



AGENDA

Wednesday, 20 July 2022

Ordinary Council Meeting

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

Date: Wednesday, 20 July 2022

Time: 9:00am

Location: Council Chambers

Peter Franks
Chief Executive Officer

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- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**
Ordinary Council Meeting - 15 June 2022
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 AMPLITEL PTY LTD - MATERIAL CHANGE OF USE - TELECOMMUNICATIONS FACILITY - LOT 22 ON SP323208 - 114 MINES ROAD, MAREEBA - MCU/22/0007

Date Prepared: 28 June 2022

Author: Senior Planner

Attachments:

1. [Proposal Plans](#) ↓
2. [Submissions](#) ↓
3. [Chief Medical Officer Statement - Safety of 5G Technology](#) ↓

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Amplitel Pty Ltd	ADDRESS	114 Mines Road, Mareeba
DATE LODGED	20 April 2022	RPD	Lot 22 on SP323208
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Telecommunications Facility		
FILE NO	MCU/22/0007	AREA	20.17 hectares
LODGED BY	Ventia Pty Ltd	OWNER	D & M Gostelow
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Residential zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Two (2), including 1 co-signed by 15 persons		

EXECUTIVE SUMMARY

Council is in receipt of a development application described in the above application details.

The application is impact assessable and two (2) properly made submissions were received in response to public notification of the application.

The application and supporting material have been assessed against the Mareeba Shire Council Planning Scheme 2016 and does not conflict with any relevant planning instrument.

The key planning issues associated with the proposed development are visual amenity impact due to the height of the tower, as well as perceived health issues relating to electromagnetic emissions on nearby sensitive land uses.

Despite the monopole tower having a slimline design, given the height of the tower, some visual impact to the surrounding locality is unavoidable. However, telecommunications facilities are a common and accepted form of development, and any visual impact will be offset by the wider community benefit provided by the proposed facility (mobile phone reception). Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help the development blend in with the natural environment.

Using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) the applicants prepared and submitted a report on the expected levels of electromagnetic energy (EME) that will be produced by the facility. The highest level produced is within 50 - 100 metres of the facility and is well below the public exposure limit at 1.75% of the limit.

The proposed facility, like many other telecommunication facilities which are already constructed in much more densely populated areas, is not likely to impact on the health and wellbeing of surrounding residents.

It is recommended that the application be approved in full with conditions.

OFFICER’S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Amplitel Pty Ltd	ADDRESS	114 Mines Road, Mareeba
DATE LODGED	20 April 2022	RPD	Lot 22 on SP323208
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Telecommunications Facility		

and in accordance with the Planning Act 2016, the applicant be notified that the application for a development permit for the development specified in (A) is:

Approved by Council in accordance with the approved plans/documents listed in (B), subject to assessment manager conditions in (C), assessment manager’s advice in (D), relevant period in (E), further permits in (F), and further approvals from Council listed in (G);

And

The assessment manager does not consider that the assessment manager’s decision conflicts with a relevant instrument.

(A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use - Telecommunications Facility

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
Q116998 S1	Site Access and Locality Plan	Amplitel	27.02.22
Q116998 S1-1	Site Layout	Amplitel	27.02.22
Q116998 S1-2	Antenna Layout	Telstra	27.02.22
Q116998 S3	North Elevation	Amplitel	27.02.22
Q116998 S3-1	Antenna Configuration Table	Telstra	27.02.22

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by the Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
 - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
 - 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
 - 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by the condition(s) of this approval.
 - 3.2 All payments required to be made to the Council (including contributions, charges and bonds) pursuant to any condition of this approval must be made prior to the commencement of the use and at the rate applicable at the time of payment.
 - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
 - 3.4 Noise Nuisance

Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.
4. Infrastructure Services and Standards
 - 4.1 Access

An access crossover must be constructed off Mines Road to the development (from the edge of the road to the property boundary) in accordance with FNQROC Development Manual Standards (as amended), to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage

The applicant must ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practicable measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual.

4.3 Lighting

4.3.1 Where outdoor lighting is required the developer shall locate, design and install lighting to operate from dusk to dawn within all areas where the public will be given access, which prevents the potential for light spillage to cause nuisance to neighbours and must be provided in accordance with Australian Standard 1158.1 – Lighting for Roads and Public Spaces.

Illumination resulting from direct, reflected or other incidental light emanating from the subject land does not exceed 8 lux when measured at any point 1.5m outside the property boundary of the subject site. The lighting fixtures installed on site must meet appropriate lux levels as documented within Australian Standard 4282 – Control of the Obtrusive Effects of Outdoor Lighting.

4.3.2 Warning lights shall not be installed on the tower, unless specifically required by other relevant legislation.

4.4 Building Materials & Finishes

4.4.1 Any equipment cabinets shall be a neutral colour.

4.4.2 The monopole tower and compound fencing shall be painted a colour equivalent to Colorbond 'Pale Eucalypt' in order to help achieve an effective visual blend with the surrounding landscape.

4.5 Operational Requirements

4.5.1 The radiofrequency field emissions and electromagnetic emissions from the installed tower shall not exceed the Australian Radiation Protection and Nuclear Safety Agency mandated exposure limits for continuous exposure to radio frequency and electromagnetic energy transmissions from mobile phone base stations at any time, at any location.

4.5.2 Within three (3) months of the site becoming operational, a site compliance inspection is to be carried out by an appropriately qualified person and certificate issued to verify that the site complies with the requirements and limits of the Australian Radiation Protection and Nuclear Safety Agency, Radiation Protection Standard, 2002 Maximum Exposure Levels to Radio Frequency Fields – 3 kHz to 300 GHz. This certificate is to be submitted to Council for consideration within three (3) months of the tower becoming operational.

4.6 Decommissioning and Site Rehabilitation

If the use is abandoned, the site must be rehabilitated to a level that achieves the following:

- (i) The monopole and associated infrastructure is removed from the site; and
- (ii) The site is made suitable for other uses compatible with the locality; and
- (iii) Restores the visual amenity of the site.

(D) ASSESSMENT MANAGER'S ADVICE

(a) Compliance with applicable codes/policies

The development must be carried out to ensure compliance with the provisions of Council's Local Laws, Planning Scheme Policies, Planning Scheme and Planning Scheme Codes to the extent they have not been varied by a condition of this approval.

(b) Compliance with Acts and Regulations

The erection and use of the building must comply with the Building Act and all other relevant Acts, Regulations and Laws, and these approval conditions.

(c) Environmental Protection and Biodiversity Conservation Act 1999

The applicant is advised that referral may be required under the *Environmental Protection and Biodiversity Conservation Act 1999* if the proposed activities are likely to have a significant impact on a matter of national environmental significance. Further information on these matters can be obtained from www.environment.gov.au.

(d) Cultural Heritage

In carrying out the activity the applicant must take all reasonable and practicable measures to ensure that no harm is done to Aboriginal cultural heritage (the "cultural heritage duty of care"). The applicant will comply with the cultural heritage duty of care if the applicant acts in accordance with gazetted cultural heritage duty of care guidelines. An assessment of the proposed activity against the duty of care guidelines will determine whether or to what extent Aboriginal cultural heritage may be harmed by the activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsip.qld.gov.au.

(E) RELEVANT PERIOD

When approval lapses if development not started (s.85)

Material Change of Use – six (6) years (starting the day the approval takes effect).(F) OTHER NECESSARY DEVELOPMENT PERMITS AND/OR COMPLIANCE PERMITS

- Development Permit for Building Work

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Access approval arising from condition number 4.1 (Please contact Planning Section to obtain application form and applicable fee)

THE SITE

The subject site is situated at 114 Mines Road, Mareeba, and is described as Lot 22 on SP323208. The site is irregular in shape with an area of 20.17 hectares and is zoned Rural Residential under the Mareeba Shire Council Planning Scheme 2016.

The site contains approximately 255 metres of frontage to Mines Road which is formed to a gravel standard for the relevant frontage.

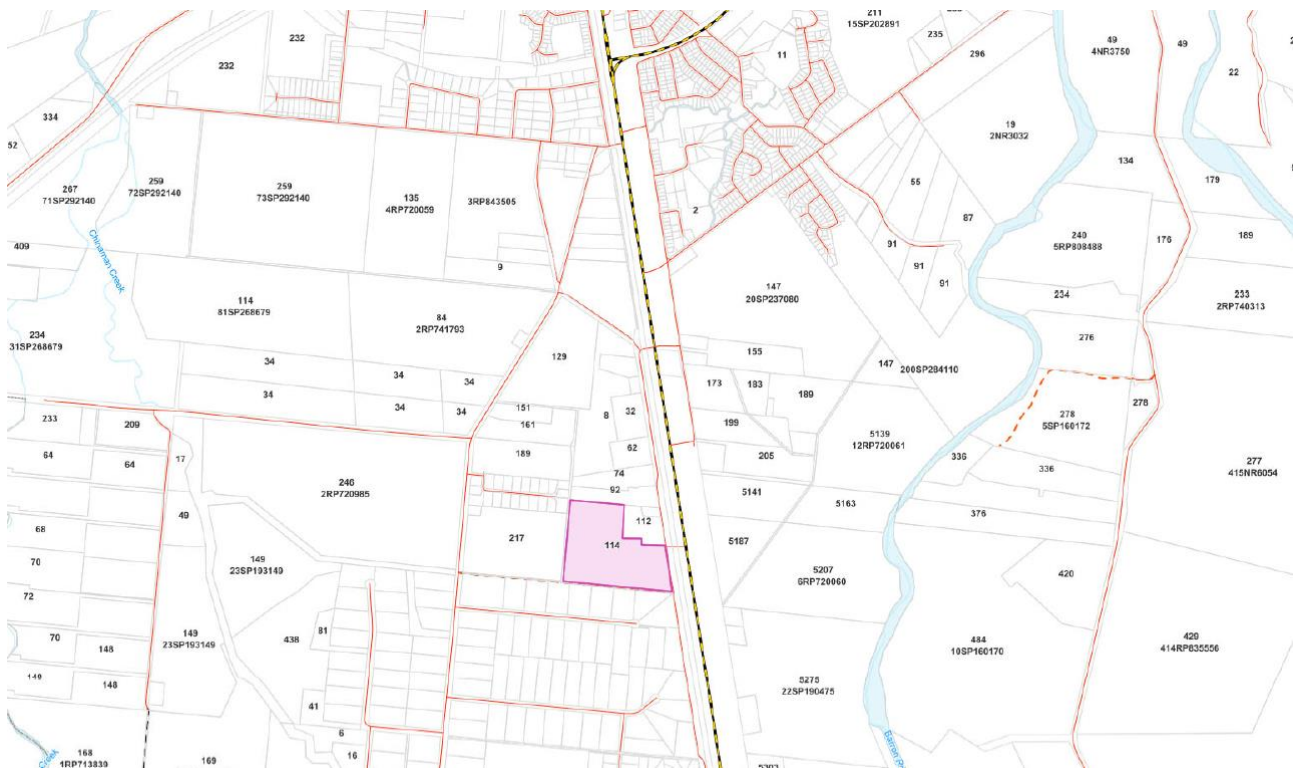
The existing use of the land is a dwelling house. The overall land area outside the dwelling area and its immediate surrounds is sparsely vegetated, with native grasses the general ground-cover. There are several ornamental trees of 2-3m located west of the facility. The site topography is flat, at an elevation of 444m AHD.

The site has one (1) existing crossover for the dwelling house. The site does have an unformed crossover in the south-eastern corner of the subject site, adjacent to a Sunwater pump tower. The site has nearby access to power, while optic fibre will be extended 1490m to the proposed development.

The site is approximately 4.5km south of the centre of Mareeba, 3.5km north of the Mareeba Airport and 125m west of the Kennedy Highway. The site is situated north of a rural residential area with blocks generally 2 hectares in size.

**Map Disclaimer:**

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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use - Telecommunications Facility in accordance with the plans shown in **Attachment 1**.

The proposed development is described as follows:

- Establishing a 40m monopole on the site (antennas will protrude to 41.4m above ground level);
- Installing nine (9) new panel antennas mounted on a triangular headframe attached to the monopole at an elevation of 40m (centreline);
- Installing associated ancillary equipment mounted on the monopole headframe, including remote radio units, diplexers, tower mounted amplifiers, combiners, feeders, cables and other ancillary equipment as required;
- Installing Telstra equipment shelter at the base of the monopole to accommodate proposed equipment;

- The above elements within a 12m x 10.0m security fenced and padlocked compound; and
- Installing solid metal fencing around the exterior of the compound.

The applicant has proposed that the monopole be an unpainted/untreated concrete grey finish as it is their opinion that this would be less noticeable against the skyline.

Access to the facility is proposed to be taken off Mines Road via a new crossover. The internal access route is proposed to be crushed gravel 3m in width and will be approximately 20m in length.

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic.

REGIONAL PLAN DESIGNATION

The subject site is included within the Regional Landscape and Rural Production Area land use category in the Far North Queensland Regional Plan 2009-2031. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- ‘Areas of Ecological Significance’ does not identify the site as being of any significance.

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> • Rural Residential Area Transport Elements <ul style="list-style-type: none"> • Principal Cycle Route
Zone:	Rural Residential zone
Precinct:	Precinct A - 4,000m2
Overlays:	Agricultural land overlay Airport environs overlay Bushfire hazard overlay Residential dwelling house and outbuilding overlay Transport infrastructure overlay

Planning Scheme Definitions

The proposed use is defined as:

<i>Column 1 Use</i>	<i>Column 2 Definition</i>	<i>Column 3 Examples include</i>	<i>Column 4 Does not include the following examples</i>
Telecommunications facility	Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.	Telecommunication tower, broadcasting station, television station	Aviation facility, 'low impact telecommunications facility' as defined under the <i>Telecommunications Act 1997</i>

RELEVANT PLANNING INSTRUMENTS

Assessment of the proposed development against the relevant planning instruments is summarised as follows:

(A) Far North Queensland Regional Plan 2009-2031

Separate assessment against the Regional Plan is not required because the Mareeba Shire Council Planning Scheme appropriately advances the Far North Queensland Regional Plan 2009-2031, as it applies to the planning scheme area.

(B) State Planning Policy

Separate assessment against the State Planning Policy (SPP) is not required because the Mareeba Shire Council Planning Scheme appropriately integrates all relevant aspects of the SPP.

(C) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

- (9) Mareeba Shire is supported by affordable and reliable high-speed telecommunications that are delivered through facilities that minimise visual impact.

Comment

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

Telecommunications facilities are a common and accepted form of development and any visual impact will likely be offset by the wider community benefit provided by the proposed facility (mobile phone reception).

Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

The development complies.

3.6.11 Element—Information and communication technology

3.6.11.1 Specific outcomes

- (2) Telecommunications facilities, particularly mobile phone towers, are located to ensure visual amenity is not compromised, with these facilities co-located wherever possible.

Comment

Due to the intended service area, it is not possible to co-locate this telecommunications facility. The application has thoroughly addressed co-location options and alternative sites and officers are satisfied that the subject site is appropriate.

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

Telecommunications facilities are a common and accepted form of development and any visual impact will likely be offset by the wider community benefit provided by the proposed facility (mobile phone reception).

Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

The development complies.

Relevant Developments Codes

The following Development Codes are considered to be applicable to the assessment of the application:

- 6.2.10 Rural residential zone code
- 7.2.2 Mareeba local plan code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 9.3.4 Energy and infrastructure activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code

9.4.5 Works, services and infrastructure code

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application satisfies the relevant acceptable outcomes (or performance outcome where no acceptable outcome applies) of the relevant codes set out below, provided reasonable and relevant conditions are attached to any approval.

Relevant Codes	Comments
Rural residential zone code	The application can be conditioned to comply with the relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome provided) apart from the following: <ul style="list-style-type: none"> • Acceptable Outcome AO1 Refer to planning discussion section of report.
Mareeba local plan code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Agricultural land overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Energy and infrastructure activities code	The application can be conditioned to comply with the relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome provided) apart from the following: <ul style="list-style-type: none"> • Acceptable Outcome AO3.1 Refer to planning discussion section of report.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

A condition will be attached to any approval requiring all development works to be designed and constructed in accordance with FNQROC Development Manual Standards.

(E) Adopted Infrastructure Charges Notice

No charge is applicable under Adopted Infrastructure Charges Resolution (No.1) 2021.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

Internal Consultation

Nil

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 5 May 2022 to 26 May 2022. The applicant submitted the notice of compliance on 27 May 2022 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

Two (2) properly made submissions were received and both objected to the proposed development. One (1) of the submissions as co-signed by 15 persons.

The grounds for objection/support are summarised and commented on below:

Grounds for objection /support	Comment
Concerns about health impact due to tower proximity and/or 5G.	An environmental electromagnetic energy (EME) report has been produced for the proposed development. The maximum predicted EME level is 1.75% of the public exposure limit at 79 metres from the source. The predicted EME level is 98.25% below the public safety threshold. Australia's Chief Medical Officer has issued an official statement about the safety of the new 5G mobile phone network (Attachment 3). The statement advises that 5G technology is safe and there is no evidence that 5G causes adverse health impacts.
Development may reduce property values.	This is subjective and not a planning consideration. Some people may be put off by telecommunications towers, and others may be attracted by the improved access to telecommunications.
Current mobile phone reception is poor, but development is not worth risk to health, property values.	The development is required to address the existing poor coverage.

	<p>As mentioned previously, there is no evidence that the development will adversely impact on health.</p> <p>It is certain that poor mobile phone coverage can be life threatening in the event of an emergency.</p>
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Submitters

Name of Principal submitter	Address
1. D Richardson	PO Box 2723, Mareeba Qld 4880
2. L & G Della-Bosca (co-signed by 13 others)	PO Box 691, Mareeba Qld 4880

PLANNING DISCUSSION

Noncompliance with the relevant acceptable outcomes of the following development codes is discussed below. Where the development cannot comply with an acceptable outcome, it is considered compliance with the higher order specific outcome can be achieved.

Rural Residential zone code

Height

PO1 *Building height takes into consideration and respects the following:*

- (a) the height of existing buildings on adjoining premises;*
- (b) the development potential, with respect to height, on adjoining premises;*
- (c) the height of buildings in the vicinity of the site;*
- (d) access to sunlight and daylight for the site and adjoining sites;*
- (e) privacy and overlooking; and*
- (f) site area and street frontage length.*

AO1

Development has a maximum building height of:

- (a) 8.5 metres; and*
- (b) 2 storeys above ground level.*

Comment

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

Telecommunications facilities are a common and accepted form of development and any visual impact will likely be offset by the wider community benefit provided by the proposed facility (mobile phone reception).

Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

Once operational, the development will operate unmanned on a daily basis and will not produce any solid or liquid wastes, odours, dust, smoke or significant noise (air conditioner noise only).

It is considered the proposed development will achieve compliance with PO1.

Energy and infrastructure activities code

PO3

Telecommunication facilities are integrated with the built and natural environment to ensure they are not visually dominant or obtrusive.

AO3.1

Telecommunication facilities are located:

- (a) underground; or
- (b) aboveground where:
 - (i) with other telecommunications facilities;
 - (ii) in or on an existing building or structure; and
 - (iii) in areas where the predominant land uses are telecommunication facilities, industrial or commercial uses.

Comment

The proposed telecommunications facility will be a new facility and is located aboveground is therefore non-compliant with AO3.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

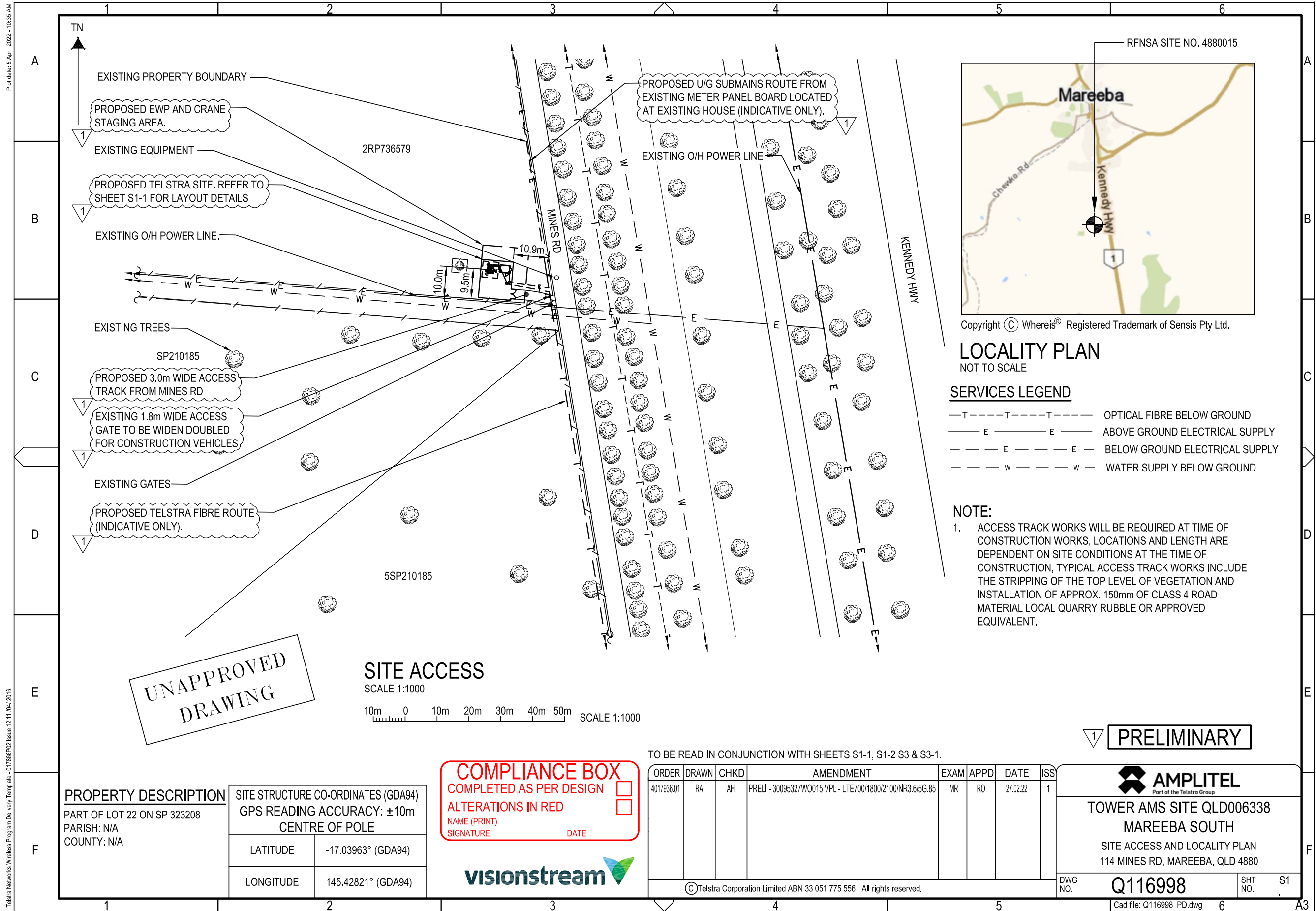
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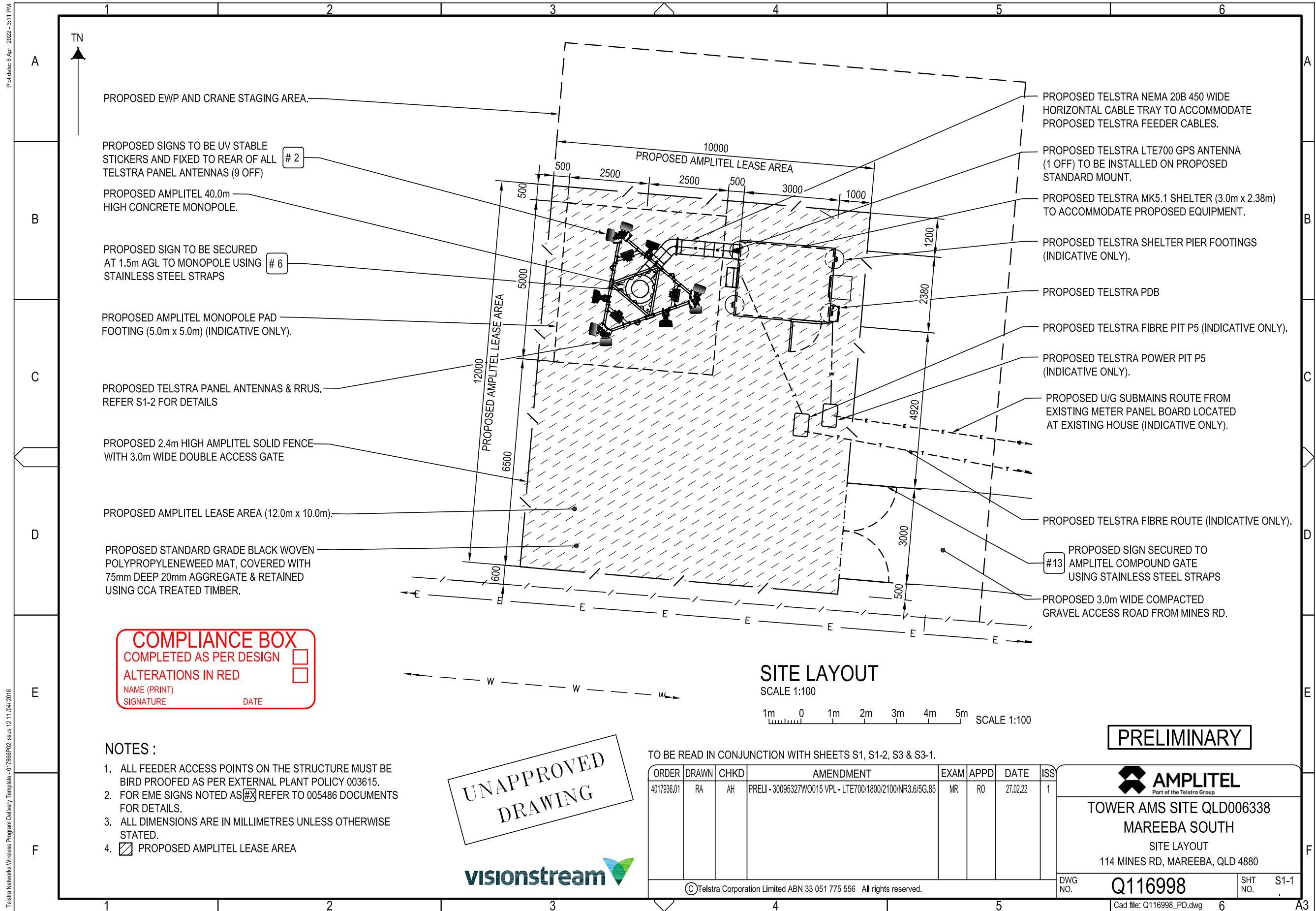
Once operational, the development will operate unmanned on a daily basis and will not produce any solid or liquid wastes, odours, dust, smoke or significant noise (air conditioner noise only).

The proposed development is not considered to be in conflict with PO3.



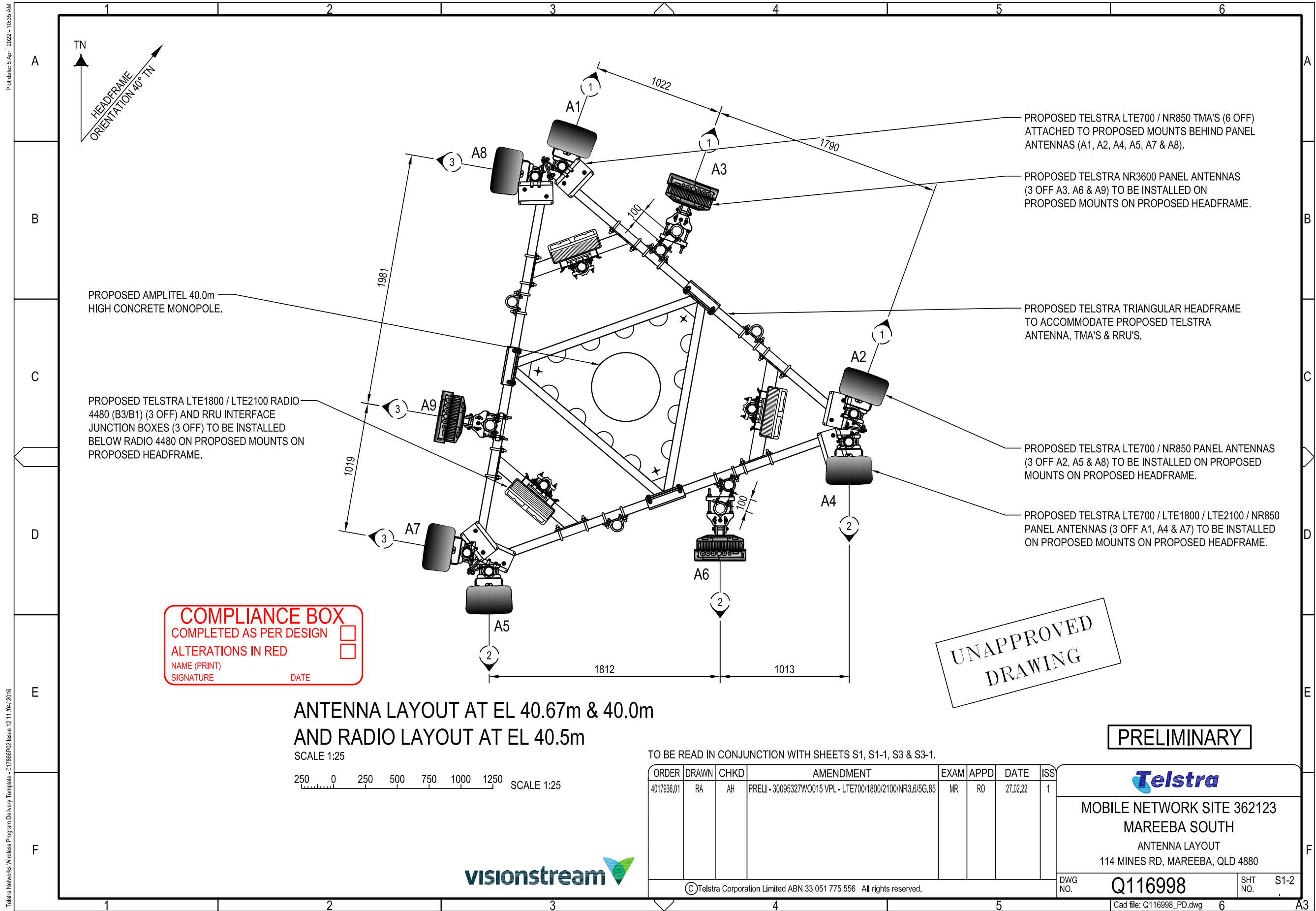
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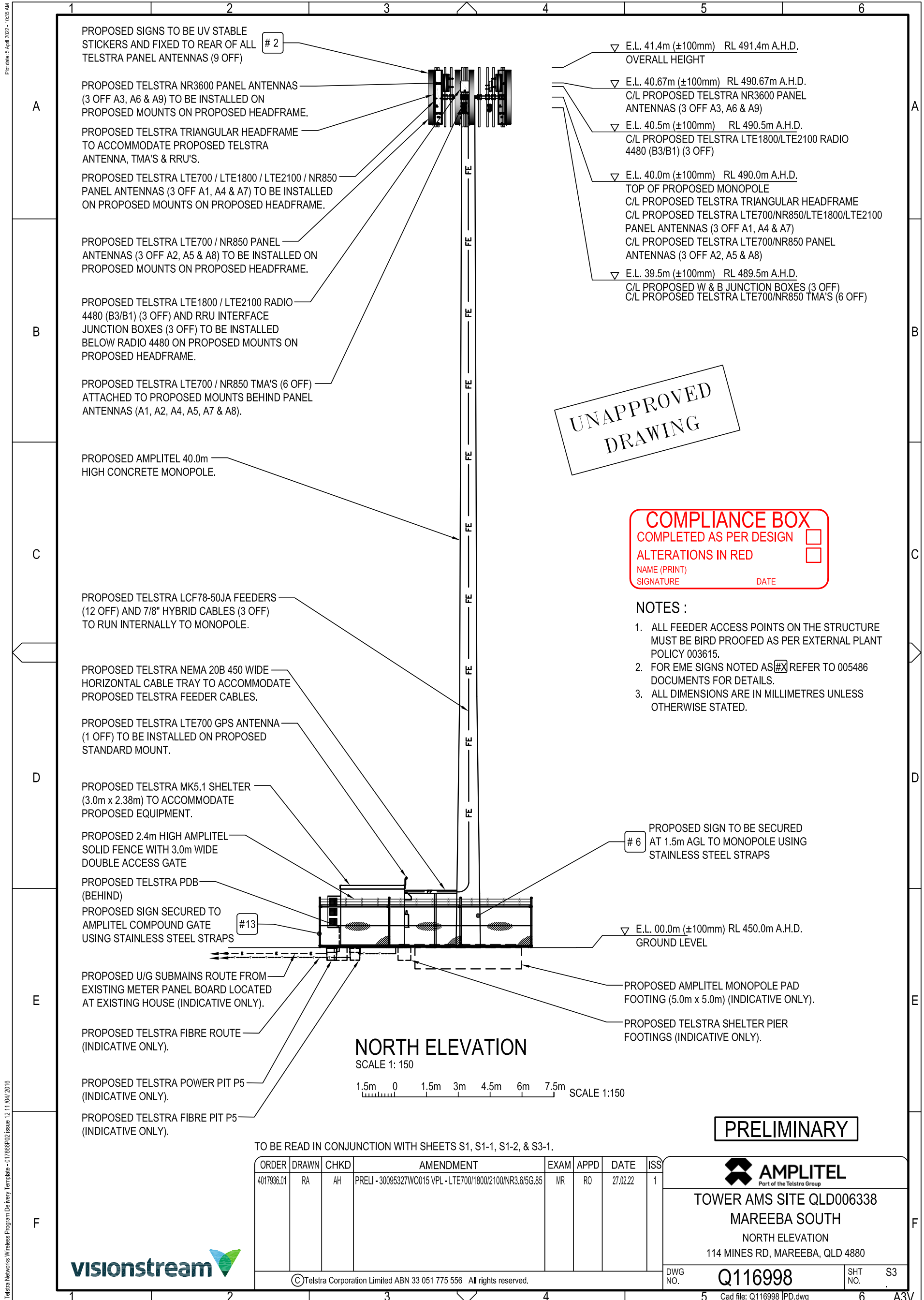


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Plot date: 5 April 2022 - 10:38 AM

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A	<h3 style="margin: 0;">TELSTRA ANTENNA CONFIGURATION TABLE</h3> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">ANTENNA No</th> <th style="width: 30%;">ANTENNA TYPE & SIZE H x W x D</th> <th style="width: 10%;">ANTENNA ACTION REQUIRED</th> <th style="width: 10%;">ANTENNA HEIGHT C/L A.G.L.</th> <th style="width: 10%;">ANTENNA BEARING (x°T)</th> <th style="width: 30%;">SECTOR NO. & TECHNOLOGY</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">A1</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">20°</td> <td>S1: LTE700 / S1: NR850 S1: LTE700 / S1: NR850 S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100</td> </tr> <tr> <td style="text-align: center;">A2</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">20°</td> <td>S1: LTE700 / S1: NR850 S1: LTE700 / S1: NR850 SPARE SPARE SPARE SPARE</td> </tr> <tr> <td style="text-align: center;">A3</td> <td>ERICSSON AIR6488 PANEL 810 x 400 x 200mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.67m</td> <td style="text-align: center;">20°</td> <td>S1: NR3600 S1: NR3600</td> </tr> <tr> <td style="text-align: center;">A4</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">180°</td> <td>S2: LTE700 / S2: NR850 S2: LTE700 / S2: NR850 S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100</td> </tr> <tr> <td style="text-align: center;">A5</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">180°</td> <td>S2: LTE700 / S2: NR850 S2: LTE700 / S2: NR850 SPARE SPARE SPARE SPARE</td> </tr> <tr> <td style="text-align: center;">A6</td> <td>ERICSSON AIR6488 PANEL 810 x 400 x 200mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.67m</td> <td style="text-align: center;">180°</td> <td>S2: NR3600 S2: NR3600</td> </tr> <tr> <td style="text-align: center;">A7</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">280°</td> <td>S3: LTE700 / S3: NR850 S3: LTE700 / S3: NR850 S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100</td> </tr> <tr> <td style="text-align: center;">A8</td> <td>ARGUS RVVPX310.11B-T2H PANEL 2533 x 350 x 208mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.0m</td> <td style="text-align: center;">280°</td> <td>S3: LTE700 / S3: NR850 S3: LTE700 / S3: NR850 SPARE SPARE SPARE SPARE</td> </tr> <tr> <td style="text-align: center;">A9</td> <td>ERICSSON AIR6488 PANEL 810 x 400 x 200mm</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">40.67m</td> <td style="text-align: center;">280°</td> <td>S3: NR3600 S3: NR3600</td> </tr> <tr> <td style="text-align: center;">A200</td> <td>GPS ANTENNA KRE 101 2082/1 Ø68 x 96</td> <td style="text-align: center;">INSTALL</td> <td style="text-align: center;">BASE OF GPS 3.2m</td> <td style="text-align: center;">0°</td> <td style="text-align: center;">-</td> </tr> </tbody> </table>				ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	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<p>© Telstra Corporation Limited ABN 33 051 775 556 All rights reserved.</p>																																																																							
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DENNIS RICHARDSON

Postal...PO Box 2723, Mareeba
 99 Shaban Close
 Mareeba,
 QUEENSLAND, 4880
 Phone 4092 7545/0418 783 903

sidewinder7@bigpond.com



15/05/2022

Mareeba Shire Council

PO Box 154

Mareeba

Qld 4880

Subject:- Telstra Tower at Mines Rd

Dear Sir,

Yes, we object to the construction of a Telstra Tower at 114 Mines Rd, for the following reasons.

