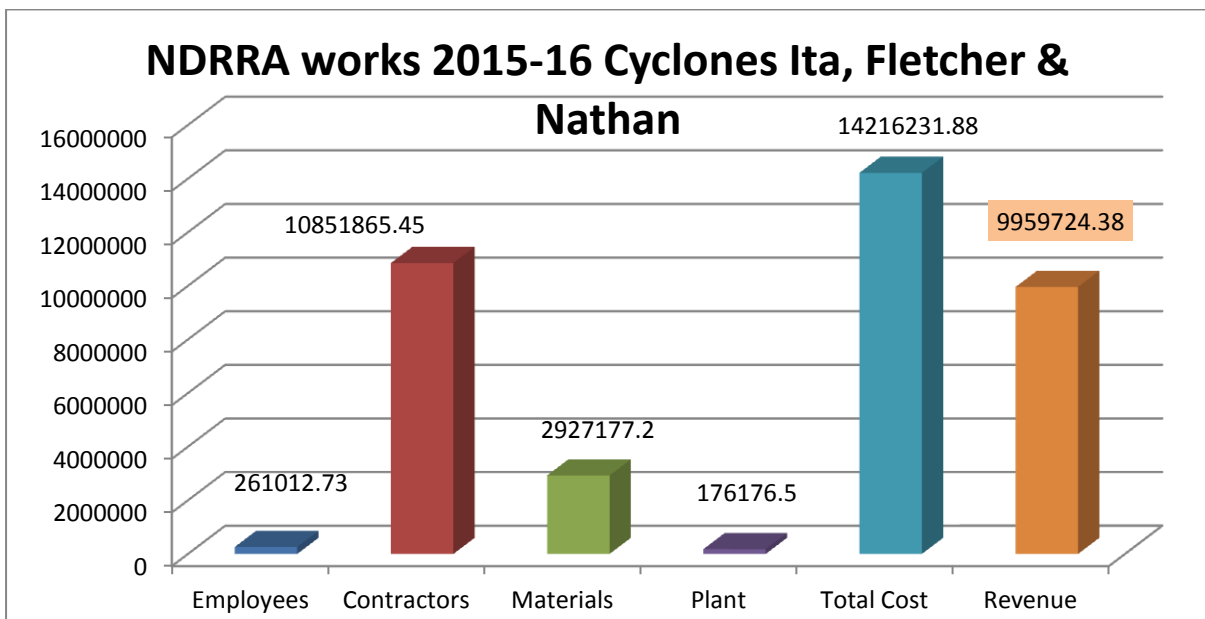
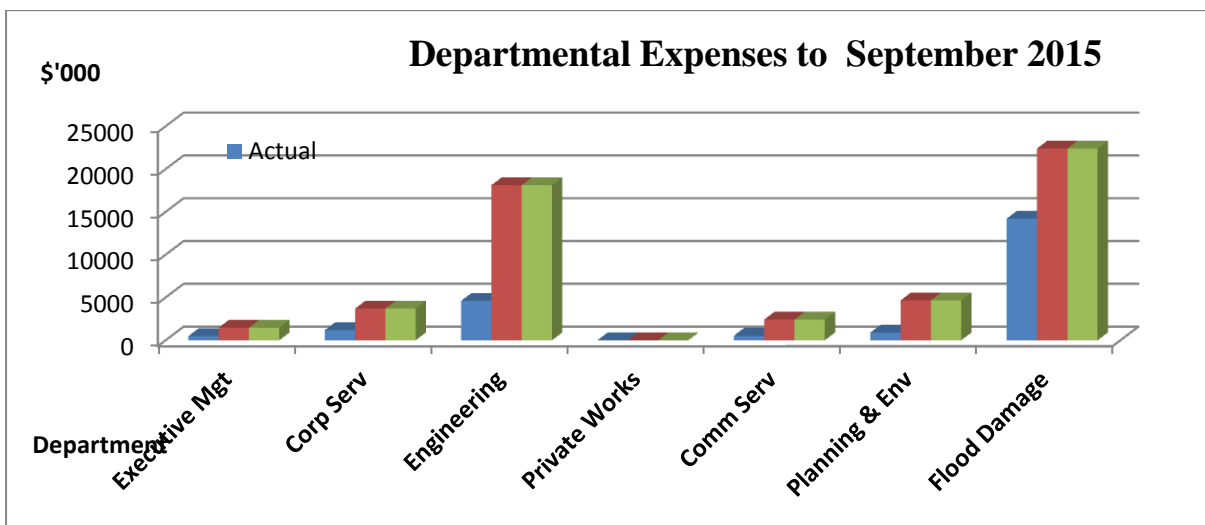
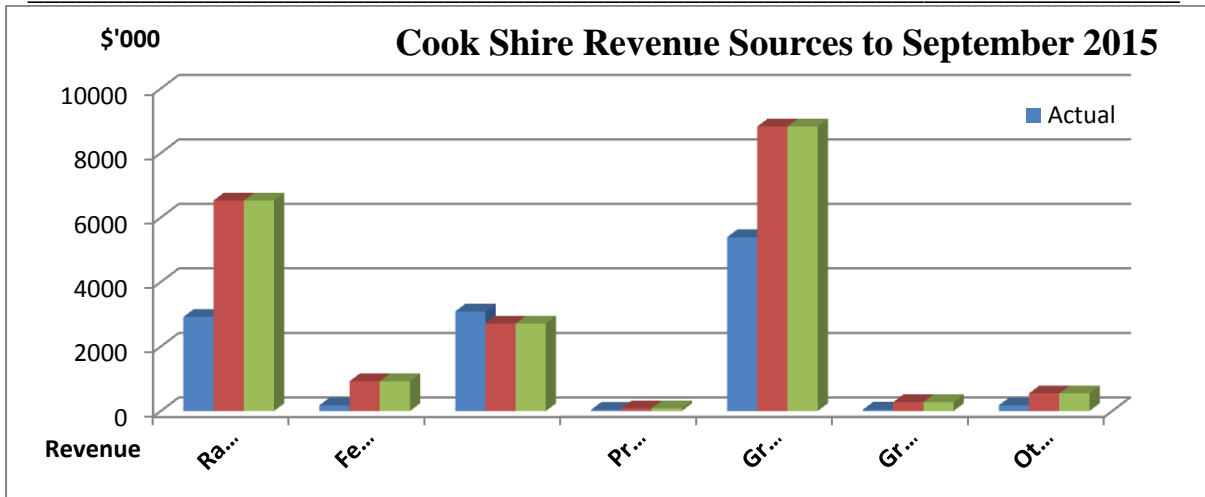
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Cook Shire Capital Budget 2015-16 : Expenditure to September 30 2015											
Location	WO	Waterfront Project	Budgeted Cost 2015-16	Trade-in Revenue	Funded by approved grants	Funding Body	Funded by Council	Costs current month	Cost to Date	Balance to Date	Comments
Cooktown	2233	Waterfront-Sewerage	55,000				0	3,728	50,788	4,212	
	2234	Waterfront-Roadworks/Stormwater/Earthworks	1,011,418		1,066,418	R2R	0	9,599	32,377	979,041	
	2238	Waterfront-Irrigation (To Landscaping)	0				0			0	
	2316	Waterfront-Gazebo, Shade Sails	40,000				0	0	2,183	37,817	
	2317	Waterfront-BBQ's/Shelters					0			0	
	2318	Waterfront-Amenities/Pergola/Eastern Toilet : MTC	1,239,159		1,239,159	R4R, DLGP	0	354,463	686,112	553,047	
	2319	Waterfront-Amenities Block : Ancillary (To WO 2318)					0			0	
	2320	Waterfront-Powder Magazine Retro-fit					0			0	
	2321	Waterfront-Landscaping(Pool,Hydromulch,Trees, Soil, Bins)	808,962		848,962	R4R/R2R	0			808,962	
	2322	Waterfront-Lighting	180,921		180,921	R4R	0	47,116	49,674	131,247	
	2323	Waterfront-Mains Power	128,250		128,250	R4R	0		3,843	124,407	
	2324	Waterfront-Pool Fence	31,000		31,000		0			31,000	
	2325	Waterfront-Bond Beams & Saltwater Pool Fitout	35,517		35,517		0	34,666	34,666	851	
	2327	Waterfront-Fishing Platforms	422,058		422,058	R4R	0	160,257	304,666	117,392	
	2328	Waterfront-Stage Area (TO Landscaping)					0			0	
	2329	Waterfront-Concrete Works: Paths/Slabs					0	17,669	86,705	-86,705	
	2330	Waterfront-Water Park (Grant 40%)	343,508		343,508	DLGP	0	49,763	50,089	293,419	
	2331	Waterfront-Gravel Footpaths (To Concrete Works)					0			0	
	2332	Waterfront-Marina Fitout , Fencing	25,000		25,000		0			25,000	
	2342	Waterfront-Consultancy (Prost, B & M, TPG & Michael)	271,730		271,730		0	40,069	88,538	183,192	
	2453	Waterfront-Water Mains	135,263		135,263		0			135,263	
	2462	Waterfront-CCTV Grafitti Stop	22,214		22,214	DLGP	0			22,214	
	2485	Waterfront-General Excavation	0				0	26,660	58,726	-58,726	
		Waterfront-Retaining Wall					0			0	
		Plaza Concreting					0			0	
										0	
		Total Waterfront Expenditure for 2015-16	\$ 4,750,000	\$ -	\$ 4,750,000		\$ -	\$ 743,990	\$ 1,448,367	\$ 3,301,633	
					\$ 4,750,000						
		Plant & Infrastructure									
		Various Plant items - to be finalised	620,000	270,000	0	-	350,000	11,300	11,300	608,700	Plant items to be confirmed
Coen		Coen Toilet Block	40,000	0	0	-	40,000			40,000	Purchased requires fitout and connections
		Photocopier- Admin Office	10,000		0	-	10,000			10,000	Current copier failing too often
		Water & Sewerage infrastructure	250,000	\$0.00	0	-	250,000			250,000	Water & Waste Infrastructure under review
										0	
		Total Plant & Infrastructure Expenditure for 2015-16	920,000	270,000	0	-	650,000	11,300	11,300	908,700	

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Cook Shire Capital Budget 2015-16 : Expenditure to September 30 2015											
Location		Other Capital Project requiring Funding	Budgeted Cost 2015-16	Trade-in Revenue	Funded by approved grants	Funding Body	Funded by Council				Comments
		Roadworks									
Cook Shire	2669	Sailors Hill-Bamaga Road	1,850,000		1,850,000	ATSI TIDs	0	195,497	737,877	1,112,123	
		Lukin Overflow-Strathgordon Road	150,000		150,000	ATSI TIDs	0	141,712	259,348	-109,348	
Cooktown		May Street Seal									Dependent upon Grant Funding
		Cycle Path - 4 Mile									Dependent upon Grant Funding
		Sherrin Esplanade - Widen and seal for parking									Dependent upon Grant Funding
	2339	Hope Street- completion				R2R	0	0	55,758	-55,758	R2R grant received 2014-15
		Hope St - Levelling									Dependent upon Grant Funding
		Racecourse walkway									Dependent upon Grant Funding
Lakeland		Seal Town Streets									Dependent upon Grant Funding
Ayton		Broadway St Boardwalk									Dependent upon Grant Funding
		Other Structures									
Cook Shire		Starke River facilities for waste									Dependent upon Grant Funding
		Energy efficiency program council buildings									Dependent upon Grant Funding
Cooktown		Landfill rehabilitation									Environmental Levy Reserve available
	305	Airport Subdivision									Dependent upon Grant Funding
		Clubhouse John St oval									Dependent upon Grant Funding
Lakeland		Sports Ground									Dependent upon Grant Funding
		Town boundary fence									Dependent upon Grant Funding
Laura		Town boundary fence									Dependent upon Grant Funding
		Playground									Dependent upon Grant Funding
Portland Roads		Water supply									Dependent upon Grant Funding
		Total Other Capital	\$ 2,000,000	\$ -	\$ 2,000,000		\$ -	\$ 337,209	\$ 1,052,983	\$ 947,017	
		Total Capex Budget 2014-15	\$ 7,670,000	\$ 270,000	\$ 6,750,000		\$ 650,000	\$ 1,092,499	\$ 2,512,650	\$ 5,157,350	

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ADMINISTRATION

A1	WATERFRONT ADVISORY COMMITTEE MINUTES 10 OCTOBER 2015	
	<i>Report No.D15/19235from Chief Executive Officer</i>	

Précis

Presentation of minutes of the Waterfront Advisory Committee

Background/History

Council has created a Waterfront Advisory Committee in accordance with section 265 of the *Local Government Regulation 2012*.

Previous meetings of the committee were held on 8 July 2015 and the minutes of the meetings are attached.

Link to Corporate Plan

Legislation

Consultation

Nil

Legal Implications (Statutory, basis, legal risks)

Nil

Policy Implications

None identified

Financial and Resource Implications (Budgetary)/Risk Assessment

RECOMMENDATION

That the minutes of the Waterfront Advisory Committee meeting held on 6 October 2015 be received.

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MINUTES OF WATERFRONT ADVISORY COMMITTEE

6 October 2015

ATTENDANCE Mayor Peter Scott (Chair), Cr Sue Clark, Cr Kaz Price, Cr Russell Bowman, Cr Alan Wilson, CEO Tim Cronin, Martin Cookson Director Corporate Services, Gary Kerr Director of Economic Development and Community Services, Michael Czarnecki Acting Director of Engineering Services, Mark Marziale Director Planning and Environment, Kate Eastick Arts and Culture Officer

APOLOGIES Cr Penny Johnson, Cr Glen Shephard,

Meeting commenced with a site visit at 7:45am on 6 October 2015.

The Chair, Cr Peter Scott, reconvened the meeting at 9:20am in Chambers.

1. A total life to date project cost (from 2009) and budget was submitted for discussion with the committee.
2. Financial Summary was tabled with a live cost analysis.
3. Resolution from the Audit Committee was tabled.

Resolve that works for the Waterfront are limited to current contracts with a view to have these works completed satisfactorily before additional contracts let. Any variations to the budget are advised to the Audit Committee.

Any expected variations to the budget will be sent through to the CEO for notification to the Audit Committee.

The Waterfront Committee resolved to defer the artwork for the main amenities and the Marina fit out. That the savings from the marina strip drainage be reabsorbed into the budget.

All uncontracted works have been disclosed and are accounted for within the budget.

4. The BBQ shelters have been ordered and the BBQ's have been reduced to three coin operated double BBQ's. Half the shelters will have furniture and half will have BBQ's. Bubblers to be installed.
5. Road closures during testing of the lagoon and road construction.

The Waterfront Committee resolved that a hard line fence will be installed to secure the site. Signage reflecting closure will be installed and monitoring of the site during work hours by site staff and after hours by the Local Laws Officer.

Affected residents will be consulted on the site closure and media for all other users.

6. Recommendation is not to consider artwork for the site until the site development is complete. This will give a better idea of suitability of artworks.

