



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

**Date:** Tuesday, 21 February 2017  
**Time:** 9:00am  
**Location:** Administration Centre  
10 Furneaux Street  
Cooktown

## **AGENDA AND BUSINESS PAPERS**

### **Ordinary Council Meeting**

**21 February 2017**

**Tim Cronin**  
**Chief Executive Officer**



**Order Of Business**

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Nil

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**2 ATTENDANCE**

**3 MEETING OPENED**

**4 APOLOGIES**

**5 DECLARATIONS OF INTEREST**

**6 MAYORAL MINUTE**

Nil

**7 NOTICE OF BEREAVEMENT**

**8 CONFIRMATION OF MINUTES**

Ordinary Meeting - 17 January 2017

**9 BUSINESS ARISING**

**10 NOTIFIED MOTIONS**

Nil

## 11 COUNCILLORS' REPORTS

### 11.1 COUNCILLORS MONTHLY REPORT

**File Number:** D17/795

**Author:** Executive Assistant

**Authoriser:** Tim Cronin, Chief Executive Officer

**Attachments:**

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

#### PRECIS

Councillor monthly activity reports.

#### BACKGROUND/HISTORY

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

#### LINK TO CORPORATE PLAN

##### *4.1 Leadership and Governance*

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

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

##### *4.3 Active, Creative and Connected*

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

- e) Community Engagement across all relevant activities.

##### *4.5 Identity and Integrity*

4.5.1 Provide:

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

#### CONSULTATION

Various groups as per individual reports.

#### LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

**POLICY IMPLICATIONS**

Expense Reimbursement Policy (Councillor)

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Operational Budget

**RECOMMENDATION**

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

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

**File Number:** D17/797  
**Author:** Chief Executive Officer  
**Authoriser:** Tim Cronin, Chief Executive Officer  
**Attachments:** Nil

**CEO UPDATE****January/February 2017**

Date	Activity	Details	Outcome	Status
11/1/2017	LDMG	Monthly meeting		
11/1/2017	Cooktown Chamber	Monthly meeting	Update on VIC	
12/1/2017	Sovereign Hotel	Meeting with Sam and Neil Lucas	Feedback on Sovereign Hotel, future plans and thoughts on Charlotte Street and other developments	
12/1/2017	Performance and Engagement Survey	Strategy and Vision	Staff input on strategy and vision for CSC	Action plans to be developed
12/1/2017	Barrier Reef Child Care Centre	Meeting with staff		
13/1/2017	Lakeland Irrigation Area	Steering Committee		
13/1/2017	Cairns Diocese	Kevin Malone - CEO	Introductory meeting	
16 & 17/1/2017	Council Meetings			
18/1/2017	Barrier Reef Child Care	Site visit Cairns Diocese		
18/1/2017	PCYC	Steering Committee	Membership and TOR confirmed	
19/1/2017	Council Staff	Post Council Update		
19/1/2017	Safety Committee			
24/1/2017	ELT			
24/1/2017	Corporate Plan Update			



Date	Activity	Details	Outcome	Status
<b>24/1/2017</b>	Executive Services	Team Meeting		
<b>24/1/2017</b>	Budget Review			
<b>25/1/2017</b>	QFES Awards	CSC awarded a certificate of appreciation.  CSC presented Glenn Alderton SES a certificate of appreciation		
<b>25/1/2017</b>	Department of Education and Training	Discussion of requirements to transfer licence for Barrier Reef Child Care		
<b>30/1/2017</b>	Project Committee			

**RECOMMENDATION**

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

**12.2 COUNCILLOR REMUNERATION AND EXPENSES REIMBURSEMENT POLICY - REVIEW**

**File Number:** D17/1258

**Author:** Executive Assistant

**Authoriser:** Martin Cookson , Director Corporate Services

**Attachments:** 1 Councillor Remuneration and Expenses Reimbursement Policy

**PRECIS**

Review of Expenses Reimbursement Policy and inclusion of Councillor Remuneration

**BACKGROUND/HISTORY**

The current Expenses Reimbursement Policy (Councillors) established the policy around reimbursement of reasonable expenses. The policy did not reflect on how the Local Government Remuneration and Discipline Tribunal determine the remuneration for Councillors.

Expenses are referenced under Subsection 244(3) of the *Local Government Act 2012* in the current Remuneration Report 2016.

