

ORDINARY MEETING	1
22 NOVEMBER 2023	

CEO MONTHLY REPORT

93/1/2 | #7303686

RECOMMENDATION:

1. That Council notes:
 - a) The status of Council Resolutions.
 - b) The minutes of the Cairns Traffic Advisory Committee (CTAC) of 12 September 2023.
 - c) The CEO Month in Review.
2. That Council approves the extension of event activities on the Eastern Event Lawn, Cairns Esplanade until 12:00am (midnight) on Friday 10 May 2024 for the Australian Audiology Conference Awards Dinner.
3. That pursuant to Section 235 (a) of the Local Government Regulation 2012, Council supports a bid to host the Developing Northern Australia Conference in Cairns in 2025 through the provision of in-kind venue hire at no charge and the provision of a cash contribution of \$20,000 (ex GST).

INTERESTED PARTIES:

In relation to the Minutes of the CTAC:

- Department of Transport & Main Roads (incl. TransLink)
- Queensland Police Service
- RACQ
- Education Queensland
- Queensland Rail
- Kinetic
- Cairns Taxis

In relation to the extension of event activities on the Eastern Event Lawn:

- Ochre Restaurant and Catering
- Australian Audiology Association

In relation to the Developing Northern Australia Conference 2025:

- Association for Sustainability in Business Inc

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

Outstanding Council Resolutions

Since the previous reporting period 18 resolutions have been completed and there are 11 resolutions outstanding. See below table:

Date of Meeting	Meeting	Clause No	Report Title	Directorate
28/03/2023	Ordinary Meeting	Closed Session Clause No. 2	Prejudicial Matter: Support for Major Event	ED&A
13/09/2023	Ordinary Meeting	Clause No. 7	Disaster Recovery Funding Arrangements Event Northern and Central Queensland Monsoon and Flooding, 20 December 2022 – 30 April 2023	CIA
04/10/2023	Ordinary Meeting	Clause No. 6	Proposed Infrastructure Agreement for The Deferred Payment of Levied Charges for a Development Permit for Reconfiguring a Lot (1 Lot into 60 Lots and Common Property) – 15 Short Street, Redlynch – Division 6	PG&S
25/10/2023	Ordinary Meeting	Clause No. 7	Economic Event Partnerships Grant Application – Cairns Fashion Week 2024	ED&A
25/10/2023	Ordinary Meeting	Clause No. 14	Regional Arts Development Fund (RADF) – Beyond the Waves FNQ Regional Tour	L&C
25/10/2023	Ordinary Meeting	Clause No. 16	Queensland Arts Showcase Program Round 4 Funding Application	L&C
25/10/2023	Ordinary Meeting	Clause No. 17	Go Clubs Infrastructure Grant	L&C
25/10/2023	Ordinary Meeting	Clause No. 18	Disability Access and Inclusion Plan	L&C
25/10/2023	Ordinary Meeting	Clause No. 20	Community Partnerships Grant – Out of Round Applications	L&C
08/11/2023	Ordinary Meeting	Clause No. 1	Local Laws Amendments	PG&S
08/11/2023	Ordinary Meeting	Clause No. 4	Infrastructure Agreement for the Deferred Payment of Levied Charges Between Cairns Regional Council and Goldsborough Valley Properties Pty Ltd for Reconfiguring a Lot (3 Lots into 95 Lots and Open Space) at Fairweather Access, Goldsborough – Division 1	PG&S

Cairns Traffic Advisory Committee (CTAC) Minutes – 12 September 2023

This report provides the notes, agreements, and actions from the Cairns Traffic Advisory Committee (CTAC) meeting of 12 September 2023. See Attachment 1.

The main topics discussed were:

- Safety concerns on various streets and traffic signals
- Safety concerns raised by Councillor's on different roads
- CRC matters / projects - various matters
- TMR matters / projects - various matters
- Speed limit reviews

BACKGROUND:

CTAC provides a forum for discussion and information exchange between the relevant groups and the Council about issues of concern relating to road safety and traffic matters. The scope of the committee includes any strategic traffic-related issue that affects all or most committee members and is within the boundaries of Cairns Regional Council's area of responsibility.