The meeting closed at 11:00 am

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Waterfront costs by Year													
WO	Description of Works	Totals				2015-16		2014-15		2013-14		1/7/2009 to 30/6/2013	
		Forecast to 30/6/2016	Updated Budget	Original Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
GL 3370	Rockwall - Road Maintenance Budget	1,616,862	1,300,000	1,300,000	1,616,862				135,714	500,000	735,987	800,000	745,161
	Sub-total Road Maintenance Budget	1,616,862	1,300,000	1,300,000	1,616,862	0	0	0	135,714	500,000	735,987	800,000	745,161
2195	Waterfront-Sheet Piling: Coastguard & Pool	1,030,239	800,000	800,000	1,030,239					800,000	1,030,239		
2226	Waterfront-Phase2 (Wall Stabilisation & Geofab)	2,370,808	980,000	980,000	2,370,808			580,000	200,070	400,000	2,170,739		
2233/53	Waterfront-Sewerage & Water (WO 2453 = 0)	705,000	579,466	250,000	629,935		50,470	250,000	552,323		27,143		
2234	Waterfront-Roadworks Webber Esp	1,204,522	1,087,395	750,000	158,492	951,681	22,778	750,000	135,714				
2316	Waterfront-Gazebo, Shade Sails	30,000	28,763	100,000	25,945	5,000	2,183	100,000	23,763				
2317	Waterfront-BBQ's	189,872	171,340	50,000	0	171,340	0	50,000	0				
2318/19	Waterfront-Amenities:Main & East; Pergola	1,397,555	1,392,625	950,000	912,386	1,159,159	678,920	950,000	233,466				
2320	Waterfront-Powder Magazine Retro-fit	20,000	20,000	50,000	0	20,000	0	50,000					
2321	Waterfront-Landscaping(Irrigation, Trees, Soil, Bins)	388,114	379,397	350,000	67,146	324,791	0	350,000	54,606		12,540		
2322	Waterfront-Lighting	323,152	286,444	200,000	80,474	209,171	3,201	200,000	77,273				
2323	Waterfront-Mains Power	220,764	161,482	200,000	65,325	100,000	3,843	200,000	61,482				
2324	Waterfront-Pool Fence	57,371	55,000	50,000	0	55,000		50,000					
2325	Waterfront-Saltwater Pool Fitout	406,503	406,503	100,000	218,154	0		100,000	218,154				
2327	Waterfront-Fishing Platforms	517,094	502,412	300,000	236,529	422,058	156,175	300,000	80,354				
2328	Waterfront-Stage Area	0	0	20,000	0			20,000	0				
2329	Waterfront-Concrete Footpaths & Driveway	589,438	459,442	160,000	95,967	450,180	86,705	160,000	9,262				
2330	Waterfront-Water Park (Grant 40%)	540,096	532,841	400,000	189,660	343,508	327	400,000	189,333				
2331	Waterfront-Gravel Footpaths	0	0	40,000	0			40,000	0				
2332	Waterfront-Marina Fitout	300,000	300,000	200,000	14,348	0		200,000	14,348				
2342	Waterfront-Consultancy (Black & Moore)	558,757	718,189	0	484,535	288,112	48,469	0	430,077		5,989		
2453	Waterfront-Water Mains	0	0	0	0		0		0				
2462	Waterfront-CCTV Security	54,213	31,999	0	31,999				31,999				
2485	Waterfront-General Excavation	250,000	336,431	0	144,247	250,000	57,816		86,431				
	Contingency - 10% of \$8.3 mil	833,245	0	0	0								
	Sub-total Capital Works Budget	11,986,743	9,229,727	5,950,000	6,756,187	4,750,000	1,110,886	4,750,000	2,398,653	1,200,000	3,246,649	0	0
	Total Budget and Cost for Waterfront	13,603,605	10,529,727	7,250,000	8,373,049	4,750,000	1,110,886	4,750,000	2,534,367	1,700,000	3,982,636	800,000	745,161
	Grants Approved												
	Waterfront-Royalties for Regions	3,500,000											
	Waterfront-DLGP	500,000											
	CCTV-DLGP	39,216											
	Reuse Water-DLGP	70,000											
	Grant to Apply												
	Roads to Recovery - Estimate Road & Gen Exc	1,437,437											
	Total Grants Receivable	5,546,653											
	Forecast net cost to Council since 2009-10	8,056,952											

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COMMITTEE OF THE WHOLE

INFORMATION

ENGINEERING SERVICES

	ENGINEERING SERVICES REPORT – OCTOBER 2015	
	<i>Report D15/19244 from Director of Engineering Services</i>	

General

Webber Esplanade Reclamation

Please see Waterfront Advisory Committee minutes.

Progress photos attached as Appendix A

2. Water Supply

2.1 Water Report

2.1.1 Annan Treatment Plant

- As there wasn't any rain this month, there were no changes in the weir heights, and the raw water quality remained high
- The second of the two raw water pumps have been removed and sent away for repairs
- Page Water Training and Consultants worked on the SCADA system to improve performance and resolve some running issues for the Water Treatment Plant, he is continuing working on the system remotely from Cairns
- The Council Electrician and Builder have laid the slab and placed the conduit for the generator shed
- Routine maintenance has taken place around the Treatment Plant including mowing and fire breaks have been maintained sand filters were hosed down and the dosing pit scrubbed and pressure washed
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.2 Cooktown Water Report

- 8 service repairs and no mains repairs for this month
- There was 2 new water services this month, one in May Street and a 100ml water service connected to the Cooktown Hospital
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.3 Laura Water Report

- No service or mains repairs this month
- No operational problems this month

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- A CIP and routine maintenance were performed weekly this month
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.4 Lakeland Water Report

- 1 service repair took place in Slim close this month
- No operational problems this month
- Water sampling as per the Sampling matrix were collected and analysed, with all samples complying

2.1.5 Coen Water Report

- The water supply was switched from the Lankelly Creek to the Coen dam and also the bores were used this month
- The dam line to the DAF plant was scoured this month
- Two new compressors were purchased for the Treatment Plant
- The bores were recharges this month
- New poly and fittings were replaced on the shepherds bore pump this month
- One service repair took place on Regent Street
- 4 mains repairs were carried out this month
- A leaking FH was repaired on the Peninsula Development Road
- The Water Treatment Plant was sprayed for pest control
- The CIP tank was flushed and a CIP was performed this month
- 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 Waste Water Report

2.2.1 Cooktown Waste Water

- There was an electrical problem with the level sensor at the Sewerage Plant which resulted in an overflow at the Sewerage Plant, soil samples and river samples were taken and sent to EPA
- A new regulator was fitted to the belt filter press and a new mount installed to the conveyor belt
- The pump rails at the Sewerage Plant have rusted and have been pulled out
- A blockage was removed in Boundary Street and the Grit Vortex was pumped out at the Plant
- The standby generators have been run this month
- The SCADA System locked up and Welcon Technologies were able to rectify the problem remotely
- The slab was poured at the belt filter press shed
- AAT and IAT air times have been adjusted
- Regular maintenance is ongoing as is adjustment of aeration time, sludge removal and chemical use

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- 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 Waste Water

- 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
- Effluent has been pumped to the irrigation area this month
- Eighty kilos of lime was added to the process to maintain pH balance during the month
- Routine maintenance was performed at the Sewerage Treatment Plant
- The Chlorine contact tank was cleaned out due to a build up of sludge
- Samples were collected and sent off for analysis, all complied with the licence requirements

2.3 Maintenance Report

2.3.1 Cooktown Waste Water

- AG 206 & 256 had belts & bearings greased / checked
- Bearings and belts were checked on AG 112
- RAS pump 252& 253 had drive belts inspected and bearings checked
- Bolts and seals were checked on step screen SC104
- Rust was removed on RAS pumps 252 and 253 and stirrers 206 and 256 and repainted
- BL 113, 275, 276, 277 had belts oil grease & air filters checked / changed
- BL 506 & 507 belts oil grease & air filters checked
- Maintenance in line with Bigfoot program

2.3.2 Annan

- The oil was checked on all chemical dosing pumps and all safety showers were tested
- A confined space entry was carried out at the intake tower where the raw water pump No 1 was pulled and sent to be overhauled
- All Fluoride dosing pumps pipe work and tanks have been checked for leaks
- Maintenance in line with Big Foot Maintenance Program

2.3.3 Lakeland

- The safety shower and eye test station has been tested this Month

2.3.4 Laura

- Oil, belts and air filters were checked on compressor 1 and 2
- Routine CIP and general maintenance took place this month

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Aerodrome Operations

Cooktown Airport

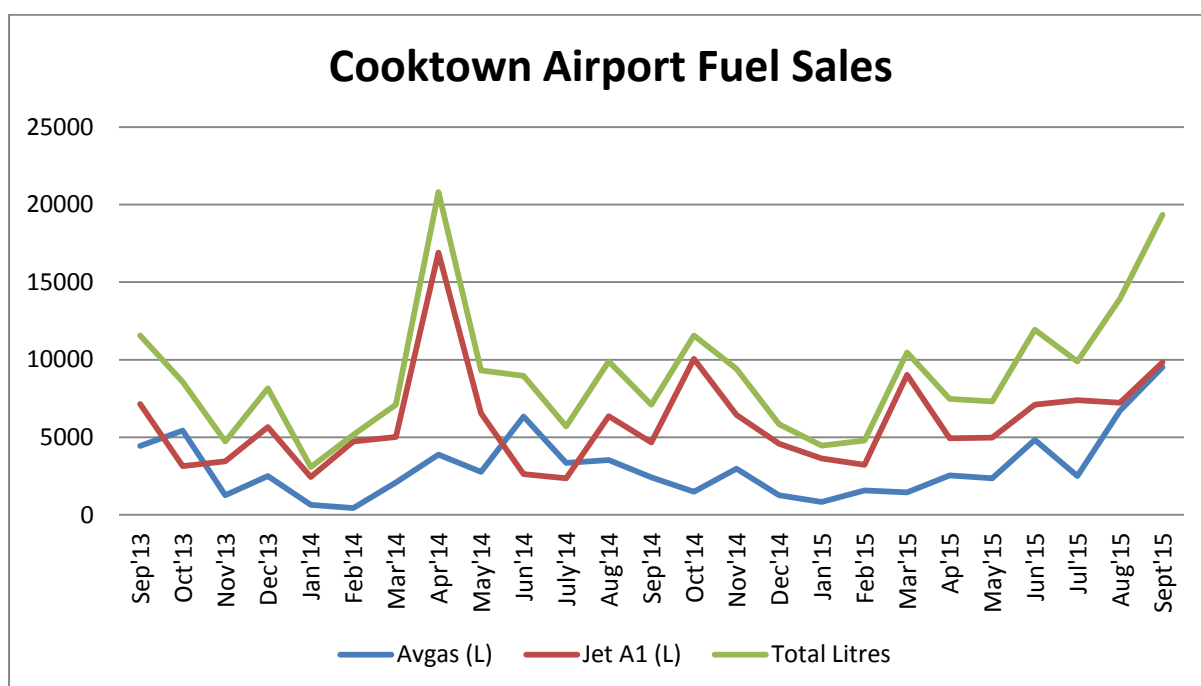
Fuel Sales during September Totalled 19,346.89 litres (9516.89 Lts Avgas, 9830.0 Lts Jet A1).

September was a busy month for fuel sales with the Outback Air Race and numerous other seasonal aircraft movements.

The majority of works for September was centred on cleaning up around the terminal gardens and trimming back of vegetation. Yearly maintenance to runway light fittings continued with lens cleaning and light levelling.

Preparations have been progressing on the Cooktown airport emergency exercise, and quotation for the annual technical inspections for the councils certified aerodromes.

Planning is also underway for the reseal of the Coen taxiway and apron and the purchase and installation of a 24,000 litre avgas tank at Coen. The work to the fuel facilities will also include new fixed piping and refurbishing of the hydraulic pumps and motors.



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Coen Airport

Core business activity

Total landings for the month: 90

Fuel Sales	Avgas	JetA1
Litres	10812	11803
\$ Value	\$26,369.90	\$18,884.80

Plant and Equipment

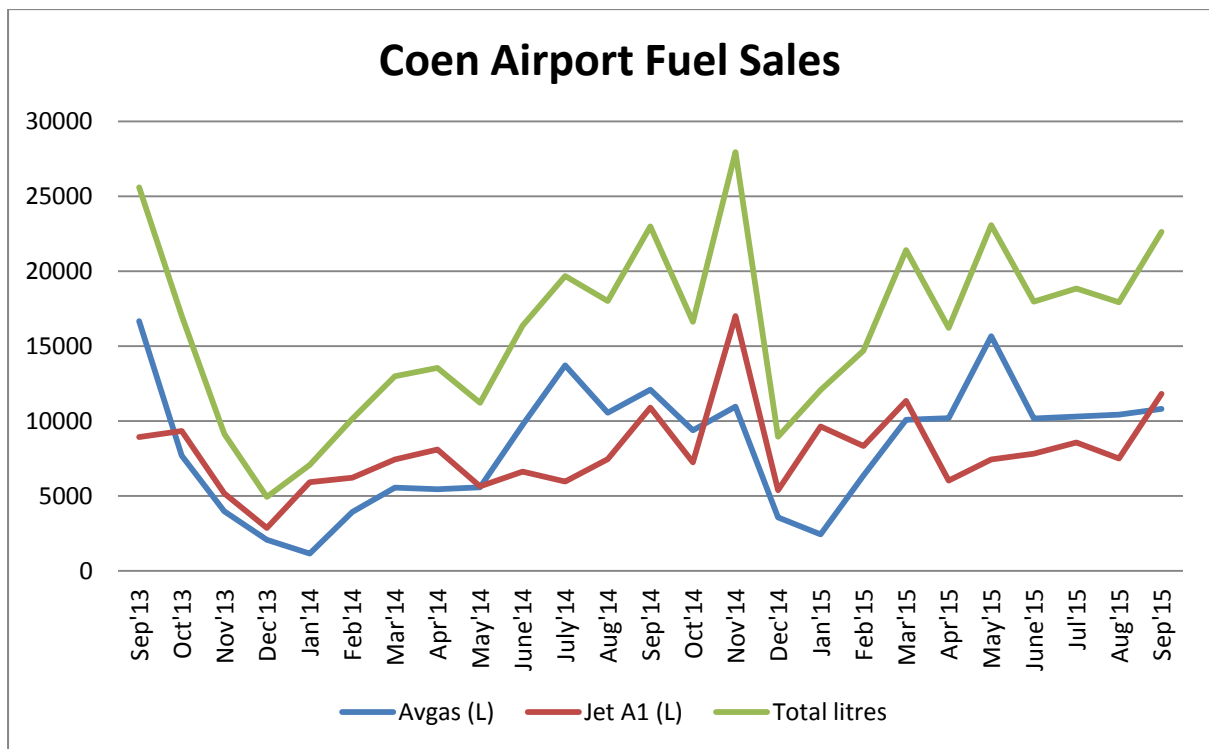
- Tractor seat has been ordered
- Sealed bearing in cutting deck of ZTrac Mower collapsed – New set of bearings ordered
- New tyre fitted to tractor

Aerodrome Maintenance

- Minor fence repairs carried out.
- Some holes in access road repaired.

Other Issues

- Fire risk is increasing with dry weather and bushfires have been burning in areas around the airport.



