CAIRNS CITY COUNCIL

MINUTES

MEETING: FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday 19 June 2000

PRESENT:  Cr A Blake (Chairman)
Cr M Gill
Cr S M T Bonneau
Cr A M Sheppard

OFFICERS:  J Howard  Acting Chief Executive Officer
B Ottone  General Manager City Administration
D Meyer  Manager Financial Services
D Lawson  Manager Administrative Support
R Roy  Secretary

OBSERVERS:  Cr J Pezzutti
Cr F Lindsay
Cr M Cochrane
Cr D Ford
Cr T James
Cr J O'Brien

APOLOGIES:  His Worship the Mayor, Cr K Byrne
1. 

RENEWAL OF SPECIAL LEASE NO. 9/37825 – OVER LOT 2 ON C198374 – 99 KENNY STREET, PORTSMITH LESSEE: BMG RESOURCES LTD. AS 19/3/3-22. #182246

The Department of Natural Resources is seeking Council’s views and/or requirements in regard to the application for renewal of Special Lease No. 9/37825 by BMG Resources Ltd.

Comments were requested from the relevant sections and no objection or requirements were raised. The only comments were from Development Assessment as follows:

“Under the Planning Scheme for the Part of the City of Cairns the subject and surrounding land is zoned General Industry with a Strategic Plan designation of Industry. The property lies within the Development Control Plan for the Portsmith Industrial and Port area.

The conditions of the proposed lease require the Lessee to “establish an approved industry” within particular lines and with a nominated financial contribution to the industrial development of the land. This condition will require the Lessee to obtain any approvals necessary should an Environmentally Relevant Activity (ERA) be established pursuant to the Environment Protection Act (EPA).”

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(MAS)A

“That Council advise the Department of Natural Resources that it has no objection to the renewal of Special Lease No. 9/37825 over Lot 2 on C198374 (99 Kenny Street, Portsmith) by BMG Resources Ltd.”

SECONDED BY COUNCILLOR GILL AND CARRIED

2. 

PROPOSED SALE OF LOT A ON CNS00/098 BEING PART OF RESERVE FOR BUILDINGS (MAGAZINE & INCIDENTAL WORKS) PURPOSES R.221 – PARISH OF GRAFTON TO POWERLINK. AS 19/3/3-22. #182946

The Department of Natural Resources is seeking Council’s views on the proposal to sell part of Lot 146 on NR7874 (Reserve 221) to Powerlink and the registration of public utility easements shown as A, B and C for electrical works purposes as shown on drawing no. CNS00/098.
Comments were requested and received as follows:

Strategic Planning

No objection, but comments should be sought from Asset Management as they are looking at a proposal for wetlands and the impacts or otherwise of powerlines on those proposed wetlands.

Development Assessment

No objection to the proposal as indicated on Drawing No. CNS00/098. The site is zoned Special Purposes and within this zone Public Purpose and Public Utilities are permitted developments.

Asset Management

No objection or requirements.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

"That Council advise the Department of Natural Resources that it has no objection to the proposed sale of Lot A and the registration of a public utility easement over Easements A, B and C on drawing no. CNS00/098 for Electrical Works purposes, to Powerlink."

SECONDED BY COUNCILLOR GILL AND CARRIED

3. SPONSORSHIP OF ROSIE’S RUN. GS: 1/60/1-02. #181969 11-20

Issue:

Request from organisers for Cairns City Council to financially sponsor the staging of the annual Rosie’s Run in Cairns which promotes women’s health.

Background:

Council’s public relations branch has received a submission from Rosanne Campbell, event manager for Rosie’s Run 2000.

The submission has been accompanied by correspondence which refers to earlier telephone conversations between Ms Campbell and Manager of Public Affairs John Lane.
It appears the intent was to try and link this event in with the Sydney 2000 Torch Relay festivities for Cairns which are now well advanced.

Acting Manager of Public Affairs Gary Schofield was briefed by Ms Campbell last week on this project, and was advised that in the past this has been supported at mayoral level and actioned and funded through the public relations department and its budget.

Ms Campbell is seeking sponsorship for an event which has been supported by council over the past few years, and has forwarded a financial breakdown of the costings for staging this year’s event on The Cairns Esplanade (Fogarty Park) on August 27.

A list of tasks and toils left for public relations to action by Mr Lane does refer to this event, and the fact is that a report needed to be prepared for council with no reference to a budget amount.

There is no reference in any inwards correspondence left with public relations as to the extent of earlier council support, but Ms Campbell’s financial information shows an amounts of $5000 is sought, which includes in-kind assistance.

The run consists of a rally in Fogarty Park, Cairns Esplanade, featuring several charity and community stalls; a marshalling area and a roped off area where runners/joggers/walkers and mothers pushing babies in prams gather for the start.

The route travels along the 5km stretch of the Esplanade walk to North Cairns and return to park.

Comments:

Council has assisted this event in the past. Really it is not a Council project and Council has not budgeted for this event. It is an event that sponsorship from private business and industry should be able to be obtained with in kind assistance probably being able to be sourced from community service organisations such as Lions, Rotary etc. A good example of this is the ‘Terry Fox run for cancer’. Council may be able to provide some minor in-kind assistance.
RECOMMENDATION:

COUNCILLOR GILL MOVED:

(A/MPR)A

“1. That Council advise it is unable to provide financial sponsorship for the staging of Rosie’s run, but recognises the event is a worthy cause.

2. That some minor inkind assistance be offered.

3. The organisation be advised to approach business and service clubs for sponsorship and assistance in staging the event.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED

4. FURTHER DEALING WITH SPECIAL LEASE NO. 9/36507 – 21-25 BEING LOT 184 ON NR4146 – PARISH OF BELLENDEN KER – LESSEE MARTINEZ. AS 19/3/3-22. #179924

Council at the request of the Department of Natural Resources resolved at its meeting of 15th November 1999 that it had no objection to any further dealing with Special Lease No. 9/36507 subject to:

“ The applicant being advised that at sometime in the future Council may require a strip of land set back generally ten (10) metres from the top of the southern bank of Junction Creek for drainage purposes.”

The Department of Natural Resources are now seeking as to whether Council offer any objection to part of the area being opened as road or would Council prefer to purchase the area hachured in yellow for drainage purposes.

Comments were requested and received as follows:

Asset Management

Previous resolution of Council still applies.

Parks and Recreation

The intent of the 10 metre setback is to provide for access should stream bank maintenance be required, protection of riparian vegetation and public access for recreation opportunities.

It is recommended that an area be opened as road reserve which would serve to provide for all of the above.
Maintenance and Construction

The preference is to maintain the initial requirement of a strip of land set back generally 10 metres from the top of the southern bank of Junction Creek for drainage purposes. i.e. crown land designated as drainage reserve.

Strategic Planning

The reason Council would want a ten metre setback would be to provide access to Council for creekbank maintenance and to protect riparian vegetation and that this setback be from the top of the southern bank.

The drawing no. 89-860DI indicates the top of the southern bank is a lot further south of its original position, which was the northern boundary of Lot 184. If Council was to maintain its insistence of a 10 metre setback it would be a line running through the house and the shed.

It would be unreasonable for Council to insist on the 10 metre setback from what is the top of the southern creek bank as drawing notes the area is cleared and grassed and also the set back would have an adverse impact on the existing buildings.

Strategic Planning have no objection to the area bounded in red being road opening as for all intents and purposes such an assignment would serve Council requirements. However the correct way of assigning tenure would be to make that part required by the Department of Main Roads be road opening and the balance drainage reserve. If DMR do not require road opening the whole of the area bounded in red should be Drainage Reserve.

There is absolutely no reason why Council would want or be required to purchase to freehold the area hachured in yellow.

It is recommended that Council’s position be that subject to the requirements of the Department of Main Roads that the area bounded in red be made Drainage Reserve.

Development Assessment

The top bank of Junction Creek is located further south than identified on the accompanying plan indicating that the provision of a ten (10) metre Drainage Reserve from top of bank is inappropriate in this instance as a portion of the house and shed would be included in the Drainage Reserve.

In relation to a portion of Lot 184 being opened as road, Development Assessment has no objection to this proposal.
As an alternative arrangement, it is suggested that the balance of the land not required by the Department of Main Roads be designated as Drainage Reserve without the requirement of additional land for this purpose. Should the Department of Main Roads not go through with the road opening then all of the land identified on the accompanying plan should be allocated as Drainage Reserve.

There is no requirement for Council to purchase the land adjacent to Junction Creek into freehold.

RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That Council advise the Department of Natural Resources that it has no objection to the proposed road opening as required by the Department of Main Roads over part of Lot 184 on Plan NR4146 shown outlined in red on the attached drawing no. 89-860 D1 subject to:

- That part of the subject area not required for road opening being designated as Drainage Reserve; or

- Should the Department of Main Roads not proceed with the proposed road opening that the whole of the subject area be designated Drainage Reserve, with Council as Trustee.

Furthermore the Department of Natural Resources be advised that Council does not wish to purchase any part of the subject land into freehold.”

SECONDED BY COUNCILLOR GILL AND CARRIED

5. APPLICATION FOR CONVERSION TO FREEHOLD ON SPECIAL LEASE NO. 9/47109 OVER LOT 690 ON NR7104 – 19 REDDEN STREET PORTSMITH. LESSEE: AHERN METAL INDUSTRIES PTY LTD. AS 19/3/3-22. #186863

The Department of Natural Resources is seeking Council’s views and/or requirements on the above application for conversion of tenure.

Comments were requested and received as follows:

Strategic Planning

No objection to the proposal.
Asset Management
No requirements

Maintenance & Construction
No comments.

Parks & Recreation Services
No objection.

Development Assessment
The subject site is used as sheet metal working premises, which is a self assessable development in the General Industry zone. The use of the site involves an Environmentally Relevant Activity and the site obtained its environmental licence no. 403 on 27/7/1998.

Development Assessment has no concerns relating to the conversion of tenure to freehold subject to:

“The site is developed and used in accordance with the requirements/conditions of the Planning Scheme for Part of the City of Cairns and Environmental Licence No. 403 respectively.”