1. Health. Given there has been objections to other towers for reasons of health, and there are studies being undertaken that are not yet resulted, we would be happier if this tower was constructed at a greater distance from residential properties. Can MSC and Telstra give us total assurance that there is no health issues due to our close proximity..(20 meters to our boundary, 250 meters to our dwelling).
2. Value of our property. We feel that if a tower is constructed so close to our property, our resale value would be very much reduced. We also think it likely that prospective buyers for our style of property would look elsewhere without a tower.

3. We see the only benefit from the tower being constructed at the proposed location, is to the owners of 114 Mines Rd, and every other property owner in close proximity will suffer the cost by way of reduced value.
4. The current mobile phone reception in this area is rubbish, but it's not worth risking our health and property value to improve it.

Yours Sincerely,



Dennis Richardson

Lawrence and Genet Della-Bosca
 PO Box 691
 Mareeba QLD 4880



11th May 2022

PO Box 154
 Mareeba QLD 4880

Attention: Development Application Officer

Dear Sir/Madam

Reference: URGENT RESPONSE to:

Proposed development – Telecommunications Facility
 Lot 22 on SP323208 114 Mines Road Mareeba QLD 4880
 Application reference MCU/22/0007

In response to the communication dated 3rd May 2022, received 9th May 2022. Please note the following.

As of the 18th March 2022 more, than 230 scientists and doctors from more than 40 countries have signed an appeal recommending a moratorium on the roll-out for the fifth generation 5G for telecommunication. The Doctors/Scientists reveal that 5G will substantially increase exposure to radiofrequency electromagnetic fields (RF-EMF) on top of the 2G, 3G, 4G, Wi-Fi, etc. for telecommunications already in place. Adding that, RF-EMF has been proven to be harmful for humans and the environment. Additionally, the World Health Organisation WHO classified communications technology in the category 2B of cancer-causing substance.

The scientists have expressed their “serious concerns” regarding the ubiquitous and increasing exposure to EMF generated by electric and wireless devices already present before the additional 5G roll-out. They refer to the fact that “ numerous recent scientific publications have shown that; *EMF affects living organisms at levels well below most international and national guidelines*”.

As the owners of a neighbouring property to the proposed development of the 5G tower we have several concerns for our family and ability to live peacefully with the proximity of the proposed tower. Especially considering the scientists have revealed evidence that state effects include increased cancer risk, cellular stress, increase in harmful free radicals, genetic damages, structural and functional changes of the reproductive system, learning and memory deficits, neurological disorders, and negative impacts on general well-being in humans such as headaches, fatigue, nausea, body aches, flu like symptoms just to mention a few. Additionally it is stated that damage goes well beyond just humans, as there is growing evidence of harmful effects to both plants and animals.

Additional reports globally which are easy to find show alarming information relating to the use of 5G. One example reported on, 8th March 2017 revealed that 800 dolphins washed up on Atlantic shores dead as a result of submarine/airplane communication. Also, another report October 2018 in the Netherlands two 5G tests were carried out that resulted in 398 birds dropping dead from the sky. This resulted in categorising the 5G test to category 1 cancer causing.

Therefore, with a current appeal supported by over 230 Doctors/Scientists and alarming information easily accessible from credible sources we feel that a delay for the proposed development application be considered to allow for the results of the scientific studies and appeal to be revealed and reviewed.

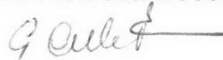
Thank you for your time effort and consideration and we eagerly await your reply in this extremely important matter.

Yours Sincerely

Lawrence Della- Bosca



Genet Della-Bosca



PETITION

We the undersigned residents of Mareeba, do not agree to the construction of a telecommunications facility to be built at Lot 22 on SP323208 114 Mines Road Mareeba:

Name	Address	Signature
S. SWINTON	62 MINES ROAD, MAREEBA	<i>S. Swinton</i>
S. HASSETT	62 MINES ROAD, MAREEBA	<i>S. Hassett</i>
J. ZAPPULLA	22 MINES ROAD, MAREEBA	<i>J. Zappulla</i>
A ZAPPULLA	22 MINES RD	<i>A. Zappulla</i>
A. mehman	Lot 8 shaban cl Mareeba QLD	<i>A. Mehman</i>
K wicks	" "	<i>K. Wicks</i>
Mikhael Bakas	LOT 9 SHABAN CLOSE	<i>M. Bakas</i>
Mikhael Bakas	8 Mines Rd	<i>M. Bakas</i>
AIKEEN CRISTIANO	14 MINES RD.	<i>A. Cristiano</i>
V. Cristiano	14 MINES RD.	<i>V. Cristiano</i>
K KIDNER	74 MINES RD MIBA	<i>K. Kidner</i>
S. MURAT	84 RAY Rd, MIBA 4880	<i>S. Murat</i>
V. Murat	32 MINES ROAD	<i>V. Murat</i>

Document Set ID: 4100169
Version: 1, Version Date: 26/05/2022



31 May 2022 – [Coronavirus \(COVID-19\) health alert](#)

31 May 2022 – [Japanese encephalitis virus \(JEV\) health alert](#)



Australian Government
Department of Health

Safety of 5G technology

Statement from Australia's Chief Medical Officer, Professor Brendan Murphy, about the safety of the new generation 5G mobile phone network

Date published:

24 January 2020

Media type:

Statement

Audience:

General public

I'd like to reassure the community that 5G technology is safe.

There is no evidence telecommunication technologies, such as 5G, cause adverse health impacts.

This position is supported by health authorities in Australia – such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) – and around the world, such as the World Health Organization (WHO).

Mobile phone networks and other wireless telecommunications emit low-powered radio waves also known as radiofrequency (RF) electromagnetic energy (EME). This is different to ionising radiation associated with nuclear energy or use in medicine.

The radio waves to which the general public is exposed from telecommunications are not hazardous to human health.

To ensure the public remains protected, ARPANSA established limits for EME through a Standard. This Standard is designed to protect people from exposure to radio waves. Limits are set well below the levels where there is evidence of some biological effects such as tissue heating.

Under the Australian Communications and Media Authority's regulatory framework, all telecommunications, including new 5G technology, have to comply with the exposure limits in the ARPANSA Standard.


In order to further improve understanding about this issue, the Australian Government recently announced an investment of \$9 million over four years to assure the public of the safety of telecommunications networks, including new 5G mobile networks.

New initiatives under the Enhanced EME Program will include more targeted scientific research and public information to address community concerns.

Further information about exposure to the 5G network is available from the [ARPANSA website](#) and the Department of Communications and the Arts website, including:

- [5G and your health](#)
- [Misinformation about Australia's 5G network](#)
- [5 facts on 5G](#)
- [Radiofrequency Electromagnetic Energy Emissions](#)

Contact



Australian Government

Departmental media enquiries
 Contact for members of the media

[📞 02 6289 7400](tel:0262897400)

[✉ news@health.gov.au](mailto:news@health.gov.au)

[View contact](#)

Tags:

[Environmental health](#)

[Medical research](#)

8.2 APPLICATION FOR CONVERSION TO FREEHOLD OF TERM LEASE 0/221584 DESCRIBED AS LOT 61 ON CP846866, 828 MAREEBA - DIMBULAH ROAD, PADDYS GREEN

Date Prepared: 13 June 2022

Author: Senior Planner

Attachments: 1. DOR letter dated 8 June 2022 [↓](#)

EXECUTIVE SUMMARY

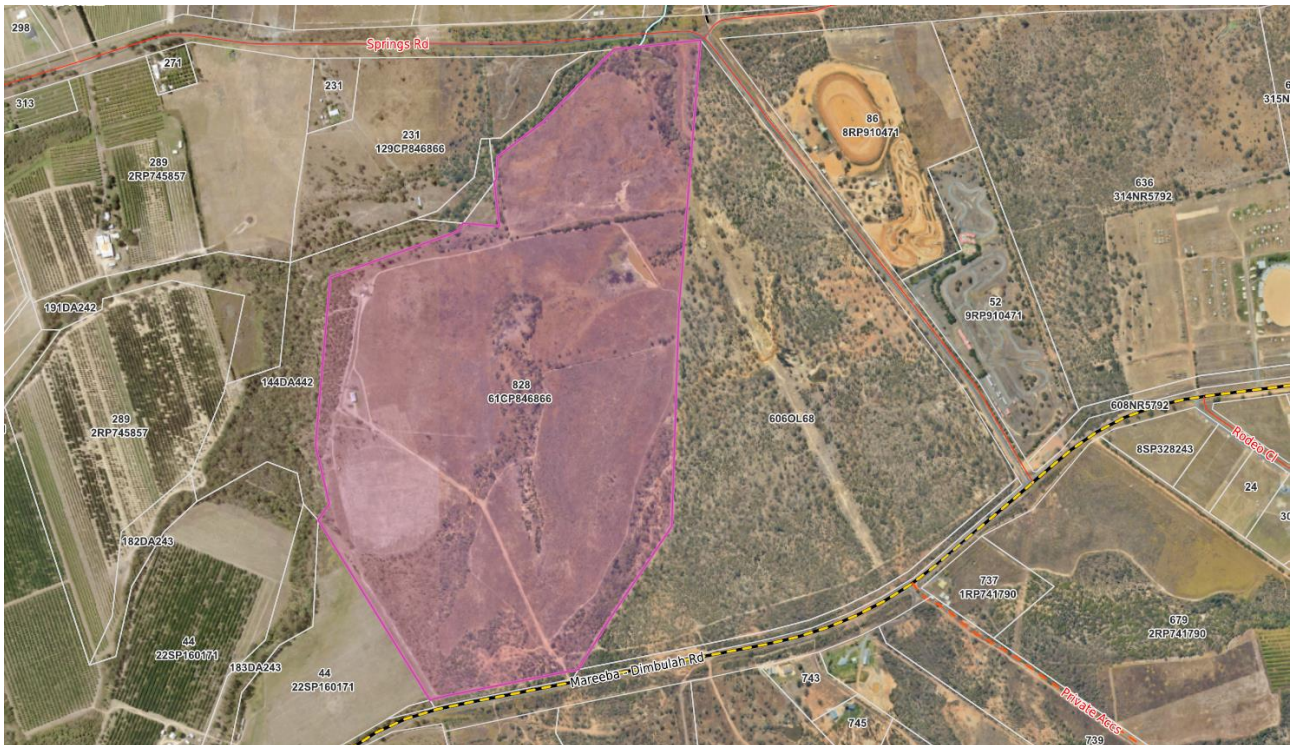
The Department of Resources (DOR) is considering an application for the conversion to freehold of Term Lease 0/221584 described as Lot 61 on CP846866, situated at 828 Mareeba - Dimbulah Road, Paddys Green.

Term Lease 0/221584 commenced on 22 November 2004 for a term of 30 years. The purpose of the term lease is grazing.

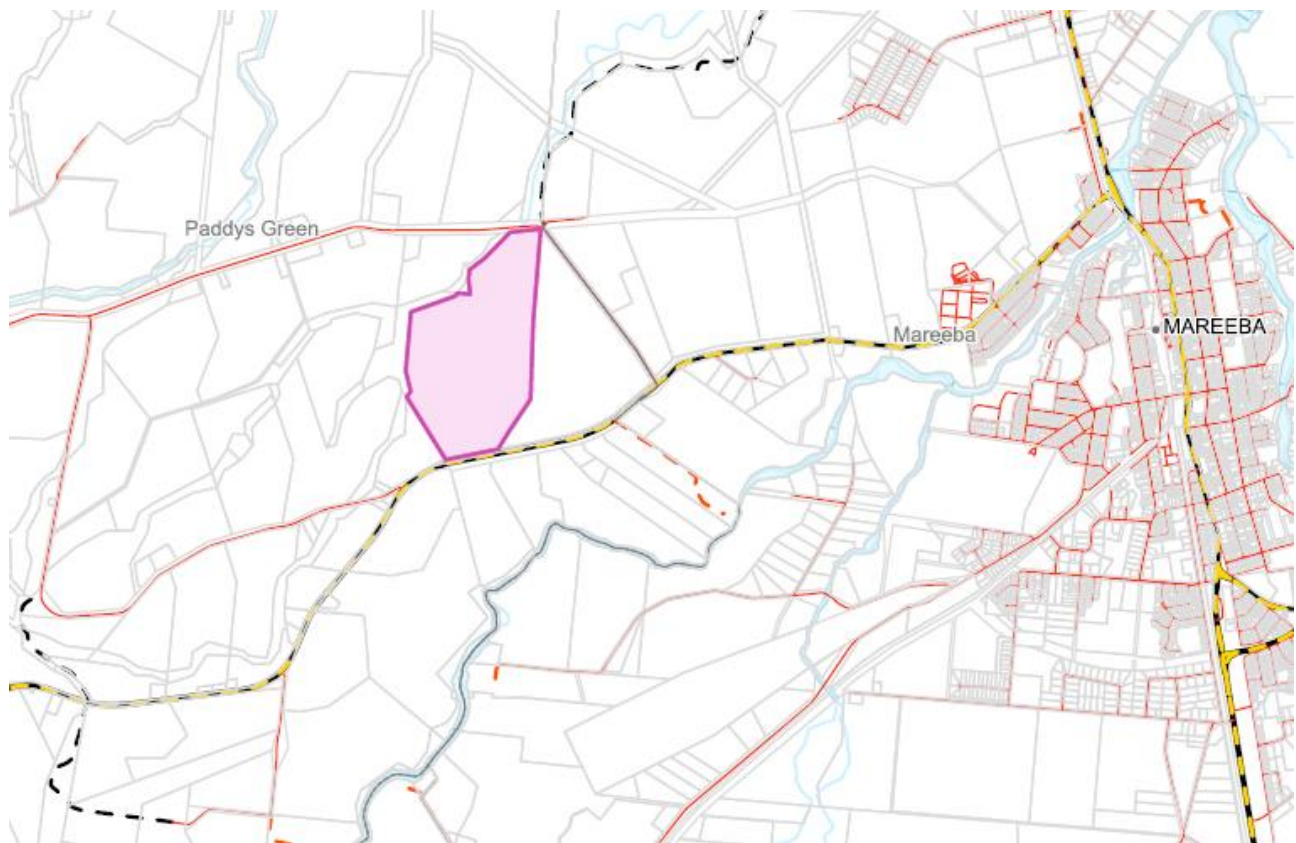
DOR seeks Council's views on the conversion to freehold.

RECOMMENDATION

That Council advise the Department of Resources that Council has no objection to conversion to freehold of Term Lease 0/221584 described as Lot 61 on CP846866, situated at 828 Mareeba - Dimbulah Road, Paddys Green.

BACKGROUND

Based on or contains data provided by the State of Queensland (Department of Environment and Resource Management) (2009). In consideration of the State permitting use of this data you acknowledge and agree that the State gives no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability) and accepts no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws



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The Department of Resources is considering an application for the conversion to freehold of Term Lease 0/221584 described as Lot 61 on CP846866, situated at 828 Mareeba - Dimbulah Road, Mareeba.

The term lease for grazing purposes covers an area of 100.2 hectares and remains current until 22 November 2034.

DOR seeks Council's views on the conversion to freehold.

RISK IMPLICATIONS

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 and is lawfully used for the purposes of grazing.

There is no objection to the conversion of Lot 61 on CP846866 to freehold.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

IMPLEMENTATION/COMMUNICATION

The Department of Resources will be informed of Council's decision by letter.

File / Ref number 2022/000399

08 June 2022

Mareeba Shire Council
PO BOX 154
Mareeba QLD 4880

Email: info@msc.qld.gov.au



Queensland
Government

Department of Resources

Dear Sir/Madam,

Assessment of Conversion of Term Lease 0/221584 described as Lot 61 on Crown Plan CP84866 to Freehold

An application has been made to Freehold the abovementioned lease, and the department is considering further dealing with this land. The following information may help you in providing your views and/or requirements regarding further dealing with this land.

Term Lease 0/211584 commenced on 22/11/2004 for a term of 30 years and issued for Grazing purposes.

The enclosed Smartmap shows the subject land and the surround locality.

It is requested that you provide any views or requirements for the conversion of term lease 0/221584 to Freehold Land.

Objections to the conversion and any views or requirements that may affect the future use of the land should be received by close of business on **20 July 2022**. If you offer an objection a full explanation stating the reason for the objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. An extension to this due date will only be granted in exceptional circumstances.

If a response is not received by the due date and no alternative arrangements have been made, it will be considered you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

Postal :
Resources Cairns
PO Box 937
Cairns QLD 4870

Telephone : (07) 4222 5220

If you wish to discuss this matter, please contact Gerry McDonald on (07) 4222 5220.

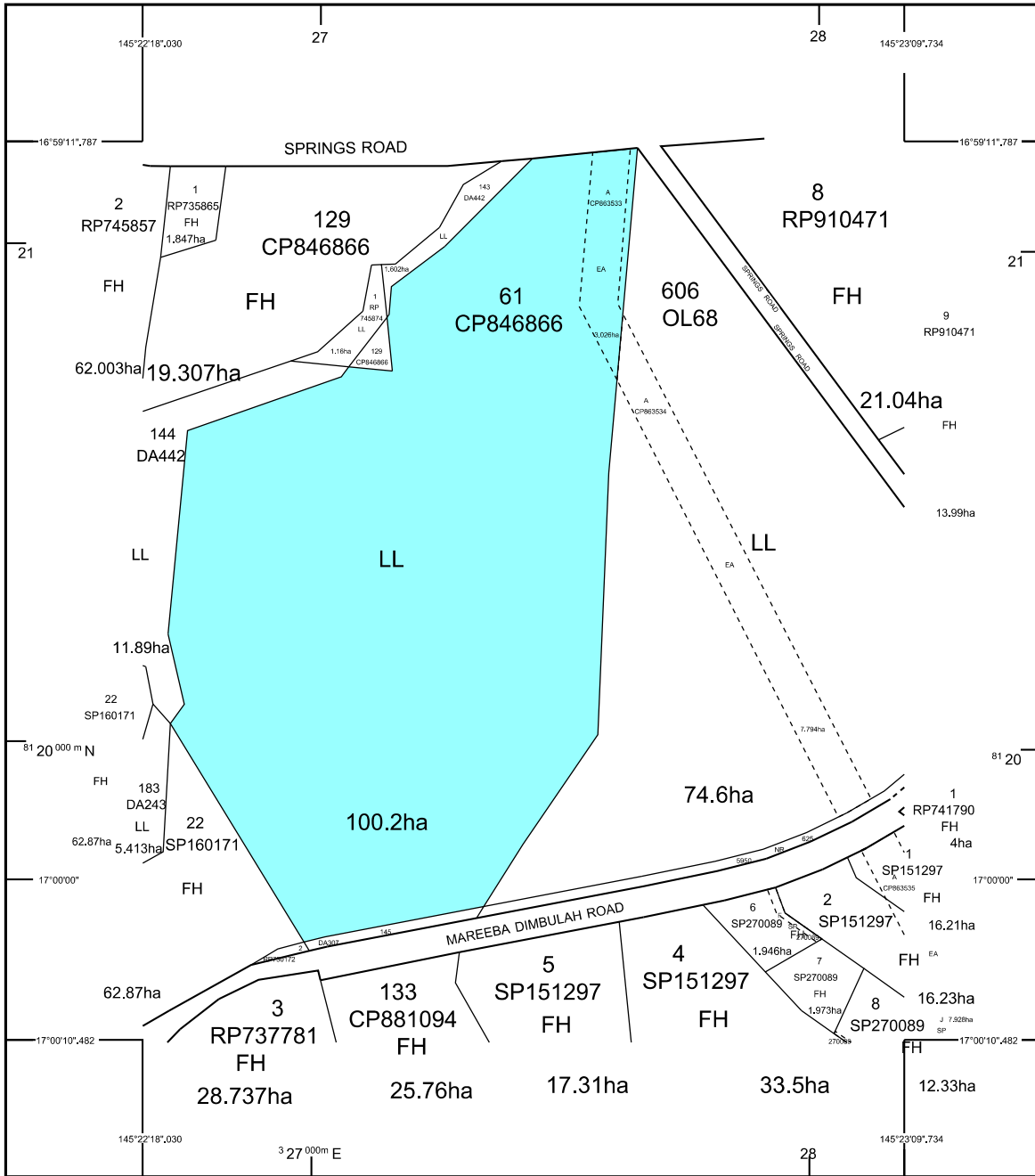
All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to lasslsteam1eng@resources.qld.gov.au Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2022/000399 in any future correspondence.

Yours sincerely



Gerry McDonald
Land Support Officer



STANDARD MAP NUMBER
7964-22333



MAP WINDOW POSITION & NEAREST LOCATION
145°22'42".282
16°59'41".134
MAREEBA
4.71 KM



SUBJECT PARCEL DESCRIPTION	
DCDB	
Lot/Plan	No Lot/Plan Selected,
Area/Volume	No Lot/Plan Selected,
Tenure	No Lot/Plan Selected,
Local Government	No Lot/Plan Selected,
Locality	No Lot/Plan Selected,
Segment/Parcel	No Lot/Plan Selected,

CLIENT SERVICE STANDARDS

PRINTED 08/06/2022
For additional information regarding this SmartMap see page 2. Shading Rules have been applied.

DCDB 07/06/2022 (Lots with an area less than 1500m² are not shown)

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Additional Information Page

Shading Rules

Lot Number = 61 and Plan Number = CP846866

8.3 COUNCIL POLICY REVIEW

Date Prepared: 30 June 2022

Author: Senior Compliance Officer

Attachments:

1. Procurement Policy [↓](#)
2. Public Interest Disclosure Management Plan [↓](#)

EXECUTIVE SUMMARY

As part of the ongoing organisation-wide compliance policy review work, amended and newly created instruments along with instruments marked for repeal are presented to Council for consideration.

RECOMMENDATION

That Council:

1. Repeals the
 - (a) Procurement Policy – adopted 16 June 2021; and
 - (b) Public Interest Disclosure Management Plan – adopted 21 July 2021
2. Adopts the
 - (a) Procurement Policy; and
 - (b) Public Interest Disclosure Management Plan

BACKGROUND**Procurement Policy**

The policy holds the intention of ensuring all Council officers observe sound contracting principles when undertaking procurement activities. The instrument sets out Council's policy position on the acquisition of goods and services via observance of declared procurement principles. The policy applies to the procurement of all goods, materials, equipment and related services, construction contracts, service contracts (including maintenance) and consultancies.

Amendments have been effected as follows:

- Removal of reference to redundant Workplace Health and Safety instruments in section 2
- The petty cash value of \$50 declared in section 4.2 has been amended to \$40
- The purchase threshold value of \$2,000 declared in section 4.3 has been amended to \$5,000
- The commencing purchase threshold value of \$2,000 declared in section 4.4 has been amended to \$5,000
- The entire paragraph declaring the requirement for three (3) quotations for each and every fleet and plant purchase under the value of \$200,000 has been removed
- The summary of procurement thresholds matrix in section 4.11 has been updated to reflect the amendments outlined above

Public Interest Disclosure Management Plan

Council is committed to fostering an ethical, transparent culture. In pursuit of this, Council values the disclosure of information about suspected wrongdoing in the public sector so that it can be properly assessed and, if necessary, appropriately investigated. The *Public Interest Disclosure Management Plan* demonstrates this commitment and ensures that practical and effective procedures are implemented which comply with the requirements of the *Public Interest Disclosure Act 2010* (Qld) (PID Act) and any relevant standards.

Amendments have been effected as follows:

- Removal of residual and irrelevant employee entitlement indemnity disclaimer from the final paragraph of 2 Scope

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Policy library and website updated to publish.

Procurement Policy



Policy Type	Council Policy	Version:	2.0
Responsible Officer	Manager Finance	Date Approved:	21/07/2022
Review Officer:	Director Corporate and Community Services	Review Due:	30/06/2023
Author:	Manager Finance	Commencement:	22/07/2022

1. PURPOSE

This policy aims to ensure all council officers implement sound contracting principles in the course of day to day operations to achieve value for money for council, whilst maintaining the principles of the policy outlined in the following sections.

2. POLICY STATEMENT

This document sets out Council’s policy for the acquisition of goods and services and carrying out of the procurement principles. This policy applies to the procurement of all goods, materials, equipment and related services, construction contracts, service contracts (including maintenance) and consultancies. All Council purchases must be carried out in compliance with the *Local Government Act 2009* (the “Act”) and the *Local Government Regulation 2012* (the "Regulation"). In particular, Chapter 6, Part 3 – Default contracting procedures of the Regulation apply.

Council's policy is to support local businesses and industries where practicable to support the viability of local businesses in all townships within the Mareeba Shire Council area.

3. PRINCIPLES

Council employees must have regard to the following contracting principles in all procurement activities:

3.1 VALUE FOR MONEY

Council must harness its purchasing power to achieve the best value for money. The concept of value for money is not restricted to price alone. The value for money assessment must include consideration of:

- contribution to the advancement of Council’s priorities; and
- fitness for purpose, quality, services and support; and
- whole-of-life costs including costs of acquiring, using, maintaining and disposal; and
- internal administration costs; and
- technical compliance issues; and
- risk exposure; and,
- the value of any associated environmental benefits; and
- the value of building or maintaining capacity in-house; and
- utilisation of existing inventory items/consumables held in stores/workshop.

3.2 OPEN AND EFFECTIVE COMPETITION

Purchasing should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all prospective suppliers.

Procurement Policy

3.3 DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

Council encourages the development of competitive local businesses and industry within the Mareeba Shire Council.

Local Business Preference

In accordance with section 104(3)(c) of the Act, Council wishes to pursue the principle and objectives of enhancing the capabilities of local business and industry as part of the process of making its purchasing decisions. For this purpose local suppliers shall be allowed certain concessions in respect to contracted arrangements:

(i) **Price**

Prices offered by local suppliers shall be considered to be comparable with non-local suppliers where the local supplier's offered price is no more than 10% higher (up to the tolerance of \$5,000) than the lowest priced offered. (Eg the local supplier can be evaluated as price comparable when the local supplier price is less than or equal to the non-local supplier price, excluding GST + 10%, where the 10% margin is less than \$5,000.)

(ii) **Local Business Development**

In the evaluation of tenders or offers, Council may attribute a portion of the selection criteria to local business preference. The score weighting applied to the local business preference criteria shall be no more than a 10% weighting within the overall criteria (100%).

In order to apply the Local Business Preference component, employees must seek and evaluate tenders and offers from non-local suppliers. It is not intended that this preference be granted at officer discretion.

Subject to the local business preference principles above, where price, performance, quality, suitability and other evaluation criteria are comparable, the following areas may be considered in evaluating offers and tenders:

- creation of local employment opportunities;
- more readily available servicing support;
- more convenient communications for contract management;
- economic growth within the local area; and
- benefit to Council of associated local commercial transaction.

3.4 ENVIRONMENTAL PROTECTION

Council promotes environmental protection through its purchasing procedures. In undertaking any purchasing activities Council will:

- Promote the purchase of environmentally friendly goods and services that satisfy value for money criteria; and
- Foster the development of products and processes of low environmental and climatic impact; and
- Provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and
- Encourage environmentally responsible activities; and
- Endeavour to reduce, recycle and reuse surplus and scrap materials.

Procurement Policy

3.5 ETHICAL BEHAVIOUR AND FAIR DEALING

Council employees involved in purchasing are to behave with impartiality, fairness, independence, openness, integrity, and professionalism in their discussions and negotiations with suppliers and their representatives. All employees must:

- (i) Perform the procurement task honestly and without favour or prejudice; and
- (ii) spend Council funds efficiently and effectively and in accordance with the law and Council policy; and
- (iii) deal fairly, impartially and consistently with suppliers and prospective suppliers; and
- (iv) keep confidential all sensitive information obtained as part of the procurement activity; and
- (v) not have an actual conflict of interest in relation to the procurement activity; and
- (vi) not seek or accept any remuneration, gift or advantage.

The use of probity advisors or probity auditors shall be considered where the large-scale procurement arrangement is sensitive, highly complex, of public interest or likely to be challenged.

3.6 COMPLIANCE WITH MSC WORKPLACE HEALTH AND SAFETY PROCUREMENT PROCEDURES

If the site is a workplace for the purposes of the WHS Act, from the date of acceptance of the Tender Response of the Contractor by the Principal (by Letter of Acceptance) until completion of the Work under the Contract:

- the Principal is deemed to have appointed the Contractor the principal contractor for the purposes of section 293 of the WHS Regulation 2011; and
- the Contractor is deemed to have accepted the appointment in Clause 293(2) of the WHS Regulation; and
- for the purposes of the execution and completion of the Work under the Contract, the Contractor is responsible for performance of the functions of the principal contractor under the WHS Act and any regulations made under the WHS Act.

The appointment of the Contractor as the principal contractor under the WHS Regulation continues for the period specified in the letter of appointment. The Principal may revoke the appointment of the Contractor as the principal contractor under the WHS Act by giving reasonable written notice to the Contractor at any time.

The Contractor must indemnify and keep indemnified the Principal against all liabilities which may be imposed under or which may arise out of enforcement of any provision of the WHS Act or any associated regulation.

If a work caused illness, work injury, serious bodily injury or dangerous event occurs of or incidental to the execution or completion of the Work, the Contractor must promptly give written notice of the occurrence of the event to the Principal.

If the Site is a workplace and more than one contractor is appointed by the Principal to undertake work at the Site at the same time, Clauses 19.2 to 19.4 inclusive of the WHS Act apply.

To ensure compliance with

- *Work Health and Safety Act 2011,*
- *Work Health and Safety Regulation 2011*
- *AS/NZS ISO 31000:2018 Risk Management - Principles and Guidelines,*

Procurement Policy

Council employees involved in purchasing are to abide by Council's Workplace Health and Safety Procurement procedures (Guideline – WP3.6.1 Purchasing and Supplier Control).

4. SCOPE

4.1 PURCHASES UNDER \$15,000 (EXCLUSIVE OF GST)

All purchases must be duly authorised by an officer with a financial delegation up to their authorised limit. Purchase requisitions and orders must be raised in Council's electronic purchase order system. In cases where an identified need exists for purchases to be made outside of normal working hours or in cases of emergency, a Manual Purchase Order ("Field Order") may be used. Please note that all purchases made as an emergency must be retrospectively reported to Council.

Employees must comply with *Section 104 – Sound Contracting Principles* under the Act, irrespective of the size of the procurement. Requisition and order splitting to reduce the value of one larger procurement transaction into a number of small transactions, is strictly prohibited by this policy.

Employees shall aggregate procurement of like materials and services to the extent possible in order to obtain better value for money from suppliers. Procurement of items and services on a piecemeal basis is generally not accepted.

4.2 MINOR AND PETTY CASH PURCHASES UP TO \$100 (EXCLUSIVE OF GST)

Purchases of minor amounts of goods and services to the value of \$40 may be made from petty cash as an expense reimbursement. However, expense reimbursements of up to \$100 may be made by petty cash where an emergency or immediate payment is required.

Petty cash reimbursements are to be made only when a petty cash voucher has been completed and duly supported by relevant documentation and approved by an authorised person other than the person making the claim.

Normal expenditure such as telephone/mobile phone reimbursement is to be made through an expense reimbursement claim to accounts payable and duly supported by relevant documentation. These types of transactions shall not be paid through Petty Cash.

Please refer to the Petty Cash Procedures for further information.

4.3 PURCHASES UP TO \$5,000 (EXCLUSIVE OF GST)

Purchases of goods and services to the value of \$5,000 must be raised in Council's electronic purchase order system. There is no requirement for multiple quotes for purchases up to \$5,000.

Low value items (purchases valued at less than \$2,000) may be made by corporate credit card where purchases are irregular and where it is more cost effective to do so.

4.4 PURCHASES BETWEEN \$5,000 AND UP TO \$15,000 (EXCLUSIVE GST)

Goods and services acquired between the values of \$5,000 and \$15,000 (Ex GST) must be made through the Council's electronic purchase order system.