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Parks and Gardens

4.1 General

- Tree maintenance – removal of dangerous or damaged limbs, obstructive vegetation, fallen palm fronds etc; clearing of roadside vegetation to improve visibility, including at two mile bridge, Transfer Station access road approaches, Grassy Hill, lower roadside, Ida St/Hospital wooded verge area
- Mowing and whipper-snipping, including within parks and reserves, the Cooktown cemetery, council blocks and facilities, and road reserves including Helen, Harrigan and Charlotte Streets. Mowing operations now becoming confined to irrigated areas. Similar maintenance undertaken in towns including Rossville, Ayton, Lakeland, Laura, Coen and Portland Roads.
- Firebreak slashed rear John St Oval, in preparation for burn by Firies
- Loose litter collection within parks and reserves and roadsides, road kill removal and outlying windyloo servicing
- Weed control within parks and streets through herbicide spraying including gutters, channels, footpaths and around posts etc
- Debris removal from roadside gutters and crossovers
- Botanic Gardens and general garden maintenance
- Cleaning tables and BBQ
- Irrigation operation and maintenance within irrigated road reserves, Events Center, Admin grounds, Botanic Gardens, Queens Park Oval, and Lions, Endeavour and Bicentennial Parks
- Hand watering of recent and younger street trees, and planter tubs
- Playground inspections undertaken
- John St Oval field line marking and extra bins put out for matches; ring fence repairs
- Rossville Playground – old sleepers delivered for installation as sand soft-fall edging
- Lions Park Playground – another welding repair carried out to surfboard play item
- Moved excess furniture from Cooktown Library to Shire Hall
- Undertook road closures associated with Cardiac Challenge
- Sprayed sensitive weed in lawns at Events Centre and Admin grounds
- Graffiti removed from rear Library building, Lion Park Playground and Grassy Hill summit sprayed concrete faces
- Repairs to walkway bridge undertaken (Cemetery to Adelaide Reserve). Old deck removed due to deterioration of untreated pine, and replaced with hardwood decking. Some structural bracing also undertaken
- Annual park furniture renovations begun, with Lions Park tables near BBQ repainted, and sanding and coating of other tables and benches begun at Grassy Hill

Appendix A

Northern Amenities

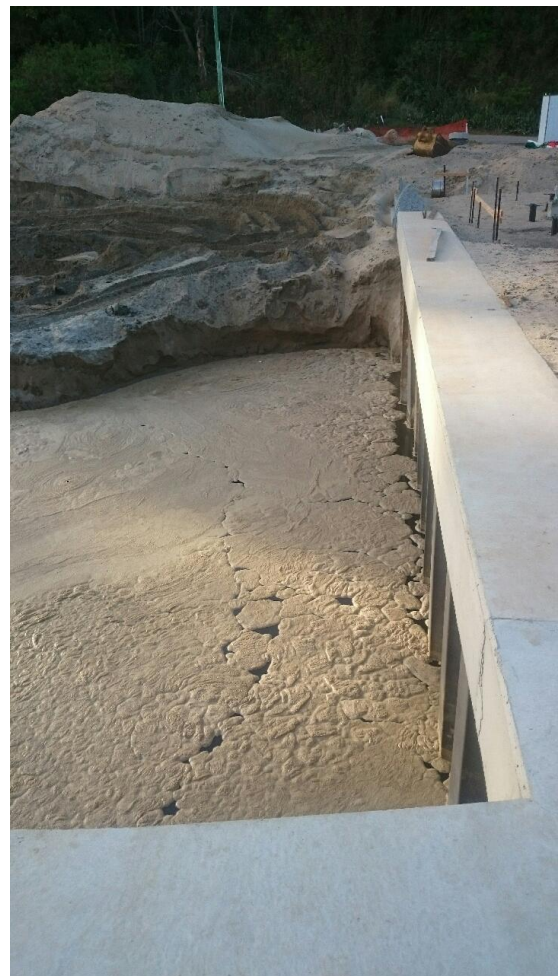


Fishing Platform Abutments



Lagoon Taking Shape

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Main Amenities Fit - out started



Ensuite



Disabled Toilet



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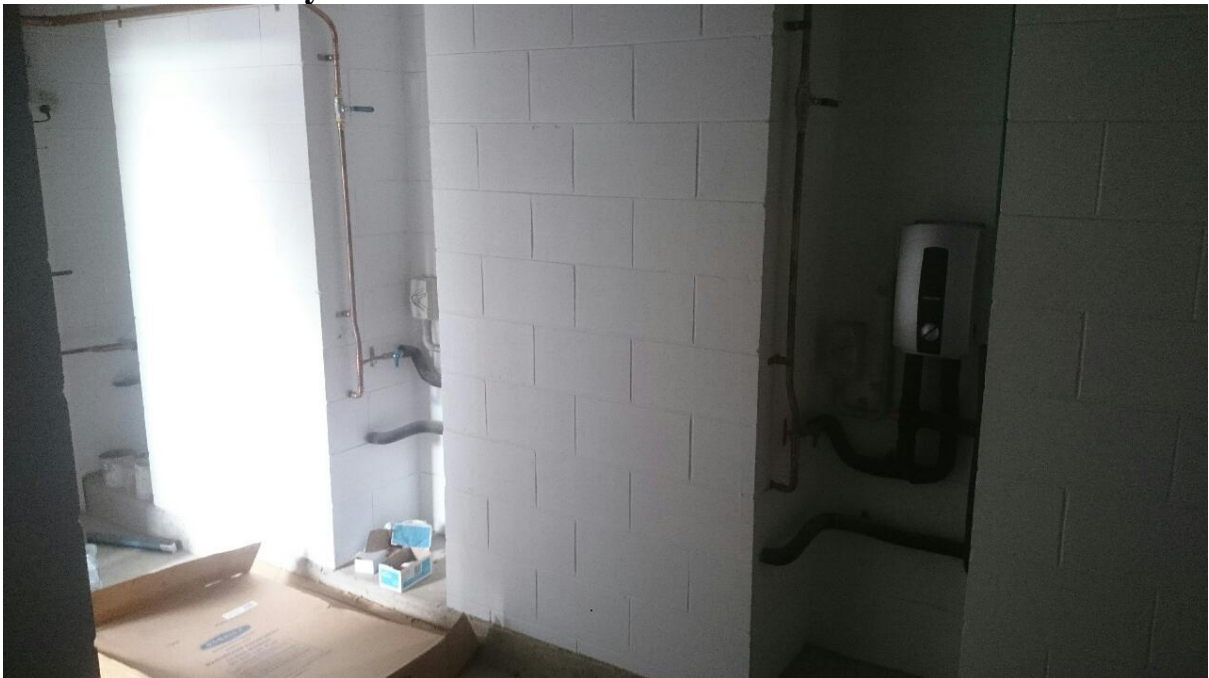
Cleaners Room



Service Corridor

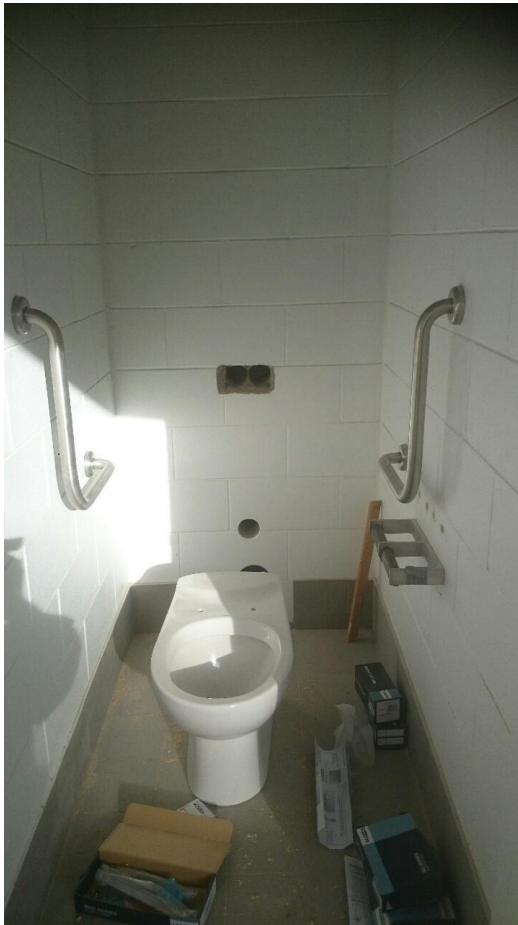


Ensuite hot water systems

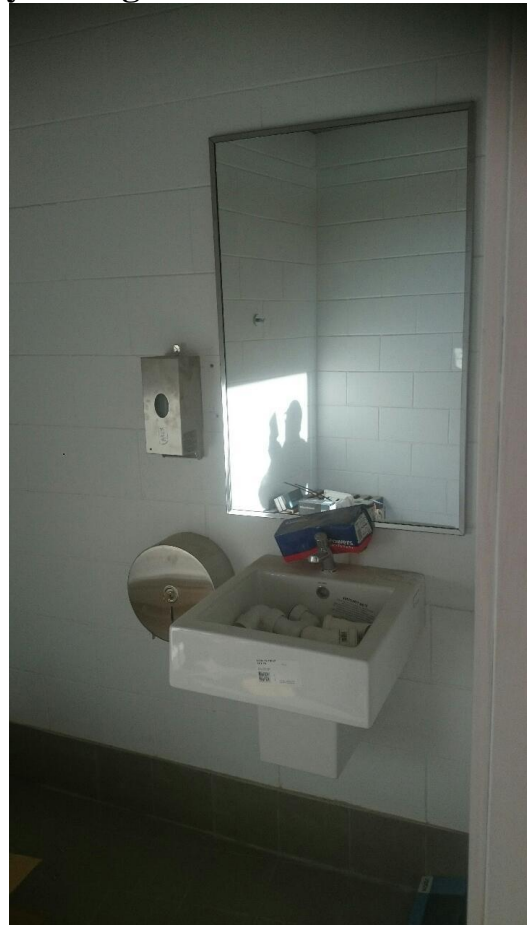


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Ambient Toilets



Family Change Room



Plant Room

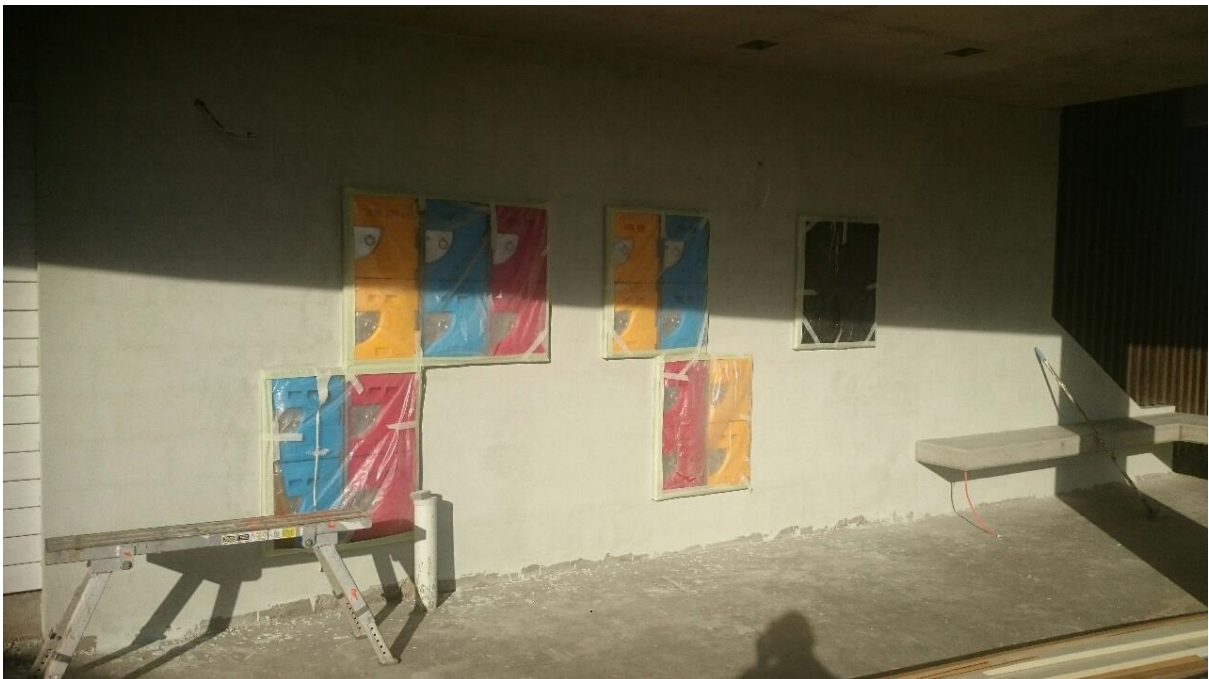


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Toilet Doors on



Lockers Installed



Outside Shower Wall Rendered



Bin Enclosure Rendered



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Kids Water Park Install



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Main Amenities Stairs



Full Site



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Appendix B

	TRAFFIC COUNTER FIGURES												
	SEPT	OCTOBER	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUGUST	SEPT
	2014	2014	2014	2014	2015	2015	2015	2015	2015	2015	2015	2015	2015
M.R.D. GAZETTALS													
PENINSULAR DEVELOPMENTAL ROAD													
Little Laura River	433	344	272	222	67	46	48	176	349	294**	367	321	310***
Musgrave	236	236	153	121	25	13	19	104	196	314	377	103**	176**
MULLIGAN HIGHWAY													
Town Grid near Racecourse Road	1876	1876	1620	1151	1555	1024	1524	1718	1759	1815	3019*	2016*	2677*
Little Annan Bitumen	***	***	557	679	465	373	477	597	812	876	940	727	821
ENDEAVOUR VALLEY ROAD													
Endeavour Falls	484	484	388	286	302	353	353	361	422	468	554	531	494
COOK SHIRE COUNCIL ROADS													
Moreton	142	89	21	36	7	5	2	35	88	184	309	202	162
Portland Roads Road	Counter Bumt	N/A	N/A	49	*	*	*	*	*	173	152	120	124
Battlecamp Road [Old Laura Stn]	43	23	18	8	N/A	N/A	N/A	N/A	*	*	*		
Lakefield Rd (Olivevale)	133	115	65	49	***	9	7	25	94	209	221	172	205
Lakefield Road [New Laura Stn]	117	163	28	20	5	4	5	9	46	171	185	170	137
Marina Plains Road	33	33	54	75	2	0**	0**	9	37	75	105	41	156
Rossville-Bloomfield Road [Blackpinch]	***	***	308	338	86**	94**	214**	262	342	394	489	387	471
Rossville-Bloomfield Road [Willie Creek]	296	296	***	376	311	247	*	Discontinued	Discontinued	Discontinued	Discontinued	Discontinued	Discontinued
Rossville-Bloomfield Road [Granite Creek]	333	333	392	366	311	***	*	Discontinued	Discontinued	Discontinued	Discontinued	Discontinued	Discontinued
Honey Dam Rd			112	89	61	*	*	76	74	87	97	85	
Whites Creek Rd	21	18	20	26	8	6	6	19	24	25	34	29	
Poison Ck Rd [Minke Rd Intersection]	*	*	283	222	172	217	229	160	122	164	*	82	149
Charlotte Street (Seaview Motel)	2435	2435	2175	2091	2084	1175	1904	1782	1268**	1286**	***	3248*	2650
**** Hose moved from road by mtncg gang.	These figures are Average Daily Traffic counts.												
*** Hose Damaged	New counters installed on Charlotte St 14/9/15, Mulligan Hwy (near Racecourse Rd) 28/9/15, PDR at Musgrave 2/10/15, Battlecamp Road 16/10/15												
** Reading Suspect	Marina Plains count very high- possibly due to the extremely poor condition of PDR - people are using Marina Plains Rd & Lakefield Rd to avoid it.												
* Counter Defective													

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	NDRRA FUNDING 2015	
	<i>Report No.D15/19247 from Chief Executive Officer</i>	

Background/History

The Natural Disaster Relief and Recovery Arrangements (NDRRA) are a joint funding initiative of the Commonwealth and State Governments to provide disaster relief and recovery payments and infrastructure restoration to help communities recover from the effects of natural disasters. Most relief measures under NDRRA are funded 75% by the Commonwealth Government and 25% by the Queensland Government.

