



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

Date: Monday, 24 July 2017
Time: 9:00am
Location: Administration Centre
10 Furneaux Street
Cooktown

AGENDA AND BUSINESS PAPERS

Ordinary Council Meeting

24 July 2017

Tim Cronin
Chief Executive Officer

Order Of Business

1	Agenda Contents	5
2	Attendance	5
3	Meeting Opened	5
4	Apologies	5
5	Declarations of Interest	5
6	Mayoral Minute	5
	Nil	
7	Notice of Bereavement.....	5
8	Confirmation of Minutes	5
9	Business Arising.....	5
10	Notified Motions	5
	Nil	
11	Councillors' Reports.....	6
	11.1 Councillors Monthly Report	6
12	Executive Services - Reports.....	8
	12.1 Special Holiday Nomination	8
13	Corporate Services - Reports.....	9
	13.1 Corporate Plan 2017 - 2022	9
	13.2 Investment Policy for 2017 - 2018 Financial Year	11
	13.3 Debt Policy for the 2017 - 2018 Financial Year	12
	13.4 Debt Recovery Policy 2017 - 2018.....	13
	13.5 Rate Based Financial Assistance for Charitable Organisations Policy	14
	13.6 Annual Budget for the 2017 - 2018 Financial Year.....	15
	13.7 Revenue Policy 2017 - 2018	17
	13.8 Operational Plan 2017 - 2018.....	19
	13.9 Revenue and Expenditure - June 2017	20
	13.10 Stock Write Off	21
	13.11 Review of Operational Plan for 2016-2017 Financial Year - Fourth Quarter	22
14	Infrastructure Services - Reports.....	23
	14.1 Application for Temporary Road Closure of unnamed road in Rossville area	23
	14.2 Environmental Levy funding for production of CSC waste management facilities closure/post closure plans	24
	14.3 Endorsement of Cook Shire Local Area Biosecurity Plan 2017-2021	25

14.4	Proposed Amendment to the FNQROC Development Manual Planning Scheme Policy	27
15	Development, Environment and Community - Reports.....	30
15.1	Development, Environment and Community June 2017 Report for Information	30
15.2	Coen Library Services Report	35
15.3	Works for Queensland Project List.....	37
15.4	RESEARCH REPORT REGARDING LAND TENURE, FEASIBILITY, PLANNING AND HEALTH FOR POSSIBLE SITES SUITABLE FOR A PROPOSED CEMETERY IN BLOOMFIELD / AYTON.....	39
16	Confidential Reports.....	42
16.1	REQUEST TO PROCEED WITH SALE OF LAND FOR RATES THREE (3) YEARS IN ARREARS	42
16.2	Cooktown/Coen Manhole Relining Tender VP77048	42
17	Executive Services - Information	43
	Nil	
18	Infrastructure Services - Information	44
18.1	Biosecurity Services - Information Report	44
19	Corporate Services - Information	46
	Nil	
20	Development, Environment and Community - Information	46
	Nil	

1 AGENDA CONTENTS

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 - 26 June 2017

9 BUSINESS ARISING

10 NOTIFIED MOTIONS

Nil

11 COUNCILLORS' REPORTS

11.1 COUNCILLORS MONTHLY REPORT

File Number: D17/9851

Author: Executive Assistant

Authoriser: Martin Cookson , Acting CEO

Attachments:

- 1 Monthly Activity Report - June - Cr P Scott
- 2 Monthly Activity Report - June - Cr A Wilson
- 3 Monthly Activity Report - June - Cr J "Chook" Giese
- 4 Monthly Activity Report - June - Cr K Price
- 5 Monthly Activity Report - June - Cr R Holmes
- 6 Monthly Activity Report - June - Cr J Dessmann
- 7 Monthly Activity Report - June - Cr L Hale

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 SPECIAL HOLIDAY NOMINATION**

File Number: D17/9854
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Special Holiday Request Letter

SPECIAL HOLIDAY NOMINATION

The *Holiday's Act 1983* provides for the granting and observance of special holidays which includes show days. Each year local governments are requested to nominate special and show holidays for the following year.

Nominations are made via an online form which is 'signed or endorsed' by the Chief Executive Officer. The attached letter of request includes a link to the online form.

RECOMMENDATION

That Council delegate the CEO authority to endorse the special holiday nomination for Cook Shire.

- (i) Date of special holiday to be advised by Council.

13 CORPORATE SERVICES - REPORTS

13.1 CORPORATE PLAN 2017 - 2022

File Number: D17/10497
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Corporate Plan 2017 - 2022

PRECIS

In accordance with the *Local Government Regulation 2012*, Sec 165 a local government must prepare and adopt a five year Corporate Plan.

Local Government Regulation 2012, Sec 166 outlines the contents of the Corporate Plan.

BACKGROUND/HISTORY

Local Government Regulation 2012, Sec 165.

- (1) A Local Government must prepare a five year corporate plan for each period of five financial years.
- (2) The Corporate Plan must be adopted in sufficient time to allow a budget and annual Operation Plan, consistent with the Corporate Plan to be adopted for the first financial year that it is adopted. The Corporate Plan outlines the strategic direction of the Local Government. *Local Government Regulation 2012*, Sec 166.
- (3) A local government may, by resolution, amend its 5-year corporate plan at any time.
- (4) A local government must discharge its responsibilities in a way that is consistent with its 5-year corporate plan.

