



# **AGENDA**

**Wednesday, 26 October 2022**

## **Ordinary Council Meeting**

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

**Date: Wednesday, 26 October 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 - 21 September 2022
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**



## 8 CORPORATE AND COMMUNITY SERVICES

### 8.1 H & J BOTTCHER - RECONFIGURING A LOT - SUBDIVISION (1 INTO 2 LOTS) - LOT 34 ON RP733269 - 91 PINE CLOSE, BIBOOHRA - RAL/22/0014

Date Prepared: 13 October 2022

Author: Senior Planner

Attachments: 1. Proposal Plans [↓](#)

#### APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	H & J Bottcher	ADDRESS	91 Pine Close, Biboohra
DATE LODGED	17 August 2022	RPD	Lot 34 on RP733269
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 lots)		
FILE NO	RAL/22/0014	AREA	7.395 hectares
LODGED BY	Gilvear Planning Pty Ltd	OWNER	H & J Bottcher
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Residential - no precinct		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Nil		

#### EXECUTIVE SUMMARY

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

The application is impact assessable and no properly made submissions were received in response to public notification of the application.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and no significant conflicts with the Planning Scheme have been identified.

Draft conditions were provided to the Applicant / care of their consultant and have been agreed.

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	H & J Bottcher	ADDRESS	91 Pine Close, Bibbohra
DATE LODGED	17 August 2022	RPD	Lot 34 on RP733269
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 lots)		

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.

APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot - Subdivision (1 into 2 lots)(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
9132-LL4 Rev A	Proposed Reconfiguration of Lot 34 on RP733269 (1 lot into 2 lots)	Twine Surveys Pty Ltd	10.8.2022

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

- 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, and 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 endorsement of the plan of survey for the development, except where specified otherwise in these conditions of approval.

## 3. General

- 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the payment of infrastructure charges/contributions within the conditions of approval.
- 3.2 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 condition(s) of this approval.
- 3.3 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.
- 3.4 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council's delegated officer.
- 3.5 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement documents.
- 3.6 Where approved existing buildings and structures are to be retained, setbacks to any new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code.
- 3.7 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.
- 3.8 Charges

All outstanding rates, charges, and expenses pertaining to the land are to be paid in full.

#### 4. Infrastructure Services and Standards

##### 4.1 Access

An access crossover must be upgraded/constructed to both Lots 341 and 342 (from the edge of the road to the property boundary or 10m, whichever is lesser) in accordance with FNQROC Development Manual Standards (as amended), to the satisfaction of Council's delegated officer.

##### 4.2 Stormwater Drainage

- (a) The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development.
- (b) All stormwater drainage collected from the site must be discharged to an approved legal point of discharge.

##### 4.3 Water Supply

At the time of construction of a dwelling on proposed Lot 342, a water supply must be provided via:

- (a) a bore or bores are provided in accordance with the Design Guidelines set out in the Planning Scheme Policy 4 – FNQROC Regional Development Manual; or
- (b) on-site water storage tank/s:
  - (i) with a minimum capacity of 90,000L; and
  - (ii) which are installed and connected prior to the occupation of the dwelling.

##### 4.4 Wastewater Disposal

At the time of construction of a future dwelling or outbuilding on proposed Lot 342, any associated on-site effluent disposal system must be constructed in compliance with the latest version On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

##### 4.5 Electricity provision/supply

The applicant/developer must ensure that an appropriate level of electricity supply is provided to each allotment in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.



Written advice from an Electricity Service Provider is to be provided to Council indicating that an agreement has been made for the provision of power reticulation.

#### 4.6 Telecommunications

The applicant/developer must demonstrate that a connection to the national broadband network is available for each allotment, or alternatively, enter into an agreement with a telecommunication carrier to provide telecommunication services to each lot and arrange provision of necessary conduits and enveloping pipes.

#### (D) ASSESSMENT MANAGER'S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.

- (b) The Adopted Infrastructure Charges Notice does not include all charges or payments that are payable with respect to the approved development. A number of other charges or payments may be payable as conditions of approval. The applicable fee is set out in Council's Fees & Charges Schedule for each respective financial year.

- (c) Endorsement Fees

Council charges a fee for the endorsement of a Survey Plan, Community Management Statements, easement documents, and covenants. The fee is set out in Council's Fees & Charges Schedule applicable for each respective financial year.

- (d) 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.

- (e) 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.dcceew.gov.au](http://www.dcceew.gov.au).

- (f) 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.dsdsatsip.qld.gov.au](http://www.dsdsatsip.qld.gov.au).

(E) RELEVANT PERIOD

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

- Reconfiguring a Lot – four (4) years (starting the day the approval takes effect).

(F) OTHER NECESSARY DEVELOPMENT PERMITS AND/OR COMPLIANCE PERMITS

- Nil

(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)

2. That an Adopted Infrastructure Charges Notice be issued for the following infrastructure charge/s for:

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	<b>\$ per Lot</b> (40% reduction of standard charge for no town water/sewer)	<b>Lots</b>		<b>Lots</b>	
<b>Residential</b>	\$12,156.00	2 Lots	\$24,312.00	1 lot	\$12,156.00
<b>TOTAL CURRENT AMOUNT OF CHARGE</b>					<b>\$12,156.00</b>

## THE SITE

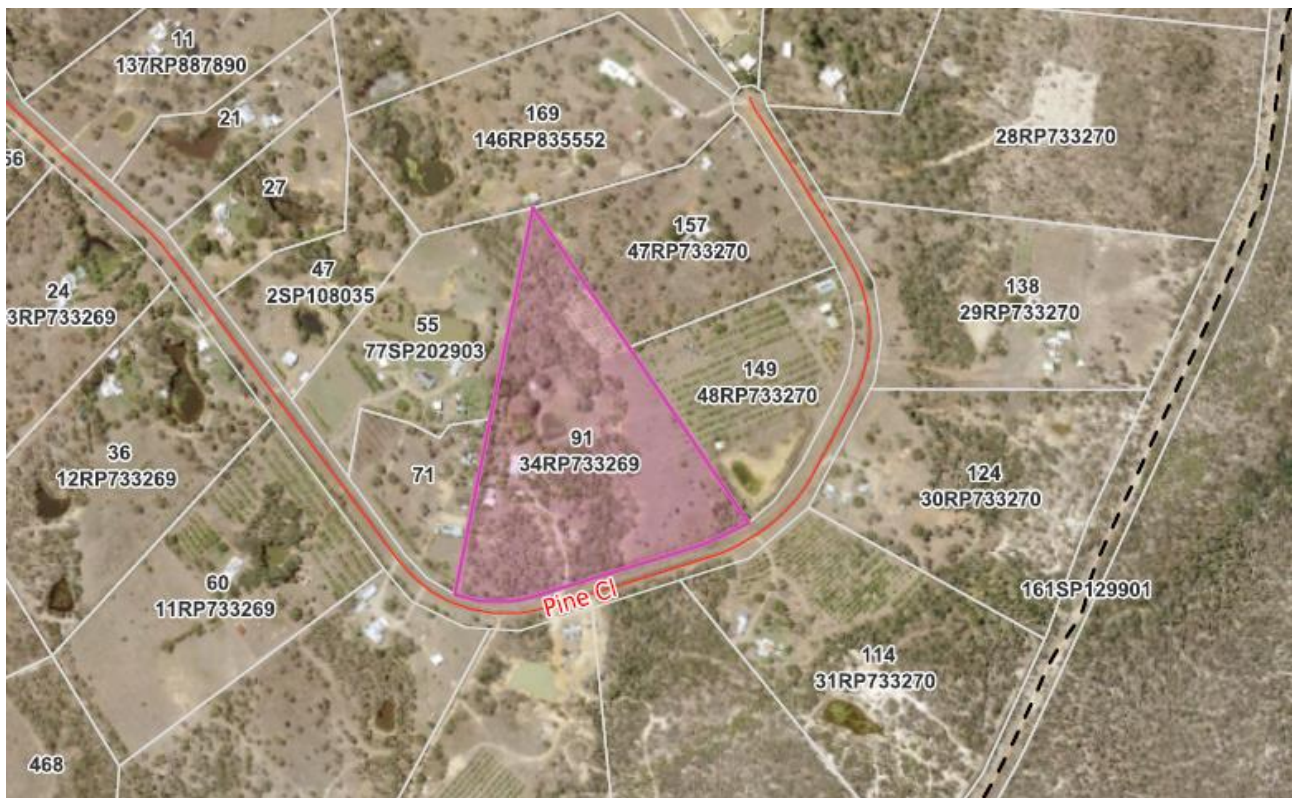
The subject site is situated at 91 Pine Close, Bibbohra, and is more particularly described as Lot 34 on RP733269. The site is irregular in shape with an area of 7.395 hectares and is zoned Rural Residential under the Mareeba Shire Council Planning Scheme 2016.

The site has approximately 225 metres of frontage to Pine Close which is constructed to a bitumen sealed rural road standard, without kerb and channel. A single gravel crossover provides access to the site off Pine Close.

The site is improved by a single dwelling house and multiple outbuildings, all of which are sited on the western half of the lot. A small area of remnant vegetation exists on the site adjacent to the Pine Close frontage.

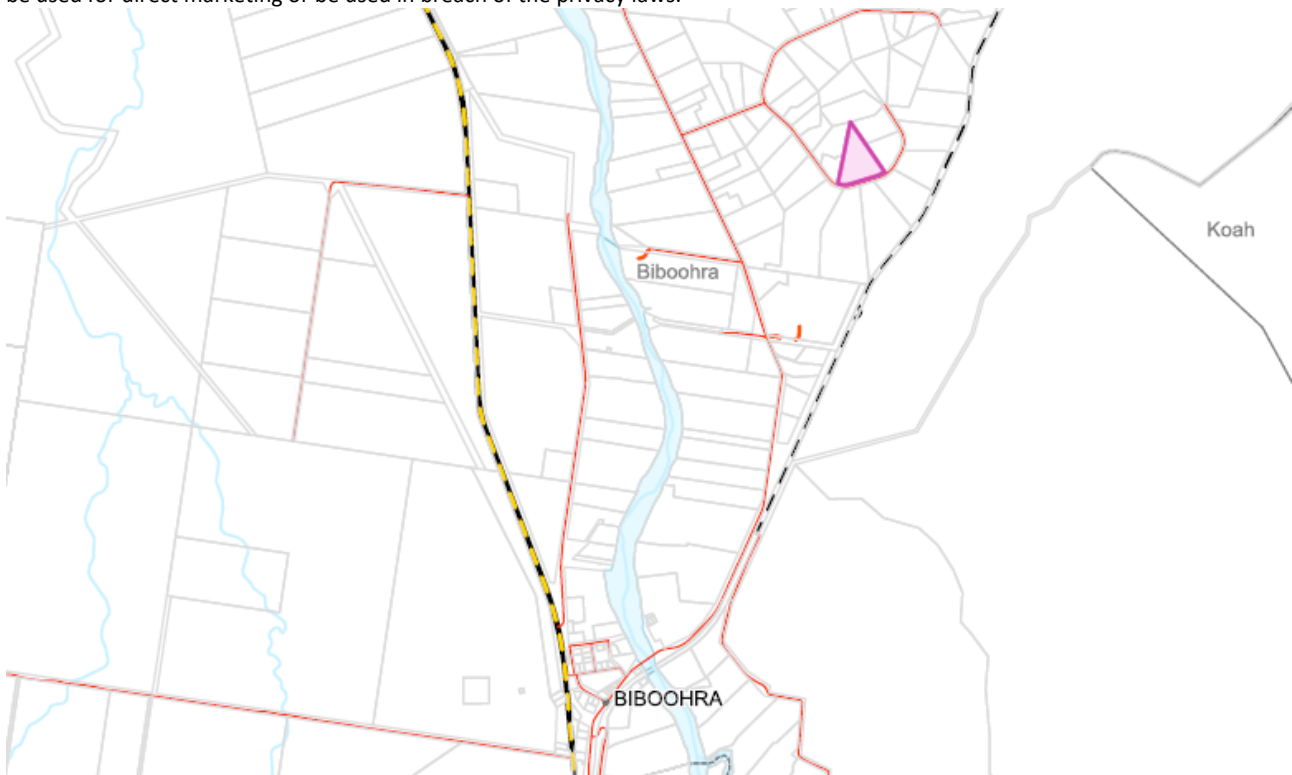
The existing dwelling house is connected to the electricity grid and telecommunication services. An onsite water supply and wastewater disposal system are also connected to the existing dwelling house.

All adjoining lots are zoned rural residential, with most properties containing a single dwelling house.



Map Disclaimer:

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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**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Reconfiguring a Lot - Subdivision (1 into 2 lots) in accordance with the plans shown in **Attachment 1**.

The applicant proposes the subdivision of the subject site into the following allotments:

Lot 341 - area of 5.395 hectares, frontage of approximately 219.69 metres to Pine Close; and

Lot 342 - area of 2 hectares, frontage of approximately 125 metres frontage to Pine Close.

Proposed Lot 341 will contain the existing dwelling house, dam and other built infrastructure. Proposed Lot 342 will be vacant when created.

Both lots will be connected to the electricity grid and NBN services.

**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. The Regional Plan Map 3- 'Areas of Ecological Significance' also identifies the site is:

- *Terrestrial Area of General Ecological Significance*

**PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"><li>• Rural Residential Area</li></ul> <b>Natural Environment Elements</b> <ul style="list-style-type: none"><li>• Biodiversity Areas</li></ul>
Zone:	Rural Residential zone - no precinct
Overlays:	Environmental Significance Overlay Residential Dwelling House and Outbuilding Overlay Transport Infrastructure Overlay

**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***3.3 Settlement pattern and built environment**3.3.10 Element—Rural residential areas**3.3.10.1 Specific outcomes*

- (1) Rural residential development is consolidated within rural residential areas where it will not result in the fragmentation or loss of agricultural areas or biodiversity areas.*
- (2) Infill development within rural residential areas occurs only where appropriate levels of infrastructure are available and provided, the existing rural living character can be maintained and an activity centre is proximate.*
- (3) No further subdivision of greater than anticipated density occurs within rural residential areas that are not proximate to an activity centre and its attending physical and social infrastructure.*
- (4) Rural residential areas across Mareeba Shire are characterised by a range of lot sizes, consistent with the form of historical subdivision in the vicinity of proposed development.*

**Comment**

The subject site is in a rural residential area and is not agricultural land.

The site does not contain any biodiversity areas that will be fragmented as a result of the subdivision. Property Map of Assessable Vegetation (PMAV) 2021/004144 identifies that all of proposed Lot 342 is Category X area.

The proposed development is infill and does not require additional infrastructure. The development is consistent in character with the existing Cypress Downs area and has convenient access to Bibbohra and Mareeba.

The proposed 2 hectare density is consistent with Cypress Downs and the Bilwon Road area in general.

The proposed development does not conflict with these specific outcomes.

## 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
- 8.2.4 Environmental significance overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot 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 outcomes 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	<p>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.</p> <p>The proposed development is not consistent with Overall Outcomes (g) and (h) contained within the code which seek to discourage the creation of additional lots in Rural residential zoned areas that lie outside a precinct. Despite this non-compliance, the application is considered to comply with the higher order Strategic Framework provisions contained within the Planning Scheme. Further commentary is provided in the Planning Discussion section of the report.</p>
Environmental significance 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.
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.
Reconfiguring a lot code	<p>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 apart from the following:</p> <ul style="list-style-type: none"> <li>• Acceptable Outcome AO1.1</li> <li>• Performance Outcome PO13 (no acceptable outcome)</li> </ul> <p>In the case of AO1.1, it is considered the development can comply with the higher order Performance Outcome PO1. In the case of</p>

	PO13 and AO13 compliance with the higher order Overall Outcomes of the Reconfiguring a Lot code can be achieved.  Further commentary is provided in the planning discussion section of report.
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 be designed and constructed in accordance with FNQROC Development Manual standards.

#### **(E) Adopted Infrastructure Charges Notice**

In accordance with Council's Adopted Infrastructure Charges Resolution (No. 1) 2022, a standard charge of \$20,260.00 applies to each additional residential allotment created, where serviced by the following five (5) trunk infrastructure networks:

- Transport network (roads);
- Public parks and land for community facilities network;
- Water supply network;
- Sewerage network; and
- Stormwater network

Part 4.1(d) of Council's Adopted Infrastructure Charges Resolution (No. 1) 2022, a 40% discount will be applied to development charges where no connection to Council's reticulated water and sewer network exists.

\$20,260.00 - 40% = \$12,156.00 per additional allotment.

The application proposes the creation of 1 additional residential lot; therefore, the applicable charge is \$12,156.00.

#### **REFERRAL AGENCY**

This application did not trigger referral to a Referral Agency.

#### **Internal Consultation**

Not applicable.

#### **PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 6 September 2022 to 29 September 2022. The applicant submitted the notice of compliance on 5 October 2022 advising that

the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

## **PLANNING DISCUSSION**

Compliance with the Performance Outcomes and Purpose of the Rural Residential Zone Code and the Reconfiguring a Lot Code is summarised as follows:

### Rural Residential Zone Code

*The development generally complies with the Overall Outcomes contained within the Rural Residential zone code apart from the following:*

- (g) Reconfiguring a lot will maintain the predominant lot size of the precinct or intended for the precinct; and*
- (h) Reconfiguring a lot involving the creation of new lots is not undertaken external to a precinct in the Rural residential zone in consideration of the inherent environmental, and/or physical infrastructure and/or social infrastructure constraints of Rural residential zoned land outside of identified precincts.*

### Comment

Despite not complying with overall outcomes (g) and (h), the application is impact assessable and can therefore be assessed against the Planning Scheme's Strategic Framework which is the highest order assessment provisions contained within the Planning Scheme. It is considered that the proposed development achieves compliance with the Strategic Framework provisions relating to settlement pattern and built environment, specifically for rural residential areas. See the Strategic Framework section of this report for further commentary.

### Reconfiguring a Lot Code

#### **PO1 Area and frontage of lots**

*Lots include an area and frontage that:*

- (a) is consistent with the design of lots in the surrounding area;*
- (b) allows the desired amenity of the zone to be achieved;*
- (c) is able to accommodate all buildings, structures and works associated with the intended land use;*
- (d) allow the site to be provided with sufficient access;*
- (e) considers the proximity of the land to:*
  - (i) centres;*
  - (ii) public transport services; and*
  - (iii) open space; and*
- (f) allows for the protection of environmental features; and*
- (g) accommodates site constraints.*



**AO1.1**

*Lots provide a minimum area and frontage in accordance with **Table 9.4.4.3B**.*

Comment

Table 9.4.4.3B does not nominate a minimum area and frontage for rural residential allotments that are located outside a precinct. Assessment is therefore necessary against PO1 and the criteria it nominates:

- (a) The proposed lots will be consistent with the design/size of lots in the surrounding area.
- (b) The proposed lots allow the desired amenity of the zone to be achieved.
- (c) Each of the proposed lots is of sufficient size and shape to be able to accommodate all buildings, structures and works associated with the intended future residential land use;
- (d) Pine Close is constructed to a bitumen sealed rural road standard sufficient to provide each proposed lot with good access. Individual access crossovers will be conditioned in accordance with FNQROC Development Manual standards.
- (e) The subject land is within a major existing rural residential node. The site is within the catchment of the Bibbohra State Primary School and has convenient access to the Bibbohra Shop and Service Station. Significant areas of natural open space are readily accessible (Barron River and State Forests).
- (f) Proposed Lot 342 avoids areas of regulated vegetation. Proposed Lot 341 is already fully developed.
- (g) Proposed Lot 342 is flat, cleared and ideally suited for the proposed use.

The development complies with PO1.

**PO13 Rural residential zone**

*New lots are only created in the Rural residential zone where land is located within the 4,000m<sup>2</sup> precinct, the 1 hectare precinct or the 2 hectare precinct.*

**AO13**

*No acceptable outcome is provided.*

Comment

The proposed development conflicts with PO13 as the subject land is not located within a rural residential zone precinct.

An assessment of the development's consistency with the higher order purpose and overall outcomes contained within the Reconfiguring a Lot Code is therefore required and is discussed below:

*The purpose of the Reconfiguring a Lot code will be achieved through the following overall outcomes:*

- (a) Subdivision of land achieves the efficient use of land and the efficient provision of infrastructure and transport services;*

The site is already serviced by all infrastructure typically conditioned for rural residential lots of 2 hectares in size. Each proposed lot will be adequately serviced with a connection to the electricity grid, access and modern telecommunications via the NBN fixed wireless network.

Water supply and wastewater disposal will be achieved on-site which is typical of the existing Cypress Downs estate and 2 hectare rural residential allotments in general.

- (b) Lots are of a suitable size and shape for the intended or potential use having regard to the purpose and overall outcomes of the relevant zone or precinct;*

Both proposed lots are of a suitable size and shape to accommodate the established and anticipated future rural residential land uses. Despite its irregular configuration, proposed Lot 342 has a generous area in which to site a future dwelling house.

- (c) Subdivision of land creates lots with sufficient area and dimensions to accommodate the ultimate use, meet user requirements, protect environmental features and account for site constraints;*

Proposed Lot 341 will accommodate the existing dwelling house, dam and other built improvements.

The likely use of proposed Lot 342 is a single dwelling house with the potential for some ancillary domestic outbuildings. Lot 342 is entirely mapped as Category X area under a PMAV and contains no significant environmental features or mapped hazards.

- (d) A range and mix of lot sizes is provided to facilitate a variety of industry and housing types;*

The proposed development would add to the range of lot sizes available in the locality.

- (e) Subdivision design incorporates a road network that provides connectivity and circulation for vehicles and provide safe and efficient access for pedestrians, cyclists and public transport;*

Not applicable. The proposed development does not require an extension to the road network.

- (f) Subdivision design provides opportunities for walking and cycling for recreation and as alternative methods of travel;*

Walking and cycling opportunities are available along the existing network of road reserves. Further walking and cycling opportunities are available within the State developed State forest recreational trails.

- (g) *Subdivision of land provides and integrates a range of functional parkland, including local and district parks and open space links for the use and enjoyment of the residents of the locality and the shire;*

Not relevant for rural residential lots of this size. Each proposed lot has generous onsite areas for recreation and open space use. The locality also features extensive State forest areas (including walking and mountain bike tracks) and recreational opportunities offered by the Barron River.

- (h) *Subdivision of land contributes to an open space network that achieves connectivity along riparian corridors and between areas with conservation values;*

Not applicable for a small scale 1 into 2 lot development. The small area of remnant vegetation is secured within the already developed Lot 341.

- (i) *Subdivision within the Rural zone maintains rural landholdings in viable parcels;*

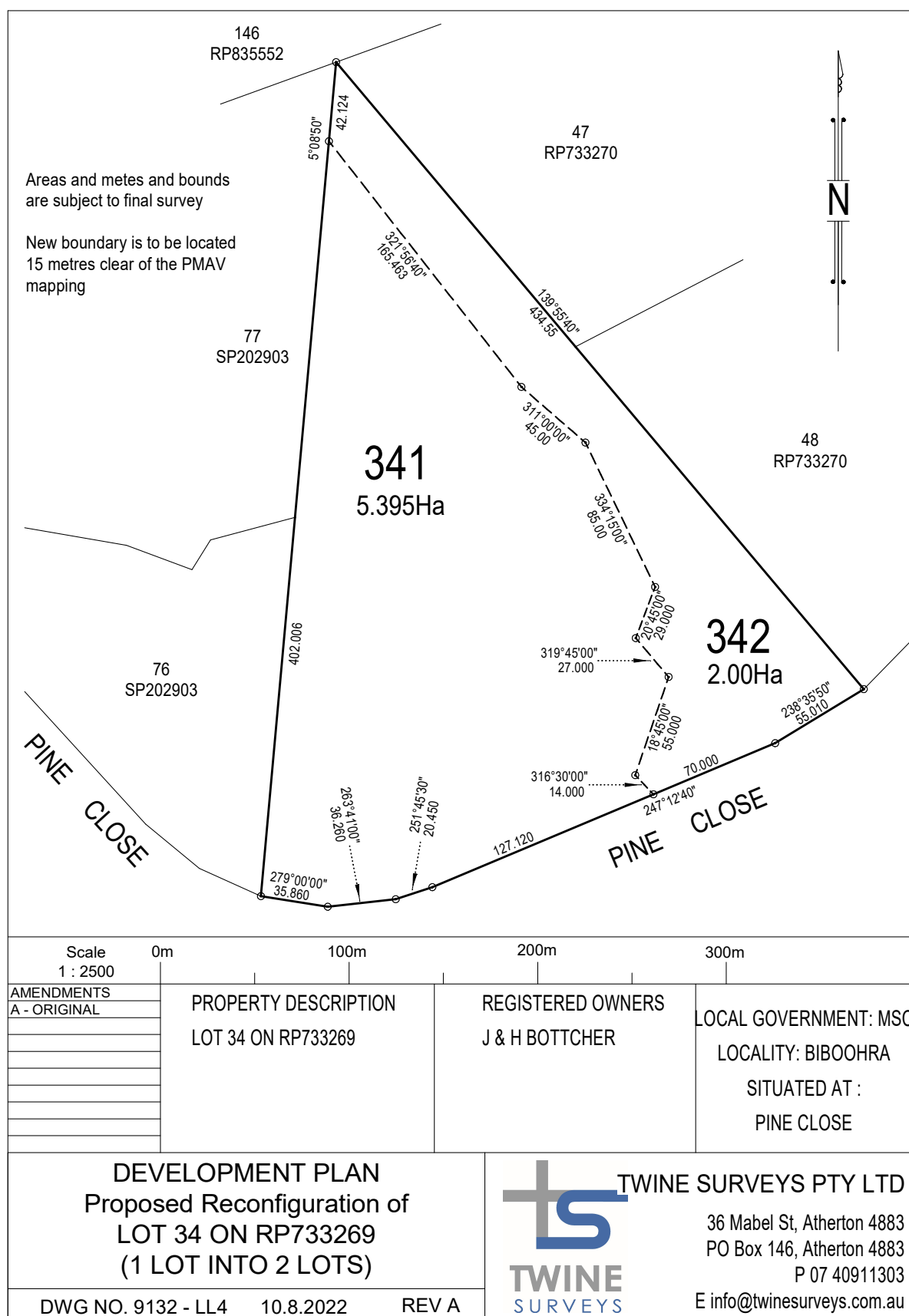
Not applicable. The subject land is within the Rural Residential zone, not the Rural zone.

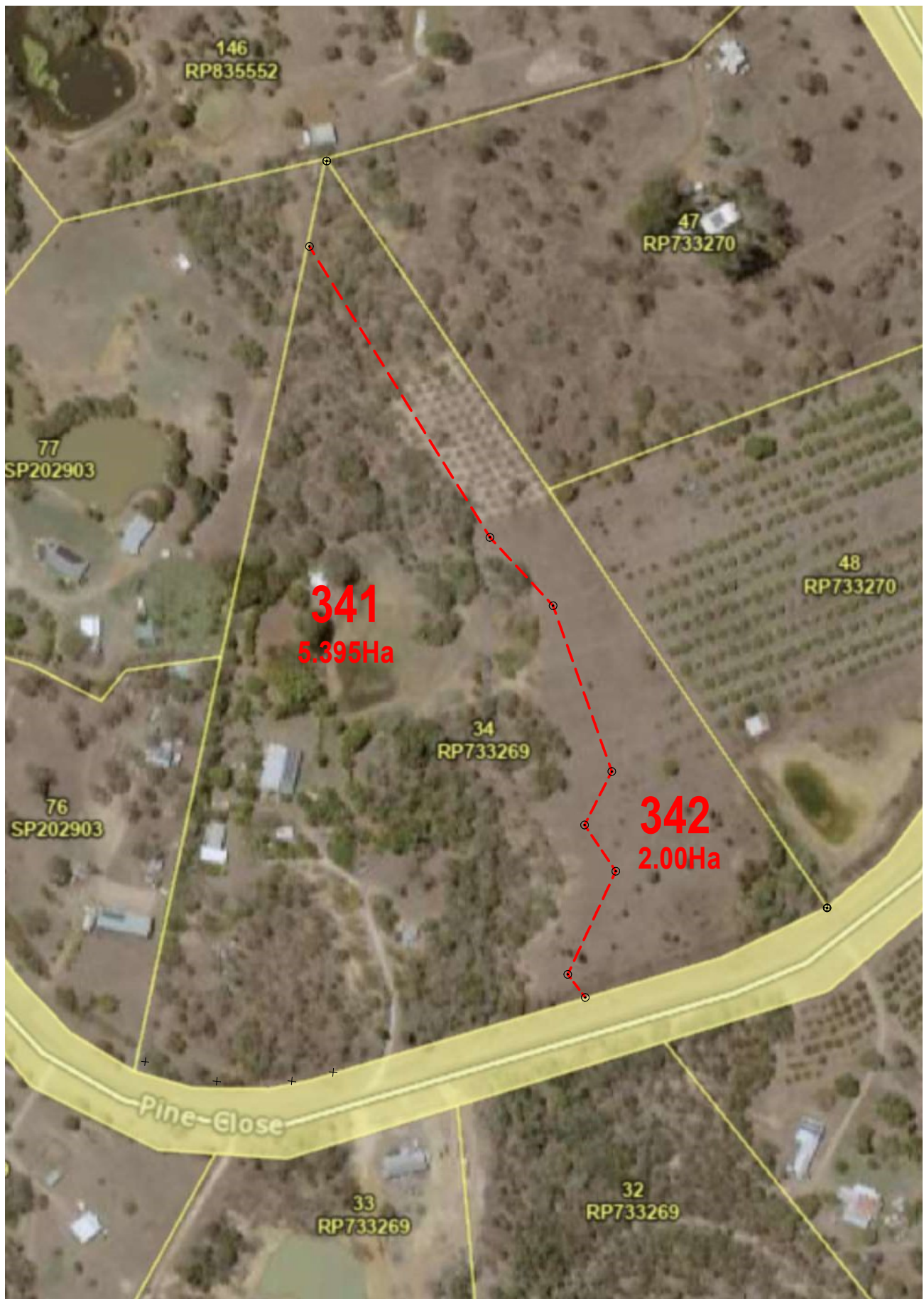
- (j) *Land in historical townships is not reconfigured to be used for urban purposes; and*

Not applicable. The subject land is not within a historical township for the purpose of the planning scheme.

- (k) *Residential subdivision and greenfield development is designed to consider and respect:*
- i. topography;*
  - ii. climate responsive design and solar orientation;*
  - iii. efficient and sustainable infrastructure provision;*
  - iv. environmental values;*
  - v. water sensitive urban design;*
  - vi. good quality agricultural land; and*
  - vii. the character and scale of surrounding development.*

The proposed lot layout appropriately and efficiently responds to the relevant identified criteria.







**8.2 APPLICATION FOR CONVERSION TO FREEHOLD - LOT 3 ON M356138, 3 BARRETT STREET, MAREEBA**

**Date Prepared:** 12 October 2022

**Author:** Senior Planner

**Attachments:** 1. Department of Resources email of 10 October 2022 [↓](#)

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**EXECUTIVE SUMMARY**

The Department of Resources (DoR) is considering an application for the conversion to freehold of Perpetual Lease NCL 9/2148 described as Lot 3 on M356138, situated at 3 Barrett Street, Mareeba.

Perpetual Lease NCL 9/2148 first commenced on 1 October 1966 and is ongoing lease with no expiry date. There is no nominated purpose associated with the lease, however the land continues to be used for industrial purposes consistent with its Planning Scheme zoning.

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

**RECOMMENDATION**

That Council advise the Department of Resources that Council has no objection to the conversion to freehold of Perpetual Lease 9/2148 described as Lot 3 on M356138, situated at 3 Barrett Street, Mareeba.

**BACKGROUND**

DoR is considering an application for the conversion to freehold of Perpetual Lease NCL 9/2148 described as Lot 3 on M356138, situated at 3 Barrett Street, Mareeba.

Perpetual Lease NCL 9/2148 covers an area of 3,237 square metres and has no nominated purpose or expiry date.

Lot 3 on M356138 has a long history of industrial use and is presently used for industrial purposes.

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





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**RISK IMPLICATIONS****LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The subject land is zoned Industry under the Mareeba Shire Council Planning Scheme 2016 and is lawfully used for industrial purposes.

The site is not identified in the Planning Scheme's list of Local Heritage Places.

There is no objection to the conversion of Lot 3 on M356138 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.

**Brian Millard**

---

**From:** Graeme Geisler [REDACTED]  
**Sent:** Monday, 10 October 2022 10:07 AM  
**To:** Info  
**Cc:** Graeme Geisler  
**Subject:** Views Request - Conversion to Freehold - Land described as Lot 3 on Crown Plan M356138 - Mareeba Shire Council - Our Ref 2022/001016  
**Attachments:** Qld Globe Image.png  
**Categories:** Added to ECM

The department has received the above application. The proposed use of the land is business/commercial.

The attached extract from Queensland Globe shows the subject land and the surrounding locality.

When a property is converted to freehold the survey plan must show the correct boundaries as well as define roads on their correct alignment. Council may be aware of roads or other issues and its views should address these and give guidance as to any issues a licenced cadastral surveyor would need to address, were they engaged by the lessee to satisfy requirements of an approved conversion.

Please advise the department of your views or requirements including any local non-indigenous cultural heritage values that the department should consider when assessing this application.

Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on **12 December 2022**. If you offer an objection to the application, 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 assumed 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.

If you wish to discuss this matter, please contact Graeme Geisler on [REDACTED].

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](mailto: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 2022/0001016 in any future correspondence.

Regards



**Graeme Geisler**  
Land Officer  
**Land Services | Land and Surveying Services**  
Department of Resources

---

P: [REDACTED]  
E: [REDACTED]  
A: 65 Brodie St, Hughenden QLD 4821 | PO Box 937 Cairns QLD 4870  
W: [www.resources.qld.gov.au](http://www.resources.qld.gov.au)

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**8.3 APPLICATION FOR COMMERCIAL OTHER - SUBSIDIARY ON PREMISES (RESTAURANT) LICENCE - BOSCA'S BURGER BAR - LOT 45 ON SP167408, 86 BYRNES STREET, MAREEBA**

**Date Prepared:** 12 October 2022

**Author:** Senior Planner

**Attachments:** 1. Department of Justice and Attorney General letter dated 11 October 2022 [↓](#)

---

**EXECUTIVE SUMMARY**

The Office of Liquor and Gaming Regulation has written to Council advising that an application has been made for a Commercial other subsidiary on premises (restaurant) liquor licence over land described as Lot 45 on SP167408, situated at 86 Byrnes Street, Mareeba.

The applicant is Dinos Burger Bar and Pizza Restaurant Pty Ltd and the premises to be licenced is Bosca's Burger Bar. Bosca's Burger Bar is a new restaurant to be opened within part of the former Mareeba RSL complex.

The proposed licence would allow the sale of liquor for consumption on the premises together with prepared food and limited sales together with takeaway meals.

It is recommended that Council offers no objection to the issue of the liquor licence.

**RECOMMENDATION**

That Council advise the Office of Liquor and Gaming Regulation of the Department of Justice and Attorney General that Council has no objection to the granting of a "Commercial other subsidiary on premises (restaurant) licence" to Dinos Burger Bar and Pizza Restaurant Pty Ltd over Bosca's Burger Bar on land described as Lot 45 on SP167408, situated at 86 Byrnes Street, Mareeba, subject to the standard trading conditions.

**BACKGROUND**

Dinos Burger Bar and Pizza Restaurant Pty Ltd has made an application to the Office of Liquor and Gaming Regulation for a Commercial other subsidiary on premises (restaurant) liquor licence over Bosca's Burger Bar on land described as Lot 45 on SP167408, situated at 86 Byrnes Street, Mareeba.

The proposed licence would allow the sale of liquor for consumption on the premises together prepared food and limited sales together with takeaway meals.

The proposed liquor trading hours are 10:00am to 12:00am - Monday to Sunday





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## RISK IMPLICATIONS

### LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Lot 45 on SP167408 is zoned Centre under the Mareeba Shire Council Planning Scheme 2016 and is the site of the former Mareeba RSL complex.

Bosca's Burger Bar is accepted development within the Centre zone and the existing commercial premises.

It is recommended that Council offer no objection to the granting of a Commercial other subsidiary on premises (restaurant) licence to Dinos Burger Bar and Pizza Restaurant Pty Ltd.

No application has been made for outdoor dining at this time.

### 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 Office of Liquor and Gaming Regulation will be informed of Council's decision following the Ordinary meeting.



Please quote: 1041574/LAB08  
Contact officer: Customer Support Team  
Contact Number: 1300 072 322

Office of Liquor and Gaming Regulation  
Department of  
Justice and Attorney-General

Chief Executive Officer  
Mareeba Shire Council  
PO Box 154  
MAREEBA QLD 4880  
Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

Dear Sir/Madam

**BOSCA'S BURGER BAR - MAREEBA**

**Application for a commercial other – subsidiary on premises (Restaurant)**

**Real Property Description: LOT 45 on SP 167408**

**Applicant's contact details:** Consultant: Justin McGurgan, PO Box 713

Robina. E: [justin@justinmcgurgan.com.au](mailto:justin@justinmcgurgan.com.au)

An application for a liquor licence for a premise within your area of authority has been received at this office. Details of the application are as follows:

Applicant:	Dinos Burger Bar and Pizza Restaurant Pty Ltd
Name of premises:	Bosca's Burger Bar
Street address:	86 Byrnes Street, Mareeba
Proposed trading hours:	10:00am to 12:00am, Monday to Sunday
Type of licence:	Commercial other – subsidiary on premises

If this licence is granted it would enable the holder to sell liquor for consumption on the premises where the principal activity is eating meals prepared and served to be eaten on the premises. (However, liquor may be sold to patrons who are non-diners i.e. only there to have a drink.)

In addition, the applicant has applied for a condition to be included on any licence approval authorising the sale of 1.5 litres (two bottles) of wine to be sold with a takeaway meal up to 10pm.

The applicant has also indicated their intention to include an outdoor dining area as part of their proposed licensed area.



By law, the relevant local government authority for the locality must be informed of the application and afforded the opportunity to:

- Comment on the reasonable requirements of the public in the locality.
- Object to the grant of the application on the grounds that the amenity, quiet or good order of the locality would be lessened.

Please advise whether you have any comments on, or objections to, the grant of the application.

To comply with section 117 of the Act, your comments or objection should be received by 25 October 2022. If no response is received by this date, it will be assumed that you do not have any concerns relating to the approval of the application.

If you do not support the application, your comments or objection should include full particulars of:

- The grounds upon which the objection is made.
- The facts, evidence or reasons upon which it is based.

It is important to note that less weight will be given to statements that merely indicate that the Chief Executive Officer does not support, or objects to the application. Accordingly, any objection to this application should be supported by documentary evidence on the specific trading history of this venue and include incidents directly linked to the operation of the premises and the conduct of the licensee and their management.

If this application relates to a new licensed premise and there is no trading history to rely on, your objection may be based on anecdotal evidence, particularly in relation to the reasonable requirements of the public.

In the interests of natural justice, any comment or objection you provide may be referred to the applicant.

In considering your comments, including the likelihood of adverse health, public safety and amenity issues, the Commissioner for Liquor and Gaming may also impose licence conditions to mitigate any risk posed by the application.

The Commissioner's decision may be subject to review by the independent Queensland Civil and Administrative Tribunal. Substantiating any comments or objections as requested will ensure the Commissioner's decision is

appropriately evidence-based and more capable of withstanding scrutiny in any subsequent review.

**Compliance with local town planning requirements is requested to be confirmed in your reply to this letter.**

If you require clarification on any of these matters, please do not hesitate to contact the Customer Support Team on telephone 1300 072 322.

Yours sincerely



Melissa Schicker  
**Licensing Officer**  
11/10/2022

**8.4 CHANGE OF DEVELOPMENT APPROVAL - COMARAY PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 64 LOTS IN 5 STAGES) - LOT 100 ON SP320506 & LOT 200 ON SP323217 - EMERALD END ROAD & COUNTRY ROAD, MAREEBA - REC/08/0096**

**Date Prepared:** 28 September 2022

**Author:** Planning Officer

**Attachments:**

1. Minor Change Notice For Negotiated Decision Notice dated 28 March 2012 [↓](#)
2. Request for Minor Change to Approval - Freshwater Planning Pty Ltd Dated 15 August 2022 [↓](#)

APPLICATION		PREMISES	
<b>APPLICANT</b>	Comaray Pty Ltd	<b>ADDRESS</b>	Emerald End Road, Country Road and Annie Court, Mareeba
<b>DATE REQUEST FOR CHANGE TO DEVELOPMENT APPROVAL LODGED</b>	30 August 2022	<b>RPD</b>	Lot 100 on SP320506 and Lot 200 on SP323217
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Subdivision (1 into 64 Lots in 5 Stages)		
<b>FILE NO</b>	REC/08/0096	<b>AREA</b>	Lot 100 - 9.719 ha Lot 200 - 34.62 ha
<b>LODGED BY</b>	Freshwater Planning Pty Ltd	<b>OWNER</b>	Lot 100 - P Spackman Lot 200 - Comaray Pty Ltd
<b>PLANNING SCHEME</b>	Mareeba Shire Planning Scheme 2004 (Amendment no. 01/11)		
<b>ZONE</b>	Rural Residential Zone		
<b>LEVEL OF ASSESSMENT</b>	Code Assessment		
<b>SUBMISSIONS</b>	N/A - Code Assessment Only		

## EXECUTIVE SUMMARY

Development approval REC/08/0096 for Reconfiguring a Lot - Subdivision (1 into 64 Lots in 5 Stages) was originally approved by Council at its Ordinary Meeting on 16 November 2011. This approval has undergone various amendments over the years with the most recent being in September 2020. Development approval REC/08/0096 represents Stages 3 - 6 and 8 of Country Road Estate and to date only 1 allotment has been created in Stage 3. Operational Works to progress Stage 3 will be commenced in the near future.

The owner of Lot 100 on SP320506, which is covered by Stage 8 of the approval (Stages 3 - 6 cover Lot 200 on SP323217 which is under separate ownership) has written to Council seeking changes to Stage 8 of the approval. The requested changes seek to break Stage 8 into 3 sub-stages, being Stages 8a, 8b and 8c. The resultant changes will result in a slightly different lot layout as well as a reduction to the overall number of lots in Stage 8 from 15 Lots down to 12 Lots.

The requested changes constitute a minor change to the approval and no significant planning issues have been identified. Some additional conditions are proposed to ensure lots subject to the proposed amendments are appropriately serviced and are created in a logical sequence.

It is recommended that the application be approved in full.

## OFFICER'S RECOMMENDATION

It is recommended that:

1. In relation to the application to change the following development approval:

APPLICATION		PREMISES	
APPLICANT	Comaray Pty Ltd	ADDRESS	Emerald End Road, Country Road and Annie Court, Mareeba
DATE REQUEST FOR CHANGE TO DEVELOPMENT APPROVAL LODGED	30 August 2022	RPD	Lot 100 on SP320506 and Lot 200 on SP323217
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 64 Lots in 5 Stages)		

and in accordance with the Planning Act 2016, the following

- (a) The description of the approved development of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

*This Decision Notice approves a **Development Permit for Reconfiguring a Lot - Subdivision creating a further ~~64~~ 61 lots in five (5) stages made assessable by the Mareeba Shire Planning Scheme 2004.***

*Stage 3 - creating 12 rural residential lots*

*Stage 4 - creating 13 rural residential lots*

*Stage 5 - creating 15 rural residential lots*

*Stage 6 - creating 9 rural residential lots*

*Stage 8 - creating ~~15~~ **a total of 12** rural residential lots over the following substages:*

***- Stage 8a creating Lots 101 & 102***

***- Stage 8b creating Lots 75 & 83 - 89***

***- Stage 8c creating Lots 103 & 76 - 78***

*Where the approved Stages are defined on approved Plan 11/4743 Stages 3-6(2B) dated 23/8/2011 except for Stage 8 ~~which is defined on amended Plan CRE17-018-C01, dated 29/01/18~~ **and its substages defined on Plans 9076 LL3 Rev B - Stage 1 Plan of Lot 101 & 102, 9076 LL2 Rev B - Stage 2 Plan of Lots 75 & 83 - 89 and 9076 LL2 Rev B - Stage 3 Plan of Lots 76 - 78 & 103 all dated 12/7/2022.***

- (b) The approved plan/s of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

(c)

<b>Plan/Document Number</b>	<b>Plan/Document Title</b>	<b>Prepared by</b>	<b>Dated</b>
11/4743-Stages 3-6 (2B)	Proposed Reconfiguration of Stages 3-6 & 8 Country Road Estate	Twine Surveys Pty Ltd	23.8.2011
<del>CRE17-018-C01</del>	<del>Layout Plan - Stage 8 - 1 Lot into 15 Lots</del>	<del>Benchmark Survey &amp; Design</del>	<del>29/01/18</del>
<u>9076 LL3 Rev B</u>	<u>Stage 1 - Plan of Lots 101 &amp; 102</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>
<u>9076 LL2 Rev B</u>	<u>Stage 2 - Plan of Lots 75 &amp; 83 - 89</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>
<u>9076 LL2 Rev B</u>	<u>Stage 3 - Plan of Lots 76 - 78 &amp; 103</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>

Condition 3.11 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

### 3.11 Stage 8**b** and 8**c** Requirements

- a) *Prior to lodgement of an application for Operational Works for Stage 8**b** or 8**c**, the applicant will:*
  - i) *in addition to any other Stormwater Management Plan requirements, provide a conceptual stormwater design for the stage that details how any threats or impacts from upstream dams will be addressed;*
  - ii) *demonstrate, through that stormwater design, how stormwater flows that: originate outside the site, flow through the site, and discharge downstream of the site, will be suitably directed and contained.*
  - iii) *demonstrate how stormwater infrastructure will be incorporated into the lot design in accordance with the requirements of this approval;*
  - iv) *demonstrate how it is intended to maintain water quality within that storage in accordance with the requirements of Appendix 1 Parts A & C of State Planning Policy 4/10 Healthy Waterways.*
  - v) *demonstrate that suitable building platforms can be provided on proposed lots with slopes greater than 1:6.*
  - vi) *demonstrate that average lot size for the entire development exceeds 3000 sq m.*

*These requirements will be to the satisfaction of Council's delegated officer.*

- b) *The developer will prepare a management and operation plan for any artificial storage area within any proposed lot in accordance with Appendix 1 Part C of State Planning Policy 4/10 Healthy Waterways to the satisfaction of Council's delegated officer.*
- c) *the registered owner of any lot containing an artificial storage area within any proposed lot will be responsible for the maintenance and operation of that storage area in accordance with the required management and operation plan.*

- (d) Condition 3.12 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

*3.12 Design Changes*

- i) Prior to lodgement of an application for Operational Works for Stage 6, the developer will provide an amended layout plan for that stage which ensures that the connecting road to the eastern boundary is almost square to that boundary.*
- ii) Prior to lodgement of an application for Operational Works for Stage **8b or 8c**, the developer will provide an amended layout plan for that stage which complies with the requirements of any other conditions of this approval.*

*These requirements will be to the satisfaction of Council's delegated officer.*

- (e) Condition 4.14 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

*4.14 External Works - Emerald End Road*

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3 **and Lots 101 and 102 of Stage 8a**), the following works must be completed to the satisfaction of Council's delegated officer:*

- (i) (a) The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (b) The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (ii) Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
  - (a) The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*

*The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*

- (iii) *The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*

*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*

- (iv) *Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

- (f) Additional condition 3.14 be included on Council's Negotiated Decision Notice dated 28 March 2012 as follows:

*3.14 Prior to the endorsement of a plan of survey for any lot created in Stage 8c, the operational works associated with Stage 8b must be completed (in addition to any works required under Condition 4.15), to the satisfaction of Council's delegated officer.*

*Lot 78 of Stage 8c must be accessed and serviced via the new road proposed to service Stage 8b. No access is permitted to Lot 78 from Country Road.*

- (g) Additional condition 4.15 be included on Council's Negotiated Decision Notice dated 28 March 2012 as follows:

*4.15 Access - Country Road (Lots 76, 77 and 78 of Stage 8c)*

*Prior to Council endorsing a plan of survey creating lots 76 or 77 of Stage 8c, an access crossover must be constructed (from the edge of Country Road to the property boundary of each lot) in accordance with FNQROC Development Manual standards, as amended.*

*The location of the access crossovers and the design width of the crossover at the commencement of the crossover (edge of Country Road) must be approved by Council's delegated officer prior to any development works commencing.*

*Lot 78 of Stage 8c must be accessed and serviced via the new road proposed to service Stage 8b. No access is permitted to Lot 78 from Country Road.*

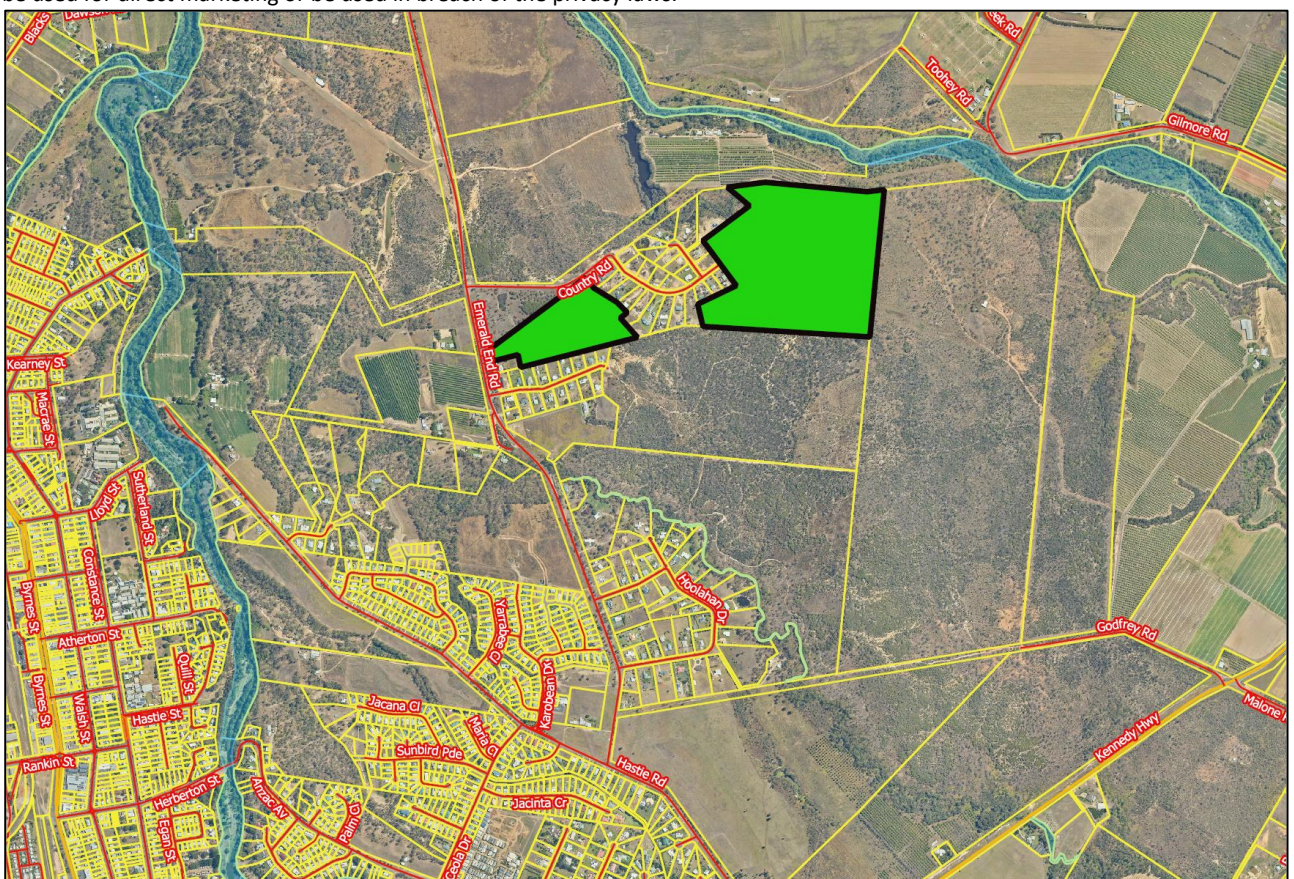
- 2. A Notice of Decision on Request to Change a Development Approval be issued to the applicant and the Department of State Development, Infrastructure, Local Government and Planning, State Assessment and Referral Agency (SARA) via email [CairnsSARA@dsdilgp.gov.au](mailto:CairnsSARA@dsdilgp.gov.au) (reference: 2008/007471) advising of Council's decision.





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## THE SITE

The subject land forms the balance of Country Road Estate and is described as Lot 100 on SP320506 and Lot 200 on SP323217, situated at Emerald End Road, Country Road and Annie Court, Mareeba. 27 lots have been created within the estate with Lot 100 and 200 being the balance land. Lot 100 & 200 have a combined total area of 44.339 hectares and are zoned Rural Residential under the Mareeba Shire Council Planning Scheme 2016. Emerald End Road, Country Road and Annie Court are all constructed to bitumen sealed standards with Country Road and Annie Court incorporating kerb and channel.

The proposed changes relate to Stage 8 of the approval only, which is entirely situated within Lot 100 on SP320506.

## BACKGROUND AND CONTEXT

Development approval REC/08/0096 for Reconfiguring a Lot - Subdivision (1 into 64 Lots in 5 Stages) was originally approved by Council at its Ordinary Meeting on 16 November 2011. This approval has undergone various amendments over the years with the most recent being in September 2020. Development approval REC/08/0096 represents Stages 3 - 6 and 8 of Country Road Estate and to date only 1 allotment has been created in Stage 3. Operational Works to progress Stage 3 will be commenced in the near future. The most recent relevant Amended Decision Notice is included as **Attachment 1**.

The owner of Lot 100 on SP320506, which is covered by Stage 8 of the approval (Stages 3 - 6 cover Lot 200 on SP323217 which is under separate ownership) has written to Council seeking changes to Stage 8 of the approval (**Attachment 2**). The requested changes seek to break Stage 8 into 3 sub-stages, being Stages 8a, 8b and 8c. The resultant changes will result in a slightly different lot layout as well as a reduction to the overall number of lots in Stage 8 from 15 Lots down to 12 Lots. The request to change the approval (Attachment 2), includes the following commentary:

*"As noted above, the proposed amendments to the Approval are in relation to the development of Stage 8. As the Approval currently stands, Approved Stage 8 encompasses the provision of fifteen (15) Rural Residential Allotments and New Road. The proposed Change to Approval is for the re-design of Stage 8 and the splitting of Stage 8 into substages, being Stages 8a, 8b and 8c. This will require the most recent Approved Plan (CRE17-018- C01 Layout Plan - Stage 8 - 1 Lot into 15 Lots from Benchmark Survey & Design and dated 29/01/18) with the attached Twine Surveys Pty Ltd Sketch Plans 9076 LL2 REV B Lot Layout dated 12 July, 2022 Stages 1, 2 and 3.*

*Proposed Stage 8a (Twine Surveys Pty Ltd Stage 1 Plan) consist of separating the existing Stage 8 into two (2) larger allotments for further Subdivision, being proposed Lots 101 and 102. The areas are as follows:*

- Proposed Lot 101 2.5372 hectares (Proposed Lot 101 in two parts of 1.996 ha and 5,412 m<sup>2</sup>)*
- Proposed Lot 102 7.1820 hectares*

*Proposed Stage 8b (Twine Surveys Pty Ltd Stage 2 Plan) comprises of Proposed Lot 102 being further developed into in eight (8) Rural Residential Allotments, being proposed Lots 75, and 83 – 89.*

Stage 8c (Twine Surveys Pty Ltd Stage 3 Plan) will encompass existing Proposed Lot 101 being further developed into four (4) Rural Residential Allotments, being proposed Lots 76 – 78 and 103.

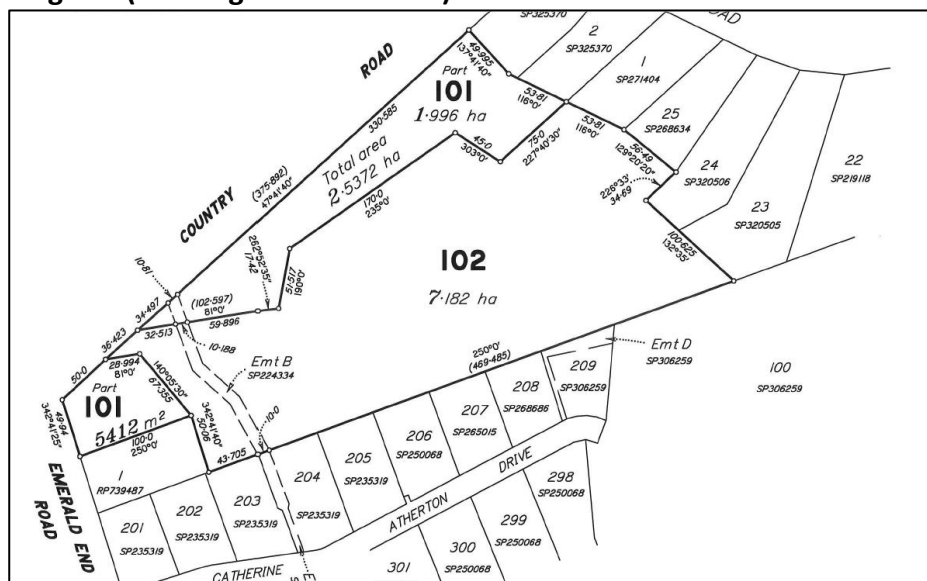
The proposed Change to Approval will result in Approved Stage 8 originally Approved for 15 Rural Residential Allotments now resulting into 12 Rural Residential Allotments.

It is noted that the Amended Sketch Plan will need to be altered/updated within Condition 4.13 and within in the Approved Plans/Documents section of the Development Approval.

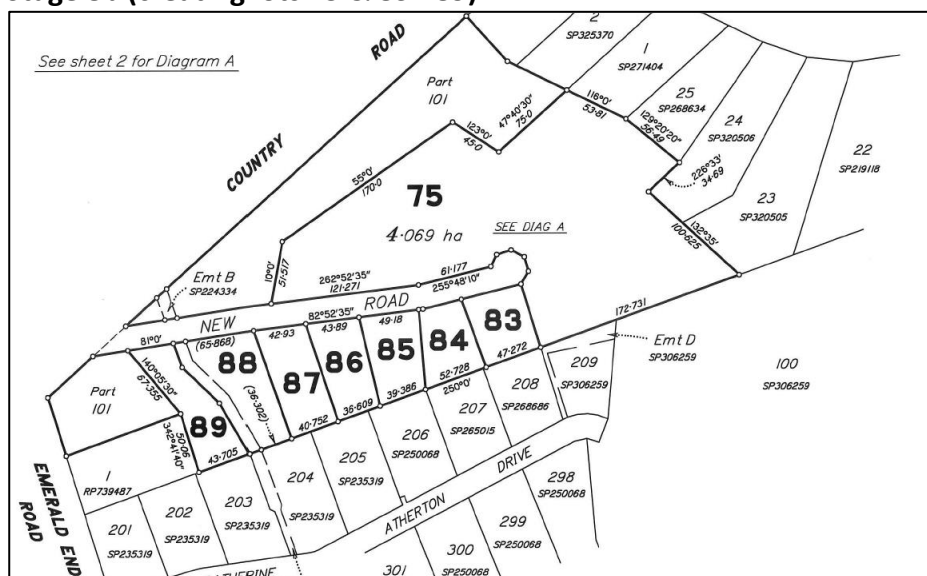
The proposed Change to Approval will also require the alteration of the following Conditions as a result of the Amended Sketch Plans."

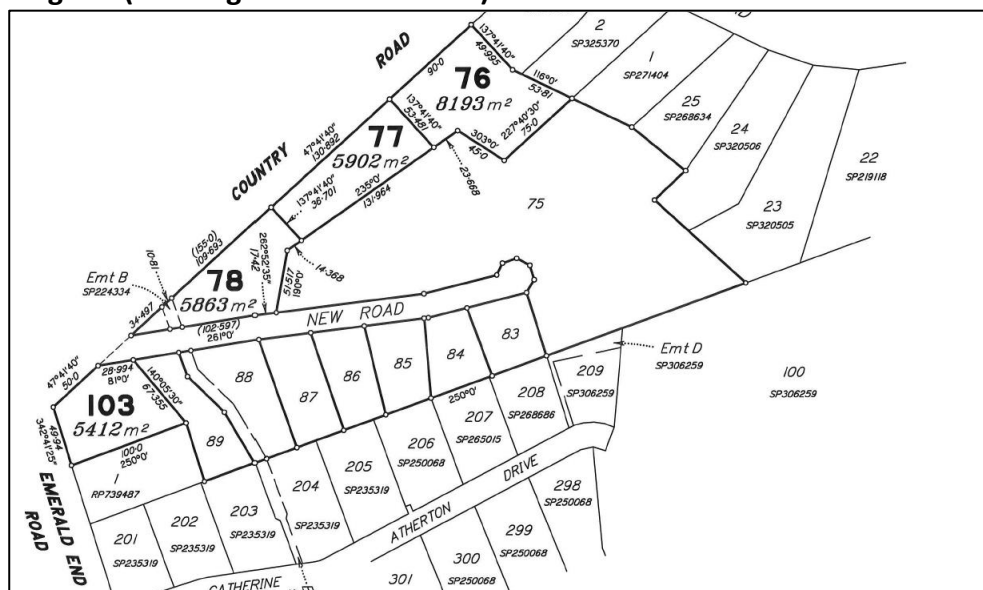
The proposed Stages are illustrated on the below plans:

#### Stage 8a (creating lots 101 & 102):



#### Stage 8b (creating lots 75 & 83 - 89)



**Stage 8c (creating lots 76 - 78 & 103)****ASSESSMENT AND DECISION REQUIREMENTS****Minor change for a development approval - Planning Act 2016***Schedule 1: Substantially different development (Development Assessment Rules)*

1. *An assessment manager or responsible entity may determine that the change is a minor change to a development application or development approval, where - amongst other criteria - a minor change is a change that would not result in 'substantially different' development.*

Schedule 2 - Dictionary of the Planning Act 2016 defines a minor change as follows:

*Minor change means a change that—*

- (a) *for a development application (not applicable).*
- (b) *for a development approval—*
  - (i) *Would not result in substantially different development; and*
  - (ii) *If a development application for the development, including the change, were made when the change application is made would not cause—*
    - (A) *the inclusion of prohibited development in the application; or*
    - (B) *referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or*
    - (C) *referral to extra referral agencies, other than the chief executive; or*
    - (D) *a referral agency to assess the application against, or have regard to, matter prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have regard to, when the application was made; or*
    - (E) *public notification if public notification was not required for the development application.*
2. *An assessment manager or responsible entity must determine if the proposed change would result in substantially different development for a change—*

- (a) *made to a proposed development application the subject of a response given under section 57(3) of the Act and a properly made application;*
  - (b) *made to a development application in accordance with part 6;*
  - (c) *made to a development application after the appeal period.*
3. *In determining whether the proposed change would result in substantially differed development, the assessment manager or referral agency must consider the individual circumstances of the development, in the context of the change proposed.*
4. *A change may be considered to result in a substantially different development if any of the following apply to the proposed change:*
- (a) *involves a new use; or*
  - (b) *result in the application applying to a new parcel of land; or*
  - (c) *dramatically changes the built form in terms of scale, bulk and appearance; or*
  - (d) *change the ability of the proposed development to operate as intended; or*
  - (e) *removes a component that is integral to the operation of the development; or*
  - (f) *significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or*
  - (g) *introduces new impacts or increase the severity of known impacts; or*
  - (h) *removes and incentive or offset component that would have balanced a negative impact of the development; or*
  - (i) *impacts on infrastructure provisions.*

#### Comment

The proposed change to the development approval constitutes a *minor change* to the approval.

#### **Assessing and deciding applications for minor changes**

Section 81(2) of the Planning Act 2016 requires that Council must assess the proposed change having regard to:

- *The information the applicant included with the application*

#### Comment

The details of the request to change the approval was provided by the applicant in a letter dated 15 August 2022 (**Attachment 2**). The requested changes and Council officer response/s are addressed in the body of this report.

- *if submissions were made about the original application – the submissions*

#### Comment

The original development applications were Code Assessable and therefore was not subject to public notification.

- *Any pre-request response notice or response notice given in relation to the change application.*

#### Comment

No pre-request response notice or response notice was received.

- *All matters the responsible entity (Council) would or may assess against or have regard to, if the change application were a development application.*

Comment

The requested changes and responses are addressed in the body of this report.

- *Another matter that the responsible entity (Council) considers relevant.*

Comment

No other matter is considered relevant.

## **REQUEST TO CHANGE THE DEVELOPMENT APPROVAL**

Freshwater Planning Pty Ltd has provided the following commentary with regards to the proposed changes:

*"As noted above, the proposed amendments to the Approval are in relation to the development of Stage 8. As the Approval currently stands, Approved Stage 8 encompasses the provision of fifteen (15) Rural Residential Allotments and New Road. The proposed Change to Approval is for the re-design of Stage 8 and the splitting of Stage 8 into substages, being Stages 8a, 8b and 8c. This will require the most recent Approved Plan (CRE17-018- C01 Layout Plan - Stage 8 - 1 Lot into 15 Lots from Benchmark Survey & Design and dated 29/01/18) with the attached Twine Surveys Pty Ltd Sketch Plans 9076 LL2 REV B Lot Layout dated 12 July, 2022 Stages 1, 2 and 3.*

*Proposed Stage 8a (Twine Surveys Pty Ltd Stage 1 Plan) consist of separating the existing Stage 8 into two (2) larger allotments for further Subdivision, being proposed Lots 101 and 102. The areas are as follows:*

- *Proposed Lot 101 2.5372 hectares (Proposed Lot 101 in two parts of 1.996 ha and 5,412 m<sup>2</sup>)*
- *Proposed Lot 102 7.1820 hectares*

*Proposed Stage 8b (Twine Surveys Pty Ltd Stage 2 Plan) comprises of Proposed Lot 102 being further developed into in eight (8) Rural Residential Allotments, being proposed Lots 75, and 83 – 89.*

*Stage 8c (Twine Surveys Pty Ltd Stage 3 Plan) will encompass existing Proposed Lot 101 being further developed into four (4) Rural Residential Allotments, being proposed Lots 76 – 78 and 103.*

*The proposed Change to Approval will result in Approved Stage 8 originally Approved for 15 Rural Residential Allotments now resulting into 12 Rural Residential Allotments.*

*It is noted that the Amended Sketch Plan will need to be altered/updated within Condition 4.13 and within in the Approved Plans/Documents section of the Development Approval.*

*The proposed Change to Approval will also require the alteration of the following Conditions as a result of the Amended Sketch Plans."*

## **Description of Approved Development**

*This Decision Notice approves a **Development Permit for Reconfiguring a Lot - Subdivision** creating a further 64 lots in five (5) stages **made assessable by the Mareeba Shire Planning Scheme 2004.***

Stage 3 - creating 12 rural residential lots  
 Stage 4 - creating 13 rural residential lots  
 Stage 5 - creating 15 rural residential lots  
 Stage 6 - creating 9 rural residential lots  
 Stage 8 - creating 15 rural residential lots

Where the approved Stages are defined on approved Plan 11/4743 Stages 3-6(2B) dated 23/8/2011 except for Stage 8 which is defined on amended Plan CRE17-018-C01, dated 29/01/18.

#### Request by Applicant

Refer to commentary above and included as **Attachment 1**.

#### Response

Council officers have no issues with the requested amendments to Stage 8, breaking it up into three (3) substages and reducing the overall number of lots from 15 to 13. It is therefore recommended that the description of the approved development on Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

*This Decision Notice approves a **Development Permit for Reconfiguring a Lot - Subdivision creating a further ~~64~~ 61 lots in five (5) stages made assessable by the Mareeba Shire Planning Scheme 2004.***

Stage 3 - creating 12 rural residential lots  
 Stage 4 - creating 13 rural residential lots  
 Stage 5 - creating 15 rural residential lots  
 Stage 6 - creating 9 rural residential lots  
 Stage 8 - creating ~~15~~ **a total of 12** rural residential lots over the following substages:  
     **- Stage 8a creating Lots 101 & 102**  
     **- Stage 8b creating Lots 75 & 83 - 89**  
     **- Stage 8c creating Lots 103 & 76 - 78**

Where the approved Stages are defined on approved Plan 11/4743 Stages 3-6(2B) dated 23/8/2011 except for Stage 8 ~~which is defined on amended Plan CRE17-018-C01, dated 29/01/18~~ **and its substages defined on Plans 9076 LL3 Rev B - Stage 1 Plan of Lot 101 & 102, 9076 LL2 Rev B - Stage 2 Plan of Lots 75 & 83 - 89 and 9076 LL2 Rev B - Stage 3 Plan of Lots 76 - 78 & 103 all dated 12/7/2022**

#### Approved Plan/s

<b>Plan/Document Number</b>	<b>Plan/Document Title</b>	<b>Prepared by</b>	<b>Dated</b>
11/4743-Stages 3-6 (2B)	Proposed Reconfiguration of Stages 3-6 & 8 Country Road Estate	Twine Surveys Pty Ltd	23.8.2011

CRE17-018-C01	Layout Plan - Stage 8 - 1 Lot into 15 Lots	Benchmark Survey & Design	29/01/18
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Request by Applicant

Refer to commentary above and included as **Attachment 1**.

Response

Council officers have no issues with the requested amendments to Stage 8, breaking it up into 3 substages and reducing the overall number of lots from 15 to 13. It is therefore recommended that the table of approved plans listed in Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

<b><i>Plan/Document Number</i></b>	<b><i>Plan/Document Title</i></b>	<b><i>Prepared by</i></b>	<b><i>Dated</i></b>
11/4743-Stages 3-6 (2B)	Proposed Reconfiguration of Stages 3-6 & 8 Country Road Estate	Twine Surveys Pty Ltd	23.8.2011
<del>CRE17-018-C01</del>	<del>Layout Plan - Stage 8 - 1 Lot into 15 Lots</del>	<del>Benchmark Survey &amp; Design</del>	<del>29/01/18</del>
<u>9076 LL3 Rev B</u>	<u>Stage 1 - Plan of Lots 101 &amp; 102</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>
<u>9076 LL2 Rev B</u>	<u>Stage 2 - Plan of Lots 75 &amp; 83 - 89</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>
<u>9076 LL2 Rev B</u>	<u>Stage 3 - Plan of Lots 76 - 78 &amp; 103</u>	<u>Twine Surveys Pty Ltd</u>	<u>12/7/2022</u>

**Condition 3.11****3.11 Stage 8 Requirements**

- a) *Prior to lodgement of an application for Operational Works for Stage 8, the applicant will:*
  - i) *in addition to any other Stormwater Management Plan requirements, provide a conceptual stormwater design for the stage that details how any threats or impacts from upstream dams will be addressed;*
  - ii) *demonstrate, through that stormwater design, how stormwater flows that: originate outside the site, flow through the site, and discharge downstream of the site, will be suitably directed and contained.*
  - iii) *demonstrate how stormwater infrastructure will be incorporated into the lot design in accordance with the requirements of this approval;*
  - iv) *demonstrate how it is intended to maintain water quality within that storage in accordance with the requirements of Appendix 1 Parts A & C of State Planning Policy 4/10 Healthy Waterways.*
  - v) *demonstrate that suitable building platforms can be provided on proposed lots with slopes greater than 1:6.*

- vi) *demonstrate that average lot size for the entire development exceeds 3000 sq m.*

*These requirements will be to the satisfaction of Council's delegated officer.*

- b) *The developer will prepare a management and operation plan for any artificial storage area within any proposed lot in accordance with Appendix 1 Part C of State Planning Policy 4/10 Healthy Waterways to the satisfaction of Council's delegated officer.*
- c) *the registered owner of any lot containing an artificial storage area within any proposed lot will be responsible for the maintenance and operation of that storage area in accordance with the required management and operation plan.*

#### Request by Applicant

Refer to commentary above and included as **Attachment 1**.

#### Response

Council officers have no issues with the requested amendments to Stage 8, breaking it up into 3 substages and reducing the overall number of lots from 15 to 13. Condition 3.11 is only considered relevant to Stages 8b and 8c. It is therefore recommended that Condition 3.11 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

#### **3.11 Stage 8b and 8c Requirements**

- a) *Prior to lodgement of an application for Operational Works for Stage 8b or 8c, the applicant will:*
  - i) *in addition to any other Stormwater Management Plan requirements, provide a conceptual stormwater design for the stage that details how any threats or impacts from upstream dams will be addressed;*
  - ii) *demonstrate, through that stormwater design, how stormwater flows that: originate outside the site, flow through the site, and discharge downstream of the site, will be suitably directed and contained.*
  - iii) *demonstrate how stormwater infrastructure will be incorporated into the lot design in accordance with the requirements of this approval;*
  - iv) *demonstrate how it is intended to maintain water quality within that storage in accordance with the requirements of Appendix 1 Parts A & C of State Planning Policy 4/10 Healthy Waterways.*
  - v) *demonstrate that suitable building platforms can be provided on proposed lots with slopes greater than 1:6.*
  - vi) *demonstrate that average lot size for the entire development exceeds 3000 sq m.*

*These requirements will be to the satisfaction of Council's delegated officer.*

- b) *The developer will prepare a management and operation plan for any artificial storage area within any proposed lot in accordance with Appendix 1 Part C of State Planning Policy 4/10 Healthy Waterways to the satisfaction of Council's delegated officer.*



- c) *the registered owner of any lot containing an artificial storage area within any proposed lot will be responsible for the maintenance and operation of that storage area in accordance with the required management and operation plan.*

### **Condition 3.12**

#### *3.12 Design Changes*

- i) *Prior to lodgement of an application for Operational Works for Stage 6, the developer will provide an amended layout plan for that stage which ensures that the connecting road to the eastern boundary is almost square to that boundary.*
- ii) *Prior to lodgement of an application for Operational Works for Stage 8, the developer will provide an amended layout plan for that stage which complies with the requirements of any other conditions of this approval.*

*These requirements will be to the satisfaction of Council's delegated officer.*

#### **Request by Applicant**

Refer to commentary above and included as **Attachment 1**.

#### **Response**

Council officers have no issues with the requested amendments to Stage 8, breaking it up into three (3) substages and reducing the overall number of lots from 15 to 13. An operational works permit is not considered necessary for Stage 8a. It is therefore recommended that Condition 3.12 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

#### *3.12 Design Changes*

- i) *Prior to lodgement of an application for Operational Works for Stage 6, the developer will provide an amended layout plan for that stage which ensures that the connecting road to the eastern boundary is almost square to that boundary.*
- ii) *Prior to lodgement of an application for Operational Works for Stage **8b or 8c**, the developer will provide an amended layout plan for that stage which complies with the requirements of any other conditions of this approval.*

*These requirements will be to the satisfaction of Council's delegated officer.*

### **Condition 4.14**

#### *4.14 External Works - Emerald End Road*

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3), the following works must be completed to the satisfaction of Council's delegated officer:*

- (i) (a) *The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) *The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (ii) *Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
    - (a) *The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
    - (b) *The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*
- (iii) *The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*

*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*
- (iv) *Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

#### Request by Applicant

Refer to commentary above and included as **Attachment 1**.

#### Response

Council officers have no issues with the requested amendments to Stage 8, breaking it up into three (3) substages and reducing the overall number of lots from 15 to 13. Proposed Stage 8a, which will result in the creation of just two (2) lots is not considered a justifiable trigger for the Emerald End Road widening works or in lieu payment required by Condition 4.14. Accordingly, it is recommended that Condition 4.14 of Council's Negotiated Decision Notice dated 28 March 2012 be amended as follows:

#### *4.14 External Works - Emerald End Road*

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3 **and Lots 101 and 102 of Stage 8a**), the following works must be completed to the satisfaction of Council's delegated officer:*

- (i) (a) *The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) *The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (ii) *Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
  - (a) *The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) *The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*

*The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*
- (iii) *The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*

*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*
- (iv) *Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

#### **Proposed Condition 3.14**

Stage 8b will see the construction of a new internal access road as well as the introduction of underground power and town water. Lot 78 (of Stage 3c) is dependent on the Stage 8b internal access road and associated underground infrastructure in order to be adequately serviced. Lot 78 should not be accessed or serviced from Country Road. It is therefore considered necessary to include a condition that ensures Stage 8c cannot be completed until the operational works associated with Stage 8b are completed, and to further ensure that Lot 78 be accessed and serviced from the new internal road proposed for Stage 8b.

It is recommended that the following condition be included on Council's Negotiated Decision Notice dated 28 March 2012:

*3.14 Prior to the endorsement of a plan of survey for any lot created in Stage 8c, the operational works associated with Stage 8b must be completed (in addition to any works required under Condition 4.15), to the satisfaction of Council's delegated officer.*

*Lot 78 of Stage 8c must be accessed and serviced via the new road proposed to service Stage 8b. No access is permitted to Lot 78 from Country Road.*

**Proposed Condition 4.15**

Proposed Stage 8c will include the creation of 4 Lots (Lots 103 & 76-78). Lots 76 and 77 will be accessed and serviced from Country Road. Currently, no condition of approval for Stage 8 requires any access works be completed along Country Road because previously all Stage 8 Lots were accessed and serviced from the new internal access road instead of Country Road. Council officers deem it necessary to include an additional condition that ensures the location and design of the access crossovers for Lots 76 and 77 are approved by Council officers prior to being constructed. The additional condition will also ensure access to Lot 78 is achieved from the new internal access road to be constructed in proposed Stage 8b as access to Lot 78 via Country Road is not considered appropriate.

It is recommended that the following condition be included on Council's Negotiated Decision Notice dated 28 March 2012:

*4.15 Access - Country Road (Lots 76, 77 and 78 of Stage 8c)*

*Prior to Council endorsing a plan of survey creating lots 76 or 77 of Stage 8c, an access crossover must be constructed (from the edge of Country Road to the property boundary of each lot) in accordance with FNQROC Development Manual standards, as amended.*

*The location of the access crossovers and the design width of the crossover at the commencement of the crossover (edge of Country Road) must be approved by Council's delegated officer prior to any development works commencing.*

*Lot 78 of Stage 8c must be accessed and serviced via the new road proposed to service Stage 8b. No access is permitted to Lot 78 from Country Road.*

65 Rankin Street  
PO Box 154 MAREEBA QLD 4880

P: 1300 308 461  
F: 07 4092 3323

W: [www.msc.qld.gov.au](http://www.msc.qld.gov.au)  
E: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

20 October 2020

Planning Officer: Carl Ewin  
Direct Telephone: 4086 4656  
Our Reference: RC2006/27  
Your Reference: REC/08/0096

Comaray Pty Ltd  
PO Box 1957  
MAREEBA QLD 4880

Dear Madam

## Minor Change to an Existing Approval

### *Planning Act 2016*

I refer to your request to make a minor change to an existing approval issued on 23 November 2011 and recently amended on 20 June 2018. On 14 October 2020, Council decided your requested changes.

Details of the decision are as follows:

#### APPLICATION DETAILS

Application No: REC/08/0096  
Street Address: Emerald End Road, Country Road & Annie Court, Mareeba  
Real Property Description: Lot 100 on SP188083 & Lot 200 on SP298320  
Planning Scheme: Mareeba Shire Planning Scheme 2004 (amendment no.01/11)

#### DECISION DETAILS

The following type of approval had been issued:

Development Approval for Reconfiguring a Lot - Subdivision (1 in 64 Lots in 5 Stages)

In relation to the request to make a change to the existing approval, Council decided to resolve the following:

- (A) Condition 4.14 be included on Council's Negotiated Decision Notice issued on 28 March 2012 as follows:

#### **4.14 External Works - Emerald End Road**

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3), the*

*following works must be completed to the satisfaction of Council's delegated officer:*

- (i) (a) The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (b) The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (ii) Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
  - (a) The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*

*The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*

- (iii) The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*

*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*

- (iv) Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

#### **CURRENCY PERIOD OF APPROVAL**

This development approval has commenced.

#### **INFRASTRUCTURE**

Where conditions relate to the provision of infrastructure, these are non-trunk infrastructure conditions unless specifically nominated as a **"necessary infrastructure condition"** for the provision of trunk infrastructure as defined under Chapter 4 of the *Planning Act 2016*.

**CONSOLIDATED ASSESSMENT MANAGER CONDITIONS****(A) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)****(a) Development assessable against the Planning Scheme**

1. Development must be carried out substantially 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 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

The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the endorsement of the plan of survey, 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 condition(s) of this approval.
- 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval or the Adopted Infrastructure Charges Notice must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.
- 3.3 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council's delegated officer.
- 3.4 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement documents.
- 3.5 The applicant must provide a letter from any Concurrence Agencies confirming that their conditions have been complied with.

3.6 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.

### 3.7 Flood Immunity

- a) All allotments must have a minimum area of 2,000 square metres 300mm above the Q100 level.
- b) Any relevant Operational Works applications will include a Q100 analysis for the subject land. The applicant/developer must provide a plan showing the extent of a 100 ARI year flood event certified by a RPEQ (Registered Professional Engineer of Queensland).
- c) No filling is to occur below the 100 ARI flood level unless accompanied by evidence that filling below the 100 ARI level would not detrimentally impact upon upstream or downstream properties to the satisfaction of Council's delegated officer.

### 3.8 Bushfire Management

#### Firebreaks

Where new roads are not involved or it is impractical to use new roads as firebreaks, firebreaks are established that:-

- have a minimum cleared width of 6m;
- have a maximum gradient of 12.5%;
- are constructed and maintained to prevent erosion and provide continuous access for fire fighting vehicles;
- have vehicular access at each end or have suitable clear manoeuvring areas for the turning of emergency fire fighting vehicles;
- all internal roads are to include fire hydrants;
- are within an easement in favour of Council and the Queensland Fire and Rescue Service or road reserve; and
- Are provided in at least the following situations:

The required firebreaks will be established:

- Along the eastern boundary of proposed Lots 38 and 41;
- Within the unnamed road reserve, for the entire northern road frontage of Lots 32 and 37, immediately adjacent to the agricultural buffer required under Condition 4.11.
- Along the southern boundary of proposed Lots 62 and 65.
- Long the entire eastern and western boundaries of the Vegetation Corridor identified on Drawing No. 11/4743 - Stages 3-6 (2B)



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**Building and Structures (Lots greater than 2,500m2)**

- Are sited in location of lowest hazard within the lot;
- Achieve setbacks from hazardous vegetation of 1.5 times the predominant mature canopy tree height or 10 metres, whichever is the greater;
- Are 10 metres from any retained vegetation strips or small areas of vegetation;
- Are sited so that elements of the development least susceptible to fire are sited closest to the bushfire hazard.

**3.9 Environmental Covenant**

The applicant shall be responsible for the preparation and registration of a statutory covenant with Council pursuant to S97A of the Land Title Act for the purposes of native vegetation and habitat preservation including the preservation of native plants and natural features.

The covenant will be of a form that is acceptable to the Registrar of Titles and will apply to the area identified on Drawing No. 11/4743-Stages 3-6 (2B) as the Vegetation Corridor. The covenant location and the covenant document provisions will be to the satisfaction of Council's delegated officer.

The covenant agreement shall be signed by the registered owner prior to endorsement of the survey plan by Council and the signed covenant shall be jointly lodged for registration with the survey plan, in the Department of Environment and Resource Management.

The covenant shall require the registered owners of the site to obtain approval of the Council prior to undertaking any earthworks, clearing of vegetation, fencing or placement of water pumps and pipelines within or across the area of the Covenant. The placement of effluent waste disposal systems, building of structures and cultivation shall be specifically excluded from within the area of the Covenant. The maintenance of the area of the Covenant shall be the responsibility of the owner of the land.

Each Covenant must stipulate:-

- (i) that it is for the express purpose of vegetation and habitat preservation, including the preservation of native plants and the natural features of the lot (including the water in Unnamed Creek and the soil contained in the covenant area).
- (ii) that no building, fixtures, infrastructure or improvements over the Covenant Area shall be permitted, including water pipes and pumps;

- (iii) Any maintenance required to be performed in respect of the Covenant Area shall be the responsibility of the lot owner.

The covenant shall be to the satisfaction of Council's delegated officer, and the applicant shall be responsible for the cost of preparation and registration of the Covenant.

- 3.10 Prior to the approval for any operational works for Stage 6, the subdivision layout will be amended so that the internal road network connects to the common boundary with Lot 219 on NR378 generally in the location of the road network shown on the approved plans as part of any further development of the adjoining Lot 219 on NR378 the configuration of proposed Lot 41 will be effected such that the road provides suitable geometry to the adjoining road network satisfactory of Council's delegated officer.

### 3.11 Stage 8 Requirements

- a) Prior to lodgement of an application for Operational Works for Stage 8, the applicant will:
  - i) in addition to any other Stormwater Management Plan requirements, provide a conceptual stormwater design for the stage that details how any threats or impacts from upstream dams will be addressed;
  - ii) demonstrate, through that stormwater design, how stormwater flows that: originate outside the site, flow through the site, and discharge downstream of the site, will be suitably directed and contained.
  - iii) demonstrate how stormwater infrastructure will be incorporated into the lot design in accordance with the requirements of this approval;
  - iv) demonstrate how it is intended to maintain water quality within that storage in accordance with the requirements of Appendix 1 Parts A & C of State Planning Policy 4/10 Healthy Waterways.
  - v) demonstrate that suitable building platforms can be provided on proposed lots with slopes greater than 1:6.
  - vi) demonstrate that average lot size for the entire development exceeds 3000 sq m.

These requirements will be to the satisfaction of Council's delegated officer.

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- b) The developer will prepare a management and operation plan for any artificial storage area within any proposed lot in accordance with Appendix 1 Part C of State Planning Policy 4/10 Healthy Waterways to the satisfaction of Council's delegated officer.
- c) the registered owner of any lot containing an artificial storage area within any proposed lot will be responsible for the maintenance and operation of that storage area in accordance with the required management and operation plan.

### ~~3.11~~ 3.12 Design Changes

- i) Prior to lodgement of an application for Operational Works for Stage 6, the developer will provide an amended layout plan for that stage which ensures that the connecting road to the eastern boundary is almost square to that boundary.
- ii) Prior to lodgement of an application for Operational Works for Stage 8, the developer will provide an amended layout plan for that stage which complies with the requirements of any other conditions of this approval.

These requirements will be to the satisfaction of Council's delegated officer.

### ~~3.12~~ 3.13 Charges

All outstanding rates, charges and expenses pertaining to the land are to be paid in full.

## 4. Infrastructure Services and Standards

### 4.1 Access

Access must be constructed to each allotment in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer. The provision of Layback Kerbing along the total frontage of the proposed lots will satisfy this condition, except in the case of axe handle lots).

Where axe handle lots are proposed, a concrete or bitumen sealed driveway shall be provided within any access handles. The driveway will:

- Have a minimum width of 3 metres.
- Be constructed for the full length of the access handle.
- Be formed with one-way crossfall to cater for stormwater drainage such that any stormwater runoff is contained within the access strip.

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- Service and utility conduits are to be provided for the full length of the sealed driveway constructed within the access handle of the battleaxe allotments.

#### 4.2 Stormwater Drainage

The applicant must ensure a non-worsening effect on surrounding land as a consequence of the development and the applicant must take all necessary steps to achieve this including the following:

- a) The applicant must provide a Stormwater Management Plan prepared and certified by a RPEQ engineer that meets or exceeds the standards of design and construction set out in the Queensland Urban Development Manual (QUDM) and the Far North Queensland Regional Organisation of Councils Manual (FNQROC).
- b) The Stormwater Management Plan must include an erosion and sediment control plan that meets or exceeds the Soil Erosion and Sedimentation Control Guidelines (Institute of Engineers Australia 1996).
- c) The Stormwater Management Plan must provide for:
  - (i) stormwater drainage from roofed and paved areas to be lawfully discharged to an approved drainage system within adjoining road reserves or where stormwater from roofed and paved areas cannot be drained into the approved drainage system within the adjoining road reserves, an inter-allotment drainage collection system must be provided;
  - (ii) overland flow paths and underground drainage is to be designed in accordance with water sensitive urban design solutions so as not to directly or indirectly cause nuisance or worsen peak flows to downstream or adjoining properties. The completed development discharge rate for a Q100 storm frequency must not exceed the pre-development discharge rates for a Q100 storm frequency;
  - (iii) The assumed increase in stormwater runoff associated with the construction of future dwelling houses and driveways within the development must provide for an ARI 100 years overland flow through roads, open space areas or easements over adjoining properties. Construction of drainage must be to FNQROC standards;
- d) The Stormwater Management Plan must include a plan of the development showing the Q100 Flood Levels as well as a 2,000

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square metre building envelope for each lot that is impacted by the Q100 Flow. The building envelopes must be above the Q100 Flood Levels.