The Queensland Reconstruction Authority is responsible for administering Counter Disaster Operations (Category A) and Restoration of Essential Public Assets (Category B) relief measures, which can be applied for by local government authorities and state government agencies.

The key mechanism for the Commonwealth to support the States following a natural disaster is the NDRRA and is detailed in the ‘Natural Disaster Relief and Recovery Arrangements Determination 2012: Version 1’ (NDRRA Determination 2012). The National Partnership Agreement 2013 provides additional details that supersede the NDRRA Determination 2012.

The document provides an overview of arrangements for the activation and delivery of NDRRA and SDRA assistance within Queensland, and forms a guide for local and state government agencies, non-profit organisations, primary producers, small businesses and the general public on financial assistance that may be available in the event of a disaster.

Where there are (unintended) inconsistencies between these state guidelines and the Australian Government NDRRA Determination or the National Partnership Agreement 2013, the Determination or the National Partnership Agreement 2013 will prevail.

The Queensland Government established the Queensland Reconstruction Authority (the Authority) to manage and co-ordinate the recovery effort for the disaster events of the summer of 2010/2011. The Authority’s role has been extended to cover historical and continuing disaster events in Queensland (2009 to 2015). As a consequence all submissions for reimbursement of eligible NDRRA expenditure (2009 to 2015), by local and state government bodies will be processed by the Authority.

Value for Money

The inclusion of a Value for Money strategy in the assessment of NDRRA submissions in line with existing Queensland Government requirements, such as the State Procurement Policy (Qld) and the NDRRA Determination 2012. Value for Money determines the outcomes of an individual reconstruction project assessed against how it contributes to

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the advancement of Government priorities. Further information can be found in the Authority Submission Guide for NDRRA Funding Applicants.

On 14 June 2015, the Queensland Reconstruction Authority received advice that the Commonwealth Government has approved reimbursement of day labour costs for works to restore damage caused by eligible events in the 2014-15, 2015-16 and 2016-17 financial years.

The intent of the NDRRA is to assist the recovery of communities whose social, financial and economic well-being has been severely affected by an eligible disaster event. Eligible disasters can include any one of, or combination of the following:

- Bushfire
- Flood
- Storm
- Tornado
- Cyclone
- Landslide
- Storm Surge
- Tsunami
- Earthquake
- Meteor Strike
- Terrorist Event (interim measure only)

The NDRRA Determination 2012 establishes four categories which outline the type of assistance available under the NDRRA program

Category A	<ul style="list-style-type: none"> a) A form of emergency assistance that is given to Individuals to alleviate their personal hardship or distress arising as a direct result of an eligible disaster. b) Counter Disaster Operations for the protection of the general public.
Category B	<p>Assistance of the following types:</p> <ul style="list-style-type: none"> a) Restoration or replacement of eligible essential public assets damaged as a direct result of an eligible disaster (assistance must meet requirements). b) Loans to small businesses, primary producers, and loan/grant packages for non-profit organisations. c) Freight subsidies to primary producers. d) Grants to needy individuals.
Category C	A community recovery package designed to support a holistic approach to the recovery of regions, communities or sectors severely affected by an eligible disaster.
Category D	An act of relief or recovery carried out to alleviate distress or damage in circumstances that are exceptional.

Response and Recovery Planning

To aid those involved in the response to and recovery from a disaster event the following table has been developed as a guide to identify where certain standard NDRRA/SDRA assistance relief measures may be relevant in these processes.

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<p>Economic Support</p> <ul style="list-style-type: none"> • Natural Disaster Assistance (Concessional Loans) for Primary Producers (NDRRA) • Natural Disaster Assistance (Concessional Loans) for Small Business (NDRRA) • Natural Disaster Assistance (Concessional loan/ grant packages for non-profit organisations) (NDRRA) • Freight Subsidies for Primary Producers (NDRRA) 	<p>Social Support</p> <ul style="list-style-type: none"> • Personal Hardship Assistance Scheme (NDRRA and SDR) • Counter Disaster Operations (NDRRA and SDR) • Essential Services Safety and Reconnection Scheme (NDRRA) • Natural Disaster Assistance (Concessional loan/ grant packages) for Non-Profit Organisations (NDRRA)
<p>Essential Public Infrastructure (Built Environment)</p> <ul style="list-style-type: none"> • Restoration of Essential Public Assets (NDRRA) 	<p>Natural Environment</p> <ul style="list-style-type: none"> • NOT available under standard SDR and/or NDRRA

Note: Special Assistance (Community Recovery Package and Extraordinary Special Arrangements) under the NDRRA may be available. These special assistance measures may fall within any or all of the above response and recovery quadrants.

DISCLAIMER: information provided by Queensland Disaster Relief and Recovery Arrangements Guidelines

The State of Queensland (Queensland Reconstruction Authority) 2013

Published April 2013

Link to Corporate Plan

4.6 Infrastructure, Transport and Services

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

- (a) A maintenance and extension program (where necessary) for Council's drainage, stormwater, roads, footpath, and bridge network.
- f) Support for the extension of non-Council road networks into remote communities and national parks.

4.6.2 Where Resources and capacity allow:

- a) Incorporate best practice management as a benchmark in all activities.
- d) Match expenditure on assets against requirement for core service provision.

Consultation

Councillors, Executive Management Team, Queensland Reconstruction Authority, Interdepartmental and with appropriate consultants (Funding Bodies)

Financial and Resource Implications (Budgetary)/Risk Assessment

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SUSTAINABILITY IMPLICATIONS:

ECONOMIC:

The reconstruction of damaged essential public infrastructure is necessary to provide safe and useable transport networks for the movement of goods and services, particularly in rural areas. The adequacy and condition of the road networks also relates to the ability of tourists and tourist operators to access the various areas and communities in the Shire. The use of local suppliers for goods and services as part of the restoration of essential public assets provides economic opportunities within the Shire area.

ENVIRONMENTAL:

Reconstruction of landslips, roads and drainage reduces the environmental impacts caused by heavy rain and reduces erosion.

SOCIAL:

The reconstruction of damaged essential public infrastructure is necessary to provide safe and useable transport networks for the movement of goods and services, particularly in rural areas. A well maintained and safe road network is vital for ensuring communities are connected and have access to goods, services and community networks.

See appendix 1 'Cyclone Nathan 2015'

RECOMMENDATION

For Information Only

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Appendix 1

Cyclone Nathan 2015

Brief Description of Roads in the area of the Submissions	Various Cook Shire Roads	Bamaga Moreton/Bramwell	Various Local Roads	Dixie / Kimba	Strathgordon / Aurukun	Palmerville / Maytown	Lillyvale / Marina Plains	Lakefield / Mt Webb Wakooka	Various Cook Shire Roads	Various Cook Shire Roads	Total
Reference Number	Emergent Works	CoSC.48.15	CoSC.49.15	CoSC.51.15	CoSC.52.15	CoSC.53.15	NRSUB3	SRUB3	COOKSUB1	TOWNSUB1	Total
Pre - Contingency Total		\$7,077,692.51	\$2,349,373.14	\$5,580,060.34	\$4,383,738.48	\$4,764,301.70	\$2,665,084.71	\$4,099,332.88	\$623,638.32	\$234,659.10	\$31,777,881.18
Contingency 20%		\$1,415,538.65	\$469,874.02	\$1,116,011.81	\$876,747.71	\$952,860.32	\$533,016.94	\$819,866.58	\$124,727.66	\$46,931.82	\$6,355,575.51
Escalation 5%		\$353,884.66	\$117,468.50	\$279,002.95	\$219,186.93	\$238,215.08	\$133,254.24	\$204,966.64	\$31,181.92	\$11,732.96	\$1,588,893.88
Project Management 10%		\$707,769.33	\$234,937.01	\$558,005.90	\$438,373.86	\$476,430.16	\$266,508.47	\$409,933.29	\$62,363.83	\$23,465.91	\$3,177,787.76
Pre Approved amount		\$9,563,865.12	\$3,204,549.65	\$7,554,177.87	\$6,081,873.44	\$6,438,426.49	\$3,597,864.35	\$5,534,099.39	\$841,911.73	\$316,789.79	\$43,133,557.83
Total Sub amount		\$9,554,885.15	\$3,171,652.67	\$7,533,081.00	\$5,918,046.98	\$6,431,807.26	\$3,597,864.36	\$5,534,099.39	\$841,911.73	\$316,789.79	\$42,900,138.33
Expenditure to Date	\$1,701,003.56	\$3,708,895.66	\$1,109,696.93	\$4,792,041.13	\$4,880,103.90	\$2,779,270.45	\$1,565,889.71	\$1,970,447.16	\$1,991.53	\$99,943.79	\$22,609,283.82
Received to Date	\$0.00	\$2,859,810.27	\$951,494.89	\$2,259,923.91	\$1,775,414.12	\$1,929,541.91	\$0.00	\$0.00	\$0.00	\$0.00	\$9,776,185.10
Balance	-\$1,701,003.56	-\$849,085.39	-\$158,202.04	-\$2,532,117.22	-\$3,104,689.78	-\$849,728.54	-\$1,565,889.71	-\$1,970,447.16	-\$1,991.53	-\$99,943.79	-\$12,833,098.72

Approved
Submitted



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PLUMBING APPROVALS FOR SEPTEMBER 2015

DA Number	Owner	Plumber	Street and Number	Type of development
DA/3416	Coen Regional Aboriginal Centre	Ryan Bartlett	29 Taylor Street, Coen	Plumbing work, extension to Hub
DA/3494	Roland & Mariana Tree	DNT Plumbing & Gas	12 Kimberley Street, Cooktown	Plumbing new dwelling
DA/3498	Dept. National Parks, Rec, Sport & Racing	Geoff Ward	Ferrari Street, Cooktown	Plumbing commercial
DA/3502	John Habermann	Samuel De Lafontaine	2 Keable & 4 Melaleuca Streets, Cooktown	Plumbing extension to dwelling
DA/3504	Dept. National Parks, Rec, Sport & Racing	John Frazer	Unnamed Road, Lakefield	Plumbing Ranger dwelling
DA/3506	Keith Cook	DNT Plumbing & Gas	Portland Roads, Road, Lockhart	Plumbing new dwelling

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	CURRENT RECONFIGURATION AND MCU DEVELOPMENT APPLICATIONS AS AT 30 SEPTEMBER 2015	
	<i>Report No.D15/ 18906 from Development Coordinator</i>	

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DA/No	Applicant	Owner	Type of Application	Location	Current Status
DA/3215	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 • 9 Dec 2014 SARA extend applicant’s response period to SARA information request for a further period to 20 June 2015 • SARA referral coordinator give applicants a further 12 month (20.06.2016) for the applicant to respond to the Referral Information Request – 17 June 15 •

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<p>DA/3265</p>	<p>AUSTRALIAN VOLUNTEER COASTGUARD ASSOC</p>	<p>AUSTRALIAN VOLUNTEER COASTGUARD ASSOC. COOKTOWN FLOTILLA</p>	<p>Operational Works – Tidal Works for a Pontoon</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</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 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 • Owner’s Consent received 12 Jan 2015 • Acknowledgement Notice issued 22 Jan 2015 • Applicant notify Council the application has been referred to SARA 10 Feb 2015 • SARA as Referral Coordinator issue applicant with an Information Request 18 Feb 2015 • Applicant’s response to Referral Info Request received 13 Aug 15 • Referral Decision period commenced • Referral Agency response received 4 Sept 15 • Council Decision period commenced • Approved with conditions 24 Sept 2015 • Decision Notice issued 25 Sept 2015.
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<p>DA/3285</p>	<p>BANA YARRALJI BUBU INCORPORATED C/- AURECON AUSTRALASIA PTY LTD</p>	<p>JABALBINA YALANJU LAND TRUST TTE</p>	<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 & SARA 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 • Applicant extend response to Info Request period until 12 April 15 – 10 March 15 • Applicant request a further extension to the Info Request response time until 10 May 2015, Council agree 9 April 2015 • Applicants response to Council’s Information Request received 7 May 2015 • Public Notification can commence • Notice of commencement of public notification received 28 May 2015 • Notice of compliance of public notification received 22 June 15 • Council extend Decision period to allow the
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					<ul style="list-style-type: none"> • application to be presented to July Council Meeting • Approved with Conditions 21 July 2015 • Decision Notice issued 24 July 2015. • Applicant request Negotiated Decision 26 Aug 2015 • Negotiated decision report to October Council Meeting •
DA/3312	COOK SHIRE COUNCIL C/- REEL PLANNING PTY LTD	QLD GOVT DEPARTMENT OF NATURAL RESOURCES & MINES	<p>Material Change of Use – Extractive Industry (sand extraction)</p> <p>Impact Assessable</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>	Laura, Normanby, Palmer, Wenlock, Jardine, Coen, Hann Pascoe, Kennedy, Coleman & Edward Rivers	<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 • Applicant request a further extension of time of 12 months to commence public notification 2 Dec 2014 • Council grant extension (until Jan 2016) of time for commencement 2 Dec 2014 •

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<p>DA/3315</p>	<p>T & P INDERBITZIN &LEVIN ENTERPRISES</p>	<p>T & P INDERBITZIN &LEVIN ENTERPRISES</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>Dept. Energy & Water Supply (DEWS) Particular Dams</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 219 on Plan SP218120 – Peninsula</p> <p>and</p> <p>Lot 1 on RP912529 and</p> <p>Lot 142 on RP912529</p> <p>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 • Council grant extension for the applicant to refer the application until 31 May 2015 – 31 March 2015 • Applicant request further extension of time to refer application to SARA and respond to Council’s Information Request - 1 June2015 • Council grant extension to 30 Nov 15 on the 1 June 2015 • Dept Infrastructure Local Gov. & Planning (DILGP) (SARA) notify Council the application has been referred 12 June2015 • Council issue an Amended Acknowledgement Notice as per advice from SARA to include affected properties 24 June 2015 • SARA issue applicant with an Information Request 9 July 2015 •
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<p>DA/3379</p>	<p>MARILYN CLARK C/- PROJEX PARTNERS PTY LTD</p>	<p>BARRY, MARILYN, ERIC & SUE CLARK</p>	<p>Reconfiguration of a Lot into two (2) lots</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 1 on Plan RP902192 – 41 Mt Amos Road, Cooktown</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 19 January 2015 • No Referrals • Council extend (to 3 March 15) Information Request period 2 Feb 2015 • Council issue applicant an Information Request 16 Feb 2015 • Applicant’s response to Council Info Request received 25 March 2015 • Council Decision period commenced • Council extend Decision making period to [22 May 2015] – 20 April 2015 • Report to May Council Meeting, approved with Conditions 19 May 2015 • Decision Notice issued 26 May 2015. • Applicant request Negotiated Decision 16 June 2015 • Report to September Council Meeting • Applicant request this report be deferred to the October Council Meeting •
<p>DA/3393</p>	<p>TROY & ERICA D’ADDONA</p>	<p>LAKELAND HORSE SPORTS ASSOCIATION C/-U&I TOWN PLAN</p>	<p>Reconfiguration for the purpose of a Lease two (2) lots</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</p> <p>Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p>	<p>Lot 26 on Plan SP193139 – 7725 Mulligan Highway, Lakeland</p> <p>Zone – Rural</p>	<ul style="list-style-type: none"> • Application received as Valid – 4 March 2015 • Acknowledgement Notice issued 18 March 2015 • Council issue applicant with an Information Request 18 March 2015 • Applicant notify Council the application has been referred to SARA - 17 April 2015 • Applicant response to Council Info Request received 17 April 2015 • DTMR via SARA issue applicant with an Information Request 29 April 2015 • Referral Response received 3 August 2015 • Council Decision period commenced • Council extend period to allow presentation to September Council Meeting • Approved with Conditions 22 September 2015 • Decision Notice issued 28 September 2015.

