



AGENDA

Wednesday, 16 November 2022

Ordinary Council Meeting

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

Date: Wednesday, 16 November 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 - 26 October 2022
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 LJ & SC SPEIGHT- MATERIAL CHANGE OF USE - UNDEFINED USE ('WORKFORCE ACCOMMODATION' AS DEFINED BY THE PLANNING REGULATION 2017) - LOT 512 ON NR8022 - KENNEDY HIGHWAY, MAREEBA - MCU/22/0016

Date Prepared: 2 November 2022

Author: Planning Officer

Attachments:

1. Proposal Plans [↓](#)
2. Department of State Development, Infrastructure, Local Government and Planning Referral Agency Response Dated 4 October 2022 [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	LJ & SC Speight	ADDRESS	Kennedy Highway, Mareeba
DATE LODGED	22 August 2022	RPD	Lot 512 on NR8022
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Undefined Use ('Workforce Accommodation' as defined by the Planning Regulation 2017)		
FILE NO	MCU/22/0016	AREA	8,385m ²
LODGED BY	Freshwater Planning Pty Ltd	OWNER	LJ & SC Speight
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	No Submissions Received		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. During the mandatory public notification period, no submissions were received.

The application proposes the establishment of a workers accommodation facility to accommodate up to 64 workers. The accommodation facility will provide 64 individual 'single quarters' rooms provided within 16 demountable buildings (4 rooms per building). Each room will include separate ensuite toilet and shower facilities and shared cooking, dining and recreational areas will be provided on-site. An ancillary caretaker/managers residence is also proposed on-site. The development will be carried out in 2 stages, Stage 1 providing 40 rooms, and Stage 2 providing the additional 24 rooms.

This type of land use was previously defined by the Planning Scheme as 'Non-resident workforce accommodation', however, the Planning Regulation 2017 was recently amended which included the removal of the 'Non-resident workforce accommodation' definition, and the subsequent inclusion of a new 'Workforce accommodation' definition. Where an inconsistency exists between a land use

definition in the Regulation and the Planning Scheme, the Regulation definition prevails. As the Planning Scheme does not include the Regulation's new Workforce accommodation definition, this application needed to be made for an 'undefined use'.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and does not conflict with any aspect of the Planning Scheme.

Draft conditions were provided to the Applicant care of their consultant and have been agreed to. It is recommended that the application be approved in full subject to conditions.

OFFICER’S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	LJ & SC Speight	ADDRESS	Kennedy Highway, Mareeba
DATE LODGED	22 August 2022	RPD	Lot 512 on NR8022
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Undefined Use ('Workforce Accommodation' as defined by the Planning Regulation 2017)		

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), concurrence agency conditions in (E), relevant period in (F), further permits in (G), and further approvals from Council listed in (H);

And

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

- (A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use - Undefined Use ('Workforce Accommodation' as defined by the Planning Regulation 2017)

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
ARCH-01 000	Floor Plan / Site Plan / Site Area	-	1 July 2022
ARCH-01 01/01 Rev 3	Floor Plan	-	1 May 2022
ARCH-03 03/05	Elevations	-	1 May 2022
ARCH-04 04/05 Rev 3	Floor Plan / Elevations / Perspectives	-	1 May 2022
ARCH-05 05/05	Floor Plan / Elevations / Perspectives	-	1 May 2022

(C) 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
 - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council’s delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
 - 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
 - 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by 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 must be made prior to commencement of the use and at the rate applicable at the time of payment.
 - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council’s delegated officer.
 - 3.4 Noise Nuisance
 - 3.4.1 Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a

maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.

- 3.4.2 The applicant/developer must ensure the approved accommodation use is operated and managed (including noise generated by guests) to not exceed a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations.

No amplified music is permitted on-site at any time.

3.5 Waste Management

- 3.5.1 On site refuse storage area/s must be provided and be screened from view from adjoining properties and road reserve by 1 metre wide landscaped screening buffer or 1.8m high solid fence or building.

- 3.5.2 Where bulk bins are used and are to be serviced on site, prior to the issue of a development permit for building works, Council's delegated officer must be satisfied that internal access is of adequate design and construction to allow waste collection/delivery vehicles to enter and exit the site in a forward gear only.

3.6 Length of Stay

The maximum length of stay for guests must not typically exceed nine (9) consecutive months, unless otherwise approved by Council's delegated officer.

3.7 Accommodation Capacity

No more than 64 individual workers shall be accommodated on-site at any given time.

Occupancy records must be kept and presented to Council upon request should any complaint of overcrowding be received.

3.8 Signage

Any advertising devices relating to the development must be wholly sited on the subject site and be limited to a cumulative sign face area of 6m² and must:

- (i) Not resemble a traffic control device or give instructions to traffic;
- (ii) Not incorporate highly reflective materials or finishes;
- (iii) Not be illuminated, move, revolve, strobe or flash; and
- (iv) Be kept clean, in good order and safe repair for the life of the development.

The erection of any signage must comply with the Building Act and all other relevant Acts, Regulations and these approval conditions. The sign must be removed at the decommissioning and rehabilitation stage of the development.

3.9 Notification of Potential Rural Zone Impacts

The applicant is to erect signage in plain sight and in large legible writing at the kitchen/dining area, recreational area, and on each accommodation building advising guests that the subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 and is in a rural locality. The signage should generally state the following:

"Guests should take note:

- *The locality may be used for intensive rural uses;*
- *Guests may experience off site effects from rural activities, including noise, sprays and dust that may cause a loss of residential amenity. Existing and/or self-assessable agricultural and rural uses in the locality have a 'right to farm' or a right to legally continue the use."*

3.10 The workforce accommodation shall not be used for any other purpose than that included in the Planning Regulation definition for 'Workforce Accommodation'.

Upon request by Council, the applicant/owner/operator shall be responsible for providing records to Council, which demonstrates that the occupants of the workforce accommodation are employed in the locality at a place of employment consistent with the Planning Regulation definition.

3.11 A site manager must be present on-site at all times to ensure compliance with these conditions of approval.

3.12 Bushfire Management

3.12.1 A Bushfire Management Plan for the site, incorporating evacuation procedures for guests, must be prepared to the satisfaction of Council's delegated officer. The approved use must comply with the requirements of the Management Plan at all times.

3.12.2 An on-site water supply for firefighting purposes must be provided with a minimum capacity of 5,000 litres that must comprise either:

- (a) a stand-alone tank; or
- (b) a reserve section in the bottom part of the main water supply tank;
or
- (c) a dam; or
- (d) a swimming pool.

Where tank water supply is provided, the outlet must be fitted with a 50mm ball valve with a camlock fitting for connection to firefighting appliances.

4. Infrastructure Services and Standards

4.1 Stormwater Drainage

4.1.1 The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development.

4.1.2 All stormwater drainage concentrated by the development must be collected from site and discharged to an approved legal point of discharge.

4.2 Car Parking/Internal Driveways

4.2.1 The applicant/developer must ensure that the development is provided with 17 vehicle parking spaces, and four (4) bus parking spaces as shown on the approved plans. No parking of vehicles or buses is permitted to occur off-site.

4.2.2 All car parking spaces, and trafficable areas must be surface treated with an all-weather compacted gravel seal and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

4.2.3 All car parking spaces and internal driveways must be constructed in compliance with the following standards, to the satisfaction of Council's delegated officer:

- Australian Standard AS2890:1 Off Street Parking – Car Parking Facilities;
- Australian Standard AS1428:2001 – Design for Access and Mobility.

4.2.4 All parking spaces and trafficable areas must be maintained in good order and safe repair for the life of the development, to the satisfaction of Council's delegated officer.

A sign must be erected in proximity to the access driveway indicating the availability of on-site parking.

4.3 Landscaping & Fencing

Prior to building works commencing, the applicant/developer must prepare and submit a landscape plan in accordance with Planning Scheme Policy 6 for consideration and approval by Council's Delegated Officer. The landscape plan must include the following:

- (i) A minimum three (3) metre wide landscape buffer along the entire Kennedy Highway frontage of the site;
- (ii) A minimum two (2) metre wide landscape buffer along the entire length of the northern boundary (excluding access ways);
- (iii) a minimum two (2) metre wide landscape buffer along the entire length of the eastern boundary;
- (iv) a minimum two (2) metre wide landscape buffer along the entire length of the southern boundary of the site.
- (v) a 1.8m high colorbond fence (of neutral colour) or timber paling fence (with no gaps) along the entire length of the southern boundary sited on the inside of the 2m landscape buffer required under (iv).
- (vi) any landscaping proposed throughout the facility (not compulsory)

Landscaping associated with points (i), (ii), (iii) and (iv) should include ground cover, shrubs and trees that will grow to form an effective buffer of no less than 4 metres in height.

All perimeter landscaping must be undertaken when the building works commence so as to ensure reasonable establishment before the commencement of the use and must be mulched, irrigated and maintained for the life of the development and to the satisfaction of Council's Delegated Officer. The fencing required under (v) must be installed prior to the commencement of the use.

4.4 *Non-Reticulated Water Supply*

The development must be provided with a potable water supply that can satisfy the standards for drinking water set by the Australian Drinking Water Guidelines 2004 (National Health and Medical Research Council and the National Resource Management Ministerial Council).

All non-potable sources of water must be sign posted "non-potable water supply" or similar in order to deter consumption.

4.5 On-Site Wastewater Management

All on site effluent disposal associated with the approved use must be in compliance with the latest version of On-Site Domestic Wastewater Management Standard (AS/NZS 1547) to the satisfaction of the Council's delegated officer.

Note: Any on-site wastewater treatment system with a total daily peak design capacity of at least 21 equivalent persons (EP) is an Environmentally Relevant Activity (ERA 63 - Sewerage Treatment) and an Environmental Authority is required.

4.6 Lighting

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

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

(D) ASSESSMENT MANAGER'S ADVICE

(a) Food Premises

Premises proposed for the storage and preparation, handling, packing or service of food must comply with the requirements of the Food Act 2006.

(b) 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.

(c) Compliance with Acts and Regulations

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

(d) 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

(e) 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

(E) REFFERAL AGENCY CONDITIONS

Department of State Development, Infrastructure, Local Government and Planning conditions dated 4 October 2022.

(F) RELEVANT PERIOD

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

- Material Change of Use aspect – six (6) years (starting the day the approval takes effect);

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

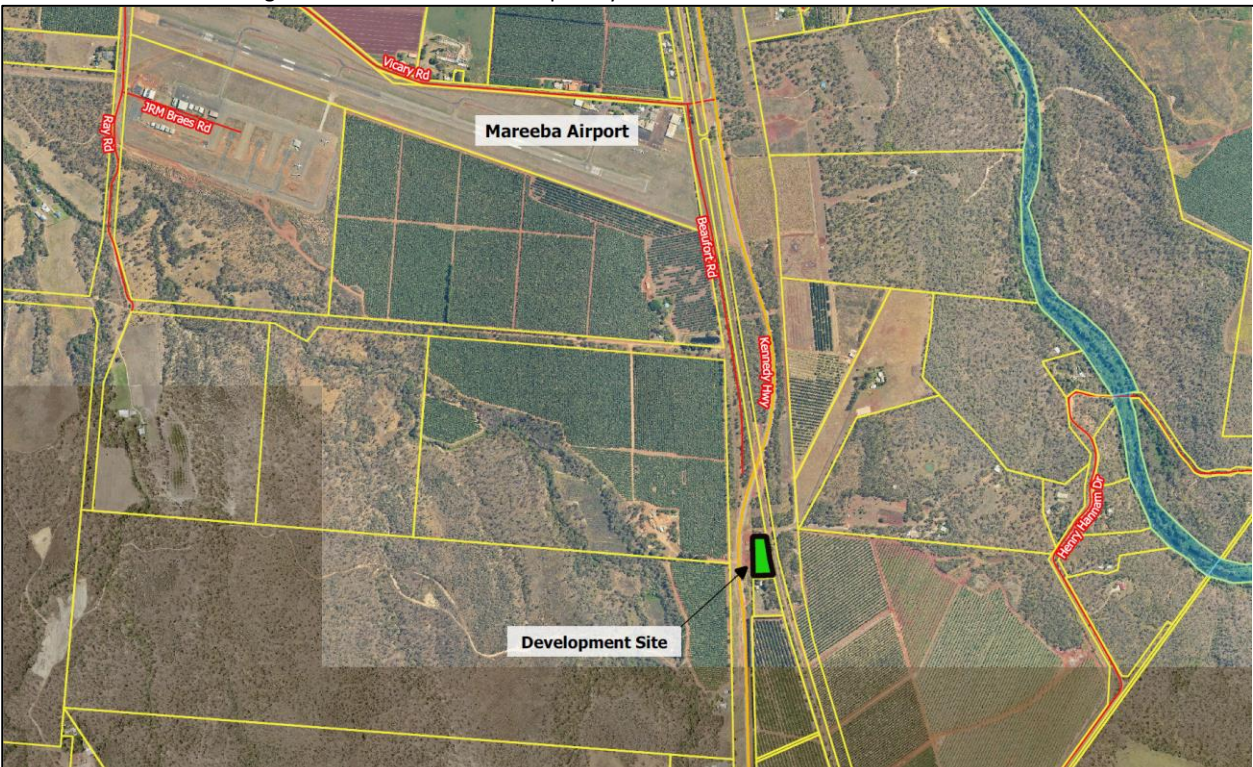
- Compliance Permit for Plumbing and Drainage Work

THE SITE



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

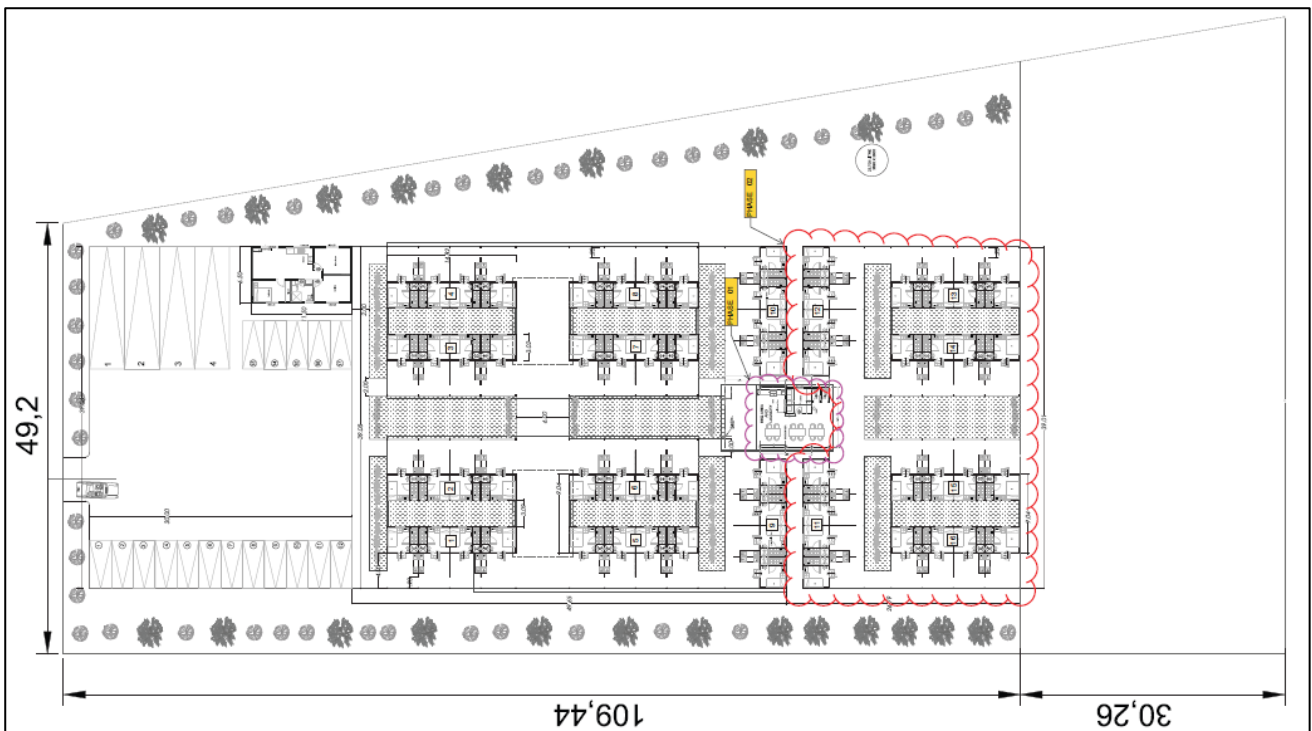
DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use - Undefined Use ('Workforce Accommodation' as defined by the Planning Regulation 2017) in accordance with the plans shown in **Attachment 1**.

The application proposes the establishment of a workers accommodation facility to accommodate up to 64 workers. The accommodation facility will provide 64 individual 'single quarters' rooms provided within 16 demountable buildings (4 rooms per building). Each room will include separate ensuite toilet and shower facilities and shared cooking, dining and recreational areas will be provided on-site. An ancillary caretaker/managers residence is also proposed on-site. The development will be carried out in 2 stages, Stage 1 providing 40 rooms, and Stage 2 providing the additional 24 rooms.

A large carparking area will be provided at the northern end of the allotment which will be gravel sealed. Wastewater will be disposed of on-site through a series of wastewater treatment systems and the site will be provided with a channel water supply that will need to be treated to make potable.

The site plans showing the general layout of the workforce accommodation facility is shown below:



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 site contains no areas of ecological significance.

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<p>Land Use Categories</p> <ul style="list-style-type: none"> • <i>Rural Agricultural Area</i> • <i>Rural Other</i> <p>Transport Elements</p> <ul style="list-style-type: none"> • <i>State Controlled Road</i> • <i>B-double Route</i> • <i>Railway Network</i> • <i>Principal Cycle Route</i>
Zone:	Rural Zone
Overlays:	<p>Agricultural Land Overlay Airport Environs Overlay Bushfire Hazard Overlay</p>

Planning Regulation 2017 Land Use Definition

The proposed use is considered an 'undefined use' in the Mareeba Shire Council Planning Scheme 2016 due to a recent administrative change to the *Planning Regulation 2017*. Where there is an inconsistency between the land use definitions in the Planning Scheme and the Regulation, the Regulation definition prevails. The Regulation defines 'Workforce Accommodation' as follows :-

Workforce accommodation—

(a) means the use of premises for—

(i) accommodation that is provided for persons who perform work as part of—

(A) a resource extraction project; or

(B) a project identified in a planning scheme as a major industry or infrastructure project; or

(C) a rural use; or

(ii) recreation and entertainment facilities for persons residing at the premises and their visitors, if the use is ancillary to the use in subparagraph (i); but

(b) does not include rural workers' accommodation.

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***3.3.11 Element - Rural areas**3.3.11.1 Specific Outcomes*

- (1) *Rural areas include rural activities and land uses of varying scale, consistent with surrounding land use, character and site conditions.*

Comment

The proposed development will provide accommodation for a maximum of 64 workers for short-medium term periods and with workers predominately being employed by farming ventures within the Shire. There is currently an identified shortage of accommodation within our region for farm workers and workers employed on major infrastructure projects. This development will help meet some of this demand. The proposed development makes efficient use of the site and is not likely to detrimentally impact on surrounding agricultural land uses.

The proposed development is not likely to compromise Specific Outcome 1.

3.7 Economic Development*3.7.2 Element - Rural and Agricultural land**3.7.2.1 Specific outcomes*

- (1) *Agricultural areas are preserved for the purpose of primary production and are protected from fragmentation, alienation and incompatible development.*
- (3) *Urban and rural residential development provides a buffer to adjacent rural areas in accordance with best practice.*

Comment

The subject site has an area of just 8,385m² so in itself has little agricultural viability.

The proposed workforce accommodation is considered to be an agricultural support use and is appropriately setback/screened from surrounding rural land uses. Given the nature of the proposed use (short - medium term accommodation for workers) the development is likely to be more resilient and subsequently less susceptible to land use conflict arising from adjoining farming activity.

The proposed development is not likely to compromise Specific Outcomes 1 and 3.

- (5) *Development ensures rural activities in all rural areas are not compromised by incompatible development and fragmentation.*

Comment

The subject site has an area of just 8,385m² so in itself has little agricultural viability.

The proposed workforce accommodation is considered to be an agricultural support use and is appropriately setback/screened from surrounding rural land uses. Given the nature of the proposed use (short - medium term accommodation for workers) the development is likely to be more resilient and subsequently less susceptible to land use conflict arising from adjoining farming activity.

The proposed development is not likely to compromise Specific Outcomes 5.

Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 9.3.1 Accommodation activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Rural zone code	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
Agricultural land overlay code	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>

<p>Airport environs overlay code</p>	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
<p>Bushfire hazard overlay code</p>	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
<p>Accommodation activities code</p>	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
<p>Landscaping code</p>	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
<p>Parking and access code</p>	<p>The application complies or 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>Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.</p>
<p>Works, services and infrastructure code</p>	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.</p>

	Where an acceptable outcome cannot be met, it is considered that the proposed development can satisfy the relevant higher order performance outcome. Refer to code documents for full commentary.
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(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 of approval will be included requiring all relevant development works be designed and constructed in accordance with FNQROC Development Manual standards (as amended).

REFERRAL AGENCY

The application triggered referral to the Department of State Development, Infrastructure, Local Government and Planning as a Referral Agency.

That Department advised in a letter dated 4 October 2022 that they require the conditions to be attached to any approval (**Attachment 2**).

Internal Consultation

Nil

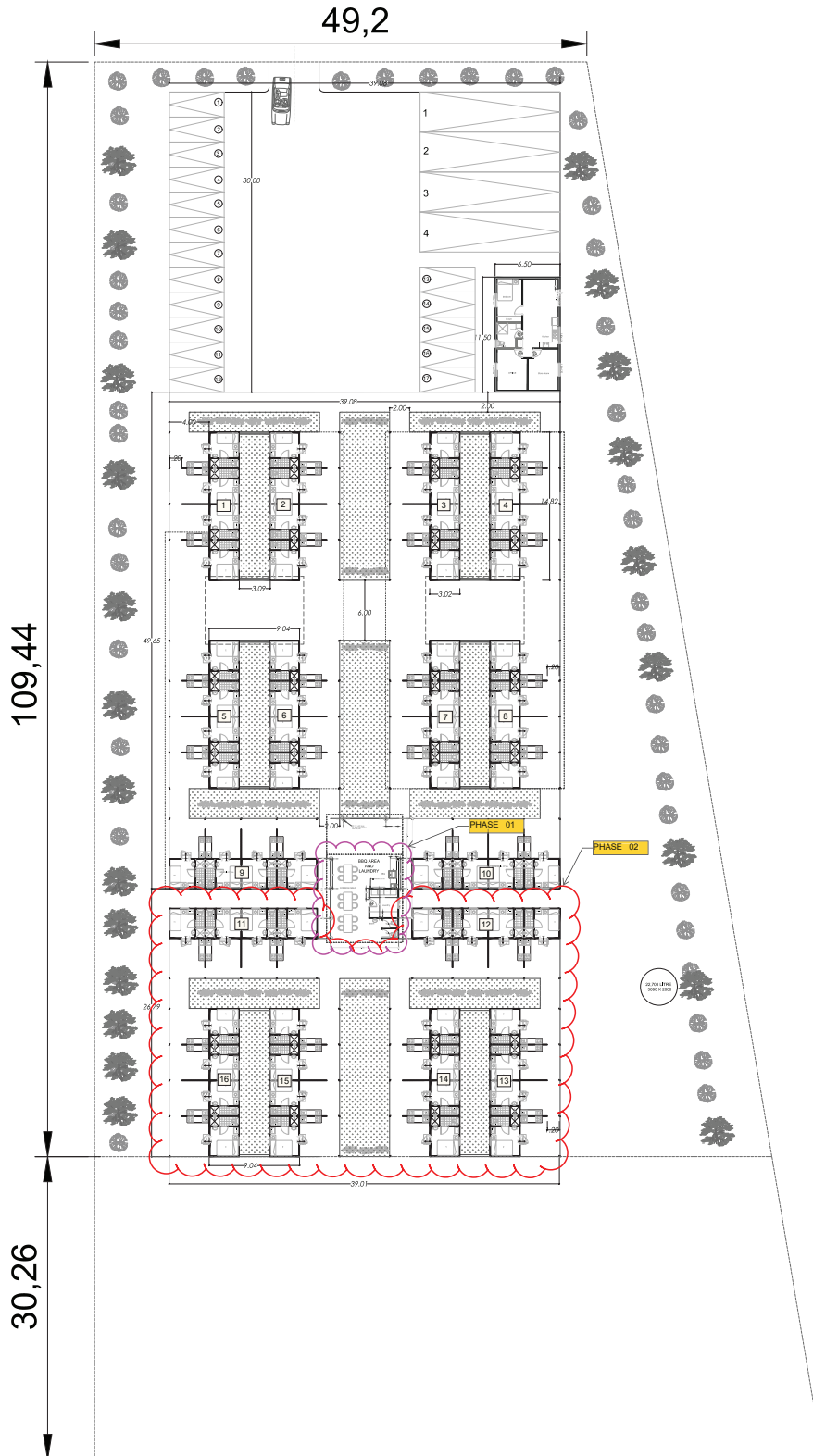
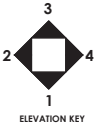
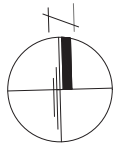
PUBLIC NOTIFICATION

The development proposal was placed on public notification from 14 September 2022 to 5 October 2022. The applicant submitted the notice of compliance on 10 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

Nil



3 FLOOR PLAN
1:200 SCALE .MTS

SITE PLAN: 6,396.40 M2
SITE AREA - OVERALL: 8,385 M2

ARCH-01
000

PROJECTO:

HOTEL

OWNER:

LUKE SPEIGHT

LOCATED:

CONTAINS:

- FLOOR PLAN
- SITE PLAN
- SITE AREA

DRAW:

CHECKED:

APPROVED:

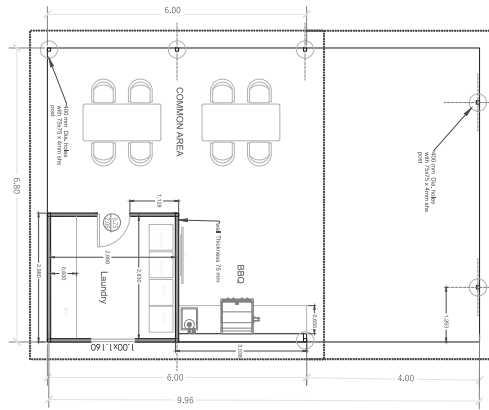
LOCATION:



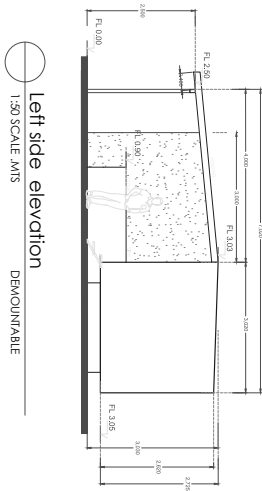
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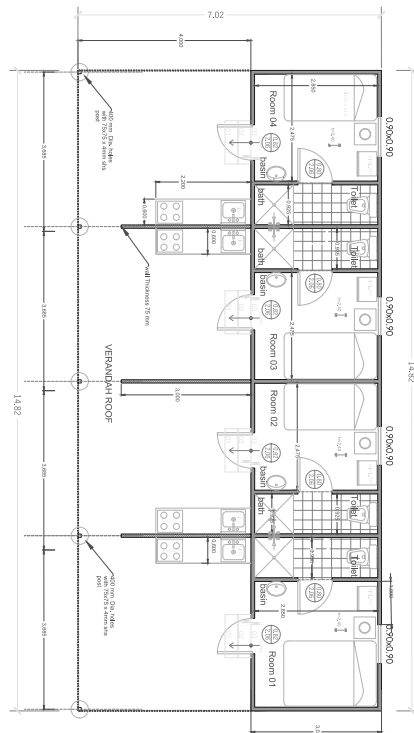
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- EXTENSION 03 01.JULY.2022



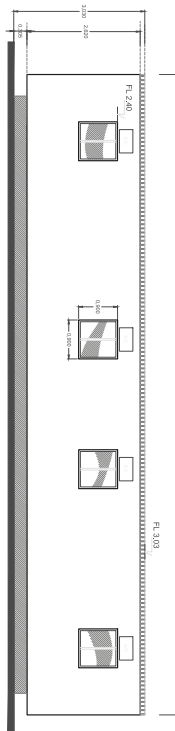
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1:50 SCALE MTS



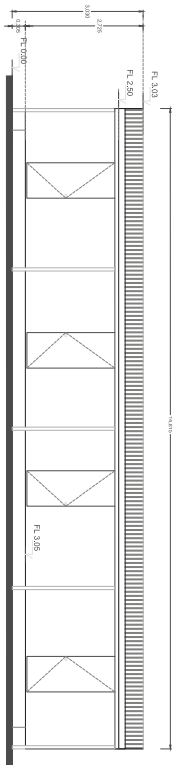
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1:50 SCALE MTS
DEMOUNTABLE



FLOOR PLAN
1:50 SCALE MTS
DEMOUNTABLE



REAR Elevation
1:50 SCALE MTS
DEMOUNTABLE

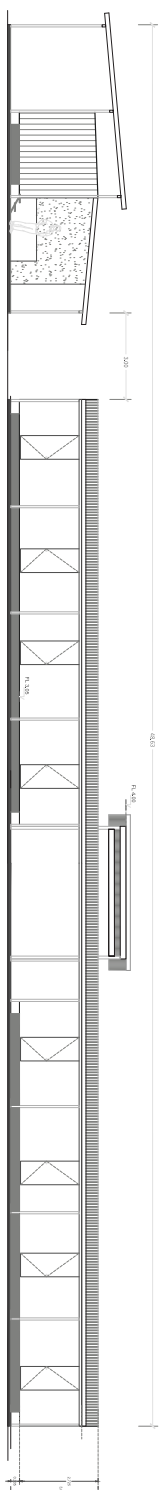


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1:50 SCALE MTS
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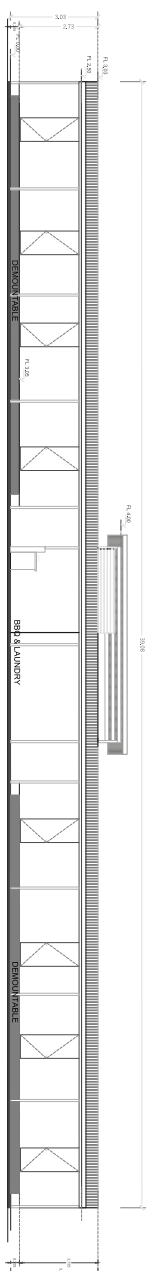
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<p>ARCH-01 01/6</p>	<p>PROJECTO: HOTEL</p>	<p>CONTAINS:</p> <ul style="list-style-type: none"> FLOOR PLAN ELEVATIONS PERSPECTIVES 	<p>LOCATION:</p>	<p>- REVISION 03 01.MAY.2022</p>
	<p>OWNER: LUKE SPEIGHT</p>	<p>LOCATED:</p>	<p>DRAW:</p>	<p>CHECKED:</p>
			<p>SCALE:</p>	<p>DATE:</p>

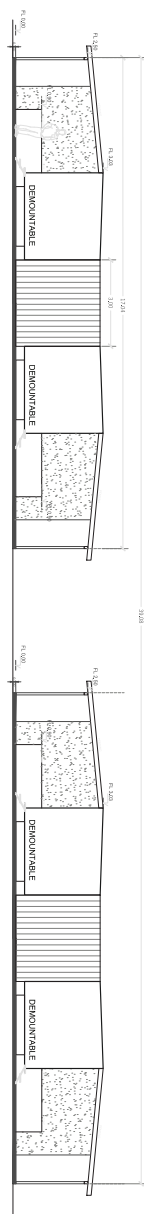
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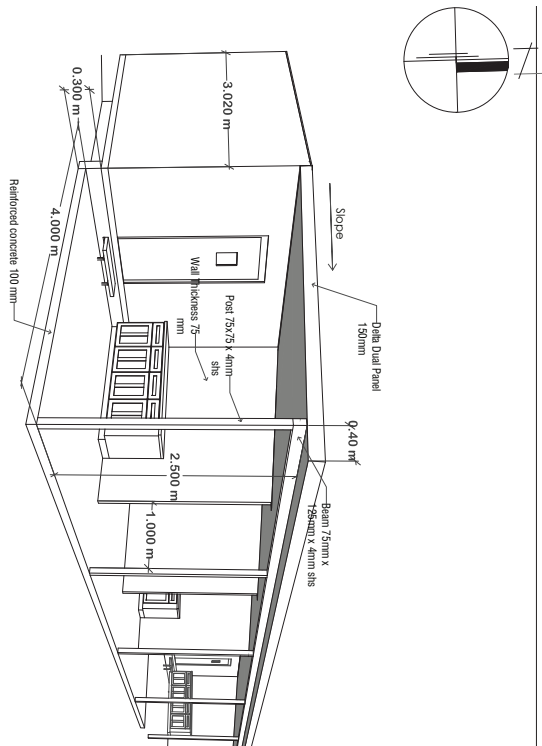
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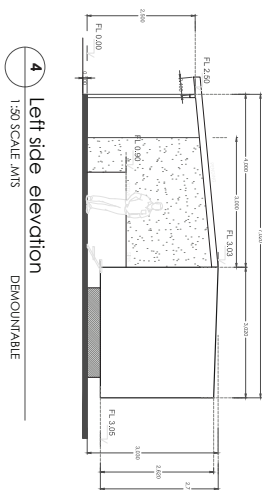
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	<p>OWNER: LUKE SPEIGHT</p>	<p>DRAW: _____</p>	<p>CHECKED: _____</p>	<p>APPROVED: _____</p>
<p>LOCATED: _____</p>	<p>SCALE: _____</p>	<p>DATE: _____</p>		<p>_____</p>

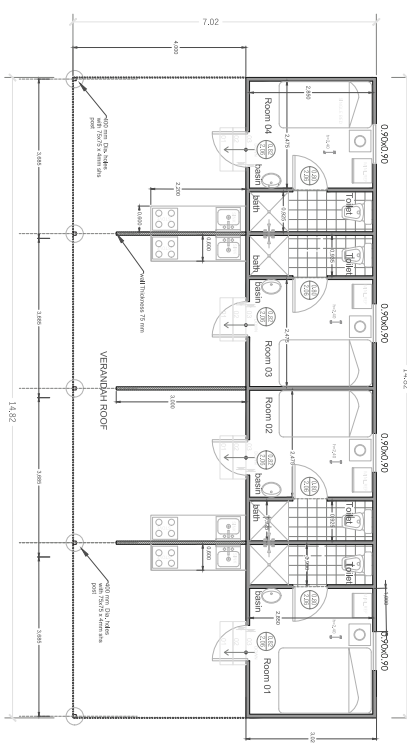


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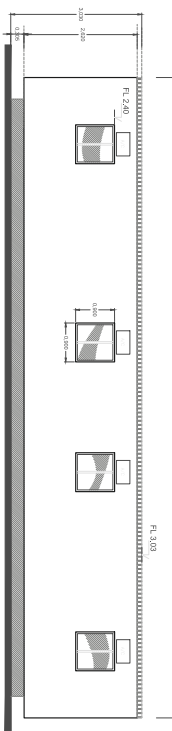


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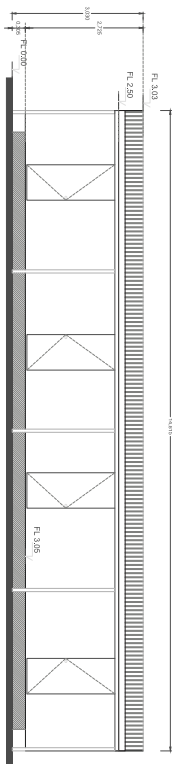
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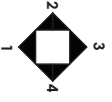
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○ 3 REAR Elevation
1:50 SCALE MTS
DEMOUNTABLE

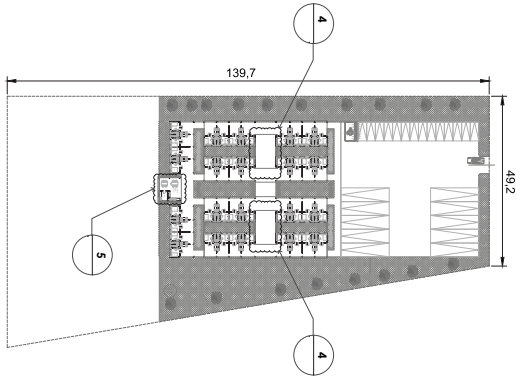


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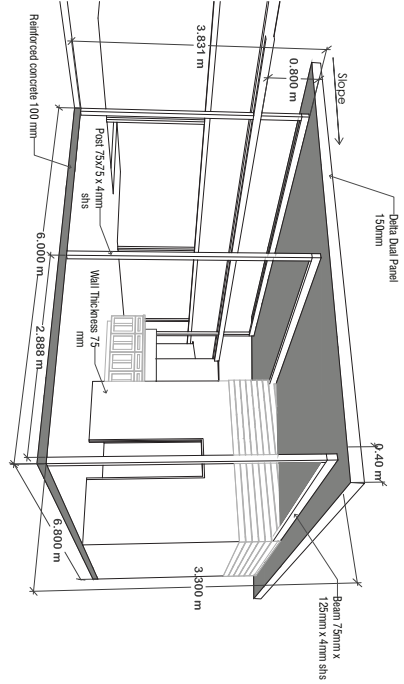


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	OWNER: LUKE SPEIGHT	LOCATED:	SCALE:	DATE:	DRAW:	CHECKED:

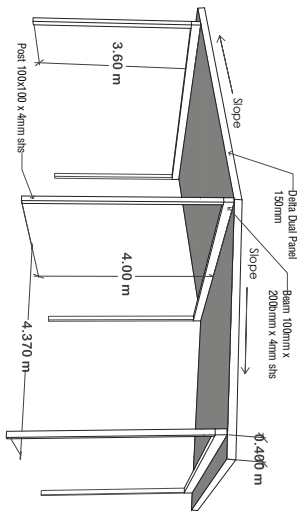
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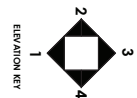
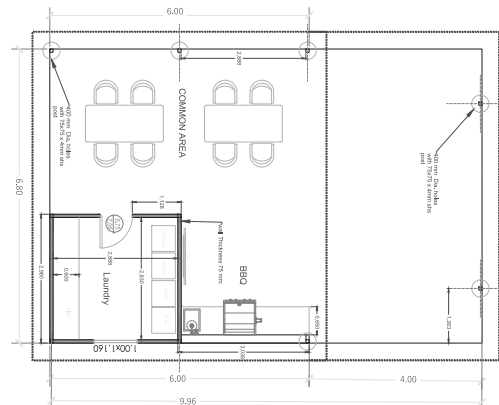
5 PERSPECTIVE 01
BBQ & LAUNDRY



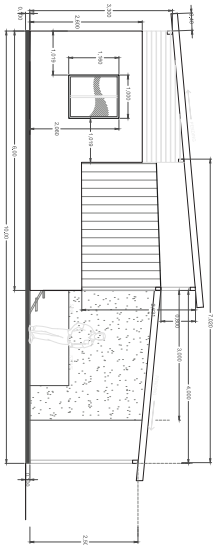
4 PERSPECTIVE 02



2 FLOOR PLAN
1:350 SCALE M/S



4 Left side elevation
1:350 SCALE M/S
DEMOUNTABLE



ARCH-05
05/1

PROJECT:
HOTEL
OWNER:
LUKE SPEIGHT
LOCATED:

CONTAINS:
BBQ
- FLOOR PLAN
- ELEVATIONS
- PERSPECTIVES
DRAW: **CHECKED:** **APPROVED:**

LOCATION:

SCALE: **DATE:**

- REVISION 03 01.MAY.2022

RA6-N



SARA reference: 2209-30763 SRA
 Council reference: MCU/22/0016
 Applicant reference: F22/01

4 October 2022

Chief Executive Officer
 Mareeba Shire Council
 PO Box 154
 Mareeba QLD 4880
 planning@msc.qld.gov.au

Attention: Mr Carl Ewin

Dear Sir/Madam

SARA response—Kennedy Highway, Mareeba

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 2 September 2022.