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(MAS)A

“That Council advise the Department of Natural Resources that it has no objection to the conversion to freehold of Special Lease No. 9/47109 being Lot 690 on NR7104 subject to:

“The site being developed and used in accordance with the requirements/conditions of the Planning Scheme for Part of the City of Cairns and Environmental Licence No. 403 respectively and that there are no costs to Council.”

SECONDED BY COUNCILLOR GILL AND CARRIED
6. **FURTHER DEALING WITH LOT 99 ON NR 5080 – GADGARRA – FORMER SPECIAL LEASE NO. 39312. AS 19/3/3-22. #187478**

The Department of Natural Resources is giving consideration to the setting aside of Lot 99 on NR5080 as a Reserve for Environmental Purpose under Council’s control as Trustee and is seeking Council’s view on this proposal.

Council previously considered the further dealing with Special Lease No. 39312 at its meeting of 16th November 1998 and resolved that it did object to any further dealing given that:

1. the subject site is contained within the Wet Tropics Area; and

2. the site is currently zoned Open Space and under the Strategic Plan for the Balance of the City of Cairns is designated as Conservation and as such the Strategic Plan states “that all those parts included the Conservation designation which are in control of the Crown or the Council and under managerial control of the Wet Tropics Management Authority should be retained in their natural state or developed for recreation purposes.”

Comment was sought from the Manager of Parks and Recreation Services and is as follows:

“Whilst the planning scheme identifies the subject land Open Space – Conservation such should not form the basis for Council to be entrusted with the management of the land as Trustee.

The lands geographic location (and Council having no other Trustee responsibilities in the area) will make it burdensome on Council to manage in respect of noxious weeds, feral animals and fire in its undeveloped state. It is highly unlikely the land would ever be developed for recreation purpose given its distance from the river.

The land in the direction of the Mulgrave River is by Council records unassigned state land. It was understood that this was to have been included in the adjoining State Forest several years ago. This tenure needs to be confirmed.

The proposal to set aside Lot 99 as Reserve for Environmental Purposes should be supported by Council however Council should not accept the responsibility as Trustee.

Preferable that Lot 99 should be included into adjoining State Forest “Goldsborough Valley”.

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RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That Council advise the Department Resources that it does support the proposal to set aside Lot 99 on NR5080 as a Reserve for Environmental Purposes but does not wish control of the Reserve as Trustee.

Furthermore, the Department of Natural Resources be advised that Council’s preference for dealing with Lot 99 on NR5080 would be that it be included in the adjoining “Goldsborough Valley” State Forest.”

SECONDED BY COUNCILLOR GILL AND CARRIED

7. LEASE CAIRNS MULGRAVE PISTOL CLUB LTD. AS 19/3/3-22. 36-42 #186962

The Cairns Mulgrave Pistol Club lease part (4.165 ha) of Lot 1 on RP726807 for the purpose of target shooting and such lease is due to expire on 14th March 2013. The Club has applied to extend the current lease area and also the term to allow for a thirty (30) year use.

Current rental for the term of the current Pistol Club lease is $1.00 pa and they are responsible for rates and charges including water usage.

Council at its meeting of 15th June 1999 resolved to exchange an equivalent parcel of land (1.3455 ha) from Lot 1 on RP726807 (part of which is also leased to G. Di Bella) with part of Mr. Di Bella’s freehold lot 194 on C157183. It also resolved that the ‘new’ area be included in the Pistol Club lease should the Club require it subject to the necessary approvals being obtained.

It should be noted that the necessary ministerial approval has been obtained and the exchange of land is proceeding and near completion, the new description is as follows:

- Lot 1 on SP129225 – Council freehold; and

- Lot 194 on SP129225 – G. DiBella freehold.

The Pistol Club is also consulting with Mr. Di Bella in relation to shot fallout within his freehold area and his consent to such use.

Comments were requested and received as follows:
Parks & Recreation Services
Parks & Recreation Services support the inclusion of the land into the Pistol Club lease on the proviso that other sports/recreation activities may also be considered and included in sub-leases if compatible. e.g. archery, model aircraft.

This option for Council must be part of the lease.

Asset Management
No objections.

Strategic Planning
Strategic Planning has no particular objection to what the Club has requested as far as the area being included in their lease. However, the matter of the lease term being extended to thirty (30) years is a matter, which could be of some concern.

Development Assessment
At present the land is occupied by the Pistol Club and access thereto is zoned Special Purposes. The proposed Lot 1 and Lot 194 on SP129225 will both be partly zoned Rural and partly zoned Special Purposes.

For the purposes of consistency, it would be most desirable that the revised Pistol Club lease area is wholly within the Special Purposes zone, and Lot 194 is wholly zoned Rural.

Provided that the anomaly of the zoning is addressed, then Development Assessment raises no objection to the proposed rearrangement of the Pistol Club lease.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

"That Council advise the Cairns Mulgrave Pistol Club Ltd that it has no objection to the extension of the current lease area (part of Lot 1 on RP726807) to include that part of the newly created Lot 1 on SP129225, subject but not limited to the following terms and conditions:

- The lease term is for a twenty (20) years extension from the present expiry date with an option to renew for a further ten (10) years;
- The Lessee being responsible for all costs associated with the preparation of the new lease eg. survey, legal;"
- The rental to be in accordance with Council’s Schedule of Fees and Charges at the time (presently $560.00 pa) subject to annual review in June in accordance with the Brisbane All Groups Consumer Price Index;

- The Lessee being responsible for any “Goods & Services Tax (GST)” or other form of consumption tax assessed in respect of the lease payment due;

- Should other sporting/recreational pursuits e.g. archery, model aircraft require use of the subject area and that subject to compatibility and Council consent they be offered a sub-lease; and

- The Lessee to provide evidence to Council that the necessary approvals have been obtained for the discharge of firearms to include the amended lease area;

- The Lessee to provide evidence to Council that Mr. Di Bella has consented to the use of his freehold area for the purpose of shot fallout.

It is also recommended that Council proceed with a consequential amendment of the Planning Scheme to ensure that the whole of Lot 1 on SP129225 (Council freehold part of which is to be leased to the Cairns Mulgrave Pistol Club) is zoned Special Purposes and that the whole Lot 194 on SP129225 (G. Di Bella freehold) is zoned Rural.”

SECONDED BY COUNCILLOR GILL AND CARRIED

8. DELEGATE’S REPORT – NORTH QUEENSLAND LOCAL GOVERNMENT ASSOCIATION HALF YEARLY CONFERENCE HELD AT MAREEBA ON THE 12TH & 13TH MAY, 2000. BAO 1/42/1-06. #180722

The half yearly conference of the North Queensland Local Government Association was held at Mareeba on the 12th and 13th May, 2000 with Mareeba Shire Council acting as host with approximately 75 delegates and observers representing 28 local authorities.

Cairns City Council was represented by Councillor Terry James as delegate and Mr Bryan Ottone, General Manager City Administration as an observer.
CONFERENCE

The following addresses were made over the 2 days:

- Mr Greg Hoffman (Director, Policy & Research) and Mr Peter Taylor (Acting President), Local Government Association of Queensland.
- Mr Michael Young and Allan Mayne, Environmental Protection Agency – “Waste Management Initiative”.
- Mr Paul Smith, Executive Director (Northern), Department of Main Roads and Mr Wayne Stone, Transport Operations Co-ordinator (Cairns), Queensland Department of Transport.
- Ms Kelly Robinson, General Manager, The Phillips Group – “Community Consultation”.
- Representatives from MacDonnells Solicitors.
- Maurie Tucker, General Manager Local Government Services, D.C.I.L.G.P.
- Mr Michael Kinnane, Director General, Department of Emergency Services.
- Mr Tony South, PBF Australia – “Paraplegic Benefit Fund”.

Annual General Meeting – Election of Office Bearers

President: Cr Chapman, Mayor of Atherton Shire Council was returned as President after a challenge by Cr John Woods – Mayor of Burdekin.

Vice-President: Cr John Woods – Mayor of Burdekin

Executive:

The following were elected as Executive Members:

Cr John Smith – Etheridge Shire Council
Cr B. Moyle – Jonstone Shire Council
Cr Faye Donovan – Mt Isa City Council
Cr Mick Borzi – Mareeba Shire Council
Resolutions

Eighteen resolutions on various issues were debated with the majority being passed. Cr. Peter Taylor Acting President QLGA said the main objective is to seek more road funding from the government.

A dinner was held on the Friday night allowing delegates and observers to meet, network and discuss matters of mutual concern and share ideas. Mackay City Council were very interested in the Mayor’s decision on extending the weekend building hours for the short term and will consider a similar approach.

Financial Assistance Grants (FAGS)

Several speakers mentioned the dissatisfaction of Queensland’s allocations of the FAGS. Maurie Tucker mentioned that Council’s should budget for the worst case scenario for 2000/2001, being a 5% reduction on the grant allocation for 1999/2000.

Next Conference

To be hosted by Burdekin Shire Council in Ayr on 10th/11th November, 2000. The May 2001 Conference will be held in Richmond.

Detailed Report

A more detailed report will be provided separately to Councillors which shows the resolutions passed by Conference.

We thank Council for the opportunity to attend this conference.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMCA)I “That the report be noted.”

SECONDED BY COUNCILLOR GILL AND CARRIED
9. PROPOSED PERMANENT ROAD CLOSURE. APPLICANT: MA & JV BURGESS. AS: 15/7/1-02. #179774

The Department of Natural Resources is seeking Council's comments on the proposed permanent closure of an area of about 115m² being part of Kennedy Highway abutting the southern boundary of Lot 17 on NR804220 (Burgess) and shown as Lot A on drawing no. CNS00/063.

The applicant has advised that the proposed use of the subject area is for addition to Lot 17 on plan NR804220.

Comments were requested and received as follows:

Parks & Recreation Services
No objections.

Development Assessment

Under the Planning Scheme for the Balance of the City of Cairns the neighbouring land to the north is zoned Low Density Residential with a Strategic Plan designation of Rural Constrained. The neighbouring land is also designated under the Hillslopes Development Control Urban Category B. The Department of Natural Resources should have regard to the zoning and Strategic Plan/Hillslopes designations in respect to the land proposed for permanent road closure. Ideally the land should be included in the Planning Scheme for the Balance of the City of Cairns with these particulars.