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DA/3399	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 18 September 2014 • Acknowledgement Notice issued 29 September 2014 • Council Information Request 15 October 2014 • Council Meeting 2014 • Application for Referral to SARA received 24 April 2015 • Referral Agency Report received 21 May 2015 • Public Notification can commence when response to Information Request received • Applicant request extension to respond to Council Info Request 21 Aug 2015 • Council grant a further 3 months 25 Aug 2015 •
DA/3406	CHARLES FARRUGIA C/- PLANZ TOWN PLANNING	CHARLES FARRUGIA	<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 25 March 2015 • Acknowledgement Notice issued 10 April 2015 • No further information required Public Notification can commence • Notice of commencement of Public Notification received 23 April 2015 • Notice of completion of Public Notification received 14 May 2015 • Decision Period commenced • Council extend the Decision making period to the 23 July 2015 to allow presentation to the July Council Meeting 10 June 2015 • Preliminary Approval only granted with Conditions 21 July 2015 • Decision Notice issued 24 July 2015 • Submitters appeal period commenced letters issued 19 Aug 2015 • Appeal lodged #142 of 2015 in the Planning & Environment Court – Heslin v CSC & Farrugia 21 Sept 2015

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DA/3417	DAVID & RACHEL BASS C/- U&I TOWN PLAN	DAVID BASS	<p>Reconfiguration of a Lot into three (3) lots</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p>	<p>Lot 1 on Plan SP221164 – Mt Amos Road, Cooktown</p> <p>Zone – Rural</p>	<ul style="list-style-type: none"> • Application received 21 April 2015 • Acknowledgement Notice issued 29 April 2015 • Council notify applicant no further Information required to assess 12 May 2015 • Council grant extension of time for the Applicant to refer the application to SARA 20 May 2015 • Applicant notify application has been referred to SARA 16 June 2015 • Referral Agency issue applicant with an Information Request 29 June 2015 • Applicant respond to SARA Referral Info Request 9 July 2015 • SARA Referral decision period • SARA Referral Response received 5 Aug 2015 • Council Decision period commenced • Council extend decision period to allow presentation to September Council Meeting 31 Aug 2015 • Approved with Conditions 22 September 2015 • Decision Notice issued 28 September 2015.
DA/3424	JABALBINA YALANJI ABORIGINAL CORPORATION RNTBC	JABALBINA YALANJI ABORIGINAL CORP	<p>Material Change of Use – Community Facility (Ranger Base)</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p>	<p>Lot 7 on Plan SP143243 – Rossville Bloomfield Road, Ayton</p> <p>Zone – Conservation</p>	<ul style="list-style-type: none"> • Application received 28 April 2015 • Acknowledgement Notice issued 12 May 2015 • Council notify Applicant no further information will be required to assess 27 May 2015 • Notice of commencement of Public Notification received 21 May 2015 • One (1) submission received • Notice of compliance with Public Notification received 18 June 2015 • Council extend Decision Period 2 July 2015 • Report to August Council Meeting • Approved with Conditions 18 Aug 2015 • Decision Notice issued 24 Aug 2015. • Applicants appeal period commenced • No further action • Submitters appeal period commenced 16 Sept 2015 letter issued

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			The State removed referral requirements		•
DA/3432	ROSS FRANZI C/- U&I TOWN PLAN	ROSS FRANZI	<p>Material Change of Use – Undefined Use (Helicopter Pad & associated Storage)</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p> <p>The State removed referral requirements</p>	<p>Lot 3 on Plan RP906541 – 2622 Rossville Bloomfield Road, Bloomfield</p> <p>Zone – Rural</p>	<ul style="list-style-type: none"> • Application received 6 May 2015 • Acknowledgement Notice issued 20 May 2015 • Council issue applicant with an Information Request 1 June 2015 • Response to Council Information Request received 15 June 2015 • Notice of Commencement Public Notification received 3 July 2015 • Notice of Compliance with Public Notification received 4 Aug 2015 • Four submissions received • Council Decision period commenced • Council extend Decision period to allow presentation to September Council Meeting 31 August 2015 • Application refused 22 September 2015 • Decision Notice issued 29 Sept 2015 • Applicant’s appeal period commenced •
DA/3441	ANNALIE SENEKAL	ANNALIE SENEKAL	<p>Material Change of Use – Host Farm</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>through State Assessment & Referral Agency (SARA)</p> <p>Dept Natural Resources & Mines (DNRM) clearing vegetation</p>	<p>Lot 102 on Plan SP229625 – Esk Valley Road, Cooktown</p> <p>Zone – Rural</p>	<ul style="list-style-type: none"> • Application received 21 May 2015 • Council notify Applicant no further information will be required to assess 18 June 2015 • Applicant notify application has been referred 19 June 2015 • Referral Agency issue applicant with an Information Request 29 June 2015 • Applicant respond to SARA Referral Info Request 6 July 2015 • SARA extend Referral assessment period (1 Sept) 28 July 2015 • Memo Report to Director Planning & Environment 27 August 2015 • Approved with Conditions 1 September 2015 • Decision Notice issued 2 September 2015.

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DA/3448	JOHN HAY	JOHN HAY	<p>Operational Works – Road & Access construction for DA/3322</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 14 on Plan SP254691 – 1 Ironwood Avenue, Cooktown</p> <p>Zone – Rural Residential</p>	<ul style="list-style-type: none"> • Application received 26 May 2015 • Council issue applicant with an Information Request 11 June 2015 •
DA/3458	CAIRNS HARDWARE COMPANY PTY LTD C/- RPS AUSTRALIA EAST PTY LTD	COOK SHIRE COUNCIL	<p>Reconfiguration of a Lot - into six (6) lots</p> <p>Material Change of Use for a Shop</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 201 on Plan C17915 – 48 Charlotte Street, Cooktown</p> <p>Zone – Low Density Residential</p>	<ul style="list-style-type: none"> • Application received 10 June 2015 • Acknowledgement Notice issued 22 June 2015 • Council issue applicant with an Information Request 1 July 2015 • Applicant respond to Council Info Request 9 July 2015 • Amended Acknowledgement Notice issued 15 July 2015 • Public Notification commence received 16 July 2015 • Notice of Compliance with Public Notification received 14 Aug 2015 • No Submissions received • Council Decision period commenced • Council extend Decision period to allow presentation to Sept Council Meeting • Approved with Conditions 22 September 2015 • Decision Notice issued 25 September 2015.

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DA/3472	JEFFREY BENJAMIN	WILLIAM REDDIE & LAURA WALLACE	<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>Dept. Energy & Water Supply (DEWS) Particular Dams</p> <p>through State Assessment & Referral Agency (SARA)</p>	<p>Lot 101 on Plan SP256276 – Peninsula Developmental Road, Lakeland</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 23 July 2015 • Acknowledgement Notice issued 28 July 2015 • Council issue applicant with an Information Request 3 August 2015 • Applicant request extension of time to refer the application to the State 24 August 2015 • Extension of time granted (to 30 Oct 15) 26 August 2015 •
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DA/3485	LYON INFRASTRUCTURE PTY LTD C/- PLANZ TOWN PLANNING	TROY & ERICA D'ADONNA	Material Change of Use - Public Utility (20mWac Solar Photovoltaic & Battery Storage – and – Reconfiguration of a Lot (1 into 2 lots) Code Assessable Referral Agencies Dept Transport & Main Roads (DTMR) within 25m of a Main Road	Lot 26 on Plan SP193139 – 7725 Mulligan Highway, Lakeland Zone - Rural	<ul style="list-style-type: none"> • Application received (as valid) 14 August 2015 • Acknowledgement Notice issued 21 August 2015 • Applicant notify Council application has been referred to the State 24 Aug 2015 • Council issue applicant with an Information Request 26 August 2015 • Applicant's response to Council Info Request received 8 Sept 2015 • Referral Agency response received 15 September 2015 • Council Decision Period commenced.. • Approved with Conditions 22 Sept 2015 • Decision Notice issued 25 September 2015.
DA/3486	RICKY ASHCROFT	RICKY & TERRI ASHCROFT	Material change of Use - House in the Hillslopes Overlay Code Code Assessable Referral Agencies Nil	Lot 51 on Plan SP170378 – 21 Baird Road, Cooktown Zone Low Density Residential	<ul style="list-style-type: none"> • Application received 14 August 2015 • Council issue applicant with an Information Request 27 August 2015 •
DA/3496	GUNGARDE COMMUNITY CENTRE ABORIGNIAL CORP. C/- U&I TOWN PLAN	GUNGARDE COMMUNITY CENTRE ABORIGNIAL CORP.	Material Change of Use – Educational Establishment Impact Assessable Referral Agencies Nil	Lot 2 on Plan RP739948 – 32 Quarantine Bay Road, Cooktown Zone – Rural Residential	<ul style="list-style-type: none"> • Application received 1 September 2015 • Acknowledgement Notice issued 11 September 2015 • Council issue applicant with an Information Request 22 September 2015 •

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DA/3497	CHRISTIAN COMMUNITY MINISTRIES LTD	CSC LEASE TO ENDEAVOUR CHRISTIAN COLLEGE	<p>Material Change of Use – Educational Establishment Stage 4 of Endeavour Christian College</p> <p>Impact Assessable</p> <p>Referral Agencies Nil</p>	<p>Lot 27 on Plan C17945 – 12 Charles Street, Cooktown</p> <p>Zone – Rural Residential</p>	<ul style="list-style-type: none"> • Application received 2 September 2015 • Acknowledgement Notice issued 11 September 2015 • Council issue applicant with an Information Request 21 September 2015 • Applicant’s response to Council Info Request received 29 Sept 15 • Public Notification may commence •
DA/3499	CARDNO	CHRISTIAN COMMUNITY DEVELOPMENTS	<p>Operational Works for Road Construction</p> <p>Code Assessable</p> <p>Referral Agencies Nil</p>	<p>Parkinson Street - 12 Charles Street</p>	<ul style="list-style-type: none"> • Application received 3 September 2015 • Council issue applicant with an Information Request 4 Sept 15 •
DA/3510	N & V TUXWORTH SUPER FUND C/- U&I TOWN PLAN	N & V TUXWORTH	<p>Material Change of Use – Freight Depot</p> <p>Code Assessable</p> <p>Referral Agencies Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p>	<p>Lots 2 & 3 on RP738715 – 214 Endeavour Valley Road, Cooktown</p> <p>Zone - Industry</p>	<ul style="list-style-type: none"> • Application received 18 September 2015 • Acknowledgement Notice issued 25 Sept 15 • Applicant notify referral of application 30 Sept 15 •
DA/3512	HAROLD TAVNER	HAROLD & JENNIFER TAVNER	<p>Operational Works – Road and drainage construction (as per Conditions of approval DA/2941)</p> <p>Code Assessable</p> <p>Referral Agencies</p>	<p>Lot 165 on BS164 – Peninsula Developmental Road, Laura</p>	<ul style="list-style-type: none"> • Application received 24 September 2015 (not yet valid – no plans submitted) •

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			Nil		
DA/3513	SUPPLY & RESOURCES PTY LTD C/- PLANZ TOWN PLANNING	CAMERON & JACQUELINE HERBERT TTE	<p>Material Change of Use – Storage Facility</p> <p>Impact Assessable</p> <p>Referral Agencies</p> <p>Dept Transport & Main Roads (DTMR) within 25m of a Main Road</p>	<p>Lot 216 on RP881059 – 18 Foyster Drive Lakeland</p> <p>Zone - Village</p>	<ul style="list-style-type: none"> • Application received 28 Sept 2015 •
DA/3514	DAVID ORIEL INDUSTRIES PTY LTD	WILLIAM, KEVIN & NEVILLE JACKSON	<p>Material Change of Use – Extractive Industry up to 100,000 tonnes & ERA 16(2a), 16 (3a)</p> <p>Impact Assessable</p> <p>Referral Agencies</p>	<p>Lot 4 on SP104555 – Wolverton Station, Peninsula Developmental Road, Archer River</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 29 September 2015 •
DA/3515	DAVID & RACHEL BASS C/- U&I TOWN PLAN	DAVID BASS	<p>Operational Works – associated with RoL DA/3229 – access driveways</p> <p>Code Assessable</p> <p>Referral Agencies</p> <p>Nil</p>	<p>Lot 1 on SP221164 – Mt Amos Road, Cooktown</p> <p>Zone - Rural</p>	<ul style="list-style-type: none"> • Application received 30 September 2015 •

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BIOSECURITY MONTHLY REPORT – OCTOBER 2015	
<i>Report No. D15/19219 from Security Officer</i>	

Précis

Report on the activities of the Biosecurity Unit including legislative changes, contracts and current works in progress.

Link to Corporate Plan

Theme 4.2 Environmental Wellbeing:

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

f) Pest and weed management services.

4.2.2 Where resources and capacity allow:

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

Legal Implications (Statutory, basis, legal risks)

Nil.

Survey and Control Work

Weeds:

- Sample taken of a rat's tail type grass in Cooktown and sent off to the Herbarium for identification.
- Conducted cursory weed survey on the Bamaga Rd in response to concerns about Council contractors spreading weeds. Results indicated that the area surveyed is presently clear of weeds with the exception of a sicklepod infestation on the Wenlock River crossing.
- Suspected salvinia was reported from a pond in a house yard in Cooktown. It will be sampled to confirm/refute identification.