Response

Outcome:	Referral agency response – with conditions.
Date of response:	4 October 2022
Conditions:	The conditions in Attachment 1 must be attached to any development approval.
Advice:	Advice to the applicant is in Attachment 2 .
Reasons:	The reasons for the referral agency response are in Attachment 3 .

Development details

Description:	Development permit	Material Change of Use - Undefined Use (Workforce Accommodation as Defined by the Planning Regulation 2017)
SARA role:	Referral agency	

2209-30763 SRA

SARA trigger: Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017) – Material change of use of premises near a State transport corridor

SARA reference: 2209-30763 SRA

Assessment Manager: Mareeba Shire Council

Street address: Kennedy Highway, Mareeba

Real property description: Lot 512 on NR8022

Applicant name: LJ and SC Speight

Applicant contact details: C/- Freshwater Planning Pty Ltd
17 Barron View Drive
Freshwater QLD 4870
freshwaterplanning@outlook.com

State-controlled road access permit: This referral included an application for a road access location, under section 62A(2) of *Transport Infrastructure Act 1994*. Below are the details of the decision:

- Approved
- Reference: TMR22-037288 (500-1671)
- Date: 29 September 2022

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at Far.North.Queensland.IDAS@tmr.qld.gov.au

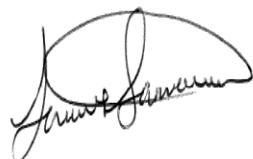
Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules) Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Belinda Jones, A/Principal Planning Officer, on 40373208 or via email CairnsSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Javier Samanes
A/Manager (Planning)

cc LJ and SC Speight C/- Freshwater Planning Pty Ltd, freshwaterplanning@outlook.com

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations provisions
Attachment 5 - Approved plans and specifications

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the plans and specifications referenced below are found at Attachment 5)

No.	Conditions	Condition timing
Material change of use		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017) – Material change of use of premises near a State transport corridor —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	(a) Road works comprising of a basic right turn treatment (BAR), a rural basic left-turn treatment (BAL) and a flag light must be provided at the Kennedy Highway / Unnamed Road T-intersection. (b) The road works must be designed and constructed in accordance with: (i) Figure A 6: Basic right (BAR) turn treatment on a two-lane rural road, Part 4: Intersections and Crossings – General, Austroads Guide to Road Design, 2021; (ii) Figure 8.2: Rural basic left-turn treatment (BAL), Part 4A: Unsignalised and Signalised Intersections, Austroads Guide to Road Design, 2021; and (iii) Figure 7.1.4(a) – Flag lighting at isolated intersections of the Department of Main Roads Road Planning and Design Manual 2 nd Edition, March 2021, Volume 6 – Lighting.	Prior to commencement of use
2.	(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road. (b) Any works on the land must not: (i) create any new discharge points for stormwater runoff onto the state-controlled road; (ii) interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road; (iii) surcharge any existing culvert or drain on the state-controlled road; (iv) reduce the quality of stormwater discharge onto the state-controlled road.	(a) and (b): At all times
3.	(a) The road access location is to be located generally in accordance with TMR Layout Plan 1 (32B – 7.90km), prepared by Queensland Government Transport and Main Roads, dated 22/09/2022, Reference TMR21-37288 (500-1671), Issue A and amended by SARA on 4 October 2022. (b) Road access works comprising of a sealed 'Type B' rural property vehicular access must be provided at the road access location.	(a) At all times (b) and (c): Prior to the commencement of

2209-30763 SRA

	<p>(c) The road access works must be designed and constructed in accordance with TMR Standard Rural Property Access Drawing, Sheets 1 & 2, Drawing No. 1807, Type B – Rural Property Access, dated 07/2020, and Revision A.</p>	<p>use</p>
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Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v3.0. If a word remains undefined it has its ordinary meaning.
2.	<p>Mandatory Part (MP) 4.4 of the Queensland Development Code (QDC) applies to building work for the construction or renovation of a residential building in a designated <i>transport noise corridor</i>. MP4.4 seeks to ensure that the habitable rooms of Class 1, 2, 3 and 4 buildings located in a <i>transport noise corridor</i> are designed and constructed to reduce transport noise. <i>Transport noise corridor</i> means land designated under Chapter 8B of the <i>Building Act 1975</i> as a <i>transport noise corridor</i>. Information about <i>transport noise corridors</i> is available at state and local government offices.</p> <p>A free online search tool can be used to find out whether a property is located in a designated <i>transport noise corridor</i>. This tool is available at the State Planning Policy Interactive Mapping System website: https://spp.dsdp.esriaustraliaonline.com.au/geoviewer/map/planmaking and allows searches on a registered lot number and/or property address to determine whether and how the QDC applies to the land. Transport Noise Corridors are located under Information Purposes within Transport Infrastructure of the State Planning Policy (SPP) mapping system.</p>
3.	<p>The proposed development is required to install a flag light at the Kennedy Highway / Unnamed Road T-intersection.</p> <p>The applicant should seek advice from DTMR regarding DTMR's preferred tariff (i.e Rate 2 or Rate 3) lighting specifications. Please contact Paul Morris – Principal Technical Officer (Electrical) on 0407750598 or email at Paul.z.morris@tmr.qld.gov.au.</p>
Further development permits required	
4.	Under section 33 of the <i>Transport Infrastructure Act 1994</i> , written approval is required from the Department of Transport and Main Roads to carry out road works. Please contact the Department of Transport and Main Roads on 4045 7144 to make an application for road works approval. This approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the Department of Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.

2209-30763 SRA

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for SARA's decision are:

- The site has road frontage and access from Kennedy Highway, a state-controlled road.
- The development has been conditioned to ensure that stormwater and drainage does not adversely impact on the Kennedy Highway.
- The development is unlikely to compromise the safety, efficiency and operating conditions of Kennedy Highway as the development has been conditioned to ensure that the existing intersection is upgraded.
- The development is unlikely to impact the structural integrity or physical condition of the Kennedy Highway.
- The proposed development will not impact on the ability or cost to plan, construct, maintain or operate state transport corridors.
- SARA has carried out an assessment of the development application against State code 1: Development in a state-controlled road environment and has found that with conditions, the proposed development complies with relevant performance outcomes.

Material used in the assessment of the application:

- The development application material and submitted plans
- Planning Act 2016
- Planning Regulation 2017
- The State Development Assessment Provisions (version 3.0), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system
- *Human Rights Act 2019*

2209-30763 SRA

Attachment 4—Change representation provisions

(page left intentionally blank – attached separately)

2209-30763 SRA

Attachment 5—Approved plans and specifications

(page left intentionally blank – attached separately)

Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

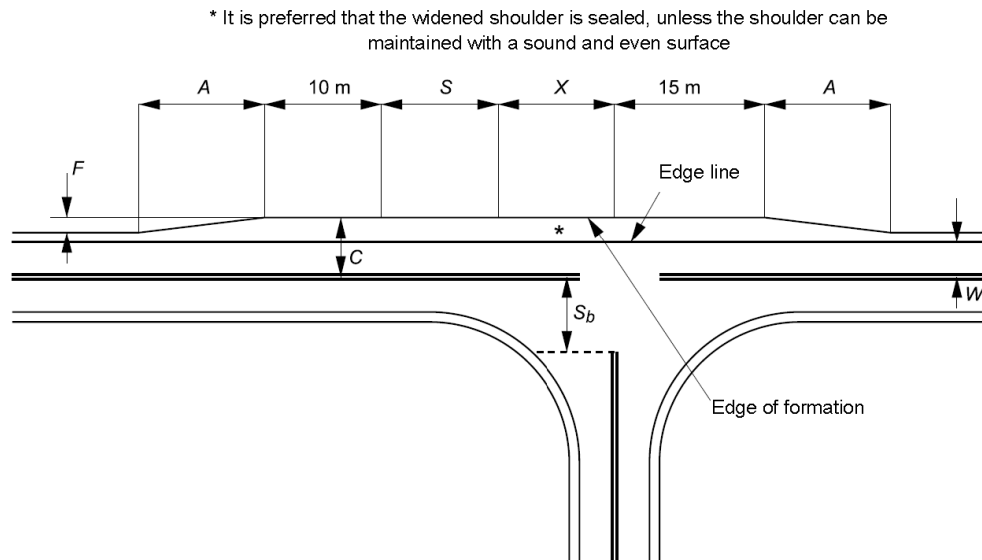
30 Representations about a referral agency response

- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

Guide to Road Design Part 4: Intersections and Crossings – General

Figure A 6: Basic right (BAR) turn treatment on a two-lane rural road



Notes:


This treatment applies to the right turn from a major road to a minor road.

The dimensions of the treatment are:

- W = Nominal through lane width (m) (including widening for curves). Width to be continuous through the intersection.
- C = On straights – 6.5 m minimum
7.0 m minimum for Type 1 & Type 2 road trains
On curves – widths as above + curve widening (based on widening for the design turning vehicle plus widening for the design through vehicle)
- A = $\frac{0.5VF}{3.6}$
Increase length A on tighter curves (e.g. those with a side friction demand greater than the maximum desirable). Where the design through vehicle is larger than or equal to a 19 m semi-trailer the minimum speed used to calculate A is 80 km/h
- V = Design speed of major road approach (km/h)
- F = Formation/carrageeway widening (m)
- S = Storage length to cater for one design turning vehicle (m) (minimum length 12.5 m)
- X = Distance based on design vehicle turning path, typically 10–15 m

Source: Department of Main Roads (2006)¹².

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE



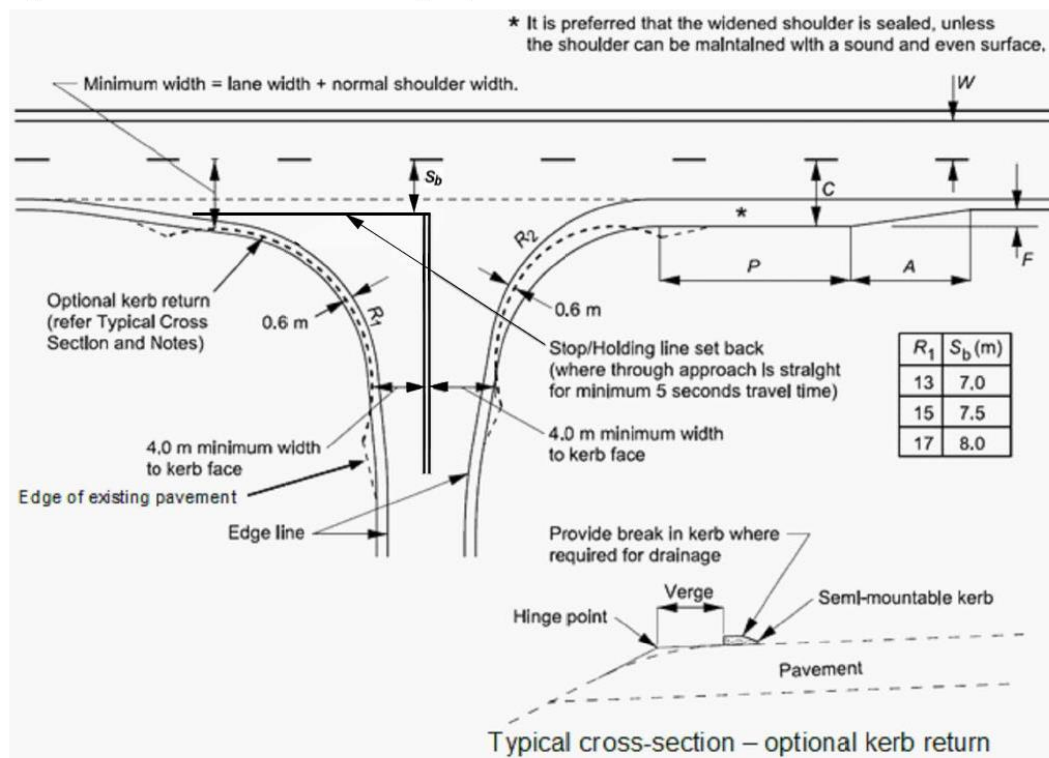
SARA ref: 2209-30763 SRA

Date: 4 October 2022

12 Department of Main Roads (2006) has been superseded and Figure A 6 has not been carried forward into Queensland Department of Transport and Main Roads (2016).

Department of Transport and Main Roads note:
Site specific requirements may not reflect this example in its entirety. Drawing details must reflect site specific conditions for Road Works / Road Access Works.

Figure 8.2: Rural basic left-turn treatment (BAL)



Notes:

- R_1 and R_2 are determined by the swept path of the design vehicle.
- The dimensions of the treatment are defined thus:
 - W = Nominal through lane width (m) (including widening for curves).
 - C = On straights – 6.0 m minimum.
On curves – 6.0 m plus curve widening (based on widening for the design turning vehicle plus widening for the design through vehicle).
 - A = $\frac{0.5VF}{3.6}$
 - V = Design speed of major road approach (km/h).
 - F = Formation/carriageway widening (m).
 - P = Minimum length of parallel widened shoulder (Table 8.1).
 - S_b = Setback distance between the centre of the major road and the give way or stop line in the minor road.

Source: Department of Main Roads (2006)³⁵.

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

SARA ref: 2209-30763 SRA

Date: 4 October 2022

35 Department of Main Roads (2006) has been superseded and Figure 8.2 has not been carried forward into Queensland Department of Transport and Main Roads (2016).

Department of Transport and Main Roads note: Site specific requirements may not reflect this example in its entirety. Drawing details must reflect site specific conditions for Road Works / Road Access Works.

Volume 6: Lighting

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

SARA ref: 2209-30763 SRA.....

Date: 4 October 2022.....


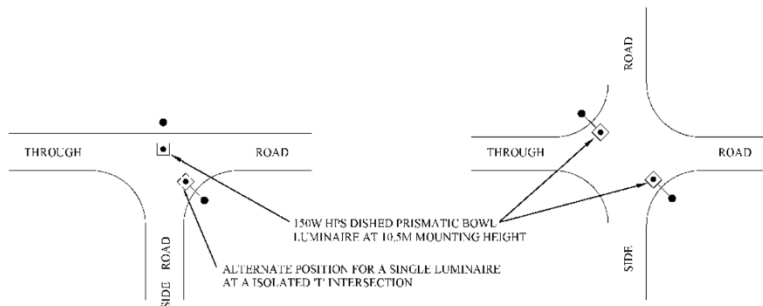
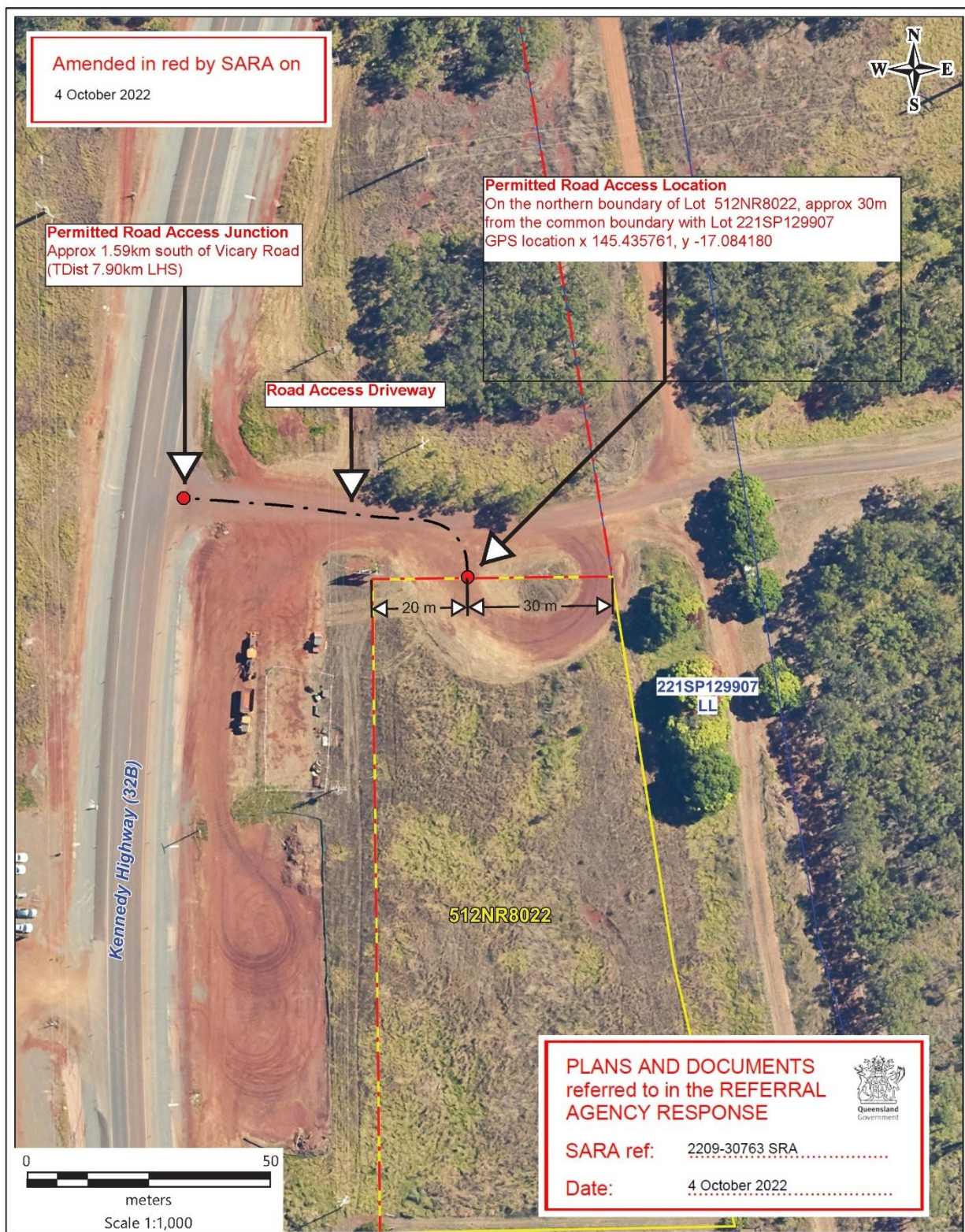


Figure 7.1.4(a) – Flag lighting at isolated intersections



Examples of some special locations that may require consideration are as follows:

- isolated intersections in fog prone areas – these locations may require one or two luminaires so that, on foggy nights, the turn-off can be readily identified
- train crossings where there is regular shunting or the crossing is frequently blocked at night – these sites may require one luminaire situated on either side of the road in appropriate locations to provide lighting in accordance with AS/NZS 1158 only on the actual rail crossing conflict; for example, on a 9 m carriageway, a luminaire located 20 m from the track on either side as shown in Figure 7.1.4(b) will provide approximately V5 coverage on the crossing conflict, and
- painted channelised intersections not provided with lighting in accordance with AS/NZS 1158.

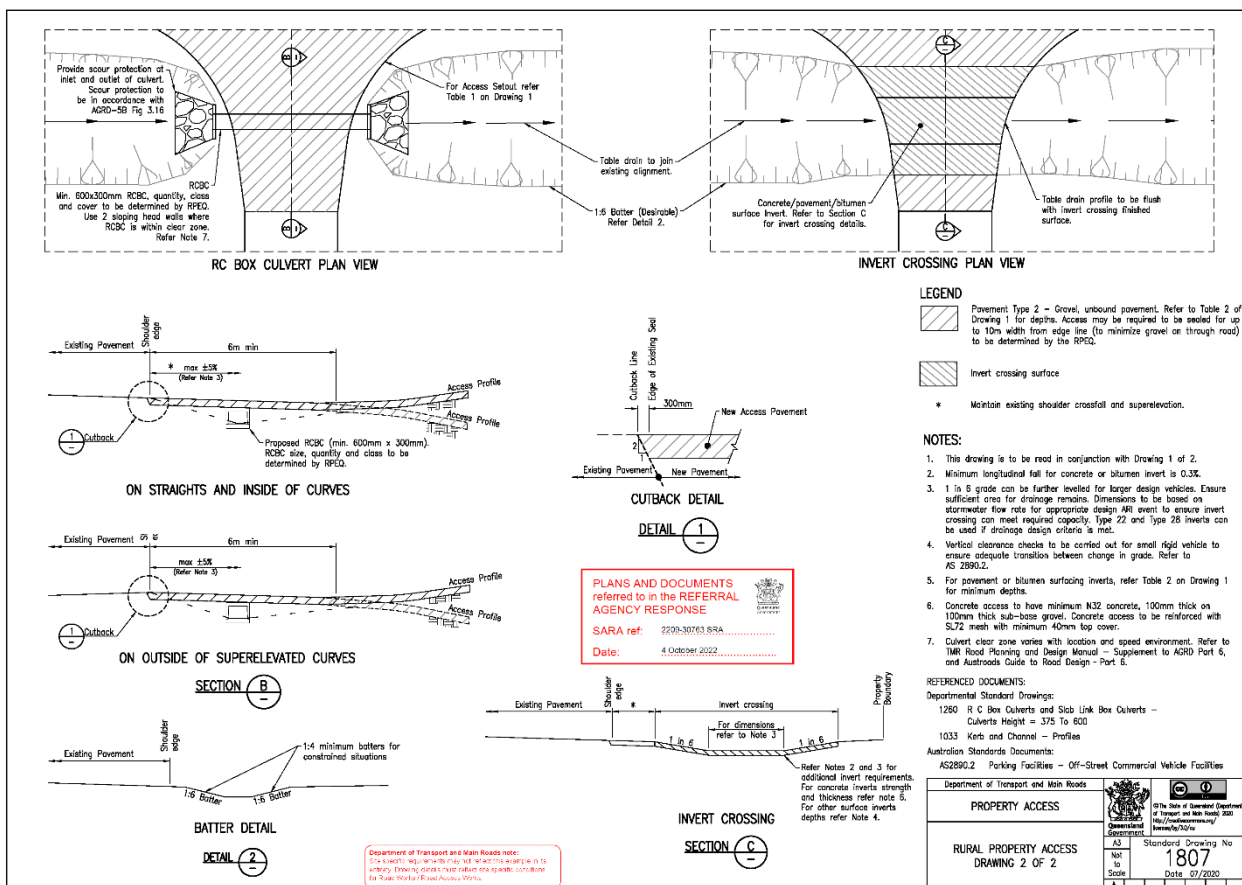
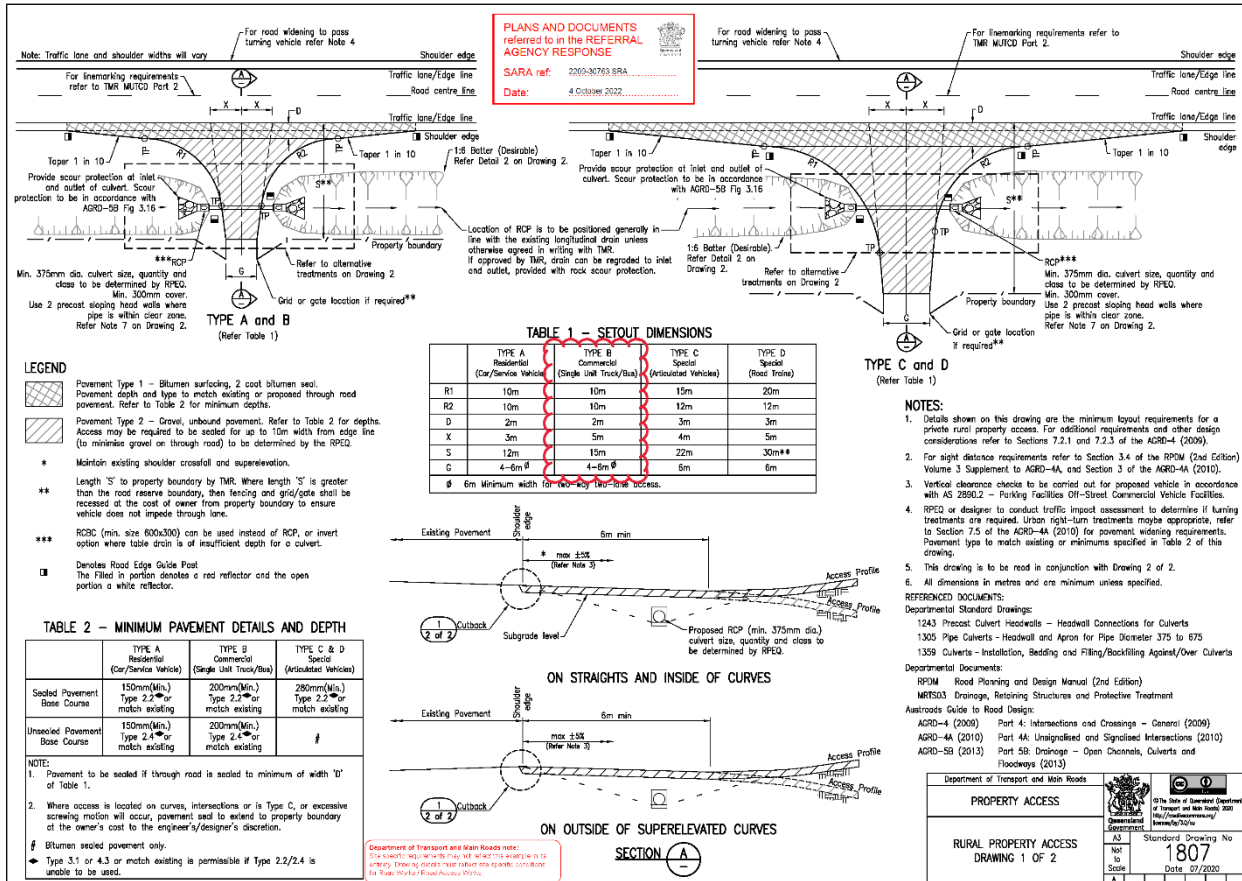


Branch/Unit: Corridor Management / Far North District	
Projection/Datum: Geocentric Datum of Australia (GDA) 2020	
Land parcels	Subject land
Access driveway	
State-controlled road boundary	

**TMR Layout Plan
(32B - 7.90km)**

Queensland Government Transport and Main Roads		
Plan: 1 / 1	Issue: A	Date: 22/09/2022
Drawn by: RPK	File ref: TMR22-37288 (500-1671)	

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Our ref TMR22-037288 (500-1671)
 Your ref F22/01
 Enquiries Ronald Kaden



29 September 2022

Department of
Transport and Main Roads

**Decision Notice – Permitted Road Access Location
 (s62(1) Transport Infrastructure Act 1994)**

This is not an authorisation to commence work on a state-controlled road¹

Development application reference number MCU/22/0016, lodged with Mareeba Shire Council involves constructing or changing a vehicular access between Lot 512NR8022, the land the subject of the application, and Kennedy Highway (a state-controlled road).

In accordance with section 62A(2) of the *Transport Infrastructure Act 1994* (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

Applicant Details

Name and address LJ and SC Speight
 C/- Freshwater Planning Pty Ltd
 17 Barronview Drive
 Freshwater QLD 4870

Application Details

Address of Property Kennedy Highway, Mareeba QLD 4880
 Real Property Description 512NR8022
 Aspect/s of Development Development Permit for Material Change of Use for Workforce Accommodation

Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing
1	The permitted road access location is along the northern boundary of Lot 512NR8022, approximately 30 metres from the common boundary with Lot 221SP129907, in accordance with: 1. TMR Layout Plan (32B - 7.90km) Issue A 22-09-2022	At all times.
2	Direct access is prohibited between Kennedy Highway and Lot 512NR8022 at any other location other than the permitted road access location described in Condition 1.	At all times.

¹ Please refer to the further approvals required under the heading 'Further approvals'

Program Delivery and Operations
 Far North Region
 Cairns Corporate Tower, 15 Lake Street Cairns QLD 4870
 PO Box 6185 Cairns QLD 4870

Telephone +61 7 (07) 4045 7151
 Website www.tmr.qld.gov.au
 Email Far.North.Queensland.IDAS@tmr.qld.gov.au
 ABN: 39 407 690 291

No.	Conditions of Approval	Condition Timing
3	<p>The use of the permitted road access location is to be restricted to:</p> <p>a) Design vehicles up to a maximum size Four Axle Truck - Class 5 Medium Length Heavy Vehicle**</p> <p>Note: ** as described in Austroads Vehicle Classification System</p>	At all times.
4	<p>Road works comprising:</p> <ol style="list-style-type: none"> 1. Basic right (BAR) and Basic left (BAL) turn treatments at the road access junction, 2. Widening and sealing of the road access driveway, and 3. Installation of a Flag Light. <p>must be provided generally in accordance with:</p> <ol style="list-style-type: none"> a) Austroads Guide to Road Design Part 4: Intersections and Crossings - General Figure A6: Basic right (BAR) turn treatment on a two-lane rural road. b) Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections Figure 8.2: Rural basic left-turn treatment (BAL) c) Property Access drawing prepared by Queensland Government dated 11/2021 reference 1807 Issue B d) Department of Main Roads Road Planning and Design Manual 2nd Edition, March 2021, Volume 6 – Lighting. 	Prior to commencement of use.

Reasons for the decision

The reasons for this decision are as follows:

- a) Currently the subject site (Lot 512 on NR8022) has road frontage to the Kennedy Highway, a state-controlled road.
- b) The proposed development is for non-residential workforce accommodation.
- c) The proposed development will require a changed access as the proposed development is increasing vehicle movements to the land via a new access,
- d) As the proposed development is seeking a new access and increasing generation, a section 62 approval is required to be issued by TMR.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

Information about the Decision required to be given under section 67(2) of TIA

1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.

2. This decision has been based on the current land use and the historic nature of the access subject to this decision. Be advised that in the event that the land is further developed and/or intensified, the department will reassess the access requirements in accordance with the department's policies at that time to ensure that the road safety and transport efficiency outcomes for the state-controlled road network are maximised. This may or may not require all future access to be provided via the local road network.
3. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

Further information about the decision

1. In accordance with section 67(7) of TIA, this decision notice:
 - a) starts to have effect when the development approval has effect; and
 - b) stops having effect if the development approval lapses or is cancelled; and
 - c) replaces any earlier decision made under section 62(1) in relation to the land.
2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in **Attachment C** for information.
3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

Further approvals

The Department of Transport and Main Roads also provides the following information in relation to this approval:

1. Road Access Works Approval Required – Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the department to make an application.

If further information about this approval or any other related query is required, Mr Ronald Kaden, Technical Officer (Development Control) should be contacted by email at ron.p.kaden@tmr.qld.gov.au or on (07) 4045 7151.

Yours sincerely



Peter McNamara
Principal Engineer (Civil)

Attachments: Attachment A – Decision evidence and findings
Attachment B - Section 70 of TIA
Attachment C - Appeal Provisions
Attachment D - Permitted Road Access Location Plan

Attachment A
Decision Evidence and Findings

Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version / Issue
TMR Layout Plan (32B - 7.90km)	Queensland Government Transport and Main Roads	22 September 2022	TMR22-37288 (500-1671)	A
Rural Property Access	Queensland Government	November 2021	1807	B
Rural basic left-turn treatment (BAL)	Austrroads	2021	Guide to Road Design Part 4A: Unsignalised and Signalised Intersections Figure 8.2	-
Basic right turn treatment on a two-lane rural road (BAR)	Austrroads	2021	Guide to Road Design Part 4: Intersections and crossings - General Figure A 6	-
Figure 7.1.4(a) - Flag lighting at isolated intersections	Department of Main Roads	March 2021	Road Planning and Design Manual, Volume 6 - Lighting	2 nd Edition
Site access design	SMEC	Received 05 September 2022	-	-
Vehicle Access to state-controlled roads policy	Queensland Government Transport and Main Roads	2019	-	-

Attachment B
Section 70 of TIA

Transport Infrastructure Act 1994
Chapter 6 Road transport infrastructure
Part 5 Management of State-controlled roads

70 Offences about road access locations and road access works, relating to decisions under s 62(1)

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not—
- (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
 - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
 - (c) obtain any other access between the land and the road contrary to the decision; or
 - (d) use a road access location or road access works contrary to the decision; or
 - (e) contravene a condition stated in the decision; or
 - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
 - (g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

- (3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

Attachment C
Appeal Provisions

Transport Infrastructure Act 1994
Chapter 16 General provisions

485 Internal review of decisions

- (1) A person whose interests are affected by a decision described in schedule 3 (the *original decision*) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
 - (a) applies to the review; and
 - (b) provides—
 - (i) for the procedure for applying for the review and the way it is to be carried out; and
 - (ii) that the person may apply to QCAT to have the original decision stayed.

485B Appeals against decisions

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
 - (a) applies to the appeal; and
 - (b) provides—
 - (i) for the procedure for the appeal and the way it is to be disposed of; and
 - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
 - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and
 - (b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

- (5) The court may order—
 - (a) the appeals to be heard together or 1 immediately after the other; or
 - (b) 1 appeal to be stayed until the other is decided.
- (6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.
- (7) In this section—

original decision means a decision described in schedule 3.

reviewed decision means the chief executive's decision on a review under section 485.

Transport Planning and Coordination Act 1994
Part 5, Division 2 – Review of Original Decisions

31 Applying for review

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
 - (a) the notice did not state the reasons for the original decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

32 Stay of operation of original decision

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
 - (a) may be given on conditions the relevant entity considers appropriate; and
 - (b) operates for the period specified by the relevant entity; and
 - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.
- (8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

relevant entity means—

- (a) if the reviewed decision may be reviewed by QCAT—QCAT; or
- (b) if the reviewed decision may be appealed to the appeal court—the appeal court.

35 Time for making appeals

(1) A person may appeal against a reviewed decision only within—

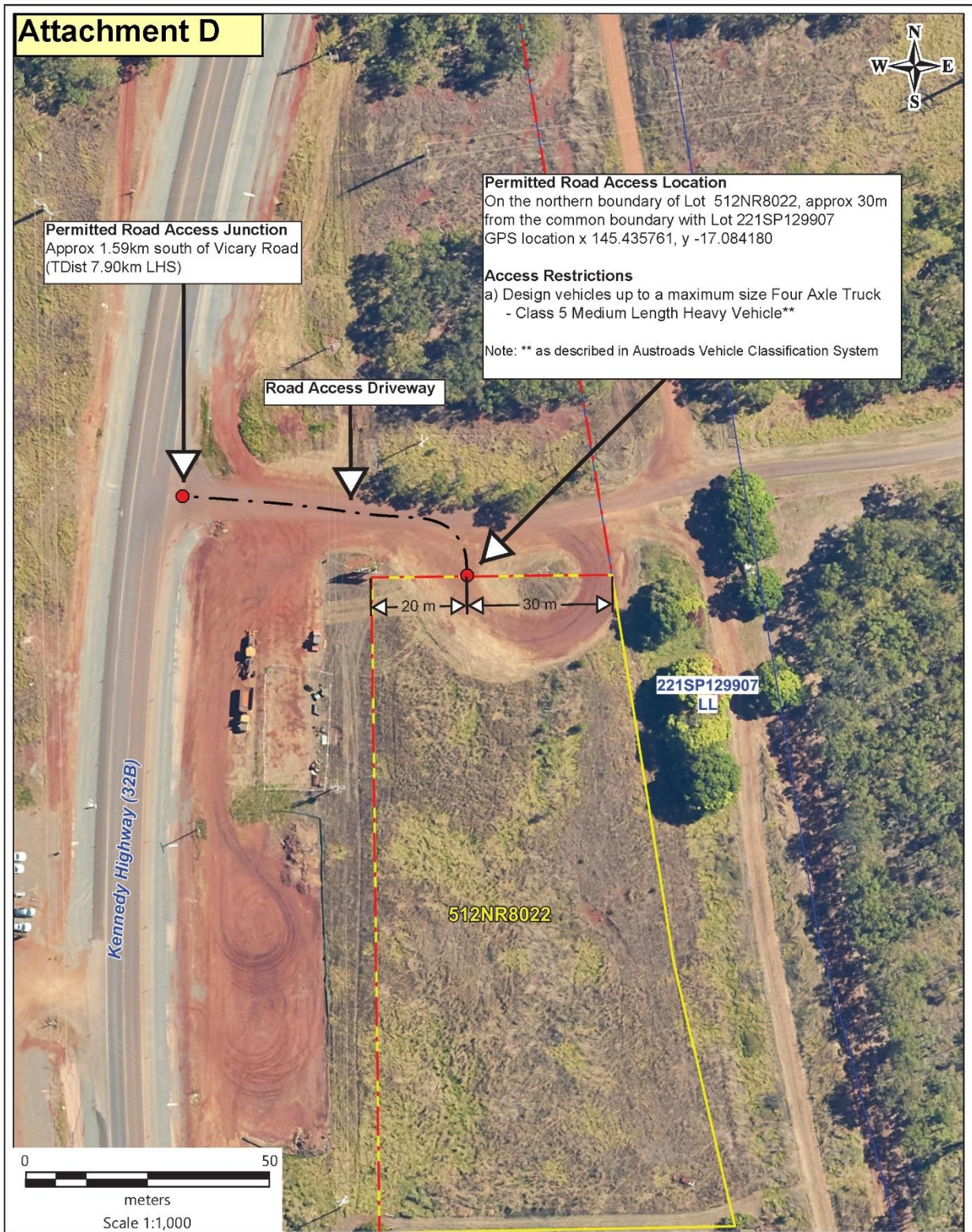
- (a) if a decision notice is given to the person—28 days after the notice was given to the person; or
- (b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

(2) However, if—

- (a) the decision notice did not state the reasons for the decision; and
- (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.