The remuneration can not include—

- (a) any amount for expenses to be paid or facilities to be provided to a councillor of a local government under its expenses reimbursement policy; or
- (b) any contribution a local government makes for a councillor to a voluntary superannuation scheme for councillors established or taken part in by the local government under section 226 of the Act.

In order to capture Councillor Remuneration and to align with the Expenses Reimbursement Policy a review of the current policy has been completed and attached for Council approval.

The inclusion of a vehicle for the Mayor and Councillors use is reflected in the policy and will align with the Vehicle Policy.

**LINK TO CORPORATE PLAN**

Leadership and Governance

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

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

**CONSULTATION**

Executive Leadership Team, Legal opinion from Local Government Association Queensland.

**LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

*Local Government Regulation 2012* s249 and s250

Division 2 Reimbursement of expenses and provision of facilities

s249 What div 2 is about

- (1) This division is about the expenses reimbursement policy.
- (2) The expenses reimbursement policy is a policy providing for the following—
  - (a) payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
  - (b) provision of facilities to councillors for that purpose.

s250 Requirement to adopt expenses reimbursement policy or amendment

- (1) A local government must adopt an expenses reimbursement policy.
- (2) A local government may, by resolution, amend its expenses reimbursement policy at any time.

### **POLICY IMPLICATIONS**

The Councillor Remuneration and Expenses Reimbursement Policy is linked to the Motor Vehicle Policy and the Reimbursement Policy for Trave (Employees). Both these documents have been reviewed to align with this policy.

### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Operational Budget 2016-2017

### **RECOMMENDATION**

That Council adopt the Councillor Remuneration and Expenses Reimbursement Policy.

**12.3 COUNCILLOR REMUNERATION - LOCAL GOVERNMENT REMUNERATION AND DISCIPLINE REPORT 2016**

**File Number:** D16/17825  
**Author:** Executive Assistant  
**Authoriser:** Tim Cronin, Chief Executive Officer  
**Attachments:** 1 Remuneration Discipline Tribunal Report 2016

**PRECIS**

Determination of Remuneration for Councillors

**BACKGROUND/HISTORY**

The Local Government Remuneration and Discipline Tribunal is established under section 183 of the *Local Government Act 2009* (LGA) and is responsible for deciding the maximum amount of remuneration that is payable to councillors in each local government category.

The tribunal must, before 1 December of each year, and for each category of local government, decide the maximum amount of remuneration payable from 1 July of the following year to a mayor, deputy mayor or councillor of a local government in each category as per the *Local Government Regulation 2012* (LGR) section 244.

The Local Government Legislation (Significant Business Activity Thresholds and Another Matter) Amendment Regulation 2016 (the amendment Regulation) was made by the Governor in Council on 1 December 2016.

Changes to the legislation included the removal of the requirement for local governments to decide the remuneration of Councillors within 90 days of the Tribunal's annual decision being gazetted. Instead requiring that a local government decide under one resolution, before 1 July 2017, the maximum amount of remuneration payable to its councillors.

**247 Remuneration payable to councillors**

- (1) A local government must pay remuneration to each councillor of the local government.
- (2) The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.
- (3) In a resolution made under subsection (2), the local government must also decide the amount of remuneration payable to the councillor.
- (4) The amount of remuneration decided under subsection (3) for each councillor must not be more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.
- (5) The amount of remuneration for each councillor, other than a mayor or deputy mayor, must be the same.
- (6) The local government must make a resolution under subsection (2), for the remuneration payable from 1 July of a particular year, before 1 July of that year.
- (7) Subsections (4) and (5) are subject to section 248.

The following determinations were made by the Tribunal:

- increase in remuneration levels for mayors, deputy mayors and councillors by 2.0% from 1 July 2017.
- elevate Maranoa Regional Council to Category 3.

**LINK TO CORPORATE PLAN**

## 4.1 Leadership and Governance

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

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

**CONSULTATION**

Executive Leadership Team

**LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

Legislative requirement under *Local Government Regulation 2012*.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Remuneration will be provided for in the 2017/2018 budget.

**RECOMMENDATION**

That Council in accordance with the Local Government Regulation 2012 s247 (6), adopt the recommendation of the Local Government Remuneration and Discipline Tribunal Report 2016 in regard to the remuneration applicable from 1 July 2017.

