CAIRNS CITY COUNCIL

MINUTES

MEETING: WORKS & SERVICES & PUBLIC AREAS COMMITTEE

WEDNESDAY, 23rd May 2001

PRESENT: His Worship the Mayor, Councillor K Byrne
Councillor T James (Chairman)
Councillor P Gregory
Councillor J Pezzutti
Councillor D Ford
Councillor P Freebody

APOLOGY: Councillor M Cochrane

OFFICERS:
D Farmer  Chief Executive Officer
J Hawkes  General Manager City Works & Services
B Smyth  General Manager Cairns Water
J Howard  General Manager Corporate Strategy
G Pegoraro  Acting Manager Project Services
I Lindsay  Manager Precincts & Facilities
G Schofield  Manager Media & Public Relations
C Bray  Sport & Recreation Development Officer
A Peut  Recreation Development Officer
P Sibree  Executive Assistance to the Mayor
B Mitchell  Team Leader Precincts & Facilities
C Cresswell  Secretary

OBSERVERS: Councillor F Lindsay
Councillor J O'Brien
Councillor M Gill
Councillor A Sheppard
1. PROJECT SERVICES MONTHLY REPORT – APRIL 2001

George Pegoraro: GC : 1/58/9-02: 297118

RECOMMENDATION:

FORD / GREGORY

That this report be noted.

carried

2. PRECINCTS & FACILITIES MONTHLY REPORT FOR APRIL 2001

Ian Lindsay : #297157

RECOMMENDATION:

FORD / PEZZUTTI

That this report be noted.

carried

Councillor Freebody arrived.

2A. REDLYNCH COMMUNITY FACILITIES PRECINCT

Linda Kirchner 8/24/7-01

RECOMMENDATION:

BYRNE / FORD

That Council’s Strategic Planners investigate the possibility of earmarking funding in the 2001/2002 budget to provide for a Master Plan for the Redlynch Community Facilities Precinct.

carried
3. WASTE MANAGEMENT REPORT FOR APRIL 2001
   RECOMMENDATION:
   GREGORY / PEZZUTTI
   That this report be noted.
   carried

4. TECHNICAL SUPPORT SERVICES MONTHLY REPORT FOR APRIL 2001
   RECOMMENDATION:
   FORD / PEZZUTTI
   That this report be noted.
   carried

5. MAINTENANCE & CONSTRUCTION MONTHLY REPORT FOR APRIL 2001
   RECOMMENDATION:
   FREEBODY / GREGORY
   That this report be noted.
   carried
6. SIGNAGE – EAST AND WEST WISEMAN ROAD, EDMONTON……..42
Elizabeth Munzenberger : 15/21/1-02 : #288181

RECOMMENDATION:

PEZZUTTI / FORD

1. That Council rename Wiseman Road to Wiseman Road East and Wiseman Road West at the Walker Road junction to clearly delineate between the two segments.

2. The current house numbering should be considered in Wiseman Road East and Wiseman Road West. The lot numbers should also be retained in Wiseman Road East and Wiseman Road West with a view to introducing rural addressing.

3. Council undertake the necessary notifications to relevant authorities and residents.

4. Signage should be installed in accordance with the Manual of Uniform Traffic Control Devices to clarify the eastern and western segments of Wiseman Road, Edmonton.

carried

INTRODUCTION:

At its meeting on 19 July 2000 Council moved that Council Officers prepare a report outlining the steps to be taken to have clear signage on Wiseman Road, Edmonton showing which areas are East Wiseman and West Wiseman Roads.

BACKGROUND:

A small section of Wiseman Road has been closed adjacent to Walker Road, Edmonton. This closure has led to some confusion for residents and visitors to the area.

Wiseman Road, east of Walker Road can be accessed via Mill Road and Wiseman Road, west of Walker Road can be accessed via Hambledon Drive and Walker Road. See the attached locality plan.
COMMENT:

The request for clear addressing in Wiseman Road has been raised on a number of occasions over a period of time. The Divisional Councillor is aware of this on-going issue.

CONSIDERATIONS:

Statutory:

Signage shall be in accordance with the Manual of Uniform Traffic Control Devices.

Policy:

Nil

Financial:

Some costs will be incurred with the installation of the identified signage for the area.

Social:

Re-naming Wiseman Road would clearly delineate between the two segments of Wiseman Road. This in itself would reduce the confusion regarding the appropriate way to access particular properties.

CONSULTATION:

Council would notify the Electoral Office, the Department of Lands – Far North Region, District Police Headquarters, Queensland Ambulance Service, Department of Emergency Services, Telstra, Ergon Energy and Australia Post of any changes to the street addresses. The relevant sections of Council would also be notified. See the attached mailing list for details.

While no consultation is required to undertake the additional signage work it is proposed that some consultation occur following discussions with the Divisional Councillor.

OPTIONS:

1. Each property on Wiseman Road that has been allocated with a house number currently has a unique number for Wiseman Road. These numbers could be retained even if the street name is changed. This would minimise the number of changes for the residents in this area.
2. The properties on the western side of Wiseman Road could be re-numbered, beginning with number 1. This may cause some confusion as some people may not differentiate between Wiseman Road East and Wiseman Road West. Under this option, residents of West Wiseman Road would have to replace the numbers on their houses and/or letterboxes.

3. Alternatively these properties could be re-numbered, beginning at a nominal number of 100 to ensure that each property on Wiseman Road has a unique number. This may cause some confusion as people may try to find the “missing” properties. People may also question the significance of 100 as the starting number. Under this option, residents of Wiseman Road West would have to replace the numbers on their houses and/or letterboxes.

Under all of these circumstances, the street numbers on Wiseman Road East would remain the same. Further, under all of these scenarios, where the lot numbers exist the opportunity should be taken to introduce rural addressing for both Wiseman Road East and Wiseman Road West.