Branch/Unit: Corridor Management / Far North District	TMR Layout Plan (32B - 7.90km)	Queensland Government Transport and Main Roads							
Projection/Datum: Geocentric Datum of Australia (GDA) 2020		Plan: 1 / 1	Issue: A	Date: 22/09/2022					
<table border="0"> <tr> <td> Land parcels</td> <td> Subject land</td> </tr> <tr> <td> Access driveway</td> <td></td> </tr> <tr> <td> State-controlled road boundary</td> <td></td> </tr> </table>	Land parcels	Subject land	Access driveway		State-controlled road boundary		Drawn by: RPK	File ref: TMR22-37288 (500-1671)	
Land parcels	Subject land								
Access driveway									
State-controlled road boundary									

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8.2	SIMMS VENEER & SAWMILLS PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 2 LOTS) - LOT 265 ON NR6775 - 31 TRIMBLE ROAD, MAREEBA - RAL/22/0013
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Date Prepared: 10 October 2022

Author: Senior Planner

Attachments:

1. [Proposal Plan](#) ↓
2. **State Assessment and Referral Agency response dated 18 August 2022**
↓
3. **Ergon Energy advice agency response dated 8 August 2022** ↓

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Simms Veneer & Sawmills Pty Ltd	ADDRESS	31 Trimble Road, Mareeba
DATE LODGED	27 July 2022	RPD	Lot 265 on NR6775
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 lots)		
FILE NO	RAL/22/0013	AREA	33.101 hectares
LODGED BY	Urban Sync Pty Ltd	OWNER	Simms Veneer & Sawmills Pty Ltd
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016 (as amended by TLPI No.01 of 2021 (Subdivision in Rural zone))		
ZONE	Rural zone		
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 proposes the subdivision of a 33.101 hectare allotment into two (2) allotments along the existing severance created by Gilmore Road. The reasoning for the subdivision is to separate the existing sawmill use (proposed Lot 1 -15.6 hectares) from the balance of the rural land (proposed Lot 2 - 17.5 hectares) and thereby allow the non-sawmill land to be returned to an agricultural use.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is in conflict with a number of higher order provisions which seek to stop the subdivision of Rural zoned land where creating lots less than 60 hectares in size. These particular provisions are included within the Planning Scheme as a result of Temporary Local Planning Instrument No. 01 of 2021 (Subdivision in Rural zone).

Despite the identified conflicts, Council officers consider there to be sufficient town planning grounds to approve the application, as outlined below in the Officer's Recommendation section of this report.

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	Simms Veneer & Sawmills Pty Ltd	ADDRESS	31 Trimble Road, Mareeba
DATE LODGED	27 July 2022	RPD	Lot 265 on NR6775
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), concurrence agency conditions in (E), relevant period in (F), further permits in (G), and further approvals from Council listed in (H);

And

The assessment manager does consider that the assessment manager’s decision conflicts with a relevant instrument.

Details of the conflict with the relevant instrument	Reason for the decision, including a statement about the sufficient grounds to justify the decision despite the conflict
The application conflicts with 3.3.1 Strategic outcomes (5) and (6) of the Planning Schemes Strategic Framework (As amended by TLPI No. 01 of 2021) - proposed Lots 1 and 2 will have an area less than 60 ha.	<p>The proposed subdivision will create two allotments, these being proposed Lots 1 and 2 with areas of 17.5 hectares and 15.6 hectares respectively.</p> <p>The proposed development seeks to separate the existing lawful sawmill use from the balance of the underutilised rural agricultural land.</p> <p>The applicant purchased the subject land around 2006 with the primary intent of building and operating a new sawmill to cater for the plantation timber being logged primarily from the State forestry plantations throughout the region.</p> <p>The applicant advises that the sawmill development represents a significant investment of approximately \$11,500,000.00 and their focus continues to be on operating this sawmill. The sawmill does not have a fixed lifespan and is expected to continue to operate whilst plantation timber is replanted and harvested throughout the region.</p> <p>Due to the applicant's focus on their primary business of sawmilling, the agricultural land resource (proposed Lot 1) has remained underutilised since 2006. This agricultural land is likely to continue to remain underutilised unless it can be separated from the sawmill use and sold to an entity focused on farming.</p>

	<p>Of particular relevance is Strategic outcome 3.3.1(5), as amended by the TLPI, which stipulates that subdivision of rural land does not result in a <i>'detrimental impact on rural productivity or fragments large land holdings'</i>. The subject site is already half the size sought for the rural zone and the proposed subdivision occurs along a site already fragmented by the existing Gilmore Road and will not result in any further fragmentation of the site, in its current physical form and operation. There will be no loss of agricultural activities resulting from this proposal, instead, the creation of proposed Lot 1 is very likely to increase agricultural activity.</p> <p>Strategic outcome 3.3.1(6), as amended by the TLPI, also states that <i>'new subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural Zone'</i>. The site is already less than 60ha and is bisected by Gilmore Road, which physically fragments the site into two portions of approximately 15ha each.</p> <p>The proposed subdivision seeks to formalise these two fragmented portions of the site into two individual lots, as determined by the existing site constraints so that the existing sawmill can operate entirely independently from the remainder of the site (proposed Lot 1 - the agricultural land resource).</p> <p>Accordingly, the proposed development will not compromise or further fragment the site beyond its current physical characteristics, nor result in any incompatible land use (proposed Lot 1 already contains a dwelling house), nor compromise the existing rural character or quality of the site.</p> <p>The proposed development does not conflict with the overall settlement pattern or built environment intended for the zone.</p>
<p>The application conflicts with 3.3.11.1 Specific Outcomes (2) & (3) of the Planning Schemes Strategic Framework (As amended by TLPI No. 01 of 2021) - proposed Lots 1 and 2 will have an area less than 60 ha.</p> <p>The application conflicts with 6.2.9.2 Purpose (3)(a) of the Rural zone code - proposed Lots 1 and 2 will have an area less than 60 ha.</p> <p>The application conflicts with Performance outcome PO1.1 of the Reconfiguring a lot code - proposed Lots 1 and 2 will have an area less than 60 ha.</p>	<p>The proposed development seeks to separate the existing lawful sawmill use from the balance of the underutilised rural agricultural land.</p> <p>The applicant purchased the subject land around 2006 with the primary intent of building and operating a new sawmill to cater for the plantation timber being logged primarily from the State forestry plantations throughout the region.</p> <p>The applicant advises that the sawmill development represents a significant investment of approximately \$11,500,000.00 and their focus continues to be on operating this sawmill. The sawmill does not have a fixed lifespan and is expected to continue to operate whilst plantation timber is replanted and harvested throughout the region.</p> <p>Due to the applicant's focus on their primary business of sawmilling, the agricultural land resource (proposed Lot 1) has remained underutilised since 2006. This agricultural land is likely to continue to remain underutilised unless it can be separated from the sawmill use and sold to an entity focused on farming.</p> <p>The subject site is already half the size sought for the rural zone and the proposed subdivision occurs along a site already fragmented by the existing Gilmore Road and will not result in any further fragmentation of the site, in its current physical form and operation. There will be no loss of agricultural activities resulting from this proposal, instead, the creation of proposed Lot 1 is very likely to increase agricultural activity.</p>

	<p>The overarching purpose of the TLPI as reflected in the Ministers Statement of Reasons (for imposing the TLPI) is to disallow subdivision in the Rural zone where creating lots less than 60 ha in order to:</p> <ul style="list-style-type: none"> - Minimise further fragmentation of agricultural land and maintain larger lot sizes to ensure the economic viability of rural land holdings; and - to protect important agricultural and rural land from incompatible development and encroachment by urban and rural residential development. <p>The subject site was effectively fragmented by the approval and subsequent development of the sawmill in 2006. The sawmill use and agricultural land resource of proposed Lot 1 are two distinct land uses with no reliance on each another.</p> <p>The proposed subdivision does not propose any further physical fragmentation and will only recognise the existing constraints created by the existence of the sawmill and Gilmore Road.</p> <p>The proposed development will not cause adverse impacts to the existing or future use of the land, as intended by the Settlement Pattern and Built Environment Theme of the Strategic Framework.</p> <p>Accordingly, the rural production values of the site and locality will not be compromised by further fragmentation, alienation or introduction of new incompatible land uses.</p>
<p>The application conflicts with 3.6.1 Strategic Outcome (6) of the Planning Schemes Strategic Framework (As amended by TLPI No. 01 of 2021) - proposed Lots 1 and 2 will have an area less than 60 ha.</p>	<p>The proposed development seeks to separate the existing sawmill use from the balance of the agricultural land.</p> <p>Both proposed lots already contain all infrastructure necessary to facilitate their respective ongoing use.</p> <p>Notwithstanding the less than 60 hectares lot size, the proposed subdivision will not place any additional demand on infrastructure networks. This statement is reinforced by the no requirement responses from the referral agencies responsible for State transport infrastructure and the electricity network.</p> <p>Further, no infrastructure upgrade conditions have been proposed by Council officers.</p>

(A) 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
22-813 Issue A Sheet No. D01	Plan of Subdivision	Urban Sync Pty Ltd	08 June 2022

(C) ASSESSMENT MANAGER’S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by 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, 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 contained 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 required to be made to the Council (including contributions, charges and bonds) pursuant to any condition of this approval must be made prior 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. Where existing building/s are in proximity to new property boundaries, a plan demonstrating compliance with the required setback must be submitted prior to endorsement of the plan of survey.

3.7 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements 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.

(D) ASSESSMENT MANAGER'S ADVICE

(a) 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.

(b) 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.

(c) 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.

(d) 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.

(e) 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.

(E) REFFERAL AGENCY CONDITIONS

State Assessment and Referral Agency conditions dated 18 August 2022.

(F) RELEVANT PERIOD

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

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

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

- Nil

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

THE SITE

The subject site is situated at 31 Trimble Road, Mareeba and is described at Lot 265 on NR6775. The site is generally regular in shape with a total area of 33.101 hectares and is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

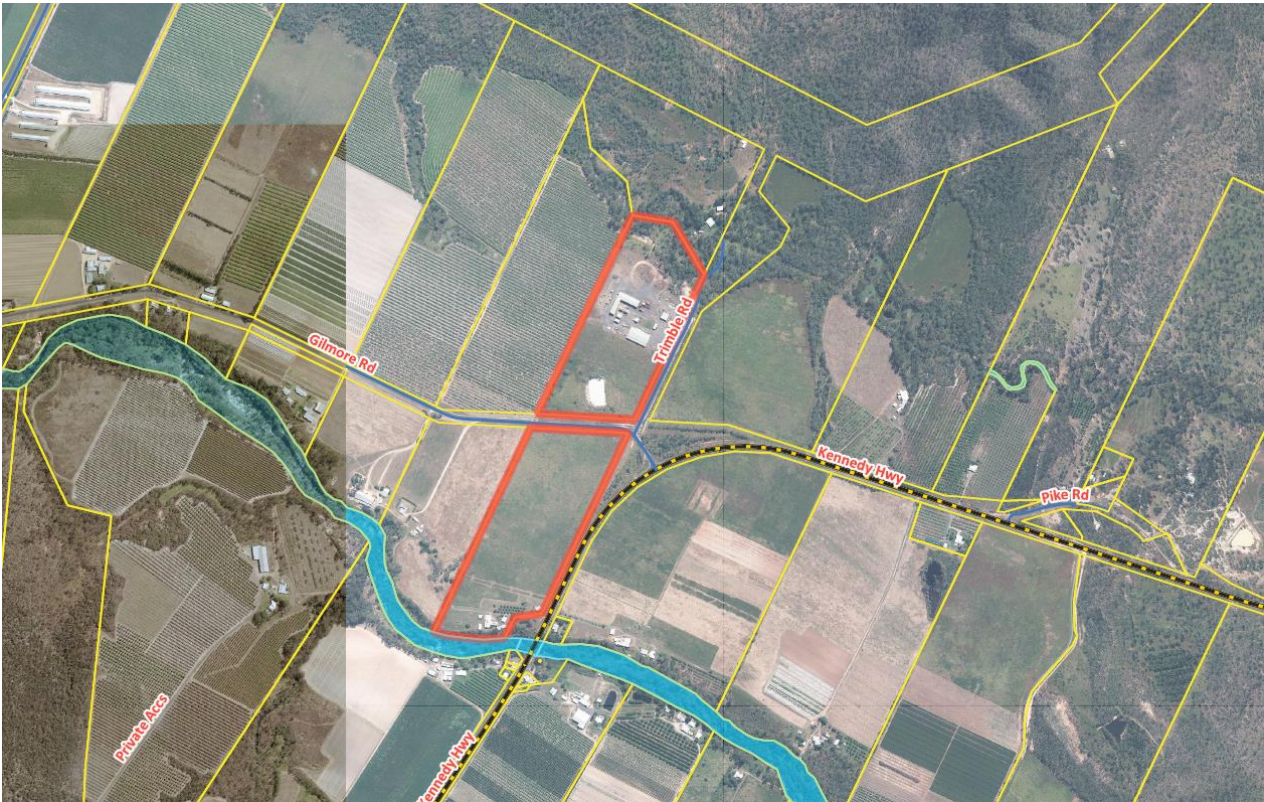
The site has extensive frontages to the Kennedy Highway, Gilmore Road and Trimble Road, with the majority of this frontage formed to bitumen sealed standard of varying widths. Gilmore Road severs the site into a northern and southern portion of 15.6 hectares and 17.5 hectares respectively.

Primary access to the southern portion is obtained off Gilmore Road and primary access to the northern portion is obtained off Trimble Road.

The southern portion is improved by a dwelling house and multiple rural outbuildings, all of which are located in a cluster along the southern boundary overlooking Emerald Creek. The balance of the southern portion consists of grassed flat paddock area. The northern portion is improved by a modern sawmill constructed after 2006. Shanty Creek meanders along the site's northern boundary.

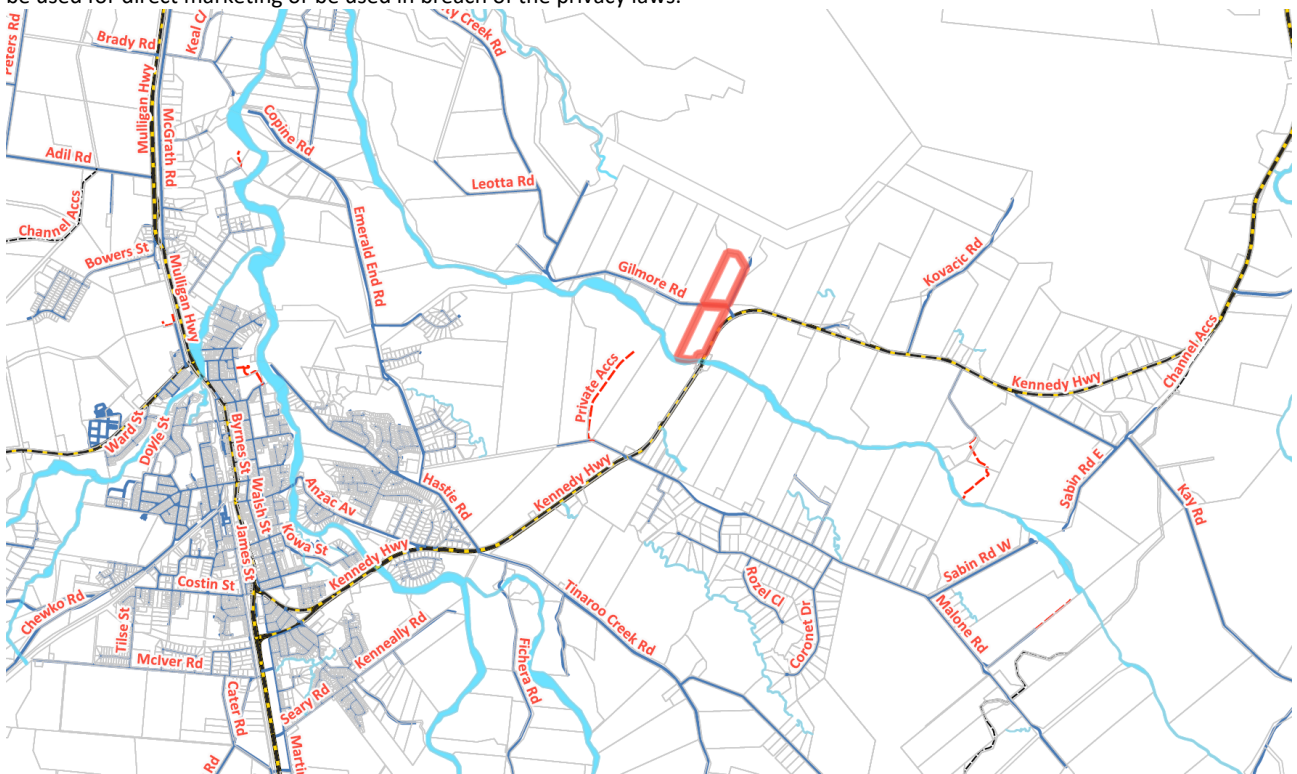
The site is connected to telecommunications and electrical infrastructure. Water supply is provided by multiple groundwater bores and effluent disposal is via multiple onsite effluent disposal systems.

Apart from the site's sawmill and a service station which fronts the Kennedy Highway approximately 150 metres to the south of the site, the locality is predominantly developed for agricultural purposes.



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

On 20 June 2006, Council approved material change of use application MC2006/5 authorising the establishment of a sawmill on land described as Lot 265 on NR6775, situated at 4268 Kennedy Highway, Mareeba.

The sawmill has been established on the northern portion of Lot 265 on NR6775 and continues to operate.

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 1 area of about 17.5 hectares, approximately 290 metres frontage to Gilmore Road and 740 metres frontage to the Kennedy Highway; and

Lot 2 area of about 15.6 hectares, approximately 290 metres frontage to Gilmore Road and 470 metres frontage to Trimble Road.

Proposed Lot 1 will contain the existing dwelling house, associated rural outbuildings and unused grassed paddock area. Proposed Lot 2 will contain the existing sawmill operations.

The existing servicing arrangements for both proposed lots will contain unchanged.

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:

- *Wetland Area of General Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<p>Land Use Categories</p> <ul style="list-style-type: none"> • Rural Area <ul style="list-style-type: none"> • Rural Agricultural Area <p>Natural Environmental Elements</p> <ul style="list-style-type: none"> • Biodiversity Areas <p>Transport Elements</p> <ul style="list-style-type: none"> • State Controlled Road • Principal Cycle Route
Zone:	Rural zone
Overlays:	Agricultural Land Overlay Airport Environs Overlay Bushfire Hazard Overlay Environmental Significance Overlay

	Flood Hazard 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

3.3.1 Strategic outcomes

- (5) *Primary industries in Rural areas are not compromised or fragmented by incompatible and/or unsustainable development, including but not limited to subdivision that results in a detrimental impact on rural productivity or fragments large land holdings. The valued, relaxed rural character and scenic qualities of the rural area are preserved and enhanced. The rural area is largely maintained to its current extent, while accommodating development directly associated with or reliant on natural resources including rural activities and tourism. Rural areas protect the shire's agricultural area and ensure food security. Other rural areas predominantly remain agricultural grazing properties.*
- (6) *New subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural zone.*

Comment

The proposed development seeks to separate the existing lawful sawmill use from the balance of the underutilised rural agricultural land.

The applicant purchased the subject land around 2006 with the primary intent of building and operating a new sawmill to cater for the plantation timber being logged primarily from the State forestry plantations throughout the region.

The applicant advises that the sawmill development represents a significant investment of approximately \$11,500,000.00 and their focus continues to be on operating this sawmill. The sawmill does not have a fixed lifespan and is expected to continue to operate whilst plantation timber is replanted and harvested throughout the region.

Due to the applicant's focus on their primary business of sawmilling, the agricultural land resource (proposed Lot 1) has remained underutilised since 2006. This agricultural land is likely to continue to remain underutilised unless it can be separated from the sawmill use and sold to an entity focused on farming.

Of particular relevance is Strategic outcome (5) identified above, as amended by the TLPI, which stipulates that subdivision of rural land does not result in a '*detrimental impact on rural productivity or fragments large land holdings*'. The subject site is already half the size sought for the rural zone and the proposed subdivision occurs along a site already fragmented by the existing Gilmore Road and will not result in any further fragmentation of the site, in its current physical form and operation. There will be no loss of agricultural activities resulting from this proposal, instead, the creation of proposed Lot 1 is very likely to increase agricultural activity.

Strategic outcome (6) identified above, as amended by the TLPI, also states that '*new subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural Zone*'. The site is already less than 60ha and is bisected by Gilmore Road, which physically fragments the site into two portions of approximately 15ha each.

The proposed subdivision seeks to formalise these two fragmented portions of the site into two individual lots, as determined by the existing site constraints so that the existing sawmill can operate entirely independently from the remainder of the site (proposed Lot 1 - the agricultural land resource).

Accordingly, the proposed development will not compromise or further fragment the site beyond its current physical characteristics, nor result in any incompatible land use (proposed Lot 1 already contains a dwelling house), nor compromise the existing rural character or quality of the site.

The proposed development does not conflict with the overall settlement pattern or built environment intended for the zone.

3.3.11 Element - Rural areas

3.3.11.1 Specific outcomes

- (2) *Land in rural areas is maintained in large (60ha or greater) lot sizes to ensure that regional landscape and rural production values are not compromised by fragmentation, alienation or incompatible land uses. Subdivision of land is not supported on lots less than 60ha in the Rural zone.*
- (3) *Other rural areas will be largely maintained in their current configuration, only being subdivided where large land holdings of 60ha or greater can be achieved and the infrastructure base of rural operations including workers accommodation, airstrips and farm infrastructure is provided.*

Comment

The proposed development seeks to separate the existing lawful sawmill use from the balance of the underutilised rural agricultural land.

The applicant purchased the subject land around 2006 with the primary intent of building and operating a new sawmill to cater for the plantation timber being logged primarily from the State forestry plantations throughout the region.

The applicant advises that the sawmill development represents a significant investment of approximately \$11,500,000.00 and their focus continues to be on operating this sawmill. The sawmill does not have a fixed lifespan and is expected to continue to operate whilst plantation timber is replanted and harvested throughout the region.

Due to the applicant's focus on their primary business of sawmilling, the agricultural land resource (proposed Lot 1) has remained underutilised since 2006. This agricultural land is likely to continue to remain underutilised unless it can be separated from the sawmill use and sold to an entity focused on farming.

The subject site is already half the size sought for the rural zone and the proposed subdivision occurs along a site already fragmented by the existing Gilmore Road and will not result in any further fragmentation of the site, in its current physical form and operation. There will be no loss of agricultural activities resulting from this proposal, instead, the creation of proposed Lot 1 is very likely to increase agricultural activity.

The overarching purpose of the TLPI as reflected in the Ministers Statement of Reasons (for imposing the TLPI) is to disallow subdivision in the Rural zone where creating lots less than 60 ha in order to:

- Minimise further fragmentation of agricultural land and maintain larger lot sizes to ensure the economic viability of rural land holdings; and
- to protect important agricultural and rural land from incompatible development and encroachment by urban and rural residential development.

The subject site was effectively fragmented by the approval and subsequent development of the sawmill in 2006. The sawmill use and agricultural land resource of proposed Lot 1 are two distinct land uses with no reliance on each another.

The proposed subdivision does not propose any further physical fragmentation and will only recognise the existing constraints created by the existence of the sawmill and Gilmore Road.

The proposed development will not cause adverse impacts to the existing or future use of the land, as intended by the Settlement Pattern and Built Environment Theme of the Strategic Framework.

Accordingly, the rural production values of the site and locality will not be compromised by further fragmentation, alienation or introduction of new incompatible land uses.

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

- (6) *New development is appropriately sequenced and coordinated with existing and future water, wastewater, stormwater and transport infrastructure, to ensure the operations of existing infrastructure are not compromised and community needs continue to be met. New*

infrastructure is provided to development in accordance with the council's desired standards of service and supports a consolidated urban form to maximise return on investment. The ongoing operation of key infrastructure elements is not prejudiced by inappropriate development. Subdivision of land in the Rural zone to create lots less than 60ha is not consistent with facilitating appropriately sequenced and coordinated development.

Comment

The proposed development seeks to separate the existing sawmill use from the balance of the agricultural land.

Both proposed lots already contain all infrastructure necessary to facilitate their respective ongoing use.

Notwithstanding the less than 60 hectares lot size, the proposed subdivision will not place any additional demand on infrastructure networks. This statement is reinforced by the no requirement responses from the referral agencies responsible for State transport infrastructure and the electricity network.

Further, no infrastructure upgrade conditions have been proposed by Council officers.

Relevant Developments Codes (as amended by TLPI No. 01 of 2021)

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard 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 would conflict with certain assessment benchmarks contained in the Rural zone code and Reconfiguring a lot code as a result of Temporary Local Planning Instrument No. 01 of 2021 (Subdivision in Rural zone).

Relevant Codes	Comments
Rural zone code	<p>The application conflicts with 6.2.9.2 Purpose (3) (a) of the code as the areas of proposed Lots 1 and 2 will be less than 60 hectares.</p> <p>Despite this conflict, there are considered to be sufficient town planning grounds to approve the application - refer to the conflicts table in the Officer's Recommendation section of report for further commentary.</p>

Agricultural land overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
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.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
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	The application conflicts with the following performance outcome: <ul style="list-style-type: none"> • PO1.1 Despite this conflict, there are considered to be sufficient town planning grounds to approve the application - refer to the conflicts table in the Officer's Recommendation section of report for further commentary.
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 standard condition will be attached to any approval requiring any development works be designed and constructed in accordance with FNQROC Development Manual standards.

(E) Adopted Infrastructure Charges Notice

Due to the substantial existing improvements on both proposed lots, a further infrastructure charge is not warranted.

REFERRAL AGENCY

The application triggered referral to the State Assessment and Referral Agency as a concurrence agency (Development application for reconfiguring a lot near a State transport corridor).

CairnsSARA advised in a letter dated 18 August 2022 that they have no requirements relating to the application (**Attachment 2**).

The application also triggered referral to Ergon Energy as an advice agency (electricity easement). Ergon Energy advised in a letter dated 8 August 2022 that they have no requirements (**Attachment 3**).

Internal Consultation

Technical Services

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 22 August 2022 to 13 September 2022. The applicant submitted the notice of compliance on 14 September 2022 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Refer to the conflicts table in the Officer's Recommendation section of report for further commentary.



Please note: Measurements are approximate indication only

PROPOSED SUBDIVISION Simms Veneer & Sawmills Pty Ltd 31 Trimble Road, Mareeba (Lot 265 on NR6775)	Job No. 22-813	Issue: A	Date: 08 June 2022	Sheet No. D01	Title: Plan of Subdivision	Prepared By: Urban Sync Pty Ltd
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RA9-N



SARA reference: 2208-30217 SRA
 Council reference: RAL/22/0013
 Applicant reference: 22-813

18 August 2022

Chief Executive Officer
 Mareeba Shire Council
 PO Box 154
 Mareeba Qld 4880
 planning@msc.qld.gov.au

Attention: Brian Millard

Dear Sir/Madam

SARA response—31 Trimble Road, Mareeba

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 2 August 2022.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	18 August 2022
Advice:	Advice to the applicant is in Attachment 1 .
Reasons:	The reasons for the referral agency response are in Attachment 2

Development details

Description:	Development permit Reconfiguring a lot (1 lot into 2 lots).
SARA role:	Referral Agency.
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 1 (Planning Regulation 2017) Development application for reconfiguring a lot near a State transport corridor
SARA reference:	2208-30217 SRA
Assessment Manager:	Mareeba Shire Council

Far North Queensland regional office
 Ground Floor, Cnr Grafton and Hartley
 Street, Cairns
 PO Box 2358, Cairns QLD 4870

2208-30217 SRA

Street address: 31 Trimble Road, Mareeba
Real property description: Lot 265 on NR6775
Applicant name: Simms Veneer & Sawmills Pty Ltd
C/- Urban Sync Pty Ltd
Applicant contact details: PO Box 2970
Cairns QLD 4870
jamie@urbansync.com.au

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s. 30 Development Assessment Rules)

Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Joanne Manson, Principal Planning Officer, on 40373214 or via email CairnsSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Duncan Livingstone
A/Manager (Planning)

cc Simms Veneer & Sawmills Pty Ltd C/- Urban Sync Pty Ltd, jamie@urbansync.com.au

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations provisions

2208-30217 SRA

Attachment 1—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v3.0. If a word remains undefined it has its ordinary meaning.

2208-30217 SRA

Attachment 2—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the department's decision are:

The proposed development complies with State code 1: Development in a state-controlled road environment and can be supported without conditions as it:

- does not increase the likelihood or frequency of accidents, fatalities or serious injury for users of a state-controlled road
- does not adversely impact the structural integrity or physical condition of state transport infrastructure
- does not adversely impact the function and efficiency of state transport infrastructure
- does not adversely impact or increase costs for the state's ability to plan, construct, maintain, upgrade or operate state transport infrastructure.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The State Development Assessment Provisions (version 3.0), as published by Department of State Development, Infrastructure, Local Government and Planning
- The Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping
- *Human Rights Act 2019*

2208-30217 SRA

Attachment 3 —Change representation provisions

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Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.



420 Flinders Street, Townsville QLD 4810
PO Box 1090, Townsville QLD 4810

ergon.com.au

08 August 2022

Mareeba Shire Council
Attention: *Brian Millard*
Via email: info@msc.qld.gov.au

cc Simms Veneer & Sawmills Pty Ltd
c/- Urban Sync Pty Ltd
Attention: *Jamie Wyatt*
Via email: jamie@urbansync.com.au

Dear Sir/Madam,

Development Application – Reconfiguration of a Lot for 1 into 2 Lots located at 31 Trimble Road, Mareeba, described as Lot 265 on NR6775.

Applicant Ref: 22-813

Council Ref: RAL/22/0013

Our Ref: HBD 7640642

We refer to the above referenced Development Application which has been referred to Ergon Energy in accordance with the *Planning Act 2016*.

In accordance with Schedule 10, Part 9, Division 2 of the *Planning Regulation 2017*, the application has been assessed against the purposes of the *Electricity Act 1994* and *Electrical Safety Act 2002*. The below response is provided in accordance with section 56(1) of the *Planning Act 2016*.

As an Advice agency to the application Ergon has no requirements in relation to the proposed Reconfiguration of a Lot for 1 into 2 Lots.

Should you require any further information on the above matter, please contact Angela Cobcroft on 0447 671 554 or email townplanning@ergon.com.au.

Yours faithfully,

A handwritten signature in black ink that reads 'Acobcroft'.

Angela Cobcroft
Senior Planner

Have you seen our fact sheets?

See the 'considerations when developing around electricity infrastructure' section of our website www.ergon.com.au/referralagency

Ergon Energy Corporation Limited ABN 50 087 646 062

8.3 ADOPTION OF NEW REGULATORY SERVICES FEE FOR RESTORATION OF LICENCE UNDER THE PUBLIC HEALTH (INFECTION CONTROL FOR PERSONAL APPEARANCE SERVICES) ACT 2003

Date Prepared: 27 October 2022
Author: Supervisor Health and Local Laws
Attachments: Nil

EXECUTIVE SUMMARY

Amendments to the *Public Health (Infection Control for Personal Appearance Services) Act 2003* (ICPAS) were recently proposed as part of the Health and Other Legislation Amendment Bill.

The bill has now passed with an implementation date of September 2022. Included in the proposed amendments is the introduction of a 'restoration of licence' for licence holder, which requires the adoption of a new restoration fee.

RECOMMENDATION

That Council

1. Adopts the proposed new restoration fee of \$103.00 for a restoration of licence under the *Public Health (Infection Control for Personal Appearance Services) Act 2003*

BACKGROUND

The current *Public Health (Infection Control for Personal Appearance Services) Act 2003* has recently been amended by the State Government to align the licensing process to be more consistent with other legislation.

The amendments include the introduction of a restoration application to allow a licence holder to 'restore' their licence if it expires and is not renewed by the 30 June each financial year.

Currently, under the *Food Act 2006*, Mareeba Shire Council has a restoration fee for food licences which is applied when a licence holder fails to renew their licence by 30 of June.

The licence holder is given a restoration notice and the \$103.00 is added to the renewal fee. Both fees must be paid before the licence is restored for the next financial year.

This fee was calculated based on the administrative costs to prepare and send the restoration notice and then assess and process the restoration when submitted to Council.

The new restoration fee proposed under the *Public Health (Infection Control for Personal Appearance Services) Act 2003* will be consistent with the restoration fee applied to food licences under the *Food Act 2006*.

RISK IMPLICATIONS**Financial**

This fee is a cost recovery fee when applied to a licence which has not been renewed.

Political and Reputational

The introduction of a new fee only applies to licences issued under the *Public Health (Infection Control for Personal Appearance Services) Act 2003* and if the licence holder does not renew their licence by 30 June.

Legal and Compliance

The restoration of a licence is now a requirement under section 46A of the *Public Health (Infection Control for Personal Appearance Services) Act 2003* and will give the licence holder the option to apply to have their licenced restored if they pay the prescribed fee.

Previously, if the licence was not renewed by 30 June, the licence would have expired, and the licence holder would have to re-apply for a new a licence and start the licence application from the beginning.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Under the *Public Health (Infection Control for Personal Appearance Services) Act 2003*, the restoration fee must be charged if a licence holder did not renew their licence by 30 June.

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

The new fee will need to be updated in the fees and charges schedule if adopted.

8.4 COUNCIL POLICY REVIEW

Date Prepared: 31 October 2022

Author: Senior Compliance Officer

Attachments:

1. **Community Partnerships Program Policy** [↓](#)
2. **Community Partnerships Program Procedure** [↓](#)
3. **Metered Standpipe Water Access Policy** [↓](#)
4. **Metered Standpipe Water Access Procedures** [↓](#)

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council:

1. Repeals the
 - (a) Community Partnerships Program Policy – adopted 15 February 2017; and
 - (b) Standpipe Management System Policy – adopted 25 October 2017
2. Adopts the
 - (a) Community Partnerships Program Policy and associated Procedure
 - (b) Metered Standpipe Water Access Policy and associated Procedure

BACKGROUND**Community Partnerships Program Policy and associated Procedure**

The policy aims to enhance community wellbeing, prosperity and liveability of the Mareeba Shire by contributing to community partnerships for community-driven events, projects and activities that deliver significant social, economic, environment and cultural community benefits.

The Program recognises the contribution made by not for profit community groups and supports the volunteer efforts of these groups. The underlying principle is that by working together, the benefits for the community are generally greater than what might have been possible by working alone.

The Community Partnerships Program Policy is aligned with other Council policies including the Community Leasing Policy, Rate Rebate and Remission Policy, Community Loans Policy and collectively they outline Council's policies for a wide range of assistance to eligible not for profit community groups.

The existing Community Partnerships Program (CPP) Policy has been divided into separate Policy and Procedure documents:

- Policy - outlines the purpose, scope, intention, priorities and eligibility for assistance.

- Procedure - provides detail about the types of assistance that Council can provide, application and assessment processes and conditions of assistance.
- The purpose, scope, intent and priorities of the CPP Policy remain largely unchanged. A moderate number of wording and structural changes have been made to improve clarity. Particular eligibility criteria have been amended to better reflect the intent of the Policy and decisions made over the past five (5) years under the Program.

The procedural elements of the existing Community Partnerships Program (CPP) Policy have removed to create a separate Procedure document.

A moderate number of wording and structural changes have been made to the Procedures to improve clarity. There have been some amendments to application and assessment procedures to reflect current practice.

Metered Standpipe Water Access Policy and associated Procedure

These instruments hold the purpose of providing a clear and principled framework for the authorised provision of temporary access to and the drawing of water from the Mareeba Shire Council's water service infrastructure via a metered standpipe device.

An extensive review was undertaken to remove the process related components from the policy and create a separate procedure instrument, leaving the high level principled components of the original instrument to remain in the reviewed policy instrument.

The text content was migrated to Council's current policy and procedure templates. Whilst the existing mechanisms and processes relevant to provision of access via standpipe device to Council's water infrastructure network remains fundamentally the same, extensive work was required to remove redundant terminology and update definitions, remove references to repealed legislation and update reference to relevant statutory offence provisions. Additional work was undertaken to update the currency of all diagrams, imagery and form template related material throughout.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Policy library and website updated to publish.