Strategic Planning

Strategic Planning cannot agree to this request bearing in mind an outcome of the current Kuranda Range Study may require upgrading of the existing road infrastructure in this vicinity. This request should be forwarded to the Project Manager for the Study, Mr. Pat Flanagan who will put the matter before the Study’s Steering Committee for their input.

Asset Management
No requirements.

Administration
In regard to Strategic Planning’s comment a copy of the application was forwarded to Mr. Pat Flanagan for comment on any impacts on the proposed upgrading of the Kuranda Range.
RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That Council advise the Department of Natural Resources that it has no objection to the proposed permanent road closure of an area of about 115m² being part of the Kennedy Highway abutting part of the southern boundary of Lot 17 on NR804220 and shown as Lot “A” on drawing no. CNS00/063 in the name of M.A. & J.V. Burgess, subject to:

1. The land proposed for permanent road closure being included in the Planning Scheme for the Balance of the City of Cairns with the following particulars:
   -Zoning of Low Density Residential;
   -Strategic Plan Designation – Rural Constrained; and
   -Hillslopes Development Control Plan Urban Category “B”.

2. The proposed closure having no impact on the Integrated Transport Study for the Kuranda Range and such comment being sought from the studies Project Manager Mr. Pat Flanagan.”

SECONDED BY COUNCILLOR GILL AND CARRIED


Introduction

The Local Government Association of Queensland is holding its Annual Conference at the Pines Resort, Gold Coast from 28/31 August 2000.

Preamble

As well as the numerous resolutions that are debated there are various guest speakers who address the conference in addition to State Government Ministers. The conference is being opened by the Premier of Queensland, Hon. Peter Beattie. Conference speakers include :-

Mr Alan Oxley : Former high ranking Australian Diplomat and author. Currently Director of International Trade Strategies, he is regarded as one of Australia’s most perceptive strategic analysis. His advice is sought by business and government in the Asian Pacific region.
**Cr Bob Jelly**: Mayor of Pearl Bay on his favourite topic of tourism, economic development and councils.

**Mr Hugh Mackay**: Psychologist, social researcher and writer who has spend the past 40 years studying the attitudes and behaviour of the Australian community.

**Mr Alan Pease**: His advice is sought by everyone from Prime Ministers and television stars to lawyers and criminals. He has been a consultant to many of the world’s largest corporations.

**Ms Fabian Dattner**: Cited by The Bulletin as one of Australia’s top 100 contributors, she has recently released her latest book Three Spirits of Leadership. The book examines the united voice of the entrepreneur, the corporation and the community.

**Dr Robert Leonardi**: is Jean Monet Lecturer in European Community Politics at the London School of Economics. His many books include Convergence, Cohesion and Integration in the European Union; The Political Economy of the Mediterranean; Italy, Politics and Policy and more notably he collaborated in compiling Robert D. Putnam’s remarkable study of civic traditions entitled Making Democracy Work. His keynote presentation “Civic Traditions in Modern Italy” is a must see presentation which promises to be a profoundly thought provoking experience for a true expert in civic traditions.

**Hon Terry Mackenroth**: State Minister for Communication and Minister for Local Government, Planning, Regional & Rural Communities and Minister for Sport.

**Hon. Senator Ian Macdonald**: Federal Minister for Regional Services, Territories and Local Government.

**Mr Howard Hobbs**: State Shadow Minister for Local Government and Planning.

**Hon. Steve Bredhauer**: State Minister for Transport and Minister for Main Roads

**Hon. Red Welford**: State Minister for Environment and Heritage and Minister for Natural Resources.

**Comments**

Council is to consider representation at the Conference.
RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(GMCA)A

“That the Mayor (or his nominee) and Councillor P. Freebody and the Chief Executive Officer (or his nominee) attend the Annual Conference of the Local Government Association of Queensland to be held at the Gold Coast on 28/31 August 2000, as Council’s representatives and observer respectively.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED

11  FILLING OF TRINITY ANGLICAN POOL.  JH: 8/20/1 #188775  52

Rev P J H Laurence, Principal of Trinity Anglican School has requested Council to consider donating the cost of water taken to fill the new 50 metre swimming pool at the School. The cost of supply of the water is $1,360.00.

He requests that Council consider the following circumstances

- the School’s key role in attracting the Canadian Olympic and Paralympic teams to Cairns in August/September and October respectively,
- the School not making any charge for use of the pool by the Canadian teams,
- the School is not a business operating to generate profits,
- the pool will serve both the school and the wider Cairns community, and
- most funds for the pool have come through parental fundraising.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMO)A

“That the letter be received and Rev Laurence be advised that Council is unable to agree to his request to donate the cost of water to fill the 50 metre swimming pool at Trinity Anglican School and that Council will require payment of the cost of supply of the water being $1,360.”

SECONDED BY COUNCILLOR GILL AND CARRIED
12. SYDNEY 2000 PARALYMPIC GAME PAINTING “SHARE THE DREAM” - QUEENSLAND PARALYMPIC COMMITTEE. BAO: 1/28/2-30 #188563

Introduction

One of Australian’s renowned artists, Mr. David Hart (son of Pro Hart), has created and donated the commemorate Sydney 2000 Paralympic Game Painting “Share the Dream” to the Queensland Paralympic Committee (QPC) to help raise money for the 46 Queensland Paralympians, on their journey to achieve Gold at the Games (18th – 29th October 2000).

Only 25 of the 250 Autographed Limited Edition Prints are now available and the committee is therefore writing to businesses throughout Brisbane and giving Cairns City Council the opportunity to purchase a print as a memory of its involvement and generosity to these inspirational athletes.

Because of the limited number of prints available, it must come as a first-in-best-dressed basis. The prints are classically framed, and a plaque is attached to demonstrate to everyone who views it of the involvement demonstrated by the purchaser in assisting Queensland Paralympians. Each framed print costs $365 which will be receipted as a donation. Once purchased each print will be couriered to the address advised on the order form.

Commenting

There are only limited prints which make the product a collector’s and tangible item.

The proposal is a worthy one to help our paralympians compete at the Paralympic Games. The cost for a print is minimal. It is expected Cairns and District will benefit from both the Olympic and Paralympic Games being held in Sydney, particularly from visitations and return visitations.
RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMCA)A

“That Council support the Queensland Paralympic Committee by purchasing a print of the Painting by David Hart “Share the Dream” for the sum of $365.”

THE MOTION LAPSED FOR WANT OF A SECONDER.

COUNCILLOR GILL MOVED:

(GMCA)A

“That Council advise it is unable to support the request of the Queensland Paralympic Committee, however it be acknowledged that fundraising proposal is for a worthy cause.”

SECONDED BY COUNCILLOR SHEPPARD AND CARRIED WITH COUNCILLOR BONNEAU VOTING AGAINST THE MOTION

13. SPONSORSHIP REQUEST – RUSSELL FRANCIS – 54-55
FUNDRAISER OF CAIRNS SCHOOL OF DISTANCE EDUCATION. BAO: 1/28/2-30. #188547

Introduction

Russell Francis, a fundraiser for the School of Distance Education is requesting sponsorship for the Cairns to Karumba fundraising bike ride for the School of Distance Education so as to give children who live in the bush educational opportunities which the city children have access to.

Preamble

The School of Distance Education is currently raising money for a multi-purpose education centre at their School of the Air facility in Hoare Street Cairns. When finished it will enable kids from remote outback areas to come into Cairns and use the facility and learn cutting edge technology. Over the past three years the fundraising committee has run a fundraising bike ride from Cairns to Karumba in the Gulf of Carpentaria, a distance of 820 kms, called the Coast to Coast Ride for Kids.
The last three (3) rides have been a success. Russell Francis advises that Cairns City Council has sponsored him each year at $1 per kilometre providing he rides the whole distance, which he has successfully completed each time.

Commenting

The School of Distance Education provides a worthwhile role however is not a responsibility of local government. The school is located in Cairns to provide the regional service. The organisers are all voluntary and the company under which the ride is organised is a non-profit organisation. Last year, some of the funds raised were also provided to the small schools of Mt. Garnet, Mt. Surprise, Georgetown, Forsyth, Croydon, Normanton and Karumba.

In 2000, the Burns Unit at the Royal Brisbane Hospital is also proposed as a beneficiary.

In 1999, $42,000 was raised, with just under $4,000 being required for expenses.

Council has assisted in the past and it could be deemed that it has reasonably provided its share towards the project. It is not a Council role or responsibility and is considered to be more of a public fundraising project like activities many other organisations continually fund raise for.

RECOMMENDATION:

COUNCILLOR GILL MOVED:

That Council regrets it is unable to provide sponsorship towards the fundraising activity “Coast to Coast Ride for Kids” however, wishes the organising committee every success with the activity for year 2000.

SECONDED BY COUNCILLOR SHEPPARD AND CARRIED
14. REGULATED PARKING WRITE OFFS. EG 23/18/1-24. #188876

A review has been undertaken of the irrecoverable infringement notices in order to clear as much of the outstanding balance as possible prior to the 30th June 2000.

The accounts identified for write off are those that are deemed irrecoverable and comprise mainly interstate and overseas visitor infringement notices, as well as those fines that exceed the statute of limitations for recovery (i.e. over twelve months). This list also includes infringement notices issued with errors, thus preventing legal action being taken.

In order for the write off to be effected in Council’s accounts, Council will need to resolve to write off those fines listed as irrecoverable.

Write offs 1998/1999

Analysis of outstanding tickets for the period 1 January 1998 to 31 May 1999.

<table>
<thead>
<tr>
<th>No. of Tickets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legally Irrecoverable</td>
<td>4706 $89,257.50</td>
</tr>
</tbody>
</table>

The amount of $89,257.50 includes Council’s Administration Costs and Interstate Search Fees. The list of these outstanding infringements is available for perusal and will be tabled at the meeting.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(MAS)A

“That approval be given to write off:-

4706 infringement notices, being for interstate/overseas visitor infringement notices and those exceeding the statute of limitations for recovery notices issued between 1st January 1998 to 31st May 1999 to the value of $89,257.50.”