Procurement Policy

Goods or services to this value require a minimum of two (2) written (or emailed) quotes except where the acquisition was an emergency purchase or acquired from a sole-supplier or under a formal preferred supplier arrangement. Details of quotes are to be input into the purchase requisition, attached to the requisition and provided to the authorising officer for evaluation either electronically or in hardcopy.

In cases of a genuine emergency or where a sole supplier exists a notation shall be included in the electronic purchase order system field.

Where a pre-qualified supplier arrangement is being used, the contract number of the pre-qualified supplier arrangement shall be placed in the relevant field within Council's electronic purchase order system

4.5 MEDIUM SIZED CONTRACTS - PURCHASES BETWEEN \$15,000 AND \$200,000 (EXCLUSIVE OF GST)

Section 225 of the Regulation states that a local government cannot enter into a medium-sized contract unless it first invites written quotes for the arrangement, and requires that:

- (i) The invitation must be given to at least 3 persons/entities who the local government considers can meet the requirements, at competitive prices, and
- (ii) The local government may decide not to accept any of the quotes received.
- (iii) If the local government does decide to accept a quote, it must accept the quote most advantageous to the organisation, having regard to the sound contracting principles in section 104.

Certain exceptions to the above requirements exist. See section 4.14 of this policy for further details.

Please refer to the Guideline for Calling Tenders and Administering Contracts for further information.

Records of offers received must be kept on file along with decisions made regarding sound contracting principles, input into the purchase requisition and provided to the authorising officer for evaluation.

4.6 LARGE SIZED CONTRACTS - PURCHASES ABOVE \$200,000 (EXCLUSIVE OF GST)

Section 226 of the Regulation states that a local government cannot enter into a large-sized contract unless it first invites written tenders in accordance with section 228.

Section 228(2) requires that Council invite written tenders under section 228(4) or invite expressions of interest under section 228(5) before considering whether to invite written tenders.

Please refer to the Guideline for Calling Tenders and Administering Contracts.

4.7 LARGE SIZED CONTRACTS - INVITATIONS TO TENDER

Section 228(4) of the Regulation specifies the invitation must (a) be published on the local government's website for at least 21 days; and (b) allow written tenders to be given to the local government while the invitation is published on the website.

Also, the local government must take all reasonable steps to publish the invitation for tenders or for expressions of interest in another way to notify the public about the tender process e.g. (relevant industry publication, e procurement site or newspaper).

Procurement Policy

If Council changes its tender specifications, and the original Invitation to Tender documentation allows Council to later invite all tenderers to change their tenders to take into account changes in tender specifications, Council may invite all tenderers to change their submissions before a decision is made.

Tenders are to be submitted to the Electronic Tender Box.

Records of tenders received must be kept on file, entered into Council's electronic records management system and provided to the authorising officer(s) for evaluation.

Council may decide not to accept any tenders it receives, however, if it does decide to accept a tender, it must be the most advantageous to Council having regard to the Sound Contracting Principles in Section 3 of this Policy document.

4.8 LARGE SIZED CONTRACTS - EXPRESSIONS OF INTEREST INVITATIONS

Section 228(3)(a) & (b) of the regulation, requires that where Council believes that it would be in the public interest to invite expressions of interest before seeking written tenders, this decision must be formally resolved and recorded in minutes.

The Expression of Interest invitation must (a) be published on the local government's website for at least 21 days; and (b) allow written tenders to be given to the local government while the invitation is published on the website.

Also, the local government must take all reasonable steps to publish the invitation for tenders or for expressions of interest in another way to notify the public about the tender process e.g. (relevant industry publication, e procurement site or newspaper).

Under section 228(7), if Council invites Expressions of Interest, the local government may prepare a shortlist and invite written tenders from shortlisted parties.

4.9 LARGE SIZED CONTRACTS - VARIATIONS TO TENDER OR CONTRACT

Variation Procedures are as follows:

- (i) Each variation can only be approved by the relevant officer up to their authorised financial delegation then by a Manager or Director with the appropriate financial delegation.
- (ii) A signed variation authorisation form is to be attached to the requisition
- (iii) Each variation requires an additional requisition to the original project purchase order stating the original purchase order number in the comments.
- (iv) A separate invoice is to be receipted.

4.10 LARGE SIZED CONTRACTS - APPROVED VARIATIONS

- (i) The paragraph below details Council's policy for a post acceptance variation, that is, a variation of a contract after acceptance (by Council or its delegate) of a relevant tender or quotation as distinct from a variation of Council specification (which forms part of an invitation to tender or quote) prior to acceptance.
- (ii) When considering any variation, the question is one of whether or not the variation, in substance, alters the nature of the contract (already entered into by Council) such that further

Procurement Policy

or more favourable tenders or quotations (depending on whether the cost is more or less than \$200,000) may have been received if the changed specification had been:

- a. Advertised - in the case of a tender; or
 - b. Distributed - in the case of a quotation.
- (iii) This question applies regardless of whether Council has made a contract for the carrying out of work, or the supply of goods or services, involving a cost of more or less than \$200,000. In other words, the question applies regardless of whether Council entered into the contract after a tender or quotation process.
- (iv) Subject to the constraints identified in paragraph (ii) and (iii), so long as the cost of the variation to the original purchase order or contract amount is within budget and the financial delegation of the officer responsible for the approval of the variation, the officer is authorised to approve the variation subject to the following:
- a. for an original purchase order involving cost between \$50,000 and \$200,000, if the cumulative value of the variations exceeds 20% of the value of the original purchase order or \$20,000 whichever is the lesser, that variation and all further variations must be authorised by a Manager or Director.
 - b. for an original purchase order involving a cost of more than \$200,000, if the cumulative value of variations exceeds 10% of the value of the original purchase order or \$20,000, whichever is the lesser, that variation and all further variations must be authorised by a Manager or Director.

4.11 SUMMARY OF PROCUREMENT THRESHOLDS

Purchase of Goods and Services		
Exclusive of GST	Inclusive of GST	Documentation required
Less than \$5,000	Less than \$5,500	One (1) Verbal Quote
\$5,000 to \$15,000	\$5,500 to \$16,500	Two (2) Written Quotes
\$15,000 to \$200,000	\$16,500 to \$220,000	Three (3) Written Quotes
Greater than \$200,000	Greater than \$220,000	Sealed Tenders

4.12 ASSESSING PROCUREMENT VALUE

For procurement arrangements likely to exceed \$150,000, employees shall perform a risk assessment to ascertain whether the entire contract value could exceed the minimum large-sized contracting threshold of \$200,000 (Exclusive of GST), before inviting written quotations.

Where it is *likely* that the value of the contractual arrangement *could* exceed \$200,000, employees shall invite tenders or expressions of interest. Invitations to tender or submit expressions of interest shall be used for all Schedule of Rates/Bill of Quantities arrangements *likely* to exceed \$200,000.

The **entire contract value** includes contracted sum, possible variations, possible project overruns, project contingencies, retainers and retentions.

Procurement Policy

Where, after written quotations have been received, it is clear that the arrangement value will exceed \$200,000 (Ex GST), employees shall return to the market inviting formal tenders or expressions of interest. In this instance please refer to the Guidelines for Calling Tenders and Administering Contracts.

4.13 EXCEPTIONS TO REQUIREMENTS TO INVITE WRITTEN QUOTATIONS AND TENDERS

The following exceptions apply to medium-sized contracts (value between \$15,000 - \$200,000) and large-sized contracts (value over \$200,000).

4.14 REGISTER OF PRE-QUALIFIED SUPPLIERS - SECTION 232, REGULATION

The organisation may enter into an arrangement without first inviting tenders or quotations if it is entered with a supplier from a register of pre-qualified suppliers only where a register of pre-qualified suppliers has been determined by Council resolution.

A register of pre-qualified suppliers of particular goods or services may be established only if:

- (i) the preparation and evaluation of invitations each time the goods or services are needed would be costly; or
- (ii) the capability or financial capacity of the supplier of the goods or services is critical; or
- (iii) (the supply of the goods or services involves significant security considerations; or
- (iv) a precondition of an offer to contract for the goods or services is in compliance with particular standards or conditions decided by Council; or
- (v) the ability of local business to supply the goods or services needs to be identified or developed.

A **Pre-Qualified** supplier is a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

4.15 PREFERRED SUPPLIER ARRANGEMENTS – SECTION 233, REGULATION

The organisation may enter into an arrangement without first inviting tenders or quotations only where a preferred supplier arrangement has been determined by Council resolution, where Council:

- (i) Needs goods or services in large volumes on a frequent basis; and
- (ii) Is able to obtain better value for money by accumulating the demand for goods and services; and
- (iii) Is able to describe the goods and services in terms that are well understood in the relevant industry; and
- (iv) Tenders are invited for the preferred supplier arrangement describing the terms of the preferred supplier arrangement and are in accordance with section 4.8 or 4.9 above; and
- (v) Applies the sound contracting principles in section 3 above; and
- (vi) Includes terms that allow the contract to be terminated for poor performance; and
- (vii) Is entered into for a term for more than 2 years only if the Council is satisfied that the organisation will achieve better value by doing so.
- (viii) Other Exceptions – Section 235, Regulation

Procurement Policy

Section 235 of the Regulation specifies that Council can only enter a medium or large sized contract without first inviting quotes or tenders if:

- (i) Council resolves that it is satisfied that there is only one supplier reasonably available to it; or
- (ii) Council resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or
- (iii) a genuine emergency exists; or
- (iv) the contract to purchase goods is made at an auction; or
- (v) the contract is for the purchase of second-hand goods; or
- (vi) the contract is made with, or under an arrangement with a government body.

Sole Supplier is defined as a supplier of goods or services that no other suppliers can provide or with the constraints of distance it not being viable for other suppliers to compete for the supply of goods or services. Employees are to comment on how they achieved the knowledge that a supplier is a sole supplier with references to communication and description why.

Emergent works considered as late notice of requirements to purchase but still require the full provisions of the purchasing policy. Emergent works that are urgent due to emergency events such as a disaster require an event to be declared by the state or federal governing bodies, otherwise a Director can declare the transactions as emergency and only for a short period after the event.

4.16 EXCEPTION FOR LGA ARRANGEMENT – SECTION 234, REGULATION

Under this provision, the organisation may enter into an arrangement without first inviting written quotes or tenders if the contract is an LGA arrangement.

An **LGA arrangement** is one that has been entered into by LGAQ Ltd or an associate entity which LGAQ Ltd is the only shareholder, such as *Local Buy* which is the Local Government Association of Queensland's procurement services company.

The term *Local Buy* does not mean Council's local business preference described in section 4.4 of this policy.

4.17 EXCEPTION FOR TENDER CONSIDERATION PLAN – SECTION 230, REGULATION

The Council may enter into a contract without first inviting written quotes or tenders if Council decides, by resolution, to prepare a quote or tender consideration plan and formally prepares and adopts the plan.

A **quote or tender consideration plan** is a document stating:

- (i) the objectives of the plan; and
- (ii) how the objectives are to be achieved; and
- (iii) how the achievement of the objectives will be measured; and
- (iv) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and
- (v) the proposed terms of the contract for the goods or services; and
- (vi) a risk analysis of the market from which the goods or services are to be obtained.

Procurement Policy

4.18 EXCEPTION FOR CONTRACTOR ON AN APPROVED CONTRACTOR LIST – SECTION 231, REGULATION

The exception to seek written quotations and tenders from Contractors is available if Council has an Approved Contractor list and adheres to the following requirements when making the Contractor list:

- (i) inviting expressions of interest from suitably qualified persons, by an advertisement in a newspaper that circulates generally in the local government area; and
- (ii) allowing expressions of interest to be given to the local government for at least 21 days after the invitation is advertised; and
- (iii) choosing persons for the approved contractor list on the basis of the sound contracting principles.

4.19 ELECTRONIC TENDERING

Tender submissions are to be made electronically via the Electronic Tender Box.

4.20 AUSTRALIAN BUSINESS REGISTRATION NUMBER (ABN)

Council will only procure from suppliers who can provide an ABN. The only exception to this will be where a supplier is eligible to complete the Australian Taxation Office Statement by a Supplier form and provides the completed form to Council prior to making the supply or providing the service to Council.

This exemption may apply in the following circumstances:

- (i) A supplier under 18 years of age and the payment does not exceed \$120 a week
- (ii) A payment of less than \$75 (excluding GST)
- (iii) A supply that is wholly input taxed
- (iv) A supplier who has provided a statement that the supply is done as a hobby of a domestic or private nature.
- (v) A supplier who does not expect to make a profit or gain
- (vi) A supplier who is not entitled to an ABN as they are not carrying on an enterprise in Australia
- (vii) A payment that is exempt income for the supplier.

4.21 PUBLISH DETAILS OF CONTRACTS WORTH \$200,000 (EXCLUSIVE OF GST) OR MORE

Section 237 of the Regulation requires that as soon as practicable after entering the contract, a local government must publish relevant details on the Council's website and display relevant details conspicuously in the Council's public office.

The relevant details required to be published are:

- (i) the person or entity with whom Council contracted; and
- (ii) the value of the contract; and
- (iii) the purpose of the contract

Procurement Policy

4.22 DISPOSAL OF LAND AND NON-CURRENT ASSETS

As per Section 227 of the Regulation, Council must not enter into a valuable non-current asset contract (disposal of a valuable non-current asset) unless it first invites written tenders for the contract under Section 228 or offers the non-current asset for sale by auction.

4.23 CORPORATE CREDIT CARDS

Please refer to Council's current Corporate Credit Card Policy.

4.24 DELEGATIONS

The Chief Executive Officer has the delegated authority to expend funds as provided for in the budget, taking into account all other limitations as set out in this policy. The Chief Executive Officer will establish the positions and authorised financial delegation limits assigned to each department. The positions so listed are authorised to contract on behalf of Council or sign requisitions, for expenditure up to their financial delegation limits. By signing a requisition/purchase order, all employees are confirming that they have taken full notice of this policy and will comply with all of the requirements of this policy.

A good internal control system in the procurement process requires a separation of duties such that the whole process from requisitions to payments cannot be completed by one person.

To enforce internal control, a small number of employees will be provided with the delegation to release a purchase order. The main function of this delegation is to check and ensure that Council's procurement policies listed above have been adhered to before releasing the purchase order. These employees will not be able to raise a purchase requisition themselves but may have a financial delegation to authorise purchases up to the limit. Similarly, specific functions enforced by Council's corporate purchasing system require delegated authority to perform these functions, for example: ability to authorise the posting of large batches and journals and invoice matching.

4.25 SCHEDULE 1 – EXAMPLES OF POLICY BREACHES

The following list represents examples of common procurement practices that constitute a breach of this policy. This list is not intended to be exhaustive and provides guidance only.

- **Inappropriate use of field orders** – When employees have access to computers but do not prepare requisitions on the system or choose to use field orders for convenience or need to use field orders due to poor planning on projects.
- **Requisition/Order splitting** – Where the total value of a procurement transaction is broken into smaller pieces (“split”) to bring the value under a certain level to remain within an officer’s delegation limit or fall into a less onerous procurement category.
- **Failure to utilise stock, consumables and standardised equipment acquired by Council** – In an attempt to achieve value for money and standardise equipment, Council aggregates common use items to the extent possible. Common use items may be acquired in bulk, such as stationery, for all employees to utilise on an as needed basis. Failure to use the items already procured by Council and acquiring similar items to suit individual preferences represents unnecessary, inappropriate expenditure (irrespective of whether a budget exists for such items) and does not represent a legitimate business need.
- **Inaccurate/inappropriate use of sole supplier provision** – The use of the term “sole supplier” to justify procurement where an officer feels that there is only one qualified supplier in the market is inaccurate

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Procurement Policy

and inappropriate and fails to abide by the sound contracting principles within this policy. Sole supplier status can usually only be demonstrated by testing the market through request for quotations or tenders from various parties.

- **Inaccurate/inappropriate use of “local buy” arrangements** – Attributing the status of “local buy” to Council’s local business preference and failing to obtain quotations or tenders on the basis that Council is required to spread its procurement amongst the suppliers within the MSC district. Failure to obtain the relevant numbers of quotes or seek tenders is in direct contravention of the Regulation and Council’s policy. The only legitimate mechanism Council has to obtain services in a Local Buy arrangement is from the LGAQ Local Buy service.
- **Inappropriate use of “emergency” procurement provisions** – Failure to adequately plan or schedule projects and procurement needs resulting in the inability to undertake formal tendering and quotations due to time pressure does not constitute “emergency” procurement. All emergency procurement must be retrospectively approved by Council irrespective of the reason it was required.
- **Historical or informal contracting arrangements** – Ad hoc, informal or historical supplier arrangements that have developed over many years are a breach of this policy. All arrangements with suppliers must be contracted either through quotation or tender or satisfy the tests for exceptions detailed in the policy.
- **Unauthorised or implicit contract extensions** – Failure to track and renew contracts that have expired, whilst continuing to utilise the supplier’s services. All contracting arrangements entered into by Council have expiry dates including preferred supplier and pre-qualified supplier arrangements. The expiry dates may be detailed within the contract or cease when a specific procurement activity or project is fulfilled.
- **Knowingly creating inaccurate purchase orders** – To generate a purchase order number simply to provide to a supplier and then amending/varying the purchase order at a later time to reflect the actual price on the invoice.
- **Procuring items without a purchase order** – Subsequently creating or directing the creation of a purchase order after the invoice has been received. This example does not apply to utilities invoices, bank charges, loan payments, employee expense claims, which are legitimately processed without purchase orders.
- **Acceptance of low value gifts, promotional material, items of interest, giveaways, hospitality, loyalty bonuses, prizes, supplier events, free or discounted tickets etc** – Which could be perceived to engender favour or promote bias when inviting quotations or awarding contracts, irrespective of value, **or** when aggregated these items exceed the dollar thresholds for declaration in Council’s Gifts and Benefits register.

Procurement Policy

5. DEFINITIONS

Sound Contracting Principles (SCP) are:

1. Value for Money; and
2. Open and Effective Competition; and
3. The Development of Competitive Local Business and Industry; and
4. Environmental Protection; and
5. Ethical Behaviour and Fair Dealing

Medium sized contracts - contracts of value between \$15,000 to \$200,000 exclusive of GST.

Large sized contracts - contracts of value above \$200,000 exclusive of GST.

Local Supplier is a supplier that:

- a) is beneficially owned by persons who are residents or ratepayers in the Mareeba Shire Council; or
- b) has its principal place of business/registered office within the Mareeba Shire Council; or
- c) otherwise has a place of business within the Mareeba Shire Council which solely or primarily employs persons who are residents or ratepayers of the Shire.

Non-Local Supplier is a supplier that does not fit the definition of local supplier.

Electronic Tender Box - Council's chosen online portal for receiving quotes and tender submission.

6. RESPONSIBILITIES

6.1 EMPLOYEES

All Council employees responsible for purchasing goods and services of any kind must comply with this policy. It is the responsibility of Council employees involved in the procurement process to understand the meaning and intent of this policy.

Council employees must undertake procurement activities in accordance with their delegation of authority. Failure to comply with the substance and intention of the Act or Regulation may constitute a significant breach of Council's Code of Conduct and could carry significant consequences.

Employees are responsible for familiarising themselves with Council's policies, guidelines and procedures, as a failure to do so may be accepted as grounds for a breach. Some of these are included in Section 7 Related Documents.

A number of examples of procurement practices which Council deems to be breaches of this policy are included at Schedule 1.

6.2 PROCUREMENT TEAM

The Procurement Team has been established to contribute a monitoring and oversight role to the procurement activity. The responsibilities of this team include but are not limited to - training employees in the use of Council's electronic purchasing order system and relevant policies and procedures; reviewing purchase requisitions for compliance with the Procurement Policy (and other relevant policies and guidelines) prior to releasing them; undertaking compliance checks and reporting findings to management.

Procurement Policy

Council has introduced a number of measures to monitor compliance with this policy and its associated guidelines. Monitoring will occur on an ongoing basis at an officer and department level to identify and track instances, patterns and recurrence of breaches, for training purposes and, where repeated, formal performance management. This responsibility will be assumed by the Procurement Team.

6.3 MANAGEMENT/SUPERVISORS

Instances of breaches identified by the Procurement Team are to be reported to the employees' manager/supervisor as soon as is practicable. The manager/supervisor will negotiate a preferred method of handling the situation with the Procurement representative, which may initially involve further training to be carried out by the Procurement Team, however, repeated instances may lead to disciplinary action.

7. RELATED DOCUMENTS AND REFERENCES

- Advertising Spending Policy
- AS/NZS ISO 31000:2018 Risk Management - Principles and Guidelines
- Code of Conduct
- Corporate Credit Card Policy
- Entertainment and Hospitality Policy
- Gift and Interests Register
- Guidelines for Calling Tenders and Administering Contracts
- Local Government Act 2009
- Local Government Regulation 2012
 - Chapter 5, Part 6 - Spending
 - Chapter 6, Part 3 – Default contracting procedures
- Non-Current Asset Policy
- Petty Cash procedures
- Work Health and Safety procedure: WP3.6.1 Purchasing and Supplier Control)

8. REVIEW

It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed annually or as required by Council.



Public Interest Disclosure Management Plan

Policy Type	Council Procedure	Version:	3.0
Responsible Officer	Manager Development and Governance	Date Approved:	20/07/2022
Review Officer:	Manager Development and Governance	Review Due:	20/06/2023
Author:	Senior Compliance Officer	Commencement:	20/07/2022

1. PURPOSE

Mareeba Shire Council (Council) is committed to fostering an ethical, transparent culture. In pursuit of this, Council values the disclosure of information about suspected wrongdoing in the public sector so that it can be properly assessed and, if necessary, appropriately investigated. Council will provide support to an employee or others who make disclosures about matters in the public interest.

This *Public Interest Disclosure Management Plan* (PID Plan) demonstrates this commitment and ensures that practical and effective procedures are implemented which comply with the requirements of the *Public Interest Disclosure Act 2010* (Qld) (PID Act) and any relevant standards.

By complying with the PID Act,¹ Council will:

- promote the public interest by facilitating public interest disclosures (PIDs) of wrongdoing
- ensure that PIDs are properly assessed and, where appropriate, properly investigated and dealt with
- ensure appropriate consideration is given to the interests of persons who are the subject of a PID
- ensure protection from reprisal is afforded to persons making PIDs

As required under the PID Act,² the Chief Executive Officer will implement procedures to ensure that:

- any employee who makes a PID is given appropriate support
- PIDs made to Council are properly assessed and, where appropriate, properly investigated and dealt with
- appropriate action is taken in relation to any wrongdoing which is the subject of a PID
- a management program for PIDs made to Council, consistent with the PID Standard³ issued by the Queensland Ombudsman, is developed and implemented
- public officers who make PIDs are offered protection from reprisal by Council or other public officers of Council.

Council’s PID Plan is available for public viewing via Council's website. The PID Plan will be reviewed annually and updated as required to ensure it meets the requirements of the PID Act and the relevant standard⁴ issued by the Queensland Ombudsman.

2. SCOPE

This PID Plan applies across Council and to members of the public.

This PID Plan establishes procedures for:

¹ See *Public Interest Disclosure Act 2010* (Qld) s 3.

² Ibid s 28.

³ See *Public Interest Disclosure Standard No. 1/2019* s 8 Standard 1.1.

⁴ Ibid s 8 Standard 1.2.

Public Interest Disclosure Management Plan

- Persons wishing to make a PID to Council in accordance with the PID Act
- The receipt, assessment and management of a PID
- Assisting public officers (i.e. discloser and subject officer) affected by a PID.

3. PID MANAGEMENT PROGRAM

The Council PID management program encompasses:

- commitment to encouraging the internal reporting of wrongdoing
- senior management endorsement of the value to Council of PIDs and the proper management of PIDs
- a communication strategy to raise awareness among employees about PIDs and Council’s PID procedure
- a training strategy to give employees access to training about how to make a PID, information on the support available to a discloser, and advice on how PIDs will be managed
- specialist training and awareness about PIDs for senior management and other staff who may receive or manage PIDs, disclosers or workplace issues relating to PIDs
- the appointment of a specialist officer/unit to be responsible for issues related to the management of PIDs
- ensuring effective systems and procedures are in place so that issues and outcomes from PIDs inform improvements to service delivery, business processes and internal controls
- regular review of the Public Interest Disclosure Procedure and evaluation of the effectiveness of the PID management program.

The Chief Executive Officer has designated the following roles and responsibilities for managing PIDs within Council:

Role	Responsibilities	Officer
PID Coordinator	<ul style="list-style-type: none"> • Principal contact for PID issues within Council • Documents and manages implementation of PID management program • Reviews and updates PID procedure annually • Maintains and updates internal records of PIDs received • Reports data on PIDs to Queensland Ombudsman • Assesses PIDs received • Provides acknowledgment of receipt of PID to discloser • Undertakes risk assessments in consultation with disclosers and other relevant officers • Liaises with other agencies about referral of PIDs • Allocates Investigator and Support Officer to PID matter 	<p>Manager Development and Governance</p> <p>Contact number: 1300 308 461 or 07 4086 4500 Email: info@msc.qld.gov.au</p>
PID Support Officer	<ul style="list-style-type: none"> • Provides advice and information to discloser on Council PID procedure • Assesses the immediate protection needs of the discloser 	As assigned by PID Coordinator

Public Interest Disclosure Management Plan

	<ul style="list-style-type: none"> Coordinates and provides support to the discloser Works with management to foster a supportive work environment Proactively contacts discloser throughout PID management process and provides updates on progress of investigation Keeps records of all aspects of case management of the discloser, including all contact and follow-up-action 	
Investigator	<ul style="list-style-type: none"> Conducts investigation of information in PID in accordance with terms of reference Prepares report for delegated decision-maker 	An appropriate internal or external investigator will be appointed for each PID investigated depending upon the type of disclosure and other relevant considerations

4. WHAT IS A PUBLIC INTEREST DISCLOSURE?

Under the PID Act, any person can make a disclosure⁵ about a:

- substantial and specific danger to the health or safety of a person with a disability
- substantial and specific danger to the environment
- reprisal because of a belief that a person has made, or intends to make a disclosure.

In addition, public sector officers can make a disclosure⁶ about the following public interest matters:

- corrupt conduct
- maladministration that adversely affects a person’s interests in a substantial and specific way
- a substantial misuse of public resources
- a substantial and specific danger to public health or safety
- substantial and specific danger to the environment.

A discloser can have either a ‘reasonable belief’ that wrongdoing has occurred or provide evidence which tends to show the wrongdoing has occurred.

A disclosure amounts to a PID and is covered by the PID Act even if the:

- discloser reports the information as part of their duties – such as an auditor reporting a fraud
- or an occupational health and safety officer reporting a safety breach
- disclosure is made anonymously – the discloser is not required to give their name or any identifying information⁷
- discloser has not identified the material as a PID – it is up to Council to assess information received and decide if it is a PID⁸
- disclosure is unsubstantiated following investigation – the discloser is protected when the information they provide is assessed as a PID, whether or not it is subsequently investigated or found to be substantiated.

⁵ See *Public Interest Disclosure Act 2010* (Qld) s 12.

⁶ *Ibid* s 13.

⁷ *Ibid* s 21.

⁸ *Ibid* ss 11-13, 15, 17.

Public Interest Disclosure Management Plan

5. WHO CAN A PUBLIC INTEREST DISCLOSURE BE DISCLOSED TO?

A PID must be made to the ‘proper authority’ to receive disclosures of the type being made. Disclosers are encouraged to make a disclosure to an appropriate officer of Council⁹ first. If the matter is not resolved, or the discloser is concerned about confidentiality, the disclosure may be made to another appropriate agency.

Whom to contact within Council	Other agencies that can receive PIDs:
<p>Any person (including employees) can make a disclosure to:</p> <ul style="list-style-type: none"> • The employee's direct supervisor • The employee's manager • The Manager Organisational Development • The Senior Human Resources Advisor • The Manager Development & Governance • The Chief Executive Officer or another member of the Executive Management Team 	<p>Disclosures can be made to an agency that has a responsibility for investigating the information disclosed:</p> <ul style="list-style-type: none"> • Crime and Corruption Commission (CCC) for disclosures about corrupt conduct including reprisal • Queensland Ombudsman for disclosures about maladministration • Queensland Audit Office for disclosures about a substantial misuse of resources • Department of Child Safety, Youth and Women for disclosures about danger to the health and safety of a child or young person with a disability • Department of Communities, Disability Services and Seniors for disclosures about danger to the health and safety of a person with a disability • Office of the Public Guardian for disclosures about danger to the health and safety of a person with a disability • Department of Environment and Science about disclosures about danger to the environment • A Member of the Legislative Assembly (MP) for any wrongdoing or danger • The Chief Judicial Officer of a court or tribunal in relation to a disclosure about wrongdoing by a judicial officer.

6. HOW TO MAKE A PUBLIC INTEREST DISCLOSURE

A discloser can make a PID either verbally or in writing.¹⁰ To assist in the assessment, and any subsequent investigation of a PID, disclosers should:

- provide contact details (this could be an email address that is created for the purpose of making the disclosure or a telephone number)
- provide as much information as possible about the suspected wrongdoing, including:
 - who was involved
 - what happened
 - when it happened
 - where it happened
 - whether there were any witnesses, and if so who they are

⁹ Ibid s 6(g).

¹⁰ Ibid ss 17, 65.

Public Interest Disclosure Management Plan

- any evidence that supports the PID, and where the evidence is located
- any further information that could help investigate the PID.

A PID also can be made anonymously however the discloser is encouraged to provide their name and contact details. Disclosing a PID anonymously can make it difficult to investigate the issue, to seek clarification or more information, or to provide the discloser with feedback. If the discloser decides to disclose anonymously, they will need to provide sufficient information for the matter to be investigated, as it will not be possible for Council to contact the discloser asking for clarification or more information.

A person who gives information to a proper authority, knowing that it is false or misleading, and intending that it be acted upon as a PID, commits a criminal offence under the PID Act.¹¹ If the individual is an employee the person may also face disciplinary action for providing intentionally false information.

Any protections under the PID Act are not extended to those who intentionally make a PID that they know is false. This is different from information that turns out to be incorrect or unable to be substantiated.

7. ASSESSING A PUBLIC INTEREST DISCLOSURE

Once the matter has been assessed as a PID, Council will advise the discloser:¹²

- that their information has been received and assessed as a PID
- the action to be taken by Council in relation to the disclosure, which could include referring the matter to an external agency, or investigating
- the likely timeframe involved
- the name and contact details of the Council support officer they can contact for updates or advice
- of the discloser's obligations regarding confidentiality
- the protections the discloser has under the PID Act
- the commitment of Council to keep appropriate records and maintain confidentiality, except where permitted under the PID Act
- how updates regarding intended actions and outcomes will be provided to the discloser
- contact details for the Council Employee Assistance Program.

If the PID has been made anonymously and the discloser has not provided any contact details, Council will not be able to acknowledge the PID or provide any updates.

Upon receiving a PID, Council will conduct a risk assessment to assess the likelihood of the discloser suffering reprisal action because of having made the disclosure. This assessment will take into account the actual and reasonably perceived risk of the discloser suffering detriment, and will include consultation with the discloser.¹³

Consistent with the assessed level of risk, Council will arrange any reasonably necessary support or protection for the discloser.

8. REFERRING A PUBLIC INTEREST DISCLOSURE

If Council decides there is another proper authority that is better able to deal with the PID, the PID may be referred to that agency.¹⁴ This may be because:

- the PID concerns wrongdoing by that agency or an employee of that agency
- the agency has the power to investigate or remedy the matter.

In these cases, the discloser will be advised of the action taken by Council. It may also be necessary to refer the PID to another agency because of a legislative obligation, for example, refer a matter to the Crime and

¹¹ See *Public Interest Disclosure Act 2010* (Qld) s 66.

¹² See *Public Interest Disclosure Act 2010* (Qld) ss 32, 36-41. See also *Public Interest Disclosure Standard No. 2/2019* s 8 Standard 2.2 s 2.2.2.

¹³ See *Public Interest Disclosure Standard No. 2/2019* s 8 Standard 2.4 s 2.4.2.

¹⁴ See *Public Interest Disclosure Act 2010* (Qld) s 31.

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Corruption Commission where there is a reasonable suspicion that the matter involves or may involve corrupt conduct (as required by section 38 of the *Crime and Corruption Act 2001*).

The confidentiality obligations of the PID Act permit appropriate officers of Council to communicate with another agency about the referral of a PID. Officers will exercise discretion in their contacts with any other agency.

9. DECLINING TO TAKE ACTION ON A PUBLIC INTEREST DISCLOSURE

Under the PID Act, Council may decide not to investigate or deal with a PID in various circumstances, including:

- the information disclosed has already been investigated or dealt with by another process
- the information disclosed should be dealt with by another process
- the age of the information makes it impractical to investigate
- the information disclosed is too trivial and dealing with it would substantially and unreasonably divert Council from the performance of its functions
- another agency with jurisdiction to investigate the information has informed Council that an investigation is not warranted.

If a decision is made not to investigate or deal with a PID Council will give the discloser written reasons for that decision. If the discloser is dissatisfied with the decision they can request a review by writing to the Chief Executive Officer of Council within 28 days of receiving the written reasons for decision.¹⁵

10. INVESTIGATING A PUBLIC INTEREST DISCLOSURE

If a decision is made to investigate a PID, this will be done with consideration for the:

- principles of natural justice
- obligation under the PID Act to protect confidential information¹⁶
- obligation under the PID Act to protect officers from reprisal¹⁷
- interests of subject officers.

If as a result of investigation, the information about wrongdoing provided in the PID is substantiated, appropriate action will be taken.

Where the investigation does not substantiate wrongdoing, Council will review systems, policies and procedures to identify whether there are improvements that can be made and consider if staff training is required.

The discloser and subject officer(s) should be separately informed of the investigation findings and any steps taken as a result. If a PID is substantiated, the discloser should receive advice of this and of any action that will be taken in response. Actions may include one or more of the following:

- stopping the conduct or preventing it from recurring (e.g. providing training and awareness)
- implementing or changing policies, procedures or practices
- offering mediation or conciliation
- taking disciplinary action against a person responsible for the conduct
- referring the conduct to the Queensland Police Service or another person, organisation or entity that has the jurisdiction to take further action.

If the discloser is dissatisfied with Council's response to a PID they made they may raise the matter with the Chief Executive Officer. Disclosers are also entitled to raise the matter with other appropriate entities if they are dissatisfied with Council's response.

¹⁵ Ibid s 30.

¹⁶ Ibid s 65.

¹⁷ Ibid ss 40-42.

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11. ORGANISATIONAL SUPPORT FOR DISCLOSERS

Disclosers should not suffer any form of detriment as a result of making a PID. In the event of reprisal action being alleged or suspected, Council will:

- attend to the safety of disclosers or affected third parties as a matter of priority
- review its risk assessment and any protective measures needed to mitigate any further risk of reprisal
- manage any allegation of a reprisal as a PID in its own right.