Community Partnerships Program Policy

Policy Type	Council Policy	Version:	3.0
Responsible Officer	Manager Customer and Community Services	Date Approved:	16/11/2022
Review Officer:	Director Corporate and Community Services	Review Due:	16/10/2026
Author:	Manager Customer and Community Services	Commencement:	16/11/2022

1. PURPOSE

The Mareeba Shire Council recognises the important contribution that community events, activities and projects conducted by volunteer community groups make to enhancing the liveability of the Mareeba Shire. The *Community Partnerships Program Policy* describes how Council can partner with community groups to contribute to the community-driven events, projects and activities for the benefit of the community.

2. SCOPE

The *Community Partnerships Program Policy* applies to community groups requesting Council assistance for community-led events, projects and activities. This policy should be read in conjunction with the *Community Partnerships Program Procedure* for further details.

The *Community Partnerships Program Policy* is aligned with Mareeba Shire Council's *Community Leasing Policy*, *Community Management of Halls and Associated Facilities Policy*, *Rate Rebate and Remission Policy* and *Community Loans Policy* and collectively they contribute significantly to the range of assistance for eligible not for profit organisations, offered by Council.

3. POLICY STATEMENT

The *Community Partnerships Program Policy* manages community requests for Council assistance.

3.1 INTENTION

The intention of the *Community Partnerships Program Policy* is to:

- a) Support the volunteer efforts of community groups to enhance community wellbeing, prosperity and liveability in the Mareeba Shire.
- b) Support community-led events, projects and activities that deliver social, economic, environmental and cultural benefits.
- c) Achieve better community outcomes by Council and community groups working together in partnership than those which could be achieved by either party working alone.
- d) Contribute to the partnership the types of assistance which can only be provided by a local government authority and is crucial to the success of the community event, activity or project.
- e) Respond to requests for community assistance in a fair, transparent, consistent and sustainable manner.
- f) Promote the self-sufficiency of community groups.

3.2 TYPES OF COUNCIL ASSISTANCE

Human Rights Compatibility Statement
 This policy has been drafted in alignment with obligations under s 58 of the *Human Rights Act 2019* (Qld).

Community Partnerships Program Policy

Council will consider requests for the following types of assistance:

- Cash Donations
- In-kind Assistance
- General Property Rate Rebates and Charge Remissions
- Water Consumption Donations
- Community Loans

3.3 ASSESSMENT OF REQUESTS FOR COUNCIL ASSISTANCE

The assessment of a request for council assistance includes consideration of the following:

- a) Program priorities
- b) Applicant eligibility
- c) Event, project or activity eligibility

3.4 PROGRAM PRIORITIES

Priority will be given to requests for Council assistance that:

- a) Are from not for profit community groups and incorporated associations with very limited or no commerciality that rely primarily on volunteers, community fundraising, memberships and donations.
- b) Are for community-led events, activities and projects with limited or no commerciality.
- c) Demonstrate contributions by other partnership members, including significant fundraising efforts or volunteer contributions.
- d) Demonstrate significant community benefit will be achieved through the partnership.
- e) Demonstrate that the contribution by Council cannot be provided by any other partner and is crucial to the success of the event, project or activity.
- f) Demonstrate the self-sufficiency of community group and / or have a plan in place to become self-sustaining, if the event is to be recurring.
- g) Are from not for profit community groups that receive no other Council assistance, or the level of assistance provided by Council has historically been low.
- h) Are for events, projects or activities that are financially viable.
- i) Align closely with the Mareeba Shire Council Corporate Plan.

3.5 ELIGIBILITY CRITERIA

There are eligibility criteria that apply to both the applicant and the activity, project or event for which the council assistance is requested.

3.5.1 APPLICANT ELIGIBILITY

The following eligibility criteria apply to Applicants making the request:

- a) The applicant is a not for profit organisation such as an incorporated or unincorporated association with an auspice body.
- b) The applicant can demonstrate financial viability and competence and the ability to achieve stated goals.
- c) Applicants must provide a copy of their most recent reconciled or audited financial statements, if requested.

Community Partnerships Program Policy

- d) Applicants who have previously received Council assistance and have failed to meet the conditions of the assistance received, are not eligible.
- e) Associations and organisations that have an unmet debt to Council at the time of application, are not eligible.
- f) Parents and Citizens Associations are eligible for assistance for events, activities and projects that fall outside of the scope of the associated educational provider's responsibilities and which contribute to a broader community benefit.
- g) Not for profit organisations that receive operational funding from the Government, are only eligible where they are requesting assistance for an event, activity or project with community benefit that falls outside their funded activities.
- h) Applicants requesting rate rebate and charge remissions, water consumption donations or community loan must meet additional eligibility criteria as outlined in the *Rate Rebate and Remissions Policy* or the *Community Loans Policy*.
- i) Political organisations are not eligible.

3.5.2 EVENT, PROJECT OR ACTIVITY ELIGIBILITY

The following eligibility criteria apply to event, projects and activities to which the request relates:

- a) The event, project or activity must provide a direct benefit to residents of the Mareeba Shire.
- b) The proposed event, project or activity is held within the Mareeba Shire Council boundaries.
- c) The event, project or activity has limited or no commerciality.
- d) Applications must clearly demonstrate that the event, project or activity meets the scope and intention of the Community Partnerships Program policy.
- e) Applications for cash donations to retrospectively recover costs already incurred by the Applicant are not eligible.
- f) Applications for cash donations where the funds are to be used towards wages / salaries and other operating and administrative costs, are not eligible.
- g) Applications for cash donations where the funds are to be used to cover subscription or membership fees, are not eligible.
- h) Applications for cash donations for individual student travel and participation in sporting, educational and cultural activities are not eligible.
- i) Applications for private business ventures or activities are not eligible.
- j) Applications for events, projects and activities that are under litigation are not eligible.
- k) Applications for prizes for events, projects or activities are not eligible.
- l) Applications that can be or are being dealt with by other Council sources of support, including specific project grants or Council works program, are not eligible.
- m) Applications for cash or in-kind support for the maintenance and/or major works/upgrades of community facilities that are owned and fully managed by Mareeba Shire Council, by groups using or hiring these facilities, are not eligible. These types of requests are to be referred to the Facilities Officer.
- n) Applications for cash or in-kind support for costs (such as maintenance) that community groups have agreed to meet as part of the terms and conditions of their lease, management agreement or user agreement with Mareeba Shire Council for the use / occupation of Council owned facilities and land, are not eligible.

Community Partnerships Program Policy

3.6 SPONSORSHIP

Requests for council assistance from individuals, community groups, businesses and organisations for commercial events, projects and activities that deliver significant socio-economic benefits will not be considered under this Policy. These requests will be considered on a case-by-case basis and if approved, will require a resolution of the Council.

3.7 APPLICATION

New requests for Council assistance can be submitted for approval throughout the year.

3.8 DELEGATED AUTHORITY

Staff delegations are in place for the efficient approval of requests for Council contributions to community partnerships that comply with the purpose, scope and eligibility criteria outlined in the policy.

Delegations for staff approved requests are as follows:

- Manager Customer and Community Services - \$500
- The Mayor and Chief Executive Officer have the delegated authority to make variations to particular circumstances regarding contributions provided under the Community Partnerships Program.

4. REPORTING

No additional reporting is required.

5. RELATED DOCUMENTS AND REFERENCES

Community Leasing Policy (MSC)

Community Loans Policy (MSC)

Community Management of Halls and Associated Facilities Policy (MSC)

Mareeba Shire Council Corporate Plan (MSC)

Rate Rebate and Remissions Policy (MSC)

6. REVIEW

It is the responsibility of the Manager Customer and Community Services to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years or as required by Council.



Community Partnerships Program Procedure

Policy Type	Administrative Procedure	Version:	1.0
Responsible Officer	Manager Customer & Community Services	Date Approved:	16/11/2022
Review Officer:	Director Corporate and Community Services	Review Due:	16/10/2026
Author:	Senior Community Services Officer	Commencement:	16/11/2022

1. PURPOSE

To provide a framework for the implementation and administration of the Community Partnerships Program. This procedure should be read in conjunction with Council's *Community Partnerships Program Policy*.

2. SCOPE

This procedure applies to assistance that Council can contribute to community-led events, projects or activities conducted by volunteer community groups that deliver community benefit. The Procedure outlines types of assistance, application and assessment processes and conditions.

3. PROCEDURE STATEMENT

3.1 TYPES OF COUNCIL ASSISTANCE

Subject to the Eligibility Criteria and Program Priorities contained in the *Community Partnerships Program Policy*, Council will consider requests for the following types of assistance:

3.1.1 Cash Donations

Council will consider contributing a cash donation to a community partnership. This includes cash for reimbursement of out of pocket expenses that will be incurred by a community group for approved future activities. Cash donations may not be applied retrospectively to recover costs already incurred by a community group.

3.1.2 In-kind Assistance

Council will consider requests for in-kind assistance being for the loan and use of Council's tables, chairs, rubbish bins, traffic cones and other equipment on the basis that the community group agrees to collect, clean and return the equipment to Council during normal business hours.

The loan of equipment is subject to availability. Delivery of loaned equipment may be approved in exceptional circumstances only. Any damages must be paid for by the community group.

Generally, community groups are responsible for the disposal of waste (from events, projects and activities) at the waste transfer station, noting that charges will apply. Applications for assistance with waste disposal will only be considered in very limited circumstances for community events with significant community

Human Rights Compatibility Statement
 This procedure has been drafted in alignment with obligations under s 58 of the *Human Rights Act 2019* (Qld).

Community Partnerships Program Procedure

benefit, that are open to the general public and for which there is no entry fee and / or where there is no other workable option for waste disposal.

3.1.3 General Property Rate Rebate and Charge Remissions

Another way that Council can assist community groups is by providing general property rate rebates and charge remissions, irrespective of whether they occupy Council land or facilities.

The *Rate Rebate and Remission Policy* outlines the details of the rebates and remissions available to not for profit community groups. To be eligible for rate rebates and charge remissions, applicants must meet the definition of a "community group" and eligibility criteria outlined in the *Rate Rebate and Remission Policy*. The *Rate Rebate and Remission Policy* also outlines the application and continuation processes for the rebates and remissions.

Eligible community groups are assessed according to their level of commerciality and are assigned by Council to one of two community group types: Type A Community Group - limited commerciality; and Type B Community Group - substantial commerciality. Council will offer a higher level of assistance to Type A Community Groups than those assessed as Type B Community Groups. This categorisation enables Council to make available fair, reasonable and transparent assistance to community groups. It also recognises that community groups can change over time experiencing increased or decreased levels of commerciality and the community group's categorisation can be reviewed by Council accordingly.

3.1.4 Water Consumption Donation

Council will consider providing a donation towards water consumption costs for eligible community groups, if water consumption costs exceed \$100 per year. To be eligible for this assistance, applicants must meet the definition of a "community group" and eligibility criteria outlined in the *Rate Rebate and Remission Policy*. The *Rate Rebate and Remission Policy* also outlines the application and continuation processes for the rebates and remissions.

Eligible community groups are classified by Council into one of three categories depending on water usage and a level of assistance is provided to each category as follows:

- | | |
|-------------|--|
| Group 1: | Community groups watering playing field and large public lawns or grounds. |
| Assistance: | 35% of actual water consumption costs up to a maximum \$2,000 donation per year. |
| Group 2: | Community groups watering for dust suppression e.g. horse and pony clubs, rodeo grounds. |
| Assistance: | 35% of actual water consumption costs up to a maximum \$1,000 donation per year. |
| Group 3: | Community groups using water for human consumption and watering gardens. |
| Assistance: | 35% of actual water consumption costs up to a maximum \$500 donation per year. |

3.1.5 Community Loans

Council may contribute to community partnerships with not for profit community groups in the form of a low-interest or interest-free community loan. Applications for a community loan will be assessed by Council on a case by case basis, taking into consideration the purpose of the loan, the extent to which the loan is expected to benefit the community and the capacity of the community group to repay the loan.

The provision of loans to community groups is outlined in the *Community Loans Policy* and applicants should read this policy before applying. Applicants must meet the eligibility criteria outlined in the *Community Loans*

Community Partnerships Program Procedure

Policy. Interest rates and repayment terms will be negotiated in a consistent manner and all approved community groups will be required to enter into a written agreement with Council.

Priority will be given to applications for loans for the purpose of major facility improvements including seed funding for grant applications. Loans are not available to cover the general operational expenses of community groups.

3.2 APPLICATION AND ASSESSMENT PROCESS

New requests for Council assistance can be submitted for approval throughout the year. Existing requests for the following financial year are reviewed and may be adjusted during the annual budget cycle in March of each year. All new applications to the Community Partnerships Program must be submitted in writing.

Requests for Council assistance will be assessed for applicant and event/project/activity eligibility as well as how well they align with the Program purpose, scope and priorities.

A key principle of the partnership arrangement is ensuring the effective and efficient use of Council funds and promoting the self-sufficiency of community groups. Discussions may be held with community groups to identify planned approaches towards decreasing reliance on Council assistance.

Council provides assistance through the Community Partnerships Program on an annual basis; the level of assistance to be provided is reviewed and may be adjusted during the annual budget cycle.

3.2.1 Applying for Cash Donation, In-kind Assistance, Water Consumption Donation or Community Loan

Applications for cash donations, in-kind contributions, water consumption donation or community loans can be made by submitting to Council a *Community Partnerships Program Application Form* or a request in writing (letter or email) detailing:

- the event, project or activity;
- the level and type of community benefit (e.g. social, economic, environmental, cultural benefits);
- the type of assistance requested from Council;
- the contributions to be made by other parties to the event, project or activity.

Applications for cash donations, in-kind assistance or community loans will be considered throughout the year. However, requests must be submitted to Council at least six weeks before the contribution is required to allow for assessment of the request and where necessary to obtain quotes and schedule work.

Where a request for a water consumption donation is approved, this will apply from the start of the rating period in which the application was successful and will be shown on the rates notice.

3.2.2 Applying for Rate Rebates and Charge Remissions

Community groups wishing to apply for rate rebates and charge remissions should read the *Rate Rebate and Remission Policy* before applying. The *Rate Rebate and Remission Policy* also outlines the application and continuation processes for the rebates and remissions.

Applications for rate rebates and charge remissions must be made by submitting to Council an *Application for Rates Remissions for Not for Profit Organisations*. Requests for rate rebates and charge remissions will be considered throughout the year. If approved the rebates and remissions will apply from the start of the rating period in which the application was successful and will be shown as a donation on the rates notice.

Community Partnerships Program Procedure
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3.3 SPONSORSHIP

Requests for council assistance from individuals, community groups, businesses and organisations for commercial events, projects and activities that deliver significant socio-economic benefits will not be considered under the Community Partnerships Program. These requests will be considered on a case-by-case basis and if approved, will require a resolution of the Council.

3.4 CONDITIONS

The following conditions apply to requests for Council assistance under the Community Partnerships Program:

1. Applications must be made by submitting a *Community Partnerships Program Application Form* or a request in writing (letter or email) to Mareeba Shire Council.
2. Council may request evidence of quote/s to support requests for cash donations and loans.
3. Cash donations from Council to community groups do not include GST.
4. Community groups receiving assistance through this Program are required to acknowledge the assistance of Mareeba Shire Council. This acknowledgment is to be included in promotional material for the event.
5. The use of any part of the assistance provided for purposes other than that specified in the letter of approval is not permitted without prior approval in writing by Council.
6. It is the responsibility of community groups receiving assistance to comply with relevant local, state and federal legislation.
7. Mareeba Shire Council takes no legal responsibility for financial losses or physical injury incurred as a result of involvement in the supported event, project or activity.

4. FURTHER INFORMATION

For more information about the Community Partnerships Program please contact Mareeba Shire Council:

Telephone: 1300 308 461
Email: info@msc.qld.gov.au
Website: www.msc.qld.gov.au

5. REPORTING

No additional reporting is required.

6. RELATED DOCUMENTS AND REFERENCES

Community Leasing Policy (MSC)
Community Loans Policy (MSC)
Community Management of Halls and Associated Facilities Policy (MSC)
Corporate Plan (MSC)
Rate Rebate and Remissions Policy (MSC)

7. REVIEW

It is the responsibility of the Manager Customer & Community Services to monitor the adequacy of this procedure and implement and approve appropriate changes. This procedure will be formally reviewed every four (4) years or as required by Council.



Metered Standpipe Water Access Policy

Policy Type	Council Policy	Version:	3.0
Responsible Officer	Manager Water and Waste	Date Approved:	16/11/2022
Review Officer:	Manager Water and Waste	Review Due:	16/10/2026
Author:	Senior Compliance Officer	Commencement:	16/11/2022

1. PURPOSE

To provide a framework for the authorised provision of temporary access to and the drawing of water from the Mareeba Shire Council's water service infrastructure via a metered standpipe device.

2. SCOPE

This policy applies to the authorised provision by Council of access to Council's water service infrastructure via use of an Electronic Key to draw water via a Fixed Metered Standpipe (FMS) at a Fixed Point or via use of a Portable Metered Standpipe (PMS). It does not apply to water drawn from:

- a metered rateable residential or business water service;
- a firefighting system or hydrant during an emergency event.

This policy should be read in conjunction with Council's *Metered Standpipe Water Access Procedures*.

3. POLICY STATEMENT

Council is a registered service provider under the *Water Supply (Safety and Reliability) Act 2008* (Qld) (WSSR Act) and owns and operates the water service infrastructure located within the local government jurisdiction.¹

A person may only lawfully connect to and access Council's water service infrastructure to draw water via an approved metered standpipe device and where a valid Water Access Agreement (WAA) is in place with Council. The use of unauthorised standpipe or hydrant devices to draw water from Council's water service infrastructure is not permitted and unauthorised access may result in enforcement actions in accordance with provisions under the WSSR Act.

3.1 APPROVED ACCESS TO WATER

3.1.1 Fixed Metered Standpipe

- 1) Access to Council's water service infrastructure may be provided via use of an Electronic Key to draw water through a Fixed Metered Standpipe (FMS) at an approved Fill Point location as determined by Council – refer to Appendix 1 for geographic Fill Point locations.
- 2) Applications for issue of an Electronic Key must be made in the approved WAA form (*Avdata Water Management System post-paid account key*) and payment of a security bond will

¹ See *Water Supply (Safety Reliability) Act 2008* (Qld) ss 20-22.

Metered Standpipe Water Access Policy

apply. Council may at its sole discretion, impose any additional conditions from time to time as may be required.

- 3) the WAA Terms and Conditions of use must be complied with.
- 4) A per-hire fee will apply in accordance with Council's current published Fees and Charges schedule and water drawn will be charged at a per-kilolitre rate in accordance with the water consumption tables contained within Council's Annual Budget Schedule of Charges.

3.1.2 Portable Metered Standpipe

Council undertakes project works which may necessitate the drawing of water from Council's water service hydrant network. This includes but is not limited to works undertaken through Council's day labour operations, work undertaken by contractors and works to service State Department projects and maintenance works.

- 1) Access to Council's water service infrastructure may be provided via use of a Portable Metered Standpipe device (PMS) to draw water through a hydrant point.
- 2) PMS devices must be authorised and issued through Council's Kowa Street depot office.
- 3) Any relevant WAA Terms and Conditions of use must be complied with, and Council may, at its sole discretion, impose any additional conditions from time to time as may be required.
- 4) A daily PMS short or long term rental fee will apply along with any applicable processing fees and a device deposit in accordance with Council's current published Fees and Charges.
- 5) Water drawn through a PMS shall be charged at a per-kilolitre rate in accordance with the water consumption tables contained within Council's Annual Budget Schedule of Charges.

3.2 RELEVANT AUTHORITY

The WSSR Act sets out the requirements for provision of access to Council's water service infrastructure and any applicable penalties for unauthorised access. Relevantly, the WSSR Act provides:

- It is an offence to take water from a firefighting system or a hydrant without the permission of the service provider unless the water is taken for firefighting purposes.²
- It is an offence to interfere with, connect to, or disconnect from, or take water from a service provider's infrastructure without the written consent and approval of a service provider.³

4. REPORTING

No reporting is required

² See *Water Supply (Safety Reliability) Act 2008* (Qld) s 145(1) – maximum penalty 1,000 penalty units.

³ *Ibid* s 191, 192(1), 195 – maximum penalty 1,000 penalty units each offence.

Metered Standpipe Water Access Policy

5. DEFINITIONS

Council – means Mareeba Shire Council.

Electronic Key – means an electronic account key provided by Council to an applicant that enables access to a Fixed Metered Standpipe located at an approved Fill Point.

Fees and Charges – means the scheduled fees and charges published by Council for the current financial year.

Fill Point – means a designated geographic location within the Council jurisdiction at which a Metered Standpipe can be accessed with an Electronic Key – refer to Appendix 1.

Fixed Metered Standpipe – means a temporary or permanent water drawing device positioned at a fixed point to include pipework, control and metering equipment and other support equipment provided in a designated location by Council for the purpose of drawing of water from Council's water service infrastructure.

Hydrant – means an apparatus used for the extraction of water under pressure to be released from Council's water service infrastructure.

Hydrant point – means a hydrant connection point for the drawing of water from Council's water service infrastructure.

Portable Metered Standpipe – means a portable standpipe device holding an in-built readable analogue water volume meter and which can be connected to Council's water service infrastructure via a hydrant point.

Water Access Agreement – means an application for *Avdata Water Management System post-paid account key* (Fixed Metered Standpipe) or a completed water access application form (Portable Metered Standpipe) as issued by Council.

Water Service Provider – means a supplier of water or sewerage services to include a local government registered as a service provider under the *Water Supply (Safety and Reliability) Act 2008* (Qld) and that owns infrastructure for supplying water or sewerage services.

6. RELATED DOCUMENTS AND REFERENCES

Metered Standpipe Water Access Procedures (MSC)
Water Supply (Safety and Reliability) Act 2008 (Qld)

7. REVIEW

It is the responsibility of the Manager Water and Waste to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years or as required by Council.

Metered Standpipe Water Access Policy

APPENDIX 1 - Fill Point locations

Emerald End Road, Mareeba



Martin Avenue, Mareeba



Arara Street, Kuranda



Frew Street/Aerodrome Road, Chillagoe





Metered Standpipe Water Access Procedures

Policy Type	Administrative Procedures	Version:	1.0
Responsible Officer	Manager Water and Waste	Date Approved:	16/11/2022
Review Officer:	Manager Water and Waste	Review Due:	16/10/2026
Author:	Senior Compliance Officer	Commencement:	16/11/2022

1. PURPOSE

To provide for procedural guidance on the requirements applicable to requests for authorised provision of temporary access to and the drawing of water from the Mareeba Shire Council's water service infrastructure via a metered standpipe device.

2. SCOPE

These procedures apply to the authorised provision by Council of access to Council's water service infrastructure via use of an Electronic Key to draw water from a Fixed Metered Standpipe (FMS) at a designated Fill Point or via use of a Portable Metered Standpipe (PMS). It does not apply to water drawn from:

- a metered rateable residential or business water service;
- a firefighting system or hydrant during an emergency event.

These procedures should be read in conjunction with Council's *Metered Standpipe Water Access Policy*.

3. PROCEDURE STATEMENT

Council is a registered service provider under the *Water Supply (Safety and Reliability) Act 2008* (Qld) (WSSR Act) and owns and operates the water service infrastructure located within local government jurisdiction.¹

A person may only connect to and access Council's water service infrastructure to draw water via an approved metered standpipe device and where a valid Water Access Agreement (WAA) is in place with Council. The use of unauthorised standpipe or hydrant devices to draw water from Council's water service infrastructure is not permitted and unauthorised access may result in enforcement actions in accordance with provisions under the WSSR Act.

3.1 CONDITIONS OF HIRE

Council will issue a PMS or Electronic Key on the terms set out within the WAA.

3.1.1 Term of the WAA

The term of the WAA will be from the date of issue of a PMS or Electronic Key to the agreed date of return of the PMS or Electronic Key, or from the date of payment of all

¹ See *Water Supply (Safety Reliability) Act 2008* (Qld) ss 20-22.

<p>Human Rights Compatibility Statement These procedures have been drafted in alignment with obligations under s 58 of the <i>Human Rights Act 2019</i> (Qld).</p>
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Metered Standpipe Water Access procedures

applicable fees and charges, whichever is the later. Late fees will apply where a PMS or Electronic Key is not returned by the due date declared within the WAA ("the due date").

3.1.2 Extension of WAA

The Hirer may be granted a two (2) day extension for the continued use of the PMS or Electronic Key beyond the due date declared within the WAA without being charged late fees where Council is informed at least one (1) day prior to the cessation of the WAA. Daily hire charges in accordance with Council's published Fees and Charges will apply to the extension period.

3.1.3 Extension of WAA due to exceptional circumstances

In circumstances where a Hirer is unable to return the PMS or Electronic Key by the due date as a result of a force majeure, the Hirer is required to contact Council informing of the circumstances and Council will provide an extension of time ("the extension period") with a revised due date. The Hirer will not be charged late fees for the extension period however late fees will apply should the PMS or Electronic Key not be returned by the revised due date. Daily hire charges in accordance with Council's published Fees and Charges will apply to the extension period.

3.1.4 Termination of the WAA

Council holds the right to terminate a WAA without notice to the Hirer if the Hirer:

- (i) fails to comply with a reasonable direction by an authorised person in relation to the use and inspection of the PMS or the use of an Electronic Key;
- (ii) does not comply with any of the conditions of the WAA including but not limited to non-payment of any fees and charges applicable under the WAA;
- (iii) has any outstanding accounts with Council.

If the WAA is terminated due to a breach described above, the Hirer will:

- (iv) forfeit the unexpired portion of the hire fee;
- (v) immediately return the PMS or Electronic Keys to Council;
- (vi) if so directed by an authorised person of Council, return the PMS or Electronic Key upon demand to the authorised person;
- (vii) be liable for any water usage charges;
- (viii) forfeit any security deposit paid at commencement of the WAA.

Either party may terminate the WAA by giving the other party fourteen (14) days' notice in writing and the WAA will be terminated at the expiration of such period. The Hirer will then immediately return the PMS or Electronic Key to Council and will pay any unpaid portion of the hire fees, or portion of the cost of repair to the value of the PMS or Electronic Key.

3.1.5 Transfer of the WAA

Appropriate delegation is applicable only to the person signing the WAA on behalf of the entity hiring the PMS or Electronic Key and will not apply to sub-contractors of the entity. The WAA to hire a PMS or Electronic Key is non-transferable.

Metered Standpipe Water Access procedures

3.2 FEES AND CHARGES

Water drawn from a PMS will be charged at the current rate in accordance with Council's published schedule of Fees and Charges. Hire, late fees and standpipe security bonds will be charged at the current rates within the schedule of Fees and Charges.

At the commencement of each new financial year, by way of correspondence to relevant Hirers, Council will provide information relating to fees and charges adopted by Council for that financial year.

Creditor facilities for new customers will be at the sole discretion of Council. Where creditor facility is not offered, payment is required in in cash for hire of equipment and water drawn.

3.3 INSTRUCTIONS FOR ACCESS AND USE

On commencement of the WAA, the Hirer will be provided with operating instructions for the use of the PMS or Electronic Key.

3.4 USE OF A PMS

The Hirer will use the PMS in accordance with the terms and conditions of the WAA. The Hirer must ensure that dust covers are re-fitted after use. The Hirer will use the PMS only for the purposes stated within the WAA.

PMS devices remain the property of Council and are to be returned at the end of the hire period or upon demand by an authorised person.

3.4.1 *Hydrant Locations*

The Hirer must use specific hydrant locations as directed by an authorised person. Permission will not be given to draw water from hydrants accessible directly from trunk mains water service infrastructure. Water must not be drawn from a hydrant location outside Council's jurisdictional area. Upon commencement of the hire period under the WAA, Hirers will be informed of the location of hydrants available for use.

3.4.2 *Use of a PMS in accordance with Workplace Health and Safety requirements*

Hirers must adhere to any prescribed requirements for placement of any necessary signage and barricades during access to and drawing of water from hydrants located within road corridors, or other locations subject to vehicular traffic movements.

Signage must of a type and positioned in accordance with the current version of the *Manual of Uniform Traffic Control Devices (Part 3)*.² Risk assessments must be undertaken as necessary to determine the requirements for safety controls during manual handling to include use of Personal Protective Equipment items, for example safety boots, riggers gloves and eye protection.

² Note: this instrument is a commercially available publication only. Council will provide assistance to Hirers in understanding the necessary requirements as required.

Metered Standpipe Water Access procedures**3.5 CONDITIONS FOR USE OF AN FMS (ELECTRONIC KEYS)**

The Hirer will use an FMS in accordance with the terms and conditions of the WAA under which approval will be granted for the use of FMS devices at designated locations. Drawing of water will be undertaken by the Hirer only from designated Fill Point locations – see Appendix 1.

A Security Deposit will be charged for each Electronic Key allocated in accordance with Council's current published schedule of Fees and Charges.

Electronic Keys remain the property of Council and are to be returned at the end of the hire period or when requested by an authorised person.

The allocation of additional Electronic Keys will be at the sole discretion of Council.

Council reserves the right to cancel inactive Electronic Keys after a period of six (6) months.

3.6 UNAUTHORISED ACCESS AND DRAWING OF WATER

Unauthorised access to and drawing of water from Council's water service infrastructure may result in statutory enforcement actions.³

3.7 LOST, STOLEN OR DESTROYED PMS/ELECTRONIC KEYS

PMS and Electronic Keys remain the property of Council and must be returned to Council's relevant issuing service area upon cessation of the hire period or upon the reasonable demand of an authorised person.

Hirers must report missing or stolen PMS or Electronic Key devices Queensland Police Service as soon as practicable. Thereafter the Hirer must additionally report the matter to Council and provide the relevant Queensland Police Service lodgement reference number along with any other relevant details. Costs incurred as a result of loss or theft will remain the responsibility of the Hirer.

Upon reporting of a theft, the Hirer must;

- (i) Reimburse Council for the current value of a replacement PMS;
- (ii) Pay any outstanding water usage charges based on usage for the previous reading period or on Council's estimate of average water usage for the same financial year. Upon Council receipt of payment from the Hirer for the replacement cost of the PMS and outstanding water usage charges, Council may issue the Hirer with a replacement PMS or Electronic Key for the remainder of the hire period.

3.8 CARE AND MAINTENANCE OF HIRE EQUIPMENT

The care and maintenance of equipment remains the responsibility of the person nominated on the WAA.

Upon return of the PMS or Electronic Key at the cessation of the hire period, the Hirer will be required to complete a form of declaration confirming the good order of the PMS or Electronic Key.

³ See Council's *Metered Standpipe Water Access Policy* s 3.2.

Metered Standpipe Water Access procedures

4. HIRE TYPES

4.1 INTERNAL HIRE

Any Council initiated and controlled project or operation that requires access to and drawing of water from Council's water service infrastructure must be undertaken via an approved PMS to draw water through an approved hydrant point or via the issuing of an Electronic Key to access an FMS. This includes but is not limited to project works undertaken through Council's day labour operations, work undertaken by contractors and works to service State Department projects and maintenance works.

4.2 SHORT TERM HIRE

Short term hire is applicable where the duration of the hire period is less than two (2) weeks. Payment of a security deposit will apply to the hire of each and every PMS or Electronic Key to be held by Council until the cessation of the hire period. Charges will be levied for equipment hire, and the volume of water drawn in connection with the specific application. Water usage will be charged at a per-kilolitre rate in accordance with the water consumption tables contained within Council's Annual Budget Schedule of Charges. Hire fees and late fees will be charged in accordance with the rates outlined in Council's current published schedule of Fees and Charges.

The hire period is The Hirer will be required to complete a self-read form to record water usage on a monthly basis and return this information to Council prior to the billing cycle due date for account billing purposes. Failure to do this may result in the issuing of late fees.

Security deposits will be released by Council only upon receipt by Council of full payment by the Hirer of fees for equipment, water usage and any late fees incurred during the hire period.

The Hirer will be required to complete a declaration confirming return of hire equipment in good order.

4.3 LONG TERM HIRE

Long term hire is applicable where the duration of the hire period is more than two (2) weeks and may not exceed a maximum period of six (6) months. Payment of a security deposit will apply to the hire of each and every PMS or Electronic Key to be held by Council until the cessation of the hire period. The hire fee payable by annual Hirers will be as per the current published schedule of Fees and Charges and is payable at the commencement of the hire period.

The Hirer will be required to complete a self-read form every three (3) months and before the due date for billing purposes. The Hirer must return the PMS or Electronic Key each six months for inspection, meter reading and maintenance. Failure to return the PMS or Electronic Key may result in formal demand for return of the hired equipment and forfeiture of any paid security deposit.

The PMS is to be clean and dry when returned. Upon return to Council of the PMS or Electronic Key and payment by the Hirer to Council of a new security deposit and completion by the hirer of a new WAA, another PMS or Electronic Key may be issued by Council to the Hirer as required.

Security deposits will be released by Council only upon receipt by Council of full payment by the Hirer of fees for equipment, water usage and any late fees incurred during the hire period.

The Hirer will be required to complete a declaration confirming return of all equipment in good order.

Metered Standpipe Water Access procedures

5. DEFINITIONS

Authorised person – means a person who is appointed under the *Local Government Act 2009* (Qld) to ensure that members of the public comply with the local government Acts.

Council – means the Mareeba Shire Council.

Electronic Key – means an electronic account key provided by Council to a Hirer that enables access to a Fixed Metered Standpipe (FMS) located at an approved Fill Point.

Equipment/Hire Equipment – means any item of equipment hired from Council under the terms of the WAA during the hire period to include PMS, Electronic Keys.

Fees and Charges – means the scheduled fees and charges published by Council for the current financial year.

Fill Point – means a designated geographic location within the Council jurisdiction at which a metered standpipe can be accessed with an Electronic Key – see Appendix 1.

Fixed Metered Standpipe – means a temporary or permanent water drawing device positioned at a fixed point to include pipework, control and metering equipment and other support equipment provided in a designated location by Council for the purpose of drawing of water from Council's water service infrastructure.

Hirer – means the person or entity nominated and described on the WAA as the authorised user of a PMS or Electronic Key.

Hydrant – means an apparatus used for the extraction of water under pressure to be released from Council's water service infrastructure.

Hydrant point – means a hydrant connection point for a PMS or hydrant device for the drawing of water from Council's water service infrastructure.

Internal hire – means the hire of a PMS or Electronic Key to service a Council initiated and controlled project.

Long term hire – means a hire period of more than two weeks but less than six months.

Portable Metered Standpipe – means a portable standpipe device holding an in-built readable analogue water volume meter and which can be connected to Council's water service infrastructure via a hydrant connection point.

Security deposit – means a bond or funds paid by the Hirer to Council to be held by Council and which may be returned by Council to the Hirer upon return by the Hirer of all hired equipment in a good order and upon payment by the Hirer of all relevant hire and water usage fees.

Short term hire – means a hire period of less than two weeks.

Water Access Agreement – means an executed application for *Avdata Water Management System post-paid account key* (for a Fixed Metered Standpipe) or a completed water access application form (for a PMS) as issued by Council.

Water Service Provider – means a supplier of water or sewerage services to include a local government registered as a service provider under the *Water Supply (Safety and Reliability) Act 2008* (Qld) and that owns infrastructure for supplying water or sewerage services.

Metered Standpipe Water Access procedures

6. RELATED DOCUMENTS AND REFERENCES

Australian Standard AS1742 Manual of Uniform Traffic Control Devices, Part 3 (Standards Australia)⁴
Metered Standpipe Water Access Policy (MSC)
Water Supply (Safety and Reliability) Act 2008 (Qld)

7. REVIEW

It is the responsibility of the Manager Water and Waste to monitor the adequacy of these procedures and implement and approve appropriate changes. These procedures will be formally reviewed every four (4) years or as required by Council.

Note: this instrument is a commercially available publication only. Council will provide assistance to Hirers in understanding the necessary requirements in the context of the WAA. Refer also to the website of the Queensland Department of Transport and Main Roads.

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Metered Standpipe Water Access procedures

APPENDIX 1 - Fill Point locations

Emerald End Road, Mareeba



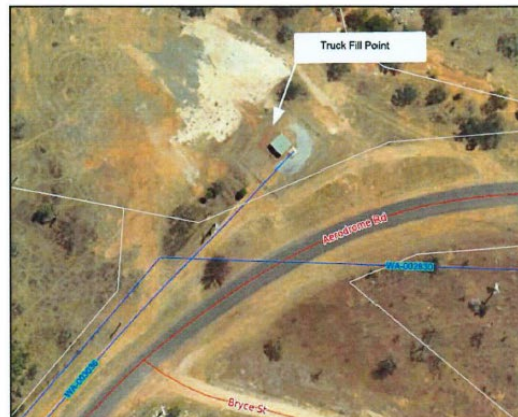
Martin Avenue, Mareeba



Arara Street, Kuranda



Frew Street/Aerodrome Road, Chillagoe



8.5 MAREEBA SHIRE - LOCAL TOURISM ORGANISATION (LTO)

Date Prepared: 27 October 2022

Author: Development Officer

Attachments: 1. Terms of Reference [↓](#)

EXECUTIVE SUMMARY

Following the adoption by Council in September 2022 of the Mareeba Shire Tourism Promotion Strategy 2022-25, it is now time to commence the initial phase of the strategy with the establishment of a Local Tourism Organisation.

Terms of Reference are required to establish a basic governance structure for the LTO and are presented in the attachment to this report for adoption.

RECOMMENDATION

That Council

1. Endorses *Mareeba Shire Tourism* as the official Local Tourism Organisation (LTO) for the Mareeba Shire
2. Appoints Cr Lenore Wyatt and Ms Jess Fealy as Council's representatives on the Local Tourism Organisation, noting that Cr Wyatt will Chair the Committee
3. Notes the Terms of Reference for the LTO.

