



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

Date: Tuesday, 11 August 2020
Time: 9.00am
Location: Administration Centre
10 Furneaux Street
Cooktown

AGENDA AND BUSINESS PAPERS

Ordinary Council Meeting

11 August 2020

**Linda Cardew
Chief Executive Officer**

Order Of Business

1	Agenda Contents	5
2	Attendance	5
3	Meeting Opened	5
4	Apologies	5
5	Acknowledgement of Country	5
6	Declarations of Interest	5
7	Mayoral Minute	5
	Nil	
8	Notice of Bereavement.....	5
9	Confirmation of Minutes	5
10	Business Arising.....	5
11	Notified Motions	6
11.1	Notice of Motion - Amendment to Resolution 2020/186.....	6
11.2	Notice of Motion - Councillor Morris Appointment to Cape York Natural Resource Management Board.....	8
12	Councillors' Reports.....	9
12.1	Councillors' Monthly Reports.....	9
13	Executive Services - Reports.....	11
13.1	Chief Executive Officer's Monthly Report	11
13.2	Nomination of Special Holiday for Cook Shire in 2021	12
13.3	Cook Shire Local Disaster Management Group - Annual Report 2019/2020	14
14	Community, Economy and Innovation - Reports.....	16
	Nil	
15	Organisational Business Services - Reports.....	17
15.1	Adoption of Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020 and associated consolidated subordinate local laws.....	17
15.2	Financial Statements - July 2020	23
16	Infrastructure - Reports	26
16.1	Fire Service Configuration and Water Consumption Procedure.....	26
16.2	Renewal of FNQROC Contract, Recycling of Scrap Metals - For Information	28
16.3	PSA T10919 - Road Making Materials	30
16.4	Cooktown Charlotte Street Revitalization Design - Adoption of Preliminary Design	32
17	Confidential Reports.....	36

17.1 Q1020 - Management Agreement - Childcare Centre 36

17.2 Sole Suppliers - Water and Wastewater Services 36

17.3 Gravel Lease and Memorandum of Understanding - Port Stewart 36

17.4 Gravel Lease - Lot 10 on SP261207 and Lot 6 on SP262570 36

1 AGENDA CONTENTS**2 ATTENDANCE****3 MEETING OPENED****4 APOLOGIES****5 ACKNOWLEDGEMENT OF COUNTRY**

On behalf of all Councillors, the Mayor acknowledged the Waymburr Warra people, Traditional Custodians of the land on which we meet today, and paid respects to their Elders past, present and emerging.

6 DECLARATIONS OF INTEREST**7 MAYORAL MINUTE**

Nil

8 NOTICE OF BEREAVEMENT

A minute's silence will be observed as a mark of respect for those residents who passed away during the previous month.

9 CONFIRMATION OF MINUTES

Ordinary Meeting - 14 July 2020

10 BUSINESS ARISING

11 NOTIFIED MOTIONS

11.1 NOTICE OF MOTION - AMENDMENT TO RESOLUTION 2020/186

File Number: D20/22005

Attachments: Nil

On Monday 3 August 2020, all Councillors were notified by email of the Chief Executive Officer's intention to present for Councillor's consideration at the Ordinary Council Meeting to be held 11 August 2020, two (2) amendments to **Resolution 2020/186** made at the Ordinary Council Meeting held 14 July 2020, due to minor clerical errors.

RATIONALE

In accordance with the *Local Government Regulation 2012* Section 262 - Repeal or amendment of resolutions, a resolution of a local government may be repealed or amended only if notice of intention to propose the repeal or amendment is given to each councillor at least five (5) days before the meeting at which the proposal is to be made.

The reason these amendments are sought is to ensure clarity over Council undertaking a review of anti-competitive provisions, and to amend wording where it is clear that the report provided that the process was to propose to adopt (or make) amendments, not to adopt (or make) amendments to the Local Laws.

MOTION

That the following amendments be made to **Resolution 2020/186**, as follows:

Amendment 1 – Insert the words “undertaken by Council” into para. 1 to read: “That Council adopt, for information, the “Review of Anti-Competitive Provisions – Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020, undertaken by Council.”

Amendment 2 – Insert the words “propose to” into para. 2 to read: “That Council propose to adopt Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020 (attached) that will amend:”

SUBSTANTIVE MOTION

That Council adopt, for information, the “Review of Anti-Competitive Provisions - Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020”, undertaken by Council.

That Council propose to adopt *Amending Subordinate Local Law No.3 (Miscellaneous Subordinate Local Laws) 2020* (attached) that will amend:

1. schedule 6 of *Subordinate Local Law No.1 (Administration) 2016* to increase the number of people that can attend an invitation only event without an approval from 30 to 50; and
2. *Subordinate Local Law No.2 (Animal Management) 2018* to:
 - a. include additional places that seized animals may be impounded; and
 - b. insert a new dog off-leash area in schedule 7; and
3. *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018* to:
 - a. amend the period that a recreational vehicle (RV) may use a designated recreational vehicle (RV) parking area to no more than 3 consecutive nights; and
 - b. require people bringing animals into a cemetery to obtain authorisation; and
 - c. require people mooring a vessel at a jetty to obtain authorisation.

11.2 NOTICE OF MOTION - COUNCILLOR MORRIS APPOINTMENT TO CAPE YORK NATURAL RESOURCE MANAGEMENT BOARD

File Number: D20/22460

Attachments: 1 CYNRM - Membership application receipt - M Morris 
2 CYNRM - Nomination Package - Local Government Director 

I, Councillor Marilyn Morris, give notice that at the next Ordinary Meeting of Council be held on 11 August 2020, I intend to move the following Motion:

That Council endorse the nomination of Cr Marilyn Morris for the position of Local Government Director on the Cape York Natural Resource Management Ltd board.

RATIONALE

I have been in contact with staff and board members of Cape York Natural Resource Management (CYNRM) over recent months since election to Council, due to my interest in land, water and weed management.