- e) The applicant must prepare a Stormwater Report, including an assessment of blockages, prepared and certified by a suitably qualified design engineer (RPEQ) clearly indicating measures taken and calculated impacts based upon the Stormwater Management Plan in accordance with the Queensland Urban Development Manual (QUDM) and the Far North Queensland Regional Organisation of Councils Manual (FNQROC).
- f) All stormwater channels through private property must be located in a registered easement for drainage purposes, with the easement in favour of Council. Alternatively stormwater channels may be located with drainage reserves or other similar approved land tenure.
- g) The applicant must submit the Stormwater Management Plan and Stormwater Report to council as part of the operational works application for its approval.
- h) The applicant must construct the stormwater drainage infrastructure in accordance with the approved Stormwater Management Plan and Stormwater Report.
- i) Deleted
- j) Temporary drainage is to be provided and maintained during the construction phase of the development, discharged to a lawful point and not onto the construction site.
- k) The applicant (at its cost) must video all stormwater lines and submit the video for inspection by Council's delegated officer prior to the development being taken "off maintenance" to ensure that no defects have occurred during the 12 month maintenance period.
- l) A bond of 50% of the contract value of the drainage works must be lodged with Council during the 12 month maintenance period, as a guarantee for the satisfactory operation of the drainage works. The bond will be returned on satisfactory correction of any defective work after expiration of the maintenance period. During the maintenance period, Council may call up the bond and carry out any drainage repair work required.
- m) All stormwater channels through private property must be registered, with the easement for drainage purposes in favour of

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Council. All documentation leading to the registration of the easement must be completed at no cost to Council.

- 4.3 Prior to endorsement of the plan of survey creating the first lot of this development, the plan of survey/s for Stages 1, 2 and 7 (Development Approvals RC2005/56, RC2006/27 and REC/08/0110) of Country Road Estate must be registered.

4.4 Roadworks – Internal – All Stages

Internal roads must be constructed to Residential Street standard in accordance with FNQROC Development Manual standards (as amended) for the applicable planning scheme area to the satisfaction of Council's delegated officer.

A temporary turnaround area, with gravel surface, must be provided at the end of the new road construction adjacent to the balance area of the overall subdivision to allow traffic manoeuvring.

4.5 Water Supply

- 4.5.1 Where the existing reticulated water supply does not currently service the site or is not at an adequate capacity, the developer is required to extend the reticulated water supply infrastructure to connect the site to Council's existing infrastructure at a point that has sufficient capacity to service the development in accordance with FNQROC Development Manual standards (as amended).

- 4.5.2 The following reticulated water supply infrastructure upgrades must be undertaken by the developer:

- (i) Prior to the issue of any Development Permit for operational works, the developer must enter into an infrastructure agreement requiring the developer to contribute per additional allotment created (currently \$487.00 per lot) towards the construction of the following water infrastructure upgrades:
- A connection into the existing 375 mm diameter water main in Lloyd Street (at the corner of Constance Street). This connection must be a DN300 PN16 PVCO (or equivalent) pipe (Line A) to a point where the cross river boring commences (Line B).
  - The cross river pipe must be a PE DN400 (Line B) which is to be directionally drilled under the Barron River, flanged at each end and extended to the eastern side of the Hastie Road reserve; a flanged Tee must be provided to connect

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the cross river pipe to the DN300 pipe to the left and the DN200 pipe to the right at the outlet on the eastern side of the Hastie Road reserve.

- From Line B, a DN200 PN16 PVCO (or equivalent) pipe (Line C) must extend to the current western end of the DN150 main on Hastie Road.
- Installation of a PVC DN200 main (Line D) from the current eastern end of the DN150 main on Hastie Rd to the proposed water pump station within the Godfrey Road road reserve.

The amount of the contribution shall be adjusted on 30th June each financial year in accordance with the Consumer Price Index.

- 4.5.3 A water service connection must be provided to each proposed lot in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

#### 4.6 On-Site Wastewater Management

The applicant must provide a site and soil evaluation report (or an evaluation report where existing on-site disposal), prepared by an accredited site and soil evaluator, demonstrating the ability of the lots to accommodate an on-site effluent disposal in compliance with the latest version of On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

#### 4.7 Electricity provision/supply

The applicant/developer must ensure that an appropriate level of electricity supply is provided to each allotment in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

Written advice from an Electricity Service Provider is to be provided to Council indicating that an agreement has been made for the provision of **underground** power reticulation.

#### 4.8 Telecommunications

The applicant/developer must enter into an agreement with a telecommunication carrier to provide telecommunication services to each allotment and arrange provision of necessary conduits and enveloping pipes.

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#### 4.9 Lighting

Street lighting must be provided to all roads in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.

#### 4.10 Street trees

One street tree must be provided in the nature strip of each lot created. The plan depicting species must be submitted to Council's delegated officer for approval. The street trees must be planted in accordance with the approved plan.

#### 4.11 Agricultural Buffering

- (i) A 30 metre wide vegetation buffer, 20 metres planted and 10 metres clear on the southern side, is to be planted along northern road frontage of the following lots:
  - That part of the northern road frontage of Lot 31, extending from the DERM vegetation corridor, east to the boundary with Lot 32.
  - The entire northern road frontage of Lots 32 to 37.
- (ii) Appropriate native species will be used in the plantings. A landscaping/planting plan will be developed by a suitably qualified professional in compliance with SPP1/92 Planning Guidelines on Separating Agricultural and Residential Land Uses and must be endorsed by Council's delegated officer prior to any plantings being undertaken.
- (iii) The buffer vegetation will be established to a height of 4m on any relevant lot prior to Council signing the relevant plan of survey to the satisfaction of Council's delegated officer.
- (iv) The developer will maintain the buffer for two (2) years, and a bond of 50% of the contract value of the works must be lodged with Council during the maintenance period, as a guarantee. The bond will be returned on satisfactory correction of any defective work after expiration of the maintenance period. During the maintenance period, Council may call up the bond and carry out any work required. The bond will be lodged with Council to secure those works prior to Council signing the relevant plan of survey.
- (v) The applicant shall be responsible for the preparation and registration of a statutory covenant with Council pursuant to S97A of the Land Title Act for the purposes of establishment, protection



and use of the land for a vegetated buffer over the required 30m buffer area.

The required covenant/s will be of a form that is acceptable to the Registrar of Titles and will contain provisions for:

- a management plan for the covenant area;
- protection of any vegetated buffer established as a result of this approval, including a requirement for cattle-proof fencing of the northern boundary of the vegetated buffer; and
- exclusion of buildings.

The covenant agreement shall be signed by the registered owner prior to signing of the relevant survey plan by Council and the signed covenant shall be jointly lodged for registration with the survey plan, in the Department of Environment and Resource Management.

The covenant location and the covenant document provisions will be to the satisfaction of Council's delegated officer. Maintenance of the area of the Covenant shall be the responsibility of the owner of the land.

The covenant shall be to the satisfaction of Council's delegated officer, and the applicant shall be responsible for the cost of preparation and registration of the Covenant.

#### 4.12 Landscaping / Site Maintenance

The required buffer plantings shall be maintained as follows:

- replacement of plantings as required
- site maintenance shall include mowing / slashing of all areas outlined above
- landscaping / site maintenance is to be continued throughout the Defects Liability Period until date of Final Acceptance

**Contrary to Section D9.23 Paragraph 7 of the FNQROC Manual, the maintenance period for irrigation works and landscaping shall be a minimum of twelve months.**

**At Council's Ordinary Meeting held on 20 June 2018, it was resolved to add Condition 4.13 to the extent below;**

#### **4.13 Roadworks - External Construction (Stage 8)**

**The intersection of Emerald End Road and the unnamed road servicing Stage 8 (as shown on Plan CRE-018-C01 dated 29/01/18) must be**

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**designed and constructed in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.**

**The finished surface of the intersection is to be in asphalt, unless otherwise determined by Council's delegated officer.**

**Prior to works commencing, plans for the works described above must be approved as part of a subsequent application for operational works.**

At Council's Ordinary Meeting held on 14 October 2020, it was resolved to add Condition 4.14 to the extent below;

**4.14 External Works - Emerald End Road**

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3), the following works must be completed to the satisfaction of Council's delegated officer:*

- (i) (a) *The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (b) *The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- (ii) *Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
  - (a) *The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (b) *The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*

*The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*

- (iii) *The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*

*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*

*(iv) Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

#### REFERRAL AGENCY CONDITIONS

The IDAS Referral Agencies applicable to this application are –

For an application involving	Name of referral agency	Status	Address
<b>RECONFIGURING A LOT</b>			
On land <u>not</u> contiguous to a <b>State-controlled road</b> , for a purpose exceeding the thresholds set in schedule 5 of the <i>Integrated Planning Regulation 1998</i>	Department of Transport & Main Roads	Concurrence	Department of Main Roads Peninsula District PO Box 6185 CAIRNS QLD 4870
If the reconfiguring involves land with an area of 2 ha or above, 2 or more lots are created and the size of any lot created is 25 ha or smaller, and the land contains–  (i) A category 1, 2 or 3 area shown on a property map of assessable vegetation; or  (ii) <b>Remnant vegetation</b>	Department of Environment & Resource Management	Concurrence	Administration Officer Implementation & Support Unit Department of Environment & Resource Management GPO Box 15155 CITY EAST QLD 4002
If any part of the lot is situated in, or within 100m of, a <b>wetland</b> and  (i) the reconfiguration results in more than 10 lots, or  (ii) any lot resulting from the reconfiguring is less than 5 ha	Environmental Protection Agency	Advice	Administration Officer Implementation & Support Unit Department of Environment & Resource Management GPO Box 15155 CITY EAST QLD 4002

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Page 16**APPROVED PLANS/DOCUMENTS**

The approved plans and / or documents for this development approval are listed in the following tables:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
11/4743-Stages 3-6 (2B)	Proposed Reconfiguration of Stages 3-6 & 8 Country Road Estate	Twine Surveys Pty Ltd	23.8.2011

At Council's Ordinary Meeting held on 20 June 2018, condition 1 was amended to the extent below:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
<u>CRE17-018-C01</u>	<u>Layout Plan - Stage 8 - 1 Lot into 15 Lots</u>	<u>Benchmark Survey &amp; Design</u>	<u>29/01/18</u>

**ADVISORY NOTES**

The following Advisory Notes are for information purposes only and do not form conditions of approval:

## (A) ASSESSMENT MANAGER'S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.
- (b) The Adopted Infrastructure Charges Notice does not include all charges or payments that are payable with respect to the approved development. A number of other charges or payments may be payable as conditions of approval. The applicable fee is set out in Council's Fees & Charges Schedule for each respective financial year.
- (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.deh.gov.au](http://www.deh.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.derm.qld.gov.au](http://www.derm.qld.gov.au).

(e) 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.

(f) Transportation of Soil

All soil transported to or from the site must be covered to prevent dust or spillage during transport. If soil is tracked or spilt onto the road pavements as a result of works on the subject site, it must be removed prior to the end of the working day and within four (4) hours of a request from a Council Officer.

(g) Easement Documents

The Tablelands Regional Council has developed standard easement documentation to assist in the drafting of formal easement documents for Council easements. The applicant should contact the Urban & Regional Planning Section for more information regarding the drafting of easement documents for Council easements.

(h) Endorsement Fees

Please be advised that Council charges a fee for the endorsement of a Survey Plan, Community Management Statements, easement documents, and covenants. The fee is set out in Council's Fees & Charges Schedule applicable for each respective financial year.

(i) Notation on Rates Record

A notation will be placed on Council's Rate record with respect to each lot regarding the following conditions:

Conditions to be reflected as rates notations:

- Bushfire Management
- Flood Immunity
- Environmental Covenant
- Agricultural Buffering

(B) CONCURRENCE AGENCY CONDITIONS

Department of Transport and Main Roads conditions dated 4 March 2011

Department of Environment and Resource Management conditions dated 11 May 2011

**FURTHER DEVELOPMENT PERMITS REQUIRED**

- Development Permit for Operational Works

**SUBMISSIONS**

Not Applicable.

**RIGHTS OF APPEAL**

You are entitled to appeal against this decision. A copy of the relevant appeal provisions from the *Planning Act 2016* is attached.

**OTHER DETAILS**

If you wish to obtain more information about Council's decision, electronic copies are available on line at [www.msc.qld.gov.au](http://www.msc.qld.gov.au), or at Council Offices.

If you have any further queries in relation to the above, please contact Council's Planning Officer, Carl Ewin on the above number.

Yours faithfully

**BRIAN MILLARD**  
**SENIOR PLANNER**

**DECISION NOTICE HISTORY**

**REC/08/0096** - Original Decision Notice 23 November 2011

**REC/08/0096** - Negotiated Decision Notice 28 March 2012

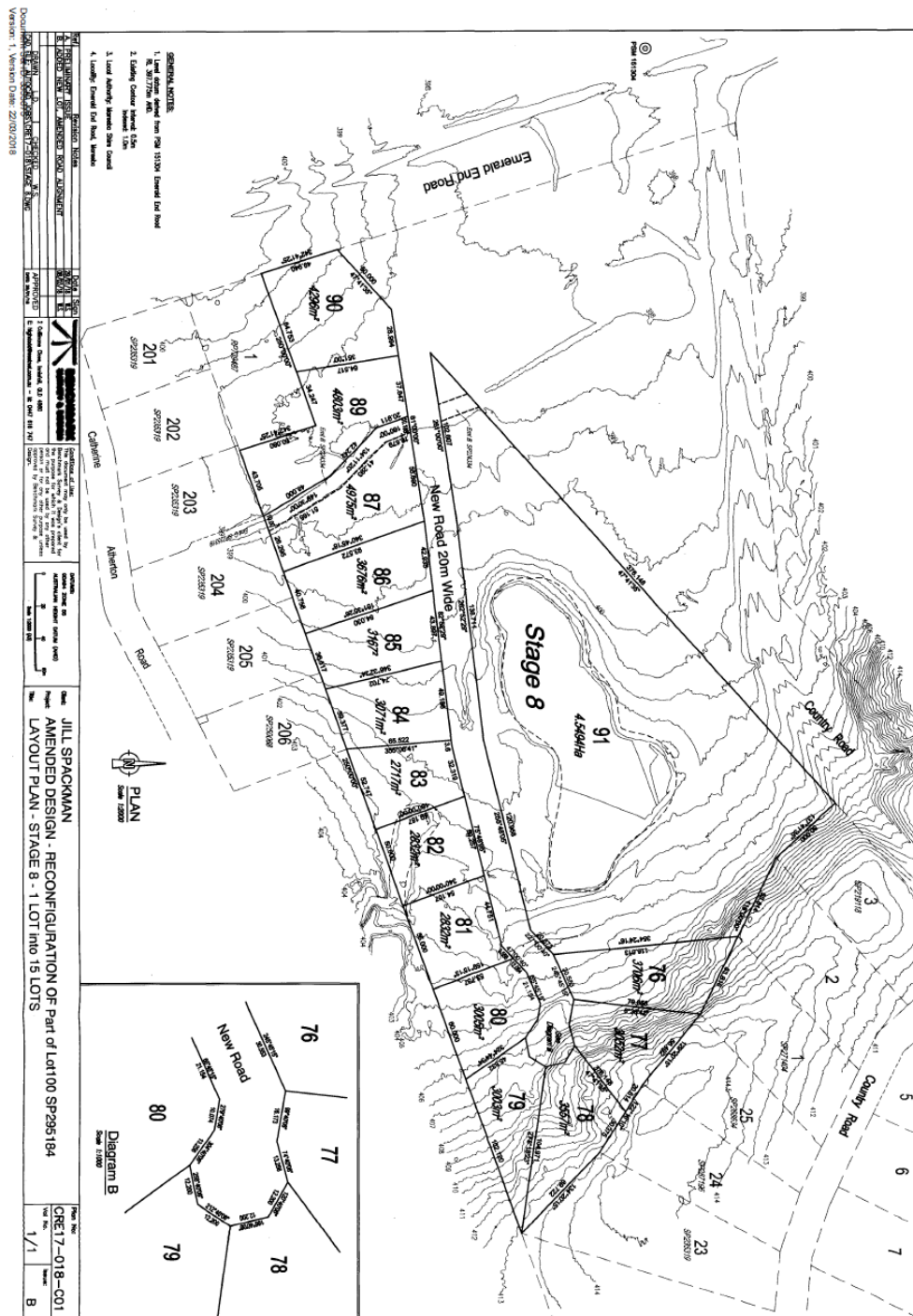
**REC/08/0096** - Notice of Decision on Request to Change a DA 20 June 2018

Encl: Approved Plans/Documents  
Referral Agency Response  
Appeal Rights

Copy: Department of State Development, Manufacturing, Infrastructure and Planning  
[CairnsSARA@dsdmip.qld.gov.au](mailto:CairnsSARA@dsdmip.qld.gov.au)

### Approved Plans/Documents







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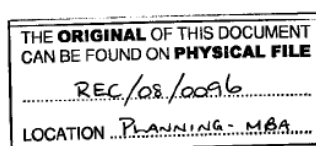
## Referral Agency Response

URP-ROL  
B. Millard

Council Ref: REC/08/0096

4 March 2011

Chief Executive Officer  
Tablelands Regional Council  
PO Box 154  
Mareeba Qld 4880



Attention Mr Brian Millard

Dear Mr Millard

**Amended Referral Agency Response – s. 287 of the Sustainable Planning Act 2009****Applicant:** Comaray Pty Ltd**Application:** Reconfiguration of Lot (71 Residential Allotments & New Roads)**Location:** Lot 4 on RP 739487, Parish of Tinaroo  
Emerald End Road, Mareeba

I refer to:

- the above application received at the former Department of Main Roads (DMR) 1 September 2008 requesting consideration of the above development,
- DMR letter 4 September 2008 of conditions of development, and
- request to review conditions received at the Department of Transport and Main Roads (TMR) 2 March 2011, with an amended lot layout.

Pursuant to section 287 of the *Sustainable Planning Act 2009*, TMR, as a Concurrence Agency, has reviewed the impact of the proposed development on the State-controlled road network and requests that Council include the following **amended** conditions of development for the subject application:

**1. Layout**

Unless otherwise approved in writing by TMR the development site layout must generally comply with Twine Surveys plan numbered 11/4743-Stages 3-6 (2) dated 18.2.2011.

**2. Permitted Road Access Location**

- Access between the State-controlled road (i.e. Kennedy Highway) and the subject land shall be via Emerald End Road and Hastie Road, to the satisfaction of Tablelands Regional Council.
- No additional access between the State-controlled road (i.e. Kennedy Highway) and the subject land is permitted.

**3. Intersection Works**

- The intersection of the Kennedy Highway and Hastie Road shall be upgraded in

Department of Transport and Main Roads  
Assets and Operations  
Far North Region / Cairns Office  
Floor 4 Cairns Corporate Tower 15 Lake Street  
PO Box 6185 CAIRNS Queensland 4870  
ABN 39 407 690 291

Enquiries MALCOLM HARDY  
Our ref 264/32A/102(122.01)  
Telephone +61 7 4050 5511  
Facsimile +61 7 4050 5438  
Website [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au)  
Email [malcolm.r.hardy@tmr.qld.gov.au](mailto:malcolm.r.hardy@tmr.qld.gov.au)

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accordance with:

- TMR *Road Planning and Design Manual (RP&DM)*, and
- current TMR standards,

and to the Department's satisfaction.

- (ii) The intersection of the Kennedy Highway and Hastie Road shall be upgraded as specified below:

- Provide a channelised right turn treatment (CHR) in accordance with Figure 13.60 of RP&DM.

Design aspects that include or address the following:

- 1.5 metre wide shoulders and 3.5 metre wide traffic lanes and turn lanes shall be provided on the Kennedy Highway.
- Painted traffic islands shall be used between the Highway traffic lanes, and these islands shall have raised reflective pavement markers (RRPMs) installed in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).
- Redundant sections of existing white lining shall be "blacked out" with hot bitumen and 7mm chip.
- Intersection lighting shall be upgraded to V5 standard to ensure new works are appropriately lit. The completed lighting installation will need to comply with: The Electrical Act,
  - Australian Standards (AS1158, 3000), and
  - Chapter 17 of the RP&D manual.All works are to be certified by RPEQ (electrical).
- All associated works are to be completed to the Department's satisfaction [eg. services relocation, drainage (incl. extension of culverts), line marking (incl. RRPM's), and signage in accordance with the MUTCD].
- Any necessary relocation of Council water mains, Telstra and electrical services are to be undertaken at no cost to TMR and works completed to the service provider's satisfaction. No existing water mains within 3.0 m. of the new sealed shoulder edge shall be permitted.

- (iii) The landowner/ applicant shall submit design drawings prepared and certified by a suitably experienced RPEQ (civil) engineer, for approval to the Cairns office of TMR prior to commencing any works within the State-controlled road reserve (i.e. Kennedy Highway). No works shall commence on site until TMR has approved the plans.

- (iv) All required intersection works shall be completed to the satisfaction of the Director-General of TMR prior to Council approval and dating of the plan of survey creating the 30<sup>th</sup> Rural Residential allotment on the subject land.

#### 4. Advertising

No advertising device for the proposed development is permitted within the Kennedy Highway road reserve.

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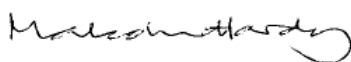
- 3 -

Council is requested to reflect the above conditions on its Rates Record, to ensure that the planning intentions of the conditions are secured.

This Department would appreciate a copy of Council's decision notice regarding the application.

A copy of this letter has been sent to the applicant.

Yours sincerely



Malcolm Hardy  
**SENIOR PLANNER (ASSETS & OPERATIONS) FAR NORTH**

Department of Environment  
and Resource Management

## Notice

### Amended Concurrence Agency Response

*This notice is issued by the Department of Environment and Resource Management pursuant to section 3.3.17 of the Integrated Planning Act 1997 ("the Act").*

The Chief Executive  
Tablelands Regional Council  
PO Box 154  
Mareeba QLD 4880

cc. Comaray Pty Ltd  
PO Box 146  
Atherton QLD 4883

Our reference: 2008/007471

#### **Re: Amended Concurrence Agency Response**

##### **1. Application Details**

Assessment Manager ref.: REC/08/0096

Date application referred to DERM:

2 September 2008

Development approval applied for:

Reconfiguring a Lot – Clearing Vegetation

Aspect of development:

Schedule 2, table 2, item 4 of the *Integrated Planning Act 1997* (for Reconfiguring a Lot)

DERM ref. no: 328683  
eLVAS: 20008/007471  
RecFind: MBA/000617

Development description:

Reconfiguring a Lot – Public safety and infrastructure

Property/Location description:

Lot 4 RP739487 – Tablelands Regional Council

2. The Chief Executive, Department of Environment and Resource Management (DERM) has imposed conditions on this development. Conditions are attached to this Notice

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**Notice**  
**Concurrence Agency Response**

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**3. Approved plans / specifications**

Document No.	Document Name	Date
RARP 2008/007471	Referral Agency Response Plan 2008/007471	15/04/2011

**4. General advice to assessment manager**

Pursuant to sections 3.5.15 and 3.5.17 of the Act, a copy of a decision notice or negotiated decision notice issued by the assessment manager must be forwarded to DERM as a referral agency for the relevant application at

Administration Officer  
Vegetation Management and Use  
Department of Environment and Resource Management  
PO Box 156  
Mareeba Qld 4880

and an electronic copy to [eco.access@derm.qld.gov.au](mailto:eco.access@derm.qld.gov.au).

The State's Native Title Work Procedures provide that responsibility for assessment of native title issues for an IDAS application rests with the assessment manager. Therefore, DERM as a referral agency for the relevant application has not provided notification to native title parties.

**5. Additional information for applicants**

This notification refers to the provisions of the *Vegetation Management Act 1999* and *Integrated Planning Regulation 1998* only and is based on the information you have provided regarding the proposed activities on the land. Should any issue subsequently emerge on site that requires further consideration by DERM, it is the responsibility of the landholder to contact DERM. Other legislation, including the acts listed below may affect clearing activities. You should contact the business units below to determine if your clearing activity will be affected.

It should be noted that all native plants in Queensland are protected under the *Nature Conservation Act 1992*. You must contact the QPWS Wildlife Branch of DERM on the details below before clearing vegetation.

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**Notice**  
**Concurrence Agency Response**

Act(s)	Agency	Contact details
<ul style="list-style-type: none"> <li>• <i>Water Act 2000</i></li> <li>• <i>Wild Rivers Act 2005</i></li> <li>• <i>Soil Conservation Act 1986</i></li> <li>• <i>Aboriginal Cultural Heritage Act 2003</i></li> <li>• <i>Torres Strait Islander Cultural Heritage Act 2003</i></li> <li>• <i>Nature Conservation Act 1992</i></li> <li>• <i>Environmental Protection Act 1994</i></li> <li>• <i>Coastal Protection and Management Act 1995</i></li> <li>• <i>Queensland Heritage Act 1992</i></li> <li>• <i>Forestry Act 1959</i></li> </ul>	Department of Environment and Resource Management (DERM)	Ph: 1300 130 372
<ul style="list-style-type: none"> <li>• <i>Fisheries Act 1994</i></li> </ul>	Department of Employment, Economic Development and Innovation (DEEDI)	Ph: 13 25 23 Email: <a href="mailto:callweb@dpi.qld.gov.au">callweb@dpi.qld.gov.au</a>
<ul style="list-style-type: none"> <li>• <i>Environment Protection and Biodiversity Conservation Act 1999</i></li> </ul>	Department of Sustainability, Water, Population and Communities	Ph: (02) 6274 1111 <a href="mailto:Epbc.referrals@environment.gov.au">Epbc.referrals@environment.gov.au</a>
<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i></li> <li>• <i>Sustainable Planning Act 1997</i></li> </ul>	Local Government	Contact your nearest local government office.



**Delegate**  
Kate Cumming  
Delegate, Chief Executive administering the *Vegetation Management Act 1999*  
Department of Environment and Resource Management  
11 May 2011

**Enquiries:**  
Rebecca Silcock  
Department of Environment and Resource Management  
PO Box 156  
Mareeba Qld 4880  
Phone: (07) 4048 4719  
Fax: (07) 4092 2366  
Email: [Rebecca.silcock@derm.qld.gov.au](mailto:Rebecca.silcock@derm.qld.gov.au)

**Attachment(s)**  
Amended Referral Agency Response (including conditions)  
Referral Agency Response (Vegetation) Plan: 2008/007471

**Amended Referral Agency Response – Reconfiguring a Lot***s 3.3.17 Integrated Planning Act 1997***1. Application information**

- 1.1. **Applicant's name:** Comaray Pty. Ltd. C/- Twine Surveys Pty Ltd
- 1.2. **Property description:** 4 RP739487 - Tablelands Regional Council
- 1.3. **Assessment Manager/Reference:** REC/08/0096
- 1.4. **Date application was referred to Department:** 2 September 2008
- 1.5. **Departmental Reference:** eLVAS Case No: 2008/007471, File Ref. No: MBA/000617.
- 1.6. **Type of development sought by the application:**
  - Reconfiguring a Lot

**2. Concurrence Agency response:**

The Chief Executive of the Department of Environment and Resource Management directs that the following conditions must be imposed on any approval given by the Assessment Manager:

- 2.1 No clearing of native vegetation as a result of this Reconfiguration of a Lot is to occur within Areas A1 and A2 shown on the Referral Agency Response (Vegetation) Plan 2008/007471 dated 15 April 2011.
- 2.2 The Reconfiguration of a Lot must be conducted in accordance with *the Reconfiguration Plan for Lot 4 RP739487, Twine Surveys Pty. Ltd., Reference No. 11/4743-Stages 3-6 (2)*, dated 18 February 2011.
- 2.3 These conditions do not prevent vegetation being cleared for a purpose described in Schedule 8 of the *Integrated Planning Regulation 1997* (except where the extent of clearing is inconsistent with Conditions 2.1 and 2.3) or if cleared in accordance with any subsequent development approval.

**3. Reasons:**

A Statement of Reasons is attached at Schedule 1.

**4. Additional comments or information:**Clearing not authorised under this Amended Referral Agency Response

Additional clearing within the subject area that is not authorised under this amended referral agency response, must be applied for as operational works, that is the clearing of native vegetation made assessable under Schedule 8, Part 1, Table 4 of the *Integrated Planning Act 1997*.

Clearing Regrowth Vegetation

The *Vegetation Management Act 1999* now regulates the clearing of certain regrowth vegetation as well as remnant vegetation. These regulations came into effect on the 8 October 2009. The aim of the new arrangement is to control the clearing of High Value Regrowth

IDAS Amended Referral Agency Response

Vegetation, particularly that which is associated with watercourses, wetlands, steep slopes and habitat for rare and threatened fauna.

The Regrowth Vegetation Map identifies Regulated Regrowth Vegetation on land that is subject to this application. The Regrowth Vegetation Map is available online at: [http://www.derm.qld.gov.au/vegetation/regrowth\\_vegetation\\_regulations.html](http://www.derm.qld.gov.au/vegetation/regrowth_vegetation_regulations.html)

While no permit is required to authorise clearing of regulated regrowth vegetation, the code requires landholders to notify DERM of their intention to clear before they start any clearing activity.

Clearing that does not comply with the code is unlawful and may be subject to a compliance response including the possibility of prosecution or the restoration of the cleared area.

#### Cultural Heritage

A search has been performed on the inventory of recorded Aboriginal cultural heritage sites over subject area and no Aboriginal cultural heritage notings were found. However, the Chief Executive of DERM advises all Aboriginal cultural heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003*, and penalty provisions apply for any unauthorised harm. A person carrying out an activity must take all reasonable and practical measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are \$750,000 for a corporation and \$75,000 for an individual. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or in under private land.

The gazetted cultural heritage Duty of Care Guidelines sets out how you can comply with the cultural heritage duty of care. An assessment of the proposed activity against the Duty of Care Guidelines will help determine whether, or to what extent, Aboriginal cultural heritage may be harmed. Upon assessment, if you believe cultural heritage may be harmed by the proposed activity, you should contact the Cultural Heritage Coordination Unit for further advice on (07) 3238 3838 or e-mail: [cultural.heritage@derm.qld.gov.au](mailto:cultural.heritage@derm.qld.gov.au).

Further information on cultural heritage a copy of the Duty of Care Guidelines or cultural heritage search forms visit: [http://www.derm.qld.gov.au/cultural\\_heritage/index.html](http://www.derm.qld.gov.au/cultural_heritage/index.html).

#### 5. Authorised Officer Signature:



Kate Cumming  
Senior Vegetation Management Officer

**Date of Response:** 11 May 2011

Att. Schedule 1 – Statement of Reasons



eLVAS Case No:	2008/007471
File Ref. No:	MBA/000617
Project No:	328683

## Schedule 1

### Statement of Reasons Referral Agency Response Application for Reconfiguring a Lot Comaray Pty. Ltd. C/- Twine Surveys.

The following Statement of Reasons is provided pursuant to s. 3.3.18(8) of the *Integrated Planning Act 1997*

#### Introduction

1. The Department of Environment and Resource Management (DERM) received an application from Comaray Pty. Ltd. C/- Twine Surveys Pty. Ltd. on 2 September 2008.
2. The application is for Reconfiguring a Lot on 4 RP739487 - Tablelands Regional Council.
3. DERM refused the original application on 19 October 2009.
4. DERM received a request to amend the original RAR as well as amended layout plans from the applicant on 1 March 2011.
5. An Assessment Report was sent to the Delegate of the Chief Executive, Kate Cumming, on 11 May 2011.
6. The Delegate determined an Amended Referral Agency Response on 11 May 2011.

#### Evidence

1. Application dated 2 September 2008.
  - a) Completed IDAS Form 1 Part "J".
  - b) Property Vegetation Management Plan.
2. *Integrated Planning Act 1997 & Integrated Planning Regulation 1998 (Schedule 2)*
3. *Vegetation Management Act 1999*
4. Department of Environment and Resource Management Concurrence Agency Policy for Reconfiguring a Lot dated 23 August 2007.
5. *State Planning Policy (SPP) 1/03 – Mitigating the Adverse Impacts of Flood, Bushfire, and Landslide.*
6. Letter from Matt Andrejic of Twine Surveys Pty Ltd, requesting an amended Referral Agency Response (with amended plans dated 18 February 2011) - dated 1 March 2011
7. The applicant's Reconfiguration Plan for Lot 4 RP739487, Twine Surveys Pty Ltd, Reference No. 11/4743-Stages 3-6 (2) dated 18 February 2011
8. Vegetation Information Network database (VIN)
9. Assessment Report dated 11 May 2011.

#### Findings of fact

1. The application confirmed that the purpose was to reconfigure lot 4 RP739487 into 72 lots.

2. Smartmap identifies the land tenure for the subject area is freehold
3. Regional ecosystem mapping identifies the subject area contains *Least Concern* and non remnant vegetation.
4. The applicant's Reconfiguration Plan for Lot 4 RP739487, Twine Surveys Pty Ltd, Reference No. 11/4743-Stages 3-6 (2) dated 18 February 2011 confirmed the location of the proposed roads & allotment boundaries.
5. The subject area has been identified as being located within a low bushfire risk hazard area within the Tablelands Regional Council Planning Scheme
6. VIN confirmed the location, extent and types of vegetation on lot 4 RP739487.
7. Topographic Mapping confirmed the location of stream order 1 and a stream order 2 water courses on lot 4 RP739487.
8. The application is assessable against Criteria Table H of the Concurrence Agency Policy for Reconfiguring a Lot: performance requirements where clearing will occur as a result of the RaL within assessable vegetation.

**Reasons**

1. The application complies with the performance requirement of Criteria Table H of the Concurrence Agency Policy – with the inclusion of conditions 2.1, 2.2 & 2.3 of the referral agency response – as clearing as a result of the RaL will occur within assessable vegetation.
2. The application is consistent with the purpose of the Concurrence Agency Policy for Reconfiguring a Lot which achieves the outcomes of the *Vegetation Management Act 1999*

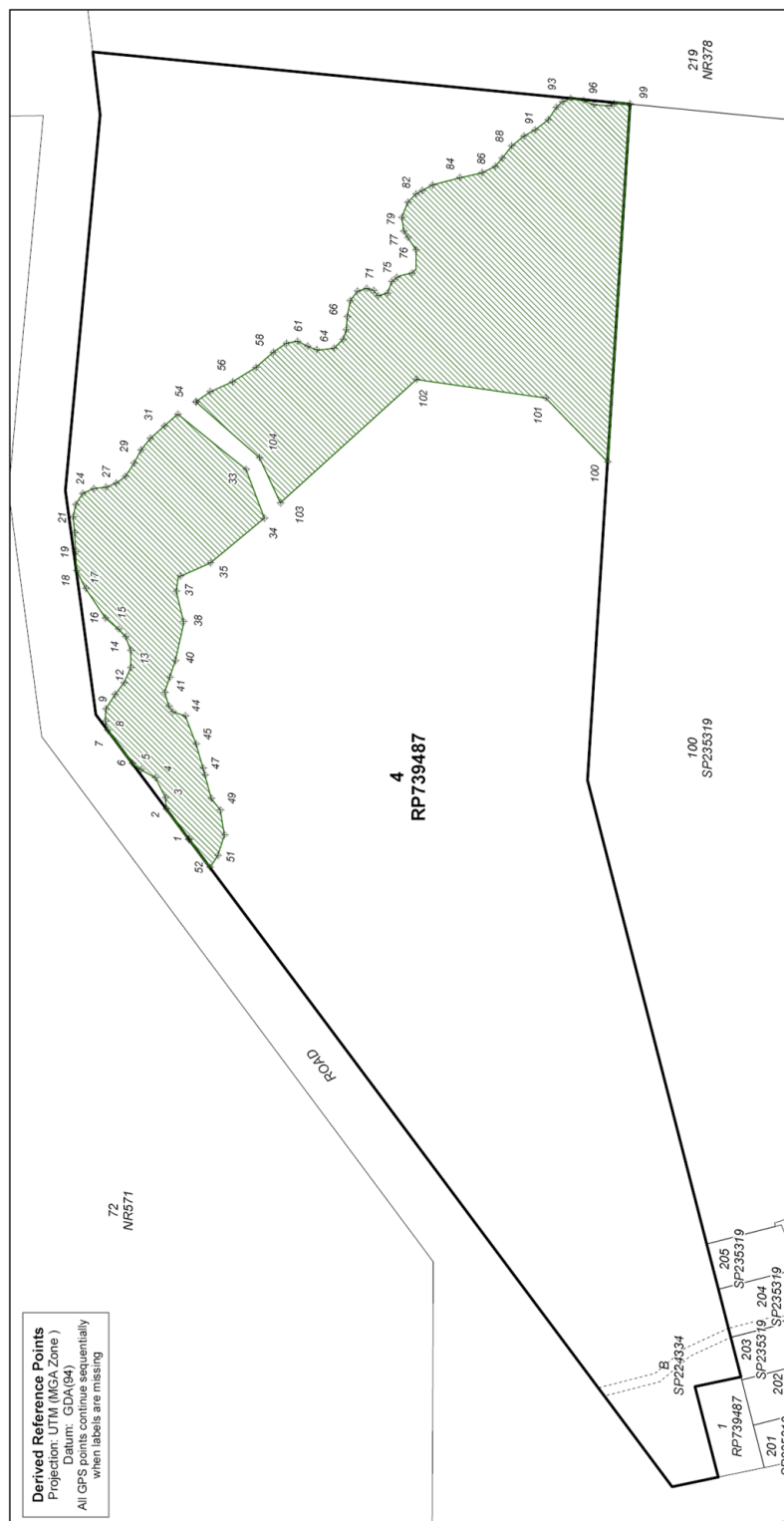
To ensure that a decision regarding this development application is consistent with the *Vegetation Management Act 1999* it is required conditions 2.1, 2.2 & 2.3 of this referral agency response be applied to the development.




Kate Cumming  
**Senior Vegetation Management Officer**  
**North Region**

11 May 2011

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		<b>Referral Agency Response (Vegetation) Plan</b> <b>Plan of Areas A1 and A2 in Lot 4 on RP739487</b>	
<b>RARP</b> <b>2008/007471</b> <b>Sheet 1 of 1</b>		<b>Centre: MAREEBA</b> <b>LOCAL GOVT: TABLELANDS</b> <b>REGION: NORTH</b> <b>LOCAL GOVT: MAREEBA</b> <b>Map Reference: 7944</b> <b>File Reference: MBEA000617</b> <b>Compiled from: DCDB, P/VMP &amp; VMO Notes</b> <b>Prepared by: J4926 Jason Allen</b> <b>Date: 15 April 2011</b>	

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## NOTICE

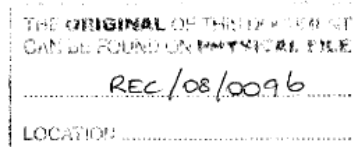
### Advice Agency Response –Wetland

This notice is issued by the Environmental Protection Agency pursuant to sections 3.3.16 and 3.3.19 of the *Integrated Planning Act 1997*.

Tableland Regional Council  
PO Box 154  
MAREEBA QLD 4880

cc: Comaray Pty Ltd  
C/- Planning Far North  
PO Box 7801  
CAIRNS QLD 4870

Your reference : REC/08/0096  
Our reference : CNS7912  
Attention: Mr Brian Millard



Dear Mr Brian Millard

**Re: Advice concerning application for development at 200 Emerald End Road, Mareeba (Lot 4 on Plan RP739487). Please treat this response as a properly made submission.**

**EPA referral number:** IPAR01185308

**Response type:** Advice Agency Response

**Date application received by EPA:** 03 September 2008

ADVICE AGENCY JURISDICTION:	Item 38 of Table 2 of Schedule 2 of the <i>Integrated Planning Regulation 1998</i> .
ASSESSMENT MANAGER REFERENCE NUMBER:	REC/08/0096
APPLICANT:	Comaray Pty Ltd
ACTIVITY DESCRIPTION:	Development application for Reconfiguration of 1 Lot into 71 Lots in Four Stages.
DESCRIPTION OF SUBJECT LAND:	200 Emerald End Road, Mareeba
	Lots: 4 Plan: RP739487

**Response to Development Application**

The lot is within 100m of a Wetland. The EPA, acting as an advice agency under the *Integrated Planning Act 1997*, provides the following advice to the application as detailed above.

**EPA advice**

The application is for the reconfiguration of Lot 4 on RP739487 (62.94ha), 200 Emerald End Road Mareeba, into 71 rural residential lots. The property has two swathes of 'not of concern' Regional Ecosystem with seasonally flowing gullies running through them and a patch of referrable wetlands near the north eastern boundary.

The Overall Layout and Staging Plan (drawing 0807COMRAY) shows that most of the 'not of concern' Regional Ecosystem, seasonal streamlines and all of the wetland will be subdivided. This will inevitably lead to a loss of natural values associated with these features. It is noted that new lots 15 and 16 in the mapped wetland area in Stage 2 have previously been approved.

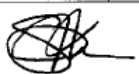
From EPA's perspective, a better environmental outcome would result if the wetland parts of lots 17 – 21 and a gully riparian easement of around 40m in width were kept in a natural state, made public land and protected. The subdivision could then be configured around these natural features. Similarly, if the gully and associated vegetation of lot 101 and adjacent parts of lot 100 could be afforded protection, it would add to the natural amenity of the subdivision.

Considering the close proximity of the Barron River it is important to ensure that any on-site effluent disposal is of a high standard. The risks of contamination of the groundwater and potentially the Barron River should be kept to a minimum. Further details demonstrating that on site effluent disposal can take place with minimal risks should be supplied to the satisfaction of the Tableland Regional Council.

**Additional information for applicants**

It is a requirement of the *Environmental Protection Act 1994* that if the owner or occupier of this site becomes aware that a Notifiable Activity (as defined under Schedule 2 of the *Environmental Protection Act 1994*) is being carried out on this land or that the land has been affected by a hazardous contaminant, they must, within thirty (30) days after becoming aware the activity is being carried out, give notice to the Environmental Protection Agency. A list of Notifiable Activities is provided within Schedule 2 of the *Environmental Protection Act 1994*.

Yours sincerely



Signature

Gary Innis  
Manager Planning  
Far Northern Region  
Environmental Protection Agency

26 - SEP - 2008

Date

**Enquiries:**  
Mike Trenerry  
Environmental Protection Agency  
PO Box 2066  
CAIRNS QLD 4870  
Telephone: 4046 6694  
Facsimile: 4046 6606

## Appeal Rights

PLANNING ACT 2016 & THE PLANNING REGULATION 2017

### Chapter 6 Dispute resolution

#### Part 1 Appeal rights

##### 229 Appeals to tribunal or P&E Court

- (1) Schedule 1 of the Planning Act 2016 states –
  - (a) Matters that may be appealed to –
    - (i) either a tribunal or the P&E Court; or
    - (ii) only a tribunal; or
    - (iii) only the P&E Court; and
  - (b) The person-
    - (i) who may appeal a matter (**the appellant**); and
    - (ii) who is a respondent in an appeal of the matter; and
    - (iii) who is a co-respondent in an appeal of the matter; and
    - (iv) who may elect to be a co-respondent in an appeal of the matter.

(Refer to Schedule 1 of the Planning Act 2016)

- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is –
  - (a) for an appeal by a building advisory agency – 10 business days after a decision notice for the decision is given to the agency; or
  - (b) for an appeal against a deemed refusal – at any time after the deemed refusal happens; or
  - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises – 20 business days after a notice is published under section 269(3)(a) or (4); or

- (d) for an appeal against an infrastructure charges notice – 20 business days after the infrastructure charges notice is given to the person; or
- (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given – 30 business days after the applicant gives the deemed approval notice to the assessment manager; or
- (f) for any other appeal – 20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

*Note –*

*See the P&E Court Act for the court's power to extend the appeal period.*

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt. It is declared that an appeal against an infrastructure charges notice must not be about-
  - (a) the adopted charge itself; or
  - (b) for a decision about an offset or refund-
    - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
    - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

##### 230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that-
  - (a) is in the approved form; and

- (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.
- (3) The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to –
  - (a) the respondent for the appeal ; and
  - (b) each co-respondent for the appeal; and
  - (c) for an appeal about a development application under schedule 1, table 1, item 1 – each principal submitter for the development application; and
  - (d) for an appeal about a change application under schedule 1, table 1, item 2 – each principal submitter for the change application; and
  - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and
  - (f) for an appeal to the P&E Court – the chief executive; and
  - (g) for an appeal to a tribunal under another Act – any other person who the registrar considers appropriate.
- (4) The *service period* is –
  - (a) if a submitter or advice agency started the appeal in the P&E Court – 2 business days after the appeal has started; or
  - (b) otherwise – 10 business days after the appeal is started.
- (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).
- (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

#### 231 Other appeals

- (1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by

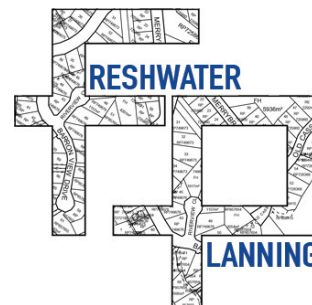
jurisdictional error, the decision or matter is non-appealable.

- (2) The *Judicial Review Act 1991*, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.
- (3) A person who, but for subsection (1) could have made an application under the *Judicial Review Act 1991* in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.
- (4) In this section –
  - decision* includes-
    - (a) conduct engaged in for the purpose of making a decision; and
    - (b) other conduct that relates to the making of a decision; and
    - (c) the making of a decision or failure to make a decision; and
    - (d) a purported decision ; and
    - (e) a deemed refusal.
  - non-appealable*, for a decision or matter, means the decision or matter-
    - (a) is final and conclusive; and
    - (b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the *Judicial Review Act 1991* or otherwise, whether by the Supreme Court, another court, a tribunal or another entity; and
    - (c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, a tribunal or another entity on any ground.

#### 232 Rules of the P&E Court

- (1) A person who is appealing to the P&E Court must comply with the rules of the court that apply to the appeal.
- (2) However, the P&E Court may hear and decide an appeal even if the person has not complied with the rules of the P&E Court.

Your Ref: RC2006/27 & REC/08/0096  
Our Ref: F22/08



15 August, 2022

Chief Executive Officer  
Mareeba Shire Council  
PO Box 154  
**MAREEBA QLD 4880**

**Attention: Carl Ewin**  
**Regional Planning Group**

Dear Sir,

**RE: DEVELOPMENT APPLICATION REC/08/0096 & RC2006/27  
REQUEST TO CHANGE DEVELOPMENT APPROVAL – APPLICATION FOR A RECONFIGURING A LOT  
– SUBDIVISION (1 INTO 65 LOTS IN 5 STAGES). THEN LOT 100 ON SP188083 AND LOT 200 ON  
SP298320, EMERALD END AND COUNTRY ROADS AND ANNIE COURT, MAREEBA.**

This request for a Change to Development Approval REC/08/0096 & RC2006/27 for a Reconfiguring a Lot – Subdivision (1 Lot into 64 Lots in 5 Stages) over land then described as Lot 100 on SP188083 and Lot 200 on SP298320 and situated on Emerald End and Country Roads and Annie Court, Mareeba is made on behalf of Comaray Pty Ltd, the owners and original Applicants of the site.

This Change to Development Approval is provided in response to recent discussions with Council in relation to the further Development and sale of Stage 8. Details of the requested to Change to the Approval and of the reasons for these are set out below in accordance with *Division 2 Changing Development Approvals – Subdivision 2 Changes after Appeal Period – Section 77 – 79 of the Planning Act 2016*.

### **The Approval**

The Mareeba Shire Council originally Approved a Reconfiguring a Lot – Subdivision with the Decision Notice dated 23 November, 2011. Since this time, the site has undergone Stages within the Approved development. It is noted that the Development Approval previously Amended with the most recent being dated 20 October, 2020. The proposed Change to Development Approval is for the area of land encompassing Stage 8.

### **Changing the Approval**

As noted above, the proposed amendments to the Approval are in relation to the development of Stage 8. As the Approval currently stands, Approved Stage 8 encompasses the provision of fifteen (15) Rural Residential Allotments and New Road. The proposed Change to Approval is for the re-design of Stage 8 and the splitting of Stage 8 into substages, being Stages 8a, 8b and 8c. This will require the most recent Approved Plan (*CRE17-018-C01 Layout Plan - Stage 8 - 1 Lot into 15 Lots from Benchmark Survey & Design* and dated 29/01/18) with the attached Twine Surveys Pty Ltd Sketch Plans 9076 LL2 REV B Lot Layout dated 12 July, 2022 Stages 1, 2 and 3.

Freshwater Planning Pty Ltd  
t/e The Freshwater Trust  
ACN 603 020 220 | ABN 31 187 983 959

P: 0402729004  
E: FreshwaterPlanning@outlook.com  
A: 17 Barron View Drive, FRESHWATER QLD 4870



Proposed Stage 8a (Twine Surveys Pty Ltd Stage 1 Plan) consist of separating the existing Stage 8 into two (2) larger allotments for further Subdivision, being proposed Lots 101 and 102. The areas are as follows:

Proposed Lot 101	2.5372 hectares (Proposed Lot 101 in two parts of 1.996 ha and 5,412 m <sup>2</sup> )
Proposed Lot 102	7.1820 hectares

Proposed Stage 8b (Twine Surveys Pty Ltd Stage 2 Plan) comprises of Proposed Lot 102 being further developed [Pa](#) into in eight (8) Rural Residential Allotments, being proposed Lots 75, and 83 – 89.

Stage 8c (Twine Surveys Pty Ltd Stage 3 Plan) will encompass existing Proposed Lot 101 being further developed into four (4) Rural Residential Allotments, being proposed Lots 76 – 78 and 103.

The proposed Change to Approval will result in Approved Stage 8 originally Approved for 15 Rural Residential Allotments now resulting into 12 Rural Residential Allotments.

It is noted that the Amended Sketch Plan will need to be altered/updated within Condition 4.13 and within in the Approved Plans/Documents section of the Development Approval.

The proposed Change to Approval will also require the alteration of the following Conditions as a result of the Amended Sketch Plans.

### 3.11 Stage 8 Requirements

a) Prior to lodgement of an application for Operational Works for [Stage 8b or 8c](#), the applicant will:

- i) in addition to any other Stormwater Management Plan requirements, provide a conceptual stormwater design for the stage that details how any threats or impacts from upstream dams will be addressed;
- ii) demonstrate, through that stormwater design, how stormwater flows that: originate outside the site, flow through the site, and discharge downstream of the site, will be suitably directed and contained.
- iii) demonstrate how stormwater infrastructure will be incorporated into the lot design in accordance with the requirements of this approval;
- iv) demonstrate how it is intended to maintain water quality within that storage in accordance with the requirements of Appendix 1 Parts A & C of State Planning Policy 4/10 Healthy Waterways.
- v) demonstrate that suitable building platforms can be provided on proposed lots with slopes greater than 1:6.
- vi) demonstrate that average lot size for the entire development exceeds 3000 sq m.

These requirements will be to the satisfaction of Council's delegated officer.

### 3.12 Design Changes

- i) Prior to lodgement of an application for Operational Works for Stage 6, the developer will provide an amended layout plan for that stage which ensures that the connecting road to the eastern boundary is almost square to that boundary.
- ii) Prior to lodgement of an application for Operational Works for [Stage 8b or 8c](#), the developer will provide an amended layout plan for that stage which complies with the requirements of any other conditions of this approval.

These requirements will be to the satisfaction of Council's delegated officer.

#### 4.14 External Works - Emerald End Road

*Prior to Council endorsing a plan of survey creating any new lot under Development Approval REC/08/0096 (excluding Lot 26 of Stage 3 and Lots 101 & 102 of Stage 8), the following works must be completed to the satisfaction of Council's delegated officer:*

Pa

- (i) (a) The applicant is to construct kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*  
*(b) The applicant is to widen and extend the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
  - (ii) Alternatively, in lieu of constructing the works required by Conditions 2(i)(a) and 2(i)(b), the applicant is to contribute to Council an amount equivalent to the construction cost of the following works:*
    - (a) The construction of kerb and channel on Emerald End Road for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
    - (b) The widening and extension of the existing bitumen on Emerald End Road by two (2) metres for the complete frontage of the subject land and also between the subject land and the intersection of Emerald End Road and Country Road.*
- The applicable contribution shall be calculated based on the actual construction cost at the time of payment, to the satisfaction of Council's delegated officer. The construction cost shall be adjusted on 30 June each year in accordance with the Road Industry Construction Index.*
- (iii) The Intersection of Emerald End Road and Country Road is to be designed and constructed in accordance with the FNQROC Development Manual, as amended.*  
*The main points to note from the manual are that the finished surface is to be in asphalt and the design is to be in accordance with NAASRA Part 5.*
  - (iv) Prior to works commencing, plans for the abovementioned works must be approved as part of a subsequent application for operational works.*

This completes this Request to Change the Development Approval. Please do not hesitate to contact me, in the first instance, should you require further information in relation to the matter.

It is requested that Council Officers please provide a Draft of the proposed Change to the Approval with sufficient time for review before any final decision is provided.

Yours faithfully,



**MATTHEW ANDREJIC**

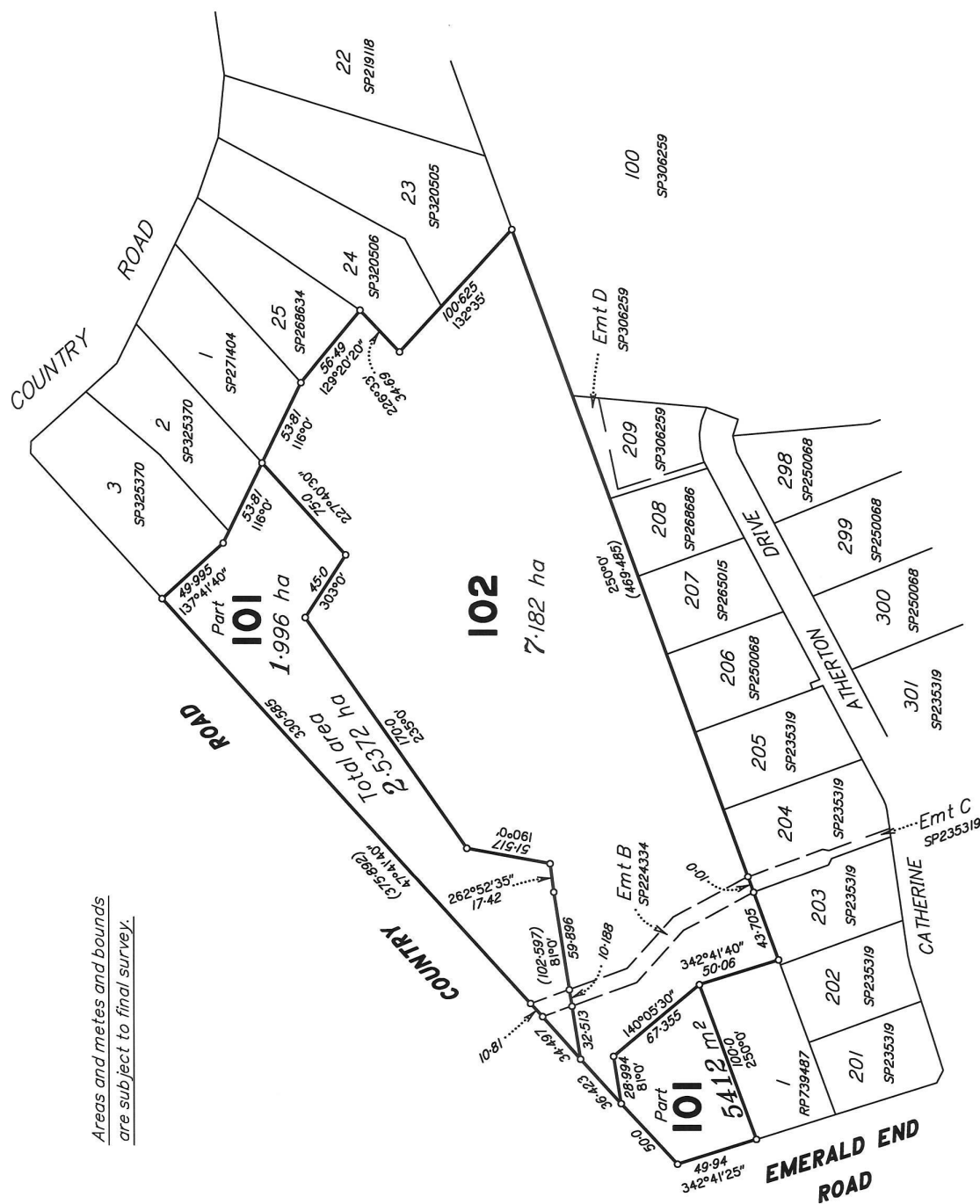
**FRESHWATER PLANNING PTY LTD**

P: 0402729004

E: FreshwaterPlanning@outlook.com

17 Barron View Drive, FRESHWATER QLD 48707

STAGE 1



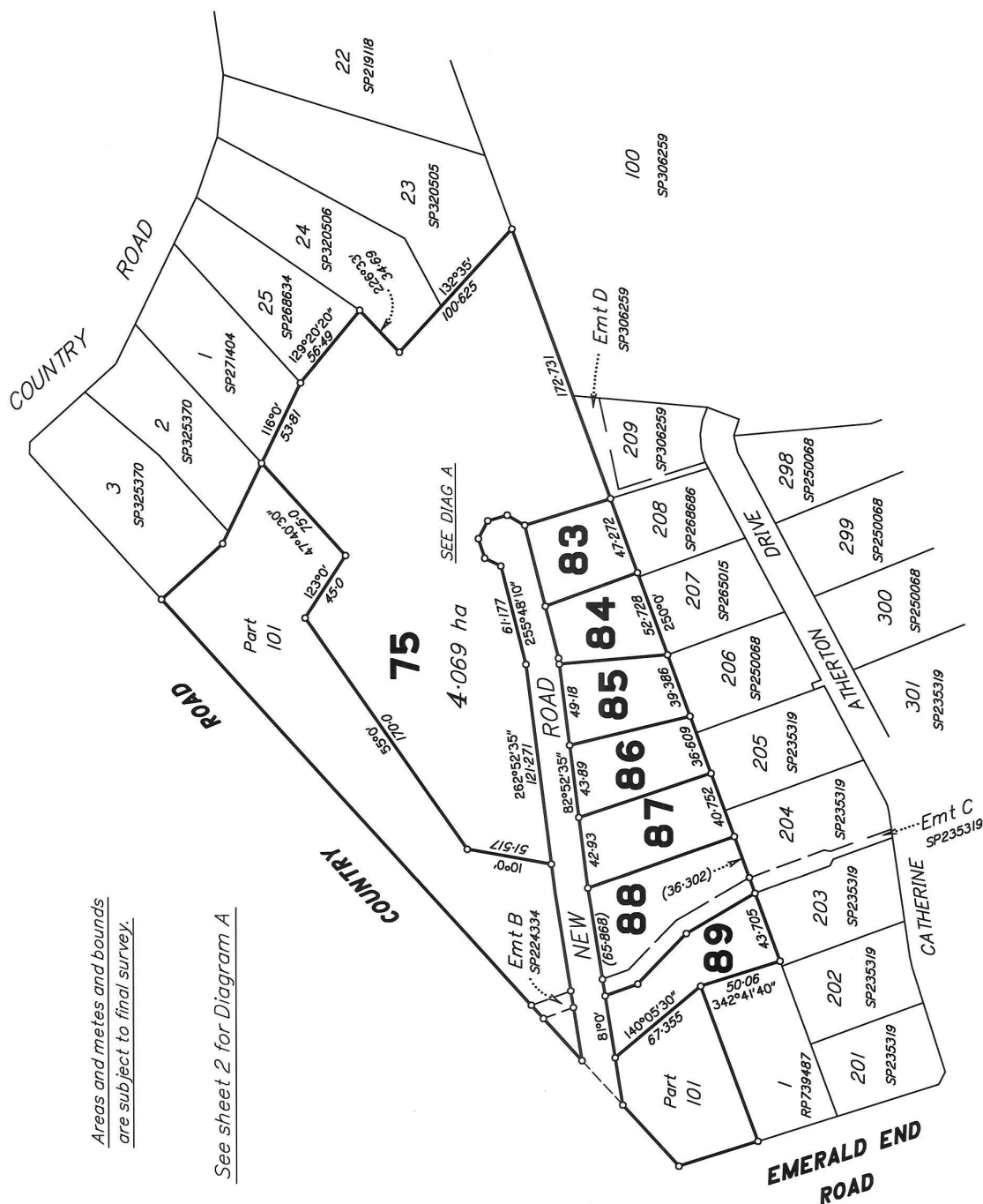
LOCAL GOVERNMENT: MSC  
 LOCALITY: Mareeba  
 Scale 1: 2500 (A3)  
 Reference: 9076 LL3 Rev B  
 Lot Layout – 12.7.2022

**DEVELOPMENT PLAN**  
Plan of Lots 101 & 102  
Cancelling Lot 100 on SP320506



TWINE SURVEYS PTY LTD  
 36 Mabel Street, Atherton QLD 4883  
 PO Box 146, Atherton QLD 4883  
 P: 07 4091 1303  
 E: info@twinesurveys.com.au

1 2



STAGE 2

Areas and metes and bounds  
are subject to final survey.

See sheet 2 for Diagram A

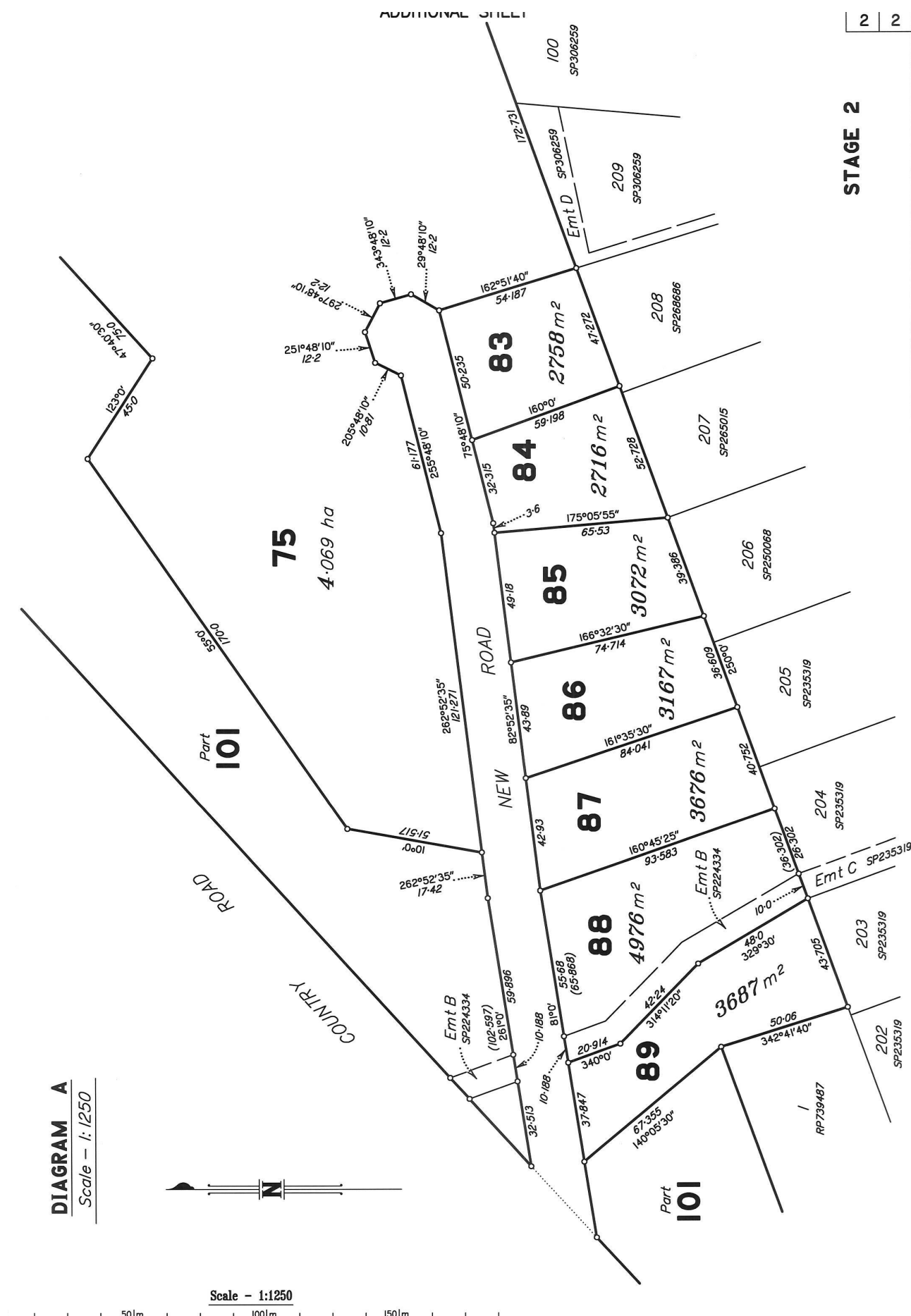
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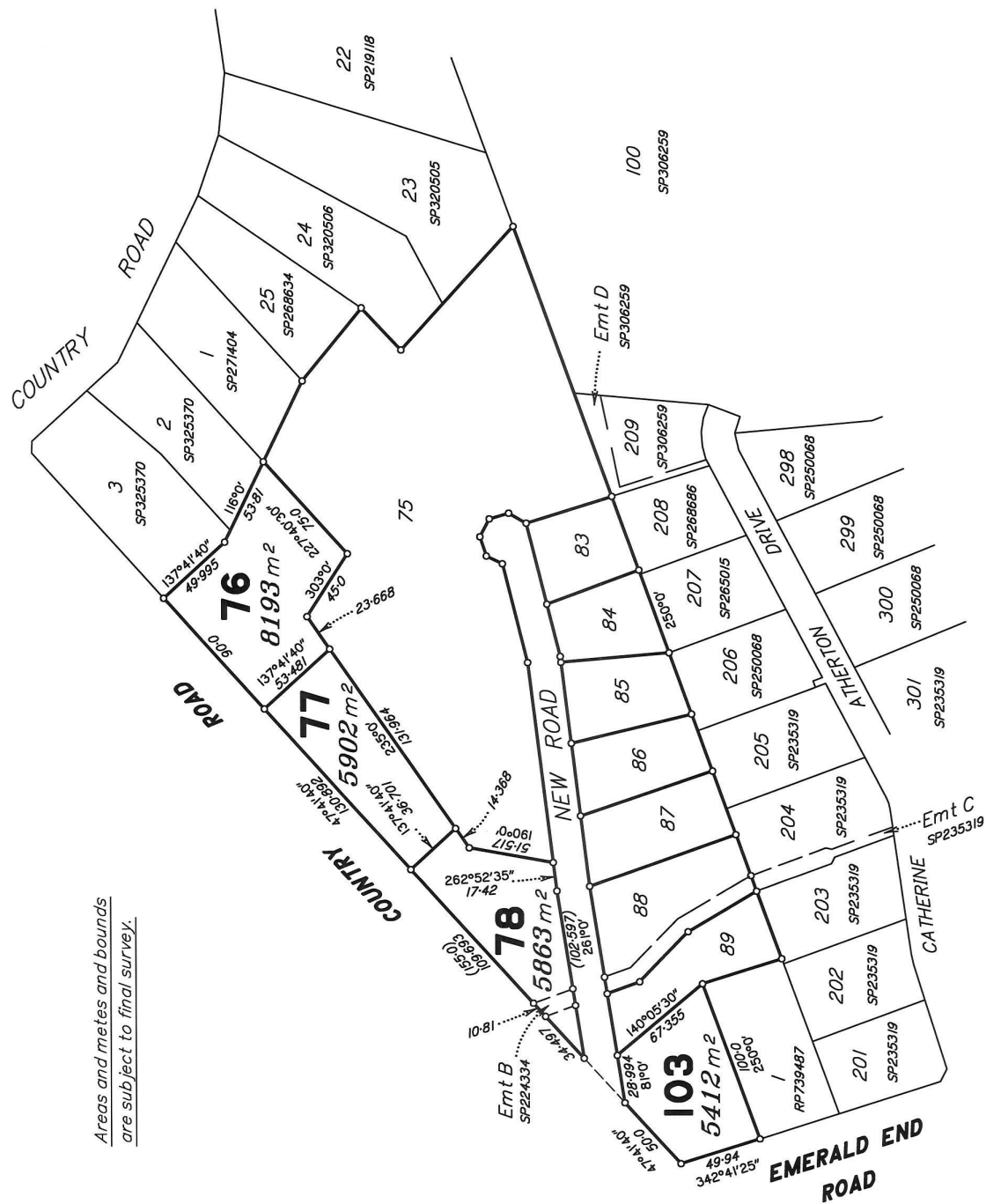
LOCAL GOVERNMENT: MSC  
LOCALITY: Mareeba  
Scale 1: 2500 (A3)  
Reference: 9076 LL2 Rev B  
Lot Layout – 12.7.2022

**DEVELOPMENT PLAN**  
*Plan of Lots 75 & 83 – 89*  
*Cancelling Lot 100 on SP320506*



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E: info@twinesurveys.com.au





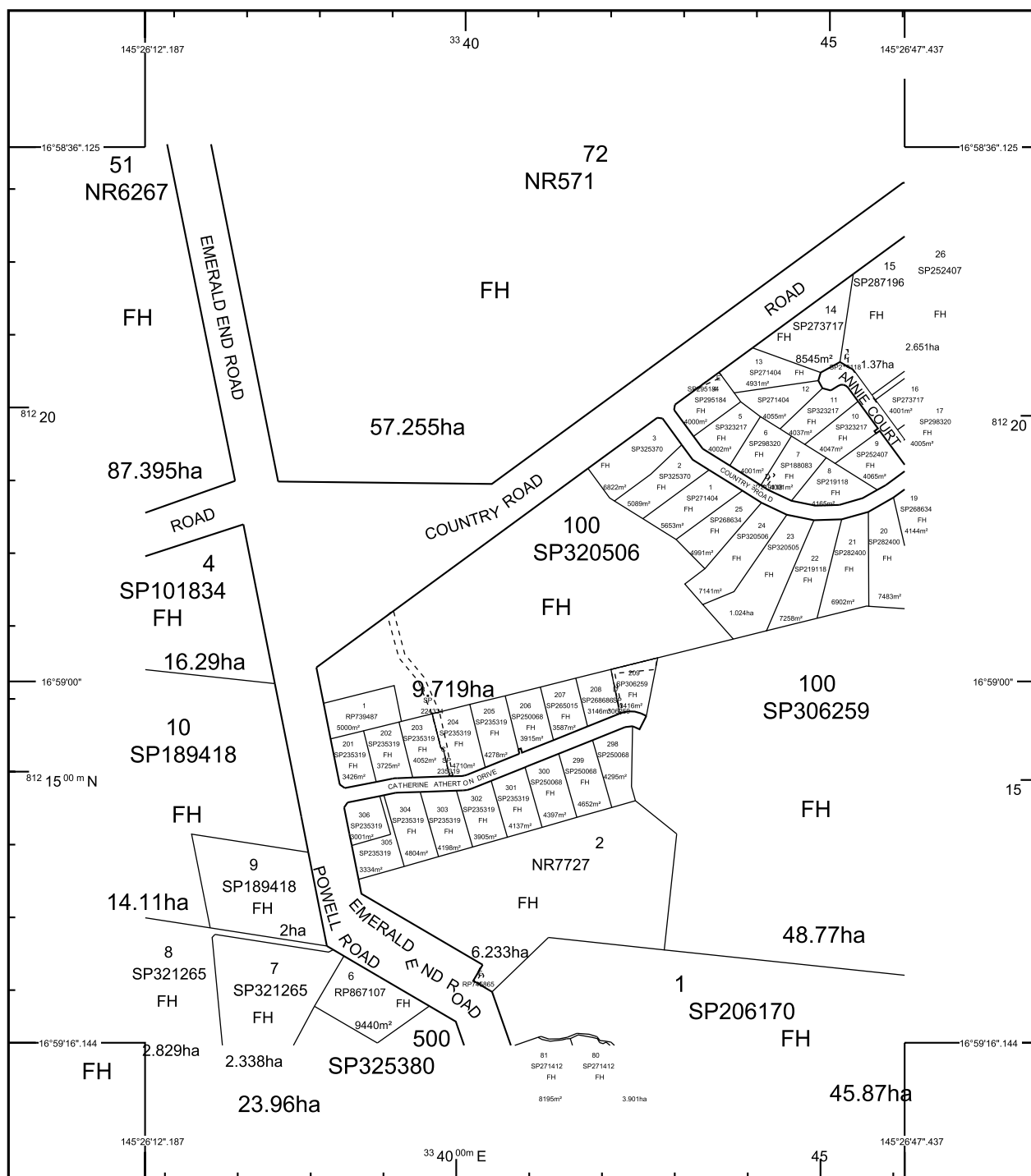
0 125m 250m 375m

LOCAL GOVERNMENT: MSC  
LOCALITY: Mareeba  
Scale 1: 2500 (A3)  
Reference: 9076 LL2 Rev B  
Lot Layout – 12.7.2022

**DEVELOPMENT PLAN**  
*Plan of Lots 76 – 78 & 103*  
*Cancelling Lot 100 on SP320506*



TWINE SURVEYS PTY LTD  
36 Mabel Street, Atherton QLD 4883  
PO Box 146, Atherton QLD 4883  
P: 07 4091 1303  
E: info@twinesurveys.com.au



STANDARD MAP NUMBER  
7964-22234

MAP WINDOW POSITION &  
NEAREST LOCATION



#### SUBJECT PARCEL DESCRIPTION

DCDB  
Lot/Plan  
Area/Volume  
Tenure  
Local Government  
Locality  
Segment/Parcel

100/SP320506  
9.719ha  
FREEHOLD  
MAREEBA SHIRE  
MAREEBA  
9140/880

#### CLIENT SERVICE STANDARDS

PRINTED 26/07/2022

DCDB 25/07/2022

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Based upon an extraction from the  
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**Queensland  
Government**

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## Change application form

**Planning Act Form 5 (version 1.2 effective 7 February 2020) made under Section 282 of the Planning Act 2016.**

This form is to be used for a change application made under section 78 of the *Planning Act 2016*. It is important when making a change application to be aware of whether the application is for a minor change that will be assessed under section 81 of the *Planning Act 2016* or for an other change that will be assessed under section 82 of the *Planning Act 2016*.

An applicant must complete all parts of this form, and provide any supporting information that the form identifies as being required to accompany the change application, unless stated otherwise. Additional pages may be attached if there is insufficient space on the form to complete any part.

**Note:** All terms used in this form have the meaning given under the *Planning Act 2016*, the *Planning Regulation 2017*, or the *Development Assessment Rules (DA Rules)*.

### PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Comarary Pty Ltd
Contact name (only applicable for companies)	
Postal address (P.O. Box or street address)	C/ Freshwater Planning Pty Ltd 17 Barronview Drive
Suburb	Freshwater
State	QLD
Postcode	4870
Country	Australia
Email address (non-mandatory)	FreshwaterPlanning@outlook.com
Mobile number (non-mandatory)	0402729004
Applicant's reference number(s) (if applicable)	F22/08

2) Owner's consent - Is written consent of the owner required for this change application?	
<b>Note:</b> Section 79(1A) of the <i>Planning Act 2016</i> states the requirements in relation to owner's consent.	
<input type="checkbox"/> Yes – the written consent of the owner(s) is attached to this change application <input checked="" type="checkbox"/> No	

### PART 2 – LOCATION DETAILS

3) Location of the premises (complete 3.1) or 3.2), and 3.3) as applicable)				
3.1) Street address and lot on plan				
<input checked="" type="checkbox"/> Street address <b>AND</b> lot on plan (all lots must be listed), <b>or</b> <input type="checkbox"/> Street address <b>AND</b> lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).				
a)	Unit No.	Street No.	Street Name and Type	Suburb
			Emerald End and Country Roads	Mareeba
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4880	100	SP320506	Mareeba Shire Council
b)	Unit No.	Street No.	Street Name and Type	Suburb
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)



3.2) Coordinates of premises <i>(appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay)</i> <b>Note:</b> Place each set of coordinates in a separate row.				
<input type="checkbox"/> Coordinates of premises by longitude and latitude				
Longitude(s)	Latitude(s)	Datum	Local Government Area(s) <i>(if applicable)</i>	
		<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other: <input type="text"/>		
<input type="checkbox"/> Coordinates of premises by easting and northing				
Easting(s)	Northing(s)	Zone Ref.	Datum	Local Government Area(s) <i>(if applicable)</i>
		<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56	<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other: <input type="text"/>	
3.3) Additional premises				
<input type="checkbox"/> Additional premises are relevant to the original development approval and the details of these premises have been attached in a schedule to this application				
<input checked="" type="checkbox"/> Not required				

### PART 3 – RESPONSIBLE ENTITY DETAILS

4) Identify the responsible entity that will be assessing this change application <b>Note:</b> see section 78(3) of the Planning Act 2016
Mareeba Shire Council

### PART 4 – CHANGE DETAILS

5) Provide details of the existing development approval subject to this change application			
Approval type	Reference number	Date issued	Assessment manager/approval entity
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval	REC/08/0096	23 November, 2011	Mareeba Shire Council
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval	RC2006/27	20 October, 2020	Mareeba Shire Council
6) Type of change proposed			
6.1) Provide a brief description of the changes proposed to the development approval <i>(e.g. changing a development approval for a five unit apartment building to provide for a six unit apartment building)</i> :			
Updated Layout Plan for Stage 8 including review of Conditions for Stage 8			
6.2) What type of change does this application propose?			
<input checked="" type="checkbox"/> Minor change application – proceed to Part 5			
<input type="checkbox"/> Other change application – proceed to Part 6			

## PART 5 – MINOR CHANGE APPLICATION REQUIREMENTS

7) Are there any affected entities for this change application		
<input checked="" type="checkbox"/> No – proceed to Part 7 <input type="checkbox"/> Yes – list all affected entities below and proceed to Part 7 <b>Note:</b> section 80(1) of the Planning Act 2016 states that the person making the change application must give notice of the proposal and the details of the change to each affected entity as identified in section 80(2) of the Planning Act 2016.		
Affected entity	Pre-request response provided? (where a pre-request response notice for the application has been given, a copy of the notice must accompany this change application)	Date notice given (where no pre-request response provided)
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	

## PART 6 – OTHER CHANGE APPLICATION REQUIREMENTS

**Note:** To complete this part it will be necessary for you to complete parts of DA Form 1 – Development application details and in some instances parts of DA Form 2 – Building work details, as mentioned below. These forms are available at <https://planning.dsdmp.qld.gov.au>.

8) Location details - Are there any additional premises included in this change application that were not part of the original development approval?
<input type="checkbox"/> No <input type="checkbox"/> Yes

9) Development details
9.1) Is there any change to the type of development, approval type, or level of assessment in this change application?
<input type="checkbox"/> No <input type="checkbox"/> Yes – the completed Sections 1 and 2 of Part 3 (Development details) of DA Form 1 – Development application details as these sections relate to the new or changed aspects of development are provided with this application.
9.2) Does the change application involve building work?
<input type="checkbox"/> No <input type="checkbox"/> Yes – the completed Part 5 (Building work details) of DA Form 2 – Building work details as it relates to the change application is provided with this application.

10) Referral details – Does the change application require referral for any referral requirements?
<b>Note:</b> The application must be referred to each referral agency triggered by the change application as if the change application was the original development application including the proposed change.
<input type="checkbox"/> No <input type="checkbox"/> Yes – the completed Part 5 (Referral details) of DA Form 1 – Development application details as it relates to the change application is provided with this application. Where referral is required for matters relating to building work the <a href="#">Referral checklist for building work</a> is also completed.

11) Information request under Part 3 of the DA Rules
<input type="checkbox"/> I agree to receive an information request if determined necessary for this change application <input type="checkbox"/> I do not agree to accept an information request for this change application <b>Note:</b> By not agreeing to accept an information request I, the applicant, acknowledge:

- that this change application will be assessed and decided based on the information provided when making this change application and the assessment manager and any referral agencies relevant to the change application are not obligated under the DA Rules to accept any additional information provided by the applicant for the change application unless agreed to by the relevant parties
  - Part 3 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules.
- Further advice about information requests is contained in the [DA Forms Guide: Forms 1 and 2](#).

#### 12) Further details

- ☐ Part 7 of DA Form 1 – Development application details is completed as if the change application was a development application and is provided with this application.

## PART 7 – CHECKLIST AND APPLICANT DECLARATION

#### 13) Change application checklist

I have identified the:

- responsible entity in 4); and
- for a minor change, any affected entities; and ☒ Yes
- for an other change all relevant referral requirement(s) in 10)

**Note:** See the Planning Regulation 2017 for referral requirements

For an other change application, the relevant sections of [DA Form 1 – Development application details](#) have been completed and is attached to this application ☐ Yes ☒ Not applicable

For an other change application, where building work is associated with the change application, the relevant sections of [DA Form 2 – Building work details](#) have been completed and is attached to this application ☐ Yes ☒ Not applicable

Supporting information addressing any applicable assessment benchmarks is attached to this application

**Note:** This includes any templates provided under 23.6 and 23.7 of DA Form 1 – Development application details that are relevant as a result of the change application, a planning report and any technical reports required by the relevant categorising instrument(s) (e.g. the local government planning scheme, State Planning Policy, State Development Assessment Provisions). For further information, see [DA Forms Guide: Planning report template](#). ☒ Yes

Relevant plans of the development are attached to this development application

**Note:** Relevant plans are required to be submitted for all relevant aspects of this change application. For further information, see [DA Forms Guide: Relevant plans](#). ☒ Yes

#### 14) Applicant declaration

- ☒ By making this change application, I declare that all information in this change application is true and correct.
- ☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the responsible entity and any relevant affected entity or referral agency for the change application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*.

**Note:** It is unlawful to intentionally provide false or misleading information.

**Privacy** – Personal information collected in this form will be used by the responsible entity and/or chosen assessment manager, any relevant affected entity or referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the change application.

All information relating to this change application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, Planning Regulation 2017 and the DA Rules except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the Planning Regulation 2017, and the access rules made under the *Planning Act 2016* and Planning Regulation 2017; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

**PART 8 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY**

Date received:

Reference number(s):

**QLeave notification and payment***Note: For completion by assessment manager if applicable*

Description of the work			
QLeave project number			
Amount paid (\$)		Date paid (dd/mm/yy)	
Date receipted form sighted by assessment manager			
Name of officer who sighted the form			

**8.5 PROPOSED INTERIM LOCAL GOVERNMENT INFRASTRUCTURE PLAN AMENDMENT**

**Date Prepared:** 29 August 2022

**Author:** Senior Planner

**Attachments:** 1. Draft Schedule of Works & Plans for Trunk Infrastructure [↓](#)

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**EXECUTIVE SUMMARY**

The Mareeba Shire Council Local Government Infrastructure Plan (LGIP) was adopted on 5 November 2018 and commenced on 9 November 2018.

Since that time, Council has continued to undertake extensive infrastructure planning particularly for the water, wastewater and community facilities (parks and open space) networks.

This additional infrastructure planning has identified proposed changes to the LGIP's Schedule of Works and Plans for Trunk Infrastructure.

It is recommended that Council make an interim LGIP amendment to incorporate the proposed changes into the LGIP.

**RECOMMENDATION**

That Council in accordance with section 21 of the *Planning Act 2016* and Chapter 5, Part 2 of the Minister's Guidelines and Rules make an interim Local Government Infrastructure Plan amendment to update the schedule of works and plans for trunk infrastructure.

**BACKGROUND**

The Mareeba Shire Council LGIP was adopted on 5 November 2018 and commenced on 9 November 2018.

The LGIP details Council's plans to deliver new trunk infrastructure to service the Priority Infrastructure Area (PIA) for the period 2016 to 2031 for the following infrastructure networks:

- Water supply
- Sewerage
- Stormwater
- Transport
- Parks and land for community facilities

Trunk Infrastructure is higher order infrastructure which services multiple users, examples of trunk infrastructure include:

- In the water supply network - water treatment facilities, water storage facilities, pumping stations and higher order water distribution mains.
- In the sewerage network - sewerage treatment plants, sewer pump stations, rising mains and higher order gravity mains.
- In the stormwater network - stormwater channels, stormwater culverts and pipes and stormwater detention basins.

- In the transport network - arterial roads, sub-arterial roads and major distributor roads.
- In the parks and land for community facilities network - local, district and regional recreation and sporting parks.

The PIA is the area that Council intends to service with trunk infrastructure of the 15-year planning horizon of the LGIP. An infrastructure charge may be imposed as part of a development approval where the development will result in additional demand on Council's trunk infrastructure networks.

The LGIP is a living document, and it is required to be regularly reviewed by Council to ensure it remains current.

Since the LGIP's adoption in 2018, Council has undertaken the following infrastructure planning projects to better inform the LGIP:

#### **Water supply**

- Water Asset Management Sub Plan 2023-2032, Mareeba Shire Council, 2022
- Mareeba Water Supply Options Comparisons Report. City Water, 2018
- 2018 LGIP Trunk Infrastructure Report Review. Jacobs, 2022
- Drinking Water Quality Management Plan 2020
- *Environmental Authority EPPR01792213*
- Water Asset Management Plan 2022

#### **Wastewater**

- Wastewater Asset Management Sub Plan 2023-2032, Mareeba Shire Council, 2022
- *Environmental Authority EPPR01792213*
- Trade Waste Management Plan. MSC, 2019
- Kuranda Sewer network Model Development. Jacobs, 2019
- 2018 LGIP Trunk Infrastructure Report Review. Jacobs, 2022

#### **Parks and land for community facilities**

- Parks and Open Spaces Strategy (MSC, 2022)

This additional infrastructure planning has identified proposed changes to the LGIP's Schedule of Works and Plans for Trunk Infrastructure. Minor changes have also been proposed for the transport and stormwater networks.

The proposed Schedule of Works and Plans for Trunk Infrastructure are provided as **Attachment 1** of the report.

#### **RISK IMPLICATIONS**

##### **Infrastructure and Assets**

Maintaining an up-to-date LGIP allows Council to fund and develop the trunk infrastructure essential for growth.

##### **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Chapter 5 of the Minister's Guidelines and Rules establishes the process for reviewing, making and amending LGIPs.

As it is not proposed to reduce the size of, remove an area from, or remove, a PIA from the LGIP, the following summarised process under Chapter 5, Part 2 - Interim LGIP Amendment will apply:

1. Council decides to make an interim LGIP amendment;
2. Council prepares interim LGIP amendment;
3. Council consults with relevant State agencies (likely to be Department of Transport and Main Roads only);
4. Public consultation of 15 business days;
5. Council reviews submissions and prepares public consultation report;
6. Council adopts interim LGIP amendment.

Once adopted, Council must place the amendment on its website and notify the chief executive of the Department.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

#### ***Capital***

Nil

#### ***Operating***

Some minor costs will be incurred as a result of the public notification of the proposed amendment.

#### ***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**

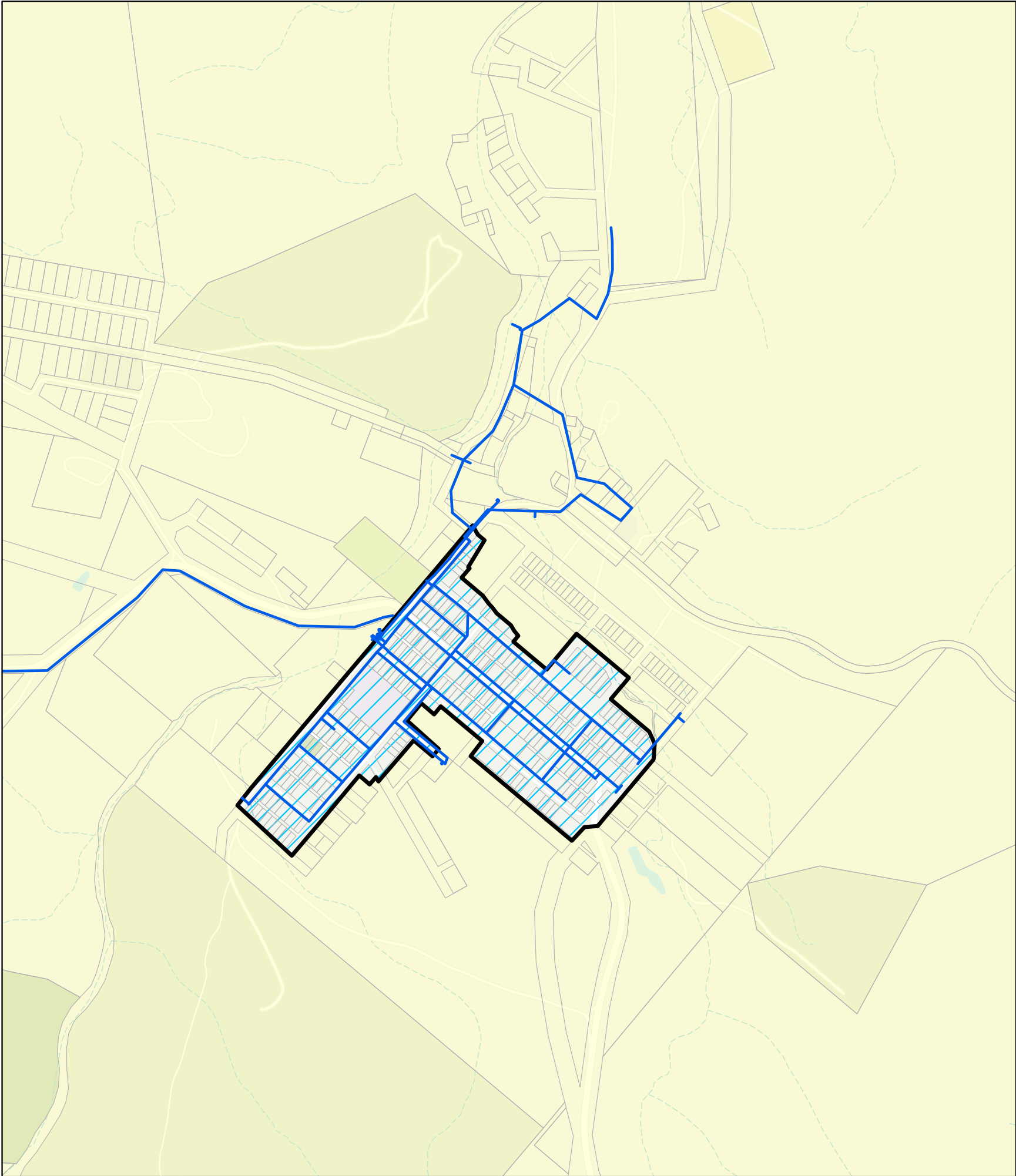
Following completion of the State agencies consultation stage, a copy of the interim LGIP amendment will be workshopped with Council prior to the commencement of the public consultation stage.