Details about disclosures, investigations, and related decisions will be kept secure and accessible only to the people involved in the management of the PID. Council will ensure that communication with all parties involved will be arranged discreetly to avoid identifying the discloser wherever possible.

While Council will make every attempt to protect confidentiality, a discloser's identity may need to be disclosed to:

- provide natural justice to subject officers
- respond to a court order, legal directive or court proceedings.

Disclosers should be aware that while Council will make every attempt to keep their details confidential,¹⁸ it cannot guarantee that others will not try to deduce their identity. Information and support will be provided to the discloser until the matter is finalised.

Making a PID does not prevent reasonable management action. That means that the discloser will continue to be managed in accordance with normal, fair and reasonable management practices during and after the handling of the PID.

12. RIGHTS OF SUBJECT OFFICERS

Council acknowledges that for officers who are the subject of a PID the experience may be stressful. Council will protect their rights by:

- assuring them that the PID will be dealt with impartially, fairly and reasonably in accordance with the principles of natural justice
- confirming that the PID is an allegation only until information or evidence obtained through an investigation substantiates the allegation
- providing them with information about their rights and the progress and outcome of any investigation
- referring them to the Employee Assistance Program for support.

Information and support will be provided to subject officer until the matter is finalised.

13. RECORD KEEPING

In accordance with its obligations under the PID Act and the *Public Records Act 2002*,¹⁹ Council will ensure that:

- accurate data is collected about the receipt and management of PIDs²⁰
- anonymised data is reported to the Office of the Queensland Ombudsman²¹ in their role as the oversight agency, through the PID reporting database.

The following details should be recorded about PIDs received by Council:

- the name of the discloser, if known

¹⁸ Ibid s 65.

¹⁹ See *Public Interest Disclosure Act 2010* (Qld) s 66. See also *Public Records Act 2002* s 7(1)(a).

²⁰ See *Public Interest Disclosure Act 2010* (Qld) s 29.

²¹ See *Public Interest Disclosure Standard No. 3/2019* Standard 3.2.

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- the information disclosed
- any action taken on the PID
- any other information required by a standard issued under the PID Act.

If a Member of Parliament or other entity refers a PID to Council, the name of the MP or other entity must also be recorded.

If a PID was made orally, Council will ensure a written version of the PID is accepted as accurate by the discloser.

14. REPORTING

The PID coordinator will report on a quarterly basis to the EMT:

- The total number of PIDs received during the quarter
- How many PIDs were resolved and the nature of the resolved PIDs
- The length of time to resolve PIDs.

15. DEFINITIONS

Council – means the Mareeba Shire Council including all elected representatives, employees, contractors, volunteers, a Standing or Joint Standing Committee, committee members and any entity under direct Council ownership, management, sponsorship or financial control.

Corrupt Conduct: As defined within the *Crime and Corruption Act 2001*:²²

(1) Corrupt conduct means conduct of a person, regardless of whether the person holds or held an appointment, that—

(a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—

- (i) a unit of public administration; or
- (ii) a person holding an appointment; and

(b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—

- (i) is not honest or is not impartial; or
- (ii) involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
- (iii) involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment; and

(c) is engaged in for the purpose of providing a benefit to the person or another person or causing a detriment to another person; and

(d) would, if proved, be—

- (i) a criminal offence; or
- (ii) a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

(2) Without limiting subsection (1), conduct that involves any of the following could be corrupt conduct under subsection (1)—

- (a) abuse of public office;
- (b) bribery, including bribery relating to an election;
- (c) extortion;
- (d) obtaining or offering a secret commission;
- (e) fraud;

²² See *Crime and Corruption Act 2001* s 15.

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- (f) stealing;
- (g) forgery;
- (h) perverting the course of justice;
- (i) an offence relating to an electoral donation;
- (j) loss of revenue of the State;
- (k) sedition;
- (l) homicide, serious assault or assault occasioning bodily harm or grievous bodily harm;
- (m) obtaining a financial benefit from procuring prostitution or from unlawful prostitution engaged in by another person;
- (n) illegal drug trafficking;
- (o) illegal gambling.

Detriment: includes

- (a) personal injury or prejudice to safety; and
- (b) property damage or loss; and
- (c) intimidation or harassment; and
- (d) adverse discrimination, disadvantage or adverse treatment about career, profession, employment, trade or business; and
- (e) financial loss; and
- (f) damage to reputation, including, for example, personal, professional or business reputation.

Discloser: a person who makes a disclosure in accordance with the PID Act.

Maladministration: As defined within the PID Act²³, maladministration is administrative action that—

- (a) was taken contrary to law; or
- (b) was unreasonable, unjust, oppressive, or improperly discriminatory; or
- (c) was in accordance with a rule of law or a provision of an Act or a practice that is or may be unreasonable, unjust, oppressive, or improperly discriminatory in the particular circumstances; or
- (d) was taken—
 - (i) for an improper purpose; or
 - (ii) on irrelevant grounds; or
 - (iii) having regard to irrelevant considerations; or
- (e) was an action for which reasons should have been given, but were not given; or
- (f) was based wholly or partly on a mistake of law or fact; or
- (g) was wrong.

Natural Justice: Natural justice applies to any decision that can affect the rights, interests or expectations of individuals in a direct or immediate way. Natural justice is at law a safeguard applying to an individual whose rights or interests are being affected. The rules of natural justice, which have been developed to ensure that decision-making is fair and reasonable, are: avoid bias; and give a fair hearing. Act only on the basis of logically probative evidence.

Organisational support: for the purposes of this procedure, organisational support means actions such as, but not limited to:

- providing moral and emotional support
- advising disclosers about agency resources available to handle any concerns they have as a result of making their disclosure
- appointing a mentor, confidante or other support officer to assist the discloser through the process
- referring the discloser to the agency's Employee Assistance Program or arranging for other professional counselling
- generating support for the discloser in their work unit where appropriate
- ensuring that any suspicions of victimisation or harassment are dealt with

²³ See *Public Interest Disclosure Act 2010* (Qld) sch 4

Public Interest Disclosure Management Plan
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- maintaining contact with the discloser
- negotiating with the discloser and their support officer a formal end to their involvement with the support program when it is agreed that they no longer need assistance.

Proper Authority: A person or organisation that is authorised under the PID Act to receive disclosures.

Public officer: A public officer, of a public agency, is an employee, member or officer of the entity.

Reprisal: The term 'reprisal' is defined within the PID Act²⁴ as causing, attempting to cause or conspiring to cause detriment to another person in the belief that they or someone else:

- has made or intends to make a disclosure; or
- has been or intends to be involved in a proceeding under the PID Act against any person.

Reprisal within the PID Act is a criminal offence and investigations may be undertaken by the Queensland Police Service.

Subject officer: An officer who is the subject of allegations of wrongdoing made in a PID.

16. RELATED DOCUMENTS AND REFERENCES

010-HR *Employee Code of Conduct* (MSC)

020-HR *Misconduct and Discipline* (MSC)

030-HR *Preventing Bullying and Harassment* (MSC)

040-HR *Grievance* (MSC)

Administrative Action Complaint Management Policy (MSC)

Councillor Code of Conduct (MSC)

Crime and Corruption Act 2001 (Qld)

Enterprise Risk Management Policy (MSC)

Local Government Act 2009 (Qld)

Ombudsman Act 2001 (Qld)

Public Interest Disclosure Act 2010 (Qld)

Public Interest Disclosure Policy (MSC)

Public Interest Disclosure Standard No. 1/2019 - PID Management Program

Public Interest Disclosure Standard No. 2/2019 - PID Assessing, Investigating and Dealing with PIDs

Public Interest Disclosure Standard No. 3/2019 - PID Recording and Reporting

Public Records Act 2002 (Qld)

Public Sector Ethics Act 1994 (Qld)

17. REVIEW

It is the responsibility of the Manager Development and Governance to monitor the adequacy of this procedure and implement and approve appropriate changes. This procedure will be formally reviewed every 12 months (1 year) or as required by Council.

²⁴ Ibid s 40

8.4 NATIVE TITLE DETERMINATION APPLICATION QUD483/2015

Date Prepared: 1 July 2022

Author: Senior Compliance Officer

Attachments:

1. **Map Image - Lot 232 on PH284** [↓](#)
2. **Map Image - Lot 4 on SE1** [↓](#)
3. **Map Image - Lot 2 on NPW123** [↓](#)

EXECUTIVE SUMMARY

This report seeks to appraise Council of an impending final Determination hearing relative to Native Title Determination Application QUD483/2015 made on behalf of the Kurtijar People and to secure necessary Council approval to progress instruction to Council's legal representation.

RECOMMENDATION

That Council authorise Preston Law to sign the Section 87A Agreement on behalf of Mareeba Shire Council.

BACKGROUND

A non-exclusive Native Title Determination Application ("the Application") was made by Joseph Rainbow, Shirley McPherson and Irene Pascoe on behalf of the Kurtijar People in 2015. Mareeba Shire Council is a Respondent to the proceedings.

Land subject to the Application

The parcels of land within the Mareeba Shire Council Local Government Area that are subject to the Native Title Determination Application ("the subject parcels of land"), are:

- Lot 232 on PH284;
- Lot 4 on SE1; and
- Lot 2 on NPW123.

Aerial images of the subject parcels of land are attached.

These parcels are either pastoral holdings, term leases or pastoral development holdings within our Council area.

Council does not own any assets or infrastructure on the subject parcels of land.

Proceedings to date

Several Federal Court Hearings have been conducted to date, in accordance with standard procedure in native title matters.

On 15 October 2021, the Federal Circuit Court of Australia handed down a judgment which found that native title exists.

The matter has been fixed for final determination on 26 July 2022, and the State and Applicant have now agreed in principle to the terms of a draft Determination of Native Title.

It has been requested that Mareeba Shire Council, as a Respondent, agree to the draft Determination.

Draft Determination

The draft Determination outlines all the standard terms of agreement for a Native Title Determination, including but not limited to the Determination Area, the right to non-exclusive access to the Determination Area, and the parties by whom the Native Title Determination is made.

Importantly, the draft Determination protects the rights and interests of Council under local government jurisdiction and its functions under the *Local Government Act 2009* (Qld) and any other legislation for that part of the Determination Area within the area declared to be their respective Local Government Area under the *Local Government Act* and *Regulation*, allowing Council to enter the Determination Area to undertake operational activities.

Conclusion

Council has been advised that the nature and extent of native title and native title holders detailed in the draft Determination is consistent with the Judgement delivered by the Federal Court, and that Council's rights and interests acknowledged in the draft Determination are consistent with Council instructions.

It is recommended that Council authorise Preston Law to execute the Section 87A Agreement on behalf of Council.

RISK IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

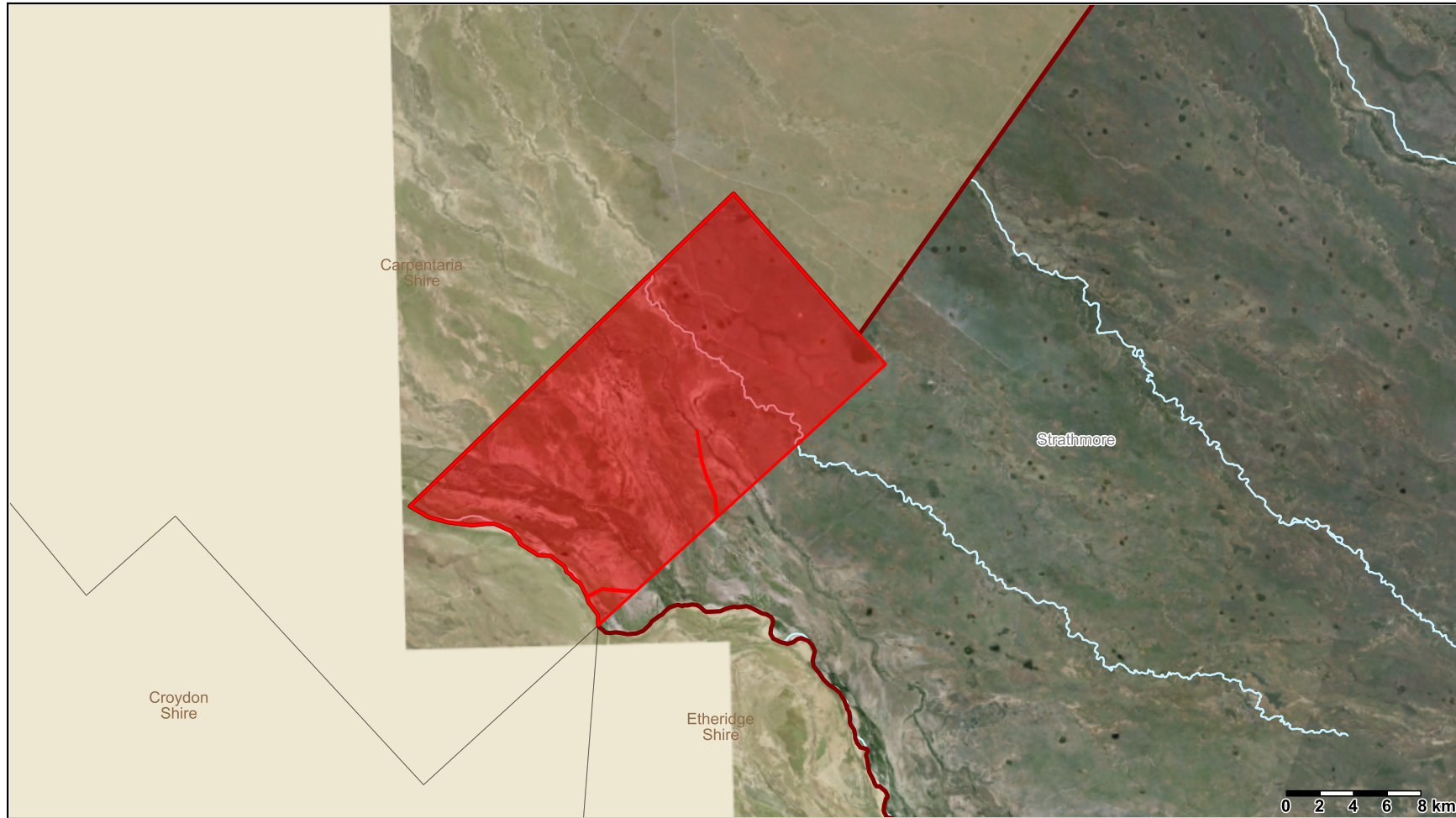
Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Council will communicate Council's decision and instruct Preston Law.

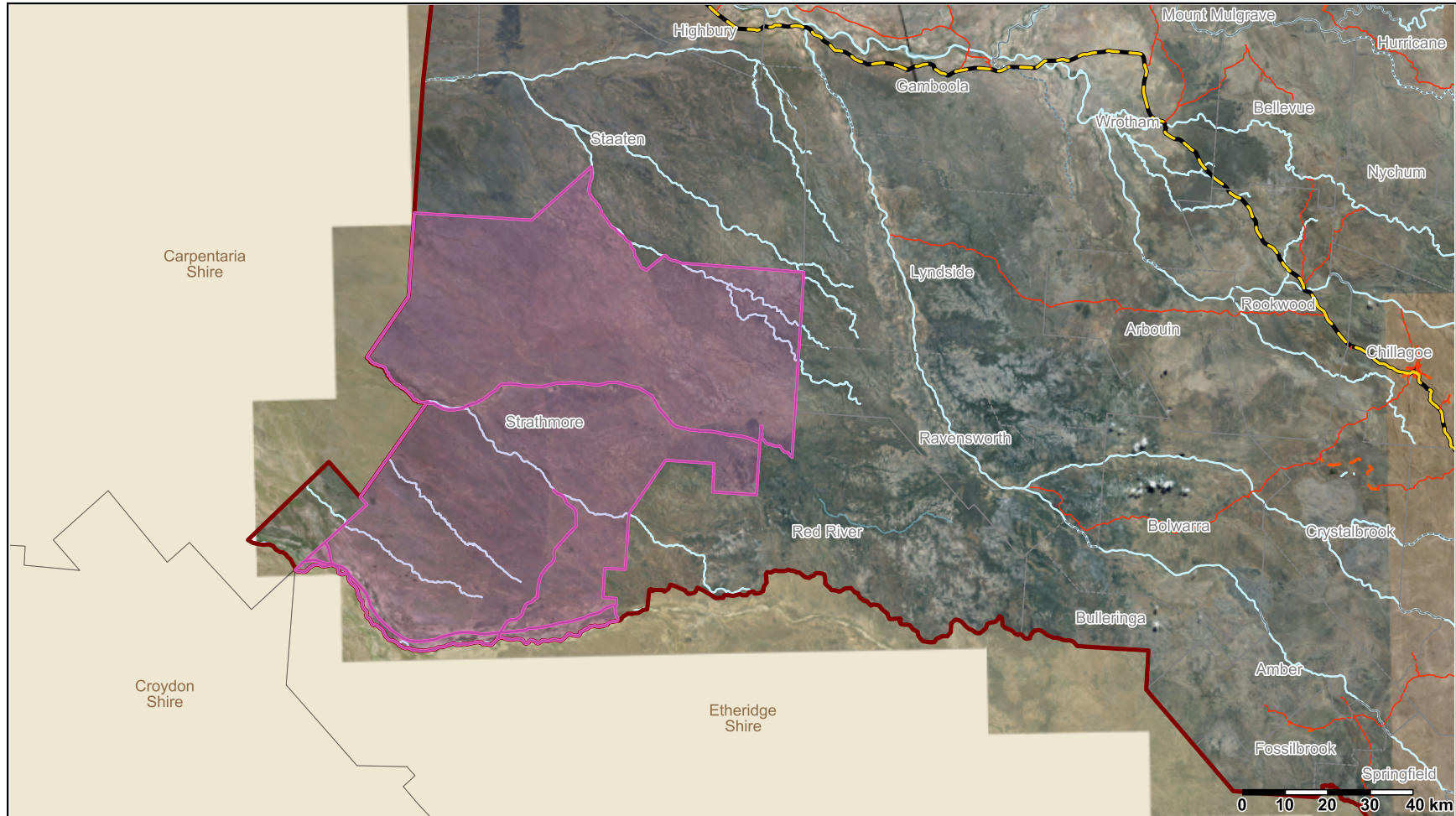
Internal communication delivered by Governance and Compliance to other service areas within Council that this Native Title Determination may impact.



Lot 232 on PH284 - aerial image

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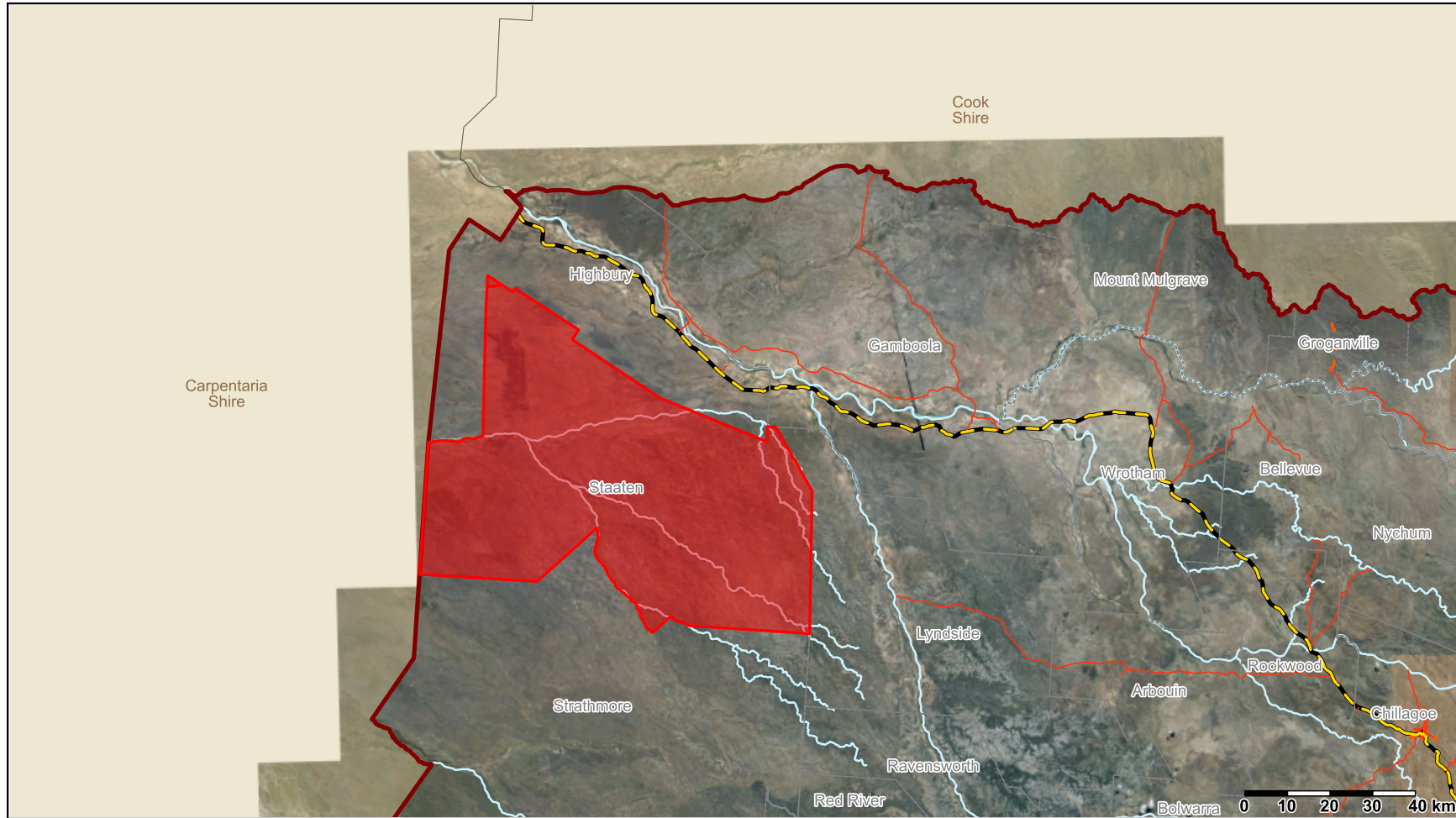




Lot 4 on SE1 - aerial image

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Lot 2 NPW123 - aerial image

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8.5 DELEGATIONS UPDATE JULY 2022

Date Prepared: 1 July 2022
Author: Senior Compliance Officer
Attachments: 1. Table of Delegable Powers [↓](#)

EXECUTIVE SUMMARY

As part of the monthly delegations update service provided by MacDonnells Law, Council is advised of amendments to various pieces of legislation that require amendments to existing delegations or new delegations to be made by Council.

RECOMMENDATION

That:

1. Council delegates the exercise of the powers contained in the attached Table of Delegable powers, with such powers to be exercised subject to any limitations and conditions; and
2. Any prior delegations of power relating to the same matters are revoked; and
3. Acknowledges that an annual review of Council delegations made to the CEO under section 257 of the *Local Government Act 2009* has been undertaken in accordance with section 257(5) of the Act.

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the necessary statutory powers under various pieces of legislation to enable him to effectively perform the requirements of the role and efficiently manage the operations of the Council. All delegations are made subject to the limitations on the attached documentation.

This report and the recommended delegations of power to the CEO if executed by resolution of Council, will provide a base for good decision making and accountability while maintaining statutory compliance by the Mareeba Shire Council.

The attached Table of Delegable Powers displays the list of amendments to powers that have been identified as requiring delegation to the CEO.

General Review

Under section 257 of the *Local Government Act 2009* (LGA), Council may delegate its statutory power to the CEO. However, Council must not delegate a power that an Act states must be exercised by resolution of Council. Powers may be delegated to the CEO via a resolution of Council or conferred directly to the CEO under a provision of an Act or Regulation. Such delegation avoids the necessity for excessive referral of matters to Council for formal resolution. Thus, Council's statutory powers in the administrative context are exercised efficiently via delegation of its power to the CEO under section 257 of the LGA.

Section 257(5) of the LGA also requires that delegations to the CEO must be reviewed annually by the local government. It is appropriate that an acknowledgement record of the review should be made in the relevant Council Meeting Minutes.

State Penalties Enforcement Act 1999 (Qld) (SPEA)

The SPEA was amended by the State Penalties Enforcement (Modernisation) Amendment Bill 2022 (Qld) which commenced on 10 June 2022. The amendments have been made to:

1. reflect the multiple roles of the registrar (i.e. as an authorised person, an administering authority or as registrar of SPER); and
2. expressly authorise the registrar (as administering authority) to disclose personal information of an alleged offender in relation to a particular infringement notice offence to the department or agency responsible for administration of the relevant legislation (the legislative administrator) for the purposes of enforcement of the offence – this includes investigating or prosecuting the offence, and applying to a court for a civil penalty or other order for the offence.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

There are legal implications for local government if management is not aware of the delegated powers and powers of authorised persons that are required for their sections to operate efficiently.

The statutory powers of employees, whether delegated to their position by the CEO or obtained as a result of an appointment as an authorised person under particular statutes, will be invalid if they cannot be supported by an instrument documenting the particulars.

In the case where Council is challenged on an action taken or a decision made by its employees, there needs to be proof that the employee held the powers required to do so. Such documentation is known as the instrument and is required for delegations, sub-delegations and appointments. Section 260 requires the CEO to establish and maintain a register of delegations and make it available to the public.

Risk of challenge – validity of decisions and actions undertaken by persons acting in the capacity of CEO under delegated authority may be called into question if the appropriate delegation was not adopted by Council.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Delegable Powers under the State Penalties Enforcement Act 1999 ("SPEA")

Part 4 – Enforcement orders

Division 1 – Default commences enforcement process

Entity power given to	Section of SPEA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Administering Authority	33(1)	Power to give to SPER for registration a default certificate for the relevant infringement notice offence.		
Administering Authority	33(2)(b)	Power to approve of an acceptable way, other than the approved form, for how an election may be made.		
Administering Authority	33(7)	Power to give an amended default certificate to State Penalties Enforcement Registry.		

Division 6 – Cancellation of certain enforcement orders

Entity power given to	Section of SPEA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Administering Authority	57(5)¹	Power to: (a) start a proceeding against an applicant for the offence; or (b) accept payment of the fine in full as stated in the infringement notice for the offence; or (c) issue a fresh infringement notice for the offence.		
Administering	57(4)(b)²	Power to:		

¹—The procedure for initiating proceedings is under the *Justices Act 1986*.

Authority		(a) accept payment of the fine in full as stated in the infringement notice for the offence; or (b) issue a fresh infringement notice for the offence.		
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² [The procedure for initiating proceedings is under the *Justices Act 1886 \(Qld\)*.](#)

8.6 DEVELOPMENT AND GOVERNANCE QUARTERLY REPORT - APRIL TO JUNE 2022

Date Prepared: 27 June 2022

Author: Manager Development and Governance

Attachments: Nil

EXECUTIVE SUMMARY

This report presents the key activities of the Development and Governance Group for the April to June 2022 quarter.

RECOMMENDATION

That Council receives the quarterly report of the Development and Governance Group for the April to June 2022 quarter.

BACKGROUND

The Development and Governance Group is comprised of the following Council service areas:

- Governance, Compliance, and Records
- Building, Plumbing, and Trade Waste
- Regional Land Use Planning
- Local Laws and Environmental Health
- Tourism and Economic Development
- Community Housing

In addition to routine matters of operation, the following activities have occurred during the April to June 2022 quarter and are presented below by service area.

GOVERNANCE, COMPLIANCE and RECORDS**Native Title**

There are currently nine (9) Native Title claims within Mareeba Shire consisting of Djungan #5, Wakaman #3, #4, #5, Cairns Regional Claim Group, Kurtijar, Muluridji #3, Kunggandji Gurrabuna and Ann-marie Keating on behalf of Wallara people, Clan of Koko-Muluridji.

Updates received for the April to June quarter on Native Title claims to which Council is a party are as follows:

- KuKurtijar People - QUD483/2015
This matter is set down for final determination on 26 July 2022.
- Djabugay-Bulway-Yirrgay-Nyakali-Guluy – QUD 398/15
This matter was formally discontinued with no order as to costs.

Indigenous Land Use Agreements (ILUA)

Council has five (5) Indigenous Land Use Agreements (ILUAs) that establish the context in which Council operates with specific groups on matters of Native Title and Cultural Heritage as follows:

1. Muluridji;
2. Ngaddaboolgan /Djungan people;
3. Bar-Barrum (Bar Barrum);
4. Mbabaram;
5. Western Yalanji.

Council recorded nil matters arising impacting on the above instruments during the quarter. The annual ILUA engagement with respective Regional Native Title Body Corporates has been scheduled for the July - September 2022 quarter.

Land Tenure Instruments

- Mareeba Heritage Centre Inc entered into a three-year renewal of Trustee Lease for Lot 564 SP103858;
- Mareeba Heritage Centre Inc entered into a one-year renewal of Management Agreement for Mareeba Heritage Museum and Visitor Information Centre at Lot 564 SP103858;
- Council entered into a further one-year agreement with Services Australia for the Access Point located at the Chillagoe Hub;
- TRACQS entered into a further one-year User Agreement for use of the Dimbulah Football Grounds Shed at Park Avenue Dimbulah.

Mareeba Industrial Park

Council recorded three (3) new land sale settlements during the period relevant to the disposal of Lot 231 SP312807 at 22 Effley Street, Lot 232 SP312807 at 24 Effley Street, and Lot 71 SP198060 at 22 Gowan Street.

Mareeba Aviation Industrial Park

Council recorded nil (0) new leases during the period. Council consented to one (1) sub-lease during the period. A number of enquiries were received from the owners of aircraft wanting to lease a hangar to store the aircraft and these are pending further discussions.

Notifiable Breaches - internal

Council recorded one (1) notifiable policy related breach during the quarter under Council's *Guidelines for the Management of Motor Vehicles and Plant Usage*.

Right to Information and Information Privacy

Council recorded receipt of one (1) new Right to Information and Information Privacy Access Application under the *Right to Information Act 2009* (Qld) with nil (0) recorded under the *Information Privacy Act 2009* (Qld).

Unreasonable Complainant Conduct

Council recorded Nil new cautionary notice actions undertaken during the period under Council's *Unreasonable Complainant Conduct Policy*.

Administrative Action Complaints

Details of complaints received/processed during the period ending 30 June 2022 are displayed in the following table as aligned with the same period in 2021:

	Apr - Jun 2021	Apr - Jun 2022
Complaints carried over from previous period	4	7
Complaints carried over from previous period finalised during this reporting period	3	7
Complaints lodged during reporting period	16	23
Complaints finalised during reporting period	10	16
Complaints still in process (not finalised) during reporting period	7	7

BUILDING, PLUMBING and TRADEWASTE

Building Applications

In 2018, Council resolved to no longer provide building certification in the major population areas of Mareeba Shire. In 2020, Council resolved not to provide building certification across the entire jurisdiction. However, Council is still responsible for the applications it had received up until this point. Generally, approved building applications are granted two (2) years to complete the approved building works.

The below table provides information on issued building approvals that remain the responsibility of the Council:

Current applications as at 1 Apr 2022	10
Completed	1
Cancelled	0
Current applications as of 30 June 2022	9

Council's Policy is to provide one (1) extension for all applications upon valid request where works have begun. Therefore, some applications may continue for a maximum of two (2) further years.

Plumbing Applications

The below table provides information on plumbing approvals that are the responsibility of the Council:

Current applications as at 1 Apr 2022	261
New Applications	58
Completed	30
Cancelled	0
Current applications as of 30 June 2022	319

Trade Waste

The 2022 / 2023 Trade Waste inspection program for Mareeba will commence in October 2022. The Kuranda trade waste yearly inspection program 2021 started in November and is due to be completed in August 2022 and has gone smoothly.

Regulatory

Building, Plumbing, and Trade Waste Services had 150 customer requests this quarter of which 127 were resolved. In comparison to the same quarter in 2021, Council received 112 customer requests.

Compliance

Council continues to progress 53 escalated building and plumbing compliance enforcement actions for unapproved structures relevant to 27 properties across the jurisdiction representing an approximate fifty-percent enforcement action increase over the previous quarter.

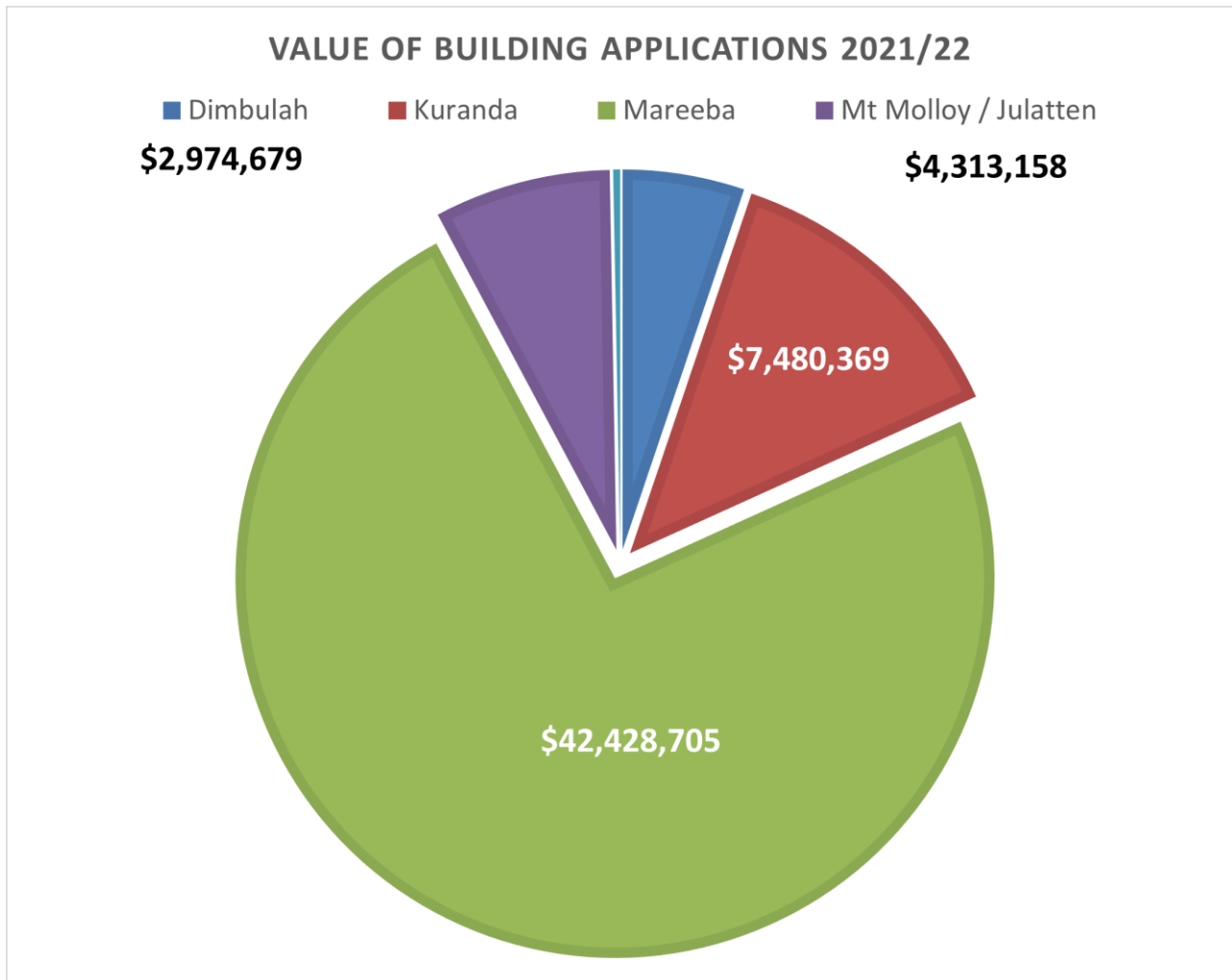
Building

Council's dwelling and commercial approvals have decreased compared to last year's boom. The trend for building development in the Shire over the past 12 months is closer to the typical average development over the past five (5) years.