Pest Animals:

- Pig trapping: (Council's loan traps): Two pig traps set and three pigs reported as trapped this month.
- Baiting: Provided baiting services to Bramwell Station with just under 400kg of meat injected with 1080 solution.

Cook Shire Biosecurity Plan workshops

Consultation workshops/meetings were conducted with Government officers in Cairns for the Cook Shire Biosecurity Plan during the week of 28 September to 2 October. Agencies included Queensland Parks and Wildlife Service, Marine Parks, WTMA, Transport and Main Roads, EHP (Land and Sea Ranger coordinator) and Dept of Prime Minister and Cabinet.

The last of the weed location data is now being collated into the 1km grid mapping and then work can commence of producing the maps for the plan.

Alleged poisoning of dogs in May Street

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There is no evidence to suggest that 1080 is responsible for the deaths of dogs in May Street. Council has not conducted any 1080 baiting in the Cooktown region during 2015. As you are all aware there are very tight controls on whom Council supplies 1080 to and no one in the local area has been supplied with 1080 baits.

There also seems little evidence of dead dogs from the alleged poisoning despite the posts put on Facebook and in the Cooktown Local News.

However Darryn Higgins has spoken to both Seadog Vets and Queensland Police officers regarding allegations that 1080 was being used to bait dogs in town. No evidence has yet been offered as to whether there was baiting and if so, what substance was used.

Joint initiatives/collaborations

- Planning finalised with CYNRM for a Calotrope Taskforce the first week in November. This will involve Council's Biosecurity Officers, CYNRM, South Cape York Catchments and landholders.
- Discussions were held with the Ranger in Charge of Lakefield National Park regarding a joint Council/QPWS weed spraying initiative on the Lakefield Rd this coming season. This was very favourably received.

Funding applications

An Expression of Interest was submitted under the Pest Initiative linked to the drought relief funding for training landholders in wild dog management. The proposal is to conduct workshops in Coen and Laura with a focus on [soft jaw foot trapping with the](#) objective being to provide graziers with additional tools to manage wild dogs. Agforce is a project partner.

STOP PRESS: We have been unsuccessful with this grant application as Cook Shire does not fit the profile of being drought impacted.

Customer Requests

- A property owner enquired about loaning/buying Council's excess Quikspray units. The response was that Council is in the process of assessing and refurbishing loan units in preparation for the up and coming wet season. Any equipment seen as excess to requirements will be sold by tender in the usual manner.
- One request to inspect a yard for evidence of dog baits.
- One enquiry re applying for assistance controlling wild dogs under the Pest Initiative.

Training/Workshops/Meetings/Conferences

Both Cathy and Darryn participated in the oil spill response training day in September.

Lakeland Washdown Bay

The chemical needed to treat the wash down facility tanks has been ordered and should be available next week. Biosecurity Queensland has advised that any sludge removed from the tanks should be deep buried at a registered landfill site.

Signage: hoping to catch up with DTMR re new sign design (last one had too many words).

RECOMMENDATION

Report submitted for information.

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FINANCE

	FINANCE STATUS SEPTEMBER 2015	
	<i>Report No.D15/19252 from Senior Finance Officer</i>	

Accounts Payable – Sept 2015

Cheques issued	18	Value	\$	62,201.22
EFTs paid	375	Value	\$	7,326,263.22
Cancelled EFT	1	Value	\$	(110.00)
Cancelled Cheques	0	Value	\$	(0.00)
Total Expenditure				\$ 6,276,529.84

Accounts Receivable – Sept 2015

Invoices Issued	109	Value	\$	437,368.15
Credits Notes	2	Value	\$	(2,702.00)
 Aged Balances	 Current		\$	 394,659.45
	30 Days		\$	25,009.21
	60 Days		\$	3,318.16
	90 Days		\$	2,592.53 - 1 x ARL – Legal: 1x ARL - Judgement
	90+ Days		\$	61,184.02 - 1 x entered Pment arrangement, 1 Recall From Debt Collector. 1x sent for Debt Co
 Total Outstanding			\$	 486,763.37
Letters of Demand	0			

Wharfage Report September 2015

Vessel	Days at Wharf	
Stella Raine	2	Selling Prawns
Southern Venture II	3	
Iona	1	
Coral Princess II	4	
Guiding Star	4	
Unloads		
Vessel	Unload to	Unloaded
Stella Raine	<i>Seafresh</i>	Live Trout
Iona	<i>Aqua Cairns</i>	
Southern Venture II	<i>Seafresh</i>	Live Trout

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Rates Report –
September 2015

R1 - Property Transfers When properties are sold change of ownership details are recorded by Council	Month	Number of Transfers	
	Aug	16	
	Sept	20	

R2 - Change of Addresses When ratepayers change their address details are recorded by Council	Month	Number of COAs
	Aug	14
	Sept	20

R3 - Returned Mail Mailed returned as addressee no longer living at the postal address. Alternative addresses researched and mail re-sent	Month	Number of returned letters
	Aug	2
	Sept	12

R4 - Rate and Ownership Searches Property searches are compiled on application, providing rating, property and financial information on a property	Month	Rates Searches	Ownership Searches
	August	11	1
	Sept	14	0

R5 - Valuation Changes	Month	Number of Valuation Changes
	Aug	6
	Sept	6

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Debt Recovery Report

No.	Details	Statistics							
<u>D1 - Rates</u> <u>Debt</u> <u>Outstanding</u>	Month	Balance BF	Levied	Less Payments (includes prepayments)	Less Rebates	Interest	Discount Taken	Adjustment	Total Outstanding
	August	654,747.83	3,640,964.59	-1,466,008.32	-45,159.81	12,652.95	72,403.10	3.39	2,724,790.72
	September	654,747.86		-3,051,341.24	-45,590.22	18,338.55	146,679.29	-17.14	1,070,422.78

Number of Assessments by Category	Residential	Commercial	Rural	Extractive	Other
August	87	13	15	44	50
September	79	13	13	38	45

Number of Assessments by Years	Current	1 Year	2 Years	3 Years	Greater than 3 years
August	36	141	19	8	5
September	35	123	18	7	5

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
August	19	33	115	26	10	6
September	13	27	109	24	7	6

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<u>D2 - Letters Sent</u>	Month	Rates Reminders	Final Demands	Legal Letters
	Aug	0	0	0
	Sept	550	380	n/a

<u>D3 - Payment Arrangements</u>	Month	Arrange-ments	Debt Collectors	Sale of Arrears
	Aug	22	44	0
	Sept	35	36	0

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Grants update - September 2015		
FUNDING BODY		
Grant Monies Received September 2015	REASON	Amount Received
Dept State Development, Infrastructure and Planning	Arts Queensland - RADF 2015-16	\$40,705.00
	Total Received	\$40,705.00
Grant Monies Outstanding as at 30 September 2015		
Dept Local Government, Community Recovery & Resilience	GraffitiSTOP Clean Up Program	\$3,921.60
Dept Premier and Cabinet	Centenary of Gallipoli Landing	\$2,148.30
Dept Local Government, Community Recovery & Resilience	Waterfront Amenities/Water Play	\$350,000.00
Dept State Development, Infrastructure and Planning	Waterfront construction	\$1,500,000.00
	Total outstanding	\$1,852,148.30
Note: ANNUAL SUBSIDY/GRANTS		
Dept Community Safety - Emergency Management Queensland	<i>Annual Local Government Subsidy (Yearly Payment)</i>	+/- \$22,000.00
Dept of Local Government Community Recovery & Resilience	<i>(2015/2016 paid by quarterly instalments)</i>	\$8,534,753.00
<i>FAG - Roads</i>	<i>Identified Road Grant - \$1,501,328</i>	
<i>FAG - General</i>	<i>General Purpose Grant - \$7,033,425</i>	
Department of Infrastructure & Transport		
<i>Roads to Recovery over 1 year period up to</i>	<i>2015-2016 (for the next 1 year)</i>	\$2,661,290.00
<i>ATSI TIDS - Bamaga Road _ Sailors Hill Seal (6km)</i>	<i>2015-2016</i>	\$1,850,000.00
<i>ATSI TIDS - Pormpuraaw Rd Culvert (Lukin Overflow)</i>	<i>2015-2016</i>	\$150,000.00
Cape York Natural Resource Management Ltd 1 Mar 2015	Acceptance of interim progress report	\$64,000.00
1-Sep-15	Acceptance of yearly progress report	\$32,000.00
15-Sep-15	Acceptance of Financial Report	\$64,000.00
State Library of Queensland	Best Start Family Literacy Initiative (Annual Amt for 4yrs from 2014)	\$7,059.00

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Precis

Finance Reports from Accounts Payable, Accounts Receivable & Rates

Background/History

Monthly Report

Link to Corporate Plan

Finance Section

Consultation

None

Legal Implications (Statutory, basis, legal risks)

None

Policy Implications

None

Financial and Resource Implications (Budgetary)

None

Recommendation

Report be received for information

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ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES DIVISIONAL REPORT – SEPTEMBER 2015	
<i>Report No.D15/19223 from Economic Development and Community Services Director.</i>	

1. GRANTS

Applications Submitted

- State Library of Queensland Tech Savvy Seniors Queensland – Digital Technology Training for Seniors at Cook Shire Libraries
- Department of National Parks, Sports and Racing – Get Playing Places and Spaces Round Four - Coen amenities block.

Correspondence

- Department of Transport and Main Roads – Community Road Safety Grants Round Four, Portland Roads Pedestrian Road Safety Audit. Assessment has been delayed. All applicants asked to advise that they wish to continue with the application. Advised Council wishes to continue.

2. ARTS AND CULTURE

The first round of the Regional Arts Development Fund (RADF) opened for 2015-16. Council's new guidelines and application forms have been approved by Arts Queensland and are available on the website and at Council's administration building.

Work began on Council lead initiatives identified in this year's RADF program including delivery of community arts management workshops and support and development of arts and culture along the Peninsular Development Road.

The Arts and Culture Officer successful completed an online course on the principles of project management through Open 2 Study.

3. MEDIA, MARKETING and COMMUNICATIONS

Social media

Insights for Council's official Facebook page, Cook Shire Connect, as of October 6, 2015

- Total 'likes' – 1,724 (up 6 since last month).
- The most popular post by Council was "ROAD DELAYS: 270 cyclists..." posted on September 19 regarding the Cardiac Challenge charity fund raising bike ride... It reached more than 1,300 people, and garnered 34 likes, 1 comment and 5 shares.

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Insights for Council's official Twitter account, @CookShire, as of October 6, 2015

- Council's page has a steadily growing group of followers – now at 359, an increase of 17 from last month.
- New followers include The Cairns Post journalist Dominic Geiger and IndigenousX founder Luke Pearson.

Council is also growing followers for its recently re-activated Instagram account, Cooktowntnq, (with 228 followers, up 22 since last month) and YouTube account, cooktownandcapeyork (18 subscribers and 4,318 views, up 16 since last month). Regularly posted images and videos are keeping the accounts active and interesting, with followers increasing week by week. Cooktown Tropical North Queensland, Council's official tourism Facebook page, now has 3,500 likes (up 28). Council's official tourism Twitter account, @MyCooktown, has 1,257 followers (up 12).

Media coverage

Media coverage this month has included sewage overflow response, RADF funding open, Collingwood tin mine rehabilitation, Cooktown Pool shade sail funding success and the Walker Bay Beach Road upgrade. An average of seven Council and Cook regional press releases a month are released to Far Northern media outlets.

4. EVENTS and FESTIVALS

Upcoming Events and Date Claimers

- 17-24 October Lizard Island Black Marlin Classic
- 30-31 October Sovereign Resort Barramundi Fishing Competition
- 7 November Cooktown Races
- 6 December Breakfast with Santa (20th anniversary)

5. TOURISM

Meetings and Training

- Cooktown 2020
- Nature's Powerhouse
- Great Inland Way
- Get Up To Speed Program

RV Rest Area Trial

In October Council is meeting with the Caravan and Motorhome Club of Australia (CMCA) in regards to a new RV Parks initiative where the CMCA would lease council land and operate the RV Rest Area for CMCA members only. The first RV Park in Australia is opening in Innisfail in November, so further details will be available after the meeting.

Nature's Powerhouse

The current management contract at Nature's Powerhouse will cease on 4 October. The Visitor Information Centre is being relocated to James Cook Museum under an interim M.O.U until March 2016. The cafe will remain open until December and the galleries will be open and operated by the Vera Scarth Johnson committee.

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James Cook Museum Statistics

Month	2015	2014	2013
January	707	445	897
February	175	No data given	17
March	212	391	479
April	1,031	764	1,032
May	1,656	1,624	1,698
June	3,880	3,055	4,033
July	5,555	5,375	5,445
August	4032	4,199	4,180
September	2833	2,778	2,840
October		1,881	1,814
November		710	817
December		701	784
Total		20,512	24,036

6. ECONOMIC DEVELOPMENT

Meetings and workshops

- Cooktown Chamber of Commerce and Tourism
- National Economic Development Conference, Moreton Bay
- Emissions Reduction Fund workshop, Laura
- Local Food for Local People

Cook Shire solar project

The next ARENA meeting is scheduled for 5 November. A successful outcome is being anticipated after several setbacks and rescheduling of Board meetings. A major stakeholder has suggested making an announcement of their involvement with this project shortly, in which will focus more media attention on this region.

The Cook Shire Communities Renewables not-for-profit group has applied for \$10M under the National Stronger Regions Fund and are taking steps to contact all relevant Federal Ministers and State Senators for their support including:

- Warren Entsch, Federal Member for Leichhardt
- Ian McDonald, Senator for Queensland
- Matt Canavan, Senator for Queensland
- Warren Truss, Deputy Prime Minister, Minister for Infrastructure and Regional Development
- Mark Bailey, Minister for Main Roads, Road Safety and Ports and Minister for Energy and Water
- Anthony Lynham, Minister for State Development and Minister for Natural Resources and Mines
- Billy Gordon, Member for Cook

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- Alan Dale, RDA Far North Queensland & Torres Strait Inc.
- Jann McLucas, Senator for Queensland
- Curtis Pitt, Treasurer, Minister for Employment and Industrial Relations and Minister for Aboriginal and Torres Strait Islander Partnerships
- Jackie Trad, Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade
- Yvette D’Ath, Attorney-General and Minister for Justice and Minister for Training and Skills

Notification for the National Stronger Regions Fund is anticipated to be made at the end of 2015.

Incubation Hub at Cooktown Library

theSPACE Cairns are back at the Cooktown Library Incubation Hub to present a three-part workshop 'Six Steps to Developing Your Ideas'. This workshop series is an excellent opportunity for existing businesses looking to explore new and innovative ideas, along with new entrepreneurs who are looking to explore new business ideas.

Workshop One, on October 17, will cover creation of an agile plan using the Business Model Canvas. Workshop Two, on October 24, will cover market validation, and the final workshop, on November 28, will cover pitching, proof of concept and creating a dream team.

Emissions Reduction Fund workshop

More than twenty station owners attended the Emissions Reduction Fund workshop in Laura on 17 September and learnt about the process of registering their project, calculating carbon emission tonnage using different examples as well as success stories from other regional areas.

The public register of ERF projects as well as the carbon abatement contract table can be viewed and downloaded on the Clean Energy Regulator’s website.