SECONDED BY COUNCILLOR SHEPPARD AND CARRIED
This report was considered by the Works Committee on 25 May 2000. Council adopted the Committee’s recommendation that the concepts of annual service cost and recurrent budget commitments be adopted for assessing projects in the 2000/01 and following capital works programs and the report be referred to Finance and Administration Committee for consideration of the impact of depreciation expense on future budgets.

The financial impact is that a revenue increase of 2% above inflation is required to maintain existing service levels and fund depreciation expense from new capital assets. Whether this is sustainable in the medium – long term is questionable.

It is proposed to commence work on a 10 year financial plan in 2000/01 to investigate this position and provide options for Council to consider.

The report to the Works Committee is reproduced below.

“The introduction of Australian Accounting Standard AAS27 and the Local Government Finance Standard 1994 have changed the way in which infrastructure assets are to be managed. AAS27 requires local governments to show the service potential or operating capability of infrastructure assets reported in financial terms in the Statement of Financial Position or Balance Sheet and the consumption of service potential of assets in the operating statement. This loss of service potential is reported as depreciation expense.

The value of Cairns City’s assets is approximately $1000 million. These assets are being consumed at the rate of approximately $29 million per annum.

Council currently adds to the asset stock by approximately $40 million each year. This consists of assets purchased or constructed by Council and donated assets constructed by subdividers. This increases the depreciation expense by approximately $1 million each year. Revaluation to current cost of the asset stock each year adds a further $500,000 to depreciation expense.

Depreciation expense is currently 38% of rate income and 29% of total income. The addition to depreciation expense from new assets and revaluation adds approximately $1.5 million per annum. This is equal to a rate increase of approximately 2% per annum just to recognise new assets and revaluation, without allowing for increases in operating and maintenance cost. Depreciation is an expense regardless of the source of funding. It is the recognition of the consumption of the asset.
An increase in depreciation expense of this nature without a corresponding increase in revenue may not be sustainable in the long term. It is essential that Council carefully assess and justify proposals for new capital expenditure to ensure that only essential and sustainable projects are approved and provision for depreciation expense and operating and maintenance costs are recognised and funded in subsequent budgets.

There are two types of capital expenditure, capital expenditure that maintains operating capability and capital expenditure that enhances operating capability.

Capital expenditure that maintains operating capability is that expenditure which is used for renewal or replacement of existing assets. As it is for continuance of existing service levels, it does not incur a commitment for additional depreciation or operating and maintenance expenditure.

Capital expenditure that enhances operating capability is expenditure for new assets. New assets add to the capital stock and incur a commitment for additional depreciation expense and operating and maintenance expenditure for the new assets.

The capital works program for 2000/01 will be presented in an additional format, splitting the projects into those that maintain operating capability and those that enhance operating capability. Information will be provided on those projects that enhance operating capability to show the annual service cost and recurrent budget commitment for 2001/02 and following years.

The annual service cost is the annual sum that would be tendered (less profit) if Council called for Build Own Operate (BOO) tenders for the service over the life required. It is the true cost of providing the service.

Benefits and cost of the service should be analysed against the annual service cost. If the benefits are less than the costs or if the users and/or the community is unwilling or unable to pay for the service, the project should not proceed.

The recurrent budget commitment is the sum that Council will be committed to funding in the 2001/02 and following budgets over the life of the asset. It comprises depreciation expense, operations and maintenance costs. This sum will also be expressed as the increase in Rates required to fund the recurrent commitment of the project.
Examples are given below.

**Project 1. Floodlighting of sporting field**

<table>
<thead>
<tr>
<th></th>
<th>Capital cost $</th>
<th>Annual Service Cost</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Capital cost</strong></td>
<td>$220,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Annual service costs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- interest/opportunity</td>
<td>$17,600</td>
<td>8% pa</td>
<td></td>
</tr>
<tr>
<td>- depreciation</td>
<td>$11,000</td>
<td>20 year life</td>
<td></td>
</tr>
<tr>
<td>- operations</td>
<td>$900</td>
<td>Power</td>
<td></td>
</tr>
<tr>
<td>- maintenance</td>
<td>$1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- demolition</td>
<td>$250</td>
<td>$5,000 @ 20 yrs</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$220,000</td>
<td>$30,750</td>
<td></td>
</tr>
</tbody>
</table>

The annual service cost is $30,750 per annum. This is the true cost of providing the service of floodlighting the playing field. If the field is used for 6 hours per week for 26 weeks, the service cost is $197 per hour. The judgement to be made is whether the users and/or the community (through rates) are willing to pay this sum.

Approving the project will require depreciation expense, operations and maintenance costs of $12,900 to be provided in the 2001/02 and following budgets until the end of service life is reached in 2021/02. This is the recurrent budget commitment for the life of the project.

**Project 2. Public Barbeque**

<table>
<thead>
<tr>
<th></th>
<th>Capital cost $</th>
<th>Annual Service Cost</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Capital cost</strong></td>
<td>$8,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Annual service costs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- interest</td>
<td>$640</td>
<td>8% pa</td>
<td></td>
</tr>
<tr>
<td>- depreciation</td>
<td>$800</td>
<td>10 year life</td>
<td></td>
</tr>
<tr>
<td>- operations cost</td>
<td>$7,600</td>
<td>Power, daily cleaning</td>
<td></td>
</tr>
<tr>
<td>- maintenance cost</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- demolition cost</td>
<td>$100</td>
<td>$1,000 @ 10 yrs</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$8,000</td>
<td>$9,640</td>
<td></td>
</tr>
</tbody>
</table>

The annual service cost is $9,640 per annum. This is the true cost of providing the service of a public barbeque. If the barbeque is used for twice per day on average, the service cost is $13.20 per use. The judgement to be made is whether the users and/or the community are willing to pay this sum.

The recurrent budget commitment is $8,900 per annum for the 2001/02 and following 10 years budgets.

This information to be provided with the 2000/01 capital works program will assist Council in assessing capital works projects against community needs and community willingness to pay.”
Council will need to critically consider the benefits of new capital works and the ongoing recurrent commitment of new assets and donated assets (from developers) in future budgets and in financial plans.

**RECOMMENDATION:**

COUNCILLOR BONNEAU MOVED:

(ACEO)

“That the report on capital expenditure and depreciation be received, the concepts of annual service cost and recurrent budget commitments recommended by Works Committee be confirmed for assessing projects in the 2000/01 and following capital works programs and a report be prepared to the Finance and Administration Committee when a preliminary 10 year Financial Plan is available.”

SECONDED BY COUNCILLOR GILL AND CARRIED

16. **PROVISION FOR APPOINTMENT OF INTERNAL AUDITOR.**

CTW 1/41/8-01. #187993

**BACKGROUND**

The *Local Government Act 1993, Part 2 Financial Management, Section 5.1 (Policy about Internal Audit)* requires Council to formulate a policy about internal audit.

It must provide for whether the local government appoints an internal auditor or if it chooses not to provide an internal auditor, it must provide a review of the policy about appointing an internal auditor at least every three years.

Council must also under *Section 6.1 of LGA 1993 Part 2*, choose whether it wishes to appoint an Audit Committee and in doing so provide for review of this decision at least every three years if an audit committee is not established.

Council’s ordinary meeting of 16th October 1995 resolved to appoint an Internal Auditor.

PriceWaterhouse was contracted to provide services for a period of three years commencing October 1995.
At the completion of their contractual period expressions of interest were called and Coopers & Lybrand accounting firm were appointed. A merger between PriceWaterhouse and Coopers & Lybrand followed shortly after and the new entity PriceWaterhouse Coopers continued the role. The contract expires in October 2000.

Additionally, the former Council resolved to appoint an Internal Audit Committee. Councillors D Ford, G Brasch, A McPherson and D Clelend were so appointed, with representative accountants appointed: Dr. C White of KPMG, B Pedan of Hall Chadwick, J McCallum of K M Kehoe & Assoc., being alternate Chairs of the Committee. The Mayor is an ex-officio member of the Committee.

The accompanying documents have been provided in support of Councils current management of the requirements of the Act.

The external auditor is invited from time to time to attend the internal audit committee meetings.

Consideration

That Council consider the current management of the requirements of the Local Government Act 1993, Part 2 Financial Management and resolve to formulate policies about appointing an Internal Auditor and the formation or otherwise of an Internal Audit Committee. Council may wish to continue with present arrangements until October, 2000 and in the meantime decide on its future policy. If Council decides to continue with present arrangements until October, four (4) Councillors need to be selected to the Audit Committee.

Listed below are options for your consideration;

1. Maintain present like arrangements
2. Appoint an internal auditor (consultancy) and an audit committee of Council (no external members)
3. Appoint an internal auditor (consultancy) and provide an internal audit policy about an audit committee
4. Provide a policy, which provides for no internal auditors or audit committee.
5. Appoint an internal auditor (staff appointment) and maintain an audit committee (similar to present)
6. Appoint an internal auditor (staff appointment) and maintain an audit committee from Council only.
RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMCA)A

That Council maintain its present arrangements in the interim, with a report to be presented to the August Committee meeting with a recommendation for the future position of the Audit Committee, with the Chairs of each Standing Committee and the Deputy Mayor to be Council’s representatives on the Audit Committee.”

SECONDED BY COUNCILLOR GILL AND CARRIED

17. MANOORA URBAN RENEWAL PROJECT – OPENING OF NEW ROAD AND CLOSURE OF PARK RESERVE – PART OF Lot 19 on SP 118918. AS 8/11/3-02 . 188163

Project Services on behalf of the Department of Housing is seeking Council’s views and/or requirements in regard to the proposed road opening of a new road and the closure of part of Reserve 2032 – Reserve for Park & Recreation, for which Council is Trustee, as per attached drawing no. 24707.PD/A.

Comments were requested and received as follows:

Asset Management

No objection subject to:

- The Department of Natural Resources meeting all costs, including drainage and street lighting;

- Satisfactory arrangements being made for the bicycle path;

- No interference with the Moody Creek overflow channel; and

- Provision of necessary easements;

Parks & Recreation Services

No objection to the proposal;

Maintenance & Construction

The easements as shown on drawing no. 24707.PD/A are satisfactory.
Development Assessment

Development Assessment supports the closure of part of Reserve 2032 and subsequent opening of new road between Marchant Street and Rolina Close, Manoora subject to the following conditions:

- There is a minimum setback of the road reserve of 10 metres from the existing watercourse;
- There shall be lighting installed along the new road to at least meet the Australian Standards;
- Adequate street calming devices and slow points must be incorporated into the final road design to prevent short cuts between Murray and Moody Streets.