COMMENT:

Invitations for the meeting of 6 March 2023 went out to representatives from Council, Transport & Main Roads (incl TransLink), Queensland Police Service, Kinetic, Cairns Taxis, RACQ, Education Queensland and Queensland Rail. The meeting had representation from CRC Councillors and officers, TMR, TransLink, Kinetic and Cairns Taxis.

CEO Month in Review – October 2023

The CEO's monthly review summarises a number of Council's operational activities and associated metrics from the previous month, as well as providing relevant updates on major initiatives and projects. See Attachment 2.

Australian Audiology Conference Awards Dinner – Extension of Event Hours

Council has received an event application that includes a request to extend activities beyond the 10pm threshold as specified in the Cairns Esplanade Usage General Policy. Any decision to extend activities beyond this time requires full Council approval.

Given the nature of the event and the proposed set up, officers do not anticipate that activities will have an adverse or contentious effect on surrounding residents or the public.

BACKGROUND:

The Australian Audiology Association Awards Dinner, presented by Ochre Restaurant and Catering on Friday 10 May 2024, forms part of a 1-day conference being held in Cairns on 10 May 2024.

The event will host a dinner for approx. 600 guests made up of field professionals from around Australia, an Awards Ceremony and live music with guests departing at midnight. Bump in will occur on Thursday and Friday 9 and 10 May, bump out will take place on Saturday 11 May.

Carins Regional Council's Esplanade Usage Policy does not routinely support event activities and associated noise on the Esplanade for open air events past 10pm. Consideration to extensions beyond this time must be endorsed through a full Council Resolution.

Developing Northern Australia Conference 2025

The Developing Northern Australia Conference is an annual conference which aims to bring together key representatives from government, business, industry and economic development agencies to drive sustainable development and policy for Northern Australia. The conference takes place over three days, is generally held in August each year and was last held in Cairns in 2017. The 2023 conference was held in Darwin, NT and the 2024 conference will be held in Karratha, WA. The conference is organised by the Association for Sustainability in Business Inc (ASBI) with the conference agenda, content etc overseen by an organising committee chaired by Professor Allan Dale.

ASBI are seeking proposals from potential host cities for the 2025 conference which is expected to be held in Queensland. ASBI has issued a request for proposal document with submissions from potential host cities due on 24 November 2024. Conference support (both cash and in kind) from the potential host city is a key consideration in deciding the host location. Bringing the conference to Cairns would provide a range of benefits including economic benefits from conference attendance/visitation (the conference is expected to attract over 400 delegates) and the ability to highlight priorities/issues of particular importance to our region with key decision makers 'on the ground' through site visits, conference content and networking. TTNQ are coordinating a submission and TTNQ representatives and council officers have been working collaboratively with representatives from Advance Cairns, RDA Tropical North Inc, FNQROC and potential conference venues regarding the proposal and their potential support. To support the submission for Cairns to host the conference in 2025, it is recommended that Council provide in-kind support through the provision of a Council venue (expected to be the Tanks) on a dry hire basis to host the initial networking function or conference dinner (cost estimated to be in the vicinity of \$5,000 to \$7,500 (ex GST)) and a cash contribution of \$20,000 (ex GST) towards conference costs. If the bid is successful, these costs would need to be provided for within Council's operating budget for the 2024/25 and/or 2025/26 financial

years. Based on current budget levels, there is expected to be capacity in Council's future advocacy operating budget to accommodate these costs.