Year	Location	Project No.	Project	Cost Estimate	\$' 000
2023	Mareeba	WA-01	WA-01 Upgrade Mareeba Clear Water Booster Pump Station.	3082950	3,082,950.00
2023	All	WA-02	WA-03 Telemetry/SCADA Upgrades	40000	40,000.00
2023	Dimbulah	WA-03	WA-04 Dimbulah WTP. New turbidity meters.	60000	60,000.00
2023	Kuranda	WA-04	WA-05 Kuranda WTP. Automate backwash on high turbidity on 3 Filter Cell	10000	10,000.00
2023	Mareeba	WA-05	WA-08 Unconfirmed. Subject to grant funding. Mareeba WTP. Raw water pl.	792540	792,540.00
2023	Mareeba	WA-06	WA-11 Mareeba. Additional pressure reduction valves.	100000	100,000.00
2023	Mareeba	WA-07	WA-14 Mareeba WTP. Construct bunded area for chemical storage and do:	55000	55,000.00
2023	Dimbulah	WA-08	WA-15 Dimbulah - Construct small shed and two pumps for caustic soda d	35000	35,000.00
2023	Mareeba	WA-09	WA-17 Mareeba WTP Clarifier Infrastructure Process Improvements.	340000	340,000.00
2023	Mareeba, Kuranda and Dimbula	WA-10	WA-18 Mareeba, Kuranda and Dimbulah WTPs. Install chlorine analysers.	35000	35,000.00
2024	All	WA-11	Telemetry/SCADA Upgrades	40000	40,000.00
2025	Mareeba	WA-12	MBA WTP Filtration System;;Gravity Sand Filter Electrical LCP Instrumentat	45000	45,000.00
2025	Mareeba	WA-13	Mareeba. Enhance design/ operation of all filters to reliably achieve < 0.1 f	55000	55,000.00
2025	All	WA-14	Telemetry/SCADA Upgrades	40000	40,000.00
2025	Kuranda	WA-15	Kuranda Water Treatment Plant new 500KL storage reservoir to replace ex	820000	820,000.00
2025	Mareeba	WA-16	Mareeba WTP Security Fence.	40000	40,000.00
2025	Mareeba	WA-17	Upgrade Mareeba WTP UV disinfection system	1600000	1,600,000.00
2026	All	WA-18	Telemetry/SCADA Upgrades	40000	40,000.00
2026	Kuranda	WA-19	Additional turbidity meters for each filter for HBT compliance	30000	30,000.00
2027	All	WA-20	Telemetry/SCADA Upgrades	40000	40,000.00
2027	Mareeba	WA-21	Diesel generator for Wylandra Estate PS	180000	180,000.00
2028	All	WA-22	Telemetry/SCADA Upgrades	40000	40,000.00
2029	All	WA-23	Telemetry/SCADA Upgrades	40000	40,000.00
2030	All	WA-24	Telemetry/SCADA Upgrades	40000	40,000.00
2030	Mareeba	WA-25	226m of DN150 PVC along Effley St and Keegan St.	100000	100,000.00
2030	Mareeba	WA-26	Upgrade existing 395 m of main along Mulligan Highway from Lloyd street	300000	300,000.00
2031	Mareeba	WA-27	Upgrade existing 150 m of main along Slade street with DN 225 PVC.	90000	90,000.00
2031	Mareeba	WA-28	Upgrade existing 945 m of main from Costin Street to McIver Road to DN2;	550000	550,000.00
2032	Kuranda	WA-29	Third 1.5ML Water Reservoir for Myola Road (pending review)	1500000	1,500,000.00
2032	Mareeba	WA-30	Mareeba WTP Upgrade Treated Water Reservoir 1 (5 ML) to a 10ML Resen	4000000	4,000,000.00
2032	Mareeba	WA-31	Construct new clarifier to supplement Clarifer 2. Includes decommissioning	8770000	8,770,000.00
2032	All	WA-32	Telemetry/SCADA Upgrades	40000	40,000.00
2032	Mareeba	WA-33	Design and technical specification for Mareeba WTP Major Refurbishment	200000	200,000.00
2032	Mareeba	WA-34	New 10ML Emerald End Road Reservoir	7000000	7,000,000.00
2032	Mareeba	WA-35	Upgrade Mareeba Water Treatment Plant PAC System.	312500	312,500.00
2032	Mareeba	WA-36	Construct Oxidation Tank	1500000	1,500,000.00
2032	Mareeba	WA-37	Upgrade wastewater supernatant recycle pump station to 25 L/s capacity a	75000	75,000.00
<b>Total</b>					<b>32,037,990.00</b>

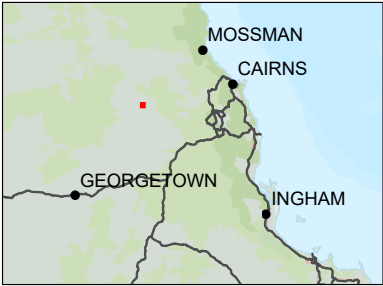


Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Chillagoe

LGIP - WAT - 001

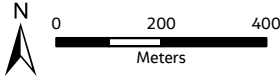


- Legend
- Existing Water Reticulation Network
  - Proposed Works
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
A3 1:12,500



Jacobs

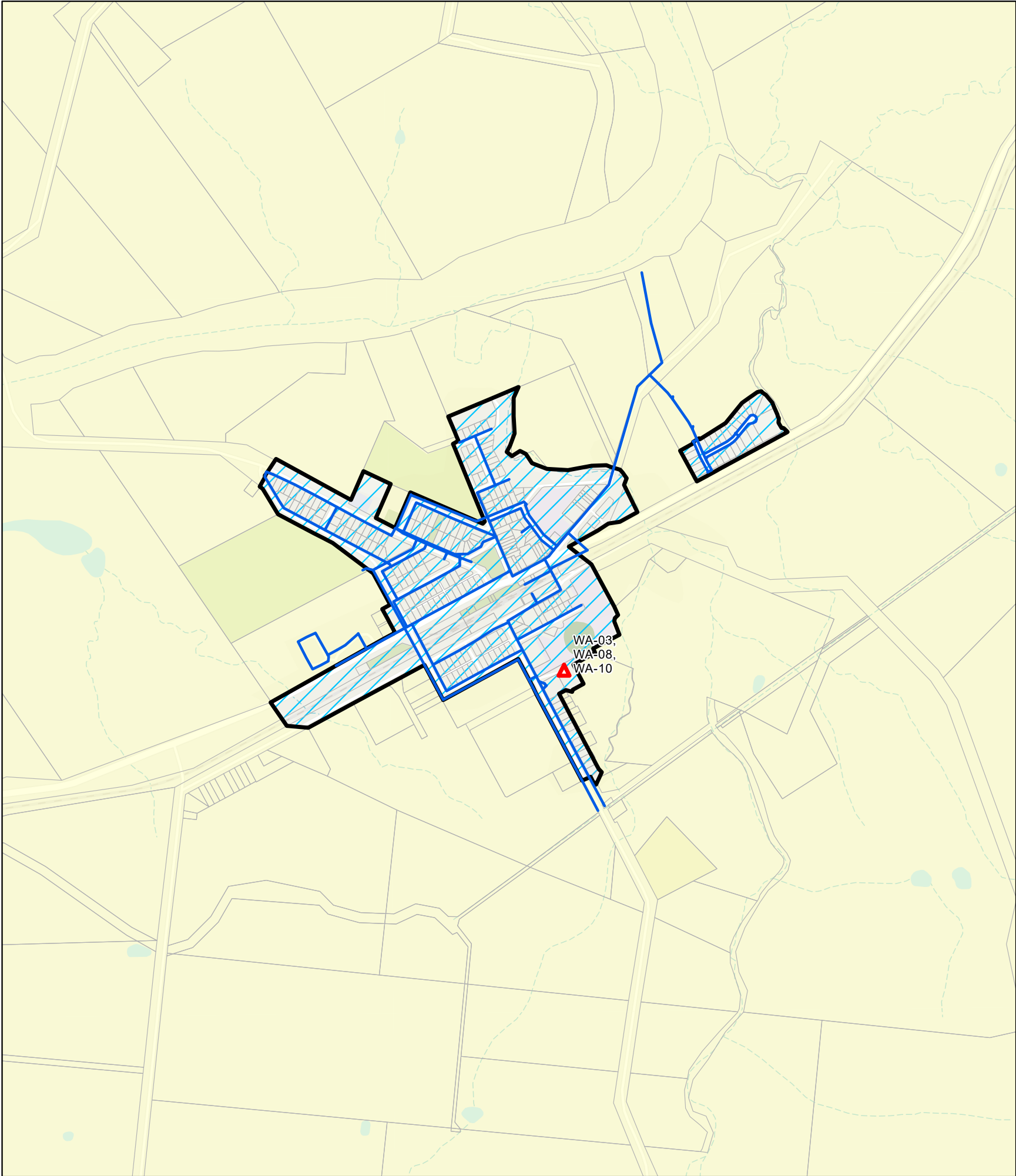
Mareeba W&W Projects

Source: Mareeba Shire Council: Water (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Dimbulah

LGIP - WAT - 002



- Legend
- Existing Water Reticulation Network

Proposed Works

Priority Infrastructure Area

Cadastre

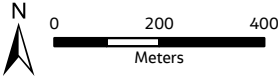
Service Catchment - Shire

Service Catchment - Township



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GDA 1994 MGA Zone 55  
A3 1:12,500



Jacobs

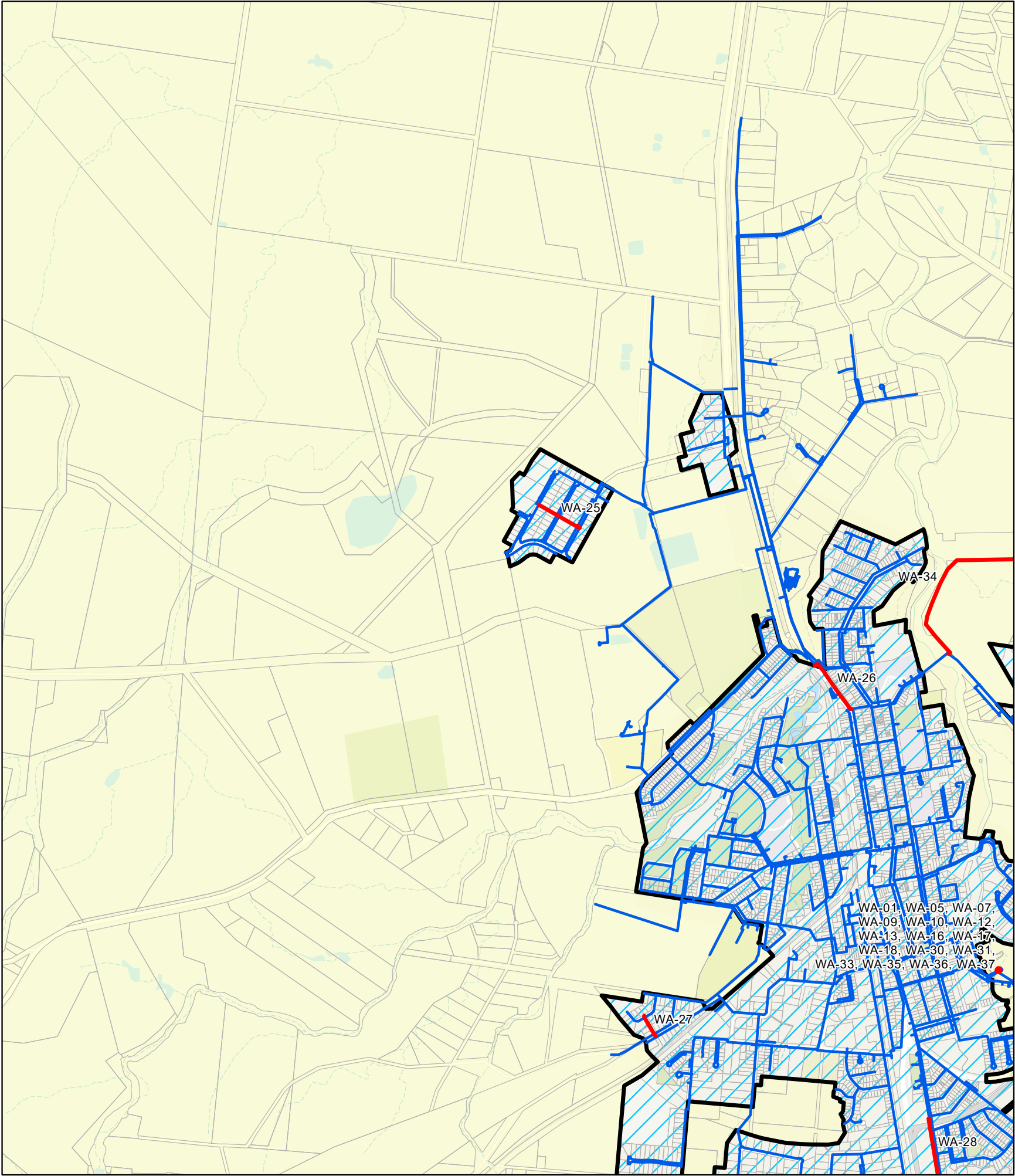
Mareeba W&W Projects

Source: Mareeba Shire Council: Water (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Mareeba Map 1

LGIP - WAT - 003



- Legend
- Existing Water Reticulation Network
  - Proposed Works
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
A3 1:25,000



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Mareeba W&W Projects

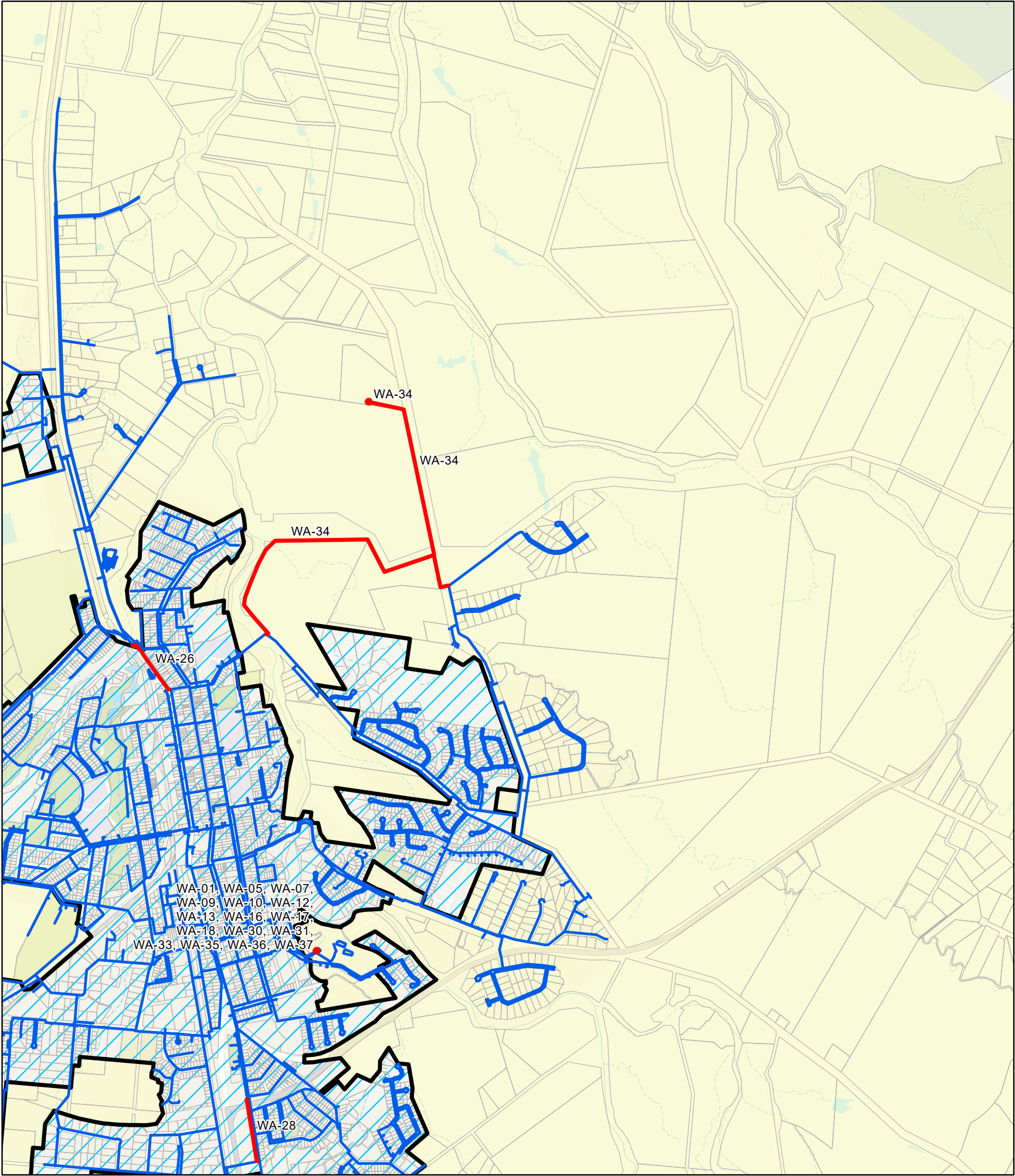
Source: Mareeba Shire Council: Water (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Mareeba Map 2

LGIP - WAT - 004



- Legend
- Existing Water Reticulation Network

Proposed Works

Priority Infrastructure Area

Cadastre

Service Catchment - Shire

Service Catchment - Township



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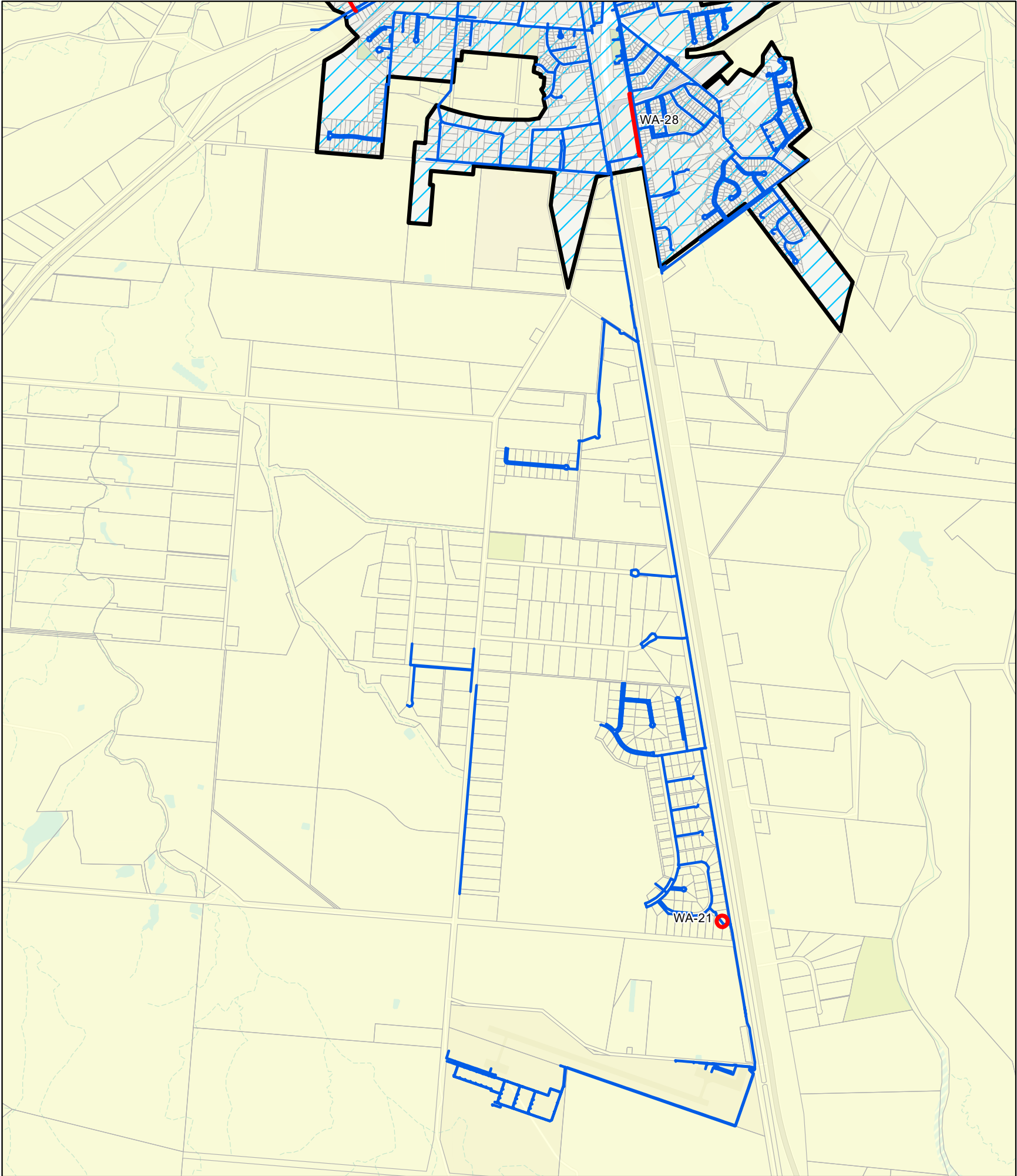
Mareeba W&W Projects

Source: Mareeba Shire Council: Water (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Mareeba Map 3

LGIP - WAT - 005



- Legend
- Existing Water Reticulation Network

Proposed Works

Priority Infrastructure Area

Cadastre

Service Catchment - Shire

Service Catchment - Township



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GDA 1994 MGA Zone 55  
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Mareeba W&W Projects

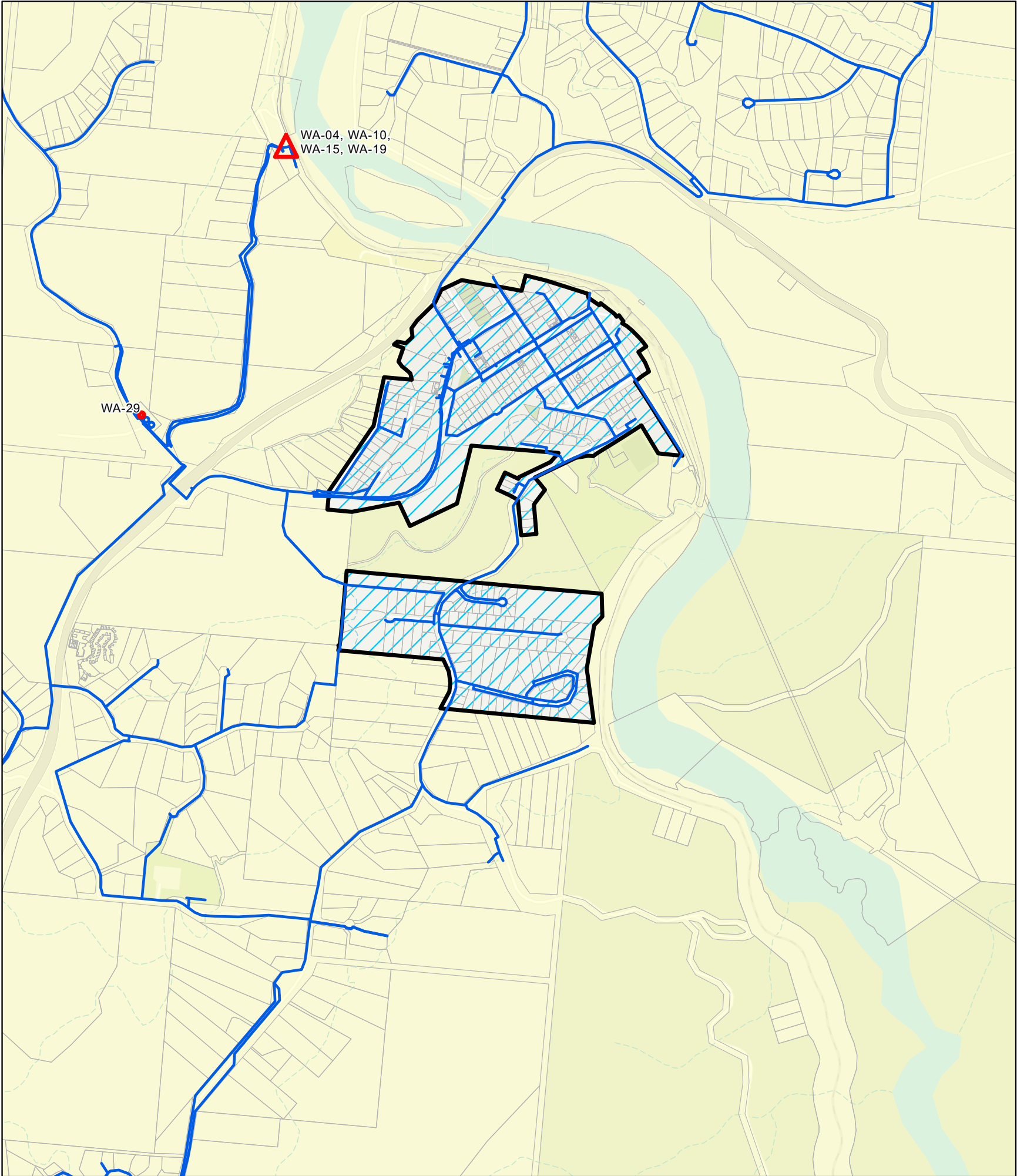
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Plans For Trunk Infrastructure - Water - Trunk Infrastructure: Kuranda

LGIP - WAT - 006

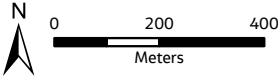


- Legend
- Existing Water Reticulation Network
  - Proposed Works
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

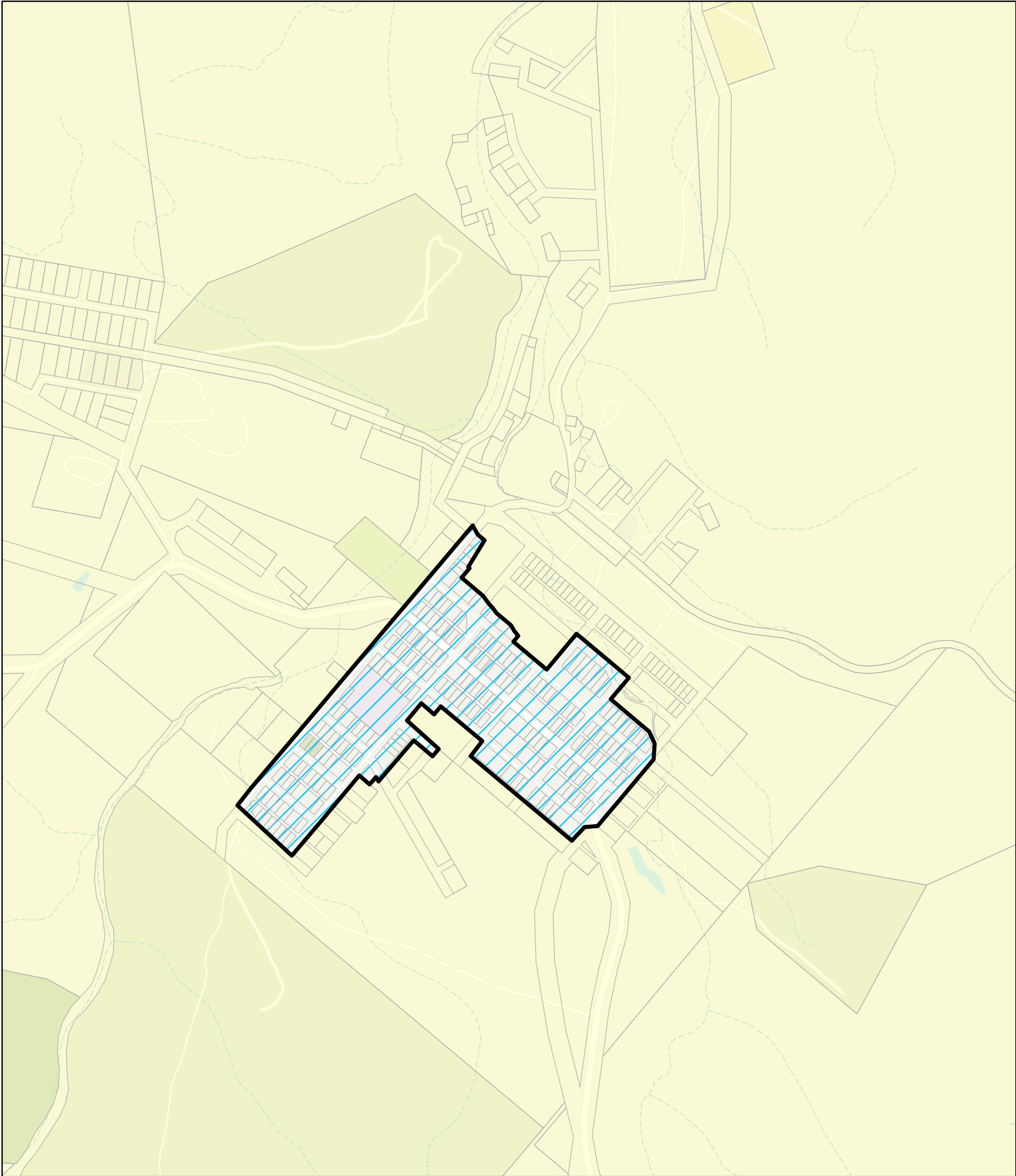
Source: Mareeba Shire Council: Water (2018), PIA (2022); DoR: Cadastre (2022)

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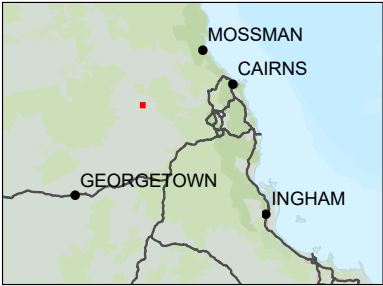
Year	Location	Project No.	Project Description	Estimate '000
2023	Mareeba	WW-01	WW-01 Bicentennial Lakes Sewer Main Capacity Upgrade	\$4,000,000
2023	Mareeba and Kuranda	WW-02	WW-02 New Standby Generator Program.	\$88,000
2023	Mareeba and Kuranda	WW-03	WW-03 Unconfirmed. Subject to Grant Funding. Minor Wastewater Pump Station Refurbishments	\$2,400,000
2024	Mareeba	WW-04	Robins St SPS Sewer Rising Main Upgrade Project	\$600,000
2024	Mareeba and Kuranda	WW-05	New pump station standby generators x 2.	\$80,000
2025	Mareeba and Kuranda	WW-06	New pump station standby generators x 2.	\$80,000
2025	Mareeba	WW-07	Extension of Kenneally Rd rising main from Mareeba Connection Road to Granite Creek pump station via Constance Street.	\$3,000,000
2026		WW-08	placeholder	\$0
2027	Mareeba	WW-09	Eccles Street 375 mm gravity main upgrade (400m) From MH 10104 to Granite Ck PS	\$1,000,000
2027	Mareeba	WW-10	WWMAR061 300 mm pressure main (2000 m) from near MH 10146 to Atherton St	\$2,880,000
2027	Mareeba	WW-11	WWMARYYY Keneally Rd Pump Station Pumps only	\$90,000
2027	Mareeba	WW-12	WWMAR071 100 mm pressure main (1500 m) from Prestige Gardens Pump Station	\$450,000
2027	Mareeba	WW-13	WWMAR113 Prestige Gardens Pump Station Pumps only	\$48,000
2028		WW-14	placeholder	\$0
2029		WW-15	placeholder	\$0
2030	Mareeba	WW-16	Mareeba Wastewater Treatment Plant Capacity Upgrade Assessment and Designs	\$300,000
2031		WW-17	placeholder	\$0
2032		WW-18	placeholder	\$0
<b>Total</b>				<b>\$15,016,000</b>

Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Chillagoe

LGIP - SEW - 001

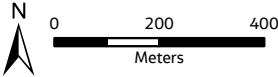


- Legend
- Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

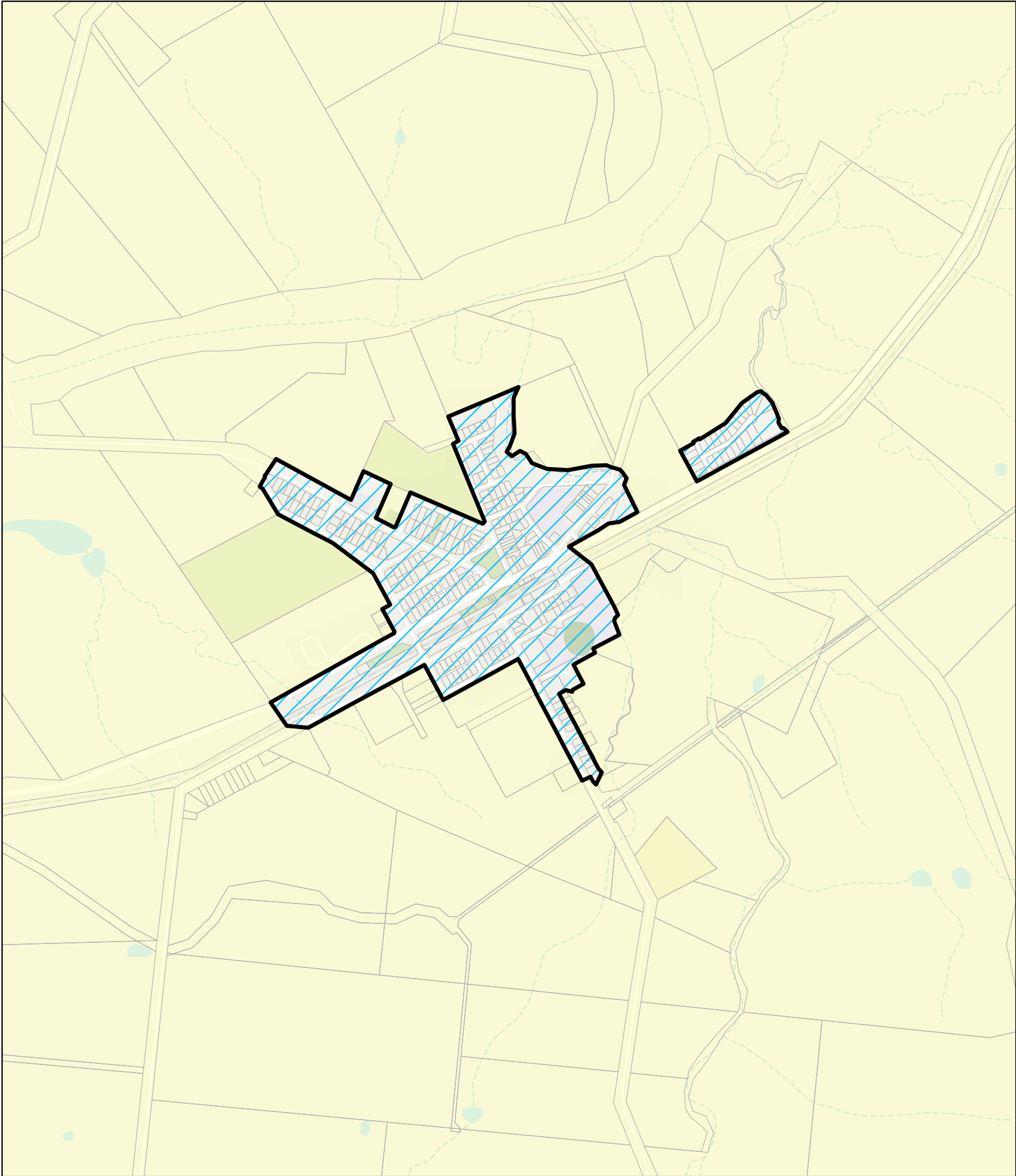
Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Dimbulah

LGIP - SEW - 002

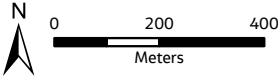


- Legend
- Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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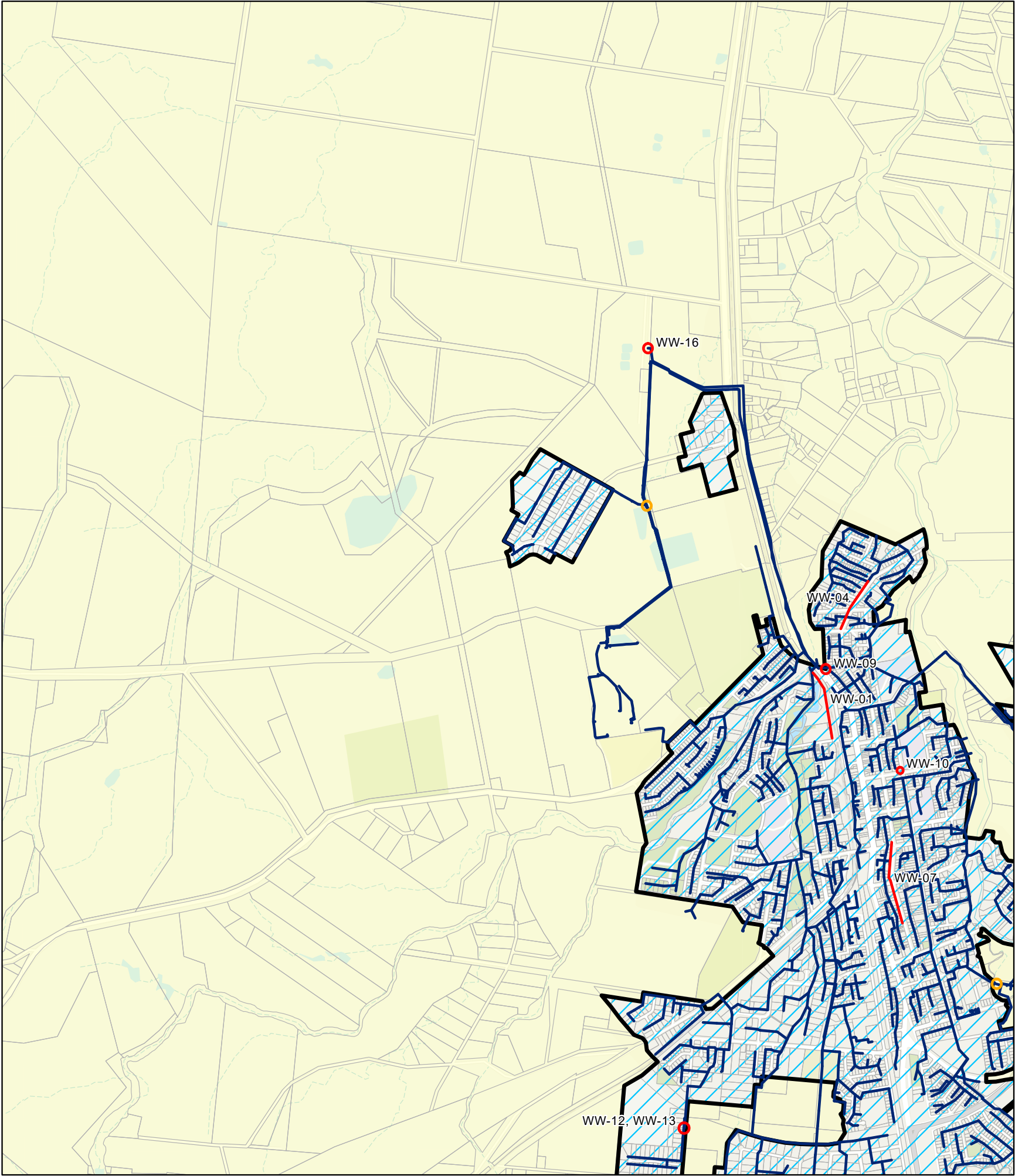
Mareeba W&W Projects

Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Mareeba Map 1

LGIP - SEW - 003



- Legend
- Proposed Works
  - Existing Sewer Pump Station
  - Existing Sewer Network
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
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Mareeba W&W Projects

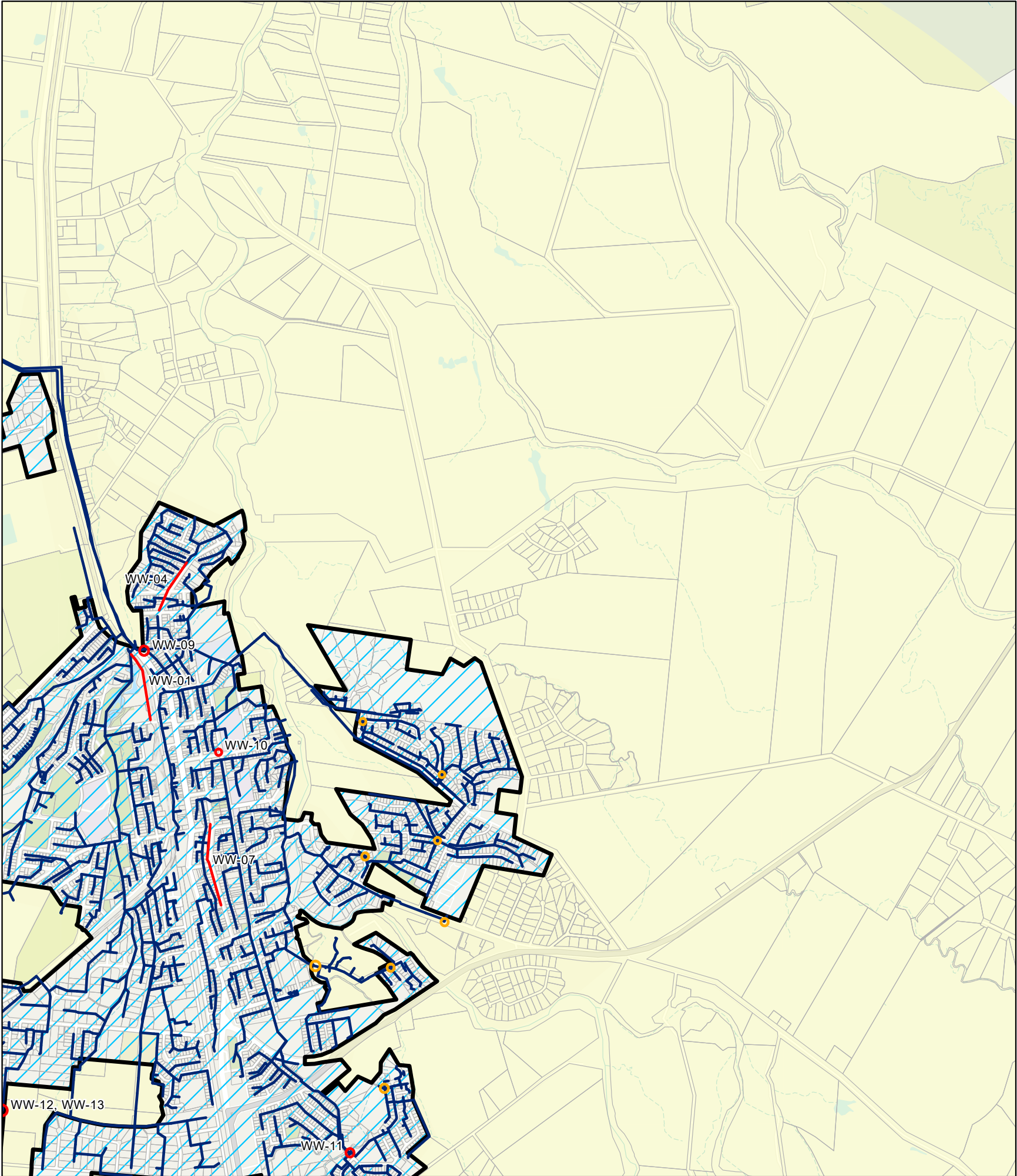
Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Mareeba Map 2

LGIP - SEW - 004



- Legend
- Proposed Works

Existing Sewer Pump Station

Existing Sewer Network

Priority Infrastructure Area

Cadastre

Service Catchment - Shire

Service Catchment - Township



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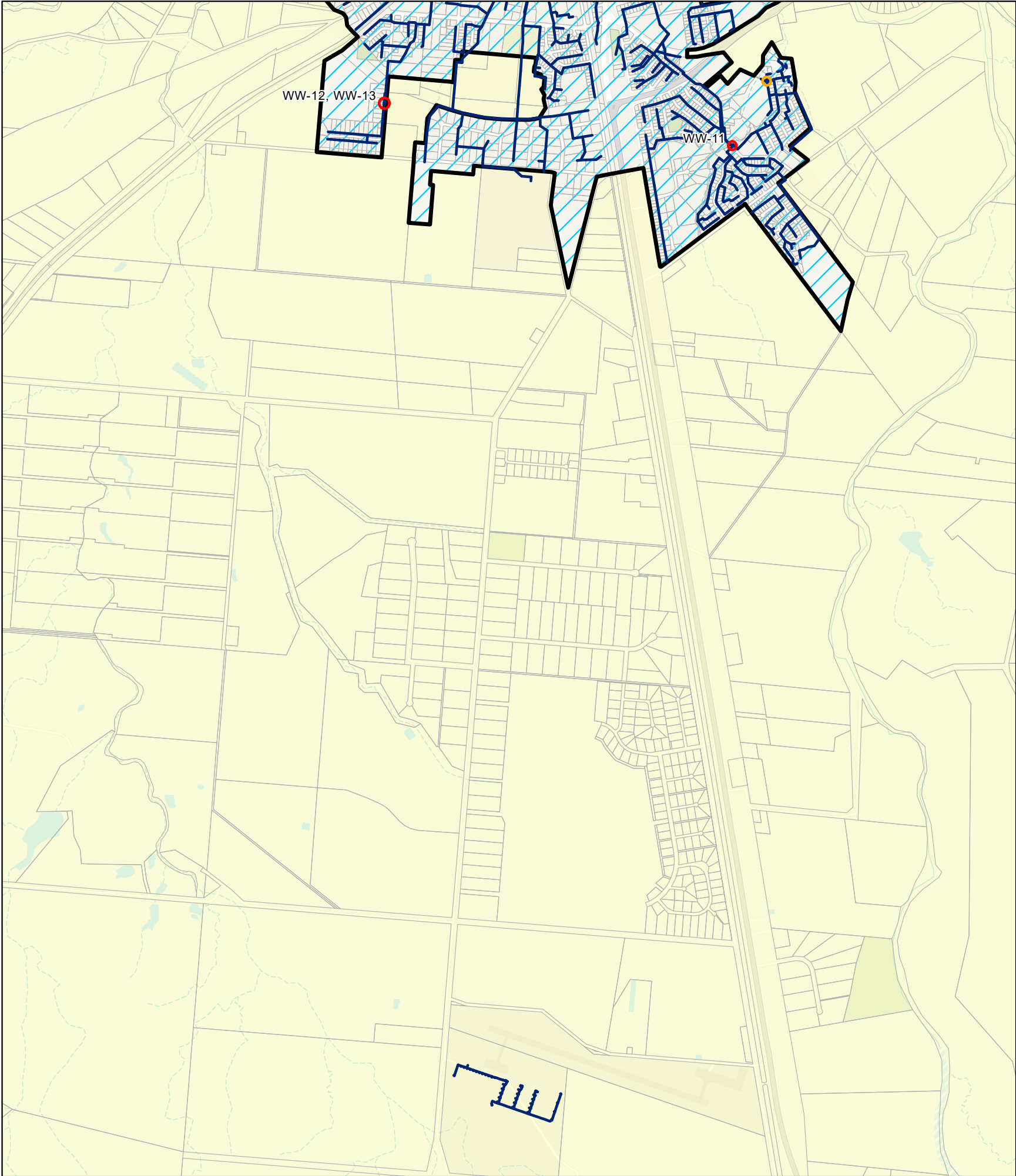
Mareeba W&W Projects

Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Mareeba Map 3

LGIP - SEW - 005



- Legend
- Proposed Works
  - Existing Sewer Pump Station
  - Existing Sewer Network
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
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Mareeba W&W Projects

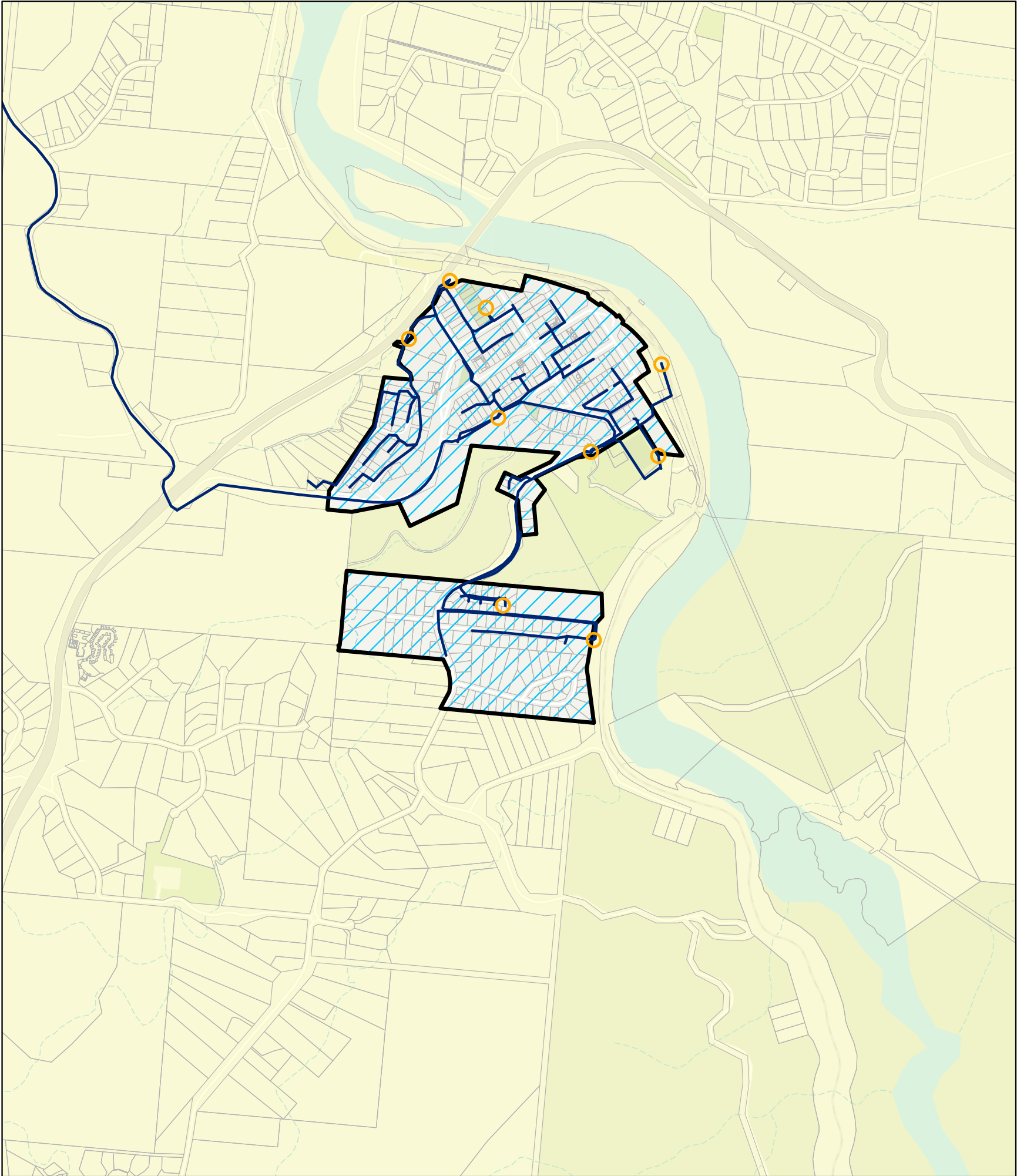
Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure: Sewer - Trunk Infrastructure: Kuranda

LGIP - SEW - 006

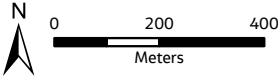


- Legend
- Existing Sewer Pump Station
  - Existing Sewer Network
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

Source: Mareeba Shire Council: Sewer (2018, 2022), PIA (2022); DoR: Cadastre, Railway (2022)

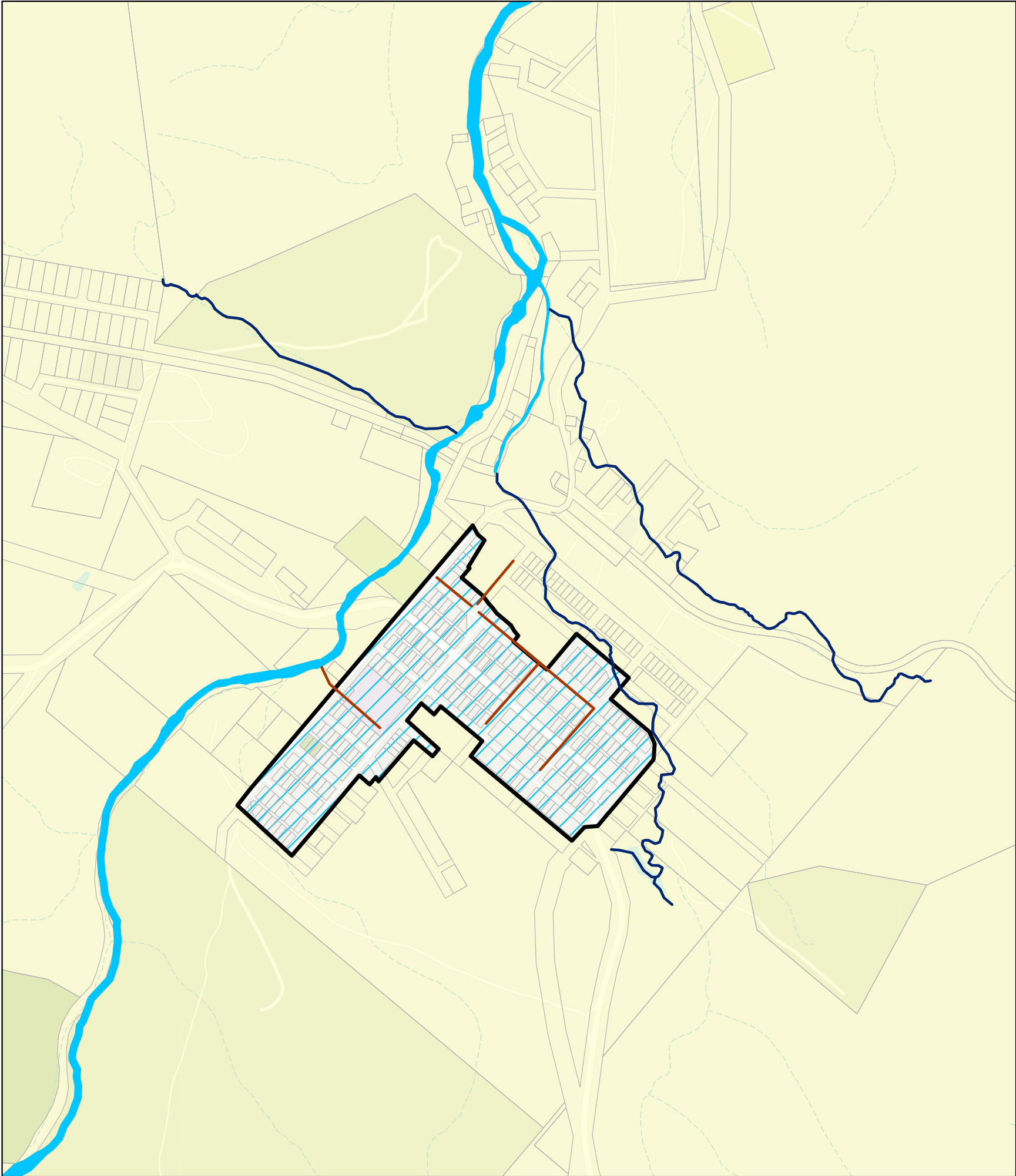
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Table ????: Stormwater schedule of works

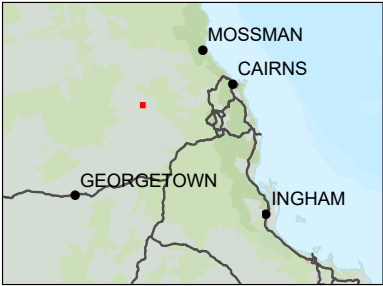
Ref	Trunk infrastructure	Estimated timing	Establishment cost
SW-04	Atherton Street, Mareeba. Drainage Improvement.	2032	\$500,000
SW-06	Tilse St, Mareeba	2028	\$700,000
SW-07	Ray Rd, Mareeba	2026	\$1,500,000
SW-08	CBD drainage, Mareeba	2032	\$2,500,000
SW-09	Hoolahan Dr (Emerald End Rd), Mareeba	2032	\$250,000
SW-10	Amaroo drainage, Mareeba Stage 3	2032	\$200,000
SW-11	Sunset Park Drainage, Mareeba	2032	\$250,000
SW-12	Mareeba Industrial Precinct drainage, Mareeba	2028	\$600,000
SW-13	Ceola Estate drainage, Mareeba	2032	\$600,000
SW -14	Mclver Rd, Mareeba	2026	\$500,000
SW -15	Marinelli drainage, Mareeba	2032	\$500,000
SW -16	Costin St (Basalt Gully) culvert	2032	\$400,000
SW -17	Reynolds St (Basalt Gully) culvert	2032	\$400,000
SW -18	Rankin St (Basalt Gully) culvert	2032	\$400,000
SW -19	Keeble St (Basalt Gully) culvert	2032	\$400,000
	<b>TOTAL</b>		\$9,700,000

Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Chillagoe

LGIP - SW - 001

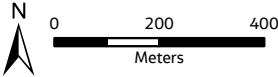


- Legend
- Existing Minor Natural Drainage
  - Existing Overland Flowpath Channels
  - Proposed Stormwater Works
  - Existing Major Natural Channel
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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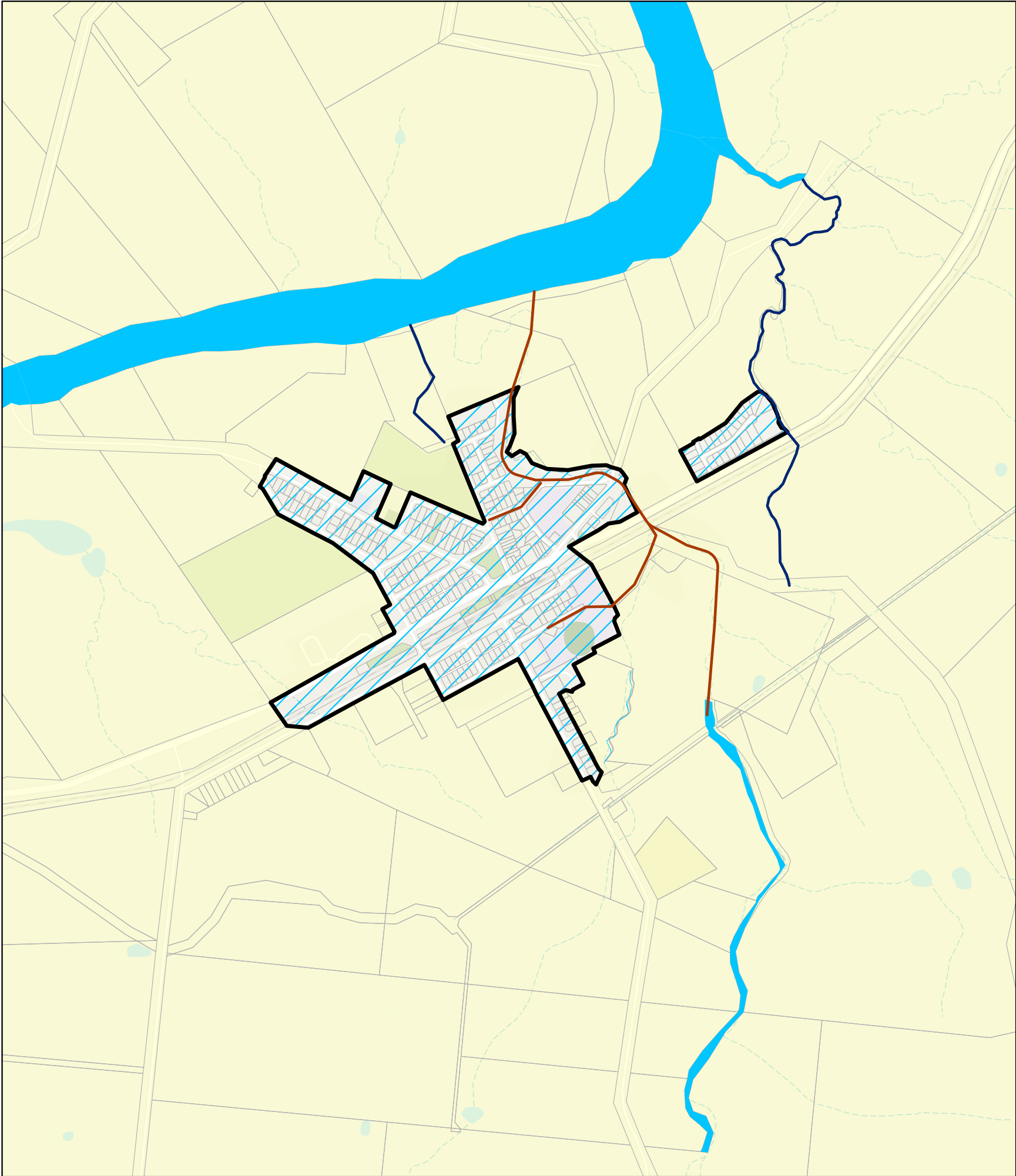
Mareeba W&W Projects









Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Dimbulah

LGIP - SW - 002

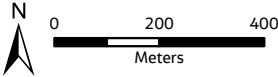


- Legend
- |   |  |
|---|--|
|  Existing Minor Natural Drainage     |  Priority Infrastructure Area |
|  Existing Overland Flowpath Channels |  Cadastre                     |
|  Proposed Stormwater Works           |  Service Catchment - Shire    |
|  Existing Major Natural Channel      |  Service Catchment - Township |



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Mareeba W&W Projects

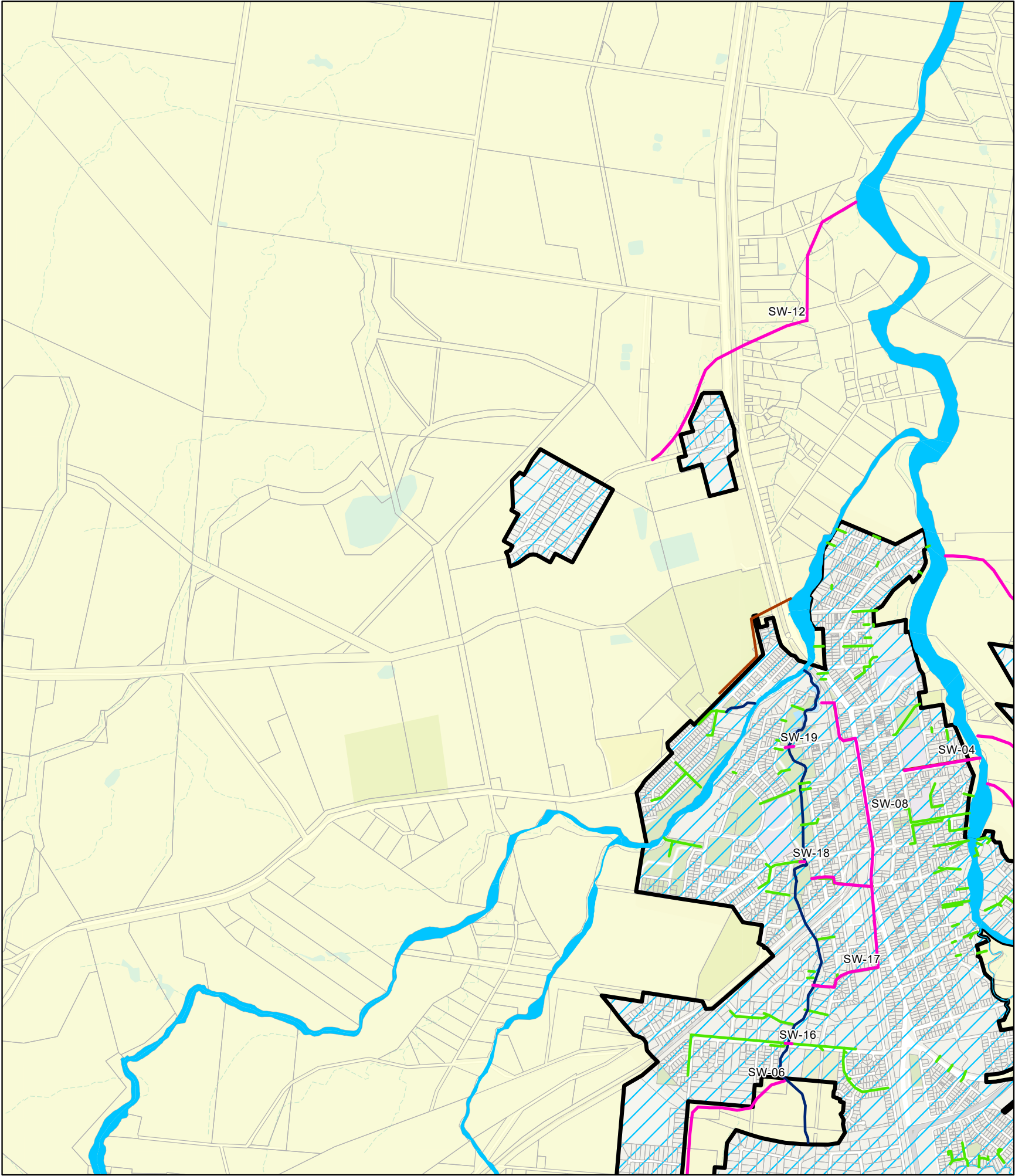
Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Mareeba Map 1

LGIP - SW - 003

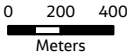


- Legend
- Existing Minor Natural Drainage
  - Existing Overland Flowpath Channels
  - Existing Piped Drainage
  - Proposed Stormwater Works
  - Existing Major Natural Channel
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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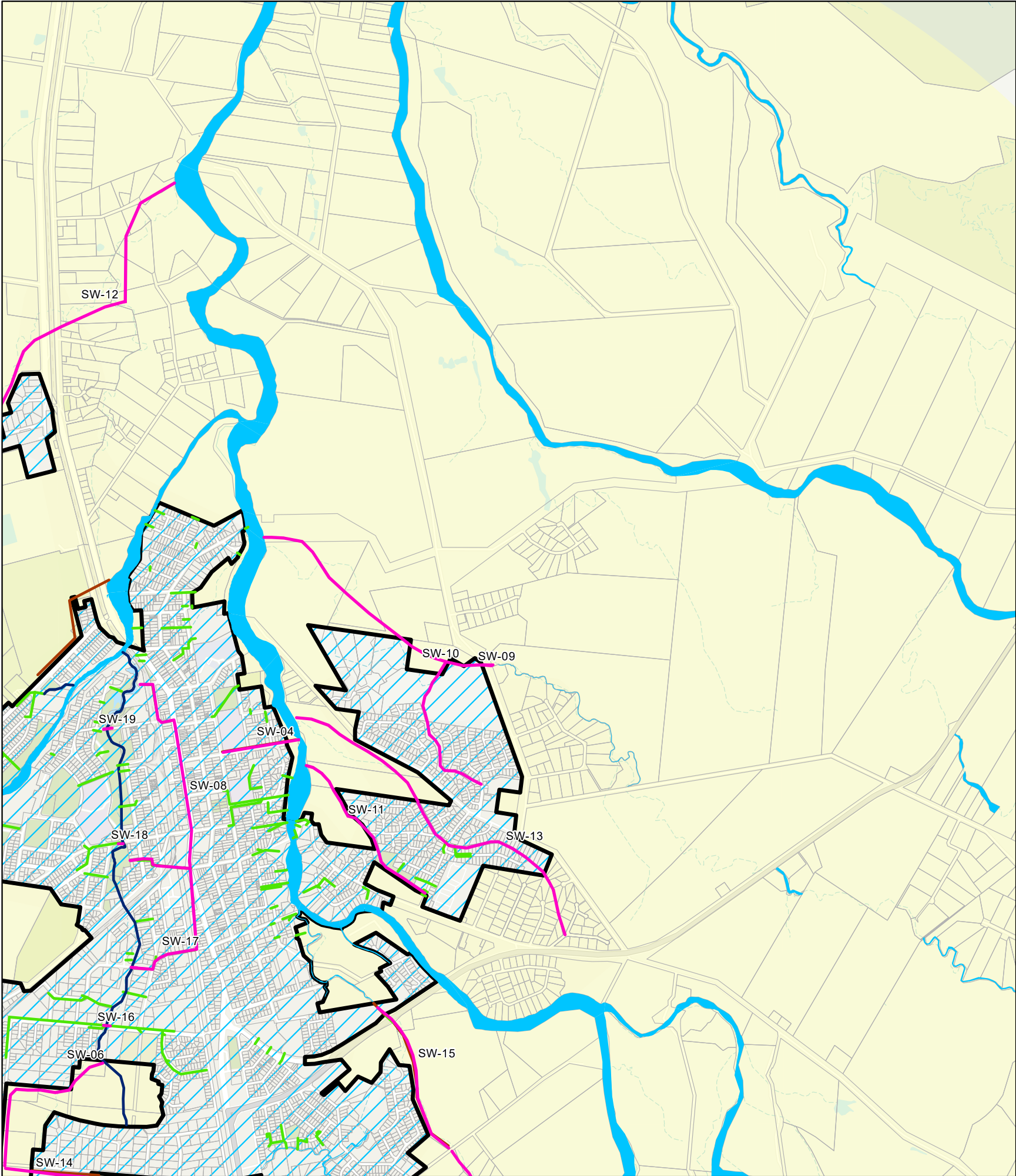
Mareeba W&W Projects

Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Mareeba Map 2

LGIP - SW - 004



- Legend
- Existing Minor Natural Drainage
  - Existing Overland Flowpath Channels
  - Existing Piped Drainage
  - Proposed Stormwater Works
  - Existing Major Natural Channel
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
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Meters

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Mareeba W&W Projects

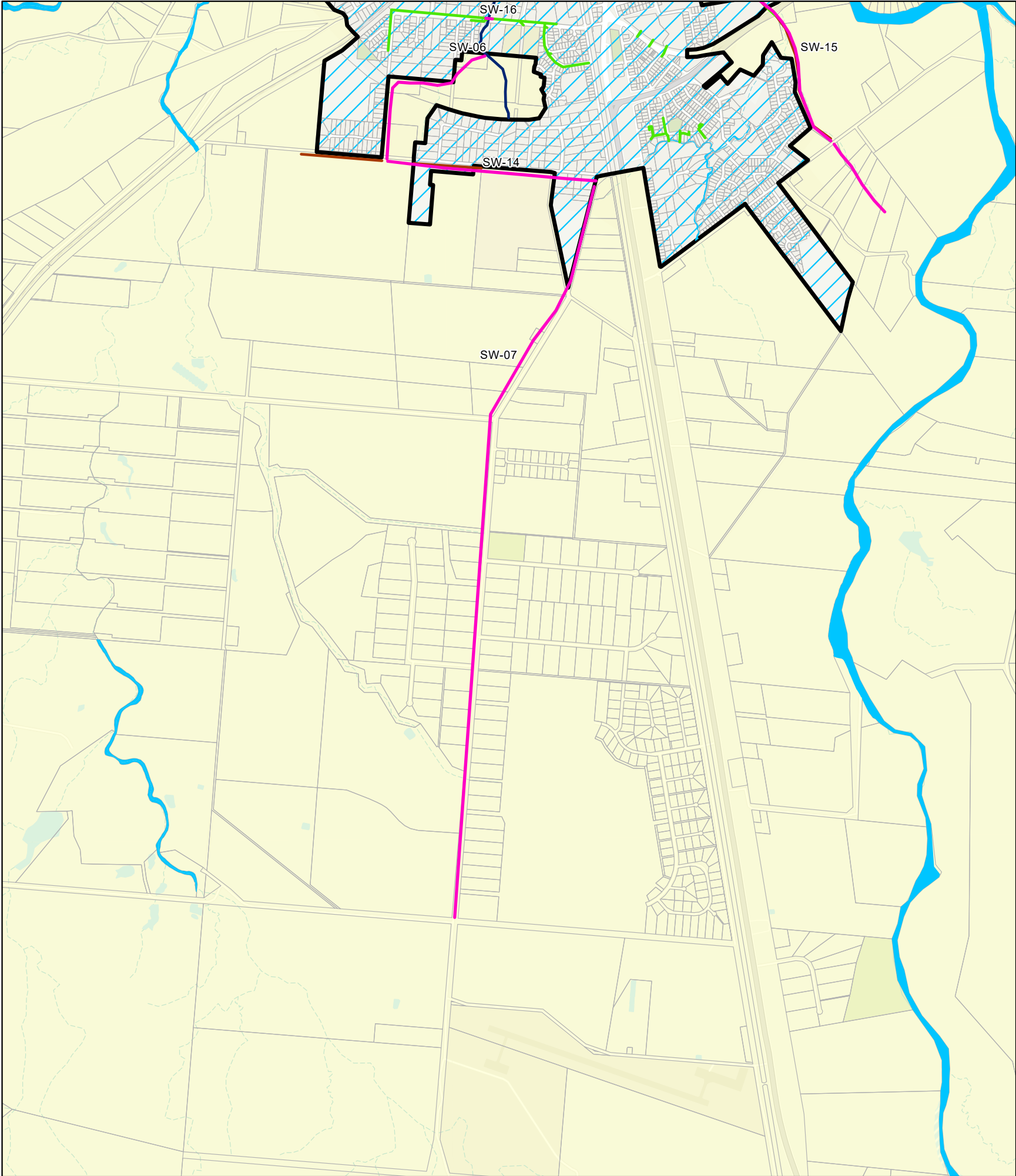
Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Mareeba Map 3

LGIP - SW - 005



- Legend
- Existing Minor Natural Drainage
  - Existing Overland Flowpath Channels
  - Existing Piped Drainage
  - Proposed Stormwater Works
  - Existing Major Natural Channel
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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GDA 1994 MGA Zone 55  
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Meters

Jacobs

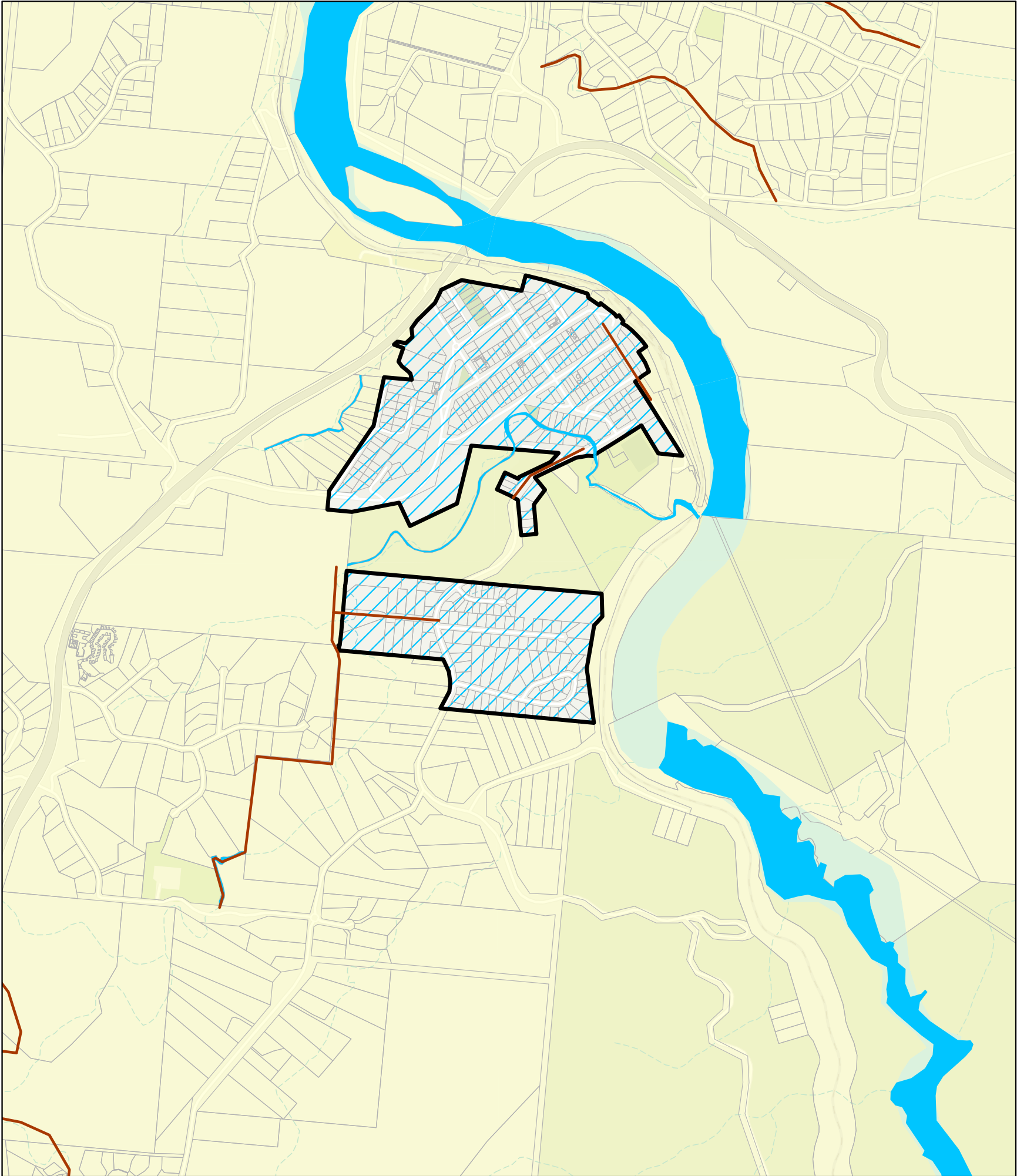
Mareeba W&W Projects

Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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Plans For Trunk Infrastructure - Stormwater - Trunk Infrastructure: Kuranda

LGIP - SW - 006

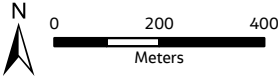


- Legend
- Existing Overland Flowpath Channels
  - Proposed Stormwater Works
  - Existing Major Natural Channel
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

Source: Mareeba Shire Council: Stormwater (2018), PIA (2022); DoR: Cadastre (2022)

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**Table Error! No text of specified style in document.1 : Transport network schedule of works**

Ref	Trunk infrastructure	Estimated timing	Establishment cost
TPT-01	Barang Street/Rob Veivers Drive, Kuranda. Upgrade of intersection to include Channelised right turn pocket.	2026	\$90,000
TPT-02	Chewko Road, Mareeba. Widen and Seal Narrow Section. Chainage 1.7 - 2.8.	2027	\$350,000
TPT-03	Herberton Street/Constance Street intersection upgrade.	2023	\$1,850,000
TPT-04	Mclver Road. Construct new kerb and channel. Ch. 0 - 0.22.	2028	\$150,000
TPT-05	Myola Road. Intersection of Kuranda Heights Road onto Myola Road (near Water tank). Ch. 0.16 - 0.18.	2028	\$60,000
TPT-06	Barron Falls Rd, Kuranda. Widen to 6.5m seal width and intersection upgrade with Mason Rd. Chainage 1.2 to 2.6. (PIA Component from Chainage 1.2 to 2.1)	2025	\$860,000
TPT-07	Mason Road. Reprofile road due to drainage issues. Ch. 0.2 - 0.6.	2021	\$70,000
TPT-08	Mclver Road - Ray Road, Mareeba. Rehab and widen Mclver Road from Ray Road to western end of Owens Street. Chainage 0.16 to 0.72.	2023	\$1,190,000
TPT-09	Malone Road widening, Mareeba	2022	\$800,000
TPT-10	Hastie Rd – Emerald End Rd intersection upgrade	2031	\$620,000
TPT-11	Railway Avenue Carpark Upgrade - Connect Post Office Carpark to Railway Avenue Carpark.	2025	\$160,000
TPT-12	Rankin Street/Walsh Street. Roundabout and Approaches Upgrade.	2022	\$1,320,000
TPT-13	Walsh Street, Mareeba. Walsh Street / Coles and Target Accesses upgrade. Non LRRS Roadworks (sealed) - Existing Alignment Road Upgrade (Safety Enhancements). Ch 2.28 - 2.32.	2024	\$430,000

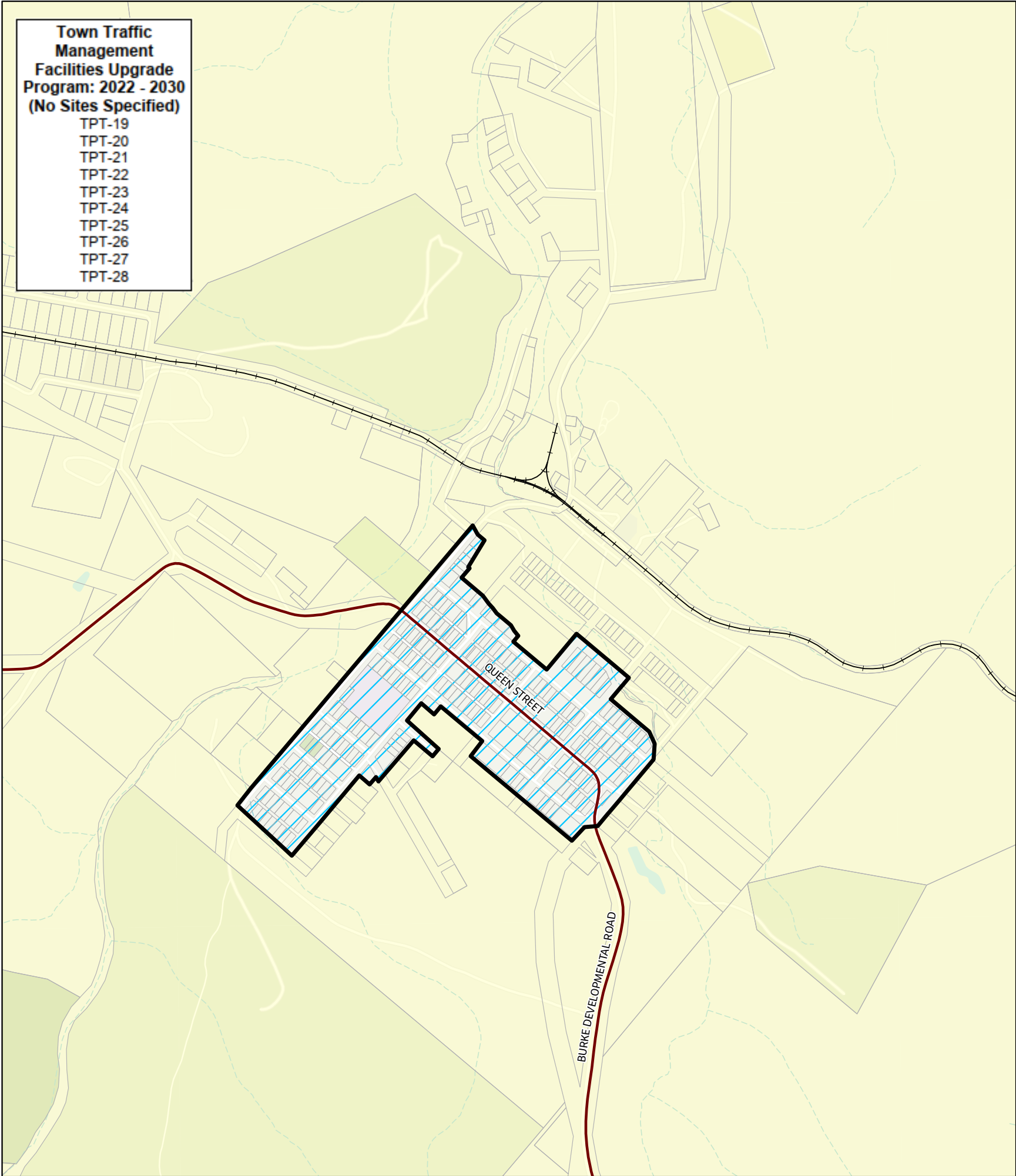
Ref	Trunk infrastructure	Estimated timing	Establishment cost
TPT-14	Hastie and Constance Streets, Mareeba. Traffic management upgrade for Primary School and Childcare Precinct.	2025	\$540,000
TPT-15	Blacks Road, Mareeba. Widen and Seal narrow sections. Chainage 0.0 to 1.8	2026	\$660,000
TPT-16	Hastie Road. Widen seal from highway to Ceola Drive.	2028	\$960,000
TPT-17	Atherton Street and Walsh Street, Mareeba. Atherton Street and Walsh Street Intersection Upgrade to Roundabout.	2029	\$710,000
TPT-18	Barang Street, Kuranda. Widen and upgrade to collector street standard.	2029	\$550,000
TPT-19	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2022	\$150,000
TPT-20	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2023	\$160,000
TPT-21	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2024	\$160,000
TPT-22	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2025	\$170,000
TPT-23	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2026	\$170,000
TPT-24	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2027	\$170,000
TPT-25	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2028	\$180,000
TPT-26	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2029	\$180,000

Ref	Trunk infrastructure	Estimated timing	Establishment cost
TPT-27	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2030	\$190,000
TPT-28	Town traffic management facilities upgrade program (roundabout and intersection safety treatments)	2030	\$190,000
TPT-29	Hastie Street, Mareeba. Carpark and Road Safety Upgrade	2023	\$530,000
TPT-30	Borzi Park, Mareeba. Carpark Upgrade	2024	\$270,000
	<b>TOTAL</b>		\$



Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Chillagoe

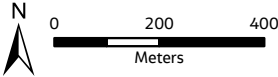
LGIP - TPT - 001



- Legend
- Proposed Intersection Improvement
  - Existing Railway
  - Existing State Controlled Road
  - Roads - Proposed Trunk Infrastructure Improvement
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township

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Mareeba W&W Projects

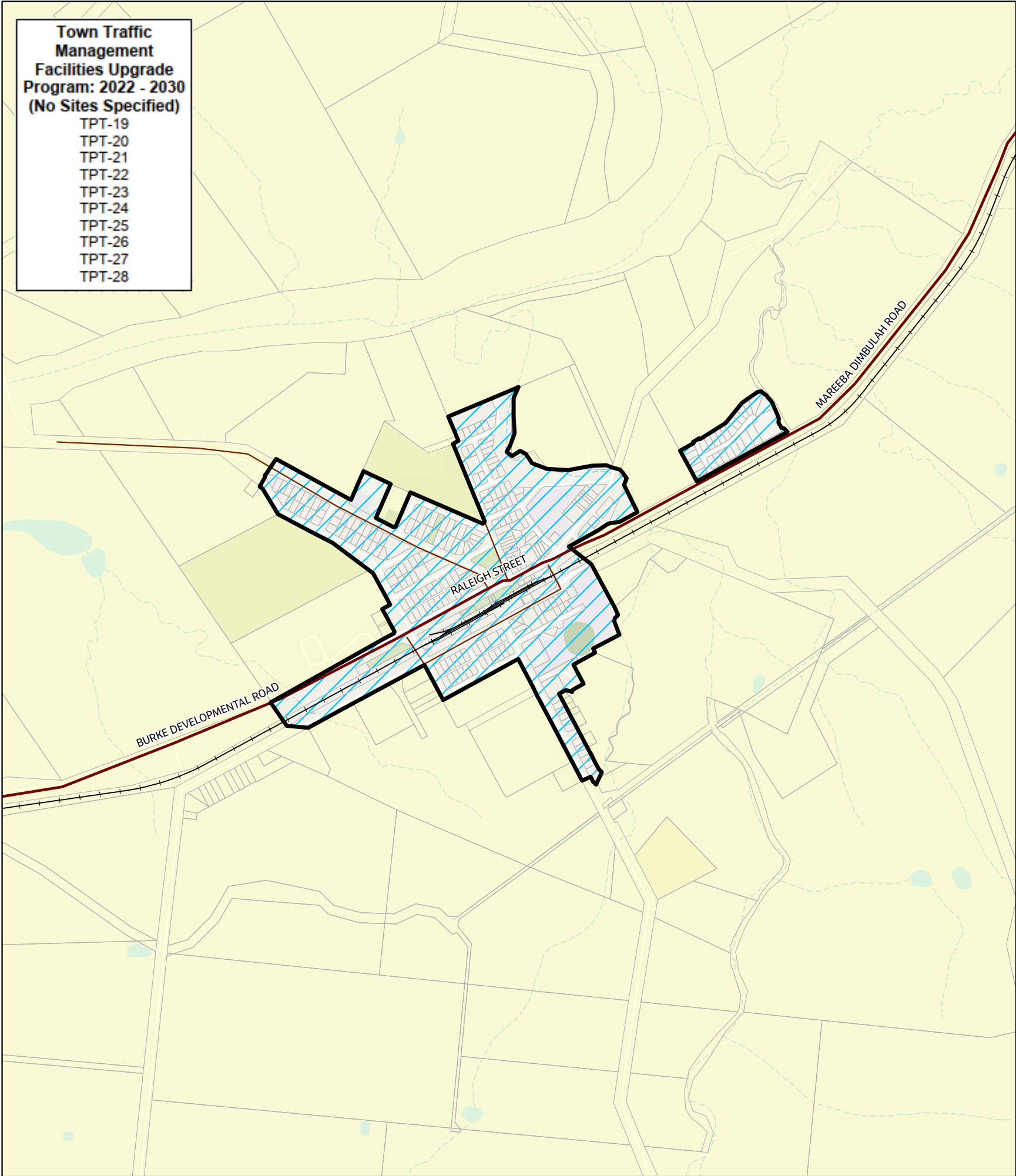
Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Dimbulah