Local Government Regulation 2012, Sec 165.

A local government's 5-year corporate plan must:-

- (1) Outline the direction of the local government
- (2) State the performance indicators for measuring the local government's progress in achieving its vision for the future of the local government area.

LINK TO CORPORATE PLAN

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, Senior Staff, Councillors, Community.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Sections: 165, and 166.

POLICY IMPLICATIONS

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Links to Operational Plan and Annual Budget.

RECOMMENDATION

That Council adopt the Corporate Plan for the 2017 -2022 financial year.

13.2 INVESTMENT POLICY FOR 2017 - 2018 FINANCIAL YEAR

File Number: D17/10492
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Investment Policy for adoption

PRECIS

Each year Council has to prepare and adopt an Investment Policy each financial year in accordance with the *Local Government Regulation 2012, Sec 191*.

BACKGROUND/HISTORY

The Investment Policy must outline the local government's investment objectives and overall risk philosophy and procedures for achieving the goals related to investment stated in the policy.

LINK TO CORPORATE PLAN

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 and Senior Finance Staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Sec 191.

POLICY IMPLICATIONS

Investment Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopts the Investment Policy 2017 -2018.

13.3 DEBT POLICY FOR THE 2017 - 2018 FINANCIAL YEAR

File Number: D17/10493
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Debt Policy for Adoption

PRECIS

Council has to prepare and adopt a Debt Policy for the financial year in accordance with the *Local Government Regulation 2012, Sec 192*.

BACKGROUND/HISTORY

The Debt Policy must state any new borrowings planned for the current financial years and the next 9 financial years and the period over which the local government plans to repay existing and new borrowings.

LINK TO CORPORATE PLAN

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, Senior Finance staff and Councillors.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Sec 104, Local Government Regulation 2012, Sec 192.

POLICY IMPLICATIONS

Debt Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational budget

RECOMMENDATION

That Council adopt the Debt Policy for the financial year 2017 - 2018.

13.4 DEBT RECOVERY POLICY 2017 - 2018

File Number: D17/10494
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Debt Recovery Policy for adoption

PRECIS

The updated Debt Recovery Policy for financial year 2017-2018

BACKGROUND/HISTORY

This policy outlines the procedure that Council will follow for the recovery of monies outstanding for rates, charges and other debts.

LINK TO CORPORATE PLAN

Governance

Gov 1 Develop an achievable long term financial, resource and infrastructure plan to ensure ongoing capacity to fund operations and capital works programs that underpin Council's long-term strategy to achieve financial sustainability.

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

Local Government Regulation 2012, Chapter 4, Rates and Charges.

POLICY IMPLICATIONS

Consistent with the Revenue Policy 2017-18

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget 2017-18

RECOMMENDATION

That Council adopt the Debt Recovery Policy for 2017 – 2018 financial year.

13.5 RATE BASED FINANCIAL ASSISTANCE FOR CHARITABLE ORGANISATIONS POLICY**File Number:** D17/10616**Author:** Acting CEO**Authoriser:** Martin Cookson , Acting CEO**Attachments:** 1 Rate Based Financial Assistance for Charitable Organisations Policy for Adoption**PRECIS**

The updated Rates Based Financial Assistance for Charitable Organisations Policy for financial year 2017-2018

BACKGROUND/HISTORY

This policy outlines the procedure that Council will follow to allow for the provision of rates based financial assistance to not for profit recreation, sporting and community groups.

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.

CONSULTATION

Senior Staff Finance, Corporate Services

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012

POLICY IMPLICATIONS

Rate Based Financial Assistance for Charitable Organisations Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council adopt the Rate Based Financial Assistance for Charitable Organisations Policy for 2017 – 2018 financial year.

13.6 ANNUAL BUDGET FOR THE 2017 - 2018 FINANCIAL YEAR

File Number: D17/10448
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Budget 2017-2018 Financials
2 Revenue Statement 2017-2018

PRECIS

Council's Annual Budget must comply and be adopted each year in accordance with the *Local Government Act 2009*, Sec 104, and *Local Government Regulation 2012*, Sec 169.

BACKGROUND/HISTORY

The Annual Budget has been prepared on an accrual basis and includes the required statements and policies for the financial year 2017 – 2018.

The following documents are included in the Annual Budget:

- Financial Position
- Cash Flow
- Income and Expenditure
- Changes in Equity
- Summary of Reserves
- Financial Ratios
- Long Term Financial Forecast
- Revenue Statement 2017 - 2018
- Revenue Policy 2017 - 2018
- Fees and Charges 2017 - 2018
- Debt Policy 2017 - 2018

The Budget documents have been prepared in conjunction with the following documents:

- Corporate Plan 2017-22
- Operational Plan 2017 - 2018
- Community Plan 2011 - 2021

LINK TO CORPORATE PLAN

Governance

- Gov 1. Develop an achievable long term financial, resource and infrastructure plan to ensure ongoing capacity to fund operations and capital works programs that underpin Council's long-term strategy to achieve financial sustainability.

CONSULTATION

Executive Leadership Team, Senior Staff and Councillors

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Sec 104

Local Government Regulation 2012, Sec 169 and Sec 170.

POLICY IMPLICATIONS

Revenue Policy, Debt Policy and Investment Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Budget

RECOMMENDATION

That Council resolve to adopt the Annual Budget 2017 – 2018 and supporting documents as presented.