The Auctions and Contracts page on the Clean Energy Regulator’s website also includes sample forms for the auction qualification process, the standard contract for viewing and links to frequently asked questions regarding contracts and delivery.

NAILSMA (Northern Australian Indigenous Land and Sea Management Alliance) have produced two videos for providing an introduction to the concept of climate change and an explanation of savannah burning activities as a way to reduce emissions. *It should be noted that the Savannah Burning video is slightly outdated in that it refers to the Carbon Farming Initiative, rather than the Emissions Reduction Fund.* However, these are good resources for understanding the key concepts behind the Emissions Reduction Fund scheme: Climate Change in North Australia and Savannah Burning.

Local Food for Local People

Dr Nick Rose, a philanthropist from Australian Food Sovereignty Alliance, travelled to Cooktown to discuss “Food Sovereignty” in Cook Shire with food producers, station owners and other stakeholders in the region.

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This three day visit was a coordinated effort between Cook Shire Council, Cape York Natural Resource Management and ReGenAg. Cape York Natural Resource Management organized the site visits which included meetings on properties along the Endeavour Valley Road, banana farms between Lakeland and Laura and finally a banana farm at Hope Vale. Kym Kruse from ReGenAg helped facilitate discussions and gave an insight into his organisation's view on sustainable farming practices which solely focus on restoring carbon into the soil.

Dr Nick Rose has been tasked with formulating a report on his findings from this region. Cook Shire Council will be undertaking the task of reviewing Local Laws surrounding small scale food production as part of the focus for the Economic Development Plan (2016- 2020 to be developed) The Report will be contained within next month's Economic Development and Community Services Monthly Report.

Economic Development Grants tracking

This year's Community and Economic Development Grant program has been combined to replace the previous separate Community Development Grant and Economic Development Grant programs. The aim of the new combined grant program is to provide assistance to the residents of Cook Shire through funding for activities that promote community and/or economic improvement within the region.

Round One opens on Monday, September 28 and closes on Friday, November 2, 2015.

Visit <http://www.cook.qld.gov.au/grants>

Organisation Name	Project Name	Project start date	Project End Date	Council amount approved	Project acquitted
Portland Roads Property Services	Interpretive signage for Portland Roads	1/12/2014	30/11/2015	\$ 5,000.00	n/a
Cooktown Chamber of Commerce & Tourism	Explore Cooktown Tourist Guide Booklet	30/09/2014	31/01/2015	\$ 5,000.00	acquitted
Lakeland Progress Association Inc	Establishment and Future planning workshop	1/10/2014	30/06/2015	\$ 2,218.00	acquitted
Cooktown Re-enactment Assoc	Cooktown Historical Tourism Lecture Tour and Promotion - Melbourne 2015	1/03/2015	30/04/2015	\$ 500.00	acquitted
Cooktown Photographic & Framing	10 Must see places to visit in Cooktown Coffee Table Book	1/01/2015	31/05/2015	\$ 2,000.00	Extension to December

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7. LIBRARY UPDATE

• Library Update for month of September 2015

Cooktown

- Internet usage and DVD loans remains high. An average of 600 DVD's are borrowed each month and stock has been increased to meet demand.
- The new look children's area is proving popular with very positive feedback from parents of young children in particular.

Bloomfield

- Overall library usage has improved with an increase in both loans and reservations.
- Junior book stock has been increased to satisfy demand.
- Because of the Wallaby Festival, no market was held in September.

Coen

- Coen library use has slowed down in the last month.

Library	Membership Adults, Junior Instit &Temp	Loans	Internet Usage	Reservations
Cooktown	A 906, J 123, Y 13 Inst. 3, T4	2314	1001 vouchers issued	199
Bloomfield	A90, J6 , Inst. 1	301		67
Coen	A26, J 5	18		2

8. COOKTOWN SWIMMING POOL

Strategic Planning

- Summer hours have begun with the pool open 6-9am weekdays and 1-6pm seven days a week
- School lessons started this month. Learn to swim has 58 enrolments.

Maintenance

- Qbuild inspection for works completed.
- Site meeting with Project Manager, State School and Shade Sail Fabricators re new shade sail.
- One garden established and beginnings of the second one being planted now.
- Blackboards are all painted and waiting for the builder to come and mount them.

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2015/16	<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	165	334	393										892
Swim 4 Your Life	23	38	55										116
Aqua Aerobics	7	11	9										27
Private Lessons		1											1
School Lessons													0
Swim Club													0
Underwater Hockey													0
Alternate Care													0
Gungarde			24										24
CDCC			25										25
Total	195	384	506	0	0	0	0	0	0	0	0	0	1085

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CORPORATE SERVICES

	BUSINESS SERVICES, RECORDS, ADMINISTRATION & IT REPORT – OCTOBER 2015 – FOR INFORMATION	
	<i>Report No. D15/19236 from Business Services Officer</i>	

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

OPERATIONAL

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

BUSINESS STATISTICS

Customer Service

Phone Calls:	1491
Enquiries	409
RV's	0

Receipting

Total No	542
Total Value	\$602,334.23

Break Down

Cash	\$47,861.28
Chqs & M/O	\$213,853.57
Credit Cash	\$312,617.78
EFT	\$27,406.60
Other	\$595.00

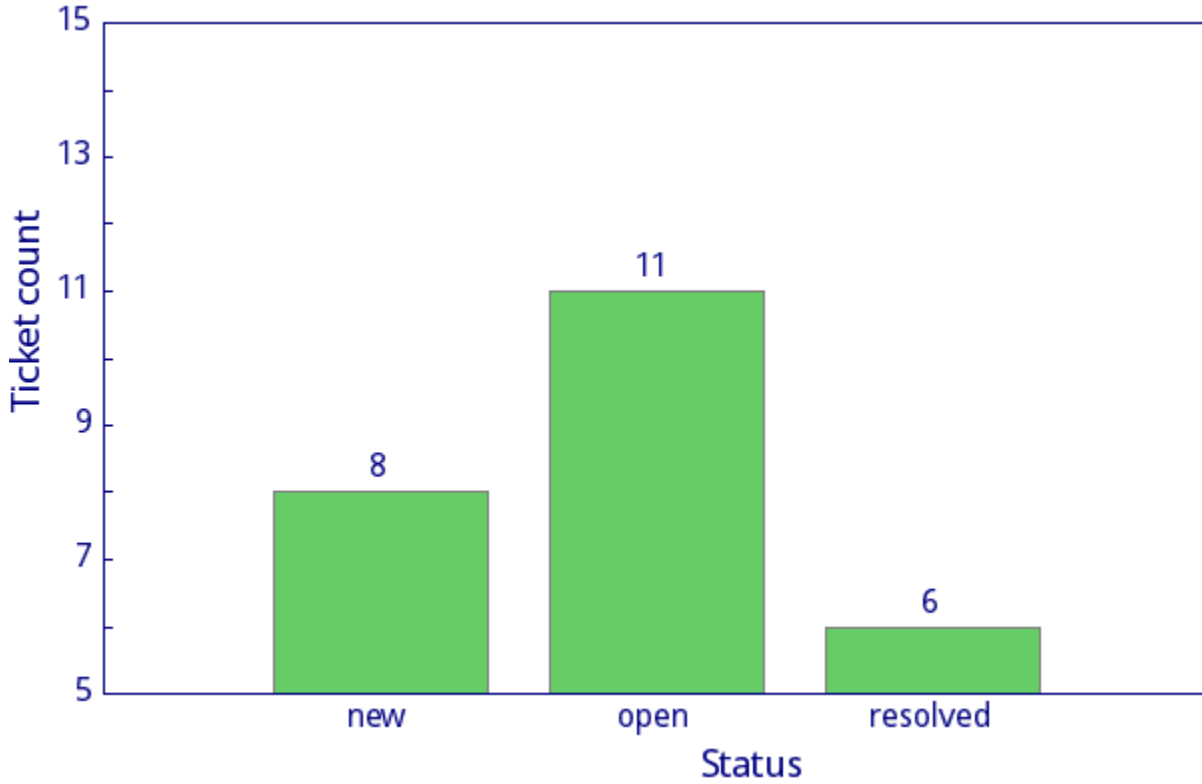
Stores

Total	424
Value	\$1,598,167.90
Units Distributed	24367

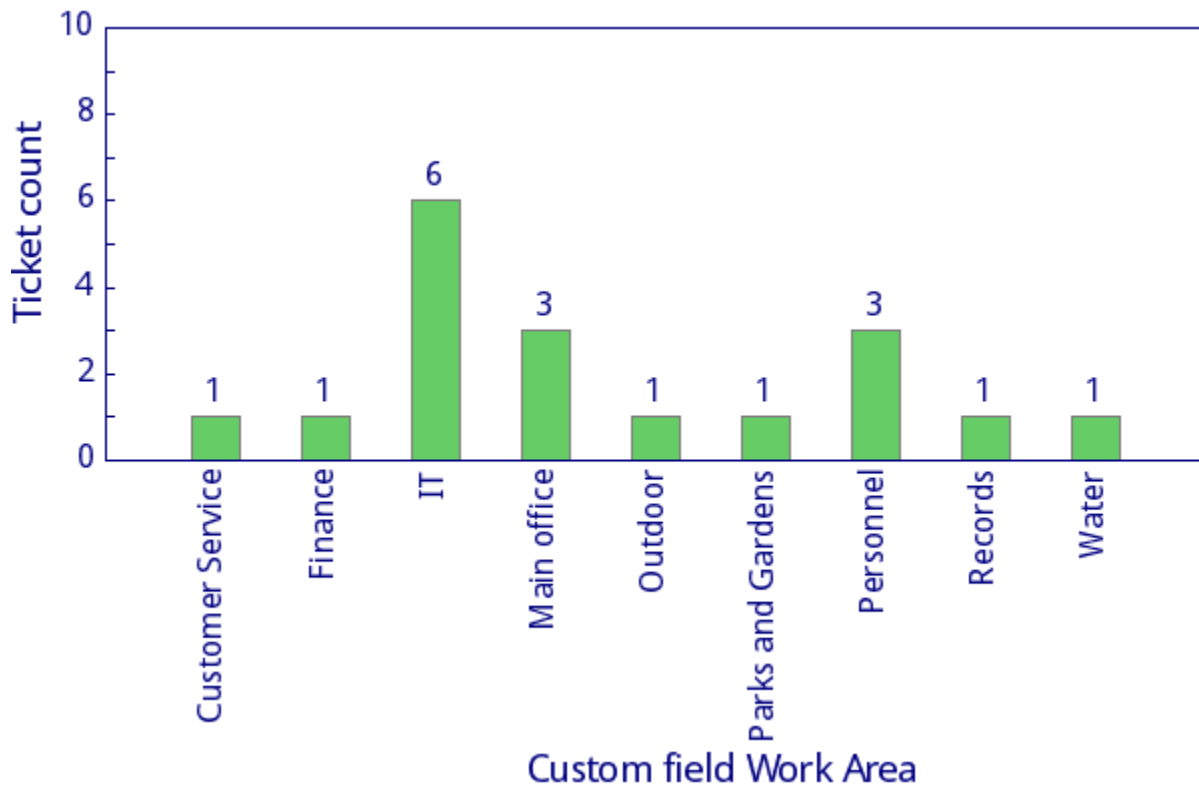
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INFORMATION TECHNOLOGY

September Created Tickets: 25

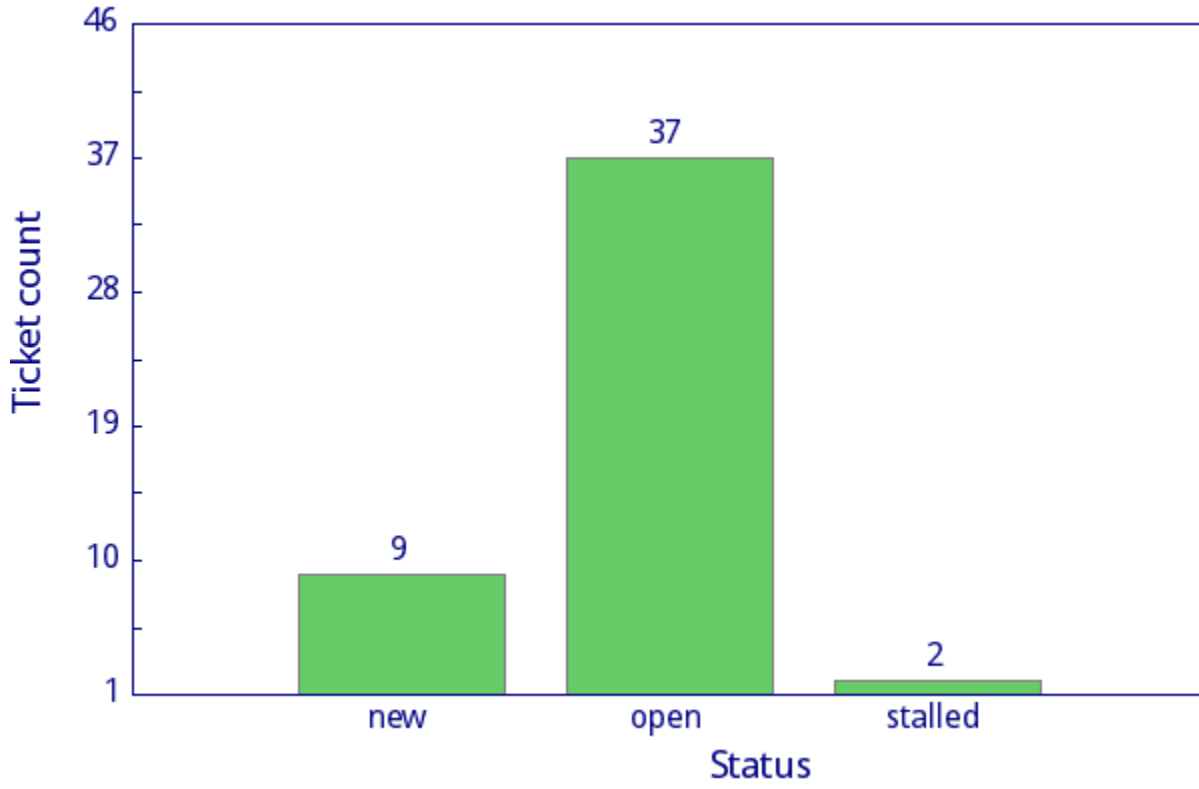


September Resolved Tickets: 23



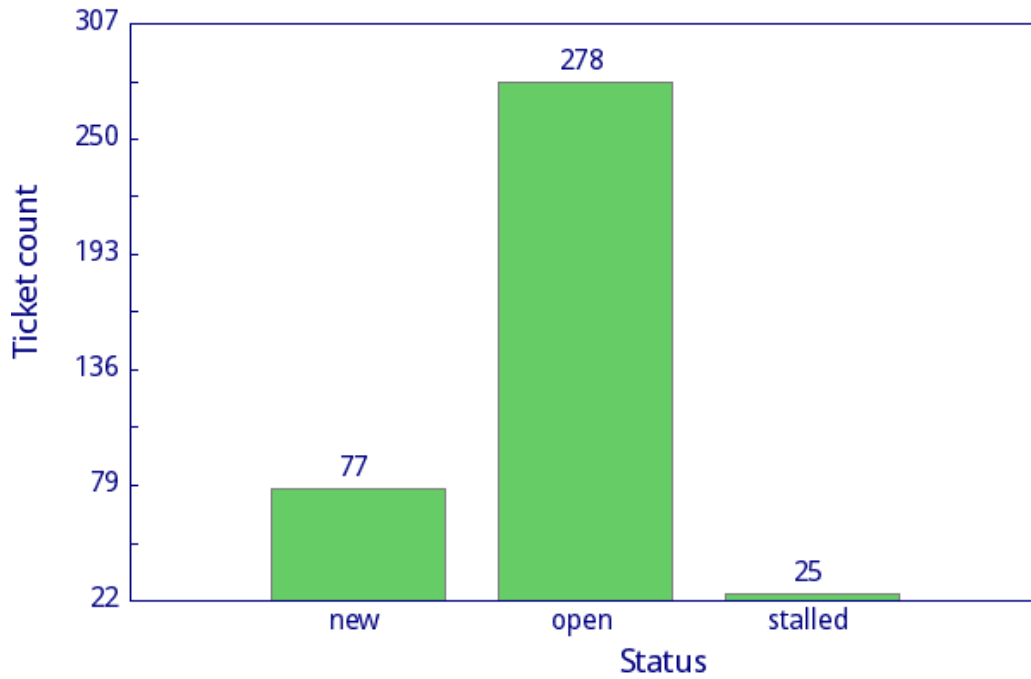
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September Updated Tickets by Status: 48



Curren

t Open Tickets: 387



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- Lakeland Scada upgrade complete.
- Rebel radio equipment and processes progressing.
- Annan water treatment plant connection upgrade underway.
- Council phone system upgrade progressing.