ATTACHMENTS

Attachment 1: Minutes of CTAC Meeting – 12th September 2023 #6546950

Attachment 2: CEO Month in Review October - 2023 #7300851



Christine Posgate
Acting Chief Executive Officer



Meeting Minutes

Date	Tuesday 12 September 2023	Start Time: 1.00pm	Finish Time: 1:50pm	Location: Committee Room
Meeting Purpose	Cairns Traffic Advisory Committee Meeting – CTAC			
Attendees	<p>CRC - Sarah Stephens (SS), Tyron Curcuruto (TC), Jolene Wakeford (JW), Oscar Bengochea (OB), Sonja Powell (Minute Taker), Annarie Visser (AV)</p> <p>CRC Councillors - Div 1 Cr Brett Moller (Cr Moller), Div 8 Cr Rhonda Coghlan (Cr Coghlan) Div 6 Cr Kristy Valley (Cr Valley), Div 9 Cr Brett Olds (Cr Olds)</p> <p>TMR – Michael Ringer (MR),</p> <p>Translink – Phillip Donnelly (PD), Kirstyn Glass (KG)</p> <p>Cairns Taxis - Chris Balsom (CB) Emily James (EJ), Bob Epps (BE)</p> <p>Sunbus – John O'Brien (JO), Daniel Raboldi (DR)</p>			
Apologies	<p>CRC Councillors - Div 2 Cr Rob Pyne (Cr Pyne), Div 3 Cathy Zeiger (Cr Zeiger), Div 4 Cr Terry James (Cr James), Div 5 Cr Amy Eden (Cr Eden), Div 7 Cr Max O'Halloran (Cr O'Halloran)</p> <p>TMR - Lucy Borland (LB), David Hamilton (DH), Mo Abdelraham (MA), Liliya Yates (LY), Road Safety - Marita Stecko (MSt), Richard P Sheedy (RS), Elizabeth Craven (EC)</p> <p>RACQ – Greg Miskowycz (GM), Trevor Walch (TW)</p> <p>TransLink – Lisa Mobbs (LM),</p> <p>QR – Steven Van Ballegooyen (SB)</p> <p>Dept. of Education – Geoff West (GW), John Darbyshire (JD)</p> <p>QPS – Greg Johnson (GJ), Marc Rogers (MRo), Craig Johnson (CJ)</p> <p>Kinetic – Jacki Crosby (JC), Robert Matthews (RM)</p> <p>Tropic Wings – Bus Representative</p>			

No	What	Date Raised	Who	When
1.0	Welcome and Apologies		TC	
2.0	Confirmation of Previous Minutes		TC	
3.0	Outstanding Actions from Previous Meetings		TC	
3.1	<p>Smithfield Bypass Intersection Cr Coghlan raised concern about cars doing 'skids' late at night at the bypass intersection. Residents in Canopy's Edge can hear noise.</p> <p>Action: QPS to monitor location.</p>	07/06/22	CJ	Next Meeting
4.0	<p>Speed limit reviews CRC to carry out speed reviews for:</p> <ul style="list-style-type: none"> • Norman Street, Gordonvale • Munro Street, Babinda • Greenslopes Street, Edge Hill • Lower Freshwater Road, Freshwater • Page Road, Edmonton • Loridan Drive, Brinsmead • Ramsay Drive, Kanimbla • Gatton Street, Cairns North • Ishmael Street, Earlville • Anderson Road, Woree • Balaclava Road, Earlville • Goldsborough Road, Goldsborough <p>The 70km/h speed limit reductions for Dexter Road, Littles Road and Hall Road, Gordonvale has been endorsed.</p> <p>Action: CRC to finalise sign locations and ensure alignment with E2G works prior to implementing the new speed limit.</p>	6/12/22	JW/OB	Next Meeting

4.1	<p>Peterson and Mt Peter Road A child was knocked off a bike. Residents are asking for options to prevent another accident.</p> <p>Action: CRC working through options which includes potentially shifting crossing further east. Cr Moller to be informed of outcomes prior to consultation with the public and the school.</p>	12/09/2023	JW	For Noting
4.2	<p>Enforcement of No Stopping Areas Public holidays and long weekend can better be handled where a potential traffic hazard exists. Reed Road where the continuous yellow lines are painted along the road, leading up to the Roundabout at Roberts Drive.</p> <p>Action: QPS to monitor and provide update.</p>	06/06/2023	CJ	Next Meeting
4.3	<p>Enforcement of Keep Clear Zone Continual issues with Cairns High School parents turning left out of Upward St into Grafton St and stopping on the yellow hatched area and thus blocking buses from entering the bus zone in the afternoon.</p> <p>Same issue raised for Reed Rd at the Holy Cross School in the afternoon peak.</p> <p>Action: QPS to monitor and provide update.</p>	06/06/2023	CJ	Next Meeting
5.0	<p>TMR Matters / Projects All TMR projects and updates are listed on the TMR website. E2G – Remaining work completed by the end of October. 100km zone to be introduced early October. Kuranda ITS – Commissioning of Optic Fibre to be connected for cameras. Trial period to commence after connection. Southern Bikeway almost complete – TMR to maintain cycleway servicing and maintenance.</p>			For Noting