I have since become an approved member of the organisation and seek to further my involvement by nominating as a board member, representing all local government areas included in the Cape York NRM region.

I believe I fulfil all the requirements of the position as outlined in the nomination package and with nominations closing 19 August 2020, I hereby request Councillors endorsement and support of the following motion.

MOTION

That Council endorse the nomination of Cr Marilyn Morris for the position of Local Government Director on the Cape York Natural Resource Management Ltd board.

12 COUNCILLORS' REPORTS








12.1 COUNCILLORS' MONTHLY REPORTS

File Number: D20/21160

Author: Executive Assistant

Authoriser: Linda Cardew, Chief Executive Officer

Attachments:

- 1 Cr Peter Scott (Mayor) 
- 2 Cr Robyn Holmes (Deputy Mayor) 
- 3 Cr Peter Burns 
- 4 Cr John Dessmann 
- 5 Cr Larissa Hale 
- 6 Cr Ross Logan 
- 7 Cr Marilyn Morris 

PRECIS

Councillors' 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

Key Strategy Priority: Governance - Accountable, responsible and appropriate governance and management reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 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.

Objective 3c: The community is kept informed and is generally well satisfied with the overall leadership and strategic direction undertaken by Council.

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 Councillors' monthly reports and travel requirements be endorsed by Council.

13 EXECUTIVE SERVICES - REPORTS

13.1 CHIEF EXECUTIVE OFFICER'S MONTHLY REPORT

File Number: D20/21162

Author: Executive Assistant

Authoriser: Linda Cardew, Chief Executive Officer

Attachments: 1 CEO Activity Report - July/August 2020 

PRECIS

Chief Executive Officer's monthly report.

BACKGROUND/HISTORY

Each month the Chief Executive Officer reports on her external activities. 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

Key Strategy Priority: Governance - Accountable, responsible and appropriate governance and management reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 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.

Objective 3c: The community is kept informed and is generally well satisfied with the overall leadership and strategic direction undertaken by Council.

CONSULTATION

Various groups and community members as indicated in the attached.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Nil

POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

RECOMMENDATION

That the activities contained in the Chief Executive Officer's monthly report be endorsed by Council.

13.2 NOMINATION OF SPECIAL HOLIDAY FOR COOK SHIRE IN 2021

File Number: D20/21382
Author: Executive Assistant
Authoriser: Linda Cardew, Chief Executive Officer
Attachments: Nil

PRECIS

In accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

Council is required to nominate a special holiday for 2021, by no later than Friday, 21 August 2020, to the Queensland Government Office of Industrial Relations.

Upon receiving Ministerial approval, confirmation of the approved special holiday will be sent to Council and appear in the Queensland Government Gazette.

BACKGROUND/HISTORY

Special holidays appointed in respect of an annual agricultural, horticultural or industrial show are both public holidays and bank holidays. Special holidays appointed for another type of event which has significance to a particular district are bank holidays only.

As Cook Shire does not currently have an annual show day event, Council has nominated the Cairns Show special holiday as its special holiday for the previous four years:

- 26 July 2017
- 20 July 2018
- 19 July 2019
- 17 July 2020

The Cairns Show special holiday 2021 is scheduled for Friday 16 July 2021. This date is considered to be appropriate to align with the requirements of the *Holidays Act 1983*, allowing Cook Shire residents observe a public holiday to attend an agricultural show.

An alternative view from Councillors was to align the special holiday with a local annual event, namely, the Laura Races and Rodeo which is scheduled to be held from 25 - 27 June 2021. While the intent of this alternative was to increase attendance and potential volunteering at a local event, while stimulating our own economy as opposed to that of Cairns, advice from the Office of Industrial Relations is that an application for a special holiday on Friday 25 June to align with the Laura Races and Rodeo, would not be approved as a public holiday, but a bank holiday only, as the event is not specifically an agricultural, horticultural or industrial show as required by the *Act*.

As a bank holiday, businesses would not be required to close and penalty rates for employees will not apply to those businesses remaining open for trade. Therefore, applying for a special holiday for Cook Shire for 25 June 2021 to align with the Laura Races and Rodeo, would offer little to no benefit to the community because it would not be regarded as a public holiday.

LINK TO CORPORATE PLAN

Key Strategic Priority | **Community** | A sense of common purpose, whilst retaining local diversity, with the goals and aspirations of individual communities reflected in localised strategy and planning.

COM 4 | Encourage vibrant and active community participation in arts, culture and natural heritage activities to enrich lifestyle and encourage tourism.

CONSULTATION

Workshopped with Cook Shire Councillors.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Decision required to meet the Office of Industrial Relations deadline of 21 August 2020.

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Nil

RECOMMENDATION

That pursuant to s. 257 of the *Local Government Act 2009*, Council delegates authority to the Chief Executive Officer to request a special holiday nomination for Cook Shire in line with proposed Cairns Show Day holiday, Friday 16 July 2021.

13.3 COOK SHIRE LOCAL DISASTER MANAGEMENT GROUP - ANNUAL REPORT 2019/2020**File Number:** D20/20970**Author:** Executive Assistant**Authoriser:** Linda Cardew, Chief Executive Officer**Attachments:** 1 Cook Shire LDMG Annual Report 2019-2020 **PRECIS**

The Cook Shire Local Disaster Management Group (LDMG) is required to complete an Annual report at the end of each financial year and provide the completed report to both the Cairns District Disaster Management Group and the Cook Shire Council. The annual report shall be in accordance with the requirements of the *Disaster Management Act 2003* and is to be developed as per the Local Disaster Management Group Guidelines.

BACKGROUND/HISTORY

In 2019 Cook Shire LDMG had two Bushfire Events with a Social Impact Event, Monsoonal Flooding and COVID19 Pandemic in 2020.

The COVID19 Global Pandemic impacted Cook Shire as a whole both economically and socially. The need to establish the COVID19 Call Centre is firmly supported by statistical data within the Annual Report. Staff managed all calls and emails to the Centre with compassion and integrity and also provided much needed support to the LDMG Executive throughout all stages of the Pandemic.