BACKGROUND

After 20 plus years of supporting a Local Tourism Organisation with a regional remit encompassing the Tablelands Regional Council and Mareeba Shire Council areas to promote the regional brand "Atherton Tablelands", feedback from many operators is that a dedicated LTO model focussing on the Mareeba Shire's tourism industry is required.

Under the current Local Tourism Organisation model and arrangements, operators within the Mareeba Shire are missing out on state funding for tourism promotion and COVID recovery programs which are delivered through Tourism Tropical North Queensland (TTNQ) as the Regional Tourism Organisation (RTO) for Far North Queensland. Current funding arrangements mean Shire operators are not eligible to apply for these funds and neither are the Shire's destination marketing activities funded by Council eligible for matched RTO funding.

ESTABLISHMENT OF NEW INTERIM LTO

The first action under the MSC Tourism Promotion Strategy 2022-25, is to create a shire-wide Local Tourism Organisation (LTO) called *Mareeba Shire Tourism* via the auspice of the Mareeba Chamber of Commerce, with secretariat costs to be shared by both the Chamber and Council organisations. The LTO will oversee the development and implementation of a plan for destination marketing of the Shire with funds provided by Council and industry input. Current arrangements for the delivery of post-arrival visitor information services will remain in place in 2022/23 during this initial phase for the interim LTO.

TERMS OF REFERENCE

Terms of Reference are required to establish a basic governance structure for the LTO and are presented in the attachment to this report for adoption. In accordance with these, it is recommended that Cr Lenore Wyatt is nominated to the position of Chair for the Local Tourism Organisation.

RISK IMPLICATIONS

Political and Reputational

Mareeba Shire Tourism management is the responsibility of the LTO Committee. Quarterly reports will be required to be produced and made publicly available to monitor the performance of destination marketing activities and collaborative marketing opportunities.

FINANCIAL AND RESOURCE IMPLICATIONS

Is the expenditure noted above included in the current budget?

Yes. At this stage, Council is the primary source of funding for *Mareeba Shire Tourism*.

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

TTNQ and key industry stakeholders will be informed that Mareeba Shire Council has endorsed *Mareeba Shire Tourism* as the official LTO for the Mareeba Shire.

The Terms of Reference will be distributed to the LTO Committee.

Tourism stakeholders will be invited to attend a Tourism Industry Forum in December 2022.



MAREEBA SHIRE TOURISM TERMS OF REFERENCE

PURPOSE

Mareeba Shire Tourism is a joint initiative of the Mareeba Chamber of Commerce and Mareeba Shire Council to continue to support sustainable visitor and economic growth of the Shire through a collaborative approach to destination marketing and promotion. *Mareeba Shire Tourism* is the official Local Tourism Organisation (LTO) for the Mareeba Shire.

FUNCTIONS AND RESPONSIBILITIES

Mareeba Shire Tourism will:

- Support tourism promotion across the Mareeba Shire and offer collaborative marketing opportunities to all operators as these may arise.
- Develop and implement an annual Shire-wide destination marketing strategy with industry input.
- Partner with TTNQ to align marketing activities and leverage off regional, state, and national campaigns to amplify messaging and extend reach.
- Support local operators to access TTNQ funding programs and industry development and assistance.
- Connect and collaborate with visitor information services within the Shire and FNQ and facilitate industry feedback regarding post arrival visitor information services.
- Facilitate improved coordination and integration between destination marketing and post arrival visitor information services.

FUNDING

At this stage, Council is the primary source of funding for *Mareeba Shire Tourism*.

TERM

The Terms of Reference are effective from 1 November 2022 and will be ongoing until terminated by agreement by the membership.

MEMBERSHIP

Mareeba Shire Tourism will comprise of a committee with the following members:

- Nominated Councillor (LTO Chair) Mareeba Shire Council
- Chairperson Mareeba Chamber of Commerce
- Chairperson Mareeba Chamber of Commerce Tourism Taskforce



- Tourism and Economic Development Officer Mareeba Shire Council
- Two tourism representatives to be appointed by Council nominally Association Chair Kuranda Traders and Chair Mareeba Heritage Museum and Visitor Information Centre.

The Mareeba Shire Councillor and staff will facilitate consultation with Shire wide operators during the year. The Chamber of Commerce has an established tourism taskforce comprising of operators in the Mareeba area. Council will appoint two tourism representatives and at this stage it will be the Chair of the Kuranda Traders Association and the Chair of the Mareeba Heritage Museum and Visitor Information Centre.

Proxies to Meetings

All members are strongly encouraged to prioritise meetings to ensure continuity for the organisation. In the event of an emergency, another board director or executive committee member from the representative group may be nominated to attend a meeting and will be entitled to participate fully in the meeting.

Quorum

Quorum shall be 50% of the membership, plus one. Committee decisions may be made at a duly called and minuted meeting, or by a resolution in writing to all members and physically or electronically voted by at least a quorum of members.

Operator Membership

In accordance with the Regional Tourism Organisation (RTO) arrangements, to receive benefits from the RTO, Mareeba Shire tourism operators will need to be an RTO member or a member of one of the organisations associated with the Mareeba Shire Local Tourism Organisation. For example, this could include the Kuranda Traders Association, Mareeba Chamber of Commerce, or an incorporated association within the Shire with a tourism interest.

INDUSTRY CONSULTATION

An inaugural industry forum will be held in Mareeba in December 2022 for industry consultation and input. Moving forward the opportunity for industry feedback and involvement will be carried out as required, with an annual tourism industry forum to be held in March each year.

MEETING FREQUENCY

Mareeba Shire Tourism will meet as required, but minimum of three (3) times per year. Committee meetings may be held face-to face, by telephone, videoconference, or other electronic means.

GOVERNANCE

Mareeba Shire Tourism management is the responsibility of the Committee. Quarterly reports will be required to be produced and made publicly available to monitor the performance of destination marketing activities and collaborative marketing opportunities.

An annual review of strategic direction and associated strategies will be required.

8.6 FINANCIAL STATEMENTS PERIOD ENDING 31 OCTOBER 2022**Date Prepared:** 28 October 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 31 October 2022.

RECOMMENDATION

That Council:

1. receives the Financial Report for the period ending 31 October 2022;
2. empanels the contractor listed below to add to the Sole Supplier Register.

BACKGROUND

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

For the month ending 31 October 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. The year-end audit for 2021/22 has been finalised and financial statements signed off.

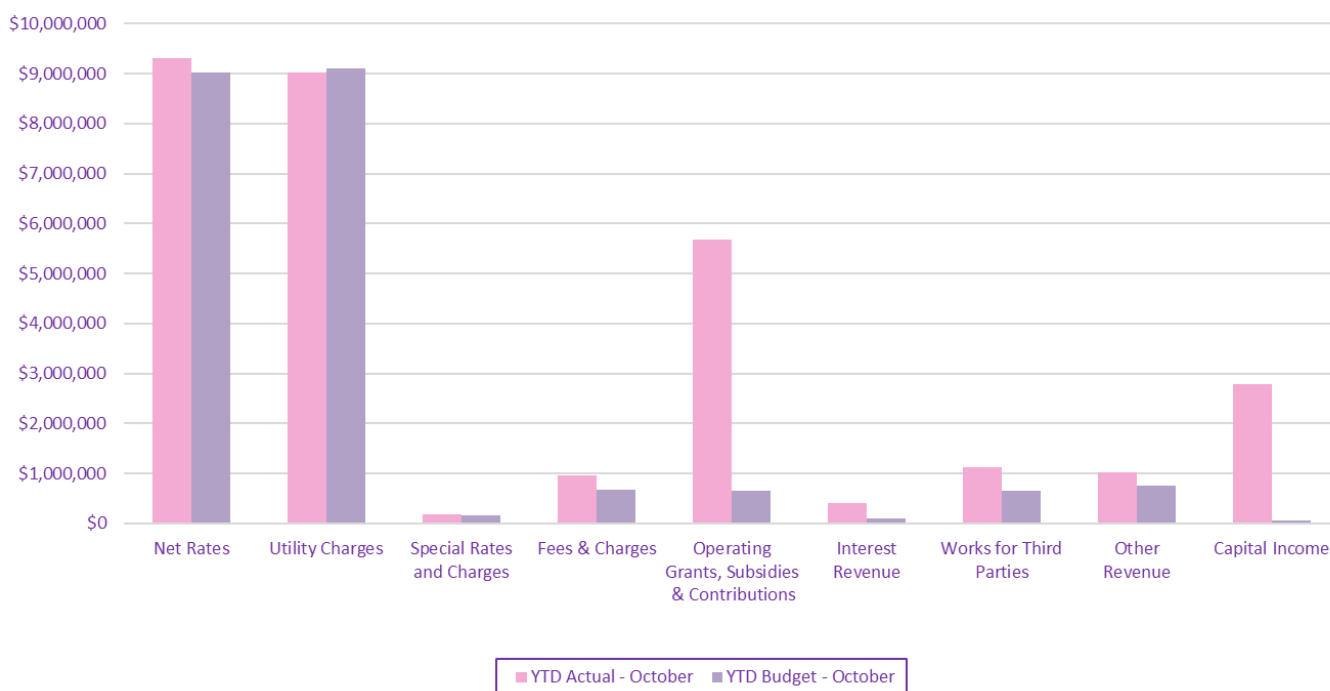
<i>October 2022 - Snapshot</i>	Actuals YTD	Budget YTD
Total Operating Income	\$ 27,689,539	21,121,820
Total Operating Expenditure	\$ 19,475,567	15,550,850
Operating Surplus/(Deficit)	\$ 8,213,972	5,570,970
Total Capital Income (grants, developer contributions)	\$ 2,779,696	60,000
Net Result - Surplus/(Deficit)	\$ 10,993,668	5,630,970

Income Analysis

Total income (inclusive of capital income of \$2,779,696) for the period ending 31 October 2022 is \$30,469,235 compared to the YTD budget of \$21,181,820.

The graph below shows actual income against budget for the period ending 31 October 2022.

Actual Income V Budget Income



	Actual YTD	Budget YTD	Note
Net Rates	9,302,474	9,028,433	1
Utility Charges	9,030,533	9,109,176	1
Special Rates and Charges	171,820	162,030	1
Fees & Charges	963,432	666,680	
Operating Grants, Subsidies & Contributions	5,687,065	653,950	2
Interest Received	395,611	99,333	3
Works for Third Parties	1,125,349	648,875	4
Other Revenue	1,013,255	753,343	5
Capital Income	2,779,696	60,000	6

Notes:

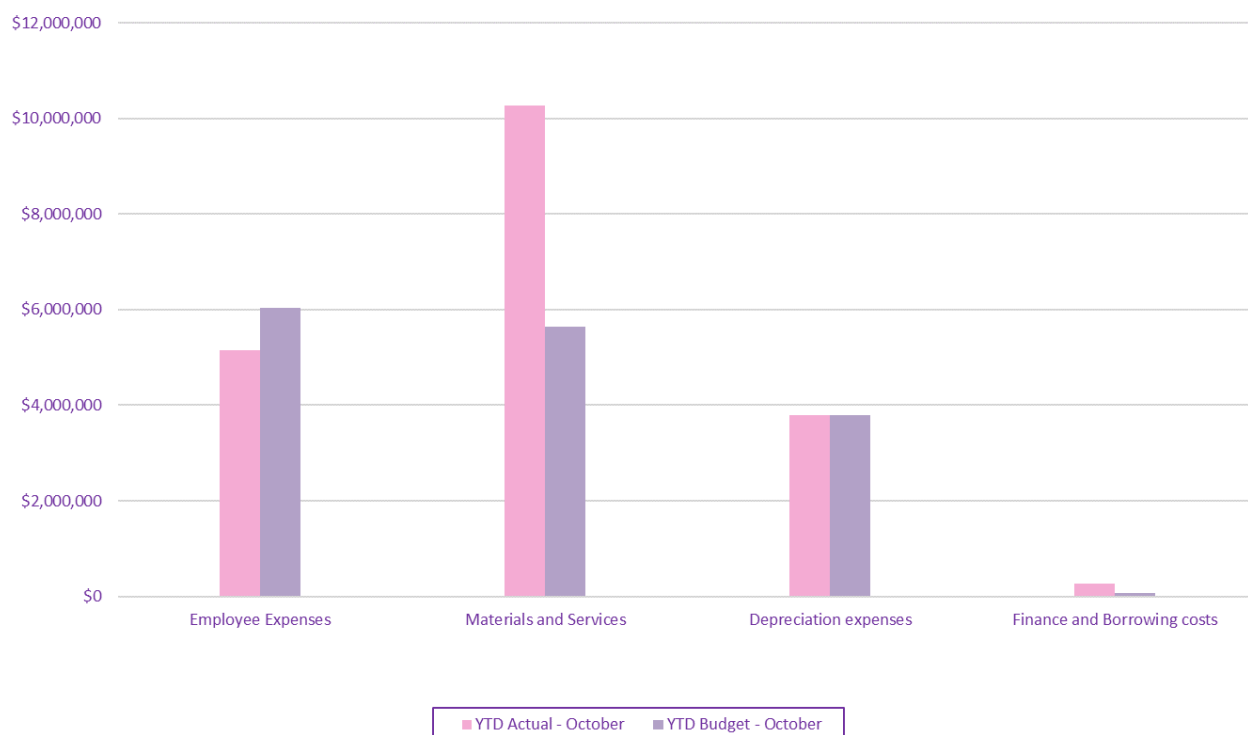
1. Rates for the half year ending 31 December 2022 were levied in August.
2. Favourable variance is due to grant monies received for Disaster Recovery Funding Arrangements (DRFA) restoration works. This is not budgeted but will result in a complete offset with expenditure.

3. Positive outcome due to the rising interest rates, which has proven favourable.
4. Favourable result due third party works not budgeted for. The associated costs form part of the operational expenses which were also not budgeted for. The net impact of these additional works is the likely result of the surplus.
5. A significant portion of the favourable result is due to the sales of four (4) lots of land parcels sold at the Mareeba Industrial Park, year to date gross sales are \$536k.
6. Funding received for the DTMR Bridge Renewal Program John Doyle Bridge, LRCIP2, and from the QRA, funding for the Chillagoe Bore and Water Main construction.

Expenditure Analysis

Total expenses for the period ending 31 October 2022 is \$19,475,567 compared to the YTD budget of \$15,550,850. The graph below shows actual expenditure against budget for the period ending 31 October 2022.

Actual Expenditure V Budget Expenditure



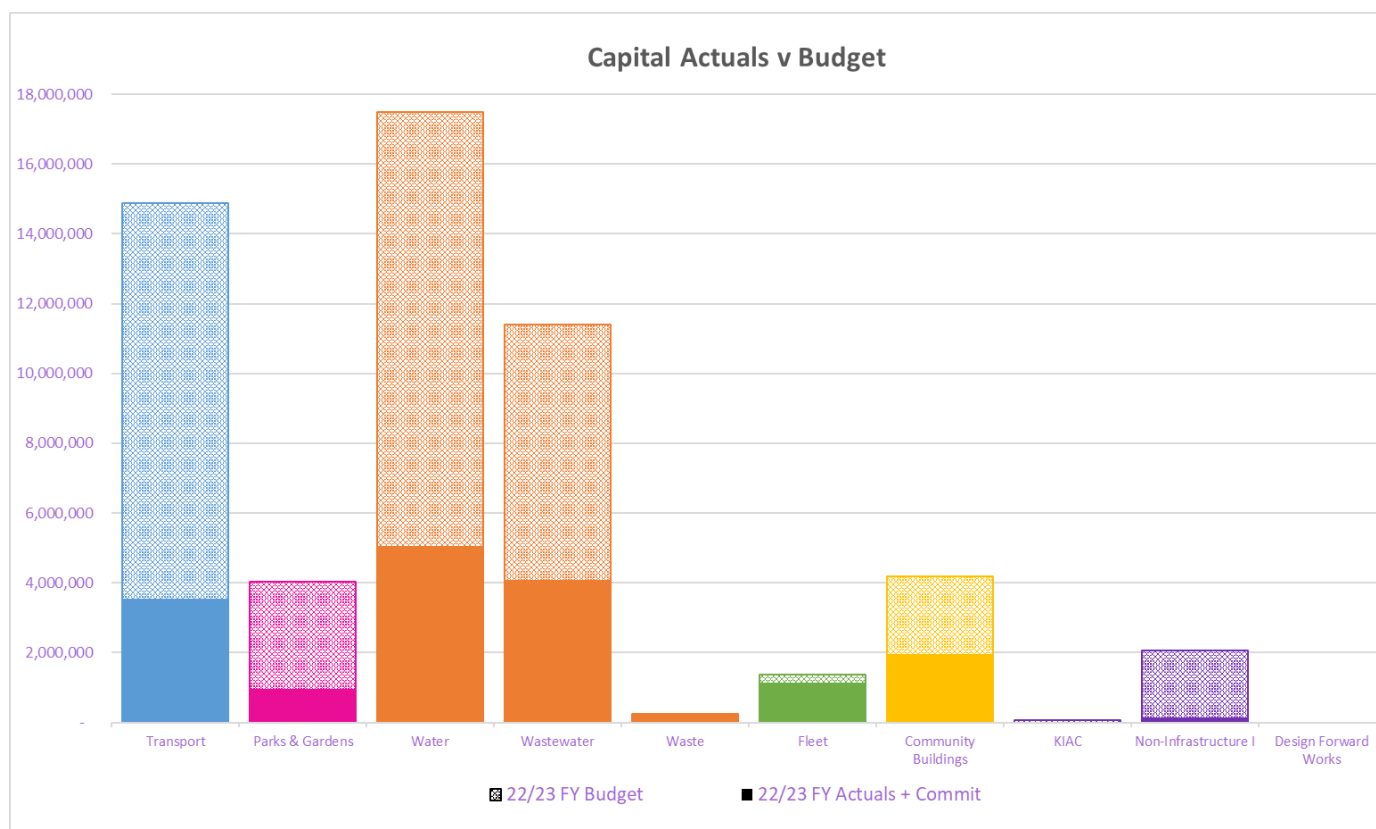
	Actual YTD	Budget YTD	Note
Employee expenses	5,143,972	6,037,660	1
Materials & Services	10,279,104	5,648,895	2
Depreciation expenses	3,793,266	3,793,265	
Finance & Borrowing costs	259,225	71,030	3

Notes:

1. There are no significant issues to report. The reason for the variance is a timing issue for the annual increment, staff absences, vacancies and staff working on capital projects.
2. The variance relates to the expenditure incurred for the Disaster Recovery Funding Arrangements (DRFA) restoration works. This expenditure is offset against the income received.
3. 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

Total capital expenditure of \$17,079,687 (including commitments) has been spent for the period ending 31 October 2022 against the 2022/23 adjusted annual capital budget of \$55,655,076.



Loan Borrowings

Council's loan balance is \$7,166,399

Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 31 October 2022 are \$2,332,033 which is broken down as follows:

Status	31 October 2022		31 October 2021	
	No. of properties	Amount	No. of properties	Amount
Valueless land	4	64,460	10	380,052
Payment Arrangement	208	208,967	191	280,320
Collection House	499	1,866,422	457	1,438,103
Exhausted – awaiting sale of land	9	74,680	9	209,490
Sale of Land	-	-	-	-
Other <i>(includes supplementary rate notices)</i>	241*	117,504	305	124,955
TOTAL	961	2,332,033	972	2,432,920

**Of this amount, 128 properties have a balance 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.

Collection House collected \$73,649 for the month of October 2022. During the month of October, 72 existing Collection House files had their balances updated with a further 346 new files were sent carrying a total of \$487,118.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 October 2022 is \$779,509 which is made up of the following:

Current	30 days	60 days	90 + days
\$689,078	\$24,730	\$35,073	\$30,628
88%	3%	5%	4%

Procurement

There were no emergency orders for the month

Council's Procurement Policy prescribes the methods for purchasing goods and services.

In accordance with Section 235 of the *Local Government Regulation 2021* titled "Other exceptions", Council is able to empanel the contractors that Council deems to be a Sole Supplier if:

- a) Council resolves that, it is satisfied that there in only one (1) supplier who is reasonably available; or,
- b) Council resolved that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous to invite quotes or tenders.

There are currently 45 suppliers considered sole suppliers which have been endorsed by Council. FISTA Health Consultancy is recommended to be endorsed by Council and added to the approved sole supplier register. Council has an urgent need to engage a suitably qualified and experienced contract to conduct priority environmental tasks and services due to the lack of success in engaging a casual EHO employee. FISTA Health Consultancy offers a suitably qualified and highly experience EHO contractor who has previously been engaged by Council.

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
Operating surplus ratio	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.	29.66%*	0 - 10%	<input checked="" type="checkbox"/>	10.72%
<i>*This ratio is significantly high due to the rates for the 6-month period July to December all recognised in August. The ratio will effectively decline to the budget figure as the months progress.</i>					
Net financial liabilities ratio	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)%
<i>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.</i>					

<p>Asset sustainability ratio</p>	<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>	<p>N/A</p>	<p>>90%</p>	<p><input checked="" type="checkbox"/></p>	<p>160.23%</p>
<p><i>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.</i></p>					

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

Budgeted Income Statement by Fund 2022/23 Budget			
<u>Consolidated</u>			
	Actual YTD	Budget YTD	2022/23
Revenue			
Rates and utility charges	19,577,648	19,332,139	38,664,277
Less Discounts and Pensioner Remissions	(1,072,821)	(1,032,500)	(2,065,000)
Net Rates and Utility Charges	18,504,827	18,299,639	36,599,277
Fees and Charges	963,432	666,680	1,542,903
Operating Grants and Subsidies	5,687,065	653,950	7,940,750
Operating Contributions	-	-	51,051
Interest Revenue	395,611	99,333	298,000
Works for Third Parties	1,125,349	648,875	1,945,825
Other Revenue	1,013,255	753,343	2,206,605
Total Operating Revenue	27,689,539	21,121,820	50,584,412
Expenditure			
Employee Expenses	5,143,972	6,037,660	18,386,475
Materials and Services	10,279,104	5,648,895	15,123,472
Depreciation expense	3,793,266	3,793,265	11,379,827
Finance and Borrowing costs	259,225	71,030	257,402
Total Operating Expenses	19,475,567	15,550,850	45,147,177
Operating Surplus/(Deficit)	8,213,972	5,570,970	5,437,235
Capital Income			
Capital Contributions	105,203	-	-
Capital Grants and Subsidies	2,228,952	-	13,094,510
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	445,541	60,000	180,000
Total Capital Income	2,779,696	60,000	13,274,510
Net Result	10,993,668	5,630,970	18,711,745

Budgeted Income Statement by Fund 2022/23 Budget			
General			
	Actual YTD	Budget YTD	2023/23
Revenue			
Rates and utility charges	10,486,701	10,163,067	20,326,133
Less Discounts and Pensioner Remissions	(1,072,821)	(1,032,500)	(2,065,000)
Net Rates and Utility Charges	9,413,881	9,130,567	18,261,133
Fees and Charges	648,712	570,013	1,252,903
Operating Grants and Subsidies	5,652,853	653,950	7,940,750
Operating Contributions	-	-	-
Interest Revenue	187,841	69,333	208,000
Works for Third Parties	1,079,170	648,875	1,945,825
Other Revenue	950,233	659,009	1,973,605
Total Operating Revenue	17,932,689	11,731,748	31,582,217
Expenditure			
Employee Expenses	4,780,517	5,594,090	17,038,416
Materials and Services	7,374,417	2,432,965	5,659,886
Depreciation expense	2,670,420	2,670,420	8,011,290
Finance and Borrowing costs	230,378	42,792	144,453
Total Operating Expenses	15,055,732	10,740,267	30,854,044
Operating Surplus/(Deficit)	2,876,957	991,481	728,172
Capital Income			
Capital Contributions	73,720	-	-
Capital Grants and Subsidies	856,009	-	5,291,665
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	445,541	60,000	180,000
Total Capital Income	1,375,270	60,000	5,471,665
Net Result	4,252,227	1,051,481	6,199,837

Budgeted Income Statement by Fund 2022/23 Budget			
Waste			
	Actual YTD	Budget YTD	2022/23
Revenue			
Rates and utility charges	2,180,078	2,161,777	4,323,553
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,180,078	2,161,777	4,323,553
Fees and Charges	242,643	80,000	240,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	51,051
Interest Revenue	28,767	6,667	20,000
Works for Third Parties	7,364	-	-
Other Revenue	36,757	66,667	200,000
Total Operating Revenue	2,495,609	2,315,110	4,834,604
Expenditure			
Employee Expenses	12,351	-	-
Materials and Services	1,354,720	1,526,669	4,618,095
Depreciation expense	59,720	59,720	179,159
Finance and Borrowing costs	-	-	-
Total Operating Expenses	1,426,791	1,586,389	4,797,254
Operating Surplus/(Deficit)	1,068,818	728,721	37,350
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	1,068,818	728,721	37,350

Budgeted Income Statement by Fund 2022/23 Budget			
Wastewater			
	Actual YTD	Budget YTD	2022/23
Revenue			
Rates and utility charges	2,946,970	2,924,603	5,849,205
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,946,970	2,924,603	5,849,205
Fees and Charges	13,840	16,667	50,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	85,019	16,667	50,000
Works for Third Parties	8,628	-	-
Other Revenue	-	-	-
Total Operating Revenue	3,054,457	2,957,936	5,949,205
Expenditure			
Employee Expenses	122,817	179,363	543,149
Materials and Services	552,220	595,200	1,621,915
Depreciation expense	534,605	534,605	1,603,815
Finance and Borrowing costs	28,847	28,237	112,950
Total Operating Expenses	1,238,489	1,337,405	3,881,828
Operating Surplus/(Deficit)	1,815,968	1,620,531	2,067,377
Capital Income			
Capital Contributions	16,288	-	-
Capital Grants and Subsidies	430,285	-	3,140,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	446,573	-	3,140,000
Net Result	2,262,541	1,620,531	5,207,377

Budgeted Income Statement by Fund 2022/23 Budget			
<u>Water</u>			
	Actual YTD	Budget YTD	2022/23
Revenue			
Rates and utility charges	3,903,484	4,022,797	8,045,594
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	3,903,484	4,022,797	8,045,594
Fees and Charges	58,237	-	-
Operating Grants and Subsidies	34,212	-	-
Operating Contributions	-	-	-
Interest Revenue	56,481	6,667	20,000
Works for Third Parties	30,188	-	-
Other Revenue	26,265	27,667	33,000
Total Operating Revenue	4,108,867	4,057,131	8,098,594
Expenditure			
Employee Expenses	227,644	264,207	804,911
Materials and Services	940,193	1,050,287	3,175,454
Depreciation expense	497,103	497,103	1,491,308
Finance and Borrowing costs	-	-	-
Total Operating Expenses	1,664,940	1,811,597	5,471,673
Operating Surplus/(Deficit)	2,443,927	2,245,535	2,626,921
Capital Income			
Capital Contributions	15,195	-	-
Capital Grants and Subsidies	942,657	-	4,662,845
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	957,852	-	4,662,845
Net Result	3,401,779	2,245,535	7,289,766

Budgeted Income Statement by Fund 2022/23 Budget			
<u>Benefited Area</u>			
	Actual YTD	Budget YTD	2022/23
Revenue			
Rates and utility charges	60,414	59,896	119,792
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	60,414	59,896	119,792
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	37,502	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	97,916	59,896	119,792
Expenditure			
Employee Expenses	642	-	-
Materials and Services	57,554	43,772	48,122
Depreciation expense	31,418	31,418	94,255
Finance and Borrowing costs	-	-	-
Total Operating Expenses	89,614	75,190	142,377
Operating Surplus/(Deficit)	8,302	(15,294)	(22,585)
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	8,302	(15,294)	(22,585)

9 INFRASTRUCTURE SERVICES

9.1 REEF GUARDIAN COUNCIL ACTION PLAN 2022-2023

Date Prepared: 26 October 2022

Author: Technical Officer (QA/Env)

Attachments: 1. 2022-2023 Mareeba Shire Council - Reef Guardian Action Plan [↓](#)

EXECUTIVE SUMMARY

This purpose of this report is to present the Mareeba Shire Council Reef Guardian Action Plan 2022 - 2023.

RECOMMENDATION

That Council endorses the Mareeba Shire Council Reef Guardian Action Plan 2022 -2023.

BACKGROUND

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local governments in the Great Barrier Reef catchment and the Great Barrier Reef Marine Park Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

Through their statutory responsibilities, local government delivers many actions that support the outcomes of the Reef 2050 Long Term Sustainability Plan. Councils work with industry to facilitate economic development and provide significant guidance and support to the community in achieving their aspirations in a coordinated way. Most local governments adjacent to the Great Barrier Reef are Reef Guardian councils—these councils have identified both statutory and non-statutory actions to manage the threats to the Great Barrier Reef and support the community in understanding and appreciating the Reef's values.

Mareeba Shire Council renewed its membership in the Reef Guardian program early 2020. Under the Terms of Reference for the program, a Reef Guardian Council Action Plan is to be developed and adopted by Council as a tool to identify the gaps and positive actions it is taking to improve the health of the Reef. The action plan may assist Council to track continuous improvements in its activities.

Recognising that each member council's capacities and operations are different, councils may choose to complete action plans every year, every second year or over the four-year local government term. The action plans are developed using a standard annual plan template provided by the Authority or through a process and report devised by individual councils.

Actions must address the key threats to the Reef, as identified in the Outlook Report: climate change, coastal development, land-based run-off, and direct use, to help manage factors influencing the reefs ecological and heritage values.

Actions are scalable reflecting the council's financial or technical capacity to contribute. However, to be a member, councils with a population of less than 50,000 residents must commit to at least one action per section. Examples of actions are provided in Table 1; however, the program

empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

The action plan will be provided to the Authority to promote the RGC program and enable reporting.

Table 1 - Reef Guardian Council Actions

Climate Change	Adopt a climate change policy Increased renewable energy generation Climate change adaptation / resilience planning Circular economy initiatives – waste diversion and re-use Climate change education / mitigation and / or adaptation initiatives for the wider community
Coastal development (including head water catchments)	Manage acid sulphate soils Monitor water quality in urban waterways Consider installing cycle / walkways to promote active transport options Waste and recycling initiatives / education program
Land-based run-off	Minimise the impact of discharge from council infrastructure Council regulatory services investigate water pollution incidents Council capital and operational work programs minimise sediment runoff, nutrient, and pesticide runoff Monitor developments for compliance Public education for water conservation and catchment awareness Water Sensitive Urban Design
Direct use	Support programs to promote sustainable recreational fishing activities in schools and the broader community Support community and industry partnerships working to improve Reef health
Heritage values (Historic and Traditional Owner)	Identify, protect, and manage, where appropriate: - cultural heritage sites - contemporary cultural heritage connections - social and cultural (place) values - aesthetic values that contribute to community pride in, and connection to, the Reef Support Traditional Owner social and economic outcomes through programs and partnerships

Mareeba Shire Council Reef Guardian Action Plan

It is proposed for Council to endorse the attached action plan:

- for the one-year duration to reflect Council's capital and operational planning timeframes,
- using the standard annual plan template provided by the Authority, and
- to outline the proposed actions in response to each key threat to the reef.

RISK IMPLICATIONS**Political and Reputational**

Reputation risk if the Reef Action Plan is not endorsed.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

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.

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.

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

If Council is satisfied with the proposed Reef Action Plan, the endorsement section must be signed prior to delivery to the Great Barrier Reef Marine Park Authority.

Mareeba Shire Council may use the Reef Action Plan as a communication tool for the community.



Reef Guardian Council program

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local government in the Great Barrier Reef catchment and the Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

The RGC program was first launched in 2007 and in 2020 has grown to include 19 member councils covering an area of 300 000 square kilometres and a population of more than one million people.

Whether Reef Guardian Councils and their communities are large or small, they are making continuous improvements to help the Reef.

Action plans

This Action Plan records the diversity of council actions and projects that contribute to Reef health. It aligns with Queensland and Australian Government objectives to improve the long-term outlook for the Reef.

Actions are scalable reflecting each council's financial and technical capacities. To be a member, councils with a population of less than 50,000 residents must commit to at least one action for each item (climate change, coastal development, land-based run-off, direct use, heritage values), while councils with greater than 50,000 residents must commit to at least three actions per item. Examples of actions are provided in Table 1 of the Reef Guardian Council program Terms of Reference, however the program empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

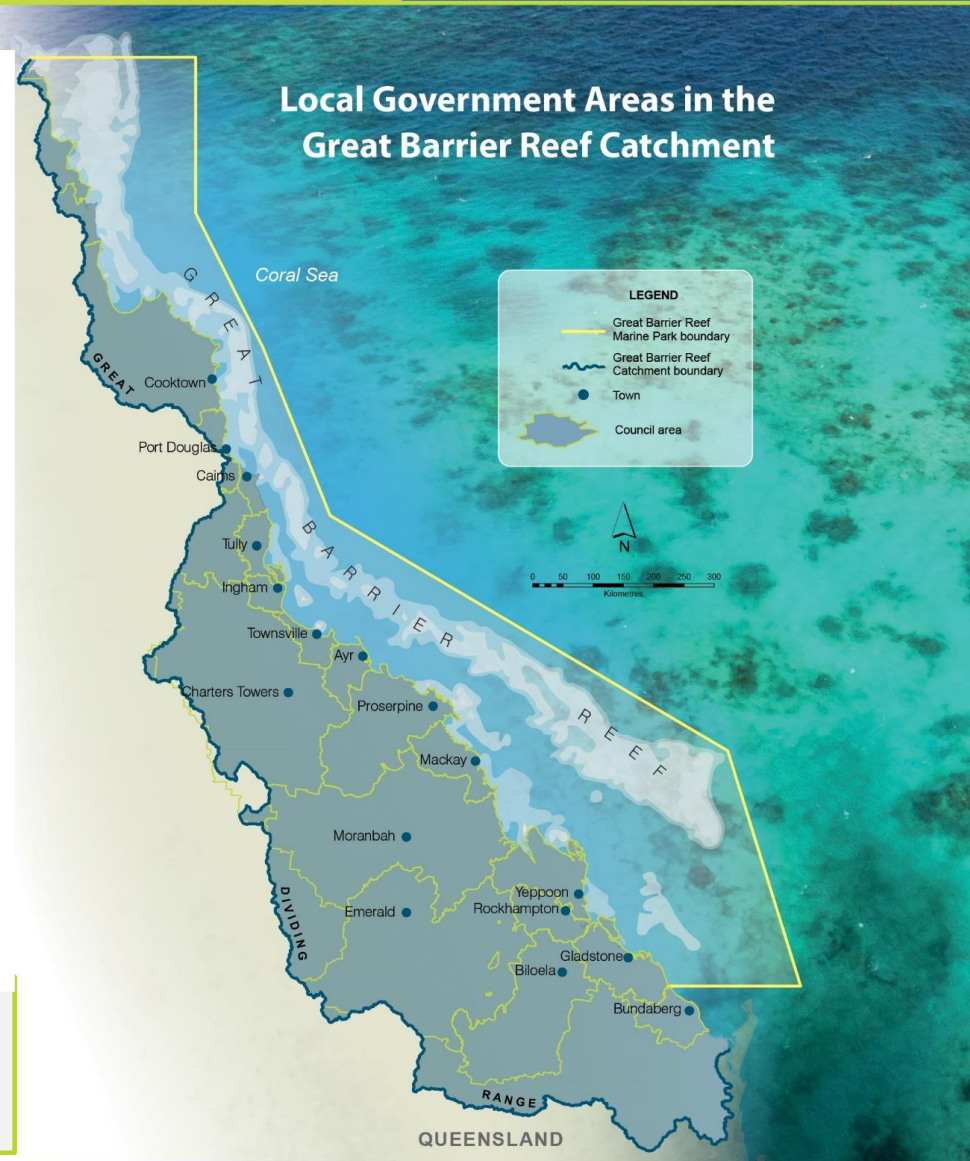
Endorsement

The council recognises the importance of the Reef Guardian partnership and values the contributions made by staff and the community 'working together today for a healthier Reef tomorrow'.