LGIP - TPT - 002



- Legend
- Proposed Intersection Improvement
  - Existing Railway
  - Existing Local Rural Connection
  - Existing State Controlled Road
  - Roads - Proposed Trunk Infrastructure Improvement
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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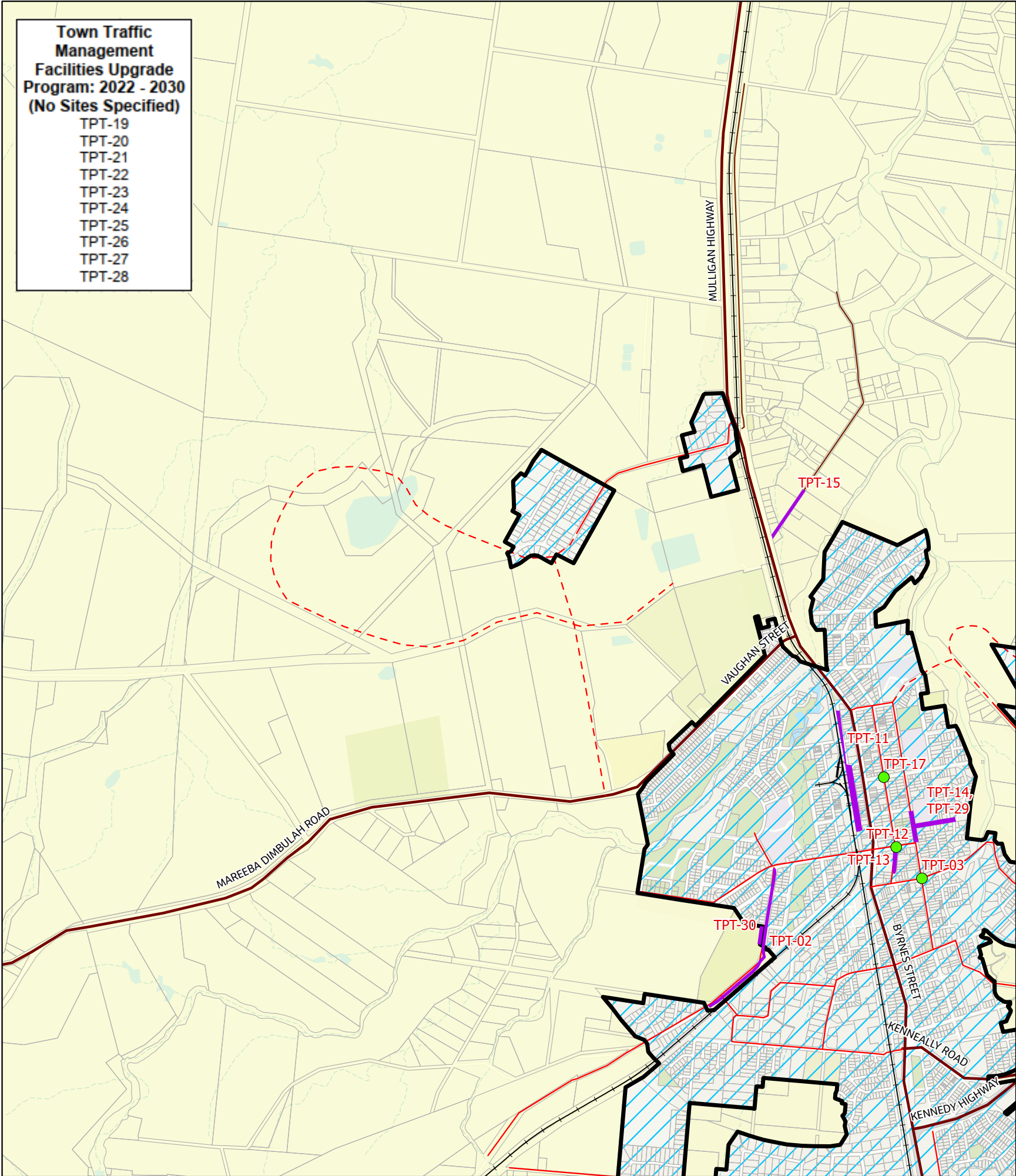
Mareeba W&W Projects

Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Mareeba Map 1

LGIP - TPT - 003



- Legend
- Proposed Intersection Improvement
  - Existing Railway
  - Future Local Network Road
  - Existing Higher Order Local Road
  - Existing Local Rural Connection
  - Existing State Controlled Road
  - Roads - Proposed Trunk Infrastructure Improvement
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

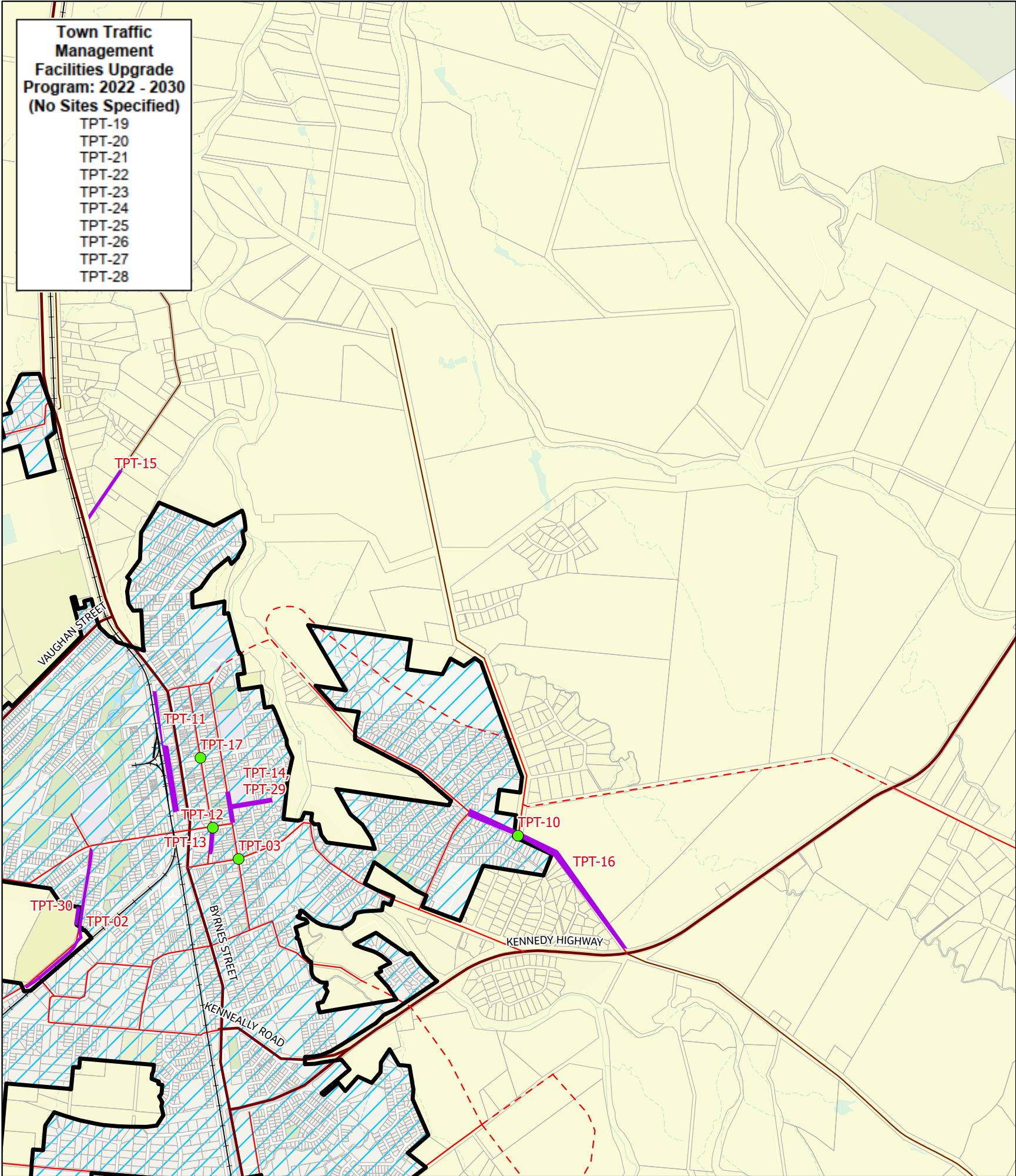
Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Mareeba Map 2

LGIP - TPT - 004



- Legend
- Proposed Intersection Improvement
  - Existing Railway
  - Future Local Network Road
  - Existing Higher Order Local Road
  - Existing Local Rural Connection
  - Existing State Controlled Road
  - Roads - Proposed Trunk Infrastructure Improvement
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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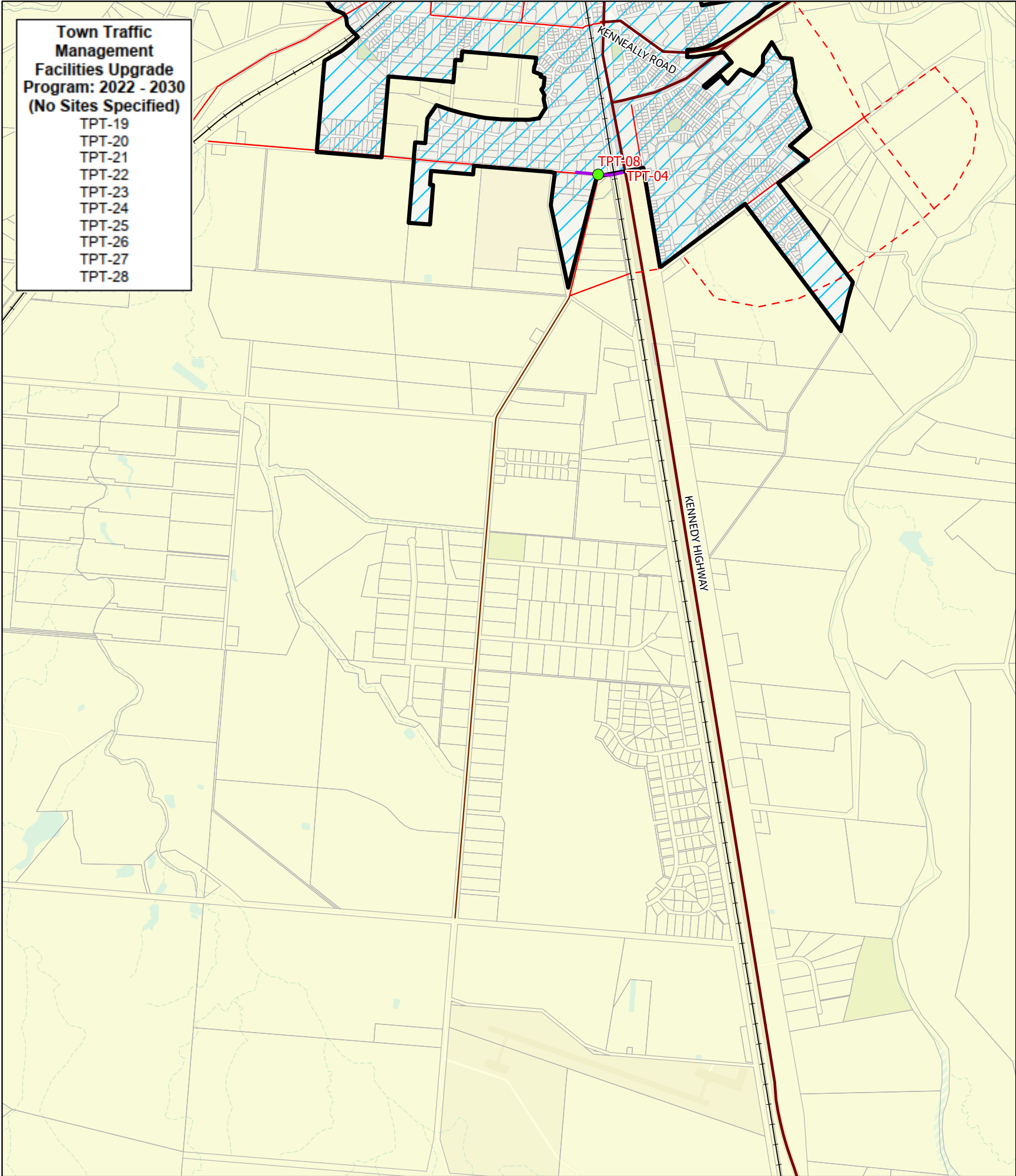
Mareeba W&W Projects

Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Mareeba Map 3

LGIP - TPT - 005



Legend

- Proposed Intersection Improvement
- Existing Railway
- Future Local Network Road
- Existing Higher Order Local Road
- Existing Local Rural Connection
- Existing State Controlled Road
- Roads - Proposed Trunk Infrastructure Improvement
- Priority Infrastructure Area
- Cadastre
- Service Catchment - Shire
- Service Catchment - Township

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**Jacobs**

Mareeba W&W Projects

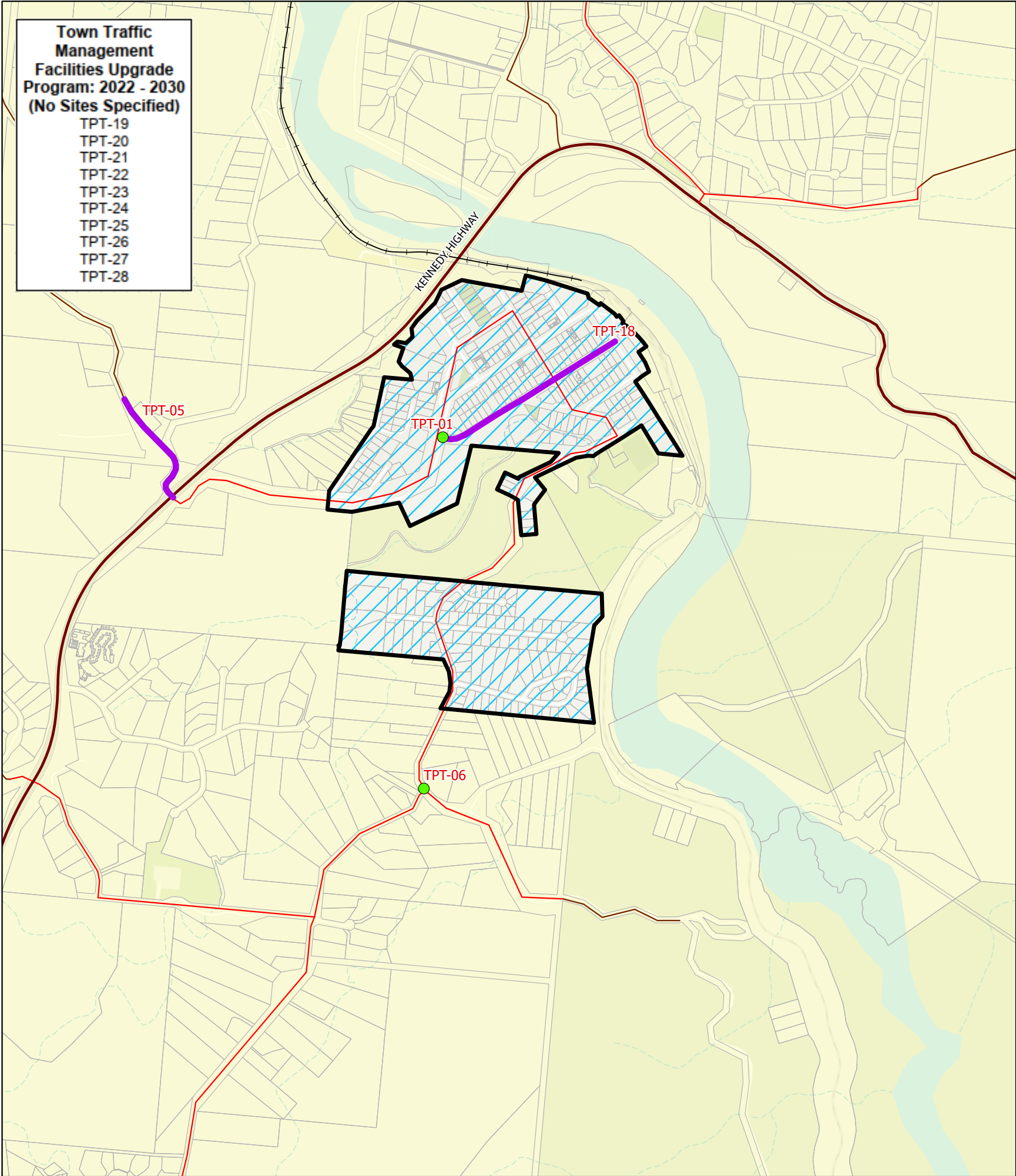
Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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Plans For Trunk Infrastructure - Roads - Trunk Infrastructure: Kuranda

LGIP - TPT - 006

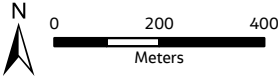


- Legend
- Proposed Intersection Improvement
  - Existing Railway
  - Existing Higher Order Local Road
  - Existing Local Rural Connection
  - Existing State Controlled Road
  - Roads - Proposed Trunk Infrastructure Improvement
  - Priority Infrastructure Area
  - Cadastre
  - Service Catchment - Shire
  - Service Catchment - Township



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Mareeba W&W Projects

Source: Mareeba Shire Council: Transport (2018), PIA (2022); DoR: Cadastre, Railway (2022)

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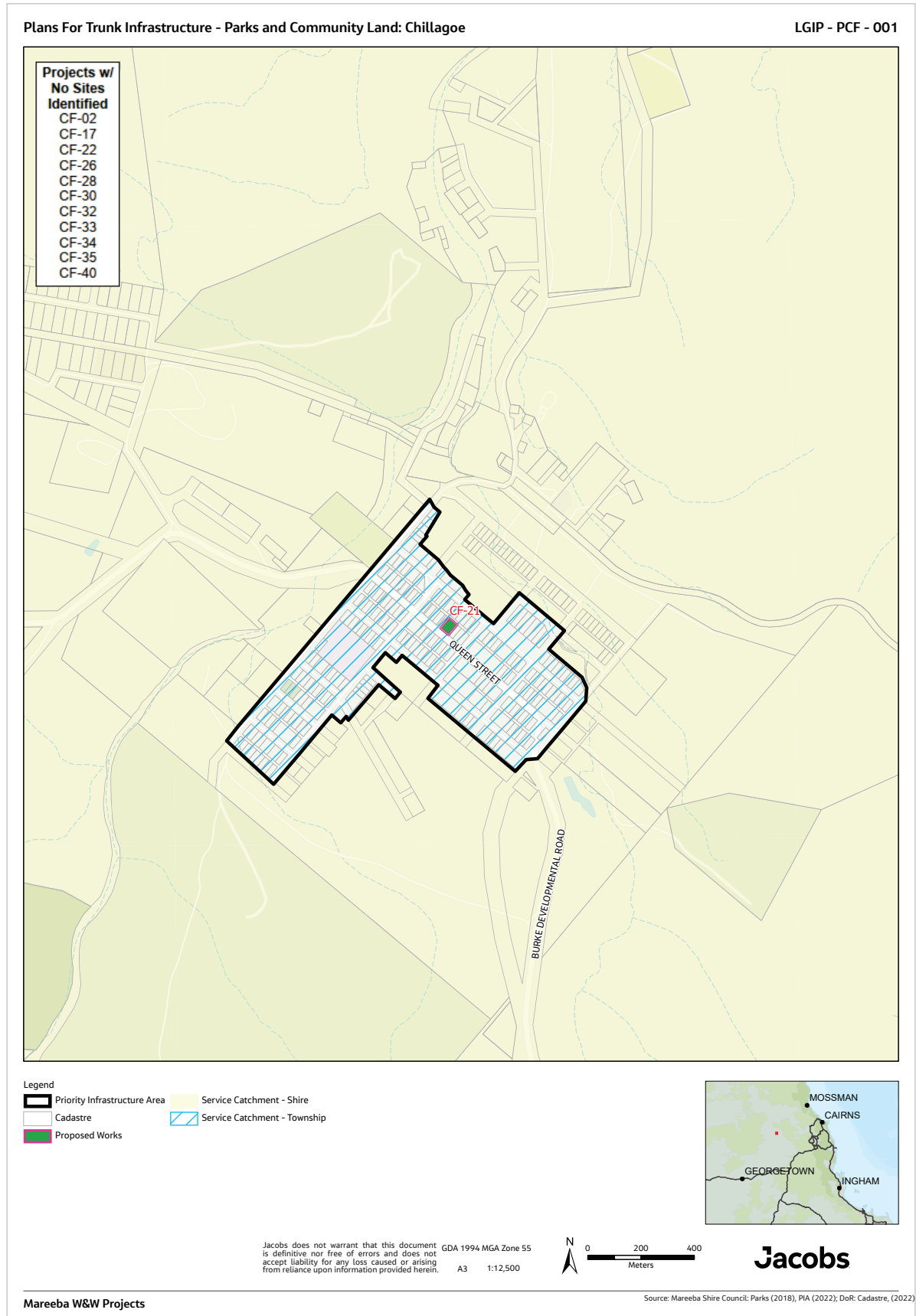
**Table SC3. 1 Community Facilities Schedule of Works (Parks)**

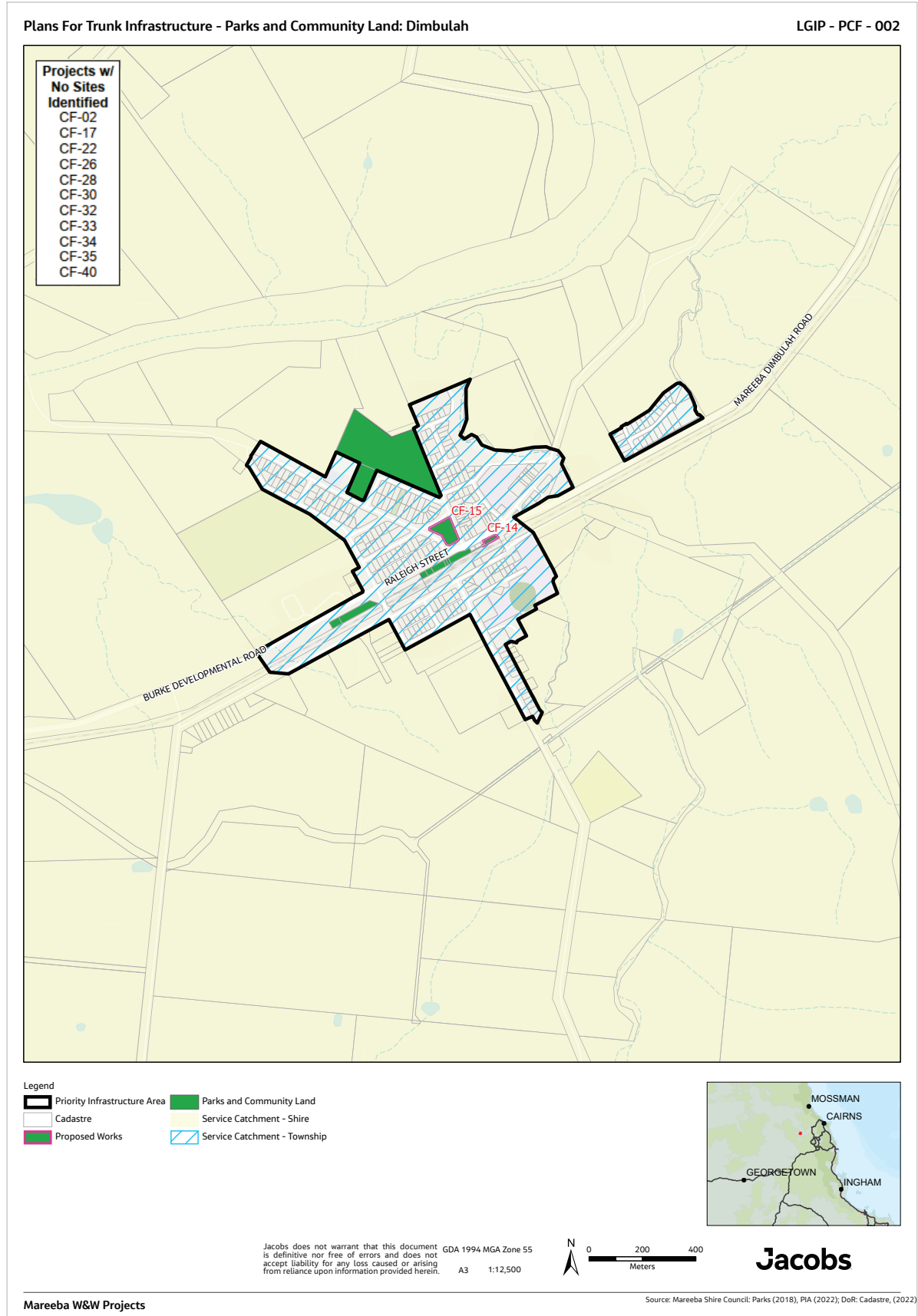
Map reference	Trunk infrastructure	Estimated timing	Establishment cost	
CF-01	Anzac Memorial Park Upgrade, Mareeba.	2022-2023	\$ 250,000	
CF-02	Mareeba Township Trail Upgrade Program.	2022-2023	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades mostly in Mareeba and Kuranda.
CF-03	Rail Trail Stage 1, Mareeba.	2022-2023	\$ 300,000	
CF-04	Byrnes St South Traffic Islands Landscape Upgrade, Mareeba.	2022-2023	\$ 60,000	
CF-05	Byrnes St North Traffic Islands Landscape Upgrade, Mareeba.	2022-2023	\$ 120,000	
CF-06	Mareeba Connection Road Intersection Landscape Upgrade.	2022-2023	\$ 90,000	
CF-07	New Water Splash Park, Mareeba.	2022-2023	\$ 1,500,000	
CF-08	Bicentennial Lakes Rankin to Keeble St Upgrade, Mareeba.	2022-2023	\$ 935,000	
CF-09	Costin Street Median Islands, Mareeba. Concrete infill.	2022-2023	\$135,000	
CF-10	Sunset Park Exercise Equipment and Softfall Upgrade, Mareeba.	2022-2023	\$ 73,000	
CF-11	Centenary Park Upgrade, Kuranda.	2022-2023	\$ 500,000	
CF-12	Anzac Park Landscape Upgrade, Kuranda.	2022-2023	\$ 300,000	
CF-13	Coondoo Street Upper Refurbishment.	2022-2023	\$750,000	
CF-14	Raleigh Street/Mareeba Dimbulah Road Irrigation Upgrade.	2022-2023	\$ 11,000	
CF-15	Dimbulah Town Hall Park Upgrade.	2022-2023	\$ 100,000	
CF-16	Mareeba-Dimbulah Rd /Mulligan Highway Intersection, Mareeba. Maintenance Efficiency Improvement. Coloured concrete infill.	2023-2024	\$ 110,000	
CF-17	Mareeba Township Trail Upgrade Program.	2023-2024	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades

Map reference	Trunk infrastructure	Estimated timing	Establishment cost	
CF-18	Byrnes St Median Island Hedges Middlemiss St to Rankin St including PO Carpark. Efficiency Improvement. Low maintenance plants.	2023-2024	\$ 120,000	
CF-19	Mareeba Eastern Catchment Park (Amaroo) Development Stage 1.	2023-2024	\$ 470,000	
CF-20	Kuranda Community Precinct Parks Upgrade.	2023-2024	\$ 217,000	
CF-21	Chillagoe Hall Playground Improvement.	2023-2024	\$ 55,000	
CF-22	Mareeba Township Trail Upgrade Program.	2024-2025	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-23	Eccles Street and Kearney Street, Mareeba. Efficiency Improvement Concrete infill.	2024-2025	\$ 96,000	
CF-24	Bicentennial Lakes, Mareeba. Stage 1. Deeper lake/s Keeble St to Granite Ck with recirculated water. Scope TBC. Build to budget.	2024-2025	\$ 997,000	
CF-25	Gregory Terrace Park, Kuranda. Minor Upgrade. Shaded seating.	2024-2025	\$ 11,000	
CF-26	Mareeba Township Trail Upgrade Program.	2025-2026	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-27	Kuranda River Walk Upgrade KIAC Funding	2025-2026	\$ 30,000	
CF-28	Mareeba Township Trail Upgrade Program.	2026-2027	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-29	Kuranda River Walk Upgrade KIAC Funding.	2026-2027	\$ 200,000	
CF-30	Mareeba Township Trail Upgrade Program.	2027-2028	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-31	Kuranda River Walk Upgrade KIAC Funding.	2027-2028	\$ 170,000	
CF-32	Mareeba Township Trail Upgrade Program.	2028-2029	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-33	Mareeba Township Trail Upgrade Program.	2029-2030	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-34	Mareeba Township Trail Upgrade Program.	2030-2031	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades
CF-35	Mareeba Township Trail Upgrade Program.	2031-2032	\$ 50,000	No sites identified. They will be trunk infrastructure upgrades

Map reference	Trunk infrastructure	Estimated timing	Establishment cost	
CF-36	Mary Andrews Park, Mareeba. Pedestrian Link to CBD.	2031-2032	\$ 360,000	
CF-37	Byrnes Street CBD Landscaping Stage 2. Lloyd St to Middlemiss St and Hort St to Rankin St.	2031-2032	\$ 600,000	
CF-38	Barron River Esplanade, Mareeba. Upgrade Stage 1.	2031-2032	\$ 680,000	
CF-39	Mareeba School Bike Bus Upgrade - Lions Park to Constance Street.	2031-2032	\$ 550,000	
CF-40	Mareeba Cycle Trail (town loop) Stage 1. Install signage.	2031-2032	\$ 22,000	No sites identified. They will be trunk infrastructure upgrades
CF-41	Bicentennial Lakes, Mareeba Stage 3.	2031-2032	\$ 1,650,000	
CF-42	Mareeba Eastern Catchment Park (Amaroo) Development Stage 2 and 3.	2031-2032	\$ 750,000	
CF-43	Kuranda Community Precinct Parks and Facility Upgrade.	2031-2032	\$ 500,000	
	<b>TOTAL</b>		<b>\$12,742,000</b>	

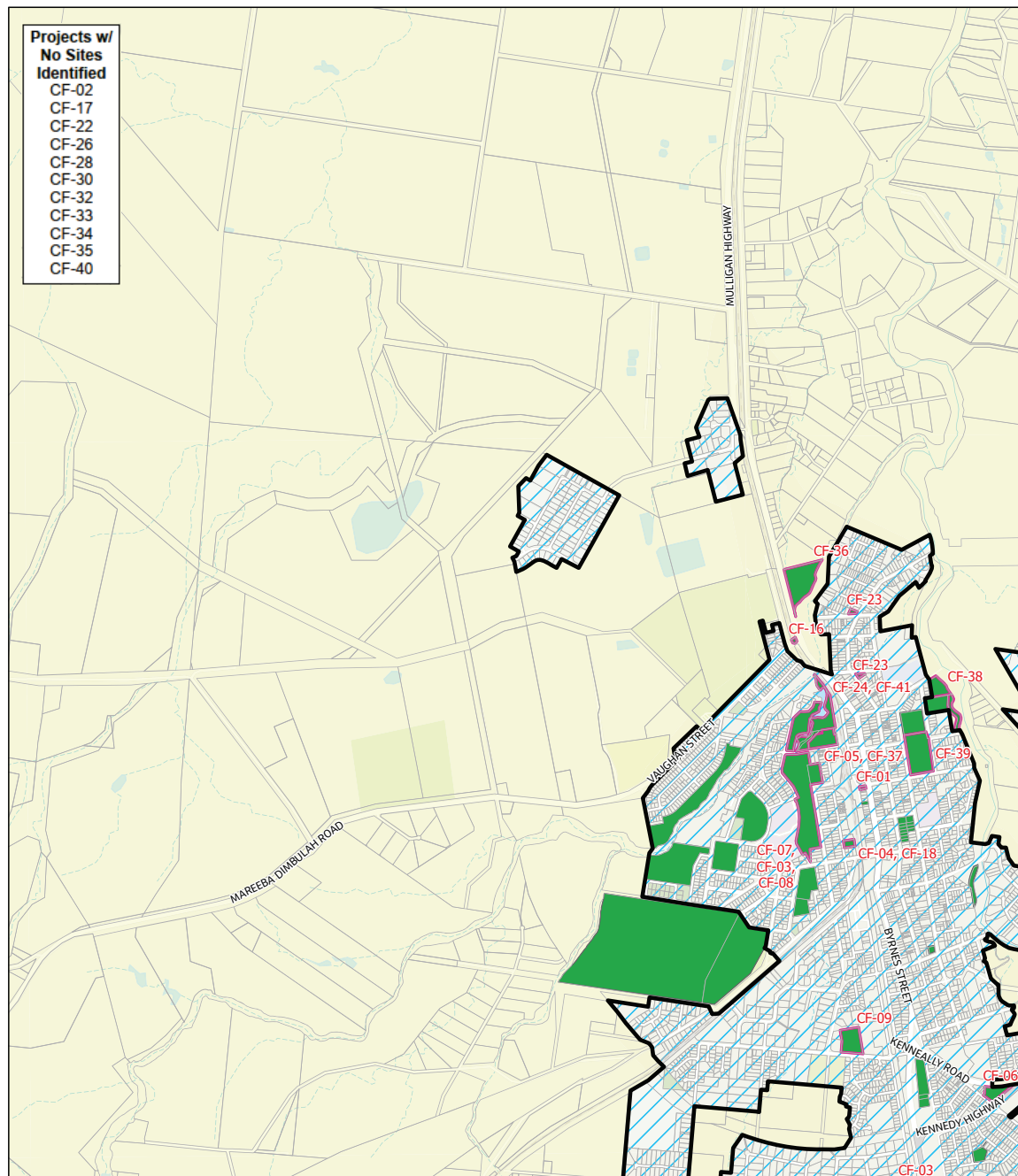






Plans For Trunk Infrastructure - Parks and Community Land: Mareeba Map 1

LGIP - PCF - 003



Legend  
 Priority Infrastructure Area  
 Cadastre  
 Proposed Works  
 Parks and Community Land  
 Service Catchment - Shire  
 Service Catchment - Township

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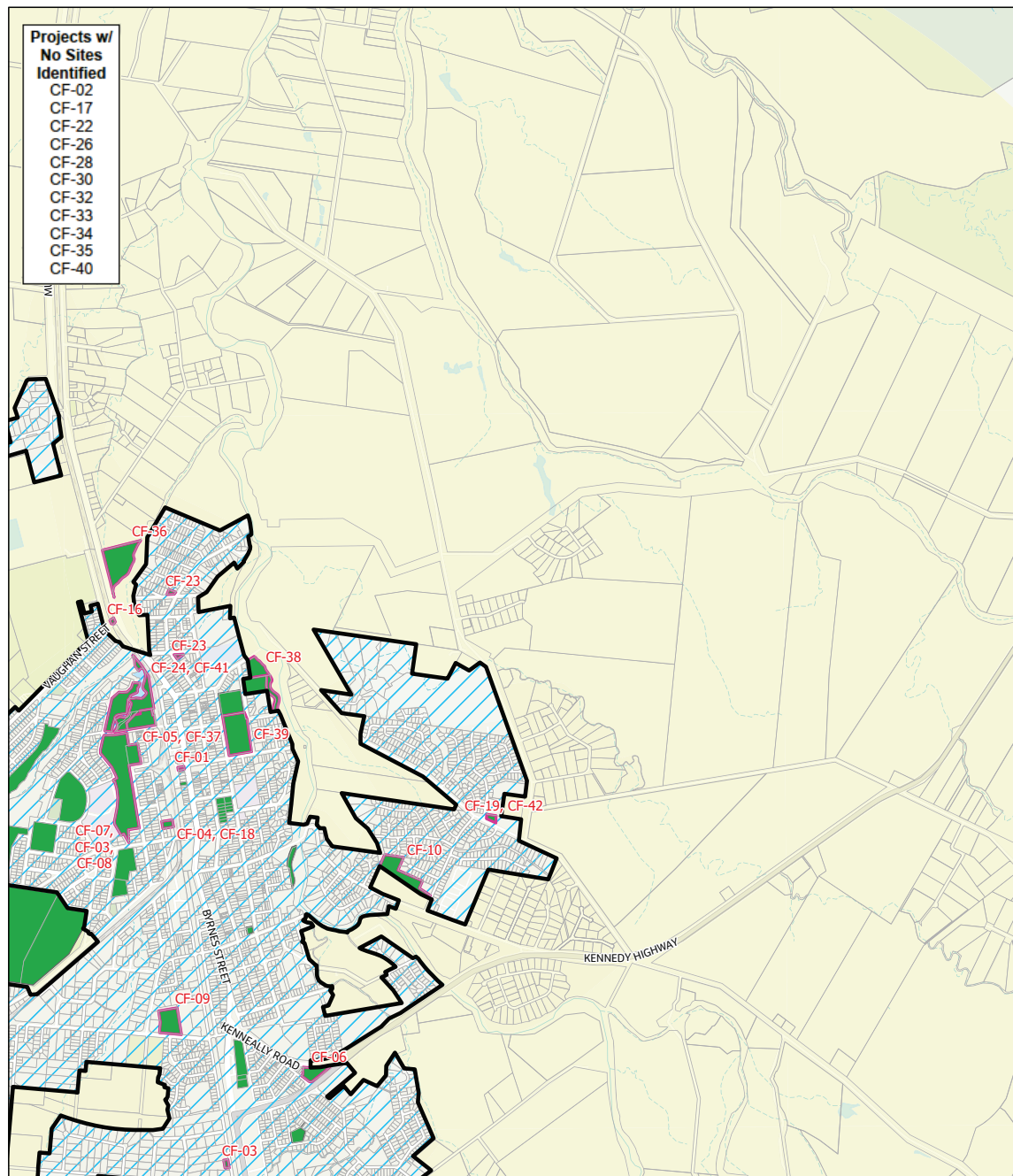
Mareeba W&W Projects

Source: Mareeba Shire Council: Parks (2018), PIA (2022); DoR: Cadastre, (2022)

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Plans For Trunk Infrastructure - Parks and Community Land: Mareeba Map 2

LGIP - PCF - 004



- Legend
- Priority Infrastructure Area
  - Parks and Community Land
  - Cadastre
  - Service Catchment - Shire
  - Proposed Works
  - Service Catchment - Township



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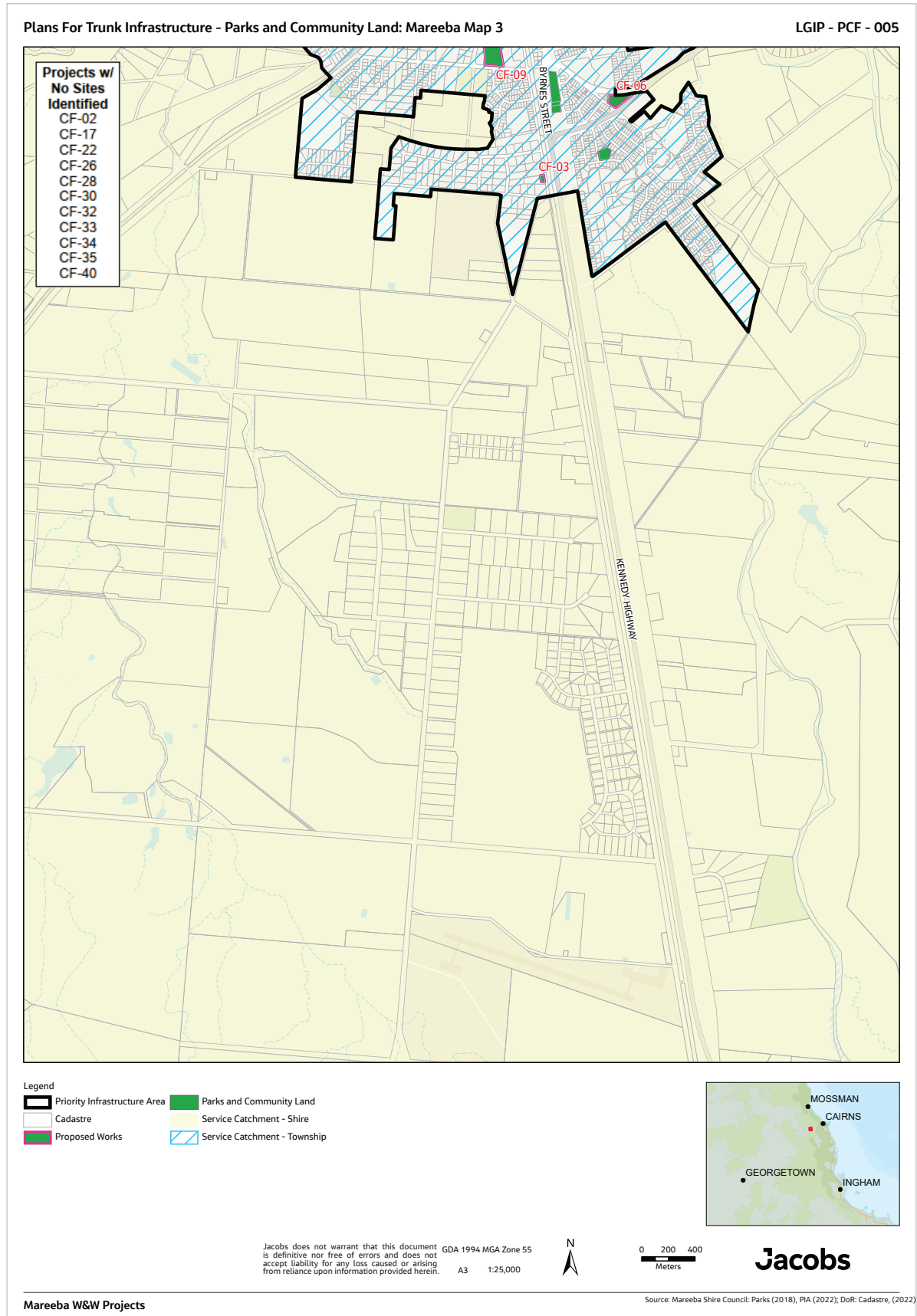
**Jacobs**

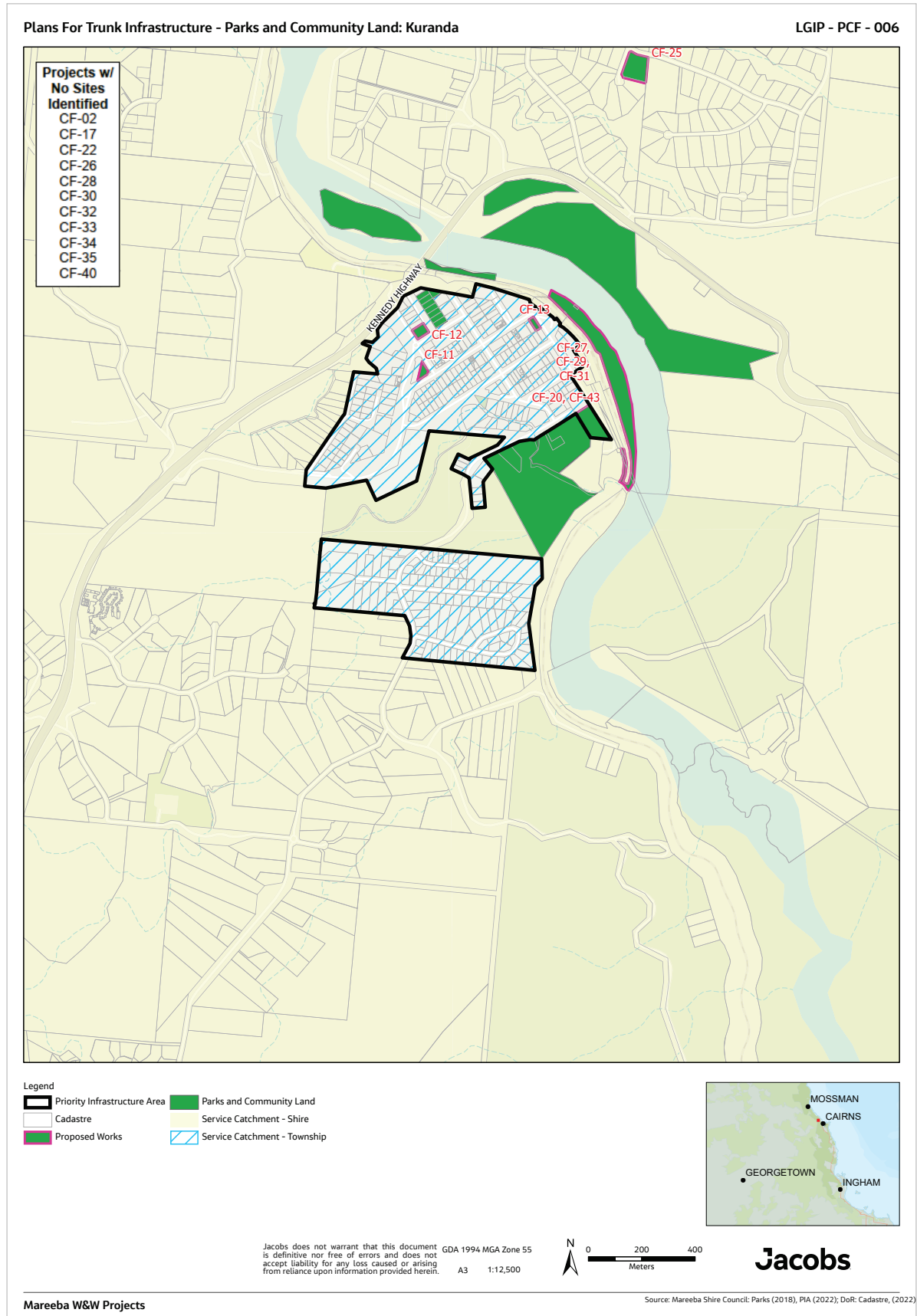
Mareeba W&W Projects

Source: Mareeba Shire Council: Parks (2018), PIA (2022); DoR: Cadastre, (2022)

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**8.6 FINANCIAL STATEMENTS PERIOD ENDING 30 SEPTEMBER 2022****Date Prepared:** 29 September 2022**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement by Fund 2022/23 Budget [↓](#)**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That Council receives the Financial Report for the period ending 30 September 2022.

**BACKGROUND**

Each month, year to date financial statements are prepared in order to monitor actual performance against budgets.

For the month ending 30 September 2022, the actual results are in line with the year-to-date budget.

The budgeted figures reflect the 2022/23 Budget as adopted by Council at the 20 July 2022 meeting.

There are no issues to highlight, any variances at this stage are due to either budget allocation timing issues and year-end journals that have not been finalised yet until audit has been completed and financial statements signed off.

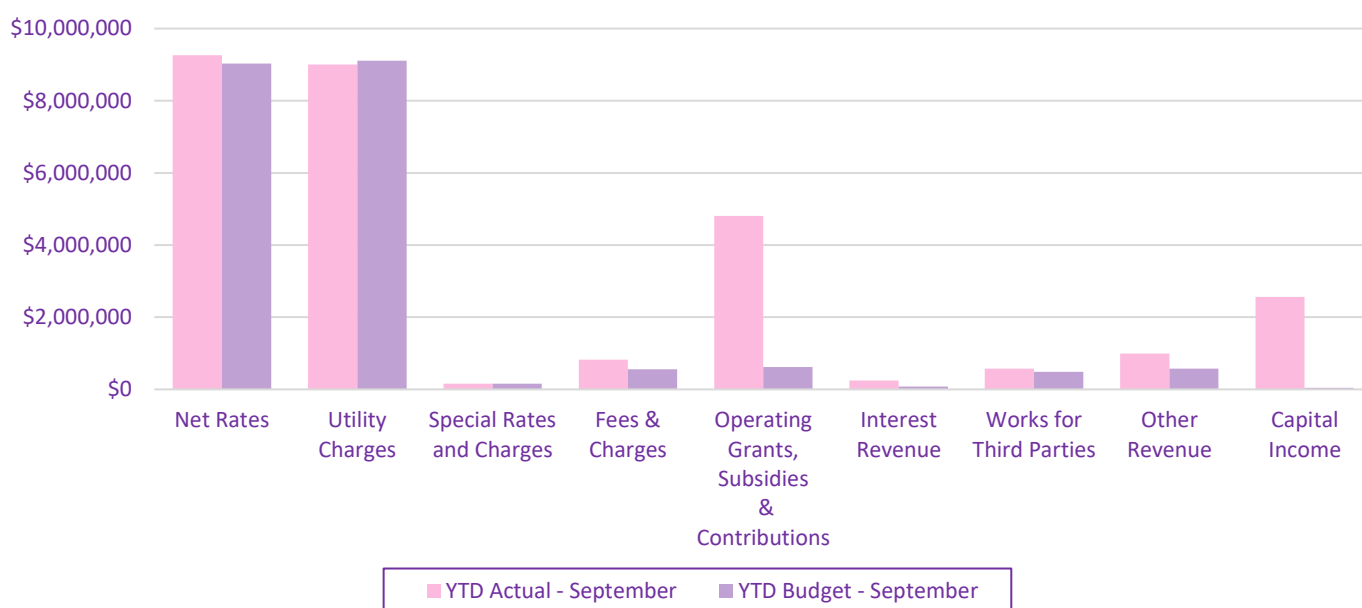
<i>September 2022 - Snapshot</i>	Actuals YTD	Budget YTD
Total Operating Income	\$ 25,873,777	20,611,000
Total Operating Expenditure	\$ 13,849,440	12,062,240
Operating Surplus/(Deficit)	\$ 12,024,337	8,548,760
Total Capital Income (grants, developer contributions)	\$ 2,565,509	45,000
<b>Net Result - Surplus/(Deficit)</b>	<b>\$ 14,589,846</b>	<b>8,593,760</b>

Income Analysis

Total income (inclusive of capital income of \$2,565,509) for the period ending 30 September 2022 is \$28,439,286 compared to the YTD budget of \$20,656,000.

The graph below shows actual income against budget for the period ending 30 September 2022.

## Actual Income V Budget Income



	Actual YTD	Budget YTD	Note
Net Rates	9,260,433	9,028,433	1
Utility Charges	9,004,679	9,109,176	1
Special Rates and Charges	162,598	162,030	1
Fees & Charges	823,239	557,996	
Operating Grants, Subsidies & Contributions	4,806,794	620,425	2
Interest Received	249,653	74,500	3
Works for Third Parties	577,850	486,756	
Other Revenue	988,531	571,684	4
Capital Income	2,565,509	45,000	5

### Notes:

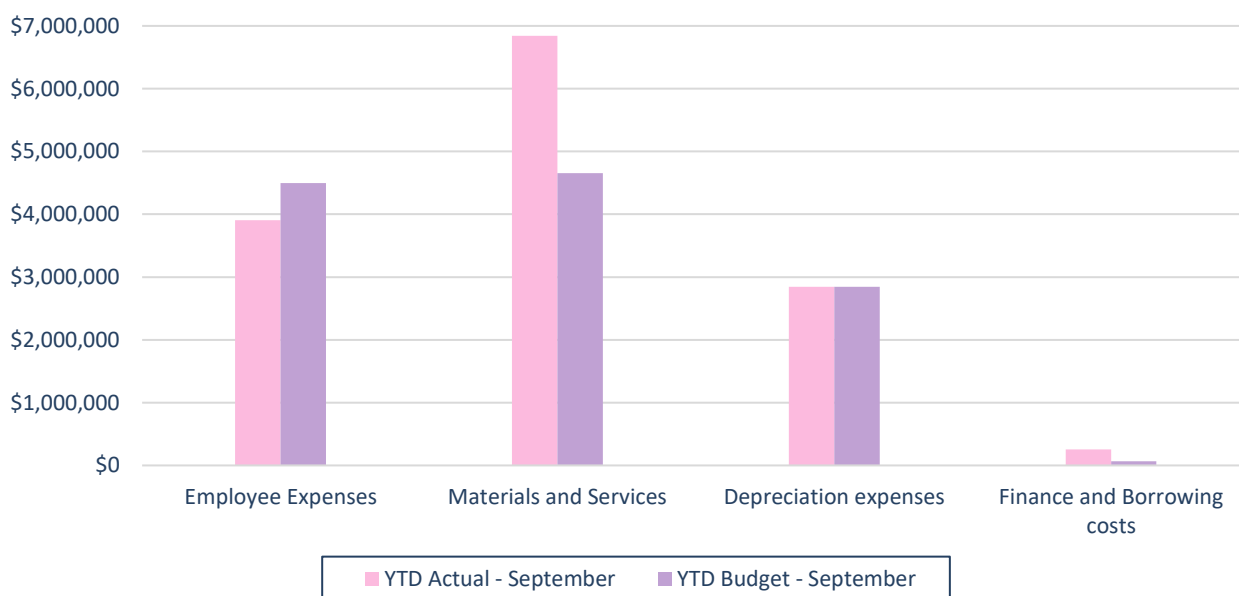
1. Rates for the half year ending 31 December 2022 were levied in August.
2. Favourable variance is due to grant monies received for Disaster Recovery Funding Arrangements (DRFA) restoration works. This is not budgeted but will result in a complete offset with expenditure.
3. Favourable variance due to interest rates rising.
4. Favourable variance due to the sales of four (4) lots of land parcels sold at the Mareeba Industrial Park, gross sales amounted to \$536k during the month of August and September.
5. Funding received for the DTMR Bridge Renewal Program John Doyle Bridge, LRCIP2, and from the QRA received in September funding for the Chillagoe Bore and Water Main construction.



### Expenditure Analysis

Total expenses for the period ending 30 September 2022 is \$13,849,440 compared to the YTD budget of \$12,062,240. The graph below shows actual expenditure against budget for the period ending 30 September 2022.

### **Actual Expenditure V Budget Expenditure**



	Actual YTD	Budget YTD	Note
Employee expenses	3,907,472	4,496,908	
Materials & Services	6,840,434	4,656,032	<b>1</b>
Depreciation expenses	2,844,949	2,844,949	
Finance & Borrowing costs	256,585	64,351	<b>2</b>

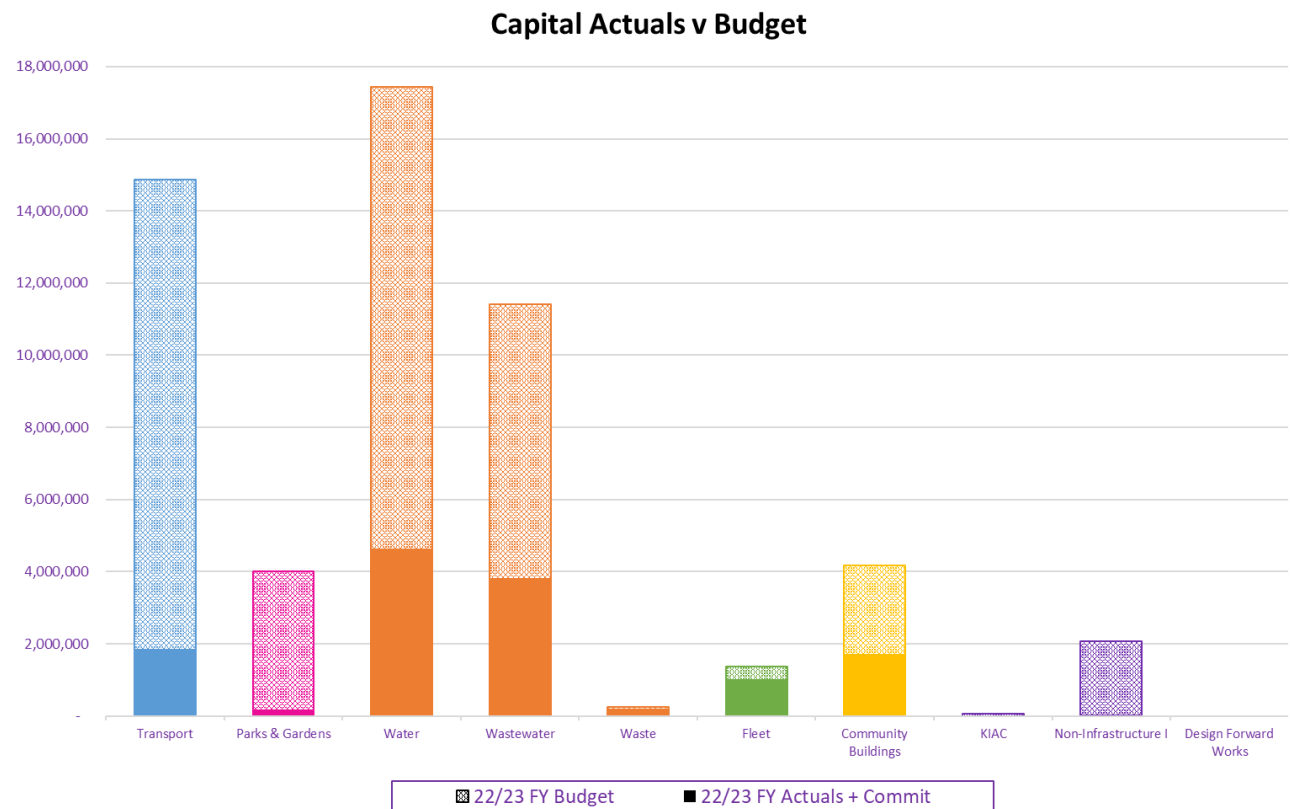
#### Notes:

1. The variance relates to the expenditure incurred for the Disaster Recovery Funding Arrangements (DRFA) restoration works. This expenditure is offset against the income received.
2. The large variance in Finance and Borrowing costs in comparison to budget is due to the valueless land properties that have been acquired from the November 2021 council report. A total of seven (7) properties have been acquired and recognised as Council assets and the associated rates and charges have been written off.

### Capital Expenditure

Carry over capital works from 2021/22 of \$18,311,416 are proposed to be added to the 2022/23 program. In addition to these carry overs, there are some adjustments (\$30,339) and additional capital projects (\$557,135) which are also proposed to be included in the amended program for 2022/23 which will bring total annual capital budget to \$55,655,076.

Total capital expenditure of \$15,012,518 (including commitments) has been spent for the period ending 30 September 2022 against the 2022/23 adjusted annual capital budget of \$55,655,076.



### Loan Borrowings

Council's loan balance is \$7,151,204.60

### **Rates and Sundry Debtors Analysis**

#### Rates and Charges

The total rates and charges payable as at 30 September 2022 are \$2,861,229 which is broken down as follows:

Status	30 September 2022		30 September 2021	
	No. of properties	Amount	No. of properties	Amount
Valueless land	4	64,295	18	855,474
Payment Arrangement	179	245,519	165	320,220
Collection House	143	907,926	177	1,092,287
Exhausted – awaiting sale of land	50	687,336	11	214,046
Sale of Land	-	-	-	-
Other (includes current rate notices) *	796	956,153	820	952,953
<b>TOTAL</b>	<b>1,172</b>	<b>2,861,229</b>	<b>1,191</b>	<b>3,434,980</b>

\* Of this amount, 42 properties have an outstanding balance of less than \$20

The Rate Notices for the period ending 31 December 2022 were issued on 8 August 2022 with discount due date 9 September 2022. The total gross rates and charges levied for the six (6) month period amounted to \$20,511,554.

The acquisition of those properties identified as valueless land was officially completed at the end of September 2022. There are only four (4) properties remaining as valueless land.

Collection House collected \$61,305 for the month of September 2022.

As per Council Debt Recovery Policy, a total of 1,218 first reminder notices were sent on the 20 September, for a total value of \$3,496,218. These reminder notices provide an additional 14 days to pay the outstanding amount.

#### Sundry Debtors

The total outstanding for Sundry Debtors as at 30 September 2022 is \$4,012,167 which is made up of the following:

Current	30 days	60 days	90 + days
\$3,917,123	\$55,732	\$3,554	\$35,758
97.63%	1.39%	0.09%	0.89%

#### **Financial Sustainability Ratios**

In accordance with s169(5) of the *Local Government Regulation 2012* requires Councils to report against the Department of Local Government, Racing and Multicultural Affairs (DLGRMA) sustainability financial ratios. These ratios are designed to provide an indication of the performance of Council against key financial sustainability criteria which must be met to ensure the prudent management of financial risks.

Ratio	Description	Actual Result	Target	Target met	FY Budget
<b>Operating surplus ratio</b>	This is an indicator of the extent to which revenue raised covers operational expenses only or are available for capital funding purposes.  The higher the ratio the better.	46.47%*	0 - 10%	<input checked="" type="checkbox"/>	10.72%
<b><i>*This ratio is significantly high due to the rates for the 6-month period July to December. The ratio will effectively decline to the budget figure as the months progress.</i></b>					
<b>Net financial liabilities ratio</b>	This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.  A ratio less than zero (negative) indicates that the current assets exceed total liabilities and therefore  The lower the percentage the better.	N/A	<=60%	<input checked="" type="checkbox"/>	(80.35)%

***As the information required for the net financial liabilities ratio is based on full year results no monthly figure can be provided. This ratio will be provided in the budget and annual financial statements as regulated.***

<b>Asset sustainability ratio</b>	<p>This is an approximation of the extent to which the assets managed by Council are being replaced as these reach the end of their useful lives.</p> <p>This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall portfolio of assets is wearing out.</p>	N/A	>90%	<input checked="" type="checkbox"/>	160.23%
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***As the information required for the asset sustainability ratio is based on full year results no monthly figure can be provided. This ratio will be provided in the budget and annual financial statements as regulated.***

## 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

<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b><u>Consolidated</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2022/23</b>
<b>Revenue</b>			
Rates and utility charges	19,498,549	19,332,139	38,664,277
Less Discounts and Pensioner Remissions	(1,070,839)	(1,032,500)	(2,065,000)
<b>Net Rates and Utility Charges</b>	<b>18,427,710</b>	<b>18,299,639</b>	<b>36,599,277</b>
Fees and Charges	823,239	557,996	1,542,903
Operating Grants and Subsidies	4,806,794	620,425	7,940,750
Operating Contributions	-	-	51,051
Interest Revenue	249,653	74,500	298,000
Works for Third Parties	577,850	486,756	1,945,825
Other Revenue	988,531	571,684	2,206,605
<b>Total Operating Revenue</b>	<b>25,873,777</b>	<b>20,611,000</b>	<b>50,584,412</b>
<b>Expenditure</b>			
Employee Expenses	3,907,472	4,496,908	18,386,475
Materials and Services	6,840,434	4,656,032	15,123,472
Depreciation expense	2,844,949	2,844,949	11,379,827
Finance and Borrowing costs	256,585	64,351	257,402
<b>Total Operating Expenses</b>	<b>13,849,440</b>	<b>12,062,240</b>	<b>45,147,177</b>
<b>Operating Surplus/(Deficit)</b>	<b>12,024,337</b>	<b>8,548,760</b>	<b>5,437,235</b>
<b>Capital Income</b>			
Capital Contributions	104,658	-	-
Capital Grants and Subsidies	2,228,951	-	13,094,510
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	231,899	45,000	180,000
<b>Total Capital Income</b>	<b>2,565,509</b>	<b>45,000</b>	<b>13,274,510</b>
<b>Net Result</b>	<b>14,589,846</b>	<b>8,593,760</b>	<b>18,711,745</b>

<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b>General</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2023/23</b>
<b>Revenue</b>			
Rates and utility charges	10,432,370	10,163,067	20,326,133
Less Discounts and Pensioner Remissions	(1,070,839)	(1,032,500)	(2,065,000)
<b>Net Rates and Utility Charges</b>	<b>9,361,531</b>	<b>9,130,567</b>	<b>18,261,133</b>
Fees and Charges	615,860	485,496	1,252,903
Operating Grants and Subsidies	4,772,582	620,425	7,940,750
Operating Contributions	-	-	-
Interest Revenue	123,556	52,000	208,000
Works for Third Parties	542,360	486,756	1,945,825
Other Revenue	928,814	494,684	1,973,605
<b>Total Operating Revenue</b>	<b>16,344,702</b>	<b>11,269,929</b>	<b>31,582,217</b>
<b>Expenditure</b>			
Employee Expenses	3,621,470	4,165,780	17,038,416
Materials and Services	4,801,171	2,142,599	5,659,886
Depreciation expense	2,002,815	2,002,815	8,011,290
Finance and Borrowing costs	227,738	36,113	144,453
<b>Total Operating Expenses</b>	<b>10,653,194</b>	<b>8,347,306</b>	<b>30,854,044</b>
<b>Operating Surplus/(Deficit)</b>	<b>5,691,508</b>	<b>2,922,623</b>	<b>728,172</b>
<b>Capital Income</b>			
Capital Contributions	73,175	-	-
Capital Grants and Subsidies	856,009	-	5,291,665
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	231,899	45,000	180,000
<b>Total Capital Income</b>	<b>1,161,083</b>	<b>45,000</b>	<b>5,471,665</b>
<b>Net Result</b>	<b>6,852,592</b>	<b>2,967,623</b>	<b>6,199,837</b>

<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b><u>Waste</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2022/23</b>
<b>Revenue</b>			
Rates and utility charges	2,175,900	2,161,777	4,323,553
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,175,900</b>	<b>2,161,777</b>	<b>4,323,553</b>
Fees and Charges	168,278	60,000	240,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	51,051
Interest Revenue	17,459	5,000	20,000
Works for Third Parties	2,455	-	-
Other Revenue	33,452	50,000	200,000
<b>Total Operating Revenue</b>	<b>2,397,543</b>	<b>2,276,777</b>	<b>4,834,604</b>
<b>Expenditure</b>			
Employee Expenses	10,794	-	-
Materials and Services	952,162	1,146,647	4,618,095
Depreciation expense	44,790	44,790	179,159
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,007,746</b>	<b>1,191,437</b>	<b>4,797,254</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,389,797</b>	<b>1,085,339</b>	<b>37,350</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>1,389,797</b>	<b>1,085,339</b>	<b>37,350</b>

<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b><u>Wastewater</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2022/23</b>
<b>Revenue</b>			
Rates and utility charges	2,934,930	2,924,603	5,849,205
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,934,930</b>	<b>2,924,603</b>	<b>5,849,205</b>
Fees and Charges	7,197	12,500	50,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	51,599	12,500	50,000
Works for Third Parties	8,628	-	-
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>3,002,354</b>	<b>2,949,603</b>	<b>5,949,205</b>
<b>Expenditure</b>			
Employee Expenses	96,530	133,890	543,149
Materials and Services	375,097	468,170	1,621,915
Depreciation expense	400,954	400,954	1,603,815
Finance and Borrowing costs	28,847	28,237	112,950
<b>Total Operating Expenses</b>	<b>901,428</b>	<b>1,031,250</b>	<b>3,881,828</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,100,926</b>	<b>1,918,352</b>	<b>2,067,377</b>
<b>Capital Income</b>			
Capital Contributions	16,288	-	-
Capital Grants and Subsidies	430,285	-	3,140,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>446,573</b>	<b>-</b>	<b>3,140,000</b>
<b>Net Result</b>	<b>2,547,499</b>	<b>1,918,352</b>	<b>5,207,377</b>



<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b><u>Water</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2022/23</b>
<b>Revenue</b>			
Rates and utility charges	3,895,350	4,022,797	8,045,594
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>3,895,350</b>	<b>4,022,797</b>	<b>8,045,594</b>
Fees and Charges	31,904	-	-
Operating Grants and Subsidies	34,212	-	-
Operating Contributions	-	-	-
Interest Revenue	34,279	5,000	20,000
Works for Third Parties	24,407	-	-
Other Revenue	26,265	27,000	33,000
<b>Total Operating Revenue</b>	<b>4,046,416</b>	<b>4,054,797</b>	<b>8,098,594</b>
<b>Expenditure</b>			
Employee Expenses	178,036	197,238	804,911
Materials and Services	658,836	855,394	3,175,454
Depreciation expense	372,827	372,827	1,491,308
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,209,699</b>	<b>1,425,460</b>	<b>5,471,673</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,836,717</b>	<b>2,629,338</b>	<b>2,626,921</b>
<b>Capital Income</b>			
Capital Contributions	15,195	-	-
Capital Grants and Subsidies	942,657	-	4,662,845
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>957,852</b>	<b>-</b>	<b>4,662,845</b>
<b>Net Result</b>	<b>3,794,569</b>	<b>2,629,338</b>	<b>7,289,766</b>

<b>Budgeted Income Statement by Fund 2022/23 Budget</b>			
<b><u>Benefited Area</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2022/23</b>
<b>Revenue</b>			
Rates and utility charges	60,000	59,896	119,792
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>60,000</b>	<b>59,896</b>	<b>119,792</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	22,760	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>82,760</b>	<b>59,896</b>	<b>119,792</b>
<b>Expenditure</b>			
Employee Expenses	642	-	-
Materials and Services	53,168	43,222	48,122
Depreciation expense	23,564	23,564	94,255
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>77,374</b>	<b>66,786</b>	<b>142,377</b>
<b>Operating Surplus/(Deficit)</b>	<b>5,386</b>	<b>(6,890)</b>	<b>(22,585)</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>5,386</b>	<b>(6,890)</b>	<b>(22,585)</b>

**8.7 AUDITOR-GENERAL'S 2022 FINAL REPORT**

**Date Prepared:** 5 October 2022

**Author:** Manager Finance

**Attachments:** 1. MSC Final Management Letter [↓](#)

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**EXECUTIVE SUMMARY**

Section 213 of the *Local Government Regulation 2012* requires that the auditor-general's observation report be tabled following receipt of the report.

**RECOMMENDATION**

That Council receive and note the attached report.

**BACKGROUND**

Each financial year Council's financial statements must be audited and for the 2021/22 financial year Council's auditors are Grant Thornton as the contract auditors on behalf of Queensland Audit Office.

Auditors were onsite from 15 August to 26 August 2022. During this period, Council received positive feedback from the auditors and no major issues or concerns were reported.

An auditor-general's observation report is a report about the audit prepared under section 54 of the *Auditor-General Act 2009* that includes observations and suggestions made by the auditor-general about anything arising out of the audit.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Nil

***Operating***

Nil

**RISK IMPLICATIONS**

Nil

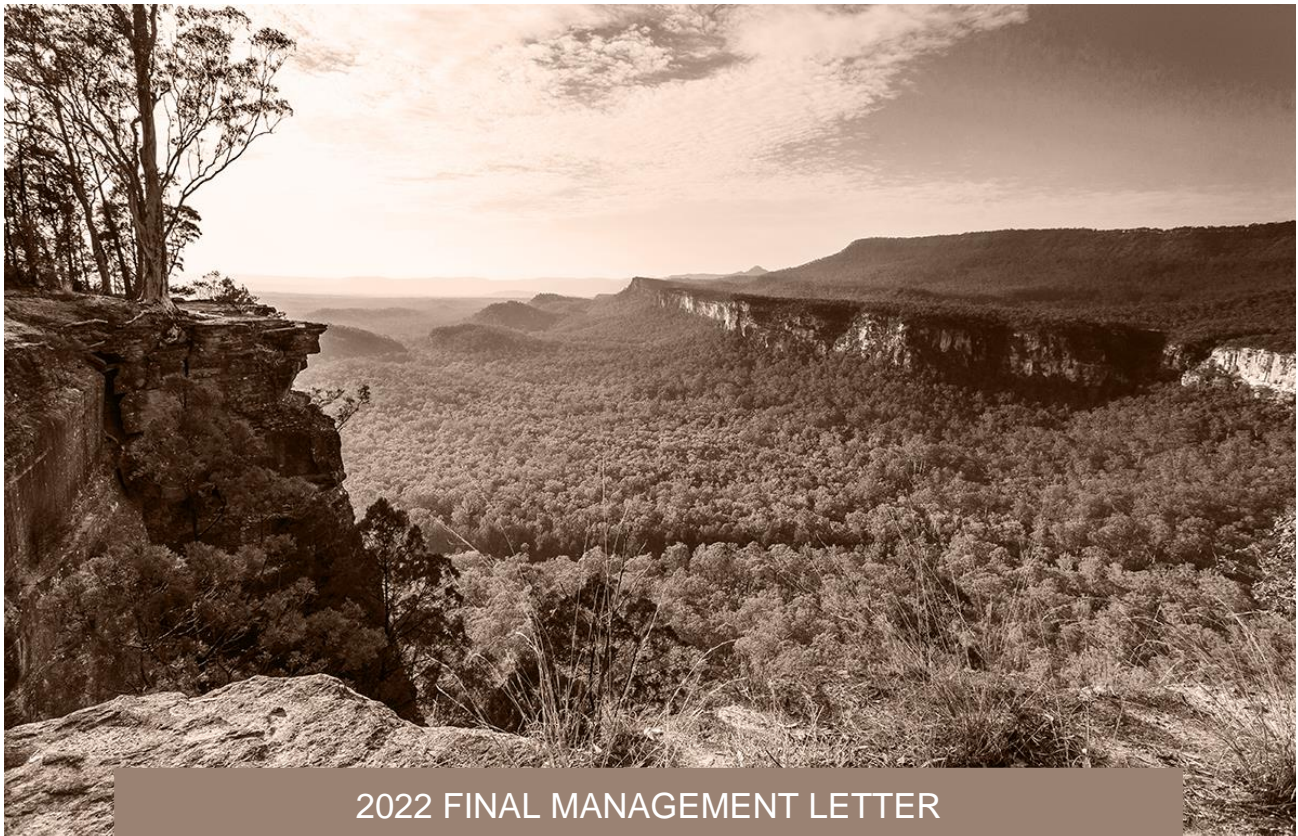
**LINK TO CORPORATE PLAN**

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

**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**

Nil



## Mareeba Shire Council

5 October 2022

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5 October 2022

Mrs Angela Toppin  
Mayor  
Mareeba Shire Council  
PO Box 154  
MAREEBA QLD 4880

Dear Ms Toppin

**Final management report for Mareeba Shire Council**

We have completed our 2022 financial audit for Mareeba Shire Council. Lisa Fraser, Senior Director, as delegate of the Auditor-General has issued an unmodified audit opinion on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we presented our closing report to the audit committee on 4 October 2022.

**Reporting on issues identified after the closing report**

I can confirm that we have not identified significant issues since the presentation of our closing report. The issues and other matters we have formally reported to management and an update on management's actions taken to resolve these issues is included as Appendix A.

**Report to parliament**

Each year we report the results of all financial audits and significant issues to parliament.

We intend to include the results of our audit of Mareeba Shire Council in our report to parliament. We will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of for whole of government, including major transactions and events. We will discuss the proposed content of our report with your Chief Executive Officer and continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report, and for these comments to be included in the final version tabled in parliament.

**Audit fee**

The final audit fee for this year is \$119,800 exclusive of GST (2021: \$119,000). This fee is in line with that estimated in our external audit plan.

We would like to thank you and your staff for their engagement in the audit this year and look forward to working with your team again next year.

If you have any questions about this letter or would like to discuss any matters regarding our services and engagement, please do not hesitate to contact Shayne Rankine or me on (07) 4046 8888.

Yours sincerely

Andrew Cornes  
Engagement Partner

Encl.

cc. Peter Franks, Chief Executive Officer  
Ruth Faulkner, Chair, Audit Committee

Queensland Audit Office  
Level 13, 53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002

Phone 07 3149 6000  
Email [gao@gao.qld.gov.au](mailto:gao@gao.qld.gov.au)  
Web [www.gao.qld.gov.au](http://www.gao.qld.gov.au)  
 Queensland Audit Office (QAO)

2022 Final management letter

## Appendix A1 – Status of issues

This section provides an update on the control deficiencies and financial reporting issues we have identified in our closing report. It includes a response from management.

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



Internal control issues			Financial reporting issues		
Significant deficiency	Deficiency	Other matter	High	Medium	Low

**Low risk**

### 22FR-1 Indexation considerations for land valuations

#### Observation

We identified that management used CPI as a measure for assessing land revaluations and the amount of the uplift to land required. We determined that using the latest sales data, where available, is a more relevant measure for assessing land values for Council.

#### Implication

By using a measure for assessing valuations that is not the most relevant to the class of asset being revalued it may distort the true fair value of that class of asset and may result in a misstatement.

#### QAO recommendation

We recommend management consider what is an appropriate basis of measurement for assessing land valuations outside of the comprehensive valuations.

#### Management response

Council agrees with this recommendation and will investigate a more appropriate basis of measurement moving forward.

Responsible officer: Finance Manager

Status: Work in progress

Action date: 30 June 2023

**SENSITIVE**

2022 Final management letter

## 22FR-2 Accuracy of revaluation uploads into TechOne

### Observation

We identified an error in the revaluation adjustments processed in the general ledger totalling \$1,771,467 within the other infrastructure class indexation uplift. It was identified that a manual error had occurred between transferring the revaluation adjustments from the workings spreadsheet to the TechOne upload spreadsheet resulting in some of the adjustments not being recorded. As this amount was deemed trivial to the line item in the financial statements, no uncorrected adjustment has been recognised.

### Implication

Where data input for revaluation adjustments are not reviewed it can cause errors in the revaluation amounts reported within the general ledger that could lead to a material misstatement.

### QAO recommendation

We recommend management implement an additional review between the workings spreadsheet and TechOne upload and ultimately the asset register to ensure that determined adjustments are appropriately recorded in the general ledger and financial statements.

### Management response

Noted.

Responsible officer: Finance Manager

Status: Work in progress

Action date: 30 June 2023

**SENSITIVE**

2



2022 Final management letter

## Appendix A2 – Matters previously reported

The following table summarises all control deficiencies, financial reporting issues and other matters that have previously been raised. The listing includes issues from our report this year and those issues raised in prior years.

**Internal control issues**



Significant deficiency



Deficiency



Other matter

**Financial reporting issues**



High





Medium



Low

### Internal control issues

Ref.	Rating	Issue	Status
22IR-1		<p><b>Absence of IT continuity / recovery plans</b></p> <p>Documentation to outline IT recovery or continuity procedures during a disruption event such as an IT Disaster Recovery Plan have not been developed.</p> <p>We understand that management is reliant on the system vendor's recovery capabilities, however there is no monitoring process or assurance sought from vendors over backup testing and restoration processes.</p>	<p>Resolved</p> <p>Management have developed an ICT Business Continuity Sub-Plan.</p>
21FR-1		<p><b>Provision for impairment over unpaid rates debtors deemed as valueless land</b></p> <p>It was identified that rates debtors exceeded the estimated recoverable value of certain properties identified for acquisition by \$449,995 and this excess should have been provided for.</p>	<p>Resolved</p>

**SENSITIVE**



Lisa Fraser  
Queensland Audit Office  
T: 07 3149 6132  
E: [lisa.fraser@qao.qld.gov.au](mailto:lisa.fraser@qao.qld.gov.au)

Andrew Cornes  
Grant Thornton  
T: 07 4046 8888  
E: [andrew.cornes@au.gt.com](mailto:andrew.cornes@au.gt.com)

T: (07) 3149 6000  
E: [qao@qao.qld.gov.au](mailto:qao@qao.qld.gov.au)  
W: [www.qao.qld.gov.au](http://www.qao.qld.gov.au)  
53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002

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**8.8 OPERATIONAL PLAN 2022/23 PROGRESS REPORT JULY TO SEPTEMBER 2022**

**Date Prepared:** 13 October 2022

**Author:** Manager Development and Governance

**Attachments:** 1. Operational Plan Progress Report July - Sept 2022 [↓](#)

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**EXECUTIVE SUMMARY**

The attached report provides information regarding the progress of the 2022/23 Operational Plan projects.

**RECOMMENDATION**

That Council receives and notes the progress report on implementation of the 2022/23 Operational Plan for the period July to September 2022.

**BACKGROUND**

The Local Government Regulation 2012 provides that a local government must prepare and adopt an annual operational plan for each year. The Operational Plan is a statement of specific works to be undertaken and services to be provided in order to progress the goals and objectives set out in a Council's Corporate Plan over a period of one (1) year.

Council adopted the Operational Plan for 2022/23 on 18 May 2022.

In accordance with section 174(3) of the Local Government Regulation 2012, the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than three (3) months.

**RISK IMPLICATIONS****LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

It is a statutory requirement for an assessment of progress in implementing the Operational Plan to be presented to Council at least on a quarterly basis.

**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.

<b>Financial Sustainability</b> “A council that continuously operates in a cost-effective manner while managing council’s assets and reserves to ensure a sustainable future.”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: <ul style="list-style-type: none"> <li>Not commenced</li> <li>In Progress</li> <li>Completed</li> </ul>
Long-term Financial Plan	<b>FIN 1</b> <b>FIN 2</b>	Long-Term Financial Plan that supports effective and sustainable financial management  Effective and sustainable financial management	Finance Development & Governance	<ul style="list-style-type: none"> <li>Ensure Long Term Asset Management Plan and Financial Plan aligns with revised Sub-Asset Management Plans and Local Government Infrastructure Plan</li> </ul>	<ul style="list-style-type: none"> <li>Long term Financial Plan for 22/23 adopted 20 July 2022</li> </ul>	Completed
Comprehensive Asset Revaluations: <ul style="list-style-type: none"> <li>Drainage</li> <li>K&amp;C</li> </ul>	<b>FIN 1</b>	Long-Term Financial Plan that supports effective and sustainable financial management	Finance	<ul style="list-style-type: none"> <li>Drainage comprehensive revaluation</li> <li>K &amp; C comprehensive revaluation</li> </ul>	<ul style="list-style-type: none"> <li>Data collection in progress for drainage and Kerb and Channelling (K&amp;C)</li> </ul>	In progress
Internal Access to Financial Information	<b>FIN 3</b> <b>FIN 4</b>	Effective Business Management  A Skilled and Sustainable Workforce	Finance	<ul style="list-style-type: none"> <li>More users able to operate financial systems and locate relevant documentation</li> <li>Provide additional in-house training and support</li> </ul>	<ul style="list-style-type: none"> <li>New monthly reports developed and prepared for Managers to track actual v budget</li> </ul>	In progress

<b>Financial Sustainability</b>						
<b>"A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future."</b>						
<b>Project</b>	<b>Corporate Plan Ref</b>	<b>Corporate Plan Goal</b>	<b>Business Section</b>	<b>Performance Measures</b>	<b>Actions Taken July to Sept 2022</b>	<b>Progress:</b> <ul style="list-style-type: none"> <li>• Not commenced</li> <li>• In Progress</li> <li>• Completed</li> </ul>
Technology One enhancements	<b>FIN 3</b>	Effective and sustainable financial management	Information Systems  Organisational Development	<ul style="list-style-type: none"> <li>• Provide further enhancements</li> <li>• Transition to CIAnywhere</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation commenced for adoption of CiA purchasing in last quarter 2022.</li> <li>• Planning commenced and awaiting availability of Software, solution design and roll out proposal/ timetable.</li> </ul>	In progress       In progress
Mareeba Industrial Estate Development	<b>FIN 3</b>	Effective business management	Development & Governance	<ul style="list-style-type: none"> <li>• Implement Promotional Strategy &amp; outsource Real Estate Services</li> </ul>	Tender conducted and MPO appointed to deliver real estate services for the promotion and sale of Council land at the MIP. Implementation of new promotional plan to commence.	In progress

<b>Financial Sustainability</b> <b>“A council that continuously operates in a cost-effective manner while managing council’s assets and reserves to ensure a sustainable future.”</b>						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: • Not commenced • In Progress • Completed
Tom Gilmore Mareeba Aviation Industrial Precinct	<b>FIN 3</b>	Effective business management	Development & Governance	<ul style="list-style-type: none"> <li>Implement Promotional Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Leasing enquiries continue to be responded to. No new leases have been executed this quarter.</li> <li>Investigating options for new promotional strategies.</li> </ul>	In progress
Customer Service Standards and Process	<b>FIN 3</b>	Effective business management	Customer & Community	<ul style="list-style-type: none"> <li>Customer request systems and processes reviewed to determine appropriate responses including resolution timeframes</li> </ul>	<ul style="list-style-type: none"> <li>Customer request processes for Hall Hire applications reviewed and changes implemented.</li> <li>Review and update of existing CRM system incl new processes to occur in 2023.</li> </ul>	In progress
ICT Strategy implementation: <ul style="list-style-type: none"> <li>PABX replacement</li> <li>SharePoint Online</li> </ul>	<b>FIN2</b> <b>FIN 3</b>	Effective and sustainable financial management Effective business management	Information Systems	<ul style="list-style-type: none"> <li>PABX replacement</li> <li>Cloud Data Protection</li> </ul>	<ul style="list-style-type: none"> <li>Commenced Teams Calling extended testing.</li> <li>Extended Call Centre software trial commenced.</li> </ul>	In progress



Financial Sustainability						
“A council that continuously operates in a cost-effective manner while managing council’s assets and reserves to ensure a sustainable future.”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: <ul style="list-style-type: none"> <li>Not commenced</li> <li>In Progress</li> <li>Completed</li> </ul>
Sustainable Workforce	FIN 4	A skilled and sustainable workforce	Organisational Development	<ul style="list-style-type: none"> <li>Training and development of workforce where required to improve efficiencies and ensure workplace safety</li> </ul>	<ul style="list-style-type: none"> <li>Training programs undertaken in accordance with identified training needs.</li> <li>Major focus on safety training with a range of programs undertaken including Due Diligence Training for SMT/EMT members and Risk Assessment training for supervisors</li> </ul>	In progress
Workforce Efficiencies	FIN 1 FIN 2 FIN 3	Long-Term Financial Plan that supports effective and sustainable financial management Effective and sustainable financial management Effective business management	All	<ul style="list-style-type: none"> <li>Implement efficiencies &amp; cost saving measures identified in 2022 review</li> </ul>	<ul style="list-style-type: none"> <li>Review of suggestions and corresponding responses provided</li> <li>Where applicable, actions taken to address matters</li> </ul>	In progress

Community						
“An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: <ul style="list-style-type: none"> <li>Not commenced</li> <li>In Progress</li> <li>Completed</li> </ul>
Council Website enhancements	COM 1	An engaged community	Information Systems	<ul style="list-style-type: none"> <li>Improved capacity and information sharing</li> <li>Increased web-based forms</li> </ul>	<ul style="list-style-type: none"> <li>Implemented Water Service Interruptions page.</li> <li>Online forms trial implementation has commenced</li> </ul>	In progress
Sustainable Community Housing for Seniors	COM 1 FIN 3	An engaged community Effective business management	Customer & Community Finance	<ul style="list-style-type: none"> <li>Community Housing Service is Transitioned to Community Management</li> </ul>	<ul style="list-style-type: none"> <li>Service Deed between Council and Mareeba Community Housing Company executed and new subcontracting arrangements progressing well.</li> </ul>	In progress

<b>Transport and Council Infrastructure</b> “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: Not commenced In Progress Completed
Review Asset Management Plans across asset classes	<b>TCI 1</b>	Sustainable Infrastructure for the future.	Technical Services	<ul style="list-style-type: none"> <li>Undertake data verification</li> </ul>	<ul style="list-style-type: none"> <li>Stormwater, Kerb &amp; channel Assets in-field verification continues.</li> </ul>	In progress
	<b>TCI 4</b>	Public spaces and facilities	Finance	<ul style="list-style-type: none"> <li>Undertake condition assessment and defect identification across individual asset classes.</li> </ul>	<ul style="list-style-type: none"> <li>65 condition assessments for community housing properties completed in August. Data to be used to update the Community Housing Asset Management Plan</li> </ul>	
	<b>COM2</b>	An active, safe and healthy community		<ul style="list-style-type: none"> <li>Document and review prioritisation and response times for maintenance and operational activities</li> <li>Improvement of asset management processes to be reflected in Long Term Asset Management Plan and Long-term Financial Plan</li> </ul>		

<b>Transport and Council Infrastructure</b> “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: Not commenced In Progress Completed
Local Government Infrastructure Plans Review (LGIP)	<b>TCI 1</b> <b>FIN 2</b>	Sustainable Infrastructure for the future  Effective and sustainable financial management	Development & Governance  Finance  Technical Services  Water and Waste	<ul style="list-style-type: none"> <li>Review LGIP</li> <li>Review condition and remaining capacity of existing trunk infrastructure to identify renewals and upgrades that will be needed to cater for development</li> <li>Review methodology and calculation of Infrastructure Charges</li> </ul>	<ul style="list-style-type: none"> <li>Review of asset management plans for key assets completed and LGIP updated.</li> <li>An interim LGIP amendment to update the schedule of works and plans for trunk infrastructure is underway</li> </ul>	In progress
Parks and Open Spaces Strategy	<b>TCI4</b>	Public spaces and facilities	Technical Services  Project Management Works	<ul style="list-style-type: none"> <li>Complete planned construction for financial year</li> </ul>	<ul style="list-style-type: none"> <li>Contracts awarded for various playgrounds and Mareeba Water Park</li> </ul>	In progress

<b>Transport and Council Infrastructure</b> “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: Not commenced In Progress Completed
New Kuranda Cemetery	TCI 1	Sustainable Infrastructure for the future	Technical Services  Development & Governance	<ul style="list-style-type: none"> <li>• Adopt Propose Site</li> <li>• Complete required operational works</li> </ul>	<ul style="list-style-type: none"> <li>• Detailed design of new facility underway.</li> </ul>	In progress

<b>Economy and Environment</b> <b>“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”</b>						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: • Not commenced • In Progress • Completed
Waste Management Services Strategy	<b>EAE 1</b>  <b>TCI 1</b>	Environmentally responsible and efficient waste and wastewater management  Sustainable Infrastructure for the future	Water & Waste  Finance	<ul style="list-style-type: none"> <li>Participate in the development of Regional Waste Management Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Reviewed the (ARUP) draft Regional Waste Management Strategy and provided feedback on the paper.</li> <li>Reviewed critical data for ARUP to provide a revised Issues and Options Paper</li> </ul>	In progress
Planning Scheme Review	<b>EAE 2</b>	A Sustainable Planning Scheme	Development & Governance	<ul style="list-style-type: none"> <li>Draft review of MSC Planning Scheme and supporting documents</li> </ul>	<ul style="list-style-type: none"> <li>Awaiting review of FNQ Regional Plan before commencing review</li> </ul>	Not commenced
Temporary Local Planning Instrument (TLPI)	<b>EAE 2</b>	A Sustainable Planning Scheme	Development & Governance	<ul style="list-style-type: none"> <li>Review the Planning Scheme and negotiate with State to meet condition of TLPI</li> </ul>	<ul style="list-style-type: none"> <li>Awaiting review of FNQ Regional Plan before commencing review</li> </ul>	Not commenced

<b>Governance</b> <b>“Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”</b>						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken July to Sept 2022	Progress: Not commenced In Progress Completed
Compliance Review	<b>GOV 2</b>	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> <li>Implement all changes identified in review</li> <li>WHS LGW Compliance Priority</li> </ul>	<ul style="list-style-type: none"> <li>Lexus Nexus framework and assistance applied for compliance review</li> <li>WHS compliance system options to be investigated</li> </ul>	In progress
Cybersecurity Enhancements	<b>GOV2</b>	Strong focus on compliance and enterprise risk	Information Systems	<ul style="list-style-type: none"> <li>Implement security measures as defined by the ACSC Essential 8</li> <li>Monitor and report on Phishing vulnerability and awareness</li> </ul>	<ul style="list-style-type: none"> <li>Recommendations have been implemented. Ongoing cybersecurity system updates applied</li> <li>Staff training and monitoring continuing for phishing</li> </ul>	In progress
Governance of Infrastructure Approvals Process Review	<b>GOV 1</b> <b>GOV 2</b> <b>EAE2</b>	Ethical, accountable, transparent and affordable decision making  Strong focus on compliance and enterprise risk A Sustainable Planning Scheme	Technical Services  Development & Governance	<ul style="list-style-type: none"> <li>Review of Planning Scheme post Asset Management Plan and LGIP to ensure standards are enforced on developers</li> <li>Streamline road corridor approval process</li> <li>Implement process for reviewing and provide feedback on the impacts of developments and operational works on council infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Operational Works applications reviewed for compliance with Council requirements.</li> </ul>	In progress





**8.9 DEVELOPMENT AND GOVERNANCE QUARTERLY REPORT - JULY TO SEPTEMBER 2022**

**Date Prepared:** 30 September 2022

**Author:** Manager Development and Governance

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That Council receives the quarterly report of the Development and Governance Group for the July to September 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 July to September 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 July to September quarter on Native Title claims to which Council is a party are as follows:

- KuKurtijar People - QUD483/2015

A final determination was made by the Federal Court on 26 July 2022 that native title exists over the area.