All events, activations, operations and exercises are documented in the attached Cook Shire Local Disaster Management Group's Annual Report for 2019/2020.

LINK TO CORPORATE PLAN

Key Strategy Priority: Environment – Respect for the unique natural environment of the Cape, its history and the provision of sustainable, safe access for the enjoyment of the Cape's communities and visitors.

Strategy 2: Disaster Management facilities and services manage the risk and exposure to the adverse impacts of both natural and man-made disasters.

Objective 2a: The Shire's communities are safe through disaster management planning and response through interagency coordination, planning and action in emergency.

CONSULTATION

Executive and Core members of Cook Shire Local Disaster Management Group.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Report provided in accordance with the *Disaster Management Act 2003*.

POLICY IMPLICATIONS

Report provided in accordance with the Cook Shire Local Disaster Management Plan.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Nil

RECOMMENDATION

That Council endorses the Cook Shire Local Disaster Management Group's Annual Report for 2019/2020.

14 COMMUNITY, ECONOMY AND INNOVATION - REPORTS

Nil

15 ORGANISATIONAL BUSINESS SERVICES - REPORTS






15.1 ADOPTION OF AMENDING SUBORDINATE LOCAL LAW NO. 3 (MISCELLANEOUS SUBORDINATE LOCAL LAWS) 2020 AND ASSOCIATED CONSOLIDATED SUBORDINATE LOCAL LAWS

File Number: D20/20983

Author: Biosecurity Manager

Authoriser: Linda Cardew, Chief Executive Officer

Attachments:

- 1 **Review of Anto-Competitive Provisions - Amending Subordinant Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020** 
- 2 **Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020** 
- 3 **Consolidated version of Subordinate Local Law No. 1 (Administration) 2016 - 2020 amendment** 
- 4 **Consolidated version of Subordinate Local Law No. 2 (Animal Management) 2016 - 2020 amendment** 
- 5 **Consolidated version of Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016 - 2020 amendment** 

PRECIS

The purpose of this report is to recommend that Council adopt the following:

- i. the “Review of Anti-Competitive Provisions - Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020”;
- ii. *Amending Subordinate Local Law (Miscellaneous Subordinate Local Laws) 2020*;
- iii. A consolidated version of *Subordinate Local Law No. 1 (Administration) 2016*;
- iv. A consolidated version of *Subordinate Local Law No. 2 (Animal Management) 2016*;
- v. A consolidated version of *Subordinate Local Law No. 4 (Local Government Areas, Facilities and Roads) 2016*.

BACKGROUND/HISTORY

On the 14 July 2020 Council passed a resolution that proposed to make *Amending Subordinate Local Law (Miscellaneous Subordinate Local Laws) 2020*. As a part of this process the proposed amendments were made available to the general public for consultation, with a closing date of 31 July 2020. During the consultation period there were some comments on Council’s social media page, which did not address the actual proposed changes, two (2) submissions within the comment period and two (2) late submissions – all of which have been addressed below under ‘Submissions’.

In order for these amendments to be legally enacted Council is required to adopt, in the following order:

- i. the “Review of Anti-Competitive Provisions - Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020” previously provided for information (attached);
- ii. the amending local law (attached);
- iii. the various consolidated versions of the amended subordinate local laws (attached).

Proposed amendments***Subordinate Local Law No. 1 (Administration) 2016***

At present “an invitation only ceremony, party or celebration attended by more than 30 people” held in a Council controlled public place is classified as a “prescribed activity”. As a consequence, any individual or organisation that wishes to hold such an activity will be required to pay a fee and obtain a permit should the event be expected to attract more than 30 people.

Council officers seek to amend schedule 6 of *Subordinate Local Law No. 1 (Administration) 2016* by increasing the number of people permitted to attend an event before an approval is required from 30 to 50. Should the proposed amendment be adopted it would:

- a. allow greater flexibility to the community in holding events;
- b. decrease the financial burden on community members wishing to utilise Council controlled public spaces;
- c. decrease the administrative workload associated with permit applications.

Subordinate Local Law No. 2 (Animal Management) 2018

Two amendments to *Subordinate Local Law No. 2 (Animal Management) 2018* are proposed. The first amendment is intended to include veterinary surgeries and other local government authorities as places where impounded animals can be kept. The second amendment seeks to define an area to be used as an off-leash area for dogs.

Places of care for impounded animals

Local Law No. 2 (Animal Management) 2018 designates areas, referred to as “a place of care”, where impounded animals may be kept. At present the only areas where impounded animals can be kept are those operated by Cook Shire Council. In the majority of cases impounded animals will be kept within Council controlled facilities however the following circumstances have been identified where additional places of care would be required:

- a. where a sick or injured impounded animal requires veterinary care and must be housed within a surgery for a period of time; or
- b. where animals have been impounded and are kept in the facilities of neighbouring local government agencies at Cook Shire Council’s request.

Provision is made under section 24 of *Local Law No. 2 (Animal Management) 2018* for additional places of care to be prescribed in section 16 of *Subordinate Local Law No. 2 (Animal Management) 2018*. In anticipation of the abovementioned circumstances Council officers seek to amend section 16 of *Subordinate Local Law No. 2 (Animal Management) 2018* so that the place of care for animals impounded by Cook Shire Council include the facilities of another local government authority and any veterinary surgery.

Off-leash area

Council has allocated funding for the development of a fully enclosed off-leash area for dogs to be located on Adelaide Street, Cooktown. The purpose of this park is to provide residents and visitors with an area in the town where dogs are able to be exercised without being required to wear a lead.