Period of Action Plan: July 2022 to June 2023

Endorsed:

Council signatory



Climate change

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Fire Management	Implementation of fire management plans including cool burns to reduce risk of wildfire through organic load management.	Operational	QRFS	Infrastructure Services	Ongoing
Energy consumption auditing	Council to conduct energy consumption audits and identifying opportunities for improved energy efficiency and supply.	Operational	Nil	Corporate Services	Annual
Vehicle exhaust emission design standards.	Council will meet and exceed where economically viable, legislated exhaust emission design standards to reduce pollution and greenhouse warming gases in its fleet.	Capital / Operational	Nil	Infrastructure Services	Ongoing
Drinking water planning	Council will continue to strategically plan for drinking water schemes including water security, treatment, and reticulation for climate resilience.	Capital / Operational	FNQROC	Infrastructure Services	Ongoing
GhG Emissions	Establish an emissions inventory, to record yearly data and track Council's carbon footprint	Operational	FNQROC and Ironbark	Infrastructure Services	Commenced 2022

Catchment development

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Ongoing sewer renewal programs	Sewer relining and manhole rehabilitation and replacement program	Capital budget	FNQROC	Infrastructure Services	Ongoing.
Statutory Compliance	Mareeba Shire Council endeavors to comply with all environmental protection statutory approvals including: <ul style="list-style-type: none"> • Environmental Authority issued for the Council activities of Water and Waste Treatment, • Protected Flora Permits and Vegetation Management Permits, • Wet Tropics Infrastructure Maintenance Permit. 	Operational	Nil	Infrastructure Services	Ongoing
Planning Scheme	Integrate environmental values of Mareeba Shire's diverse environment through planning and development assessments.	Operational	Nil	Corporate Services	Ongoing
Biosecurity Management	Implementation of the Mareeba Shire Community Biosecurity Plan	Operational	NRM bodies, indigenous corporations, landholders, state government, FNQROC.	Infrastructure Services	Ongoing
Environmental Management Plans	Identification and consideration of risks for Council projects	Operational	Nil	Infrastructure Services	Ongoing.
Renewal program	Culvert and causeway work	Capital Works	Nil	Infrastructure Services	Commence 2022/2023
River (water quality)	Upgrade to the Granit Creek Pump Station	Operational	Nil	Infrastructure Services	Commence 2022
Rehabilitation program	Concrete pipe replacements, Mareeba	Capital Works	Nil	Infrastructure Services	Commence 2022/2023
Refurbishments	Minor Wastewater Pump Station	Capital budget	Nil	Infrastructure Services	Commence 2022/2023

Land-based run-off

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Buy Back Shop	Mareeba Shire Council's first buy back shop located at Mareeba Waste Transfer Station is now open to promote the diversion of resources into the circular economy, encourages dialogue about minimizing waste generation. Prevents landfilling and production of harmful leachate.	Capital budget.	Nil	Infrastructure Services	Ongoing.
Illegal dumping, environmental pollution	When deemed necessary Council will investigate and exercise its regulatory power to facilitate environmental protection.	Operational	Nil	Corporate Services & Infrastructure Services	Ongoing
Waste Management	Environmentally sustainable and responsible waste and wastewater management. Council will pursue cost effective strategies to minimise waste, realise circular economy opportunities and reduce littering and illegal dumping through the implementation of its <i>Waste Management Services Strategy 2018 - 2027</i> .	Capital / Operational	FNQROC - Regional Waste Strategic Framework.	Infrastructure Services	Ongoing
Drainage	Upgrades to water drains	Capital Works	Nil	Infrastructure Services	Commence 2022/2023
Mareeba WTP.	Construct bunded area for chemical storage and dosing.	Capital Works	Nil	Infrastructure Services	Commence 2022/2023
Bicentennial Lakes	Sewer Main Capacity Upgrade	Capital Works	Nil	Infrastructure Services	Commence 2022/2023

Direct use

Project Name	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Grade 5 Mareeba State School Project	Sustainability - minimizing waste - recycling, composting	Operational	Mareeba State Primary School	Infrastructure Services	Commenced 2022
Field Days	Best practice - Biosecurity	Operational	Mareeba Shire Council Landholders NRM Groupe	Infrastructure Services	Ongoing
Amazon Frogbit	Proposed Field Day in the dry season	Operational	TRC, DAF, FNQROC	Infrastructure Services	Ongoing
Reef Themed Virtual Learning Sessions	Learning sessions held over the Easter School Holidays at Kuranda and Mareeba Libraries	Operational	Reef Guardian Program and MSC	Libraries	Small project
Community engagement - use of social media platforms	Fact sheets developed on several topics ranging from, composting to recycling, caring for catchments	Operational	Rivers to Reef Climate Resilience	Infrastructure Services	Commence 2022
Proposed Kuranda State College	Drain stenciling project	Operational	Kuranda State College, GBRMPA, MSC	Infrastructure Services	Commence 2022

Reef heritage and social values

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Parks and Open Spaces Strategy	Mareeba Shire Council is developing a Parks and Open Space Strategy that will feature actions that provide open space for aesthetic appeal, connection to nature, green corridors, climate change resilience and improve environmental health	Capital Budget	Nil	Infrastructure Services	Commenced.
Splash Park	Community wellbeing and social values	Capital Budget	Nil	Infrastructure Services	2022/23
Environmental Awareness Training	Integrating the consideration of environmental protection into Council activities through raising awareness with employees.	Operational	Nil	Corporate Services	Ongoing.

9.2 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - OCTOBER 2022

Date Prepared: 3 November 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 October 2022.

RECOMMENDATION

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

BACKGROUND

Technical Services

Design, quality and investigations:

Investigation activities undertaken in October included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	38	8
Drainage Investigations	4	1
NHVR Permit Applications	0	14
Aerodrome Investigations	0	0
Traffic Count Surveys	0	9
Parks Investigations	3	2
Miscellaneous <i>e.g.</i> Planning; Local Laws	21	22
Before You Dig Assists Requests	0	132

Soil Laboratory:

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

Supplier	No. of Tests
Internal	42
External	161

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:

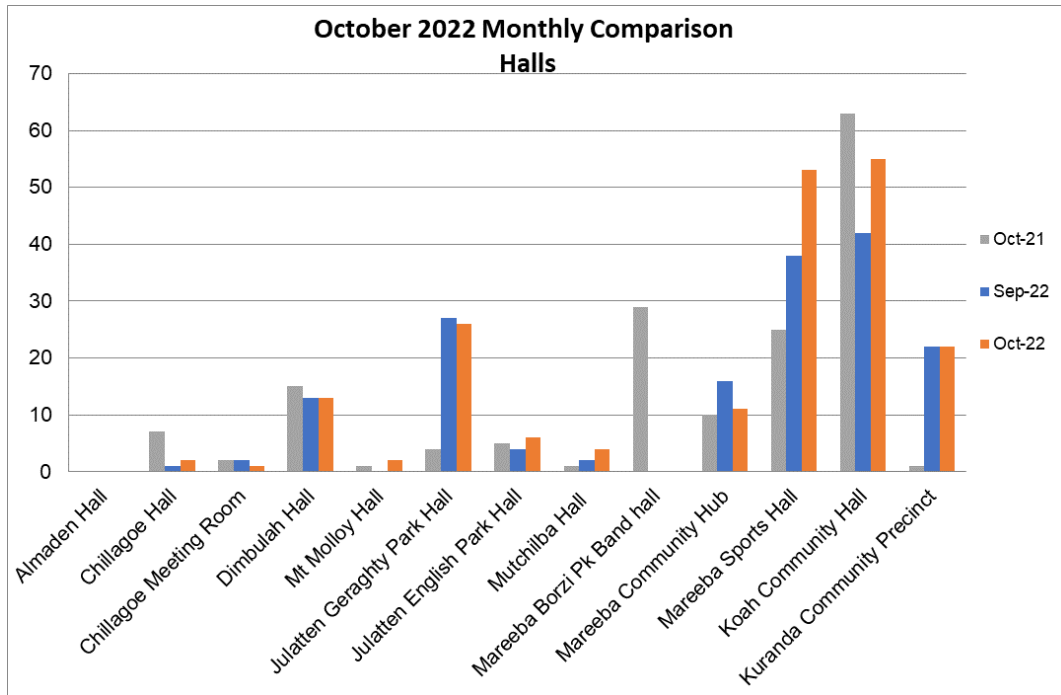
Program	Status
2021 DRFA Program General	Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Imogen and associated low pressure system that occurred 2–12 January 2021. A consultant has been engaged to assist with delivery of the 2021 DRFA Program and delivery of the program is 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 nearly finalised all assessments 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:

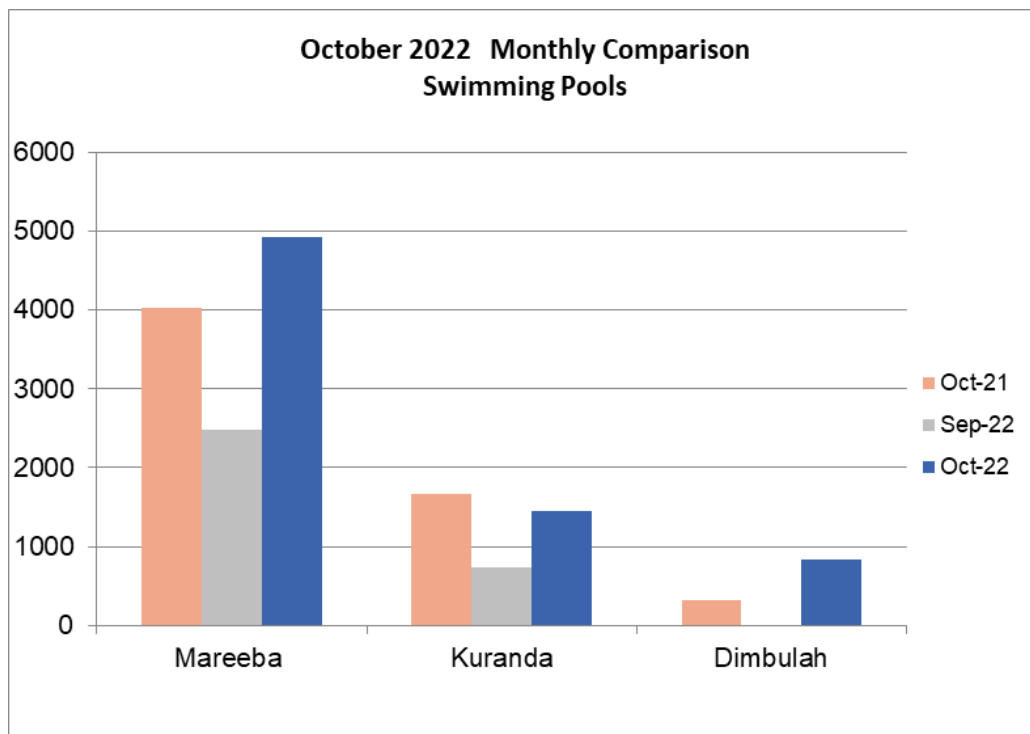
Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing.

October hall hires have recovered against the previous month and are generally showing strong improvements against previous years utilisation.



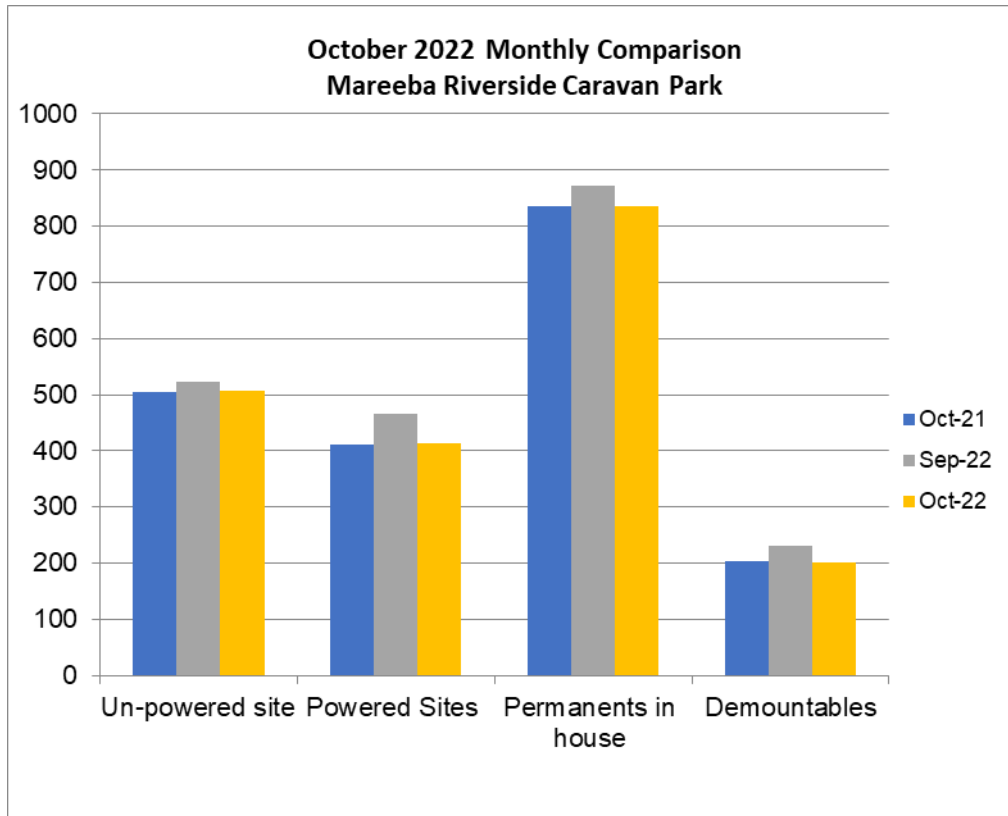
Aquatic Centres

With all facilities open to the public, a strong return to the pools has been recorded. It is anticipated that attendance numbers will continue to improve as we enter the hotter period of the year.

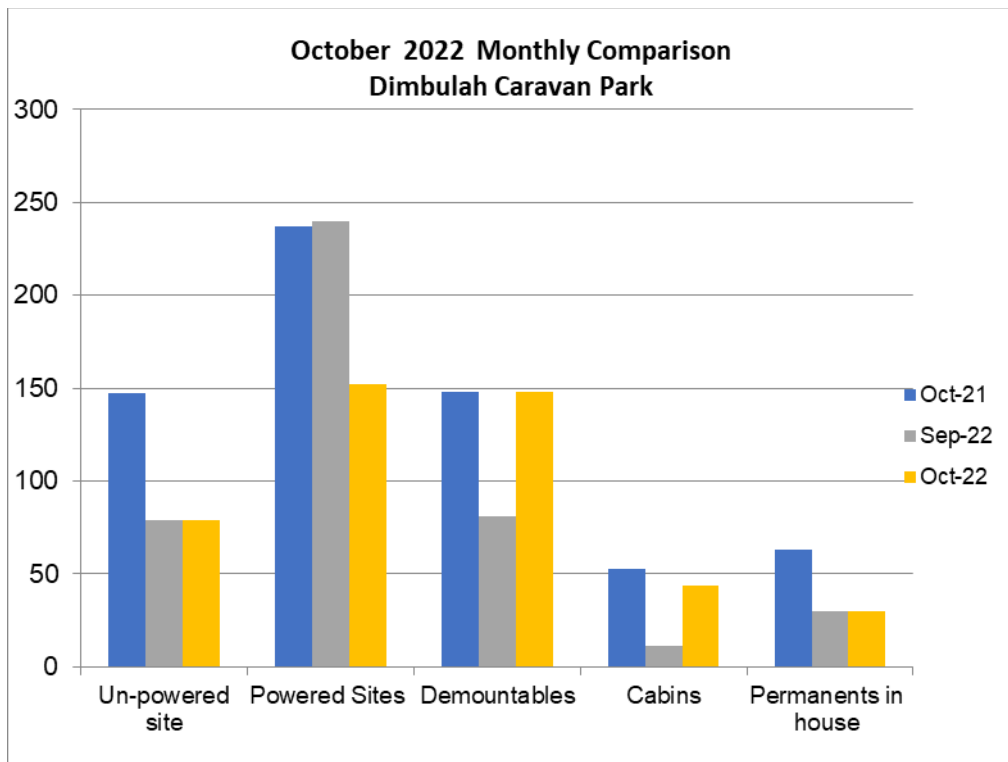


Caravan Parks:

Mareeba Riverside Caravan Park tenant numbers have remained strong across all sectors. Works to replace the Ablution Building are underway.



Although bookings for powered sites realised a decline for October, other accommodation offerings remained strong.



Vandalism & Graffiti:

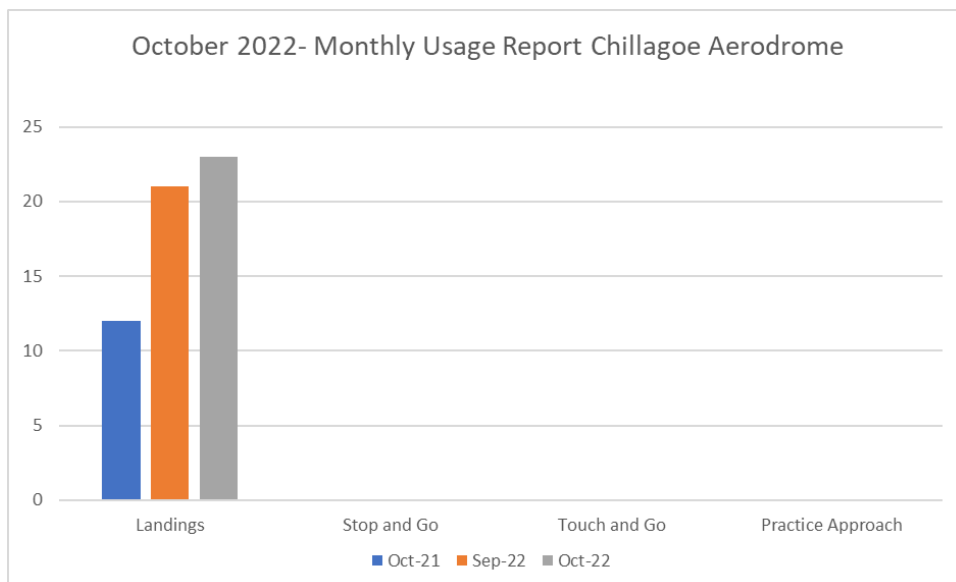
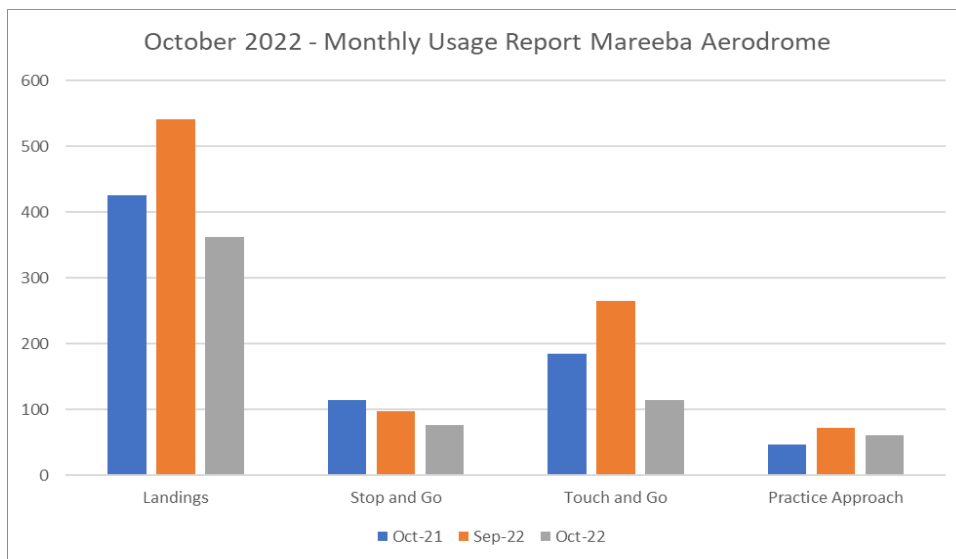
During October, 6 reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

Financial Year	Actuals	Comments – September 2022
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> • Mareeba CWA Toilets - Vandalism x 2 • Mareeba Sports Hall - Vandalism x 1 • Mareeba Leagues Club - Graffiti x 1 • Dimbulah Memorial Hall - Graffiti x 2
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 October, however there is usually a lag of data for each current month from the service provider, which continues to be updated into the next month.



FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

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

Operating

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

LINK TO CORPORATE PLAN

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

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

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

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

9.3 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - OCTOBER 2022

Date Prepared: 3 November 2022

Author: Director Infrastructure Services

Attachments:

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of October 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 Report Project Highlights - October 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 have experienced in 2022. Work recommenced in late May when site conditions improved enough to allow construction at several locations within the project footprint.

Work completed in October include:

Section A - Ch 7010 to 7180

Section B - Ch 7630 to 8295

- Drainage installation
- Remove unsuitable subgrade and replace with rock and bitum - both sides
- Install base layer - both sides

Section C - Ch 8385 to Ch 8760

- Complete

Section D - Ch 9010 to Ch 9350

- Complete

Infrastructure Services Capital Works Report Project Highlights - October 2022



Replacement of unsuitable subgrade - Section B



Completed rock mattress - Section B



Importing road base - Section B



Completed base gravel installation - Section B

Infrastructure Services Capital Works Report Project Highlights - October 2022



Project Name: Kanervo Road - Davies Creek Bridge Replacement

Program: Bridges

Background

A Level 3 engineering inspection and load assessment was undertaken on the Davies Creek bridge on Kanervo Road in 2015 which identified significant deterioration of some of the timber girders and a load limit of 14 tonnes was imposed on the bridge.

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 purpose of this project is to restore the bridge to its original intended load limit, extend the life of the structure and provide accessibility for heavy vehicles.

Scope of Works

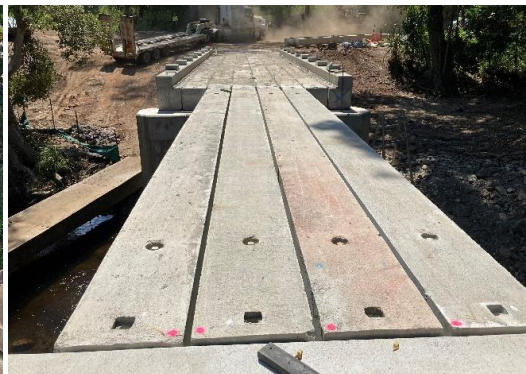
The scope of works includes replacing the existing timber girders and deck of the bridge over Davies Creek on Kanervo Road with concrete precast deck units and a concrete deck, in addition to strengthening of the existing abutments and pier and piers.

Progress Update

The Davies Creek Bridge on Kanervo Road was opened to traffic in late October, as scheduled, and the asphalt deck wearing surface and bridge approaches will be installed mid-November.



Western relieving slab formwork



Precast girder installation - western span



Western bridge approaches



Completed concrete superstructure

Infrastructure Services Capital Works Report Project Highlights - October 2022



Project Name: 2022/23 Gravel Resheet

Program: Gravel Resheet

Background

Funding has been allocated in the Capital Works Budget for resheeting 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 October, Horan Street and a 230m section of Ivicevic Road were resheeted with Type 2.1 road base in preparation for bitumen sealing under the 2022/23 Reseal and Asphalt Program.



Ivicevic Road Resheet



Ivicevic Road Seal



Horan Street Resheet



Horan Street Seal

Infrastructure Services Capital Works Report Project Highlights - October 2022



Project Name: 2022/23 Reseal and Asphalt Program

Program: Rural and Urban Roads

Background

Council undertakes an annual bitumen reseal and asphalt program in order to maintain its road network to a suitable standard. Bitumen resealing and asphalt resurfacing prevents moisture from penetrating through deteriorated bitumen and asphalt seals into the underlying pavement, protecting Council's roads from damage such as rutting and potholes.

Scope of Works

The scope of works includes bitumen reseals and asphalt overlays on a number of roads across Mareeba Shire to extend the useful life of the existing pavement.

Progress Update

Roads scheduled for reseal in the 2022/23 Reseal Program were prepared for resealing works during September and October and RPQ began resealing in late October. At the time of reporting the following sections of roads had been completed.

Road Name	Locality	Start Chainage	End Chainage	Length	Width	Area m ²
Barron Falls Road	Kuranda	1508	2280	772	5.2	4014.4
Barron Falls Road	Kuranda	2280	2310	30	15	450
Barron Falls Road	Kuranda	2310	2577	267	5.2	1388.4
Barron Falls Road	Kuranda	2577	2587	10	5.2	52
Masons Road	Kuranda	0	100	100	6.15	615
Masons Road	Kuranda	100	215	115	5	575
Masons Road	Kuranda	215	500	285	6.5	1852.5
Masons Road	Kuranda	500	544	44	7.3	321.2
Dickson Street	Mareeba	0	130	130	5.2	676
Dickson Street	Mareeba	130	215	85	9.4	799
Earl Street	Mareeba	0	85	85	7.8	663
Earl Street	Mareeba	85	325	240	9.3	2232
Ferguson Street	Mareeba	0	65	65	7.5	487.5
Fraser Street	Mareeba	0	30	30	4	120
Fraser Street	Mareeba	30	75	45	4	180
Kenneally Road	Mareeba	179	202	23	6	138
Kennedy Street	Mareeba	288	444	156	4.9	764.4
Kennedy Street	Mareeba	444	721	277	4.9	1357.3
Kennedy Street	Mareeba	721	840	119	7.2	856.8
Mason Street	Mareeba	0	50	50	10.5	525
Mason Street	Mareeba	0	475	475	17.8	8455
Strattmann Street	Mareeba	450	640	190	10.7	2033
Strattmann Street	Mareeba	640	740	100	6.5	650
Syd Beck Road	Mareeba	0	22	22	31.2	686.4

Infrastructure Services Capital Works Report Project Highlights - October 2022



Road Name	Locality	Start Chainage	End Chainage	Length	Width	Area m ²
Syd Beck Road	Mareeba	22	34.2	12.2	6.2	75.64
Syd Beck Road	Mareeba	34.2	155	120.8	7	845.6
Syd Beck Road	Mareeba	155	320	165	4.5	742.5
Walsh Street (shoulder Infills)	Mareeba	135	370	235	10	2350
Walsh Street (shoulder Infills)	Mareeba	370	555	185	10	1850
Walsh Street (shoulder Infills)	Mareeba	555	780	225	10	2250
Perkins Street	Mareeba	70	120	50	5	250
Algoma Road	Mutchilba	23	211	188	3.4	639.2
Algoma Road	Mutchilba	265	303	38	4	152
Catherine Road	Mutchilba	14	325	311	4.1	1275.1
Catherine Road	Mutchilba	340	1045	705	4.1	2890.5
Horse Creek Road	Mutchilba	0	18	18	14.4	259.2
Horse Creek Road	Mutchilba	18	455	437	4.1	1791.7
Horse Creek Road	Mutchilba	455	490	35	6.2	217
Horse Creek Road	Mutchilba	490	616	126	8.2	1033.2
Mutchilba Road	Mutchilba	0	22	22	15.4	338.8
Peace Road	Mutchilba	0	15	15	9	135
Peace Road	Mutchilba	15	970	955	4	3820
Total						50,807.34



Peace Road



Horse Creek Road



Horse Creek Road



Catherine Road

Infrastructure Services Capital Works Report Project Highlights - October 2022



Project Name: 2022/23 Minor Culvert and Causeway Renewal

Program: Drainage

Background

The 2022/23 Mareeba Shire Council Capital Works Program provided a budget for the continual renewal of drainage infrastructure across the shire where required.

Progress Update

During October culverts were installed at crossroad drainage points on Hawkins Road and Mclver Road.

The Hawkins Road RCP installation also required more than 200 tonne of unsealed road running surface to be imported due to the presence of rock at the pipe invert level.



Hawkins Road RCP



Hawkins Road RCP - completed



Mclver Road RCBC concrete base



Mclver Road RCBC - complete

Infrastructure Services Capital Works Report Project Highlights - October 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 wall are now completed and a new concrete top is being poured in early November. There is a 28 day curing process for the newly poured concrete and during the curing period other installation works will occur.



New pump station concrete top being set up ready for concrete pour

Infrastructure Services Capital Works Report Project Highlights - October 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 (DICI) on road crossings, in addition to new service connections, valving and hydrants are being installed.

Progress Update

Works are continuing along Anzac Avenue with the contractor making good progress. The contractor is undertaking remediation of asphalt works being done as soon as practical to provide a seal over the excavations to keep the site tidy, with minimal disruption to traffic.



Anzac Avenue installation of the new 300mm diameter PVC Supermain water main



Project Description	Project Stage	Comments
Program: 01 Rural and Urban Roads Reseal Program (Renewal)		
22/23 Reseal & Asphalt Program	Construction	Bitumen reseals commenced 26/10/2022. Mareeba town reseals completed 28/10/2022 along with Mutchilba area. Horan St & Ivcevic Road seals completed. Contractor returning second week of November to complete Kuranda area & the remainder of Mareeba rural area.
BETTERMENT Co-Contribution	Planning	QRA & Council working on submission. Anticipate \$3.3M program
Program: 02 Gravel Resheet		
22/23 Gravel Resheet Program	Construction	Horan Street & Ivcevic Road have been re-sheeted & sealed
Program: 03 Urban Streets		
R2R Reynolds St Mba Replace K&C	Completed	Project completed August 2022. As constructed ongoing by GIS Officer.
TIDS Rankin/Walsh St Roundabout	Design	Consultant engaged and currently completing Options Study. Report to be
Program: 04 Rural Roads		
TIDS Euluma Ck Rd Ch7.01-9.325 Rehab	Construction	Asphalt overlay of Morrish Road intersection will be installed early November along with the cement stabilising of section B. The project will be completed by end of 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	Construction	Prestart meeting 02/11/2022. Project will commence 07/11/2022 with culvert widening.
TIDS Ootann Rd Section 1&2 Widen & Seal	Design	Section 1 design to be finalised prior to end of Calendar year 2022. Other sections now on hold until funding arrangements are clarified.
TIDS Springmount Rd Widen & Seal	Design	Consultant to provide finalised/Signed design 7 October 2022.
R2R Bilwon Rd Rehab & Culverts	Planning	Project is in planning stage with TS Group
R2R Wolfram Rd Stage 3 Priority Sections	Procurement	Programmed January 2023 to March 2023
Program: 05 Bridges		
BRP4 Kanervo Rd Davies Cr Br Rplc Bridge	Construction	Backfilling of the western abutment is complete, precast girders installed & bridge will be open to traffic 28/10/2022. Asphalt deck wearing surface will be installed in November
BRP5 Davies Ck Road Bridge Replacement	Close Out	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
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	Procurement	An outer girder failure at Kauri Creek Bridge has caused a load limit reduction to 5t. Work will be brought forward to "as soon as possible" & timing will be known once replacement girder supply is known. An update should be available late week of the 31/10.
Bullaburrah Ck Rd C'way Relieving Slab	Not Commenced	Programmed for March 2023, weather permitting
Clohesy River Barron St Inspect & Design	Planning	Geotechnical Investigation to be completed, design of structure to be undertaken January - May 2023
Bolton Rd Inspect/Design/Repl Girders	Design	Level 2 Bridge Inspection and load assessment completed, awaiting report.
Barron Riv. Bridge Oakforest Rd Insp/Des	Planning	Level 2 Bridge Inspection and Load Assessment completed, awaiting report.
Barron River Cwy Henry H Dr Repl Slabs	Not Commenced	Programmed for April 2023, weather permitting.
Program: 06 Drainage		
Amaroo Mba Drainage Upgrade Stage 2	Close Out	Project completed August 2022



Project Description	Project Stage	Comments
22/23 Minor Culvert & C/ways Renewal	Not Commenced	The installation of a new RCP at Hawkins Road has been completed & Mclver Road is RCBC will be completed first week in November.
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.
Program: 07 Traffic Facilities		
Mareeba Aerodrome Signage	Not Commenced	Manufacture of signs awarded to Savannah fabrications. works to be complete 28 November. RFQ for installation to be complete by 17 November2022
Program: 08 Parking		
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.
Program: 09 Footpaths		
MBA Rail Trail Stage 1 Mba to Airport	Construction	Vehicle regulation signage will be installed week of 31/10. Timber Railway bridge will be made suitable for pedestrian & cycle traffic during November by bridge crew.
MBA Walking Network Plan	Design	MSC draft priority works program needs to be finalised and endorsed for inclusion in the Zwart/ TMR walking network report. The individual sites listed in thepriority works program need to costed for the purposes of future application for TMR funding.
KDA Walking Network Plan	Planning	Zwart Consulting provided (7/11/2022) draft walking network plans for Council review approval.
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 CBDbuffer 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.
Program: 10 Parks and Gardens		
Parks & Open Spaces Strategy	Construction	Parks and Open Spaces Strategy and 3 year action plan adopted by Council in February 2022. Refer attached report for progress updates on individual projects.
LRCIP2 21/22 Park Entrance Sign Renewal	Close Out	10 Acre Park sign has been installed. Project complete August 2022
LRCIP2 Mba Byrnes Street Medians	Construction	Street bin installation on hold. Corporate Communications Officer sourcing pictorial wraps to cover new street bins.
DIM Town Hall Park Refresh	Planning	Scoping of project commenced.
KDA Centenary Park Playground Upgrade	Design	Playground construction commenced Monday 31 October and scheduled to be complete 25 November 2022.
MBA Bicentennial Lakes (Southern) D&C	Planning	A letter of intent issued to Trinity Engineering with ongoing discussion being undertaken in regard to development of the scope of works prior to the contract being finalised.
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	Construction	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.



Project Description	Project Stage	Comments
KDA Anzac Park Landscaping	Not Commenced	The landscape architect has provided 3 design/ refurbishment options for Council consideration.
KDA Coondoo Street Upper Refurb	Not Commenced	Footpath Repairs Ongoing discussion in regards the extent of works and methodology. Lighting Upgrade Aurecon have provided a draft report for review. The report providing recommendations for LED lighting upgrades to bring the street lighting up to standard.
KDA CBD Planter Boxes & Gardens	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	
MBA Eastern Catchment Park Amaroo St1	Construction	Playground installation to commence 1/11/2022
Program: 11 Water		
WTP Staged start up water pump upgrade	Design	Design process has commenced with on site inspection in early September, survey and locations works completed and RFI feed back sent to designer so design can be progressed.
MWTP Filter 3 install backwash pumps	Not Commenced	Now that grant funding has been received this should now be rolled into Filtration Upgrade Project
Mba Optimise clarifer performance upgrad	Design	Some initial works commenced
Mareeba - Backwash operation renewal	Planning	Project pending outcome of grant application for new filtration system for Mba WTP and should be rolled into filtration project.
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 now scheduled for completion early February.
BBRF Unconfirmed MWTP Filtration Upgr	Design	Project design works continuing and actual project grant funding confirmed through BOR program and set to go to tender early February.
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 and slightly ahead of project schedule.
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.
22/23 Smart Meters Replacement	Planning	Project commenced with the first 20 installed and a further 200 meters on order with a six month lead time on delivery.
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	Works commenced with trials on alternate methods of dosing equipment and chemicals underway.
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 Deommission 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.



Project Description	Project Stage	Comments
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	Now that the filtration project has been funded this project needs to be rolled into that project.
DIM WTP Standby Generator Replacement	Not Commenced	Generator has been acquired and now on site, it will be lifted into position as soon as possible and connected to the site.
Program: 12 Wastewater		
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, just finalizing the telemetry connection to the generators and project is then completed.
21/22 Mba Sewer CCTV & Relining Program	Construction	There were a few lines that run adjacent to the Barron River that didn't get completed prior to end of June and these are now being done in Nov/Dec.
21/22 Mba WWTP Component Renewals	Completed	Works essentially completed and once commitments are cleared project can be closed out.
Granite Ck Mba Sewerage Pump Stn Refurb	Construction	Works progressing well with re-concreting of the divider wall sections almost completed.
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 well 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.
22/23 New Standby Generator Program	Procurement	new generators have been delivered and are now on site and will be electrically connected as soon as an electrician is available.
22/23 MBA Sewer CCTV & Relining	Planning	Project is scheduled to commence mid to late Nov or early Dec 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		
MWF Buy Back Shop Construction	Completed	Project completed June 2022. Ident Survey still ongoing.



Project Description	Project Stage	Comments
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 and 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	GPS tracking equipment to be procured as part of fleet replacement program rather than one large capital expenditure.
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
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	February 2023 Project.
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.
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.
Program: 16 Depots and Council Offices		
Rankin St MSC Admin Office Refurb	Construction	Roof works complete. Front entry tiling complete. Posts to finance area installed awaiting painting. Rear timber paling fence enclosure to be painted (contractor to advise schedule)
Kowa St MSC Depot Emergency Generator	Design	Generator costings forwarded to Manager TS for consideration.
Program: 17 Community Buildings		
Koah Tennis Court Replace Timber Poles	Construction	Poles delivered to site. Electrician advised installation mid-November.
Aquatic Facility Upgrades & Splash Park	Construction	Possession of site and preliminary site establishment works scheduled to commence 21/11/2022. Advised equipment in transit from Canada.



Project Description	Project Stage	Comments
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.
MBA Women's Restroom Refurb	Design	Tender for Lease prepared and programed for release to market week of the 7/11/2022
MBA Riverside CPark Amenities Replace	Construction	Existing amenities block removed from site. Pad area for new amenities ready for construction to progress.
22/23 Shire Toilet Facility Repl Program	Not Commenced	Projects are: Mareeba Aerodrome, Mareeba Cemetery, Mt Molloy Vains Park. To be commenced in New Calendar Year
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	Procurement	Initial quotations received, however due to inconsistency in responses, furthersoil testing required. Project still targeted for delivery end of 2022.
MBA New CBD Toilet Facilities	Design	Further design work being undertaken to ensure all aspects investigated prior to handing over to Projects Team.
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	Jan 2023 target timeline for pre-handover inspection with Project Team. Works to be completed second half of fin year.
KDA Aquatic Cnt 25m Pool Auto Fillers	Planning	On hold pending completion of Tender Process.
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.
22/23 MBA Bitument Driveway Renewals	Procurement	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.
Program: 18 Non-Infrastructure Items		
Kuranda New Cemetery	Design	Draft Civil Plans received for commentary, delivery of designs anticipated prior to Dec 2022. Tender for construction to be undertaken February 2023, with construction 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.
New Total Station Tilting Auto Pole	Not Commenced	preparing financial close out.
MBA Cemetery Lawn Plaque on Beam	Not Commenced	On hold.
DIM Cemetery Lawn Plaque on Beam	Not Commenced	
MBA MIP Expansion	Planning	Scope of works being refined to align with cost expectations. engagement to occur November, delivery of masterplan expected by March 2023.
Program: 20 KIAC		
KIAC - New Wayfinding Signage	Construction	Procurement for installation finalized. install works to commence 7/11/2022 and program to be complete 25/11/2022.

9.4 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - OCTOBER 2022

Date Prepared: 1 November 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 October 2022.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for October 2022.

BACKGROUND

Water and Wastewater Treatment:

All treatment plants are generally performing satisfactorily. Water demand was varied across all schemes with rainfall in some catchments resulting in varied consumption per connection whereas some were slightly higher due to lower rainfall.

Filter 2 at Mareeba Water Treatment Plant (WTP) has reached the end of its functional life and was shut down in October. While this has resulted in an overall reduction in the plant’s capacity, the Mareeba WTP is producing sufficient volume of treated water to meet demand. The situation is being monitored, and there may be a need to introduce water restrictions if consumption begins to exceed the plant’s capacity. Planning is currently underway, and funding committed for a project to upgrade the filtration system at Mareeba WTP in 2023.