Quarter	Apr - Jun 2022		Apr - Jun 2021	
Type	\$	A	\$	A
Dwellings	14,579,320	52	10,324,581	39
10A (Sheds, ETC)	2,126,806	45	1,787,556	49
Commercial	3,334,502	4	2,094,469	8
Others	537,998	11	312,153	8
Total	20,578,627	112	14,518,761	104

Year to date	2021/22 YTD		2020/21 YTD	
Type	\$	A	\$	A
Dwellings	34,966,809	143	49,102,843	209
10A (Sheds, ETC)	8,290,174	165	6,788,265	175
Commercial	11,667,535	29	7,235,192	20
Others	2,583,915	24	1,437,837	25
Total	57,508,433	361	64,564,137	429

The below graph summarises where construction investment is occurring by location across the Shire for the 2021/22 financial year.



REGIONAL LAND USE PLANNING**New Development Applications**

22 development applications were lodged in the June quarter 2022 compared to 15 lodged in the June quarter 2021.

Development applications received/approved during the June quarter 2022 as compared to the YTD comparisons are as follows:

	Apr - June 2022	2021/22 YTD	2020/21 YTD
New Development Applications lodged	22	58	54
Decision Notices issued under delegated authority	12	37	31
Negotiated Decision Notices issued under delegated authority	0	0	1
Decision Notices issued (from Council Minutes)	3	17	17
Negotiated Decision Notices issued (from Council Minutes)	0	0	2
Extensions to relevant period issued	2	4	6
Extensions to relevant period issued (from Council Minutes)	0	0	0
Change to existing Development Approval issued	0	2	5
Referral Agency Response approvals issued under delegated authority	9	28	27
Survey Plans endorsed	5	31	49
Notices issued under SPA	0	0	4
Planning Appeals and other Court proceedings	0	2	2

LOCAL LAWS AND ENVIRONMENTAL HEALTH

Local Laws

Local Laws Officers dealt with the below complaints and enquiries during the quarter relating to the following matters:

Animals

	April - June 22	2021 - 2022 YTD	2020 - 2021 YTD
Barking Complaints	84	245	167
Council traps	28	137	144
Cruelty	-	8	8
Dangerous Aggressive Dogs	40	152	117
Enquiries, Unregistered, Hygiene, unleashed	186	763	470
Missing/Lost/Found	9	77	80
Restrained for Collection	37	136	118
Straying Animals	144	490	395
Too many animals	14	54	33
Total	542	2062	1532

**A general increase in dog barking complaints, straying animals and general enquiries were identified during the current year to date, compared to year to date last year.*

There has also been an increase in Dangerous Aggressive CR's. This could be the result of Councils general increase in patrols and general community engagement to ensure owners are not allowing dogs to stray.

Dog Registration

As at the 30 June 2022 Council has a registered population of 2808 dogs in the shire with 1270 dog renewals outstanding.

**Reminder renewals will be sent out in mid-July to remind the outstanding animal owners to have their dogs registered.*

	April - June 22	2021 - 2022 YTD	2020 - 2021 YTD
Deceased	322	438	720
Left the area	176	275	432
New registrations	702	810	679

**There was a large increase in deceased dogs. This is normal at this time of year as dog owner notify Council of their animal's circumstances when they receive their renewals.*

Other Areas

	April - June 22	2021 - 2022 YTD	2020 - 2021 YTD
Abandoned Vehicles	33	146	127
Commercial Use of Roads	23	73	77
Illegal Camping	7	43	21
Illegal Signs	6	27	19
Obstruction of Footpath	2	19	14
Overgrown	75	189	164
Parking, illegal parking	15	85	79
Other	4	26	24
Total	165	608	525

Environmental Health

The Environmental Health section responded to a total of 133 enquiries, complaints and service requests for the quarter relating to the following matters:

	April - June 22	2021 - 2022 YTD	2020 - 2021 YTD
Flying Foxes	-	4	33
Food Complaints	-	2	4
Food Enquiry	24	134	149
Food General	16	19	15
General Service Enquiry	44	112	122
Health Enquiry	4	57	74
Illegal Dumping	9	52	51
Other	6	28	23
Pollution	28	86	99
Public Health Complaint/enquiry	2	9	6
Total	133	503	561

Notices Issued, Inspections Carried Out, Applications Processed

	April - June 22	2021 - 2022 YTD	2020 - 2021 YTD
Animal Management infringements issued	18	290	149
Animals Impounded	140	544	526
Compliance Notices Issued	29	76	88
Food Inspections Undertaken	26	159	176
Local Laws infringements issued	29	106	114
Regulated Parking infringements issued	76	302	339
Warning letters issued	88	406	6

**The decrease in animal infringements issues from YTD 20/21 compared to YTD 21/22 was as a result of a delayed infringement process run in 20/21 due to COVID.*

In the last quarter (1 April 2022 to 30 June 2022) the following impounds were recorded for dogs:

- Animal returned to owner 1st occasion for free (dog was wandering but was registered): 15 dogs.
- Animal caught wandering (not registered or registered and previously returned to owner): 73 dogs were impounded.

TOURISM and ECONOMIC DEVELOPMENT

1. 2021 Census Snapshot Mareeba Shire (LGA)

	2021	2016
Population	22,858	21,557
Families	5,600	5,306
Household Income	\$1,269	\$1,045
Median Weekly Rent	\$275	\$220

2. Visitor Information Centre (VIC) Update

	• 2018/2019 Visitors	• 2019/2020 Visitors	• 2020/2021 Visitors	• 2021/2022 Visitors
• Kuranda Visitor Information Centre	• 90,561	• 63,021	• 38,120	• 45,879
• Mareeba Heritage Museum and VIC*	• 63,441	• 43,026	• 51,299	• 81,655

*Visitor data is all visitors to the Centre which includes the Visitor Information Centre as well as patrons of the Centre's café, museum, and retail shop. The reported ratio of VIC visitors/Centre visitors has changed from 40%VIC /60% Centre to 65%VIC/35% Centre over this period.

3. Shire Destination Marketing - Digital

The Mareeba Shire Digital Destination Marketing campaign contracted to Bang Media has now been running for twelve months with the majority of search traffic coming from Southeast QLD.

Search Engine Marketing (SEM) Campaign Performance: (Mid-June 2021 – June 2022)

Total Impressions: 160,523 plus Social Media Marketing (SMM) 824,791 (Target 500,000 per annum)
 Total Clicks: 12,626
 Click Thru Rate: 8.88%
 Average Cost Per Click: \$0.63

4. Shire Destination Marketing - Print

Print promotional material was produced for the following publications:

- Welcome to Tropical North Queensland Magazine 2022
- Australian Traveller Magazine - May June July 2022



MAREEBA

Explore ancient landscapes

Discover the beauty of this ancient landscape. Under half an hour from Cairns you experience breathtaking landscapes, ancient rainforests, rugged gorges, savannah grasslands, crisp blue skies and clear riffs.

Kuranda
30 minutes from Cairns
The village is in the midst of world heritage - lined ancient rainforest, cascades and waterfalls, lands with great significance for Indigenous communities for over 10,000 years. Travel by road, train or cableway and immerse yourself in natural therapies, rainforest walks and Australian wildlife. Talk to accredited Wild Topics guides at the visitor information centre and pick up travel tips and maps. A hub of craftive makers, and hand-crafted artworks, art, giftware and local designs.

Mareeba
1 hour from Cairns
This is a hot air balloon ride for panoramic views of the ranges and savannah. This is an exhilarating climb and walk at Emerald Creek Falls, and you can bike through Doves Creek National Park. Book your tour at the Mareeba Heritage Museum and Visitor Information Centre for travel information and the area's history and culture.

Mt Mulligan - Ngarabuligan
2.5 hours from Cairns
Ten times the size of Uluru, Mt Mulligan's 18 kilometre table-top almost spatially emerges from the surrounding savannah, dominating your drive towards it. On Australia's National Heritage List for its cultural importance to Djungan people, at its base are the remains of the lives of significant mining towns, with gold prospectors still working the ridge.

Chillagoe
2.5 hours from Cairns
Drive the Wheelbarrow Way to Chillagoe, the tip of the dinosaur trail. Hear the story of the discovery of Dinobirds. Discover the swam in the warm waters of the inland reef, now a common limestone underworld cave system. Guided tours available.

Irvinebank & Watsonville - Living historical villages 2 hours from Cairns
The heritage - Puffin road will lead you to Irvinebank, nestled in the western slopes of the Great Divide, and the haunting remains of coal-mining towns. Walk the streets and imagine the prosperity, now lined with preserved and heritage - listed buildings, and ask about the white swans. Visit the Loadstone Museum, reputed to be the oldest still standing in North Queensland, with its collection of the area's rich pioneering history.

Mount Molloy and Julatten
30 minutes from Port Douglas
Close to Port Douglas, Mount Molloy and Julatten's fame is with its land life. Almost 100 species have been recorded within a 15 kilometre radius of the town. It is also the home of the Great Bowerbird.

Chillagoe Centre

Kuranda

Mt Mulligan

In partnership with Mareeba Shire Council



Unearth amazing moments in the Mareeba Shire

The **SPECTACULAR** secret drive from the REEF to the OUTBACK.

THERE'S A LOT to take in during a road trip from Cairns to Port Douglas via the outback. The route, which takes about two and a half hours one way, includes granite rock formations and caves, Aboriginal rock art, cascading waterfalls, farm-to-fork dining and an abundance of wildlife. Hit the Kennedy Highway and discover the Mareeba Shire from the reef to the outback.

FROM CAIRNS TO CHILLAGOE
KURANDA is a hub for creative types, just 20 minutes from Cairns. Stop at the stunning **BARRON FALLS**, walk along trails surrounded by World Heritage-listed rainforest and visit the famed markets. Wildlife parks, Indigenous cultural centres and a vibrant live music scene are also on offer for village visitors.
 Stop 20 minutes out of Kuranda at **DAVIES CREEK** or **EMERALD CREEK FALLS**, taking a dip in placid pools punctuated by distinctive granite boulders. Drive 10 minutes more to the **MAREEBA HERITAGE MUSEUM & VISITOR'S CENTRE** to discover the local history before visiting farms and paddock-to-plate eateries.
 It's about a 90 minute drive from Mareeba to **CHILLAGOE** and the **CHILLAGOE-MUNGANA CAVES**, said to be 400 million years old. Here you can see Aboriginal rock art, 'chandelier' formations and ancient marine fossils. Stay overnight in a cabin or caravan park and enjoy country hospitality at the local pubs or cafes.

FROM CHILLAGOE BACK TO MAREEBA
 The road from Chillagoe is a dramatic landscape along so-called **WHEELBARROW WAY**, named for the miners of the late 1800s

who piled their belongings in barrows while looking to make their fortunes. Set off early when the light is most dramatic, as the 140-kilometre route veers from savannahs to cattle country and verdant farmlands.

FROM MAREEBA TO PORT DOUGLAS
 From **MT MOLLOY** to **JULATTEN**, birders will have a field day as they try to spot rare species such as spectacled monarchs, pale-yellow robins and the great bowerbird. Stop at the lookouts on the **REX RANGE**, where you'll feel like you can touch the sky while looking out over crayon-green rainforest tumbling down to the Coral Sea. The final 30-minute leg to Port Douglas is every bit as spectacular.

Insider tip: Take a trip from Chillagoe to **MT MULLIGAN** (4WD only), a sacred site for the Djungan people, or head to **IRVINEBANK**, which has a rich mining past and architecture from the 1800s. **LOUDOUN HOUSE MUSEUM** and **BRIAN'S SHED** house an extensive collection of mining relics and are worth a detour. 📍

To plan your trip, visit mareebaheritagecentre.com.au

5. Mt Mulligan Adventure Drive Brochure and Video

A brochure providing information to visitors for a safe and informed visit to Mt Mulligan was produced for distribution through the visitor information service network. This was produced in response to a request by the Mareeba Visitor Information Centre.

COMMUNITY HOUSING

Formal approval for the three-year subcontracting of the Mareeba Shire's Community Housing Service to the Mareeba Community Housing Company was received from the Department of Communities, Housing and Digital Economy.

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.

Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Nil

8.7 FINANCIAL STATEMENTS FOR PERIOD ENDING 30 JUNE 2022

Date Prepared: 1 July 2022
Author: Manager Finance
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2021 to 30 June 2022.

It should be noted that this Report does not present operational income and expenditure figures, and these will be presented to Council at its next meeting on 17 August 2022, due to financial year end and the number of processes that need to occur to finalise these figures.

RECOMMENDATION

That Council note the financial report for the period ending 30 June 2022.

BACKGROUNDFinancial Summary

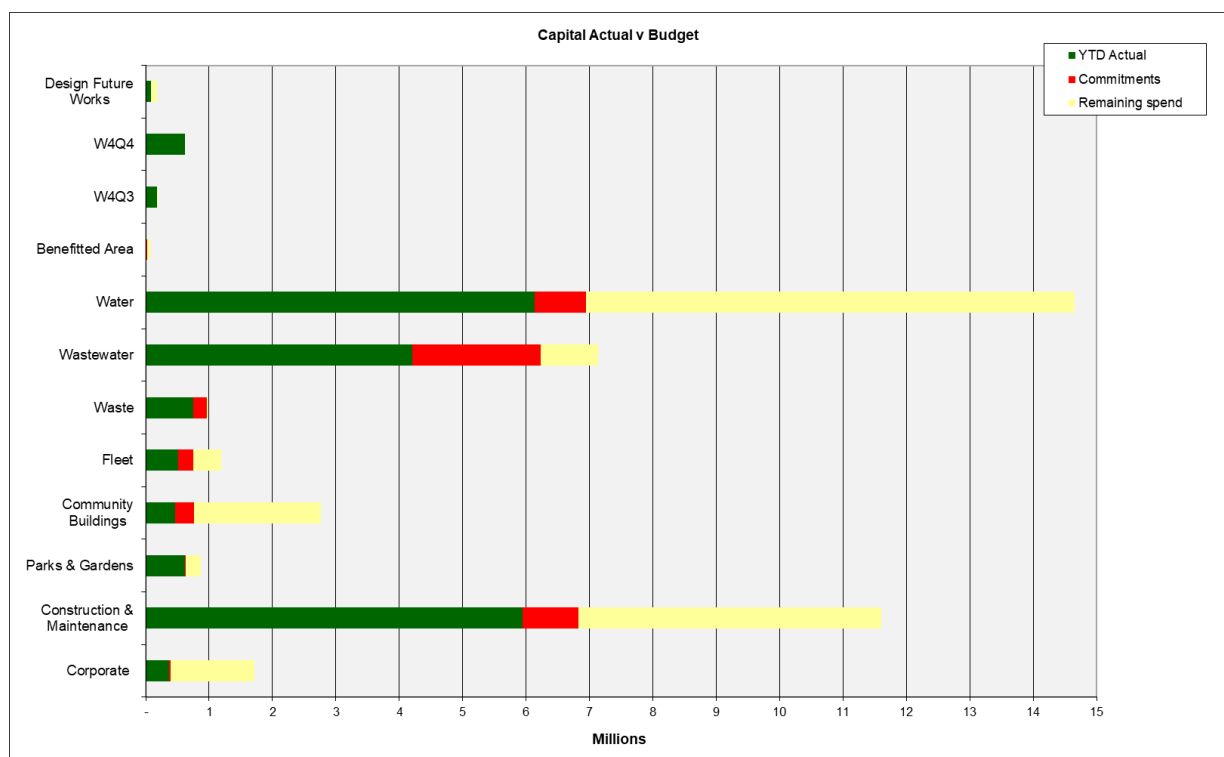
Due to financial year end and the number of processes that need to occur, the Budgeted Income Statement for the year ending 30 June 2022, will be presented to Council at its next meeting on 17 August 2022.

Work has commenced on preparing the financial statements and it is anticipated that the draft accounts will be completed by 10 August 2022 and presented to Audit Committee before external audit commences from 15 August 2022.

Capital Expenditure

Total capital expenditure of \$24,296,314 (including commitments) has been spent for the period ending 31 June 2022 against the 2021/22 adjusted annual capital budget of \$42,228,197. This budget figure now includes carry overs from 2020/21 of \$9,938,178 and new and additional funds required for 2020/21 capital projects of \$813,251.

Any projects that have not been completed will be carried forward into 2022/23.



Loan Borrowings

Council's loan balance is as follows:

QTC Loans \$7,246,084

Rates and Charges

The total rates and charges payable as at 30 June 2022 are \$1,912,073 which is broken down as follows:

Status	30 June 2022		30 June 2021	
	No. of properties	Amount	No. of properties	Amount
Valueless land	11	415,698	18	809,747
Payment Arrangement	62	42,732	83	65,956
Collection House	254	731,471	282	946,998
Exhausted – awaiting sale of land	50	593,283	10	181,749
Sale of Land	2	63,081	3	33,994
Other	340	65,808	105	56,560
TOTAL	719	1,912,073	501	2,095,004

**Of this total, 235 properties have less than \$20 outstanding*

Collection House collected \$139,211 for the month of June 2022.

The auction for sale of land for overdue rates is set for 27 September 2022 at 10am.

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 June 2022 is \$147,144 which is made up of the following:

Current	30 days	60 days	90 + days
\$65,969	\$34,687	\$2,157	\$44,331
45%	24%	1%	30%

Procurement

There were no emergency orders for the month.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Section 204 of the *Local Government Regulation 2012* requires the financial report to be presented to local government if the local government holds its ordinary meetings more frequently (than once per month) - to a meeting in each month.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Nil

9 INFRASTRUCTURE SERVICES

9.1 T-MSC2022-02 MAREEBA SPLASH PARK DESIGN AND CONSTRUCT TENDER AWARD

Date Prepared: 1 July 2022
Author: Manager Projects
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the assessment of tender submissions for T-MSC2022-02 Mareeba Splash Park Project and provide a recommendation on award of the tender to a suitably qualified contractor to undertake detailed design and construction of the Splash Park at the Mareeba Aquatic Centre inclusive of the provisional offer tendered for the installation of heat pumps to service the existing 50m metre pool and the small children's pool.

RECOMMENDATION

That Council award the design & construct contract for T-MSC2022-02 Mareeba Splash Park and associated works, including pool heating, to Kiratesh Lifestyle Pools for the fixed price amount of \$1,350,000 (exc. GST).

BACKGROUND

The Tender specified the construction of a Splash Park and associated filtration and recirculation infrastructure at the Mareeba Aquatic Facility located at 31-39 Abbott Street.

The Request for Tender (RFT) was primarily for the design and construction of a new zero-depth, zero-height splash play area comprising the splash pad and various unique water spray areas incorporating interactive play elements and shade structures. The Tenders also included a provisional offer to install heat pumps to service the existing 50m pool and small children's pool.

The tender was an open tender advertised through 'Vendor Panel' on Thursday 21 April 2022 and closed 11am, Tuesday 7 June 2022.

TENDER EVALUATION

Tender submissions were assessed for compliance with standard contract requirements and consideration to the individual tenderers potential to deliver the specified scope of works consistent with the nominated fixed price. Tenderers had to also demonstrate their capability to deliver a splash park with a high-level finish while detailing the benefits of the design elements proposed to be installed.

The format of the design & construct tender provided an opportunity for a range of solutions. So in terms of the assessment, it was necessary to compare the individual elements of each submission. Evaluation of the tendered concept designs and product styles was undertaken with consideration given to any stated inclusions, exclusions, clarifications and assessment of purported design flexibility, durability, and usability.

Officers undertook post tender clarification of the individual submissions to better define deliverables and to assess exclusions prior to finalising the tender. While tenderers provided assurance for defined deliverables, these will be finalised during the projects detailed design phase.

Tender submissions were assessed for conformance with the scope of works consistent with the fixed price and scored in accordance with evaluation criteria specified in the RFT tender documentation.

25 % - Value for Money

15% - Demonstrated Understanding

15% - Capability

15% - Relevant Experience

30% - Aesthetic Appeal

TENDER SUBMISSIONS

T-MSC2022-02 SPLASH PARK CONSTRUCTION

Tenders were sought for the design and construction of a new Splash Park at the Mareeba.

A summary of the tender submissions is provided below.

Table 1: T-MSC2022 -02 Construction Mareeba Splash Park

Tender - Splash Park Construction		Fixed Price (excl. GST)
1	Aquatic Project Solutions	\$1,125,000.00
2	Beau Corp Projects (tendered price exceeds fixed budget)	\$1,441,280.00
3	Kirratech Lifestyle Pools	\$1,125,000.00

Aquatic Project Solutions

Aquatic Project Solutions (APS) nominated the installation of the Urban Play design and features with a footprint area of approximately 270m² in size.

The APS submission included allowance to heat the splash park. Investigation of the effectiveness of heating the splash park cast doubt on efficiencies and the associated cost benefit.

APS advised there was no allowance to reconfigure and replace the boundary fence to increase the aquatic centre footprint. APS planned to accommodate the Splash Park in the existing area between the 50metre pool and the small children's pool. Officers were concerned that this approach would be restrictive and not provide the best possible project outcome.

The APS submission made no allowance for additional landscaping and park furniture, seating, picnic tables and the like to complement and enhance the Splash Parks usability and the overall appeal of the Swimming Centre.

Beau Corp Projects

Beau Corp Projects (BCP) also nominate the installation of the Urban Play design and features with a footprint area of approximately 270m² in size.

The BCP submission is non-conforming as the submitted prices for both the Splash Park and the Electric Heat Pump upgrade exceeded the fixed price allowance nominated by Council.

Beau Corp advised that time constraints associated with submitting their tender impacted their ability to provide project specific documentation to support a demonstrated understanding of the project scope. Other than the Urban Play concept design, BCP only submitted generic tender documentation.

Beau Corp confirmed that the submission made no allowance for an extended fence line, park furniture and additional landscaping.

Kirratech Lifestyle Pools

The Kirratech submission is a point of difference in that it has nominated the installation of a Play Rope designed Splash Park that utilises Vortex features on a lineal footprint of approximately 360m². The Kirratech submission has not made allowance to heat the Splash Park.

The Kirratech tender addresses the requested scope of works and is a more comprehensive submission than the other two (2) tenders, however there are still elements of the submission that will need to be defined during the detailed design phase of the project.

Post tender clarification was sought with Kirratech outlining their design philosophy and reiterating the interactive features of some of the larger Vortex elements. The Maestro controller that runs the Vortex equipment can be programmed to randomly shutdown and restart spray elements to stimulate rotation and sharing of the elements. The water park will automatically idle and shut down when it senses that elements are not being used.

Kirratech also confirmed they have made allowance for shade sails as well as stainless steel framed, poly composite board picnic tables and seating. Kirratech advised that while the shade sail coverage shown on the concept design is indicative, it is representative of their offer and constrained by the height of the taller park features.

Kirratech have made allowance to reconfigure and extend the existing perimeter fence proposing to install powder coated steel fence panels with a crushed spear top profile. The steel fence panels can be retro fitted with 100% shade cloth screening or similar if the Splash Park is subject to privacy issues or is impacted by wind exposure.

Kirratech believe the extended boundary will allow the Splash Park to better complement the existing facility footprint and provide room to install the Splash Parks water treatment shed behind the existing equipment shed at the northern end of the 50metre pool.

T-MSC2022-02 INSTALLATION OF ELECTRIC HEAT PUMPS

Table 2: T-MSC2022 -02 Installation Electric Heat Pumps

Tender - Installation Electric Pool Heaters		Fixed Price (excl. GST)
1	Aquatic Project Solutions	\$225,000.00
2	Beau Corp Projects (tendered price exceeds fixed budget)	\$285,000.00
3	Kirratech Lifestyle Pools	\$225,000.00

Aquatic Project Solutions

Aquatic Project Solutions (APS) submission has specified the supply and installation of 2 x 145kW Astral commercial heat pumps. APS is confident the Astral 145kW heat pumps are fit for purpose however the long-term reliability and efficiency of the units is an operational risk as they are an unknown quantity at this time.

Beau Corp Projects

Beau Corp Projects (BCP) have not specified the type or model of heat pump proposed to be used.

The BCP submission is non-conforming as the submitted price for the Electric Heater Upgrade exceed the fixed budget allowance. Beau Corp advised they could not deliver the project components for the fixed prices specified.

Kirratech Lifestyle Pools

Kirratech have specified the use of 'Rheem' Commercial Heat Pumps. The Kirratech submission specifies the supply and installation of a 350kW heat pump for the 50metre pool and a 66kW heat pump to service the small children's pool. Kirratech is confident the 'Rheem' heat pumps are fit for purpose however the long-term reliability and efficiency of the units is an operational risk as they are an unknown quantity at this time.

Kirratech provided an itemised breakdown of works related to heat pump installation that includes decommissioning of the existing solar heat mats, electrical connection into the switchboard, connection into existing filtration systems, construction of concrete concourses and extended compound fencing to accommodate the installation.

Kirratech did not allow for the heating of the splash park as they believed the energy required to heat the Splash Park would not be cost effective or efficient due to heat loss via the actions of the interactive elements water spray operations.

Council have been independently advised that Splash Parks are not typically heated for the reasons specified.

In pre-contract discussions Kirratech have also confirmed that they can undertake the heating element of the contract within the \$195,075 (excl GST) grant funded component of the overall Splash Park and facility upgrade. The total contract price will still be \$1,350,000 (excl GST) to enable the overall project to be completed in accordance with the scope of works.

RECOMMENDATION

Council officers entered into pre-contract negotiations with Kirratech to define the limits of the scope to be developed in the detailed design and construction of the Splash Park and the pool heating sub project, at the Mareeba Aquatic Centre.

The Kirratech submission is more comprehensive than the other two (2) tenders and provided the most assurance of Splash Park delivery consistent with the requested scope of works. Kirratech also provided additional commentary regarding the variable drive operation of the proposed 350kW 'Rheem' heat pumps that provided some surety of their efficiency and fitness for purpose.

Formalised project deliverables, scope extents, layouts and quantities were defined as part of the tender clarification discussions and council officers are confident to recommend Kirratech to 'Design and Construct' the Splash and associated contractual works.

The tenderer has made some assumptions regarding connection into existing infrastructure, facility layouts, electrical supply, etc which will be developed further in the detailed design phase of the project.

In summary, the proposal by Kirratech provides for an overall enhancement of the existing Mareeba Aquatic facility, and as importantly it provides for a really unique Splash Play experience for use by our residents and visitors to the region.

RISK IMPLICATIONS**Financial**

The expected Ergon upgrade of the transformer that services the aquatic complex is an unknown cost impact at this time. The projects deliverables will be finalised with a detailed design that may evoke price variations if latent conditions are identified.

Infrastructure and Assets

The operational reliability and efficiency of this type of equipment is unknown to Council.

Health and Safety

Operational surveillance of Splash Park will be required to monitor and ensure safe usage.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Department of State Development, Infrastructure, Local Government and Planning

Special Purpose Grant of \$1.5M, (anything above that is MSC contribution) to provide

Splash Park and Upgrades to existing infrastructure at the Mareeba Aquatic Centre.

Department of Tourism, Innovation and Sport (Sport and Recreation)

Active Gameday Projects Fund of \$195,075. \$150,000 grant and \$45,075 MSC contribution to install a heating system to support swimming at Mareeba.

Is the expenditure noted above included in the current budget?

Yes

Operating

Not defined yet.

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

IMPLEMENTATION/COMMUNICATION

POS Update Brief.

Quarterly Report to Department of State Development, Infrastructure, Local Government and Planning

Quarterly Report to Department of Tourism, Innovation and Sport (Sport and Recreation).

9.2 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - JUNE 2022

Date Prepared: 15 June 2022

Author: Manager Projects

Attachments:

1. **Capital Works Highlights - June 2022** [↓](#)
2. **Capital Works Summary - June 2022** [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department during the month of June 2022.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of June 2022.

BACKGROUND

Council's Capital Works program is focussed on renewal and upgrade of Council infrastructure to achieve Council's corporate vision of "A growing, confident and sustainable Shire". The program is funded through a combination of Council's own funding and external grants and subsidies.

RISK IMPLICATIONS**Financial**

The capital works program is tracking within budget.

Infrastructure and Assets

Projects included in the current capital works program were identified through Council's Project Prioritisation Tool (PPT) which uses a risk-based, multi-criteria approach to rank projects in order of priority. The PPT is aligned with Council's Long-Term Financial Plan and Asset Management sub-plans, which focus of renewal of existing assets.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

All capital works are listed in and funded by the 2021/22 Capital Works Program.

LINK TO CORPORATE PLAN

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Reynolds Street, Mareeba - Kerb and Channel Replacement

Program: Urban Streets

Background

The existing asphalt pavement surfacing in Reynolds Street is cracked and requires re-asphalting to protect the underlying road base material from water ingress. The large African Mahogany trees, that occur at intervals along Reynolds Street, have also caused significant damage to sections of the existing kerb and channel.

The project is funded with a combination of R2R (Roads to Recovery) funding and the 2021/22 Reseal and Asphalt program.

Scope of Works

Prior to the milling out of the aged, cracked asphalt and replacing with new DG14 asphalt, the damaged existing kerb and channel needed reconfiguring and replacing. The reconfigured kerb and channel will allow the trees to remain by creating nodes around the trees and protecting the pavement.

Progress Update

The asphalt overlay component of the project was completed in late June with the line marking to be installed in conjunction with other programmed works in the coming weeks.



Reynolds Street (before)



Reynolds Street (after)



Reynolds Street (before)



Reynolds Street (after)

**Infrastructure Services Capital Works Report
Project Highlights - June 2022**



Reynolds Street (before)



Reynolds Street (after)

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Davies Creek Road Bridge Upgrade

Program: Bridges

Background

A Level 3 engineering inspection and load assessment was undertaken on the existing Davies Creek bridge in 2015 which identified significant deterioration of some of the timber girders.

In February 2021, Council secured a grant under the Australian Government's Bridges Renewal Program towards the upgrading of the existing bridge on Davies Creek Road approximately 3.1km from the intersection of the Kennedy Highway and Davies Creek Road.

Scope of Works

The scope of works included replacing the existing timber girders and deck of the bridge with concrete precast deck and kerb units, the installation of bridge relieving slabs and the provision of an asphalt deck wearing surface.

Progress Update

Construction work was completed 23 June 2022 and the bridge was reopened to traffic prior to the commencement of the June School Holidays.

An asphalt deck wearing surface will be installed in the second week of July to finalise the project.



Davies Creek Road bridge (before)



Davies Creek Road bridge (after)

**Infrastructure Services Capital Works Report
Project Highlights - June 2022**



Project Name: 2021/22 Gravel Re-Sheet Program

Program: Gravel Re-Sheet

Background

Funding has been allocated in the Capital Works Budget for re-sheeting works to be undertaken where required at various locations throughout the shire. The works are carried out generally in conjunction with Council's road maintenance unsealed road grading program to reduce the cost of mobilisation of plant.

Progress Update

During June, sections of Emerald Falls Road and Shanty Creek Road North were gravel re-sheeted. In the coming months, Ellis Road in Julatten and the Doyle Street Unsealed Car Park are programmed for re-sheeting, pending weather and resources.



Emerald Falls Road



Shanty Creek Road North

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Kuranda Cemetery Columbarium Wall Revitalisation

Program: Non Infrastructure

Background

In February 2022, funds were allocated by Council to undertake the refurbishment of the existing columbarium wall at the Kuranda Cemetery.

Scope of Works

The scope of works included the provision of a concrete surround to the wall, the removal of two pine trees that posed an issue to the structural integrity of the wall, additional stabilisation of the existing earth bank and further plantings and irrigation.

Progress Update

The project was completed in late June.



Columbarium Wall (before)



Columbarium Wall (after)



Columbarium Wall (after)



Columbarium Wall (after)

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Euluma Creek Road, Julatten - Rehabilitate and Widen

Program: Rural Roads

Background

Euluma Creek Road is classed as a Local Road of Regional Significance (LRRS) under the Roads and Transport Alliance and is eligible for a maximum of 50% funding from the Transport and Infrastructure Development Scheme (TIDS).

Several projects are currently listed in the FNQROC TIDS Program for the widening of sections of Euluma Creek Road between Black Mountain Road and McLeans Bridge Road to cater for increasing heavy traffic and to address ongoing defects, edge wear and edge drop.

Scope of Works

The second of these projects is the widening of the narrow sections of existing bitumen sealed road to 8m including the replacement and extension of existing culverts from Chainage 6330 to Chainage 9350.

Progress Update

The pavement rehabilitation and widening activities commenced in December 2021 and were subsequently put on hold due to the continued wet weather certain areas of the shire have experienced in 2022. Work recommenced in late May when site conditions improved enough to allow construction at several locations within the project footprint.

Section A - Ch 7010 to 7180

- No construction work at this stage

Section B - Ch 7630 to 8295

- Clear and grub
- Culvert extensions
- Drainage works

Section C - Ch 8385 to Ch 8760

- Clear and grub
- Culvert extensions/replacements
- Drainage works
- Widen works
- Completed to 2 coat sealed standard

Section D - Ch 9010 to Ch 9350

- Clear and grub
- Culvert extensions
- Drainage works

Infrastructure Services Capital Works Report Project Highlights - June 2022



Section C - Earthworks



Section C - RCP Removal



Section C - RCP Replacement



Section C - Completed Base Layer Widening



Section C - First Coat Bitumen Seal 16mm



Section C - Completed Two Coat Seal

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: AC Pipe Renewal Water Main Upgrade – Mareeba North

Program: Water

Background

An allocation has been provided in the 2021/22 Capital Works Program to replace the failed existing asbestos cement (AC) water mains throughout the Shire as part of Council's strategy to address critical water issues across the Shire over the next 10 years.