Section 11 of *Local Law No. 2 (Animal Management) 2018* allows Council to designate an off-leash area in schedule 7 of *Subordinate Local Law No. 2 (Animal Management) 2018*. The purpose of designating an off-leash area is to exempt animals in a contained environment from being under effective control (i.e. on a lead) as required by section 12 of *Local Law No. 2 (Animal Management) 2018*. Council officers seek to amend schedule 7 of *Subordinate Local Law No. 2 (Animal*

Management) 2018 by designating an area, depicted on a map, on lot 2 plan C179109 located on the west side of Adelaide Street between Hogg Street and Walker Street.

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016

Three amendments to *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016* are proposed. These amendments were drafted to:

- a. restrict the number of nights a Recreational Vehicle (RV), as defined by local law, can utilise an RV Rest Area to three consecutive nights; and
- b. require the master of a vessel berthing at a Council controlled jetty to obtain approval prior to berthing; and
- c. to require animal owners wanting to bring animals into a cemetery to obtain an approval.

RV Rest Area

Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016 provides Cook Shire Council with the statutory capacity to designate certain activities as restricted or prohibited if they are undertaken in local government controlled areas. Schedule 2 of *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016*, while making overnight stays in local government areas a restricted activity, currently provides an exemption for RVs to remain in a designated RV Rest Area for seven (7) consecutive nights and not more than fourteen (14) nights within a thirty (30) day period.

The initial intention of the RV Rest Area was to provide an area of temporary respite for fully self-contained vehicles prior to continuing travelling or relocating to a private caravan park or camping ground. However, the current exemption allows RV owners to use the RV Rest Area for extended stays beyond what was originally anticipated. It is therefore proposed to amend *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016* to reduce the number of nights an RV can utilise the area from seven (7) to three (3).

Approval to berth at a Council controlled pontoon or wharf

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016 does not define berthing at a Council controlled pontoon or wharf as a restricted or prohibited activity. Consequently, there is currently no requirement for vessels to advise Council of their intention to berth prior to arrival. This presents some logistical challenges to operational staff when trying to manage the use of the wharf by multiple vessels and inhibits Council's ability to capture an accurate record of the use of this facility for the purposes of invoicing.

To address issues relating to booking management and invoicing the draft amendment proposes to make berthing at a Council controlled pontoon or wharf a restricted activity that requires the prior approval of an authorised officer (i.e. a Council officer delegated with powers under Council's Local Laws). This amendment would result in Council officers receiving prior notice before any vessel berths. It should be noted that the amendment will not result in the imposition of any additional fees.

Approval to bring an animal in to a cemetery

At present there are no restrictions on domestic animals being allowed entry to Council controlled cemeteries, provided they meet the requirements of Local Law No. 2 in relation to Part 3, Section 12, Control of Animals in Public Places. Although this is seemingly of little consequence, there have been reported instances of domestic dogs being allowed to roam unrestrained, within the Cooktown cemetery, by animal owners. This can potentially result in animals defecating, urinating and

otherwise damaging memorials of significant importance to families in addition to impacting both the hygiene and general amenity of cemetery reserves.

To alleviate these issues, the draft amendment proposes to make the entry of domestic animals a restricted activity under *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2016* permissible only after approval has been provided by an authorised officer. Council raised concerns regarding this matter at the Ordinary Council meeting held 14 July 2020, citing anecdotal evidence of responsible animal management in the Cooktown Cemetery. During the consultation period, Council received one (1) late formal submission in relation to this matter. After considering the comments raised by Council, and the formal submission, the proposed amendment to require an approval to bring an animal into a cemetery has been withdrawn.

Submissions

The following points summarise the matters raised in the submissions:

- 1. Off-leash area** – *One submitter expressed disappointment in the area being fenced and would have preferred a designated unfenced area with set times (as some other communities do) in which to walk dogs unleashed. The other submissions commented on the area being too small and other matters not relating to the actual change in the Local Law.*

Response:

The fenced area is aimed at those wanting to walk or allow their pets to run unleashed in the town area. Council notes that Cooktown is surrounded by many outdoor spaces with bush, beaches and rural areas for dog owners to allow their pets to have unleashed freedom, therefore it seemed unnecessary to have yet another area similar. Council does not have jurisdiction over beaches (any area below the high tide mark) and dogs may run free on beach areas below high tide. Feedback over the past 3 years from Local Laws officers whilst on patrol, was that when asking a member of the public to place their dog on a lead in public areas, they were asked, "where the Off-leash area was?" and it was designed as a fenced area to clearly define those boundaries, also in the future it is envisaged to hold some dog training/behaviour classes; microchipping days for the community. It is seen a safe area to give dog owners and dogs social and community interaction, with confidence that their pet is safe whilst off-leash (not chasing a wallaby, or running on the road etc.).

- 2. RV Rest Area** – *the number of nights should be reduced from 7 to 2 (not 3 as proposed) as the submitter feels Caravan Parks are being discriminated against.*

Response:

Council officers from feedback from the RV Campers and Caravan Park owners over the past 3 years, have often found that some of the large RVs do not fit into the Caravan Parks and their allotted space. Increasingly over the last few years the Caravan Parks have been booked out, and at times they actually have referred the RVs to Council's rest area. Reducing the length of stay in this area from 7 to 3 nights is thought to be more in favour of the Caravan Parks, whilst allowing for the larger RVs to be accommodated and also giving more opportunity for the Caravan Parks to have a free space as campers come and go from local businesses, without the RV Campers leaving the area before being given the time to explore and book in to a Caravan Park. There are certain criteria which Council must meet in order to be classed as an 'RV Friendly

Town' and with regard to length of stay it requires short term, low cost, 24 to 48 hr parking, as close to the town centre as possible, with the longer term of three days' minimum being a desired factor with regard to the RV Friendly Criteria and Guidelines.

- 3. Approval to berth at a Council controlled pontoon or wharf** – *Various matters have been raised here which do not relate to the proposed amendment of the Local Law aside from the submitter's opinion that the change will not allow better management of the wharf facility.*

Response:

The change gives Council officer's delegated with powers under Council's Local Laws, better control and ability to enforce bookings for vessels to berth; be clear on fees applicable; removal of the bollards (if required), and to ensure the date and time they have booked is locked in and not taken up by another boat.