5.1	<p>Cairns Southern Access Cycleway (CSAC) Pathway separation with grass strip, who will maintain and when can we expect completion?</p> <p>Update: TMR to maintain. Grassed areas are used where possible to separate bike riders and pedestrians and improve user safety.</p>	06/06/2023		For Noting
5.2	<p>Thompson Rd, Edmonton Intersection Cr Moller raised issues with 'turn left with care' signage is too far before the traffic lights (near Johnson Rd), traffic gets confused and wait at the lights for traffic signals.</p> <p>Action: TMR to provide information to JW who will send info to Cr Moller to pass on to residents.</p> <p>Update: TMR has inspected the Thompson Road / Bruce Highway intersection and will remove the 'Turn left at any time with care' sign at the intersection. Motorists cannot turn left and proceed (at any time) when the signals for the train crossing are red. As such this ambiguity and safety issue needs to be actioned (sign removed). TMR has installed pedestrian fencing to assist with safe pedestrian movements.</p>	06/06/2023	MR	10/11/2023
5.3	<p>Car bodies being left on the side of highway after being dumped or involved in an accident.</p> <p>Action: TMR to follow up with Roadtek.</p>	12/09/2023	MR	Next Meeting
5.4	<p>Mowing at Trinity Beach roundabout. Residents have volunteered to mow when the grass gets too high.</p> <p>Action: TMR to follow up.</p>	12/09/2023	MR	Next Meeting
5.5	<p>164-166 Brinsmead Road – enquiry from resident requesting a 'Concealed Driveway' sign to access his property. Also requesting a 'U-Turn' sign before lights at Brinsmead Road and Cairns Western Arterial Road (turning right into Brinsmead Road)</p> <p>Action: TMR to follow up.</p>	12/09/2023	MR	Next Meeting
5.6	<p>Feedback received from residents requesting more signage regarding the roadworks on Brinsmead. (Replacing guard rails)</p>	12/09/2023	MR	Next Meeting

	Action: TMR to install extra signage.			
6	Kinetic			
6.1	Clifton Beach bus stop (near highway) on Endeavour Rd. A few near misses by buses trying to cross over quickly to turn right (north) Action: Internal discussion between Council and Translink / Kinetic.	12/09/2023		For Noting
7.0	QPS Not in attendance			
8.0	Department of Education Not in attendance			
9.0	Cairns Taxis			
9.1	Abbott / Florence Complaints from drivers that parents are blocking the turn from Florence into Abbott St at school time (PM peak around 2.30pm)	12/09/2023		For Noting
10.0	Queensland Rail Not in attendance			
11.0	RACQ Not in attendance			
12.0	General Business			
13.0	Next Meeting - Tuesday 05 December 2023, 2.30pm – 4.00pm Committee Room Level 3, Cairns Regional Council Chambers.			

CEO Month in Review

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OCTOBER 2023

The data contained within this review relates to the following:

- Events from the past month
- Workforce Profile
- Lost Time Injury Frequency Rate
- Animal Management
- Cairns Infrastructure and Assets Customer Requests
- Major Projects and Initiatives
- Economic Development and Advocacy Highlights
- Economic Snapshot

Major and Economic Events

The Major Events are for nationally significant events that drive economic activity in Tropical North Queensland.

Shine on Gimuy

5-14 October 2023

- Opening Calling to Country, Deep Wisdom Talks, Music Makers, and Esplanade ArtStory Walk held across a 10-day inaugural indigenous cultural festival.
- Event plans to return in 2024, again in partnership with QMF as part of the Queensland Music Trails.

Cairns Tennis International

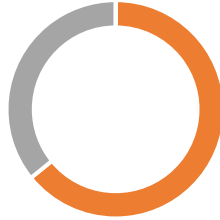
29 September – 15 October 2023

- The event was expected to host up to 162 pro athletes and 340 spectators (actual attendance data not yet received).
- 2023 was the 12th time the event had been held in Cairns.