Further to the alteration of street names and/or numbers, Council could install additional signage to clearly delineate the appropriate route for motorists wishing to access Wiseman Road West, via Mill Road, Hambledon Drive and Walker Road. This will incur additional signage but is considered to be the appropriate course of action.

**CONCLUSION:**

It is concluded that Wiseman Road should be re-named to Wiseman Road East and Wiseman Road West at the Walker Road junction to clearly delineate between the two segments of Wiseman Road.

The current house numbering should be retained on Wiseman Road East and Wiseman Road West. The lot numbering should also be retained on Wiseman Road East and Wiseman Road West.

Signage should be installed to guide motorists seeking to access the western segment of Wiseman Road via the appropriate linking roads.
7. STREETSCAPING PROJECT IN CENTRAL BUSINESS DISTRICT,

RECOMMENDATION:

BYRNE / FORD

That:

(i) Council confirm that Grafton Street from Hartley Street to Spence Street be reconfigured and landscaped in line with Option 3 of this report to show the intent of the CBD Streetscape Master Plan;

(ii) this decision be confirmed to Department of State Development.

carried

INTRODUCTION:

CBD Revitalisation funding of a streetscaping project to enhance one city block as a demonstration project has been provided.

BACKGROUND:

Nil.

COMMENT:

A Design Palette for the Central Business District was developed and is incorporated in the CBD Streetscape Master Plan. The Master Plan identifies the different precincts through the CBD and establishes guidelines as to the provision of a consistent approach to streetscape throughout the CBD.

This plan is in draft and feedback from groups is being sought currently.

Its development was funded as part of the CBD Revitalisation Program and funding was provided for some works to occur.

The intention of this project is the implementation of the design palette and guidelines from the CBD Streetscape Master Plan and transform a city block to reflect the intended improvements throughout the CBD through redevelopment.
The extent of work could include:-

(i) reconfiguration of street parking to reflect the street hierarchy;
(ii) establishment of landscaping/streetscaping works;
(iii) addition of street furniture as required;
(iv) ensure street lighting is to standard.

**CONSIDERATIONS:**

**Statutory:**

There is a need to meet the requirements of the Grant Agreement.

**Policy:**

Nil.

**Financial:**

Funding of $200,000 has been provided under the CBD Revitalisation Program funded by the State Government.

There was a requirement for Council to contribute $45,000 and this was provided in the 2000/2001 Budget.

**Social:**

Nil.

**CONSULTATION:**

No consultation has occurred to date but it is intended that property owners and businesses on the selected street will be mailed a copy of the proposed work for feedback.

**OPTIONS:**

The original intent was the upgrade and reconfigurations of Grafton Street from Hartley Street to Spence Street. This will extend the works commenced in Hartley Street adjacent to the Convention Centre.
Other possible street sections that could be considered include:

- Grafton Street – Spence Street to Shields Street (links to Shields Street works)
- Abbott Street – Shields Street to Spence Street (links to Shields Street works)
- Abbott Street – Aplin to Shields (links to Shields Street works)

Streets that are being reconfigured under other projects and should not be considered include:

- Lake Street – south of Shields Street (will link to City Port South in the future)
- Wharf Street – links with City Port works
- Esplanade

**CONCLUSION:**

Funds have been provided to implement guidelines developed for the CBD Streetscape Master Plan.

The preferred street segment is:

- Grafton Street – Hartley Street to Spence Street based on option three but substituting 45° angle parking in front of the Post Office.

Given the expectation to undertake the works as soon as possible the Grafton Street segment is recommended.

8. AEROGLEN ABSEILING AND ROCKCLIMBING

**SITE .................................................................55**

Adam Peut : 10/23/1-09 : #297995

**RECOMMENDATION:**

**GREGORY / FORD**

That Council resolve to call for Expressions of Interest for the contracted management of the Aeroglen Abseiling and Rock Climbing site, to include the development, maintenance, regulation of use and supervision of the site.

*carried*
INTRODUCTION:

Since the completion of an independent report into the site’s potential for multi-use, officers have been investigating options for the ongoing management of the Aeroglen Abseiling and Rockclimbing site. The report determined that the site wasn’t being used to its full potential and required Council’s active involvement to ensure the site provided the maximum community benefit. Until such time, Council has taken a largely passive role in the development and management of the site, with responsibility for same falling on the sole commercial permit holder. General community opinion is that this sense of “ownership” by the operator restricted the use of the site.

BACKGROUND:

In 1998, On the Edge Adventures was awarded a Commercial Recreation Activity Permit to operate at the above site. It was generally accepted that the site could only cater for one commercial operator at any given time so additional operators were excluded. On the Edge Adventures developed the site to cater for commercial abseiling activities and had understandings with particular community groups for use of the site. Over the ensuing years, Council fielded a number of complaints from potential commercial and non-commercial users who claimed the site wasn’t being used to its full potential and that On the Edge Adventures were restricting access to the majority of groups.

In 1999, Council commissioned a consultant to prepare a report on the site’s current operation and it’s potential for multi-use. The report identified that the commercial operator was restricting the use of the site by other operators. However, the report recognised that this sense of “ownership” by On the Edge was fuelled by Council’s passive approach to managing the site, as well as the significant capital outlay and physical improvements made by this organisation.

The report recommended that Council take a more active role in managing the site, in particular changing the management arrangements for the site to allow additional use. Officers met with potential users of the site, including On the Edge, to discuss options for the future management of the site. The result was Council calling publicly for applications under Local Law 27 (Commercial Recreation Activities) for commercial operators, and Expression of Interest for non-commercial groups, in order to better understand the community demand for use of this site. Officers met with four commercial groups, as well as three non-commercial groups, to discuss options for the site’s future operation.