## **13 CORPORATE SERVICES - REPORTS**

### **13.1 MOTOR VEHICLE POLICY & MOTOR VEHICLE USAGE PROCEDURE - FEBRUARY 2017**

**File Number:** D17/1321

**Author:** Assets Manager

**Authoriser:** Martin Cookson , Director Corporate Services

**Attachments:** 1 Motoe Vehicle Policy - V3 - February 2017  
2 Motor Vehicle Usage Procedure - V5 - February 2017

#### **PRECIS**

Each year the Council must review and present its operational budget to align with Section 104 of *the Local Government Act 2009*

#### **BACKGROUND/HISTORY**

The Motor Vehicle Policy and Motor Vehicle Usage Procedures have been designed to clarify the usage categories of all Council fleet for declaration to its constituents.

#### **LINK TO CORPORATE PLAN**

4.1 Leadership and Governance

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

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

#### **CONSULTATION**

Executive Leadership Team, Fleet Manager, Shire Overseer, HR Manager, Workplace Health & Safety Advisor and Strategic Asset Manager.

#### **LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

*Local Government Act 2009*, Section 104

#### **POLICY IMPLICATIONS**

Motor Vehicle Policy & Motor Vehicle Usage Procedure

Councillor Remuneration and expenses Reimbursement Poliy

#### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Operational Budget 2016/2017

#### **RECOMMENDATION**

That Council adopt the Motor Vehicle Policy and Motor Vehicle Usage Procedure (to be reviewed annually)

**13.2 REVENUE AND EXPENDITURE - JANUARY 2017**

**File Number:** D17/801  
**Author:** Director Corporate Services  
**Authoriser:** Martin Cookson , Director Corporate Services  
**Attachments:** 1 Financial Reports for January 2017

**PRECIS**

Revenue and expenditure for month ending January 2017.

**BACKGROUND/HISTORY**

*Local Government Regulation 2012* Chapter 5 S204 – The local government must prepare a financial report stating the progress it has made against the adopted budget during the financial year.

**LINK TO CORPORATE PLAN**

## 4.1 Leadership and Governance

- 4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:
- a) Sustainable financial and administrative management of the Shire's municipal and community resources.
  - b) A sound annual budget which ensures adequate funding and reserves to provide for Council's future obligations.

**CONSULTATION**

Executive Leadership Team

**LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

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

**POLICY IMPLICATIONS**

Investment Policy  
Debt Policy  
Revenue Policy

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Operational budget.

**RECOMMENDATION**

That the Revenue and Expenditure Statements for January 2017 be adopted.

**13.3 ASSET DISPOSAL COEN**

**File Number:** D17/1335  
**Author:** Assets Manager  
**Authoriser:** Martin Cookson , Director Corporate Services  
**Attachments:** 1 Building Pictures (under separate cover)  
2 New Location - Coen Crises Accommodation

**PRECIS**

On 21/06/2016 Council Resolved (resolution 2016/30) to formally offer the JS Love demountable in Coen Township to the Department of Housing and Public Works (DHPW) to allow the Coen Women's Group to establish a Women's crises accommodation centre.

The original resolution sought to place the shelter on the Queensland police grounds, by request of the DHWP this location has now been re-evaluated and a more suitable location has been identified in Coen. Please see amended recommendation for Councils consideration.

**BACKGROUND/HISTORY**

In September 2006 Council tendered for a dwelling to be added to the JS Love site known as Lot 1 on MPH22171, this site is 1.252ha in area and makes up part of Council's Freehold land titles. The purpose of the dwelling was for temporary accommodation for Women and Children escaping domestic and family violence. Re comments that the community may not access the facility due to potential presence of spirits, original community consultation involving CRAC, Indigenous Volunteers and Department of Communities identified that the building would require smoking. We believe some community members were not in favour of this based on cultural advice.

Council has seen very little utilisation of this facility since its installation on 15 January 2007, Council has now been approached by the Coen Women's Group asking if we would consider gifting them the facility to be relocated to a more suitable location so it can be re-established for its intended use.

"Coen Women's Group is a small group made up by local Indigenous Coen women. It is a non-incorporated group which receives the full endorsement and support of the Coen Regional Aboriginal Corporation. Members of the Women's Group have witnessed the constant lack of crisis accommodation in Coen and the ongoing issues impacting on the community, families and children; and dysfunction created by domestic and family violence.

The Coen Women's Group also currently has strong support from all of the local service providers within the community and work effectively with the Coen Police Service, Coen Justice Group, CAFS workers, Coen Wellbeing Centre, Apunipima Health Services and Cape York Partnerships/ Cape York Employment." – Extract from Timothy Jaffer CEO CRAC letter 18 April 2016.