- Ann-marie Keating on behalf of Wallara people, Clan of Koko-Muluridji (QUD224/2021)

Council's representatives have filed a notice of intention to become a party to the proceedings with the Federal Court. Council is awaiting direction from the Federal Court.

**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.

As a condition of the Indigenous Land Use Agreements, Council has held meetings with the Indigenous Registered Native Title Body Corporate (RNTBC) for the above groups to the cyclic annual Consultative Committee and Capital Works Forum to outline the upcoming Financial Year's capital works program, outline any proposed community programs and initiatives and provide an opportunity for Indigenous representatives to raise any concerns or queries about these works programs and any other issues. Four (4) of the five (5) ILUA meetings were held during the period with Bar-Barrum and Western Yalanji unrepresented.

**Land Tenure Instruments**

Council recorded nil (0) new land tenure instruments during the period.

**Mareeba Industrial Park**

Currently, there are currently seventeen (17) lots available for sale, with a "hold" placed over two (2) parcels for an interested party.

Council recently awarded the tender for the Marketing and Sale of the Mareeba Industrial Park parcels of land T-MS2022-07 to Mareeba Property Office.

Council recorded four (4) new land sale settlements during the period relevant to the disposal of Lot 228 SP312807 at 16 Effley Street Mareeba, Lot 215 SP276129 at 29 Martin Tenni Drive Mareeba, Lot 72 SP198060 at 24 Gowan Street Mareeba and Lot 4 SP298322 at 21 Gowan Street Mareeba.

**Tom Gilmore Mareeba Aviation Industrial Precinct**

Council recorded nil (0) new leases during the period.

**Notifiable Breaches - internal**

Council recorded nil (0) notifiable policy related breaches during the period.

**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 September 2022 are displayed in the following table as aligned with the same period in 2021:

	Jul – Sept 2021	Jul – Sept 2022
Complaints carried over from previous period	7	7
Complaints carried over from previous period finalised during this reporting period	7	7
Complaints lodged during reporting period	22	13
Complaints finalised during reporting period	22	11
Complaints still in process (not finalised) during reporting period	0	2

## **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 July 2022	9
Completed	1
Cancelled	0
Current applications as of 30 September 2022	8

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 July 2022	319
New Applications	46
Completed	48
Cancelled	0
Current applications as of 30 September 2022	296

## Trade Waste

The 2022 / 2023 Trade Waste inspection program for Mareeba will commence in November 2022. The Kuranda trade waste yearly inspection program 2021 started in November and has now been completed. There were some minor issues, but are being repaired.

## Regulatory

Building, Plumbing, and Trade Waste Services had 115 customer requests this quarter of which 108 were resolved. In comparison to the same quarter in 2021, Council received 123 customer requests.

## Compliance

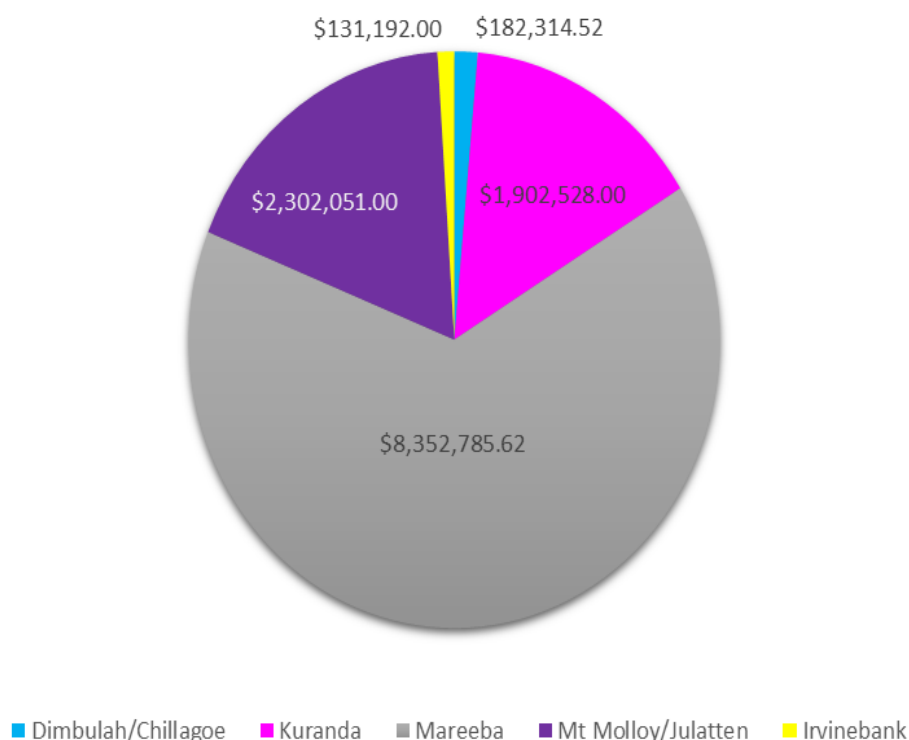
Council continues to progress 50 escalated building and plumbing compliance enforcement actions for unapproved structures relevant to 27 properties across the jurisdiction representing an approximate fifty-percent enforcement action increase over the previous quarter. These are being reviewed and recommended actions will be presented to Councillors in November 2022.

## 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	Jul - Sept 2022		Jul - Sept 2021	
	\$	A	\$	A
<b>Total</b>	\$12, 875, 871	80	\$20, 822, 096	107

## Value of Building Applications 2022/23



**REGIONAL LAND USE PLANNING****New Development Applications**

11 development applications were lodged in the September quarter 2022 compared to 11 lodged in the September quarter 2021.

Development applications received/approved during the September quarter 2022 as compared to the September quarter 2021 are as follows:

	<b>Jul - Sept 2022</b>	<b>Jul - Sept 2021</b>
New Development Applications lodged	11	11
Decision Notices issued under delegated authority	8	10
Negotiated Decision Notices issued under delegated authority	0	0
Decision Notices issued (from Council Minutes)	3	5
Negotiated Decision Notices issued (from Council Minutes)	0	0
Extensions to relevant period issued	0	1
Extensions to relevant period issued (from Council Minutes)	0	0
Change to existing Development Approval issued	0	1
Referral Agency Response approvals issued under delegated authority	8	8
Survey Plans endorsed	7	6
Notices issued under Planning Act	0	0
Planning Appeals and other Court proceedings	0	1

## 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

	July - Sept 2022	July - Sept 2021	July - Sept 2020
Barking Complaints *	92	62	57
Council traps	40	43	47
Cruelty	0	2	5
Dangerous Aggressive Dogs	42	37	29
Enquiries, Unregistered, Hygiene, unleashed	156	232	151
Missing/Lost/Found	7	17	17
Restrained for Collection	34	44	34
Straying Animals	144	107	90
Too many animals	6	20	8
<b>Total</b>	<b>521</b>	<b>564</b>	<b>438</b>

*\*A general increase in dog barking complaints and straying animals were observed this quarter, compared to the July - Sept quarters of 2021 and 2020.*

*There has also been a general decrease in general enquiries for unregistered dogs, hygiene related matters with animals and dogs off leash in public. This could be the result of Councils general increase in patrols and general community engagement to ensure owners are being responsible pet owners.*

### Dog Registration

As at the 30 September 2022, Council has a registered population of 4058 dogs in the shire with 124 dog renewals outstanding. A total of 120 Infringements were issued in September 2022 for animal owners failing to renew their dog registrations for the upcoming financial year, which includes failure to advise Council of their change in circumstances (dog deceased or left the area). This number was a significant reduction compared to 2021 (approximately 280 infringements issued).

	July - Sept 2022	July - Sept 2021	July - Sept 2020
Deceased	161	107	426
Left the area	116	80	265
New registrations	221	284	188

There was a large increase in deceased dogs which is normal at this time of year as dog owners notify Council of their animal's circumstances when they receive their renewals/reminders or infringements.



**Other Areas**

	July - Sept 2022	July - Sept 2021	July - Sept 2020
Abandoned Vehicles	16	43	21
Commercial Use of Roads	17	19	16
Illegal Camping	12	25	8
Illegal Signs	0	10	4
Obstruction of Footpath	1	6	4
Overgrown	14	19	13
Parking, illegal parking	23	23	25
Other	4	2	6
<b>Total</b>	<b>87</b>	<b>147</b>	<b>91</b>

**Environmental Health**

The Environmental Health section responded to a total of 129 enquiries, complaints and service requests for the quarter relating to the following matters:

	July - Sept 2022	July - Sept 2021	July - Sept 2020
Flying Foxes	0	0	2
Food Complaints	2	0	3
Food Enquiry	31	43	44
Food General	10	4	0
General Service Enquiry	32	26	31
Health Enquiry	6	21	19
Illegal Dumping	6	10	15
Other	6	5	4
Pollution	24	22	28
Public Health Complaint/enquiry	6	3	1
<b>Total</b>	<b>129</b>	<b>134</b>	<b>147</b>

**Notices Issued, Inspections Carried Out, Applications Processed**

	July - Sept 2022	July - Sept 2021	July - Sept 2020
Animal Management infringements issued	149	226	17
Animals Impounded	129	131	141
Compliance Notices Issued	23	26	19
Food Inspections Undertaken	11	54	71
Local Laws infringements issued	25	21	23
Regulated Parking infringements issued	61	91	123
Warning letters issued	103	181	46

*\*The decrease in food inspections undertaken this quarter is the result of no Environmental Health Officer contractor being available to carry out the inspection. However, a contractor is due to commence in October.*

*There is also a general decrease in regulated parking infringements issued compared to 2021 and 2020 quarters. However, parking patrols in both Mareeba and Kuranda have been reinstated and officers are finding general compliance when conducting regulated parking.*

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

- Animal returned to owner 1st occasion for free (dog was wandering but was registered): 9 dogs.
- Animal caught wandering (not registered or registered and previously returned to owner): 129 dogs were impounded.

## TOURISM and ECONOMIC DEVELOPMENT

### 1. Economic Snapshot for Mareeba Chamber of Commerce publication submitted including latest information from Census data - see below.

About the area

#### Key Statistics

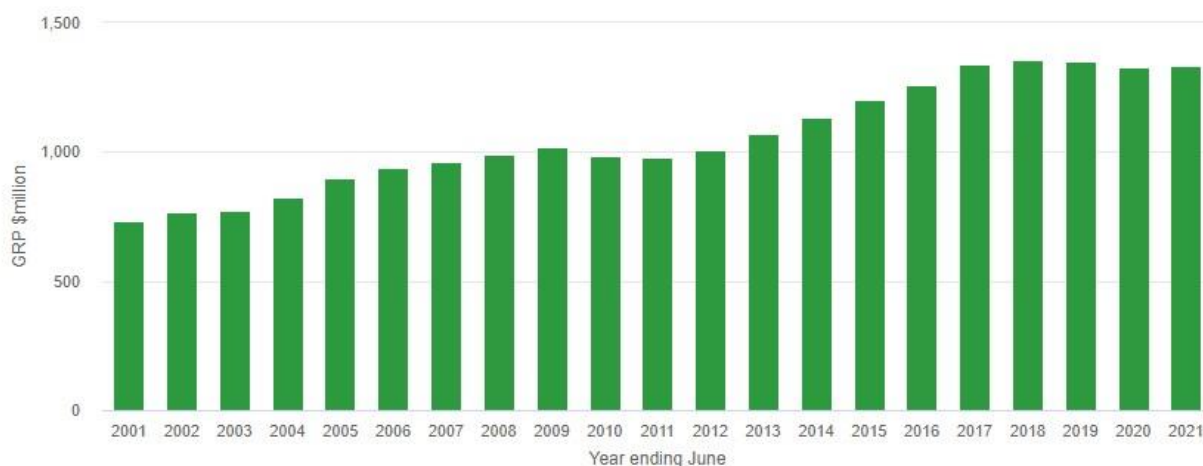
GRP <b>\$1.33 billion</b> NIEIR 2021	Population <b>23,174</b> ABS ERP 2021	Local jobs <b>8,875</b> NIEIR 2021
Largest industry (by employment)  <b>Agriculture, Forestry and Fishing</b> NIEIR 2021	Local businesses <b>2,059</b> ABS 2021	Employed Residents <b>9,807</b> NIEIR 2021

Mareeba Shire's Gross Regional Product was \$1.33 billion in the year ending June 2021, growing 0.5% since the previous year.

#### Gross Regional Product

Mareeba Shire

export 



Source: National Institute of Economic and Industry Research (NIEIR) ©2021 Compiled and presented in economy.id by .id (informed decisions).

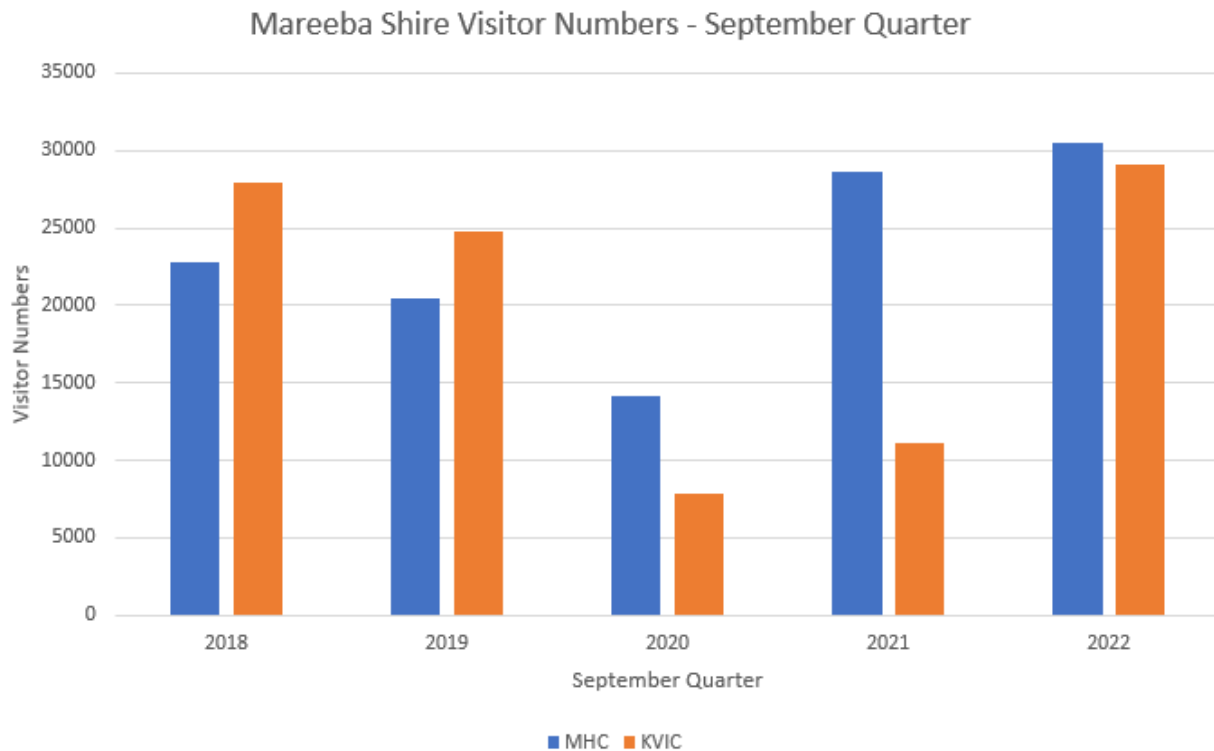
**.id** informed decisions

### 2. Mareeba Shire Tourism Strategy

Mareeba Shire Council and the Mareeba Chamber of Commerce will establish a new 'Local Tourism Organisation (LTO)' to promote tourism experiences in the Mareeba Shire. Terms of Reference for the interim group are currently being drafted. It is expected the interim LTO structure will evolve over time as industry involvement increases.

The inaugural Tourism Industry Forum is scheduled for Tuesday, 6<sup>th</sup> of December 5pm - 8pm. This will be an opportunity for all tourism operators in the Shire to provide direction and feedback in relation to the priorities and activities of the Local Tourism Organisation and destination marketing ideas.

### 3. Visitor Information Centre (VIC) Update



The data is collected by the Kuranda Visitor Information Centre and the Visitor Information Centre at the Mareeba Heritage Centre. Visitor data is all visitors to the Mareeba 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.

### 4. Shire Destination Marketing - Digital

With interstate travel now almost completely unrestricted, the September 2022 quarter recorded historically high (compared to pre-pandemic) search volumes. This was reflected in the Google Ads campaign generating 163% more impressions, 244% more clicks, at a high click through rate and lower cost per click than that of September quarter 2021.

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

Total Impressions: 265,559 plus Social Media Marketing (SMM)  
 Total Clicks: 22,879  
 Click Thru Rate: 10.10%  
 Average Cost Per Click: \$0.61

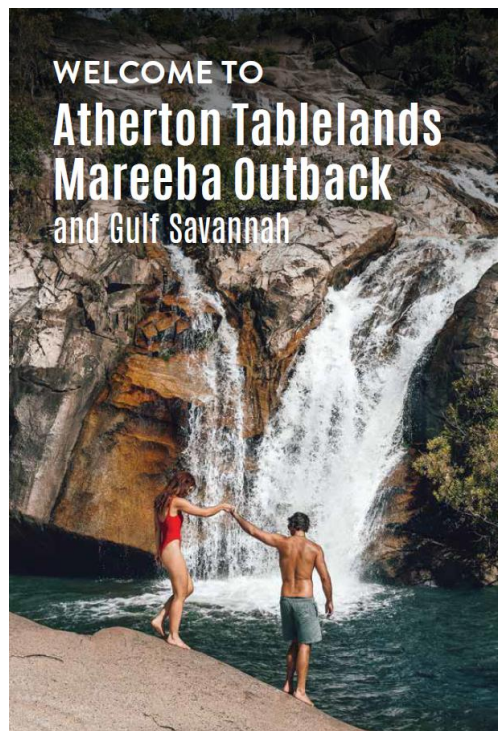
#### Social Media Marketing:

This quarter there were two campaigns on Social Media in the leadup to the September School holidays, being Davies Creek Mountain Bike Trails and Kuranda in Spring, to leverage the activity in the region for the international mountain biking event 'CrankWorx'. Both campaigns performed well.

### 5. Shire Destination Marketing - Print

Print promotional material was produced for the following publications:

- Cover page image on the Welcome to Atherton Tablelands Magazine 2022 and the magazine was re-named 'Welcome to Atherton Tablelands, Mareeba Outback and Gulf Savannah'



- Great Inland Way map update to include Mareeba events and Mareeba/Atherton Tablelands title



**INJUNE**  
Nestled in the foothills of the Carnarvon Ranges is the friendly town of Injune. Wander down the main street to meet the Characters of Injune, a series of rustic metal statues depicting local legends. Call into the train station to learn about the railway's key role in the town's beginnings before strolling along the sealed track around the Lugganah home to an abundance of birdlife and majestic old gum trees. Art lovers will appreciate the Injune Creek Gallery and a kilometre Park, which tells the town's story through paintings and sculptures.

**CARNARVON GORGE**  
Carnarvon National Park is an ancient in the Central Queensland's highlands, with towering sandstone cliffs, vibrantly coloured side gorges, diverse flora and fauna and Aboriginal rock art. Its centrepiece is the pristine Carnarvon Gorge (access from Great Inland Way between Injune and Tablelands) but 4WD can also access Salsburgh Falls and Kooka Falls (both from Springsure) for more crystal clear water holes and abundant wildlife and Murrumbidgee National Park (access from Injune) for breath-taking views.

**SPRINGSURE**  
Overlooking Springsure is the striking sight of Virginback – a 100m high, 100m wide cliff with a weathered banner to the Virgin Mary holding her child. The town is the gateway to McPherson Ranges National Park, a top spot for walks, picnics and spectacular views. If you're very lucky, you'll spot a koala.

**EMERALD**  
There's more to explore in the Central Queensland's highlands when you arrive in

Emerald. Its spectacular Visitor Information Centre is next to the world's largest replica van Gogh Sunflower painting and the Centenary of Federation Museum. From here, across from the National Trust-listed Emerald Railway Station, the 40ha Emerald Botanic Gardens, a birders paradise, centre of the Ngarra River, include a rose garden, manicured lawns, playground, tennis courts and a cafe.

**CAPELLA**  
Cross the Tropic of Capricorn to reach Capella. This scenic area is enclosed by a patchwork of multi-coloured and ever-changing crops and you'll see in the distance the spectacular jagged peaks of the Peak Range National Park. Explore more of the Central Queensland's highlands' agricultural and pastoral history at the Capella Pioneer Village.

**CLERMONT**  
Clermont was born from the 19th-century's Peak Downs Gold Rush. Call into the Clermont Historical Centre to find out about digging for gold. Discover the legend of the first site of the gold rush and original town centre. Look out for a plane stuck in time – there's a story to be told here!

Therapsid Creek Dam is 20 km down the road and great for camping, swimming, fishing and boating. On your way, keep your eyes peeled for a lone dromedary striding towards the sky, marking the spot where the Peak Downs Copper Mining Company once stood.

**CHARTERS TOWNS**  
The Great Inland Way calls into the iconic Charters Towers Crossing before arriving in Charters Towers. From humble beginnings until gold was struck in 1873, today's Charters

Towers streetscape is a stunning reflection of the region's history, with wonderfully preserved heritage buildings, pubs, museums and not one traffic light in sight! The Visitor Information and Orientation Centre is the best place to start. Allow the 'Ghosts of Gold' to escort you around this exciting living montage and give an insight into life during the gold rush of the late 19th century.

Take a short drive north to visit Dalrymple National Park, then further to Greenwade to enjoy good old country hospitality at a pub made famous by State Darts. Continue to Ulmarra National Park, home to the world's largest lava tube system. Explore the site of volcanic crater at your leisure and take a guided tour of one of the spectacular lava tubes.

**MAREEBA / ATHERTON TABLELANDS**  
In a dramatic change of pace from the dusty brown and red ochre of the Aussie Outback, you're now entering a showcase of all shades of green.

Mareeba is nestled upon the Atherton Tablelands, which offers spectacular drive through World Heritage forest rainforest and national parks. Aboriginal rock art near Dainton Creek and stops for locally-made produce. Kuranda – the Village in the Rainforest – has nature wildlife attractions and art and crafts from internationally recognised artists.

**CAIRNS**  
Wind your way down the Kuranda Range to call into the coastal city of Cairns, down step to the Great Barrier Reef. Take a short ride to Green Island and enjoy the views from the recently upgraded Grassy 180 lookout.

**COOKTOWN**  
Surrounded by paradise, Cooktown is where you can find secluded beaches. Along the coast at spots, remote fishing spots, and exquisite views. The James Cook Historical Museum and Cooktown Library Centre highlight the region's unique historical significance. Don't miss the glorious assets from the recently upgraded Grassy 180 lookout.

EVENTS CALENDAR	
JANUARY	JUNE
GOLDIE D'AGHES Charters Towers	COONAMBLE ROCK & CHAMPAIGN AG-GROW – Emerald
FEBRUARY	MARCH
BAND INTERIOR AUSTRIAN FOLK FESTIVAL Orange	UNDER WESTERN SUN Wellington Highway VICTORIA PARK – near Cairns COONAMBLE CHALLENGE & CHAMPAIGN ROMA PINE RACES AND BLACK TIE BALL TOOLONGBILLA ROCK AND CHAMPAIGN ST PATRICKS DAY Seymour A NIGHT UNDER THE GUMS Glenelg
MARCH	APRIL
UNDER WESTERN SUN Wellington Highway VICTORIA PARK – near Cairns COONAMBLE CHALLENGE & CHAMPAIGN ROMA PINE RACES AND BLACK TIE BALL TOOLONGBILLA ROCK AND CHAMPAIGN ST PATRICKS DAY Seymour A NIGHT UNDER THE GUMS Glenelg	WELLINGTON BOAT RACING CARNIVAL – near Oribina ORANGE FOLD WHEEL GILGERRA SHOW LIGHTNING RIDGE EASTER FESTIVAL BLACK OIL BULL AND BROOKSIDE – Lightning Ridge EASTER IN THE COUNTRY Roma EASTER SUNFLOWER FESTIVAL Emerald GERMANIA CHAMPAIGN Charters Towers
MAY	JUNE
DUBBO BIREALLY CAPRA COUNTRY MUSIC FESTIVAL CLASH OF SHOW COUNTRY MUSIC FESTIVAL Charters Towers GEMMEL ROCKS Seymour	COONAMBLE ROCK & CHAMPAIGN AG-GROW – Emerald SKID FEST BURN OUT COMP Cairns COOKTOWN COUNTRY FESTIVAL Mareeba LIGHTNING RIDGE OVAL FESTIVAL MAREEBA ROCK CHRISTMAS IN JULY – Mareeba SUMMERS IN THE SOUND COUNTRY MUSIC FESTIVAL Mareeba
SEPTEMBER	OCTOBER
SUNRISE RIDGE RACES PIONEER VILLAGE HERITAGE DAY – Cairns TWINNILLS WEEKEND near Clermont	GEMMEL ROCKS Seymour CLASH OF COAL AND GOLD FESTIVAL MAREEBA MULTICULTURAL FESTIVAL MAREEBA MILITARY MUSTER
NOVEMBER	DECEMBER
THE BOMALUP COOKTOWN RACES	

These are just a sample of the events happening along the Great Inland Way. For more information, visit [greatinlandway.com.au](http://greatinlandway.com.au)

**Great Inland Way**

To get the most out of your adventure along the Great Inland Way, we strongly encourage you to plan ahead! Visit [greatinlandway.com.au](http://greatinlandway.com.au) to get the latest information on accommodation options, visitor facilities, and road and weather conditions.

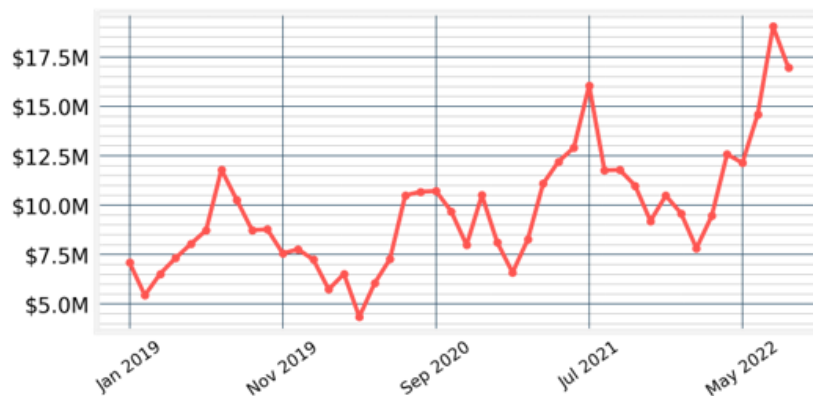
THANK YOU FOR COMING!  
Don't forget to tag @GreatInlandWay in your social media photos and follow us on all platforms.

## 5. Spendmapp Data



### Visitor Local Spend

The amount spent by non-residents and non-local businesses with merchants inside the Mareeba Shire Council LGA.



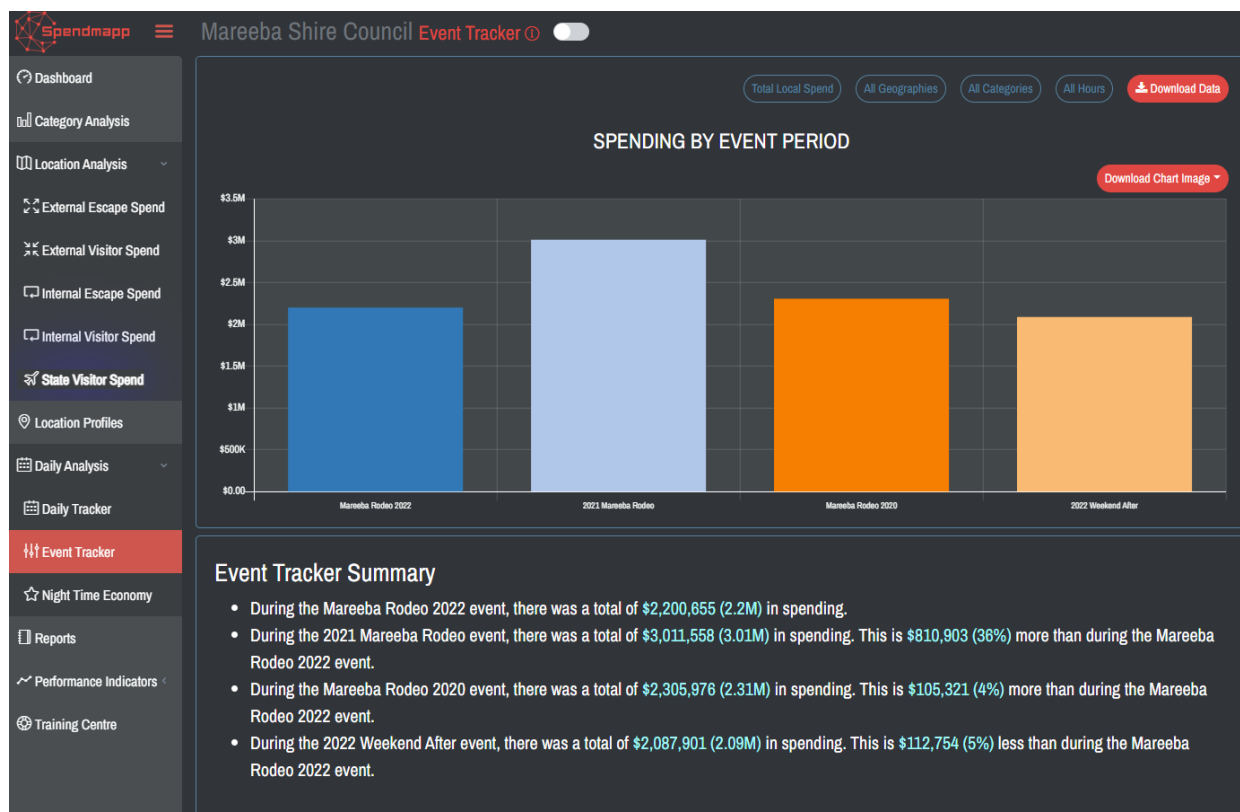
Over the last 44 months, the spending trend (as shown by the trendline in the Spendmapp app) for Visitor Local Spend has been upwards.

Interesting to note the spending in the Shire on the Saturday of the 2022 Multicultural Festival was 5% higher than a 'regular' Saturday (i.e. the weekend before) in the Shire. In addition, the Multicultural Festival spending for 2022 was the highest of the past three (3) years. This indicates a potential growth in the festival and that attendance is returning to pre-Covid levels.





In contrast the spending during the 2022 Rodeo weekend was the lowest over the last three (3) years, however we did still see a 5% increase in spending for the Shire over the weekend compared to a 'regular' weekend in the Shire.



## COMMUNITY HOUSING

Subcontracting the Mareeba Shire's Community Housing Service to the Mareeba Community Housing Company commenced 1 July 2022 and the new arrangements are progressing very well.

## 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





**8.10 MAREEBA INDUSTRIAL PARK - SALE OF LAND**

**Date Prepared:** 7 October 2022  
**Author:** Senior Compliance Officer  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

This report seeks Council consent to dispose of one parcel of Council owned freehold land at the Mareeba Industrial Park described as Lot 60 SP198060.

**RECOMMENDATION**

That Council:

1. Notes the information contained in this report and accepts the offer to purchase Lot 60 SP198060 for the discounted price of \$81,769.00 (incl GST); and
2. Delegate authority to the Chief Executive Officer to dispose of Lot 60 SP198060 via appropriate Contract instrument.

**BACKGROUND**

The parcel of land at Lot 60 SP198060 at the Mareeba Industrial Park was subject to a Lease for the period of 1 October 2017 to 30 September 2022, with a Call Option Deed to purchase the land exercisable at any time prior to the expiry of the Lease.

The Call Option provided the option to purchase the parcel of land, for an agreed price of \$119,790.00 + GST (\$55/m<sup>2</sup> + GST), less a rental rebate amount of \$10,000.00 (incl GST) for each year the Lessee paid rent under the Lease. For the applicable five year period, \$50,000 (incl GST) or \$45,454.55 (excl GST) was the total rental rebate amount to be deducted from the purchase price of \$119,790 (excl GST) with a balance payable of \$74,335.45 (excl GST) or \$81,769 (incl GST).

Council received a total sum of \$72,279.76 (excl GST) in rent over the term of the Lease. The final purchase price of the parcel of land, in accordance with the Call Option Deed, was \$81,769.00 (incl GST) ("discounted price").

The Lease expired on 30 September 2022, and the Call Option was not exercised by the deadline.

The Lease and Call Option have now expired and are no longer in operation. However, Council is in receipt of an offer by an associated alternate entity ("prospective purchaser"), to purchase the land for the discounted price of \$81,769.00 (incl GST). The prospective purchaser is associated with the current local business operating from the premises and requires the parcel of land to remain in operation. It is the intention of the prospective purchaser to purchase the land to ensure the continued operation of the local business.

Should the offer be accepted, the following conditions will apply:

1. An unconditional Contract for Commercial Land and Buildings ("the Contract") be entered into; and
2. The purchase price be equal to the discounted price; and

3. Settlement of the Contract is to occur within 30 days; and
4. The prospective purchaser is responsible for all costs associated with the preparation and completion of the Contract.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### ***Capital***

Nil

***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***

Not applicable.

##### ***Operating***

Nil

***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***

Not applicable.

#### **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.

**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**

Prospective purchaser to be advised of Council Resolution.

**8.11 ASSIGNMENT OF LEASE INTEREST - PART OF LOT 412 SP103859**

**Date Prepared:** 10 October 2022

**Author:** Legal Officer

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

This report seeks Council consent for the assignment of all interests in the unregistered Lease over part of Lot 412 on SP103859, located at 4-12 Thooree Street Kuranda, also known as the Kuranda Post Office, held by Hobbit Holdings NQ Pty Ltd to Aoming Pty Ltd ACN 626 976 725 as trustee for Aoming Family Trust.

**RECOMMENDATION**

That Council consents to the assignment of all interests in unregistered Lease over part of Lot 412 on SP103859, located at 4-12 Thooree Street Kuranda, held by Hobbit Holdings NQ Pty Ltd, as assignor, to Aoming Pty Ltd, as assignee, conditional upon:

1. Full payment of all amounts of lease rental and rates, fees and charges due as at the date of the assignment being effected, including any outstanding amounts;
2. Cost of all professional costs, duties and outgoings associated with the bringing into effect of the assignment of the lease interest being borne by the assignor, in accordance with Clause 2.08.2 of the Lease; and
3. Full adherence by the assignor and assignee to the conditions contained in Clause 2.08.1 and all sub-clauses relevant thereto, as contained in the Lease; and
4. Provision of a Certificate of Currency for Plate Glass Insurance in accordance with Clause 2.18.1 and Public Liability Insurance in accordance with Council's *Standard Requirements for Public Liability Insurance for Approval Holders*.

**BACKGROUND**

Hobbit Holdings NQ Pty Ltd currently hold the unregistered Lease over part of Lot 412 SP103859. The Lease is for a portion of the land and contains the Kuranda Post Office building. The Lease expires on 30 November 2026, with no further options thereafter.

Council has received correspondence from the Solicitors for Hobbit Holdings NQ Pty Ltd, advising that their client has entered into a Contract to sell their business, the Kuranda Post Office, conditional upon Council's consent of the assignment of the Lease interest. The proposed assignee is Aoming Pty Ltd.

Clause 2.08.1 of the Lease provides for Council to approve the assignment of the Lease subject to Council being satisfied that the proposed assignee is a person (or entity) that is respectable, responsible, and financially capable of meeting all obligations as defined under the Lease.

In addition, the Lease also contains a provision for a Deed to be prepared that requires the assignee to observe all covenants, conditions and stipulations as contained in the Lease, and also a written personal guarantee provided by each of the Directors of the intended assignee, personally

guaranteeing the assignees performance of all obligations contained in or incidental thereto under the Lease. It will be necessary for appropriate legal instruments to be prepared by the assignor for execution by Council.

Clause 2.08.2 of the Lease provides for all professional costs, duties and outgoings associated with the Assignment and covenant incurred by Council, as Lessor, to be reimbursed by the assignor (current Lessee) as part of the assignment process.

### **Assessment**

Upon request by Council, the proposed Assignee has provided a background on their professional history, which includes the management of a licensed Post Office in Victoria.

It is assessed that the proposed assignee is a respectable and responsible person capable of meeting their obligations under the Lease.

It is at Council's discretion whether new lessees or assignees are required to provide financial information to support their application to acquire lease tenure. However, there are appropriate mechanisms within the Lease and in law to protect Council's interests with regard to the financial and other responsibilities of an entity who seeks to take up a lease with Council.

### **RISK IMPLICATIONS**

#### **Financial**

Nil. Council will be reimbursed for any costs incurred as a result of the assignment of Lease.

### **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Compliance with the terms of the lease relevant to clause 2.08 as relates to assignment of a lease interest.

### **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**

Communication of Council Resolution to the assignor, to allow preparation of relevant documents for Council consideration and execution.

## 9 INFRASTRUCTURE SERVICES

### 9.1 T-MSC2022-10 BICENTENNIAL LAKES DESIGN - TENDER AWARD

**Date Prepared:** 7 October 2022

**Author:** Director Infrastructure Services

**Attachments:** Nil

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#### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2022-10 Bicentennial Lakes Design.

#### RECOMMENDATION

That Council, subject to the finalisation of an acceptable contract,

1. awards Tender MSC2022-10 Bicentennial Lakes Design to Trinity Engineering and Consulting Pty Ltd, and
2. delegates authority to the Chief Executive Officer to finalise the contract in consultation with the Mayor and Councillors.

#### BACKGROUND

The Mareeba Bicentennial Lakes project (1988-1989) was initially undertaken to beautify a large, narrow strip of urban watercourse, which had become overgrown and unsightly. The area of interest included a series of small shallow lakes, islands, vegetation areas, pathways, open grassed areas, and a connecting waterway with lighting to some sections. While Bicentennial Lakes provides significant local amenity, over the course of the past 30 years, water quality has diminished and siltation of the lakes has occurred, and the area has become susceptible to undesirable activities.

As part of Council's Parks and Open Spaces 3 year Action Plan, Bicentennial Lakes will be upgraded to contribute to building a safe, connected and liveable community. Queensland Government has committed up to \$166,200 in funding on a 60:40 basis with Council towards the design of the upgrade, with a vision to creating an attractive, safe and accessible public recreation space for the community.

Council has invited tenders to undertake detailed design for Bicentennial Lakes between Rankin Street and Granite Creek. The tendered scope of works includes survey, investigation and design to produce costed, construction-ready plans for upgrade of the northern and southern sections of Bicentennial Lakes.

## Tenders Received

Tenders closed on 17 August 2022 and three (3) submissions were received. A summary of the tender prices at opening is provided in *Table 1* below;

*Table 1: Tendered Price at opening*

<b>Tenderer</b>	<b>Tendered Price (excluding GST)</b>
GHD Pty Ltd	\$282,700
Tract Consultants Pty Ltd	\$257,906
Trinity Engineering and Consulting Pty Ltd	\$127,800

During the Tender Assessment process, Council officers sought clarification from all tenderers regarding the scope and pricing structure of their submissions, which affected the tendered values compared with the original submissions as provided in *Table 1a* below;

*Table 1a: Amended Pricing Submitted by Tenderers*

<b>Tenderer</b>	<b>Tendered Price (excluding GST)</b>
GHD Pty Ltd	\$299,100
Tract Consultants Pty Ltd	\$316,437
Trinity Engineering and Consulting Pty Ltd	\$274,065

## 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*

<b>Criteria</b>	<b>Weighting</b>
Value for Money	25%
Demonstrated Understanding	25%
Capability	25%
Relevant Experience	25%
<b>Total</b>	<b>100%</b>

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 conforming, with all tenderers assessed as capable of completing the works.



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*

<b>Tenderer</b>	<b>Score (100%)</b>	<b>Rank</b>
GHD Pty Ltd	78.07	2
Tract Consultants Pty Ltd	74.23	3
Trinity Engineering and Consulting Pty Ltd	80.00	1

GHD is a global multi-disciplinary engineering consultant and has nominated a project team based in Cairns and Townsville to undertake the project. GHD's has proposed to provide a project director and project manager to lead its team of environmental, ecology and geotechnical scientists and hydrology and civil engineers, with sub-consultants for landscape architecture and survey.

Tract Consultants specialises in landscape architecture, town planning and urban design with a Queensland office based in Brisbane. Tract has proposed to lead a team of specialised sub-consultants including hydrology and civil engineers, ecology scientist, geotechnical consultant, surveyor, and quantity surveyor.

Trinity Engineering and Consulting (TEC) is a Cairns-based engineering consultant with capability in project management, hydraulic modelling and civil design. TEC has proposed to lead a team of specialised sub-consultants including ecology scientist, landscape architecture, geotechnical consultant and survey.

Based on both quantitative and qualitative criteria, TEC is the preferred tenderer for T-MSC2022-10 Bicentennial Lakes Design.

Prior to awarding the tender, it is proposed entered into pre-contract negotiations with TEC to explore further opportunities to amend the scope to improve the design outcomes, while offering potential cost savings for the design, eventual construction and operation of upgraded Bicentennial Lakes.

## **RISK IMPLICATIONS**

### **Financial**

The design for Bicentennial Lakes must be developed in line with the available budget set aside for construction. This will be managed through provision of construction estimates as the design is developed.

### **Environmental**

The scope of works for design includes all necessary environmental investigations.

### **Infrastructure and Assets**

Future operational costs for the upgraded Bicentennial Lakes will be a consideration during the design process and will be determined prior to selection of a design.

### **Health and Safety**

The scope of works for design includes Safety in Design review of the selected design.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The tender process was undertaken in accordance with Council's Procurement Policy and relevant procurement provisions in the *Local Government Act 2009* and *Local Government Regulation 2012* have been adhered to.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Queensland Government has committed up to \$166,200 in funding on a 60:40 basis with Council towards design of the upgrade. Council's contribution is funded under Council's 2022-23 Parks and Open Spaces capital program.

***Is the expenditure noted above included in the current budget?***

Yes

***Operating***

Future operational costs for the upgraded Bicentennial Lakes will be a consideration during the design process and will be determined prior to selection of a design.

**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.

**IMPLEMENTATION/COMMUNICATION**

Tenderers will be notified of the outcome of the tender assessment in writing.

Project updates will be provided to Council through monthly capital works reporting and quarterly reporting to the Department of State Development, Infrastructure, Local Government and Planning in accordance with the grant conditions.

As part of the post-tender clarifications, tenderers were requested to provide three (3) concept options as part of the 30% design stage for both the Northern and Southern Lakes, including estimated construction costs, hydrologic modelling and Safety in Design review for each option. These options will be workshopped prior to selection of the preferred option for further development.

It has also been identified that there are opportunities to scale back on some of the more costly investigative work, depending on the preferred concept design.

These will be negotiated with the preferred tenderer prior to finalising the contract in consultation with the Mayor and Councillors.

**9.2 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 20 SEPTEMBER 2022**

**Date Prepared:** 7 October 2022

**Author:** Director Infrastructure Services

**Attachments:** 1. Traffic Advisory Committee - Minutes of Meeting held 20 September 2022 [↓](#)

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**EXECUTIVE SUMMARY**

The purpose of this report is to present the Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday 20 September 2022.

**RECOMMENDATION**

That Council receives the minutes of the Traffic Advisory Committee Meeting held Tuesday, 20 September 2022.

**BACKGROUND**

The Traffic Advisory Committee (TAC) is an advisory committee to Council under Section 265 of the *Local Government Regulation 2012*. The TAC provides information and advice to Council regarding traffic, road and transport matters.

**RISK IMPLICATIONS****Financial**

There are ongoing costs associated with investigation of traffic matters to ensure a safe road environment for our community. In most cases, any safety improvements on Council roads determined from these investigations will be funded from operational budgets or referred for consideration in future capital budget deliberations.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS****Capital**

Nil

**Operating**

Internal resources for investigation and follow up actions.

**LINK TO CORPORATE PLAN**

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**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



65 Rankin Street  
PO Box 154 MAREEBA QLD 4880

P: 1300 308 461  
F: 07 4092 3323

W: [www.msc.qld.gov.au](http://www.msc.qld.gov.au)  
E: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

## MINUTES TRAFFIC ADVISORY COMMITTEE

Tuesday 20 September 2022  
Commenced at 9:30am

### Members Present:

John Ridgway	Queensland Police (QPS) - Sergeant
Mo Abdelrahman	Transport & Main Roads (Operations) (Dial in)
Kevin Davies (Chair)	Mareeba Shire Council (MSC) - Councillor
Lenore Wyatt	Mareeba Shire Council (MSC) - Councillor
Sam Wakeford	Mareeba Shire Council (MSC) - Manager Technical Services
Stuart Holley	Mareeba Shire Council (MSC) - Director Infrastructure Services
Wendy Melville	Mareeba Shire Council (MSC) - Secretariat

### Non-Members Present:

Angela Toppin	Mareeba Shire Council (MSC) - Mayor
Marita Stecko	Transport & Main Roads (Senior Advisor - Road Safety)

### 1. WELCOME

Meeting opened by the Chair at 9:30am welcoming all and thanking everyone for their participation.

#### APOLOGIES

David Hamilton	Transport & Main Roads (Operations)
Mary Graham	Mareeba Shire Council (MSC) - Councillor
Locky Bensted	Mareeba Shire Council (MSC) - Councillor
Mandy Andrews	Mareeba Chamber of Commerce

### 2. MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held 21 June 2022 received as true and correct.

Moved by Lenore Wyatt

Seconded by John Ridgway

### 3. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 3.1 Springmount Road - Road alignment, narrowness and Chettle Road Intersection

- MSC advised Australian Government Funding of \$815K granted under the Heavy Vehicle Safety & Productivity Program to undertake next stage of safety upgrade works on Springmount Road
- Chettle Road Intersection: MSC tabled designs and advised works to further improve signage, visibility and right-of-way priorities was now programmed for completion prior to end of Calendar Year. MSC Officers would communicate with transport companies prior to works and ensure an awareness process was completed.

#### 3.2 Parking issues at St Thomas's Catholic School

- Council have sought funding consideration (STIP) for improvements to the Intersection of Constance and Hastie Streets to be completed in the near term. Further improvement works to Hastie Street for the improvement to parking and safety would be investigated and considered for funding under future capital programs.

### 3.3 School Zone Times

- MSC advised school zone time of 7am - 9am is a very broad timeframe; commenting there is no major activity until 7.30am; motorists ignore the speed zone times prior to this
- TMR advised this has been reviewed in Cairns, however all schools would need to be in agreeance to accommodate any change
- TMR to forward to MSC information regarding these zones
- MSC advised pending Stuart Holley's departure, project not feasible
- No further action required by this Committee; item to be removed from agenda

### 3.4 Flashing School Zone Signs

- TMR advised flashing school zone signs are being implemented at St Anthony's School in Dimbulah. Requested advice on other potential locations.
- Layout plans received of flashing school zone signs to be installed at St Anthony's School on Hyde Street, Dimbulah and St Stephen's Catholic College on Mclver Road, Mareeba. MSC to confirm feedback provided to consultants.
- No further action required by this Committee; item to be removed from agenda

### 3.5 Byrnes Street, Mareeba - Raised Pedestrian Facilities

- TMR confirms asphalt works completed and new signage put in place with a review underway
- MSC (Cr Mlikota) asked if facilities can be turned into marked pedestrian crossings to reduce the confusion for both pedestrians and drivers
- TMR reviewed designs for this and will continue to monitor but TMR believes that the community is getting used to them. TMR prefers to keep them as 'pedestrian facilities'
- MSC suggests removing the regulatory signage that indicate to drivers' people are crossing
- TMR to complete an audit of signage and advise
- MSC tabled advice from Mareeba Chamber of Commerce expressing safety concerns; copy to be forwarded to TMR

### 3.6 Walsh Street Temporary Traffic Measures

- MSC seeking update traffic study to move to concept design
- Temporary bollards are in place and continue to be monitored
- QPS advises a lot of non-compliance is occurring in this area which they are acting upon
- MSC advise once designs are underway there will be a significant change to the parking arrangements and confirms that information from QPS is considered in traffic study
- MSC advised 2–3-month process for assessments, expecting to seek to engage a consultant in July 2022, answer in October 2022
- MSC has engaged Bitzios Consultants; any assistance from TMR re: Traffic Data would be appreciated

### 3.7 32A Kennedy Highway (Cairns - Mareeba) - Barron River Bridge, Kuranda - Weight Restrictions

- TMR confirmed this has been discussed at an internal meeting but due to politics has been difficult
- TMR will suggest a webpage be organised containing updates, but at this stage updates will be via press releases
- Testing and maintenance works continued by TMR during the month of August; Contract to investigate long-term solutions for the bridge awarded to Arup
- TMR to follow up with Design team

### 3.8 32A Kennedy Highway (Cairns - Mareeba) - TMR Night Audit

- TMR confirmed this will be tabled at an internal meeting
- TMR confirmed a contractor has been engaged to complete audit
- MSC advised only 50% of solar lights working between Speewah and Mareeba
- TMR advised of replacement plan for lighting

**3.9 32A Kennedy Highway / Kay Road Intersection - Improvements for Heavy Vehicles**

- TMR confirmed this will be tabled at an internal meeting
- TMR confirmed a contractor has been engaged to complete audit
- Further works programmed by TMR as part of High Risk Roads Targeted Road Safety Program; upgrade works to be carried out at priority intersections including Kay Road.
- TMR to follow up

**3.10 32A Kennedy Highway - Toilet Facilities at Edmund Kennedy Bridge over the Barron River**

- TMR advised that at internal meeting they were aware of this issue state-wide and are working on funding to make this possible
- TMR are liaising with Councils to determine cost for maintenance of these areas; TMR to work out how to proceed
- MSC confirms that they are working with TMR, as needed.
- MSC advised cleaning of toilets is being charged to RMPC contract
- No further action required by this Committee; item to be removed from agenda

**3.11 32A/32B Kennedy Highway / Byrnes Street Intersection**

- TMR advised intersection upgrade is still under review and are unable to provide an update at this meeting
- Further advice as to intended construction outcome sought from TMR
- TMR to provide update

**3.12 Mareeba Connection Road / Byrnes Street - merge lane signage**

- TMR advised intersection upgrade is still under review and they are unable to provide an update at this meeting
- Matter is ongoing

**3.13 Mareeba Bypass**

- Information regarding this matter to be in the form of a Media Release by TMR

**3.14 B-Double Route - Reynolds Street Industrial Area / Kennedy Highway via Costin Street**

- TMR advised intersection upgrade is still under review and are unable to provide an update at this meeting
- TMR advises no further information to date

**3.15 Heavy vehicle parking between Martin Avenue and Kennedy Highway**

- TMR advised left lane will be extended; beautification layouts still under review, once complete plans will be presented to MSC
- MSC raised concerns regarding dust issue with TMR confirming the area is to be sealed
- MSC advised of opportunity with TMR for a joint improvement of a stockpile site on Zenel Road
- TMR to follow up

**3.16 Tablelands Heavy Vehicle Management Strategy**

- TMR advised plans are with strategic planners for these works, TMR will follow up regarding website approval and will send link if approved for updates available
- TMR links to FND projects with webpages provided to members with June 2022 Minutes
- Matter is on-going

**3.17 Mareeba Heritage Centre - Requests for Improvements - entry / exit to VIC carpark**

- TMR advised designs are underway, with matter being addressed in TMR meeting with MSC (Director IS)
- MSC advised the Mareeba Markets may potentially be relocating which may assist with this issue



- Mareeba Heritage Centre has applied to hold community markets every third Saturday, event management plan has been submitted to council for consideration with advice that the TMP/TGS's have also been submitted to TMR for review.
- Concerns raised at entrance of car park and request for One Way signage. MSC advised looking at current extension to car park and will look at reconfiguration and exit lanes;
- MSC to co-ordinate with TMR

**3.18 Request for a school bus stop near Jackaroo Motel**

- MSC reminds TMR of resident concerns regarding the bus stop near Jackaroo Motel
- TMR advised a meeting with Translink has been scheduled
- TMR to liaise with MSC for a response to resident to ensure information does not contradict
- MSC advises it does not have a program for bus shelters and requested site is not an appropriate location.
- TMR to respond to customer providing Council with a copy for information
- No further action required by this Committee; item to be removed from agenda

**3.19 32B Kennedy Highway Road Works (Mareeba - Atherton)**

- TMR have attempted to rationalise the 60/80km speed signs but are trying to keep the majority at 80km signs
- QPS confirms less people are speeding through this area as they get used to it, still some speeding on weekends
- TMR unable to confirm timeframe of works at this stage
- MSC requests for date of practical completion; TMR to follow up
- No further action required by this Committee; item to be removed from agenda

**3.20 Mulligan Highway - Lack of Speed Signage between Mt Molloy and Desailly's Range**

- TMR advised locations identified and will follow up
- No further advice from TMR

**3.21 Mulligan Highway - reduction of speed limit at Bibbohra request**

- MSC advised this has been underway since 2018
- TMR confirms a project manager has been appointed and designs/works can be planned. Bilwon Road will become the access road
- MSC asks if funding will be available for 2022/23 financial year, TMR confirms funding will be available. TMR planning for works to be completed by 2023
- TMR advise of no requirement to reduce speed limit however plans to widen road for 300m and provide additional lane on the left
- TMR intend to contract MSC to complete works
- TMR to follow up on future of Petersen Street accessing the highway as removal may simplify traffic constraints through Bibbohra.

**3.22 Mulligan Highway - Informative road train signage**

- TMR to follow up with their design team
- TMR advise a white sign will be done up and installed on Vaughan Street (between Moody Street and the railway line); one was installed but needs to be moved and another installed
- TMR to advise/authorise MSC to action under RMPC Contract

**3.23 Mulligan Hwy/ Mareeba-Dimbulah Road Intersection**

- MSC advised Chillagoe Alliance requested a green directional signage be placed at the Mulligan Highway / Mareeba-Dimbulah Road intersection to direct tourist to Chillagoe
- MSC to make request through TMR for sign to be added
- MSC advises signage installed
- No further action required by this Committee; item to be removed from agenda

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**4. NEW REQUESTS / CORRESPONDENCE**

Nil

**5. ROAD, TRAFFIC & TRANSPORT MATTERS BY AGENCY**

**a) QPS**

Railway Crossing Stop Sign, Almaden	Signage need modifying as two signs are obscuring Stop sign; MSC to raise with RMPC for action
Change to legislation to Emergency Response	As of 19 September 2022 change to legislation for emergency vehicles, including tow trucks etc, motorists to slow down and move over

**b) TMR Update**

Nil

**c) Traffic Changes**

Nil

**d) Minor temporary traffic changes**

Nil

**6. GENERAL BUSINESS**

**a) Mareeba Rail Trail Works**

- MSC advise of completion of McIver to Vicary Road section of Rail Trail and that there is potential expectation of the community to establish the connection with the Walkamin section across the highway
- MSC advise of the potential need for future planning with TMR to develop safe crossing point of Highway
- QPS receives numerous complaints of motor bikes using trail; advising if 'No Vehicles / No Motor Bikes' signage is installed Police can enforce; MSC to follow up

**b) LATM**

- MSC currently undertaking community engagement of residents in the Anzac Avenue traffic catchment area; seeking an understanding of potential concerns to enable a community engagement process to potentially development solutions
- MSC advises results are being compiled before going to public forum
- QPS requested a copy of traffic counter results

**c) Use of Air Brakes - Kuranda Area**

- Kuranda Resident has approached MSC seeking a request for TMR to reconsider current location of signage, advising trucks to be mindful of using air brakes
- MSC request placement of signs near Fallon Road traffic light intersection
- TMR to follow up

**e) Heavy Vehicle Set Areas North of Mareeba (Stuart Holley)**

- MSC propose need to look at longer term truck stopping area around Mareeba
  - MSC previously suggested Council owned parcel of land opposite current site on Mulligan Highway
  - MSC to table and requests TMR to investigate
-

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**7. NEXT MEETING**

9:30am Tuesday 6 December 2022

**8. CLOSURE**

Chair thanked everybody for their attendance and contribution.

There being no further business, the meeting was closed at 10:34am.

**9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - SEPTEMBER 2022****Date Prepared:** 27 September 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 September 2022.

**RECOMMENDATION**

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

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

Investigation activities undertaken in September included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	39	21
Drainage Investigations	6	2
NHVR Permit Applications	0	8
Aerodrome Investigations	6	1
Traffic Count Surveys	0	15
Parks Investigations	5	3
Miscellaneous <i>eg</i> Planning; Local Laws	7	35
Before You Dig Assists Requests	0	166

Soil Laboratory:

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

Supplier	No. of Tests
Internal	16
External	208

Asset Inspections:

Work was primarily focused towards improving data for the water, sewerage, roads, underground stormwater and kerbs asset data sets.

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	Prestige Gardens Stage 1-6	Under construction
Mareeba	Emerald End Road & Country Road	Under construction
Mareeba	Amaroo Stage 12	On-maintenance
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:

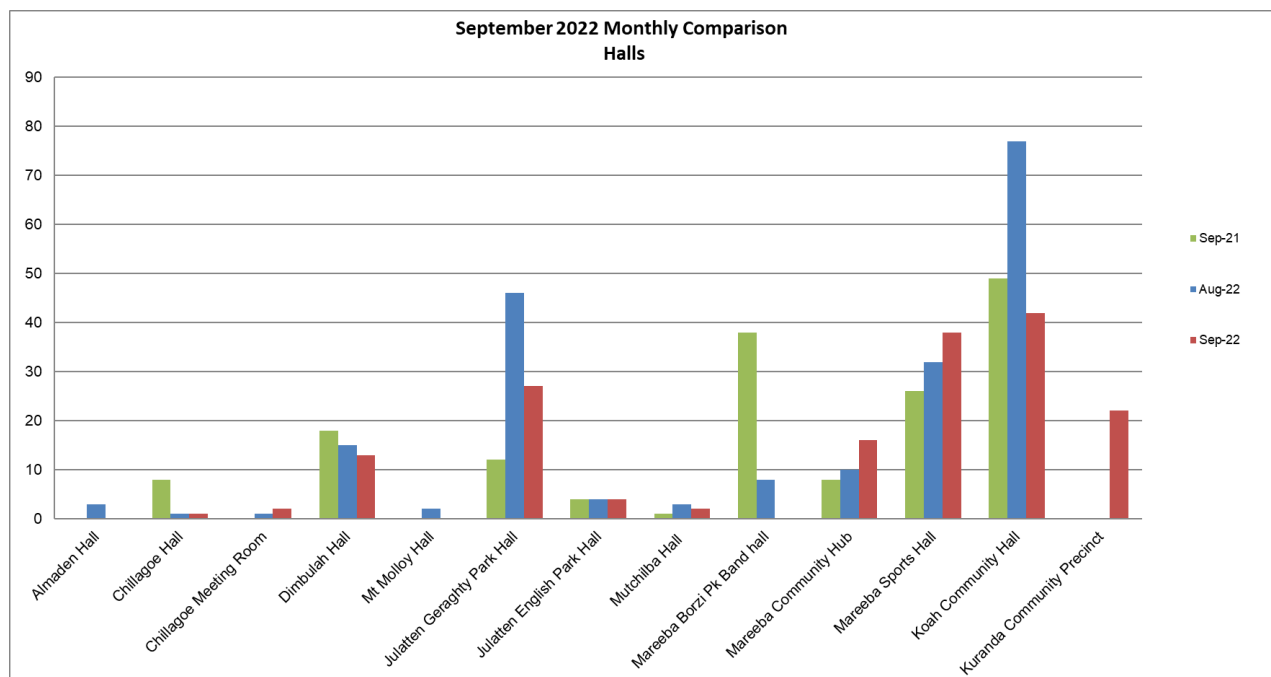
Program	Status
2021 DRFA Program General	Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Imogen and associated low pressure system that occurred 2–12 January 2021. A consultant has been engaged to assist with delivery of the 2021 DRFA Program and delivery of the program is well progressed with half the contracts having reached practical completion.
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.
2022 DRFA	Mareeba Shire activated DRFA assistance measures linked Far North Queensland Low Pressure Trough, that occurred 1 – 7 February 2022. Council have 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.
2022 Betterment	Officers are currently working on development of the proposed Betterment Program for submission to QRA for consideration prior to end of calendar year.

## Facilities

### Community Halls:

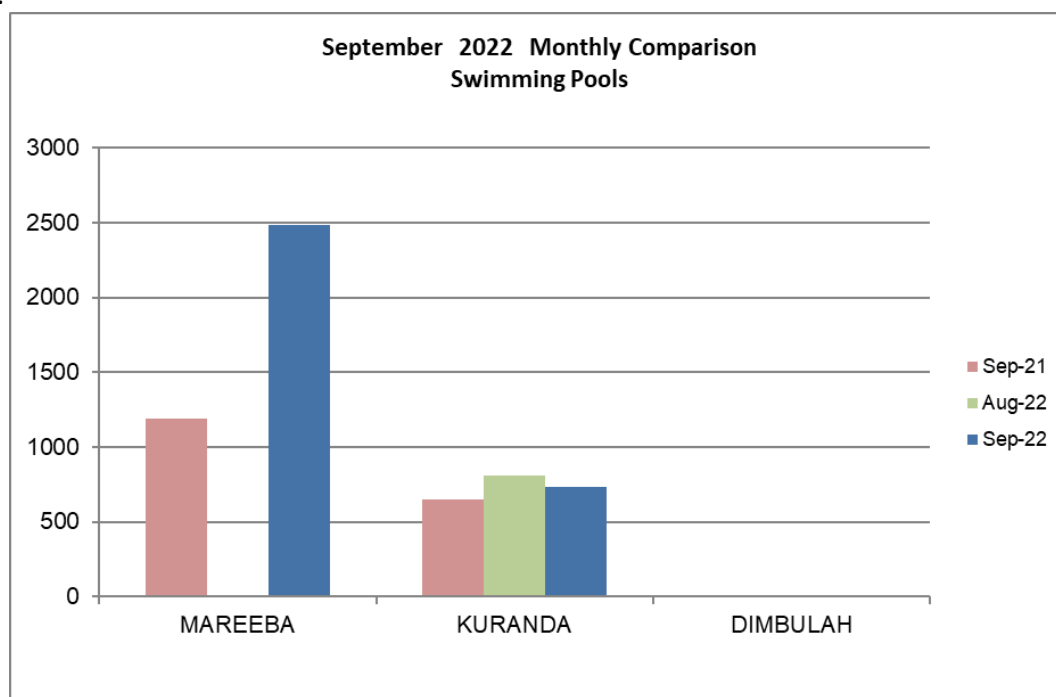
Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing.

September hall hires have slightly decreased against the previous month. The largest decrease in utilisation is for the Mareeba Band Hall with QLD Health ending the Covid testing clinic. School Holiday periods during September may contribute to the reductions.



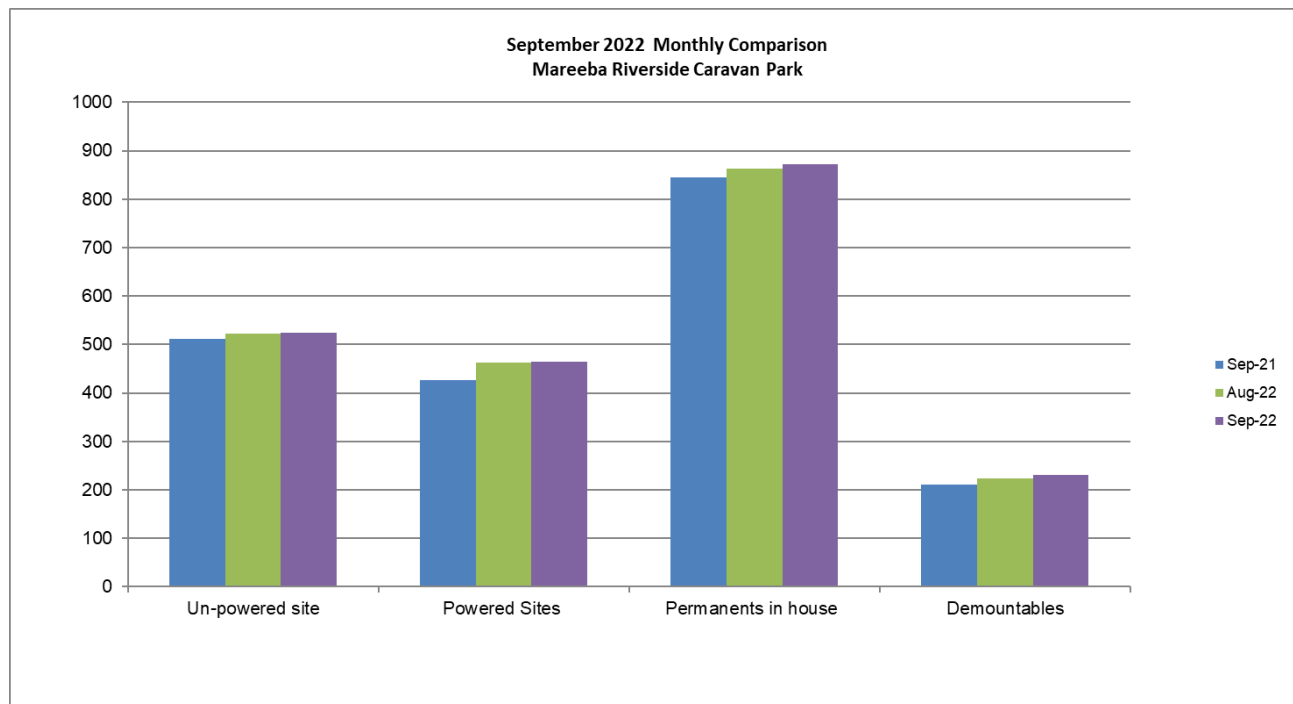
### Aquatic Centres

The Dimbulah Aquatic Centre remained closed during September, however with pools being refilled in time for October, local residents will once again gain access to the facility. Mareeba attendances have recovered compared to last year and further growth is anticipated as we enter the summer months.

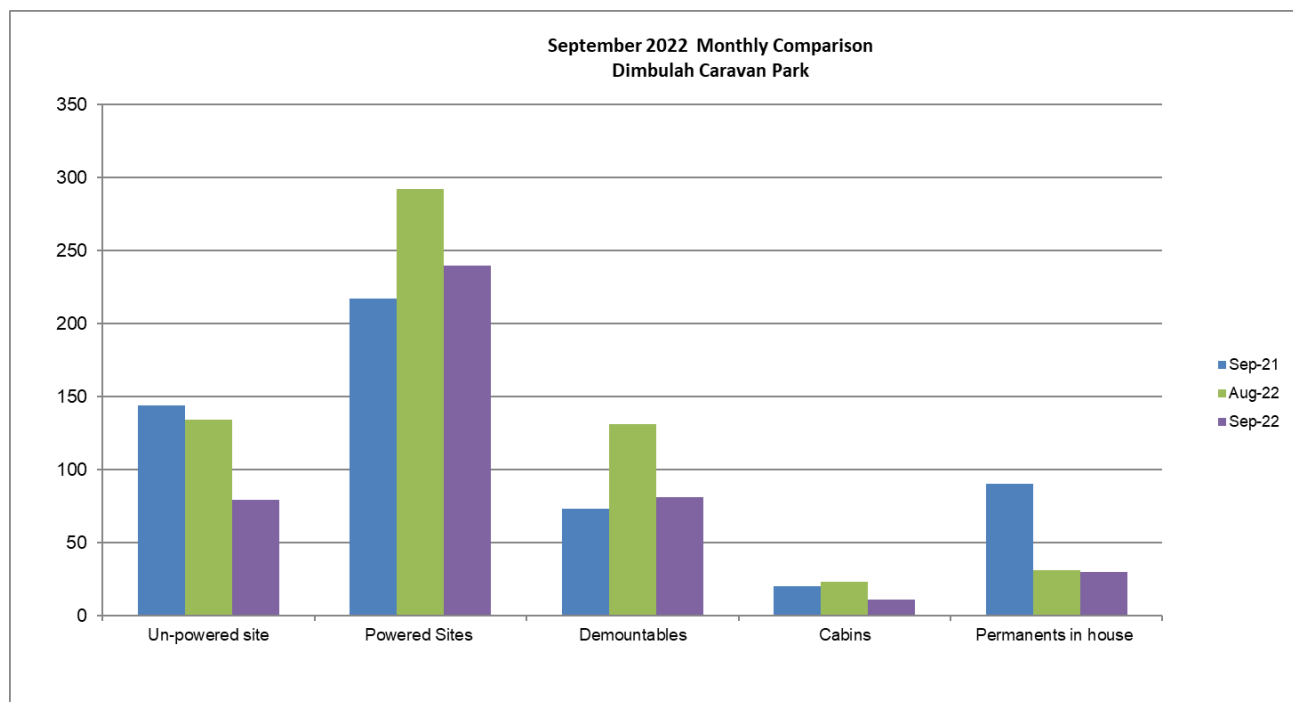


### Caravan Parks:

Mareeba Riverside Caravan Park tenant numbers have strengthened across all sectors. Works to replace the Ablution Building are underway, which should see improvements to the caravan park's amenities improve.



Dimbulah Caravan Park utilisation remains comparable for the September periods of 2021 – 2022, however traditional decline in tenancy numbers is expected through the summer months.





**Vandalism & Graffiti:**

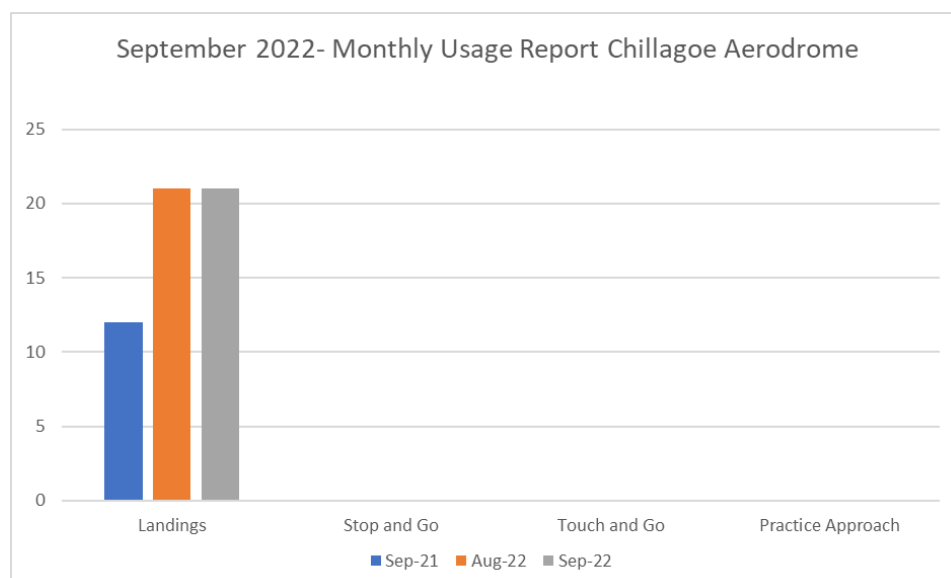
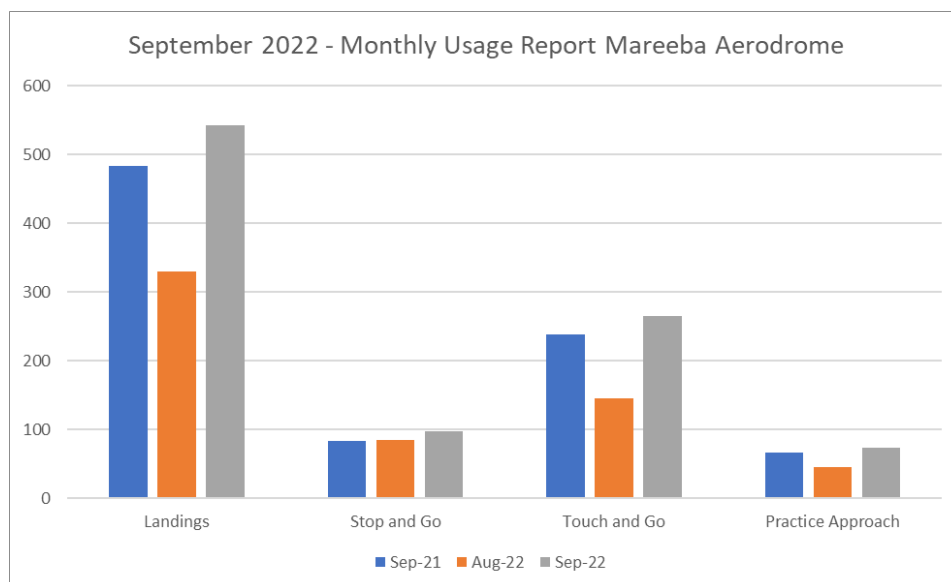
During September, 4 reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

Financial Year	Actuals	Comments – September 2022
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> <li>• Mareeba CWA Toilets - vandalism x 1</li> <li>• Mareeba Centenary Park - Vandalism x 1</li> <li>• Mareeba CWA Toilets - Graffiti x 2</li> </ul>
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 14,211.18	
2020/21	\$ 62,199.62	
2021/22	\$ 48,301.12	
2022/23	\$9,367.97	

*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 September.



**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 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - SEPTEMBER 2022**

**Date Prepared:** 27 September 2022

**Author:** Director Infrastructure Services

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

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**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 September 2022.

**RECOMMENDATION**

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of September 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 2022/23 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.

**IMPLEMENTATION/COMMUNICATION**

Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
<b>Program: 01 Rural and Urban Roads Reseal Program (Renewal)</b>		
2021/22 Reseal & Asphalt Program	Close Out	Project completed August 2022.
22/23 Reseal & Asphalt Program	Construction	Bitumen reseals will commence 22/10/2022, weather permitting, & take approximately 2 weeks to complete. Line marking will follow. An asphalt overlay program will be developed & offered for tender in the last quarter of the current financial year.
BETTERMENT Co-Contribution	Planning	QRA & Council working on submission. Anticipate \$3.3M program
<b>Program: 02 Gravel Resheet</b>		
2021/22 Gravel Resheet Program	Close Out	Works Group have changed to 22/23 project number & this project will be closed out when commitments clear. Project complete August 2022.
22/23 Gravel Resheet Program	Construction	Grievsen Road resheeting was completed in September. The resheeting of Ivicvic Road & Horan Street are programmed for October.
<b>Program: 03 Urban Streets</b>		
R2R Reynolds St Mba Replace K&C	Close Out	Project completed August 2022.
TIDS Rankin/Walsh St Roundabout	Design	Consultant engaged and currently completing Options Study. Report to be finalised by Dec 2022.
<b>Program: 04 Rural Roads</b>		
TIDS Euluma Ck Rd Ch7.01-9.325 Rehab	Construction	Section A & B subgrade replacement is 80% complete. Select fill & road base has been imported to 50% of replaced subgrade area. The project is programmed for completion in mid to late November, weather permitting.
TIDS Euluma Ck Rd Ch 9.350-10.130 Rehab	Procurement	The start date for the project has been pushed back to mid-April 2023 to allow for the construction of curve widening on Springmount Road, which is also a TIDS project that needs to be completed by 2023 FY end.
Borzi Rd Mba Widen & Seal Ch 0.03-0.67	Procurement	Project delayed until October due to urgent re-seal preparation works taking precedence.
TIDS Ootann Rd Section 1&2 Widen & Seal	Design	Stage 1 - 60%, Stage 2 & 3 - 20%. Design to be completed Jan/Feb 2023.
TIDS Springmount Rd Widen & Seal	Design	Consultant to provide finalised/Signed design 7 October 2022.
R2R Bilwon Rd Rehab & Culverts	Not Commenced	Programmed March 2023 to April 2023.
R2R Wolfram Rd Stage 3 Priority Sections	Procurement	Programmed January 2023 to March 2023.
<b>Program: 05 Bridges</b>		
BRP4 Kanervo Rd Davies Cr Br Rplc Bridge	Construction	The eastern abutment is now poured & girder installation, abutment backfilling & rock protection has commenced. The project is on track to be completed by the end of October.
BRP5 Davies Ck Road Bridge Replacement	Completed	Construction complete July 2022 & funding acquitted. Final certification is ongoing.
Granite Ck Mba Replace Footbridge Deck	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge Upgrade.
Palm Cl Mba Replace Footbridge Boards	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge Upgrade.
Bicentennial Lakes F/bridge Safety Upgr	Procurement	Designs received, works will be programmed for after the completion of Kanervo Road Bridge Upgrade.
Kauri Ck Bridge Speewah Rd Repl. Girders	Not Commenced	Programmed for February 2023, weather permitting.
Bullaburrah Ck Rd C'way Relieving Slab	Not Commenced	Programmed for March 2023, weather permitting.
Clohesy River Barron St Inspect & Design	Planning	QRA rejected application for Bridge Reinstatement. Scope of works to be redefined to address sinking abutment. Tender currently out seeking prices for Geotech.
Bolton Rd Inspect/Design/Repl Girders	Design	Consultant provided indicative price to complete level 3 inspection.
Barron Riv. Bridge Oakforest Rd Insp/Des	Planning	Consultant provided indicative price to complete level 3 inspection.
Barron River Cwy Henry H Dr Repl Slabs	Not Commenced	Programmed for April 2023, weather permitting.
<b>Program: 06 Drainage</b>		

Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
21/22 Minor Culvert & C/ways Renewal	Close Out	During August culvert repairs were completed at Pin Road, Wright Road & Leafgold Weir Road. Project completed August 2022
Amaroo Mba Drainage Upgrade Stage 2	Close Out	Project completed August 2022.
22/23 Minor Culvert & C/ways Renewal	Not Commenced	The installation of a new RCBC at Hawkins Road & McIver Road is programmed for October.
MBA Amaroo Drainage Upgrades	Not Commenced	Programmed for May 2023, weather permitting.
MBA Hastings Dr Replace Concrete Pipe	Not Commenced	Programmed November/December 2022, weather permitting.
<b>Program: 08 Parking</b>		
Borzi Park Mba Carparking Masterplan	Planning	Design to be completed Feb 2023.
MBA Heritage Centre Carpark Extension	Design	Survey underway, design to be completed Dec 2022.
<b>Program: 09 Footpaths</b>		
MBA Rail Trail Stage 1 Mba to Airport	Construction	Signs have been ordered & will be installed once received. The timber railway bridge will have a deck refurbishment & made open to trail uses once the Kanervo Road bridge upgrade is completed in late October
MBA Walking Network Plan	Design	Footpath condition assessment undertaken to develop a priority works plan for CBD - 1km radius including Schools and hospital areas.
KDA Walking Network Plan	Planning	Preliminary zoom meetings with the consultant to discuss the scope of works, existing inputs and influences. GIS footpath, zoning and road network base plans provided. Public consultation workshop scheduled for Kuranda CWA Hall 20 October.
22/23 Shire Wide Footpath Renewal Prog	Planning	Walking Network Report received. Initial review in late August identified several sections of new footpath & pedestrian safety improvements within the 500m CBD buffer zone (centered at Anzac Park) would benefit pedestrians. A tender will be developed after further scoping & released for external delivery.
22/23 Walking Network Upgrade Program	Not Commenced	Kuranda Walking Network Plan Inception meeting held with the Consultant engaged to undertake the study and provide a report. MSC Community Services section advised of the public consultation requirement.
<b>Program: 10 Parks and Gardens</b>		
Parks & Open Spaces Strategy	Construction	Parks and Open Spaces Strategy and 3 year action plan adopted by Council in February 2022. Refer quarterly report for progress updates on individual projects.
Mba Off road Trails Masterplan	Not Commenced	No change. Project to commence early 2020. Proposal discussed with Councillors during CEO Update 18 April 2018 and it was agreed to combine funds with CP00156 to hire consultant to prepare sport and rec infrastructure strategic plan that will collect condition assessment data to help determine priorities. Data will also be used for community facilities asset management plan. Plan will also include priority off road trails and priority pedestrian and cycle ways in Mareeba and Kuranda.
LRCIP2 21/22 Park Entrance Sign Renewal	Close Out	10 Acre Park sign has been installed. Project completed August 2022
LRCIP2 Mba Byrnes Street Medians	Close Out	Project completed July 2022.
DIM Town Hall Park Refresh	Planning	Community consultation undertaken and reflected community's desire to upgrade Railway Park playground and remove play equipment in Dimbulah Town Hall Park. Project scope to be refined and concept plans developed.
KDA Centenary Park Playground Upgrade	Design	Moduplay requested to provide a revised design with additional equipment. Site meeting held with Moduplay PM to confirm the positioning of the revised layout for constructability. Assessment of potential conflict with existing services irrigation, electrical retic, water and stormwater undertaken. Moduplay currently manufacturing and ordering the various play equipment components.

Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
MBA Bicentennial Lakes (Southern) D&C	Planning	Tenders for design received in August and report to be tabled at October meeting to award.
MBA Byrnes St Medians	Not Commenced	Work will be programmed for the second half of the current financial year.
MBA Anzac Memorial Pk L'scaping & Safety	Procurement	Works to commence Monday 14/11/2022.
MBA Byrnes St Traffic Islands (BP)	Not Commenced	Work will be programmed for the second half of the current financial year
MBA Connection Rd/Byrnes St Intersection	Not Commenced	Work will be programmed for the second half of the current financial year.
MBA Costin St Medians	Not Commenced	Work will be programmed for the second half of the current financial year.
MBA Sunset Park Exercise Equip Renew	Not Commenced	Australian supplier of Norwell fitness equipment contacted to ascertain potential to refurbish damaged equipment.
KDA Anzac Park Landscaping	Not Commenced	Landscape architect engaged to provide design options for the proposed refurbishment and upgrade. A site meeting was held with the landscape architect to discuss the prevailing issues and potential solutions.
KDA Coondoo Street Upper Refurb	Not Commenced	Inception site meeting held with consultant - scope of works confirmed. Electronic drawing files of Coondoo St and current lighting coverage provided.
KDA CBD Planter Boxes & Gardens	Not Commenced	Not commenced
DIM Avenue of Trees Irrigation	Not Commenced	Work will be programmed for the second half of the current financial year.
IRV School of Arts Park Seating & Shade	Not Commenced	Concept plan to be developed.
MBA Eastern Catchment Park Amaroo St1	Procurement	Playground installation to commence 1/11/2022.
<b>Program: 11 Water</b>		
WTP Staged start up water pump upgrade	Design	Design process has commenced with on site inspection in early September, survey and locations works completed.
MWTP Filter 3 install backwash pumps	Not Commenced	Project on hold pending outcome of BOR grant application for funds toward new filter block.
Mba Optimise clarifer performance upgrad	Design	Some initial works commenced.
Mareeba - Backwash operation renewal	Planning	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 Mba AC & Defunct Pipe Rplcmnt 2.5km	Completed	Contractor progressing with connection works and once these are completed road reinstatements will be done and expect the project to be completed by early September.
Mba WTP Study for Upgrade of WW System	Construction	Works progressing well and hopefully will be completed by end of October or early November.
MWTP 5ML Reservoir Roof Replacement	Close Out	Works now finished.
BBRF Unconfirmed MWTP Filtration Upgr	Design	Project design works continuing and actual project waiting on funding approval from grant application process
MBA Clear Water Booster Pump Station	Design	Project design underway and design expected to be completed by end of December or early January.
22/23 Water Pipe Renewal Program	Construction	Project works well underway with contractor making good progress. Council reticulation staff also doing small section of AC pipe renewal located Chewko Road.
22/23 Water Telemetry/SCADA Upgrades	Planning	Works underway with our external provider.
DIM WTP New Turbidity Meters	Procurement	Procurement underway with quotes sourced and orders issued.
KDA WTP Auto Backwash on 3 Filter Cells	Planning	Treatment operations staff to liaise with City Water Technology and or suitably qualified person for the implementation works.

## Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
22/23 Smart Meters Replacement	Planning	Currently compiling a list of meters by year and usage to determine quantity of meters required and scheduling a program for installation. Taggle have also advised of supply chain delivery issues so we are working with Taggle to have small deliveries made over the course of the 2022-23 FY.
22/23 Hydrant Renewal Program	Construction	Council officers reviewed recent maintenance works to determine number and locations for hydrant renewals, with installation works commenced.
MBA WTP Raw Water Pumps & Electrics	Design	Design underway with project site inspection and survey and locations done.
22/23 Valve Replacement Program (Retic)	Construction	Council reticulation staff currently installation valves and locations identified on the western side of Mareeba.
BOR6 22/23 Water Forward Design Program	Design	Design Works currently underway on clarifier process improvements.
MBA Additional Pressure Reduction Valves	Planning	Locations of RPV's have been modelled and calculated during booster pump station design works and will have to be cells at the Treatment Plant and Centenary Park booster station.
MBA Decommission Basalt St Elevated Tank	Planning	Works to be undertaken in conjunction with the booster station project, can only be done as the new booster station is being commissioned.
MBA Decommission Granite Ck Pump Station	Planning	Works to be undertaken in conjunction with the booster station project, can only be done as the new booster station is being commissioned.
MBA WTP Chemical Bund	Completed	Works now completed.
DIM Caustic Soda Dosing Pumps & Shed	Construction	Project commenced and awaiting on steel to arrive for shed, once the steel is here it'll be erected and the new dosing equipment will then be installed.
WTP Minor Infrastructure Replacements	Construction	Equipment ordered and installation works will commence once equipment arrives and time will depend on supply chain delivery times.
MBA WTP Clarifier Infra Process Improv.	Design	Design underway, once their assessment has been completed they'll submit to Council officers for further review and options assessments.
MBA/KDA/DIM WTP Inst. Chloring Analysers	Procurement	Quotes were sourced and equipment ordered, when the equipment arrives it'll be installed and commissioned.
MBA Trial Chloring Dosing	Planning	This work to be undertaken in conjunction with new filter project if successful with grant application for the new filters.
<b>Program: 12 Wastewater</b>		
Mareeba Aeration diffusers every 5 years	Close Out	Works now completed.
21/22 W/water Telemetry/SCADA Upgrades	Completed	Works completed.
New Sewer Pump Stn Standby Generators x2	Construction	New generators have been installed and housing being made to protect them from vandalism and the elements.
21/22 Mba Sewer CCTV & Relining Program	Construction	Last four (4) lines now relined and council officers are preparing to close out the 2021-22 FY program.
21/22 Mba WWTP Component Renewals	Close Out	Works essentially completed and once commitments are cleared project can be closed out.
Granite Ck Mba Sewerage Pump Stn Refurb	Construction	Works are progressing well with hydro demolition works completed and steel fixers fixing steel ready for concreting of divider wall.
21/22 Mba Pump Stn Magflow Install Prog	Close Out	New flow meters now installed at Kenneally Road SPS and Robins Street SPS with electrical and telemetry installation to be finalized.
Mba Minor Pump Stn H2S Protect/Refurb	Completed	Project now completed and once final commitments are finalised the project can be closed out.
MBA Bi-Lakes Sewer Main Capacity	Design	Project design underway and applications to TMR and QRail for crossing permits have been submitted as part of the project.
22/23 WW Telemetry/SCADA Upgrades	Planning	Program will see the Mareeba WWTP SCADA upgraded to latest version with work planned for first half of 2022-23 FY.



## Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
22/23 New Standby Generator Program	Procurement	New generators are on order with one arriving and being stored in Cairns and another on its way. Once both have arrived in Cairns they'll then be sent to Mareeba.
22/23 MBA Sewer CCTV & Relining	Planning	Project is scheduled to commence mid to late October dependent on contractors staffing.
22/23 Manhole Rehab & Replace Program	Construction	Works underway with about 50 % of the 2022-23 scheduled program completed.
KDA TP Chlorine Dosing Pumps	Procurement	Goods are on order and potentially long lead time of delivery.
KDA TP RAS System Submersible Pumps	Planning	Assessment on selection of new pump will be done during routine maintenance works scheduled for November.
KDA TP Bioreactor Aeration Blower	Planning	New blower on order with potentially a six month lead time for delivery.
Minor WW Pump Station Refurbishments	Not Commenced	Project on hold as funds from this project diverted to Granite Creek SPS project.
22/23 WW Forward Works Design Program	Planning	Review of Atherton St SPS underway to determine if a new pump station is required or the existing pump station can be refurbished.

## Program: 13 Waste

KWTS Weighbridge & Gatehouse	Close Out	In negotiations with weighbridge about final invoicing, at this stage not in agreement with supplier and trying to resolve as soon as possible. Supplier taking time to respond.
MWF Buy Back Shop Construction	Close Out	If ident Survey is completed then project can be closed out.
MWF Construct New Landfill Cells	Design	Project design progressing however there is a lot of work required on the electrical side of the design works. Council officers met with Golder/WSP to determine a way forward and Council officers have now provided Golder/WSP with further technical information which will hopefully allow the design to progress in the coming months then to completion.
MBA Transfer Station New Baler	Procurement	Grant funding source wanted the project plan updated which has been completed prior to signing the grant deed and progressing the project.
MBA/KDA Transfer Station Security Improv	Construction	Mareeba WTS CCTV Upgrade works completed, awaiting the delivery of a swivel pole for the Kuranda WTS. Once the pole arrives it'll be installed and CCTV upgraded.

## Program: 15 Fleet

GPS Vehicle Management System	Planning	Business Case being developed.
Hydro Vac to Replace Jet Rodder	Completed	Secondhand Truck Mounted Hydrovac unit purchased, Unit available for service 1 October 2022.
Fleet Replace #676 Civil Works Truck	Completed	Project Completed May 2022.
Fleet Renewal #509 Backhoe	Completed	New machine delivered 2nd August 2022.
Fleet Replace #4053 Husqvarna Zero Turn	Completed	Project completed, August 2022.
Fleet Refurb Truck Mounted Water Tank	Planning	Business Case being developed.
Fleet Replace #621 Single Cab Tipper	Procurement	Purchase order raised July 2022. Wait time for delivery 8-10 months.
Fleet Replace #675 Crew Cab Tipper	Procurement	Purchase order raised July 2022. Wait time for delivery 8-10 months.
Fleet Replace #623 Crew Cab Tipper	Procurement	Purchase order raised July 2022. Wait time for delivery 8-10 months.
Fleet Replace #5006 Tractor	Procurement	Purchase order raised July 2022. Wait time for delivery 8-10 months.
Fleet Replace #6253 Road Broom	Planning	Tender process.
Fleet Replace #1304 Landcruiser	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #1305 Landcruiser	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #1323 Triton	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #1337 Triton	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.

## Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
Fleet Replace #1229 Hilux	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #2052 Triton	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #1315 Landcruiser	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
Fleet Replace #1328 Triton Trayback	Procurement	Purchase order raised and sent to supplier July 2022. Expected delivery 8-10 months.
<b>Program: 16 Depots and Council Offices</b>		
Rankin St MSC Admin Office Refurb	Construction	Further variations to be delivered September. External entry tiling. Move posts in finance area.
Kowa St MSC Depot Emergency Generator	Design	Generator costings forwarded to Manager TS for consideration.
<b>Program: 17 Community Buildings</b>		
Koah Tennis Court Replace Timber Poles	Construction	Poles & LED lights dispatched from Brisbane - delivery imminent. Electrician advised tentative installation date mid-late October.
Kitchen replacement program	Construction	New kitchen installed at 12/27 Lawson Street
Internal painting for five properties	Not Commenced	Not commenced
Aquatic Facility Upgrades & Splash Park	Construction	Design layout approved - Kirratech proceeding to detailed design. Deposits paid for manufacture of splash park components & also Rheem heat pumps.
Dimb/Mba/Kda Pools Chloring Dosing Impr	Planning	Project on hold until Aquatic Tenders finalised.
Mba PCYC Shire Hall Part Roof Replacemnt	Construction	Variations raised for water damaged timber fascia's and hood vents. Works commenced to manufacture new hood vents.
LRCIP2 21/22 Shire-wide Ablution Ref Pg	Completed	Close out.
MBA Women's Restroom Refurb	Design	Consultant met onsite to provide over view, preparation of RFT/EOI to commence with intent to progress to open market engagement end of October 2022.
MBA Riverside CPark Amenities Replace	Construction	Temporary amenities installed and connected. Demolition works commenced.
22/23 Shire Toilet Facility Repl Program	Not Commenced	Projects are: Mareeba Aerodrome, Mareeba Cemetery, Mt Molloy Vains Park
MBA Community Hub Signage & Seating	Design	Concept design provided to Project Management team for inclusion in delivery program. Pre-start (projects) not yet held.
DIM CPark Shower Septic Modifications	Design	Soil Report received, Tenders being called for the works.
MBA New CBD Toilet Facilities	Design	One location selected for delivery by Council, Post Office Carpark. Design is to incorporate two (2) cubicles. Concept developed and is to be handed over to Projects for delivery.
MBA Purchase Leagues Club Land	Not Commenced	
22/23 Facilities Refurbishment Program	Not Commenced	Restricted Use - Only to progress under direction of EMT to address Management Agreement constraints.
MBA Aquatic Cnt Entrance Upgrade & Paint	Not Commenced	
KDA Community Prec. Toilet Refurb	Not Commenced	Initial discussion held with Project team, site inspection to be undertaken to clarify extent of possible works. Jan 2023 target timeline for inspection.
KDA Aquatic Cnt 25m Pool Auto Fillers	Planning	On hold pending 3rd party review of equipment.
CHI Hub Sign Replacement	Cancelled	Following Community meeting in Chillagoe, project put on hold until further notice.
KDA Aquatic Cnt 25m Pool Cleaner	Not Commenced	On hold pending further investigation.
KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Not Commenced	On hold pending further investigation.
22/23 MBA Roof Replacement Program	Planning	Procurement delayed due to requirement to re-scope. Scope finalized. Procurement to be finalized by 19/10/2022.

## Infrastructure Services Capital Works Summary Report - September 2022



Project Description	Project Stage	Comments
22/23 MBA Bitument Driveway Renewals	Planning	Procurement via Works department. Program commenced. Works to be delivered by 22/12/2022.
MBA Timber Fascia Replacement	Planning	Project on hold. Timber fascia's not required at this time. Possible minor maintenance works to be delivered by Mareeba Community Housing Company.
22/23 DIM Bathroom Renewal Program	Planning	Scoping Commenced. Procurement to be finalized by 8/10/2022.
<b>Program: 18 Non-Infrastructure Items</b>		
Kuranda New Cemetery	Design	Consultant engaged for the Detail Design of Stage 1 of new cemetery, to be completed prior to end of Calendar year 2022. If works to be completed by External Contractor, Tender for works will be undertaken February/March 2023 for delivery in Dry Season of 2023.
DRFA Flood Warning Infra Network (Rn)	Completed	Physically completed June 2022, documentation closeout to be finalised by end of September 2022.
Kuranda Columbarium Wall	Close Out	Project completed June 2022
New Total Station Tilting Auto Pole	Not Commenced	Awaiting Delivery.
MBA Cemetery Lawn Plaque on Beam	Completed	Complete.
DIM Cemetery Lawn Plaque on Beam	Not Commenced	On hold.
MBA MIP Expansion	Planning	Engagement of consultancy currently underway.
<b>Program: 20 KIAC</b>		
KIAC - New Wayfinding Signage	Construction	Procurement for installation finalized. install works to commence 7/11/2022 and program to be complete 25/11/2022.

## Infrastructure Services Capital Works Report Project Highlights - September 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 7010 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 experienced in 2022.

Work recommenced in late May when site conditions improved enough to allow construction at several locations within the project footprint. Minimal rainfall in September allowed for significant progress to be made during the month.

#### Section A - Ch 7010 to 7180

#### Section B - Ch 7630 to 8295

- Import base layer RHS
- Remove unsuitable subgrade and replace with rock and select fill LHS
- Commence import of base layer LHS

#### Section C - Ch 8385 to Ch 8760

- Complete

#### Section D - Ch 9010 to Ch 9350

- Complete

## Infrastructure Services Capital Works Report Project Highlights - September 2022



*Removal of unsuitable subgrade*



*Bidum installation*



*Back filling with crushed rock*



*Completed subgrade replacement section*



## Infrastructure Services Capital Works Report Project Highlights - September 2022



### **Project Name: Kanervo Road - Davies Creek Bridge Replacement**

#### **Program: Bridges**

#### **Background**

In August 2019, Council secured a grant under the Australian Government's Bridges Renewal Program towards upgrade of the existing bridge over Davies Creek on Kanervo Road.

The grant is for \$350,000 to cover a maximum of 50% of the construction costs.

#### **Scope of Works**

The scope of works includes replacing the existing timber girders and deck of the bridge over Davies Creek on Kanervo Road with concrete precast deck units and a concrete deck.

#### **Progress Update**

During September, the construction of the western abutment reached above the water height of Davies Creek and the crew is now working in dry conditions, so progress has quickened considerably. The eastern-most span has had the precast girders and kerb units installed.

The final pour for the western abutment is programmed for early October and this will allow the backfilling component of the project to commence. Once backfilling is complete, the western relieving slab can be formed and poured.

The project remains on track to be opened to traffic by the end of October, weather permitting.



*Pouring concrete blinding layer- western abutment*



*Steel reinforcing in place-western abutment*

## Infrastructure Services Capital Works Report Project Highlights - September 2022



*Concrete base-western abutment*



*Eastern span girders & kerb units*



*Commencing formwork-western abutment*



*Completed formwork-western abutment*



## Infrastructure Services Capital Works Report Project Highlights - September 2022



**Project Name: 2022/23 Gravel Re-Sheet**

**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 September, sections of Rains Road and Grievson Road were completed.



*Grievson Road*



*Rains Road*

## Infrastructure Services Capital Works Report Project Highlights - September 2022



**Project Name: Mareeba Rail Trail Stage 1 - McIver Road to Vicary Road**

**Program: Footpaths**

### Background

As part of Mareeba Shire Council's Parks and Open Spaces 3 year Action Plan, Council approved a project to re-sheet the old railway line corridor from McIver Road to Vicary Road for the use of pedestrians and cyclists. Included in the scope is the provision for safe crossing points where the corridor intersects with local roads and existing private accesses and the refurbishment of the existing timber railway bridge just south of McIver Road with new decking planks and a safety rail.

### Progress Update

The trail surfacing and intersection arrangements were completed during September. The timber rail bridge will be made operational for pedestrian and cycle use during November when the bridge crew become available. Signage at all entrance points depicting acceptable trail usage have been ordered and will be installed once received, currently estimated to be mid to late October.



*McIver Road Crossing*



*Mines Road Crossing*



*Gallo Drive Crossing*



*Vicary Road Crossing*



## Infrastructure Services Capital Works Report Project Highlights - September 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, 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 to remediate the internal divider progressing well. Contractor was applying treatment/primer to steelwork in preparation for installation of new concrete product.



*Divider wall remediation Granite Creek SPS*

## Infrastructure Services Capital Works Report Project Highlights - September 2022



**Project Name:** AC Pipe Renewal Water Main Upgrade Program – Chewko Road and Hales Street

**Program:** Wastewater

### Background

An allocation has been provided in the 2022/23 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 project is being undertaken with funding assistance through the Queensland Government's Local Roads & Community Infrastructure Program.

### Scope of Works

The scope of works included replacement of the existing water main with 150mm PVC Supermain on Chewko Road and 100mm PVC Supermain on Hales Street and 100mm PVC Supermain on Rice Street, in addition to new service connections, valving and hydrants are being installed.

### Progress Update

Works scheduled to be complete week ending late October 2022.



*Installation of the new 150mm diameter PVC Supermain water main along Chewko Road*



## Infrastructure Services Capital Works Report Project Highlights - September 2022



**Project Name: AC Pipe Renewal Water Main Upgrade Program – Anzac Avenue**

**Program: Wastewater**

### Background

An allocation has been provided in the 2022/23 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.

The upgrade of the Anzac Avenue Water Main is being undertaken with funding from the Local Roads and Community Infrastructure Program (LRCIP3).

### Scope of Works

The scope of works included replacement of the existing water main with 300mm PVC Supermain and Ductile iron (DICT) on road crossings, in addition to new service connections, valving and hydrants are being installed.

### Progress Update

Works commenced early September at the intersection of Herberton and Constance Streets to the John Doyle Bridge and included a large section of Molloy Street with new 150mm PVC Supermain and works are now concentrated along Anzac Avenue to maintain ongoing water supply for properties.



*Herberton Street installation of the new 300mm diameter PVC Supermain water main*



*Molloy Street installation of the new 150mm diameter PVC Supermain*



**9.5 FNQ035 FNQROC REGIONAL SUPPLY OF WATER CHEMICALS**

**Date Prepared:** 28 September 2022

**Author:** Manager Water and Waste

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an assessment of the tenders received for FNQ035 FNQROC Regional Supply of Water Chemicals.

**RECOMMENDATION**

That Council:

1. Awards Tender FNQ035 FNQROC regional Supply of Water Chemicals to Awards the following contracts:
  - a) Package 1 – Liquid Sodium Hypochlorite to Coogee QCA Pty Ltd
  - b) Package 2 – Liquid Aluminium Sulphate to Cleveland Bay Chemical Company Pty Ltd
  - c) Package 3 – Aluminium Chloralhydrate to Cleveland Bay Chemical Company Pty Ltd
  - d) Package 4 – Liquid Sodium Hydroxide to Cleveland Bay Chemical Company Pty Ltd
  - e) With a contract term of 3.5 years with two extension options of up to 12 months each (3.5 + 1 + 1), with maximum total term of 5.5 years for each package; and
2. Delegates authority to the CEO in accordance with the Local Government Act 2009 to enter into contracts, finalise and negotiate any and all matters relating to this contract and each package subject to normal procurement practices and policies for the amount of \$190,000 excluding GST.

**BACKGROUND**

As part of its ongoing recurrent operations, Council requires the supply and delivery of chemicals for use at Council's water treatment plants and wastewater treatment plants.

Collective procurement arrangements established by FNQROC enable both participating member Councils and suppliers to realise a number of efficiency gains and economies of scale and provide improved local delivery supply chains.

As neighbouring Councils require chemicals for similar purposes, FNQROC invited tenders on behalf of the participating Councils for the Regional Supply of Water Chemicals under a collective procurement arrangement, with each Council to form an individual contract with the selected supplier/s.

A public tender was advertised via VendorPanel on 1 August and the close of the public tender process was on 29 August 2022.

FNQROC invited tenders for the regional supply and delivery of water chemicals on behalf of the following Councils:

- Cairns Regional Council;



- Cassowary Coast Regional Council;
- Carpentaria Shire Council;
- Cook Shire Council;
- Croydon Shire Council;
- Douglas Shire Council;
- Etheridge Shire Council;
- Hinchinbrook Shire Council;
- Mareeba Shire Council;
- Tablelands Regional Council;
- Yarrabah Shire Council;

The tender was split into five packages:

- Package 1 – Liquid Sodium Hypochlorite;
- Package 2 – Liquid Aluminium Sulphate;
- Package 3 – Aluminium Chloralhydrate;
- Package 4 – Liquid Sodium Hydroxide (Caustic Soda); and
- Package 5 – Citric Acid.

Mareeba Shire Council participated in four (4) of the five (5) packages – Packages 1, 2, 3 and 4.

The primary objective of these contracts is to ensure the timely provision of chemicals for Council's use. These chemicals are utilised in the water and wastewater treatment processes.

- Sodium Hypochlorite is a compound that is used for water disinfection (both potable and recycled).
- Aluminium Sulphate is a nontoxic liquid that is commonly used in water treatment plants as a coagulant to clarify drinking water and used in wastewater treatment to reduce the amount of phosphorus released to the environment.
- Aluminium Chloralhydrate is also a coagulant and used in a similar way to Aluminium Sulphate.
- Liquid Sodium Hydroxide (Caustic Soda) is used to balance the pH in the water and waste treatment process.
- Citric Acid is a weak organic acid and used in the water and wastewater treatment as a membrane cleaning agent to remove inorganic fouling. Citric Acid also passivates steel very slowly and lightly descales particles on various surfaces.

This contract covers the supply and delivery, including transport, insurances and fuel levy charges, for the delivery of chemicals to Council's facilities.

The contracts will be for a term of 3.5 years (to align the ongoing arrangements more closely with financial years) with two (2) extension options of up to 12 months each (3.5 + 1 + 1), with maximum total term of 5.5 years.

Whilst there are several Councils involved in the offer to the market, each Council enters into individual contracts with the selected suppliers as FNQROC does not have formal delegated authority to enter into contract on behalf of Councils.

## Tenders Received

At the close of the public tender process on 29 August 2022, FNQROC received submissions from seven (7) suppliers for the five (5) packages of chemicals.

Submissions were received from the following suppliers for the following packages:

1. Package	Participating Councils	Supplier
Package 1 – Liquid Sodium Hypochlorite – Bulk	Cairns Regional Council Cassowary Coast Regional Council Carpentaria Shire Council Cook Shire Council Croydon Shire Council Douglas Shire Council Etheridge Shire Council Hinchinbrook Shire Council Mareeba Shire Council Tablelands Regional Council Yarrabah Aboriginal Shire Council	Coogee QCA Pty Ltd Glorious Water Pty Ltd IXOM Operations Pty Ltd
Package 2 – Liquid Aluminium Sulphate	Cairns Regional Council Cassowary Coast Regional Council Cook Shire Council Douglas Shire Council Mareeba Shire Council Tablelands Regional Council	Cleveland Bay Chemical Company Pty Ltd Glorious Water Pty Ltd IXOM Operations Pty Ltd
Package 3 - Aluminium Chloralhydrate	Cassowary Coast Regional Council Mareeba Shire Council Tablelands Regional Council	Cleveland Bay Chemical Company Pty Ltd Glorious Water Pty Ltd IXOM Operations Pty Ltd Nalco Pty Ltd Omega Pty Ltd
Package 4 - Sodium Hydroxide (Caustic Soda)	Cassowary Coast Regional Council Cook Shire Council Douglas Shire Council Mareeba Shire Council	Cleveland Bay Chemical Company Pty Ltd Glorious Water Pty Ltd IXOM Operations Pty Ltd Northern Chemicals Omega Pty Ltd
Package 5 – Citric Acid	Cairns Regional Council Douglas Shire Council	Cleveland Bay Chemical Company Pty Ltd Glorious Water Pty Ltd IXOM Operations Pty Ltd Northern Chemicals Pty Ltd Omega Pty Ltd

## Tender Evaluation

Each tender submission has been checked for conformance, and evaluated and scored by the evaluation panel based on following qualitative criteria and percentage weightings, which were previously agreed by the Council representatives:

- Local Business – 10%
- Relevant Experience and Capability – 20%
- Resources – 15%
- Work Procedures and Methodology – 15%
- Value for Money – 40%

As an outcome of the evaluation process the recommendation is to award the packages as follows:

- Package 1 – Liquid Sodium Hypochlorite to Coogee QCA Pty Ltd;
- Package 2 – Liquid Aluminium Sulphate to Cleveland Bay Chemical Company Pty Ltd;
- Package 3 – Aluminium Chloralhydrate to Cleveland Bay Chemical Company Pty Ltd;
- Package 4 – Sodium Hydroxide (Caustic Soda) to Cleveland Bay Chemical Company Pty Ltd;
- Package 5 – Citric Acid to Northern Chemicals Pty Ltd

These recommendations have been made on the basis that these three (3) suppliers;

- Demonstrated they can meet the specific chemical compositions required as outlined in the specification;
- Provided competitive pricing for the chemicals required;
- Confirmed they can meet the delivery timeframes required on an ongoing basis; and
- Adequate WHS measures in place for proper handling during the transport and distribution process.

## **RISK IMPLICATIONS**

### **Financial**

The annual operational spend over the last financial year (1 July 2021 to 30 June 2022) for the range of chemicals listed above is estimated at \$207,715.29 excluding GST. Future expenditure is anticipated to remain similar with slight increases due to fluctuating pricing of chemicals.

The pricing of chemicals is impacted by vast fluctuations in the market and further problematic due to fluctuating fuel pricing which impacts chemical transport. Having a contract in place will help to negate these pricing fluctuations by having an agreed pricing structure in place with each supplier.

A regional arrangement has been introduced to ensure certainty of supply and economy of scale / aggregation of volumes for better pricing for all participating Councils.

### **Environmental**

The suppliers are required to abide by their Environmental Management Policy and relevant environmental legislation. All suppliers must ensure proper handling during the transport and distribution process.

The outcomes of this contract award will ensure the supply of chemicals that are utilised in water and wastewater treatments processes.

## **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The tender process was undertaken in accordance with Council's Procurement Policy and relevant procurement provisions in the *Local Government Act 2009* and *Local Government Regulation 2012* have been adhered to.

The chemicals are part of the treatment process associated with water and wastewater systems so the product used must meet strict product specifications. This has been carefully considered during the evaluation process.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### ***Operating***

Provision is made within the operational budget for the supply of water and wastewater chemicals.

##### ***Is the expenditure noted above included in the current budget?***

Yes

#### **LINK TO CORPORATE PLAN**

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

**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 and affordable levels of service delivered to the community.

#### **IMPLEMENTATION/COMMUNICATION**

FNQROC has consulted with the main stakeholders in council to identify and discuss the requirements and scope to ensure that all water and wastewater treatment plant requirements are met.



**9.6 FNQ031 REGIONAL COLLECTION AND REMOVAL OF FERROUS METAL, NON-FERROUS METAL AND USED LEAD ACID BATTERIES**

**Date Prepared:** 29 September 2022

**Author:** Manager Water and Waste

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an assessment of the tenders received for FNQ031 Regional Collection and Removal of Ferrous Metal, Non-Ferrous Metal and Used Lead Acid Batteries.

**RECOMMENDATION**

That Council:

1. Awards Tender FNQ031 Regional Collection and Removal of Ferrous Metal, Non-Ferrous Metal and Used Lead Acid Batteries to Sims Group Australia Holdings Pty Ltd with a contract term of 3 years, with two extension options of up to 12 months each (3 + 1 + 1), to a maximum total term of five (5) years; and
2. Delegates authority to the CEO in accordance with the *Local Government Act 2009* to enter into contracts, finalise and negotiate any and all matters relating to each package.

**BACKGROUND**

As part of its ongoing recurrent operations, Council receives ferrous metal, non-ferrous metal, used lead acid batteries and vehicles at its transfer stations and other Council facilities. Effective resource recovery enables the safe disposal of this material and maximum diversion from landfill. The sale of these materials also represents a revenue to Council which benefits both ratepayers and the local community.

Collective procurement arrangements established by FNQROC enable both participating member Councils and suppliers to realise a number of efficiency gains and economies of scale and provide improved local delivery supply chains.

FNQROC invited tenders on behalf of the participating Councils for the Regional Collection and Removal of Ferrous Metal, Non-Ferrous Metal, Used Lead Acid Batteries (ULABs) and End of Life (EOL) Vehicle Processing under a collective procurement arrangement, with each Council to form an individual contract with the selected supplier/s.

A public tender was advertised via VendorPanel on 6 June 2022 and the close of the public tender process was on 18 July 2022.

FNQROC invited tenders for the regional collection and removal of ferrous metal, non-ferrous metal, ULABs and EOL vehicles on behalf of the following councils:

- Cairns Regional Council;
- Cassowary Coast Regional Council;
- Cook Shire Council;

- Croydon Shire Council;
- Douglas Shire Council;
- Etheridge Shire Council;
- Hinchinbrook Shire Council;
- Hope Vale Aboriginal Shire Council;
- Mareeba Shire Council;
- Tablelands Regional Council;
- Wujal Wujal Aboriginal Shire Council and
- Yarrabah Shire Council

The tender was split into six (6) packages:

- Package 1 – Ferrous Metal – Baler Schedule
- Package 2 – Ferrous Metal – Bin & Collection Service
- Package 3 – Non-ferrous Metal – Collection Service
- Package 4 – Non-ferrous Metal – Bin & Collection Service
- Package 5 – ULABs – Collection Service; and
- Package 6 – EOL Vehicle Processing

Mareeba Shire Council participated in four (4) of the six (6) packages – Packages 1, 3, 5 and 6.

The primary objectives of this contract were to:

- ensure a safe and efficient service for the collection and removal of ferrous and non-ferrous scrap metal, used lead acid batteries and end of life vehicle processing. Maximise diversion of waste from landfill through effective recourse recovery and;
- improve management of metal stockpiles and improve safety concerns over the risks posed by metal stockpiles accumulating across the region, particularly in cyclone season.

This contract covers collection and disposal of ferrous metal, non-ferrous metal and used lead acid batteries including transport, insurances and waste levy charges, from Council's transfer stations.

The contract is for a term of 3 years with two extension options of up to 12 months each (3 + 1 + 1), with maximum total term of 5 years.

Whilst there are several councils involved in the offer to the market, each council enters into individual contracts with the selected suppliers as FNQROC does not have formal delegated authority to enter into contract on behalf of Councils.

### Tenders Received

At the close of the public tender process on 18 July 2022, FNQROC received submissions from four suppliers for the six packages of services required.

Submissions were received from the following suppliers for the following packages:

• Package	• Participating Councils	• Supplier
<ul style="list-style-type: none"> <li>• Package 1 – Ferrous Metal (Baler Schedule)</li> </ul>	<ul style="list-style-type: none"> <li>• Cairns Regional Council</li> <li>• Cassowary Coast Regional Council</li> <li>• Cook Shire Council</li> <li>• Croydon Shire Council</li> <li>• Douglas Shire Council</li> <li>• Etheridge Shire Council</li> <li>• Hinchinbrook Shire Council</li> </ul>	<ul style="list-style-type: none"> <li>• One Steel Recycling Pty Ltd t/a Infrabuild Recycling</li> <li>• Raw Metal Corp Pty Ltd</li> </ul>



	<ul style="list-style-type: none"> <li>• Hope Vale Aboriginal Shire Council</li> <li>• Mareeba Shire Council</li> <li>• Tablelands Regional Council</li> <li>• Wujal Wujal Aboriginal Shire Council</li> <li>• Yarrabah Aboriginal Shire Council</li> </ul>	<ul style="list-style-type: none"> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>
<ul style="list-style-type: none"> <li>• Package 2 – Ferrous Metal – Bin &amp; Collection Service</li> </ul>	<ul style="list-style-type: none"> <li>• Cairns Regional Council</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Newport Recycling Group Pty Ltd</li> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>
<ul style="list-style-type: none"> <li>• Package 3 – Non-Ferrous Metal – Collection Services</li> </ul>	<ul style="list-style-type: none"> <li>• Cassowary Coast Regional Council</li> <li>• Cook Shire Council</li> <li>• Douglas Shire Council</li> <li>• Hinchinbrook Shire Council</li> <li>• Mareeba Shire Council</li> <li>• Tablelands Regional Council</li> </ul>	<ul style="list-style-type: none"> <li>• Newport Recycling Group Pty Ltd</li> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>
<ul style="list-style-type: none"> <li>• Package 4 – Non-Ferrous Metal – Bin &amp; Collection Service</li> </ul>	<ul style="list-style-type: none"> <li>• Cairns Regional Council</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Newport Recycling Group Pty Ltd</li> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>
<ul style="list-style-type: none"> <li>• Package 5 – ULABs– Collection Service</li> </ul>	<ul style="list-style-type: none"> <li>• Cairns Regional Council</li> <li>• Cassowary Coast Regional Council</li> <li>• Cook Shire Council</li> <li>• Douglas Shire Council</li> <li>• Mareeba Shire Council</li> <li>• Wujal Wujal Aboriginal Shire Council</li> </ul>	<ul style="list-style-type: none"> <li>• Newport Recycling Group Pty Ltd</li> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>
<ul style="list-style-type: none"> <li>• Package 6 – EOL Vehicle Processing</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Cook Shire Council</li> <li>• Douglas Shire Council</li> <li>• Mareeba Shire Council</li> </ul>	<ul style="list-style-type: none"> <li>• Newport Recycling Group Pty Ltd</li> <li>• ONE Steel Recycling Pty Ltd t/a Infrabuild Recycling</li> <li>• Sims Group Australia Holdings Pty Ltd</li> </ul>

### Tender Evaluation

Each tender submission has been checked for conformance, and evaluated and scored by the evaluation panel based on following qualitative criteria and percentage weightings, which were previously agreed by the Council representatives as follows:

Packages 1, 3 & 6

- Local Business – 10%
- Relevant Experience and Capability – 20%
- Collection Schedule & Resources – 30%
- Work Procedures and Methodology – 20%

- Value for Money – 20%

Packages 2, 4 & 5

- Local Business – 10%
- Relevant Experience and Capability – 20%
- Collection Schedule & Resources – 20%
- Work Procedures & Methodology – 20%
- Value for Money – 30%

The evaluation panel did not consider that any of the submissions were suitable to award Package 6. Council's EOL Vehicle Processing requirements will be considered as part of the FNQROC Regional Resource Recovery Plan. Sims Group Australia Pty Ltd will still remove vehicles from Mareeba Shire Council sites under this contract; the EOL Vehicle processing is only applicable to Cook Shire Council and Douglas Shire Council.

Sims Group Australia Pty Ltd are recommended for contract award for Packages 1, 5 and 6.

- Sims provided the most competitive submission for all the participating Councils.
- They provided a collection schedule that was considered appropriate with suitable resources committed to each of the packages and the identification of suitable contingency measures.
- They also have sufficient bin stock on hand to service the needs of Cairns Regional Council.
- They have proven experience as the incumbent supplier having held the existing contract for the last seven (7) years.

One Steel Recycling Pty Ltd entered a submission for packages 1 and 6 only. Whilst they were scored favourably against the non-value for money evaluation criteria, they offered a lower payment rate for ferrous metal with several significant deductions applied making their submission uncompetitive.

Newport Recycling Group Pty Ltd offered a lower rate for ferrous metal and ULABs with an additional travel fee applied for ULAB collections.

Raw Metal Corp Pty Ltd only tendered for package 1 and their submission was incomplete.

## **RISK IMPLICATIONS**

### **Financial**

There is no cost expenditure to Council for this contract and revenue received from the sale of materials benefits ratepayers and the community. The annual revenue for the last 12 months was approximately \$210,000. Future revenue is expected to be of a similar nature, however is dependent on market value and the volume of material received.

### **Environmental**

The supplier is required to abide by their Environmental Management Policy and relevant environmental legislation. They must ensure proper handling during the collection, transportation and disposal process.

### **Operational**

#### Price

The metal market is notoriously volatile. This arrangement incorporates a formula which allows for monthly Rise & Fall. Prices are provided, inclusive of all expenses as follows:

**Ferrous Metal:** The price is based on the supplier's nominated percentage of the Tex Report monthly rate and RBA exchange rate (US\$ to AU\$) for Ferrous Scrap export which is a worldwide industry standard document referred to for the price of steel. This percentage is fixed for the contract term.

The rate offered incorporates a deduction for sea freight, which is variable and is adjusted every 2 months as per the Baltic Exchange Index and a Waste Contribution Charge (waste levy) which is adjusted annually as per the Queensland Government Waste Levy.

There is a risk that if the freight and waste levy charges exceed the rate payable to Council, Council could see a cost for this service.

**Non-Ferrous Metal:** The price is based on the supplier's nominated percentage of the weekly average Copper, Aluminium and Lead London Market Exchange prices and RBA exchange rate (US\$ to AU\$). The non-ferrous rates are therefore variable and adjusted weekly however the fixed percentage will remain for the contract term.

**Used Lead Acid Batteries:** The price is based on the supplier's nominated percentage of the monthly average Lead London Metal Exchange price and RBA exchange rate (US\$ to AU\$). The ULAB rate is therefore variable however the fixed percentage will remain for the contract term.

#### Collection Schedule

To alleviate some baler collection schedule issues experienced in the past, ferrous metal at all Cairns Regional Council sites is now stored in bins provided by Sims, collected on an agreed collection schedule and transported back to their yard.

This takes pressure off the baling equipment for use elsewhere in the region and frees up time within the collection schedule.

#### **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The tender process was undertaken in accordance with Council's Procurement Policy and relevant procurement provisions in the *Local Government Act 2009* and *Local Government Regulation 2012* have been adhered to.

#### **LINK TO CORPORATE PLAN**

**Financial Sustainability:** A Council that continuously looks for savings and opportunities while managing Council's assets and reserves to ensure a sustainable future in a cost-effective manner.

**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 and affordable levels of service delivered to the community.

#### **IMPLEMENTATION/COMMUNICATION**

FNQROC has consulted with the main stakeholders in council to identify and discuss the requirements and scope to ensure that all scrap metal and ULAB disposal requirements are met.



## 9.7 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - SEPTEMBER 2022

**Date Prepared:** 27 September 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 September 2022.

### RECOMMENDATION

That Council:

1. receives the Infrastructure Services, Water and Waste Operations Report for September 2022; and
2. endorses the approval of a new capital works project for the replacement of the standby generator for the Dimbulah Water Treatment Plant to be funded through savings in the current capital works program for water.

### 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.

During September, the standby generator at the Dimbulah Water Treatment Plant has failed and is irreparable. Officers have recommended urgent replacement of the generator is required before wet season as the plant suffers many power outages during storms. The generator is critical to ensure safe and reliable water supply to residents. The cost of the replacement is approximately \$37,000 which is able to be funded through savings in the current capital works program for water.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	9,843	986	434	460	146
Number of Connections	4,385	982	157	272	137
Average daily water consumption per connection (L)	2,163	1,004	2,764	1,691	1,292

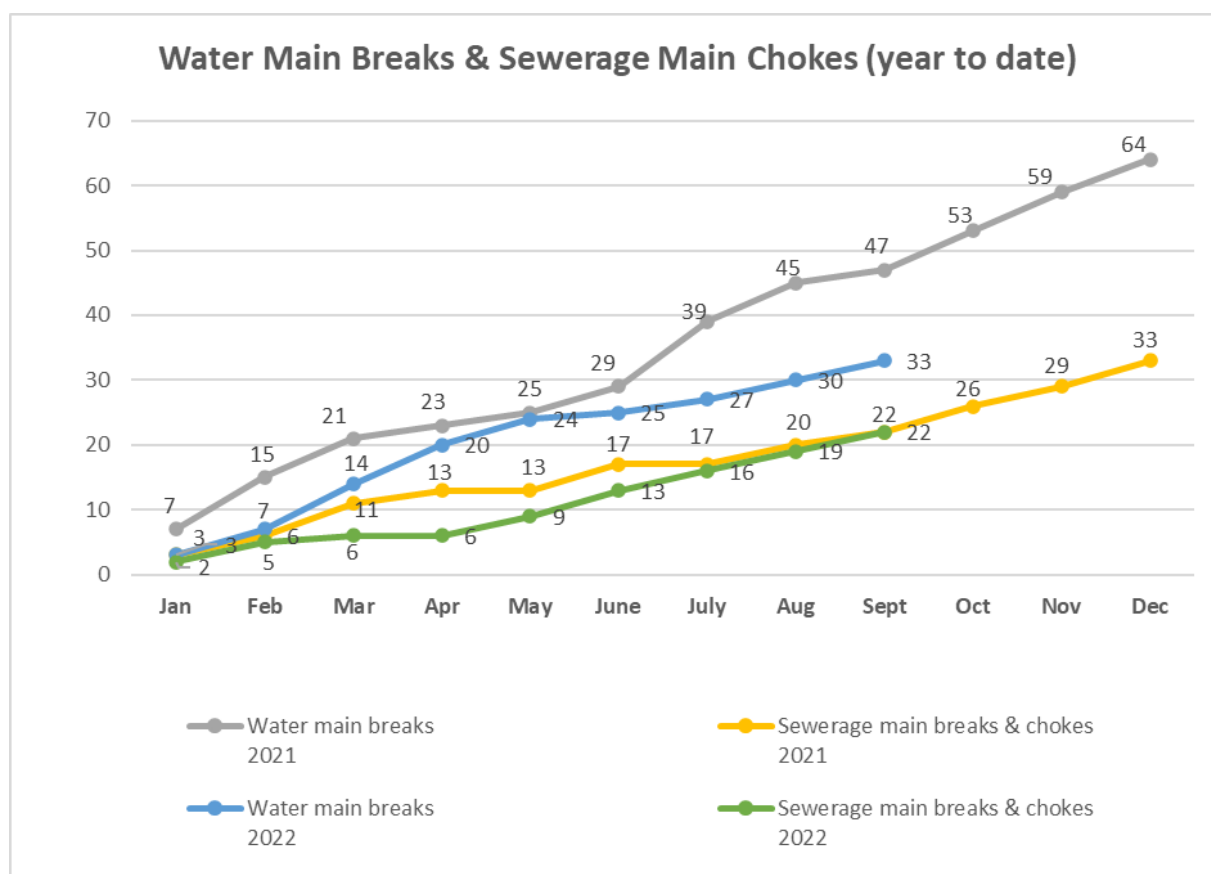
\* Mt Molloy is an untreated, non-potable water supply

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,046	180
Number of Connections	3,424	346
Average daily inflow per connection (L)	598	520

### Water and Wastewater Reticulation:

Council's water reticulation crew attended to three (3) water main breaks and three (3) 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:

ARUP's work on the Regional Resource Recovery Plan is continuing and feedback from several of the regions' Councils is seeing a re-working of the issues and options paper which will be provided to FNQROC prior to 25 October for further review and discussion.

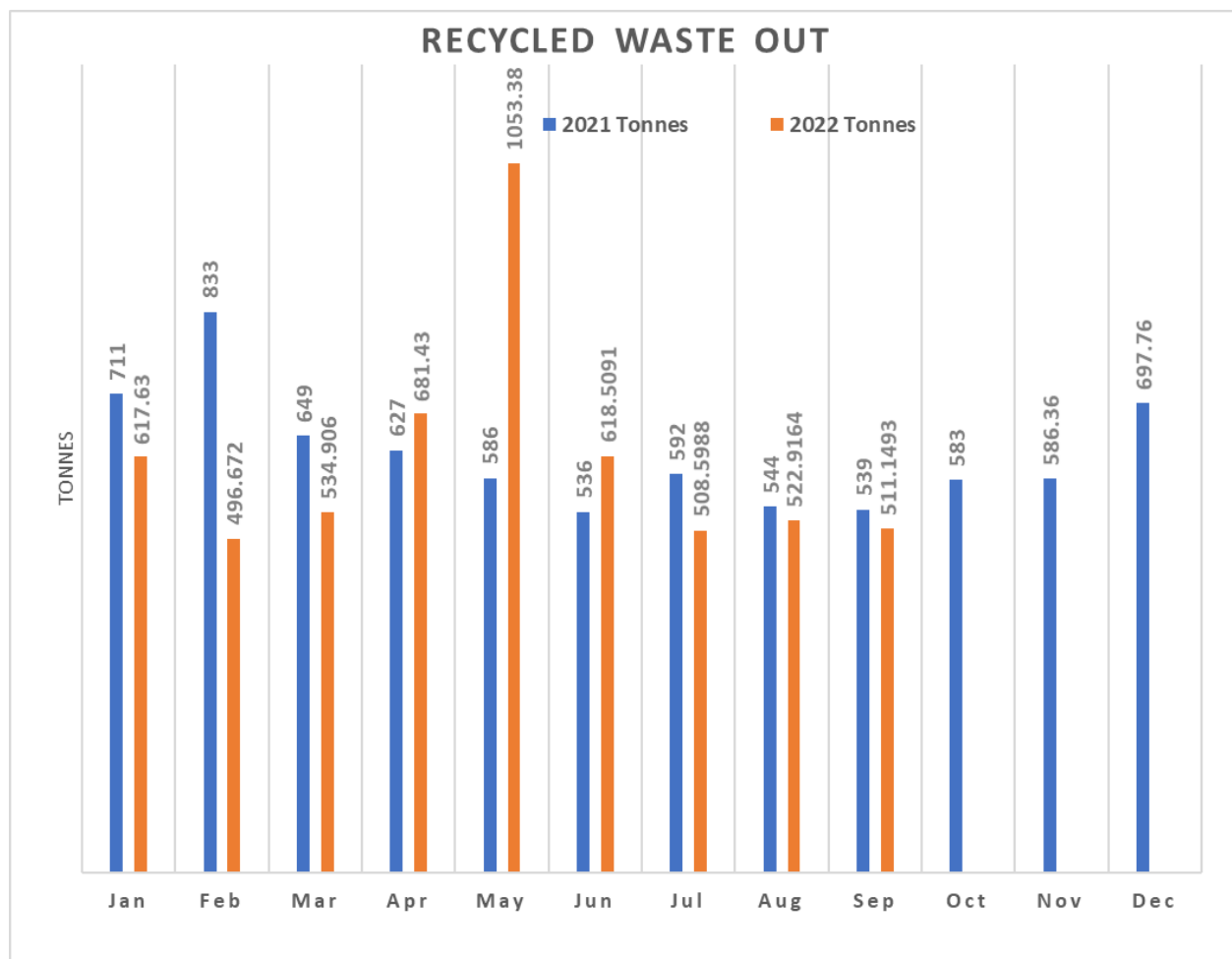
Following a review of the operations at the Mareeba and Kuranda Waste Transfer Stations there will be a slight change to the operating hours coming into effect 1 January 2023. As a result of analysis of patronage by the public, the opening times at both will be adjusted to an hour later and in Kuranda the transfer station will close an hour earlier during the week. This will result in cost savings without adversely affecting customers.

EnviroCom Australia have completed the characterisation waste audit sampling and observations from the waste coming in from transfer stations and from the Kowa Street Depot and Rankin Street Office and final report will be received by the end of October.

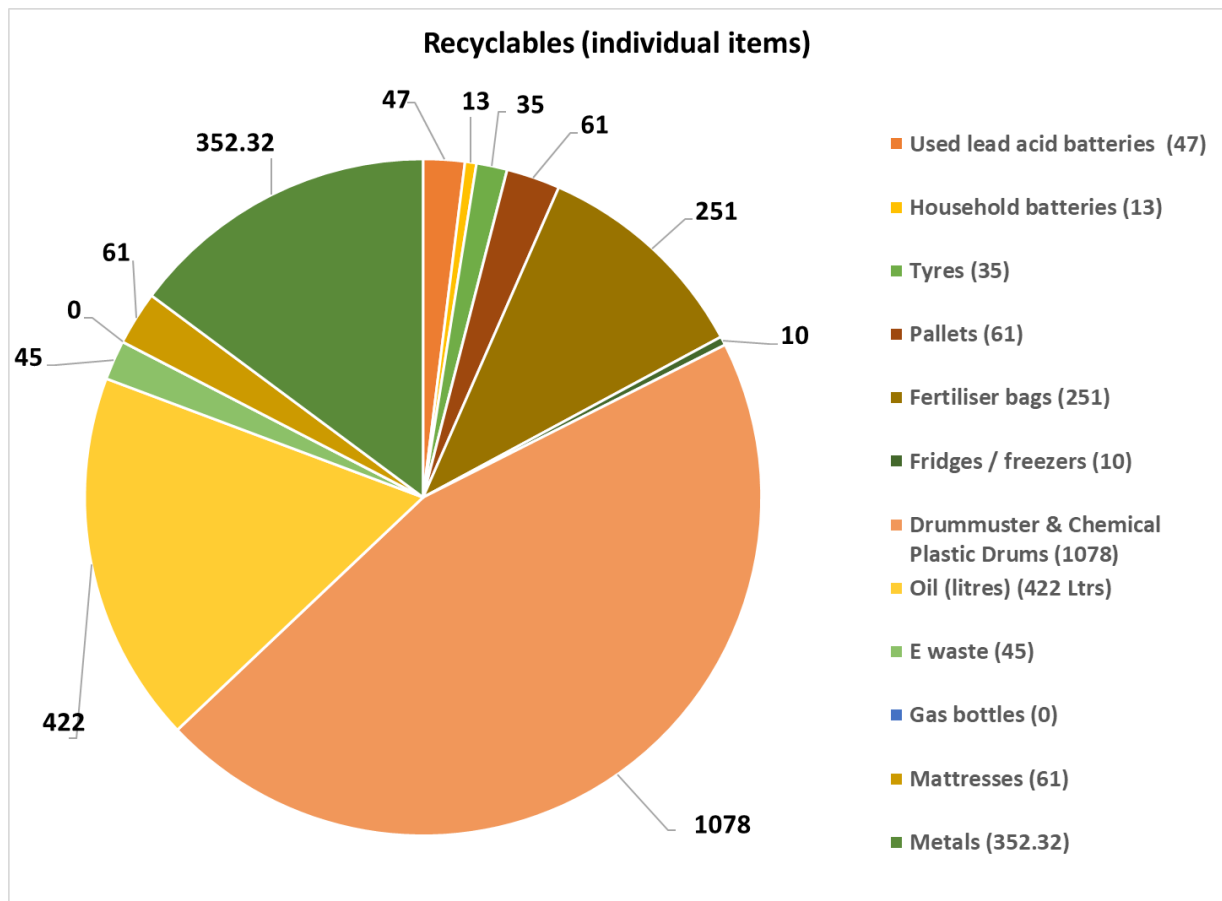
Council's contractor is continuing to experience issues with the IWeigh tablets at certain sites and anticipate this is to be rectified in October. Towns affected are Irvinebank, Mt Molloy, Mt Carbine, and Julatten. Dallas Control Station Tags have been issued to contractors and internal staff that use the Kuranda Transfer Station after hours or on days it is not open; this will record the waste coming in and leaving site.

### 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.

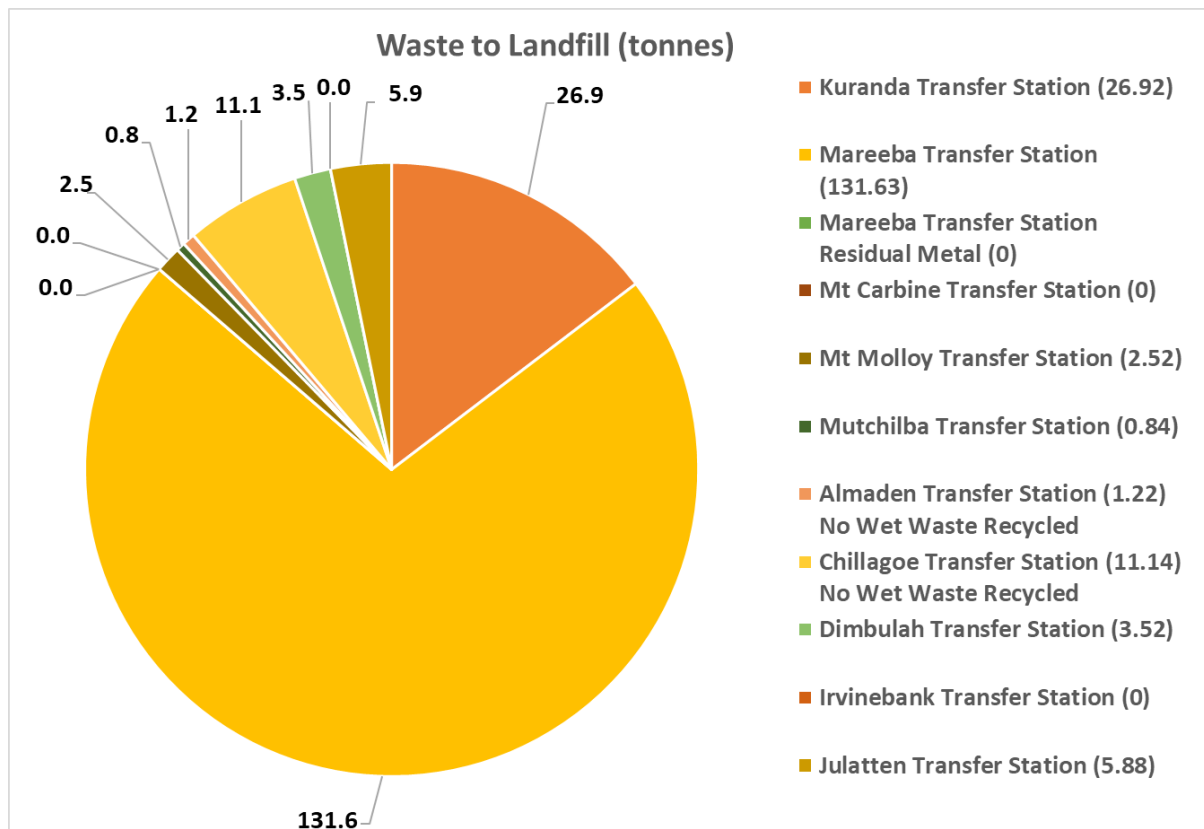






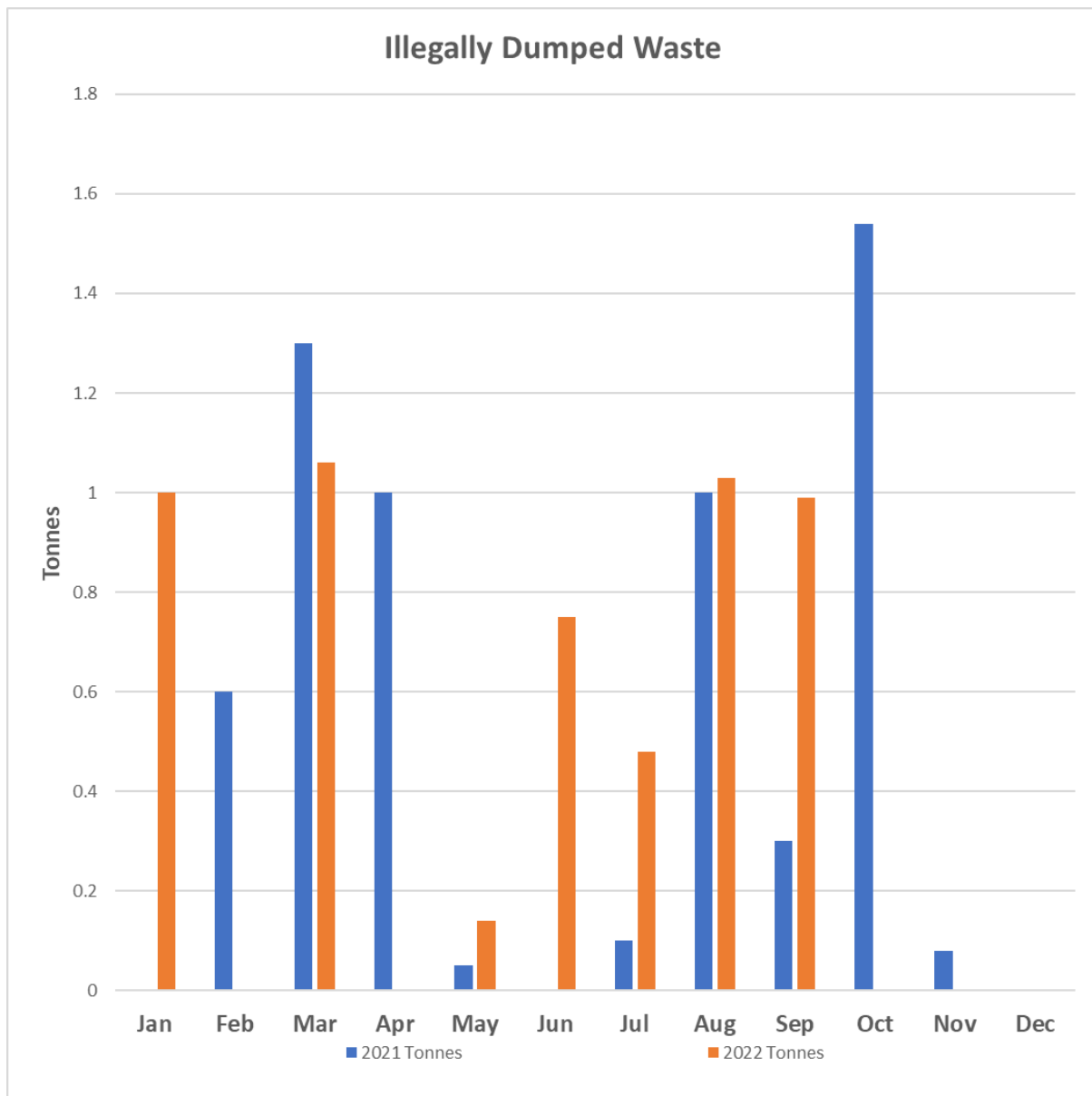
### Waste to Transfer Stations

Transfer Station dry waste is transported off site to the Springmount Waste Facility and for the month of September 184 tonnes was landfilled.



### Illegally Dumped Waste

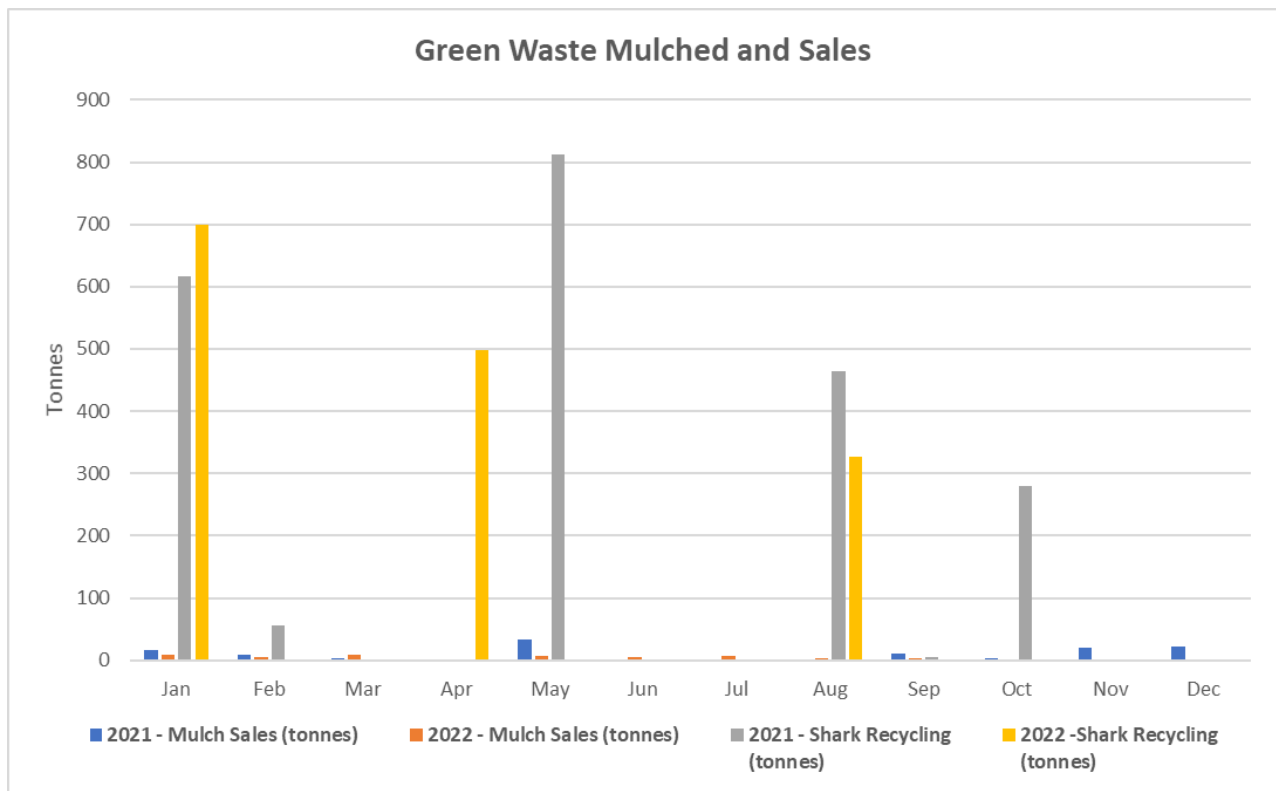
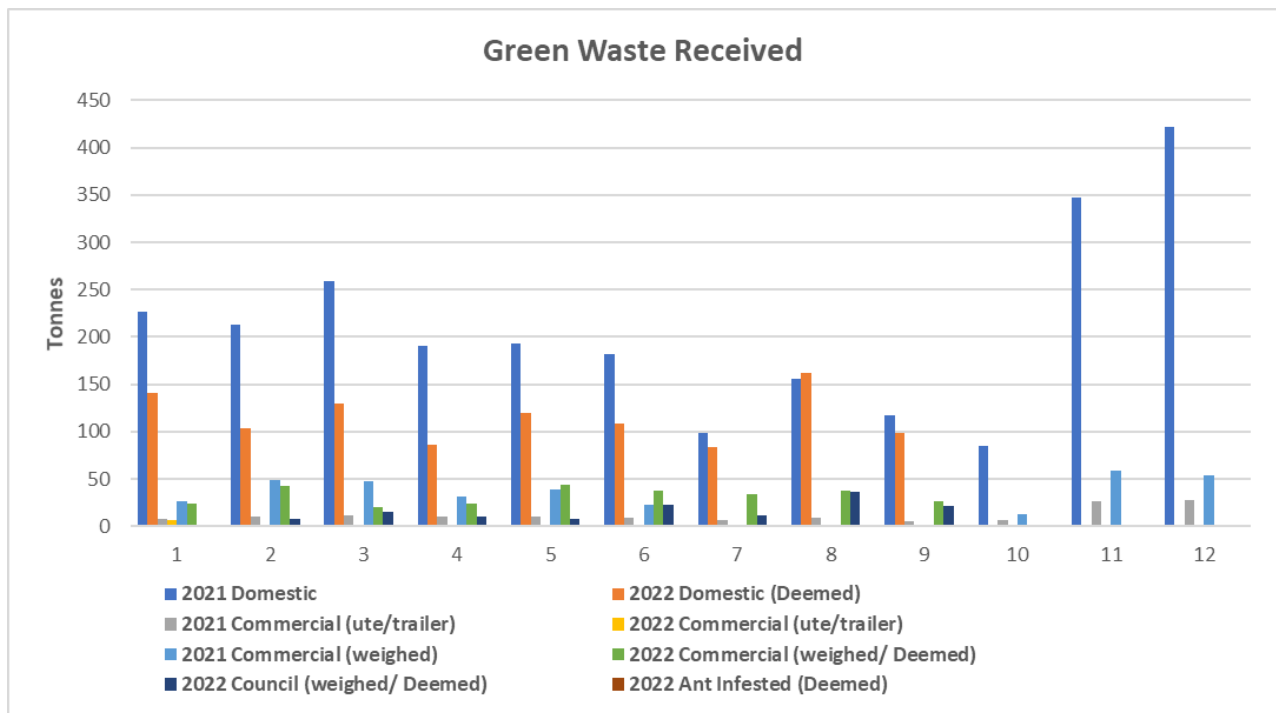
There were 0.99 tonnes of illegally dumped waste recorded through Waste Transfer Stations during the month of September.



### Green Waste

Council received a total of 146 tonnes of green waste in the month of September. No mulching occurred September. Kuranda recorded 0.5 tonnes of Electric Ant contaminated green waste in September.

Free Green Domestic Waste days are now four (4) times a year instead of the three (3). The next scheduled Free Green Domestic Waste days will occur early December.



## 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.

**IMPLEMENTATION/COMMUNICATION**

Nil



## 9.8 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - SEPTEMBER 2022

**Date Prepared:** 14 October 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 September 2022.

### RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of September 2022.

### BACKGROUND

#### Transport Infrastructure

##### Road Maintenance Activities

Unsealed roads graded in September were as follows;

Road Name	Location
Steggles Hatchery Road	Mareeba
Horan Street	Mareeba
Brooks Road	Paddy's Green
Rains Road	Paddy's Green
Hawkins Road	Paddy's Green
Beh Road	Paddy's Green
Cetinich Road	Paddy's Green
Fassio Road	Paddy's Green
Clohesy River Road	Koah
Cedar Park Road	Koah
Fantin Road	Koah
Two Chain Road	Koah
Wright Road	Koah
Mount Mulligan Road	Dimbulah

Other maintenance activities during the month of September include:

- Kuranda/Speewah/Koah
  - Tree removal
  - Slashing
  - Footpath repair
  - Unsealed road repair
  - Signage repairs and replacement

- Resealing preparation works
- Mt Molloy/Julatten
  - Tree trimming
  - Road furniture replacement
  - Slashing
  - Unsealed road repair
  - Bitumen patching
  - Resealing preparation works
- Mareeba Area
  - Illegal dumping pickup and removal
  - Bitumen patching
  - Herbicide spraying
  - Resealing preparation works

### Customer Requests

During the month of September, the Works Group received 69 Customer Requests (CRs) with 106 resolved (resolved requests include those received prior to September 2022). The table below shows the number of requests lodged per Works Section for the month.

It should be noted that the customer requests for the RMPC is now to be reported separately.

Month	Roads	Parks and Gardens	Pest Management	RMPC
September	49	15	5	0

At the time of reporting, the Works Group had 50 open requests.

### Bridges and Major Culverts

In September, the bridge crew continued the construction of the Davies Creek bridge on Kanervo Road to upgrade the existing timber superstructure to a concrete superstructure. For the next month 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)

- Burke Developmental Road
  - Medium formation grading continued between Gamboola and the shire boundary
- Mossman - Mt Molloy Road
  - Tree trimming continued on the Rex Range to assist cane carting operations.
- Mulligan Highway
  - Major pavement repairs approximately 1km north of Rifle Creek, Mt Molloy
- Additional litter collection services were again required at several rest areas and truck stops to remove residential refuse reported at the sites.



*Mulligan Highway Pavement Repairs*

### **Parks and Open Spaces**

During September Parks and Open Spaces crews undertook tree trimming in Mareeba parks and open spaces, particularly at the surrounds to Centenary Park. Several Council facilities had garden refurbishments and the nursery at the Kowa Street Depot was cleaned out and made ready for the storage of the proposed low maintenance vegetation to be planted at various locations in Mareeba as part of the Parks and Open Spaces Efficiency Program.

Other points of note for the Parks and Gardens Section during August were:

- Seven (7) burials - Mareeba Cemetery
- One (1) burial - Kuranda Cemetery
- Irrigation repairs at both the Mareeba Cemetery and the Pioneer Cemetery
- Sporting field maintenance and presentation
- Town entrance sign maintenance

### **Land Protection**

**Parthenium Weed:** Inspections carried out on 12 sites. All landholders are complying with their biosecurity obligation.

**Emu Creek Multi Weeds:** Work has continued along Emu Creek in the Walsh River catchment targeting Bellyache bush, Physic nut and rubber vine.

Physic nut is from the *Jatropha* species and is a declared pest for several reasons, principally their toxicity to stock and humans, their invasiveness, and their ability to form dense stands that replace desirable plants in disturbed land and natural habitats.

There is currently a lot of publicity (particularly on the internet) regarding the use of oil from the fruits of *Jatropha* species as a source of biodiesel. Physic nut is the species most commonly promoted on websites and elsewhere for biodiesel production.

**Mapping of pest weeds in MSC area:** Land Protection officers have been trialling a mapping system using offline mapping with good results (arccgis). Staff have been mapping council roads of any pest weeds to gain a more accurate database of weed infestations for future reference.

**Chillagoe Township Chinee Apple:** Two (2) Land Protection Officers spent three (3) days treating and mapping Chinee Apple in Chillagoe township on council roads and reserves, a total of 216 Chinee Apple, two (2) rubber vine and three (3) Parkinsonia plants were treated.



**Wild dogs:** 1080 baiting has been carried out on three (3) cattle properties on the lower Walsh and Mitchell Rivers totalling 597,000 Ha of land.

**Rabbits:** A release of the new Calicivirus was carried out on rabbit populations in the Irvinebank and Mareeba areas.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### ***Operating***

All operational works are funded by the section specific 2022/23 maintenance budgets.

#### **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.

#### **IMPLEMENTATION/COMMUNICATION**

Nil

## 10 OFFICE OF THE CEO

### 10.1 ANNUAL REPORT 2021/22

**Date Prepared:** 12 October 2022

**Author:** Chief Executive Officer

**Attachments:** 1. MSC Annual Report 2021/22 [↓](#)

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#### EXECUTIVE SUMMARY

The *Local Government Regulation 2012* requires that each local government must prepare an annual report for each financial year and adopt the annual report within one (1) month after the day the Auditor-General gives the Auditor-General's audit report about the local government's financial statements for the financial year to the local government.

#### RECOMMENDATION

That Council adopts the Annual Report for the 2021/22 Financial Year.

#### BACKGROUND

Council is required by section 182 of the *Local Government Regulation 2012* to prepare and adopt an annual report. Adoption of the annual report is required within one (1) month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government. This year, the audit report was received by the Auditor-General on 6 October 2022.

The 2021/22 Annual Report (inclusive of the Financial Statements) is provided for Council's consideration and adoption.

#### RISK IMPLICATIONS

Nil

#### LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Preparation of an annual report is a requirement of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

#### 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**

In accordance with section 182 of the *Local Government Regulation*, the local government must publish its annual report on its website within two (2) weeks of adopting the annual report. The annual report will be made available to the community through the website.













## Vision, Mission & Values



### *Our Vision*

A growing, confident and sustainable Shire



### *Our Mission*

Provide cost-effective services, foster collaborative partnerships and maintain accountable governance to promote the prosperity and liveability of the Shire



### *Our Values*

**S**ustainable

**U**nited Team

**C**ustomer Focused

**C**ommunity Partnerships

**E**thical Conduct

**S**triving to be better

**S**killed Workforce



**Mareeba**  
SHIRE COUNCIL

## About the Report

Council is proud to present our Annual Report for the 2021/22 financial year. The report describes Council's achievements in delivering services to the Mareeba Shire and shows Council's progress in delivering the objectives from the Corporate Plan 2021-2025 and Operational Plan 2021/22.

The annual report is one of the ways Council connects with the community and includes:

- Council's commitment to achieving its vision for the Shire
- The results of actioning the Corporate and Operational plans
- Transparency and accountability of Council
- Annual Legislative Disclosure requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*

The annual report is divided into seven sections:

**Introduction** provides a review of the year by the Mayor and Chief Executive Officer and supplies an overview of Councillors, our organisation and our Shire

**Highlights** outlines the key achievements of the 2021/22 financial year, including Community Engagement

**Annual performance** provides an overview of Council's achievements and progress in line with our Corporate and Operational Plans

**Legislative Compliance** offers a summary of the management of Council and the mechanisms that support accountability and leadership, including Annual Legislative Disclosure requirements

**Community Financial Report** provides a summary of Council's financial performance

**Financial statements** is comprised of the comprehensive audited financial statements for the 2021/22 year

**Appendices** includes an index of tables and figures and an index that outlines this report's compliance with legislative obligations under the *Local Government Act 2009* and the *Local Government Regulation 2012*

Disclaimer: Information contained in this document is based on available information at the time of writing. All figures and diagrams are indicative only and should be referred to as such. While Mareeba Shire Council has exercised reasonable care in preparing this document it does not warrant or represent that it is accurate or complete. Council or its officers accept no responsibility for any loss occasioned to any person acting or refraining from acting in reliance upon any material contained in this document.

Cover Image - Loudoun Dam, a reservoir situated nearby to Irvinebank, and close to Loudoun Mill.

MSC Annual Report 2021/22








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## Introduction

### Mayor & CEO Message

We are pleased to report on the significant achievements seen this year in spite of the ongoing challenges faced by Local Governments, businesses and communities across Australia with a range of economic challenges following the global pandemic.

The Mareeba Shire continues to grow. Named as one of the top 10 fastest growing Local Government Areas (LGAs) in Queensland by the Queensland Treasury in 2019/20, the Shire has continued to keep pace with the rest of Queensland since this time. The record level of building approvals of 2020/21 has settled to be more in line with the previous trends, while still showing continued growth.

Council has maintained a focus on delivering affordable quality services for our community, by bringing down a balanced budget which is within the means of the ratepayers and which remains true to its long term financial plan.

In this, the 9th Annual Report of the Mareeba Shire Council, we continue to reiterate the importance of financial sustainability, and strong reports have been recently received from both the Queensland Audit Office and Department of Local Government. These reports evidence our commitment to 'live within our means' while still delivering projects that result in significant community benefits.

The capital program in 2021/22 saw more than \$20 million expended across the Shire including the replacement of the Granite Creek Sewer Pump station in Mareeba at a cost of \$2 million, more than \$7 million spent on renewing and upgrading of the transport infrastructure network and major water projects including the \$2.1 million upgrade to Chillagoe's critical water infrastructure. These works at Chillagoe allowed Council to lift Level 3 water restrictions that had been in place since 2017.

Council acknowledges the assistance of the State and Federal Governments in funding these major projects. Without this assistance, the works would be outside of the means of the ratepayer base. Council will continue to seek financial support from the State and Federal Governments to ensure that major projects can be undertaken while rate increases are kept at the lowest possible level.

Council's first Parks and Open Spaces Strategy and Action Plan was released this year, following community consultation in 2020. This action plan, designed to improve the liveability of our Shire, represents a record spend on parks and open spaces and includes a 3-year plan which will significantly improve access to quality parks and open spaces in the future, without any additional rates charges for residents. Under this plan, the concept of Mareeba's new \$1.5 million water splash park was developed, with the project to be completed during the 2022/23 financial year.

MSC Annual Report 2021/22 

During 2021/22, we continued our advocacy and lobbying activities on the most critical issues impacting our communities including community safety, reliable road transport networks, water security and economic recovery from the pandemic.

While local governments have limited powers to deliver the services which can impact these issues, we will continue to use our voice to advocate fiercely for our communities. The numerous meetings with Ministers of Parliament and government decision-makers are paying off. The State Government has taken steps to improve community safety and has also engaged a consultant to deliver a \$1.3 million planning project to identify the alignment of the Mareeba Bypass. A \$210 million study into the Kuranda Range Road and alternative routes to the Atherton Tablelands will also be completed.

Mareeba Shire Council is held up as an example of how to be a sustainable Council. Our reputation as a high-performing Council is a result of the efforts of Councillors and Council staff.

Council will continue to provide a high-level of service to our community, in spite of significant supply chain issues, price increases well above the national inflation rate and labour shortages that are unfortunately common in the post-pandemic world. The impacts of the pandemic will continue to be felt for years to come; however, this Council is committed to deliver on its vision "A growing, confident and sustainable Shire".



*Mayor Angela Toppin*



*CEO Peter Franks*





Mulligan Highway, Quaid's Dam

MSC Annual Report 2021/22



## Our Councillors



**Cr Angela Toppin**  
(Mayor)

### Committees

- ◊ Far North Queensland Regional Organisation of Councils (FNQROC) (Deputy Chair)
- ◊ FNQROC Regional Strategic Waste and Materials Recovery Framework Advisory Group (Chair)
- ◊ Local Disaster Management Group (Chair)
- ◊ Mareeba Chamber of Commerce Tourism Taskforce
- ◊ Mareeba District Disaster Management Group
- ◊ Regional Arts Development Fund (RADF)(Chair)



**Cr Kevin Davies**  
(Deputy Mayor)

### Committees

- ◊ Audit Committee
- ◊ Chillagoe Alliance
- ◊ Crime Stoppers
- ◊ Far North Queensland Regional Organisation of Councils (FNQROC) (Proxy)
- ◊ Far North Queensland Regional Roads Group
- ◊ Great Wheelbarrow Race Organising Committee (Proxy)
- ◊ Irvinebank Progress Association
- ◊ Local Disaster Management Group (Deputy Chair)
- ◊ Mareeba Chamber of Commerce Community CBD Safety Initiatives
- ◊ Mareeba Chamber of Commerce Main Street Committee
- ◊ Traffic Advisory Committee (Chair)



L-R Cr Danny Bird, Cr Lenore Wyatt, Cr Locky Bensted, Cr Angela Toppin (Mayor), Cr Kevin Davies (Deputy Mayor), Cr Mario Mlikota, Cr Mary Graham





**Cr Lachlan (Locky)  
Bensted**

#### Committees

- ◇ FNQROC Pest Advisory (Proxy)
- ◇ Great Wheelbarrow Race Organising Committee (Chair)
- ◇ Julatten and Mt Molloy Association of Residents and Ratepayers (Proxy)
- ◇ Local Authority Waste Management Advisory Committee (LAWMAC) (Proxy)
- ◇ Local Disaster Management Group - Environment/Infrastructure Sub-Group
- ◇ Mareeba Fire Committee
- ◇ Mareeba Sporting Precinct Committee (Proxy)
- ◇ Pest Management Advisory Committee
- ◇ Speewah Residents Group (SRG) (Proxy)



**Cr Daniel (Danny)  
Bird**

#### Committees

- ◇ Barron Catchment Care
- ◇ Far North Queensland Regional Roads Group (Proxy)
- ◇ FNQROC Pest Advisory
- ◇ Local Disaster Management Group - Community Support Sub-Group
- ◇ Mareeba Fire Committee
- ◇ Mareeba Multicultural Festival Committee (Proxy)
- ◇ Northern Gulf Resource Management Group
- ◇ Pest Management Advisory Committee
- ◇ Speewah Residents Group (SRG)



**Cr Mary Graham**

#### Committees

- ◇ Audit Committee
- ◇ Collaborating for inclusive outcomes in Mareeba
- ◇ FlexiChoice
- ◇ Local Disaster Management Group - Economic Sub-Group
- ◇ Mareeba Chamber of Commerce Main Street Committee (Proxy)
- ◇ Mareeba Chamber of Commerce Tourism Taskforce (Proxy)
- ◇ Mareeba Liquor Industry Action Group
- ◇ Mareeba Multicultural Festival Committee (Chair)
- ◇ Tablelands Relay for Life Committee
- ◇ Tablelands Futures Corporation

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*Cr Mario Mlikota*

#### Committees

- ◊ Chillagoe Alliance (Proxy)
- ◊ Collaborating for inclusive outcomes in Mareeba
- ◊ Irvinebank Progress Association (Proxy)
- ◊ Kuranda Interagency Network
- ◊ Local Authority Waste Management Advisory Committee (LAWMAC) (Proxy)
- ◊ Local Disaster Management Group - Health and Environment Sub-Group (Proxy)
- ◊ Mareeba Chamber of Commerce Community CBD Safety Initiatives (Proxy)
- ◊ Mareeba Heritage Centre Management Committee
- ◊ Mareeba Liquor Industry Action Group (Proxy)
- ◊ Mareeba Sporting Precinct Committee



*Cr Lenore Wyatt*

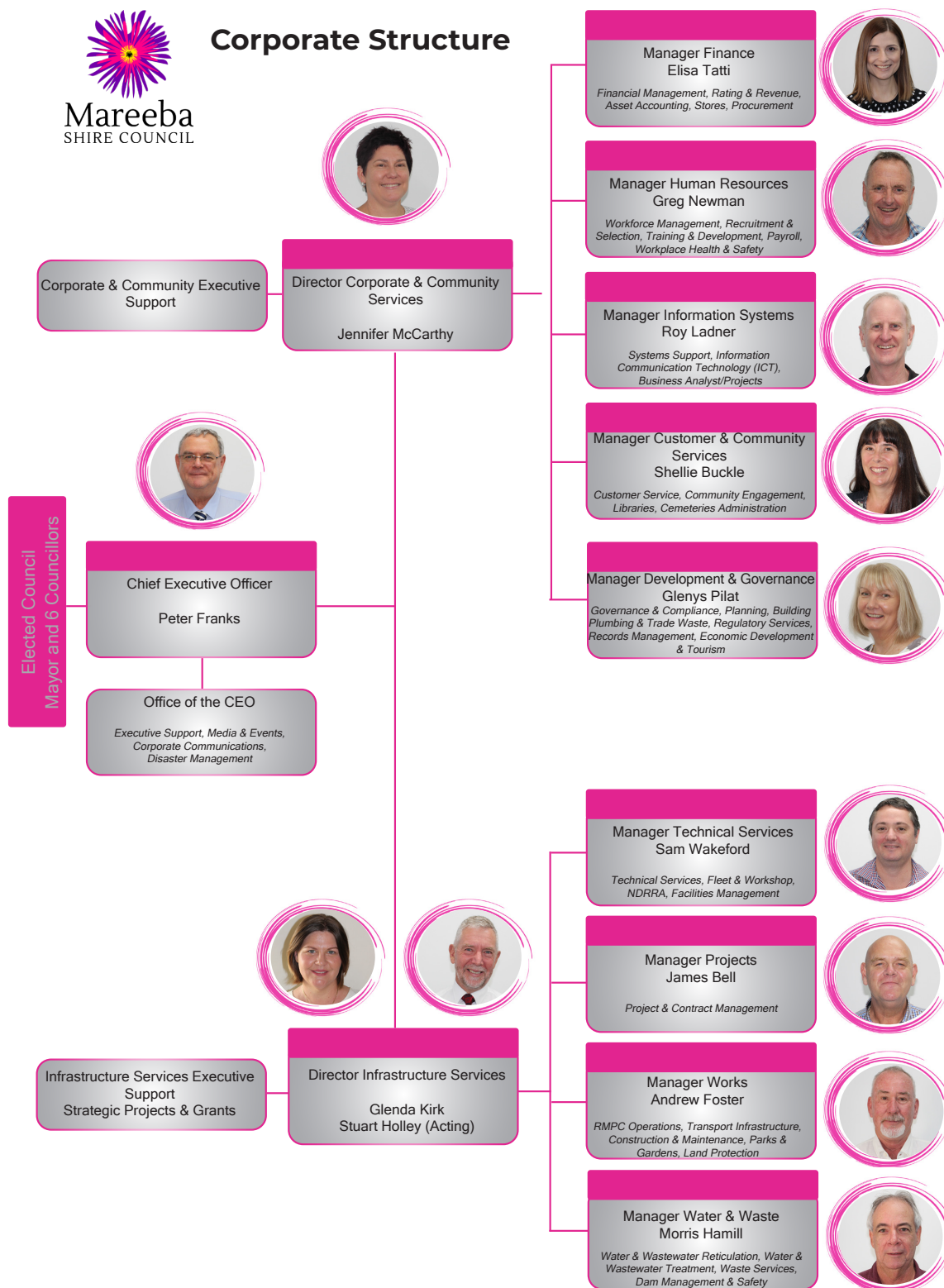
#### Committees

- ◊ FlexiChoice (Proxy)
- ◊ Julatten and Mt Molloy Association of Residents and Ratepayers
- ◊ Local Authority Waste Management Advisory Committee (LAWMAC)
- ◊ Local Disaster Management Group - Health and Environment Sub-Group
- ◊ Local Disaster Management Group (Deputy Chair)
- ◊ Reef Guardian
- ◊ Regional Arts Development Fund (RADF)
- ◊ Traffic Advisory Committee



Official Opening Cedric Davies Community Hub: L-R Cr Bensted, Cr Bird, Cr Wyatt, Cr Toppin (Mayor), Cr Davies (Deputy Mayor), Cynthia Lui MP, Cr Mlikota, Cr Graham

## Our Organisation



MSC Annual Report 2021/22

## Our Staff

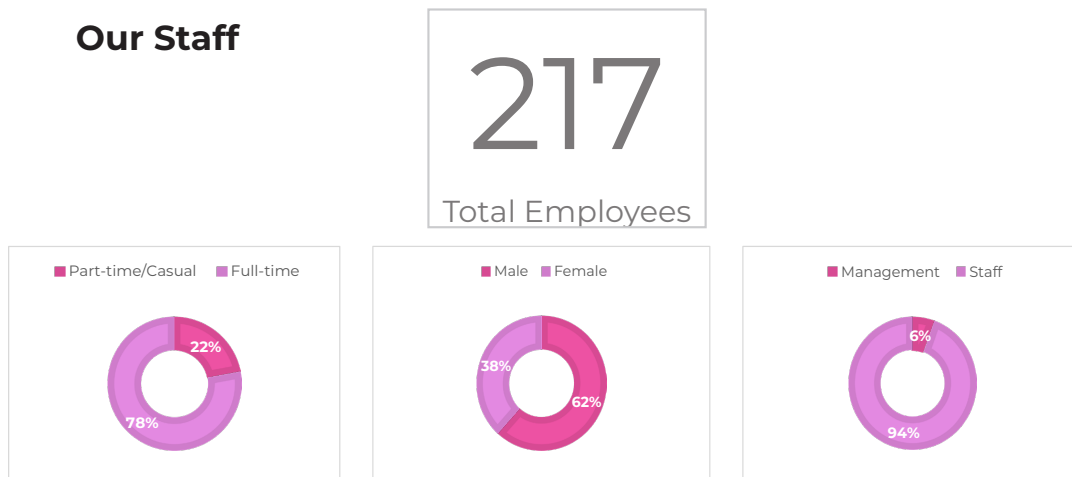


Figure 1: Ratios of Part-time/Casual, Male/Female, Management/Staff

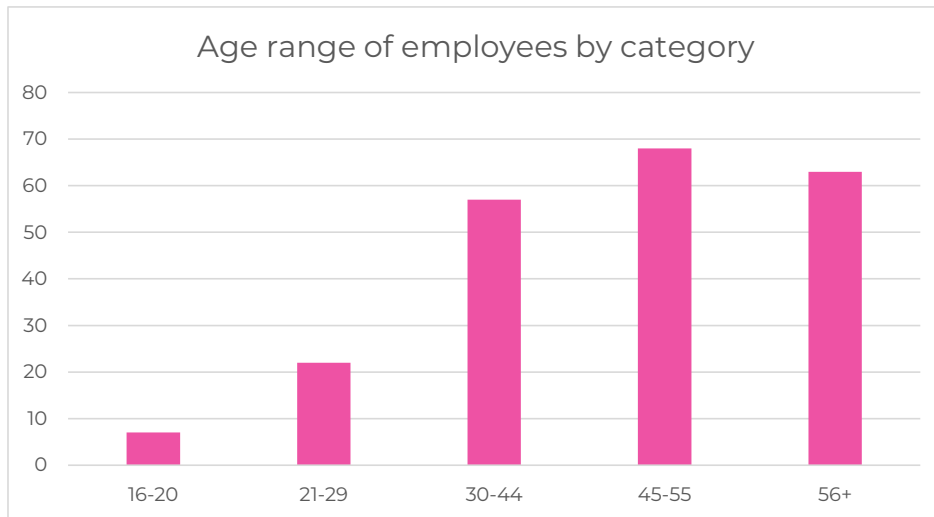


Figure 2: Age range of employees by category

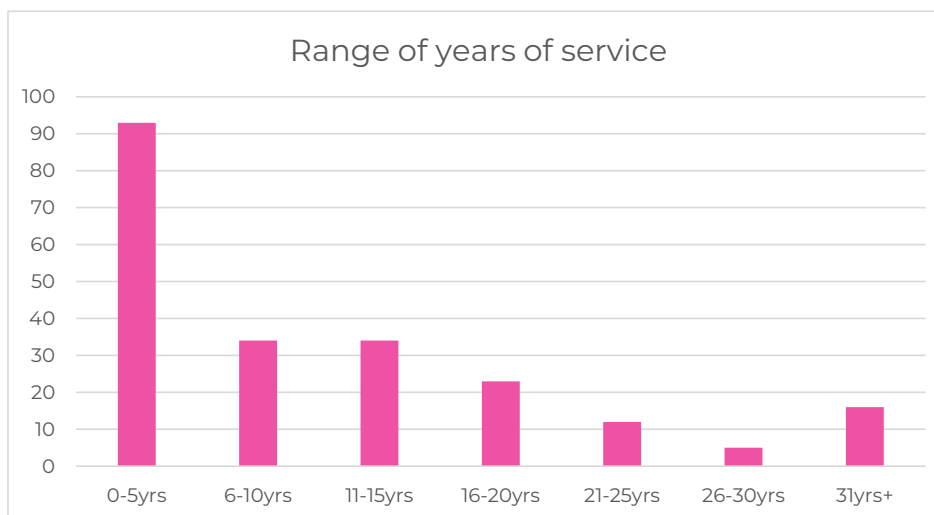


Figure 3: Range of years of service



## Recognising our Staff

Council recognises length of service yearly in increments of 5 years commencing at 20 years, with our longest serving employee completing 49 years. In 2021/22 Council celebrated as a number of employees reached significant length of service milestones.

Name	Department	Years
Stanley Roos	Infrastructure Services	40
Brian Millard	Corporate & Community Services	30
Gabriele Tallarico	Infrastructure Services	30
Jeffrey Jones	Infrastructure Services	30
Peter Diamond	Infrastructure Services	30
Anthony Madden	Infrastructure Services	25
Kathleen Nicholls	Infrastructure Services	25
Marjorie Anthony	Infrastructure Services	25
Conan Pottle	Infrastructure Services	20
Lee Schwerdtfeger	Corporate & Community Services	20
Guiseppe Tonizzo	Infrastructure Services	20
Trevor Yujnovich	Infrastructure Services	20

Table 1: List of employees by service years



L-R - Peter Diamond, Trevor Yujnovich, Stanley Roos, Guiseppe Tonizzo, Kathy Nicholls, Lee Schwerdtfeger



L-R - Brian Millard, Marjorie Anthony, Anthony Madden, Jeffrey Jones, Conan Pottle, Gabriele Tallarico

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Byrnes Street Mareeba Refresh

Council recognises the wide range of dedicated staff both indoor and outdoor as a credit to our organisation and community, from our parks and gardens crews (above) to our library staff (below) and each and every member that makes up 'Mareeba Shire Council'.



Mareeba Library Launch of Self Loan App



## Our Shire

Mareeba Shire is economically and socially diverse. The Shire is ranked as one of the 10th fastest growing local government areas in Queensland. Mareeba is now the largest town outside of Cairns in Far North Queensland, acting as a vital transport and services hub for Northern Australia, including Cape York Peninsula and Gulf of Carpentaria regions.

Mareeba Shire is in proximity to two World Heritage Areas, the Great Barrier Reef and Wet Tropics, and is less than an hour's drive to Cairns International Airport. It stretches across the base of Cape York Peninsula, and comprises rural and remote agricultural communities, Indigenous communities, and tourism destinations. The Mareeba Shire has a total land area of 53,502 km<sup>2</sup>, with an average daily temperature range of 18.7°C to 31.5°C and an average annual rainfall of 1,012 mm.

Upgrades to largescale infrastructure such as the Mareeba Wastewater treatment plant and road transport routes, along with local government investment in industrial land and commercial aviation park, have created a solid foundation to support future growth for the Shire.