Workforce profile

Gender



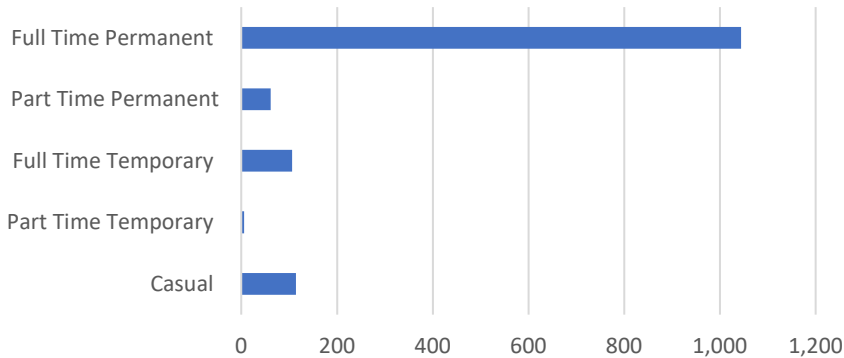
Male Female Prefer not to say

Age Demographic

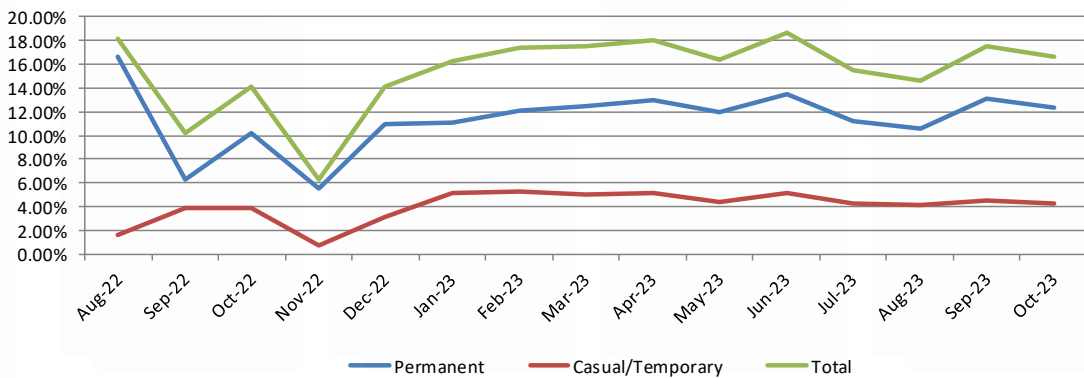


Employees under 35 years
 Employees 36 – 44 years
 Employees 45 – 54 years
 Employees 55 years and over

Employees by Position Type



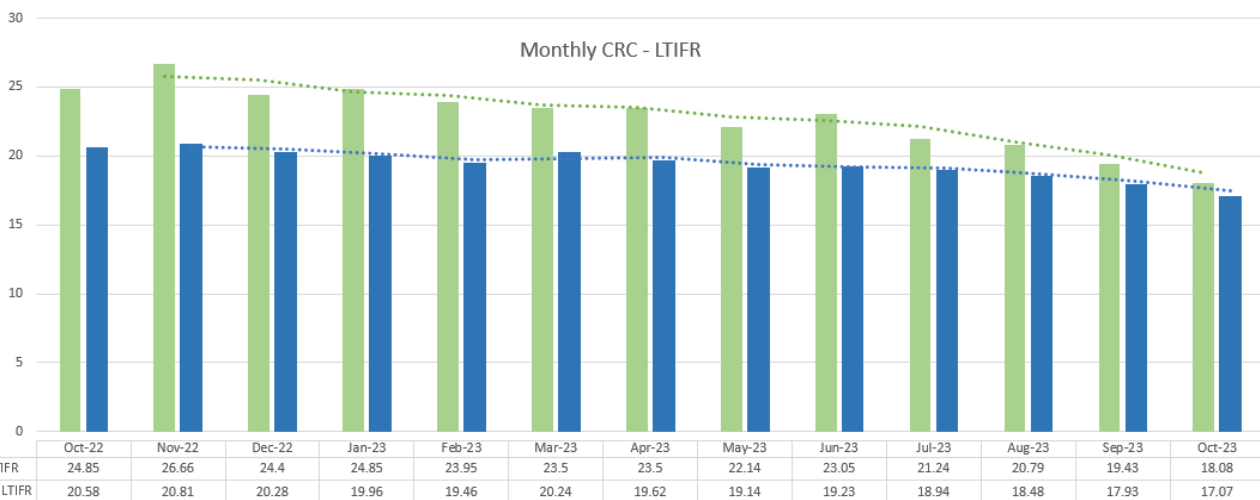
Employee Turnover



COMMENTARY:

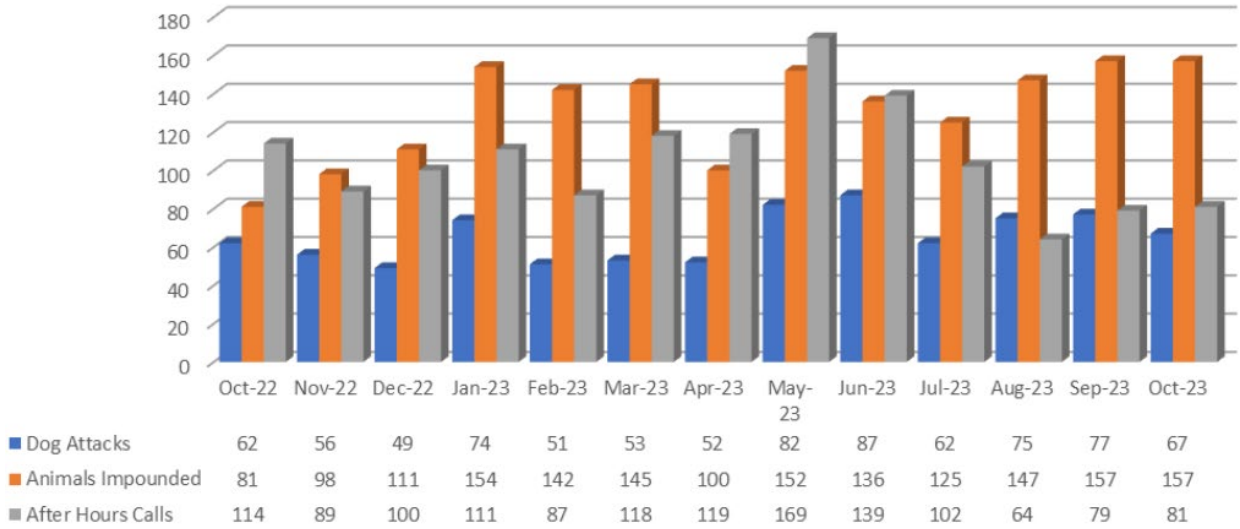
According to ALGA, the national turnover rate in local government is around 15%, and closer to 20% in rural areas (current as at September, 2022).

Lost Time Injury Frequency Rate



Comments

The LTIFR (frequency) for Council continues to trend downwards despite a slight rise in June 23, with a result of 18.08 for October 23. The margin between Council’s position and the scheme is at an all-time low, with a difference of 1.01.



Dog Attacks:

Dog attacks slightly reduced this month, barking complaints on par with last month. Wandering complaints slightly increased this month.

Animals Impounded:

Impounded animals on par with last month, increase in cats impounded could be due to the number of cat traps out on loan.

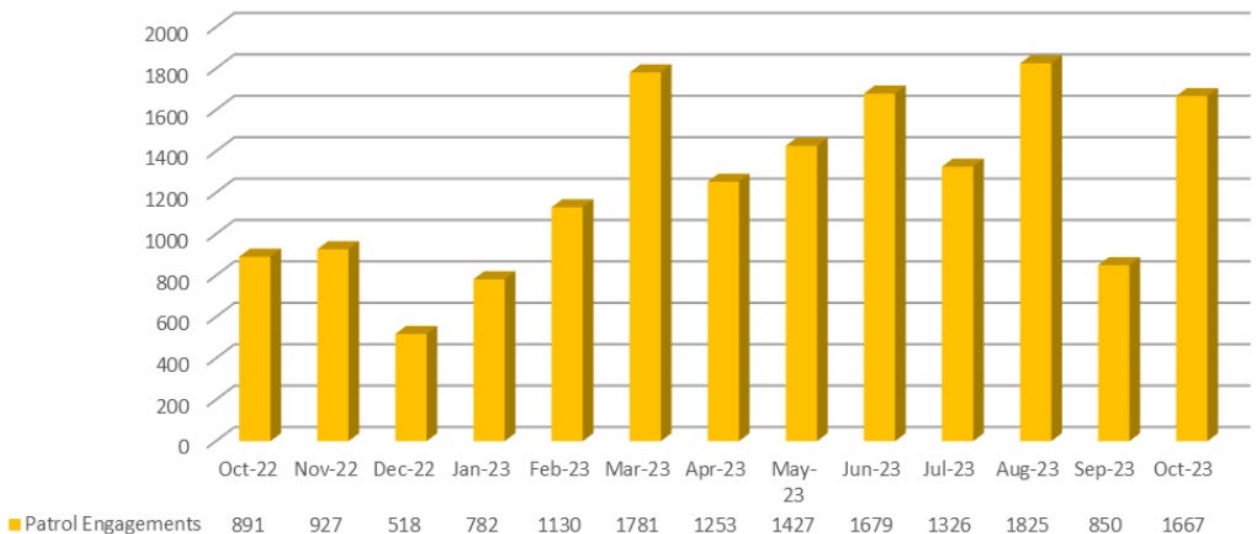
After Hours Calls and Patrol Engagement:

Fines issued in October for failing to renew registration.

North: Clifton Beach, Palm Cove Esplanade, Kewarra Beach/Nova Street

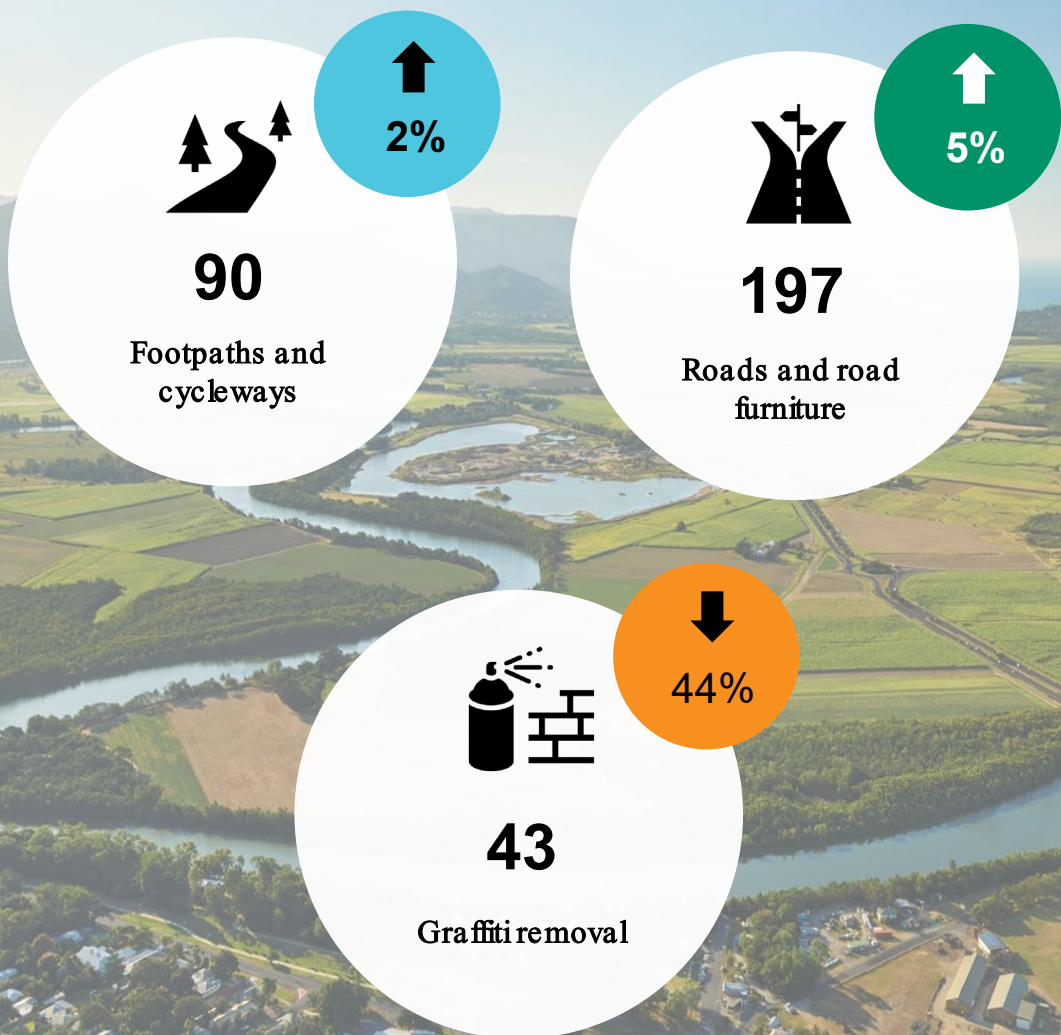
Central: Esplanade (Muddy’s/Lagoon), Esplanade North, De Jarlais Street