The Project has the full support of the Government Champion for Coen and relocation would take place in the next financial year (pending passing of resolution by Council)

**LINK TO CORPORATE PLAN****4.1.1 Provide, to a standard that ensures (at a minimum) legislative compliance:**



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

#### 4.1.2 Where resources and capacity allow:

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

### CONSULTATION

Community consultation has been extensive with links to CRAC, Coen Justice Group, CAFS workers, Coen Wellbeing Centre, Apunipima Health Services, Coen Police, Coen Advisory Committee, Department of Aboriginal and Torres Strait Islander Partnerships and Government Champion Coen.

### LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

#### Local Government ACT 2009 s104

##### Financial management systems

(1) To ensure it is financially sustainable, a local government must establish a system of financial management that—

(a) ensures regard is had to the sound contracting principles when entering into a contract for—

(ii) the disposal of assets; and

### POLICY IMPLICATIONS

#### DISPOSAL OF ASSETS POLICY

##### 2.1 Disposal Methodology

###### 2.1.1 VALUABLE NON-CURRENT ASSETS\*, LAND AND "AN INTEREST IN LAND"

Items deemed **valuable non-current assets, land** and "**an interest in land**" \* (those leases that are lodged with the Titles Office) will be disposed in accordance with the *Local Government Regulation 2012*:

Exceptions to the requirement to dispose of by Auction or Tender will only be undertaken when in accordance with the *Local Government Regulation 2012*.

Notwithstanding

#### Local Government Regulation 2012 s236

##### Exceptions for valuable non-current asset contracts

(1) Subject to subsections (2) and (3), a local government may dispose of a valuable non-current asset other than by tender or auction if—

(b) the valuable non-current asset is disposed of to—

(i) a government agency; or

(ii) a community organisation; or

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

The disposal of asset (Women's Shelter – JS Love) CVR 4575 will require a write down of \$67,802.62 from Councils non-current assets register.

**AMENDED RECOMMENDATION**

That Council resolve to gift for the sum of \$0.00 the asset known as (Women's Shelter – JS Love) CVR 4575 to Department of Housing and Public Works for the relocation and commencement of a domestic violence crisis accommodation facility for the Coen Women's Group.

This facility is to be relocated to 2-4 Mungkan St Coen and Council is to bear no cost for relocation and any current or future maintenance including but not limited to the current site being rehabilitated to Council's satisfaction on removal of the dwelling.

1. [Type Recommendation here](#)
  - (a) [Type Recommendation here](#)
    - (i) [Type Recommendation here](#)

## 14 INFRASTRUCTURE SERVICES - REPORTS

### 14.1 RACECOURSE ACCESS OPTIONS

**File Number:** D17/1368

**Author:** Manager, Parks and Waste Operations

**Authoriser:** Robert Uebergang, Director Infrastructure Services

**Attachments:** 1 SPL-0117-036242-N6-T3 - Pre-Lodgement Advice - Railway Embankment Walkway Development Project SARA  
2 Railway Walkway Project – Environmental Assessment Requirements/Constraints

#### PRECIS

This report looks at pedestrian access options to link the racecourse precinct into Cooktown. The options explored include (1) extending the walkway along the historic railway line, and (2) a pedestrian bridge and path extension from the cemetery. In addition the historic loco precinct is discussed.

#### BACKGROUND/HISTORY

##### Railway Walkway

The proposed route involves creating a walkway, one of the primary aims being facilitation of pedestrian access from the RV parking area at the Cooktown Racecourse into town. The route would connect with the existing railway embankment walkway, itself a part of the scenic rim walk.

The proposed route is approximately 500 meters in length, and is assessed as a Grade 3 walk, to match the existing section of the walkway. A grade 3 walkway corresponds to AS 2165.1 Class 3 track, where “the quality of the path is a formed earthen track, few obstacles. Generally a modified surface, sections may be hardened. Width variable and less than 1200mm. Kept mostly clear of intrusions and obstacles. Users need no bushwalking experience and a minimum level of specialised skills. Users may encounter natural hazards such as steep slopes, unstable surfaces and minor water crossings. They are responsible for their own safety.” Note that this grade of walkway would exclude non-ambulatory access such as mobility scooters.

Currently an existing walkway is utilised by locals that runs along a portion of the old Cooktown railway embankment line, running from behind the Cooktown Cemetery to parkland adjacent to Adelaide Street. A local community group of residents known as ‘Cooktown Stay Another Day’ have been actively promoting the extension of this walkway from the cemetery end, to the Cooktown Racecourse. This would open up an additional route for residents, and also provide a useful and interesting foot access from the Racecourse RV parking area into town, by way of the walkway and the reserve land it leads to.