This section of water main was identified for replacement following the numerous main breaks occurring in the past few years and will complement works undertaken by Council work crews in 2021. This project is being undertaken with funding assistance through the Queensland Government's Works for Queensland program.

Scope of Works

The scope of work includes replacement of the existing water main with 100mm PVC Supermain, in addition to new service connections, valving and hydrants. The contractor will commence installing new mains along Starcke Street and then move onto Hampe Street. Once these sections are completed, the contractor will then progress to Moody Street where a 300mm PVC Supermain will be installed.

Progress Update

The contractor since receiving the delivery of key pipeline material is making good progress installing the 300mm PVC Supermain along Moody Street.



Installations of the new 300mm diameter PVC Supermain along Moody Street

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Granite Creek Sewage Pump Station Upgrade

Program: Wastewater

Background

An allocation has been provided in the 2021/22 Capital Works Program to renew and upgrade the Granite Creek Sewage Pump Station, located on Byrnes Street, adjacent to Granite Creek. The ageing infrastructure is rapidly deteriorating and reaching capacity, it is inadequate to achieve current safety standards for servicing and maintaining the asset, and there have been numerous odour complaints about the pump station in its present form.

The upgraded pump station will meet current design standards and cater for future growth in the catchment area, which includes all sewered areas of the Mareeba township south of Granite Creek.

Scope of Works

The scope of works includes removal of the existing pump station building, pumps, pipework and associated services, and construction of a new dry well, supply and installation of new pumps, pipework, valves and switchboard. Wastewater will need to be bypassed during construction and the scope of works includes provision of a temporary aboveground bypass system and standby pump for the duration of the project.

Progress Update

Works have progressed albeit slowly with key construction staff spending a lot of their time on the minor sewerage pump station project which runs simultaneously. The internal divider walls have hampered progress, but a works program update has been highlighted to the contractor for works already in the construction program they can continue with.



Installation of a frog flap to the overflow line to the licenced discharge point and internal wall scalping

Infrastructure Services Capital Works Report Project Highlights - June 2022



Project Name: Mareeba and Kuranda Sewerage Pump Station Upgrades

Program: Wastewater

Background

Council has previously undertaken a condition assessment of all sewerage pump stations in Mareeba and Kuranda sewerage schemes and identified an upgrade program where an allocation has been provided in the 2021/22 Capital Works Program for the upgrading and refurbishment of minor sewerage pump stations in Mareeba and Kuranda.

Scope of Works

The scope of works included:

- Supply and install new injection points, bypass pumping during the upgrade, civil works, concrete works, drainage improvements and new retaining walls.
- Relocation of the electrical switchboard and the construct new plinths where required.
- Refurbishment of the wet well pipework and reuse of the existing pumps.
- Upgrade pipework in valve boxes along with general repairs.
- Supply pump station covers to meet current WHS standards and recoat caisson and conduct localised concrete repairs.
- General repairs to equipment and site reinstatement and general site clean-up.

Progress Update

The contractor has established at all three (3) sites; Thooree Street, Arara Street and Palm Close Sewerage Pump Stations. Arara Street is now completed with the remaining works at Thooree Street soon to be completed and then works will focus on Palm Close.

Thooree Street, Kuranda

Works carried out include service locations; procurement of pipework, lids and material; valve pit excavation; V-Drain excavation, formwork and reinforcement and root barrier installation.



Thooree Street SPS valve pit and wet well lids installed, sealed and grouted

**Infrastructure Services Capital Works Report
Project Highlights - June 2022**



Arara Street, Kuranda

Works now completed at this site.



Works completed at Arara Street, Kuranda

Palm Close, Mareeba

Works carried out include procurement of pipework, lids and material and service locations.



Site inspection

Infrastructure Services Capital Works Summary Report - June 2022

Project Description	Project Stage	Progress Comment
Program: 01 Rural and Urban Roads Reseal Program (Renewal)		
2021/22 Reseal & Asphalt Program	Construction	Wet weather has meant that there are still two roads in Mareeba and approximately 1.5 days of resealing in the Kuranda area yet to be completed. Reseals will continue when the area is experiencing fine weather. The asphalt component of the program was completed in late June with the overlaying of Reynolds Street in Mareeba.
BETTERMENT Co-Contribution	Not Commenced	No projects submitted due to ROI outcome, funding to be used to develop future strategy.
Program: 02 Gravel Resheet		
2021/22 Gravel Resheet Program	Construction	Gravel resheeting was undertaken on Shanty Creek Road North and has commenced on Emerald Falls Road. Upcoming resheets include the unsealed car park in Doyle Street, Mareeba.
Program: 03 Urban Streets		
R2R Reynolds Street, Mareeba - Replace Kerb and Channel	Construction	Construction and overlay have been completed; line marking to be installed as part of MSC Reseal Line Marking Program.
Program: 04 Rural Roads		
TIDS Euluma Creek Road, Julatten Ch 7.01-9.325 Rehabilitate & Widen 3 sections within chainage	Construction	Section C has been sealed. Base and rock protection materials stockpiled on site to aid spending prior to the end of the 22FY. MSC have expended sufficient funds to meet 100% of 2021/22 TIDS allocation.
TIDS Euluma Creek Road, Julatten Ch 9.350-10.130 Rehabilitate & widen 3 sections within chainage	Procurement	Design and procurement completed. Project will commence October 2022.
Borzi Road, Mareeba - Widen and Seal Ch 0.03-0.67	Procurement	Project pushed out to start in late August 2022.
DRFA Betterment 2019 - Clacherty Road, Shanty Creek Road & Fossilbrook Road	Completed	The 2019 DRFA Betterment Program is now complete.
Fallon Road, Kuranda - Rehabilitate Pavement Ch 0.874 - 0.948	Planning	QRA approved remediation works to be quoted and completed in the 2022 calendar year.
Program: 05 Bridges		
BRP Kanervo Road, Replace Timber Bridge over Davies Creek	Construction	Site works will commence 12 July 2022 weather permitting.
BRP Davies Creek Road Bridge Replacement	Construction	Davies Creek Road bridge open to traffic 24 June 2022. Asphalt deck wearing surface to be installed 12 July 2022.
Granite Creek, Mareeba - Replace Footbridge Deck (Eales Park)	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge Upgrade.
Palm Close, Mareeba - Replace Footbridge Boards	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge.
Bicentennial Lakes Footbridge Safety Upgrade	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge Upgrade.
Program: 06 Drainage		
2021/22 Minor Culvert and Causeways Renewal	Construction	Hodzic Road culvert installation complete. Resources will be deployed to Leafgold Weir Road when available. Possibly later in July weather permitting.
Amaroo Mareeba - Drainage Upgrade Stage 2 of 3 - Karobean Drive to Yarrabee Close (300m)	Procurement	Programmed to start 11 July 2022, weather permitting.
Program: 08 Parking		
Borzi Park, Mareeba - Carparking Masterplan	Planning	Concept layouts developed, consideration by EMT June 2022.
Program: 09 Footpaths		
2021/22 Footpath Renewal Program	Construction	A footpath will be installed at Centenary Park, Mareeba to allow disabled access to the "Pottery Shed". This work will be in conjunction with Amaroo Drainage Upgrade Stage 2.
Program: 10 Parks and Gardens		
Parks & Open Spaces Strategy	Construction	Parks and Open Spaces Strategy and 3 year action plan adopted by Council in February 2022. Refer attached report for progress updates on individual projects.
2021/22 Park Entrance Sign Renewal Program	Construction	A new Ten Acre Park Sign has been ordered for Chillagoe. There is some confusion over the name of the park behind the Dimbulah Memorial Hall that will need to be resolved prior to ordering a sign for this location.
Byrnes Street Median Traffic Islands and Landscaping	Construction	Construction and line marking complete. Planting of smaller medians will commence 11 July 2022 after the rodeo procession.

Infrastructure Services Capital Works Summary Report - June 2022

Project Description	Project Stage	Progress Comment
Program: 11 Water		
Mareeba and Kuranda Water Treatment Plant - Staged start-up of raw water pumps upgrade	Design	Project intent to potentially list as upgrades at the water plant and submit as grant funded project. Project on hold pending grant application.
Mareeba Water Treatment Plant - Filter 3 Install dedicated backwash pumps and reconfigure wash water feed pipes	Not Commenced	Project on hold pending outcome of BOR grant application for funds toward new filter block.
Mareeba Water Treatment Plant - Optimise clarifier performance upgrade	Design	Report on project received from City Water Technology with recommendations for further works. Project to be funded in 2022/23.
Mareeba Water Treatment Plant - Backwash operation renewal	Not Commenced	Project pending outcome of grant application for new filter block. Working with City Water Technology for the implementation of this project, in conjunction with the new backwash system they are designing if grant funding is not successful.
W4Q4 Mareeba AC & Defunct Pipe Replacement 2.5km	Construction	Work is progressing well, Starcke Street completed along with the underbores. Contractor has also completed works along Hampe Street. They are now installing pipe work through the underbore sections. Anticipated completion is August 2022.
2021/22 Water Telemetry/SCADA Upgrades	Construction	Majority of the work is completed with a small amount of work to be completed during July and August to finalize the project.
Mareeba WTP Study and potential upgrade of wastewater system to improve supernatant quality	Construction	Project works underway. Expected completion date of late August or early September 2022.
Mareeba Water Treatment Plant - 5ML Reservoir Roof Replacement	Construction	Dawsons Engineering unable to complete their works by June 30 due to operational requirements on-site. Relocation of pipe from filter to reservoir will be done by second week July.
Mareeba Water Treatment Plant Filtration Upgrade	Design	Project design works continuing and actual project waiting on funding approval from grant application process.
Program: 12 Wastewater		
Mareeba Clear Water Booster Pump Station Upgrade	Design	Project design underway, tender invitation proposed late 2022 or early 2023.
Mareeba Wastewater Treatment Plant - Aeration diffusers replacement (every 5 years)	Construction	Installation works scheduled for mid July and early August.
Telemetry/SCADA Upgrades	Construction	Most works complete with residual work to be completed during July and early August.
New Sewer Pump Station Standby Generators x2	Construction	Delivery supply chain issues affecting the project with no certainty on a delivery date for the generators.
2021/22 Mareeba Sewer CCTV & Relining Program	Construction	Supply chain issues have delayed completion of the project. Reliners on site and hope to be completed by end of July 2022.
2021/22 Mareeba Wastewater Treatment Plant Component Renewals	Construction	Works essentially completed; commitments to be cleared July 2022 and project closed out.
Granite Creek, Mareeba Sewerage Pump Station Refurbishment	Construction	Project has been delayed due to concrete dilapidation of centre divider wall. Report to Council Meeting of 20 July 2022 seeking further funding for rectification works.
2021/22 Mareeba Pump Station Magflow Install Program	Construction	New flow meters now installed at Kenneally Road SPS and Robins Street SPS with electrical and telemetry installation to be finalised.
2021/22 Mareeba Wastewater Reticulation Pump Renewal	Completed	Project completed June 2022.
Minor Sewerage Pump Stations H2S protection and refurbishment	Construction	The two pump stations in Kuranda are completed. Works are underway at Palm Close Mareeba. Project is expected to be completed late July.
Program: 13 Waste		
Kuranda Waste Transfer Station Weighbridge & Gatehouse	Completed	In negotiations with weighbridge supplier regarding final invoicing. At this stage no agreement with supplier, matter to be resolved as soon as possible.
Mareeba Waste Facility - Buy Back Shop Construction	Completed	Once Ident Survey is complete project can be closed out.
Mareeba Waste Facility - Design for New Landfill Cells	Design	Design work underway, anticipated having it completed by late July or August.
Program: 15 Fleet		
GPS Vehicle Management System	Planning	Business Case being developed.

Infrastructure Services Capital Works Summary Report - June 2022

Project Description	Project Stage	Progress Comment
Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck	Procurement	Monitoring auctions and will procure when suitable plant identified.
Fleet Replacement #1317 - Western Roads Landcruiser	Completed	Project completed June 2022.
Fleet Replacement #509 Backhoe	Procurement	Due to Brisbane Floods the backhoe council had ordered, was deemed a total loss due to being flooded with water. A replacement has been ordered anticipated delivery 1 August 2022.
Fleet Replacement #4053 - Husqvarna Zero Turn	Procurement	Purchase Order raised 26 October 2021; anticipated delivery has been pushed back September 2022 due to supply issues.
Fleet Refurbishment #400 - Cat Excavator (Track)	Procurement	Parts arrived April; anticipated completion July 2022.
Fleet Refurbishment Truck Mounted Water Tank	Planning	Business Case being developed.
Fleet Purchase Toolbox Trailer	Procurement	Anticipated completion July 2022.
Program: 16 Depots and Council Offices		
Rankin Street, MSC Admin Office Refurbishment	Construction	Internal primary works complete, minor external variations to be completed early July 2022.
Kowa Street, MSC Depot - Emergency Generator	Planning	Electrical Report recommendations discussed with EMT. Indicative prices for supply & install generator obtained in June 2022. Advice being sought from IT on how to proceed with UPS protection.
Program: 17 Community Buildings		
Koah Tennis Court - Remove/replace the unstable timber light poles (with metal poles and caged footings within concrete)	Planning	Installation dependent on materials delivery lag time. Installation expected late July.
Dimbulah / Mareeba / Kuranda Pools Chlorine Dosing Improvements	Planning	Delays due to prolonged wet have resulted in works not commencing prior to end of financial year. New works program being developed to ensure works are completed in a timely manner.
Mareeba Leagues Club Grandstand Refurbishment	Construction	Sustained inclement weather April-May impacted Contractors work commitments. Works scheduled for completion mid- July 2022.
Mareeba PCYC Shire Hall Part Roof Replacement (Partial roof replacement)	Construction	Work scheduled to commence early July. Inclement weather during April/May impacted Contractors work commitments to a number of roofing projects.
2021/22 Shire-wide Ablution Refurbishment Program	Construction	Completed June 2022.
Riverside Caravan Park Amenities Building Replacement	Procurement	Contract awarded; pre-start meeting scheduled for mid July 2022.
Program: 18 Non-Infrastructure Items		
Kuranda Columbarium Wall	Completed	Project complete June 2022.
Kuranda New Cemetery	Planning	Development Application submitted.
DRFA Flood Warning Infrastructure Network MbaSC.0016.1819E.FWI - River Gauge (Biboohra)	Completed	Works completed during April and gauge commissioned late April 2022.
DRFA Flood Warning Infrastructure Network MbaSC.0018.1819E.FWI - Rain Gauge (7 locations)	Construction	The remaining Mt Windsor National Park gauge installed. Project completed June 2022.
Program: 20 KIAC		
KIAC - New Wayfinding Signage	Construction	Refurbished signage inspected by Project Manager prior to return by manufacturer; two signs identified with incorrect messaging. An epoxy protective clear coat has been applied instead of a protective clear film that was defective and the primary issue of concern initially. The product has been improved to a standard expected by Council. It is anticipated signs will be returned late July 2022.

9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - JUNE 2022

Date Prepared: 15 June 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to outline Council's Fleet, Design, Soils Lab, Survey, Quality, GIS, Project Management, Facilities and Investigation Services activities undertaken by Infrastructure Services during the month of June 2022.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for June 2022.

BACKGROUND**Technical Services**Design, quality and investigations:

Investigation activities undertaken in June included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	55	14
Drainage Investigations	4	3
NHVR Permit Applications	0	16
Aerodrome Investigations	1	0
Traffic Count Surveys	0	8
Parks Investigations	8	0
Miscellaneous <i>e.g.</i> Planning; Local Laws	21	3
Before You Dig Assists Requests	0	197

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services.

Supplier	No. of Tests
Internal	42
External	79

Asset Inspections:

Work was primarily focused towards improving data for the water, sewerage, roads, underground stormwater and kerbs assets. Inspections planned for July will cover the footpath and kerb & channelling asset class, however will predominantly be office based in support of the GIS team.

Operational Works and Subdivisions

To ensure ongoing compliance with development conditions, both during construction and on-maintenance, Council undertakes routine inspection and monitoring of sites. The following developments remain current:

Locality	Subdivisions Name	Status
Mareeba	Amaroo Stage 12	Under construction
Mareeba	Emerald End Road & Country Road	Under construction
Mareeba	7 Haren Street	On-maintenance
Koah	123 Fantin Road (Two Chain Road)	On-maintenance
Mareeba	Kenneally Estate Stage 4	On-maintenance
Mareeba	The Edge Stage 3	On-maintenance
Mareeba	Amaroo Stage 11	On-maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park, Williams Close	On-maintenance - Monitoring
Kuranda	112 Barnwell Road widening	Monitoring

Disaster Recovery Funding Arrangements (DRFA)

The DRFA is jointly funded by the Commonwealth and Queensland governments to help alleviate the costs of relief and recovery activities undertaken in disaster-affected communities by delivering recovery activities to return affected eligible assets back to pre-event condition. The status of declared disaster events currently being managed are provided below:

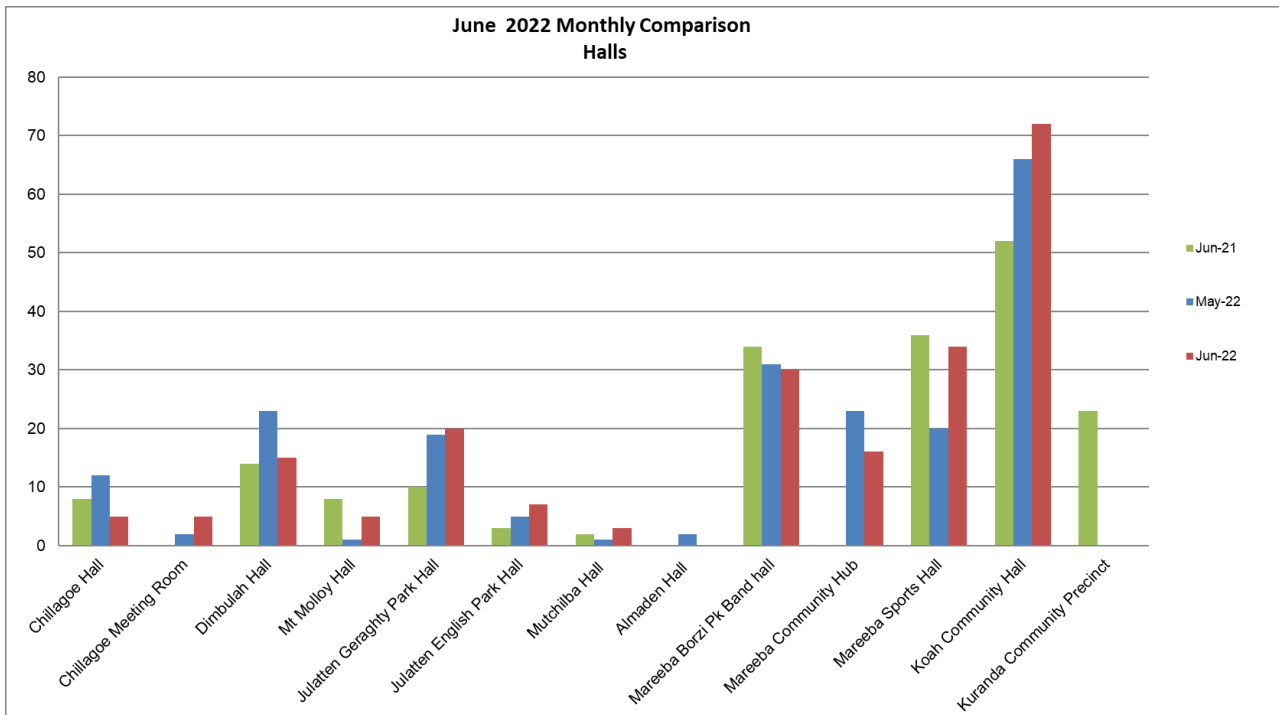
Program	Status
2022 DRFA	Mareeba Shire activated DRFA assistance measures linked Far North Queensland Low Pressure Trough, that occurred 1 – 7 February 2022. Council has commenced assessment of damage, emergency repairs and immediate restoration of impacted roads throughout the Shire. A consultant has been engaged to assist with delivery of the 2022 DRFA Program in the coming months.
2021 DRFA Program General	Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Imogen and associated low pressure system that occurred 2–12 January 2021. A consultant has been engaged to assist with delivery of the 2021 DRFA Program and delivery of the program is well progressed.
2021 DRFA REPA Program	Council at its Ordinary Meeting, 15 December 2021, endorsed award of the REPA Contracts on condition of endorsement by QRA. Works have commenced on all restoration packages with works on track for completion prior to end of calendar year.
2019 DRFA	Gamboola Crossing remains the only site not yet completed. Commencement occurred in late October however rainfall within the Mitchell River Catchment required demobilisation from site. Further damage to the site, arising from the 2022 event, will result in reassessment of the project by QRA within the 2022 recovery program.
2019 Betterment	Council have commenced the closeout process as required by QRA. Works are now complete.

Facilities

Community Halls:

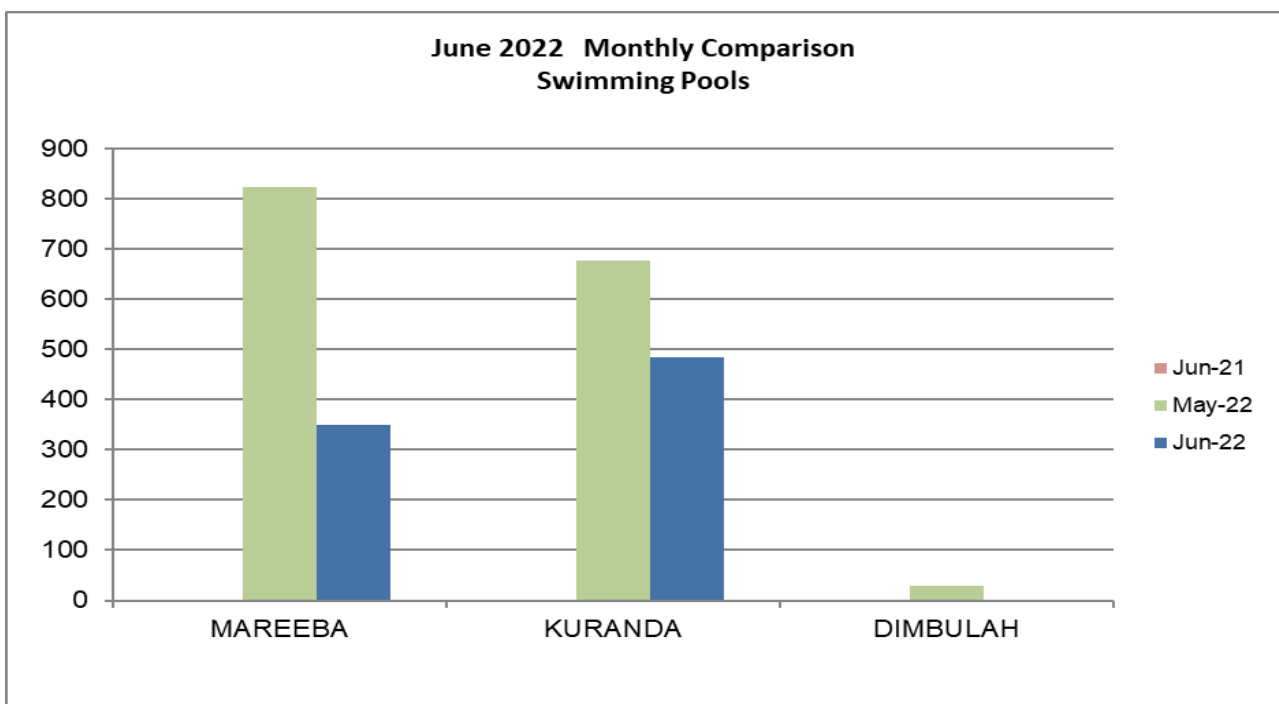
Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing. All facility users are required to comply with the conditions set out by the State Government's COVID-19 Restrictions.

June hall hires have slightly increased against the previous month. Community groups and Club bookings are slowly on the rise.



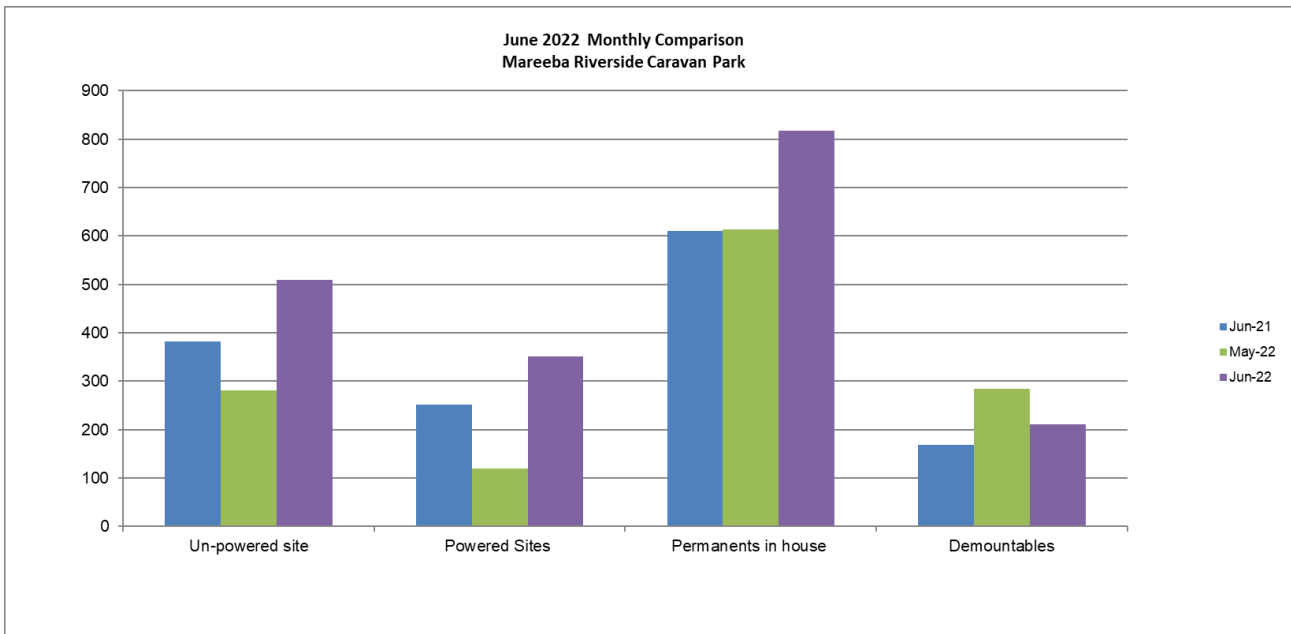
Swimming Pools

The cooler temperature has impacted the patrons visiting the pools during June. Dimbulah was closed for the annual scheduled winter period shutdown.

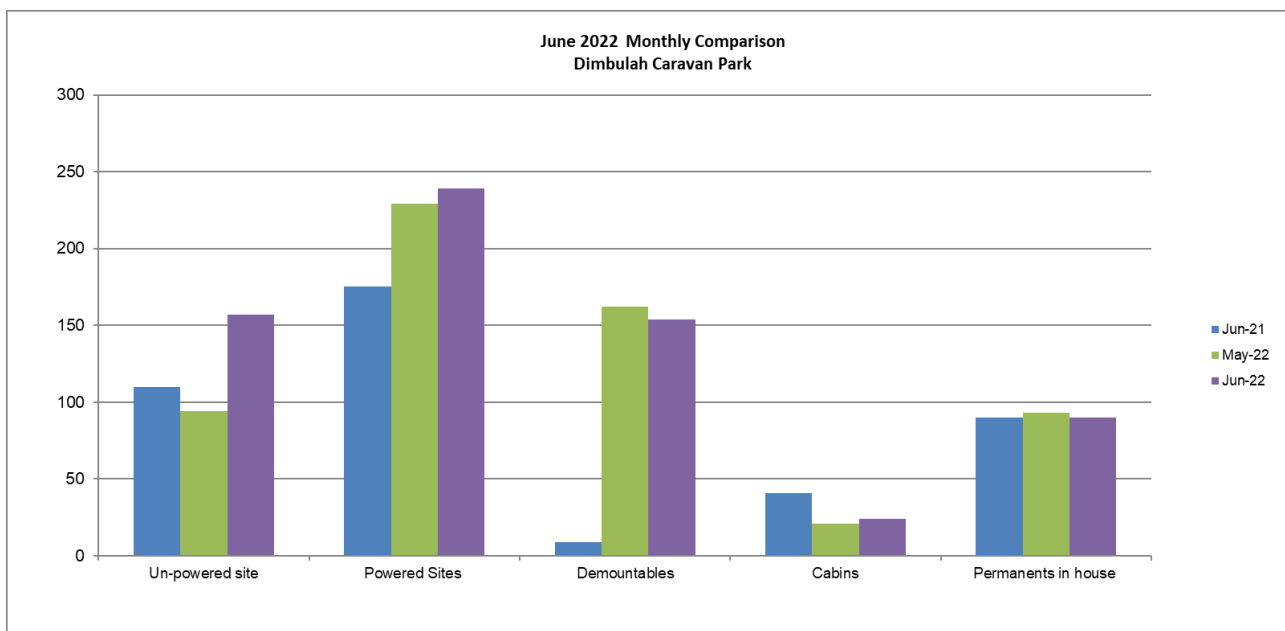


Caravan Parks:

Mareeba Riverside Caravan Park tenant numbers have increased dramatically, with indications that Backpackers and Grey Nomads are returning to Mareeba.



Dimbulah Caravan Park utilisation has increased for the month of June. Advertising on grey nomad sites and introducing activities at the park including BBQ's are proving popular. Powered sites have increased with the travellers stopping in the town.



Vandalism & Graffiti:

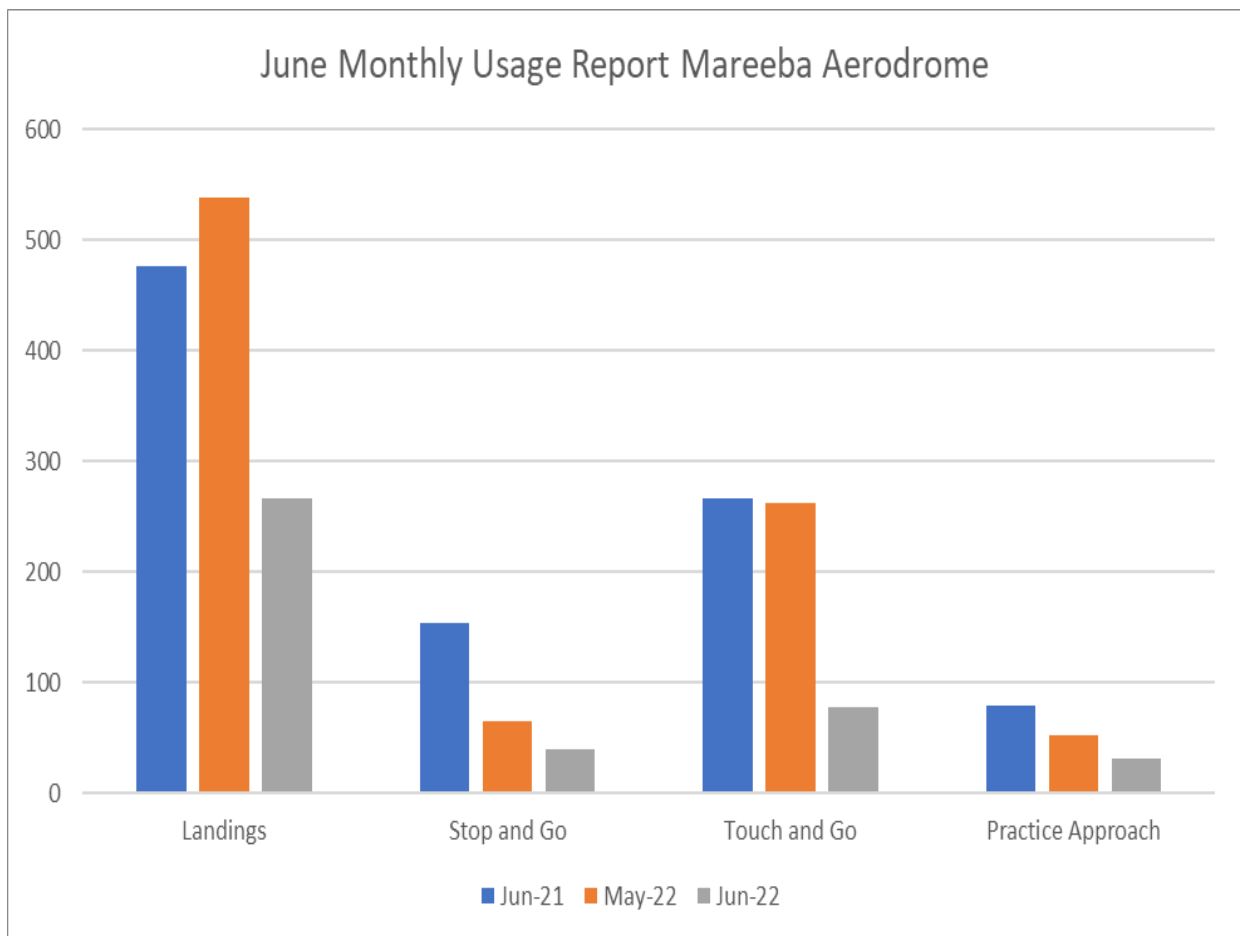
During June, 20 reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

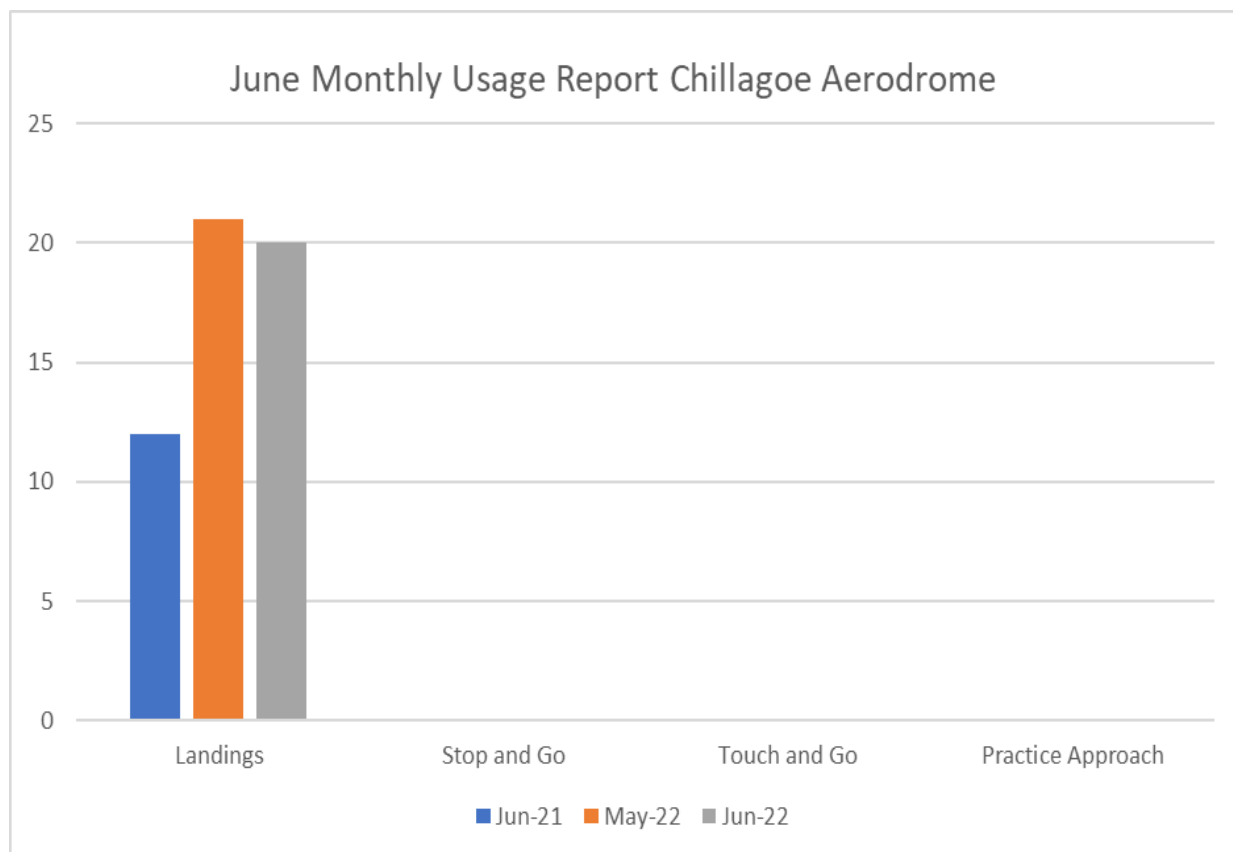
Financial Year	Actuals	Comments – June 2022
2015/16	\$ 2,134.00	• Mareeba Arnold Park - graffiti x 5
2016/17	\$ 16,546.00	• MBA Davies Park Toilets - vandalism x 1
2017/18	\$ 23,948.00	• MBA Gymnastics Hall - vandalism x 1
2018/19	\$ 14,851.00	• CWA Toilets/restroom - vandalism and graffiti x 5
2019/20	\$ 14,211.18	• Mareeba Sports Hall - vandalism and graffiti x 3
2020/21	\$ 62,199.62	• Mareeba Theatre Hall - vandalism and graffiti x 3
2021/22	\$ 48,301.12	• Mareeba Cenotaph - graffiti x 1 • Mt Molloy Vains Park Tennis Courts - vandalism x 1

Note - actuals for vandalism/graffiti do not reflect costs to repairs during that period. Incoming expenses for repairs carry over until works are completed.