13.7 REVENUE POLICY 2017 - 2018

File Number: D17/10491
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Revenue Policy for Adoption

PRECIS

Each year the Council must adopt a Revenue Policy in accordance with Section 104 of *the Local Government Act 2009* and Section 193 of the *Local Government Regulation 2012*.

BACKGROUND/HISTORY

THE REVENUE POLICY SETS OUT THE PRINCIPLES FOR LEVYING RATES AND CHARGES, GRANTING OF CONCESSIONS FOR RATES AND CHARGES, RECOVERY OF OVERDUE RATES AND CHARGES AND COST-RECOVERY METHODS.LINK TO CORPORATE PLAN

Governance

Gov 1. Develop an achievable long term financial, resource and infrastructure plan to ensure ongoing capacity to fund operations and capital works programs that underpin Council's long-term strategy to achieve financial sustainability.

CONSULTATION

Senior Finance Staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Act 2009, Section 104

Local Government Regulation 2012, Section 169 and Section 193.

POLICY IMPLICATIONS

Local Government Regulation 2012 Sec 193 requires that:-

The Revenue Policy must state the principles that apply to the current financial year for levying rates and charges, granting concessions, recovery of overdue rates and cost recovery methods.

The Revenue Policy must be reviewed annually and in sufficient time for the Annual Budget to be adopted.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Local Government Regulation 2012 Sec 169 requires that the Revenue Policy be included in the Annual Budget.

RECOMMENDATION

That Council adopt the Revenue Policy for the 2017 - 2018 financial year.

13.8 OPERATIONAL PLAN 2017 - 2018

File Number: D17/10496
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: 1 Operational Plan 2017-2018

PRECIS

In accordance with the *Local Government Regulation 2012*, Sec 174 a local government must prepare and adopt an annual operational plan for each financial year.

BACKGROUND/HISTORY

The Operational Plan must be consistent with the Annual Budget and state how the local government will progress the implementation of the Corporate Plan and manage operational risks. *Local Government Regulation 2012*, Sec 175.

LINK TO CORPORATE PLAN

Leadership and Governance

Gov 3 - Develop a clear communication plan to inform the workforce, community and elected members in order to achieve greater understanding of Council decision making processes, policies, legislation and compliance requirements.

CONSULTATION

Executive Leadership Team, Senior Staff, Councillors.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012, Sec 175.

POLICY IMPLICATIONS

Revenue Policy, Investment Policy, Debt Policy.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The Annual Budget flows into the Operational Plan and supports the Corporate Plan.

RECOMMENDATION

That Council adopt the Operational Plan for the 2017 -2018 financial year.

13.9 REVENUE AND EXPENDITURE - JUNE 2017**File Number:** D17/9853**Author:** Acting CEO**Authoriser:** Martin Cookson , Acting CEO**Attachments:** 1 Revenue and Expenditure June 2017**PRECIS**

Revenue and expenditure for month ending June 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 May 2017 be adopted.

13.10 STOCK WRITE OFF

File Number: D17/10356
Author: Acting CEO
Authoriser: Martin Cookson , Acting CEO
Attachments: Nil

PRECIS

The 2016-17 end of year stocktake has resulted in stock losses that need to be written off of council's inventory.

BACKGROUND/HISTORY

The end of financial year stock identified losses of \$10,772.50 in council's stock on hand.

The main store showed a loss of \$3,921.43 - mainly fuel due to the computerised recording system being out of action for three months and manual records kept.

The Water stores stock take recorded a loss of \$6,851 and covered a variety of items. The construction of a small temporary store has been included in the 2017-18 budget to improve management of water stores.

LINK TO CORPORATE PLAN

4.1.1 Sustainable financial and administrative management of council's resources.

CONSULTATION

Annual end of year stock take.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Complies with Accounting Standards and Council's Asset Disposal Policy (which includes materials)

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Additional expenditure write off for 2016-17 of \$5,772.50 as the 2016-17 budget was \$5,000.

RECOMMENDATION

That Council approve the write off of \$10,772.50 attributable to the 2016-17 annual stock take.

13.11 REVIEW OF OPERATIONAL PLAN FOR 2016-2017 FINANCIAL YEAR - FOURTH QUARTER

File Number: D17/9884

Author: Acting CEO

Authoriser: Martin Cookson , Acting CEO

Attachments: 1 Operational Plan 2016-2017 Financial Year - Final Quarter

PRECIS

Review of progress for the 2016-2017 financial year Operational Plan.

BACKGROUND/HISTORY

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

LINK TO CORPORATE PLAN

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)

Local Government Regulation 2012

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Operational Plan must be consistent with the Operational Budget

RECOMMENDATION

That the fourth quarterly review of the Operational Plan 2016-2017 be adopted.

14 INFRASTRUCTURE SERVICES - REPORTS**14.1 APPLICATION FOR TEMPORARY ROAD CLOSURE OF UNNAMED ROAD IN ROSSVILLE AREA****File Number:** D17/8406**Author:** Director Infrastructure Services**Authoriser:** Martin Cookson , Acting CEO**Attachments:** 1 Part C
2 Prop Road Closure River Road 5/2017.wor.pdf**FIRST HEADING**

Application by Viola and Brad Smith of lot 1 on SP154469.

That their application be approved, because

- a) The unnamed road does not and will not provide access to anyone as it is a dead end and the residents of lot 3 on MPH22178 (neighbours) do not and will not use it for access in the foreseeable future;
- b) It is not currently utilised as an access/road;
- c) Council has not and will not have any use for this road in the foreseeable future.