Strategic Planning

No comment as this plan reflects the concepts originally circulated for the Renewal Project.

**RECOMMENDATION:**

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That Council advise Project Services on behalf of the Department of Housing that it has no objection to the opening of a new road and closure of part of Reserve 2032 – Reserve for Park & Recreation being Lot 219 on SP118918 as shown on drawing no. 24707.PD/A subject to;

- All costs being the responsibility of the Department of Housing including drainage and streetlighting;
  - Satisfactory arrangement being made for a bicycle path;
  - No interference with the Moody Creek overflow channel;
  - The provision of necessary easements;
  - Adequate traffic calming devices and slow points being incorporated into the final road design to prevent short cuts between Murray and Moody Streets; and
  - Approval of the Department of Natural Resources.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED
18. **LEASE TO STEWART – BABINDA. AS 19/3/3/-22 #189017**

S.C., L.E. & M.J. Stewart currently lease part of Council’s freehold Lot 19 on RP887338 (17.46ha) and Lot 2 on RP736511 (11.30ha) for the purpose of sugar cane growing, such lease to expire 31/12/2000.

Council currently receives a rental of 17% of the crops of sugar cane to be harvested from the said land during the each year of the term of the lease.

Some of land may be required for an extension to the Babinda Golf course in the future and suitable conditions for termination of parts or the whole have been encompassed in the existing lease.

Mr. Stewart has requested that the lease be renewed for a further five (5) years at a reduced rental of 10% under similar terms and conditions.

It should also be noted that in accordance with the Local Government Act 1993 where Council is seeking to lease land for a commercial purpose it must invite tenders unless the Minister exempts the Local Government from that requirement.

**RECOMMENDATION:**

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That S.C, L.E. & M.J. Stewart be offered a five (5) year renewal of the lease over part of Lot 19 on RP887338 and Lot 2 on RP736511 subject but not limited to the current lease terms and conditions, including:

- Rental to be 10% of gross sugar proceeds;

- The Lessee being responsible for rates and charges including any water usage;

- The Lessee being responsible for all costs associated with the lease preparation;

- The subject land in whole or part not being required by the Babinda Golf Club; and

- Council obtaining Ministerial exemption from tendering provisions in accordance with Section 492(1) (c) of the Local Government Act 1993.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED
19. **YOUNG ANIMAL PROTECTION SOCIETY (YAPS) LEASE. AS: 77-79 19/3/3-22. #188839**

The Young Animal Protection Society Inc. (YAPS) presently lease about 1828m² being part of Council’s freehold Lot 2 on RP739088, such lease being for a term of twenty (20) years and due to expire 30th September 2005.

In accordance with the lease the rental is as follows:

- $761.58 per month based on an interest rate of 13% per annum on the Lessors (Council) contribution in the sum of $65,000.00 to buildings, fixtures and fittings erected or to be erected by the Lessor on the said part or so much thereof as shall from time to time remain owing and secondly the redemption of the said total contribution over the term of the lease.”

In accordance with the lease YAPS are also responsible for rates and charges including water usage, including certain maintenance costs.

YAPS have requested that Council review the present rental situation and have put forward two (2) proposals:

1. Pay out the balance of the money as per the lease but extend the current five (5) years left to run to twenty (20) years; and

2. Council to consider that the buildings have been fully repaid and negotiate an ongoing lease of the land.

The total amount of rental, which has been paid by YAPS over the past 14 years 8 months (to 31/5/2000), has been $134,038.00 and the interest rate has never been varied in accordance with current trends, as the lease was fixed at 13%.

It should also be noted that Council makes a contribution to YAPS in the order of $35,000.00 per annum for operational costs and the current lease allows for an option to renew for a further ten (10) years at the expiration of the present term under the same terms and conditions and at a mutually agreed rental.

The Manager Health Services is agreeable to a review of the rental over the balance of the term based on an interest rate of 7% and the exercise of the option for a further ten (10) years at the expiry of the current term and a further review of the rental at this time.

- Balance of the term from 1/6/2000 – 30/9/2005 is 64 months;
Based on the initial contribution by Council of $65,000.00 over the term of twenty (20) years the monthly repayment is $270.83;

- Based on $270.83 per month over the balance of the term (64 months) @ 7% pa the monthly repayment would be $325.30, a saving of $426.28 per month ($5235.00 per annum) to YAPS.

**RECOMMENDATION:**

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“That Council advise the Young Animal Protection Society Inc. that it approves a reduction in the lease rental over the balance of the current term based on an interest rate of 7%, the new rental being $325.30 per month.

Furthermore the Society be advised that subject to Clause 41 of the current lease and at the expiration of the current term that they should exercise the option to renew for a further ten (10) years at a mutually agreed rental at the time.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED

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20. **PROPOSED LOCALITIES NAMES. PDS 1/3/31-01. #188885 80-98**

**Introduction**

The “Localities” Project was a Department of Natural Resources initiative, based on the Australia wide program of Bounded Administrative Areas to remove duplication of postal and residential addresses.

Cairns City Council was invited to provide a “Proposed Locality Boundary and Names” submission, in accordance with the Place Names Act 1994 Department of Natural Resources would be responsible for the Public Consultation Phase.

This process was completed in January 1998 with Council adopting the recommendation of the Localities Steering Committee Report (refer attached).

The Department of Natural Resources completed the Public Consultation Phases and correspondence was received in February 2000 (refer attached) with details of public response.
Comments

Summary of Public Submissions

Letter from S. Pratt outlines their concern that their address becomes Portsmith.

- Changing to an industrial suburb could pre-empt Council approving industrial changes in a residential area.
- Concerns over letter heads and private address changes.
- This might not happen in more prestigious area of Cairns.

Letter from Michele Creecy

- Concern for disappearing heritage of Cairns.
- Enlarge area to include older streets, balance size and emergency access clarity.
- Older type houses are predominant and define the area’s character.
- Address the imbalance of residential property in Bungalow by enlargement.
- Property values would decline with realignments.

Map for your Information

As a result of further discussion with Mr Hunter (DNR) the following Maps are provided for your information.

- Map of City of Cairns identifying Proposed Locality Boundaries and current Divisional Boundaries as submitted to the Department of Natural Resources for Public Consultation (Refer attached Localities Steering Committee Final Report and Cairns City Council Recommendations)
- Map of City Central identifying current concerns of Bungalow, Portsmith, Westcourt Localities identifying the Proposed Locality Boundaries and current Divisional Boundaries.

The Guidelines

The guidelines for the establishment of Localities was based on the whole of the Australia focus, with a complete blank coverage of bounded designated Administrative Areas for all Interested Bodies to use (eg Local Authorities, Essential Services- Police, Ambulance, Fire etc, State and Federal Agencies). This would remove the complication of duplication of Locality Title and add the option of a unique attributites for future postal / residential address.

- The current situation with the “Whole of State” Project is expected to have approximately 100 of the 130 Local Authorities scheduled to be
completed by the 30\textsuperscript{th} June 2000. The Northern Region is expected to have 12 of the 15 Local Authorities completed.
Feature Names

No Historical, Local or District Feature Names are to be disregarded or lost but to be categorised as Feature Names and listed with the Department of Natural Resources accordingly.

A list of some “Cairns City Council” Feature Names are provided Admiralty Island, Hambledon, Little Mulgrave, Russell Heads, Green Hill, Bessie Point, Jungara, Crystal Cascades, Glen Boughton.

Existing Suburbs

Concern is raised in distinguishing between Existing Suburbs and a Locality. If the decision to include Bungalow as a Locality is made then the argument to include or exclude others needs to be considered.

Neighbourhoods

An option that Council may consider, is to utilise the classification of Neighbourhood, where in the case of Bungalow, a formal request be made to the Department of Natural Resources, for this classification to be applied (eg Neighbourhood of Bungalow within the Locality of Portsmith and Westcourt). This would require no Boundary changes to the proposal submitted by Council and allow due process of Gazettal of Proposed Locality Boundaries to proceed. Advice recently received from the Department of Natural Resources indicates opposition to this, as there is concern about the duplication of Locality and Neighbourhood type classifications.

Similar issues also exist with the present gazetted suburb of Glen Broughton and the direct approach by residents to the Department of Natural Resources for Glen Broughton to remain as a Place Name.

Options

1. Item 6 – the reclassification of the existing Suburb of Bungalow and Glen Broughton to the Neighbourhood of Bungalow within the Locality of Portsmith and Westcourt and the Neighbourhood of Glen Broughton within the Locality of Trinity East.
2. Bungalow to be gazetted as a Locality as per attached Map with the associated boundary changes to Westcourt, Parramatta Park, Portsmith.
3. No Changes be instigated as there has only been two objections from the Public Consultation Process from the whole of the City of Cairns
4. Glen Broughton to be classified as a Feature Name as registered as such with the Department of Natural Resources.
RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMCA)A

“That the Department of Natural Resources be advised that the Localities approved by Council in January 1998 be confirmed subject to:

- The existing suburb of Glen Broughton being reclassified as a “Feature Name.
- That the existing locality name of Bungalow be retained for the area bounded by the western boundary of Lot 750 CP912877 being the western boundary of the Cairns Show Association precinct from Mulgrave Road south across Quigley Street and Scott Street to Spence Street then northeast along Spence Street to the Fearnley Street drain then southeast along this drain to Hartley Street, southwest along Hartley Street to the Chinaman’s Creek drain then in a northerly direction along this drain to Mulgrave Road then generally in an easterly direction along Mulgrave Road to the point of commencement as per the attached map.”

SECONDED BY COUNCILLOR GILL AND CARRIED

21. DEVELOPMENT BUREAU OF HINCHINBROOK AND 99-100 CARDWELL SHIRES INC – REQUEST FOR FUNDING. BAO 1/54/4-01. #189146

Introduction

The Queensland Regional Business Advisory Service Scheme, through the Department of State Development, has provided funding over three years for the provision of a Business Advisor in the Townsville to Cairns region.