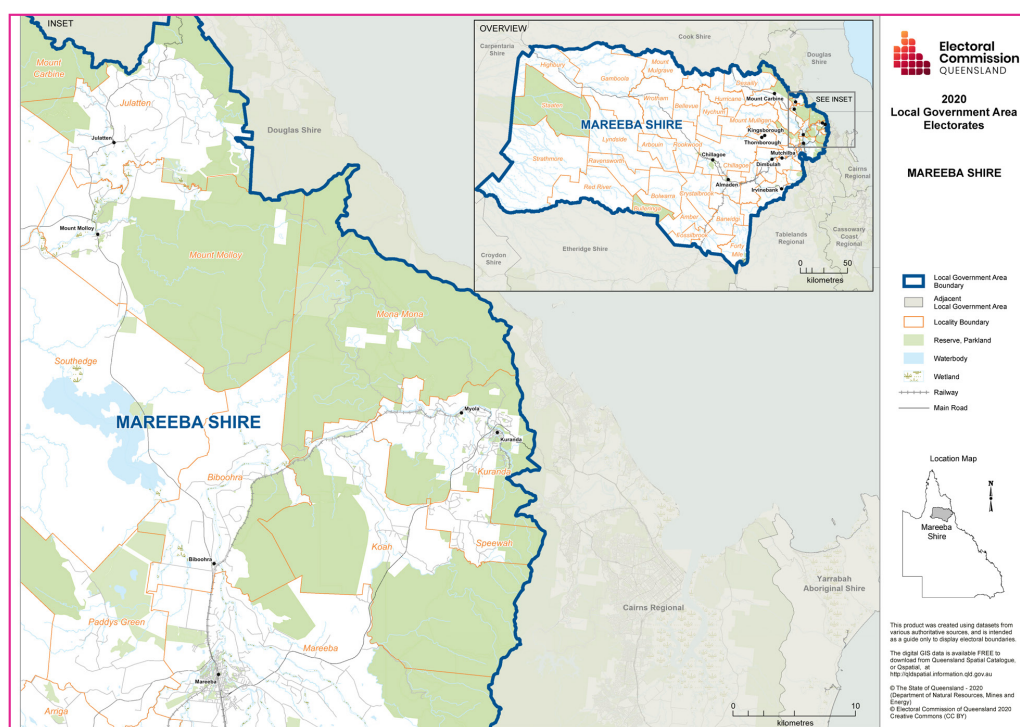


Figure 4: Mareeba Shire Council Local Government Area

*“Mareeba Shire Council is committed to stimulating the local economy and enhancing the liveability for all residents across the Shire.”*

*Mareeba Shire Mayor Angela Toppin*

MSC Annual Report 2021/22



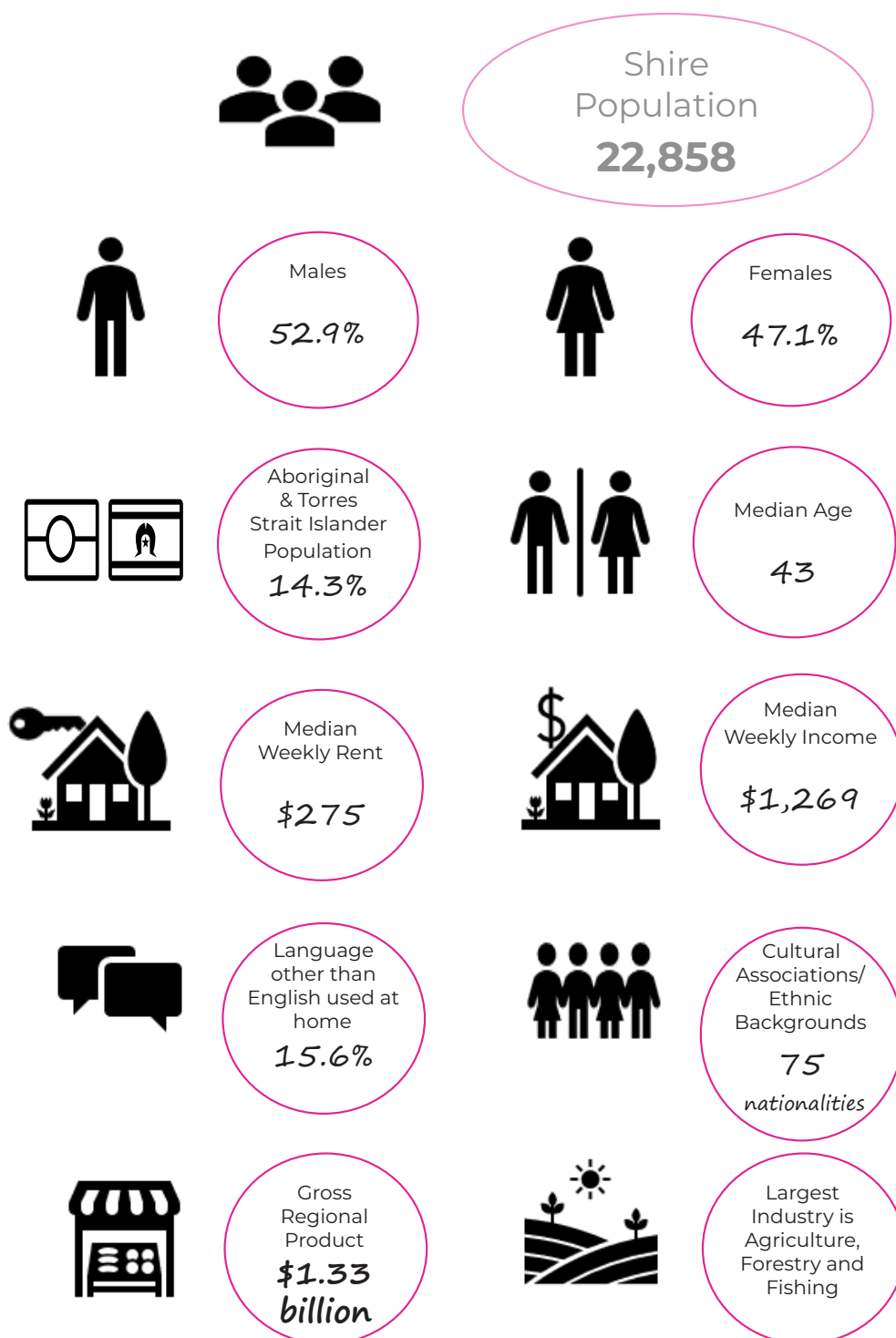


Figure 5: Mareeba Shire Demographics

Source Australian Bureau of Statistics, Census Data 2021 and Economy ID











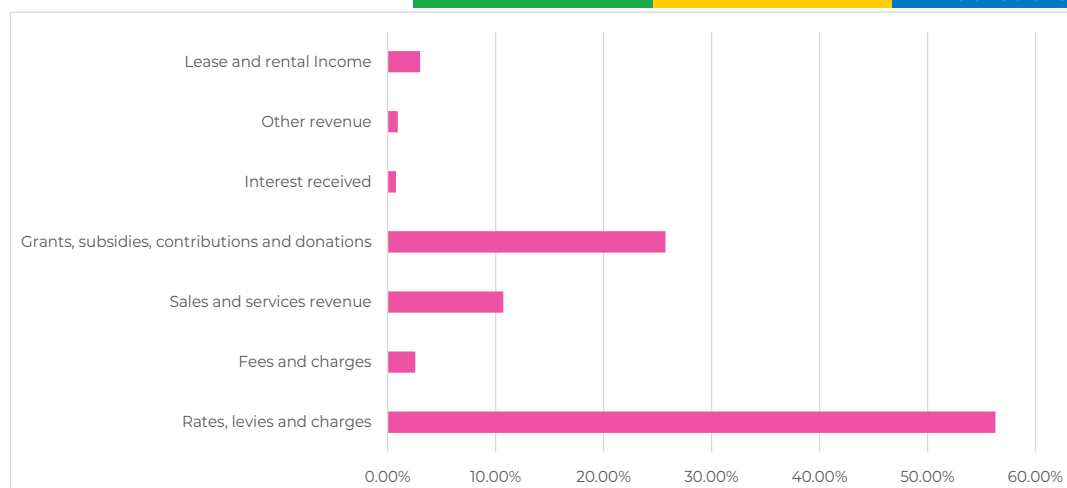
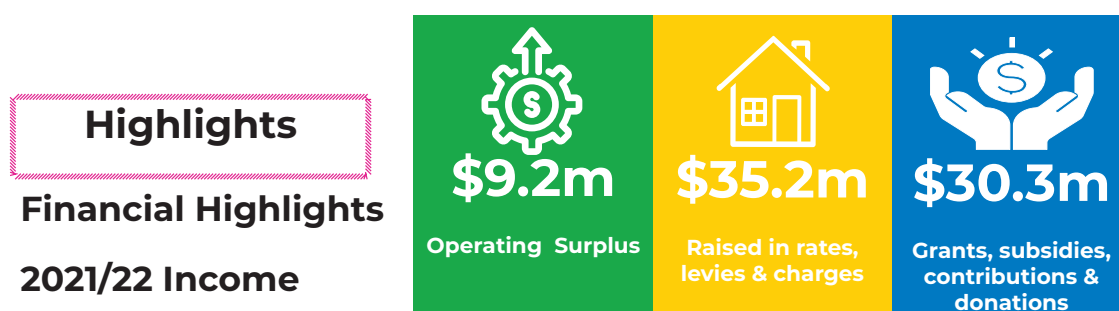


Figure 6: 2021/22 Council income by category as % of total recurrent income

Category	Amount	%
Lease and rental Income	\$1,871,926.00	3.00%
Other Revenue	\$578,646.00	0.93%
Interest received	\$482,870.00	0.77%
Grants, subsidies, contributions and donations	\$16,083,458.00	25.74%
Sales and services revenue	\$6,691,347.00	10.71%
Fees and charges	\$1,601,161.00	2.56%
Rates, levies and charges	\$35,177,018.00	56.30%
	<b>\$62,486,426.00</b>	

Table 2: 2021/22 Council income by category

### Total Income 4 year comparison

2021/22	2020/21	2019/20	2018/19
\$62,486,426	\$54,619,717	\$56,509,246	\$55,428,466

Table 3: Council income 4 year comparison

For full details of 2021/22 income refer to Council's Financial Statements on page 82.

MSC Annual Report 2021/22

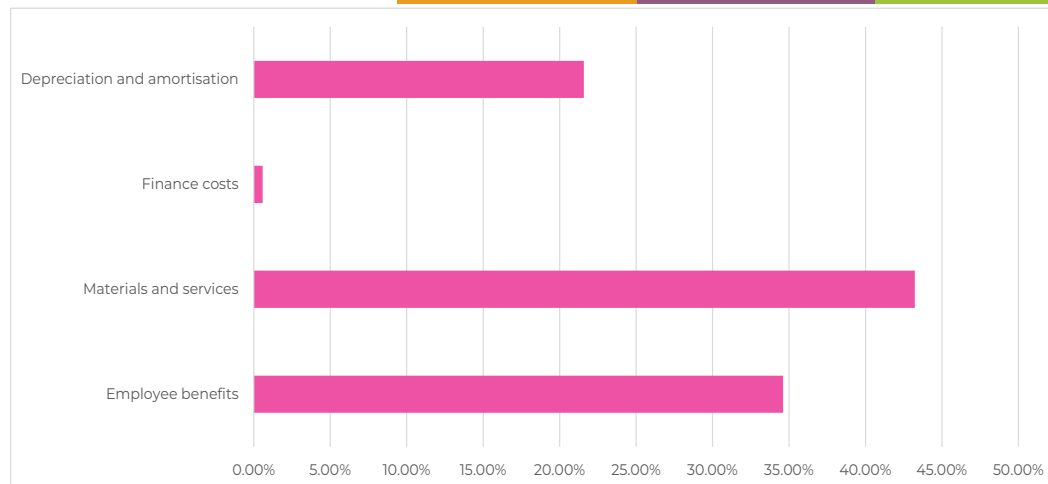
**2021/22 Expenditure**

Figure 7: 2021/22 Council expenditure by category as % of total recurrent expenditure

Category	Amount	%
Depreciation and amortisation	\$11,508,703.00	21.58%
Finance costs	\$306,259.00	0.57%
Materials and services	\$23,051,089.00	43.23%
Employee benefits	\$18,460,533.00	34.62%
	<b>\$53,326,584.00</b>	

Table 4: 2021/22 Council expenditure by category

*Total Expenditure 4 year comparison*

2021/22	2020/21	2019/20	2018/19
\$53,326,584	\$47,111,399	\$49,952,984	\$47,085,407

Table 5: Council expenditure 4 year comparison

For full details of 2021/22 expenditure refer to Council's Financial Statements on page 82.







## Council Service Key Statistics



### WATER

Water mains maintained

2020/21	2021/22
260km	269km

Water connections

2020/21	2021/22
5,909	6,198



### REGULATORY SERVICES

Dogs registered

2020/21	2021/22
4,147	4,186

EHO Inspections

2020/21	2021/22
203	163



### COMMUNITY

Regional Arts Development Funds Contribution

2020/21	2021/22
\$44,670	\$48,833

Community Partnerships Program

2020/21	2021/22
\$198,307	\$184,719



### FACILITIES

Swimming pool admissions

2020/21	2021/22
42,881	36,187

Public halls usage

2020/21	2021/22
735	1,967

Caravan park site rentals  
(includes tent sites, dongas, cabins, van sites)

2020/21	2021/22
39,352	26,107



### WASTE WATER

Sewer mains maintained

2020/21	2021/22
138km	144km

Household connections

2020/21	2021/22
4,170	4,307



### DEVELOPMENT APPROVALS

Dwellings approved

2020/21	2021/22
209	143

Planning Development Applications

2020/21	2021/22
54	58



### LIBRARIES

Membership

2020/21	2021/22
6,009	6,679

Visitors

2020/21	2021/22
27,368	60,875

Volunteer hours

2020/21	2021/22
600	2,236



### CUSTOMER SERVICE

Council website visits (sessions)

2020/21	2021/22
110,250	118,307

Call centre calls received

2020/21	2021/22
16,286	15,761

Customer requests created

2020/21	2021/22
11,786	12,950



### WASTE

Waste disposed to landfill

2020/21	2021/22
55,660t	41,729t

Recyclable materials for re-use

2020/21	2021/22
N/A	9,019t



### BUILDING

Value of approvals

2020/21	2021/22
RES \$49,102,843	\$34,966,809

NON-RES \$15,461,294

Total building approvals

2020/21	2021/22
429	361



### VISITOR INFORMATION CENTRES

Visitors

2020/21	2021/22
90,120	127,534

Volunteer hours

2020/21	2021/22
3,315	13,883



### ROADS

Total Shire roads: 2,302km

Unsealed roads: 1,639km

State roads maintained: 686km



### OPEN SPACES

Parks/Open spaces maintained: 250

Parks/gardens/open spaces maintained: 247ha



### LAND PROTECTION

Roadside treatment:

5,200km

Weed treatment area:

3,500ha

Properties treated for vertebrate pests: 135

Figure 8: Council Service key statistics



## Year in Review

### July 2021

- New playground installed at Centenary Park Mareeba
- Solar panels and associated infrastructure to nine (9) Council-controlled locations across Mareeba Shire through funding under Works for Queensland
- Improvements and enhancements to Jum Rum & Jungle Walking Trails in Kuranda, funded under the Kuranda Infrastructure Fund completed
- Kuranda Community Recreation Centre refurbishment, funded through Qld Government's Works for Qld Program completed
- Speewah Road Pavement Rehabilitation and improved bus facilities funded under Phase 1 of the Australian Government's Local Roads and Community Infrastructure Program (LRCIP) completed
- Council moves to VendorPanel for e-procurement
- Mitchell River Watershed Management Group Inc. entered into an Agreement which will see the natural resource group manage the Abattoir Swamp Environmental Park in Julatten for the next five years

### August 2021

- Official Opening of Mareeba Library/Community Hub, funded under the Qld Government's Local Government Grants and Subsidies Program and Works for Queensland Program, in addition to the Australian Government's Local Roads and Community Infrastructure Program (LRCIP)
- Official Opening of Mareeba Animal Management Facility, funded through Qld Government's Works for Qld Program
- Reviewed Community Housing Asset Management Plan (CHAMP) adopted by Council
- Mareeba Local Disaster Management Plan endorsed by Council
- Expressions of Interest called for community representatives to join Great Wheelbarrow Race Advisory Committee
- Council submitted a motion to LGAQ outlining Council's concern re levels and frequency of youth crime and requesting involvement in the State's Social Agenda reforms
- Barang Street Kuranda Water Main Upgrade \$1.1 million tender awarded
- Granite Creek Mareeba Sewerage Pump Station Upgrade \$1.9M tender awarded

### September 2021

- Paved Path Upgrade - Main Street to Mt Molloy State School funded through a grant under the School Transport Infrastructure Program completed
- Mareeba & Kuranda Sewerage Pump Station Upgrade \$780,000 tender awarded
- 2021/22 Bitumen Reseal Program \$730,000 tender awarded
- Hilltop Close Kuranda Booster Station and Pipeline Project completed
- 100 Year Centenary commemoration of the Mt Mulligan Mine Disaster

### October 2021

- Council adopted the 2020/21 Annual Report
- Tenders valued at over \$400,000 awarded for priority reconstruction sites damaged following Tropical Cyclone Niran and Associated Low Pressure System, 25 February – 3 March 2021 for works approved by Queensland Reconstruction Agency (QRA) under Disaster Recovery Funding Arrangements (DRFA)
- Council endorsed the submission of the 2020/21 Annual Report on the operation of the Kuranda Fund to the Department of State Development, Infrastructure, Local Government and Planning

Burke Development Road Almaden to Chillagoe

MSC Annual Report 2021/22



### November 2021

- Council approved the issue of a Management Agreement to the Mount Molloy RSL Sub Branch for non-exclusive use of the Mount Molloy Memorial Hall facility
- Mareeba Water Main Upgrade - AC Pipe Renewal Program \$900,000 tender awarded
- Refurbishment of toilet facilities at 10 Acre Park Chillagoe and Mareeba Heritage Centre completed
- 2022/23 Capital Project Prioritisation adopted
- Bower Road Widening of Road and Causeway and Springmount Road Widening & Rehabilitation completed under Local Roads of Regional Significance (LRRS), jointly funded by the Queensland Government through the Transport Infrastructure Development Scheme and Council
- Fossilbrook Road Lynd River Causeway Construction under DRFA Betterment Program completed
- Remembrance Day Services commemorated with Councillor attendance
- Mareeba Shire Library SelfLoan App launched
- Council signed the Small Business Friendly Councils (SBFC) Charter

### December 2021

- Palm Valley Road, Koah - Widen and Seal completed, jointly funded through the Australian Government's Road to Recovery program and Council
- Replacement of the Mount Molloy Hall wastewater treatment system with a septic system at a project value of \$30,000
- Rankin Street Mareeba Footpath from Byrnes Street to Chewko Road renewal completed
- Dimbulah Shire Hall Park Irrigation upgrade completed
- Mayor's Xmas Appeal launched
- Xmas Lights Competition

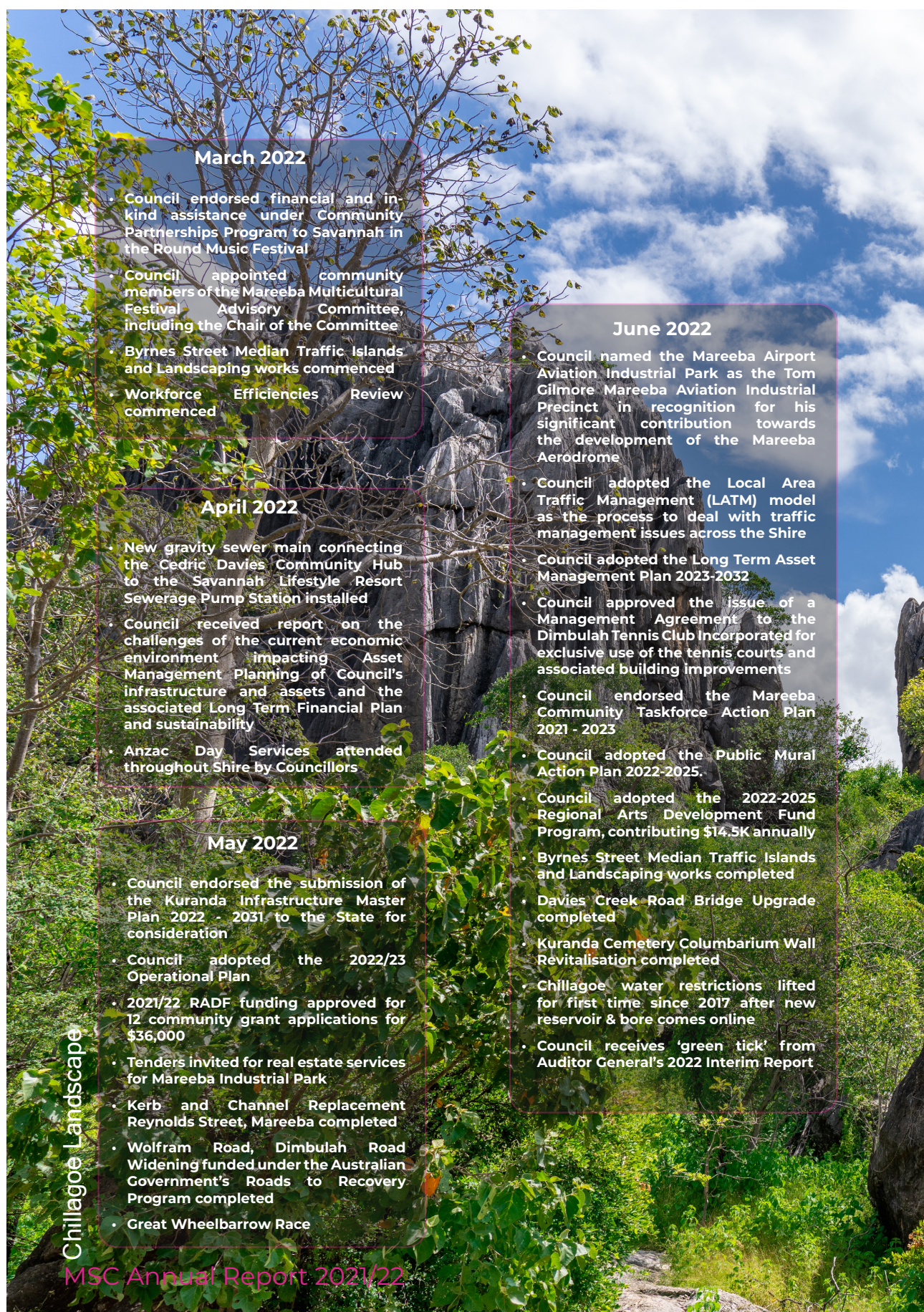
### January 2022

- Six new community members appointed to Council's Regional Arts Development Fund (RADF) after public nomination period
- Report received on Council's actions to address crime
- Riverside Caravan Park Amenities Block Upgrade \$208,000 tender awarded
- Water Main Upgrade Reynolds Street, Mareeba completed
- Local Community Heroes recognised at Australia Day Awards
- First Collaborating for Community Safety meeting held

### February 2022

- Council adopted the Parks and Open Spaces Strategy and 3 Year Action Plan
- Kuranda Waste Transfer Station Weighbridge Project completed
- Council invited Expressions of Interest to manage and operate the Buy Back Shop at Council's Mareeba Waste Facility Site
- Detailed design and cost estimates undertaken for new Kuranda Cemetery
- Council approved the allocation of a Management Agreement to the Centre for Australasian Theatre for management of the Geraghty Park Hall facility on behalf of Council
- Chillagoe Maintenance - Various facilities \$230,000 tender awarded
- Park Entrance Sign Renewal project funded under Phase 2 of the Australian Government's Local Roads and Community Infrastructure Program (LRCIP2)
- Replacement of Exercise Equipment at Mary Andrews Park, Mareeba under Phase 2 of the Local Roads and Community Infrastructure Program (LRCIP2)
- Barang Street Kuranda Water Main Upgrade Project completed
- Construction of the Buy Back Shop at the Mareeba Waste Facility Site completed
- Mareeba Ranked In Top Ten Fastest Growing Areas In Queensland by Qld Treasury statistics





### March 2022

- Council endorsed financial and in-kind assistance under Community Partnerships Program to Savannah in the Round Music Festival
- Council appointed community members of the Mareeba Multicultural Festival Advisory Committee, including the Chair of the Committee
- Byrnes Street Median Traffic Islands and Landscaping works commenced
- Workforce Efficiencies Review commenced

### April 2022

- New gravity sewer main connecting the Cedric Davies Community Hub to the Savannah Lifestyle Resort Sewerage Pump Station installed
- Council received report on the challenges of the current economic environment impacting Asset Management Planning of Council's infrastructure and assets and the associated Long Term Financial Plan and sustainability
- Anzac Day Services attended throughout Shire by Councillors

### May 2022

- Council endorsed the submission of the Kuranda Infrastructure Master Plan 2022 - 2031 to the State for consideration
- Council adopted the 2022/23 Operational Plan
- 2021/22 RADF funding approved for 12 community grant applications for \$36,000
- Tenders invited for real estate services for Mareeba Industrial Park
- Kerb and Channel Replacement Reynolds Street, Mareeba completed
- Wolfram Road, Dimbulah Road Widening funded under the Australian Government's Roads to Recovery Program completed
- Great Wheelbarrow Race

### June 2022

- Council named the Mareeba Airport Aviation Industrial Park as the Tom Gilmore Mareeba Aviation Industrial Precinct in recognition for his significant contribution towards the development of the Mareeba Aerodrome
- Council adopted the Local Area Traffic Management (LATM) model as the process to deal with traffic management issues across the Shire
- Council adopted the Long Term Asset Management Plan 2023-2032
- Council approved the issue of a Management Agreement to the Dimbulah Tennis Club Incorporated for exclusive use of the tennis courts and associated building improvements
- Council endorsed the Mareeba Community Taskforce Action Plan 2021 - 2023
- Council adopted the Public Mural Action Plan 2022-2025.
- Council adopted the 2022-2025 Regional Arts Development Fund Program, contributing \$14.5K annually
- Byrnes Street Median Traffic Islands and Landscaping works completed
- Davies Creek Road Bridge Upgrade completed
- Kuranda Cemetery Columbarium Wall Revitalisation completed
- Chillagoe water restrictions lifted for first time since 2017 after new reservoir & bore comes online
- Council receives 'green tick' from Auditor General's 2022 Interim Report

Chillagoe Landscape

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## Community Engagement

In the 2021/22 year a variety of community engagement activities were undertaken. These activities include support for community groups, community education and information sessions and advocacy activities at state and federal levels.

Council's Community Partnership Program offers support to the local community by providing funding assistance, rates and charges remissions and in-kind support. This assistance supports the promotion of social, cultural, sporting, and recreational activities. The program aims to improve the capacity for community groups to provide valuable services, and the increased delivery of social services and activities within our region.

Council provided rates and charges remissions of \$135,267 for the last financial year to 62 groups. This assistance enabled a cash saving to these community groups and sporting clubs to assist with the provision of community services and activities to enhance the liveability of Shire.

Decision making for grant and donation funding is guided by Council's Community Partnerships Program (CPP) Policy and Council's Rate Rebate and Remission Policy. Applications are competitively assessed against the criteria in a fair and equitable manner and allocated by Council.

The following grants/donations were provided to community groups and sporting clubs during the period 1 July 2021 to 30 June 2022.

Grants to Community Organisations	Amount \$
Cash	\$29,590
Remittance of Rates and Charges (including water consumption)	\$135,267
In-Kind Assistance	\$19,862
<b>TOTAL</b>	<b>\$184,719</b>

Table 6: Grants to community organisations

Grants provided to community organisations through the Regional Arts Development Fund for arts and cultural projects are separate to the amounts listed above and totalled \$48,833 for the 2021/22 financial year.

Councillors of the Mareeba Shire Council are not provided with discretionary funds to allocate. Funding was not therefore provided to community organisations from this source.

## Community Events

The 2021/22 year welcomed the return of a number of community events to our Shire, bringing visitors from far and wide, highlighting our wonderful region. From the return of community functions, market days, award ceremonies and annual celebrations of our major events such as The Great Wheelbarrow Race, Mareeba Multicultural Festival and Savannah in the Round, it was wonderful to see the community pride within the Shire once again.

## Australia Day Awards

Mareeba Shire Council Mayor, Angela Toppin commends all the nominees for Australia Day Awards in 2022. "This year, Council received 20 nominations for worthy individuals and groups from across the Shire who exemplify the community spirit and generosity that is so evident throughout the region."



Australia Day Award Recipients | Photo Credit Peter Roy Photography

## Citizenship Ceremony

Becoming an Australian Citizen is an important step in the journey of immigration to Australia. Mareeba Shire is home to people from some 75 different nationalities and cultural backgrounds, and welcomes all new Australian Citizens to the region.



Citizenship Ceremony



## Great Wheelbarrow Race

In May of each year, one of the region's most iconic events takes place. After a Covid affected few years, the Great Wheelbarrow Race returned in 2022 in the well received Mareeba to Chillagoe format. Teams, solo, duos and other categories take part in the 144km three day, fun-filled endurance event leaving Mareeba Friday morning and arriving in Chillagoe Sunday afternoon, all to raise valuable funds for a wide variety of charities within the Region.



Great Wheelbarrow Race Images

MSC Annual Report 2021/22



## Mareeba Multicultural Festival

The Mareeba Multicultural Festival is held in August each year and attracts both visitors and locals for a day of entertainment, from more than 30 cultures, including Aboriginal, Torres Strait, PNG, Filipino, Italian, Spanish, Albanian, Greek, Polynesian and Australian performers. Food and craft stalls from a range of cultures, and the perfect weather in Mareeba at this time of the year, make this a day out not to be missed. The festival highlights the diversity and harmony of the some 75 different nationalities that make up Mareeba Shire.



Mareeba Multicultural Festival

## Savannah in the Round

Australia's most exciting new music and camping festival Savannah in the Round made its debut in 2021, serving over 11,000 music fans and implementing Australia's first in-festival vaccination hub. Held at the Mareeba Rodeo Arena in September/October, for three days, packed with the best country, rock, roots and pop acts from Australia and overseas. 2022 will see the addition of an Indigenous cultural program, visual art displays, local produce and goods, paddock to plate dining options, fun fair activities, and more -- this time with international star power!



Savannah in the Round Music & Camping Festival | Photo Credit Tourism Tropical Nth Qld









## Annual Performance

### CEO Review

*'A growing, confident and sustainable Shire'*

On 20 December 2020 Council adopted the Corporate Plan 2021 – 2025. This document provided strategic direction of all activities to be undertaken by Council over the next five years.

The 2021/22 year was one of great accomplishments on a number of fronts. A collaborative effort between the two (2) departments of Council (Corporate and Community Services and Infrastructure Services) has ensured the Council's vision: 'a growing, confident and sustainable Shire' continued to be the focus for the organisation and through the five strategic priorities this vision has been delivered. The focus for 2022/23 will continue on the strategic priorities within the Corporate Plan 2021 - 2025 as well as facilitating significant technological change and advocacy for what is anticipated to be another challenging yet rewarding year.

Peter Franks  
Chief Executive Officer

### Legislative Requirements

It is a mandatory requirement of section 165 of the *Local Government Regulation 2012* for a Council to prepare and adopt a Corporate Plan.

The Corporate Plan shall be for a period of five (5) years and will remain in force for the specified period of the plan or until the earlier adoption of a new plan.

The local government must ensure each operational plan is prepared and adopted in enough time, before the start of the first financial year covered by the plan, to allow preparation and adoption of a budget for the financial year consistent with the plan.

By Council resolution, the Corporate Plan may be revised or amended at any time provided the changes comply with the Local Government Finance Standards.

### Performance Indicators

The Plan sets the strategic direction of the Local Government in achieving its vision for the future of the local government area.

The Corporate Plan is supported by Council's Annual Operational Plan which details the activities and projects planned to achieve our goals. The annual budget provides the funding and resources to meet the objectives of the operational plan.

An assessment of Council's performance in implementing its Operational Plan is monitored with quarterly Operational Plan Reviews and are reported in Council's Annual Report.

Both the Annual Report and quarterly reviews are publicly accessible and available.

MSC Annual Report 2021/22

## 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.

Category	Strategic Priorities	Major Achievements
FIN1	<p>Long-Term Financial Plan that supports effective and sustainable financial management</p> <ul style="list-style-type: none"> <li>Maintain and enhance long-term financial plans</li> <li>All decisions should support Council's strategic direction of financial sustainability</li> </ul>	<ul style="list-style-type: none"> <li>QAO Audit outcomes indicate positive sustainability results</li> <li>10 year Long Term Financial Plan in line with Long Term Asset Management Plan</li> <li>Ratio benchmark targets all achieved</li> </ul>
FIN2	<p>Effective and sustainable financial management</p> <ul style="list-style-type: none"> <li>Optimise Council's revenue, based on realistic and equitable policies and practices, and consider opportunities for non-rate revenue sources</li> <li>Commitment to continuous improvement in all operations to ensure financial sustainability</li> </ul>	<ul style="list-style-type: none"> <li>Workforce Efficiencies and Cost Savings project completed</li> <li>Complete review of all Enterprise Risk related documents</li> <li>e-procurement Vendor Panel introduction</li> <li>Review and update of Procurement Policy and procedures</li> </ul>
FIN3	<p>Effective business management</p> <ul style="list-style-type: none"> <li>Further develop and implement business practices including information and technology solutions, that meet corporate and customer needs</li> </ul>	<ul style="list-style-type: none"> <li>Introduction of online forms and interactive mapping</li> <li>Cyber security review and business improvement opportunities undertaken</li> <li>Enhancements and technology updates implemented across Technology One suite</li> </ul>
FIN4	<p>A skilled and sustainable workforce</p> <ul style="list-style-type: none"> <li>Continue to promote a 'safety first' environment</li> <li>Enhance an organisational culture which reflects shared vision and values</li> <li>Continue to provide appropriate development opportunities and ensure transmission of corporate knowledge between staff</li> <li>Continue to build effective leadership and management capability</li> </ul>	<ul style="list-style-type: none"> <li>SafePlan reviewed</li> <li>Workforce Training delivered</li> <li>Updated recruitment interfaces and practices</li> <li>Reviewed on-boarding processes and induction training</li> </ul>

List of Acronyms can be found on Page 51





## Financial Sustainability

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

### Overview

The post Covid economic challenges faced by Council in 2021/22 were difficult to predict. Council, however, made a deliberate call to be guided by their Long Term Financial Plan and focus on core business and asset management.

To this end, an organisation wide project commenced in March 2022 to identify key opportunities, efficiencies and cost savings, to minimise potential for further financial burden on the community. Implementation of these opportunities has commenced in consultation with councillors and management.

A complete review of Enterprise Risk has been undertaken in 2021/22 to reflect the changing conditions faced by today's council. This allows current and future decisions to be cognisant of risk and mitigation strategies whilst maintaining sound audit committee and internal audit outcomes.

Advancement of online communication and engagement tools, as well as a strong focus on cyber risk, systems enhancements and workforce training has taken place in 2021/22. This work will continue into future years to balance information accessibility for customers and system integrity.

A pleasing and welcome report presented to Parliament by the Queensland Audit Office in April 2022, independently demonstrates the strength and sustainability of Mareeba Shire Council, particularly when compared to other Queensland Local Government entities. This result culminates an integrated approach to asset management planning and long term financial planning and strong internal controls.

Table 7: Financial sustainability risk assessment by council category: Results at the end of 2020–21

Rural/Regional councils	Avg. grant funding percentage <sup>1</sup>	Current operating surplus ratio %	Avg. operating surplus ratio %	Avg operating surplus ratio trend <sup>2</sup>	Net financial liabilities ratio %	Net financial liabilities ratio trend	Current asset sustainability ratio %	Avg. asset sustainability ratio %	Avg. asset sustainability ratio trend <sup>2</sup>	Relative risk assessment			
Rural/Regional councils													
Goondiwindi Regional Council	33%	1.85%	3.89%	●	–	-73.77%	●	↓	98.17%	103.75%	●	↓	Lower
Lockyer Valley Regional Council	23%	12.30%	6.48%	●	↑	38.23%	●	↑	95.16%	94.48%	●	↑	Lower
Mareeba Shire Council	40%	14.00%	14.92%	●	–	-89.00%	●	↑	161.00%	190.40%	●	↑	Lower
North Burnett Regional Council	52%	-31.80%	-15.39%	●	↓	-26.17%	●	↑	97.34%	102.99%	●	↓	Higher
Scenic Rim Regional Council	32%	-3.00%	2.61%	●	↓	6.00%	●	↑	81.00%	174.00%	●	↓	Lower
Somerset Regional Council	26%	2.00%	2.63%	●	–	-83.00%	●	↓	78.00%	105.60%	●	↓	Lower
South Burnett Regional Council	25%	-1.60%	0.20%	●	↓	9.10%	●	↑	110.70%	88.34%	●	↓	Lower
Southern Downs Regional Council	28%	0.61%	6.26%	●	↓	-18.80%	●	↑	101.13%	120.96%	●	↑	Lower
Tablelands Regional Council	29%	1.55%	1.46%	●	–	-45.24%	●	↑	98.33%	101.55%	●	↑	Lower
Rural/Regional councils average	32%	-0.45%	2.56%			-31.41%			102.31%	120.23%			
Rural/Regional councils – combined risk assessment			Lower			Lower			Lower				Lower

Source - Local government 2021 (Report 15: 2021–22)

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## Community

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

Category	Strategic Priorities	Major Achievements
COM1	<p>An engaged community</p> <ul style="list-style-type: none"> <li>Continue to assist the community to build its capacity to develop the area of arts, culture and heritage to enrich lifestyles and encourage economic development</li> <li>Encourage and support community organisations to enhance their sustainability</li> <li>Support key community events</li> <li>Inform and engage with the community regarding Council's operations</li> </ul>	<ul style="list-style-type: none"> <li>Adoption of Public Mural Trails Strategy and Action Plan under RADF program</li> <li>Community Management of Halls in Mt Molloy and Julatten</li> <li>Community Partnerships Program financial support of \$184,719 supporting the successful reintroduction of events such as Wheelbarrow Race, Multicultural Festival, Christmas in July, Savannah in the Round and Kuranda Xmas Night Markets</li> <li>e-newsletters</li> <li>Community grants portal</li> </ul>
COM2	<p>An active, safe and healthy community</p> <ul style="list-style-type: none"> <li>Ongoing strategic planning for recreation opportunities in consultation with key stakeholders</li> <li>Advocate and promote community initiatives that support an active and healthy lifestyle</li> <li>Advocate and promote community safety and other community services</li> </ul>	<ul style="list-style-type: none"> <li>Community Survey regarding parks and recreation reserves</li> <li>Adoption of Parks and Open Spaces strategy and 3 year Action Plan</li> <li>Collaborating for Community Safety meeting held</li> <li>Community Taskforce 3 year Action Plan adopted following inaugural Mareeba Community Taskforce meeting</li> <li>LGAQ motions proposed calling for social and legislative reforms</li> </ul>
COM3	<p>A community being prepared and resilient to emergencies and disasters</p> <ul style="list-style-type: none"> <li>Ensure the Local Disaster Management Plan enables Council and the community to be prepared for, mitigate, respond to, and recover from disasters</li> <li>Support the Local Disaster Management Group to ensure effective decision-making during disaster events</li> <li>Partner with community stakeholders to build community resilience for emergencies and disasters</li> </ul>	<ul style="list-style-type: none"> <li>DDMG, LDMG and sub group consultation</li> <li>Positive Covid resilience due to agriculture and primary production sector</li> <li>Participation in Climate Resilience program</li> <li>Adoption of Local Disaster Management Plan</li> <li>Fire mitigation strategy implemented</li> <li>Disaster Risk Assessment undertaken with QFES</li> </ul>

List of Acronyms can be found on Page 51





## Community

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

### Overview

2021/22 has been a positive year for our communities, particularly in terms of the ongoing financial support and benefits provided to community groups and not-for-profit groups. The Community Partnerships Program and the Regional Arts Development Fund have continued to financially support sporting, recreation, arts, culture and heritage projects and clubs throughout the Shire. Council endorsed a Public Mural Trails Strategy in 2021/22 which identifies locations across the Shire over the coming 3 years to improve vibrancy, tourism experience and liveability factors.

Community safety has been a highly considered point of discussion throughout the year with the first Collaborating for Community Safety meeting held to bring together stakeholders and responsible agencies for increased collaboration and to advocate for the Shire. This successful advocacy has seen the Shire provided with additional support in the way of law enforcement and additional funding and services to address community safety.

A Community Taskforce was also commenced in collaboration with the Mareeba Chamber of Commerce which saw a 3 Year Community Taskforce Action Plan implemented to continue to promote Mareeba's prosperity and wellbeing and unite the community to tackle the big community issues. The five identified priorities of this joint initiative reflect the need for community safety, improved health services, transport connectivity, attracting and retaining a skilled workforce and affordable housing. These priorities will be considered and implemented by the responsible agencies.

The announcement of the Mareeba Shire Council Parks and Open Spaces Strategy culminates significant engagement, planning, investigation and discussion across a 2 year period. The resultant 3 year Action Plan includes projects such as the Mareeba Splash Park, Mareeba Rail Trail, new Mareeba East Park, playground upgrades in Kuranda, Dimbulah and Julatten, as well as enhancements for Mareeba's Bicentennial Lakes.

The LDMG and Sub-Groups have met on numerous occasions throughout the year to ensure preparedness during times of natural disasters. The local State Emergency Services groups are funded in part by Council to provide their important role within the communities.



Bicentennial Lakes Mareeba

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## Transport & Council Infrastructure

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

Category	Strategic Priorities	Major Achievements
TCI1	<b>Sustainable infrastructure for the future</b> <ul style="list-style-type: none"> <li>Implement, maintain and enhance Asset Management Plans</li> <li>Operate, maintain, upgrade, renew and review existing Council infrastructure in accordance with Long Term Asset Management Plan</li> <li>Maintain Council infrastructure that not only sustains industry and development, but also supports future growth of the region</li> <li>Where possible develop infrastructure to mitigate against future severe weather events</li> <li>Support and improve Council's business performance using appropriate information and communication technologies</li> </ul>	<ul style="list-style-type: none"> <li>Review of Long Term Asset Management Plan inclusive of the transport network</li> <li>Successful grant applications to renew assets</li> <li>Improved wastewater reticulation and treatment networks reducing reactive spend and community impact</li> <li>Introduction of a new works order system across all infrastructure services operational and capital projects</li> <li>Davies Creek Road bridge upgrade</li> </ul>
TCI2	<b>Safe and effective transport network</b> <ul style="list-style-type: none"> <li>Deliver safe and effective transport networks</li> <li>Maintain and develop close and productive working relationships with relevant stakeholders</li> <li>Advocate for improved and enhanced connectivity through the State and Federal governments</li> </ul>	<ul style="list-style-type: none"> <li>Mt Molloy School pedestrian walkway</li> <li>Stakeholder engagement for the Mareeba Walking Network Plan</li> <li>Federal and State funding for Ootann Road upgrades</li> <li>Improvements to the Burke Development Road following ongoing advocacy</li> </ul>
TCI3	<b>Securing and managing water resources</b> <ul style="list-style-type: none"> <li>Promote and advocate for a secure water supply to meet future needs</li> <li>Maintain safe and reliable drinking water supply</li> </ul>	<ul style="list-style-type: none"> <li>Asbestos cement (AC) pipe renewal spend of \$865,000 in 2021/22</li> <li>Chillagoe reservoir and pipeline project completed</li> </ul>
TCI4	<b>Public spaces and facilities</b> <ul style="list-style-type: none"> <li>Encourage partnerships with community, private sector and government to better utilise Council facilities and spaces</li> <li>Provide strategically located open spaces, parks and other facilities, to encourage active communities and support quality of life</li> <li>Support sporting organisations in providing opportunities for physical activity</li> <li>Continue to enhance the visual appeal to improve liveability and amenity of the Shire</li> </ul>	<ul style="list-style-type: none"> <li>Parks and Open Spaces Strategy adoption</li> <li>Renewal of playground and exercise equipment</li> <li>Park signage renewals</li> <li>Shire wide footpath renewals</li> <li>New Barron Falls Kuranda walking trail and rehabilitation of Jungle Walk and Jum Rum Trail Kuranda</li> </ul>

List of Acronyms can be found on Page 51



## Transport & Council Infrastructure

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

### Overview

Council infrastructure, both above and below ground, are critical drivers for service delivery capability. A strong focus on asset management, with renewals and upgrades of existing assets representing a significant expenditure.

Robust data collection, condition assessments, capacity checking, safety, usability and efficiencies are key contributors to the long term asset management plan and associated long term financial plan.

Mareeba Shire Council remains very grateful for the grant funding provided by both the State and Federal Governments in 2021/22. Without these funds, a small Council such as ours would not be able to provide quality infrastructure and services to our communities.

Advocacy for improved and enhanced transport connectivity will continue into the coming years with a strong focus on Oottann Road, the remaining unsealed section of the Burke Development Road (between Almaden and Chillagoe), the Kuranda Range Road and the northern and southern bypasses to Mareeba.

Water quality and security remain in the forefront of advocacy undertakings with a focus on improved reliability and capacity for future growth.

A Parks and Open Spaces Strategy 2022-2031 has been developed to achieve Council's vision to enhance the Shire's liveability and visual appeal, and to encourage active communities and economic development. The purpose of the strategy is to ensure that public spaces are planned and managed for a growing community in a financially sustainable way, using sound asset management principles.



Wolfram Road Dimbulah Widening

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## 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.

Category	Strategic Priorities	Major Achievements
EAE1	<p>Environmentally responsible and efficient waste and wastewater management</p> <ul style="list-style-type: none"> <li>Provide cost-effective waste services to the community through appropriate infrastructure, promoting waste minimisation, collaborative partnerships and advocating for circular economy opportunities</li> <li>Maintain, in a sustainable manner, Council's wastewater infrastructure to minimise environmental impact</li> </ul>	<ul style="list-style-type: none"> <li>Approval for Buy Back Shop at Mareeba Transfer Station</li> <li>Increased promotion and awareness of recycling</li> <li>Ongoing program of relining of wastewater reticulation network and manhole replacements undertaken in Mareeba</li> <li>Reduced infiltration resulting in additional capacity for Mareeba Wastewater Treatment Plant</li> </ul>
EAE2	<p>A Sustainable Planning Scheme</p> <ul style="list-style-type: none"> <li>Maintain a scheme that sustains good agricultural land as well as encouraging industry and population growth while protecting the natural environment and liveability of the region</li> </ul>	<ul style="list-style-type: none"> <li>Council has adhered to its Planning Scheme provisions</li> </ul>
EAE3	<p>Support and encourage sustainable industrial and commercial growth and development</p> <ul style="list-style-type: none"> <li>Promote and expand opportunities for businesses to grow and/or establish themselves within the Shire</li> <li>Partner with stakeholders to encourage and support a strong and sustainable regional economy</li> <li>Highlight the positive attributes and benefits of Mareeba Shire to attract and retain families</li> </ul>	<ul style="list-style-type: none"> <li>Marketing proposal to outsource Mareeba Industrial Park (MIP) lots</li> <li>Sales of \$1,643,825 at MIP compared to \$261,579 in 2020/21</li> <li>Ongoing private investment within the Tom Gilmore Mareeba Aviation Industrial Precinct</li> </ul>
EAE4	<p>The region's environmental assets are best managed while promoting economic wellbeing</p> <ul style="list-style-type: none"> <li>Consider the natural environment in Council decision making</li> <li>Promote water quality of our region's waterways limiting impact on the Great Barrier Reef and Gulf of Carpentaria</li> <li>A coordinated approach to fire management and the management and control of pests, weeds and feral animals and other biosecurity threats</li> </ul>	<ul style="list-style-type: none"> <li>Good return on the investment of solar projects within the organisation</li> <li>Retain Reef Guardian member council status through ongoing participation</li> <li>Fire mitigation strategy implementation</li> </ul>

List of Acronyms can be found on Page 51





## 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.

### Overview

Council approved the introduction of a Buy Back Shop at the Mareeba Transfer Station in 2021/22 which was opened in August 2022. This is anticipated to provide strategic benefits to the community as well as a reduction to the waste stream. A Regional Waste Strategy is due to be released in the early part of 2023 and will largely determine the future operational practices.

Council will continue to focus on asset management practices to promote and protect the environment, particularly infrastructure assets such as water and wastewater reticulation and treatment plants. Future capacity assessments are reflective of the proactive renewals and replacements to our core networks which are providing a strong financial result in the short and long term.

Promising confidence and growth are being experienced with the level of sales and enquiries for land at the Mareeba Industrial Park. To further promote Council's industrial hub and the potential economic gains for the Shire and Region, a marketing contract was sought during 2021/22.

The Tom Gilmore Mareeba Aviation Industrial Precinct has also seen development and construction of further hangars to service the aviation needs of the Region with Mission Australia Fellowship (MAF) establishing two new large spaces.

Council's decision to invest in solar energy for nine (9) council owned facilities, is well supported not only by financial savings, but also by the level of self sufficiency (average 72%) catered for through solar power. The surplus in power generation contributed towards the power grid in 2021/22 was in excess of 50,000 Watt Hours (Wh).

A range of risk mitigation strategies and disaster preparedness is core to the operations of Council. Fire management practices including graded fire breaks, slashing and mulching, and grazing are contributing to reduced fire fuel loads.



Mareeba Waste Transfer Station

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## 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.

Category	Strategic Priorities	Major Achievements
GOV1	<p>Ethical, accountable, transparent and affordable decision making</p> <ul style="list-style-type: none"> <li>• A governance framework that delivers sound organisational management</li> <li>• Complete adherence to the Local Government principles, Act and Regulations</li> <li>• Ensure all services are affordable to the community</li> </ul>	<ul style="list-style-type: none"> <li>• Three Audit Committee meetings held</li> <li>• One Probity Audit undertaken</li> <li>• Two Internal Audit projects undertaken</li> </ul>
GOV2	<p>Strong focus on compliance and enterprise risk</p> <ul style="list-style-type: none"> <li>• Promote compliance within Council and the community</li> <li>• Enterprise risk management process is commonly understood across the organisation to manage risk identification</li> <li>• Cost effectively control identified risks</li> <li>• Ensure systems and practices cover the full range of Council's activities and are compliant with statutory requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Organisation wide review of Enterprise Risk</li> <li>• Winner of 2021 Local Government Mutual Services (LGMS) risk excellence award</li> <li>• Achieved 100% compliance against QAO checklist</li> </ul>
GOV3	<p>Effective advocacy and strategic partnerships</p> <ul style="list-style-type: none"> <li>• Maintain and develop our close and productive working relationships with relevant stakeholders, including the State and Federal Governments</li> <li>• Advocate Council's strategic and operational position on key issues effecting the community to other government sectors</li> </ul>	<ul style="list-style-type: none"> <li>• First Collaborating for Community Safety meeting held</li> <li>• Coordination of inaugural Mareeba Taskforce meeting</li> <li>• Prepared suite of advocacy documents for priority Council matters</li> <li>• State and Federal Government delegations and visits</li> <li>• Strong participation in FNQROC</li> <li>• LGAQ motions submitted regarding funding, community and safety</li> </ul>

List of Acronyms can be found on Page 51





## 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.

## Overview

A range of mechanisms such as Corporate and Operational Plan progress reporting, policy reviews, Audit Committee and internal and external audit programs form the basis of Council's strong governance framework. Two internal audit projects were initiated in 2021/22 with a major focus being around cyber security and the Essential 8 IT security controls, as well as procurement practices. A probity engagement was also undertaken to ensure Council maintains the highest level of transparency and integrity for awarding of contracts and tenders.

The key priorities in Council's 5 year Corporate Plan shape the deliverables and expectations for the community and staff. The integrated and broad application of Council's Enterprise Risk was recognised by Local Government Mutual Services (LGMS) naming Mareeba Shire Council as the winner of the 2021 LGMS Risk Excellence Award at the Local Government Association of Queensland Annual Conference.

Council coordinated the inaugural Community Taskforce meeting with stakeholders across the community and various government departments and agencies to address priority community concerns within the Shire.

A range of advocacy documents have been prepared for Councillors to use when raising important issues with other levels of government. These priorities cover critical issues such as regional connectivity, community safety, communication, grant funding and water security.

Council has been actively involved in a range of delegations, local taskforce meetings, regional forums, civic receptions, hosting ministerial visits, attending teleconferences, submitting state-wide motions and attending conferences, throughout the financial year to raise awareness and address matters of importance to the communities within the Shire.



LGAQ Award Ceremony

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## Operational Plan

Council develops key performance measures as part of the annual Operational Plan. The table below outlines the Operational Plan projects for the 2021/22 financial year and provides an outcome for each. These projects are actionable targets that move us closer to our vision 'A growing, confident and sustainable Shire'

On Hold  In Progress  Completed 

Project	Outcome	Progress
Long-term Financial Plan	<ul style="list-style-type: none"> <li>Updated Long Term Financial plan 2021/22 was adopted 16 July 2021</li> <li>Continuing to mature asset management for all asset classes. Further review of the Long Term Asset Management Plan, Long Term Financial Plan and Council's LGIP is ongoing</li> </ul>	<p>Completed </p> <p>Completed </p>
Comprehensive Asset Revaluations	<ul style="list-style-type: none"> <li>Water and Wastewater comprehensive valuation were not completed in time by contract valuer. This will be carried forward to next financial year</li> <li>Bridges desktop valuation finalised</li> <li>Drainage and K&amp;C valuations deferred to 22/23 year</li> </ul>	<p>In Progress </p> <p>Completed </p> <p>In Progress </p>
Libraries Service Review	<ul style="list-style-type: none"> <li>Mareeba Library continuing to successfully settle into new premises. New generalist and customer first model is in place across the branch network with new workflow efficiencies gained</li> </ul>	<p>Completed </p>
Technology One Enhancements	<ul style="list-style-type: none"> <li>Transitioned core Financial and Stores functionality to CiA.</li> <li>Investigated adoption of CiA for Human Resources and Payroll, focusing on payroll timesheet entry.</li> <li>Reviewed Property and Rating CiA roadmap.</li> <li>Commenced planning for adoption of CiA Requests Management.</li> <li>Enabled public mapping via Council website.</li> </ul>	<p>Completed </p> <p>Completed </p> <p>Completed </p> <p>Completed </p> <p>Completed </p>

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Project	Outcome	Progress
Mareeba Industrial Park Development	<ul style="list-style-type: none"> <li>Preparation of tender documents commenced for the delivery of real estate services including marketing</li> </ul>	Completed 
Mareeba Airport Industrial Precinct	<ul style="list-style-type: none"> <li>Continuing with the development of an Investment Attraction Strategy</li> </ul>	Completed 
Customer Service Standards	<ul style="list-style-type: none"> <li>Continuing with the review and development of a customer service monitoring and reporting system</li> </ul>	Completed 
ICT Strategy implementation	<ul style="list-style-type: none"> <li>Ported telephony range to OPTUS</li> </ul>	Completed 
<ul style="list-style-type: none"> <li>PABX replacement</li> <li>SharePoint Online</li> </ul>	<ul style="list-style-type: none"> <li>Executed contract for Microsoft Teams Operator Connect in preparation for extended Call Centre software trial</li> </ul>	In Progress 
Sustainable Workforce	<ul style="list-style-type: none"> <li>Training programs being implemented in accordance with the approved budget and as agreed to meet the needs of emerging organisational needs</li> </ul>	Completed 
Arts Connection to Tourism	<ul style="list-style-type: none"> <li>The Public Murals Trails Strategy and Action Plan adopted</li> </ul>	Completed 
	<ul style="list-style-type: none"> <li>Council's arts and cultural priorities of Cultural Tourism, Public Murals and Youth Engagement are embedded in the RADF Strategy and are informing the updating of the Arts and Culture Plan</li> </ul>	Completed 
Community Wellbeing Strategy	<ul style="list-style-type: none"> <li>Council assistance to Community groups review of relevant policies</li> </ul>	In Progress 
Active Recreation Strategy	<ul style="list-style-type: none"> <li>Active recreation has been incorporated into the Parks and Open Spaces Strategy</li> </ul>	Completed 
	<ul style="list-style-type: none"> <li>Parks and Open Spaces 3 Year Action Plan adopted and has commenced</li> </ul>	Completed 

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Project	Outcome	Progress
Review Asset Management Plans across asset classes	<ul style="list-style-type: none"> <li>Ongoing data integrity review of base data sets supporting the Asset Management sub-plans</li> <li>Routine inspections of infrastructure assets continuing</li> <li>Current work on sub-management plans are in development or review for 2022/23 which will result in changes to the Long Term Financial Plan and Council's LGIP</li> </ul>	<p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p>
Local Government Infrastructure Plans (LGIP) Review	<ul style="list-style-type: none"> <li>Asset Management Plans reviewed and updated.</li> <li>Water and Wastewater Trunk Infrastructure reviewed and updated</li> <li>Water and Wastewater Asset Management Sub Plans and 10 Year Financial Forecast updated accordingly</li> <li>Review of LGIP</li> </ul>	<p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p> <p>In Progress</p> <p>🕒</p>
New Kuranda Cemetery	<ul style="list-style-type: none"> <li>Options assessment under consideration with preliminary layouts being developed.</li> <li>Detailed design and cost estimates undertaken</li> <li>Development Application being finalised</li> </ul>	<p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p> <p>Completed</p> <p>✓</p>
Mareeba Cemetery	<ul style="list-style-type: none"> <li>Options assessment for future demands</li> </ul>	<p>On Hold</p> <p>🛑</p>
Kuranda Infrastructure Program	<ul style="list-style-type: none"> <li>Kuranda Township Infrastructure Master Plan 2022-31 approved by State Government</li> </ul>	<p>Completed</p> <p>✓</p>

Table of Acronyms can be found on Page 51

Project	Outcome	Progress
Waste Management Services Strategy	<ul style="list-style-type: none"> <li>Continuing to ensure continuity of waste services following closure of Mareeba landfill in November 2021</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Continuing to participate in FNQROC regional waste planning with ARUP engaged to undertake the Regional Waste Plan.</li> </ul>	Completed ✓
Economic Tourism Development	<ul style="list-style-type: none"> <li>Continuing to develop new cultural tourism assets as public murals funded under the Regional Arts Development Fund are completed</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Community festivals and events supported by Council continue to attract self-drive visitors to the Shire</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Digital marketing of the Shire's cultural tourism assets continues</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Mareeba Community Taskforce Action Plan adopted and implementation commenced to address the big socio-economic issues in Mareeba in partnership with Mareeba Chamber of Commerce</li> </ul>	Completed ✓
Land, Pest and Fire Management Review	<ul style="list-style-type: none"> <li>Terms of Reference for PMAC finalised.</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Continuing to participate in FNQROC NAMAC</li> </ul>	Completed ✓
Planning Scheme Review	<ul style="list-style-type: none"> <li>Preparation of a strategy to review the Planning Scheme</li> </ul>	Completed ✓
Temporary Local Planning Instrument (TLPI)	<ul style="list-style-type: none"> <li>Discussions between the State Department and Council continue.</li> </ul>	Completed ✓
	<ul style="list-style-type: none"> <li>Awaiting on announcement about the FNQ Regional Plan process and how this could impact any planning scheme change that Council may make</li> </ul>	Completed ✓

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Project	Outcome	Progress
Compliance Review	<ul style="list-style-type: none"> <li>Work continuing to ensure Council remains fully compliant</li> </ul>	Completed ✓
Enterprise Risk Management Portal	<ul style="list-style-type: none"> <li>Project not proceeding in this format</li> </ul>	Completed ✓
Advocacy policy	<ul style="list-style-type: none"> <li>Advocacy briefs have been used effectively with State and Federal Government</li> <li>Briefs updated June 2022</li> </ul>	Completed ✓ Completed ✓
Governance of Infrastructure Approvals Process Review	<ul style="list-style-type: none"> <li>Waiting on completion of LGIP</li> </ul>	On Hold ✗

Acronym	Title
CiA	Ci Anywhere - Technology One Software
DDMG	District Disaster Management Group
FNQROC	Far North Queensland Regional Organisation of Councils
LDMG	Local Disaster Management Group
LGAQ	Local Government Association of Qld
LGIP	Local Government Infrastructure Plan
LTAMP	Long Term Asset Management Plan
LTFP	Long Term Financial Plan
NAMAC	Natural Asset Management Advisory Cmtte
PMAC	Pest Management Advisory Committee
QAO	Queensland Audit Office
QFES	Queensland Fire & Emergency Services
RADF	Regional Arts Development Fund
TLPI	Temporary Local Planning Instrument
TMR	Transport and Main Roads

Table 8: List of Acronyms











## Legislative Compliance

### Governance

Mareeba Shire Council continues to be a responsible local government, operating in accordance with legislation and focusing on the ethical business activities and relationships between Councillors, senior management, employees, the community, government departments, business clients and other key stakeholders.

Council has a governance framework outlined below, that enhances organisational performance, whilst monitoring and maintaining compliance with legislative and other controls.

- Building awareness of organisational responsibilities and accountabilities;
- Strong financial stewardship and fiscal responsibility;
- Monitoring and maintaining compliance with legislation, policy, standards and controls;
- Integral practices, procedures and ethical decision-making with continuous improvement activities and transparent reporting; and
- Involving the community as a key stakeholder in decision-making and consultation opportunities.

### Risk Management

Risk management is the identification, assessment and prioritisation of risks. It also includes the steps taken to minimise such risks. Council has an Enterprise Risk Management Policy, Framework, and Process, which guides Council to identifying risks in all aspects of Council operations. Council risk management is integrated into other governance instruments of Council to ensure identification, mitigation, and monitoring. All identified risks are annually reviewed, monitored and reported to the Audit Committee and Council.

Council has completed a review of its Enterprise Risk Management framework to ensure compliance with Risk Management Standard ISO 31000. This ensures that risk management integrates with all organisational areas. Furthermore, greater emphasis will continue to be placed on the iterative nature of risk management, drawing on recent experiences and knowledge for the revision of process elements, actions and controls at each stage of the process. Finally, Council is always looking for ways to streamline the risk management process, focusing on sustaining an open systems model that fits Council's multiple needs and contexts.

## Role of Council and Elected Members

Council and its Elected Members continue to fulfil their roles and responsibilities in accordance with legislative requirements. Council is committed to effective, transparent, and accountable governance.

Section 12 of the *Local Government Act 2009* states that the role of elected members is to:

- represent the current and future interests of residents in the local government area,
- provide high-quality leadership to the Region and Council,
- participate in Council meetings, policy development, and decision making,
- ensure that the Council acts responsibly, achieves the goals set out in the Corporate Plan, and adheres to all laws that apply to local governments.

The Mayor and Elected Members perform their roles by attending and participating in Council meetings, engaging with residents within the Council area, participating in policy development and decision making processes. The Mayor has additional responsibilities to those listed above, which include chairing Council meetings, leading and advising Council's Chief Executive Officer, and representing Council at ceremonial and civic functions.

Our local government area is distributed across 53,502km<sup>2</sup>, and continues to grow, named as one of the top 10 fastest growing LGAs in Queensland by the Queensland Treasury in 2019/20.

The Mayor and Elected Members are elected democratically by the community to represent the current and future interests of the residents within the entire local government area. One of the Councillors is elected as Deputy Mayor by their fellow Councillors.

The Mayor and Elected Members hold monthly Ordinary Meetings to consider and decide on strategic matters of interest to the residents of Council's local government area and Council's operation. In addition to Ordinary Meetings, Special Meetings are held when required to discuss and decide upon urgent strategic matters.

## Elected Member Meeting Attendance

The below list outlines Councillor attendance at Council meetings held between 1 July 2021 and 30 June 2022. Leave was granted for all unattended meetings by Councillors.

Councillor	Number	
Cr Lachlan Bensted	15	
Cr Daniel Bird	14	Ordinary Meetings 12
Cr Kevin Davies	15	
Cr Mary Graham	15	
Cr Mario Mlikota	14	Special Meetings 3
Cr Angela Toppin	15	
Cr Lenore Wyatt	14	

Table 9: Elected Member Meeting Attendance

## Elected Member Remuneration

The amount of remuneration paid to Local Government Councillors for the time and effort spent on Council business is determined by the Local Government Remuneration and Discipline Tribunal ('The Tribunal').

The Tribunal has determined that the Mareeba Shire Council is a Category 2 Council and the following annual remuneration amounts applied to Category 2 Councils during the period 1 July 2021 to 30 June 2022.

Mayor	Deputy Mayor	Councillors
\$124,869	\$74,923	\$62,435

Table 10: Elected Member Remuneration

MSC Annual Report 2021/22 .....



## Elected Member Remuneration (cont)

The total remuneration paid to each Councillor and the total superannuation contribution paid on behalf of each Councillor during the pay periods falling between 1 July 2021 to 30 June 2022 is shown below in Table 11.

In addition to remuneration for time spent on Council business, Local Government Councillors are also entitled to receive reimbursement of all approved expenses incurred in undertaking their role as a Councillor. Council adopted the Councillor Remuneration, Expenses Reimbursement and Resources policy as required by section 250 of the *Local Government Regulation 2012* on 15 April 2020.

In accordance with the policy, Councillors are provided with reimbursements of expenditure for their vehicles, as well as incidental costs such as mobile phone costs and other costs related to Council business.

The total amount of remuneration and superannuation paid as well as expenses reimbursed to each Councillor during the period 1 July 2021 to 30 June 2022 is as follows:

Councillor	Remuneration Paid	Superannuation Paid	Expenses Reimbursed
Cr Lachlan Bensted	\$62,388	\$7,486	\$3,300
Cr Daniel Bird	\$62,388	\$6,286	\$3,300
Cr Kevin Davies (Deputy Mayor)	\$74,866	\$8,984	\$3,300
Cr Mary Graham	\$62,388	\$7,486	\$3,300
Cr Mario Mlikota	\$62,388	\$7,486	\$3,300
Cr Angela Toppin (Mayor)	\$124,775	\$14,973	\$9,223
Cr Lenore Wyatt	\$62,388	\$7,486	\$3,300

Table 11: Elected Member Remuneration Paid, Superannuation Paid and Expenses Reimbursed

## Councillor Conduct Matters

The table below reflects complaints dealt with during the financial year in accordance with the Councillor conduct framework provided for under Chapter 5A of the *Local Government Act 2009*.

Description	Number
Orders made under section 150I(2) of the Act	Nil
Orders made under section 150AH(1) of the Act	Nil
Decisions, orders and recommendations made under section 150AR(1) of the Act	Nil
Complaints referred to the Independent Assessor under section 150P(2)(a) of the Act	Nil
Notifications made to the Crime and Corruption Commission under section 150P(3) of the Act	Nil
Notifications made to the Independent Assessor under section 150R(2) of the Act	Nil
Notifications made to the Independent Assessor under section 150S(2)(a) of the Act	Nil
Decisions made under sections 150W(1)(a), (b) and (e) of the Act	Nil
Referrals received from the Independent Assessor under section 150AC(3)(a) of the Act	Nil
Information provided to the Independent Assessor under section 150AF(4)(a) of the Act	Nil
Number of occasions Council requested another entity to investigate Councillor conduct under Chapter 5A, Part 3, Division 5 of the Act	1
Complaints referred to the Independent Assessor for which no further action was taken under section 150Y of the Act	Nil
Complaints referred back to Council by the Independent Assessor under section 150W(b) for investigation under section 150AF of the Act	Nil
Applications heard by the Councillor Conduct Tribunal	Nil

Table 12: Councillor Conduct Matters

## Administrative Action Complaints

Council is committed to dealing fairly with administrative action complaints. All complaints are processed in accordance with the provisions of the Council's adopted Administrative Action Complaints Management Policy. The objectives of the policy are to ensure that the Council has an organised process for responding to, recording, reporting and using complaints to improve service to the community.

The Complaints Management System governed by the policy aims to:

- Be fair and objective. All complaints are considered on their merits and the principles of natural justice are observed.
- Support continuous improvement. Where applicable, the outcomes from a complaints management process are applied to improve business operations, policies and procedures.
- Be open and accountable. The decisions and outcomes regarding a complaint are made available to the affected person, subject to statutory provisions.
- Be accessible and simple to understand. The process facilitates feedback from the community in a form that encourages participation.

The table below reflects Council's performance in resolving complaints during the financial year. The 2021/22 financial year experienced a 42 per cent increase in complaints carried over from the previous 2020/21 financial year. The total number of complaints lodged during the 2021/22 financial year increased by 19 per cent over the previous 2020/21 financial year. The number of complaints outstanding at the end of the 2021/22 financial year remained consistent with a carry-over of seven as at 30 June 2021.

Description	Number
Administrative action complaints carried over from the previous financial year	7
Administrative action complaints lodged during 2021/22	78
Administrative action complaints resolved during 2020/21	78
Administrative action complaints not resolved at close of the financial year	7
Administrative action complaints not resolved at close of the financial year 2020/21 which were lodged during the previous financial year 2019/20	0

Table 13: Administrative Action Complaints

## Audit

### Audit Committee

As a Category 2 Council, although not required under legislation to have an Audit Committee, Council has elected to appoint an Audit Committee. The Committee comprises an independent member as chairperson (Ruth Faulkner) and two Councillors (Cr Davies and Cr Graham). The independent chairperson is also responsible for probity audits. Three meetings of the Audit Committee were held during the financial year; 11 August 2021, 5 October 2021, and 1 March 2022.

Items considered by the Committee throughout the 2021/22 year were:

- Financial statements
- Audit strategy
- Internal audit plan and status
- Enterprise Risk Management
- External audit results and recommendations
- Probity audit reviews and status
- Procurement >\$200k

### Internal Audit

The function of an internal audit is to provide stakeholders with a level of assurance that business processes are operating appropriately and effectively in accordance with organisational and legislative requirements. Pacifica Chartered Accountants provide internal audit services for Mareeba Shire Council.

Other internal audit services are engaged for subject specific areas such as Information Technology and Cyber Security.

Based on Council's Enterprise Risk Register Internal Audit services focuses on; risk management frameworks; governance maturity and procedure documents; external audit findings and key areas of interest/concern for the Executive Management Team.

An annual Internal Audit Plan for the 2021/22 financial year was endorsed by the Audit Committee.

Internal Audit activities undertaken in 2021/22 include:

Current 2021/22 Annual Internal Audit Plan

No	Project	Department
1	Assessment of Contractor Engagement practices	Infrastructure Services
2	Cybersecurity governance and risk-based mitigation	Organisation-wide and IT Unit

Previous 2020/21 Annual Internal Audit Plan

No	Project	Department
1	Fixed Asset Register Integrity	Organisation-wide
2	Project and Contract Management	Organisation-wide

Table 14: Internal Audit Projects

MSC Annual Report 2021/22

## Compliance Activities

### *Compliance with section 23 Public Sector Ethics Act 1994*

Council's commitment to Queensland's public sector ethical principles and the local government principles is reflected in our policies, procedures and Corporate Plan. Our administrative procedures and management practices also have due regard to the ethical principles, local government principles, and Council's Code of Conduct.

The *Public-Sector Ethics Act 1994* requires that the Annual Report of each public-sector entity (which includes a Local Government) must include an implementation statement giving details of the action taken during the reporting period to comply with those sections of the Act relating to the preparation of codes of conduct and access to, and education and training in, the ethics principles and public-sector ethics.

The four (4) ethics principles are:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency.

Council's Employee Code of Conduct is compliant with current legislation, in particular, the ethics principles outlined above. Refresher training is provided to all employees.

Education and training in relation to the ethics principles and the Code of Conduct are included as part of the induction process for all new employees and topics covered by this training include:

- The operation of the *Public Sector Ethics Act 1994*
- The application of ethics principles and obligations
- The contents of the Code of Conduct
- The rights and obligations of employees in relation to a contravention of the Code of Conduct

Education and training have been provided to new employees, contractors, volunteers and students on work experience.

Copies of the ethics principles and Code of Conduct are provided at each workplace for access by Council staff. Any person, other than Council staff, can obtain access to, or purchase a copy of, the Code of Conduct at any of the Council's administration offices.

The administrative procedures and management practices of the Council have regard to the ethics obligations of public officials and the Council's Code of Conduct and all employees are required to act in ways which give a commitment to a high standard of ethics and which ensure the highest standards of public administration.



## Registers kept by Council

Council's registers provide a source of truth for various subject matters and help ensure efficient, effective, and transparent governance processes. Council kept the following registers during the 2021/22 year:

- Register of Members Interests
- Register of Councillor Conduct
- Register of Delegations by Council
- Register of Roads
- Register of Assets
- Register of Cost Recovery Fees
- Register of Delegations by the Chief Executive Officer
- Register of Local Laws and Subordinate Local Laws
- Register of Lands
- Register of Policies
- Cemetery Register
- Impounding Register
- Gifts and Benefits Register
- Register of On-site Sewerage Facilities

## Changes to Tender

There were two (2) occasions during the year where persons who submitted a tender were invited to change their tender to take account of a change in the tender specification prior to Council making a decision under section 228(7) of the *Local Government Regulation 2012*.

## Overseas Travel

No overseas travel was undertaken during the 2021/22 financial year by Councillors or staff.

## Senior (Executive) Management Remuneration

The below table shows the range of remuneration (excluding superannuation) for the 12 month period from 1 July 2021 to 30 June 2022 provided to Council's senior management staff.

The total remuneration payable (excluding superannuation) in 2021/22 to senior management was \$883,240.

Package Range	FTE
\$300,000 - \$399,000	1
\$200,000 - \$299,000	2

Table 15: Senior (Executive) Management Remuneration

MSC Annual Report 2021/22 

## Special Rates and Charges

Council did not, during the year, take any action in relation to, or expend funds on, a service, facility or activity, under section 190(d) of the *Local Government Regulation 2012*:

- supplied by another local government under an agreement for conducting a joint government activity; and
- for which the local government levied special rates or charges for the financial year.

## Concessions for Rates and Charges

The Rate Rebate and Remission Policy sets out Council policy, as per annual budget resolution, in relation to the granting of rebates and remissions on rates and charges.

The *Local Government Regulation 2012* - Chapter 4, Part 10 Concessions, gives local governments the power to grant concessions for rates and charges.

A concession may only be of the following types:

- a rebate of all or part of the rates or charges
- an agreement to defer payment of the rates or charges
- an agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges

A concession may only be granted by resolution of the Council and for the Mareeba Shire Council, this is done as part of the annual budget adoption process and also noted in the adopted Revenue Statement.

## Non-Current Assets as an Expense

There were no resolutions made during the year under section 206(2) of the *Local Government Regulation 2012* (setting an amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense). It has previously been determined that the threshold for capitalisation of asset classes other than land is \$5,000.

## Conduct of Business Activities

### *Application of Code of Competitive Conduct*

The following business activities were conducted by Council during the 2021/22 financial year:

- Water Supply
- Sewerage
- Waste Management
- Soil Laboratory
- Building Certification

The *Local Government Act 2009* (s 45 (b)) requires that a Council's Annual Report must identify the business activities that are a significant business activity. Significant business activity does not include a roads activity, or an activity related to the provision of library services. All significant business activities have had the Competitive Neutrality Principles applied. The *Local Government Regulation 2012* (s19) identifies the following expenditure thresholds for significant business activities:

- 10,000 or more premises being connected to water service for the provision of combined water and sewerage services
- \$9.7 million for another business activity

The Regulation also provides that a Local Government must use the financial information for the previous financial year that was presented to the Local Government's budget meeting to identify each new significant business activity for the financial year. None of the Council's business activities exceeded the threshold for a significant business activity for the 2021/22 financial year. The business activities listed above were also conducted by Council in the previous financial year (2020/21), and there were no new business activities commenced in 2021/22.

## Competitive Neutrality Complaints

During the 2021/22 financial year Council was not in receipt of any competitive neutrality complaints. During the same period, Council was not in receipt of any Queensland Productivity Commission notices of investigations, nor any Queensland Productivity Commission recommendations on any competitive neutrality complaints.

MSC Annual Report 2021/22 .....

## Procurement

Council procurement is governed by the *Local Government Act 2009*, the *Local Government Regulation 2012*, and Council's own Procurement Policy and associated procedures.

As set out in section 104(3) of the *Local Government Act 2009*, Council employees must have regard for the sound contracting principles, when conducting procurement activities. These principles are:

1. value for money;
2. open and effective competition;
3. the development of competitive local business and industry;
4. environmental protection; and
5. ethical behaviour and fair dealing.

Council is required to publicly tender work that has an expected value of more than \$200,000. Council is not required to publicly tender work of more than \$200,000 where there is an exemption. Exemptions include the use of Localbuy, Council's registers of pre-qualified suppliers, and sole suppliers.

Council maintains a register of pre-qualified suppliers. Suppliers on the register were appointed through a public tender process conducted in 2021/22. Council has also endorsed a list of sole suppliers. To be considered a sole supplier, Council must be satisfied that the supplier is the only supplier who is reasonably available to Council.

During the 2021/22 financial year Council moved all public tenders and some of its quotation processes to a new online portal, Vendorpanel. Vendorpanel provides a single, streamlined process for suppliers to upload their insurances, licenses, and other details. It also improves Council's governance with regard to supplier compliance requirements.

## Major Construction Contracts Awarded (>\$200,000)

Council values economic development in our Region and aims to support local businesses whenever possible. The table below shows the total number of major construction contracts awarded (>\$200,000) and provides a breakdown of those contracts by the geographical location of the supplier.

Supplier location	Number
Contracts awarded to suppliers within Council's local government area	6
Contracts awarded to suppliers within Far North Queensland	6
Contracts awarded to suppliers outside of Far North Queensland	7
Contracts awarded to interstate suppliers	0

Table 16: Major Construction Contracts Awarded



Sewer Main Upgrade Mareeba











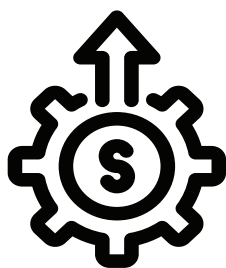
## Community Financial Report

### Financial Summary

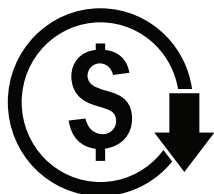
Council's Financial Statements were completed within the statutory timeframe set out in the *Local Government Act 2009* and the *Local Government Regulation 2012*. The audit report was unqualified.

The Community Financial Report is produced to enable members of the community to gain a better understanding of our financial performance and position over the last financial year. The report uses plain language and pictorial aids such as graphs and tables to give all interested readers and stakeholders an easy to follow summary of the financial statements.

During the 2021/22 financial year, Council has:



*Continued to achieve a sound financial position resulting in a consolidated operating surplus of \$9.2 million, which continues to lay the foundation of Council's promising long-term financial sustainability.*



*Continued to sustain relatively low debt of \$7.3 million at year-end.*



*Council continues to enhance and implement its Asset Management Plan in order to facilitate sound strategic asset management decisions.*

MSC Annual Report 2021/22 .....

## About the Financial Report

This section of the report provides the Community Financial Report in accordance with the requirements of section 179 of the *Local Government Regulation 2012* and focuses on the below:

### Statement of comprehensive income:

Shows how Council performed during the year. The statement displays Council's revenue and expenses, and the associated profit or loss amount. This profit or loss amount is known as the net result.

### Statement of financial position:

Shows Council's assets (what we own), liabilities (what we owe), and community equity (our net worth). Community equity is calculated by subtracting the total liabilities from the total assets. Assets exceeding liabilities indicates a good financial position.

### Statement of changes in equity:

Presents a summary of transfers to and from community equity accounts, including retained earnings and asset revaluation surplus.

### Statement of cash flows:

Reports how revenue is received, and expenses paid, effecting Council's cash balances.

### Long-term measures of financial sustainability:

Presents three sustainability indicators that have been set by the Department of State Development, Infrastructure, Local Government and Planning. These indicators monitor the long-term sustainability of Councils across Queensland.



## Statement of Comprehensive Income

*The Statement of Comprehensive Income (often referred to as the Profit and Loss Statement) shows the details of Council's operating and capital income and expenses for a specified reporting period. Income minus expenses result in either a profit or loss amount known as the net result.*

A summary of the Statement of Comprehensive Income for the year ended 30 June 2022 is shown in the table below:

Summary of Statement of Comprehensive Income	2021/22 AMOUNT \$(000)	2020/21 AMOUNT \$(000)
<b>Operating Revenue</b>	\$62,486	\$54,620
<b>Less: Operating Expenses</b>	(\$53,327)	(\$47,111)
<b>Operating Result</b>	<b>\$9,159</b>	<b>\$7,509</b>
<b>Plus: Capital Income</b>	\$14,419	\$11,655
<b>Less: Capital Expenses</b>	(\$2,227)	(\$590)
<b>Net Result*</b>	<b>\$21,351</b>	<b>\$18,574</b>

Table 17: Summary of Statement of Comprehensive Income

**\*The Net Result does not represent surplus cash funds available.**

**A substantial portion of income items are restricted to specific use and are not available for general use - for example, Benefited Area income and legislative provisions. In addition, capital grants are allocated as funding to maintain or expand Council's infrastructure and cannot be used for operational purposes.**

MSC Annual Report 2021/22 .....

## Operating Result

Council's operating position reflects the ability to meet running costs using operating revenue. This includes Council's ability to fund future acquisition and replacement of assets. Operating position is calculated by subtracting operating expense from operating revenue. This calculation does not include revenue or expenses for capital items.

Statement of Comprehensive Income	2021/22 AMOUNT \$(000)	2020/21 AMOUNT \$(000)
<b>OPERATING REVENUE</b>		
Rates & Utility Charges (Net of discount and remissions)	\$35,177	\$32,400
Fees & Charges	\$1,601	\$1,608
Operating Grants, Subsidies & Contributions	\$16,083	\$12,030
Sales & Services Revenue	\$6,691	\$6,052
Interest - Investment & Rates	\$483	\$525
Other Revenue	\$2,450	\$2,005
<b>TOTAL OPERATING REVENUE</b>	<b>\$62,485</b>	<b>\$54,620</b>
<b>OPERATING EXPENDITURE</b>		
Employee benefits	\$18,460	\$17,765
Materials and services	\$23,051	\$17,951
Finance costs	\$306	\$312
Depreciation and amortisation	\$11,509	\$11,083
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$53,326</b>	<b>\$47,111</b>
<b>OPERATING RESULT</b>	<b>\$9,159</b>	<b>\$7,509</b>

Table 18: Statement of Comprehensive Income

## Operating Revenue and Expenditure

Council's consolidated operating position for the year ended 30 June 2022 is a surplus of \$9,159,842. The large surplus is due to Council receiving an early payment of \$6,658,537 for the Financial Assistance Grant for 2022/23 in April 2022 with the remaining balance being allocated for asset management and reserves for future projects. Depreciation also has a significant effect on Council's operating result. Accounting depreciation and amortisation of \$11,508,703 has been expensed to account for the use or deterioration of community assets over the expected life of each asset.

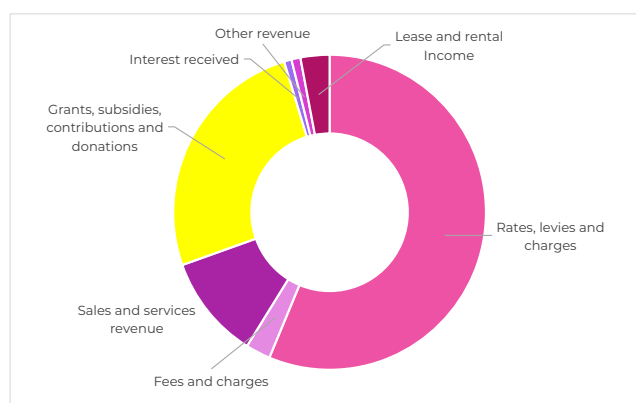


Figure 9: Operating Revenue

Council received \$62,486,426 of operating revenue during 2021/22. The major source of revenue received was from Rates and Charges providing \$35,177,018 (56%) of revenue. The second major source of revenue was from grants, subsidies, contributions, and donations providing \$16,083,458 (26%) of revenue. The remaining operating revenue for Council is sourced from fees and charges, rental income, interest revenue and other income such as sales and services revenue.

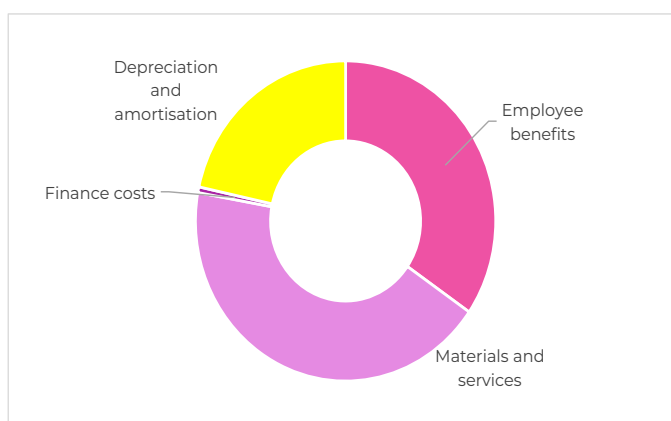


Figure 10: Operating Expenses

Council's operating expenses for the 2021/22 financial year totalled \$53,326,584. The major expenses were materials and services of \$23,051,089 (43%), employee benefits of \$18,460,533 (35%), depreciation and amortisation of \$11,508,703 (22%) and finance costs of \$306,259 (1%).

## Net Result

Council's net result is calculated by subtracting total revenue (operating and capital) from total expenses (operating and capital). This does not include any adjustments for asset revaluations. The net result for 2021/22 includes the following major items:

- \$14,302,219 of capital grants, subsidies, contributions and donations received from various Government agencies to assist with providing capital infrastructure. Of this, \$4,583,373 has been recorded as contributed assets which are non-cash revenue.
- \$2,110,799 of capital expenses which predominantly represents the value of assets replaced or disposed of throughout the year.

## Other Comprehensive Income

Council undertook a desktop valuation on Bridges and indexed all other asset classes (except Plant and Fleet) to record fair value as at 30 June 2022. This resulted in an increase in Council's asset base of \$36,189,983

## Capital Expenditure

Key capital works completed during the year include:

- \$1.2 million in Shire-wide reseal and asphalt program
- \$1.5 million for Chillagoe Bore and Water main construction
- \$2 million for Shire-wide water pipe replacements
- \$825,000 for Mason Street Mareeba sewer main upgrade

## Statement of Financial Position

*The Statement of Financial Position (more commonly known as the Balance Sheet) displays a 'snapshot' of assets and liabilities at a specified reporting date.*

*This statement measures what Council owns (assets) and what Council owes (liabilities). The difference between these two components is the net wealth (equity) of Council and our community, referred to as Community Equity.*

Each heading in the Statement of Financial Position is separated into detailed subheadings which are cross-referenced to Notes in the Financial Statements to provide further explanations.

## Assets

Assets are what Council owns. Council's assets can be divided into current assets and non-current assets, based on the liquidity.

Current assets consist of cash and cash equivalents, trade and other receivables, lease receivables, inventories, and other financial assets. Non-current assets consist of property, plant and equipment, intangibles, and other financial assets.

Council's assets as at 30 June 2022 total \$730,738,734. This includes \$91,025,990 of current assets (liquid assets or amounts due to be received within twelve months) and \$639,712,744 of non-current assets. The most significant component of Council assets are property, plant and equipment, which are reported at \$639,075,404 or 87% of total assets.

During the year, a desktop valuation was undertaken which resulted in Council's asset base increasing by \$36,189,983, however this does not have a corresponding increase in cash to Council.

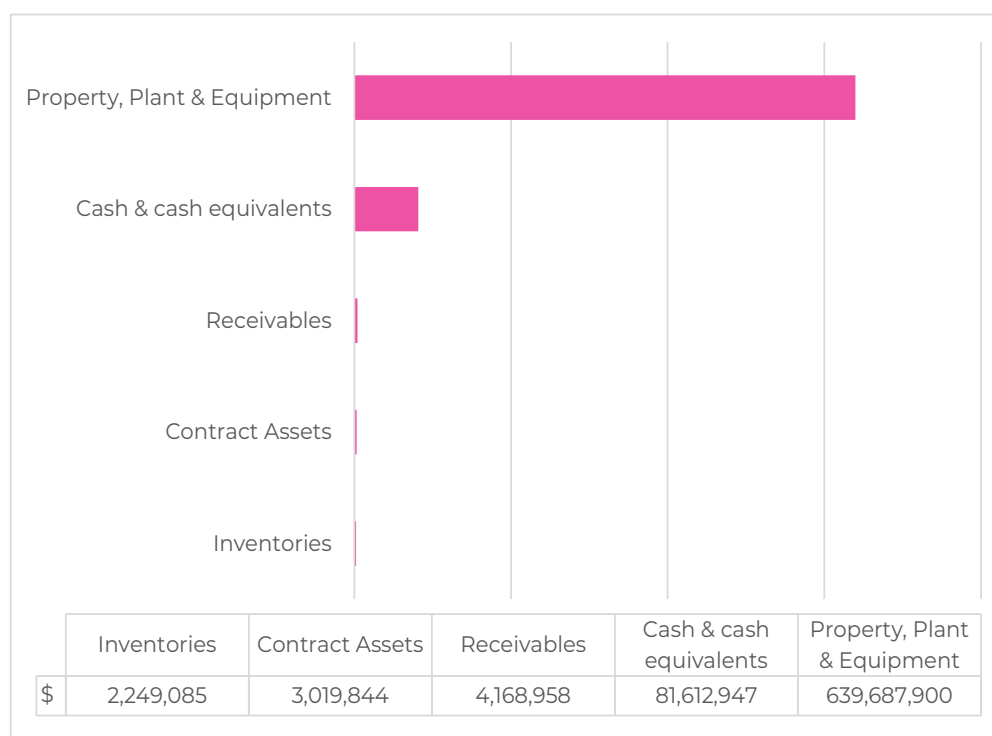


Table 19: What Council Owns



## Liabilities

Liabilities are what Council owes. Council's liabilities include loans, amounts owed to suppliers, amounts owed to employees for leave entitlements, and provision for future expenditure such as landfill restoration costs.