And the attached Part C be filled out.

14.2 ENVIRONMENTAL LEVY FUNDING FOR PRODUCTION OF CSC WASTE MANAGEMENT FACILITIES CLOSURE/POST CLOSURE PLANS

File Number: D17/10017
Author: Manager, Parks and Waste Operations
Authoriser: Robert Uebergang, Director Infrastructure Services
Attachments: Nil

BACKGROUND

Under Council's Environmental Authority EPPR00755213 (EA), the organisation is required to submit closure and post closure plans to the Department of Environment and Heritage Protection (DEHP), at least 12 months before the cessation of waste disposal activities at a facility.

Council operates three sites for which these plans have not been prepared: Lakeland, Rossville and Ayton. On 28 June DEHP wrote to Council advising that these plans are still outstanding and that as a result Council is in potential non-compliance of it's EA.

COST

A quote has been received from Golder and Associates to produce these plans, at a cost of \$29,000.00. Golders have a substantial history with Council and have a good understanding of the sites and the issues facing them. Service procurement has been via Local-buy contract.

Funding

The Environmental Levy is designated as a source of funding for waste management issues. Currently the levy has a balance of \$1.9 million. To date, \$1,005,158.00 has been spent on various projects.

RECOMMENDATION

That Council

1. Release \$29,000.00 in funding from the Environmental Levy to meet Council's Waste Facility closure/post closure obligations.

14.3 ENDORSEMENT OF COOK SHIRE LOCAL AREA BIOSECURITY PLAN 2017-2021

File Number: D17/10168

Author: Senior Biosecurity Officer

Authoriser: Robert Uebergang, Director Infrastructure Services

Attachments:

- 1 Spreadsheet of Comments received on the Draft Cook Shire Local Area Biosecurity Plan 2017-2021
- 2 Cook Shire Local Area Biosecurity Plan 2017-2021

PRECIS

The final version of the Cook Shire Local Area Biosecurity Plan is presented for endorsement and adoption by Council.

BACKGROUND/HISTORY

The Cook Shire Local Area Biosecurity Plan had been 2 years in the making. It replaces the Cook Shire Council Pest Management Plan 2012-2016, is compliant with new *Biosecurity Act 2014* and is based on a framework developed by FNQROC and used by all FNQ, CYP and Torres Shires.

Under the *Biosecurity Act 2014*, local governments are required to have a Biosecurity Plan for their local government area which must be available for inspection by members of the public. There is no requirement to have the plan approved by the Minister (as was the case with Pest Management Plans). While it is not mandatory that the plan undergo a public consultation phase this is considered best practice.

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

The plan has been developed over 2 years in consultation with key stakeholders who identified the major issues and assisted in prioritisation of weeds and pest animals present in the Shire. The first full draft was reviewed by the members of the CSC Invasive Plants and Animals Advisory Committee (IPAAC) and the resultant final draft was issued for public consultation on 12 June 2017. A spreadsheet is attached detailing the comments received and how they have been dealt with in finalising the plan.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

This plan fulfils the legal obligation of Council under section 53 of the Biosecurity Act.

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

There are a range of responsibilities for Council and other stakeholders to deliver priority actions under the plan and adequate resources will be required to fulfil these requirements on an annual basis. Council also has a financial commitment to contribute annually to the Land Protection Fund (known as the precept payment).

RECOMMENDATION

That Council endorses the final version of the Cook Shire Local Area Biosecurity Plan 2017-2021, as attached, for adoption.

14.4 PROPOSED AMENDMENT TO THE FNQROC DEVELOPMENT MANUAL PLANNING SCHEME POLICY

File Number: D17/10229
Author: Project Engineer
Authoriser: Robert Uebergang, Director Infrastructure Services
Attachments: 1 Proposed Amendments to FNQROC Development Manual

INTRODUCTION

Far North Queensland Regional Organisation of Councils (FNQROC) has recently undertaken a review of the Regional Development Manual. The manual provides a comprehensive set of guidelines for carrying out various civil engineering works within the local government areas of: Cairns, Cassowary Coast, Cook, Douglas, Mareeba, and Tablelands.

The purpose of these latest amendments (referred to as Issue 7), are to ensure the manual continues to be functional and up to date and to provide a consistent set of standards to which all can refer.

This latest review has been delayed to ensure the process under the Planning Act 2016 (which became effective 3 July 2017) has been completed. This latest proposed revision (Issue 7) includes all recommended amendments from submissions received.

COMMENT

Representatives from each of the local governments continually work together to review and make amendments to the manual. This is an ongoing process to ensure the manual is contemporary and reflects the needs of the users.