Aerodromes

The data recorded below is current for the month of June, however there is usually a lag of data for each current month from the service provider, which continues to be updated into the next month.





FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Programs are being delivered in line with expectations, a small surplus across the portfolio is anticipated.

Operating

Additional cost associated with graffiti and vandalism is expected and will be accommodated within existing budget allocations.

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council’s assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

9.4 FLEET REPLACEMENT - ASSET NO 1229 4WD SINGLE CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 917, being the supply and delivery of one (1) four-wheel drive single cab utility fitted with a steel tray.

RECOMMENDATION

That Council:

1. awards contract VP310917 to Mete Motor Group Pty Ltd, for the amount of \$42,727.27 (Excluding GST), for the supply and delivery of one (1) Mitsubishi Triton Single Cab 4x4, and
2. authorise the disposal by Auction of Asset No 1229, one (1) Toyota Hilux Single Cab 4x4.

BACKGROUND

Entering service in 2012, Asset 1229 being a Toyota Hilux Single Cab 4x4 is utilised within the Civil Works Group for delivery of the RMPC contract and on-call responses within the shire. The vehicle has an average utilisation of approximately 2,500 km per month and has accrued approximately 260,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) four-wheel drive single cab utility fitted with a steel tray, through Vendor Panel Marketplace under Request for Quotation (VP 310 917) on 10 June 2022 and closed on 30 June 2022.

Two (2) quotations were received from two (2) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Mete Motor Group	Mitsubishi Triton	\$42,727.27	\$47,000.00	1
Graeme Ford Motors	Toyota Hilux Workmate 2.4L Engine	\$49,260.00	\$54,186.00	2

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Mete Motor Group (Mareeba) for the Mitsubishi Triton single cab 4x4.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.5 FLEET REPLACEMENT - ASSET NO 1304 4WD SINGLE CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 543, being the supply and delivery of one (1) four-wheel drive utility fitted with an alloy drop side body.

RECOMMENDATION

That Council:

1. awards contract VP310543 to Graeme Ford Motors Pty Ltd, for the amount of \$40,490.00 (Excluding GST), for the supply and delivery of one (1) Toyota Hilux Single Cab 4x4 Utility, and
2. authorise the disposal by Auction of Asset No 1304, one (1) Toyota Landcruiser Single Cab 4x4 Utility.

BACKGROUND

Entering service in 2013, Asset 1304 being a Toyota Landcruiser Single Cab 4x4 Utility is utilised within the Civil Works Group for delivery of Land Protection duties. The vehicle has an average utilisation of approximately 1,900 km per month and has accrued approximately 274,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) four-wheel drive utility fitted with an alloy drop side body, through Vendor Panel Marketplace under Request for Quotation (VP 310 543) on 10 June 2022 and closed on 29 June 2022.

Three (3) quotations were received from three (3) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Graeme Ford Motors	Toyota Hilux	\$40,490.00	\$44,539.00	1
Mete Motor Group	Mitsubishi Triton	\$38 181.18	\$42,000.00	2
John Cole Toyota	Isuzu D Max	\$40,157.71	\$44,173.48	3

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Graeme Ford Motors (Mareeba) for the Toyota Hilux.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.6 FLEET REPLACEMENT - ASSET NO 1305 4WD SINGLE CAB UTILITY

Date Prepared: 11 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 896, being the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body.

RECOMMENDATION

That Council:

1. awards contract VP310896 to Graeme Ford Motors Pty Ltd, for the amount of \$35,110.00 (Excluding GST), for the supply and delivery of one (1) Toyota Hilux Single Cab 4x2 Utility, and
2. authorise the disposal by Auction of Asset No 1305, one (1) Toyota Landcruiser Single Cab 4x4 Utility.

BACKGROUND

Entering service in 2013, Asset 1305 being a Toyota Landcruiser Single Cab 4x4 Utility is utilised within the Civil Works Group for delivery of the Land Protection duties. The vehicle has an average utilisation of approximately 1,900 km per month and has accrued approximately 350,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body, through Vendor Panel Marketplace under Request for Quotation (VP 310 896) on 10 June 2022 and closed on 29 June 2022.

Three (3) quotations were received from three (3) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Graeme Ford Motors	Toyota Hilux	\$35,110.00	\$38,621.00	1
Mete Motor Group	Mitsubishi Triton	\$35,000.00	\$38,500.00	2
FNQ Hub	Mitsubishi Triton	\$34,420.41	\$37,862.45	3

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Graeme Ford Motors (Mareeba) for the Toyota Hilux single cab 4x2.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.7 FLEET REPLACEMENT - ASSET NO 1315 4WD SINGLE CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 827, being the supply and delivery of one (1) four-wheel drive single cab utility fitted with steel tray.

RECOMMENDATION

That Council:

- awards contract VP310827 to Mete Motor Group Pty Ltd, for the amount of \$43,181.82 (Excluding GST), for the supply and delivery of one (1) Mitsubishi Triton Single Cab 4x4, and
- authorise the disposal by Auction of Asset No 1315, one (1) Toyota Landcruiser Single Cab 4x4 Utility.

BACKGROUND

Entering service in 2013, Asset 1315 being a Toyota Landcruiser Single Cab 4x4 is utilised within the Governance group for the transport of Local Laws staff, the pickup of stray animals and on-call responses within the shire. The vehicle has an average utilisation of approximately 3,800 km per month and has accrued approximately 380,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) four-wheel drive single cab utility fitted with a steel tray, through Vendor Panel Marketplace under Request for Quotation (VP 310 827) on 10 June 2022 and closed on 29 June 2022.

Three (3) quotations were received from three (3) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Mete Motor Group	Mitsubishi Triton	\$43,181.82	\$47,500.00	1
Graeme Ford Motors	Toyota Hilux Workmate 2.4L Engine	\$49,260.00	\$54,186.00	2
John Cole Isuzu	Isuzu D Max	\$47,282.75	\$52,011.02	3

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Mete Motor Group (Mareeba) for the Mitsubishi Triton single cab 4x4.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.8 FLEET REPLACEMENT - ASSET NO 1323 SINGLE CAB UTILITY

Date Prepared: 11 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 322, being the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body.

RECOMMENDATION

That Council:

1. awards contract VP310322 to Graeme Ford Motors Pty Ltd, for the amount of \$30,350.00 (Excluding GST), for the supply and delivery of one (1) Toyota Hilux Single Cab 4x2 Utility.

BACKGROUND

Entering service in 2013, Asset 1323 being a Mitsubishi Triton 4x4 single cab utility was utilised within the Civil Works Group by the Kuranda Works team. Disposal was undertaken in April 2022, due to the high sale prices being offered within the second-hand vehicles at the time.

Quotations were invited from public respondents for the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body, through Vendor Panel Marketplace under Request for Quotation (VP 310 322) on 08 June 2022 and closed on 27 June 2022.

Three (3) quotations were received from three (3) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Graeme Ford Motors	Toyota Hilux	\$30,350.00	\$33,385.00	1
Mete Motor Group	Mitsubishi Triton	\$30,000.00	\$33,300.00	2
John Cole	Isuzu D Max	\$33,165.97	\$36,851.00	3

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Graeme Ford Motors (Mareeba) for the Toyota Hilux.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.9 FLEET REPLACEMENT - ASSET NO 1328 4WD DUAL CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 928, being the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body.

RECOMMENDATION

That Council:

1. awards contract VP310928 to Graeme Ford Motors Pty Ltd, for the amount of \$30,860.00 (Excluding GST), for the supply and delivery of one (1) Toyota Hilux Single Cab 4x2, and
2. authorise the disposal by Auction of Asset No 1328, one (1) Mitsubishi Triton Dual Cab Utility.

BACKGROUND

Entering service in 2013, Asset 1328 being a Mitsubishi Triton Dual Cab is utilised within the Technical Services Group for inspection of assets and infrastructure within the shire. The vehicle has an average utilisation of approximately 1,100km per month and has accrued approximately 160,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) two-wheel drive single cab utility fitted with an alloy drop side body, through Vendor Panel Marketplace under Request for Quotation (VP 310 928) on 10 June 2022 and closed on 30 June 2022.

Two (2) quotations were received from two (2) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Graeme Ford Motors	Toyota Hilux	\$30,860.00	\$33,946.00	1
Mete Motor Group	Mitsubishi Triton	\$30,454.55	\$33,500.00	2

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Graeme Ford Motors (Mareeba) for the Toyota Hilux single cab 4x2.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.10 FLEET REPLACEMENT - ASSET NO 1337 4WD DUAL CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 310 889, being the supply and delivery of one (1) two-wheel drive extra cab utility fitted with an alloy drop side body.

RECOMMENDATION

That Council:

1. awards contract VP310889 to Graeme Ford Motors Pty Ltd, for the amount of \$36,890.00 (Excluding GST), for the supply and delivery of one (1) Ford Ranger Extra Cab 4x2, and
2. authorise the disposal by Auction of Asset No 1337, one (1) Mitsubishi Triton Dual Cab Utility.

BACKGROUND

Entering service in 2013, Asset 1337 being a Mitsubishi Triton Dual Cab is utilised within the Civil Works Group by the Mareeba Parks and Garden Supervisor, for general duties, transport of staff, materials and on-call responses within the shire. The vehicle has an average utilisation of approximately 1,100km per month and has accrued approximately 180,000 kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) two-wheel drive extra cab utility fitted with an alloy drop side body, through Vendor Panel Marketplace under Request for Quotation (VP 310 889) on 10 June 2022 and closed on 29 June 2022.

Two (2) quotations were received from two (2) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Graeme Ford Motors	*Ford Ranger Extra Cab 4x2	\$36,890.00	\$40,579.00	1
Mete Motor Group	*Mitsubishi Triton Extra Cab 4x4	\$36,363.64	\$40,000.00	2

* Neither of the submissions fully met the specifications of the Tender, however both submissions were considered capable of meeting functional requirements.

Graeme Ford Motors advised that manual transmissions were no longer available in the Ford Ranger Light Commercial range and provided the automatic option for consideration.

Mete Motor Group advised that the extra cab model was only available in 4x4 and provided that option for consideration.

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Graeme Ford Motors (Mareeba) for the Ford Ranger Extra Cab 4x2.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.11 FLEET REPLACEMENT - ASSET NO 2052 EXTRA CAB UTILITY

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 309 374, being the supply and delivery of one (1) two-wheel drive small to medium SUV.

RECOMMENDATION

That Council:

1. awards contract VP309374 to Mete Motor Group Pty Ltd, for the amount of \$25,000.00 (Excluding GST), for the supply and delivery of one (1) Mitsubishi ASX 4x2, and
2. authorise the disposal by Auction of Asset No 2052, one (1) Mitsubishi Extra Cab 4x4.

BACKGROUND

Entering service in 2011, Asset 2052 being a Mitsubishi Extra Cab 4x4 is currently utilised within the Governance Group for general duties and the transport of staff and materials. The vehicle has an average utilisation of approximately 1000 km per month and has accrued approximately 220,000kms to date.

Quotations were invited from public respondents for the supply and delivery of one (1) two wheeled drive small to medium SUV, through Vendor Panel Marketplace under Request for Quotation (VP 309 374) on 8 June 2022 and closed on 27 June 2022.

Six (6) quotations were received from three (3) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Mete Motor Group	Mitsubishi ASX	\$25,000.00	\$27,500.00	1
Mete Motor Group	Mazda CX - 3	\$25,909.09	\$28,500.00	2
Graeme Ford Motors	Toyota Yaris	\$23,000.00	\$25,300.00	3
FNQ Hub	Mitsubishi ASX	\$27,456.75	\$30,302.42	4
Graeme Ford Motors	Ford Puma	\$28,200.00	\$31,020.00	5
Graeme Ford Motors	Ford Escape	\$31,240.00	\$34,364.00	6

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Mete Motor Group (Mareeba) for the Mitsubishi ASX 4x2.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.12 FLEET REPLACEMENT - ASSET NO 5006 TRACTOR 4X4

Date Prepared: 10 July 2022
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the quotations received for VP 309 854, being the supply and delivery of one (1) tractor 4x4, fitted with a bucket frame.

RECOMMENDATION

That Council:

1. awards contract VP309854 to Casali Stihl Shop, for the amount of \$81,818.18 (Excluding GST), for the supply and delivery of one (1) Kubota M9540 DHC, and
2. authorise the disposal by Auction of Asset No 5006, one (1) Massey Ferguson 4x4.

BACKGROUND

Entering service in 2014, Asset 5010 Kubota 4x4, Tractor fitted with a bucket frame has been utilised within Parks and Gardens Mareeba for grass slashing within the town precinct of Mareeba. The Asset has accrued approx. 5000 Hrs and will now be moved to the Civil Works Group as a replacement for Asset 5006.

Entering service in 2004, Asset 5006 being a Massey Ferguson 4x4 is utilised within the Civil Works Group for road brooming and minor earthworks tasks and has accrued approximately 10,000 hrs to date and is proposed for disposal.

The replacement tractor, as tendered, will be utilised by the Parks and Gardens (Mareeba) group.

Quotations were invited from public respondents for the supply and delivery of one (1 Tractor 4x4 fitted with bucket frame, through Vendor Panel Marketplace under Request for Quotation (VP 309 854) on 8 June 2022 and closed on 27 June 2022.

Two (2) quotations were received from two (2) respondents, with a summary of the quoted prices shown below.

Supplier	Vehicle	Price (Ex GST)	Price (Inc GST)	Rank
Casali Stihl Shop (Mareeba)	Kubota M9540 DHC	\$81,818.18	\$90,000.00	1
Honeycombes (Tolga)	John Deere 5100M	\$127,800.00	\$140,580.00	2

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery and accrued to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment including rotating light, two-way radios and other associated electronic equipment required will be installed by Council's workshop staff or nominated contractor/s at the time of vehicle change over and prior to delivery to the end user of the vehicle

Quotations were assessed against price and non-price criteria, including whole-of-life costs, which resulted in the recommendation to award procurement to Casali Stihl Shop (Mareeba) for the Kubota M9540 DHC 4x4 Tractor.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Assessment of quotations were completed with consideration to Local Government Regulation 2012 and Council Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Replacement of the identified plant is included in the proposed 2022-23 Capital Budget of Council and remains within the approved budget.

Is the expenditure noted above included in the current budget?

Yes

Operating

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

Is the expenditure noted above included in the current budget?

Yes

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IMPLEMENTATION/COMMUNICATION

Tenderers will be notified of the outcome.

9.13 T-MSC2021-10 GRANITE CREEK SEWERAGE PUMP STATION UPGRADE

Date Prepared: 27 June 2022
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

This report seeks to inform and provide Council with an update on the progress of the Granite Creek Sewerage Pump Station (SPS) and issues with the internal divider wall and findings of the structural assessment of the internal divider wall and rectification works required to ensure the integrity and longevity of the pump station.

RECOMMENDATION

That Council;

1. reallocates the funds of \$640,000 (excl GST) from the 2022/23 Capital Program CP894 Minor Wastewater Pump Station Refurbishments Project to CP00740 Granite Creek Sewerage Pump Station Project; and
2. review the Atherton Street Sewerage Pump Station upgrade project to determine if the existing pump station should be upgraded or if it would be more cost effective to construct a new pump station.

BACKGROUND

The contractor engaged on the Granite Creek Sewerage Pump Station (SPS) upgrade works alerted Council to potential issues with the internal divider wall.

Council requested its project manager (GHD) to carry out an assessment of the internal divider wall with the intent to determine the extent of the damaged concrete of the divider wall. A tap hammer test was undertaken to determine and locate faulty concrete and potentially spalled reinforcement within the concrete wall.

Tap hammer test was undertaken on both sides of the concrete divider wall. In summary, the only faulty concrete of concern was found on the existing wet well side of the divider wall.

GHD provided two (2) options for consideration to rectify the faulty concrete, the first option was hydro-demolition of the divider wall, fit structural steel bracing and concrete the affected areas requiring remediation. The second option is the demolition of the existing wall and reinstate with a new wall.

The demolition of the divider wall has inherent risks associated with the removal of the wall, whereby removal of the wall during demolition could potentially see the pump station rise due to ground water under the pump station.

The estimated costs for the two options vary from \$520,000 to \$640,000. It is proposed that to accommodate any further latent conditions associated with the remediation works that an amount of \$640,000 be set aside to facilitate the rectification works.

To ensure a whole of life rectification solution for the pump station and given its criticality as the major collector and transfer pump station in the Mareeba township wastewater reticulation network, it is proposed and recommended to remediate the existing wall.

Due to critical need to ensure the integrity of the pump station and allow for continuation of works, it is proposed to reallocate funds of \$640,000 from the 2022/23 Capital Program CP00894 Minor Wastewater Pump Station Refurbishments Project to CP00740 Granite Creek Sewerage Pump Station Project. This project provided for the upgrade of the Atherton Street Pump Station (SPS).

It is now proposed that a review of the Atherton Sewerage Pump Station (SPS) proposed upgrade project be undertaken, due to the concrete dilapidation issues with the Granite Creek Sewerage Pump Station (SPS). The Atherton Street SPS is of the same design as the Granite Creek SPS, and it may be a more financially prudent to construct a new pump station in lieu of refurbishing the existing pump station.

The Atherton Street SPS site is not constrained by the site limitations that the Granite Creek SPS has, and the construction of the new pump station could potentially be a viable alternative to upgrading the existing pump station. The review will outline the cost options for remediation or replacement.

RISK IMPLICATIONS

Financial

Council had allocated funding under the 2021/22 capital budget, however there is a budget shortfall for the completion of this project.

Environmental

Upgrading the pump station will assist to ensure compliance with environmental licence conditions.

Infrastructure and Assets

The existing infrastructure is inadequate to achieve current WHS standards for servicing and maintaining the asset and there have been numerous odour complaints about the pump station in its present form. The pump station requires an upgrade which will provide for the long-term needs of the community.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Yes

Is the expenditure noted above included in the current budget?

No

If not you must recommend how the budget can be amended to accommodate the expenditure

It is proposed to reallocate funds from other projects to allow this project to be completed.

LINK TO CORPORATE PLAN

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IMPLEMENTATION/COMMUNICATION

Contractor to be notified of the outcome of this report.

9.14 T-MSC2022-04 ANZAC AVENUE WATER MAIN UPGRADE - AC PIPE RENEWAL PROGRAM

Date Prepared: 27 June 2022
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2022-04 Anzac Avenue Water Main Upgrade – AC Pipe Renewal Tender.

RECOMMENDATION

That the Council awards Tender T-MSC2022-04 Anzac Avenue Water Main Upgrade – AC Pipe Renewal Tender to NQ Wastetrans Pty Ltd for the amount of \$2,861,731.80 (excluding GST).

BACKGROUND

Tenders for T-MSC2022-04 Anzac Avenue Watermain Upgrade - AC Pipe Renewal closed at 1:00PM, Thursday 16 June 2022. Council have funded the AC Pipe Renewal Program for the 2022/23 financial year consistent with the ten (10) year AC pipe renewal program.

The tendered scope of works includes:

The scope of the works includes supply and installation of a new water main from the intersection at Constance Street and along the entire length of Anzac Avenue to Elisa Avenue. The existing water main is a combination of asbestos cement (AC) and thin-walled white PVC and will be decommissioned by grouting in situ. Council has advised tenderers that the works are required to be practically complete by May 2023.

A comprehensive communication plan will be put in place to advise residents and the travelling public of the proposed works both prior to and during the project.

Tender Evaluation

Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, and as follows:

Tenders Received

Five (5) submissions were received. Four (4) tenders being conforming, and one (1) tender received being non-conforming. A summary of the tender prices at opening is provided in *Table 1* below;

Table 1: Tendered Price at opening

Tenderer	Tendered Price (GST excl)
GNM Group Qld	\$3,853,727.38
NCP Contracting Pty Ltd	\$3,994,004.36
NQ Wastetrans Pty Ltd	\$2,717,227.60
Offaly Civil Pty Ltd	\$2,775,383.12
Terranovus Civil T/A Northern Civil Earthworks Pty Ltd	\$3,707,170.00

During the Tender Assessment process, Council officers sought clarification from all tenderers regarding the pricing structure of the submissions, which affected the tendered values compared with the original submissions as provided in *Table 1a* below;

Table 1a: Amended Pricing Submitted by Tenderers

Tenders – Conforming	Tenders conforming
GNM Group QLD	\$3,901,042.64
NCP Contracting Pty Ltd	\$4,082,790.36
NQ Wastetrans Pty Ltd	\$2,861,731.80
Offaly Civil Pty Ltd	\$2,815,225.55

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation and as provided in *Table 2* below.

Table 2: Evaluation Criteria

Criteria	Weighting
Tendered Price	40%
Relevant Experience	15%
Key Personnel Skills and Experience	15%
Tenderer's Resources	10%
Demonstrated Understanding	20%
Total	100%

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, each tender has been assessed for conformance, compliance, and discrepancies, against the requested response schedules.

All tenders were assessed as capable of completing the works, however the tender received from Terranovus Civil T/A Northern Civil Earthworks Pty Ltd was assessed as not conforming due to non-adherence with the conditions as detailed in the invitation to tender. The reason the tender received from Terranovus Civil T/A Northern Civil Earthworks Pty Ltd was not further assessed was due to not complying with a condition of tender for a mandatory site inspection.

It should also be noted that the tender price submitted by Offaly Civil Pty Ltd did not include for the grout filling of the old water main when decommissioned.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed in *Table 3* below.

Table 3: Tender Evaluation Summary

Tenderer	Score (100%)	Rank
GNM Group Qld	89%	3
NCP Contracting Pty Ltd	85%	4
NQ Wastetrans Pty Ltd	97%	1
Offaly Civil Pty Ltd	94%	2

RISK IMPLICATIONS**Financial**

Council has allocated funding under the 2022/23 capital budget.

Infrastructure and Assets

The water infrastructure requires upgrading to ensure continuity of supply to customers

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events. **Transport and Council Infrastructure:** The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

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IMPLEMENTATION/COMMUNICATION

Tenderers to be notified of the outcome of this report.

9.15 MAREEBA AND KURANDA WASTE TRANSFER STATION ALARMING AND SURVEILLANCE IMPROVEMENTS

Date Prepared: 29 June 2022
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

This report seeks to inform Council on break and enter and theft issues at the Kuranda and Mareeba Waste Transfer Stations and to a lesser extent the minor waste transfer station. Council approval is sought to allocate funds from the waste reserves for the proposed alarming and surveillance improvements.

RECOMMENDATION

That Council allocate funds from the Waste Reserves to fund the security alarming and surveillance improvements at the Mareeba and Kuranda Waste Transfers.

BACKGROUND

Break and enters and thefts from primarily the Kuranda and Mareeba Waste Transfer Stations have occurred over several years. However more recently (i.e.: over the past 1-2 months) the Kuranda Waste Transfer Station is being broken into on average twice weekly and the Mareeba Waste Transfer Station on a weekly basis.

The thefts have ranged from commodities such as non-ferrous metals like copper, aluminium and lead acid batteries (ULAB's). A large quantity of building materials was also taken from the Kuranda Waste Transfer Station which had a high monetary value, this occurred approximately a year or so ago.

A significant amount of damage was done to on-site machinery at the Mareeba Waste Transfer Station about two and half years ago. In all, the extent of the damage bill was disappointing.

There are ongoing repair costs to Council because of the break and enters with perimeter fencing quite often cut through and needing to be repaired. Doors and window frames are damaged and requiring repairs after either, succeeding in breaking into site offices and buildings or unsuccessful attempts to break into these types of infrastructure.

There are also extreme risks to the perpetrators of these break-ins which could result in serious injury or harm. The perpetrators often go through the scrap metal looking for high value commodities to sell on, or they often are getting materials out of the onsite Roll-off-Roll-On Bins (RORO's). The perpetrators could easily severely injure themselves in the process.

To mitigate the rising number of break and enters, it is proposed to improve the alarming and surveillance systems at the Mareeba and Kuranda Waste Transfer Stations to reduce or even eliminate the break and enters.

Regrettably the messaging from the camera is relatively soft and not a significant deterrent.

The current CCTV at the Mareeba Waste Transfer Station relies on ineffective outdated technology and the system is not linked to the gatehouse CCTV making it difficult to monitor. Whilst there are sufficient numbers of cameras, Queensland Police Service have advised that upgrading the cameras to 8 megapixel (4K) resolution cameras and linking the cameras to the gatehouse system is the preferred operating model for this site. This would also provide for remote monitoring which currently is unachievable. The existing CCTV camera at the gatehouse are also quite old technology and have recently required maintenance to keep them serviceable, it is also proposed to upgrade the gatehouse cameras.

It is proposed to upgrade the alarming and surveillance system at the Kuranda Waste Transfer Station with improved internal Closed Circuit Television Video (CCTV), which will incorporate sensor activated strobe lighting and alarm siren. The costs associated with this are \$13,478.00. With Kuranda Waste Transfer Station having some CCTV equipment which can be easily upgraded. As this is the worst affected site for break and enters the costs for the upgrade are lower than the ongoing repair costs at this site. The proposal is to replace the messaging and flood lighting with sensor activated strobe lighting and a siren which will be activated once human activity is suspected. Installation of a new pole and sensor powered by solar closer to the metal's storage area is also proposed which would also trigger the siren and strobe lighting.

It is also proposed to upgrade the alarming and surveillance system at the Mareeba Waste Transfer Station with improved internal Closed Circuit Television Video (CCTV), which will also incorporate sensor activated strobe lighting and alarm siren. The costs associated with this are \$18,920.00. With Mareeba Waste Transfer having some CCTV equipment, which by today standards is relatively old technology, it cannot be upgraded. The proposed works at this site will also upgrade the CCTV on the weighbridge as these cameras are quite old and in need of replacement due to recent and ongoing maintenance issues.

RISK IMPLICATIONS

Infrastructure and Assets

Upgrade the existing CCTV networks to provide for improved alarming and surveillance.

Health and Safety

There is significant risks if an onsite incident were to occur.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Yes

Is the expenditure noted above included in the current budget?

No

If not you must recommend how the budget can be amended to accommodate the expenditure

Allocate \$35,000.00 (excl GST) which includes contingency costs from the waste reserves.

Operating

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

Engage a suitable contractor for the works outlined.

9.16 TEMPORARY LEASE OF UNUSED WATER ALLOCATIONS

Date Prepared: 5 July 2022
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

Council has previously leased its seven (7) lots of 100 megalitre (7x100M/L) medium priority water allocations to prospective farming groups. There is active interest in the farming sector to again lease the water allocations. It is proposed to again lease the medium priority water by way of a water broker and local law firm.

RECOMMENDATION

That Council appoint Apels Solicitors, a licenced water broker and local law firm, to act on Council's behalf for the leasing process required, with a maximum lease term of three (3) years.

BACKGROUND

An appropriate Cost Recovery method for unused water allocations would be to temporary lease these allocations by way of a licenced water broker and law firm.

Over the course of the past few years, Council has leased to the farming sector the seven (7) lots of 100 megalitres of medium priority water to offset the costs of the allocation charges. There is again interest from the farming sector for the unused water allocations.

The leasing process would allow Council to recoup costs for the unused water allocation whilst still retaining ownership of the water allocations. The temporary transfer periods could range from one (1) year term to a maximum of three (3) year term.

It is recommended that should Council approve the temporary lease transfers by way of licenced water broker and local law firm with experience in water allocation transfers be engaged by Council to facilitate the lease arrangements.

RISK IMPLICATIONS**Financial**

Council could recoup operating funds to offset the annual water allocation charges.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Local Government Act 2009.

LINK TO CORPORATE PLAN

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IMPLEMENTATION/COMMUNICATION

N/A

9.17 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - JUNE 2022

Date Prepared: 15 June 2022
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council’s Water and Waste activities undertaken by the Infrastructure Services Department during the month of June 2022.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for June 2022.

BACKGROUND

Water and Wastewater Treatment:

All treatment plants are performing satisfactorily. Water demand was varied across all schemes with rainfall in some catchments resulting in slightly lower consumption per connection whereas some were slightly higher due to lower rainfall compared to the previous month.

Routine environmental monitoring did not detect any exceedances of environmental discharge limits. No anomalies or reportable notifications were reported in relation to routine water quality testing conducted during the month.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	6,929	836	378	212	75
Number of Connections	4,385	982	157	272	137
Average daily water consumption per connection (L)	1,580	851	2,408	779	664

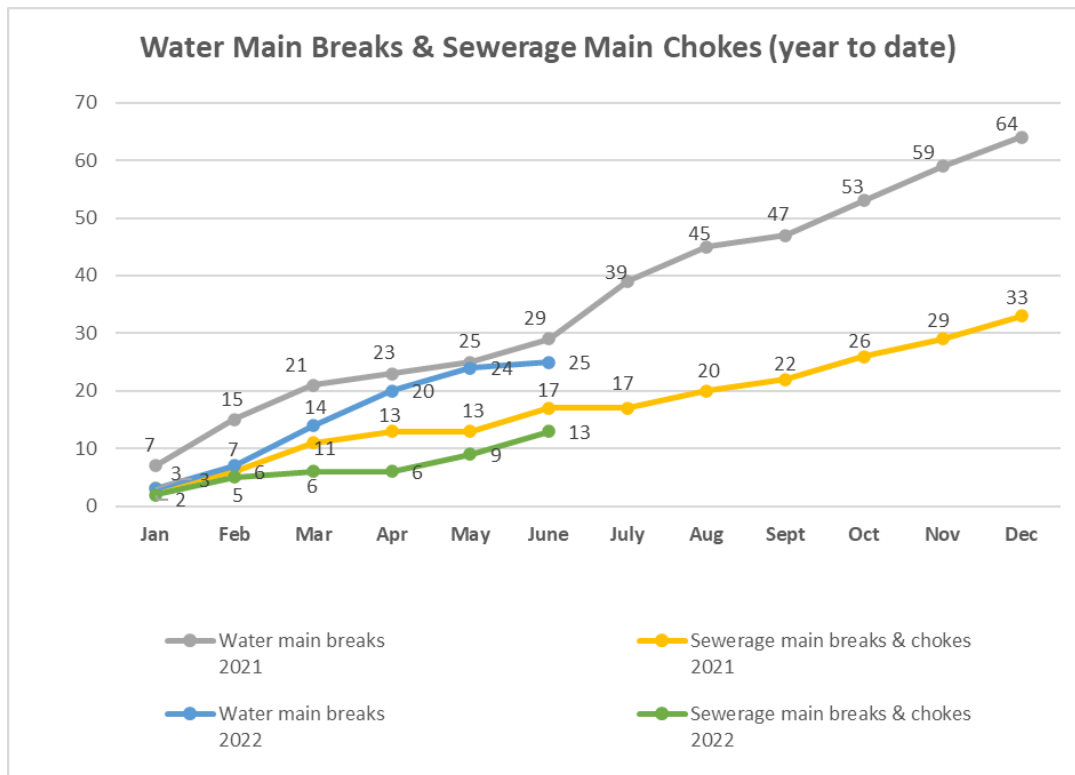
* Mt Molloy is an untreated, non-potable water supply

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,242	168
Number of Connections	3,424	346
Average daily inflow per connection (L)	655	486

Water and Wastewater Reticulation:

Council's water reticulation crew attended to one (1) water main break and four (4) sewer main breaks/chokes this month, and average response times were within targets set out in Council's customer service standard for water services.

Monthly statistics are shown on the water reticulation main breaks and sewerage main breaks and chokes:



Waste Operations:

All transfer stations are currently operational. New iWEIGH software has been implemented in the Kuranda and Mareeba Transfer Stations and new tablets with printers for the other transfer stations are at sites. These tablets are still having connectivity issues and the problem lies with the iWEIGH router which is being resolved currently.