Protocols for were put in place, including a clear timetable of use, to ensure the smooth management of the site with a significant number of users. The outstanding issue was that of the site’s ongoing maintenance and development. Whilst all parties agreed that users should contribute to the costs of managing the site, the logistics of how this work would be undertaken remained unclear. This is due in most part to the specialised nature of the works required, namely high access machine operation, rappelling skills to clean the rock face and a sufficient knowledge of accepted industry practice, with no
clear legislation governing this type of activity. The other issue is the financial viability of managing the site based on its level of use and seasonal nature of abseiling activity due to weather conditions.

Whilst all agreed that such skills would need to be sought from within the abseiling/rockclimbing community, none of the operators indicated their on-the-spot willingness to undertake such work, even for an agreed fee. One operator proposed to undertake the regular maintenance of the site (i.e. mowing, cleaning etc) but not the ongoing infrastructure maintenance. Since this meeting a representative of On the Edge Adventures has met with officers and Cr Margaret Cochrane to convey its willingness to undertake full management tasks. The following summarises the nature of this proposal, if engaged as a contractor:

- Regulate use of the site, in similar terms as Council’s indoor recreation facilities, and charge an agreed fee based on the commerciality of the use (with Council to have the option of capping any fee through consultation with users);
- Responsible, under a clear contractual agreement, for all maintenance (reactive and preventative) and infrastructure replacement;
- Contribute an agreed amount toward capital developments at the site (indicated in the vicinity of $10K every five years); and
- Make recommendations to Council for the ongoing development and marketing of the site.

Whilst this is generally the status quo, officers believe the formal separation of the management responsibilities from the user rights, will pave the way for better regulation of the site’s management. Officers would ensure that any contract clearly defined this separation and that neither aspect could influence the other. The representative from On the Edge Adventures indicated his preference would be to become contracted as a separate entity to truly separate these interests.

Whilst officers do not believe that the commercial considerations of such an arrangement would be great, considering that a large proportion of users are non-profit community and educational groups, officers will recommend that a public call for expressions of interest be undertaken to assess the competitiveness of the verbal proposal received. This process will also ensure that On the Edge Adventures (or the associated entity) provide a formal proposal, in accordance with Council’s Purchasing Policy, outlining all commercial aspects of the proposed arrangement and the level of skill to undertake such tasks.

Officers propose the production of a clear contract brief for potential contractors outlining the level of service required, and requesting expressions of interest from contractors detailing the following:

- Level of skill and experience in maintenance tasks like that required, as well as details of formal qualifications for high rope access;
- Insurance details;
- Proposed fee schedule for regular commercial, educational (or government), community and private user groups as well as proposed casual use rates. The brief would indicate a maximum fee that could be charged for each user type, determined by Council through consultation with users;
• Level of capital contribution to be made over contract term;
• Term proposed (brief to indicate a maximum term of up to 5 years available).

COMMENT:

The level of work required to keep the site operational is not large, with initial quotes suggesting an annual maintenance cost of around $2500. Infrastructure replacement will vary from year to year but should be manageable with a reasonable capital injection like that being proposed by On the Edge. Commercial recreation operators on other Council controlled sites pay annual approval fees of up to $618, based on the level of use and Council’s level of maintenance responsibilities. Discussions with potential commercial operators at the Aeroglen site have resulted in agreement that the fee for use of this site may exceed this amount, or be charged on a per use basis, since the majority of use is commercial. It was agreed that Council should only be expected to subsidise in part the use by the community.

CONSIDERATIONS:

Statutory:

Whilst no Workplace Health and Safety legislation relates specifically to this type of activity, Council’s passive approach to the management of this site may leave it vulnerable to a claim in the event of an incident. The site is in urgent need of maintenance and minor infrastructure replacement to bring it up to an acceptable state for use. Legal advice has suggested that the current arrangement with On the Edge may not be enforceable in such an instance.

Officers will take legal advice on the wording of any contract to ensure the duty of care responsibilities of each party are clearly defined.

Policy:

The above recommendation is in accordance with Council’s Purchasing Policy.

Financial:

Council may be required to subsidise the use of the site by community groups and individuals. However, officers propose to discuss the capacity of such groups to pay for use, and consider this threshold in developing maximum charges to be specified in the contract brief. Officers are confident that any contribution by Council for ongoing management will be minimal. Council will be required to contribute to any major works required at the site, outside of any contribution by the successful contractor. Obviously the timing of any such project, as an example the reconstruction of the stairs to the top of the rock face, will be budget driven at the time. As Cairns’ premier rope sport site, servicing a large number of locals and visitors, it is likely that external grant funds could be sought to meet some of these costs.
Social:

With the majority of natural rope sport sites in the Cairns region having been closed for use due to environmental factors and the fear of liability among various government agencies, Cairns’ rope sports community have been vocal in the requests for the provision of a suitable and legal site to practice such activities. In addition to the commercial and recreational aspects of the sport in Cairns, rope sports are employed by educational groups like TAFE and Education Queensland as well as community groups like Girl Guides. The Aeroglen Abseiling and Rockclimbing site is a facility that offers a variety of opportunities for different skill levels. The only other site currently used for such activities is Split Rock on Barron Gorge Road, and this site is currently at its capacity and is not suitable for large groups of participants.

CONSULTATION:

Officers have consulted heavily with potential users over recent years and have been able to put in place an accepted model of use. The outstanding issue preventing the implementation of this model is the ongoing management and supervision of the site. Officers will consult further with potential users as to the content of the contract brief, to ensure it reflects the requirements of all users in a fair way, whilst also ensuring the contract can offer some commercial incentives to attract a suitable contractor.

OPTIONS:

Another option for Council is to manage the site itself, contracting specific works from time to time which Council maintenance staff cannot do, for example the waterblasting of the rockface and load testing of anchor points. This would require regular site inspections to keep abreast of maintenance issues and the compliance of users to any conditions of use. Officers would also be required to schedule such use and control the issuing of keys. It would be expected that “one-off” contracted works would prove costly.