An explanatory statement and summary of the proposed amendments is attached to this report. To reduce the bulk size of this report it was deemed impractical to include a copy of all proposed amendments as an attachment to this report. An electronic copy of the amended development manual is available through the link:

<http://www.fnqroc.qld.gov.au/regional-programs/regional-development-manual>

A table summarising the planned actions and responsibilities is as follows:

Action	Due Date	Responsibility
Send marked up development manual and proforma report to councils for Councils to resolve to amend the policy	23 June 2017	FNQROC

Council motion to amend the development manual	July 2017	Councils
Advertise the proposed amended policy through: - Cairns Post - Tablelander - Mossman/Port Douglas Gazette - Innisfail Advocate - Tully News - FNQROC Website Send e-subscriber advice to industry (note – all on mailing list have been moved to Development Manual Subscriber)	12 August 2017	FNQROC
Workshop with Industry on Proposed changes 28 August 2017	28 August 2017	FNQROC Councils Industry
Submissions to FNQROC on the amended manual due 22 September 2017	22 September 2017	Councils Industry
Send submissions on the amended manual to councils in preparation for next meeting	29 September 2017	FNQROC
Councils to review submissions prior to meeting 13 October 2017	29 September	Councils
Meeting to review and make recommendation on the submissions	13 October 2017	FNQROC Councils
Send list of submissions and recommendations with final development manual and report to councils for adoption	20 October 2017	FNQROC
Councils to adopt manual and advertise effective date	Oct/Nov-17	Councils

As noted above public consultation is currently planned to commence on Saturday 12 August 2017 and conclude Friday 22 September 2017. During this time, two workshops will be undertaken with industry to explain the proposed changes. The FNQROC Executive Officer has managed the review process and will coordinate the advertising and response to any submissions. A further report on any submission received will be presented in another report to the October/November Council meeting following the public consultation process and subsequent review of submissions received.

CONSIDERATIONS:

Corporate and Operational Plans:

The amendment to the FNQROC Development Manual supports outcome 4.1.1, 4.2.1, 4.6.1 & 4.6.2 of the Cook Shire Council Corporate Plan 2012 – 2017.

Statutory:

The Regional Development Manual is a Planning Scheme Policy and amendments must follow Chapter 3 Minister's rules for making and amending a planning scheme policy (PSP). This includes a minimum 20 day consultation period and review and response to any submissions received during the consultation period.

Financial and Risk:

The risk of not continually updating the manual is that Council will eventually have a manual that is not functional in providing a consistent set of relevant standards to which all can refer.

Sustainability:

Provision of well planned, integrated and timely infrastructure is a core matter to be considered in the preparation of a planning scheme and in achieving financial, environmental and social sustainability.

CONSULTATION

Council officers across the region have been involved in and contributed to the review of the FNQROC Development Manual. Industry representatives have also contributed to the review process and these have been considered within the proposed manual.

In accordance with Chapter 3 Minister's rules for making and amending a planning scheme policy (PSP), the proposed amendments must be advertised for a minimum of 20 days during which the community and industry groups may make comment. The public consultation period is currently planned to commence on Saturday 12 August 2017 and conclude on Friday 22 September 2017. During this time, two workshops will also be undertaken with the development industry to explain the changes.

RECOMMENDATION

That Council:

1. **Resolve to amend the FNQROC Development Manual Planning Scheme Policy in accordance with Section 22 of the *Planning Act 2016* and Chapter 3 Minister's rules for making and amending a planning scheme policy (PSP).**
2. **Resolve to proceed to public consultation of the proposed amendments as required under Chapter 3 Minister's rules for making and amending a planning scheme policy (PSP).**

15 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - REPORTS**15.1 DEVELOPMENT, ENVIRONMENT AND COMMUNITY JUNE 2017 REPORT FOR INFORMATION**

File Number: D17/10226
Author: Administration Events Officer
Authoriser: Lisa Miller, Development Coordinator
Attachments: Nil

PRECIS

Report on the activities of the Development, Environment, and Community Department for the month of June 2017.

BUILDING AND DEVELOPMENT REPORT

June 2017 - Building Approvals

Application No:	Estimated Cost	Building Type	Town	Certifier
DA/3744	\$148,000	Amenities Block & Gazebo	Cooktown	GMA Certification
DA/3768	\$8,000	Retaining Wall	Cooktown	Cook Shire Council
DA/3783	\$169,125	Change of Classification Shed 10a to Dwelling 1a	Cooktown	Baker Building Certification
DA/3746	\$42,700	Stewards / first aid room	Cooktown	Cook Shire Council
DA/3769	\$15,000	Bathroom addition	Cooktown	Cook Shire Council
DA/3782	\$20,000	Enclosed & roofed area addition to toilet block	Cooktown	Cook Shire Council

Total value of approvals this period: \$ 402,825.00

Total value of approvals same period last year: \$ 214,450.00

Total value of approvals to date

(Financial year 2016/2017):

\$ 11,592,521.17

Total value of approvals to date same period last year: \$ 17,631,718.60

Planning Development Applications lodged in June 2017

DA/3787	Material Change of Use – Industry Code Assessable Referral Agencies Nil	Lease 'C' on Lot 2 on SP287154 Cooktown Airport
DA/3789	Material Change of Use – Health Care Centre (extend existing) Code Assessable Referral Agencies Nil	Lot 2 on Plan RP737326 – 45 Helen Street, Cooktown Zone – Centre Zone
DA/3790	Material Change of Use – Shop Code Assessable Referral Agencies TBA	Lot 20 on SP263748 – Zone – Centre Zone
DA/3791	Material Change of Use - Shop & Food and Drink Outlet Code Assessable Referral Agencies TBA	Lot 6 on SP178188 – Zone – Centre Zone

LOCAL LAWS/ ANIMAL CONTROL/WHARFINGER REPORT

- Dog Registration
 - Tags have now arrived
 - Registration renewal mailed out last week.
 - Coen and Laura town agents and materials created and ready for distribution.
- Cooktown pound
 - Agreement paperwork with Far North Queensland Animal Rescue (FNQAR).
 - FNQAR will take all dogs suitable for rehoming, (approx. 90%)
 - Foster carer program agreement info sheet created (including questionnaire).
 - Property enclosure checks (self-assessment).
- Coen Dog action plan
 - Costings for capital expense first draft completed.
 - Draft plans for Coen pound completed

- Town agent (Post office) paperwork ready to go.
- Cattle plan Shiptons flat area
 - Currently with Alison Webb Regional director QPWS
 - Alison is doing a complete history check on the property, and then handing it to her Legal people.
 - Once this is complete, we can organise a meeting to discuss course of action.
- Dog off leash exercise area (Adelaide street)
 - Preliminary plans drawn up.
 - Draft Handouts/information brochures/signage, completed.