- 4. Approval to bring an animal in to a cemetery** – *The submitter has noted that a "number of visitors & locals walk their dogs through the cemetery with no disrespect intended." And they suggest signage referring to the Local Law be placed requesting dogs be walked on leash whilst in the Cemetery grounds.*

Response:

As noted previously in this report Council has also raised concerns regarding this matter at the Ordinary Council meeting held 14 July 2020, therefore after considering the comments raised by Council, and the formal submission, the proposed amendment to require an approval to bring an animal into a cemetery has been withdrawn.

LINK TO CORPORATE PLAN

Key Strategy Priority:

Governance - Accountable, responsible and appropriate governance and management reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 4: Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency.

Objective 4f: Council activities comply with applicable legislation through well maintained policies, procedure and information systems that guide and facilitate good decision making.

CONSULTATION

The proposed amendments were developed as a result of an internal review process involving several staff including the Director of Organisational Business Services, Planning and Environment Manager and officers working in Local Laws, Environmental Health and Planning. Comment was also sought from the Infrastructure Services Directorate.

Information detailing the amendments was published on Council's website and social media page asking the public for feedback and comment.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

The validity of the local laws are subject to complying with the local law making process as adopted by Council and in accordance with Chapter 3 Part 1 Division 2 of the *Local Government Act 2009*.

An amendment of Council's local laws must comply with the legislative standards for subordinate legislation and be appropriate regulation for the Cooktown local government area in accordance with good governance and community expectations.

The documents relevant to this process are as follows:

1. *Local Government Act 2009* – Chapter 3, Part 1, Division 2;
2. *Local Government Regulation 2012* – Section 15 (Anti-competitive provisions and review of procedures); and
3. National Competition Policy – Guidelines for conducting review of anti-competitive provisions in local laws – Version 1 2013.

POLICY IMPLICATIONS

N/A.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)







The amendments are minor and will place no additional pressure on compliance staff with regards to budget or resources.

RECOMMENDATION

That Council resolves:

1. to approve and adopt the "Review of Anti-Competitive Provisions - Amending Subordinate Local Law No. 3 (Miscellaneous Subordinate Local Laws) 2020".
2. pursuant to section 29(2) of the *Local Government Act 2009*, to adopt *Amending Subordinate Local Law No.3 (Miscellaneous Subordinate Local Laws) 2020*.
3. to delegate to the Chief Executive Officer, the power to take all steps necessary to publish the new Local Law in accordance with section 29B of the *Local Government Act 2009*.
4. to adopt consolidated versions of the following subordinate local laws that incorporates amendments made to those local laws to date:
 - a. *Subordinate Local Law No. 1 (Administration) 2016*.
 - b. *Subordinate Local Law No. 2 (Animal Management) 2016*.
 - c. *Subordinate Local Law No. 4 (Local Government Areas, Facilities and Roads) 2016*.

15.2 FINANCIAL STATEMENTS - JULY 2020**File Number:** D20/22461**Author:** Finance Manager**Authoriser:** Heather Kelly, Director Organisational Business Services**Attachments:**

- 1 Statement of Comprehensive Income - July 2020 
- 2 Statement of Financial Position - July 2020 
- 3 Statement of Cash Flows - July 2020 
- 4 Statement of Changes in Equity - July 2020 
- 5 Operational Initiatives - July 2020 
- 6 Capital Projects - July 2020 

Precis

Presentation of the financial report for July 2020 as required under section 204 of the *Local Government Regulation 2012* (QLD). The report is presented for noting and indicates that Council is progressing satisfactorily against its current budget.

BACKGROUND/HISTORY

These reports were prepared on the 3rd August 2020.

Statement of Comprehensive Income

The statement of comprehensive income identified that to date Council has received \$3.2M total income. The first rate levy is due to be issued on the 18th August. Recurrent grant revenue to date relates to flood damage (DRFA) grants.

Statement of Financial Position

Council's cash position is \$31M. The significant increase in the cash balance mostly relates to prepaid grants for DRFA work.

Grants received in advance are recognised as unearned revenue on receipt and then as grant revenue on a progressive basis, as the works are completed. Prepaid grants of \$9.2M for DRFA works have been received, and recognised as unearned revenue (other liabilities).

Receivables and payables will continue to change during the year given the nature of those accounts. Council aims to pay creditors within their requested timelines.

Employee provisions are not expected change significantly between now and year end, though there is a measure at year end to ensure the balance is adjusted for changes.

Council has not undertaken any new borrowings, but has drawn \$3.8M from the working capital facility held with Queensland Treasury to assist with the cash management of the 2019 DRFA works. The working capital facility is expected to be repaid as Council is reimbursed for the work in the short term and therefore has been reflected as current borrowings.

Statement of Cash Flows

The net cash flows from operating activities of \$55K represents Council's cash surplus for the period. The budgeted \$826K means Council expects to have a cash surplus of at year end.

Internally Restricted Cash

Council's cash position is showing at \$31M. However, Council has available cash of \$23.9M, net of constrained funds such as reserves, funds committed to infrastructure development, and loan balances from QTC quarantined for use on specific projects:

Restricted Cash	'000
Land Release	1,300
Environmental Levy Reserve	1,370
Land Purchase Reserve	455
Headworks	274
Working Capital Facility – DRFA Works	3,800
Prepaid DRFA Grants	9,239
Available Cash	14,680

There are still some year-end adjustments to be made in respect of the 2019/2020 accounts, and these will be finalised during the month.

There has been and will continue to be a strong focus on budget controls, including but not limited to basic financial management training for managers and staff, and strong budget oversight to support executive and management decision making.

Operational Initiatives

Operational initiatives reflect grant and Council funded operational projects that are in addition to the 'business as usual' operational expenditure. Operational initiatives are included in the revenue and expenditure budget, and have been highlighted in a separate report so they can be more easily identified.