The section of the old railway embankment being considered for the new walkway becomes degraded in places and is heavily vegetated in parts, including protected coastal species. The project would entail vegetation clearing, installing approximately 3 culverts, possibly two pedestrian bridges (max span about 10m), and also possibly a section of boardwalk. The walkway extension proposal falls within road reserve.

Much of the area is within the tidal marine environment, a sensitive zone as far as any development or construction goes. Pre-lodgement advice from the State indicates significant

statutory obligations to be met from government departments, and points towards a lengthy process of approvals to be gained and environmental studies that would need to be undertaken to assess development impacts (see two attachments – pre-lodgement advice from the Dept. of Local Government, Infrastructure and Planning, and Environmental Assessments Requirements Constraints). In summary, the advice received indicates the significant nature of the tidal marine environment on the pathway route and signals processes and studies of significant cost which in turn present significant hurdles for the project progressing to construction.

### **Two Mile Creek Pedestrian Bridge and Footpath**

An alternative option to facilitate pedestrian access to the racecourse is the construction of a footbridge over Two Mile Creek adjacent to the existing vehicular bridge with extension of the current pathway to the racecourse road entrance. The existing bridge offers no pedestrian access, and represents a risk to users. This option would include continuation of the concrete footpath from its current termination point at the main gates of the cemetery to the proposed pedestrian bridge, with the path then extending from the pedestrian bridge to the racecourse access road entrance (or to the racecourse itself if required). This option could cater for all levels of mobility using a 2m path width, including, pedestrian, bicycle, and mobility scooters.

The length of new footpath required to link the racecourse entrance road to the existing footpath is approximately 375 meters, with an estimated cost of \$187,500 at \$250/m<sup>2</sup>. The proposed pedestrian bridge spanning 15-25m across Two Mile Creek has an estimated value of \$250,000, giving a total preliminary estimate of \$437,500 for this project. Various grant funding streams are likely to be applicable to this project.

### **Historic Loco Precinct Project**

The Cooktown Stay Another Day group has also actively promoted access to and display of historic infrastructure items associated with the old Cooktown railway. These are located close to the existing railway embankment walkway, adjacent to the end of Hogg Street/Adelaide Street. These items, including the remains of the old turntable, service pits, well, and associated objects are in vegetated and overgrown land that is seasonally inundated. The Group have located and unblocked some old drains, which may help facilitate drainage. In order to open the area up for safe public display, vegetation clearing, drainage and safety issues would need to be assessed and addressed. The area is zoned reserve. Most of the proposed work is on land that is thought to fall outside of the sensitive marine environment (requires confirmation).

### **LINK TO CORPORATE PLAN**

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

- a) Sport and recreation facilities and services.
- b) Public access to playgrounds, reserves and open spaces.
- c) Support and advocacy for community groups, clubs, societies and organisations.
- d) Support and advocacy for events and festivals and arts and cultural endeavours.
- e) Community Engagement across all relevant activities.
- f) Library facilities and/or access in Shire communities.

4.3.2 Where resources and capacity allow:

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

- b) Increase and improve services where 'whole of life' costing is known, community need is demonstrated and essential, and additional expenditure does not compromise sustainable core service provision.
- c) Demonstrate environmental awareness and sustainable practice in resource usage.
- d) Match expenditure on assets against requirement for core service provision.

#### 4.3.3 Special Projects.

- a) Work to fund improvements that support common Shire goals, inclusive of sport and recreation facilities and open spaces.
- b) Incorporate into land use strategy a review of standardised and equitable facilities on, and access to, public spaces, parkland and ovals.
- c) Actively encourage and promote community engagement in all relevant Council activities.

### CONSULTATION

Discussions with Cooktown Stay Another Day group, through Mr. Eric George, and Council officers have been ongoing in respect of the proposed railway walkway and the historic loco precinct. The railway walkway proposal has been further documented and considered internally within Council, resulting in the formulation of this report.

### LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

#### Railway Walkway

There are a number of regulatory requirements to address, which may have a significant impact on the project. Preliminary advice received from the Department of Agriculture and Fisheries confirmed that the scope of works indicated the project would not be self-assessable, and that formal pre-lodgement advice be requested from the Department of Infrastructure, Local Government and Planning.