The other option is to lease the site. With the site being held in trust as recreational reserve, the process of having a lease approved by the State Government will be difficult in light of the commercial use the site gets. With Council retaining overall management responsibility under the proposed contract management arrangement, it has more influence in terms of ensuring acceptable levels of community use.

CONCLUSION:

Officers restate that the proposed contract management arrangement is not considerably different to the status quo. The proposed process is aimed at formalising this arrangement and ensuring that the site receives adequate service at the best commercial rate for users and Council. Council’s approval is required to initiate this process which will incorporate further consultation with users to ensure these goals are met.
9. ESTABLISHMENT OF THE CAIRNS CITY TRAFFIC ADVISORY COMMITTEE

RECOMMENDATION:

FREEBODY / FORD

That Council re-establish the Cairns City Traffic Advisory Committee with a selective representation as set out in the Report, with the draft Terms of Reference tabled at its first meeting.

carried

INTRODUCTION:

At its meeting of 18 October 2000 Council resolved that a draft Terms of Reference for the operation of a Road Safety Advisory Committee be submitted to Council for consideration.

There are various benefits identifiable in the establishment of a Traffic Advisory Committee for the Cairns City area. The Committee would encompass various transport interest groups and provide a form for information exchange and debate on current issues.

BACKGROUND:

In the past a Traffic Advisory Committee had existed but appears to have been disbanded or overtaken by a range of other committees.

COMMENT:

There is a need for Council to obtain direct feedback and dialogue with a range of authorities and interest groups on issues directly related to the Council area.

It is proposed that the establishment of a Cairns City Traffic Advisory Committee that is run and controlled by Council will allow this to occur.

Council is represented on a wide range of committees relating directly and indirectly to transport and traffic and other related matters. It is proposed that a reconsideration of these committees be undertaken and that a consolidation and focus be created to this Traffic Advisory Committee.
There are currently a myriad of committees or groups on which Council is represented. These include:

- Peninsula District Road Safety Working Roup
- CREDC – Transport and Planning Clusters
- DMR / DOT / CCC Transport Forum
- Regional Industry Working Group – Public Transport
- School Safe Steering Committee
- Cairns Bicycle Users Group
- Bikeway Strategy Working Group

Many of these are single issue forums and several are regional committees with a wider focus. A rationalisation of these committees is required.

Issues of interest for various participants in the committee include:

**Queensland Transport**

- Funding
- Public Transport (Sunbus)
- School Transport
- Maritime
- SafeST
- Other reforms

**Police**

- Special Events
- Speed Limits Issues
- Accidents
- Traffic Management Issues

**Department of Main Roads**

- Major Projects
- Council Area Issues
- Development Issues
- Studies

**Cairns City Council**

- Special Events
- Traffic Management Issues
- Major Projects
- Funding Applications
- TIDS Works
- SafeST Works
- Studies
The possible representation on the Committee includes:

- Mayor or Delegate 1
- Councillor or Delegate 1
- Police Representative(s) 1
- Department of Main Roads Representative(s) 2
- Queensland Transport Representative(s) 2
- Council Officers 2 or 3

Other occasional invitees to the Committee would include members of the:

- RACQ Representative 1
- Sunbus Representative 1
- Stagecoach Representative 1
- Black & White Taxis Representative 1
- Transport Industry Representative
- Cairns Bicycle Users Group Committee
- Fire Services
- Ambulance Services

There are two options for the operation of this committee, being:

(i) an extensive group of representatives with occasional invitees as indicated above. Issues may only receive superficial discussion at the meeting with follow up detailed discussions with select groups. This scenario would mean that a significant reduction in representation on other committees should be possible, or

(ii) a restricted group of representatives limited to Council, Main Roads, Queensland Transport and Police Services. Issues could be discussed in detail and follow up confirmation occur with other groups. Using this scenario it may be necessary to maintain representation to several of current committees.

There may also be scope to time the Cairns City Traffic Advisory Committee Meeting to be immediately after a similar regional forum as there would be overlap in membership.

Attached to the Report is a draft Terms of Reference for the Cairns City Traffic Advisory Committee.
It is proposed that the first meeting of this Committee would be in July this year.

CONSIDERATIONS:

Statutory:
Nil

Policy:
Nil

Financial:

There will be a cost related to the staging of the meetings, attendance of officers, provision of tea and coffee and secretarial services to minute and distribute the meeting records.

Social:
Nil

CONSULTATION:

No consultation has currently occurred however several members of the proposed Committee have enquired as to the planned commencement of such an advisory committee and its timing.

OPTIONS:

Discussed within this report.

CONCLUSION:

There is a need for a Cairns City Traffic Advisory Committee to enable Council to obtain direct feedback on major works, comment on proposed local laws, policies and strategic plans and enable a forum for discussion of important traffic related matters.

It is proposed that Council move to establishing this Traffic Advisory Committee and at the same time review its involvement in a range of other road, transport and traffic related committees.
DRAFT

TERMS OF REFERENCE

FOR

THE CAIRNS CITY
TRAFFIC ADVISORY COMMITTEE

GP:GC:#270294
REPRESENTATION

Regular Membership
Mayor or Delegate
Councillor or Delegate
Police Representative
Department of Main Roads Representative
Queensland Transport Representative
Council Officers from Corporate Strategy and City Works & Services Divisions

Invitee Membership
RACQ Representative
Sunbus Representative
Stagecoach Representative
Black & White Taxis Representative
Transport Industry Representative
Cairns Bicycle Users Group Representative
Fire Services Representative
Ambulance Services Representative

MEETING TIMES & VENUE

Meeting times are to be quarterly and occur from 11am to 1pm on the first Wednesday of each quarter in the months of February, May, August and November.