ENVIRONMENTAL HEALTH REPORT

- Liaising with festival organisers, other Council departments and agencies such as Queensland Ambulance and Queensland Health to ensure that relevant public health and safety provisions are in place at the following festivals:
 - Bramwell Station Big Weekend
 - Discovery Festival
 - Laura dance Festival
 - Laura Races and Rodeo
- Attended noise management training;
- Progressed on the Bloomfield Cemetery project (prepared scope for feasibility study and issued request for quotation);
- Renewal of local law approvals (market stalls, advertising, accommodation with shared facilities, caravan parks, advertising signs, outdoor dining, roadside vending);
- Finalised second round of local law amendments; and
- Assisting waste management with environmental quality monitoring.

POOL REPORT

- Tracy James began as Pool Coordinator on the 6th of June 2017.
- During School holidays the pool inflatable was available to the public 2 days per week (Tuesday and Thursday, 1pm-4pm).
- Pool financial takings:
 - General Entry - \$197.00
 - Kiosk Sales - \$172.40
 - Swim for Life - \$215.00
 - Private Swimming Lessons - \$20.00
 - Entry Pass Sales - \$110.00

LIBRARY REPORT

Cooktown Library:

- 2016-2017 library statistics indicate an increase in borrowings of DVDs; the borrowings went up from 8953 to 12971 this year.

- Diana Burns resigned from her Library position as Manager at the end of June, continuing to work in the Library in a casual position on Saturdays. Karien Francois moves into the role of Library Manager as of 1 July.

Bloomfield Library:

- 2016-2017 library statistics indicate an increase in borrowings of DVDs; the borrowings went up from 744 to 1048 this year.
- Bec Blackman has started First Five Forever story sessions at the Bloomfield library. This happens every Wednesday 10:15-11:00 for children 0-5. She had 2 sessions before the school holidays which were well received. First Five Forever programs do not run during school holidays.

GRANTS REPORT

- Meeting held with representatives from Queensland Health and to discuss a program for Coen dog problems. Grants Officer and Local Laws Officer to prepare a project plan during July.
- Application to Community Sustainability Action Grant – Heritage Conservation for Cooktown Shire Hall for assessment of structural integrity and schematic designs.
- Local Fares Scheme extended for another two years to 30 June 2019.
- \$5,000 sponsorship awarded to Far North Queensland Hospital Foundation for 2017 Cardiac Challenge plus up to \$1,000 in-kind support on the day.

ECONOMIC DEVELOPMENT REPORT

- Attended Laura Dance Festival to promote the Shire and the Cape to tourists.
- Started work on the Agri-Business project plan.
- Project Plan started for Cooktown Swimming Pool furniture and storage upgrade.
- Housing Strategy Report from Phil Henry has been finalised.
- Working on Cooktown 2020 Events.
- Helped organise and set up for the Mayor's Maroon Ball over the Cooktown Discovery Festival Weekend.

TOURISM REPORT

- Successfully delivered the Mayor's Maroon Community Ball and Discovery Festival events.
- Attended the Cooktown 2020 meeting and Cooktown Chamber of Commerce and Tourism meeting.
- Liaised with Cooktown VIC and Cooktown Aboriginal Cultural Tours re brochures and new tourism products.
- Ordered new Welcome to Town signs and bird watching awareness signs for Portland Roads and Iron Range.
- Attended the Laura Aboriginal Dance Festival promoting Cooktown and Cape York.

EVENTS REPORT

- Amber Evans began as the new Events and Administration Officer on 19th of June and is settling in comfortably.
- Attended the Laura Dance Festival.
- Been brought up-to-date, and working on Cooktown 2020 events.

- Have begun working on Queens Baton Relay Event plan.

RECOMMENDATION

That the report be noted.

15.2 COEN LIBRARY SERVICES REPORT

File Number: D17/10305
Author: Administration Events Officer
Authoriser: Lisa Miller, Development Coordinator
Attachments: Nil

PRECIS

The ongoing operation of the Coen Library service.

BACKGROUND/HISTORY

Due to staff shortages, the Coen library has only been open for 3 months in the past 18 months and for a total of between 3-6hrs per week. During this time, there were very minimal DVDs and books borrowed with very few patrons utilising the library service. There are only 30 members registered to the Coen library and the majority of these members have not had any active borrowings in the past two years.

The library is currently housed in the J.S Love Building which is in need of serious repairs and is not ideally located to offer a library service. Preliminary investigations have taken place to look for an alternate venue to relocate the library service; however no suitable venue has been sourced.

It is suggested to relocate the Wi-Fi service and a computer that will give library members access to Wi-Fi and internet to be able to order library resources (books and DVDs) from the Cooktown library. Resources can be posted to the Coen library members with a return paid envelope. This is already in place for other residents of Cook Shire who do not live close to a public library.