South: Forest Gardens Duck Pond, Fuller Park, Walker Road Sports Precinct



Cairns Infrastructure and Assets

Customer Requests – October 2023



Major Projects & Initiatives



Resource Recovery 2040 Roadmap

- Stage 2 underway; with Program Prioritisation completed
- Detailed options analysis commenced, including long-listing to short-listing process

Cairns Water Security Stage 1

- Council resolved to Award an Early Contractor Involvement (ECI) Agreement to two parties in early 2023.
- ECI Phase has reached completion, with Proponent D&C Offers submitted. Evaluation has since commenced and is currently in progress.
- Formal Cultural Heritage Management Plan (CHMP) negotiations underway



Smart Water Meter Project

- Total of 7,600+ SWM meters installed with stable communication of water usage.
- Supply of meters is sufficient with no current or forecasted stock issues.
- Utility Services installation team averaging 600 new meters installed per month.
- Mid-2024 increase of installation teams is on track to further increase installation rates.





Health Compliance

Renewal notices for Food Business licenses were issued in August, and the payment deadline of 30 September was met with great responsiveness. Out of the 1142 food businesses that received renewal notices, an impressive 1130 have already completed their payments in full. This represents a 99% compliance rate, with only 12 businesses currently engaged in positive discussions with Council officers to promptly settle their outstanding accounts. The overall commitment to license renewal is commendable, and we are actively working with the remaining businesses to ensure the smooth finalisation of their accounts.

Local Law Adoption

On 9 August 2023 Council resolved to undertake public consultation in relation to the Local Laws and the anti-competitive provisions identified and to consult with relevant State government departments regarding the State Interest in the Local Laws. Council undertook public consultation and State Interest Checks during the period from 16 August to 13 September 2023. All submissions received have been considered and amendments have been made to the local laws where required.

Council resolved on 8 November 2023 to adopt amended versions of 12 Local Laws and 4 Subordinate Local Laws. Council also resolved to make a new Local Laws being *Local Law No. 15 (Waste Management) 2023*. Officers will now commence a change management plan to ensure that Council is adequately prepared for the Local Laws to be implemented on 1 July 2024.



Footpath Dining

The annual footpath dining permit renewal process is a huge undertaking for the Local Laws Compliance and Regulatory Administration teams. The renewal and compliance process is important to minimise the risk to Council involved in footpath areas being utilised without the appropriate permit and insurance in place. As part of this process 150 renewal notices were issued to permit holders across the region with 75 of these permit holders receiving a reminder notice.

The Local Laws Compliance team then hand delivered 38 Compliance Notices from Babinda to Palm Cove explaining what was required to be compliant.

The team also followed up with phone calls where required to ensure the requirements were clearly explained. This process has been a success with 148 of the 150 (99%) permit holders now having gained compliance.



Strategy Framework Paper was completed in mid October with nearly 2000 interactions with members of the community.

Community panel members completed the Growing Well in Cairns Education Program developed by Studio THI and 73 panel members attended an online webinar to hear more about the project and upcoming engagement activities



SURVEY NOW OPEN

Scenic Preference Survey is now open for members of the community to complete <https://haveyoursay.cairns.qld.gov.au/scenic-amenity-study>

For more information, visit: [Towards 2050](#)



Economic Development

- More than 60 local, First Nations-owned businesses were engaged across five capacity building events during Indigenous Business Month in Cairns, which was proudly presented by Cairns Regional Council in partnership with the Queensland Government and the Cairns Chamber of Commerce.

Major and Economic Events

- New Major Events Policy developed and workshopped across the business and with Councillors.

Advocacy

- Deputy Mayor Cr Terry James and Cr Brett Moller attended the LGAQ Annual Conference in Gladstone from 16-18 October as Delegates of Council.
- Ahead of the 2024 State election, Councillors were provided with an update on strategic advocacy planning.

Economic snapshot

Most Recent Unemployment Rate

		Pre COVID
	Jun-23	Dec-19
Cairns LGA	2.9%	4.3%
		Pre COVID
	Sep-23	Dec-19
Cairns SA4 Region	3.0%	4.8%

2-year unemployment rate trend (%)