Routine environmental monitoring did not detect any exceedances of environmental discharge limits. No anomalies or reportable notifications were reported in relation to routine water quality testing conducted during the month.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	9,597	1035	287	447	146
Number of Connections	4,385	982	157	272	137
Average daily water consumption per connection (L)	2,189	1,054	1,828	1,643	1,292

* Mt Molloy is an untreated, non-potable water supply

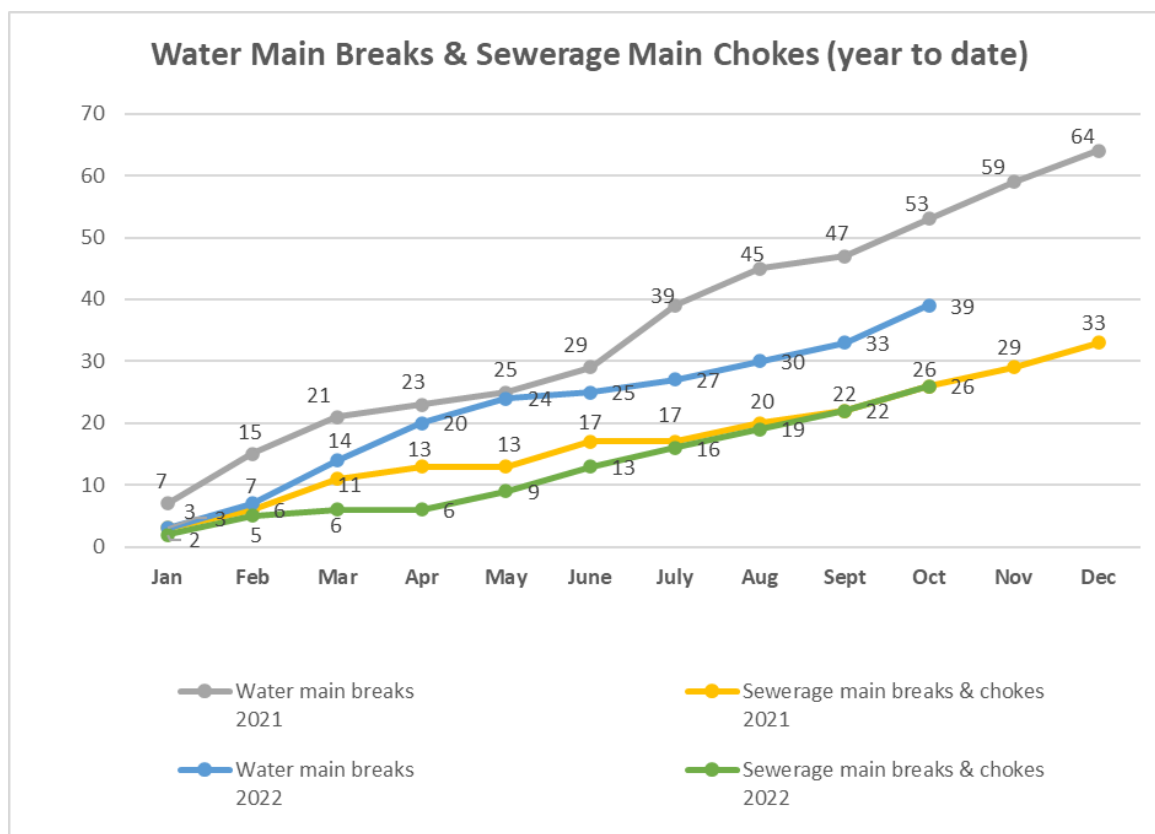
Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	1,708	163
Number of Connections	3,424	346
Average daily inflow per connection (L)	499	471

Water and Wastewater Reticulation:

Council's water reticulation crew attended to six (6) water main breaks and four (4) sewer main breaks/chokes this month, and average response times were within targets set out in Council's customer service standard for water services.

During the first two (2) days of November there were also a further three (3) water main breaks on Anzac Avenue in a section of thin-walled white PVC water main that is to be made redundant following the installation of new PVC Supermain.

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 region's Councils saw a re-working of the issues and options paper which was provided to FNQROC 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. Signage is underway with brochures being prepared to hand out to customers at sites during the affected timeframe.

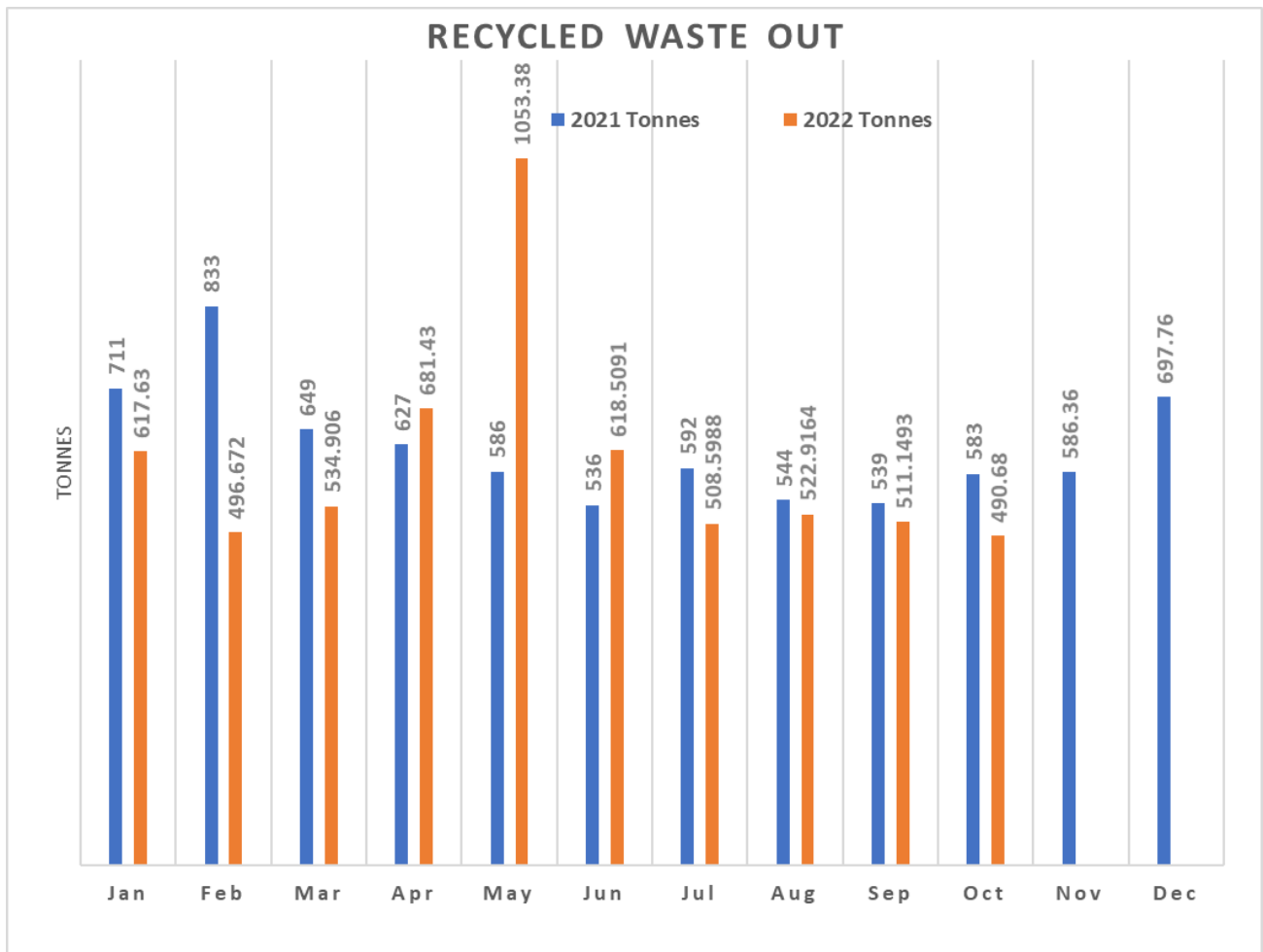
EnviroCom Australia have completed the characterisation waste audit sampling and observations from the waste coming in from transfer stations, depot, and Rankin Street Office. Final report has been received where it shows we need to further the education campaign to the community and improve recycling options at the depot and office.

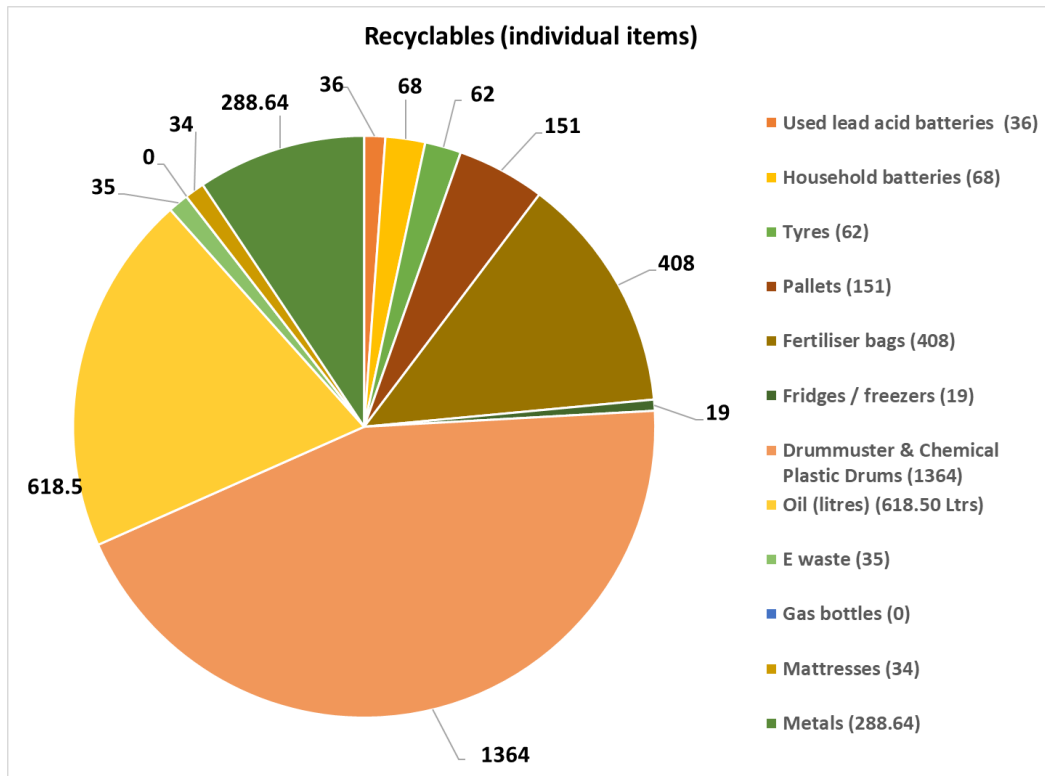
Council’s contractor is continuing to experience issues with the IWeigh tablets at certain sites and anticipate most of this has been rectified although issues are still being experienced at some sites due to poor mobile reception.

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 the site, but yet not fully functioning.

Recycling

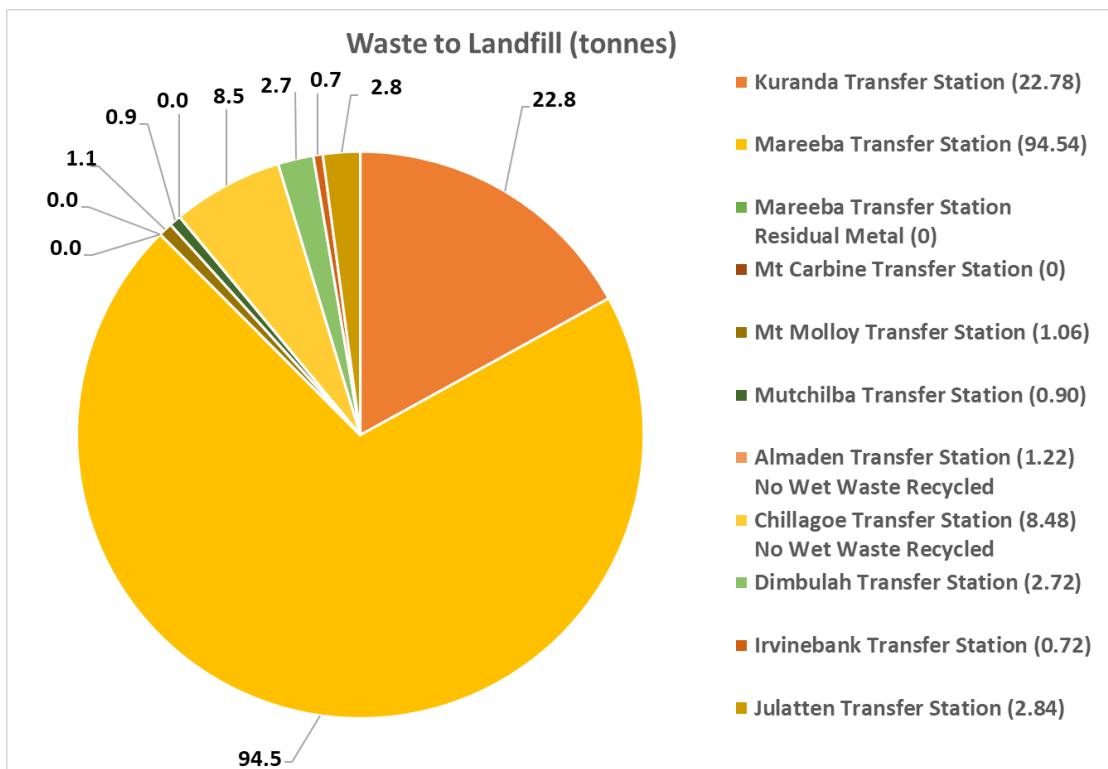
Waste material collected at each of the waste transfer stations are either deposited directly to the Springmount Waste Facility, recycled, or transported to the Veolia Advanced Resource Recovery Facility (ARRF) in Cairns for processing.





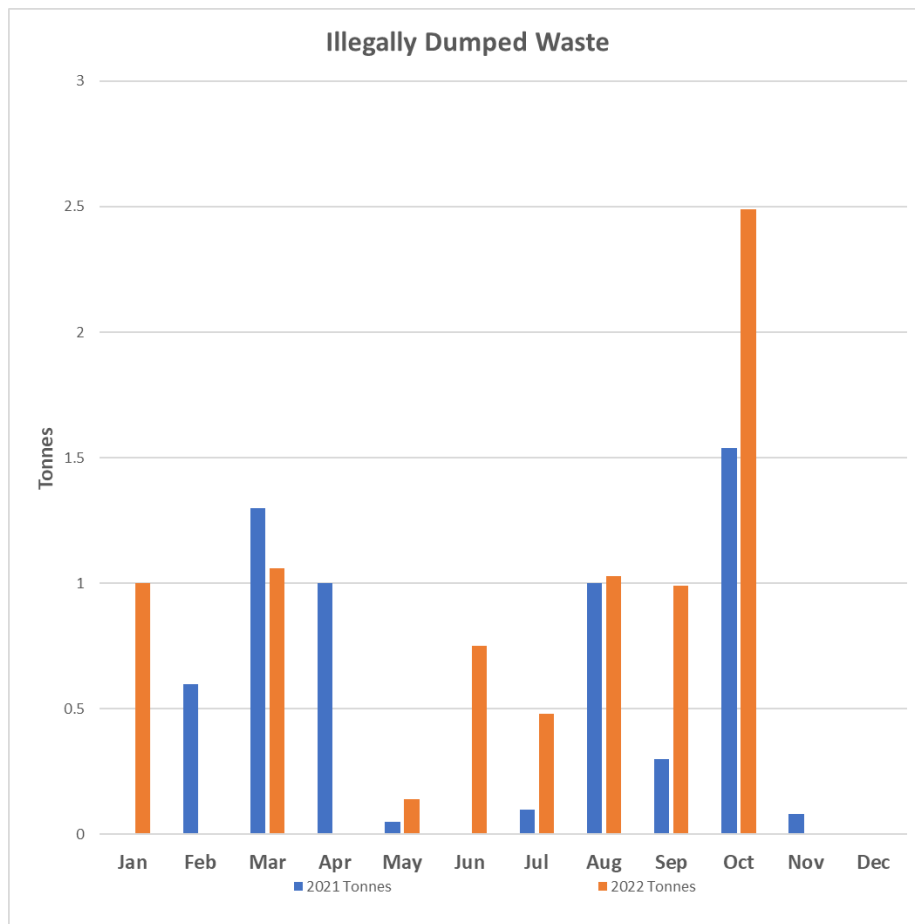
Waste to Transfer Stations

Transfer Station dry waste is transported off site to the Springmount Waste Facility and for the month of October 134 tonnes was landfilled.



Illegally Dumped Waste

There were 2.49 tonnes of illegally dumped waste recorded through Waste Transfer Stations during the month of October.

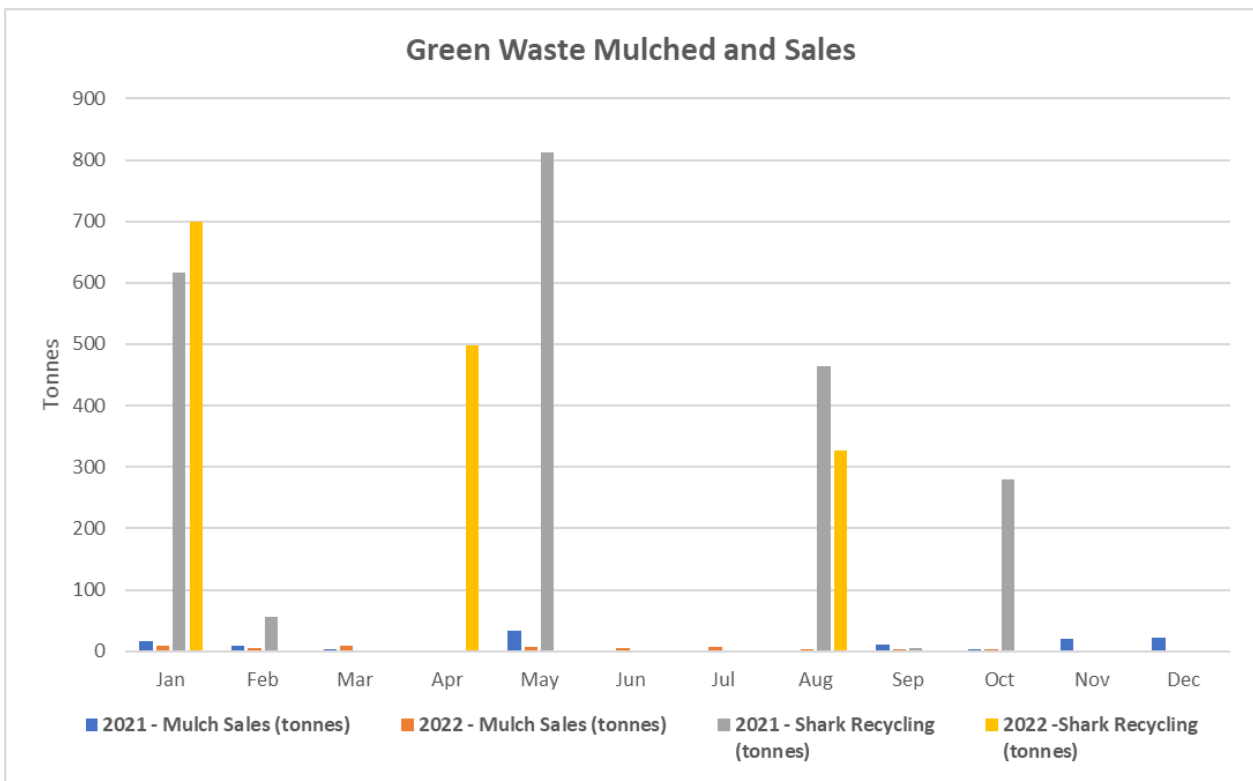
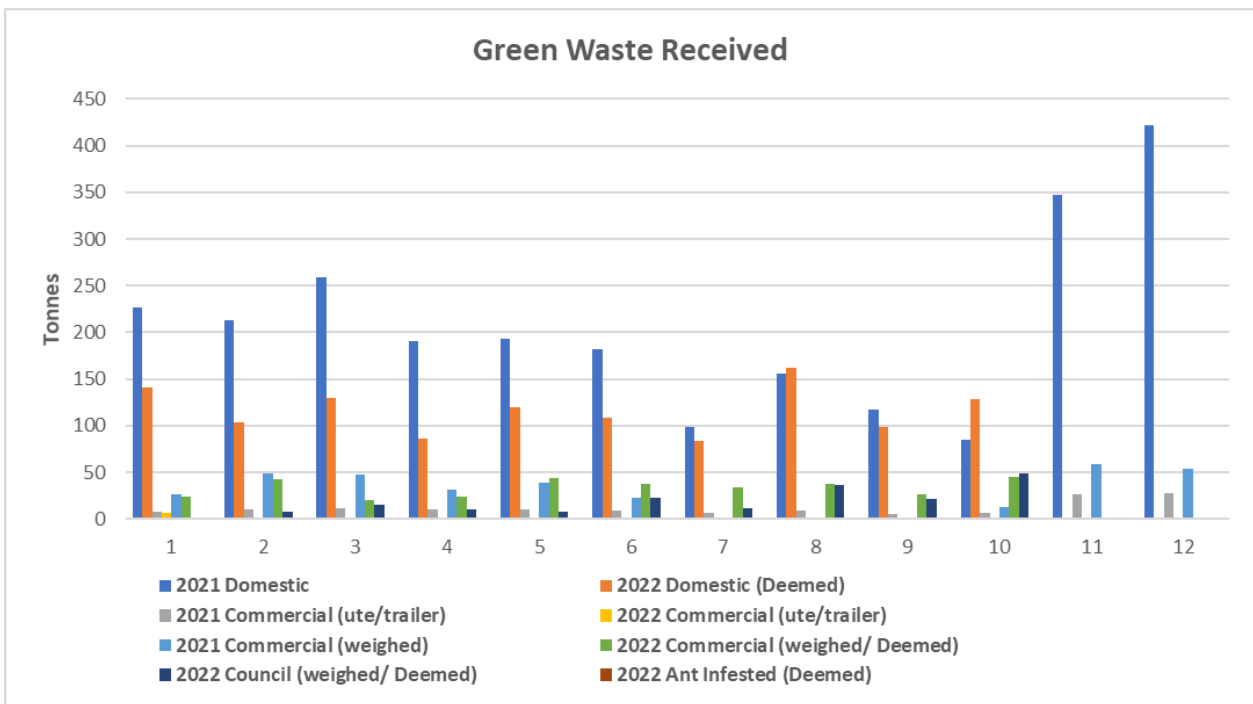


Green Waste

Council received a total of 221.8 tonnes of green waste in the month of October. No mulching occurred in October. Kuranda recorded 1.3 tonnes of Electric Ant contaminated green waste in October.

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 in early December.

Council’s contractor will be onsite to mulch the green waste at Mareeba and Kuranda Transfer Station prior to the Free Green Waste event to ensure space for the community to dispose.



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

9.5 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - OCTOBER 2022**Date Prepared:** 6 November 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 October 2022.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of October 2022.

BACKGROUND**Transport Infrastructure**Road Maintenance Activities

Unsealed roads graded in October were as follows;

Road Name	Location	Road Name	Location
Wright Road	Koah	Little Road	Kuranda
Tapiola Road	Koah	Boyles Road	Kuranda
Streil Road	Koah	Jeffery Road	Kuranda
Popovic Road	Koah	Big Sands	Kuranda
Copland Road	Koah	Railway Street	Kuranda
Clohesy Road	Koah	Kauri Street	Kuranda
Koah Road	Koah	Crothers Road	Kuranda
Speewah Road	Speewah	McCorry Road	Kuranda
Harper Road	Speewah	Oak Forest Road	Kuranda
Douglas Track	Speewah	Jeffery Rd	Kuranda
Hoey Road	Speewah	Austin Road	Kuranda
Stoney Creek Road	Speewah	Armstrong Road	Kuranda
Thornborough - Kingsborough Road	Thornborough	Braund Road	Dimbulah

Other maintenance activities during the month of October include:

- Kuranda / Speewah / Koah
 - Tree trimming
 - Herbicide spraying
 - Road furniture replacement

- Mt Molloy / Julatten Area
 - Tree trimming
 - Road edge repair
 - Mt Carbine town slashing and mowing

- Mareeba Area
 - Bitumen patching
 - Road edge repair
 - Road furniture replacement

Customer Requests

During the month of October, the Works Group received 91 Customer Requests (CRs) with 138 resolved (resolved requests include those received prior to October 2022). The table below shows the number of requests lodged per Works Section for the month.

Month	Roads	Parks and Gardens	Pest Management
October	63	19	9

At the time of reporting, the Works Group had 76 open requests.

Bridges and Major Culverts

In October, the bridge crew completed the construction of the Davies Creek bridge on Kanervo Road to upgrade the existing timber superstructure to a concrete superstructure. For the previous four (4) months, minimal inspection and routine maintenance works were carried out on Council bridges and major culverts (emergency excepted) whilst the upgrade took place. Inspections and routine maintenance will recommence in November.

TMR Routine Maintenance Performance Contract (RMPC)

- Burke Developmental Road
 - Medium formation grading continued between the Lynd River and the Carpentaria Shire boundary
 - Medium formation grading was completed on the section of unsealed road between Almaden and Chillagoe that is under Mareeba Shire Council's stewardship.
 - Traffic control for two (2) truck roll overs, one (1) west of Chillagoe and one (1) between Chillagoe and Almaden

- Herberton - Petford Road
 - Maintenance grading has commenced starting at the Petford end and heading towards Watsonville.

- Kennedy Highway
 - Bitumen patching

- Mossman - Mt Molloy Road
 - Traffic control for a single vehicle accident

- Mulligan Highway

- A crew attended a large individual tree fire at Rifle Creek Rest Area that required the services of professional tree loppers using an EWP to extinguish the fire and fell the tree. A termite nest at the base of the tree was set on fire.



Rifle Creek Rest Area

Parks and Open Spaces

During October, Parks and Open Spaces crews conducted garden and hedge maintenance in the Mareeba CBD, Cedric Davies Hub, Mareeba Industrial Park, Mary Andrews Park and Bicentennial Lakes. A program to gradually remove stumps from parks and open spaces continued with stump removal and stump grinding at Centenary Park and Borzi Park.

Other points of note for the Parks and Gardens Section during October were:

- Three (3) burials - Mareeba Cemetery
- One (1) burial - Chillagoe Cemetery
- Irrigation auditing and repair
- Sporting field maintenance and presentation
- Mow and brush cut irrigated open spaces

Land Protection

Staaten River Asset Protection: Council's Land Protection staff, Biosecurity Queensland officers and property owners undertook the annual survey and removal of Bellyache bush on the Mitchell River and Lynd River flats that borders onto the Staaten River catchment and Staaten River National Park. Officers report no Bellyache or Parkinsonia were found in the containment zone.

Multi species weed removal on Emu creek and upper Walsh River catchment: Work has continued along Emu Creek in the Wash River catchment targeting two (2) *Jatropha* species and Rubber Vine. A large reduction in pest plants has been observed this year.

Parthenium Weed: Monthly inspections were carried out on all 12 sites. The relevant landholders are complying with their biosecurity obligation.

Wild Dogs: Coordinated baiting has been carried out on seven (7) properties on the Walsh, Lynd and Mitchell River catchments totalling 297,100 ha of land. Several landholders were also advised on trapping methods and shooting options.

Salvinia: Salvinia is a native of South America and was first reported in Queensland in 1953. It is now found in isolated water bodies from northern Queensland to the New South Wales border, and west to Mount Isa. Many salvinia infestations can be traced back to plants discarded by aquarium owners. Generally, salvinia prefers slowly moving streams, or still water ponds with high nutrient levels and water temperatures around 20–30°C.

As a result of CSIRO research, *Cyrtobagous salviniae* (salvinia weevil) has been extensively released. In Queensland, salvinia weevil is the main form of biological control of salvinia. The salvinia weevil is 2–3 mm long and dark brown to black. It is most effective when air temperatures are 27–35°C and plant nitrogen levels are high.

Salvinia weevil has been collected and stored in a water trough for release into waterways with high salvinia levels that are suitable for weevils to work.



Salvinia weevil

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

9.6 CAPITAL PROJECT PRIORITISATION 2023/24

Date Prepared: 9 November 2022

Author: Strategic Project Officer

Attachments: 1. **2023-24 Proposed Project Prioritisation Criteria** [↓](#)

EXECUTIVE SUMMARY

The Project Prioritisation Tool (PPT) criteria and risk assessment methodology for prioritising infrastructure projects has been reviewed. This workshop is to present criteria for Council's consideration as part of the 2023/24 Capital Works Program development.

RECOMMENDATION

That Council adopts the Project Prioritisation Tool Criteria to develop the 2023/24 Proposed Capital Works Program.

BACKGROUND

Council generates approximately \$37M in net rates and utility charges and owns approximately \$825M (current replacement cost) of assets that are managed to deliver services to the community. Council also receives other funding including grants which brings the total operating revenue to approximately \$48 million.

Like most local government authorities, Council has limited funds available for Capital Works projects. To address this issue, the International Infrastructure Management Manual provides several methods for prioritising projects, of which Council regularly uses two (2). The first method is a multi-criteria analysis which is part of Council's Project Prioritisation Tool (PPT, Attachment 1), and the second method is a risk assessment using Council's Enterprise Risk Management Framework. The Project Prioritisation Tool relies on criteria and weighting for each asset class.

In 2023-24, changes are proposed for Roads, Bridges, Aerodromes and Fleet criteria. Clarification is provided around the process for project prioritisation where an asset management sub plan has been developed by Council.

Asset Management Principles for Capital Investment Decision Making*Why does Council invest in assets?*

Local governments invest in assets to provide services to their communities. Asset investment can be used to sustain services (capital renewal including rehabilitation and replacement) or to improve services (capital upgrade or expansion).

Capital renewal projects may reduce future operating and maintenance expenditure and do not add depreciation expense. Decisions to invest in capital upgrades or expansion to improve service levels permanently adds depreciation, operating and maintenance costs because it increases the asset base.

Project Prioritisation Tool - MSC Methodology for Prioritising Capital Projects

Multi-criteria Analysis

Each criterion is prepared with a five (5)-point rating system that is weighted at Council's discretion to achieve a priority or appraisal score which is used to rank the projects within the program.

The percentage weightings can be varied to reflect the relative importance between each criterion. Regardless of the significance one or more criteria may have against another, the total percentages must equal 100%. For example, Council may decide safety is of utmost importance and give it 30% weighting with the balance being allocated (in proportionate amounts) across the remaining criteria. Regardless of the weighting allocation, the highest PPT appraisal score is five (5).

Each year, Council officers review the criteria used to evaluate projects and where appropriate recommend improvements for Council's consideration. This year the focus continues to be on objective criteria where possible.

Risk Rating Development

In addition to the PPT appraisal score, a basic risk rating of the current situation to the Council and the community is also provided for each project. Officers ask the question, "What would happen if the project does not proceed?" The risk rating is calculated using Council's Enterprise Risk Management process, with the inherent risk score provided in the Capital Works Planning sheets for Councillor's review. This provides Council with a clear indicator of the risks that are mitigated by funding projects and the risks that are accepted.

2023-2024 Proposed Updates

Criteria

Criteria have been reviewed and updates have been made for Roads, Bridges and Aerodromes. Fleet projects are proposed to be considered by the Fleet Committee.

No other changes are proposed for 2023/2024 as compared with the 2022/23 criteria.

Asset Management Sub Plans in place of PPT Scores

As asset management sub plans continue to be developed, the approved projects in the asset management sub-plans will be included for funding consideration without a PPT score. The asset management strategic planning process considers the entire portfolio of assets, the PPT score and the broader Council strategic direction to provide an optimised capital investment program. New projects that have not been considered within the most recent asset management sub plan will be scored using the PPT criteria for Council's consideration and will also be considered in the next update of the relevant asset management sub plan.

Capital Works Project Proposal Appraisal Summary Sheets

Projects are ranked according to the PPT appraisal score and presented to Council with both a PPT appraisal score and a risk rating as outlined in the table below. Projects are identified as discretionary or non-discretionary and grouped accordingly. Non-discretionary projects are typically those which are required to sustain services or external funding is already approved. Detailed Project Proposal Sheets are provided for projects that are proposed for funding.

Table 1 Template Capital Project Proposal Appraisal Summary

Rank	Description	Estimate			PPT Appraisal Score	Risk	External Funding	Developer Cont~ns	MSC \$	Comments
		Renewal	Upgrade/Expansion	Total						
NON DISCRETIONARY (Required to sustain services or external funding is already approved)										
1										
DISCRETIONARY										
2										
3										

References

- The International Infrastructure Management Manual
- Institute of Public Works Engineers Australia National Asset Management System (NAMS Plus3)
- AS NZS ISO 31000:2009 Risk Management Standard
- Local Government Asset Investment Guidelines 2006, Local Government Victoria
- Lower Order Road Design Guidelines, Institute of Public Works Engineering QLD 2016
- FNQROC Regional Development Manual

RISK IMPLICATIONS

Roads Criteria

Criteria	Rating/Interpretation	Weighting
Condition	Condition	20%
	1 Approximately 0 - 20% of useful life consumed.	
	2 Approximately 20 - 40% of useful life consumed.	
	3 Approximately 40 - 60% of useful life consumed.	
	4 Approximately 60 - 80% of useful life consumed. 5 -10yrs	
	5 80 - 100% of useful life consumed. 0 - 5 years.	
Safety and Functionality	Safety and ability to perform its primary function.	15%
	1 No casualty crashes in the last 5 years AND no congestion AND road design is appropriate for traffic volume and heavy vehicles (no edge wear, intersection swept paths are appropriate).	
	3 1 casualty crash in the last 5 years OR moderate congestion OR heavy vehicle swept paths are slightly less than minimum required, OR straight section of road where the width is too narrow for traffic volume and heavy vehicles (visible edge wear, and gravel resheets of road edge required).	
	5 2 casualty crashes in the last 5 years OR significant congestion OR heavy vehicle swept paths are significantly less than minimum required OR curved/poor visibility section of road where the width is too narrow for traffic volume and heavy vehicles (visible edge wear, and gravel resheets of road edge required).	
Traffic (Annual Average Daily Traffic)	1 < 10	15%
	2 10 to 50	
	3 51 to 150	
	4 151 to 300	
	5 > 300	
	Heavy Vehicle %	
2 5%-15%		
3 15%-25%		
4 25%-35%		
5 >35%		
Whole of Life Cost Impact		Renew our existing assets before improving service levels to reduce Whole of Life Cost impact on annual budget.
	1 Expansion of road network (new road and/or upgrading from gravel to bitumen).	
	2 Upgrade or widening to improve service level to road users and/or adjacent properties.	
	3 Rehabilitation and proactive upgrade to protect existing road pavement where deterioration is commencing (e.g. bitumen edge drop-off).	
	4 Rehabilitation and upgrade to protect existing road pavement where significant deterioration has occurred and is impacting on safety (e.g. eroding and narrowing of pavement).	
	5 100% renewal of existing road (rehabilitation).	
Criticality	Road hierarchy to demonstrate how critical the road is to the community (using the Lower Order Road Design Guidelines to further define Rural Secondary Access criticality). Add one to the score if it is a LRRS road. Add one to the score if it is a road with school frontage.	15%
	1 Rural Secondary Access (Local Access)	
	2 Rural Secondary Access (Minor Road) or Urban Access	
	3 Primary Access or Industrial Access	
	4 Collector	
	5 Arterial	
		100%

Bridges, Causeways and Major Culverts Criteria

Criteria	Rating/Interpretation	Weighting	
Condition	Condition	30%	
	1 Very Good. Approximately 0 - 20% of useful life consumed.		
	2 Good. Approximately 20 - 40% of useful life consumed.		
	3 Fair. Approximately 40 - 60% of useful life consumed.		
	4 Poor Approximately 60 - 80% of useful life consumed.		
	5 Very Poor 80 - 100% of useful life consumed.		
Functionality	Ability to perform its primary function	20%	
	1 Very Good - No wet weather road closures AND no traffic control for Heavy Vehicles.		
	2 Good - Short road closures (<1 day) during Q5 events only OR traffic control for Heavy Vehicles for up to 2 weeks.		
	3 Fair - Short road closures (<1 day) for annual rain events. Medium road closures (1 day - 1 week) for 5-yearly rain events OR traffic control for Heavy Vehicles for 3- 6 weeks per year.		
	4 Poor - Medium road closures (1 day - 1 week) for annual rain events. Long road closures (1 - 2 weeks) for 5-yearly rain events OR traffic control for Heavy Vehicles for 6 - 12 weeks per year.		
	5 Very Poor - Long road closures (1 - 2 weeks) annual events. Very long road closures (> 2 weeks) for 5-yearly events OR traffic control for Heavy Vehicles for over 12 weeks per year.		
Heavy Vehicle Usage	1 0-5%	15%	
	2 5%-15%		
	3 15%-25%		
	4 25%-35%		
	5 >35%		
Average Annual Daily Traffic Count (AADT)	Number of vehicles per day	15%	
	1 < 10		
	2 10 to 50		
	3 51 to 150		
	4 151 to 300		
	5 > 300		
Detour Distance	Urban	Rural	20%
	1 Very Low Detour >0km & <1km	1 Detour >0km & 5km	
	2 Low Detour >1km & <5km	2 Detour >5km & <15km	
	3 Medium Detour >5km & <10km	3 Detour >15km & <30km	
	4 High Detour >10km	4 Detour >30km & <50km	
	5 Very High No alternate access	5 Detour over 50km or no alternative	
		100%	

Drainage Criteria

Criteria	Rating/Interpretation		Weighting	
	Score	Properties affected		
Properties Affected	1	Very Low	0 - 2	25%
	2	Low		
	3	Medium		
	4	High		
	5	Very High		
Risk to Council or other public assets	What would happen to other public assets the drain is protecting if the project doesn't proceed? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk		25%	
	1	Low Risk. Manage by routine procedures		
	2	Medium Risk. Planned action required (ie. Make safe and include in forward programs)		
	3	High Risk. Prioritised action required (ie. Make safe and program in current/next program).		
	4	Very High Risk. Immediate Corrective Action required.		
Condition	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed.	25%
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Functionality	1	Very Good	No soil erosion and/or water draining freely.	25%
	2	Good	Minor soil erosion and/or mild water ponding, water drains in a reasonable timeframe.	
	3	Fair	Moderate erosion and/or some periods of water detention.	
	4	Poor	Significant soil erosion and/or long periods of water detention. Structural damage on other assets expected in the medium term.	
	5	Very Poor	Significant soil erosion with imminent structural damage impact on other assets and/or very long periods of water detention.	
			100%	