RECORDS & CORRESPONDENCE

	DOCUMENTS	SCANNED DOCUMENTS	TOTALS
Records Officer	117	46	163
Correspondence Officer	1612	282	1894
Senior Admin Officer	69	91	160
RECORDS TOTALS	1798	419	2217
WHOLE OF COUNCIL	3273	778	4051

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

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BUSINESS SERVICES MANAGEMENT PROJECTS AS OF OCTOBER 2015

Task	To be done.
Procurement & Asset Disposal (Contracting)	
<i>Procurement Overhaul - In House Training, Procedural Change and Forward Planning Programs</i>	
<i>Purchasing and Enforcement Training</i>	To Schedule.
<i>Register of Panels for All Staff</i>	In progress
<i>Ongoing Procurement Training</i>	10% of workforce outstanding.
<i>Review of Locality Allowance.</i>	Review policy and establish how local business and industry can best be supported by policy.
<i>Procurement Forecasts</i>	Pending. Link to formal planning structure.
<i>Advertised Quote Procedure</i>	Pending formal planning structure.
<i>Quotes, Tenders & Panels - OPEN</i>	Wharfinger, Waste Transfer & Disposal, Travel Agency Services, Supply of Aviation Fuel, Banking Services, Salary Sacrifice, Performance Management Training & Review, Turf, Stationary & Marketing Material, Irrigation, Electrical Goods, Tree Lopping, Pressure Cleaning & External Windows, Building Maintenance & Trade Products & Services, Road Transport, Air Conditioning, Pump Maintenance & Renewal, Stock Control, Weed Spraying, Aerial Shooting, Commercial Cleaning, Transport of Regulated and Liquid Waste,
<i>Sole Supplier Register</i>	Ongoing.
<i>FNQROC Templates, Panels and Contracts Portal</i>	Ongoing.
<i>Hire of Plant 2016</i>	Document review commenced.
<i>JS Love</i>	Advertise whole of building.
<i>Contractor Performance Report</i>	Implement for 2016. Drafts source from Tablelands, Mareeba and Cairns.
Legal / Land Tenure	
<i>Gravel Extraction - Urgent</i>	Agreement for 2015 with organisation. 2015 works no longer able to take advantage of agreement. Move to long-term leasing proposed.
<i>Tinpitch</i>	Agreement reviewed. Charges agreed upon. Compensation dollars with Council Sep 2015.
<i>CYWAFAP Handover to NatureCall.</i>	Dispute notice lodged. Legal understanding established. Interdepartmental meeting and response pending.
<i>Harrigan Street Lot - Sale</i>	DA to be Approved to meet special conditions.
<i>NBN - Tenure - Organise Trustee Lease</i>	Feedback received September 2015. To be reviewed.
<i>Additional Land Christian School</i>	Terms agreed to. Transfer to be effected October 2015.

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Batavia Pits - Sort with Forestry	Lease, dates, pits, handover, when we got the gravel, what is the lease.
Tell Forestry every single pit on the sales permits. In Cook Shire.	They will do the cultural heritage. So tell them all the spots. They need polygons. Give them four corners. Or survey them.
Review of JS Love Use and Building Condition	Initiate review.
Battlecamp and Mclvor Gravel Leases - DATSIMA	Facilitate Gravel Leases for Engineering with DATSIMA
Reenactment Society - Renew Lease	Delegated to Records. Negotiations commenced.
Historical Society - Renew Lease	Delegated to Records. Negotiations commenced.
CDCC - Renew Lease	Delegated to Records. Negotiations commenced.
Commercial Use of Property - Olkola	Receipt of task. Submitted to Rates.
Hall Review - Use, community service, insurance, maintenance, etc.	Outsourcing management under consideration.
JS Love Building Repairs & Tenure	Whole of building to be leased.
Airport Subdivision	Draft leases and secure Council approval. September 2015.
Struber Payment Arrangement Public Trustee	Formal notice. With Director Corporate Services.
Internal Controls, Corporate Governance & Administration	
Ongoing Register Management	Finalise reporting mechanism. With Admin.
CRM Management	Finalise new reporting structure and re-configuration of tasks. Implement. Link to customer service charter. Expand to include internal works orders.
Customer Service Charter & Media Release	Finalise Draft. Interdepartmental consultation and presentation to EMT and Council.
Communication Policy and Represented Groups Policy	Policy that requires they be incorporated, their governance, their community representation, the program of their association, advisory committee and insurances.
Report on Complaints for All Complaints 2011/2015.	Compile report on all complaints since 2011. Findings and recommendations, versus current corporate governance and practice. Annual report requirement.
Annual Report 2014/2015.	Receipt of task as of end of year and auditors.
CCC Policy	Create CCC Policy in accordance with changes in legislation and templates as released by CCC.
Conflict of Interest Register & Policy	Track & Publish in Annual Report. Linked to Benefits & Gifts Register. Procedure for declaration of potential, direct or perceived conflict of interest by employees, management, hiring, etc. Mitigate the risk of potential or perceived conflict of risk. Linked to benefits and gifts. With EMT for approval. Amend Register in Authority to combine benefits and gifts and conflict of interest.

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Policy Review	Undertake review of policy management.
Benefits and Gifts.	Completed. With EMT for approval.
Cleaning Contract	With Administration. Standard improved post notice of contract breach.
Expenses Policy	Employee reimbursement for travel related expenses: drafted. With EMT for approval.
Wardrobe Policy	Completed. With EMT for approval.
Records Management	
Retrieve corporate records from historical society	Part of 12 month and 5 year operational planning. With Records.
Records - Email Dumps, Central Processing, Councillors, Applying Retention to DW Docs	Part of 12 month and 5 year operational planning. With Records.
Review of Records Management - Possibility of Central Management.	EMT Registration.
Public Interest Disclosure - On Website	Need on Website. Tasked to Records
Complaint and Information Management.	
Complaint #10 (May 2015)	Concluded. Pending final response (Rates complaint).
Complaint # 16 (July 2015)	With Planning and Environment. (Dust complaint)
Complaint – Escalation	Cattle. Ombudsman to close complaint.
Complaint #18 (October 2015)	Zoning Complaint - Finalised and Distributed to CEO for Action
Complaint #19 (October 2015)	Complaint - Water & Sewerage Network. COI. With Records.
Planning	
Planning 1 and 5 Year.	Long term and yearly operational plans - review based on all Business Services functions. 12 months activities. 5 year corporate goals. Resources.

CUSTOMER REQUESTS FOR THE MONTH OF SEPTEMBER 2015

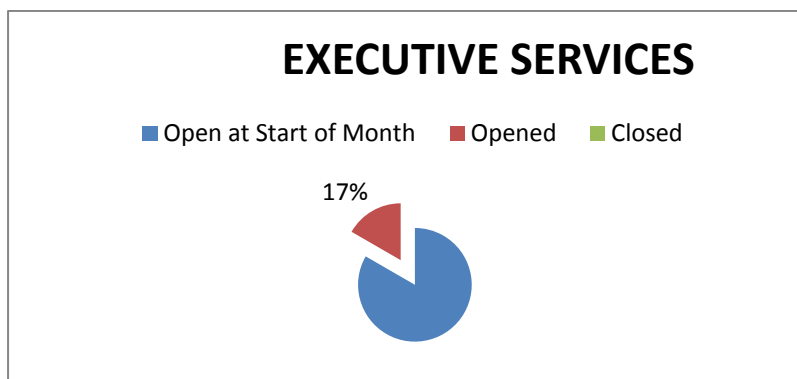
Note: Reports do not show age and therefore cannot accurately gauge how effective any given department is at turning over customer requests.

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Description	September 2015			
	Open at Start of Month	Opened	Closed	Open at end of Month
EXECUTIVE SERVICES				
Accidents & Incidents (WHS Officer)	3			3
Councillors Requests (Executive Assistant)	2	1		3
TOTAL	5	1	0	6
CORPORATE SERVICES				
Compliments (Correspondence Officer)	3			3
Damaged Wheel Bin - Contract (Correspondence Officer)	1			1
Property Management (Business Services Manager)	1	1		2
TOTAL	5	1	0	6
ECONOMIC DEVELOPMENT & COMMUNITY SERVICES				
Community Planning Enquiry (Director ED&CS)	2		2	0
Events (Tourism & Events)	1			1
Swimming Pool (Director ED&CS)	2			2
TOTAL	5	0	2	3
PLANNING & ENVIRONMENT				
Abandoned Vehicle Concerns (Local Laws Officer & Waste Management Officer)	6	2		8
Bio-Security - Compliance & Enforcement Requests (Bio Security Officer)		1		1
Bio-Security - Feral Pig Control (Bio Security Officer)	4	2	3	3
Bio-Security - Weed Control (Bio Security Officer)	1	1	1	1
Bio-Security - Wild Dog Control (Bio Security Officer)	1	1		2
Building Enquiries/Complaints (Development Coordinator)	1	3		4
Control of Nuisances - Air-Borne Hazard (Local Laws Officer)	1			1
Control of Nuisances - Noise Pollution (Environmental Health Officer)	1			1
Control of Nuisances - Overgrown Vegetation (Local Laws Officer)	3			3
Control of Nuisances - Visual Pollution (Local Laws Officer)	2		1	1
Council Properties - Maintenance (Building)	13	5		18
Council Properties - Plumbing Maintenance (Master Plumber)	12			12
Council Properties - Electrical Works (Electrician)	13	3		16
Dog Attack (Local Laws Officer)	1	1		2
Dog Barking (Local Laws Officer)	8	2		10
Domestic Animals - Rush/Menace (Local Laws Officer)	0	2		2
Domestic Animals - Wandering at Large (Local Laws Officer)	4	1		5
Domestic Animals - Welfare (Local Laws Officer)	2	1		3
Environmental Complaint (Environmental Health Officer)	10	2		12
Illegal Camping (Local Laws Officer)	1			1
Littering/Illegal Dumping (Waste Management Coordinator)	1		1	0
Land Use & Planning Enquiries (Development Coordinator)	1			1
Landfill/Rubbish/Recycling Enquiry (Waste Management Coordinator)	1	1		2

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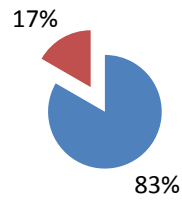
Livestock Complaints (Local Laws Officer)	2			2
Local Law Complaints (Assistant Environmental Health Officer)	2			2
Missed Waste Service Pickup (Waste Management Coordinator)	0	1	1	0
Plumbing Enquiries/Complaints (Master Plumber)	2			2
Private Swimming Pools (Director PE)	0	1		1
Public Toilets - Cape Area (Environmental Health Officer)	1	2		3
Senior Accommodation Living Units - Maintenance Request (Building)	39	4	6	37
TOTAL	133	37	14	156
ENGINEERING SERVICES				
Bridge Damage (Construction & Maintenance Shire Overseer)	1			1
Damaged Traffic Signs, Rails (Construction & Maintenance Shire Overseer)	1	1		2
Drainage Diagrams/Maps (Shire Surveyor)	1			1
Fallen Trees (Parks & Gardens Manager)	1			1
Footpaths & Bikeways (Construction & Maintenance Shire Overseer)	2			2
Information Signage Request (Project/Administration Officer)	3	1		4
Park Furniture (Parks & Gardens Manager)	1			1
Parks & Gardens - Other Maintenance (Parks & Gardens Manager)	4	1	1	4
Parks & Reserve Mowing (Parks & Gardens Manager)	2	1		3
Roads Maintenance (Construction & Maintenance Shire Overseer)	38	19		57
Stormwater Drainage (Construction & Maintenance Shire Overseer)	5			5
Street Numbering (House/Rural) (Project/Administration Officer)	6	1		7
Verge Mowing Enquiries (Project/Administration Officer)	2	1		3
Water Billing Enquiries	1			1
Water Quality Request/Complain (Water Administration Officer)	0	1	1	0
Water Reticulation Maintenance (Master Plumber)	7	4		11
Wharves, Boat Ramps & Fishing Pontoons (Construction & Maintenance Shire Overseer)	1	1		2
TOTAL	76	31	2	105
OVERALL TOTALS	224	70	18	276



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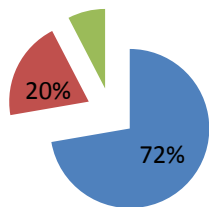
CORPORATE SERVICES

■ Open at Start of Month ■ Opened ■ Closed



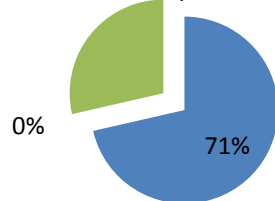
PLANNING & ENVIRONMENT

■ Open at Start of Month ■ Opened ■ Closed



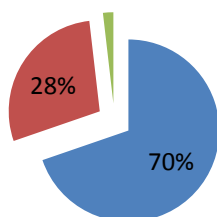
ECONOMIC DEVELOPMENT & COMMUNITY SERVICES

■ Open at Start of Month ■ Opened ■ Closed



ENGINEERING SERVICES

■ Open at Start of Month ■ Opened ■ Closed



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Link to Corporate Plan

Leadership and Governance

- 4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:
- c) Appropriate corporate governance.

Consultation

Nil.

Legal Implications (Statutory, basis, legal risks)

Nil.

Policy Implications

Nil.

Financial and Resource Implications (Budgetary)/Risk Assessment

Nil.

RECOMMENDATION

Council adopt the report for information.