The pre-lodgement advice indicates significant statutory obligations to be met from various government departments, and associated costs may be high (see two attachments – pre-lodgement advice from the Dept. of Local Government, Infrastructure and Planning, and Environmental Assessments Requirements Constraints).

#### Two Mile Creek Pedestrian Bridge and Footpath

The route proposed follows the verge of existing roadways and is largely free of regulatory or planning constraints for the project proposed.

#### Historic Loco Precinct Project

The area where this project is proposed is thought to fall outside of the sensitive marine environment (requires confirmation) meaning that it is largely free of regulatory or planning constraints.

### POLICY IMPLICATIONS

Nil.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

For the Railway Walkway, costs associated with engaging a consultant to address regulatory issues, undertake preliminary scope, concept design and preliminary estimate of costs for walkway construction are estimated at \$80,000 to \$300,000 plus. Actual construction costs would be additional to this.

Construction costs are estimated at \$437,500 for the Two Mile Creek Pedestrian Bridge and Footpath.

Costs associated with opening up the Historic Loco Precinct have not been assessed, but it is anticipated that much of the work could be undertaken within the capacity of existing Council resources.

**RECOMMENDATION**

That:

1. Council does not further develop the Railway Walkway Project due to the significant hurdles in achieving the required statutory, regulatory and environmental approvals.
2. Council undertakes investigations into the feasibility of constructing a pedestrian bridge at Two Mile Creek and extending footpath linkages to the racecourse.
3. Council undertakes further investigation and works to develop the Historic Loco Precinct project.

**15 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - REPORTS****15.1 WAYMBURR BOTANIC GARDENS PRECINCT ADVISORY COMMITTEE****File Number:** D17/1433**Author:** Director Development, Environment & Community**Authoriser:** Gary Kerr, Director Development, Environment & Community**Attachments:**  
1 NPH Advisory Committee Minutes 2 Feb 2017  
2 Botanic Gardens Master Plan RFQ**PRECIS**

Minutes of the Waymburr Botanic Gardens Precinct Advisory Committee meeting 2 February 2017 for information.

**BACKGROUND/HISTORY**

The function of the Waymburr Botanic Gardens Precinct Advisory Committee (formerly Natures Powerhouse Advisory Committee) is to oversee, guide and advise Council on the revitalisation of Nature's Powerhouse facility and Botanic Gardens in preparation of the 2020 celebrations.

**LINK TO CORPORATE PLAN**

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

**CONSULTATION**

Waymburr Botanic Gardens Precinct Advisory Committee members

**LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Nil

**RECOMMENDATION**

That the minutes of the Waymburr Botanic Gardens Precinct Advisory Committee held on 2 February 2017 be noted.

**15.2 GRANTS COMMITTEE**

**File Number:** D17/1451  
**Author:** Director Development, Environment & Community  
**Authoriser:** Gary Kerr, Director Development, Environment & Community  
**Attachments:** 1 Grants Committee minutes 8 Feb 2017  
2 Aviation Park Project Plan

**PRECIS**

The Grants Committee meeting on the 8 February 2017 has recommended Council submit applications for funding under the Building our Regions program, Building Better Regions program, Works for Queensland program and sponsorship for the Lakeland Horse Sports Bull Ride event.

**BACKGROUND/HISTORY**

The Grant Committee's purpose is to:

- Oversee the maintenance of an extensive grant program database;
- Provide advice on available grants to community groups and businesses;
- Recommend appropriate grants for pre-approved projects as determined by the Project Development Committee; and
- Monitor the progress and acquittal of 'live' grant contracts
- Oversee and make recommendations to Council on Council's internal grants programs (Economic Development, Community Development and Events) and sponsorship requests.

**LINK TO CORPORATE PLAN**

## 4.1 Leadership and Governance

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

- a) Sustainable financial and administrative management of the Shire's municipal and community resources
- c) Appropriate corporate governance

## 4.3 Active, Creative, Connected

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

- c) Support and advocacy for community groups, clubs, societies and organisations

## 4.7 Economic Wellbeing

## 4.7.3 Special Projects

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



**CONSULTATION**

Consultation with Director Infrastructure Services (Building our Regions), discussions with Councillors and ELT regarding Works for Queensland funding and members of the Grants Committee

**LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)**

Nil – Funding programs only require evidence that Council supports the lodgement of the applications and is aware of any potential Council funding commitments.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)****Cooktown Airport Taxiway and road**

Borrowing of \$1,600,000 for completion of the taxiway and road with repayments being generated from additional income from tenants, expected to be approximately \$200,000pa once fully developed. Refer to attached project plan