Meeting place to be Council Civic Reception Room.

CHAIRPERSON

Traffic Advisory Committee to be chaired by the Mayor or his delegate.

OBJECTIVE

The objective of the committee is to enable a forum for discussion and information exchange between relevant groups and Council about issues of concern relating to traffic matters.
SCOPE

The scope of the committee will include any traffic related matter or issue within the boundaries of Cairns City Council.

MATTERS TO BE ADDRESSED BY THE COMMITTEE INCLUDE:

♦ Changes in relevant legislation
♦ Upcoming events requiring consideration of traffic movements
♦ Consideration of major works to be undertaken by Council
♦ Consideration of major works to be undertaken by Department of Main Roads
♦ Significant traffic operation issues identified by members of the committee
♦ Consideration of local laws, policies and transport strategic plans.

Members are to be identified as a focal point for liaison by Council.
10. SALTWATER CREEK BRIDGE AT COLLINS AVENUE

George Pegoraro : 8/23/2-03: #298071

RECOMMENDATION:

FORD / GREGORY

That this report be noted.

carried

INTRODUCTION:

As Council would be aware an incident has occurred at the Collins Avenue Bridge over Saltwater Creek that led to its temporary closure and the subsequent imposition of a 5 tonne load limit. This report provides an overview of the status of the investigation into the required remedial measures.

BACKGROUND:

The bridge has exhibited some subsidence in the past due to poor foundation conditions and works to underpin the piers to the structure were necessary in 1983.

COMMENT:

An investigation has commenced to determine the condition of the current bridge with a view to providing advice as to whether replacement or upgrading of the bridge is required. Council has engaged the services of Main Roads RTCS section that are experienced in bridge evaluations to undertake this investigation and report.

Initial inspection of the bridge by RTCS occurred on 15 May 2001 and a report is expected towards the end of May or early June.

CONSIDERATIONS:

Statutory:

Nil

Policy:

Nil
Financial:
The cost for this investigation is expected to be minimal and should be less than $3,000.

Social:
Nil

CONSULTATION:
Depending on the outcome of the investigation and the condition of the bridge information to the public may need to be provided as to its load carrying capacity. No other consultation has occurred to date.

OPTIONS:
Depending on the outcome of the investigation and the condition of the existing bridge the obvious options available to Council would be:

- do nothing,
- upgrading works on the existing bridge,
- replacement of the bridge with a new structure.

The cost associated with the options would increase commensurately with the order of the option implemented.

CONCLUSION:
The investigation has commenced and is underway. A report is expected to be able to be made to Council at the next Works & Services & Public Areas Committee meeting. Should its condition be such that urgent works or measures need to be taken Councillors will be advised by memorandum.

All other considerations were reviewed and deemed not applicable.
11. **FINANCIAL ASSISTANCE GRANTS – SPORT AND RECREATION DEVELOPMENT**

**GRANTS**

Christopher Bray : 10/7/1-22 : 296390

**RECOMMENDATION:**

**FORD / PEZZUTTI**

Council approves the following recommendations of the Sport and Recreation Assessment Advisory Panel in relation to the allocation of Financial Assistance Grants under the Sport and Recreation stream for Round 2 2000/01 and the amount of $43,811.87 (including GST) be allocated to the successful organisations.

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Description</th>
<th>Amount Requested</th>
<th>Priority Ranking</th>
<th>Advisory Panel Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Council of YMCA's of Qld (on behalf of YMCA of Cairns)</td>
<td>Purchase and installation of four (4) wall mounted fans for indoor court No. 2</td>
<td>$1,660 (including GST $150.91)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>AFL Cairns Juniors</td>
<td>Purchase of marquee and portable shade structures</td>
<td>$2500 (including GST $227.27)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Touch Assn</td>
<td>Connection of Sewerage system to Council mains</td>
<td>$5,000 (including GST $454.55)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Leichhardt Soccer Sports &amp; Social Club</td>
<td>Purchase of children's playground equipment</td>
<td>$5,500 (including GST $500)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Redlynch Valley Tennis Club</td>
<td>Connection of Demountable toilet unit to water, sewer and power</td>
<td>$4,373 (no GST component - organisation not GST registered)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Organisation</td>
<td>Description</td>
<td>Cost</td>
<td>Recommendation Level</td>
<td>Recommendation</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------------------------</td>
<td>----------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Cairns Junior Baseball League</td>
<td>Construction of permanent shade structures for players and scorers</td>
<td>$4,497.10 (No GST component - organisation not registered for GST)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Marine Radio Club</td>
<td>Purchase of new computer, software and radio (upgrade)</td>
<td>$3,736.82 (no GST component - organisation not registered for GST)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Holloways Beach Residents Assn</td>
<td>Purchase of 1.2m fence for playground equipment</td>
<td>$1590 (no GST component - organisation not GST registered)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Brothers Hockey Club</td>
<td>Repairs to clubhouse amenities and goal nets</td>
<td>$5000 (including GST $454.55)</td>
<td>Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Roller Sports Assn</td>
<td>Purchase of 4 sets of goalkeeper equipment</td>
<td>$4,954.95 (including GST $450.45)</td>
<td>Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Barron Blades Boat Club Inc</td>
<td>Purchase of rowing shells and oars for School Rowing Program</td>
<td>$5000 (no GST component)</td>
<td>Medium/Low</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Baseball League Inc</td>
<td>Repair main back net on Diamond No. 1</td>
<td>$4112 (Project 2 only)</td>
<td>Medium/Low</td>
<td>Not recommended (project has already been completed)</td>
</tr>
<tr>
<td>Holy Cross P &amp; F Assn</td>
<td>Purchase of mobile shade structures for sporting and school events</td>
<td>$5,000 (including GST $454.55)</td>
<td>Low</td>
<td>Not recommended (Refer attached for explanation)</td>
</tr>
<tr>
<td>Yorkeys Knob Activity Group</td>
<td>Construction of a Kicking Wall</td>
<td>$1200 (including GST $109.10)</td>
<td>Low</td>
<td>Not recommended (refer attached for explanation)</td>
</tr>
</tbody>
</table>
Northern Beaches Scout Group | Construction of walking trail & maintenance on Den | $5000 (no GST component - organisation not GST registered) | Low | Not recommended (refer attached for explanation)

| Overall Total (including GST) | $59,123.87 |
| Recommended Total (including GST) | $43,811.87 |

**carried**

---

**INTRODUCTION:**

This report is providing recommendations for Council's consideration in relation to grant applications submitted under Round 2 of the Sport and Recreation Development stream of the 2000/01 Financial Assistance Grants program.