Capital Expenditure Report

Council has a capital budget of \$25.1M, with \$22.8M expected to be grant funded and \$1.3 from cash reserves (previously drawn loan).

For capital works that are externally funded, work shall not commence, other than preliminary costs, until the funding agreements have been executed. It is noted that any works completed prior to grant approval are not allowable grant expenses, meaning the cost of these works is the responsibility of Council. The Capital Works Program will be continually assessed to ensure the expenditure is able to be offset against budgeted works.

LINK TO CORPORATE PLAN

Key Strategy Priority: Governance - Accountable, responsible and appropriate governance and management, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 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.

Objective 1a: Council's long-term financial plan is compiled and linked to Council's Corporate and Operational Plans.

CONSULTATION

Executive Leadership Team

Managers and relevant Operational Staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012 (QLD) in particular section 204, which states:

- (1) The local government must prepare a financial report.
- (2) The chief executive officer must present the financial report—
 - (a) if the local government meets less frequently than monthly—at each meeting of the local government; or
 - (b) otherwise — at a meeting of the local government once a month.
- (3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Local Government Act 2009

POLICY IMPLICATIONS

The following Council policies are relevant to the financial statements:

Investment Policy

Debt Policy

Revenue Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The report identifies how Council is tracking against the adopted operational and capital budgets for the financial year. The report identifies that Council is tracking satisfactorily against the adopted budget.

RECOMMENDATION

That Council resolves to:

Note the financial report, as required under section 204 of the *Local Government Regulation 2012 (QLD)*, for July 2020.

16 INFRASTRUCTURE - REPORTS

16.1 FIRE SERVICE CONFIGURATION AND WATER CONSUMPTION PROCEDURE

File Number: D20/22462
Author: Manager Water and Wastewater
Authoriser: David Klye, Director Infrastructure
Attachments: Nil

PRECIS

In accordance with the Water Supply (Safety and Reliability) Act 2008, Council cannot charge for water used through a fire service that has been used for firefighting purposes. It is proposed to charge for water used through fire services that has been used for other than firefighting purposes.

BACKGROUND/HISTORY

In accordance with the *Water Supply (Safety and Reliability) Act 2008*, Council cannot charge for water used for firefighting purposes. Council can, however, charge for water that goes through a fire service if the water is not used to fight a fire. Council is aware of some businesses using fire services for wash-down purposes and effectively getting water for free at the expense of other ratepayers. Most fire services are metered and it is planned to install metres on the remaining services. It is recommended that Council commence charging for water used through these fire services if the water is not used for firefighting purposes.

LINK TO CORPORATE PLAN

Economy 3. Undertake the management of Council's assets in accordance with sound practice to ensure infrastructure networks are maintained, renewed and upgraded to maximise long term benefit to all.

CONSULTATION

Internal consultation was undertaken within the Infrastructure Directorate as well as with the Rates Department and the Plumbing Inspector.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

In accordance with Section 144 of the *Water Supply (Safety and Reliability) Act 2008*, no charge may be made for water taken for firefighting purposes, however the Shire is entitled to charge for all other supplied water.

POLICY IMPLICATIONS

Council does not have a policy on the use of fire services (such as regular wash-down) by private businesses and other government agencies. To date the cost has been absorbed by Council. Now that fire services are metered, private use of fire services can be measured and charged for. In future the use of fire service water that is not used for firefighting will be recoded and charged to the concerned business/agency.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Additional revenue will be made through charging for water used through a fire service.

RECOMMENDATION

That Council endorses the administrative action to commence charging for water which is used through a fire service if that water has not been used for firefighting purposes.

16.2 RENEWAL OF FNQROC CONTRACT, RECYCLING OF SCRAP METALS - FOR INFORMATION

File Number: D20/20304
Author: Waste Management Coordinator
Authoriser: David Klye, Director Infrastructure
Attachments: Nil

PRECIS

The contract for the Collection and Disposal of Ferrous Metal and Used Lead Acid Batteries FNQ012, under a fixed term contract, is approaching the end of its three and a half year term and is due to expire on 30 November 2020. Two 12 month extension options are available under the contract. The purpose of this report is to advise Council of the extension of this contract for a further 12 months, until 30 November 2021.

BACKGROUND/HISTORY

The Far North Queensland Regional Organisation of Councils (FNQROC) carried out a public tender process for this contact in January 2017. The contracts were divided into two separable portions, enabling individual councils and contractors to participate in either one or both separable portions of the contract.

Separable Portion 1 – Ferrous Scrap Metal

Separable Portion 2 – Used Lead Acid Batteries

The following councils are involved in Separable Portion 1 – Ferrous Scrap Metal.

- Cairns Regional Council
- Cassowary Coast Regional Council
- Cook Shire Council
- Croydon Shire Council
- Douglas Shire Council
- Etheridge Shire Council
- Hope Vale Aboriginal Shire Council
- Mareeba Shire Council
- Tablelands Regional Council
- Wujal Wujal Aboriginal Shire Council
- Yarrabah Aboriginal Shire Council

The following councils are involved in Separable Portion 2 – Used Lead Acid Batteries.

- Cairns Regional Council
- Cook Shire Council
- Douglas Shire Council
- Mareeba Shire Council
- Wujal Wujal Aboriginal Shire Council

Both separable portions of the contract were awarded to Sims Metal Management for three and a half years, with further extension options of 2 x 12 months, at Council's sole discretion.

The contract ensures that Council maintains its ongoing responsibility for the safe and effective disposal of scrap metal and used lead acid batteries whilst generating a revenue and minimising waste to landfill.

There is no cost to this contract. Sims Metal Management pays council a fixed monthly percentage per tonne, as per the Tex Report for ferrous scrap export, which is an industry standard document referred to for the price of steel. In addition, Sims pays a fixed monthly percentage per tonne of the London Metal Exchange price for lead for the payment of Used Lead Acid Batteries.