Council's total liabilities were \$27,433,655 as at 30 June 2022. This includes \$15,030,837 of current liabilities and \$12,402,818 of non-current liabilities. Council's current liabilities are due to be paid out within twelve months.

New accounting standards in effect from 1 July 2019 brought a liability for grant funding received but not yet expended onto the balance sheet.

Borrowings consist of a loan from Queensland Treasury Corporation (QTC). Council's borrowings are discussed further in the Queensland Treasury Debt section over the page.

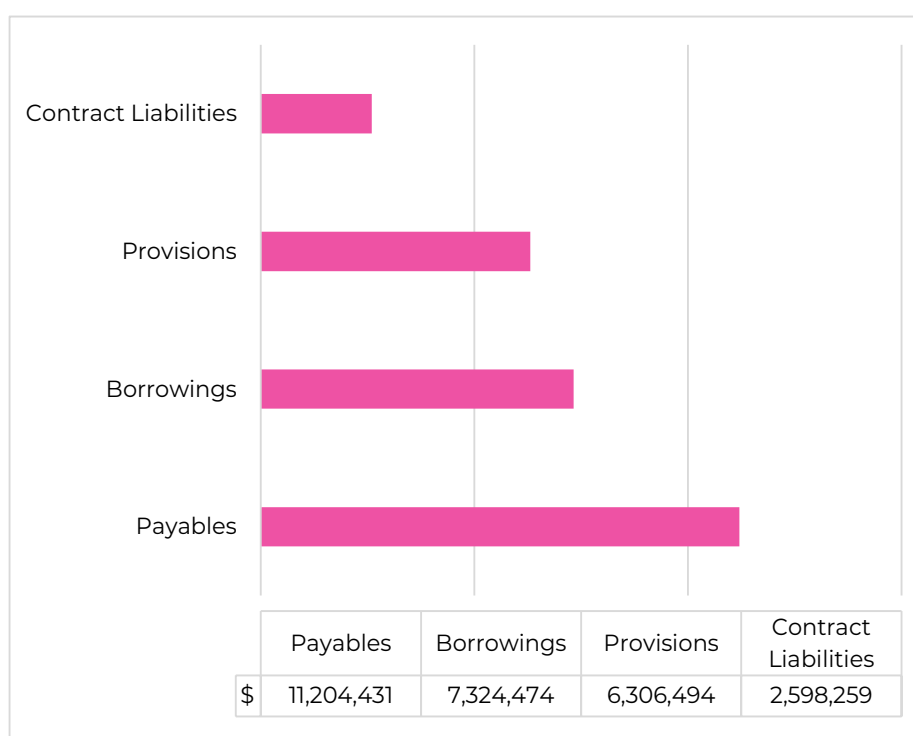


Table 20: What Council Owes

## Queensland Treasury Debt

Queensland Treasury Corporation is the State Government owned lending agency that provides financing to local government and state agencies within Queensland for infrastructure projects.

Council did not undertake any new borrowings from the Queensland Treasury Corporation in the 2021/22 financial year.

As at 30 June 2022 the loan balance totalled \$7,246,084. Payments of this debt are conducted via quarterly principal payments and interest payments. These payments are made in accordance with the terms and conditions set by the Queensland Treasury Corporation.

## Statement of Changes in Equity

The difference between assets and liabilities is the total community equity or the net wealth of the Council. The Statement of Changes in Equity shows the overall change in Council's "net wealth" over the year. As at 30 June 2022, Council's net wealth was \$703 million. This community equity consists of an asset revaluation reserve and retained surpluses which increased by \$36 million and \$21.3 million respectively this year. The asset revaluation surplus comprises amounts representing the change in the value of Council's assets over time.

Council's retained surplus represents amounts available to be invested into assets (now or in the future) to provide services to the community. These surpluses can be used should unforeseen financial shocks or adverse changes to the business that occur in the future.

## Statement of Cashflow

The Statement of Cashflow measures the inflow and outflow of cash during the reporting period. The statement is categorised into three groups;

- **Operating activities** - are normal day to day functions of Council. This would include receipts such as rates, fees and charges, interest received on investments and payments of employee wages, materials and services.
- **Investing activities** - including capital grants for the purchase and construction of property, plant and equipment and proceeds from the sale of assets, including term deposits.
- **Financing activities** - are repayments of loans, as well as the inflows from new loans drawn down in the year (if any).

Statement of Cashflow	2021/22 AMOUNT \$(000)	2020/21 AMOUNT \$(000)
<b>Opening Balance - 1 July 2021</b>	\$58,667	\$50,074
<b>Plus: Cash inflow/(outflow) from operating activities</b>	\$24,205	\$17,883
<b>Cash inflow/(outflow) from investing activities</b>	<b>(\$10,860)</b>	<b>(\$8,904)</b>
<b>Cash inflow/(outflow) from financing activities</b>	(\$399)	(\$386)
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE FINANCIAL YEAR</b>	<b>\$71,613</b>	<b>\$58,667</b>

Table 21: Statement of Cash Flow

Cash at the end of the year was \$72 million, which is represented as cash and cash equivalents in the Statement of Financial Position.

The cash held by Council represents future commitments of Council for items such as:

- provisions for staff leave entitlements
- asset renewals
- grant expenditure
- future projects already committed

## Financial Sustainability Ratios

Financial sustainability measures indicate whether Council is operating in a financially sustainable manner based on ratios and benchmarks set out by the Department of Local Government, Racing and Multicultural Affairs. As shown in the following Table 22, for 2021/22 Council is within range for all of the three financial sustainability ratios.

In accordance with section 178 of the *Local Government Regulation 2012*, Council tracks three measures of financial sustainability. These measures are:

**Operating surplus ratio:** indicates the extent to which revenues raised cover operational expenses only, or are available for capital funding.

**Asset sustainability ratio:** approximates the extent to which infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.

**Net financial liabilities ratio:** indicates the extent to which the net financial liabilities of Council can be serviced by its operating revenues.

The target range for the financial ratios is set in accordance with Department of Infrastructure, Local Government and Planning Financial Management (Sustainability) Guideline 2013.

Forecast ratios for the next nine years are included in the Long-term Financial Sustainability Statement in the Financial Statements included in this report.

## Financial Sustainability Ratios

Ratio	Description	Actual Result	Target	Target Met
<b>Operating surplus ratio</b>	This is an indicator of the extent to which revenue raised covers operational expenses only or are available for capital funding purposes. The higher the ratio the better.	14.63%	0 - 10%	☑
<b>Net financial liabilities ratio</b>	<p>This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.</p> <p>A ratio less than zero (negative) indicates that the current assets exceed total liabilities and therefore Council appears to have the capacity to increase its loan borrowings, should it decide to do so. The lower the percentage the better.</p>	-101.77%	<=60%	☑
<b>Asset sustainability ratio</b>	<p>This is an approximation of the extent to which the assets managed by Council are being replaced as these reach the end of their useful lives.</p> <p>Depreciation expense is compared to the renewal's expenditure (replacing assets that Council already has) and is an indicator of the extent to which the assets are being replaced.</p> <p>This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall portfolio of assets is wearing out.</p>	176.0%	>90%	☑

Table 22: Financial Sustainability Ratios



## Financial Statements



### ***Financial Statements***

***For the year ended 30 June 2022***

MSC Annual Report 2021/22 .....

# Mareeba Shire Council

## Financial statements

### For the year ended 30 June 2022

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**Mareeba Shire Council**  
**Statement of Comprehensive Income**  
For the year ended 30 June 2022

	Note	2022 \$	2021 \$
<b>Income</b>			
<b>Revenue</b>			
<b>Recurrent revenue</b>			
Rates, levies and charges	3(a)	35,177,018	32,399,909
Fees and charges	3(b)	1,601,161	1,607,581
Sales and services revenue	4(a)	6,691,347	6,051,639
Grants, subsidies, contributions and donations	3(c)	16,083,458	12,030,577
<b>Total recurrent revenue</b>		<b>59,552,984</b>	<b>52,089,706</b>
<b>Capital revenue</b>			
Grants, subsidies, contributions and donations	3(c)	14,302,219	11,518,616
<b>Total capital revenue</b>		<b>14,302,219</b>	<b>11,518,616</b>
Interest received	4(b)	482,870	525,210
Other revenue	4(c)	578,646	362,178
Lease and rental Income	4(d)	1,871,926	1,642,623
Capital Income	5	116,517	135,932
<b>Total income</b>		<b>76,905,162</b>	<b>66,274,265</b>
<b>Expenses</b>			
<b>Recurrent expenses</b>			
Employee benefits	6	(18,460,533)	(17,765,092)
Materials and services	7	(23,051,089)	(17,951,467)
Finance costs	8	(306,259)	(311,775)
Depreciation and amortisation			
Property, plant and equipment	14	(11,371,738)	(10,936,418)
Intangible assets	15	(136,965)	(146,647)
		<b>(53,326,584)</b>	<b>(47,111,399)</b>
<b>Capital expenses</b>	9	(2,227,316)	(589,841)
<b>Total expenses</b>		<b>(55,553,900)</b>	<b>(47,701,240)</b>
<b>Net result</b>		<b>21,351,262</b>	<b>18,573,025</b>
<b>Other comprehensive income</b>			
<b>Items that will not be reclassified to net result</b>			
Increase in asset revaluation surplus		36,189,983	13,044,680
<b>Total other comprehensive income</b>		<b>36,189,983</b>	<b>13,044,680</b>
<b>Total comprehensive income for the year</b>		<b>57,541,245</b>	<b>31,617,705</b>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

**Mareeba Shire Council**  
**Statement of Financial Position**  
as at 30 June 2022

	Note	2022 \$	2021 \$
<b>Current assets</b>			
Cash and cash equivalents	10	71,612,947	58,667,167
Short term investments	11	10,000,000	5,000,000
Trade and other receivables	12	4,144,114	4,845,845
Contract assets	18	3,019,844	3,410,124
Inventories	13	2,249,085	2,470,760
<b>Total current assets</b>		<b>91,025,990</b>	<b>74,393,896</b>
<b>Non-current assets</b>			
Trade and other receivables	12	24,844	28,969
Property, plant and equipment	14	639,075,404	596,148,819
Intangible assets	15	612,496	724,731
<b>Total non-current assets</b>		<b>639,712,744</b>	<b>596,902,519</b>
<b>Total assets</b>		<b>730,738,734</b>	<b>671,296,415</b>
<b>Current liabilities</b>			
Trade and other payables	17	8,037,888	7,378,322
Contract liabilities	18	2,598,259	1,328,516
Borrowings	19	418,097	406,875
Provisions	20	3,976,594	4,028,910
<b>Total current liabilities</b>		<b>15,030,837</b>	<b>13,142,623</b>
<b>Non-current liabilities</b>			
Trade and other payables	17	3,166,543	2,589,258
Borrowings	19	6,906,377	7,317,100
Provisions	20	2,329,900	2,483,600
<b>Total non-current liabilities</b>		<b>12,402,818</b>	<b>12,389,958</b>
<b>Total liabilities</b>		<b>27,433,655</b>	<b>25,532,581</b>
<b>Net community assets</b>		<b>703,305,078</b>	<b>645,763,833</b>
<b>Community equity</b>			
Retained surplus		503,615,214	482,263,952
Asset revaluation surplus		199,689,864	163,499,881
<b>Total community equity</b>		<b>703,305,078</b>	<b>645,763,833</b>

*The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.*

**Mareeba Shire Council**  
**Statement of Changes in Equity**  
For the year ended 30 June 2022

	Asset revaluation surplus	Retained surplus	Total
Note	\$	\$	\$
Balance as at 1 July 2021	163,499,881	482,263,952	645,763,833
Net result	-	21,351,262	21,351,262
Increase in asset revaluation surplus	36,189,983	-	36,189,983
<b>Total comprehensive income for the year</b>	<b>36,189,983</b>	<b>21,351,262</b>	<b>57,541,245</b>
<b>Balance as at 30 June 2022</b>	<b>199,689,864</b>	<b>503,615,214</b>	<b>703,305,078</b>
Balance as at 1 July 2020	150,455,201	463,690,927	614,146,128
Net result	-	18,573,025	18,573,025
Increase in asset revaluation surplus	13,044,680	-	13,044,680
<b>Total comprehensive income for the year</b>	<b>13,044,680</b>	<b>18,573,025</b>	<b>31,617,705</b>
<b>Balance as at 30 June 2021</b>	<b>163,499,881</b>	<b>482,263,952</b>	<b>645,763,833</b>

*The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.*



**Mareeba Shire Council**  
**Statement of Cash Flows**  
For the year ended 30 June 2022

		2022	2021
	Note	\$	\$
<b>Cash flows from operating activities</b>			
Receipts from customers		46,007,350	40,229,940
Payments to suppliers and employees		(39,686,472)	(34,596,493)
		6,320,878	5,633,447
Interest received		407,903	497,004
Recurrent grants and contributions		17,743,481	12,030,577
Borrowing costs		(267,070)	(278,097)
<b>Net cash inflow (outflow) from operating activities</b>	27	24,205,192	17,882,931
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment		(21,266,958)	(25,629,640)
Payments for intangible assets		(24,730)	(216,177)
Proceeds from sale of property, plant and equipment		1,534,417	149,896
Grants, subsidies, contributions and donations		13,897,362	11,291,744
Proceeds from / (payments for) short-term investments		(5,000,000)	5,500,000
<b>Net cash inflow (outflow) from investing activities</b>		(10,859,909)	(8,904,177)
<b>Cash flows from financing activities</b>			
Repayment of borrowings		(373,871)	(361,756)
Repayments made on other loans		(25,630)	(23,813)
<b>Net cash inflow (outflow) from financing activities</b>		(399,501)	(385,568)
<b>Net increase (decrease) in cash and cash equivalent held</b>		12,945,784	8,593,186
<b>Cash and cash equivalents at the beginning of the financial year</b>		58,667,167	50,073,982
<b>Cash and cash equivalents at the end of the financial year</b>	10	71,612,947	58,667,167

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**1 Information about these financial statements**

**1.A Basis of preparation**

Mareeba Shire Council ("Council") is constituted under the *Queensland Local Government Act 2009* and is domiciled in Australia. These general purpose financial statements are for the period 1 July 2021 to 30 June 2022. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

These financial statements comply with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB). Council is a not-for-profit entity for financial reporting purposes and these financial statements complies with Australian Accounting Standards and Interpretations as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment which are measured at fair value.

**1.B Recurrent/capital classification**

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis: Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

The following transactions are classified as either "capital income" or "capital expenses" depending on whether they result in accounting gains or losses:

- disposal of non-current assets
- discount rate adjustments to restoration provisions
- revaluations of property, plant and equipment (Note 14(a))

**1.C New and revised Accounting Standards adopted during the year**

Council has adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2021, none of the standards had a material impact on reported position, performance and cash flows.

**1.D Standards issued by the AASB not yet effective**

The AASB has issued Australian Accounting Standards and Interpretations which are not yet effective at 30 June 2022, these standards have not been adopted by Council and will be included in the financial statements on their effective date. Where the standard is expected to have a material impact for Council then further information has been provided in this note. The standards are not expected to have a material impact for Council.

**1.E Estimates and judgements**

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

Revenue - Note 3  
Valuation, impairment and depreciation of property, plant and equipment - Note 14  
Provisions - Note 20  
Contingent liabilities - Note 23  
Financial instruments and financial risk management - Note 29

**1.F Rounding and comparatives**

The financial statements are in Australian dollars that have been rounded to the nearest \$1, unless otherwise stated. Council uses the Australian dollar as its functional currency and its presentation currency. Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard. Comparative information is presented on the same basis as prior year.

**Mareeba Shire Council**  
**Notes to the financial statements**  
 For the year ended 30 June 2022

**1.G Volunteer Services**

Council utilises volunteers in the following services:

- Kuranda Visitor Information Centre
- Mareeba Library Service
- Advisory Committees to Council
  - Regional Arts Development Fund
  - Kuranda Infrastructure Advisory Committee
  - Multicultural Festival
  - Great Wheelbarrow Race

Council's volunteers perform a range of unpaid activities. Their contributions to Council would not have been purchased if they had not been donated, hence their contributions cannot be readily identifiable and measured at fair value as they cannot be reliably measured.

**1.H Taxation**

Council is exempt from income tax, however Council is subject to Fringe Benefits Tax and Goods and Services Tax ('GST') and payroll tax on certain activities. The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

**1.I COVID-19**

Council's operations for the year ended 30 June 2022 have not been materially impacted by the COVID-19 pandemic. No additional measures were undertaken during the year.

**Mareeba Shire Council**

**Notes to the financial statements**

For the year ended 30 June 2022

**2 Analysis of results by function**

**(a) Components of Council functions**

The activities relating to the Council's components reported on in Note 2(b) are as follows:

**Governance and corporate services**

The objective of governance and corporate services is for Council to be open, accountable, transparent, and to deliver value for money on community outcomes, provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

The Mayor, Councillors and Chief Executive Officer are included in governance.

The corporate services function includes: finance, information services, record management and human resources. Roles within this function include budget support, financial accounting, customer service and information technology services.

**Community services**

The goal of community services is to ensure Council is a healthy, vibrant, contemporary and connected community. Community services provide well managed and maintained community facilities, and ensure the effective delivery of cultural, health, welfare, environmental, recreational services and the promotion of tourism.

This function includes:

- Libraries
- Environmental licences and approvals.

**Planning and development**

This function facilitates the Shire's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the Mareeba Shire Council is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the Shire. This function includes activities and services related to neighbourhood and regional planning, and management of development approval processes.

**Works infrastructure**

The objective of the works infrastructure program is to ensure the community is serviced by a quality and effective road network. This function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network and provides maintenance for all parks and gardens.

**Waste management**

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. This function provides refuse collection and disposal services.

**Water infrastructure**

The goal of this program is to support a healthy, safe community through sustainable water services. This function includes all activities relating to water.

**Sewerage infrastructure**

This function protects and supports the health of our community by sustainably managing sewerage infrastructure.

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**2 Analysis of results by function**

(b) Income and expenses defined between recurring and capital are attributed to the following functions:

Year ended 30 June 2022													
Functions	Total												
	Gross program income						Total income	Gross program expenses			Total expenses	Net result from recurrent operations	Assets
	Recurrent		Capital		Grants	Other		Recurrent	Capital				
	Grants	Other	Grants	Other									
										\$			
Governance and corporate services	10,971,783	17,889,963	166,080	123,042		29,150,868	(6,596,120)	238,609	(6,357,511)	22,265,627	22,793,357	211,028,229	
Community services	284,080	3,775,346	-	-	-	4,059,426	(8,260,908)	(2,244,465)	(10,505,373)	(4,201,482)	(6,445,947)	-	
Planning and development	-	548,585	-	-	-	548,585	(1,531,351)	-	(1,531,351)	(982,766)	(982,766)	-	
Works infrastructure	4,738,596	5,136,021	9,541,322	999,760	20,415,699	23,013,401	181,363	(22,832,038)	(13,138,784)	(2,416,339)	377,475,149	-	
Waste management	10,089	5,173,985	-	55,444	5,239,518	(5,230,556)	-	(5,230,556)	(46,482)	8,962	5,241,323	-	
Water infrastructure	78,910	8,020,291	1,629,688	276,572	10,005,461	(4,896,186)	(199,933)	(5,096,119)	3,203,015	4,909,342	65,869,842	-	
Sewerage infrastructure	-	5,858,778	1,385,713	241,114	7,485,605	(3,798,062)	(202,890)	(4,000,952)	2,060,716	3,464,653	71,124,191	-	
Total Council	16,083,458	46,402,969	12,722,804	1,695,932	76,905,162	(53,326,594)	(2,227,316)	(55,553,900)	9,159,844	21,351,262	730,738,734	-	

Year ended 30 June 2021													
Functions	Total												
	Gross program income						Total income	Gross program expenses			Total expenses	Net result from recurrent operations	Assets
	Recurrent		Capital		Grants	Other		Recurrent	Capital				
	Grants	Other	Grants	Other									
										\$			
Governance and corporate services	8,633,831	16,952,431	2,299	-	25,588,561	(5,243,572)	-	(5,243,572)	20,342,690	20,344,989	166,835,243	-	
Community services	698,664	2,313,167	-	-	3,011,831	(6,964,423)	(27,046)	(6,991,469)	(3,952,592)	(3,979,638)	-	-	
Planning and development	-	578,623	-	-	578,623	(1,429,669)	-	(1,429,669)	(851,046)	(851,046)	-	-	
Works infrastructure	2,672,868	4,343,566	7,863,279	1,242,254	16,121,967	(20,253,181)	(298,889)	(20,552,070)	(13,236,747)	(4,430,103)	357,499,120	-	
Waste management	25,215	6,196,735	-	42,853	6,264,803	(5,133,283)	-	(5,133,283)	1,088,687	1,131,520	4,628,134	-	
Water infrastructure	-	6,770,710	1,101,363	395,854	8,267,927	(4,684,371)	(135,121)	(4,819,492)	2,086,339	3,448,435	57,442,862	-	
Sewerage infrastructure	-	5,433,908	665,178	341,468	6,440,554	(3,402,901)	(128,785)	(3,531,686)	2,031,007	2,908,868	64,891,236	-	
Total Council	12,030,578	42,589,140	9,632,119	2,022,429	66,274,265	(47,111,400)	(589,841)	(47,701,241)	7,508,318	18,573,025	671,296,415	-	



**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**3 Revenue**

**(a) Rates, levies and charges**

Rates, levies and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

	2022 \$	2021 \$
General rates	19,065,867	18,473,927
Separate rates	359,785	394,711
Water	5,345,247	3,911,393
Water consumption, rental and sundries	2,505,713	2,646,282
Sewerage	5,710,475	5,276,741
Waste management	4,208,192	3,990,015
Total rates and utility charge revenue	37,195,279	34,693,069
Less: COVID-19 Rebate	-	(290,634)
Less: Discounts	(1,631,714)	(1,606,516)
Less: Pensioner remissions	(386,547)	(396,010)
	<u>35,177,018</u>	<u>32,399,909</u>

**(b) Fees and charges**

Revenue arising from fees and charges are recognised at the point in time when the performance obligation is completed and the customer receives the benefit of the goods/services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of service or in some cases, the customers required to pay on arrival. There is no material obligation for Council in relation to refunds or returns.

Licenses granted by Council are all either short-term or low value and all revenue from licenses are recognised at the time the license is granted rather than the term of the licence.

Revenue from infringements is recognised on issue of infringement notice after applying the expected credit loss model relating to impairment of receivables for initial recognition of statutory receivables.

Applications	257,221	225,771
Cemetery services	269,237	303,462
Building/plumbing domestic applications	215,763	291,800
Building/plumbing commercial applications	23,722	11,758
Fines, penalties and infringements	112,228	78,737
Permits, licences and registrations	305,905	261,701
Other fees and charges	417,085	434,352
	<u>1,601,161</u>	<u>1,607,581</u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

(c) **Grants, subsidies, contributions and donations**

**Grant income under AASB 15**

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied.

The performance obligations vary in each agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others. Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, revenue is recognised using either costs or time incurred.

**Grant income under AASB 1058**

Where Council receives an asset for significantly below fair value, the asset is recognised at fair value, related liability (or equity items) are recorded and income is then recognised for any remaining asset value at the time that the asset is received. Assets arising from grants in the scope of AASB 1058 are recognised at the assets fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

**Capital grants**

Where Council receives funding under an enforceable contract to acquire or construct a specified item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred.

**Donations and contributions**

Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by the council. Donations and contributions are generally recognised on receipt of the asset since there are no enforceable performance obligations.

**Cash contributions**

Developers also pay infrastructure charges for trunk infrastructure to construct assets such as roads and footpaths and to connect new property developments to water and sewerage networks in the local government area. These infrastructure charges are generally within the scope of AASB 1058 since there is no enforceable performance obligation associated with them and therefore the infrastructure charges are recognised as revenue when received.

Developers may also make cash contributions towards the cost of constructing existing and proposed water supply and sewerage headworks in accordance with Council's planning scheme policies, (headworks include pumping stations, treatment works, mains and sewers). These cash contributions are recognised as income when received.

**Non-Cash contributions**

Non-cash contributions with a value in excess of the recognition thresholds, are recognised as revenue under AASB 1058 and an addition to non-current assets. Those below the thresholds are recorded as expenses.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

(i) **Operating**

State government subsidies, grants and contributions  
Commonwealth government subsidies and grants

2022	2021
\$	\$
5,096,432	3,572,806
10,987,026	8,457,771
<u>16,083,458</u>	<u>12,030,577</u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

(ii) **Capital**

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment of new assets. It also included non-cash contributions which are usually infrastructure assets received from developers.

	2022 \$	2021 \$
State government subsidies and grants	9,679,840	3,004,634
Commonwealth government subsidies and grants	3,042,963	6,627,485
Contributions	1,174,559	1,659,625
Donated assets	404,857	226,872
	<u>14,302,219</u>	<u>11,518,616</u>

(iii) **Timing of revenue recognition for grants, subsidies, contributions and donations**

**Revenue recognised at a point in time**

Grants	12,840,643	11,504,957
Donated assets	404,857	226,872
Contributions	1,233,312	2,153,125
	<u>14,478,812</u>	<u>13,884,954</u>

**Revenue recognised over time**

Grants	15,906,865	9,664,239
	<u>15,906,865</u>	<u>9,664,239</u>

<b>Total revenue</b>	<u>30,385,677</u>	<u>23,549,193</u>
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**4 Other Revenue**

(a) **Sales and services revenue**

Revenue from the sale of goods and materials is recognised at the point in time that the customer obtains control of the goods, generally at delivery. Revenue from services is recognised when the service is rendered.

Proceeds from the sale of land held for development, less the cost of the land sold are recognised in revenue on the signing of a valid unconditional contract of sale (note 13).

Council generates revenues from contract and recoverable works, which generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Revenue is measured at the fair value of contract received or receivable in relation to that activity. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed. Waste management revenue is recognised based on the services provided at the reporting date pursuant to the relevant agreement. Revenue generated from the sale of land held for development is recognised at the time of the sale and is offset by the cost of sales associated with the parcel of land sold.

Contract and recoverable works	4,816,514	3,816,971
Waste management	645,684	1,738,972
Sale of scrap / surplus plant	143,983	213,373
Sale of goods / materials	76,751	29,343
Net revenue from sales of land held for development	1,008,415	252,980
<b>Total sales and services revenue</b>	<u>6,691,347</u>	<u>6,051,639</u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

	2022 \$	2021 \$
<b>(b) Interest received</b>		
Interest received from bank and term deposits is accrued over the term of the investment		
Interest received from Queensland Treasury Corporation	291,427	325,835
Interest received from term deposits	53,071	61,787
Interest from overdue rates and utility charges	138,372	137,588
	<u>482,870</u>	<u>525,210</u>
<b>(c) Other revenue</b>		
Council's main source of 'other revenue' is lease income and other various income sources. Lease income is recognised on a periodic basis over the lease term.		
Animal impounding	18,812	19,465
Legal recoveries	113,002	81,525
Fuel rebates	75,319	74,357
Other revenue	371,513	186,831
	<u>578,646</u>	<u>362,178</u>
<b>Timing and recognition of sales and services revenue and other revenue</b>		
<b>Revenue recognised at a point in time</b>		
Contract and recoverable works	331,105	1,085,494
Waste management	645,684	1,738,972
Sale of scrap / surplus plant	143,983	213,373
Sale of goods / materials	76,751	29,343
Net revenue from sales of land held for development	1,008,415	252,980
Other revenue	578,646	362,177
	<u>2,784,584</u>	<u>3,682,339</u>
<b>Revenue recognised over time</b>		
Contract and recoverable works	4,485,409	2,731,478
	<u>4,485,409</u>	<u>2,731,478</u>
<b>(d) Lease and rental income</b>		
Lease income is recognised on a periodic basis over the lease term		
Leases and rental income	1,871,926	1,642,623
	<u>1,871,926</u>	<u>1,642,623</u>
<b>5 Capital Income</b>		
Gain / loss on disposal of non-current assets		
Proceeds from sale of property, plant and equipment	1,534,417	149,896
less: carrying value of disposed property, plant and equipment	(1,417,900)	(13,964)
	<u>116,517</u>	<u>135,932</u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**6 Employee benefits**

Employee benefit expenses are recorded when the service has been provided by the employee.

		2022 \$	2021 \$
	<b>Note</b>		
Staff wages and salaries		13,831,738	13,599,697
Councillors' remuneration		513,859	503,860
Termination benefits		419,253	173,499
Annual, sick and long service leave entitlements		2,996,669	2,887,751
Superannuation	24	1,866,644	1,871,941
		<u>19,628,163</u>	<u>19,036,748</u>
Other employee related expenses		137,523	112,608
		<u>19,765,686</u>	<u>19,149,356</u>
Less: Capitalised employee expenses		<u>(1,305,153)</u>	<u>(1,384,264)</u>
		<u>18,460,533</u>	<u>17,765,092</u>

Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.

	2022 No.	2021 No.
Total Council employees at the reporting date:		
Elected members	7	7
Administration staff	91	99
Depot and outdoors staff	100	111
Total full time equivalent employees	<u>198</u>	<u>217</u>

**7 Materials and services**

Expenses are recorded on an accruals basis as Council receives the goods or services.

	2022 \$	2021 \$
All contractors excluding hire of plant	12,046,763	7,744,712
Audit of annual financial statements by the Auditor-General of Queensland*	118,225	119,713
Bulk water purchase	642,162	635,323
Electricity	977,893	1,046,237
Fuels and oils	667,948	522,523
Goods, materials and services	1,192,304	958,615
Hire of plant	1,689,515	2,865,428
Insurance	384,360	734,524
Legal	356,696	461,015
Licences, fees, subscriptions and memberships	966,751	1,250,984
Professional/consultancy services	361,304	500,735
Rent, rates and leasing expenses	588,251	506,410
Road materials used for maintenance	1,442,840	410,009
Waste levy payment	156,176	151,099
Waste levy refund	(156,176)	(151,099)
Write off of bad debts	693,571	52,202
Other materials and services	922,506	143,037
	<u>23,051,089</u>	<u>17,951,467</u>

\*Total audit fees quoted by the Queensland Audit Office relating to the 2021-22 financial statements are \$119,800 (2021:\$119,000)

During the 2021/2022 financial year, a review of the transactions and their allocation was undertaken within the natural accounts of the materials and services expenses. No comparatives have been adjusted for the previous financial year.



**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

	2022 \$	2021 \$
<b>8 Finance costs</b>		
Finance costs charged by the Queensland Treasury Corporation	193,383	204,589
Unwinding of discount on provision for restoration	39,189	33,678
Bank charges	73,687	73,508
	<u>306,259</u>	<u>311,775</u>

<b>9 Capital expenses</b>		
<b>Loss on write-off of non-current assets</b>		
Write-off of buildings	71,126	21,456
Write-off of roads and bridges*	1,718,731	301,621
Write-off of sewerage	203,125	130,376
Write-off of water	199,933	135,120
Write-off of plant and equipment	15,000	-
Write-off of other infrastructure	19,401	1,268
Total capital expenses	<u>2,227,316</u>	<u>589,841</u>

\*A significant portion of this write-off is in relation to the Barron Falls Walking Trails which Council built, however, the trail is on National Park land. In April 2022, this portion of footpath had been handed over to Queensland Parks and Wildlife Services who will take ownership and maintain the asset.

**10 Cash and cash equivalents**

Cash and cash equivalents in the statement of cash flows include cash on hand, all cash and cheques receipted but not banked at the year end and deposits held at call with financial institutions.

Cash float	2,200	2,200
Petty cash	1,200	1,200
Cash at bank	2,521,537	2,535,857
Deposits at call	69,088,010	56,127,910
Balance as per Statement of Financial Position	<u>71,612,947</u>	<u>58,667,167</u>
Balance per Statement of Cash Flows	<u>71,612,947</u>	<u>58,667,167</u>

Council is exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio investing in a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed.

Cash and cash equivalents	71,612,947	58,667,167
Less: Externally imposed restrictions on cash	(47,096)	(1,078,053)
Unrestricted cash	<u>71,565,851</u>	<u>57,589,114</u>

Council's cash and cash equivalents and short-term investments are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

**(i) Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:**

Unspent government grants and subsidies	47,096	1,078,053
Total externally imposed restrictions on cash assets	<u>47,096</u>	<u>1,078,053</u>

**(ii) Internal allocations of cash at the reporting date:**

Internal allocation of cash may be lifted by Council with a resolution.

Waste levy refund received in advance	726,424	-
Constrained works	10,257,734	9,326,450
Future capital works	17,352,207	10,723,736
Future non-capital works	204,495	218,652
Total internally allocated cash	<u>28,540,860</u>	<u>20,268,838</u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

Cash at bank and cash on hand at 30 June 2022 includes \$726,424 received in advance from the State Government for the State Waste Levy for the years 2022/23 through to 2025/26. This money has been set aside to help fund the Council's future waste levy expenses through to 2025/26.

Cash and deposits at call are held in various financial institutions in normal term deposits and business cheque accounts. These financial institutions have a short term credit rating of between A1+ to A3.

**11 Short term investments**

Term deposits in excess of three months are reported as short term investments, with deposits of less than three months being reported as cash equivalents.

	2022	2021
	\$	\$
Current short term deposits	10,000,000	5,000,000
Total short term deposits	10,000,000	5,000,000

**12 Trade and other receivables**

Receivables, loans and advances are amounts owed to Council at year end. They are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase price / contract price. Settlement of receivables is required within 30 days from invoice date.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. The loss is recognised in finance costs. All known bad debts were written off at 30 June. If an amount is received in a subsequent period, it is recognised as revenue.

Rates and Charges: Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts and therefore the expected credit loss is immaterial. Impairment of rates and charges will occur only if arrears are deemed to be greater than the proceeds Council would receive from the sale of the respective property.

Other Debtors: Council identifies other debtors as receivables that are not rates and charges or government receivable for community organisation loans.

Government Receivables: Federal and State government organisations that are a statutory receivable to Council; these monies are guaranteed and payments are made to Council in the required timeframes. Historical data has shown no history of defaults by government agencies and therefore no material risk in default.

Loans to community organisations are recognised at their face value. Terms are for a maximum of 10 years with no interest charged. Security is not normally obtained.

**Current**

Rateable revenue and utility charges	1,902,100	2,095,528
Other debtors	900,269	1,340,752
GST recoverable	632,605	584,509
Loans and advances to community organisations	9,125	9,125
Prepayments	889,043	815,931
	4,333,142	4,845,845
less: Provision for doubtful debts	(189,028)	-
	4,144,114	4,845,845

**Non-current**

Loans and advances to community organisations	24,844	28,969
	24,844	28,969

The impairment of receivables reflects the unpaid rates debtors deemed as valueless land. Council will acquire these parcels in the 2022/23 financial year.

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

Interest is charged on outstanding rates (8.03% per annum from 1 July 2021, previous financial year 8.53% per annum). No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

**13 Inventories**

Stores and raw materials

Stores and raw materials are valued at the lower of cost and net realisable value and include, where applicable, direct material, direct labour and an appropriate portion of variable and fixed overheads. Costs are assigned on the basis of weighted average cost except for land where the cost is allocated to the relevant parcel.

Inventories held for distribution are:

- goods to be supplied at no or nominal charge, and
  - goods to be used for the provision of services at no or nominal charge.
- These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

Land held for resale

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land are recognised as sales revenue on the signing of a valid unconditional contract of sale.

	2022 \$	2021 \$
<b>Inventories held for sale</b>		
Miscellaneous saleable items	1,919	3,385
	<u>1,919</u>	<u>3,385</u>
<b>Inventories held for distribution</b>		
Plant and equipment stores	1,080,141	920,763
	<u>1,080,141</u>	<u>920,763</u>
<b>Land purchased for development and sale</b>	1,167,025	1,546,612
	<u>1,167,025</u>	<u>1,546,612</u>
<b>Total inventories</b>	<u><u>2,249,085</u></u>	<u><u>2,470,760</u></u>

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**14 Property, plant and equipment**

30 June 2022

Basis of measurement  
Fair value category  
**Asset values**  
Opening gross value as at 1 July 2021  
Additions  
Disposals  
Revaluation adjustment to asset revaluation surplus  
\* Transfers between classes  
Write off of capital expenses  
Closing gross value as at 30 June 2022  
  
**Accumulated depreciation and impairment**  
Opening balance as at 1 July 2021  
Depreciation expense  
Depreciation on disposals  
Depreciation adjustments  
Revaluation adjustment to asset revaluation surplus  
**Accumulated depreciation as at 30 June 2022**

Note	Land	Buildings		Plant and fleet		Road, drainage and bridge network		Water		Sewerage		Other infrastructure assets		Work in progress		Total
		Fair Value 2 & 3	Fair Value 3	Cost	Fair Value 3	Fair Value 3	Fair Value 3	Fair Value 3	Fair Value 3	Fair Value 3	Fair Value 3	Fair Value 3	Cost			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	13,250,219	67,071,984	6,141,241	445,253,397	69,329,568	75,053,150	37,370,097	25,885,526	739,360,162					21,291,688		21,696,545
	(810,000)	(1,114,301)	(128,895)	(113,323)	(481,597)	(282,122)	(67,386)	-	(3,003,625)					-		(3,003,625)
	963,512	6,877,593	-	26,995,209	5,025,882	5,616,016	949,724	-	46,462,034					-		46,462,034
	1,072,245	4,801,287	1,038,103	4,954,147	5,846,326	3,163,161	578,207	(21,476,186)	(24,730)					(1,657,949)		(1,657,949)
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	14,505,976	77,636,522	7,048,449	477,224,199	79,744,184	83,612,677	39,017,354	24,043,079	802,832,438							802,832,438
	-	16,083,397	3,870,729	87,759,275	11,886,886	10,161,915	11,469,143	-	143,211,545					-		143,211,545
	-	1,319,458	416,861	5,743,297	1,342,556	1,560,287	989,181	-	11,371,738					-		11,371,738
	-	(534,021)	(98,895)	(56,540)	(281,665)	(78,997)	(37,865)	-	(1,098,102)					-		(1,098,102)
	-	-	-	-	-	-	-	-	-					-		-
	-	1,878,446	-	6,305,017	936,566	845,281	306,745	-	10,272,055					-		10,272,055
	-	20,727,280	4,130,794	99,745,050	13,674,342	12,488,486	12,727,684	-	163,757,036					-		163,757,036
	14,505,976	56,939,242	2,857,654	377,475,149	65,869,842	71,124,191	26,290,270	24,043,079	639,075,404							639,075,404
	Land Not depreciated	11-165	1-16	10-130	5-150	7-200	5-120	WIP Not depreciated								
	\$	\$	\$	\$	\$	\$	\$	\$	\$					\$	\$	\$
	-	-	-	-	-	-	-	-	19,285,232					19,285,232		19,285,232
	-	-	-	-	-	-	-	-	24,730					24,730		24,730
	-	-	-	-	-	-	-	-	1,981,726					1,981,726		2,368,583
	-	-	-	-	-	-	-	-	176,712					176,712		21,696,545
	-	-	-	-	-	-	-	-	33,905					33,905		21,696,545

\* The Transfer between classes does not net out to zero as the amount of \$24,730 is the transfer to intangibles (refer Note 15).

**Mareeba Shire Council**  
**Notes to the financial statements**  
 For the year ended 30 June 2021

**14 Property, plant and equipment**

30 June 2021

Basis of measurement  
 Fair value category  
**Asset values**  
 Opening gross value as at 1 July 2020  
 Additions  
 Disposals  
 Revaluation adjustment to asset revaluation surplus  
 Transfers between classes  
 Closing gross value as at 30 June 2021

**Accumulated depreciation and impairment**  
 Opening balance as at 1 July 2020  
 Depreciation expense  
 Depreciation on disposals  
 Depreciation adjustments  
 Revaluation adjustment to asset revaluation surplus  
**Accumulated depreciation as at 30 June 2021**

**Total written down value as at 30 June 2021**  
 Range of estimated useful life in years

Additions comprise:  
 Renewals  
 Intangible additions  
 Other additions  
 Total additions

Note	Land	Buildings		Plant and fleet		Road, drainage and bridge network		Water		Sewerage		Other infrastructure assets		Work in progress		Total
		Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	13,250,219	65,306,843	5,811,341	385,112,632	67,401,421	72,348,404	82,240	36,932	82,240	36,932	82,240	36,932	82,240	19,883,135	25,845,538	666,041,934
	-	(84,800)	-	(523,973)	(196,039)	(154,341)	-	-	-	-	-	-	-	-	-	(1,114,594)
	-	1,849,521	-	48,574,313	-	-	-	-	-	-	-	-	-	-	-	48,574,313
	-	1,849,521	374,432	11,987,247	2,887,254	2,778,847	-	2,778,847	-	2,778,847	-	557,289	-	(19,843,447)	-	(216,177)
	13,250,219	67,071,964	6,141,241	445,253,597	69,229,566	75,053,190	-	75,053,190	-	75,053,190	-	37,370,097	-	25,865,526	-	739,360,164
	-	16,848,692	3,472,141	47,337,782	10,632,257	8,667,366	-	8,667,366	-	8,667,366	-	10,292,876	-	-	-	97,256,084
	-	1,270,117	537,087	5,114,335	1,318,876	1,515,195	-	1,515,195	-	1,515,195	-	1,180,908	-	-	-	10,658,418
	-	(55,412)	(138,469)	(222,352)	(64,247)	(20,636)	-	(20,636)	-	(20,636)	-	(9,641)	-	-	-	(510,797)
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	18,053,397	3,870,729	87,759,275	11,886,886	10,161,915	-	10,161,915	-	10,161,915	-	11,469,143	-	-	-	143,211,345
	13,250,219	49,008,957	2,270,612	357,499,123	57,442,682	64,891,235	-	64,891,235	-	64,891,235	-	25,900,954	-	25,865,526	-	596,148,819
	Land: Not depreciated	18 - 185	1 - 16	10 - 130	5 - 150	7 - 200	-	20 - 120	-	WIP: Not depreciated	-	-	-	-	-	-
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	-	-	-	-	-	-	-	-	-	-	-	-	-	16,756,892	-	16,756,892
	-	-	-	-	-	-	-	-	-	-	-	-	-	216,177	-	216,177
	-	-	-	-	-	-	-	-	-	-	-	-	-	9,870,769	-	9,870,769
	-	-	-	-	-	-	-	-	-	-	-	-	-	25,845,538	-	25,845,538
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



**Mareeba Shire Council****Notes to the financial statements**

For the year ended 30 June 2022

**14 Property, plant and equipment****(a) Recognition**

Each class of property, plant and equipment is stated at amortised cost or fair value. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$5,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are treated as capital expenditure.

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

Land under roads and reserve land under the *Land Act 1994* or the *Land Title Act 1994* is controlled by Queensland State Government and not recognised in Councils financial statements.

**(b) Measurement**

Property plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value (as shown in the table above) less, where applicable, any accumulated depreciation and accumulated impairment loss.

Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees and engineering design fees and all other establishment costs.

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are also included in their cost.

Property, plant and equipment received in the form of contributions, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class.

Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

**(c) Depreciation**

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

**Mareeba Shire Council****Notes to the financial statements**

For the year ended 30 June 2022

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to Council or the unexpired period of the lease, whichever is the shorter.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown in Note 14.

**(d) Impairment**

Property, plant and equipment held at cost is assessed for indicators of impairment annually. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Any amount by which the assets carrying amount exceeds the recoverable amount is recorded as an impairment loss.

**(e) Valuation**

Land, buildings, road, drainage, bridge, water, sewerage and other infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant and Equipment*. Plant and fleet, and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with an appropriate cost index for the region. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. With respect to the valuation of the land and improvements, buildings and major plant asset classes in the intervening years, management engage independent, professionally qualified valuers to perform a "desktop" valuation. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

Any revaluation increment arising on the revaluation of an asset is credited to the appropriate class of the asset revaluation surplus, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense to the extent it exceeds the balance, if any, in the revaluation surplus of that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Both water and sewerage asset classes are classified for valuation purposes into above ground and below ground asset groups. Above ground assets have a different methodology for valuations to below ground assets. A comprehensive revaluation will be completed for both these groups at least once every 5 years but not necessarily in the same reporting period.

Details of valuers and methods of valuations are disclosed in Note 14(f).

Fair values are classified into three levels as follows:

Level 1 - fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities

Level 2 - Fair value based on inputs that are directly or indirectly observable, such as prices for similar assets for the asset or liability

Level 3 - Fair value based from data unobservable in the market

There were no transfers between levels during the year.

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14 (f) Valuation techniques to derive at fair values

Asset Class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied	Other interim revaluation adjustment
Land and improvements (level 2 and level 3)	Market approach by direct comparison	01-Jan-20	Jones Lang Lasalle (ULL)	Current Zoning Sales transactions of other properties (price per square metre of land area) within the region adjusted for differences between key attributes of the properties Actual construction or purchase prices for recent projects paid by Council	Consumer Price Index (CPI)	Nil
Buildings (level 3)	Current replacement cost	30-Jun-19	APV Valuers & Asset Management	Appropriate APV database where we record details of actual cost from recent projects that are sourced directly from clients Rawlinson's Construction Guide or similar (such as Cordells) Benchmarking against other valuations	Asset Revaluation Index: Non-Residential Construction, Queensland	Nil
Roads, drainage and bridges (level 3)	Current replacement cost	30-Jun-20 30-Jun-21 30-Jun-22	Australia Advisory Group APV Valuers & Asset Management	Characterisation of assets Unit rates were established from listed data sources and verified and recent projects where possible Cost guide unit rates were based on the Brisbane Metro area and factors applied to adjust for regional location where primary local project data was not available Rates assume an incremental Greensfields approach and exclude brownfield cost components Council Engineering team involved when developing replacement cost guide unit rates, taking into account of historical costs, contractor rates, future works and regional information Location factor applied to unit rates	Producer Price Index (PPI): Road & Bridge Construction, Queensland	Nil
Water and sewerage assets (level 3)*	Current replacement cost	30-Jun-17	Australis Advisory Group	Actual construction or purchase prices for recent projects paid by Council	Asset Revaluation Index: Engineering Construction, Queensland	Nil
Other infrastructure assets (level 3)	Current replacement cost	30-Jun-19	APV Valuers & Asset Management	Appropriate APV database where we record details of actual cost from recent projects that are sourced directly from clients Rawlinson's Construction Guide or similar (such as Cordells) Benchmarking against other valuations	Asset Revaluation Index: Non-Residential Construction, Queensland	Nil

\* Council has applied indexation to the water and sewerage asset class this year due to unexpected delays in the valuation process. A full comprehensive valuation of this asset class will be undertaken next year.

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**15 Intangible assets**

Intangible assets with a cost or other value exceeding \$5,000 are recognised as intangible assets in the financial statements, items with a lesser value are expensed.

Amortisation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where appropriate.

	2022 \$	2021 \$
<b>Software and other intangibles</b>		
Gross carrying value at 1 July	2,721,505	2,505,328
Additions	24,730	216,177
Closing gross carrying value	2,746,235	2,721,505
<b>Accumulated amortisation</b>		
Opening balance	1,996,774	1,850,127
Amortisation in the period	136,965	146,647
Closing balance	2,133,739	1,996,774
Net carrying value at 30 June	612,496	724,731

The software has a finite life estimated at 10 years.

Straight line amortisation has been used with no residual value.

IFRIC (the International Financial Reporting Interpretation Committee, a committee of the International Accounting Standards Board) in 2021 addressed an Agenda Decision how a customer should account for the costs of configuring or customising a suppliers application software in a cloud computing or Software as a Service (SaaS) arrangement. It was determined by IFRIC that sufficient guidance exists within the relevant accounting standards that no amendments to Accounting Standards was required. Council has assessed the impact on Council's intangible assets and determined that there is no impact upon Councils' financial statements as a result of this decision.

**16 Leases**

***Council as a lessee***

Where Council assesses that an agreement contains a lease, a further assessment is made on whether a right of use asset is recognised with the lease liability at inception of the lease. Council does not separate lease and non-lease components for any class of assets and has accounted for lease payments as a single component.

If in the event that a right of use asset is recognised, it is measured using the cost model where cost on initial recognition comprises lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right of use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be determined then the Council's incremental borrowing rate for a similar term with a similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured whether there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Council has made an assessment that no right of use assets and associated lease liabilities have been identified in the leases where Council is a lessee.

**Exceptions to lease accounting**

Council has applied the exceptions to lease accounting for both short term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Council has reviewed commitments for expenditure as previously reported and has not identified any commitments required to be recognised under AASB 16 Leases. Refer to Note 22 for commitments for expenditure.

**Mareeba Shire Council****Notes to the financial statements**

For the year ended 30 June 2022

**Leases at significantly below market value - Concessionary / peppercorn leases**

Council has a number of leases at significantly below market value for land and buildings which are used for:

- Visitor Centre
- Community Halls

The leases can range between 10 to 30 year terms and require payments of \$1 per annum if demanded. The use of right of use assets is restricted by the lessors to specified community services which Council must provide, these services are detailed in the leases.

Council has elected to measure the right of use asset arising from concessionary leases at cost which is based on the associated liability at initial recognition. Council does not believe that these leases are individually material.

**Council as a lessor**

When Council is a lessor, the lease is classified as either operating or finance lease at inception date, based on whether substantially all the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

If the lease contains lease and non-lease components, then the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contracts with Customers*.

The lease income is recognised on a straight-line basis over the lease term.

**17 Payables**

Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.

	Notes	2022 \$	2021 \$
(a) Current			
Creditors		2,981,830	3,854,875
Accrued salaries and wages		641,525	567,257
Accrued expenses		4,123,545	2,849,007
Other creditors		101,816	107,183
Waste levy received in advance		189,172	-
		<u>8,037,888</u>	<u>7,378,322</u>
Non-current			
Security deposit (capping of landfill) - SUEZ		2,629,291	2,589,258
Waste levy received in advance		537,252	-
		<u>3,166,543</u>	<u>2,589,258</u>

**Waste levy received in advance**

The State Government made an advance payment to Council in June 2022 to mitigate the impact on households which takes effect from 1 July 2022. This payment is to pay four years' of worth of advance waste levy payments to councils for the years 2022/23 through to 2025/26. The apportioned amounts have been recognised as a current liability and non current liability respectively as at 30 June 2022.

**Accrued salaries and wages**

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense.

**Security deposit (capping of landfill)**

The Second Waste Disposal Agreement with SUEZ, dated 19 June 2017 provides for Council to charge a security deposit per tonnage. Under that contract, the security deposit is accessible by Council in the event that SUEZ fails to fulfil their landfill capping obligations. The security deposit is to be refunded when SUEZ completes the final capping works in accordance with the contract.



**Mareeba Shire Council**  
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**18 Contract Balances**

**a) Contract assets**

Contract assets represents the excess of costs incurred in relation to a contract with the customer or construction of an asset over the amounts that Council has invoiced the customer or grantor. Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

	2022 \$	2021 \$
Contract assets	3,019,844	3,410,124
	<u>3,019,844</u>	<u>3,410,124</u>

**(b) Contract liabilities**

Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

	2022 \$	2021 \$
Funds received upfront to construct Council controlled assets	2,394,549	1,135,168
Non-capital performance obligations not yet satisfied	203,710	193,348
	<u>2,598,259</u>	<u>1,328,516</u>

Revenue recognised that was included in the contract liability balance at the beginning of the year

Funds to construct Council's controlled assets	1,135,168	171,399
Non-capital performance obligations	193,348	49,046
	<u>1,328,516</u>	<u>220,445</u>

**19 Borrowings**

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Thereafter, they are measured at amortised cost. Principal and interest repayments are made quarterly in arrears.

Council adopts an annual debt policy that sets out Council's planned borrowings for the next ten years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's (QTC) borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

**Current**

Loans - QTC	390,497	381,245
Loans - Other	27,600	25,630
	<u>418,097</u>	<u>406,875</u>

**Non-current**

Loans - QTC	6,855,587	7,238,710
Loans - Other	50,790	78,390
	<u>6,906,377</u>	<u>7,317,100</u>

**Loans - Other**

Balance on 1 July	104,020	127,833
Principal repayments	(25,630)	(23,813)
Book value at 30 June	<u>78,390</u>	<u>104,020</u>

**Loans - QTC**

Balance on 1 July	7,619,955	7,981,711
Principal repayments	(373,871)	(361,756)
Book value at 30 June	<u>7,246,084</u>	<u>7,619,955</u>

**Mareeba Shire Council**  
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The QTC loan market value at the reporting date was \$6,302,339. This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no adjustment is required to be made in these accounts.

No assets have been pledged as security by Council for any liabilities, however all loans are guaranteed by the Queensland Government. There have been no defaults or breaches of the loan agreement during the 2021 or 2022 financial years.

All borrowings are in \$A denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current period. Expected final repayment dates vary from 15 March 2024 to 15 June 2040. There have been no defaults or breaches of the loan agreement during the period.

**20 Provisions**

Liabilities are recognised for employee benefits such as annual and long service leave in respect of services provided by the employees up to the reporting date. Short-term benefits which are expected to be wholly settled within 12 months are calculated on wage and salary levels which are expected to be paid and includes related employee on-costs. Amounts not expected to be wholly settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values.

Annual Leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months are calculated on current wage and salary levels and include related employee on-costs. Amounts not expected to be settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. This liability represents an accrued expense.

As Council does not have an unconditional right to defer settlement of the annual leave beyond 12 months after the reporting date, annual leave is classified as a current liability.

Refuse Restoration

A provision is made for the cost of restoring refuse dumps where it is probable Council will have an obligation to rehabilitate the site when the use of the facilities is complete.

The calculation of the provisions use assumptions including application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. The provisions are reviewed at least annually and updated based on the facts and circumstances available at the time.

Refuse restoration provision represents the present value of anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites

As refuse dumps are on state reserves which the Council does not control, the provision for restoration is treated as an expense in the year the provision is first recognised. Changes in the provision are treated as an expense or income.

The provision recognised for refuse sites is reviewed at least annually and updated based on the facts and circumstances available at the time. The provision is for four sites; Almaden, Chillagoe and two sites in Mareeba. One Mareeba site and the Almaden site were closed in the 2017/18 financial year and the Chillagoe site closed in the 2018/19 financial year. The second site in Mareeba closed in the 2021/22 financial year, Council is not financially responsible for the capping costs of this site, only the ongoing monitoring and maintenance costs.

Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in Council's employment or other associated employment which would result in Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. The provision is discounted using the Commonwealth Bond yield rates published on the Department of State Development, Infrastructure, Local Government and Planning website.

Where employees have met the prerequisite length of service and Council does not have an unconditional right to defer this liability beyond 12 months, long service leave is classified as a current liability. Otherwise it is classified as a non-current liability.

**Mareeba Shire Council**  
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For the year ended 30 June 2022

	2022 \$	2021 \$
<b>Current</b>		
Annual leave	2,184,122	2,236,865
Refuse restoration	117,887	106,543
Long service leave	1,674,585	1,685,502
	<u>3,976,594</u>	<u>4,028,910</u>
<b>Non-current</b>		
Refuse restoration	1,834,311	1,930,501
Long service leave	495,589	553,099
	<u>2,329,900</u>	<u>2,483,600</u>

Details of movements in provisions:

<b>Refuse restoration</b>		
Balance at 1 July	2,037,044	2,337,369
Increase in provision due to unwinding of discount rate	39,189	33,678
Increase/(decrease) due to the change in estimated cost and discount rate	(10,695)	(236,363)
Provisions used during the year	(113,340)	(97,640)
Balance at 30 June	<u>1,952,198</u>	<u>2,037,044</u>

**21 Asset revaluation surplus**

The asset revaluation surplus comprises revaluation movements on, property, plant and equipment. Increases and decreases on revaluation are offset within a class of assets.

**22 Commitments for expenditure**

**Capital Commitments**

Commitments for the construction of the following assets contracted for at the reporting date but not recognised as liabilities.

**Property, Plant and Equipment**

Transport	954,057	3,057,623
Water	11,571,828	6,206,995
Wastewater	2,180,611	2,959,331
Buildings	2,392,119	1,503,777
Plant and Fleet	348,319	563,931
Waste and Other Infrastructure	1,433,781	2,170,330
	<u>18,880,713</u>	<u>16,461,988</u>

These expenditures are payable as follows:

Within one year	8,023,491	5,857,231
One to five years	10,857,222	10,604,757
Later than five years	-	-
	<u>18,880,713</u>	<u>16,461,988</u>

Contractual commitments at the end of the financial period but not recognised in the financial statements are as follows:

Waste contracts	11,843,083	9,114,525
Cleaning contractors	332,686	254,512
	<u>12,175,769</u>	<u>9,369,037</u>

**Mareeba Shire Council**  
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**23 Contingent liabilities**

Details and estimates of maximum amounts of contingent liabilities are as follows:

**Local Government Mutual**

Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2022 the LGM financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

**Local Government Workcare**

Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's worker's compensation authority may call on any part of the guarantee should the above circumstances arise. The indemnity amount provided by Council as at 30 June 2022 in relation to the Local Government Workcare Bank Guarantee is \$368,678.

**24 Superannuation**

Council contributes to the LGIASuper Regional Defined Benefits Fund (the scheme) at the rate of 12% for each permanent employee who is a defined benefit member. The rate is set in accordance with the LGIASuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*.

The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at council level.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate obligations, but has not been recognised as an asset or liability of Council.

Council may be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIASuper trust deed changes to the Council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme as required under Superannuation Prudential Standard 160 was undertaken as at 1 July 2021. The actuary indicated that 'At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date'. The measure of vested benefits represents the value of benefit entitlements should all participating employers voluntarily exit the scheme. Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee salary or wages assets and there are no known requirements to change the rate of contributions.

The next triennial actuarial review date is not due until 1 July 2024.

The most significant risks that may result in the LGIASuper increasing the contribution rate, on the advice of the actuary are:

Investment risk - The risk that the schemes investment returns will be lower than assumed and additional contributions are needed to fund shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

**Mareeba Shire Council**  
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The next actuarial investigation will be conducted as at 1 July 2024.

		2022 \$	2021 \$
	Note		
Superannuation contributions made to Regional Defined Benefits Fund		109,415	120,728
Other superannuation contributions for employees		1,757,229	1,751,213
Total superannuation contributions paid by Council for employees:	6	1,866,644	1,871,941

**25 Operating lease income**

Where Council retains the risk and rewards relating to a lease, the lease is classified as an operating lease. The minimum lease receipts arising from operating leases are as follows:

Not later than one year	509,279	530,821
One to five years	1,378,095	1,624,689
Later than five years	2,849,926	3,112,611
	4,737,300	5,268,121

The relevant assets are included in Property, Plant and Equipment (Note 14) as the rental is incidental or the asset is held to meet Council service delivery.

**26 Trust funds**

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate trust bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages). The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

**Trust funds held for outside parties**

Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities

662,799	663,856
662,799	663,856

**27 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities**

Net result	21,351,262	18,573,025
Non-cash items:		
Depreciation and amortisation	11,508,703	11,083,065
Finance costs	39,189	33,678
Bad and doubtful debts expense	693,571	52,202
Finance income	(74,967)	(28,206)
	12,166,496	11,140,739
Investing and development activities (non-cash):		
Net loss on disposal of non-current assets	2,110,799	453,909
Capital grants and contributions	(13,897,362)	(11,291,744)
Donated assets	(404,857)	(226,872)
	(12,191,420)	(11,064,707)
Changes in operating assets and liabilities:		
(Increase) / decrease in receivables	87,252	(1,833,990)
(Increase) / decrease in contract assets	390,280	-
(Increase) / decrease in inventory	221,675	54,636
Increase / (decrease) in payables	1,155,109	(842,946)
Increase / (decrease) in contract liabilities	1,269,743	
Increase / (decrease) in provisions	(245,205)	1,856,174
	2,878,854	(766,126)
Net cash inflow from operating activities	24,205,192	17,882,932



**Mareeba Shire Council**  
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**28 Reconciliation of liabilities arising from finance activities**

	Note	As at 1 July 2021	Cash flows	Non-cash changes	As at 30 June 2022
		\$	\$	\$	\$
Loans		7,619,955	(373,871)	-	7,246,084
Loans - Other		104,020	(25,630)	-	78,390
	19	7,723,975	(399,501)	-	7,324,474

	Note	As at 1 July 2020	Cash flows	Non-cash changes	As at 30 June 2021
		\$	\$	\$	\$
Loans		7,981,711	(361,756)	-	7,619,955
Loans - Other		127,833	(23,813)	-	104,020
	19	8,109,544	(385,569)	-	7,723,975

**29 Financial instruments and financial risk management**

**a) Financial assets and financial liabilities**

Council has exposure to the following risks arising from financial instruments:

- credit risk
- liquidity risk
- market risk

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments to Council's financial position and financial performance, including the nature and extent of risks and how Council manages these exposures.

**Risk management framework**

Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Council approves policies for overall risk management, as well as specifically for managing credit, liquidity and market risk.

Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. Council aims to manage volatility to minimise potential adverse effects on the financial performance of Council.

Council's audit committee oversees how management monitors compliance with Council's risk management policies and procedures, and reviews the adequacy of the risk managements framework in relation to the risks faced by Council. Council's audit committee is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to the audit committee.

Council does not enter into derivatives.

**Credit risk**

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar state/ commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council, refer to Notes 10, 11 and 12.

Council does not require collateral in respect of trade and other receivables. Council does not have trade receivables for which no loss allowance is recognised because of collateral.

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At 30 June 2022, the exposure to credit risk for trade receivables by type of counterparty was as follows:

	2022	2021
	\$	\$
Property charges	1,902,100	2,095,528
GST recoverable	632,605	584,509
Community organisations	33,969	38,094
Other	3,731,085	4,750,876
Total	<u>6,299,759</u>	<u>7,469,007</u>

Refer to Note 12 and Note 18 for further details

A summary of the Council's exposure to credit risk for trade receivables is below. This represents the ageing of trade and other sundry receivables, excluding rates credits, prepayments and the amount of any impairment.

	2022	2021
	\$	\$
Not past due	6,002,771	5,397,770
Past due 31-60 days	44,583	23,497
Past due 61-90 days	24,922	31,847
More than 90 days	416,511	2,015,893
Impaired	(189,028)	-
Total gross carrying amount	<u>6,299,759</u>	<u>7,469,007</u>

Refer to Note 12 and Note 18 for further details

Expected credit loss assessment for the reporting period ended 30 June 2022:

	Closing Balance 2022	Historical probability of default	Loss given default	Lifetime Expected Credit Loss
	\$			\$
Rates and Charges	1,902,100	0%	0%	-
Government Receivables	22,200	0%	0%	-
Community Organisations	33,969	0%	100%	-
Other Debtors	4,341,490	0%	100%	-
Total	<u>6,299,759</u>	<u>0%</u>		<u>-</u>

Historical probability of default percentages are based on Council's review of credit losses experienced over the past four years.

**Liquidity risk**

Liquidity risk is the risk that Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stress conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

*Exposure to liquidity risk*

Council is exposed to liquidity risk through its normal course of business and through its borrowings with the Queensland Treasury Corporation.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposit to cater for unexpected volatility in cash flows.

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

The following table sets out the liquidity risk in relation to financial liabilities held by Council. It represents the remaining contractual cashflows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:

	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
<b>2022</b>					
Trade and other payables	8,037,888	537,252	-	8,575,140	8,575,140
Loans - QTC	560,376	2,241,502	5,947,069	8,748,947	7,246,084
Loans - Other	27,600	50,790	-	78,390	78,390
	<u>8,625,864</u>	<u>2,829,544</u>	<u>5,947,069</u>	<u>17,402,477</u>	<u>15,899,614</u>
	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
<b>2021</b>					
Trade and other payables	7,378,322	-	-	7,378,322	7,378,322
Loans - QTC	560,375	2,241,502	6,507,445	9,309,322	7,619,955
Loans - Other	25,630	78,390	-	104,020	104,020
	<u>7,964,327</u>	<u>2,319,892</u>	<u>6,507,445</u>	<u>16,791,664</u>	<u>15,102,297</u>

The outflows in the above table are not expected to occur significantly earlier or for significantly different amounts than indicated in the table.

**Market risk**

Market risk is the risk that changes in market indices, such as interest rates, will affect Council's income or the value of its holdings of financial instruments.

*Interest rate risk*

Council is exposed to interest rate risk through investments and borrowings with QTC and other financial institutions.

Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

The impact of a reasonably priced change in interest rates (assumed to be 1%) would not be expected to have a material impact on Council's future profits or equity.

Council does not account for any fixed-rate financial assets or financial liabilities at fair value through profit or loss, therefore a change in interest rates at the reporting date would not affect profit or loss.

**b) Fair value**

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The fair value of borrowings with QTC is based on the market value of debt outstanding. The market value of a debt obligation is the discounted value of future cash flows based on prevailing market rates and represents the amount required to be repaid if this was to occur at balance date. The market value of debt is provided by QTC and is disclosed in Note 19.

QTC applies a book rate approach in the management of debt and interest rate risk, to limit the impact of market value movements to clients' cost of funding. The book value represents the carrying value based on amortised cost using the effective interest method.

**Mareeba Shire Council**  
**Notes to the financial statements**  
For the year ended 30 June 2022

**30 National Competition Policy**

Council applies the competitive code of conduct to the following activities:

Water services  
Sewerage services  
Waste management  
Laboratory services  
Building services

This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity.

The CSO value is determined by Council, and represents an activities cost(s) which would not be incurred if the primary objective of the activities was to make a profit. Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSO by Council.

The following summary of activity statements are for activities subject to the competitive code of conduct.

	Water services	Sewerage services	Waste management	Laboratory services	Building services
	2022 \$'000	2022 \$'000	2022 \$'000	2022 \$'000	2022 \$'000
Revenue for services provided to Council	300	53	51	46	-
Revenue for services provided to external clients	8,020	5,859	5,043	69	-
Community service obligations	-	-	-	-	-
	8,320	5,912	5,094	115	-
Less: Expenditure	5,196	3,851	5,141	323	6
Surplus/(deficit)	3,124	2,061	(47)	(208)	(6)

**Mareeba Shire Council****Notes to the financial statements**

For the year ended 30 June 2022

**31 Transactions with related parties****(a) Transactions with key management personnel (KMP)**

KMP are those persons having authority and responsibility for planning, directing and controlling the activities or indirectly, including any director (whether executive or otherwise) at Council. KMP include the Mayor, Councillors, Council's Chief Executive Officer and some executive management.

The compensation paid to KMP comprises:

Remuneration category	2022 \$	2021 \$
Short-term employee benefits	1,411,256	1,348,093
Post-employment benefits	145,070	132,659
Long-term benefits	5,517	1,827
Termination benefits	-	-
<b>Total KMP remuneration</b>	<b>1,561,843</b>	<b>1,482,579</b>

Detailed remuneration disclosures are provided in the annual report.

**(b) Transactions with other related parties**

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between Council and other related parties include:

Transaction type	Additional information	2022 \$	2021 \$
Purchase of materials and services from entities controlled by KMP	31(b)(i)	101,938	94,588
Employee expenses for close family members of KMP	31(b)(ii)	200,561	212,621
<b>Total</b>		<b>302,499</b>	<b>307,209</b>

(i) Council purchased the following material and services from entities that are controlled by members of KMP. All materials and services purchased from entities controlled by KMP were at arm's length and were in the normal course of Council's operations.

	2022 \$	2021 \$
Slashing Services	97,075	90,530
Minor purchases (magazines and newspapers)	4,863	4,058
	<b>101,938</b>	<b>94,588</b>

(ii) Council employs 198 full time equivalent employees of which 4 are close family members of KMP. All close family members of KMP were employed through an arm's length process. They are paid in accordance with the Award for the job they perform.

**(c) Outstanding balances**

Council did not have any outstanding balances with other related parties at the end of the reporting period.

**(d) Loans and guarantees to/from related parties**

Council does not make loans to or receive loans from related parties. No guarantees have been provided.

**(e) Commitments to/from other related parties**

There were no commitments in the 2021-2022 financial year.



**Mareeba Shire Council****Notes to the financial statements**

For the year ended 30 June 2022

**(f) Transactions with related parties that have not been disclosed**

Most of the entities and people that are related parties of Council live and operate within the Mareeba Shire Council. Therefore on a regular basis, ordinary citizen transactions occur between Council and its related parties. Some examples include:

- Payment of rates
- Dog registration
- Use of the public pool
- Borrowing books from a Council library

Council has not included these types of transactions in its disclosure, where they are made on the same terms and conditions available to the general public.

**32 Events after the reporting period**

There were no material adjusting events after the balance date.

**Mareeba Shire Council**  
**Financial statements**  
 For the year ended 30 June 2022

**Management Certificate**  
**For the year ended 30 June 2022**

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 34, present a true and fair view, in accordance with Australian Accounting Standards, of Council's transactions for the financial period and financial position at the end of the year.



\_\_\_\_\_  
**Mayor**  
**Angela Toppin**

Date:   4   /  10  / 2022



\_\_\_\_\_  
**Chief Executive Officer**  
**Peter Franks**

Date:   4   /  10  / 2022



## INDEPENDENT AUDITOR'S REPORT

To the councillors of Mareeba Shire Council

### Report on the audit of the financial report

#### Opinion

I have audited the financial report of Mareeba Shire Council.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2022, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2022, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including significant accounting policies and other explanatory information, and the certificate given by the Mayor and Chief Executive Officer.

#### Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Mareeba Shire Council's annual report for the year ended 30 June 2022 was the current year financial sustainability statement and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have expressed a separate opinion on the current year financial sustainability statement.



In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

#### **Responsibilities of the councillors for the financial report**

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

#### **Auditor's responsibilities for the audit of the financial report**

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.



- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

#### Report on other legal and regulatory requirements

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 30 June 2022:

- I received all the information and explanations I required.
- I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

#### Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, any other Act and the Local Government Regulation 2012.

The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.

Lisa Fraser  
as delegate of the Auditor-General

5 October 2022

Queensland Audit Office  
Brisbane



**Mareeba Shire Council**  
**Current Year Financial Sustainability Statement**  
 For the year ended 30 June 2022



**Measures of Financial Sustainability**

Council's performance at 30 June 2022 against key financial ratios and targets:

	How the measure is calculated	Actual - Council	Target
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	14.63%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	176.04%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-101.77%	Not greater than 60%

**Note 1 - Basis of Preparation**

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the Financial Management (Sustainability) *Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from Council's audited general purpose financial statements for the year ended 30 June 2022.

<b>Certificate of Accuracy</b> For the year ended 30 June 2022	
This current-year financial sustainability statement has been prepared pursuant to Section 178 of the <i>Local Government Regulation 2012</i> (the regulation).	
In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.	
 _____ <b>Mayor</b> <b>Angela Toppin</b>	 _____ <b>Chief Executive Officer</b> <b>Peter Franks</b>
Date: __ 4 __ / __ 10 __ / 2022 __	Date: __ 4 __ / __ 10 __ / 2022 __



## INDEPENDENT AUDITOR'S REPORT

To the councillors of Mareeba Shire Council

### Report on the current-year financial sustainability statement

#### Opinion

I have audited the accompanying current-year financial sustainability statement of Mareeba Shire Council for the year ended 30 June 2022, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s. 212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current-year financial sustainability statement of Mareeba Shire Council for the year ended 30 June 2022 has been accurately calculated.

#### Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current-year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current-year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

#### Other Information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Mareeba Shire Council's annual report for the year ended 30 June 2022 was the general purpose financial statements and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the current-year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have expressed a separate opinion on the general purpose financial report.



In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

**Responsibilities of the councillors for the current-year financial sustainability statement**

The councillors are responsible for the preparation and fair presentation of the current-year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors' responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

**Auditor's responsibilities for the audit of the current-year financial sustainability statement**

My objectives are to obtain reasonable assurance about whether the current-year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.
- Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Lisa Fraser  
as delegate of the Auditor-General

5 October 2022

Queensland Audit Office  
Brisbane



MSC Annual Report 2021/22

**Mareeba Shire Council**  
**Unaudited Long-Term Financial Sustainability Statement**  
 Prepared as at 30 June 2022

Measures of Financial Sustainability	Measure	Target	Actuals at 30 June 2022	Projected for the years ended									
				30 June 2023	30 June 2024	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031	
Operating surplus ratio	Net result divided by total operating revenue	Between 0% and 10%	14.63%	10.72%	10.53%	10.90%	11.15%	10.93%	11.14%	11.05%	11.30%	11.60%	
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	Greater than 90%	175.04%	160.23%	118.64%	154.80%	126.24%	144.63%	117.75%	118.30%	125.42%	130.28%	
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	Not greater than 60%	-101.77%	-80.35%	-81.69%	-68.30%	-68.99%	-54.80%	-56.34%	-57.42%	-55.46%	-54.32%	

**Mareeba Shire Council's Financial Management Strategy**

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

<p align="center"><b>Certificate of Accuracy</b></p> <p><b>For the long-term financial sustainability statement prepared as at 30 June 2022</b></p> <p>This long-term financial sustainability statement has been prepared pursuant to Section 178 of the <i>Local Government Regulation 2012</i> (the regulation).</p> <p>In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.</p>	
 <b>Mayor</b> <b>Angela Toppin</b>	 <b>Chief Executive Officer</b> <b>Peter Franks</b>
Date: 4 / 10 / 2022	Date: 4 / 10 / 2022





Mareeba Golf Course





## Appendices

### Appendix A - Annual Report Checklist

For Queensland councils governed by the *Local Government Act 2009 (LGA)* and *Local Government Regulation 2012 (LGR)*

Requirement	Reference	Page
<b>Timing</b>		
Council must prepare an annual report for each financial year and:		-
<ul style="list-style-type: none"> <li>adopt it within one month after the day the auditor-general gives their audit report about council's financial statements for the financial year to council, (unless the Minister, by notice to the council, extends this time); and</li> </ul>	LGR s182(2) & (3)	-
<ul style="list-style-type: none"> <li>publish the report on council's website within two weeks of adoption.</li> </ul>	LGR s182(4)	-
<b>Content</b>		
The annual report must:		
<ul style="list-style-type: none"> <li>contain a list of all the beneficial enterprises that the local government conducted during the financial year</li> </ul>	LGA s41	N/A*
<ul style="list-style-type: none"> <li>contain a list of all the business activities that the local government conducted during the financial year</li> </ul>	LGA s45(a)	64
<ul style="list-style-type: none"> <li>identify the business activities that are significant business activities</li> </ul>	LGA s45(b)	64
<ul style="list-style-type: none"> <li>state whether or not the competitive neutrality principle was applied to the significant business activities, and if the principle was not applied, the reason why it was not applied</li> </ul>	LGA s45(c)	64
<ul style="list-style-type: none"> <li>state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities.</li> </ul>	LGA s45(d)	64
The annual report must state:		
<ul style="list-style-type: none"> <li>the total of all remuneration packages that are payable (in the year to which the annual report relates) to the senior management of the local government</li> <li>The senior management, of a local government, consists of the chief executive officer and all senior executive employees of the local government.</li> </ul>	LGA s201(1)(a)	62
<ul style="list-style-type: none"> <li>the number of employees in senior management who are being paid each band of remuneration</li> <li>Each band of remuneration is an increment of \$100,000.</li> <li>There is no requirement to disclose the exact salary of any employee in senior management separately in the annual report.</li> </ul>	LGA s201(1)(b)	62

MSC Annual Report 2021/22 .....



Requirement	Reference	Page
The annual report must contain:		
• the general purpose financial statement for the financial year, audited by the auditor-general	LGR s183(a)	82
• the current-year financial sustainability statement for the financial year, audited by the auditor-general	LGR s183(b)	122
• the long term financial sustainability statement for the financial year	LGR s183(c)	125
• the auditor-general's audit reports about the general purpose financial statement and the current year financial sustainability statement	LGR s183(d)	119 123
• the community financial report for the financial year	LGR s184	70
• a copy of the resolutions made during the financial year under s250(1) of the LGR (adoption of an expenses reimbursement policy); and	LGR s185(a)	57
• a list of any resolutions made during the financial year under s206(2) of the LGR (threshold for non-current physical asset to be treated as an expense)	LGR s185(b)	63
In relation to councillors, the annual report must contain:		LGR s186
• the total remuneration, including superannuation contributions, paid to each councillor during the financial year	LGR s186(a)	56
• the expenses incurred by, and the facilities provided to, each councillor during the financial year under the local government's expenses reimbursement policy	LGR s186(b)	56
• the number of local government meetings that each councillor attended during the financial year	LGR s18(c)	56
• the total number of the following during the financial year:	LGR s186(d)	
a. orders made under section 150(2) of the LGA	LGR s186(d)(i)	58
b. orders made under section 150AH(1) of the LGA	LGR s186(d)(ii)	58
c. decisions, orders and recommendations made under section 150AR(1) of the LGA	LGR s186(d)(iii)	58
• each of the following during the financial year:		
a. the name of each councillor for whom a decision, order or recommendation under section 150(1)(2), 150AH(1) or 150AR(1) of the LGA was made	LGR s186 (e) (i)	58
b. a description of the unsuitable meeting conduct, inappropriate conduct or misconduct engaged in by each of the councillors	LGR s186 (e) (ii)	58
c. a summary of the decision, order or recommendation made for each councillor	LGR s186 (e)(iii)	58

Requirement	Reference	Page
For councillors, the annual report must also contain the number of each of the following during the financial year:		
• complaints referred to the assessor under section 150P(2)(a) of the LGA by the local government, a councillor of the local government or the chief executive officer of the local government	LGR s186 (1)(f)(i)	58
• matters, mentioned in section 150P(3) of the LGA, notified to the Crime and Corruption Commission	LGR s186 (1)(f)(ii)	58
• notices given under section 150R(2) of the LGA	LGR s186 (1)(f)(iii)	58
• notices given under section 150S(2)(a) of the LGA	LGR s186 (1)(f)(iv)	58
• decisions made under section 150W(1)(a), (b) and (e) of the LGA	LGR s186 (1)(f)(v)	58
• referral notices accompanied by a recommendation mentioned in section 150AC(3)(a) of the LGA	LGR s186 (1)(f)(vi)	58
• occasions information was given under section 150AF(4)(a) of the LGA	LGR s186(1)(f)(vii)	58
• occasions the local government asked another entity to investigate, under chapter 5A, part 3, division 5 of the LGA for the local government, the suspected inappropriate conduct of a councillor	LGR s186(1)(f)(viii)	58
• applications heard by the conduct tribunal		58
a. under chapter 5A, part 3, division 6 of the Act about whether a councillor engaged in misconduct or inappropriate conduct.	LGR s186(1)(f)(ix)	58
In relation to administrative action complaints the annual report for a financial year must contain:		
• a statement about the local government's commitment to dealing fairly with administrative action complaints; and	LGR s187(1)(a)	59
• a statement about how the local government has implemented its complaints management process, including an assessment of the local government's performance in resolving complaints under the process	LGR s187(1)(b)	59
• the number of the following during the financial year	LGR s187(2)(a)	
a. administrative action complaints made to the local government;	LGR s187(2)(a)(i)	59
b. administrative action complaints resolved by the local government under the complaints management process;	LGR s187(2)(a)(ii)	59
c. administrative action complaints not resolved by the local government under the complaints management process; and	LGRs187(2)(a)(iii)	59
• the number of administrative action complaints not resolved by the local government under the complaints management process that were made in a previous financial year.	LGR s187(2)(b)	59

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Requirement	Reference	Page
The annual report for a financial year must contain the following information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year:		62
• for a councillor - the name of the councillor	LGR s188(1)(a)	N/A*
• for a local government employee – that person's name and position held	LGR s188(1)(b)	N/A*
• the destination of the overseas travel	LGR s188(1)(c)	N/A*
• the purpose of the overseas travel	LGR s188(1)(d)	N/A*
• the cost of the overseas travel.	LGR s188(1)(e)	N/A*
The annual report may also contain any other information about the overseas travel the local government considers relevant.	LGR s188(2)	62
The annual report for a financial year must contain:		
• a summary of the local government's expenditure for the financial year on grants to community organisations	LGR s189(1)	30
• the following information about the local government's discretionary funds—	LGR s189(2)	
a. the total amount budgeted for the financial year as the local government's discretionary funds;	LGR s189(2)(a)	30
b. the prescribed amount (0.1% of the local government's revenue from general rates for the previous financial year) for the local government for the financial year;	LGR s189(2)(b) LGR s201B(5)	N/A*
c. the total amount of discretionary funds budgeted for the financial year for councillors to allocate for each of the following purposes:	LGR s189(2)(c)	N/A*
i. capital works of the local government that are for a community purpose	LGR s189(2)(c)(i)	N/A*
ii. other community purposes;	LGR s189(2)(c)(ii)	N/A*
a. the amount of discretionary funds budgeted for use by each councillor for the financial year;	LGR s189(2)(d)	N/A*
b. if a councillor allocates discretionary funds in the financial year:	LGR s189(2)(e)	N/A*
i. the amount allocated; and	LGR s189(2)(e)(i)	N/A*
ii. the date the amount was allocated; and	LGR s189(2)(e)(ii)	N/A*
iii. the way mentioned in section 202(1) in which the amount was allocated; and	LGRs189(2)(e)(iii)	N/A*



Requirement	Reference	Page
iv. if the amount was allocated to a person or organisation—the name of the person or organisation to whom the allocation was made; and	LGR s189(2)(e)(iv)	N/A
v. the purpose for which the amount was allocated, including sufficient details to identify how the funds were, or are to be, spent.	LGR s189(2)(e)(v)	N/A
The annual report for a financial year must also contain the following information:	LGR s190(1)	
• the chief executive officer's assessment of the local government's progress towards implementing its 5-year corporate plan and annual operational plan	LGR s190(1)(a)	36
• particulars of other issues relevant to making an informed assessment of the local government's operations and performance in the financial year	LGR s190(1)(b)	37
• an annual operations report for each commercial business unit, which means a document that contains the following information for the previous financial year:	LGR s190(1)(c)	N/A*
» information that allows an informed assessment of the unit's operations, including a comparison with the unit's annual performance plan	LGR s190(2)(a)	N/A*
» particulars of any changes made to the unit's annual performance plan for the previous financial year, including the impact the changes had on the unit's financial position, operating surplus or deficit and prospects.	LGR s190(2)(b)&(c)	N/A*
» particulars of any directions the local government gave the unit.	LGR s190(2)(d)	N/A*
• details of any action taken for, and expenditure on, a service, facility or activity:	LGR s190(1)(d)	
» supplied by another local government under an agreement for conducting a joint government activity	LGR s190(1)(d)(i)	63
» for which the local government levied special rates or charges for the financial year;	LGR s190(1)(d)(ii)	63
• the number of invitations to change tenders under section 228(7) of the LGR during the financial year;	LGR s190(1)(e)	62
• a list of the registers kept by the local government;	LGR s190(1)(f)	62
• a summary of all concessions for rates and charges granted by the local government;	LGR s190(1)(g)	63
• the report on the internal audit for the financial year;	LGR s190(1)(h)	60
• a summary of investigation notices given in the financial year under S49 of the LGR for competitive neutrality complaints;	LGR s190(1)(i)	64
• the local government's responses in the financial year on the QCA's recommendations on any competitive neutrality complaints under S52(3) of the LGR.	LGR s190(1)(j)	64

N/A\* - Council is not required to provide information pertaining to these sections of legislation

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65 Rankin Street, Mareeba 4880

18- 22 Arara Street, Kuranda 4883

1300 308 461

[info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

[www.msc.qld.gov.au](http://www.msc.qld.gov.au)

**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 SEPTEMBER 2022**

**Date Prepared:** 6 October 2022

**Author:** Senior Planner

**Attachments:** Nil

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Please see below information.

**Summary of new Planning Development Applications and Delegated Decisions for September 2022**

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/22/0019	13/09/2022	Mareeba Child Care & Kindergarten Inc. C/- Gilvear Planning 67 Constance Street & 2-6 Hastie Street, Mareeba	Lot 2 on RP723297 & Lot 10 on SP270086	MCU - Extension to Child care centre	In Decision Stage
MCU/22/0020	15/09/2022	P Cockram C/- The Building Approval Company 611 Speewah Road, Speewah	Lot 1 on RP729475	MCU - Dwelling House (Secondary Dwelling)	Decision Notice issued 5/10/2022
RAL/22/0018	09/09/2022	J & V Khafer C/- Freshwater Planning Pty Ltd 100 Blacks Road, Mareeba	Lot 7 on SP117678	ROL (1 into 2 Lots)	In Public Notification stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/22/0015	21/09/2022	J Cunningham	7-9 Santowski Crescent, Mount Molloy	Lot 268 on DA403	ROL (1 into 2 Lots)
RAL/22/0012	27/09/2022	H Aoyama & S Musumeci	325 and 367 Koah Road, Koah	Lots 3 and 4 on RP887895	ROL Boundary Realignment (2 lots into 2 Lots)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

September 2022 (Regional Land Use Planning)

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/22/0020	07/09/2022	G Cooper C/- Emergent Building Approvals	Blacks Road, Mareeba	Lot 3 on SP186120	Referral agency response for building work assessable against a planning scheme - Flood Hazard Overlay Code
CAR/22/0021	30/09/2022	S Richardson & J Payne C/- Northern Building Approvals	16A - 17 Martin Avenue, Mareeba	Lot 30 on SP218658	Referral agency response (response before application) for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA Dispensation)
CAR/22/0022	26/09/2022	R Gamble C/- The Building Approval Company	56 Williamson Drive, Kuranda	Lot 62 on SP201290	Referral agency response for building works assessable against the Mareeba Shire Council Planning Scheme 2016 - Environmental Significance Overlay Code, and Hill and Slope Overlay Code

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

September 2022 (Regional Land Use Planning)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/20/0003	21/09/2022	G & A Sheppard	29 Boyles Road, Kuranda	PLAN OF LOTS 1 - 3 ON SP333837 & COVENANTS A & B IN LOTS 1 & 2 RESPECTIVELY (CANCELLING LOT 2 ON RP726691)	2 New Lots
RAL/21/0027	29/09/2022	M Rutherford	1302 Kennedy Highway, Kuranda	PLAN OF EASEMENT A IN LOT 1 ON NR7544 (ON SP336781)	Easement only.
RAL/22/0011	29/09/2022	A Arena	647 Bilwon Road, Bibbohra	PLAN OF LOTS 21 & 22 ON SP328078 (CANCELLING LOTS 17 & 18 ON SP184961)	Boundary realignment only
RAL/21/0025	12/09/2022	Finn & Cater	39 Bymes Street & 94 Walsh Street, Mareeba	PLAN OF LOTS 1 - 3 ON SP328219 (CANCELLING LOTS 1 & 2 ON RP714909 & LOT 42 ON M3565)	Boundary realignment only

September 2022 (Regional Land Use Planning)

**14.2 AUDIT COMMITTEE MEETING MINUTES OCTOBER 2022**

**Date Prepared:** 5 October 2022

**Author:** Director Corporate and Community Services

**Attachments:** 1. Audit Committee Meeting Minutes [↓](#)

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Please see the following Minutes of the Audit Committee Meeting held on 4 October 2022





# **MINUTES**

**Tuesday, 4 October 2022**  
**Audit Committee Meeting**

Audit Committee Meeting Minutes

4 October 2022

**MINUTES OF MAREEBA SHIRE COUNCIL  
AUDIT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 4 OCTOBER 2022 AT 10:00AM**

**1 MEMBERS IN ATTENDANCE**

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

**2 OFFICERS IN ATTENDANCE**

Jennifer McCarthy (Director Corporate and Community Services), Glenys Pilat (Manager Development and Governance), Elisa Tatti (Manager Finance), Peter Franks (Chief Executive Officer), Cr Angela Toppin (Mayor), Andrew Cornes (Grant Thornton), Shona Cram (Grant Thornton) Nicole Short (QAO - via teleconference),

**3 APOLOGIES**

Nil

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY  
AUDIT COMMITTEE AND OBSERVERS,**

Nil

**5 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION 2022/22**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 10 August 2022 be confirmed.

**CARRIED**

**6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL**

**6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2022**

**COMMITTEE RESOLUTION 2022/23**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That Audit Committee receives the Financial Report for the period ending 31 August 2022.

**CARRIED**

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Audit Committee Meeting Minutes4 October 2022

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**6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2022****COMMITTEE RESOLUTION 2022/24**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report and recommend Council to adopt.

**CARRIED****7 INTERNAL AUDIT****7.1 INTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2022/25**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the attached reports.

**CARRIED****8 EXTERNAL AUDIT****8.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2022/26**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee receive and note the attached reports.

**CARRIED****9 LEGISLATIVE AND REGULATORY COMPLIANCE****9.1 PURCHASING REPORT AUGUST 2022****COMMITTEE RESOLUTION 2022/27**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

**CARRIED**

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Page 3

Audit Committee Meeting Minutes

4 October 2022

**10 GENERAL BUSINESS**

**10.1 AUDIT COMMITTEE QAO REGULATORY CHECKLIST**

**COMMITTEE RESOLUTION 2022/28**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the checklist for regulatory self-assessment.

**CARRIED**

**10.2 PROPOSED MEETING DATES FOR 2023**

**RECOMMENDATION**

That the below meeting dates be set for 2023.

7 March 2023

15 August 2023

3 October 2023

**11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO**

Nil

**12 MATTERS TO BE REPORTED TO COUNCIL**

Nil

**13 CLOSED SESSION**

**The Meeting closed at 11.24am.**

.....  
**CHAIRPERSON**