For funding of the service to continue for the period 1/10/2000 to 30/9/2001, there needs to be local funding to part match the Queensland Government contribution.

A contribution of $8,025 for this period is being sought from Hinchinbrook Shire, Cardwell Shire, Johnstone Shire and Cairns City Council.

The Development Bureau advises:

- The new Regional Business Advisor, Sheila Lawler, commenced in December 1999 and has been very active in the region. Sheila has worked closely with the Cassowary Coast Development Bureau, local Chambers of Commerce and small business operators.
- With the current difficulties in the local rural economy, rising interest rates and the impact of the GST, it is anticipated that many small businesses may need assistance and support in the coming twelve months.
Comments

Council has provided funding and assistance in kind to various organisations/agencies in recent years eg CREDC, Chamber of Commerce, Cassowary Coast Development Bureau etc.

There is a need to centralise energies and direction for economic development and the Mayor is coordinating an approach in this regard. With this strategy being put in place, it is deemed that there is no beneficial need for Council to provide one-off payments to organisations such as this Development Bureau, but to channel any funding deemed appropriate and necessary into an overarching body (once developed).

RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(GMCA)

“That the Development Bureau of Hinchinbrook and Cardwell Shires Inc be advised Council is unable to provide funding as requested.”

SECONDED BY COUNCILLOR GILL AND CARRIED

22. REVIEW OF EXTERNAL FUNDING AND GRANTS. BAO: 101-158
1/3/21-01. #189283

Introduction

At the Council meeting of 22\textsuperscript{nd} May 2000, it was resolved:

“That a review of all external funding for grants and financial support from Council be undertaken and that a proposed policy and guidelines for any grants and financial support be prepared for the deliberation of Council”.

Copies of grants of financial support for various avenues of Council are enclosed from the past two(2) years to give Council an idea of the types and quantum of financial support given.

Some areas have strict guidelines and policy eg.

- Sport & Recreation Grants
- Arts & Cultural Development
- Community Development

and have advisory assessment panels which make recommendations to Council.
Council also has a policy on resource agreements for events or projects such as the Reef Festival where certain criteria is required eg. a report after the event, accountability requirements with copies of the audited financial statements, sponsor recognition and expected targets and outcomes.

Some funding has been made on a very ad hoc basis with no real criteria followed and no acquittal requirements.

**Comments**

It is timely to implement policy guidelines for the types of funding provided by the Council not presently covered by guidelines.

Councillor Sheppard in liaison with Councillor Blake has provided a draft policy for consideration. Also enclosed for perusal is a copy of the current guidelines for financial assistance grants for:

- Sport & Recreation
- Arts & Cultural Development
- Community Development

**Consideration**

This report is provided to get some feedback with a view to a small team then developing a proposal for Council’s consideration.

**RECOMMENDATION:**

(COUNCILLOR SHEPPARD MOVED:)

"1. That the report be noted.

2. That the General Manager City Administration co-ordinate a workshop between appropriate officers (Peter Sibree to be included) and the Finance and Administration Committee.”

3. That a policy with guidelines on grants and financial support from Council be developed and presented for consideration of Council at the earliest time."

**SECONDED BY COUNCILLOR BONNEAU AND CARRIED**
Introduction:

The Little Mulgrave Rural Fire Brigade (voluntary organisation) is seeking assistance to construct a fire station to house and secure the fire truck and associated equivalent used by the Brigade members to effectively protect the community and the natural environment from the threat of fire. The area of responsibility of this Brigade is west of Gordonvale and consists of rural and rural residential properties.

Preamble:

The Rural Fire Service has arranged for a lease over suitable land to construct the shed and is also contributing $5,000 to the project.

This structure is part of the overall project to suitably equip the Brigade with appropriate resources to allow it to effectively protect the community from the dangers of bush and forest, grass and structural fires.

The overall project to be undertaken by the Brigade is:

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of fire truck</td>
<td>$11,400</td>
</tr>
<tr>
<td>Purchase of equipment</td>
<td>$3,580</td>
</tr>
<tr>
<td>Construction of shed to house truck &amp; equipment</td>
<td>$18,150</td>
</tr>
<tr>
<td>Construction of amenities</td>
<td>$8,150</td>
</tr>
</tbody>
</table>

**Total Project Cost** $41,280

It is intended that the overall project be funded as follows:

- Purchase of truck: Fund raising by the local community – completed
- Purchase of equipment: Fund raising by the local community – completed
- Survey of land for shed: Rural Fire Service grant
- Property lease: Rural Fire Service grant
- Construction of shed: Rural Fire Service grant and Cairns City Council grant
- Construction of amenities: Fund raising by the local community

**Amount of Grant Sought:**

The amount of grant sought from Council is $13,150.
Budget Items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Value</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of truck</td>
<td>$11,400</td>
<td>Community Funding – completed</td>
</tr>
<tr>
<td>Purchase of equipment (1)</td>
<td>$2,480</td>
<td>Completed</td>
</tr>
<tr>
<td>Purchase of equipment (2)</td>
<td>$1,100</td>
<td>From existing funds</td>
</tr>
<tr>
<td>Survey of land for shed (1)</td>
<td>Not known</td>
<td>Rural Fire Serve grant</td>
</tr>
<tr>
<td>Construction of shed (1)</td>
<td>$13,150</td>
<td>Cairns City Council grant</td>
</tr>
<tr>
<td>Construction of shed (2)</td>
<td>$5,000</td>
<td>Rural Fire Service grant</td>
</tr>
<tr>
<td>Construction of amenities</td>
<td>$8,150</td>
<td>From existing funds</td>
</tr>
</tbody>
</table>

Proposed Source of funds – summary:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community fund raising</td>
<td>$23,130</td>
</tr>
<tr>
<td>Cairns City Council</td>
<td>$13,150</td>
</tr>
<tr>
<td>Rural Fire Brigade</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

Comments:

This organisation is voluntary and carries out a service to the community in times of danger. It is noted that the Rural Fire Service is not providing much funding yet Council is being requested to provide more than double that of the Rural Fire Service. It is noted $23,130 has been raised by the organisation from the community which is commendable. It is suggested that Council offer to fund $8,150 of the amount requested. It is felt there should be avenues to obtain the remaining $5,000 required.

RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(GMCA)A

“1. That Council provide funding of $8,150 towards the cost of building a shed for Little Mulgrave Rural Fire Brigade.

2. That the Brigade be advised that funds are to be acquitted in accordance with Council’s guidelines.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED
24. **FEES AND CHARGES SCHEDULE. 2000/2001.** MH: 17/41/5-01 161-231 188386

The attached schedule outlines fees & charges proposed by Council Managers, for the 2000/2001 financial year. The schedule has been prepared in accordance with ACCC pricing guidelines. The majority of fees have been increased by a uniform CPI rate of 3% with all price changes being fully documented. A publication from the Local Government Association of Queensland, (The GST Ready Reckoner) was utilised to determine the GST status of each fee and charge. This publication provides interpretations of Division 81 and its application to Local Government. Division 81 provides a list of fees, charges and Australian taxes which the Treasurer has determined to fall outside the GST legislation.

The first column of the schedule contains a reference number to the LGAQ GST Ready Reckoner. This reference number provides supportive reasoning for the GST status of each fee.

The second column relates to a receipt code pertaining to the Authority receipting system. This code links to a general ledger number which revenue is budgeted against. The receipt code will have a tax code attached to it, and therefore revenue receipted to a particular code will inherit that receipt code’s GST tax status.

Column three reflects the unit or quantity of each fee.

Columns four (4) and five (5) relate to the applicable fee for 1999/2000 and any minimum fee or surcharge which may have applied.

Column six (6) and seven (7) display the proposed fee for 2000/2001. The fee rates are shown inclusive of GST, where GST is applicable.

Columns eight (8) to twelve (12) display the GST status of each fee. “GST Tax on Base Rate” contains the amount of GST included in the 2000/2001 fee price. If a fee or charge has been classified as GST Free or Input Taxed specifically under the legislation, a tick has been placed in the appropriate column. Fees classified as “Division 81 – No GST” depicts the statutory provisions under which the fee is charged. This Act must be included on the Treasurers Division 81 release. The last column of “Not Subject to GST” is used for items such as refundable bonds and deposits, which do not constitute a taxable supply.
All GST Taxable fees have been increased by at least 10% in order to eliminate erosion of Councils revenue base, except for Regulated Parking fees. Parking fees, including Metered Parking and Off Street Parking, have not been increased to take account of the GST. The fee rate is currently set in a local law, which is now under review. Manager of City Administration David Lawson is presently working to have the local law amended.

RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(MFS)A

“That Council adopt the Fees & Charges Schedule for 2000/2001 as attached, and note that the GST status of fees & charges will be subject to legislative change, pending further amendments to Division 81.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED

Executive Summary

All Development Assessment Fees and Charges with the exception of the Environmentally Relevant Activities have been adjusted, mainly for the 3% CPI increase. Several other Fees and Charges have been allowed to more accurately reflect the work involved in processing applications. The majority of the fees and charges are exempt from the GST because they are required under other legislation, namely the Integrated Planning Act and the Environmental Protection Act, however a couple of fees have increased because of the GST.

It is recommended that the Development Assessment Fees and Charges Register 2000/2001 be adopted by Council.

Changes to Fees

Table 1 – Reconfiguring a Lot

- A - Minor – Has been amended to included Part (c) “Creation of an Access Easement”, as this is a form of Reconfiguration under the Integrated Planning Act. Also the fee has increased from $460.00 to $500 to reflect the work involved in processing an application of this type plus the 3% CPI to $515.00.
• B - Small, C Medium, D Large – has been re-organised to accurately reflect the extent of work involved in processing and assessing the application. All fees for Reconfiguration are now based on a per lot rate. The rates have changed in the following ways:

- Small was $560/application now $250/lot
- Medium was $160/lot now $180/lot
- Large was $160/lot now $100/lot

• Reconfiguring a Lot involving a constraint – an additional constraint has been included being “prescribed land and or referral coordination required”, this is to reflect the additional work involved in processing these applications. The fee for all constraints has only been increased by the 3% CPI to $515.00

• Reconfiguring a Lot considered minor or ancillary is a new fee of $200.00 which has been added to Table 1, Table 2 Material Change of Use – Code Assessment and Table 3 Material Change of Use – Impact Assessment. Applicants can request an application be considered minor or ancillary pursuant to Section 6.1.35 of the Integrated Planning Act and this fee reflects the additional work in processing such an application.