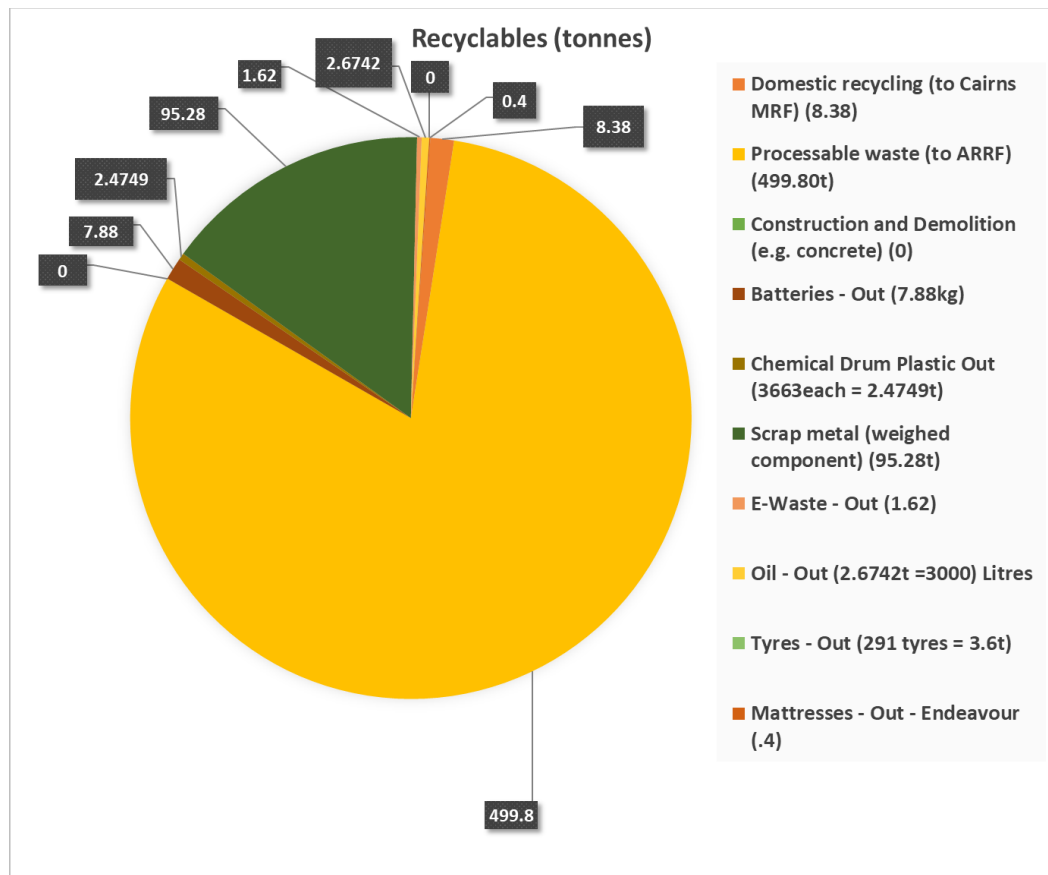
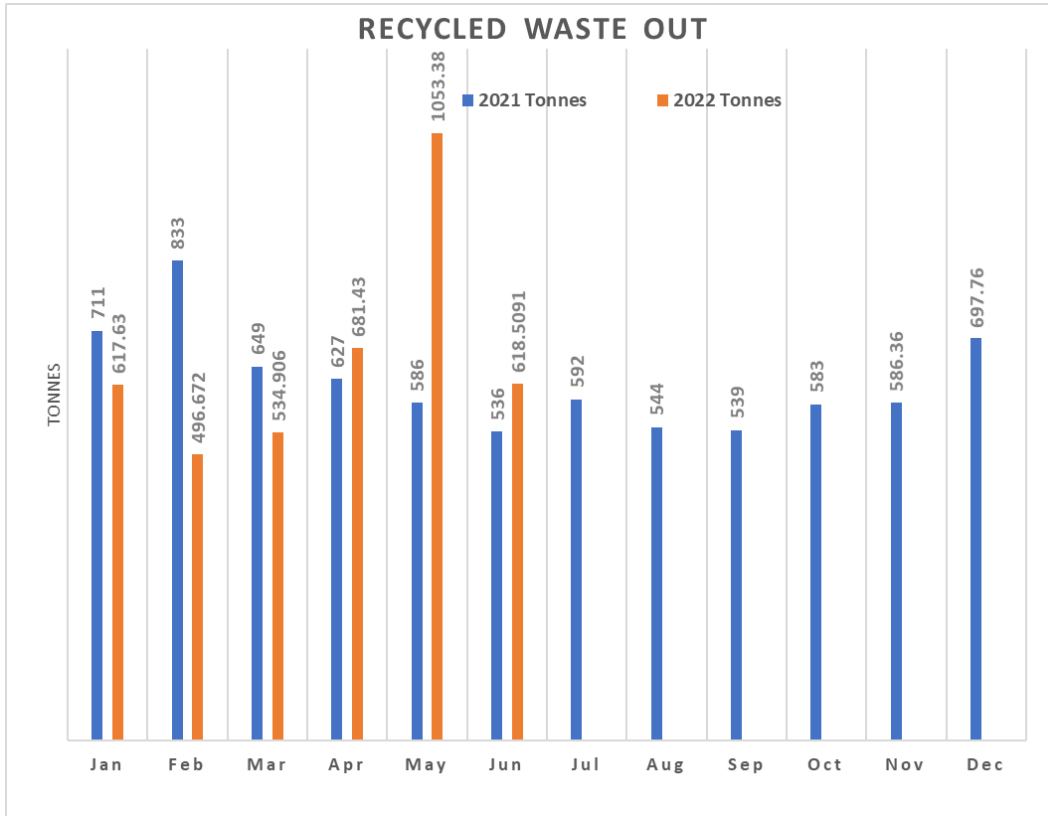
Mareeba Transfer Station is reviewing the Onsite Operational Purpose (OSOP) exemption with Department of Environmental and Science (DES) which is due to be renewed on 1 July 2022. This has now lapsed and can be reapplied for if Council moves forward with a new landfill cell.

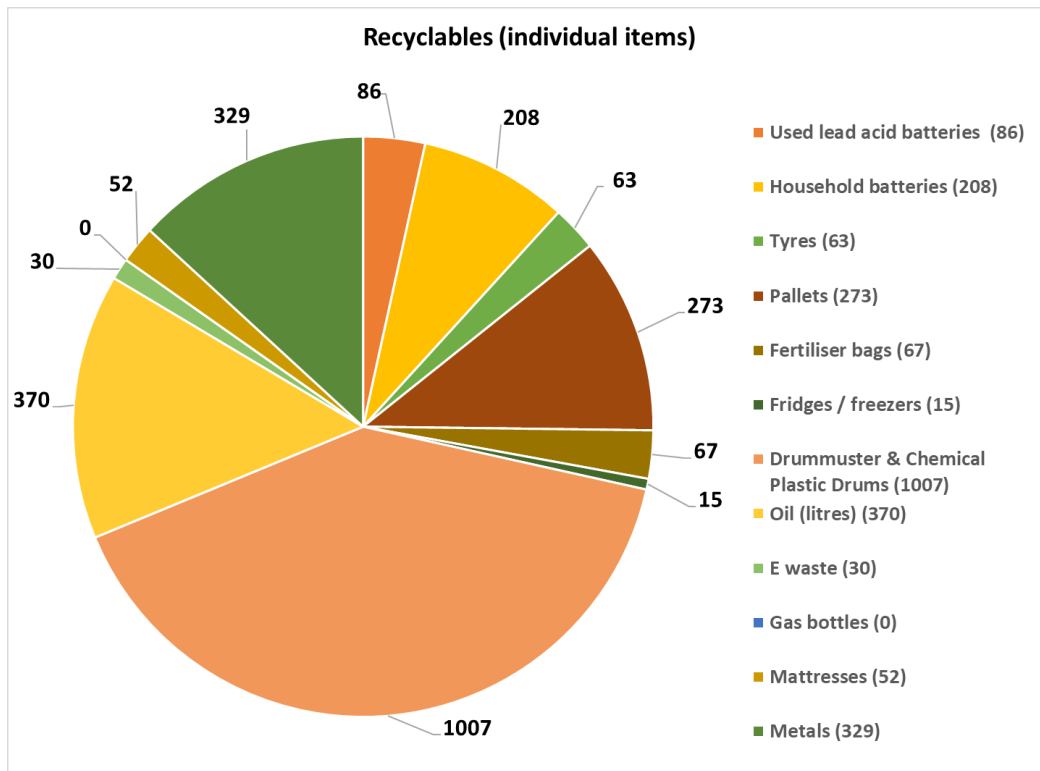
The Buy Back Shop is currently being stocked with re-used items and signage is under way with rules regarding entry, electrical items, and opening hours. The carpark has been bituminised and line marking of the carpark is to be undertaken in the first week of July, this includes a disability carpark space.

Wayfinder line marking for the Mareeba Transfer Station is underway with signage being made in readiness for the painted lines to guide customers to the drop off areas. Scheduled date is July/August.

Recycling

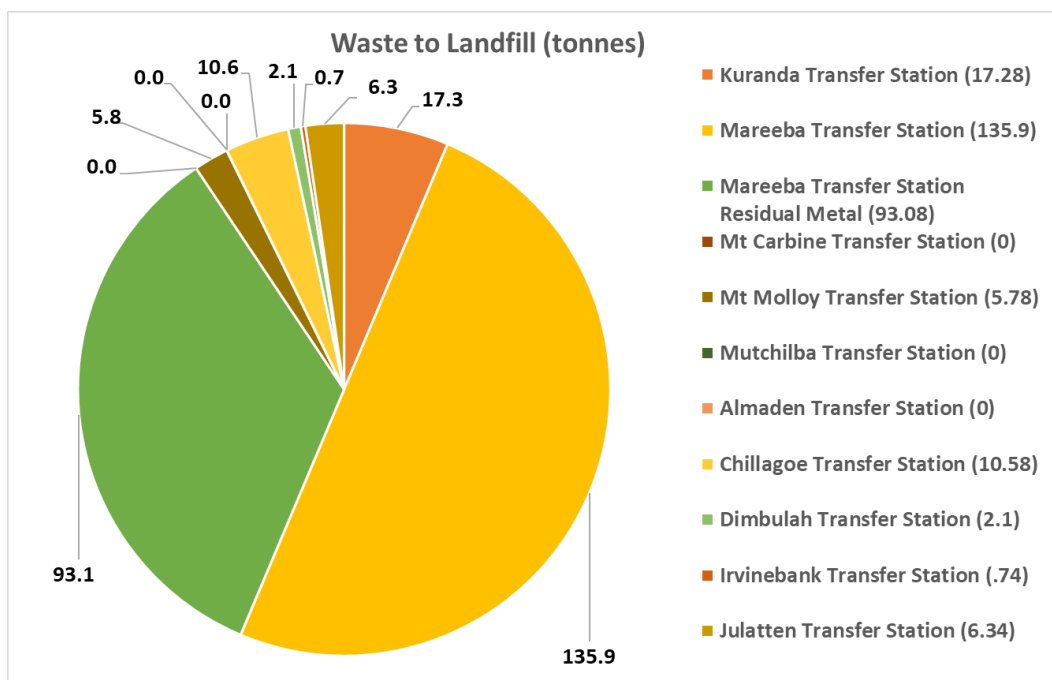
Waste material collected at each of the waste transfer stations are either deposited directly to the Springmount Waste Facility, recycled, or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing. Metal has been processed and removed from Mareeba and Kuranda Transfer Stations and the final site to be processed is Julatten.





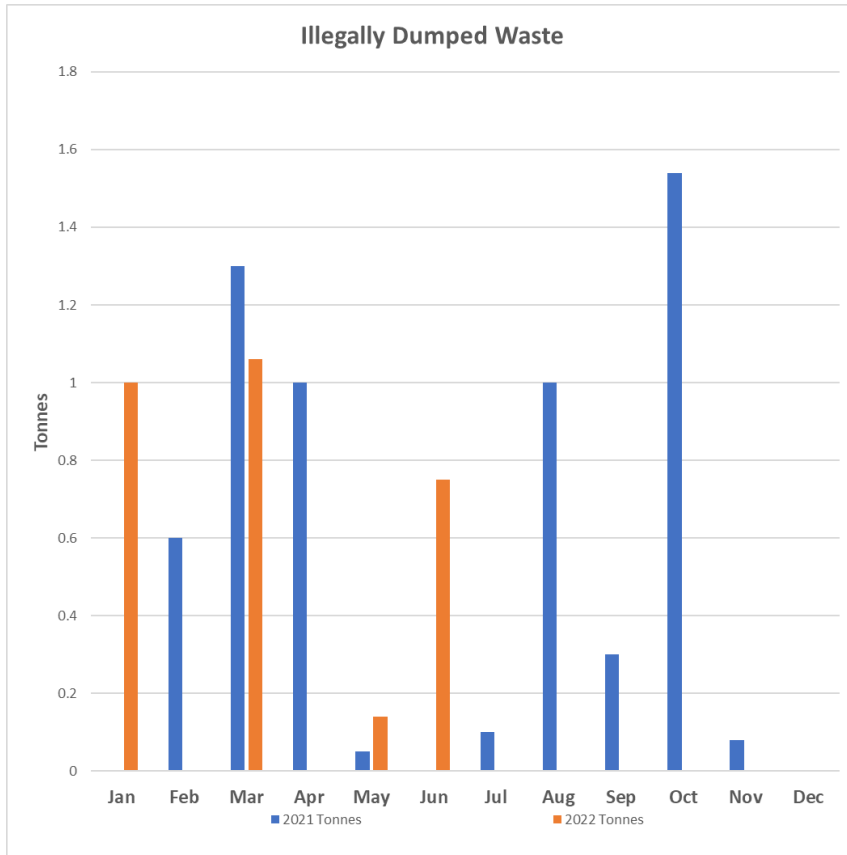
Waste to Transfer Stations

Transfer Station dry waste is transported off site to the Springmount Waste Facility. Note an excess of residual metal waste was removed from Mareeba site to landfill being 93.08 tonnes.



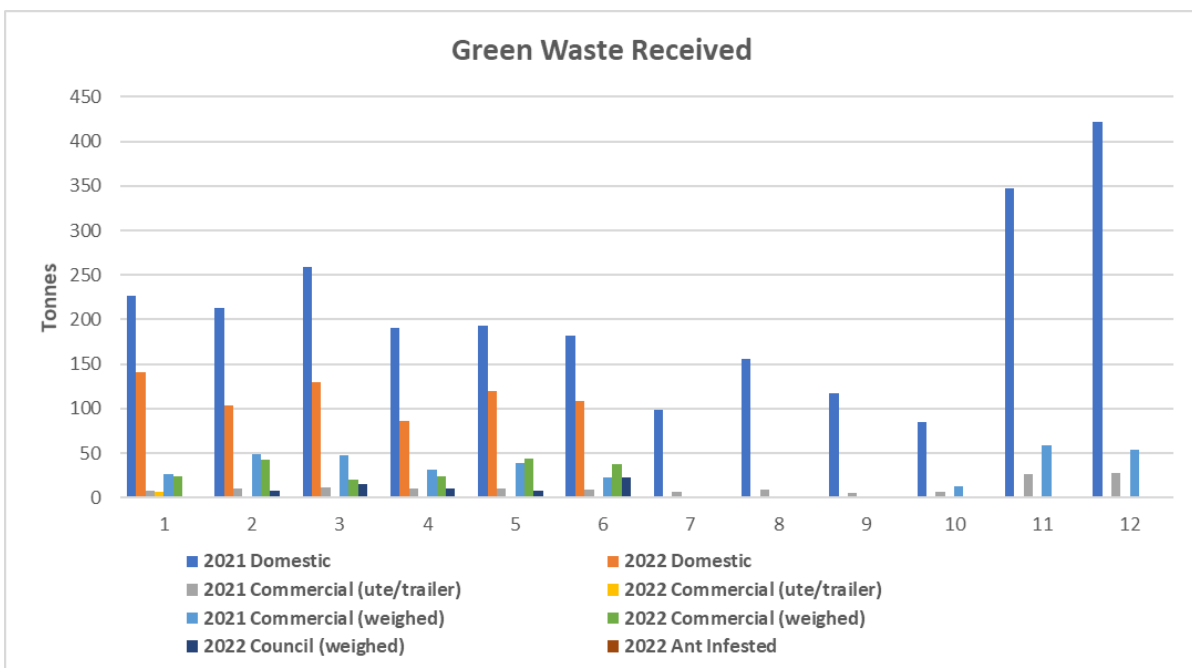
Illegally Dumped Waste

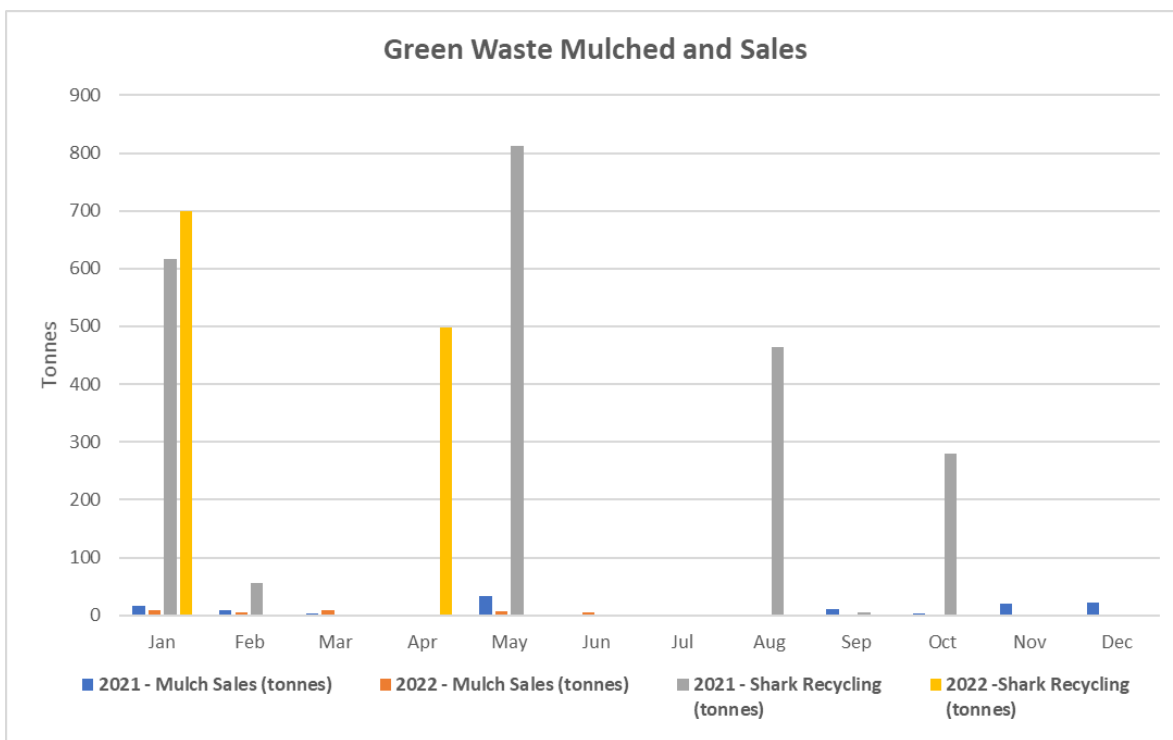
There were .75 tonnes of illegally dumped waste recorded through Mareeba Waste Transfer Station during the month of June.



Green Waste

Council received a total of 170 tonnes of green waste in the month of June. No green waste was mulched in June. It should be noted that the new data recording software includes both Mareeba and Kuranda as a total figure. Kuranda has commenced recording Electric Ant contaminated green waste being 1.4 tonnes for June.





RISK IMPLICATIONS

Environmental

Council holds an Environmental Authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council’s assets and reserves to ensure a sustainable future.

Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

9.18 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - JUNE 2022**Date Prepared:** 7 July 2022**Author:** Manager Works**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens and Land Protection operational activities undertaken by Infrastructure Services during the month of June 2022.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of June 2022

BACKGROUND**Transport Infrastructure**Road Maintenance Activities

Council's Annual Maintenance Grading Program continued with unsealed roads graded in June as follows;

Road Name	Location
Hodzic Road	Biboohra
Collins Weir Road	Mutchilba
Stankovich Road	Mutchilba
Chisari Road	Mutchilba
Tabacum Road	Mutchilba
Coyle Road	Biboohra
Hume Creek Road	Biboohra
Shanty Creek Road	Biboohra

The unseasonal rains experienced in early July have meant some of the unsealed roads graded in June will require further maintenance work when resources and weather permits.

Other maintenance activities during the month of June include:

- Kuranda/Speewah/Koah
 - Bitumen patch infills on footpaths in the CBD area
 - Tree removal in urban and rural areas
 - Bitumen patching in Kuranda, Speewah and Koah areas
- Mt Molloy/Julatten
 - Unsealed road patching
 - Installation of new park furniture

- Tree trimming all areas
- Slashing and herbicide treatment all areas
- Flood marker installations
- Drain clearing
- Western
 - Slashing and herbicide treatment
 - Maintenance grading Ootann Road



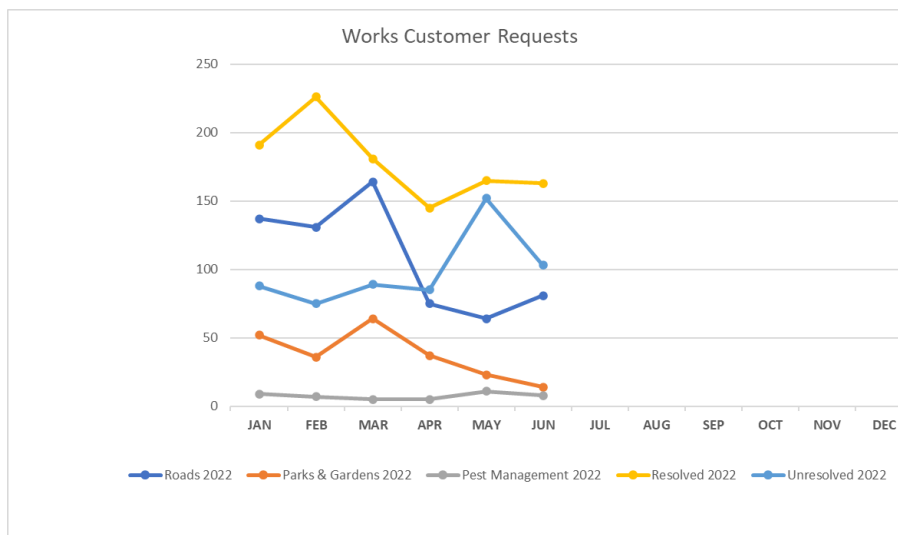
Wetherby Park, Mt Molloy

Customer Requests

During the month of June, the Works Group received 103 Customer Requests (CRs) with 163 resolved (resolved requests include those received prior to June 2022). The table below shows the number of requests lodged per Works section for the month.

Month	Roads	Parks and Gardens	Pest Management
June	81	14	8

At the time of reporting, the Works Group had 104 open requests.



Bridges and Major Culverts

In June, the bridge crew completed construction of the Davies Creek Road bridge prior to re-establishing at Davies Creek Bridge on Kanervo Road to complete the upgrade from timber deck to concrete deck. For the next three (3) to four (4) months minimal inspection and routine maintenance works will be carried out on Council bridges and major culverts (emergency excepted) whilst the upgrade takes place.

TMR Routine Maintenance Performance Contract (RMPC)

June was a very quiet month for RMPC works due to some unsuitable weather in the western areas of the shire and the end of the 2021/22 Financial Year.

Medium formation grading was commenced on the Burke Developmental Road (BDR) between Chillagoe and Nolan's Creek Bridge along with the start of the 2021 Disaster Recovery Funding Arrangements works for identified sections of the BDR.

Parks and Open Spaces

June produced more rain across Mareeba Shire so the mowing, slashing and brush cutting continue of the sporting fields, town entrances, cemeteries, airport, median islands and open spaces continued unabated.

Other points of note for the Parks and Gardens Section during June were:

- 11 burials - Mareeba Cemetery
- Two (2) burials - Kuranda Cemetery
- One (1) burial - Dimbulah Cemetery
- Installation of Byrnes Street banners in readiness for the Mareeba Rodeo
- Weeding, mulching, trimming and irrigation repairs to the western bank of the approaches to Granite Creek
- Sport ground maintenance Dimbulah

Land Protection

Parthenium Weed: Inspections carried out on 12 sites. All landholders are complying with their biosecurity obligation.

Current Parthenium sites

Biboohra Area

- Two (2) properties on Pine Close both only having the occasional plant found during inspections
- Two (2) properties on Bilwon Road, one (1) having the occasional plant found on inspections and the other has a low number of plants

Mareeba Area

- One (1) property on Studt Road that has the occasional plant found. There has been a significant reduction in plants over recent years with new owners of the property very proactive
- One (1) property on Ellery Road that was classed as having a medium infestation two (2) years ago has seen a large reduction in plants
- One (1) property on Coolamon Close where occasional plants are found

- Rankin Street - one (1) plant was detected on the footpath approximately one (1) year ago; no further plants have been found in the area
- One (1) property on Tinaroo Creek Road classed as having a medium infestation; this site was detected 18 months ago
- One (1) location on Shaban Close has a medium infestation with treatment being ongoing for a number of years. Recently the property owners have been more proactive and officers are seeing a large reductions in plants

Dimbulah Area

- One (1) property on Leadingham Creek Road where the occasional plant is found
- One (1) property on Bruce Weir Road was found to have a medium infestation six (6) months ago. The landowner is very proactive and officers and the number of plants is being to reduce.

Kuranda Area

- The Kuranda Transfer Station has a low infestation and is inspected and treated monthly



Kuranda Transfer Station

Siam Weed: Back Creek at Petford has been surveyed and the treatment program is now complete. Sandy Creek on the Mitchell River catchment in Mt Molloy has been surveyed and treatment is complete with a large reduction in plants found

Wild dogs: Baiting has been carried out on 10 properties on the Lynd and Walsh River catchments totalling 638,258Ha. A number of land holders were also given advice on trapping and shooting.

Feral Pigs: Two (2) customer request were received regarding feral pigs in the Kuranda and Speewah area with six (6) pigs trapped and destroyed in Speewah and one (1) pig trapped and destroyed in Kuranda

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

All operational works are funded by the section specific 2021/22 maintenance budgets.

LINK TO CORPORATE PLAN

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Transport and Council Infrastructure: The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.

Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO**10.1 LGAQ CONFERENCE MOTION - GRANT FUNDING**

Date Prepared: 20 June 2022
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

This report is to propose a motion to be tabled at the 2022 LGAQ Annual Conference. The purpose of the motion is to Petition the Federal and State Governments to allow the State Government to allocate but hold payment of the annual Federal Assistance Grant to Councils till the start of the applicable financial year.

RECOMMENDATION

That Council submits the following motion for consideration at the LGAQ Annual Conference:

"The LGAQ calls on the Federal and State governments to allow the State Government to allocate but hold payment of the annual Federal Assistance Grant to Councils until the start of the applicable financial year."

BACKGROUND

Currently the Federal Government transfers a portion of the respective States annual Federal Assistance Grant for the coming financial year before the end of current financial year. Under the existing rules the State is required to distribute this to Councils immediately.

This creates a range of issues for Councils. Firstly, there is the perception, often reinforced by the media, that this is additional grant funding for Councils and can be used to provide new or additional services or infrastructure, rather than the important income stream required to fund Council's operation. The smaller the Council the more essential this grant is to support day to day operations where it forms a significant part of Councils operating budget.

Secondly, it creates an issue with Council's Financial Statements, in particular the Statement of Comprehensive Income. As the funds must be recognised in the year they are received when Councils Annual Report is published the figures reflect Council having a significantly higher surplus than is really the case. This can and does cause consternation amongst the community as it is believed that Council is therefore over charging Ratepayers.

If the funding arrangements between the Federal and State governments can be modified in way that upon receipt of the funding the State Government can allocate the funding received according to the set formula but then hold the funds in trust for each Council until 1 July. This could be done either within the State Treasury or even within the Queensland Treasury Corporation. Any interest accrued doing this holding period could accrue to the respective Council.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Financial Sustainability: A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

The adopted the motion will be forwarded to the LGAQ for inclusion in the Annual Conference Agenda.

10.2 MSC SHOW HOLIDAYS 2023

Date Prepared: 23 June 2022
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

Council has been contacted by the Office of Industrial Relations with regard to the declaration of a Show Holiday for 2023. Council is required to put in a request for the declaration of show holidays before 29 July 2022. This report recommends the current situation where three (3) separate dates are allocated across three (3) separate areas of the Shire linking them to the shows closest to them.

RECOMMENDATION

That Council request the Office of Industrial Relations to declare the show holidays within the Mareeba Shire for 2023 once determined by the show societies for the following parishes:

1. the parishes of Irvinebank, Myosotis and Western, which links to the Atherton Annual Show;
2. the Mareeba Shire Council area excluding the parishes of Irvinebank, Myosotis, Western, Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks, which links to the Cairns Annual Show; and
3. the parishes of Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks, which links to the Mossman Annual Show.

BACKGROUND

The Holidays Act 1983 provides for the declaration of a show holiday within a Local Government area and Council has been advised that if it wishes to have such a holiday/s declared, a request must be submitted to the State Government before 29 July 2022.

As the Mareeba Shire does not have an Annual Agricultural, Horticultural or Industrial Show, it has previously linked these holidays to other Annual Shows in the region and has linked specific parishes to specific shows.

Below is an extract from the State Government's Show Holiday listing for 2022 in which the various parishes have dates declared and to which shows they link. These holidays were declared by the State following a request made by the Mareeba Shire Council last year.

28 June	Mareeba Shire - that part of Mareeba district within the parishes of Irvinebank, Myosotis and Western; the communities of Malanda, Atherton and Herberton and the districts of Ravenshoe, Mt Garnet, Millaa Millaa and Yungaburra.	Atherton Annual Show
15 July	Mareeba Shire - excluding the parishes of Irvinebank, Myosotis, Western, Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks.	Cairns Annual Show

18 July	Mareeba Shire - that part of the Mareeba district within the parishes of Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks.	Mossman Annual Show
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RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.

IMPLEMENTATION/COMMUNICATION

The Office of Industrial Relations will be informed of these dates if approved by Council. Should they change the department will be informed.

11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION

14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF JUNE 2022

Date Prepared: 1 July 2022

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for June 2022

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/22/0013	03/06/2022	S & J Carney C/- Emergent Building Approvals 475 Pinnacle Road, Julatten	Lot 2 on SP202871	MCU Dwelling House (Secondary Dwelling)	Decision Notice issued 08/06/2022
MCU/22/0014	16/06/2022	Adermina Pty Ltd C/- Gilvear Planning Pty Ltd 62 Mount Kooyong Road, Julatten	Lots 1 and 2 on RP748307	MCU Residential Care Facility and Retirement Facility (Expansion of Mount Kooyong Nursing Home)	In Public Notification stage
MCU/22/0015	13/06/2022	P Blundell Family Trust C/- U&i Town Plan 109 Cobra Road, Mareeba	Lot 23 on SP184955	MCU Tourist Attraction (Vintage Vehicle and Machinery Museum)	In Public Notification stage
MCU/22/0016	21/06/2022	LJ & SC Speight C/- Freshwater Planning Pty Ltd Kennedy Highway, Mareeba	Lot 512 on NR8022	MCU Undefined Use ('Workforce Accommodation' as defined by the Planning Regulation 2017)	In Public Notification & Referral stage
MCU/22/0017	20/06/2022	G, G & S Cordenos C/- Planning Plus 47 Anzac Avenue, Mareeba	Lot 53 on SP204554	MCU - Childcare centre	In Confirmation stage
RAL/22/0009	14/06/2022	Express Build Contract Construction C/- Urban Sync Pty Ltd 20 Warril Drive, Kuranda	Lot 2 on SP126546	ROL (1 into 5 Lots)	In Decision stage

June 2022 (Regional Land Use Planning)

OPW/22/0003	17/06/2022	A & J Tucker Bellevue Close, Mareeba	Lot 310 on SP270093	OPW - Earthworks (Dam)	Decision Notice issued 29/06/2022
OPW/22/0004	20/06/2022	Sibi Girgenti Holdings Pty Ltd C/- Jim Papas Civil Engineering Designer Pty Ltd Molver Road, Mareeba	Lot 100 on SP276719	Op associated Works with RAL/21/0024	In Confirmation stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/22/0010	20/06/2022	Ruggeri Bros Pty Ltd	13 & 13A Hort Street, Mareeba	Lots 1 & 2 on RP727346	MCU - Food and Drink Outlet, Office, Shop & Health Care Services
MCU/22/0012	07/06/2022	N & C Wilkins C/- Emergent Building Approvals	141 Martin Road, Chewko	Lot 14 on RP880992	MCU - Dwelling House (Secondary Dwelling)
MCU/22/0013	08/06/2022	S & J Carney C/- Emergent Building Approvals	475 Pinnacle Road, Julatten	Lot 2 on SP292871	MCU - Dwelling House (Secondary Dwelling)
OPW/22/0003	29/06/2022	A & J Tucker	Bellevue Close, Mareeba	Lot 310 on SP270093	OPW - Earthworks (Dam)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

June 2022 (Regional Land Use Planning)

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/22/0011	06/06/2022	K & T Fitzgerald C/- Emergent Building Approvals	20 Costin Street, Mareeba	Lot 131 on SP268668	Referral Agency Response for building works assessable against the Mareeba Shire Council Planning Scheme 2016 - Flood Hazard Overlay Code
CAR/22/0012	07/06/2022	K Srhoj C/- Emergent Building Approvals	7 Sunrise Close, Mareeba	Lot 5 on SP183708	Referral agency response for building work assessable against a planning scheme - Flood Hazard Overlay Code
CAR/22/0014	09/06/2022	Helen Pope C/- Northern Building Approvals	34-36 Tower Street, Chillagoe	Lot 910 on C5041	Referral agency Response (response before application) for building work assessable against a planning scheme - Class 1a dwelling assessable against the Flood Hazard Overlay Code
CAR/22/0015	27/06/2022	N Bath	Euluma Creek Road, Julatten	Lot 3 on SP166989	Development Permit for Operational Works (Vegetation Clearing) assessable against the Mareeba Shire Council Planning Scheme 2016 - Environmental Significance Overlay

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

June 2022 (Regional Land Use Planning)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/21/0021	10/06/2022	R & B Terranova	1506 Mareeba- Dimbulah Road, Arriga	LOTS 11 & 12 & EASEMENT C IN LOT 12 ON SP336234 (CANCELLING LOTS 1 & 2 ON RP745859)	Boundary Realignment
REC/07/0043	28/06/2022	Sibi Girgenti Holdings Pty Ltd	Antonio Drive & Pietro Court, Mareeba	LOTS 209, 211, 226, 230, 234-239 & 300 ON SP336233 (CANCELLING LOT 300 ON SP333831)	10 New Lots
REC/07/0052	22/06/2022	Hockey Machinery Sales Pty Ltd	Matilda Close & Kenneally Road, Mareeba	LOTS 56, 75 & 100 AND EASEMENT AB IN LOT 56 ON SP333827 (CANCELLING LOT 100 ON SP328236)	2 New Lots

June 2022 (Regional Land Use Planning)