LINK TO CORPORATE PLAN

4.3 Active, Creative, Connected

- 4.3.1 Provide to a standard that ensures (at a minimum) legislative compliance and equitable access
 - f) Library facilities and/or access in Shire communities

CONSULTATION

Members of the Coen Advisory Committee
Selected Coen library members
Cooktown library staff
State Library of Queensland
Indigenous Library Services

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The operating budget for the Coen library is currently \$8700. This budget could be reduced by only offering a Wi-Fi and computer to fulfil the library service for Coen.

RECOMMENDATION

1. That the Coen Library to be permanently closed and current stock sent back to State Library.
2. That Council approves the relocation of a computer and Wi-Fi access to another suitable location in Coen (yet to be determined).

15.3 WORKS FOR QUEENSLAND PROJECT LIST

File Number:	D17/10639
Author:	Grants Officer
Authoriser:	Lisa Miller, Development Coordinator
Attachments:	1 Works for Queensland Guidelines
	2 Works for Queensland Project List

PRECIS

Projects for Works for Queensland program 2017-19.

BACKGROUND/HISTORY

The Honourable Jackie Trad MP, Deputy Premier, Minister for Transport and Minister for Infrastructure, and Planning has announced that \$2,410,000 the 2017-19 W4Q Program has been made available for the Cook Shire Council. A list of projects is due by 28 July 2017, in accordance with the 2017-19 Work for Queensland Program Guidelines attached.

A key objective of the 2017-19 W4Q Program is to support Councils outside of South East Queensland to support job-creating maintenance and minor infrastructure works.

LINK TO CORPORATE PLAN**Leadership and Governance (4.1)**

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.

Infrastructure, Transport and Services (4.6)

4.6.1 Manage and provide, to a standard that ensures (at a minimum) legislative compliance and equitable access:

- a) A maintenance and extension program (where necessary) for Council's drainage, stormwater, road, footpath and bridge network.
- b) A maintenance and extension program (where necessary) for Council's water and sewerage network.
- c) Waste management facilities and services.
- d) Support for the upgrade and extension of electrical, telecommunication and media networks.
- e) Continued and improved access to ports, harbours, marinas, boat ramps and water frontage, to the extent of Council's responsibility, and where funding can be sourced.
- f) Support for the extension of non-Council road networks into remote communities and National Parks.
- g) Aerodrome facilities appropriate to the Shire's needs.

CONSULTATION

Consultation with Councillors and key Council staff including ELT.

Feedback from public via CRM's complaints, social media and face to face.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Funding Deed of Agreement

POLICY IMPLICATIONS

Grants Policy

Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The allocation will be disbursed on the following basis:

- 50 per cent upon endorsement of the projects by the department.
- A further 40 per cent upon the applicant expending 50 per cent of allocation.
- A final 10 per cent upon finalisation/acquittal, as per the Funding Deed of Agreement, of all projects.

RECOMMENDATION

That Council endorse the attached Works for Queensland project list.

15.4 RESEARCH REPORT REGARDING LAND TENURE, FESABILITY, PLANNING AND HEALTH FOR POSSIBLE SITES SUITABLE FOR A PROPOSED CEMETERY IN BLOOMFIELD / AYTON**File Number:** D17/10705**Author:** Development Coordinator**Authoriser:** Martin Cookson , Acting CEO**Attachments:** 1 Appendix A - Quote Evaluation Bloomfield Cemetery
2 Appendix B Bloomfield Cemetery Investigation by Jacinta Ryan**PRECIS**

This Report provides researched information collated in a joint effort from Preston Law, Council Planning Officers / Consultants, Land Tenure Officers, Council Environmental Health Officers and from Jacynta Ryan Senior Land Tenure Officer on secondment to Cook Shire Council from the Department of Natural Resources in Townsville.

It summates the information gathered since approximately 2010 to present day and provides a breakdown on each of the three (3) options and locations identified by Council and Bloomfield residents over this time. This report includes estimates of initial costs for feasibility studies and site options - including Land Tenure, site suitability, planning, referrals and time frames for creation of a community Cemetery in Bloomfield.

BACKGROUND/HISTORY

For some years now Bloomfield and Ayton residents have expressed their interest for Council to establish a community Cemetery for residents to be able to place loved ones to rest in their immediate local area.

Initial research over the past ten (10) years has suggested three (3) possible suitable sites for a Cemetery. These sites are:

1. Lot 5 on SR668 - 24 Third Street, Ayton;
2. Lot 956 on SP224300 – 2671-2707 Rossville Bloomfield Road, Bloomfield; and
3. Lot 37 on SP126723 – Rossville Bloomfield Road, Bloomfield.

LINK TO CORPORATE PLAN**4.1 Leadership and Governance**

4.1.1 Provide, to a standard that ensures legislative compliance

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

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.

4.2 Environmental Wellbeing

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

- a) Town planning and development compliance and assessment services and statutory planning.
- b) Effective and appropriate local laws and their enforcement.
- d) Environmental health initiatives and services.

CONSULTATION

Community consultation was undertaken in July 2016 with regards to Site 1, Lot 5 SR668 with favourable result for Lot 5 from the community in Bloomfield and Ayton. Council Officers note that previous discussions and consultations with the Bloomfield River District Residents Association on suitable sites for the proposed cemetery has been ongoing for the past ten years, and this report hopes to clarify for Council and the community options and costs on the proposed sites which are investigated in this report.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Budget will need to be allocated for Feasibility Study.