**BACKGROUND:**

Council received 27 applications for this Round of the Sport and Recreation Financial Assistance Grants. After initial eligibility screening against the requirements stated in the program Guidelines, 15 applications were deemed eligible for assessment by the Assessment Advisory Panel. The Assessment Advisory Panel consisted of the community members of the current Sport and Recreation Reference Group.

**COMMENT:**

Each member of the Assessment Advisory Panel was provided with a one to two page Summary, prepared by the Sport and Recreation Development Officer, of relevant information contained in each eligible application for their full consideration prior to the designated assessment meeting. At the assessment meeting members of the Panel were asked to rank each application in terms of high, medium or low based on the application's ability to meet the funding criteria outlined for the Sport and Recreation stream in the Financial Assistance Grants Guidelines. From this, the Assessment Advisory Panel determined that limited discussion was necessary on those applications that ranked High or Medium and that these would be recommended as successful applications. Those applications that were ranked Medium/Low or Low were further discussed amongst the members and re-assessed (refer attachment ).
A summary of the outcome of assessment of the eligible applications by the Assessment Advisory Panel is as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Description</th>
<th>Amount Requested</th>
<th>Priority Ranking</th>
<th>Advisory Panel Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Council of YMCA's of Qld (on behalf of YMCA of Cairns</td>
<td>Purchase and installation of four (4) wall mounted fans for indoor court No. 2</td>
<td>$1,660 (including GST $150.91)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>AFL Cairns Juniors</td>
<td>Purchase of marquee and portable shade structures</td>
<td>$2500 (including GST $227.27)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Touch Assn</td>
<td>Connection of Sewerage system to Council mains</td>
<td>$5,000 (including GST $454.55)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Leichhardt Soccer Sports &amp; Social Club</td>
<td>Purchase of children’s playground equipment</td>
<td>$5,500 (including GST $500)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Redlynch Valley Tennis Club</td>
<td>Connection of Demountable toilet unit to water, sewer and power</td>
<td>$4,373 (no GST component - organisation not GST registered)</td>
<td>High</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Junior Baseball League</td>
<td>Construction of permanent shade structures for players and scorers</td>
<td>$4,497.10 (No GST component - organisation not registered for GST)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Marine Radio Club</td>
<td>Purchase of new computer, software and radio (upgrade)</td>
<td>$3,736.82 (no GST component - organisation not registered for GST)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Holloways Beach Residents Assn</td>
<td>Purchase of 1.2m fence for playground equipment</td>
<td>$1590 (no GST component - organisation not GST registered)</td>
<td>High/Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Organization</td>
<td>Description</td>
<td>Cost (inclusive of GST)</td>
<td>Risk</td>
<td>Recommendation</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
<td>-------------------------</td>
<td>------</td>
<td>----------------</td>
</tr>
<tr>
<td>Brothers Hockey Club</td>
<td>Repairs to clubhouse amenities and goalnets</td>
<td>$5000 (including GST $454.55)</td>
<td>Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Roller Sports Assn</td>
<td>Purchase of 4 sets of goalkeeper equipment</td>
<td>$4,954.95 (including GST $450.45)</td>
<td>Medium</td>
<td>recommended</td>
</tr>
<tr>
<td>Barron Blades Boat Club Inc</td>
<td>Purchase of rowing shells and oars for School Rowing Program</td>
<td>$5000 (no GST component)</td>
<td>Medium/Low</td>
<td>recommended</td>
</tr>
<tr>
<td>Cairns Baseball League Inc</td>
<td>Repair main backnet on Diamond No. 1</td>
<td>$4112 (Project 2 only)</td>
<td>Medium/Low</td>
<td>not recommended (project has already been completed)</td>
</tr>
<tr>
<td>Holy Cross P &amp; F Assn</td>
<td>Purchase of mobile shade structures for sporting and school events</td>
<td>$5,000 (including GST $454.55)</td>
<td>Low</td>
<td>Not recommended (Refer attached for explanation)</td>
</tr>
<tr>
<td>Yorkeys Knob Activity Group</td>
<td>Construction of a Kicking Wall</td>
<td>$1200 (including GST $109.10)</td>
<td>Low</td>
<td>Not recommended (refer attached for explanation)</td>
</tr>
<tr>
<td>Northern Beaches Scout Group</td>
<td>Construction of walking trail &amp; maintenance on Den</td>
<td>$5000 (no GST component - organisation not GST registered)</td>
<td>Low</td>
<td>Not recommended (refer attached for explanation)</td>
</tr>
<tr>
<td><strong>Overall Total (inclusive GST)</strong></td>
<td></td>
<td><strong>$59,123.87</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Recommended Total (inclusive GST)</strong></td>
<td></td>
<td><strong>$43,811.87</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
A site inspection of Cairns Baseball League's facility carried out by Council officers on May 10 reported that Project 2 (repair of backnet on Diamond No. 1) detailed in the organisation's application has been completed and therefore funding for this project is deemed to be retrospective. In light of this, the Assessment Advisory Panel recommended the application not be supported for funding.