**Coen Landfill Leachate**

Total project budget of \$752,838. A funding application under Building our Regions program of \$500,000 (maximum available) will require a Council contribution of \$252,838 from the Environmental Levy Reserve

**Cooktown 2020 Festival**

A funding application under the Building Better Regions program will be lodged for \$100,000 for the next stages of the festival development. This will require a 25% or \$50,000 contribution from Council in the 2017-18 budget

**Sponsorship**

A contribution of \$600 to the Lakeland Horse Sports Bull Ride event from the sponsorship budget which still has \$7,000 uncommitted in the current year's budget

**RECOMMENDATIONS**

1. That Council borrow \$1,350,000 to complete taxiway works not covered in W4Q \$1.3m allocation or Building our Regions funding (\$500,000) and \$250,000 as Council's contribution for Building Better Regions application totalling \$1,021,000 for the airport road.
2. That Council contribution of \$255,000 towards the cost of the Coen Landfill Leachate project be taken from Environmental Levy Reserve
3. That Council endorse the lodging of a funding application under the Building Better Regions program for \$100,000 for the next stages of the festival development and a 25% or \$50,000 contribution from Council in the 2017-18 budget
4. That Council endorse a silver sponsorship for \$600 to the Lakeland Horse Sports Bull Ride event

**16 CONFIDENTIAL REPORTS****RECOMMENDATION**

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

**16.1 Request to Waiver Vacant Water Charge**

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

**17 EXECUTIVE SERVICES - INFORMATION**

Nil

## 18 INFRASTRUCTURE SERVICES - INFORMATION

### 18.1 BIOSECURITY SERVICES MONTHLY REPORT - JANUARY 2017

<b>File Number:</b>	<b>D17/1400</b>
<b>Author:</b>	<b>Senior Biosecurity Officer</b>
<b>Authoriser:</b>	<b>Robert Uebergang, Director Infrastructure Services</b>
<b>Attachments:</b>	<b>1 Cook Shire Council 2016 Pest Animal Baiting Program</b>
	<b>2 Media Release - Lakeland Washdown Bay Closed</b>

#### PRECIS

Report on the activities of the Biosecurity Services unit including legislative changes, contracts and progress of tasks in the Biosecurity Services Operational Plan 2016/17.

#### BACKGROUND/HISTORY

Biosecurity Services undertake invasive species management in accordance with the *Biosecurity Act 2014*, the Cook Shire Council Pest Management Plan 2012-2016, and the Biosecurity Services Operational Plan 2016-17.

#### LINK TO CORPORATE PLAN

##### 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.

#### CONSULTATION

Executive Leadership Team, Inter-department consultation with Local Laws, Parks and Gardens and Roads maintenance; Community Consultation for development of new Shire Biosecurity Plan.

#### LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Implementation of Local Government responsibilities under the *Biosecurity Act 2014*.

#### POLICY IMPLICATIONS

#### FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

As per approved budget.

#### SURVEILLANCE AND CONTROL WORK

##### Weeds:

Early wet season roadside weed surveys were conducted on Kimba Road, with mainly rubbervine recorded in the creek crossings; Pomporaww Road to Southwell which was dominated by isolated pockets of sicklepod; Mt Amos Rd, mainly lantana and sicklepod; and calatropes between Lakeland

and Laura. Calotrope was treated in November/December along the PDR between Lakeland and Laura.

Annual wet season weed spraying commenced on the 5th January 2017 with work initially restricted to rubber vine on the Mulligan Highway as a result of delayed germination of other target species. Mulligan Highway between Lakeland and the southern boundary was completed within 4 days and a substantial decrease in the presence of rubber vine across the entire road reserve has been recorded. Work commenced on the northern extent of rubber vine on the Peninsula Development Rd (PDR) north of Fairview with approximately 10 km of road surveyed and treated before the north Laura bridge was closed due to flooding. Following this rubber vine between Laura and Lakeland was targeted and to date >30 km of road has been surveyed and treated. The density of rubber vine in this area has been higher than expected in large part due to the presence of extensive stands of vegetation preventing access and restricting visibility during the latter part of the 2016 weed control program.

Further works have been undertaken treating sicklepod on the Mclvor River Road and on the eastern side of the Normanby crossing on Battlecamp Rd. Additionally a survey of Shipton's Flat Rd was conducted in mid-January to ascertain the extent of sicklepod and stage of growth. Inclement weather has interrupted the program to some extent over the past month with three days lost and several days interrupted due to storms/localised rain.