Traffic Facilities Criteria

Criteria	Rating/Interpretation		Weighting	
Safety	Risk level from Road Safety Review, Number and severity of reported incidents, road geometry issues.		30%	
	1	Very Low		
	2	Low		
	3	Medium		
	4	High		
	5	Very High		
Traffic (Annual Average Daily Traffic)	1	< 10	25%	
	2	10 to 50		
	3	51 to 150		
	4	151 to 300		
	5	> 300		
	Community Concern	Number of Customer Requests received.		15%
1		Very Low	1 resident or customer request.	
2		Low	>1 to <3 residents writing or customer requests	
3		Medium	>3 to <10	
4		High	>10 to <20	
5		Very High	>20 residents or petition.	
Cost Effectiveness	Takes account of population served and the benefits by proceeding with the project.		15%	
	1	Very Low		
	2	Low		
	3	Medium		
	4	High		
	5	Very High		
Strategic Significance	<u>Strategic Significance to Council.</u>		15%	
	1	Supplementary		Does not provide a public focus for Council, and is not a key area for Council activities.
	2	Secondary		Does not provide a public focus for the Council.
	3	Standard		Provides a regular focus for the Council.
	4	Intermediate		Provides an important public focus for the Council.
	5	Premium		Provides a key public focus for the Council, and is a defining icon of Council service.
			100%	

Parking Criteria

Criteria	Rating/Interpretation		Weighting
Access Improvement	Will improve accessibility to Council facilities, schools, tourism attractions, business centres and public amenities.		40%
	1	Very Low Alternative parking available with no impact on adjacent properties.	
	2	Low	
	3	Medium Alternative parking available with some impact on adjacent properties.	
	4	High	
5	Very High No alternative parking available with high impact on surrounding properties.		
Safety Improvement	Safety improvement for pedestrians.		30%
	1	No improvement.	
	2		
	3	Moderate improvement. Protected on street car parking.	
	4		
5	Major improvement to safety. Off street carpark separated from traffic flows.		
Strategic Significance	Strategic Significance to Council.		30%
	1	Supplementary Does not provide a public focus for Council, and is not a key area for Council activities.	
	2	Secondary Does not provide a public focus for the Council.	
	3	Standard Provides a regular focus for the Council.	
	4	Intermediate Provides an important public focus for the Council.	
5	Premium Provides a key public focus for the Council, and is a defining icon of Council service.		
			100%

Footpaths, Pedestrian and Cycleway Network Project Prioritisation Criteria

Criteria	Rating/Interpretation		Weighting		
Functionality and/or Condition	Ability to perform its primary function		20%		
	Condition				
	1	Very Good		1	Approximately 0 - 20% of useful life consumed.
	2	Good		2	Approximately 20 - 40% of useful life consumed.
	3	Fair		3	Approximately 40 - 60% of useful life consumed.
	4	Poor		4	Approximately 60 - 80% of useful life consumed. 5 -10yrs
5	Very Poor/Unsafe	5	80 - 100% of useful life consumed. 0 - 5 years.		
Whole of Life Cost (financial sustainability)	1	Extension/Expansion of the Footpaths Pedestrian and Cycle Network.			
	3	Infill improvement of the Footpaths Pedestrian and Cycle Network, filling missing connections.			
	5	Replacement or upgrade of existing footpath that reduces operational cost.			
Connectivity, Utilisation and POS Hierarchy	1	No connectivity or utilisation benefit to the community.			
	3	Improvement for a 'Minor' pedestrian/cycleway route.			
	5	Improvement for a 'Major' pedestrian/cycleway route.			
Environment and Wellbeing	1	Negative impact or no improvement on any of the following: aesthetic appeal, connection to nature, climate change resilience or environmental health outcome.			
	2	Improves aesthetic appeal.			
	3	Improves environmental health outcome (e.g. encouraging alternative transport).			
	4	Improves connection to nature (e.g. improving connectivity between parks, improving accessibility to the environment).			
	5	Builds climate change resilience (e.g. creating shade for footpaths, reducing heat reflection and absorption). Improves resilience to natural disaster events.			
Safety	1	Potentially introduces a new safety hazard.			
	3	No safety benefit.			
	5	The project removes a safety hazard or improves safety.			
			100%		

Parks and Open Spaces Project Prioritisation Criteria

Criteria	Rating/Interpretation		Weighting		
Functionality and Condition	Ability to perform its primary function		20%		
	1	Very Good		1	Approximately 0 - 20% of useful life consumed.
	2	Good		2	Approximately 20 - 40% of useful life consumed.
	3	Fair		3	Approximately 40 - 60% of useful life consumed.
	4	Poor		4	Approximately 60 - 80% of useful life consumed. 5 -10yrs
	5	Very Poor/Unsafe		5	80 - 100% of useful life consumed. 0 - 5 years.
Whole of Life Cost (financial sustainability)	1	Expansion of the Parks and Open Spaces portfolio. E.g. Additional park, playground, toilet, or high maintenance garden. Extension of the footpath network (not infill) requiring additional labour.			
	2	Additional feature that requires significant additional labour for the life of the asset. E.g. New hedges, gardens with irrigation required, fence, bollards, rotunda, BBQs, lighting, and bins.			
	3	Additional feature that requires minimal additional labour for the life of the asset. E.g. New picnic facilities, basic playground feature (e.g. Swings or basic static equipment), onsite car park, bollards, drinking water tap, sign, drought tolerant tree, footpath network infill.			
	4	Replacement or upgrade of existing feature that does not increase operational cost, or operational cost reductions are made in other areas so that this project is WOLC neutral.			
	5	Replacement or upgrade that reduces operational cost.			
Connectivity, Utilisation and POS Hierarchy	1	No connectivity or utilisation benefit to the community.			
	2	Improvement for an open space with an asset hierarchy of 'Other' where there are no existing features. Streetscape improvement on an "Access" street.			
	3	Improvement for an open space with an asset hierarchy of "Other" where there are existing park features.			
	4	Improvement for a 'Minor' park or 'Minor' pedestrian/cycleway route. Streetscape improvement on a "Collector" road.			
	5	Improvement for a 'Park' or 'Major' pedestrian/cycleway route. A CBD/town entrance streetscape.			
Environment and Wellbeing	1	Negative impact or no improvement on any of the following: aesthetic appeal, connection to nature, climate change resilience or environmental health outcome.			
	2	Improves aesthetic appeal.			
	3	Improves environmental health outcome (e.g. bins, encouraging alternative transport, commemorative gardens and cultural spaces).			
	4	Improves connection to nature (e.g. Creating green or habitat corridors, improving connectivity between parks, improving accessibility to the environment).			
	5	Builds climate change resilience (e.g. solar panels, water conservation, creating shade, reducing heat reflection and absorption). Improves resilience to natural disaster events.			
Safety	1	Potentially introduces a new safety hazard.			
	3	No safety benefit.			
	5	The project removes a safety hazard or improves safety.			
			100%		

Facilities Criteria

Criteria	Rating/Interpretation	Weighting	
Environmental and/or Public Health Impact	Projects will contribute to the natural and built environment and improve public health outcomes.	10%	
	1 Very Low Contribution/Improvement		
	2 Low Impact Contribution/Improvement		
	3 Medium Impact Contribution/Improvement		
	4 High Impact Contribution/Improvement		
5 Very High Impact Contribution/Improvement			
Utilisation	Assessing the use of the facility. (Average number of people per year with consideration to the community size)	15%	
	1 Very Low		
	2 Low		
	3 Medium		
	4 High		
5 Very High			
Whole of Life Cost	Renew our existing assets before improving service levels to reduce Whole of Life Cost (WOLC) impact on our annual budget.	30%	
	1 Expansion of Facilities portfolio - new facility		
	2 Upgrade or expansion of a facility to improve service level to the community.		
	3 Renewal and proactive upgrade to protect existing facility where deterioration is commencing.		
	4 Renewal and upgrade to protect existing facility where significant deterioration has occurred and is impacting on safety.		
5 100% renewal of existing facility			
Functionality and Condition	Ability to perform its primary function	Condition	30%
	1 Very Good	1 Approximately 0 - 20% of useful life consumed.	
	2 Good	2 Approximately 20 - 40% of useful life consumed.	
	3 Fair	3 Approximately 40 - 60% of useful life consumed.	
	4 Poor	4 Approximately 60 - 80% of useful life consumed.	
5 Very Poor/Unsafe	5 80 - 100% of useful life consumed.		
Strategic Significance	Strategic Significance of building to the Council.		15%
	1 Supplementary	Does not provide a public focus for Council, and is not a key area for Council activities.	
	2 Secondary	Does not provide a public focus for the Council.	
	3 Standard	Provides a regular focus for the Council.	
	4 Intermediate	Provides an important public focus for the Council.	
5 Premium	Provides a key public focus for the Council, and is a defining icon of Council service.		
		100%	

Community Housing Criteria

Criteria	Rating/Interpretation	Weighting
Environmental Impact	Projects will contribute to the natural and built environment, consider sustainable principle and energy efficiencies taking into consideration greenhouse gas emissions, water management, waste management and biodiversity.	10%
	1 High Negative 2 Low Negative Impact 3 Neutral Impact 4 Low Positive Impact 5 High Positive Impact	
Health, Wellbeing and Safety	Projects will benefit the health, wellbeing and safety of community housing residents.	20%
	1 No Benefit 2 Slight Benefit 3 Minor Benefit 4 Moderate Benefit 5 Major Benefit	
Maintenance	Annual maintenance cost reduction by proceeding with the project.	20%
	1 No Reduction 2 Slight Reduction 3 Minor Reduction 4 Moderate Reduction 5 Major Reduction	
Functionality and Condition	Ability to perform its primary function	Condition
	1 Very Good (S5) 2 Good (S4) 3 Fair (S3) 4 Poor (S2) 5 Very Poor/Unsafe (S1)	
Strategic Significance	Strategic Significance of building to the Council. Add 1 point if project/building is	20%
	1 Supplementary Does not provide a public focus for Council, and is not a key area for Council activities. 2 Secondary Does not provide a public focus for the Council. 3 Standard Provides a regular focus for the Council. 4 Intermediate Provides an important public focus for the Council. 5 Premium Provides a key public focus for the Council, and is a defining icon of Council service.	
		100%

Aerodromes Criteria

Criteria	Rating/Interpretation		Weighting
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.		40%
	1	Low Manage by routine procedures	
	2	Moderate Planned action required (i.e.. Make safe and include in forward programs)	
	3	Significant Prioritised action required (i.e.. Make safe and program in current/next program)	
	4	Extreme Immediate Corrective Action required.	
Condition	Condition of the current asset		30%
	1	Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	
	2	Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	
	3	Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	
	4	Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	
Functionality	Ability to perform its primary function		30%
	1	Very Good	
	2	Good	
	3	Fair	
	4	Poor	
	5	Very Poor/Unsafe	

Water Criteria

Criteria	Rating/Interpretation	Weighting
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	
	1 Low	Manage by routine procedures
	2 Moderate	Planned action required (ie. Make safe and include in forward programs)
	3 Significant	Prioritised action required (ie. Make safe and program in current/next program)
	4 Extreme	Immediate Corrective Action required.
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	
	Capacity to service the need.	
	1 Very Good	Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.
	2 Good	Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.
	3 Fair	Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.
	4 Poor	Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.
	5 Very Poor/ Unsafe	Failed or failure imminent. Immediate need to replace most or all of asset.
	1 Very good ability to service the need.	
	2 Good ability to service the need.	
	3 Fair ability to service the need.	
4 Poor ability to service the need.		
5 Very poor ability to service the need.		
Criticality	This gives priority to renew water mains, pumps and reservoirs that would have the greatest impact on the community if they fail.	
	1 Insignificant Impact	<=100mm supply main or booster pump primarily for irrigation supply such as a park or garden. No part of a treatment plant is considered insignificant.
	2 Minor Impact	150mm supply main or booster pump for small area (5 or less domestic connections) where supply could be re-routed and service delivery not affected. For a treatment plant, it would be a minor impact if there is a spare or a temporary work-around available.
	3 Moderate Impact	150mm supply main or booster pump for small area (5 or less domestic connections) where supply cannot be re-routed. For a treatment plant, it would be a moderate impact if it is not a critical control point but there is no spare available. It may cause water restrictions.
	4 High Impact	Entire reservoir catchment impacted or substantial proportion of CBD impacted. Reservoir, Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would reduce the clear water storage and initiate water restrictions.
	5 Very High Impact	Entire water scheme impacted or entire CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Dialysis Patient or essential service such as but not limited to hospitals, schools, aged care facilities. For treatment plants this would include any critical control point asset that would stop the treatment process. Any area that is impacted with no water for an extended period of time and that could result in legal action.
		100%

Wastewater Criteria

Criteria	Rating/Interpretation	Weight
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	
	1 Low Risk	Manage by routine procedures
	2 Moderate Risk	Planned action required (ie. Make safe and include in forward programs)
	3 Significant Risk	Prioritised action required (ie. Make safe and program in current/next program)
	4 Extreme Risk	Immediate Corrective Action required.
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	
	Capacity to service the need.	
	1 Very Good	Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.
	2 Good	Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.
	3 Fair	Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.
	4 Poor	Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.
	5 Very Poor/ Unsafe	Failed or failure imminent. Immediate need to replace most or all of asset.
	1 Very good ability to service the need.	
	2 Good ability to service the need.	
	3 Fair ability to service the need.	
4 Poor ability to service the need.		
5 Very poor ability to service the need.		
Criticality	This gives priority to renew sewer mains and pumps that would have the greatest impact on the community if they fail.	
	1 Insignificant Impact	No part of the wastewater reticulation network or treatment plant is considered insignificant.
	2 Minor Impact	100mm connection for small area (5 or less domestic connections) where wastewater could temporarily (1 day) be removed by truck. For a treatment plant, it would be a minor impact if there is a spare or a temporary work-around available.
	3 Moderate Impact	100mm connection for small area (more than 5 domestic connections) where wastewater could not temporarily be removed by one truck or more than 1 day. For a treatment plant, it would be a moderate impact if it is not a critical control point and there is no spare available.
	4 High Impact	Entire pump station catchment impacted or substantial proportion of CBD impacted. Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would impact treatment but not initiate a bypass.
	5 Very High Impact	Entire wastewater scheme impacted or entire CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Essential service such as but not limited to hospitals, schools, aged care facilities. For treatment plants this would include any critical control point that results in a bypass.
		100%

Waste Criteria

Criteria	Rating/Interpretation	Weighting		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	20%		
	1 Low Risk Manage by routine procedures			
	2 Moderate Risk Planned action required (ie. Make safe and include in forward programs)			
	3 Significant Risk Prioritised action required (ie. Make safe and program in current/next program)			
	4 Extreme Risk Immediate Corrective Action required.			
Utilisation	Assessing the use of the facility. Cubic metres of waste per year	20%		
	1 Very low <2000t			
	2 Low >2000t but <5000t per year			
	3 Medium >5000t but <20000t per year			
	4 High >20000t but <50000t			
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	Capacity to service the need.	20%	
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	2 Good ability to service the need.		
	3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	3 Fair ability to service the need.		
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	4 Poor ability to service the need.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	5 Very poor ability to service the need.		
	This gives priority to transfer station and landfill assets that would have the greatest impact on the community if they fail, are inaccessible or service is interrupted.			40%
	1 Insignificant Impact No interruption or delays to service.			
	2 Minor Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for up to 1 day.			
	3 Moderate Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for less than 1 week.			
4 High Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for greater than 1 week.				
5 Very High Impact Very high number of ratepayers using transfer station or trench. Failure of critical asset components that stops Council providing the service at the site.				
		100%		

10 OFFICE OF THE CEO

10.1 PROPOSAL TO THE STATE GOVERNMENT AND THE ELECTORAL COMMISSION OF QUEENSLAND

Date Prepared: 28 October 2022
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

This report is to propose to eliminate Vote Canvassers and the handing out of individual 'how to vote' cards and other material at polling locations.

RECOMMENDATION

That Council propose to eliminate Vote Canvassers and the handing out of individual 'How to Vote' cards and other material at polling locations.

BACKGROUND

During the 2020 local government elections, the canvassing of votes with candidates and volunteers handing out 'How to Vote' cards' at polling places was banned and early voting options were extended.

The feedback received by the community, candidates and the Electoral Commission of Queensland was that voters preferred the ease of voting, including not requiring volunteers and candidates handing out election material at polling places. There is consistent input from voters and volunteers that the voting experience is chaotic and confrontational.

Other countries including the United Kingdom and New Zealand have arrangements that better manage or restrict election material and canvassing of votes at polling places. This accepted practice operates in a more orderly and effective manner, which enhances the voter experience and protects volunteer's safety.

Freedom of political expression would not be eroded given that people have a number of opportunities over a six (6) week period to access information and engage with candidates.

Popularity of the move towards postal and online options and avoiding election day "business" also suggests voters are seeking better alternatives. Running the volunteer gauntlet of How to Vote Cards and loud intimidation is neither popular nor necessary.

Extending early voting opportunities and managing the number of vote canvassers will:

- Improve public health benefits due to reduced anxiety in vulnerable voters.
- Improve voter turnout.
- Reduce financial and human resourcing cost to candidates, making elections more democratic.
- Mitigate intimidating actions by candidates and third parties.

- Improve the mental and physical health of ECQ staff and election workers.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

The Mayor writes to the State Government and the Electoral Commission of Queensland outlining Councils proposal.

10.2 RE-NAMING GROVES CREEK BRIDGE AS THE BOB MADDEN BRIDGE

Date Prepared: 28 October 2022

Author: Chief Executive Officer

Attachments:

1. **The Speewah District Residents Association Submission** [↓](#)
2. **Correspondence from Max Veivers** [↓](#)
3. **Correspondence from Djabugay** [↓](#)
4. **SDRA August Article** [↓](#)
5. **SDRA October Article** [↓](#)

EXECUTIVE SUMMARY

A proposal has been received from the Speewah District Ratepayers Association proposing that the Groves Creek Bridge be named the Bob Madden Bridge.

RECOMMENDATION

That Council rename the Groves Creek Bridge as the Bob Madden Bridge.

BACKGROUND

The Speewah District Residents Association (SDRA) has submitted a proposal to name the bridge at Groves Creek after the Bob Madden Bridge.

Given the bridge is not named after an individual but rather the name of the creek the submission does not create a problem. Should Council approve the Bridge would be named the Bob Madden Bridge and as usual a sign would be placed at either end of the bridge stating it was called the Bob Madden Bridge and below this the Creek name would be placed i.e. Groves Creek.

The Speewah District Residents Association's letter is copied below as it clearly outlines the reason for their proposal.

"The Speewah District Residents Association (SDRA) wishes to submit to Council a proposal to name the bridge at Groves Creek after the turnoff from the highway into Speewah), the Bob Madden Bridge. This is because of his immense contribution to the Speewah community as long-term chairman of the SDRA. While Bob's many altruistic activities extended to the broader Kuranda community in areas such as the Kuranda Paper, the Kuranda Infrastructure Planning group, the Speewah Fire Brigade, permaculture and bat conservation, this submission pertains to Bob's extraordinary work in telecommunications at Speewah. This was achieved through a combination of a genuine desire to help people and his local community, technical understanding, a talent for engaging with people, and an admirable determination. As part of his work towards improving telecommunications at Speewah, he actively lobbied for improvements to the bridge to prevent Speewah from being isolated during times of heavy rain.

Bob's door was open to everyone, and he was available to help when people rang him at all hours to assist with television reception at their homes. Also, in pre NBN days he worked with the Member for Leichardt, the Honorable Warren Entsch through the black spot program to get TV reception at Speewah. Further, he and John Thomson would often go to the tower during the night to fix issues affecting the community's reception so that people could continue to watch their favourite

programs. Bob Madden also worked with NBN Co to explain and show them issues localised to the area that affected Speewah's Internet coverage, and helped the community understand such issues through talking at SDRA meetings and inviting and engaging with guest speakers. Bob Madden was one of the originators of the SDRA and, as long-term chairman, liaised with many stakeholders including mayors and councillors from the Mareeba Shire Council (MSC) and the Tableland Regional Council.

It was largely this ability to respectfully engage with people from all walks of life that led to successful results for Bob Madden's many endeavours. It was through his liaising with Warren Entsch and hard work and determination that Speewah now enjoys mobile phone reception and Internet service. When the mobile tower was built, Bob ensured that it was taller than the original design to fit with the local topography to better guarantee adequate mobile reception for most of the community. While Bob was a communicator and told people about this work at SDRA meetings, most of the work that he did for the community was behind-the-scenes and unknown by most people. Our rationale for naming the Groves Creek bridge the Bob Madden bridge is to commemorate his altruistic contribution to the community into the future and demonstrate respect and appreciation for his personable approach to volunteerism.

I have attached two letters that I received consequent of asking the public for feedback through an article to the Kuranda paper. I have also attached two articles that demonstrate this consultation."

Attached to the report are the attachments to the Speewah District Residents Association's letter. Namely a letter from Djabugay, Max Veivers and the SDRA August and October articles for the Kuranda newspaper.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council's Road and Water Crossing Naming Policy states that:

"Council will consider input from community members for naming of roads or water crossings after historical or significant places, themes, families and individuals within the relevant district.

Any submission involving a request for a name which is not already on an approved list for the relevant district will be referred to Council for approval."

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Approximately \$700.

Is the expenditure noted above included in the current budget?

It can be catered for within the existing budget.

LINK TO CORPORATE PLAN

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

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

The Speewah District Residents Association will be informed of the decision and if approved a suitable ceremony will be arranged.

Submission to MSC to name the Groves Creek bridge at Speewah: The Bob Madden Bridge

The Speewah District Residents Association (SDRA) wishes to submit to Council a proposal to name the bridge at Groves Creek after the turnoff from the highway into Speewah), the Bob Madden Bridge. This is because of his immense contribution to the Speewah community as long-term chairman of the SDRA. While Bob's many altruistic activities extended to the broader Kuranda community in areas such as the Kuranda Paper, the Kuranda Infrastructure Planning group, the Speewah Fire Brigade, permaculture and bat conservation, this submission pertains to Bob's extraordinary work in telecommunications at Speewah. This was achieved through a combination of a genuine desire to help people and his local community, technical understanding, a talent for engaging with people, and an admirable determination. As part of his work towards improving telecommunications at Speewah, he actively lobbied for improvements to the bridge to prevent Speewah from being isolated during times of heavy rain.

Bob's door was open to everyone, and he was available to help when people rang him at all hours to assist with television reception at their homes. Also, in pre NBN days he worked with the Member for Leichardt, the Honorable Warren Entsch through the black spot program to get TV reception at Speewah. Further, he and John Thomson would often go to the tower during the night to fix issues affecting the community's reception so that people could continue to watch their favourite programs. Bob Madden also worked with NBN Co to explain and show them issues localised to the area that affected Speewah's Internet coverage, and helped the community understand such issues through talking at SDRA meetings and inviting and engaging with guest speakers. Bob Madden was one of the originators of the SDRA and, as long-term chairman, liaised with many stakeholders including mayors and councillors from the Mareeba Shire Council (MSC) and the Tableland Regional Council.

It was largely this ability to respectfully engage with people from all walks of life that led to successful results for Bob Madden's many endeavours. It was through his liaising with Warren Entsch and hard work and determination that Speewah now enjoys mobile phone reception and Internet service. When the mobile tower was built, Bob ensured that it was taller than the original design to fit with the local topography to better guarantee adequate mobile reception for most of the community. While Bob was a communicator and told people about this work at SDRA meetings, most of the work that he did for the community was behind-the-scenes and unknown by most people. Our rationale for naming the Groves Creek bridge the Bob Madden bridge is to commemorate his altruistic contribution to the community into the future and demonstrate respect and appreciation for his personable approach to volunteerism.

Submission to MSC to name the Groves Creek bridge at Speewah: The Bob Madden Bridge

I have attached two letter that I received consequent of asking the public for feedback through an article to the Kuranda paper. I have also attached two articles that demonstrate this consultation.

MAX VEIVERS

My husband Max Veivers and I bought 2,400 acres at what is now known as Speewah from Queensland Forests in August 1967.

There was a lot of millable timber on the property which Max cut with a chainsaw and transported the logs on a timber truck down the Kuranda Range to a sawmill at North Cairns.

We stocked the property with cattle, built cattle yards and fences, built a new house and connected electricity from the main highway, built dams, cleared paddocks and planted pastures. The house is beside Grove Creek at the entry on the left into Speewah area and is pictured below.

We loved our lifestyle there.

People were asking us if they could buy some land, so we started a subdivision. We missed the farming life and so sold the property and moved to a dairy farm in Ravenshoe.

Meanwhile at Speewah (we called it Janmarth), an isolated property in the bush, houses were being built for new residents. On 10 March 2018, I saw an article in the paper that stated there were 900 residents there and now it is a small township going by the name of Speewah.



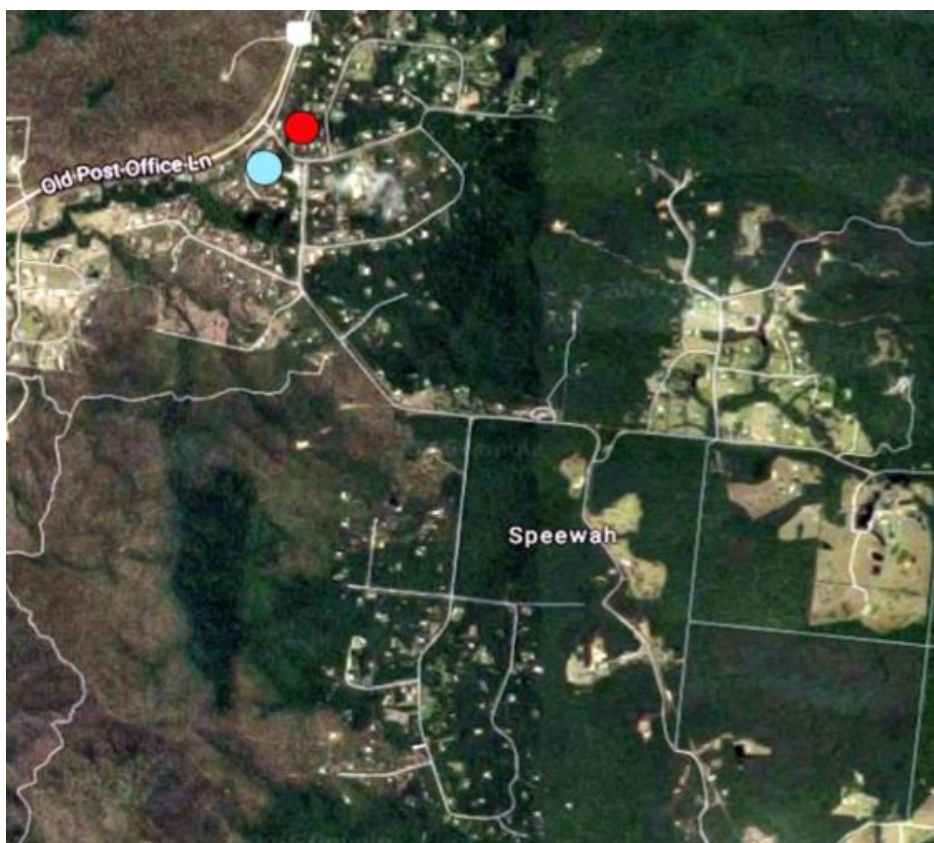
THOMAS VALLELY

Thomas Vallely was my great grandfather and he had a shanty hotel called Grove Shanty in 1885 beside Grove Creek at the entry on the right into Speewah area. This information was found in a surveyor’s map dated 1887. Yards, building and house was noted. Walter Hill Veivers (grandfather of Max) told us that the area was known as Vallely’s Knob that he had often been there.

This was on the Douglas Track leading over the range to Cairns and was a stopover for Cobb and Co coaches. The construction of the railway line to Mareeba was to be underway at that time.

This property was part of the land we bought and so Max and I often looked around the area and found odd pieces of blue and white pottery, blue castor oil broken bottles and rivets etc. It was very exciting as when we bought our property, we did not know that my great grandfather also once lived there.

Thomas and his wife then moved on to a property at Blackwater Creek which they named Kambul. They have their graves there.



The red circle is where we built our house. The blue circle is where my great grandfather had his Shanty hotel.



Djabugay Tribal Aboriginal Corporation
(ICN 1536) - DTAC
1496 Kennedy Highway
PO Box 495
Kuranda, 4881, Qld
(07) 4093-8116
Culture@djabugay.org.au
djabugay.org.au

22/08/2022

To Whom it may concern,

I am writing in regards to the Speewah District Residents Association (SDRA), the Chair Person Annie Austin for making the time consulting with Djabugay Aboriginal Corporation, for the re-naming of Grove's Creek bridge. We are happy to fully support the new naming called Bob Madden's Bridge, which he played a big role in his Speewah community and is well known to all for his contribution.

As Djabugay traditional owners, we are very thankful and respected that Annie Austin as Chair Person of (SDRA) has reach out, and we hope that the bridge will be successfully changed to Bob Madden's Bridge.

Thank you

Kind Regards,

Dennis Hunter

(Cultural Development Officer)

Djumburru Nyiwul

SDRA article for the August 2022 edition of the Kuranda Paper

Community Forum and Place-Naming

The Speewah District Residents Association (SDRA) is hosting the Mareeba Shire Council's (MSC) Community Forum at the Speewah Rural Fire Brigade (SRFB) training room at Roscommon Park, Speewah from 17:00 on the 3rd of August. This is quite separate to the SDRA and is a council-community event that provides an opportunity for local residents to directly communicate with Council on local issues and local governance directions for your neighbourhood. It is also a fund-raiser for the SDRA as we are catering for this event, please advise our secretary, Jo Garbellini if you are coming on: jgarbell15@gmail.com.

At our AGM in June this year we were able to show the plaque that we had designed to honour the late Bob Madden, extraordinary contributor to Speewah and the greater Kuranda community. The design is of the Speewah mobile tower that he ensured was built through his own technical understanding, determination, and negotiation with stakeholders including the Honorable Warren Entsch, resulting in much improved mobile reception for our neighbourhood. We are extremely grateful to the individuals who contributed to this plaque, including the enormous generosity of spirit from local Speewah resident Mick Dowling who organised the 'Track to the Hat' fund-raising walk that largely contributed financially to the plaque.

At the AGM, Marie Boswarva proposed that we name the bridge into Speewah over Grove Creek 'Bob Madden Bridge' to commemorate his lifelong legacy to our neighbourhood, particularly in the area of mobile reception at Speewah. We are seeking feedback from the community regarding this proposal and would appreciate your ideas which can be sent to me on anne.austin@my.jcu.edu.au.

Also, on the topic of place-naming, Vivienne Veivers has submitted her application to the Department of Natural Resources for naming Dick Louk Creek at Speewah and has been advised that the department would like to further gauge the attitudes of the general public through additional submissions from individuals. While the Djabugay Elders have supported this submission, the Mareeba Shire Council has written a letter of support, as have the SDRA as it relates to the cultural heritage of our neighbourhood. If you would like further information, please contact Vivienne on: vveivers@antmail.com.au, while you can send your submission to: <https://www.qld.gov.au/environment/land/place-names>.

(From the SDRA committee: Annie Austin, Charlotte de Doger-Speville and Jo Garbellini).

SDRA article to Kuranda paper October edition 2022

Party Celebrating Bob Madden's Generous & Lasting Contribution to Speewah

The Speewah District Residents Association (SDRA) will be holding a get-together to celebrate the enormous contribution to the Speewah district by the late Bob Madden at 6:00 p.m. on Friday the 28th of October at the training room of the Speewah Rural Fire Brigade at Roscommon Park. We invite anyone who has known Bob Madden for this happy occasion to come and join us and Bob's partner Marie Boswarva who will unveil the plaque that demonstrates his contribution to telecommunications at Speewah. As the SDRA will be providing light refreshments for this occasion, we ask that those of you who would like to join us RSVP Jo Garbellini on jgarbell15@gmail.com.

Submission for 'The Bob Madden Bridge

We like to thank those of you who responded to our September article regarding your ideas on naming Groves Creek Bridge (the 2-laned bridge into Speewah from the highway) 'The Bob Madden Bridge'. This idea was proposed by Bob Madden's widow who came to the SDRA AGM in June as a guest speaker to discuss this. At our meeting on Monday the 19th of September the SDRA members present voted unanimously to submit a proposal to Council for naming the bridge 'The Bob Madden Bridge'. The premise for this stems from his immense contribution to the Speewah community as long-term chairman of the SDRA, to commemorate his altruistic contribution to the community into the future and demonstrate respect and appreciation for his personable approach to volunteerism.

Congratulations to Savannah Terrar for receiving Volunteer of the Year award

The SDRA would also like to congratulate Speewah District Fire Brigade (SRFB) and Kuranda Myola Fire Brigade member Savannah Terrar for receiving the Rural Fire Service State Volunteer of the Year Award. Thank you, Savannah, for all your hard work as a Volunteer Community Educator for the Rural Fire Brigade.

The next SDRA meeting will be held at 6:00 p.m. on the 5th of December at the Training Room at Roscommon. We look forward to seeing many of you before then on Friday the 28th of October.

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 OCTOBER 2022

Date Prepared: 2 November 2022

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for October 2022

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/22/0021	13/10/2022	Selena Carabot C/- Freshwater Planning Pty Ltd 19 Herberton Street, Mareeba	Lot 16 on RP700549	ROL (1 into 2 Lots) & MCU Dual Occupancy	In Decision Stage
MCU/22/0022	26/10/2022	CD Nastasi AG Pty Ltd & SD Nastasi AG Pty Ltd 57 Studt Road, Mareeba	Lot 51 on SP243993	MCU - Undefined Use - "Rural Workers Accommodation" as defined by the <i>Planning Regulation 2017</i>	In Public Notification stage
RAL/22/0017	7/10/2022	Vaughan R Edwards C/- Freshwater Planning Pty Ltd 7 McKenzie Street, Kuranda	Lot 2 on SP262355	ROL (1 into 2 Lots)	In Decision Stage
RAL/22/0018	25/10/2022	Barry Portelli & James John Portelli & Anni Strong C/- Scope Town Planning 965 Bilwon Road, Bibbohra	Lot 18 on SP297295 & Lot 2 on SP297295 & Lot 15 on SP180665	ROL Boundary Realignment (3 into 3 Lots)	In Confirmation stage
RAL/22/0019	27/10/2022	BTM & S Stankovich Pty Ltd C/- Freshwater Planning Pty Ltd Emerald End Road, Mareeba	Lot 500 on SP336235	ROL (1 into 45 Lots + Balance) (Amaroo Stages 13A, 13B and 14A)	In Decision Stage
OPW/22/0008	04/10/2022	S & N Hogan C/- Jim Papas Civil Engineering Designer Pty Ltd 7 Kenneally Road, Mareeba	Lot 2 on RP729239	Operational Works associated with RAL/21/0014	Decision Notice issued 31/10/2022

October 2022 (Regional Land Use Planning)

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
OPW/22/0008	04/10/2022	S & N Hogan C/- Jim Papas Civil Engineering Designer Pty Ltd	7 Kenneally Road, Mareeba	Lot 2 on RP729239	Operational Works associated with RAL/21/0014
MCU/22/0019	27/10/2022	Mareeba Child Care & Kindergarten Inc C/- Gilvear Planning Pty Ltd	67 Constance Street and 2-6 Hastie Street, Mareeba	Lot 2 on RP723297 & Lot 10 on SP270086	MCU - Child Care Centre
OPW/22/0004	04/10/2022	Sibi Girgenti Holdings Pty Ltd C/- Jim Papas Civil Engineering Designer Pty Ltd	Mclver Road, Mareeba	Lot 100 on SP276719	Operational Works (Roadworks, Bulk Earthworks, Water and Sewer Supply Works and Stormwater Drainage) for Development Permit RAL/21/0024
MCU/22/0020	04/10/2022	P Cockram C/- The Building Approval Company	611 Speewah Road, Speewah	Lot 1 on RP729475	MCU - Dwelling House (Secondary Dwelling)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

October 2022 (Regional Land Use Planning)

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/22/0023	05/10/2022	MDF Industries Pty Ltd T/A Mareeba Sheds & Gas C/- Emergent Building Approvals	17 Joan Crescent, Mareeba	Lot 26 on SP189420	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA Dispensation)
CAR/22/0024	20/10/2022	MDF Industries Pty Ltd T/A Mareeba Sheds & Gas C/- Emergent Building Approvals	19 Brenaden Close, Dimbulah	Lot 87 on SP212577	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA Dispensation and Building within a Flood Hazard Area);
CAR/22/0025	06/10/2022	MDF Industries Pty Ltd T/A Mareeba Sheds & Gas C/- Emergent Building Approvals	9 Riverlands Drive, Mareeba	Lot 41 on SP204554	Referral agency response for building work (Class 10a shed) assessable against the Mareeba Shire Council Planning Scheme 2016
CAR/22/0026	17/10/2022	Murtrack Pty Ltd C/- Baker Building Certification Pty Ltd	8 Jarawee Road, Kuranda	Lot 10 on RP728572	Referral agency response for building work (Class 10a shed) assessable against the Mareeba Shire Council Planning Scheme 2016
CAR/22/0027	24/10/2022	Russell Clarke C/- The Building Approval Company	78 Monaro Close, Kuranda	Lot 8 on RP737018	Referral agency response for material change of use - dwelling house (secondary dwelling) assessable against the Residential dwelling house and outbuilding overlay code

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Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
Nil					

October 2022 (Regional Land Use Planning)