**CONSIDERATIONS:**

**Policy:**

Financial Assistance Grants assessment involves the comparison of an application with eligibility criteria, funding objectives and funding criteria (program specific). Assessment Advisory Panels are responsible for reviewing applications and providing a recommendation to Council. The determination of merit is important and should allow for funds to be awarded according to program priorities.

Determination of applications relies on:
- Application meeting essential criteria;
- Assessment against funding criteria;
- Assessment against program aims and priorities;
- Recommendation by Assessment Advisory Panel;
- Council Decision.

**Financial:**

Since the previous Financial Assistance Grants Round, Council has taken the decision to “gross up” the grants to those organisations that are GST registered. This means for those organisations that are GST registered the maximum grant available is $5,000 plus applicable GST. Those successful applicant organisations that are GST registered will receive their Grant payment inclusive of GST.

The General Funding Criteria relating to Finances are:
- Potential to increase self reliance within the applicant sport and recreation organisation;
- The amount of shared funding support involved. Preference will be given where Cairns City Council will supplement sponsorships, other agencies' grants, and "in-kind" support.

Funds available in the 2000/01 budget for the Sport and Recreation stream for Round 2 of the Financial Assistance Grants program total $100,000.
Social:

Each application recommended for funding has been considered to meet the funding criteria stated in the Financial Assistance Grants Guidelines for 2000/01. The Assessment Advisory Panel are satisfied that each of these applications demonstrates a capacity to increase community participation in sport and recreation, and community support for, and benefit from, their project.

CONSULTATION:

Prior to assessing the eligible applications, a meeting was held with the Sport and Recreation Reference Group to develop and finalise the assessment tool. This also provided an opportunity to deliver training to the members of the Reference Group that would be make up the Assessment Advisory Panel. The training involved examining each of the assessment criteria and a brief overview of each eligible application to be assessed.

Throughout the assessment process the Assessment Advisory Panel, consisting of community members of the Sport and Recreation Reference Group, consulted with Council staff on issues/questions arising from applications. Council officers were unable to actively encourage the approval or otherwise of an application but provided direction to the group through reference to current Council position on a project and the relevant funding criteria.

OPTIONS:

- Council decides to adopt the recommendations of successful Grant applicants submitted by the Assessment Advisory Panel.
- Council decides against adopting the recommendations of successful Grant applicants submitted by the Assessment Advisory Panel and determines an alternative list of successful applicants based on decisions which are consistent with the Financial Assistance Grants Guidelines.

CONCLUSION:

By adopting the recommendations for the distribution of funds by the Assessment Advisory Panel, Council will be meeting identified community needs, improving community organisations and facilities, providing increased opportunity for the community to reap the benefits of participating in sport and recreation and supporting the assessment process.
12. ASSET MANAGEMENT MONTHLY REPORT

RECOMMENDATION:

FORD / FREEBODY

That the report be noted.

carried

13. LAND DEDICATION AND CAR PARKING WORKS – CARAVONICA STATE SCHOOL

RECOMMENDATION:

FREEBODY / PEZZUTTI

That:

1. Council resolve to advise Department of Main Roads (DMR) and Education Queensland that the responsibility for the provision and funding of alternate car parking and bus set-down is the responsibility of the DMR and Education Queensland.

2. Council assist DMR and Education Queensland with the provision of suitable land allocation, either by lease or transfer. The land allocation is to be provided from a portion of the land adjacent to Caravonica State School (currently owned by Valdarno Pty Ltd).

3. Council resolve to enter into negotiations with Valdarno Pty. Ltd. in order to expedite the early dedication of the land required for future car parking/bus set-down adjacent to Caravonica State School.

carried

INTRODUCTION:

The Department of Main Roads are proposing to upgrade the Brinsmead–Kamerunga Road (a State controlled road) at the Caravonica State School to meet increasing traffic movement and provide safe access to the school.

The proposed DMR works removes the existing bus set down and car parking areas currently established outside Caravonica State School on the Brinsmead-Kamerunga road.
Education Queensland have made representation to Councillors, State Members and DMR to progress road works (lane separation, turn lanes) and car parking facilities as urgent safety matters.

This report is to outline for Council, past and current negotiations, potential expectations for funding and works required for the Caravonica State School.

Issues surrounding tenure of the adjoining land, concerns expressed by Education Queensland and the proposed DMR works need to be brought to Council's attention to enable planning and integration with DMR planning and design.

BACKGROUND

Caravonica State School/DMR:

The Caravonica State School has a bus set down and car parking area located on the Brinsmead-Kamerunga Road, albeit on the opposite side to the school.

The Brinsmead-Kamerunga Road is a State controlled road with the recent Redlynch bypass upgrade resulting in a significant increase in traffic using the road. This has prompted concerns by the Education Queensland as to the safety of the location of bus set down, car parking arrangements and the high risk to pedestrians crossing the State controlled road. A pedestrian accident on the Brinsmead-Kamerunga Road, outside the Caravonica State School has occurred, which has prompted action by the School.

The increase in traffic requires that additional works be provided to turning lanes and lane separation. The additional works to be undertaken by the DMR, will need to be built on the existing bus set down and car parking areas. The DMR propose that works are carried out in 2001/02.

As a result of DMR works the Caravonica State School is therefore losing bus set down and car parking areas and increasing the risk for pedestrian accidents.

The DMR and Council undertook minor works at the bus set down and car parking areas in September 2000 as a stop gap measure until the DMR could create a solution and assign funding to the works for the Brinsmead-Kamerunga Road.

Council's Involvement:

Council was approached by representatives of the Caravonica School and State members to provide alternate car parking and bus set down areas.