The scheduled program for the upcoming month includes sicklepod control on the PDR between Laura and Coen, sicklepod control on Lilyvale Rd and gamba grass control on the PDR through York Downs Station. Biosecurity Services has engaged the services of the Napranum Rangers to assist with the current gamba grass control program and will be instructing the Rangers in both GIS data collection and Council's control methodologies with a view to developing local capability able to undertake control work when the area is inaccessible to Council staff.

#### Pest Animals:

The 2016 pest animal baiting program recently concluded following the November baiting run. Records indicate that the program was the most extensive conducted on Cape York with 9,500 kg of bait material distributed over in excess of 4 million hectares. The program was further complemented by Queensland Parks and Wildlife staff who delivered 1,600 kg across just under 1 million hectares. Research has consistently supported the conclusion that for programs to be effective they must be large scale and Biosecurity Services is developing strategies to expand the program in 2017 (see map attached for details of areas baited).

#### **CUSTOMER REQUESTS**

1. 9/12/16 - Enquiry re reimbursement for herbicide under the incentive scheme. Advised that Council no longer funds this scheme however Quickspray units are available for loan. Closed.
2. 25/1/17 – Request for baiting; problem with dingoes attacking calves on Silver Plains. Silver Plains did not take part in the scheduled baiting runs, so advised that manufactured baits could be purchased from Council. Closed; pending.
3. 25/1/17 - Request from Project Manager at DTMR for current weed mapping on sections of the PDR scheduled for construction works in 2017. Closed.
4. 31/1/17 - Request for provision of manufactured baits for Harvest Home. Paperwork sent out but yet to be returned. Open.
5. 1/2/17 – Request for spray unit loan from land owner on Mt Amos Rd. Pick up arranged but not taken due to rain. Open.

6. 1/2/17 - – Request for spray unit loan from land owner on Oakey Creek Rd. Postponed due to rain. Open.
7. 3/2/17 – Request for identification of seedlings germinating from purchased top soil. Identified as sicklepod. Investigation underway to trace where soil came from. Closed.
8. 3/2/17 – BQ requested a sample of ants to be collected from a residence in Cooktown that had contacted them direct. Owner contacted several times but no return contact as yet. Open.
9. 3/2/17 – Request for loan of Quikspray unit from land owner on Mt Amos Road. Will be available end of Feb. Open.

### **LAKELAND WASHDOWN BAY**

The washdown bay was closed in December due to the emergency stop button being vandalised. As it was close to Christmas and it had been planned to close after the Christmas break for the wet season it was not repaired and put back into service.

An options paper was submitted to Council last meeting detailing the continual issues with operating the facility and an assessment of its functionality to reduce weed seeds coming onto Cape York. Basically it is not an effective tool to manage weed seeds coming into Cook Shire and the Cape. Council deferred discussion on this issue until the February meeting and requested investigating support options available from Government and other organisations for operating the facility. Biosecurity Services have requested information from other Councils with more effective weed wash down facilities to determine what modifications would be required and what it may cost Council. Once this is determined other Government Agencies and Organisations will be approached regarding supporting the operation of the wash down facility.

In the meantime a contractor has been engaged to pump out and dispose of the water and sediment in the holding tanks to reduce the risk of overflow into the Honey Dam catchment. This is now very expensive due to the requirement to dispose of it outside of the Shire.

### **CORRESPONDENCE FROM GOVERNMENT**

Report on local government annual payments in support of invasive plant and animals management in Queensland 2015 – 2016 received. This details how much money is collected and what the “precept” funds have been spent on. The report is available from Biosecurity Services if anyone wishes to borrow it.

### **OTHER WORK**

Australian Organic wrote to Council offering to provide locations of certified organic farms so that they may be contacted if we intend to spray chemicals near their land. A request was made for provision of this information and a response received stated that there were no longer any certified clients operating on certified land within Cook Shire.

Questionnaire completed for LGAQ regarding a review of the calculation methodology of the on-ground and research component of the Land Protection Fund, and more specifically the way in which each local government’s contribution is apportioned.

ELT approved the transfer of the Group Firearm’s Licence to the Senior Biosecurity Officer in January 2017. Paper work has been submitted to weapons licensing to affect this change.

**RECOMMENDATION**

That the information be noted.

**19 CORPORATE SERVICES - INFORMATION**

Nil

**20 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - INFORMATION**

Nil