Sims Metal Management has confirmed that their current prices will be held for another year. Sims Metal Management were by far the most competitive for all participating Councils at the time of the tender and recent research of the market has shown that there is unlikely to be a financial benefit in going to market.

Based on the satisfactory performance of Sims Metal Management, this contract has been extended for the 12-month period to maintain operational efficiencies and minimise procurement process costs.

LINK TO CORPORATE PLAN

ENV 5. Develop and implement strategies to ensure a coordinate approach and compliance focus to waste management.

CONSULTATION

The renewal of the contract has been discussed by waste management officers from the member Councils at the FNQROC waste management meetings.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

None identified.

POLICY IMPLICATIONS

None identified.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The amount of revenue generated under this arrangement in 18/19 was \$ \$58,622.02.

Annual scrap metal bailing for the 19/20 financial year was done in late June due to COVID-19 delays. Payment is still outstanding, therefore there was no revenue recorded for the last financial year.

The revenue is expected to be approximately \$50,000 for 20/21 although the metal price will fluctuate based on the metal markets and exchange rates.

RECOMMENDATION

That Council notes the extension of the FNQROC Regional Collection of Ferrous Metal and Used Lead Acid Batteries, FNQ012, for a further 12 months, until 30 November 2021.

16.3 PSA T10919 - ROAD MAKING MATERIALS

File Number: D20/21348
Author: Procurement Officer
Authoriser: David Klye, Director Infrastructure
Attachments: Nil

PRECIS

This report seeks Council's approval to amend Council's financial delegation to the CEO to provide for the purchase of road making materials which exceed the CEO's current financial delegation. This will allow for "business as usual" road construction and reconstruction work to continue without the need to refer each purchase over \$250,000 to Council for consideration.

BACKGROUND/HISTORY

At Cook Shire Council's ordinary Meeting of 18 May 2018, Council resolved the following:

"RESOLUTION 2018/1

Moved: Cr Larissa Hale
Seconded: Cr Alan Wilson

That Council resolve to provide a financial and contractual delegation to the CEO of \$250,000, with an exception to approve annual recurring operational payments, including but not limited to utilities and insurance.

CARRIED"

COMMENTS

Council's works program inclusive of DRFA works is expected to exceed \$50 million in the 2020-2021 financial year. There are several factors that can limit capacity to deliver projects on time, such as the duration of the wet season, quick turn-around in crew working schedules for DRFA works and tight timeframes to deliver projects by 30 June 2021.

It is anticipated, given the scale of some of the projects there will be times where the purchases of road making materials will exceed the CEO's current financial delegation. Seeking Council authorisation each time this occurs could potentially cause delays in project delivery. This work is very much business as usual for the Shire.

This report seeks to provide additional authority to the CEO to approve "business as usual" expenditure under the Disaster Recovery Funding Arrangements program in the amounts necessary to undertake the works approved by the Queensland Reconstruction Authority who manage and approve the Disaster Recovery Funding Arrangements works.

LINK TO CORPORATE PLAN

Key Strategy Priority – Governance – Accountable, responsible and appropriate governance and management, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 4: Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency.

Objective 4f: Council activities comply with applicable legislation through well maintained policies, procedures and information systems that guide and facilitate good decision making.

CONSULTATION

Consultation with Infrastructure Services

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

In accordance with section 257(b) of the *Local Government Act 2009*, a local government may, by resolution, delegate a power under this Act or another Act to Chief Executive Officer.

POLICY IMPLICATIONS


This complies with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

This action has no financial implication.

RECOMMENDATION

That Council delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (QLD)*, to authorise contracts and payments in the amounts required for the delivery of all Disaster Recovery Funding Arrangements works including the supply and delivery of road making materials, under PSA T10919 – Road Making Materials.

16.4 COOKTOWN CHARLOTTE STREET REVITALIZATION DESIGN - ADOPTION OF PRELIMINARY DESIGN**File Number:** D20/22012**Author:** Manager Engineering**Authoriser:** David Klye, Director Infrastructure**Attachments:** 1 Charlotte St Revitalization Preliminary Design, option of tree at mid-blocks **PRECIS**

The attached preliminary design of Charlotte Street Revitalization provides details of the proposed features of the state-funded Charlotte Street Revitalization Project. The major design elements encompassed in the design include: roadworks, carpark, landscaping, traffic and pedestrian movement improvements, shared path, and street furniture opportunities.

Further to a presentation of the design to Councillors on 28 July, the attached design is presented to Council for consideration. The design includes one tree at the north west side of each intersection within the proposed kerb outstands, and one in mid-block, from Walker St to Banks St. It is possible to retro fit shade structures and seats on the both sides of the road from the roundabout to the north along Charlotte St if a need for shade structures and seats becomes apparent.

BACKGROUND/HISTORY

Cooktown Charlotte St Revitalization Design Project objectives are follows:

- Upgrade and integrate Charlotte Street and Webber Esplanade roadways, paths, streetscape, services, and amenity from and including the Charlotte St roundabout to William Daku Park.
- Create a safe shared pedestrian / cycle pathway link between William Daku Park and the Charlotte Street roundabout generally along Adelaide St / Sherrin Esplanade.
- Provide a plan of the roadways, streetscape, shared paths, paths, drainage, and parking in an integrated way for future development.

The budget for the delivery of the design for the project is \$530,000, which is provided by Queensland Government Maturing the Infrastructure Project Pipeline Program 2.

The preliminary design is completed and presented to Council for review.

Landscaping and Street Furniture:

Interest has recently been raised in including trees in the streetscape to provide aesthetic appeal and shade for carparks and footpaths along Charlotte St.

To address this matter, the following issues were discussed with Councillors at the workshop on 28 July 2020:

- Tree type: Due to the existence of overhead power line on the west side of the road, slow-growing and small native trees such as *Mimusops elengi* (Red Coondoo or Spanish Cherry) or suitable alternative is recommended, to minimise the requirement for maintenance and trimming near power lines.