SITE SUITABILITY

Site 3 - Lot 37 on SP126723 – Rossville Bloomfield Road, Bloomfield – despite being created as a Reserve with the purpose for a Cemetery with Council as Trustee in 2010, has been since found to be unsuitable due to water saturation of the ground in the wet season and previous historic anecdotal information from local residents / community at that time has caused the further ongoing consultation and research into Sites 1 and 2 instead.

Therefore, quotes were sought from qualified consultants on costs to do feasibility assessments on Sites 1 and 2 only.

FEASIBILITY ASSESSMENT COSTS

Council sought fee proposals from Consultants who specialise in Planning and Environmental fields to submit their fee proposals on costs and time frames involved in conducting a feasibility assessment on the two (2) sites. A breakdown of the responses see - Appendix 'A' (please note names have not been included at this point as this report is only showing costs and budget required to move forward on the project) is attached.

PLANNING AND LAND TENURE INVESTIGATION

See Appendix 'B' Bloomfield Cemetery Investigation by Jacynta Ryan Senior Land Tenure Officer from the Department of Natural Resources in Townsville who is currently on secondment to Cook Shire Council. This investigation gives an overview for each site regarding Land Tenure, Native Title, the Cook Shire Planning Scheme 2017 requirements and State Agency interests.

STATE REFERRAL AGENCIES

Sites 1 and 2 are identified on the States mapping for vegetation matters:

- Both lots are identified on mapping as containing Category B, Endangered Regional Ecosystem. Lot 956 also includes areas of Category B, Of Concern Regional Ecosystem.
- Both Lots have a small waterway running through them.
- Lot 956 is adjacent to a Ergon Substation.

- Both lots are identified on planning scheme mapping as containing Regulated Vegetation (Biodiversity Overlay). Lot 956 is also identified as Wildlife Habitat.
- Both lots are identified on planning scheme mapping as being subject to High Bushfire Hazard (Bushfire Overlay).
- Lot 956 is identified on planning scheme mapping as containing some wetlands (limited to some eastern and northern sections).

Referrals to the State for vegetation clearing would be required for either parcel unless a PMAV application was lodged or the vegetation was avoided. Each lot has small sections that are not mapped with regulated vegetation. The referral fee is approximately \$12K.

It is likely that a referral to Ergon would be required if an application was pursued over Lot 956. There are no fees for this.

RECOMMENDATION

1. That Council review the report and projected costs and resolve to proceed with the Feasibility Study for Site 1 and 2 either:
 - (a) In this financial year; or
 - (b) To include this project in a future budget, given the costs involved in assessment only without establishing a usable cemetery for the Bloomfield / Ayton residents, and the ongoing costs associated with such a use.

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 PROCEED WITH SALE OF LAND FOR RATES THREE (3) YEARS IN ARREARS

This matter is considered to be confidential under Section 275(d) and (h) 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 and business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

16.2 Cooktown/Coen Manhole Relining Tender VP77048

This matter is considered to be confidential under Section 275(e) 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 contracts proposed to be made by Cook Shire Council.

17 EXECUTIVE SERVICES - INFORMATION

Nil

18 INFRASTRUCTURE SERVICES - INFORMATION

18.1 BIOSECURITY SERVICES - INFORMATION REPORT

File Number: D17/10169

Author: Biosecurity Officer

Authoriser: Robert Uebergang, Director Infrastructure Services

Attachments: Nil

PRECIS

Report on the activities of the Biosecurity Services unit for period 13 June 2017 to 6 July 2017.

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

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. State Government Departments and other local government authorities are also consulted on a regular basis.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Implementation of local government responsibilities under the *Biosecurity Act 2014*.

POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

As per approved budget.

OPERATIONAL ACTIVITIES

- Commenced public consultation period for Cook Shire Local Area Biosecurity Plan 2017-2021. A draft of the plan was finalised following May IPAAC meeting and distributed to stakeholders for comment.

- Received and evaluated public comment prior to preparation of final draft of the Cook Shire Local Area Biosecurity Plan 2017-2021.
- Commenced planning for early 1080 baiting run to be conducted 4-8 September 2017. Service check and refurbishment of equipment undertaken.
- Prepared final draft of the Cook Shire Local Area Biosecurity Plan 2017-2021 for presentation to Council.
- Finalised mapping of gamba grass on the Main Roads network in preparation for impending roadside weed management program.
- Sought and obtained confirmation that pre-emergent herbicides could be used on the Main Road network.
- Transferred two firearms to agent for servicing and to obtain Armourer's Certification.
- Attended 1080 retraining as required by Biosecurity Queensland.
- Attended FunGIS Conference in Cairns 29-30 June.
- Both Quikspray units operational and currently out on loan

CUSTOMER REQUESTS

- 1 request for 1080 baiting services for wild dogs, to be provided on the 15th July
- 4 requests for pig traps
- 1 request for investigation to be initiated into local company believed to be spreading weeds (site visit to be conducted in the second half of July)
- 1 request for a spray unit

RECOMMENDATION

That the information be noted.

19 CORPORATE SERVICES - INFORMATION

Nil

20 DEVELOPMENT, ENVIRONMENT AND COMMUNITY - INFORMATION

Nil