• Reconfiguring a Lot and New Road – This fee was in the 1999/2000 Fee Schedule, however no fee was required. The new fee of $250.00 reflects the engineering assessment required when new roads are proposed.

Table 2 – Material Change of Use – Code Assessment

• All fees have been increased by the 3% CPI.

• A – Small – Agriculture and Forestry uses have been removed from the table as these two uses are not Code Assessment, in the Planning Scheme.

• C – Large – Two new uses have been included, Crematorium and Licensed Brothel. Crematorium was previously omitted from the Fee Schedule. Licensed Brothels are as defined by the Prostitution Act 1999, which comes into force on 1 July, 2000.

Table 3 – Material Change of Use – Impact Assessment

• A – Minor – The fee has been increased by $35.00 + 3% CPI to now be $550.00. Also a new use has been included which was previously omitted namely, Family Day Care. Note that the increases have been minor as these uses are considered to be a community service
and therefore the fee charged does not accurately reflect the work involved.
• A (1) – Minor – The fee has been increased by $40.00 + 3% CPI to now be $400.00. Note that the increases have been minor as these uses are considered to be a community service and therefore the fee charged does not accurately reflect the work involved.

• B - Small, C – Medium – fees have been increased by the 3% CPI.

• D – Large – The fees have been increased by the 3% CPI – new uses have been added. These include Animal Husbandry (part), Flammable Industry <200m² GFA, Licensed Brothel, Noxious Offensive and Hazardous Industry <200m² GFA, Flammable Industry, Noxious Offensive and Hazardous Industry were uses included in E – Major, however for small premises the fee of $7,000.00 was seen as excessive. Therefore small premises <200m² GFA have been included in the D – Large category.

• E – Major – The fee has been increased by the 3% CPI, in accordance with the above Flammable Industry and Noxious Offensive and Hazardous Industry >200m² GFA are retained in the E – Major category.

Table 4 – Signs and Permits

• All fees have been increased by the 3% CPI.

Table 5 – Environmentally Relevant Activities

• All of these fees are set by the Environmental Protection Act and therefore have not been changed.

• (7) – Application to Transfer of Licence – is the only change from $150.00 to $50.00 as this is as is stated in the Act.

Table 6 – Devolved ERA Annual Fees

• All of these fees are set by the Environmental Protection Act and therefore have not been changed.

Table 7 – Miscellaneous

• All fees/charges have been increased by the 3% CPI.

• b - Planning and Development Certificates.

  - Standard Certificates have also been increased by $115.00 to $310.00 so that the fee more accurately reflects the work involved.

• c – Modification or Cancellation
ii – the minimum charge has also been increased by $200.00 to $310.00, so that it more accurately reflects the work involved in processing such an application.

iii – this section is new having combined two sections from the 1999/2000 fee schedule which will eliminate confusion which existed. A new maximum fee of $1,500.00 has also been included.

• f – Public Notification Signs, g – Professional Reports – These charges have increased by the 3% CPI. Because these fees are not a direct requirement of the Integrated Planning Act, they attract the GST and therefore they have also increased by 10%.

Table 8 – Planning Publications

• All fees/charges have been increased by the 3% CPI.

• d – Development Manual, e – Environmental Reports and h – Development Application Documents – these charges have increased by the 3% CPI. Because these fees are not a direct requirement of the Integrated Planning Act, they attract the GST and therefore they have also increased by 10%.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(MFS)A

“That the report be noted and form part of the Fees and Charges Schedule Report presented to this Committee Meeting.”

SECONDED BY COUNCILLOR SHEPPARD AND CARRIED

26. REGULATED AND OFF STREET PARKING FEES. DL: 236-238 1/11/2-08 #188537

Introduction

The current fees for off street parking and regulated parking are set within the current Local Law Policy No. 5 (Regulated Parking) as follows:
- off street parking at the Lake Street Parking Station - 0.50 cents per hour (Schedule 4)
- off street parking at Grafton Street car park - $2.00 per entry (Schedule 4)
- paid parking in the traffic area except off street regulated parking – 20 cents per half hour (Clause 5 (d))

Whilst the fees are listed within the fee schedule each financial year, they can only be changed as part of the Local Law policy review. Advice is that the Department does require the fees to be listed and advertised as part of the local law process. The introduction of the GST is also expected to have an impact on the current fees. Confirmation of the imposition of GST on regulated parking fees has not as yet been received. This report assumes that GST will be applied to these fees.

**The Need**

The current Parking Strategy being undertaken by GHD, whilst only a draft, does recommend an immediate increase to the regulated parking fees to 0.50 cents per hour.

**The Project**

As both the regulated and off street fees are contained within Local Law Policy No. 5 (Regulated Parking) it will be necessary to proceed within the framework of the local law process to reflect any changes. This process can take from 6 to 8 weeks dependent on the resources of the Department of Local Government. This will also allow for the changes to be advertised for public comment. (21 days)

Based on the recommendations of the draft parking strategy in relation to regulated parking fees and the imposition of GST, it is recommended that Council commence the local law process to amend the regulated parking fees to that of 50 cents per hour (increase from 40 cents).

The fee for regulated parking (on street) has remained unchanged at 40 cents per hour for the last 11/12 years. With the backing of the draft strategy, the inflationary changes over the last 11/12 years, there appears justification for an increase in the fee, which would overcome any concerns in relation to any increase over the 10% margin allowed for GST.

The purpose of this report is to identify the proposed changes and process involved as Council will have the ability to review the proposed fees at a later date as part of the process of amending the local law and associated policy. (The name “Local Law Policy” has now been changed to “Subordinate Local Law”).

For council’s information, below is a list of regulated parking fees for southern centres:
• Townsville – 60 cents per hour with 8 hour meters having a charge of $2.00.
• Toowoomba - 40 cents per hour in CBD and 20 cents per hour outside CBD area.
• Brisbane – ranges from 60 cents per hour to $2.00 per hour dependent on location.
• Rockhampton – meters removed

It is proposed that the fee for the Lake Street Parking Station and Grafton Street car park remain unchanged.

Lake Street Parking Station – 50 cents per hour
Lake Street Parking Station - $15.00 per week Permanent Card Holder
Lake Street Parking Station - $20.00 per week Reserved Parking Bay

Grafton Street car park - $2.00 per entry

The GST associated with these fees is estimated to be $18,000 per annum based on the projected actual for off street parking for the 1999/2000 financial year. It is anticipated that this will be absorbed by Council and will be offset by the increase for the regulated parking (on street) fee. There is also scope to encourage more use of the Lake Street Parking Station by not changing the parking fee. This would also help offset the GST.

Other changes to be made to the Local Law and Subordinate Local Law will be:

• deleting reference to maps in schedule 3 – not required under the new Traffic Operations (Road Use Management) Act 1995 (TORUMA)

• deleting reference in the local law to the Traffic Act and reviewing penalties for parking infringement notices for the various offences.

Any proposed changes will be subject to a further report to Council as part of the Local Law making procedures.
RECOMMENDATION:

COUNCILLOR SHEPPARD MOVED:

(MAS)A

“1. Council notes the report.

2. Council authorises officers to commence the review of Local Law No.25 (Regulated Parking) and Subordinate Local Law No 5 (Regulated Parking) encompassing an increase in the regulated parking (on street) fee to 50 cents per hour and no change to the off street parking fees.”

SECONDED BY COUNCILLOR GILL AND CARRIED

27. CITY ADMINISTRATION – MONTHLY REPORT – MAY, 2000. 239-245
BAO 1/3/18-01. #188647

A detailed report for May, 2000 was presented by the General Manager of City Administration.

RECOMMENDATION:

COUNCILLOR BONNEAU MOVED:

(GMCA)

“That the report be noted.”

SECONDED BY COUNCILLOR GILL AND CARRIED

28. ENVIRONMENTAL PROTECTION POLICY (EPP) (WATER) 246-248
MEMORANDUM OF UNDERSTANDING. BAS 18/46/2. #188374

Withdrawn at the request of Officers.

29. FINANCIAL STATEMENTS PERIOD ENDED 26TH MAY 2000 249-260
DM.17/49/8-01. #188817

A detailed report on the financial statements for the period ending 26th May 2000, was presented for the Committee’s consideration.
RECOMMENDATION:

COUNCILLOR GILL MOVED:

“That the financial statements for the period ended 26 May be noted.”

SECONDED BY COUNCILLOR BONNEAU AND CARRIED

30. REMUNERATION TO COUNCILLORS. BAO 1/28/1-01. #186218 261-269

In accordance with Section 237 of the Local Government Act 1993 a local government may by resolution authorise the payment or provision of remuneration to a Councillor of the Local Government.

In accordance with Section 465 of that Act a resolution authorising the payment or provision of remuneration to Councillors of a local government may be passed only if notice has been given of the proposed resolution.

Proposal

Following is a proposal for Cairns City Council for the consideration of the committee as a recommendation to Council.

RECOMMENDATION:

(GMCA)

COUNCILLOR BONNEAU MOVED:

“That the following proposed resolution be considered at a Special Meeting of Council to be held on Tuesday, 8th August, 2000:

A. Pursuant to Section 237 of the Local Government Act 1993 (as amended), Cairns City Council hereby resolves to adopt the following basis for remuneration for the Mayor, Deputy Mayor and Councillors to commence from 1st July, 2000 and be effective for the term of office of the Council:

1. Remuneration shall be paid to Cairns City Council Elected Members for their service as Elected Representatives, members of Council’s Standing and Special Committees, and office bearers of the Local Government. Such remuneration shall be benchmarked to the remuneration paid to Members of the Queensland Legislative Assembly as follows:
2. In addition to the remuneration as fixed, and in recognition of the additional time spent in completing statutory requirements of office, attendance at various community functions and meetings and the like, and in recognition on the office holder in respect of out of pocket expenses, additional benefits be made available to Councillors on the following basis:

Mayor: Fully maintained Class 3 vehicle for full and unrestricted use or an allowance of $12,000 per annum as consideration for using their private vehicle in carrying out the duties.