- The trees may not provide useful shade due to their size.
- Although the proposed trees were native and approximately 3- 10 metres tall when mature, there would still be some difficulties for future maintenance due to the proximity to the overhead power line on the west side and the existing sewerage line on the east side of Charlotte St.
- Number and location of trees: 12 nominal trees along Charlotte St on each side of the road, from Furneaux Street to Banks Street.
- As each tree would need a ground area of approximately 16m², 36-54 parking bays would be occupied to place the trees.
- The proposed tree numbers may cause future sight distance issues at intersections.
- The existing sewer infrastructure that is contained within the parking lane on the eastern side of Charlotte St would be negatively impacted. Also, the trees would be negatively impacted when sewer line replacement works are undertaken.

Advice was provided that:

- Trees should not be located on the eastern side of the road due to the potential impact to the existing sewerage line.
- There will be some additional maintenance costs and the loss of 8 to 12 carparks to include mid-block trees in the parking areas.
- Trees to the south western side of intersections should be limited or preferably eliminated due to the impact on safety and drivers' sight distance.
- Assurance was provided that maintaining the number of parking spaces is a priority in preparation of the design.
- The inclusion of shade structures and seats from the roundabout to the north along Charlotte St can be considered and retrofitted if deemed desirable.

Intersection treatments:

Intersection treatment proposed for each intersection includes kerb outstands which provides opportunity for landscaping (lawn) and improves pedestrian safety.

Road upgrade works and Carpark:

Charlotte Street has been proposed to be widened from the roundabout to the intersection of Hogg St. This is the residential section of Charlotte St which includes a 3m wide shared path on the western side, parallel parking on the both sides, and replacement of the aged seal.

From Hogg St to the Banks St intersection, the only proposed change includes addition of two parallel carparks in front of the Top Pub and additional carparks marked on the connecting roads to Charlotte St.

On the northern end of Charlotte St, it is proposed to separate the local traffic of the wharf area from the passing traffic. The passing traffic will continue on the eastern side on top of the proposed retaining walls. In this section, 16 drive-in drive-out trailer carparks have been proposed which addresses the much needed boat trailer parking for the area. Ultimately, the intersection at the Tree of Knowledge will provide an opportunity for turning, and more car parking.

In summary:

- All the existing angled parking in Charlotte Street has been maintained except for two angle parking spaces replaced with two parallel parking spaces in front of the Top Pub.
- Additional 25 marked car parking spaces provided to Furneaux Street, Walker St, and Adelaide St.
- 44 car park spaces and 30 trailer/long vehicle bays will be formally marked at the Tree of Knowledge, wharf and Esplanade area representing a significant increase in parking capacity.

Although the cross fall of the existing carparks along Charlotte St is non-compliant in some places, due to the good condition of the road, no change has been proposed to these carparks. Any future road upgrade works to the pavement will need to include rectification of the non-compliant grades and highly likely result in some changes from angle parking to parallel parking.

Shared path and road along Sherrin Esplanade and Adelaide St:

The shared path is proposed to start from the Charlotte St roundabout, continue to Hogg St intersection, via Adelaide St, (the eastern side of) Reconciliation Rocks, Sherrin Esp, along Charlotte St on top of the retaining wall, past the wharf and connected to the existing Shared path at William Daku Park.

Sherrin Esp is proposed as a one-way road (south) due to space restrictions.

Adelaide St is proposed as a two-way road from Charlotte St to Furneaux St, then one-way southbound to the Walker St intersection. Consultation has been undertaken with the impacted residents and property owners along Adelaide St between Furneaux St and Walker St who expressed no objections to the proposed one-way southbound Adelaide St.

LINK TO CORPORATE PLAN

*Key Strategic Priority: **Economy*** – Locality specific economic growth, understanding and development of potential for primary industries, including agriculture and aquaculture opportunities, appropriate to each community and the Shire as a whole.

Strategy 2: In partnership with local business, industry groups, economic and regional development organisations and neighbouring local governments continue to develop strategies to assist, strengthen, develop and promote existing and businesses and industries.

*Key Strategy Priority: **Governance*** - Accountable, responsible and appropriate governance and management, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

Strategy 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

This project has been developed according to the Community Consultation that commenced in 2016 and concluded in 2018.

Consultation has been in place with the Councillors at the Dec 2019 and July 2020 workshops, Executive Leadership Team, Council Line Managers, and Cooktown Chamber of Commerce. The stakeholders have been provided with the opportunity to review and comment on the preliminary design.

Also, consultation has taken place with the impacted residents along Adelaide St between Furneaux St and Walker St in relation to the proposed one way Adelaide St. No objections have been received.

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

There are no identified legal implications associated with this project.

POLICY IMPLICATIONS

There are no identified policy implications associated with this project.

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

This project is financed by Queensland Government, Maturing the Infrastructure Project Pipeline Program 2. Budget for the delivery of the design is \$530,000.

RECOMMENDATION

That Council endorses the attached preliminary design for the Charlotte St Revitalization project including provision of 25 additional marked car parking spaces in side streets, the formalisation of 44 car parking spaces and 30 trailer/long vehicle bays at the Tree of Knowledge area and one tree to be located at the north west side of each intersection within the proposed kerb outstands, and one tree each located mid-block on the eastern side of the street, from Walker St to Banks St.

17 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 Regulation 2012:

17.1 Q1020 - Management Agreement - Childcare Centre

This matter is considered to be confidential under Section 275(e) of the Local Government Regulation 2012, 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.

17.2 Sole Suppliers - Water and Wastewater Services

This matter is considered to be confidential under Section 275(e) of the Local Government Regulation 2012, 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.

17.3 Gravel Lease and Memorandum of Understanding - Port Stewart

This matter is considered to be confidential under Section 275(e) of the Local Government Regulation 2012, 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.

17.4 Gravel Lease - Lot 10 on SP261207 and Lot 6 on SP262570

This matter is considered to be confidential under Section 275(e) of the Local Government Regulation 2012, 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.