Neither Education Queensland or Council own the land adjacent to the school to enable car parking, bus set down areas or road intersection works to be built.
Land adjacent to the school is currently owned by Valdarno Pty. Ltd. This land forms part of a reconfiguration approval. As part of the reconfiguration approval, Council will be provided with land adjacent to the Caravonica State School for the purposes of road and intersection construction for the new subdivision. This parcel of land can also accommodate car parking for the School. However, the approval did not specify a time limit for when the reconfiguration of the land dedication was to occur. Consequently, Council has no statute to enforce the land dedication within a specified time and now must negotiate with the developer should it wish to use the land earlier than the timeline set by the developer.

**COMMENT:**

Whilst the Brinsmead-Kamerunga works are proposed to occur in 2001/02, the DMR have notified Council that they will not progress works to the Brinsmead Kamerunga Road upgrade until such time that Council secures land for future link road, intersection works and possible car park.

Council is under no obligation to provide car parking to schools. However, Council is eligible to seek total subsidy of 50% from the DMR under the Transport Infrastructure Development Scheme (TIDS) for Council road works or Safe School Travel (safeST) sub-scheme or Education Queensland for infrastructure (car parking/bus-set down) works. Funding under TIDS and safeST is provided to Local Government for works on Local Government controlled roads/land.

Even if Council resolved to assist the school, Council cannot progress funding applications or finalise design works for the road and intersection works until such time that the land is available.

Action is now required by Council to enter into negotiations with the developer to commence the land dedication for the purposes of planning for road intersection works.

**CONSIDERATIONS:**

**Statutory:**

There is no statutory obligation for Council to undertake car parking works for Caravonica State School.

The reconfiguration approval provided as part of the subdivision allows Council to have land dedicated for the purposes of intersection and road works for the subdivision.

**Policy:**

There is no policy obligation for Council to undertake car parking works for Caravonica State School.
Education Queensland, State Government members and DMR have made requests for Council to provide alternate car parking and bus set down areas.

**Financial:**

Council may apply for 50% subsidy towards intersection development and car parking works as part of TIDS.

The approximate total project cost for car parking, link road construction and intersection works is $750,000. Council’s component for link road and intersection works would be approximately $300,000 of which 50% is eligible as subsidy and Council would be required to fund $150,000.

Council Officers have also been advised that subsidy approval under TIDS involves a considerable waiting period (up to 2 years).

The costs associated with land dedication (survey, design and legal costs) may amount to approximately $20,000.

**Social:**

Community expectation for alternate car parking and bus set down areas is high.

**CONSULTATION:**

General Manager City Development
Manager City Assessment
Manager Strategic Planning
Manager Project Services
Senior Planning Officer

**OPTIONS:**

In regard to the availability of the land there are two options.

1. Negotiate with the developer to bring forward the dedication of all or part of the park land. This may have to be accompanied by Council offering to carry the cost of surveying and legal fees for the part dedication.

2. Attempt to acquire the land through acquisition, this of course will add to the financial cost to Council.

**CONCLUSION:**

The Department of Main Roads are proposing to upgrade the Brinsmead–Kamerunga Rd at the Caravonica State School to meet increasing traffic movement and provide safe access to the school in 2001/02.
The DMR works removes the existing bus set down and car parking areas for the Caravonica State School. Consequently, it is considered that responsibility for provision of alternate car parking/bus set-down is for the DMR and Education Queensland to resolve.

Future subdivision works (that can also provide car parking) adjacent to the Caravonica School, require land dedication, link road construction and intersection works by Council to tie in with DMR works.

Council cannot finalise design works for the road intersection works or funding applications for subsidy until such time as the land is available.

Action is now required by Council to enter into negotiations with the developer to bring forward the dedication of all or part of the land, or attempt to acquire it through acquisition. This early action will enable Council to negotiate and plan intersection/link road works with the DMR.

Given that the DMR undertook the upgrading of the Brinsmead-Kamerunga Road and has caused the need for alternate car parking for the Caravonica State School, it is considered the responsibility of the DMR to provide and fund alternate car parking and bus set-down for the School.

Council may assist the DMR and Education Queensland in this matter by the provision of a portion of the land adjoining Caravonica State School (by lease or transfer of title). For this to occur, Council will need to action land dedication from Valdarno Pty Ltd.

14. OUTSTANDING ISSUES – WORKS & SERVICES & PUBLIC AREAS COMMITTEE

RECOMMENDATION:

GREGORY / FORD

That the report be noted.

carried
CLOSED SESSION

FORD / FREEBODY

THAT COUNCIL RESOLVE INTO CLOSED SESSION TO DISCUSS CERTAIN MATTERS FOR THE REASONS LISTED IN THE AGENDA AND NOTED ON THE RESOLUTIONS SUBSEQUENTLY RECORDED

carried

OUT OF CLOSED SESSION

GILL / FREEBODY

THAT COUNCIL RESOLVE TO MOVE OUT OF CLOSED SESSION

Carried

RESOLUTIONS ARISING FROM MATTERS DISCUSSED IN CLOSED SESSION

1. CONTRACTURAL MATTER – CONTRACT NO. 55066: SHIELDS STREET REFURBISHMENT – SOFT LANDSCAPING AND IRRIGATION WORKS, ESPLANADE TO GRAFTON STREET.................................................................1
   Richard Thompson : 26/10/3-01 : #297957

RECOMMENDATION:

FORD / GREGORY

That Council award Contract No. 55066 to Landscape & Associates at their tendered Schedule of Rates (excluding GST).

carried
2. CONTRACTUAL MATTER – BOTANIC GARDENS RESTAURANT
LEASE……………………………………………………………………...…6
David Warmington : 19/9/4-01 : #298568

RECOMMENDATION:

FORD / FREEBODY

That Council invite expressions of interest for the redevelopment and operations
of the Botanic Gardens Restaurant.

That following consideration of submissions Council call tenders on the preferred
model such to take effect at the expiration of the current lease term.

*carried*

The meeting closed at 6pm.