An allowance of $10,000 per annum to fulfil the additional responsibilities of office and the costs of serving the Council.

A fully maintained mobile phone will be provided.

50% payment of private home telephone expenses.

Deputy Mayor: Fully maintained Class 2 vehicle for full and unrestricted use or an allowance of $8,000 per annum as consideration for using their private vehicle in carrying out the duties.

An allowance of $5,000 per annum to fulfil the additional responsibilities of Office and the costs of serving the electorate.

Committee Chairperson: An allowance of $3,000 per annum to fulfil the additional responsibilities of Office and the costs of serving the electorate.

Councillors: (Other than Mayor, Deputy Mayor and Committee Chairpersons).

An electoral allowance of $2,000 per annum to fulfil the extra responsibilities of Office and the costs of serving the electorate.

An amount of $125.00 per month be provided to all Councillors (other than the Mayor) to cover part of the cost of personal mobile phone/fax/emails and associated telephone connections.
A transport allowance be provided to Councillors for use of their personally owned vehicles to partly compensate for cost and associated depreciation on their vehicles based on the size of the Division and distance from the Council Chambers as follows:

<table>
<thead>
<tr>
<th>Division</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division 1</td>
<td>$250.00 per month</td>
</tr>
<tr>
<td>Division 2</td>
<td>$166.00</td>
</tr>
<tr>
<td>Division 3</td>
<td>$166.00</td>
</tr>
<tr>
<td>Division 4</td>
<td>$125.00</td>
</tr>
<tr>
<td>Division 5</td>
<td>$125.00</td>
</tr>
<tr>
<td>Division 6</td>
<td>$125.00</td>
</tr>
<tr>
<td>Division 7</td>
<td>$125.00</td>
</tr>
<tr>
<td>Division 8</td>
<td>$125.00</td>
</tr>
<tr>
<td>Division 9</td>
<td>$166.00</td>
</tr>
<tr>
<td>Division 10</td>
<td>$166.00</td>
</tr>
<tr>
<td>Division 11</td>
<td>$166.00</td>
</tr>
<tr>
<td>Division 12</td>
<td>$166.00</td>
</tr>
</tbody>
</table>

The exception will be the Division represented by the Deputy Mayor, which is dealt with separately in Section A Clause 2.

**Note:**  
*Class 3 vehicle – Statesman or equivalent*

*Class 2 vehicle – Berlina or equivalent*

3. The remuneration fixed above will be all inclusive and no additional remuneration will be payable for sick leave, annual leave, or any other benefits otherwise applicable to employees other than Superannuation as provided for in Clause 5 hereunder.

4. The remuneration fixed above will be effective from 1\textsuperscript{st} July, 2000 and will be payable in 26 equal fortnightly instalments, subject to the provisions of Clause 6 hereunder.

5. Elected Members will be entitled to superannuation benefits on the same terms as Local Government employees, subject to the provisions of the Local Government Act 1993.

6. Where Councillors absent themselves from three consecutive duly convened meetings of the Council without obtaining the prior leave of the Council they will be required to show cause to the Council as to why their remuneration should not be suspended for the period of the absences. The Council will have power to suspend payment of a Councillor’s remuneration where in its opinion insufficient cause is deemed to have been shown.
B. That the reasons for adopting the above principles are:

1. Cairns City Council Elected Members are called upon by the demands of their office to attend civic duties requiring a commitment on their time equivalent, or average, to at least standard working hours.

2. The Council considers that the calling of local government councillors requires, by its very nature, extensive evening and weekend work to service the community’s requirements.

3. Cairns City Council Elected Members are called upon by the demands of their office to attend to civic duties on up to a full-time basis.

4. The Council considers that the calling of a Cairns City Councillor is related to that of a Member of Legislative Assembly of Queensland and assesses that relationship to be equivalent to 50%, with the calling of the Mayor equivalent to 100% of that of a Member of the Queensland Legislative Assembly.

5. The Council considers that the calling of the Cairns City Deputy Mayor is also related to that of a Member of the Queensland Legislative Assembly and assesses that relationship to be equivalent to 60%.

6. The Council considers that the role of the Committee Chairperson should be acknowledged as more demanding than an ordinary member and thus assesses the calling to be equivalent to 55% of that of a Member of the Queensland Legislative Assembly.

**Travel/Sustenance Expenses when away from the District**

**Purpose**

The purpose of this expense is to reimburse the Mayor and Councillors for expenses incurred in relation to matters such as taxi fares, out of pocket expenses such as laundry, telephone/fax expenses and sustenance (other than breakfast) incurred by them in performing their function as Councillors whilst attending conferences, seminars and deputations as authorised by Council at a location outside of the region. It recognises disruption to personal life and business by being away from the region.

**Principle**

The principles by which the daily expenses have been calculated are based upon a conservative estimate of cost for reimbursement to the Mayor and Councillors for taxi fares, sustenance (other than breakfast), telephone/fax expenses and out of pocket expenses such as laundry expenses.
Amount

The amount of the reimbursement is based on the foregoing principles and is assessed as the daily amount for each authorised day of the approved activity which would be: $175 per day.

SECONDED BY COUNCILLOR GILL AND CARRIED

31. CAMPING FEES – BOULDERS CAMPING GROUND IL 1/58/10- 01. #190042

Issue:

Camping Fees at the Boulders Camping Ground.

Background:

Council operates an overnight camping ground adjacent to the Boulders Babinda. Currently it costs Council in the vicinity of $11,000.00 per annum to collect fees, cleanse the ablutions and mow the grounds. This work is undertaken by way of contract employee. The revenue received for the 1999/2000 year as at 6 June 2000 $1,495.00.

Proposal:

In order to reduce costs for Council it is proposed to abolish the camping fees at this site as from 1 July, 2000. This will reduce the need to collect and handle fees as well as check the camp ground daily.

There are no National Competition Policy implications for this proposal as there are no camping / caravan parks in Babinda.

The following table demonstrates the project savings against loss revenue for the management component (this includes asset maintenance).

<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Revenue (est)</td>
<td>$1,586.00</td>
<td>$ nil</td>
</tr>
<tr>
<td>Expenditure</td>
<td>$20,411.00</td>
<td>$10,000.00</td>
</tr>
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</table>

Estimated Savings $10,411.00

The savings proposed equate to a reduction in the current contract hours a saving of $5,347.00 and a reduction in maintenance associated with the site of $5,064.00.
It should be noted that this proposal as tabled is an interim measure to resolve in part what is deemed to be an uneconomical enterprise with no community service obligation and one which should be implemented prior to 1 July 2000.

A more detailed report on the future management and opportunities for the Boulders Camp Ground is to be tabled as part of an overall report on Council’s five camping grounds / caravan parks schedule to come before Council in early July, 2000.

**RECOMMENDATION:**

COUNCILLOR BONNEAU MOVED:

(MP&RS)A

“That the Boulders Camping Ground attract no camping fees as from 1 July 2000.”

SECONDED BY COUNCILLOR GILL AND CARRIED

32. POLICY & PROTOCOL – CONFERENCE/MEETING ATTENDANCE - COUNCILLORS

This Policy gives guidelines for conference attendance by Councillors:

**IDENTIFICATION OF CONFERENCE/MEETING:**

How is a conference/meeting listed for consideration? Prospective attendee to prepare a report to Finance & Administration Committee for approval giving details of benefits to Cairns City Council, and details of the budget which will include the preferred method of travel.
Guidelines for nominating a Conference/Meeting: Must have a direct relationship to an operational area of Council.

Attendance by Councillor: Must be supported by relevant Council Department’s Manager, CEO or Mayor. May be approved by the Mayor in special circumstances.

WHO ATTENDS:

What is the basis for nomination: Member of relevant Committee, and/or involved in associated internal or external committee or reference group.

Guidelines for nomination: Nominee has professional background or expertise in the area; Must be a demonstrable benefit to the ratepayers of Cairns.

CONFERENCE EXPENSES:

From which budget are funds allocated: Relevant Council Committee.

Expenses to be paid by Council? Conference Registration fees; accommodation; breakfast; economy air fare (upgrade at own expense).

Daily reimbursements to attendee? $175.00 per day when out of the region.

Region is defined as:
East of a line drawn connecting the Lynd Junction and Laura to south of a line connecting Laura and Cooktown (but excluding Cooktown).
North of a line connecting Lynd Junction to Ingham (including Ingham).
Finance & Administration Committee, when considering application, to make a recommendation on quantum of the daily reimbursement allowance

**SUBSEQUENT REPORTS:**

How does Council benefit from attendance at conferences?

Attendee to prepare and table a report to relevant Council Committee*

* Report to include:
  (i) Summary of conference
  (ii) Recommendations."

**RECOMMENDATION:**

COUNCILLOR GILL MOVED:

(GMCA)A “That the proposed Policy & Protocols for conference/meeting attendance of Councillors be adopted.”

SECONDED BY COUNCILLOR BLAKE AND CARRIED ON THE CASTING VOTE OF COUNCILLOR BLAKE.

**GENERAL BUSINESS**

**AUSTRALIAN LOCAL GOVERNMENT WOMEN’S ASSOCIATION CONFERENCE**

COUNCILLOR BONNEAU MOVED:

(GMCA)A

“That Council accept the Australian Local Government Women’s Association Conference as a standard conference of Council, as is the North Queensland Local Government Association, the Urban Local Government Association and the Queensland Local Government Association.”

SECONDED BY COUNCILLOR GILL AND CARRIED
ATTENDANCE OF NORTH QUEENSLAND SPORTS FOUNDATION MEETING BY CR MARGARET COCHRANE TO BE HELD IN TOWNSVILLE ON 7 JULY 2000

COUNCILLOR BONNEAU

(MP&RS)A

“That Councillor Cochrane be authorised to attend the next meeting of the North Queensland Sports Foundation meeting, as Council’s representative, to be held in Townsville on 7 July 2000, with the costs of return airfare and daily reimbursement being $622.80.”

SECONDED BY COUNCILLOR SHEPPARD AND CARRIED

The Chairman invited questions from the gallery.

The Meeting closed at 5.58 p.m.